

**Minutes**  
**Overseers Meeting**  
**November 16, 2014**

**Attendees:**

President: Denis Wang  
Treasurer: Steve Kazilionis  
Village Agent: Bill E. Paige  
Village Clerk: Maureen Einstein

**Overseers:**

Lee Houghton  
Judy Metcalf  
Jo Huntoon  
John Spritz  
Marge Brockway

Overseer John Woolsey was unable to attend as planned via conference call due to equipment issues, Steve Flowers – absent

**Visitors:** Dick Brockway, Blair Einstein, Carla Paige

**Meeting called to order** at 9:00 a.m. by President Wang.

**Minutes:**

Judy Metcalf moved to approve the revised minutes from the October 12th meeting, seconded by Marge Brockway - **Voted and approved.**

**Warrants** were circulated for approval. Since there is not an Overseers meeting scheduled in December, the following motions were presented to allow the NVC to pay bills in a timely fashion.

- Marge Brockway moved that the Treasurer pay both the WEX and Community Card bills that come due each December to avoid late fees and penalties, seconded by John Spritz – **Voted and approved**
- Lee Houghton moved that the Treasurer be allowed to pay any one time emergency repair bills promptly as long as the amount is not greater than \$200 and is approved by the Distribution Operator or Village Agent. If the invoice is greater than \$200, The President of the NVC, upon consultation with the Distribution Operator or Village Agent may approve said payment. These payments will be listed on the next applicable warrant for approval by the Overseers. Seconded by Jo Huntoon – **Voted and approved**

Judy Metcalf reminded the group that a payment for repairs to the Community Hall parking lot will also come due in this timeframe. Payment for these services were previously approved by the Overseers and should be paid as soon as the invoice is submitted.

### **Treasurers Report: Steve Kazilionis**

1. Steve reported that he continuing to investigate the reasons why the expected amount of taxes were not billed. As a general statement the Town of Northport billed the expected amount of traditional taxes but are missing the \$8,000 special assessment described in the annual report. Even though the NVC will not receive these funds in 2014 as planned, we will still draw that amount from existing reserves in 2015.
2. The Utilities are financially sound and are expected to end the year in good shape.
3. The General Government account is very tight financially. It is unlikely that we will have any funds to increase our reserves as we have in past years. The ice storm clean up this past winter and the purchase of a truck and plow were unexpected but necessary expenditures; our budgets anticipate that we will have expenses like these, we saw more such expenses this year than in past years.
4. Paul is away until January 15<sup>th</sup>. Kathy Flynn will cover the office on Tuesday and Friday from 9 to 3 during this timeframe. John Spritz will communicate the change in office hours.

### **Village Agent: Bill E. Paige:**

1. The town has agreed to allow the Village to purchase sand and salt from the Town of Northport.
2. Bill will be taking the plow back to Bangor for adjustments – he is not able to open the hood of the truck when the plow is attached.
3. The tires on the truck are all season tires that are not up to task of plowing. John Spritz moved that Bill purchase 4 snow tires for a price not to exceed \$600. Seconded by Jo Huntoon. **Voted and approved**
4. The indemnification agreement for work on the South seawall is almost complete, the property owners have completed their part of the process. We are waiting on proof of commercial liability insurance from the contractor.
5. We have a revised draft of the Northport street opening regulations which include input from Bill and Dick McElhaney. NVC Utilities may be exempt from these regulations when conducting regular repairs and maintenance.
6. Property abutters contacted Bill about problems with parking in the area of the old jail. Judy Metcalf moved that we ask the Village Agent to make changes to the area to ensure the property is not used for parking or access to private property. Seconded by Marge Brockway. **Voted and approved.**
7. Bill is reviewing the apparent use of the paper Oak Street extension to access property from Sea Street. Bill also noted that the drainage ditch on Oak Street is not functioning as designed and needs some form of resolution.
8. Dirigo Engineering revised their engineering fee proposal for the Maple Street reconstruction downward to \$29,000. Jo Huntoon moved to approve \$10,000 in fees to be paid in calendar 2014. Seconded by Lee Houghton. **Voted and**

**approved.** This is a significant project that will require a warrant to approve a bond for construction at the 2015 annual meeting. The goal is to begin construction in the fall of 2015.

