

Northport Village Corporation

July 16, 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

Vicky Matthews

Lee Houghton

Wendy Huntoon

Visitors: Beverly Crofoot, Tim Samway, Blair Einstein, Dan Webster, David Crofoot, Maureen Einstein, Edith Fulton, Michael Tirrell, Deanne Wolfire.

**Public Meeting Called to order:** John Spritz called the public meeting to order at 8:00 am.

John S. expressed that the By-Laws were going to be reviewed and asked all visitors for any comments.

Dan Webster provided a helpful list of recommendations for the By-Laws.

**Overseers Meeting Called to Order:** John Spritz called the Overseers meeting to order at 8:38 am.

**Approval of Minutes:**

John W. moved to accept the June Minutes, Paul N. seconded the motion, 7 approved, 0 opposed, 0 abstained.

**Questions/issues from Bayside Residents and meeting attendees:**

Edith Fulton expressed that the paving company did a sloppy job in front of her house at 754 Shore Road. The front of her property is now not very attractive and the apron needs to be fixed. She has spoken to the Town of Northport and they haven't done anything at this point. Paul N. will review and follow up on 754 Shore Road. Tim Samway advised that 614 Shore Road was the same way. They left very large lips on the water side of the road because they didn't dress up the shoulder. Edith F. spoke to one of the workmen and she did not get a very nice response.

Deanna Wolfire expressed that she is concerned about the trees in the Auditorium Park and over the ramp down to the beach need attention quickly. She expressed a situation that occurred. Michael Tirrell looked at the tree warden report and offered a clarification of the arborist's comments. He is concerned

that the tree between his home and the Yacht Club be maintained by judicious pruning consistent with the arborist's comments.

**Report of the President:**

Nothing to report at this time.

**Report of the Treasurer:**

We are in good shape financially. Steve K. has no concerns and very little has changed since the last report. Steve K. proceeded to go over the Profit and Loss report and answer questions about bond reserves and funds for painting the Community Hall. Judy M. mentioned that the tax bills will be sent out at the same time as last year and village payments will be due **September 1<sup>st</sup>** this year. Town taxes are due on the former schedule, 09/30 and 02/28.

Dan W. would like to see the financials on the website. Amy will provide the financials along with the final copy of the Overseers meeting. He also was wondering if there is a policy on what we should have as a maximum in reserves. Steve K. went over the current philosophy used to determine reserve levels, and how they are used.

In response to a comment from Jo Huntoon in the audience, Steve K. explained that the reserves do not include fixed assets and described the makeup of the Village's current reserves.

Wendy H. mentioned that the Finance Committee may want to have a meeting prior to an Overseers meeting that the public can provide their feedback on the Financials. Judy M. explained the Budget workshop is available to the public and all are welcome. March thru June is usually when meetings happen about the budget. An August through October time frame may be a good time for a public meeting to be held to go over the budget.

**Report of the Village Agent:**

Bill P. presented the contract from Grant Lippman for the painting of the south side of the Community Hall. The contract requires a \$500.00 payment to get started and then after completed the job the remaining balance of \$ 1,190.00 will need to be disbursed. Bill also mentioned that Grant has in his contact that rotten wood will be replaced at carpentry rate of \$35 an hour.

Bill presented estimates received for painting the balance of the building as follows:

Estimate: \$5,500 for Front – Flagg.

Estimate; \$3,350 for front of building: Grant Lippman.

Estimate \$1,800 north side: Grant Lippman

Estimate: \$600 from Grant Lippman back of building

Paul N. would like to see how the one side goes and then see about extending the offer to the other sides. Judy M. moved to awarded Grant Lippman the paint job for the front of the Community Hall with a

stipulation that he accommodate any events happening at the hall that he will need to work around. Lee H. seconded the motion. Discussion: they would need to determine how many sides he should paint. Vicky M. mentioned that possibly waiting until the fall to do the painting where there is less activity at the hall. Time frames and availability was discussed. The Bayside Arts last function is August 16th. Wendy H. amended the motion to having the whole building completed as a friendly amendment. Lee H. Seconded the amendment 6 Approved, 1 Opposed, 0 abstained, a second contract will be needed for the front of the Community Hall.

Bill P. received a note from Steve K. indicating he had spoken with Gordon Fuller about having the sailing instructors paint the structure on the dock as a community service project. Bill P. will provide the paint supplies and the Yacht club members will complete the painting. He also mentioned that CMP removed the light down by the Ed Lord place on Park Row.

Bill P. talked to Modern Pest Services about a mouse problem at the Community Hall. He had a service agreement from Modern Pest Services for a yearly cost of \$ 1094.00. Cats were a suggestion to get for the hall to take care of the mice. Judy M. moved to accept the proposal for an annual contract for Modern Pest Services Vicky M seconded the motion. 6 approved 1 opposed, 0 abstained.

Bill mentioned that the life-guard sign had been taken, and he has purchased a new sign to replace it. He also expressed that Ann Einstein's memorial plaque was taken down from the playscape, but was found in some mud as well as there were a lot of beer cans on the dock. The solicitation for bids on the maintenance and lawn care contract was posted in the paper and any offers received will be opened at the August Overseers meeting. Bill mentioned an odor had been brought to his attention down in the area of Kelly Cove. He determined it was leaves and sea weed breaking down in the sun.

### **2017 Annual Meeting Warrant:**

Judy M. went over the warrant that will be submitted for approval from Bayside residents. She explained all articles in the warrant and asked for any questions. Tim S. mentioned that article 4 (the budget article) is the only article that can be amended from the floor. Wendy H. moved to approve the warrant, Lee H. seconded the motion. 7 Approved, 0 Opposed, 0 abstained.

