

Northport Village Corporation

May 14, 2017

Overseers Meeting Minutes

Attendees:

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

Overseers

Judy Metcalf
Dick Brockway
Paul Nyren
John Woolsey – Not present
Vicky Matthews – Not present
Lee Houghton
Wendy Huntoon- by phone

Visitors: Margie Brockway, Beverly Crofoot, Ed & Pam Williams, Blair Einstein, Tim Samway,

Meeting Called to order: John called the meeting to order at 9:00 a.m.

Approval of Minutes: Lee H. moved to approve the April Overseers minutes and Dick B. seconded the motion. 5 Approved 0 Opposed, 0 Abstained.

Questions/issues from Bayside Residents and meeting attendees:

Pam Williams asked the Overseers to trim the trees that border the property of 771 Shore Road which trees had been planted by the Village as part of the sewer plant installation. She reviewed the history of the past trimming by the village and how that arose. The Williams are requesting that the village trim the trees to 12 feet. Discussion: Judy reviewed how the trimming in 2002 was handled. At that time, the Overseers considered the request to trim the trees and reviewed the 1998 letter from the then President of the Village. The 2002 Board voted that while the President did not have authority to commit the village to pay the trimming it would authorize the trimming and payment. Since then, one or two more trimmings have occurred. The impact of trimming on the neighboring property – Sheila Baur’s – was considered. Bill P. and Paul N. reported that Sheila had expressed a willingness to have the trees removed permanently. Paul Nyren recommends that the Williams speak to the Town of Northport about trimming the trees as they are in the public right of way. Lee H moved to split the cost in 2017 with the Williams on trimming the trees for this trimming. Judy M. seconded it. 4 Approved 1 Opposed, 0 Abstained.

Report of the President:

John will continue to note that the annual report is coming closer and reminds the committee chairs the reports will be needed. John received an email from Wendy H. making him aware of possible federal grants that are available for Waldo County. The Federal Northern Board Commission has grants for

infrastructure projects and John will follow up with Steve K. and Wendy H. to see what may be possible for funding.

Report of the Treasurer:

Steve asked Lee H. to open and sign the bank statement. He then passed around the warrants to be signed by the Overseers and explained some figures that they will see when they are reviewing the warrants.

Steve K. went over financials. He mentioned that the annual audit was completed. He noted one correction that he had brought to the auditor's attention. Steve then went over the 2017 budget spending forecast handout and clarified the variances that were provided for the handout.

Steve needed guidance on budgeted items and asked the Overseers if they wanted to continue to not budget Community Hall income and it would be considered as extra income. He also needed to know much they wanted to budget for Community events. Discussion: the Board mentioned increasing the budget from \$500.00 to \$1,000.00. \$750.00 was determined for community events. The Overseers also agreed to keep the village contribution for Sewer at \$5,000.00. The Village Truck at \$2,000.00, reserves at \$10,000.00 and Wendy H. put into the budget an additional hydrant rental of \$794.00

The summer office schedule has been set up. The mowing contract RFP is being working on by Bill and Amy. A meet and greet with the accounting firm can be planned for a Tuesday, Wednesday or Thursday which are the best days for the accounting firm. Once the date and time is set John S. would like it to be available to anyone that would like to participate on the meet and greet. John S. thanked Steve K. for all of the hard work he has done with the budget.

Report of the Village Agent:

Bill reported on the Maple Street Project deadline on the warranty. Letters had been sent out and he received 1 feedback. Dirigo came down and they went over their concerns and the Village's concerns. The recommendation is 3 action items that Farley come back and take care of. 1. Is to reseed. 2. The driveway aprons on the west side should have berms to help prevent water going into the driveways. 3. On the sewer side they need to come back and do a camera inspection. A check has been signed and ready for payment once the village is ok with the listed items above.

