

MINUTES
Overseers Meeting
July 10, 2016

Attendees:

President Jo Huntoon
Treasurer: Steve Kazilionis
Office Manager: Paul Bartels
Village Agent: Bill E. Paige

Overseers:

Dick Brockway
John Spritz
Vicky Matthews
Paul Nyren
Judy Metcalf
John Woolsey
Denis Wang

Visitors: Tim Samway, Carla Paige, Ned Lightner, Joanna Lewton, Suellyn Fleming, Dorrie Lloyd-Still.

Meeting called to order: Jo Huntoon turned over the gavel to John Spritz to conduct the meeting. John will take over certain responsibilities of the president until the Annual Meeting.

Minutes:

Vicky Matthews moved to approve the revised minutes of the June meeting, seconded by John Woolsey. Paul Nyren questioned the lifeguard pay rate as reported in the minutes. All agreed that the minutes were accurate as to overseers' action taken but that all intended to approve \$15.00. per hour to entice qualified lifeguards, – **Voted 5 to 1 in favor, motion carried.**

John Woolsey moved to correct the approved pay for lifeguards from \$10.50 per hour to \$15.00 per hour, seconded by Vicky Matthews – **Voted all in favor.**

John Spritz reviewed the decision for the test video recording of the Overseers meeting today. Ned Lightner explained the involvement of video recording during the meeting. Ned will make the video available on the internet with a password for the Overseers to see. The committee will decide in September whether to go forward with recording all Overseers meetings. A discussion about public access to meeting notes ensued. Tim Samway asked whether the meeting notes could and would be made available immediately upon request, whether or not they are voted and approved. Judy Metcalf said that drafts of the meeting notes, and all village public documents are to be available per our public access policy. Further discussion on video recording will be tabled for the future.

Residents Concerns:

Joanna Lewton discussed her Anniversary party plans.

Amy Paterson requested(via letter) the use of the gazebo in Bayview Park for a wedding. Vicky Matthews moved to approve the use of the Park as long as she cleans up after, seconded by Denis Wang. **Voted all in favor.**

Treasurers Report:

Warrants were circulated for Overseers approval.

Steve Kazilionis, Treasurer, reported:

- The conversion to Quick Books Pro 2016 class accounting is largely completed.
- Most activity is accounted for as it has been in the past(payroll, banking transactions, all direct debit payments for expenses). Other expenses paid by check are generally posted a month later than in the past. Just a caution when looking at actual vs budget performance.
- This will be corrected when I input monthly budgets in the 2017 model.
- Maple Street – from a financial standpoint complete, holding back funds as agreed in the contract.
- Bond update – we have essentially spent all the borrowed funds with the exception of \$5,500 available for other projects. Treasurer suggested infrastructure committee and Village Agent should prioritize from list of projects.
- Payroll data is being sent to Denis Wang as a reality check on safety spending.

Village Agent

Bill Paige reported:

- Bill presented the bid for trash pickup. John Woolsey moved to accept the bid from Pinkerton's trash pickup for \$19,000 per year from September 2016 to September 2019, seconded by Vicky Matthews – **Voted, 6 for, 1 abstained, motion passed.**
- Cruiser evaluation – some minor problems – Bill will get it fixed.
- Excise tax was initially paid on cruiser at time of registration. Steve intervened and got a refund for the truck and cruiser.
- Ned praised Bill for getting the Cruiser in shape and ready to use by the police.
- Trees – four trees need work, two of them need to be taken down for \$1,600, according to the arborist. Bill said that Jane Strauss needs to do an evaluation of the Village with the arborist. Judy Metcalf moved to remove the two trees identified by the arborist for a cost not to exceed \$1,600, seconded by John Woolsey – **Voted all in favor.**
- Bill was alerted to the fact that somebody was cutting trees on Village property for a parking space. He immediately went to the site and stopped the action. Overseers agreed that they should notify this person that the board does not approve of this. Judy will draft a letter for review by Jo as President. He will sign.