9. Bill has a list of 3 Marine Surveyors to contact for an RFP for an annual wharf inspection.
10. Judy moved that the Village Agent should determine if a programmable thermostat is compatible with our heating system and would help to keep energy costs for the Village offices low and economical. If so, Bill is authorized to purchase and install a thermostat not to exceed \$75. Seconded by Marge Brockway. **Voted and approved.**
11. The Maine Municipal Association conducted their insurance inspection – we can expect a report in 30 to 60 days.

**Resident's Concerns:** None

### **Committee Reports:**

**Centennial:** Donations continue to come in

**Communications:** The Village parking ban notice has been updated to prohibit parking on Village roads for all hours during a plowable storm. John Spritz will have the notice published in the Republican Journal and on Village bulletin boards

**Facilities:** Nothing new to report

**Safety:** Nothing new to report

**Surface Runoff:** Lee Houghton reported that he and Bob Smith in consultation with the Village Agent have determined that his proposed short term project to mitigate runoff on Maple Street has been cancelled in favor of a longer term solution. There is a continuing issue with running water on Broadway between Griffin and Main Streets. As this is a town road responsibility falls to the Town of Northport.

**Town Liaison:** Nothing new to report

**Tree Warden:** Our long term arborist is now working only seasonally. Jane has located a backup in the event the Village needs one.

**Utilities Committee:** Judy Metcalf reported that the committee met on Friday, November 14<sup>th</sup>, no action taken. The Committee plans to review the communication tools and process used for seasonal water shut down. Since a number of property owners wish to stretch their summer season, there is a need to better document requests for a later than Columbus Day disconnection including a liability releases to protect the Village in the event of property damage due to late disconnects.

### **Old Business:**

1. We need to determine our ability to have alternative drivers for the Village Truck – Steve Kazilionis will follow up and report in January.
2. Kelly Cove agreement – still in process
3. Revised Village Quit Claim Deed for William E. Paige to correct errors in deed prepared by town – completed, to be signed and notarized.
4. Unemployment Claim – the Unemployment Commission ruled against the Village in spite of a contract that stated specific dates of employment. Our former lifeguard, Justin will receive unemployment compensation; the NVC will not appeal this decision – this decision will be recorded against our claim experience.

### **New Business:**

1. Easement and Indemnification Agreement required by the Village from Blocks, Kellys, Alice Meador, and Dawn Bevor has been fully executed by the homeowners. The work is now able to proceed as soon as the DEP issues permit and Elwell provides proof of insurance.
2. Next Overseers meeting date – January 4, 2015. Please note, traditionally the Overseers do not meet in December.

### **Executive Session:** Entered at 10:39 AM, Ended at 11:02 AM

- The first offer to purchase the lot adjacent to the Community Hall was rejected by the property owner. Judy moved that the Village counter at the amount discussed during Executive Session. Seconded by John Spritz, **voted and passed** – Yea: Judy Metcalf, Marge Brockway, and John Spritz. Nay – Lee Houghton, Jo Huntoon
- Judy moved that in the event the Village offer is countered, the Ad Hoc Committee be authorized to report back to the Overseers and continue negotiations during the period between the November and January Overseers' meeting. Seconded by John Spritz, **voted and passed** - Yea: Judy Metcalf, Marge Brockway, and John Spritz. Nay – Lee Houghton, Jo Huntoon
- Judy moved that in the event the Village enters a contract to purchase the property between now and the January meeting, the Ad Hoc Committee be authorized to share the results publicly and to provide information as to how the Bayside Community can contribute to this purchase to defray some of the the tax expense related to the purchase. (It is important to note that several Villagers have requested this information). Seconded by John Spritz, **voted and passed**. Yea: Judy Metcalf, Marge Brockway and John Spritz. Nay – Lee Houghton, Jo Huntoon

Marge Brockway moved that we adjourn the meeting at 11:04 AM

Respectfully submitted by Steve Kazilionis