Bill P. recommended to the painter that the village was looking to use to paint the hall, come to the meeting to answer any questions that the Overseers may have. The painter was unable to attend the meeting but was still interested. Bill has also received an additional quote on painting the Hall and Bill informed the board of a quote from Brain Barrett. The quote was \$16,000.00 and was determined by the Overseers that the village would stay with the original quote already approved provide. Bill also mentioned the back window sills need to be replaced. Paul N. said the sills are structurally sound and could be repaired by Greg for only \$40.00. Judy M. moved to retain Greg Gorden to replace the sills at a cost of no more than \$450.00, Lee H. seconded it. Discussion: Paul N said it may be a waste of money. Steve K. mentioned that the Overseers have already approved \$500.00 for the painter to do the sills they would only be changing vendors. 4 Approved, 1 Opposed, 0 Abstained.

Bill expressed a complaint that had been brought his attention that an Overseer was trespassing on their property and was asking a lot of questions. The property owner will contact the Overseers at a later date about this complaint and whom the Overseer is that they were referring to. .

1 Clinton St. has staging in the road way and it has been there for the last month. People are starting to complain and property is becoming damaged. Bill mentioned Oak St. is going to get some rocks to fix the street and Bill said it was going to be approximately \$3,000.00 to fix everything and there is money in the budget to complete this project.

Communications Report:

Nothing to report.

Finance Committee Report:

Nothing to report

Infrastructure Committee Report:

Beverly C. said the windows were put in May 3 and 4th. The locks that the board approved for \$6.00 was not available at which time Beverly C. provided Greg the go ahead to get the old fashion locks that he recommended that would be under \$15.00 apiece. Greg will be here on Monday to put the locks on. Judy M. moved to approve funds up to \$15.00 to cover the locks. Lee H. seconded it. 5 Approved, 0 Opposed, 0 Abstained. Steve will need an invoice and an approval for the locks.

Dick B. mentioned that there are 3 items that the Infrastructure Committee is looking into 1. Replacing the office wiring which will be around \$5,000.00. 2. Upgrade the wiring of the Community Hall upstairs which will be around \$8,000.00. B and R electric have given a quote of \$12,800.00 for the office and upstairs. Lee H. mentioned that only certain electricians can do the upgrades needed for the Hall.

Lee H. moved that we approve \$5,000.00 to make the electrical upgrades to the office, Paul N. seconded, Discussion: John S. asked where the funds would come from. Steve K. would like to see the funds coming out of contingency. 5 Approved, 0 Opposed, 0 Abstained.

Dick B. also talked about the ground work that would need to happen before hiring a design engineer to do the seawall. The infrastructure would need feedback from the village as to what they are wanting as a seawall and what they are willing to pay. Steve K. suggested going with a design build path. Figures for the seawall have not changed since last month when Dick B. presented on the Seawall. The infrastructure determined that the seawall is a repair not a replace. 2 candidates are Dirigo and the other one is Pinnacle engineering. Both companies have worked with the village in the past.

Safety committee Report:

Wendy went over the following updates that she provided to the Overseers.

Safety Committee Update – May 2017

- The safety committee will be meeting the week of May 22nd to finalize our recommendations to the Overseers for the lifeguard and police positions for the summer.
- Lifeguards are expected to be Evan and Olivia Damuck. The lifeguard schedule will be similar to that of previous summers but with reduced hours where possible for the latter part of the summer.
- The committee has identified a candidate for the summer police position, interviewing him by phone and checking his references. Members of the committee will meet with him in person the week of May 22nd. Assuming the meeting goes well, the committee will be recommending the Overseers hire him for the summer. He has been vetted for the community policing attributes that were previously discussed with the Overseers. The candidate would be working part time with a schedule of Wednesday and weekends. An exact schedule will be determined after the in person meeting and a decision to hire him.
- The safety committee recommends that the NVC purchase some moveable handicap parking placards that can be placed in appropriate locations to reserve handicap parking during NVC and other village events at the community hall.
- During its May meeting, the safety committee will revisit options for slowing down speeding traffic within the village. Specific options include installing "Reduce Speed Zone Ahead" signs before entering the reduced speed areas in the village; painting lines on George street to make the street look narrower; and, parking the police car in various parts of the community to slow down traffic.
- Denis Wang has resigned from the Safety Committee pending his move to the west coast. The committee would like a year round resident to be added to the committee to replace Denis. We will provide possible candidates to the Overseers at the June meeting.

