

**NORTHPORT VILLAGE CORPORATION
DRAFT NOTES - OVERSEER'S MEETING APRIL 28TH 2019**

Attendees:

President John Spritz

Treasurer Steve Kazilionis

Village Agent William Paige

Office Manager Mandy Everett

Overseers Judy Metcalf, Lee Houghton, Jeffrey Wilt, Michael Lannan, Vicky Matthews, Michael Terrell

Guests Gordon Fuller and Micheal Bouchard

Meeting called to order at 9:00 a.m.

Adoption of agenda

Approval of minutes from March's meeting

Questions and Issues from Bayside residents:

- Bill Cressey/Bayside Arts, 3 requests, all approved unanimously by the Board
 1. Approve summer schedule for Bayside Arts and waive fee during actual performance times. Judy made motion, seconded by Lee.
 2. Approve Bayside Arts installation of 8 new 20-amp circuit breakers and 8 new outlets in Community Hall, Bayside Arts to pay for installation. Judy made motion, seconded by Jeffery.
 3. Approve Bayside Arts project of installing doors on the front of the Community Hall stage and creating supports for the stage, Bayside Arts to pay for this project. Judy made motion, Dick seconded.
- Beverly Crofoot works with Drinkwater School, they are producing a musical on May 16th, requested permission to borrow up to 100 of the Community Hall chairs for the event. Beverly will oversee the process. Vicky made motion, I forget who seconded, unanimous approval.
- Fred Lincoln has issues with his seawall. Needs permission for Farley & Sons to load their equipment onto a barge at the boat ramp during high tide, after Labor Day, to make repairs to his seawall. Will provide all necessary paperwork. Judy made motion to approve, Lee seconded, unanimous approval.
- Linda & Douglas Parsloe, 9 Main Street, had questions regarding moving their house and setbacks. They have spoken to Toupie Rooney, Code Enforcement Officer for the Town of Northport, who suggested they need to connect with the NVC Overseers. It was determined

that they need to speak again with Ms. Rooney, and report back to the Overseers with documentation regarding their planned move.

Treasurer's Report by Steve Kazilionis

- NVC has \$9,000 in contingency funds. \$5,000 of contingency needs to be set aside. Unusual contingency spending, other line items, are on track so far for the fiscal year.
- Utilities spending- proposal to remove fire hydrant was discussed on the floor. Judy moved to table decision until Dick M. can make a report clarifying. She will ask Dick for more information before presenting options to the board.
- Money is being set aside to replace the village truck in the near future.

Report of the Village Agent- William Paige

- The estimate for the annual spring cleaning of the Community Hall was very high; Mandy Everett offered to do the job for \$250, and she is almost finished.
- Bill is getting estimates on any necessary road repair in the Village.
- Water is starting to leak into the Community Hall from the back, which will affect the foundation. Bill will get an estimate on a drain for that problem.
- The police cruiser is cleaned and ready to be used for this season.
- There are many deer in the area, chewing on bushes on public and private land.

Office Manager -Mandy Everett

- Transitioning office managers has gone well. No major concerns or hang ups.
- Office printer is at the end of its life, and cost of servicing will supersede the cost of replacing that particular model.
- Judy Metcalf moved to authorize the office manager to purchase a new printer totalling no more than \$150 total.

Discussion was had and Michael Lannan suggested a specific model at a higher budget to better fulfill the workload that the office printer is subjected to.

Judy Metcalf amended her motion to include a budget of \$250 for a new printer.

9 voted - 8 in favor and 1 opposed. The amended motion was passed.

Committee Reports

Tree warden/ Tree planning- Vicky Matthews

- Explanation of developing tree ordinance(s)
- Judy clarified laws for new ordinance
- Village agent will be charged with determining what trees are private and what trees are public as t not leave this determination in the sole hands of the tree warden.

- Tree committee provide tree removal budget and tree replacement budget with a two year plan.
- Judy recommended drafting off of fire ordinance to draft violation of ordinance protocol.
- Vicky is working with arborist to plan prevention of possible damage by being proactive with trimming and limbing.
- There is a plan in the works for labeling and inventorying trees.

Discussion of tree and planting budget and donated materials. Precautions were suggested to use plantings resistant to deer and to avoid using invasive species.

Communications and Governance- Judy Metcalf

- Judy was asked to prepare statement in regards to where NVC is in the nordic farm proposal. This action item has been completed minus new information published after the statement was authored.
- Zoning Ordinance survey has been met with good results.

Judy was asked to create a sheet summarizing when a meeting will take place, along with a generalization of comments being submitted.

Infrastructure- Michael Lannan

- Oak Street work has not been completed as shown on the budget sheet.
- Geotech report- determining the base structure will be for the new seawall. Language has been clarified between the town and the village in regards to the project.
- Community hall is on track for productive use of facilities by all maintenance and infrastructure wise.
- Walkway maintenance - charting and action items are in the works to keep walkways usable.
- New traffic pattern for streets surrounding Ruggles park proposed for 4th of July by the safety committee

Utilities- Judy Metcalf

- System is working. Dechlorination unit is going to be installed this week.

We need to be thinking about having the right building in the right place for future EPA licensing requirements.

- Compliance schedule with EPA is contingent on changes needing to be complete by 2020.

Safety Committee- Michael Tirrell

- Safety day - request to move date to Sunday July 7th.

Judy Metcalf moved to have a safety day on July 7th. Lee seconded. All in favor

- Safety form- for safety concerns within the village. Citizens will fill out form and it would then go to Village agent to determine further action and by who.

It was suggested that Dan make an announcement that the form is available for citizen's usage on the website, and to add the NVC gmail at the bottom of the form.

- A safety committee revised mission/vision statement needs to be officially captured and published.

- Safety budget - spreadsheet of prior budgets/actual spending figures were distributed, along with a projection for 2019. Budget notes included streetlights increasing to \$6400. Hydrant rental is a fixed number in the budget.

Police compensation includes a workshare between Mike B. and Ben K. 2019 for a total overall budget, including increased compensation to be \$11556.

Discussion was made as to the necessity of a job shared police department.

Reality based proposal presented of \$1700 more than last year. Assurance was made that the department would not keep growing.

- Defibrillator would fall under equipment/maintenance
- Committee would like to purchase a portable speeding signs at approx. \$2500. This was tabled for now.

Waterfront safety committee - Gordon Fuller

- look at and manage issue of watercraft congestion.
- Rules were ratified and voluntary registration were approved. Committee is now looking at how best to get the new information out.
- A float located in Saturday Cove was gifted to NVC by the town of northport pending acceptance.
- Judy Metcalf moved to accepted the gifted float. Motion was unanimously approved

The harbormaster reported that Prock Marine would deliver the float for \$135/hr which should not take more than a couple of hours. No additional moorings are needed.

- Judy Metcalf moved to spend \$1000 for transport and for possible safety modifications.

Judy moved that NVC present a bill of sale to the town of Northport for the float.

all voted unanimously in favor.

Town of Northport- Vicky Mathews

- Town elections- a growth house is being proposed within town limits. A non binding referendum will be presented at the town election.
- Northport town meeting- will be june 3rd at 7 pm at Edna Drinkwater.
- Town of Northport accepted bid from Pine Tree for municipal solid waste. The recycling went to a different contractor (DM&J) but procedures will remain the same for residents.
- Updated dog rules will be posted on bulletin boards.

Other town/village notes/issues included

1. a resident has expressed desire to NVC to have its own website in which to post minutes and agendas.
2. Another resident would like NVC to write a letter positioning itself with the fish farm. President Spritz determined that NVC was not in a position to carry this out.

Adjourned at 12:04 p.m.