

CLERK'S REPORT OF THE ANNUAL MEETING  
OF THE NORTHPORT VILLAGE CORPORATION

AUGUST 8, 2023

The Annual Meeting of the Northport Village Corporation was held on Tuesday, August 8, 2023 at 6:00 p.m. at the basketball court in Ruggles Park with 79 registered voters present. The Clerk opened the meeting by reading the Call and Return on the Warrant. The Annual Warrant had been posted in five locations within the Village and in the newspapers. The Warrant and Clerk's report of the 2022 Annual Meeting had been included in the Annual Report, which was published more than two weeks before this meeting.

Prior to the nomination of a Moderator, the Clerk asked that we take a moment to remember those family members, friends and neighbors who had passed away in the last year.

Ann Blain Bixler  
Charles Gerry  
Judith Stitt  
Phyllis "Jean" Thorndike  
Warren Dyer  
Cleo Alley  
Peter Couture  
Howard "Buck" Sawyer III  
Mary Ellen (Short) Conner  
Julian Cannell  
Amos W. Kimball  
Honora Frances Samway  
Alden Badershall  
Rachael M. Hayward

**Article 1:** To choose a Moderator, by written ballot, to preside at said meeting. Blair Einstein, representing the Nominating Committee, nominated Lee Woodward. There were no nominations from the floor. Lee Woodward was elected Moderator of the Annual Meeting. The Moderator took the Oath of Office from the Clerk.

The Moderator welcomed everyone to the Annual Meeting and reminded everyone in order to vote at this meeting they had to register and receive a blue voting card.

**Article 2:** President's Report

President Janae Novotny welcomed everyone to the Annual Meeting of the Northport Village Corporation. She reported that the state of the Village is excellent – due in large part to the unstinting work of volunteers. She noted that many of the activities that make Bayside summer memories happen only because of the work of volunteers – the Yacht Club, Bayside Arts, the Bayside Historical Preservation Society, the Bayside library.

She stated that the functions of Village Corporation also rely to a remarkable extent on volunteers, and asked all of those present here today who serve on a Village Corporation committee or volunteer for the Village in any other way to stand up so we can see and acknowledge you.

Turning to the elected Officers and Overseers, President Novotny thanked them for their unstinting service to the Village and highlighted just a few of the qualities she appreciated about each of them: \_Celine Bewsher's –enthusiasm, and energy as Infrastructure Committee Chair; Brady Brim-Deforest's patient and cheerful hands-on Technology Officer support;\_Village Clerk Maureen "Beanie" Einstein's quiet anticipation and completion of tasks the President didn't know needed to be done; Treasurer Wendy Huntoon's and Finance Committee Chair Fred Lincoln's thoroughness and unwavering attention to detail managing all aspects of the Village finances;\_Tree Warden and Tree Committee Chair Vicky Matthew's gracious and patient guidance of the committee through both opportunities and challenges;\_Judy Metcalf's deep historical knowledge of Village business, helpful guidance about Maine law and her willing wise counsel; Safety Committee Chair and Communications Committee Chair Michael Tirrell's thoughtful and creative insights and contributions; and Utilities Trustees Chair and Town Liaison Jeffrey Wilt's common sense approach to contentious issues that moves the debate forward productively.

President Novotny noted that the Board's good work would not get far without our dedicated and competent staff, and she recognized those present today – Bill Paige, Village Agent, Utilities Distribution and Collections Operator; Trish Parker, our new Office Manager; and Shiloh Field, our Office Assistant. Without our staff, Village vendors wouldn't be paid so the streetlights wouldn't turn on, trash would not be picked up, and the parks would not be mowed. Without our staff, Village roads wouldn't be plowed in the winter; the floats would not magically be in the water and ready for summer boaters; no one would cheerfully answer your questions when you call the Village office, and your toilets wouldn't flush.

In conclusion, President Novotny thanked all of the staff, Overseers and many other community volunteers whose good work makes it possible for her to report that the state of the village is excellent and its future is promising.

### **Article 3: Treasurer's Report**

Wendy Huntoon referred villagers to her written report on Page 18 of the Annual Report. Wendy H. thanked President Janae Novotny for her wonderful leadership throughout the year.

**Article 4:** To see what sums of money the Northport Village Corporation will raise and appropriate for the following accounts for the fiscal year 2024.

Wendy Huntoon explained Article 4.

## **OVERSEERS PROPOSED BUDGET**

### **Expenses**

Contracted Services	\$ 43,356
Auto Expenses	\$ 25,970
Employee Wages and Benefits	\$ 101,189
Administration (ref. Note 1)	\$ 32,519
Legal and Professional Services	\$ 42,000
Repairs and Maintenance	\$ 105,500
Protection and Safety (ref. Note 2)	\$ 4,650
Utilities	\$ 25,138
Long Term Debt Service (Bond Expense)	\$128, 878
Other Expenditures	\$ 10,024
<b>Total Expenses</b>	<b>\$519,224</b>
<b>Total Funds to be Raised</b>	<b>\$519,224</b>

Note 1: Administration category includes: Community Events, Information and Notices, Insurance, Membership Dues, Office Supplies, Postage, Software, and Tax Collection Fees.

