

**Northport Village Corporation  
Approved Minutes of the Board of Overseers Meeting  
Sunday, November 10, 2024**

Overseers, Officers and Staff present: Fred Lincoln; Vicky Matthews; Kris Mix (via Zoom); Elaine Moss (via Zoom); Michael Tirrell (via Zoom); Jeffrey Wilt (via Zoom); President, Janae Novotny; Clerk, Maureen (Beanie) Einstein (via Zoom); Office Manager, Trish Parker  
Not present: Overseer Celine Bewsher and Village Agent Bill Paige (excused absence)

**Public Comments:**

Beverly Crofoot (Shore Road) requested that the Bayside Historical Preservation Society and Robinson Ballet have input regarding Bayside Arts' proposal for improvement of lights and sound in the Community Hall before a decision is made by the Board.

**The meeting was called to order at 9:00 a.m.**

**Approval of the minutes of the October 13, 2024 Overseers Meeting.**

Janae N. asked if there were any comments regarding the October meeting minutes distributed prior to the meeting.

Jeffrey W. recommended the following be added to the Utilities Report in the October 13, 2024 minutes: *"PUC has been in communication with NVC and that Fire Flow Protection is not solely born by Utility customers and is also shared with the Municipality. This potentially could be a very significant number to our department."*

**Fred L. moved, seconded by Vicki to approve the minutes of October 13, 2024 Overseers meeting as amended above. Voted – Unanimous.**

**President's Report – Janae Novotny**

Bayside Arts Proposal concerning improvements of light and sound in Community Hall was distributed prior to the meeting and posted on the NVC website. Bayside Arts requests permission to mount stage lighting on the Hall's walls and to mount two speakers on the uprights on either side of the stage.

John Spritz, Bayside Arts Vice President, was present and explained that all costs of the proposal will be completely paid for by Bayside Arts and all installation will be performed by a professional crew specializing in state-of-the-art equipment. This new equipment will also be available to any and all activities at Community Hall. Discussion ensued regarding ownership and maintenance of the equipment and impact on MMA's Risk Management Services recommendation that because of the significance of observed anomalies, they recommended that the NVC contact a professional structural engineer to assess the structural integrity of Community Hall.

Bill Cressey, Bayside Arts President spoke via Zoom and stated that Bayside Arts would maintain the equipment for as long as they were a viable organization. He said that he had not received the NVC Donation Policy and form that Janae N. had emailed to him. The policy states that any donation to the NVC becomes the property of the NVC. Bill C. stated that his Board had not discussed ownership and that he needed his Board's input.

**Jeffrey W. made a motion, seconded by Kris M., to approve Bayside Arts Proposal with the condition that the NVC sign any contracts for work to be done to assure that all NVC legal requirements are met, that this is done working with Bill Paige and working with the structural engineer and compliant with the structural engineer's recommendations. Voted – Unanimous.**

### **Treasurer's Report – Wendy Huntoon**

Wendy H. referred the Overseers to her written report circulated prior to the meeting.

### **Village Agent Report – Bill Paige**

Janae N. referred the Overseers to Bill Paige's written report circulated prior to the meeting and the Status Report (circulated prior to the meeting) responding to MMA's Risk Management Service Inspection. Regarding Community Hall, anomalies that appear to be related to the structural integrity of the building were observed. It was recommended that NVC contact a professional engineer to assess the structural integrity of the building. Bill P. contacted Gartley & Dorsky Engineering and Surveying, and their description of the inspection and estimate of approximately \$1,000 for an initial observation report, including general recommendations, is attached to his report.

**Vicki M. made a motion, seconded by Fred L., to approve retaining an Initial Observation Report from Gartley & Dorsky with a cost not to exceed \$1250.00 for said report. Voted – Unanimous.**

Janae N. – Regarding MMA's recommendation to replace the merry-go-round. Unless the Board directs, there is no plan for NVC to replace the merry-go-round. Two years ago, when the new playground equipment was purchased, a survey of villagers revealed overwhelming support to retain the old merry-go-round, so the old merry-go-round was rebuilt. The inspector for MMA was made aware of this information.

### **Office Manager's Report – Trish Parker**

Trish P. referred the Overseer's to her written report circulated prior to the meeting. Trish P. gave a brief tutorial on how to access and use "Google Drive." Discussion ensued. There was a consensus that since the Overseers use multiple personal devices to record minutes, answer emails, write reports, agendas etc., the "Start Work Here" button can be used as a "tool" for the Overseers and staff, and its use is not mandatory.

### **Personnel Committee – Janae Novotny**

Recommendation to align NVC paid holidays with the Town of Northport by adding to our paid holidays the day after Thanksgiving, Patriots Day (third Monday in April), Indigenous People's Day/Columbus Day and Juneteenth which is a Federal and State Holiday on June 19<sup>th</sup>.

**Vicky M. made a motion, seconded by Elaine M., to approve the above recommendations as written. Voted – Unanimous.**

### **Utilities – Jeffrey Wilt**

All the tanks were pumped again on October 25<sup>th</sup>. Pumping is very important to make sure we stay within the parameters of our license. The Utility Trustees are now in receipt of a "draft" license from the DEP; a process the Department goes through every five years. The "draft" license resembles the one we have been working under the past five years.

The PUC has approved our rate increase for water customers.

The standing November Utilities Trustees meeting is being postponed by a week. The rescheduled meeting is being held on November 22, 2024.

### **Other Business**

Vicky M. said that we need to decide on Christmas appreciations for staff. Janae N. thanked her for the reminder and noted that this will be addressed in Executive Session at the December 8<sup>th</sup> Board meeting.

**Public Comments**

Rachel inquired about the status of the proposed pet-friendly workplace policy.

**Adjournment**

Vicky M. made a motion to adjourn that was seconded by Fred L. The meeting was adjourned at 10:00 a.m.

Respectfully submitted,

Maureen (Beanie) Einstein, Clerk

/s/

and

Janae Novotny, President

/s/

Approved by the Board of Overseers, December 8, 2024