

Northport Village Corporation
Approved Minutes of the Board of Overseers Meeting
Sunday, January 14, 2024

Overseers, Officers and Staff present: Celine Bewsher; Brady Brim-Deforrest; Fred Lincoln (via Zoom); Vicky Matthews; Judy Metcalf; Michael Tirrell (via Zoom); Jeffrey Wilt; President, Janae Novotny; Clerk, Maureen (Beanie) Einstein (via Zoom), Office Manager, Trish Parker and Village Agent, Bill Paige.

Public Comments:

Sandra Butters, via Zoom, (Merrithew Square) urged the Overseers to approve the James Butters application allowing access over village property for removal of the cottage's two chimney's. The Butters cottage has been in the same family for over 100 years and is an historic part of Bayside.

Paul Bernacki, a Contractor representing several waterfront owners on Bay Street, spoke regarding damage to their properties from the latest storms. The right-of-way between Oberg's cottage (1 Bay Street) and Bayview Park has been washed out and needs repair to gain access over village land to repair their properties. Judy M. reminded Mr. Bernacki that there is a process in place, "*Application for Use of Village Property for Construction Activity*" which needs to be followed and approved by the Village Agent and also approved by the Board of Overseers.

Mr. Bernacki felt that this repair was urgent and needed immediate attention. The Board referred Mr. Bernacki to the Infrastructure Committee Chair, Celine B. and Village Agent, Bill P. Celine B. and Bill P. will meet with Mr. Bernacki prior to the Infrastructure meeting at 3:00 p.m. on Thursday, January 18th. Celine B. also invited Mr. Bernacki to stay for the Infrastructure meeting. Wendy H. reminded the Overseers and attendees that "barging in" is another avenue for contractors to bring in equipment and materials without accessing village property for repairs.

It was agreed that Celine B., Janae N. and Bill P. would draft a personal letter to communicate directly with the property owners Mr. Bernacki is representing on the procedures in place and steps going forward.

Business Meeting called to order at 9:16 a.m.

Janae N. recommended that *Consideration of James Butter's application for access to NVC Property* be moved to the first Item on the Agenda.

Brady B. moved, seconded by Jeffrey W., to move the James Butters' application to the first item on the Boards agenda. Voted – Unanimous

Janae N. introduced Paul Dillon, Attorney for James Butters & Frederick Fischer, Contractor for James Butters. The contractor has until 9 a.m. tomorrow, January 15, to remove the two chimneys identified as dangerous by the CEO of Northport. He said the dangerous addition and roof have already been addressed.

Judy M. moved, seconded by Vicky M., to approve the January 9, 2024 Application for Access to NVC property, subject to the conditions expressed in the Board's last approval with emphasis they have to be done by the deadline set by the town of Northport, that a Power of Attorney is in place, and that NVC has the funds in hand, and an Indemnification & License Agreement is signed.

A lengthy discussion ensued. The motion was restated as above and a vote was taken.

Voted – Six Yeas; One Nay – C. Bewsher

Approval of the Minutes of the December 10, 2023 Overseers Meeting

Janae N. asked if there were any questions or comments on the minutes of the December 10, 2023 meeting of the Board of Overseers.

Brady B., moved, seconded by Jeffrey W., to approve the minutes of the December 10, 2023 meeting. Voted – Unanimous

President's Report – Janae Novotny

A list of potential dates and a schedule of Budget Workshops to work on the 2025 Budget will be sent to the Overseers and Officers shortly.

Treasurer's Report – Wendy Huntoon

Wendy H. referred the Overseers to her written report and financials circulated prior to the meeting. Monthly reports were provided by the Office Manager, Trish P., as well as the December warrants. The 2021 Audit began January 2, 2024 with a meeting with Purdy Powers. Wendy H. has asked Purdy Powers, assuming a successful 2021 Audit, to schedule the 2022 Audit for late spring 2024.

Village Agent Report – Bill Paige

Bill P. referred the Overseers to his written report circulated prior to the meeting (which can be obtained on the NVC website). The recent storms have caused significant damage throughout the village; another storm is expected this weekend. Extremely busy with clean up; will discuss with the Utility Dept. clean up in the area around the waste-water treatment plant. Two trees from the Coughlin property fell on the water shed without any damage to the roof have been removed. Hoping the Town of Northport will qualify from money available from FEMA. I have been doing a lot of documentation, pictures, hour's worked, etc. FEMA has to come and assess the damage before any monies are received. Early in the day, prior to the meeting, John Linn and I took drone pictures above and below the dock and we have made a video of same.

