

**Northport Village Corporation
Overseers' Meeting
January 14, 2007**

Minutes

Present: President Josiah Huntoon; Overseers Peter Allen, Margaret Brockway, Bill Cressey, Linda Houghton, Rick Melone, Judy Metcalf, Treasurer Julian Sheffield; Clerk Elizabeth Wilson; Village Agent Bill Paige; Tree Warden Jane Phillips; Office Manager Paul Bartels; Dick Brockway, David Crofoot.

The meeting opened at 9:05 AM

A motion was made and seconded to appoint Anne Bartels as recording secretary for this meeting. VOTED.

Minutes:

It was moved and seconded to approve the minutes of the November 14th meeting. Approval of the minutes for the December 16th will be reviewed at the February meeting.

Warrants: Warrants were circulated for approval.

Village Agent: Bill Paige reported that hardware of the float had been found and delivered be installed on the new float. Bill said that the height of the float might be lower than the current one and that Styrofoam could be added to correct the problem if necessary.

Bill reported that there was a leak in the fire line from the pond to the hydrants. A patch of the line failed during the recent fire. Bill will notify the proper authorities that the fire line is turned off until the leak can be patched. Bill reported that the Utilities Department was investigating the installation of a dry hydrant at the fire pond. Bill will report at the February meeting.

Metcalf moved and Cressey seconded that the Overseers join in the investigation of the cost of the hydrant. VOTED.

Treasurer's Report: General Government expenses were reviewed. Administrative expense did well. The budget does not reflect the change to in-house accounting. The change in accounting has allowed the reallocation of some expenses both as expense and to the utility department, as needed. The Surface Runoff improvements are included in the Road Maintenance account. A separate subsidiary ledger is kept for these costs. Payroll processing will not be brought in house until a later date to spread out the transition of the bookkeeping functions.

Annual Warrant: Cressey motioned to renew the annual warrant using past language. Allen seconded. VOTED.

Visitor's Concerns: None

Communications: Metcalf reviewed the rules relating to disclosure of NVC's documents and related materials to the public. She detailed the proper procedures to take regarding communications received between Overseers. She noted that personnel files are not public information.

Safety: Allen reported on his search to hire a lifeguard for the coming season. The overseers discussed ways to support the lifeguard and the extent of the supervision of the waterfront area.

Surface Runoff: Cressey reported on the status of construction. Construction to date has been in excess of the original plan. He plans to keep 2007 spending within the original budget plan by limiting spending to the planned expenses for the first two years. He discussed the need for a planned schedule to remove leaves from NVC streets to improve surface runoff problems and will look into solutions. A discussion on the suggestion for one-way streets was held. A survey will be included in the spring mailing to see how NVC opinion is.

Utilities: Crofoot reported on the discussions in the Utility meeting. The timing of the mailing of the utility bills and the lead-time for reading the meters and printing the bills was discussed.

New Business: Town requested a 24-hour emergency number for NVC. After some discussion, the Overseers felt that routine problems can be solved using our answering machine as it is checked daily and there are sufficient office hours to deal with most problems. For immediate needs, the county-wide 911 system should be used. Communications will prepare a letter to the Town.

Walkway Erosion to Wharf: Bids should come in by February, so work may be started in the spring.

Annual Report: Huntoon reminded everyone that Committee Reports need to be prepared and sent in on a timely basis

Executive Session: A motion was made and seconded to go into execution session. VOTED.

After coming out of Executive Session, a motion by Cressey, seconded Melone was made to engage the services of Julian Sheffield as temporary bookkeeper for up to 16 hours a month and to compensate her at the budgeted hourly rate. VOTED.

Future Meeting Dates:

- February 11th
- March 11th
- April 15th (Tentative)
- May 13th (Tentative)

Motion to adjourn: by Cressey, seconded by Allen. Meeting adjourned at 11:40 am