Note 2: Protection and Safety category includes: Safety Committee Operations, Police Training, and Police and Lifeguard Uniforms/Equipment Supplies.

*The money will be raised as follows: At the Town of Northport Annual Meeting on June 19, 2023, as part of the warrants of the Town's Annual Meeting, the Town voted to raise, appropriate, and expend funds for the Northport Village Corporation in the amount of \$12,000 for wharfs/floats maintenance, \$6,000 for Village Roads, \$3,500 for Parks, and \$3,500 for two days of additional lifeguard coverage (\$25,000 total) for municipal services provided by the Village that benefit the Town. The NVC also expects to raise \$8,300 from other revenue (Rent from Utilities, Community Hall Rental, Watercraft Registration fees, and Interest Income). The balance (\$485,924) is to be raised from the Northport Village Corporation property tax.*

The Moderator said he would entertain a motion to adopt Article 4 as printed. Bill Weisenbach moved, seconded by Walter Hickman that Article 4 be adopted as printed.

**VOTED – Article 4 was overwhelmingly adopted as printed.**

**Article 5:** To see if the Northport Village Corporation will vote to appropriate and authorize a majority of the Overseers of the Corporation to borrow on behalf of the Northport Village Corporation and/or expend funds from accumulated surpluses, a principal amount not to exceed \$485,924 in anticipation of 2024 taxes and to issue and sell for that purpose general obligation bonds or notes of the Northport Village Corporation, the proceeds to be used for the purpose of providing working capital for governmental activities of the Corporation, such bonds and notes to be issued upon such further terms or conditions as may be determined by a majority at least of the Overseers of the Northport Village Corporation.

**Financial Statement**

**1. Total Village Indebtedness**

A. Total Bonds outstanding and unpaid as of 12/31/2022	\$ 2,469,948
B. Total bonds authorized and unissued	\$ 906,440
C. Bonds to be issued if this article is approved	\$ 985,924
D. (Note: This bond would replace \$406,440 of the Sum included in line B)	<u>(\$ 406,440)</u>
<b>TOTAL</b>	<u><b>\$ 3,455,872</b></u>

**2. Costs**

At an estimated rate of 7% (seven percent) for a term of one year, the estimated costs of this bond issue will be:

Principal:	\$ 485,924
Interest:	<u>\$ 34,015</u>
<b>TOTAL DEBT SERVICE:</b>	<u><b>\$ 519,939</b></u>

**3. Validity**

The validity of the voters' ratification of the bonds may not be affected by any errors in the above estimates. If the actual amount of the total debt service for the bond issue from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not by reason of the variance.

The Moderator said he would entertain a motion to adopt Article 5 as printed. Cynthia Stuen moved, seconded by Bill Cressey, that Article 5 be adopted as printed.

**Voted – Article 5 was overwhelmingly adopted as printed.**

**Article 6:** To see if the Northport Village Corporation will vote to authorize a majority of the Overseers of the Corporation to borrow on behalf of the Northport Village Corporation a principal amount not to exceed \$1,000,000 and to issue and sell general obligation bonds or notes of the Northport Village Corporation for that purpose and/or to expend funds from accumulated surpluses (the combined borrowing and use of surplus funds not to exceed \$1,000,000) for replacement and repair of Community Hall and Wharf as needed, repairs to utilities operated by the Village Corporation, for reconstruction of shoreline damage to property owned by Northport Village Corporation or repairs of roads owned by the Village, such bonds and notes to be issued upon such further terms or conditions as may be determined by a majority of the Overseers of the Northport Village Corporation, and further to authorize the Overseers to accept and expend federal or state grants, execute any and all contracts and

documents and take any and all actions necessary or convenient to issue the bonds or notes of the Northport Village Corporation and accomplish the Project.

### Financial Statement

#### 1. Total Village Indebtedness

A.	Total bonds outstanding and unpaid as of 12/31/2022	\$	2,469,948
B.	Total bonds authorized and unissued	\$	985,924
C.	Bonds to be issued if this article is approved	\$	1,000,000
	(NOTE: This bond would replace \$500,000 of the sum included in line B)		(\$ 500,000)
	<b>TOTAL</b>	<b>\$</b>	<b><u>3,955,872</u></b>

#### 2. Costs

At an estimated rate of 7% for a term of 20 years, the estimated costs of this bond issue will be:

Principal:	\$	1,000,000
Interest:	\$	70,000
Total Debt Service	\$	1,070,000

#### 3. Validity

The Validity of the voters' ratification of the bonds may not be affected by any errors in the above estimates. If the actual amount of the total debt service for the bond issue differs from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

Wendy Huntoon explained the Article.

