

**Northport Village Corporation
Draft Minutes of the Board of Overseers Meeting
Sunday, June 9, 2024**

Overseers, Officers and Staff present: Celine Bewsher; Brady Brim-Deforrest (via Zoom); Fred Lincoln (via Zoom); Judy Metcalf; Michael Tirrell (via Zoom); Jeffrey Wilt; Vicky Matthews; President, Janae Novotny; Office Manager, Trish Parker; Village Agent, Bill Paige; Clerk, Maureen (Beanie) Einstein.

Community Comments:

Vicky M. read a letter from John Kroger, a Northport resident, encouraging the Town of Northport to take a more active stand regarding Nordic Aquafarm's proposed project. Also, encouraged town & village residents to attend the upcoming Climate Resilience workshop at the Drinkwater School.

Rachel Rosa (Auditorium Park) - Recommend having tax bills split so monies are available for repairs as needed.

The meeting was called to order at 8:06 a.m.

Approval of the Minutes of the May 12, 2024 Overseers Meeting

Janae N. asked if there were any comments or changes to the May minutes distributed prior to the meeting.

Judy M. moved, seconded by Jeffrey W., to approve the May 12, 2024 minutes of the Board of Overseers. Voted - Unanimous.

President's Report - Janae Novotny

Recommendation to approve facilities use request and request for waiver of fees and insurance requirements for CPR training, June 28, 2024 - 7:30 a.m.-5:30 p.m.

Judy M. moved, seconded by Celine B., to approve the facilities use request and waiver of fees and insurance for CPR training June 28, 2024, 7:30 a.m.-5:30 p.m. Voted - Unanimous.

Potential facilities use request for fentanyl awareness training.

Judy M. moved, seconded by Jeffrey W. to approve facilities use for potential fentanyl awareness training in the future. Voted - Unanimous.

Revised schedule for Summer 2024 Donuts and Dialog with the Board announced:

Proposed 2025 Budget - June 29, 8-9:30 a.m.

Utilities - July 13, 8-9:00 a.m.

Infrastructure - July 12, 4-6:00 p.m. with Will Gartley, P.E. from 4-5:00 p.m.

Recommended appointment of a Nominating Committee.

Michael T. moved, seconded by Jeffrey W., to appoint a Nominating Committee: Bill Cressey, Blair Einstein and Amanda Hickman. Voted - Unanimous.

Recommended appointment of a Voter Registration Committee.

Brady B. moved, seconded by Celine B., to appoint Judy Metcalf, Chair, of the Voter Registration Committee, with authority to recruit volunteers as needed. Voted – Unanimous.

Recommended accepting an anonymous donation of an AED (with new adult and child electrodes and a new battery). The Donation Evaluation Checklist has been filled out in accordance with the donation guidelines.

Brady B. moved, seconded by Judy M., to accept the donation of an AED. Voted – Unanimous.

Janae N. reported that she spoke with Waldo County Sheriff, Justin Trundy, regarding police presence, when available, in the Village particularly on Broadway, George Street and Bluff Road for speeding issues. She also asked about the possibility of contracting with the Sheriff's Department for law enforcement coverage for the Village. The Sheriff's Department does not employ part-time deputies, but hypothetically, a couple of towns could share the cost of one deputy assigned to them. The minimum annual current cost of a full-time deputy, including compensation, benefits, training and equipment is \$130,000, which does not include premium pay for holidays, weekends, and the like. (

Treasurer's Report – Wendy Huntoon

Wendy H. referred the Overseers to her written report circulated prior to the meeting. She reminded Board members to review and sign the warrants and January 2022-May 2024 journal entries adjustments.

Wendy H. and Fred L. have reviewed the draft 2025 budget and updated it as needed. She encouraged the Overseers to thoroughly look over the draft budget for any errors or omissions. The 2022 Audit starts on Monday, June 10. Wilke & Associates has already identified some areas that we are addressing. We have a good handle on the Audit and anticipate "smooth sailing" going forward.

Village Agent Report – Bill Paige

Bill P. referred the Overseers to his written report circulated prior to the meeting.

Request from Bay Street property owners for return of the \$20,000 deposit required by the NVC for access through Bayview Park and the outfall/storm drain for the property owners' seawall projects. (Pictures and report attached to the Village Agent Report).

Bill P. reported that the grass in this area is showing some growth at present, but not enough to satisfy return of the full \$20,000.00 deposit to the property owners. Bill P. referred the Overseers to the before and after pictures of the area included with his report.

