

Northport Village Corporation  
June 17, 2018  
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  
Michael Lannan  
Vicky Matthews- absent  
Lee Houghton- absent  
Wendy Huntoon

**Visitors:** Maureen Einstein, Blair Einstein, Tim Samway, Marge Brockway, Mike Terrell, Gina Cressey.

**Meeting Called to order:** John Spritz called the meeting to order at 7:59 am

**Approval of Minutes:** Paul N. motioned to approve the meets, Dick B. seconded the motion.

**Discussion:** Mike L. asked to defer approving the June Overseers minutes until later. **1 Approved  
3 Opposed 1 Abstained.**

**Questions/issues from Bayside Residents and meeting attendees:** Ned Lightner asked about a tree on private property that has potential to fall on multiple properties. He was wondering is the Safety Committee would look at the situation and advice all parties. Judy M. mentioned in the past the Overseers have sent a letter out to people about concerns of their property and she would be happy to recommend that. Mike L provided Ned with advice on what to do. Wendy H. suggested that it would be better if the Overseers did not get involved.

A Oak Street property Owner would like to do some beautification at the end of Oak Street she would like to put some perennials where the Japanese knot weed is. Judy M. mentioned that someday the hard work that she is doing now may be overtaken by the Overseers someday where it's a right of way. Mike L. advised her to keep in mind that the Infrastructure will be working on drainage in 2020 which may impact that area. No motion was needed but the Overseers around the table approved of any beautification she would volunteer ally provide to the village.

Mike Tirrell is wondering what property the tree next to the yacht club is on. He would like to have it trimmed and pruned. Mike L. mentioned that if he wanted to handle the cost of pruning it back himself they would. Judy H. mentioned that if he provided an invoice to the Overseers he would be able to get a tax letter from the Overseers. Mike T. mentioned he would work with the power company and work with the tree committee on pruning the cherry tree. He has meet with someone that mentioned not trimming the tree until February. No motion was needed but the Overseers around the table approved of any beautification she would volunteer ally provide to the village.

**Report of the President:** John S. reminded everyone that Amy sent out a couple of weeks ago a schedule for the Annual Reports and when she needs all of the reports into the office. A cover photograph and a dedication are needed for the annual report. Dan Webster and Steve Nelson were recommendations for pictures. Amy will be in touch with provided residents to see about a picture for the cover.

The August Overseers meeting was held at the Drinkwater School last year. Todd Martin expressed that the school is available to the Overseers if they would like to have the meeting there again this year. The Overseers agreed that they would like to have the August meeting at the school again this year.

**Report of the Treasurer:** Steve K. went over budget issues and reported that MMA increased workman compensation premiums from 3k to 5k primarily due to payments to contractors that did not carry workers compensation insurance or did not have a predetermination of independent contractor status during calendar 2017. The audit also did not correctly break out payroll expense for Bill Paige, as a result all of his wages were charged at the higher experience rating. Steve is working with MMA to correct the information which will result in some reduction in premium.

Steve provided the Overseers with updated budget workshop information from yesterdays budget workshop. There are several projects that the Overseers wished to complete in 2018 using funds available this fiscal year. The Overseers voted on the following projects.

- **Judy M. moved that NVC spend up to \$1,500.00 to remove the old hydrant at the corner of Griffin and Broadway to prevent cross contamination. Wendy H. seconded the motion. 5 Approved, 0 Opposed, 0 Abstained.**
- **Judy M. moved that the Beals fence removal and renewal project be approved as set forth in the proposal from Dick Brockway. Wendy H seconded the motion. 5 Approved, 0 Opposed, 0 Abstained.**
- **Wendy H. motioned to approve the additional \$3,000.00 for tree removal. Judy M. seconded the motion, 5 Approved, 0 Opposed, and 0 Abstained.**
- **Mike L. motioned to approve the preventative wharf maintenance for up to \$4,000.00. Judy M. seconded the motion.** Discussion: Paul N. recommended the amount be lowered by 2k. The maintenance was for something that was recommended last year. Steve K. mentioned that if we don't do the maintenance this year that it will be bump until next year which could possibly increase the taxes. A comment was offered that the wharf is the heart of the community. **4 Approved, 1 Opposed, 0 Abstained.**
- **Mike L. moved to approve \$7,500.00 for redo the road way put in culvert and improvements of the ditching on upper Maple Street. Judy M. seconded the motion. 5 Approved, 0 Opposed, 0 Abstained.**
- **Mike L motioned to approve \$11,300.00 to build up West Street and improve ditching and \$6,800.00 for upper Clinton Street. Judy M. seconded the motion. 4 Approved, 1 Opposed, 0 Abstained.**

