

Northport Village Corporation

February 18, 2018

Overseers Meeting Minutes

Attendees:

President: John Spritz
Treasurer: Steve Kazilionis
Village Agent: William Paige
Office Manager: Amy Eldridge

Overseers

Judy Metcalf
Dick Brockway - Phone
Paul Nyren
Vicky Matthews
Lee Houghton
Wendy Huntoon
Michael Lannan

Visitors: Carlton Smith,

Meeting Called to order: Meeting called to order 9:03 am

Approval of Minutes: Vicky M. motioned to accept the minutes with corrections. Judy M. seconded the motion with a correction of completing the rest of the sentence under the 2nd paragraph in the Tree Wardens report to say “the tree need not be replaced in the exact same spot.” John wanted the minutes to mention that Michael L. was not going to be present for the meeting. 6 Approved, 0 Opposed, 0 Abstained.

Questions/issues from Bayside Residents and meeting attendees: nothing at this time.

Report of the President: John S. reported that NVC received a notice from Rose Rapp who has been running the farmers market in Bayside. She is stepping away of the farmers market and the farmers market will not be returning to Bayside.

John S. advised the Overseers of a letter from Jen Lannan speaking about NVC sponsorship of the fourth of July summer entertainment. The cost would be \$ 800.00 to have the Leaky Boot Jug Band return, and the cost would be divided 4 ways between Bayside Arts, BSHS, NYC, and NVC. Judy M moved that NVC pay 25 % of the cost for the summer entertainment on the basketball court for the fourth of July, seconded by Lee H. 6 Approved, 0 Opposed, 0 Abstained.

Report of the Treasurer: Steve K. provided the January financials to the Overseers and continued to go over the estimated variance report. Steve reported that NVC is on track. He informed the Overseers that the line item for Wharfs & Floats and the line item for Waterfront restoration will be combined together. The approved budget was 7 thousand and NVC was running about 12 thousand which is an expense higher than anticipated. Steve K reported that we should save money on book keeping and winter roads based on past history.

Steve K. reported that he will be tracking the Contingency budget and the Infrastructure carry over

spending. There are projects already in the works, such as the Electrical upgrade, Seawall, Windows and Tree work that will utilize the majority of the Infrastructure carryover spending as well as the Contingency budget. Steve K. also advised the Overseers that the Audit is underway and is going well.

Judy M. reported originally the 6490 account for Waterfront Restoration was envisioned back in 2009 to be a sinking fund where donations would be kept to reserve funds for restoring the Waterfront. When it came time to renew the budget there hadn't been any restrictions on the account. Combining the 2 accounts was determined to be the best solutions.

Steve K. would like a verbal approval for the budget work shop schedule. All of the Overseers were in agreement. Steve K spoke with Pickerton which is the company that handles the village trash removal. They are requested payment 6 months in advance. Currently Pinkerton's is getting paid 60 days after they do the work. Steve K. would like to propose that Pinkerton's submit their invoice sooner and have the book keepers cut a check which would be held until payment is due. Steve K. will inform Pickerton about his proposal based on the positive feedback from the Overseers.

Steve K. provided a revised budget workshop process to the Overseers. Steve K. mentioned how the Village has not raised taxes for 8 or 9 years. He would like to see funding for roads decreased from 9k to 6k. Lee H. reminded Steve K that by having the taxes changed to a different date would be considered a tax increase. Lee H. also expressed how he would like to hold the line on tax increases.

Wendy H. asked about landscaping around the basketball court and the Overseers need to determine the direction of what needs to happen with the project. Steve K will add landscaping to the list. Steve K passed out the warrants for the Overseers to review and sign. Steve K. would like committee chairs to determine what information they would like to see for the budget workshop so that he can provide it to them in advance. John S wanted to remind the committee chairperson to be prepared with a budget for what they anticipate for the budget year.

Report of the Village Agent: Bill P. reported that nothing has gone out to the electricians yet for the upgrade upstairs due to Bill has not received any paperwork to provide to the electricians. Bill P. called 14 engineers and 7 of them accepted the package and 1 engineer said they would fill it out. Everything in the village is going pretty good. Benner Tree Service still has to come and take down the tree in Ruggles Park. The Overseers would like to see a firm date be established for removal of the tree since Benner's Tree Service has already been paid.

Vicky M. provided a clarification on a quote from Greens that she reported at the January meeting. Greens informed her that it was \$150.00 an hour per person instead of \$85.00 to take down the 5 trees reported last month. Vicky M. also reported that Tony Field is the new tree warden and he will have to look into replacing the tree in Ruggles Park.