Fred L. moved, seconded by Vicky M., to return the sum of \$18,000 to the Bay Street property owners, pending the full return of the lawn to its prior state. The lawn will be reevaluated later this summer. Voted – Unanimous.

Bill P. is having difficulty finding white cedar chips for the playground area. He suggests reverting to using dark cedar mulch which contains no chemicals or additives. To replenish the area with white cedar chips, if available, would cost approximately \$7,000.00. The cost for mulch is \$35.00-\$45.00 per yard.

Judy M. moved, seconded by Celine B., to replace the cedar chips with mulch. Voted – Unanimous.

Michael T. asked Bill P. to speak with the lawn care team regarding clumps of grass left behind after mowing and the grass then dying in place. Bill attributed this to the large amount of rain we are

experiencing. The lawn care folks are waiting for some new equipment which should resolve the situation. However, it is not in their contract, at present, to remove the mowed grass.

The upper railing on the Bayview Park rampway is loose. Repair/replacement should be incorporated into funds for the Bayview Park shoreline so the village has the appropriate funds to do a proper fix.

Bill P. thanked and acknowledged Village residents Shannon Blaisdell and her husband Brian for their volunteer work on Village grounds. He also thanked Paul Overgag for his volunteer work especially with the Utility Department.

Officers Manager's Report – Trish Parker

Trish P. referred the Overseers to her written report circulated prior to the meeting.

Finance Committee Report – Fred Lincoln

Fred L. referred the Overseers to the Minutes of the Finance Committee Meeting June 4, 2024.

Recommendation: In accordance with Article 5 of the August 8, 2023 NVC Annual Warrant, we move that the Board of Overseers approve a nonrecurring amount not to exceed \$5,000 toward legal expenses and/or bond counsel, which bond counsel will provide an opinion as to whether Article 5 already includes the right to establish a Line of Credit and, if it does not, to provide warrant language to approve such lines of credit in future warrants, along with associated processing fees, in pursuit of a \$150,000 Line of Credit available for a period up to ten years. As necessary, available funds may be borrowed on a short-term basis to provide working capital for approved expenses in anticipation of annual tax revenues.

Fred L. moved, seconded by Jeffrey W., to approve the recommendation by the Finance Committee as amended by Judy Metcalf above. Voted – Unanimous.

Parks/Trees/Tree Warden – Vicky Matthews

Recommendation regarding a tree shared by NVC and the Rea's on North Avenue, across from Merithew Square.

Vicky consulted with Michael Grant, Grant's Tree Care, who was not in favor of cabling a tree with several trunks. Michael Grant recommended removing the trunk that faces the Rea's property and do some pruning as well. Steven Rea has agreed to this solution. The cost would be \$2000-2200 which would be split between NVC and the Rea's.

Vicky M. moved, seconded by Celine B., to approve an amount, to be paid by the NVC, not to exceed \$1100 for pruning and trunk removal on the tree shared by NVC and the Rea's across from Merithew Square. Voted – Unanimous.

Vicky M. will ask Grant's Tree Care to put this tree on their schedule for September. She will inform the Rea's of this time schedule.

Other Tree Committee actions:

Replacing a tree at the Library – a river birch tree was recommended.

NVC property between Bluff Road & Shore Road – The Committee will begin planning the clearing of a path this summer.

Vicky M. has received complaints regarding the storage of private property in the parks. Judy M. reminded the Overseers that the village has a policy in place, adopted by the villagers, that residents are not permitted to store their personal property in the Parks. Michael T. will draft a letter to be published on the NVC website and sent to Dan W. reminding Villagers of this policy.

Personnel Committee - Janae Novotny/Michael Tirrell

Recommendation to approve the employment of Danielle Hicock and Miles Cannon as lifeguards at \$20 per hour starting and ending dates to be determined by the Village Agent and Personnel Committee.

Jeffrey W., moved, seconded by Judy M., to approve the employment of Danielle Hicock and Miles Cannon as lifeguards at \$20.00 per hour. Starting and ending dates to be determined by the Village Agent. Voted – Unanimous.

Utilities Committee – Jeffrey Wilt

There were no exceedances in April. The Utility Department will be receiving data for May in the coming week. The Trustees have been working on the budgets for the Water and Sewer Departments. A complicating factor for the Water Department is that that we have a PUC Application in place asking for a rate increase. We were hoping that this increase would be approved in the first three months of the new year; however, PUC can take up to a year to address and approve an increase, which is making the budget process more difficult.

May 1st is the beginning of water-hook ups for the residents; there were five frozen meters post May 1st this year for customers who requested early hook-ups. Going forward, no water meters will be installed prior to May 1.

