Northport Village Corporation
Draft Minutes of the Board of Overseers Meeting
Sunday, September 13, 2026

Overseers, Officers and Staff present: Diana Eastty; Fred Lincoln; Vicky Matthews; Kris Mix; Elaine Moss (via Zoom); Michael Tirrell; Treasurer, Wendy Huntoon; President, Janae Novotny; Village Agent, Bill Paige; Office Manager, Alyssa Haywood; Clerk, Maureen "Beanie" Einstein (via Zoom)

Public Comments - None

The meeting was called to order at 9:00 a.m.

Approval of the Minutes of the Sunday, August 9, 2026 Board meeting, with the following corrections:

Page 1 - Correct in attendance at the meeting - *Alyssa Hayward to Alyssa Haywood*
Page 1 - In Patty Wright's request - Change *April 15 to August 15*
Page 1 - Add to 3rd motion - *Voted - Unanimous*
Page 2 - Add to first action motion - *Voted - Unanimous*
Page 2 - Add to 3rd motion - *Voted - Unanimous*
Page 4 - Add to Action - *Elaine M. made a motion seconded by Kris M.*

Action: Michael T. made a motion, seconded by Kris M., to approve the minutes as written with the above corrections. Voted – Unanimous.

President's Report - Janae Novotny

Recommendations to approve:

1. 2026-2027 schedule of Board meetings (attached); and
2. 2026-2027 NVC Committee chair and membership appointments (attached).
3. Recommendation to appoint Elaine Moss as Chairman to call and conduct a meeting of the Overseers in the absence of the President as described in the NVC Bylaws.
4. Recommendation to appoint Fred Lincoln as Deputy Treasurer to act in the absence of the Treasurer as described in the NVC Bylaws.
5. Recommendation to appoint Ellen McDermott as the Deputy Clerk to act in the Clerk's absence as described in the NVC Bylaws.
6. Recommendation to appoint Craig Brigham as Wharfmaster to perform the duties described in the NVC Bylaws and to appoint Gordon Fuller, Bill Haverty and Jim Coughlin as Assistant Wharfmaster to assist the Wharfmaster in performing the Wharfmaster's duties and to appoint to the Waterfront Committee the Commodore of the Northport Yacht Club.
7. Recommendation to appoint Victoria Matthews as Tree Warden to perform the duties described in the NVC Bylaws.

Draft

8. Recommendation to grant and affirm the authority of Treasurer Gwendolyn Huntoon and President Janae Novotny to open any deposit account(s) in the names of the NVC; endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit in the name of the NVC with Bangor Savings Bank; place orders with Bangor Savings Bank for petty cash, coin or other currency drawn on the deposit account(s) of the NVC; and delegate or remote the delegation of a authority relating to all or some of the power(s) granted in this resolution to any person(s) who is a director, officer or employee of the NVC and grant and affirm the authority of Overseer Victoria Matthews to endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit in the name of the NVC with Bangor Savings Bank.

Action: Michael T. made a motion, seconded by Diane E., to approve the eight recommendations as written above. Voted – Unanimous, except Kris M. abstained with regard to recommendation #6.

Current Warrant and Payment Policy with no changes currently proposed.

Update on curbside trash & recycling pickup - Trash pick-up has been intermittent and incomplete. Janae N. suggests a notice of breach of contract and opportunity to correct the breach to Pinkerton & Sons Disposal. This is the process described in the contract with Pinkerton's.

Action: Kris M. made a motion, seconded by Michael T., to write a letter to Pinkerton's telling them that they are in breach of contract and must perform or the contract will be terminated. Voted – Unanimous.

Update on 19 Griffin Street – Thirty percent of the project has been completed in compliance with the building permit. The owners work full-time in other jobs, and they will try to complete the outside portion of the project within the next year.

Recommended to approve the purchase of a new village truck as authorized by Article 12 at the August 11, 2026 Annual Warrant and approved by the qualified Village voters at the August 11, 2026 Annual Meeting.