Paul N. asked about the doggie waste bags. Wendy is going to bring it back to the safety committee to look into the issue. Lee H. asked the board if we have in the Dog Ordinance anything that pertains to dog waste on properties. Judy M. Informed the Overseers that the governance committee will be making a recommendation to the Overseers to revise the Village dog ordinance to include a consequence of \$ 25.00 per incident of dog waste left on a property with a maximum of \$ 500.00 per year.

Town Liaison Report:

The Saturday Cove Bridge has a crack in the footing and they are looking into it. The Street sweeping is going to start next week. Paul N. witnessed the financial report for the school and they are anticipate that they are going to save the town \$100,000.00 this coming years budget. The next selectmen meeting is a week from Monday May 22nd 2017.

Judy M. mentioned that Denise Lindahl is retiring. The Overseers would like to honor Denise Lindahl for all of the hard work she has provided over the years. Amy E. will work on having a gift ready for Monday so Paul N. can present the gift to Denise at the next Town meeting.

Utility Committee Report:

Judy informed the Overseers that the systems are running really well and most of the water meters have been installed. The Trustees authorized the hiring of Dirigo to perform the engineering tests necessary to determine if there is adequate water pressure to warrant the installation of another hydrant. If Dirigo finds that is, then a quote for the installation (our working estimate is \$7000.00). It is anticipated that Dean Brown will be asked to give an estimate for installation because of his familiarity with system. The Trustees are considering 4 possible locations (Ruggles Park, Blaisdell Park, Bluff Road – near the Kelly Cove Subdivision and Shore Road – near Kelly Cove,) Ruggles and Blaisdell are the two locations which would maximize the residential fire protection coverage. The plan is to have Dirigo provide a report to the utility's committee and then the utility committee will come back to the Overseers with their recommendations which will include the cost, number and location of hydrants for the June meeting.

The committee spoke to Gordon Fuller about filling Denis Wang position on the utilities committee and agreed to accept the position. Dick B. moved to appoint Gordon Fuller to fill the position on the utility's committee. Lee H seconded it. 5 in favor, 0 Opposed, 0 abstained.

Governance Committee:

Judy M. reported that the committee (Blair Einstein, Tim Samway, John Spritz, Vicki Matthews, and Judy Metcalf) had met and were prepared to present to the Overseers for approval some revisions to the Dog and Tree Ordinances. Furthermore, the committee is working on amending the by- laws and the biggest change is a recommendation that an elected officials term be changed from 1 year term to 3 years. Tim Samway explained the process of the term change and how the village would vote on a yearly bases going forward. Judy M. mentioned having a red line copy of the by- laws available before the June meeting for consideration by the Overseers at the June Meeting The idea of the 3 year term received positive feedback. Tim S. asked if the June meeting was going to be at the school and John S. was going to check with Todd Martin to see if that would be a possibility.

Judy's expressed that the committee was tasked with looking at the zoning ordinance. The committee was able to review and update the majority of the ordinances, charter, and by-laws for the village since the committee were formed last year. The governance committee has not had the opportunity to dig into the zoning ordinances. The Committee is seeking leave to delay that review process until after the

annual meeting, for a newly constituted governance committee to consider at the time. Lee H. mentioned if the committee needs time to look into the ordinance then they should be given more time.

New and continuing business:

Summer Overseers meetings for June, July, August and September meetings will start at 8:00 a.m.

Meeting Adjourned:

June 18, 2017 is the next Overseers Meeting and John will check with Todd Martin to see about possibly using the School Gym for the meeting.

June 16th 2017 will be the next utilities meeting.

Meeting adjourned at 11:31 a.m.