Town Liaison – Janae Novotny

Lincolntonville and Northport met with DOT representatives regarding planned DOT work on Route 1 to establish that both towns wish to be included in DOT's planning. A timeline for DOT work on Route 1 through Lincolntonville and part of Northport has not been established. She encouraged Village residents who are Northport voters to attend the Annual Town Meeting at the Drinkwater School on Monday June 17 at 6:30 p.m. The Town needs a new town hall; the present building is uninsurable because of structural issues. Town residents will be voting on funding for the next step in building a new structure to serve as community center/town hall/fire department. Also, the residents of Northport will be voting to accept or reject the donation of the Community Church building in Saturday Cove.

Infrastructure Committee – Celine Bewsher

We received the engineering report and engineer's cost estimates to address Auditorium Park shoreline erosion from Gartley and Dorsky: The preliminary estimate for Auditorium Park is \$240,000-\$270,000 which includes mobilization, layout, erosion control, temporary access road, blasting mats to work from the shore, install shoreline stabilization per plan, remove and restore temporary access road and landscaping. An engineer from Gartley & Dorsky will be attending the Infrastructure Donuts and Dialog to talk with the Village Agent and residents and to go over the plans for repair and answer any resident questions and concerns. It will be a great opportunity for Villagers to engage in conversation with the engineer.

She encouraged Village residents to attend the Climate Resilience workshop at the Drinkwater School on Wednesday the following week.

Maine Infrastructure Adaption Grant – She has been working with Northport Town Administrator James Kossuth regarding this grant. He feels monies would be relevant to our work in the parks and shoreline. This grant only requires a 5% match. The application deadline is July 1.

Michael T. – The Overseers need to understand the total cost with interest associated with a loan, legal fees, etc., associated with any loan going forward. Is the July 1 deadline both for engineering and construction? The Board needs clarification what expenses the Village would be responsible for, if approved at this meeting. Thorough discussion ensued. Celine B. will speak with James Kossuth to resolve these questions.

Wendy H. recommended approving the NVC to apply for the grant which will give NVC an option going forward. An application for a grant is not binding. The Village can always decline the grant money.

Judy M. moved, seconded by Fred L., that the Overseers authorize Celine B. and Janae N. to submit the grant application, coordinated with the Town of Northport, for a Maine Infrastructure Adaption Grant. Voted – Unanimous.

A thorough discussion ensued regarding a capital planning timeline for potential capital projects. Celine B. - “Plan A” is the grant and “Plan B” is a bond which we need to prepare to present at the Annual Meeting. Judy M. – We do not have answers to taxpayers questions; we do not know what interest rates will be, construction costs, etc., and what it would do to villager’s tax bills to make a “Plan B” to be put on the Annual Warrant at this time. Michael T. – Noted that the lengthy seawall process shows that it a careful process that requires more time to prepare and to frame the issues to communicate with the community. Jeffrey W. – The fundamental issue is the NVC’s financial health and capacity for more debt. No further action was taken.

Governance Committee – Judy Metcalf

The Governance Committee has revised the Fire Ordinance and a public hearing is scheduled for Sunday, June 30 at 9:00 a.m. downstairs in the Community Hall. A notice will be published in the newspaper and sent to Michael T. for publication on the NVC website and then sent to Dan W. for publication on BaysideMaine.com.

Safety Committee – Michael Tirrell

Safety Committee meeting and issues to be addressed:

In the absence of a police officer, the committee will put out a safety bulletin regarding safety issues and distribute to residents, as well as to rental agencies, the updated Fire Ordinance, waterfront safety, fireworks and our Parking Ordinance.

Police Car – The Committee asked whether it is possible to move the cruiser to different areas throughout the village to help deter speeding? Bill P. responded that he is the only one authorized to move the cruiser and he may move the cruiser only for maintenance purposes.

Speed Bumps – The Committee queried what the hurdles are around speed bumps. Bill P. stated that speed bumps are regulated by the DOT. The DOT is also responsible for approving and posting speed limit signs and stop signs at intersections. In response to an inquiry about the speed bumps on the roads through the Athena Health complex in Belfast, Bill responded that those roads are private roads not regulated by DOT.

Reminder – In the absence of a Village police officer this summer, Villagers should call the Sheriff’s Office for **non-emergency issues at: (207) 338-2040** and call **911 emergencies.**

Adjournment

President Janae N. adjourned the meeting at 10:06 a.m.

Respectfully submitted,

Maureen (Beanie) Einstein, Clerk

And

Janae Novotny, President

Draft