### **Report of the Office Manager:**

Amy provided Community hall requests to the Overseers as well as mentioned that the village office will have only night hours for the week starting July 31<sup>st</sup> to August 4<sup>th</sup>.

Vicky M. expressed that the Maskers rental of the hall went very well and they were very alert to the needs of the Community Hall policy and procedure.

### **Communications Report:**

John W. mentioned that he received a letter from Nancy Erickson about mowing an area that is connected to her property. He responded back to Nancy with a letter John W. also provided the fire

ordinance to many of the rental property owners in Bayside as well as posted the dog ordinance and by-laws meeting on the bulletin boards.

**Finance Committee Report:**

Nothing to report.

**Infrastructure Committee Report:**

The models that are in the Community Hall don't tell the full story for building the seawall. Dick B. provided a pamphlet for review that he would like to get permission from the overseers to print up 100 copies to be able to provide to the villagers. A determination was made that 100 would not be enough and approximately 1000 copies would be good. Lee H. moved to appropriate \$ 500.00 to get 1000 pamphlets described the seawall project to be printed. Judy M. Seconded it. 7 approved 0 opposed, 0 abstained.

**Safety committee Report:**

Wendy H. went over the Safety Committee report that was provided. The safety committee had the following recommendation for the Overseers:

- Revise the Fire Ordinance so that the NVC fire rules are clear and easily enforceable.
- Update the landscaping around the basketball court to improve it safety.

Paul N. asked if the cruiser was registered and were we going to deploy the vehicle. The Overseers at a prior meeting decided not to deploy the vehicle due to additional cost that would be needed to do so.

Judy M. asked if we had the portable speed sign yet. Bill P. has ordered it and will be in soon. \$2,400.00 was the cost of buying the speed trap sign.

Wendy H. recommended putting reduced speed signs and painting white lines on the roads. Wendy H. moved to determine the cost of 2 reduced speed signs, to be located on both ends of Bayside and if under \$ 500.00 dollars Bill P. will handle. Judy M. seconded the motion 7 Approved, 0 Opposed, 0 abstained. Wendy H. moved to investigate putting white lines on Bayside Street, George Street and Shore Road to the village boundaries. If painting the lines is under \$ 500.00 Bill P. has permission to continue. If over \$ 500.00 then the Safety Committee will bring it back to the Overseers. Judy M. seconded the motion, 7 approved, 0 opposed, 0 abstained.

Bill P. will purchase a battery for the defibrillator.

**Town Liaison Report:**

The Bridge in Saturday Cove is still being reviewed by the town to correct the cracks.

Paul N. mentioned he did not mind supplying contractor's names but he should not be expected to qualify them. Therefore, he suggested the Village Agent require 3 references from contractors the NVC has not had

prior experience with since it is a standard business practice.

**Utility Committee Report:**

Judy M. mentioned the plant is operating great and after a hydrant review the Utilities Committee is ready to recommend to the Overseers to install another hydrant at the top of Ruggles Park. They are also going to continue to review options for further hydrants locations. She expressed that the PSI was so strong that they were going to investigate all options to incorporate more hydrant in the village connected to Belfast water supply. They will be contracting Dean Brown for the work on the Ruggles Park hydrant.

**Governance Committee:**

Judy M. and the Overseers went over the suggestions that were provided in the public meeting of updates to the By-Laws and determined what updates were needed.

Wendy H. motioned to accept the By-laws as amended; John W. seconded the motion, 7 Approved, 0 Opposed, 0 Abstained.

**Report of the Tree Warden:**

The Overseers went over the Tree warden report provided by Jane Strauss. The following estimates were provided by Bill P. which was quoted by Benner Tree Service.

\$ 800.00 to take down Ash tree in Ruggles Park.

\$ 300.00 to plant a new tree plus cost of tree.

\$ 500.00 to \$ 600.00 to prune the Ash tree.

\$ 1,200.00 to prune the Oak tree in Bayview Park.

No price for cherry tree next to Yacht Club yet.

Judy M. expressed the many concerns of tree issues down at Auditorium Park. Many property owners in the area of Auditorium Park would like to have the tree taken down. Vicky M. would like an authorization provided now for things to be take care of today. Bill P. said that we will need to add another \$ 1,000.00 to tree pruning to the budget for Auditorium Park. John S. suggested that Bill P. contact Benner Tree Service to get some quotes and suggestions.

Wendy H. moved to direct the Village Agent to do the work necessary on the Ash tree in Ruggles Park, the Oak tree in Bayview Park, and the one in Auditorium Park, as well as the Cherry tree with a cost up to 10,000.00 including replacement of trees. Judy M. seconded the motion Discussion: Auditorium Park would be the 1<sup>st</sup> priority. The 2<sup>nd</sup> phase of replacing the trees is a more complex matter that would require reviewing the parking agreements. Bill P. will update the Overseers on the progress of the trees at the next meeting. 6 approved, 1 opposed, 0 abstained.

John S. suggests that a tree audit of all the trees on public land be completed so that we have documentation for future.

**New and Continuing business:**

John S. provided a review of upcoming meetings.

Tuesday August 8<sup>th</sup> down stairs a prep meeting will be held. 6:00 pm with Tim Samway.  
Annual Meeting upstairs at 6:30 pm. After the Annual Meeting the new Overseers will come downstairs to get sworn in.

August 13th 2017 will be the first meeting of the new Overseers at 8:00 am. In the library at Edna Drinkwater School.

**Meeting Adjourned:**

@ 11:36 am

Next meeting is August 13, 2017 at Edna Drinkwater School library 8 am.