

**Northport Village Corporation  
Draft Minutes of the Board of Overseers Meeting  
Sunday, May 10, 2026**

Overseers, Officers and Staff present: Diana Eastty; Kris Mix (via Zoom); Fred Lincoln; Vicky Matthews; Elaine Moss (via Zoom); Michael Tirrell; Treasurer, Wendy Huntoon; President, Janae Novotny; Village Agent, Bill Paige

Not present: Maureen Einstein

**Public Comments**

Bob Smith (Main Street) - Concerns about a tree that fell on his property; he will have a meeting with Janae to go over this matter.

Beverly Crofoot - Gave updates on the memorial benches.

The meeting was called to order at 9:10 a.m.

**Bid Opening - 2026-2029 Curbside Trash and Recycling Pickup**

We received one bid. Bill Paige, Village Agent, opened the Bid for a 3-year contract for Curbside Trash and Recycling Pickup from Pinkerton's for 2026-2029.

Year 1	\$24,720.00
Year 2	\$25,461.60
<u>Year 3</u>	<u>\$26,225.45</u>
Total:	\$76,407.05

**Vicky M. made a motion, seconded by Fred L., to accept Pinkerton's bid for curbside trash and recycling pickup. Voted – Unanimous.**

**Presentation by Craig Brigham regarding Northport Yacht Club's renovation plans for the clubhouse**

Craig Brigham, 695 Shore Road, wants the Board's approval to go before the Town to get approval to raise the clubhouse roof from 14 feet to 20 feet. He would like the Board's support before going to the Code Enforcement Officer, Tupie Rooney.

After a thorough and lengthy discussion, with input from all the Board members, Kris M. made the following motion:

**Action: Kris M. made a motion, seconded by Vicky M., and amended by Michael T. to endorse the Yacht Club providing more specific information on their plans to raise the yacht club roof and to**

bring back more specific plans for the Board of Overseers' review. This does not reflect approval of any specific plan.

Voted – In favor: Diana E., Kris M., Vicky M., Elaine Moss. Abstained: Fred L. and Michael T.  
Motion passed.

**Approval of the Minutes of the April 12, 2026, Meeting of the Board of Overseers.**

Diana E. - To change the spelling of “*1o term*” to a “*10-year term*” on page 2 of the minutes.

**Action: Vicky M. made a motion, seconded by Elaine M., to approve the minutes as written, with the above changes. Voted – Unanimous.**

**President’s Report - Janae Novotny**

1 Auditorium Park Building Permit Application submitted by David Hecht and Liz Thorpe and NVC Policy on the Preservation of Public Lands

Janae N. would like the Board’s approval to go before the Planning Board to object to these proposed changes/improvements to 1 Auditorium Park because they will extend a current encroachment on village property in violation NVC’s “Policy for Preservation of Public Land.”

**Action: Vicky M. made a motion, seconded by Fred L., to approve Janae N. going to the Planning Board to object to any changes/improvements that would violate our “Policy on the Preservation of Public Lands”. Voted – Unanimous.**

Donuts & Dialog topics

After the discussion regarding topics, the Donuts & Dialog topics are:

- Budget
- Open-Ended Town Hall
- Capital Budget Planning (Utilities & Infrastructure)

Saturdays from 8:30-9:30 a.m. (with added time as needed)

**Action: Vicky M. made a motion, seconded by Fred L., that the above discussion topics will be held from 8:30-9:30 (with added time as needed). Voted – Unanimous.**

Nominating Committee Appointments

Jane N. made the following Nominating Committee Appointments: Blair Einstein, Bill Cressey, Amanda Hickman, Judy Metcalf, and Joe Reilly.

Town of Northport requests to hold a Town Hall Fundraiser at the Community Hall

Janae N. recommended approval of a request from the Town of Northport use of the Community Hall from 12 noon to 4 p.m. on Sunday, July 19, 2026 for a fundraising event for the new town hall.

**Action: Michael T. made a motion, seconded by Fred L., to approve the Town of Northport Town Hall Fundraising Committee to use the Community Hall on July 19, 2026, from 12 noon to 4:00 p.m., and waive the rental fee. Voted — Unanimous.**

**Treasurer’s Report - Wendy Huntoon**

Wendy H. referred the Overseers to her Treasurer’s Report circulated with the meeting agenda.

Wendy H. thanked Jane N. for getting the warrant ready and thanked Fred L. for looking over the warrants and checking for errors in the absence of an Officer Manager.

The 2025 Audit started on May 4, 2026.

The next Budget Workshop was changed to May 17, 2026, at 1:00 p.m.