Mike L mentioned that they are looking into repairs to the failing bank on North Street. They are recommending combining the design work for this project is work with the seawall design to reuduce costs. He also explained the intent for some of the Infrastructure projects included in the 2019 draft

budget.

**Judy M. moved that the 2019 draft budget presented by the treasurer, with the exclusion of Oak Street project be presented to the voters at the annual meeting this year. Wendy H. seconded the motion. Discussion: Paul N. asked since Mike L. just indicated that were going to try to include the North Street banking in with the Seawall project, shouldn't this be deferred until 2020. The motion was deferred until the Overseers went over the warrants.**

Steve K. continued with a discussion that went over the proposed warrants for the Annual Meeting with the Overseers. Steve K. recommended that the amount of \$250,000 for a catastrophic event be increased to \$500,000 which was agreed upon by the Overseers. Steve also recommends revising article # 7 of the warrants to say the NVC would be able to use up to \$10,000 in reserves to complete the list of 2018 projects in the event they cannot be completed in fiscal 2017. Discussion: a determination was made that the amount of \$10,000 should be increased to \$18,100 as an insurance to cover any unexpected variables as the projects most likely to be deferred as the more expensive road projects.

A discussion pursued about if taxes need to be increased or not. Steve K. mentioned that we have had about 10 years of very limited tax increases which cannot be said for most communities. Wendy H. expressed that we have expense coming up and we need to invest in our community and if the taxes need to be increase to invest in the community that is what may need to happen.

Judy M. mentioned due to the new by-laws last year. Everyone that was elected last year was for a one year term. The upcoming Overseer will be on a 3 year timeframe and they would like to have it on a staggered timeframe. Judy M. reported that the article will mention that the president would be for a 3 year term, Treasurer for 2 year term, Clerk for 1 year term with 3 Overseers on a 3 year term, 2 Overseers on a 2 year term and 1 Overseer on a 1 year term. This would establish the staging going forward. Blair Einstein has volunteered to be a part of the Nomination Committee. Judy M encouraged Blair Einstein to get some help so we have diversity. John S. appointed Blair Einstein to be the head of the Nomination Committee. Tim Samway mentioned that you can nominate yourself and if 5 people are nominated and only 3 positions are available, the other 2 could be re-nominated for 2 years or 1 year overseers.

We have the ability to purchase a police cruiser and if we want to include that as a warrant. Wendy H said that the safety community does not have any opinion on the cruiser. Bill P. said that the current cruiser is up to date and works. He expressed that a new cruiser has options that we currently don't have with the existing car. Bill P. personally feels that the officer needs a camera where he is by himself. **Judy M moved that the warrant be approved as drafted with the amendments has been discussed including the inclusion of the governance committee the recommendation of staggering the votes of the officers subject to the approval of the final draft by Judy and Steve. Wendy H. seconded the motion. 5 Approved, 0 Opposed, 0 Abstained.**

**Judy M moved that the draft budget with the exclusion of Oak street be approved Wendy H. seconded the motion 5 Approved, 0 Opposed, 0 Abstained.**

**Report of the Village Agent:** Bill P. reported he is in the process of putting up the green fence on the

basketball court. He has done a lot of work with Mike L. on the budget in the town and wanted to thank Mike L. on how well it has gone.