- Bill reported that there were two boats in the park with for sale signs on them. Bill will talk to the people involved and tell them that cradle park might be a solution.
- Community Hall Security – The new combination lock has been installed and is in use.
- Bayside Arts made a request for a meeting in Community Hall. **Voted all in favor.**

Judy Metcalf moved to make Bayside Arts consistent with Bayside Historical Conservation Society and the Northport Yacht Club and not charge fees for their functions in Community Hall, seconded by Denis Wang. A discussion followed after the second and the **Vote was tabled.**

- Bill reported that the Farmers Market has yet to give us their certificate of liability insurance. Steve agreed to send email to Rose Rapp.
- MMA insurance will be conducting a site evaluation on Friday the 15th. We have performed their requests on the action plan from their last visit, except for easy access to the Shore Road pump station. We will provide a plan for that.
- Bill will be taking a vacation week the first week in August and would like to have Peter Simpson for water department back up, same as last year. We will have Fernie for sewer backup. John Spritz moved to have Peter Simpson as backup for Bill while on vacation for a cost of \$15 per day to carry the emergency pager and \$75 for first hour of an emergence and his normal fee for any additional hours after that, seconded by Vicky Matthews – **Voted all in favor.**
- Bill reviewed the final work done on the Maple Street project – Aaron, the Dirigo engineer for the project, agreed with Bill on several issues Bill raised which will be revisited in the fall and the spring next year.
- Bill will be in touch with a Logging company to remove a large log caught under the wharf and causing damage.
- Bill will have the ramp on the Thorndike property removed.

Finance:

John Woolsey – nothing to add.

Infrastructure:

- Dick Brockway investigated the plowing issue raised by Johanna Knott last month on lower Clinton and North Streets. He found that there is no easy solution due to the fact that these roads were created as very narrow dirt paths which were paved and are still very narrow and close to the houses. John Spritz will talk to her and explain the situation and offer some suggestions she might do to prevent future problems.
- We have a plan for resurfacing the walkway between Auditorium Park and Ruggles Park.
- The library seems to be functioning very well.

Dorrie Lloyd-Still, one of the Bayside Librarians, said the library is being used for community events – we need to have a policy for library usage. A book signing was

scheduled without notifying the librarians.. Vicky Matthews will assist to develop procedures and policy for use and report back to the Overseers.

Tim Samway wanted to give credit to Ed Williams and Rob Sherman for fixing the sign in front of the library.

Safety:

Denis Wang said the safety committee interviewed a police officer for the Friday and Saturday shift and recommended hiring Robert Daigle. John Woolsey moved to hire Robert Daigle as a police officer for the Village at a rate of \$16.50 per hour, seconded by Judy Metcalf – **Voted all in favor.**

Steve Kazilionis brought up a point that lifeguard Ellie Dumack was supposed to be paid by us for getting her open water certification but in light of Ellie’s decision to decline to serve as our lifeguard except as a substitute, that may need to be reconsidered.

Town Liaison:

Paul Nyren reported:

- Brush collection is still not open – still determining what to do about it.
- Saturday Cove will be closed in near future.
- Shore Road fixes are scheduled for July 15th.
- Two culverts will be replaced at the school.
- Bill will have work to discuss with Amon Morse about trees.
- Elwell will be done with the retainer sea walls shortly.
- Grading of Bluff Road has been done.
- The swale on Shore Road will be fixed at same time.
- Shore Creek bridge was not approved.

Utilities:

Denis Wang reported that the Utilities Committee met on Friday and water/sewer departments are performing well. The trustees anticipate an increase of the BOD counts as we approach the drier and busier season in Bayside. Because the department has been so successful in reducing Inflow and Infiltration of ground water, the only “filtering” water is that which is flushed through household use. This causes an increase in BOD which can be addressed by encouraging homeowners to flush often.

Nominating Committee:

John Spritz said that he is confident that there will be a full slate.

Annual Meeting:

The Overseers will meet at 6:00 PM August 9, 2016 30 minutes before the Annual meeting to review procedures and sign warrants. There will be a meeting with the newly elected Overseers directly after the Annual meeting.

Steve Kazilionis reviewed the proposed budget. Judy Metcalf moved to present the proposed budget to the Village at the Annual meeting, seconded by Denis Wang **Voted all in favor.**

Judy Metcalf distributed a copy of the Annual warrant with typos fixed. Other changes were made by the Overseers. Judy Metcalf moved to post the revised warrant for the Village Annual meeting, seconded by John Woolsey – **Voted and approved. The warrant will be posted by the Village police.**

Discussion:

John Woolsey requested to have better remote access for the Overseers meetings. Steve Kazilionis will look into better equipment.

Denis Wang discussed a book about Bayside and possibly printing and selling it.

Bill Paige will be in charge of setting up the Annual meeting in Community Hall.

Voted into executive session 11:30 AM.

Returned from executive session 11:58 AM

John Spritz moved that Steve Kazilionis and Judy Metcalf will post a job description for the job opening and or hire the new Office Manager, seconded by Denis Wang, **Voted 7 – 0 motion carried.**

Vicky Matthews will meet with Paul by July 15th to continue work on job descriptions.

Denis Wang moved to adjourn at 12:150 PM

Respectfully submitted by Paul Bartels