**Village Agent Report - Bill Paige**

Bill P. referred the Overseers to his written report circulated with the meeting agenda. He noted in his report that 44 water customers and 37 sewer customers still have not paid their bills. Board members expressed surprise and concern about the outstanding balances. Fred L. and Janae N. will work on articulating the issue to customers.

Recommend authorization to spend up to \$6,000 for the deconstruction, removal, and disposal of the old swim float.

**Action: Elaine M. made a motion, seconded by Vicky M., for authorization to spend up to \$6,000 for the deconstruction, removal, and disposal of the old swim float.**

**Kris M. made an amendment to the motion that anyone wanting to take part of the float, or all of the float, at the fixed price set by Bill P. must be removed immediately. Voted – Unanimous.**

**Beach Fire Safe Practices - Elaine Moss & Michael Tirrell**

Elaine M. presented a “Beach Fire Safe Practices” document as an educational tool for the public. It does not alter our fire ordinance. It provides safety information and information about state restrictions based on fire conditions. A thorough discussion ensued regarding required permits, fires on public beaches, approval by the Overseers, advance planning required for beach fires, and other issues..

**Action: Vicky moved, seconded by Elaine M., to approve the “Beach Fire Safe Practices” with the changes discussed.**

Elaine M. and Michael T. will update the Beach Fire Safe Practices with the changes discussed at the meeting.

#### **Personnel Committee - Janae Novotny & Michael Tirrell**

The Office Manager position has been posted. Janae N. has been keeping office hours on Monday, 9-12; however, she is in the office regularly. Bill P. has been working in the office as well. Fred L. and Wendy H. have been working on the warrants, audit, etc.

Lifeguards. Michael T. reported that Aiden Hauk will be starting July 4 for 35-36 hours. Perrin Hathaway will be hired for 20 hours per week, starting at the beginning of July. Danielle Hickock starts on August 9th through the third week in August.

#### **Utilities - Fred Lincoln**

Year to date, there have been no exceedances in the sewer system. Moore’s Septic pumped the tanks on April 24th. They pumped 34,000 gallons from the primary and secondary tanks. He will be posting a notice for the next Utilities Meeting.

#### **Ad Hoc Memorial Benches Committee Report and Recommendations - Vicky Matthews**

Vicky M. presented the committee’s report and recommendations regarding memorial benches. Requirements for Memorials on Village Property:

- 1) A donation form shall be filled out as memorials are donations to the village.
- 2) The wording on memorial plaques shall be approved by the Overseers.
- 3) Memorials will not be placed or altered without informing the Overseers and obtaining written Overseer approval.
- 4) Future new memorial benches will be no longer than 72 inches, and durable materials will be used.
- 5) Overseers approve all materials used in the memorial.

Recommended Repairs to Village Benches - The Ad Hoc Committee provided a list of repairs for the selected benches.

Related inquiries regarding memorial bench upkeep should be directed to the NVC Parks & Tree and Overseer, Victoria Matthews, by email at [vmatthews@nvcmaine.gov](mailto:vmatthews@nvcmaine.gov) or by postal mail to Northport Village Corporation, Attention Victoria Matthews, 813 Shore Road, Northport, ME 04849.

#### **Town Liaison Report - Janae Novotny**

The Community Roadside Cleanup was Saturday, May 9, with a good turnout.

There will be an upcoming public hearing at the Drinkwater School regarding the proposed moratorium on certain developments outside the Route 1 corridor precipitated by the proposed RV park on existing blueberry barrens.

#### **Infrastructure Committee - Kris Mix**

The State of Maine Department of Environmental Protection has issued a permit for our Auditorium Park Stabilization project.. The project must be commenced in 4 years and completed in 7 years per the permit.

#### **Public Comments**

Dan Webster (Shore Road) - The public hearing for the proposed moratorium will be on Monday, May 11, at 6:15 at the Drinkwater School.

Rachel Rosa (Auditorium Park) – Commented on a Utilities Committee action and the yacht club renovation plans.

#### **Executive Session**

The Overseers went into Executive Session at 12: 05 p.m. and returned from Executive Session at 12:16 p.m.

**Action: Michael T. made a motion, seconded by Fred L., to hire Melissa Doan as Finance Manager, consistent with the job description, at \$45.00 per hour. Voted – Unanimous.**

**Action: Michael T. made a motion, seconded by Fred L., that we pay Bill Paige a \$1,000.00 stipend for the additional work he is handling in the absence of a Office Manager, and continue paying it until we do so. Voted – Unanimous.**

#### **Adjournment**

The Meeting was adjourned at 12:17 p.m.

Respectfully submitted,

Maureen (Beanie) Einstein, Clerk

and

Janae Novotny, President