The banking along Clinton Street slid to the ocean on the side of the Fuller house. One side seems to be doing well and the North street side really needs to be address. In the winter were the banking is hard to see if very concerning to him. The banking is an ongoing issue and if we don't address it now 1 or 2 homes could possibly be damaged. Mike L. mentioned that they are going to be working on the banking in 2019 when the permitting is happening with the seawall.

**Office Manager Report:** Amy E. reported that she had heard back from Samantha Langlois about the farmers market and Samantha provided a list of vendors that will be there as well as filed all needed paperwork to the village office. Wendy H. asked what the policy was if a group using the hall charges a fee. Judy M. mentioned that we typically don't charge the Yacht Club, Bayside Historical Preservation Society or Bayside Arts because they all provide community enrichment activities and improve the quality of life. A further discussion will be needed to determine a policy for when a group can charge a fee and when charges should be waived.

Amy E. presented to the Overseers a request from Gayle to use the Community Hall August 6 from 7 – 9 pm for the Scottish Dance. **Judy M. moved to approve Gayle's request for use of the hall, Mike L. seconded the motion, 5 Approved, 0 Opposed, and 0 Abstained.**

**Communications Report:** Judy M. reported that Amy is doing a great job keeping the office hours posted when she is out of the office as well as keeping the bulletin board current.

**Finance Committee Report:** Judy M reported at this time the finance committee serves as a listening board for Steve K. He is doing a great job and order, if he has a question about something he will reach out and once a month they will discuss and concerns.

**Governance Committee:** Judy M. reported that the fire ordinance will be updated with 3 word changes. On page 2, item 3, 3<sup>rd</sup> line “neighboring structure is being changed to abutting. Paragraph 7 last line also says Neighboring structure which will be changed to abutting. Under paragraph 8 the word tenants will be changed to occupants. **Judy M. moved that the overseers approve the fire ordinance with word corrections and amendments. Wendy H seconded the motion. Discussion: the one page Q&A will be provided in many ways. They will be available online at (baysidemaine) as well as in the office and given to the rentals companies. John S. will also be going house to house with the information. Typos will be corrected, 5 Approved, 0 Opposed, 0 Abstained.**

A review of the zoning ordinance is something that the governance committee will be looking at next and they will make recommendations to the zoning ordinance in 2019. Arcitechual review is one of the points that Paul N. would like the committee to look at.

Mike L. mentioned under (b) of the fire ordinance to add the word upland vegetation in the 2 places. Judy M. was okay with those recommendations.

**Infrastructure Committee Report:** Mike L. mentioned that a draft report has been provided from Milone and Macbroom and they decided when the construction would be completed and they determined that it wouldn't happen until 2020.He encourages everyone to attend the 23rd meeting when

the engineers will be on sight. At the 2018 Annual meeting the residents will be voting on the design.

**Safety committee Report:** Wendy H. thanked the Safety Committee members for all of their hard work. **Wendy H. motioned to hire Evan and Mackenzie as life guard, starting Monday June 25<sup>th</sup> and work thru Labor Day @ \$15.00 an hour. Judy M. seconded the motion, 5 Approved, 0 Opposed, and 0 Abstained. Wendy H. motioned to hire Michael Boucher as the police officer for NVC @ \$25.00 an hour. He will start the weekend of June 25<sup>th</sup> and finishing September 8<sup>th</sup>. He will work up to 40 hours a week. He will provide Amy with all paperwork needed. Judy M. seconded the motion. Discussion: Michael understands Bayside and community policing and a varying schedule. Discussion: he is not employed by Belfast any longer. 5 Approved, 0 Opposed, 0 Abstained.**

Wendy H. also reported that on July 4<sup>th</sup> from 11 am to 2 pm will be a safety fair that the Safety committee will be holding. The Police Officer, life guards, fire chief will be there to get to know the residents of bayside. The Safety Committee would like to ask for \$100.00 from the Overseers for refreshments for the day. Wendy H. is also recommending an updated safety brochure. They will work on constructing an updated brochure that will be available to everyone.