Bill P. is having problems with water is coming out of the ground at the end of Griffin Street before the catch basin. He is looking at different solutions of which John S. asked Bill P. to work with Michael L. due to it pertaining to infrastructure. Bill P. reported that the running board on the truck will need to be fixed. While in the process of plowing 12 Auditorium Park the running board got damaged. He also mentioned the cutting edge on the plow needs to be replaced which should cost around \$ 500.00. Lee

H. moved that we pay for the replacement of the cutting edge on the plow whatever it cost. Judy M. seconded the motion, 6 Approved, 0 Opposed, and 0 Abstained. Bill P. will get an estimate on the replacement of the running board for next month.

Paul N. suggested with John S. directing Bill P. to have the cruiser inspected early April so if repairs were needed we would not be without its use like last summer.

Office Manager Report: Amy E. reported that the drop box for the office computer is full and needs to be upgraded. Steve K. tabled the drop box request at this time because he may have a solution. Amy requested to have John S. sign a POA from the IRS so that she is able to speak to them about credits received from the IRS. Lee H moved to have John S. sign the POA form from the IRS to give Amy the ability to be speak with the IRS. Judy M. seconded the motion, 6 Approved, 0 Opposed, and 0 Abstained.

Communications Report: nothing to report at this time, but Judy M. thanked Dan Webster for getting communication out to Bayside on the water leaks.

Finance Committee Report: Judy M. reported that she has been in contact with the committee members on line and everything has been going well and on track.

Governance committee report: Judy M. reported they have tried to have online meetings about the waterfront issues but unfortunately the committee members have not been able to connect. Judy M. mentioned that they will be having a March meeting.

Infrastructure Committee Report: On behalf of Michael L., Paul N. reported and provided the following email that was distributed to the Overseers. Judy M. requested that the email be attached in the minutes for the public to read.

The IC report is that the electrical bid for the community hall has not yet been completed. However, we have decided to back up to some extent on the approach and bid the new service and required upgrades with the new exhaust fan as the base bid, and the arts upgrades and the emergency generator switch as optional items. The estimated base bid is \$15K to \$20K. The estimated optional items would add \$5K to \$10K.

The bid package for the seawall design is on the street and available at the village office. Seven firms asked for the package so we hope to get multiple bidders with the proper quals. We will negotiate a budget with the selected bidder at \$15K as previously allocated. Quals due by next meeting

Thanks.
Mike

Safety committee Report: Wendy. H spoke to Ben K and Evan about the police officer and life guard position for the upcoming summer. She reported that they have a short list of life guards of about 3 or 4 persons that are interested. She mentioned there were issues about documents that Ben K. did not provide at end of year and John S. asked that Wendy H. follow up with Maureen about it.

Wendy H. reported that Tracey Drinkwater provided a design for the landscaping around the basketball court. She will ask Tracey D. for a cost analysis for her design. Paul N. suggested using a snow fence down at the court to help with the basketball issue. The fence is easy to go up and come down and it comes in many colors. Lee H. moved that we forget about vegetation and just put up a snow fence in the area on a trail bases while the Safety committee and the tree warden determine an alternate solution. Judy M. seconded the motion. Discussion: Wendy H. spoke about hedges and that you can top the hedges at the high. Judy M. agreed having the snow fence but expressed that the Overseers need to be prepared for another conversation. 5 Approved, 0 Opposed, 0 Abstained.

Wendy H. recommended that the wage of a police officer would be \$ 20.00 based on the timeframe that Bayside would need a police officer and \$15.00 an hour for a life guard. Judy M. moved that the police officer be offered a wage no higher than what a police officer would earn at an overtime rate in the area. Vicky M seconded the motion. Discussion: the average pay for an officer would be \$ 20.00 an hour, if the Safety committee determines that a high hourly wage would be needed she would come back to the Overseers for approval. 5 Approved, 0 Opposed, 0 Abstained. Wendy H. moved to have a life guard paid \$ 15.00 an hour. Vicky M. seconded the motion. 6 Approved, 0 Opposed, 0 Abstained.

Bill P. reported that the inspection on the cruiser was in June. John S. suggested having the cruiser inspected in April and if there were any major repairs needed, the Overseers would be able to approve them at the May meeting.

Town Liaison Report: Paul N. reported that there are a couple of missing covers on George and Griffin St. Bill P. mentioned that it is an ongoing issue with the covers because the Town Plow pulls the cover off.

Utility Committee Report: Judy M. reported that there were no action items at this time for the Overseers. The system is working great. A couple of things they are watching is the little river property sale. Dick M. and David C. have spoken to the superintendent of the Belfast Water District. Judy M. mentioned a public meeting on Wednesday February 21, 2018 at the Hutchinson Center in Belfast that will go over the sale. She also mentioned that NVC heard back from the DEP about our 301H application. They had a few questions but are still processing the application.

Tree Management Report: Vicky M. reported that the committee has postponed meetings until May when more people are back in Bayside.

New and continuing business: nothing at this time.

Meeting Adjourned: at 10:38 a.m, Next meeting is March 25th at 9:00 am at the community hall conference room.