

**Northport Village Corporation
Draft Minutes of the Board of Overseers Meeting
Sunday February 8, 2025**

Overseers, Officers and Staff present: Fred Lincoln; Vicky Matthews; Elaine Moss (via Zoom); Michael Tirrell (via Zoom); Jeffrey Wilt; President, Janae Novotny;, Clerk, Maureen (Beanie) Einstein (via Zoom); Village Agent, Bill Paige; Office Manager, Trish Parker
Not present: Treasurer, Wendy Huntoon; Celine Bewsher (due to illness; joined later in the meeting)

Public Comments:

Rachel Rosa (Auditorium Park) had a question regarding an item on the Budget.

The Meeting was called to order at 9:02 a.m.

Approval of the Minutes of the January 12, 2025 Overseers Meeting.

Janae N. asked if there were questions/comments regarding the January 12, 2025 Minutes distributed prior to the meeting.

Action: Jeffrey W. made a motion, seconded by Elaine M., to approve the minutes of the January 12, 2024 meeting, distributed prior to the meeting as written. Voted: In favor of the motion: Fred L., Elaine M., Michael T., Jeffrey Wilt. Opposed to the motion:Kris M. The motion passed.

President's Report – Janae Novotny

Reminder: Maine Freedom of Access Act training requirement is mandatory for elected officials. Please forward your completed certificate to Office Manager, Trish Parker.
Reminder: Use your nvc.gov email address for all NVC-related correspondence.

Treasurer's Report – Wendy Huntoon

Janae N. referred the Overseers to Wendy H.'s detailed written report circulated prior to the meeting. Any questions regarding the report can be directed to Wendy H. or Finance Chair, Fred L.

Village Agent Report – Bill Paige

Bill P. referred the Overseers to his written report distributed prior to the meeting. In addition to his written report, Bill reported that the snowplow is no longer functioning and needs replacement due to an accident caused by rocks placed on a villager's property at the corner of North Street and Clinton make it very difficult to maneuver the plow accurately. An estimate to purchase a new plow is approximately \$5,337.00.

Action: Vicky M. moved, seconded by Jeffrey W., to authorize Bill P. to purchase a new snowplow. Voted – Unanimous.

Communication was sent to residents of North Avenue and lower Clinton owners and residents regarding the "Winter Parking Ban" which prohibits parking from 7pm-7am; during a snow event there is no parking allowed on Village streets. Primarily, it appears that contractors are not following our "Winter Parking Ban". A copy of the Winter Parking Ban is available on the NVC website. Two laminated signs have been removed and are missing; two laminated signs will be put in their place.

Office Manager's Report – Trish Parker

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

Finance Committee – Fred Lincoln

Fred L. referred the Overseers to his written report circulated prior to the meeting.

Regarding calendar year 2023 Village tax collection excess:

Recommendation: That the NVC Board of Overseers approve the inclusion of an appropriately detailed article on the August 2025 Annual Warrant, regarding the over collection of \$32,700 in NVC tax collections in 2023 and with the Board's recommended assignment of those funds to General Government Reserves.

Fred L. explained the recommendation. The article language will provide absolute transparency for consideration by NVC voters. Discussion ensued.

Action: Fred L. made a motion, seconded by Jeffrey W., to approve the recommendation as written above. Voted: In favor of the motion: Fred L., Kris M., Elaine M., Michael T., Jeffrey W. Abstained: Vicky M. Motion passed.

Personnel Committee – Janae N.

The Committee continues updating personnel policies and job descriptions, which will come back to the Board for their approval.

Michael T. – The Committee has reached out to past lifeguards for employment next summer; we should have an update at the March Overseers meeting.

Utilities – Jeffrey W.

Jeffrey W. referred the Board to a letter in their agenda packet to be sent to Villager's explaining water and wastewater increases.

There were no exceedances in December; January numbers will be available shortly.

Town Liaison – Janae Novotny

The budget for the new Town Center is very time consuming for the Select Board. They are looking at the Alpaca Store as an interim town office. The store is closing, and this space appears to be adequate and in a good location.

The cost of trash stickers will be increasing beginning June 1, 2025.

The town is getting ready to start their budget process and will be meeting every other Monday for their regular meetings and the Monday's in between they will be meeting as well regarding their budget. Janae N. will be attending the budget workshop meetings as well as the Select Board Meetings.

Overseers should let Janae N. know if they have any concerns, questions, etc., regarding Town issues; Janae will address them at these meetings. Bill P. meets with the Town administrator on a monthly basis, as well as Janae N. when items arise.

Proposals by Overseer Vicky Matthews

Finance position: Discuss the feasibility of hiring this position decided with a vote.

Vicky M. explained her opposition to hiring a Financial Manager at this time. A thorough and lengthy discussion ensued.

Action: Vicky M. moved that the Board table hiring a Finance Manager for a year to see what our financial costs actually are and reconsider it in 2026. There was no second to this motion; the motion failed.

Videos of meetings should be posted, by the Office Manager, within a week of the meeting.

Vicky M. explained her position regarding her recommendation.

Vicky M. made a motion, seconded by Jeffrey W., that NVC immediately start posting recordings of these meetings and that we go back in history to post them, and also provide these recordings to Dan Webster for his website.

Thorough discussion ensued regarding transparency, rules and regulations regarding ADA, cost, etc. Currently, the audio of meetings in the recent past, are available, on request, from the Village office for Board members, villagers, etc.

After discussion this item was referred to the Governance Committee and Communication Committee for review and their recommendation.

Action: Vicky M. withdrew her motion.

Taking of meeting minutes: Be given back to office manager and drafts of the minutes be sent to Overseers within one week of the board meeting.

Janae N. - Currently, the Clerk does a draft of the minutes; they are sent to the President for her review with corrections for parts that are inaudible from the recording, etc.

A thorough discussion ensued. Celine B. joined the Board meeting via Zoom during this discussion.

Action: Vicky M. moved, seconded by Jeffrey W. that taking of the Board minutes be returned to the Office Manager and publication of the draft minutes be sent within one week of the board meeting. Voted: In favor of the motion: Vicky M. Opposed to the motion: Celine B., Fred L, Kris M., Elaine M., Michael T., Jeffrey Wilt. Motion failed.

Action: Kris M. moved to amend the above motion, seconded by Celine B., any redlining of the minutes be available to the Overseers at the time that they vote on approval of the minutes. The original draft and all redlines are made available for their review prior to a vote, beginning at this February meeting. Voted: In favor of the motion: Celine B., Vicky M., Kris M. Michael T., Jeffrey W.- Opposed to the motion: Elaine M. and Fred L. Motion passed.

Playground fund donations: Donation fund for playground should come back to the village system (as were the donations for brown tail moth) so appropriate paper trail for expenses can be maintained.

Discussion ensued.

The Treasurer, Finance Committee and President will follow-up with the appropriate paper trails that are being followed in this matter.

Other Business:

Fred L., chairman of the Finance Committee proposed the following Budget Workshop dates which were accepted by the Board:

March 1, 2025 –9:00 a.m.
March 29, 2025 – 9:00 a.m.
April 29, 2025 – 9:00 a.m.

Public Comments:

Rachel Rosa (Auditorium Park) offered a comment about the minutes.

Dan Webster (670 Shore Road) offered a comment about the Board's agendas and meeting minutes.

Executive Session:

The Board went into Executive Session at 11:03 a.m.

The Board returned from Executive Session at approximately 12:35 p.m. There was no action taken to report.

Adjournment:

The meeting was adjourned at approximately 12:35 p.m.

Respectfully submitted,

Maureen (Beanie) Einstein, Clerk

and

Janae Novotny, President