Wendy H. mentioned that a new cruiser is available to purchase for \$1,500.00 and with donations it will cost between \$500.00 and \$1,000.00. . Steve K. recommends purchasing the cruiser due to the many improvements. **Judy M. motioned that NVC purchase the cruiser from Hamden Falls Police Department for no more than \$1,500.00 with the authorization for Bill Paige to dispose of the current cruiser. Wendy H seconded the motion. 5 Approved, 0 Opposed, 0 Abstained.**

**Judy M. motioned to provide Wendy H. \$100.00 for refreshments for the Safety Fair. Mike Lannan seconded the motion, 5 Approved, 0 Opposed, and 0 Abstained.**

Paul N. asked if the cruiser could be moved around the village if a police officer was not hired. Wendy H. would recommend that the village not do that. Wendy H. would like the safety committee expanding the police coverage and work with the town of Northport in a way that would be cost effective. The Overseers are going to speak with the police officer to see what knowledge he can lend to this discussion. John S. thanked the Safety Committee with the hard work of hiring the life guards and police officer.

**Town Liaison Report:** Paul N. reported that the town manager is looking for committee participation if you are interested contact Jeanine at the Town Office. One of the committees is handling broad band internet and they are looking for people to volunteer for multiple committees. Wendy H. mentioned that it would be at the villages best interest to have a liaison be on the committee for broad band.

Paul N. mentioned that Steve K. raised the issue of asking to increase the amount of 25k per year to 35k per year that is received from the Town of Northport. Steve K recommends that nothing be done at this time. It requires that a few Overseers have a discussion with the town. Wendy H. feels that it needs to be a strategic argument when presenting the request to the town. A continual discussion amongst the overseers on what examples and process they will need to speak off with the town.

Mike L. recommended that an Ad hoc Committee be put together in September on the topic of

increasing the amount requested from the Town of Northport from \$25,000.00 to \$35,000.00.

**Utility Committee Report:** Dick B. reported that the wastewater treatment plant is working fine and is working better than most of plants in the state. There was a motion passed that the utilities department would recommend to the overseers to approve 2 hydrants rentals and pay for the removal of 2 none working hydrants. The utilities department owns the hydrants and they rent the hydrants to village. The 2 new locations for the hydrants will be Merrithew Square and Shore Road. The 2 hydrants being removed would be Sea Street and Griffin Street. The cost of all the hydrants would be a total of 1,800.00. There was also a sewer application for 23 Griffin that requires action from the Overseers. **Judy M moved to approve the sewer application at 23 Griffin Street. Seconded by Wendy H. 5 Approved, 0 Opposed, 0 Abstained.**

**Tree Warden Report:** Tony Field was not present today. John S. reported that Tony is happy to be working to improve the canopy in Bayside. .

**Tree committee report:** Mike L. mentioned that they have a mission statement and objectives. The committee is volunteer based and they will be cataloging all the trees that are publicly owned first and then will look at the urban trees.

Mike L. moved to purchase a global positioning satellite to be able to catalog were the trees are which will cost up to \$300.00. Judy M. seconded the motion. Discussion: Steve K mentioned that the tree committee has money in the budget and would not need approval from the overseers. Judy M. mentioned that the Utility Department may be able to use the unit as well and share the cost. Mike L withdrew the motion.

**Public comments:** The overseers were informed by Gina Cressey that they are all heroes and should be celebrated on the 4<sup>th</sup> of July.

**New and continuing business:**

Next Overseers meeting is July 17, 2018 with the August Overseers meeting on the 19<sup>th</sup> at Drinkwater school. Memorials will be discussed at the July meeting

Mike L. mentioned that we have always had informal parking at Ruggles Park however the village needs to figure out what they would like for parking going forward.

Dick B. recommended that the Overseers taking a look at the white bench in Bayview Park because the village may want to replace benches with the same type of bench. Bill P. asked if he could proceed with Rob Sherman to fix the benches slowly and the Overseers would check in July to see what the overview would be.

Bill P. asked what the Overseers wanted to do about the benches that needed to be fixed. The overseers informed Bill to work with Rob Sherman to get the benches fixed up to \$500.00 to start.

**Meeting Adjourned:** at 10:41 am.