Action: Michael T. made a motion, seconded by Fred L., to authorize purchase of a new village truck as approved at the August 11, 2026 Annual Meeting. Voted – Unanimous.

Treasurer's Report - Wendy Huntoon

Wendy H. reminded the Board that when we commit to a project in one year and complete it in the next year, we need to track the funds better to understand whether carryover is assigned to reserves or the next year's operating budget. The 2025 audit has been delayed by questions concerning the utilities departments. Her focus going forward will be on Utilities and Utilities budgeting, and she will prepare a budget narrative for the Utilities' budgets. The PUC fire remediation order should be on the October agenda.

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Village Agent - Bill Paige

Recommendation to approve Boat Float Bid packet as presented.

Kris M. made a motion, seconded by Fred L., to approve the boat float bid packet as presented, correcting the paragraph numbering on page 1. Voted – Unanimous.

Recommendation to approve Patricia Gardner's Application for Use of Village Property for Construction Activity. (Note: Board approved an earlier application for use of the boat ramp for shoreline stabilization work at 758 Shore Road. The work was not finished last year.)

Action: Kris M. made a motion, seconded by Michael T., to approve the above recommendation as written above. Voted – Unanimous.

A discussion ensued prompted by a comment in the Village Agent report regarding difficulties plowing the roads in Bayview and Auditorium Parks if any cottages are improved for year-round occupancy. Elaine M. agreed that the Governance Committee will work on proposed plowing protocols.

Bill P. will get an estimate on a solution for the current pigeon problem on the dock and wastewater treatment building.

Office Manager's Report - Alyssa Haywood

Alyssa H. referred the Board to her written report circulated prior to the meeting. Elaine M. thanked Alyssa for her work on the annual meeting.

Utilities Committee Report - Fred Lincoln

There have been no violations at the wastewater treatment plant, although some figures are trending higher. Another pumping is scheduled for October. The department budgeted for four pumpings this year, but may do just three. Fred L. reminded Board members that Utilities meeting minutes are posted on the NC website. He also thanked Elaine M. for her interim service on the committee.

Bill P. and Fred L. met with John Woolsey, Carlos Martinez Florez and Vicky M. regarding the wastewater building. A fence is not permitted under the Shoreline Ordinance. Will be talking with Toupie Rooney, Code Enforcement Officer, regarding shoreline zoning, and what can be done to the wastewater building, such as replacing the temporary steps and adding slats along the building foundation.

Town Liaison Report - Janae Novotny

Town Office Update - James Kossuth gave an update on the renovations to move the interim town hall to the house at 8 Beech Hi.. Road.

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Waldo County Sheriff's Office Report circulated prior to the meeting. There has been more of a presence in Northport/Bayside this year. Speeding is continued on town road as well as village roads.

Discussion/possible action

Encouraging compliance with NVC Parking Ordinance: Parking has become a bigger issue. Michael T. recommended encouraging compliance with increased communication. Ideas mentioned include, among others, signage, especially in Auditorium Park; a contract with a towing company, requiring community organizations to provide parking monitors for events. Bill P. suggested informing villagers about the parking problems created by contractors. Also discussed was an emergency vehicle test during the summer to identify areas where parking practices need to change to make room for emergency vehicles. Elaine M. will bring it to the Governance Committee and create a map of village parking areas beyond Ruggles Park. The Committee will also research any past agreements between the Board and Auditorium Park property owners regarding parking.

Identifying NVC public walkways for residents and visitor - resident parking only area, maps, etc. discussed. The Governance Committee will work on same and get back to the Board.

Michael T. reported that Communications is in the process of organizing website compliance with the ADA by the 2028 deadline.

Comments by members of the Public

Rachel Rosa (Auditorium Park) is still waiting for a response to her request for public documents. Janae N. will get information to her shortly.

Adjournment

The meeting was adjourned at 10:48 a.m.

Respectfully submitted,

Maureen (Beanie) Einstein

and

Janae Novotny, President

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