The Moderator said he would entertain a motion to adopt Article 6 as printed.

Bill Weisenbach moved, seconded by Walter Hickman, to adopt Article 6 as printed.

#### **Voted – Article 6 was overwhelmingly adopted as printed**

**Article 7:** To fix a rate of interest on taxes delinquent after September 1, 2023, equal to that charged by the Town of Northport.

Fred Lincoln explained Article 7.

The Moderator said he would entertain a motion to Adopt Article 7 as printed. Judy Metcalf moved, seconded by Bill Cressey, to adopt Article 7 as printed.

**Voted – Article 7 was overwhelmingly adopted as printed.**

**Article 8:** To see if the Village will vote to use reserves to fund the 2024 interest payment on the \$1.6M Seawall Bond in an amount not to exceed \$20,000. The Seawall Bond was authorized at the 2019 Annual Meeting.

Treasurer Wendy H. explained Article 8.

The Moderator said he would entertain a motion to adopt Article 8 as printed. Bill Cressey moved, seconded by Diantha Thorpe, to adopt Article 8 as printed.

**Voted – Article 8 was overwhelmingly adopted as printed.**

**Article 9:** To see if the Northport Village Corporation will vote to authorize a majority of the Overseers of the Corporation to use the balance of revenues in excess of expenses at the end of 2024 for improvements to Village infrastructure and/or for support in providing entertainment and cultural events and the facilities therefore in the Village.

Fred Lincoln explained Article 9.

The Moderator said he would entertain a motion to adopt Article 9 as printed.

Bill Weisenbach moved, seconded by Walter Hickman, to adopt Article 9 as printed.

**Voted – Article 9 was overwhelmingly adopted as printed.**

**Article 10:** To see if the Village will vote to authorize the Overseers to establish rules and regulations, from time to time, addressing the use, protection, and preservation of Village owned assets in the interest of the Village and public safety of its residents, after public hearings on any such rules and regulations.

The Moderator said he would entertain a motion to adopt Article 10 as printed. Bill Weisenbach moved, seconded by Walter Hickman, to adopt Article as printed.

**Voted – Article 10 was overwhelmingly adopted as printed.**

**Article 11:** To elect, by written ballot, two Overseers for the NVC for three-year terms and a Treasurer for a term of three years.

Moderator Woodward asked the Nominating Committee if there were nominations for two Overseers for three-year terms. Amanda Hickman, representing the Nominating Committee, nominated Michael Tirrell and Jeffrey Wilt. There were no nominations from the floor. Michael Tirrell and Jeffrey Wilt were elected to three-year terms. The Moderator asked the Committee to cast two written ballots for Michael Tirrell and two written ballots for Jeffrey Wilt.

Moderator Woodward asked the Nominating Committee if there were nominations for Treasurer for a three-year term. Amanda Hickman, representing the Nominating Committee, nominated Wendy Huntoon. There were no nominations from the floor. Wendy Huntoon was elected Treasurer to a three-year term. The Moderator asked the Committee to cast two written ballots for Wendy Huntoon.

**Article 12: Reports of Committees**

**President's Report:** Janae Novotny's report is on page 15 of the Annual Report.

**Treasurer's Report:** Wendy Huntoon's report is on page 18 of the Annual Report.

**Communications:** Michael Tirrell's report is on page 19 of the Annual Report.

**Finance:** Fred Lincoln's report begins on Page 21 of the Annual Report.

**Governance:** Judy Metcalf's report begins on Page 23 of the Annual Report.

**Personnel:** Janae Novotny's report begins on Page 25 of the Annual Report.

**Safety:** Michael Tirrell's report begins on Page 27 of the Annual Report.

**Parks & Trees:** Vicky Matthew's report begins on Page 30 of the Annual Report.

**Infrastructure:** Celine Bewsher's report begins on Page 32 of the Annual Report.

**Utilities:** Jeffrey Wilt's report begins on Page 35 of the Annual Report.

**Waterfront:** Brady Brim-Deforest's report begins on Page 37 of the Annual Report.

**Village Agent:** Bill Paige's report begins on Page 39 of the Annual Report.

**Technology:** Brady Brim-Deforest's report is on Page 42 of the Annual Report.

**Wharfmaster:** Craig Brigham's report begins on Page 43 of the Annual Report.

**Bayside Arts:** Bill Cressey's report begins on Page 45 of the Annual Report.

**Bayside Historical Society:** Joe Reilly's report begins on Page 47 of Annual Report.

**Bayside Library:** Jennika Lundy's report is on Page 49 of the Annual Report.

**NYC:** Emerson Smith's report begins on Page 51 of the Annual Report.

**Adjournment:**

Moderator Woodward entertained a motion to adjourn. The vote was unanimous. The meeting was adjourned at 6:58 p.m.

Respectfully submitted,

**Maureen Einstein, Clerk**