Bill P. recommended that the Board not approve future access to Village Property over the storm drain/fallout area in Bayview Park for construction on shoreline cottages.

Bill P. has to coordinate with Prock Marine regarding repairs to the dock. They will be very busy this coming season with all the storms and damage to shorelines. He may try to find another company to do the repairs.

Informed the Tree Warden, Vicky M., that he is in the process of getting signage for Cradle Row, i.e. "Park at your Own Risk", etc.

Office Manager's Report – Trish Parker

Trish P. referred the Overseers to her written report circulated prior to the meeting. They have tentatively engaged Purdy Powers to begin the 2022 Audit as soon as they have finished the 2021 Audit.

Governance Committee – Judy Metcalf

Judy M. referred the Board to the Proposed Fire Ordinance Revisions to the Fire Ordinance circulated prior to the meeting. The Committee needs the Board's approval to schedule a public hearing and return to the Overseers for action on the recommended revisions. Wendy H. reminded the board as

with the Parking Ordinance, Dog Ordinance and Fire Ordinance no process is in place to assess fines and collect monies.

Michael T., Chair of the Safety Committee, has received an inquiry /concern from a villager regarding the New Year's Eve Bonfire and Fireworks, and whether, under the existing Ordinance, did it meet the Fire Ordinance standard of what is allowed. Per Judy M., under the existing Fire Ordinance, permission for that bonfire needed permission from the Overseers. No request for permission was submitted...therefore it was not permissible. The process is easy and straight forward to obtain Overseer permission for large fires. The New Year's Eve bonfire was also accompanied by fireworks. The Northport Fire Ordinance bans fireworks in the community boundaries of Bayside. Michael T. wondered if a Bonfire in the winter is somewhat problematic as, opposed in the summer season, when the cottages are vacant.

Input regarding: a simple form to fill out for permission for a bonfire to the Board; would a fire department employee be available to attend such bonfires, and the cost, if any, of same. Brady B. – Alerting the Fire Department of any approved fires would eliminate erroneous calls to the town's Fire Department. Bill P. will speak with the town manager, James K., and Northport's fire chief to get their recommendations regarding same.

Jeffrey W. moved, seconded by Michael T., to grant the authority to the Governance Committee to continue to work on the Fire Permits and to schedule a public hearing on the proposed revisions to the Fire Ordinance. Voted – Unanimous

Utilities – Jeffrey Wilt

There were no exceedences in December! The Utility Trustees will now meet the third Friday's of the month, the Friday after the Overseers Meeting at 2:30, to allow us to have a better transparency with our customer base and share the Superintendent's Report with members of the community.

The Trustess had adopted budgets for the Water and Sewer Department in December. Wendy H. had appropriate points and significant input that could impact the Budgets. The Budgets will be on the Agenda for the meeting of the Trustees, Friday January 19th at 2:30 p.m. and will be brought to the next meeting of the Overseers in February.

Personnel/Safety Committee – Michael Tirrell

Ronin will not be returning this summer season. Peyton will likely be returning in some capacity...still to be determined. The Committee will be actively looking for a second lifeguard.

Technology – Brady Brim-DeForrest

- 1) We conducted training on Google Drive and our shared file system for the Overseers.
- 2) We have discussed the next steps for improving our security posture, including mandatory two factor authentication being imposed later in the year.

Infrastructure – Celine Bewsher *(for business conducted outside of Infrastructure meetings)*

- 1) I attended the Northport Town meeting where the bids were received for the engineering survey. We had four bids in total and Gartley and Dorsky came in person to take all questions. After a review of the proposals, Gartley and Dorsky was selected with a unanimous vote by Northport Town Selectmen to conduct the shoreline stabilization engineering study. They will begin the survey part of their work in March.

- 2) We received confirmation of receipt for the Land and Water Conservation Fund Grant for which we had submitted the pre-authorization form in December. We are now awaiting their visit for inspection to see if we qualify for the grant. Hoping we do, the application deadline is June.
- 3) We are also pursuing the latest Maine Infrastructure Adaptation Fund Grant (MIAF) that was released. We are in the process of finding out if we would qualify. However, the announced deadlines are very short-February 2nd.

Public Comments

Rachel Rosa (7 Auditorium Park) thanked Trish P. and Bill Paige for their extraordinary work in the office.

Adjournment

President Janae N. adjourned the meeting at 11:10 a.m.

Respectfully submitted,

Maureen "Beanie" Einstein, Clerk

/s/

Janae Novotny, President

/s/

Approved by the Board of Overseers February 11, 2024