

**Northport Village Corporation
Board of Overseers
Minutes of Meeting: August 8, 2004**

On August 8, 2004, President Huntoon called to order the NVC Board of Overseers at 9:35 AM in the Community Hall meeting room, with Overseers Brockway, Allen, Metcalf, Spollett, Crofoot, Hanrahan, Robbins, Treasurer Doucette and Clerk Lagner attending. Also present were Superintendent Fancy, Manager Paige, Julian Sheffield, Tim Samway, Jane Badershall, and several other residents.

By vote of Metcalf, seconded by Robbins, the minutes for the meetings of June 13, June 27, and July 11 were accepted as written.

Doucette gave the treasurer's report as follows:

| | |
|--------------------|--------------------|
| General Government | |
| Checking | \$7,553.74 |
| Comm. Hall | 707.88 |
| Money Market | <u>58,252.01</u> |
| Total | <u>\$66,513.63</u> |
| | |
| Water Department | |
| Checking | \$43,240.34 |
| Petty Cash | <u>100.00</u> |
| Total | <u>\$43,340.34</u> |
| | |
| Sewer Department | |
| Checking | \$22,506.60 |
| Petty Cash | <u>100.00</u> |
| Total | <u>\$22,606.60</u> |

The audits are ready. The audits for the Sewer and Water department are final; the General Government audit done by Purdy Powers & Co. is a draft.

Manager Paige

1. Received is an estimate of \$3,000-3500 for converting the pump house into a garage for the police car. This includes the fill, door, ramp, and a reinforcing inside wall.
2. The boat float is still in tact. We should begin to gather materials for a new float. Wharfmaster Fuller has asked that the new float be 10' longer.

Superintendent John Fancy

1. The final budget and funding statement for the Phase I Project was presented. The total project cost runover was \$6,528.85. Warrants were signed.
2. The warrant for \$6,084.63 was discussed. Questioned is the bills from Woodard & Curran for the flow meter reading and the inflow report.

Metcalf moved, seconded by Brockway, that no checks be released to Woodard & Curran until a satisfactory resolution of the billing issue and quality of the work is found. **Voted.**

Visitors' Concerns

1. Metcalf stated that the mailbox in Ruggles Park has been moved closer to the street sign and telephone pole. However, the owner still has no permission from the Overseers to place a mailbox on community property. Hanrahan moved, seconded by Metcalf, that today we inform Mr. Westcott that he must remove his mailbox from Village property within 5 days (Thursday). **Voted.**
2. (Safety) Allen presented a contact number to be used in case a police presence is necessary. Sal and/or Joan check in with the Sheriff's office, the contact agency for the Bayside police, so this number should be called when they are needed. Call 1-800-660-3398.
3. Brockway presented a letter from Haywoods whose cottage was hit by lightning. The tree behind their cottage, which is on town property, was damaged. Tree surgeons are investigating its removal.
4. Residents are concerned about new property assessments. The Overseers have no control over that. Complaints must be taken to the Town Assessors. Samway said that the Assessors are setting up 20-minute interviews, which could be done by phone, but preferably in person. August 2-6 is set aside for signing up, and appointments will be scheduled to take place August 9-17.
5. Field's license. On July 21, 1995, Franklin A. Field was granted a license to access his property. This was limited to a driveway, not a parking area. Metcalf moved, seconded by Crofoot, that, in light of the expansion of use which is beyond the scope of the license, and in light of the fact that the Village made clear in 1995 that the purpose was limited simply to a driveway, and that it was a "permission to use" and not an "easement", that the license to Field granting him access across Village property be revoked, and ask him to remove the parked vehicle(s) presently occupying that property. **Voted: 6 yes, one recused.**

Utility Department: Crofoot

1. The wastewater flow recorder near the wharf was struck by lightning. A new one is on order, at a cost of \$1,800.00. Fancy will file an insurance claim.
2. The cost of signing up a new water customer is more than the \$100 presently being charged. Crofoot moved, seconded by Metcalf, that the Utility Department increase the fee for new customer water hook-up to \$250 plus direct costs of bringing water to the curb stop. **Voted.**
3. Crofoot moved, seconded by Hanrahan, to authorize the Water Department to purchase an additional 20 water meters. **Voted.**

4. Discussion was held about complaints resulting from Phase I construction, mostly drainage problems. Metcalf requested that all complaints be submitted in writing, so the Utility Committee can deal with them more efficiently.
5. Final punch list will be made for Phase II on August 17.
6. Phase III:
 - a. Kelly Cove is working on the sewer infiltration problem.
 - b. Woodard & Curran claims that the infiltration flow numbers were not accurate, even though they were hired to do a competent study. Dick Brockway has taken some figures, and flows are definitely improved. A meeting with Woodard & Curran will be held soon to discuss the problem.
7. Past due accounts: Jane Badershall was authorized to send out shut-off warning notices to 23 of the longest-due (over 120 days) water accounts.

At present, there is \$27,422 overdue.

Past due Sewer accounts amount to \$15,619. No sewer liens will be sent out this month, due to continuing work on the new computer software program. An individual case was presented to the Board, where \$1,500 has been paid on an \$1,800 bill. Crofoot moved, seconded by Hanrahan, that in this particular case the sum be accepted as payment in full and the remainder be abated. **Voted.**

8. John Fancy has submitted his resignation as Utility Superintendant effective the end of August. Crofoot moved, seconded by Hanrahan, that we set up an ad hoc committee to investigate the hiring of a utility superintendent and to discuss the form and function of the administrative tasks that would fall on him, and perhaps the office. **Voted.** Selected were Julian Sheffield, Crofoot, Metcalf, Doucette, Robbins. In the interim, Jane Badershall has been asked to oversee the office function and billing. Fancy will prepare a written job description and schedule of ongoing reporting requirements for the PUC and DEP, and participate in interviewing candidates. It is possible that a new management structure could be set up, to be decided after the Annual Meeting when a Utility Department Ordinance will be considered.
9. Jane Badershall, Dave Crofoot, and the office secretary are in training to learn to run the software. Julian Sheffield also would like to be familiar with the billing program.

The meeting was adjourned at 11:20 AM.

Eleanor Lagner, Clerk