

Minutes of the Meeting of the Northport Village Corporation Board of Overseers

9:00 am, October 13, 2019

Community Hall

Attendees

President: John Spritz
Treasurer: Steve Kazilionis
Village Agent: William Paige

Overseers

Miles Frieden
Lisa Fryer
Mike Lannan
Vicky Matthews
Judy Metcalf
Jeffrey Wilt
Michael Tirell (on telephone)

Meeting called to order: at 9:10 a.m.

Approval of minutes: Judy M. moved to approve the minutes from the September 15 meeting. Jeffrey W. seconded the motion. 6 approved, 1 abstaining.

Questions/issues from Bayside residents and meeting attendees: The Treasurer mentioned that his wife, Lori, had sent a letter to the President regarding possible attempts by the Village to address the brown-tail moth issue. Vicky M. said that the Tree Committee continues to research solutions; Judy M. noted that Village resources are limited. The President will send a response to Ms. Kazilionis.

Tree Committee Report: The Committee met on October 12; minutes are attached. Lisa F. said that the Village-wide Tree Inventory (trees on Village-owned property) is complete. John Hoy is investigating possible grant funds to support the planting of new trees. Vicky M. is creating a form for those interested in planting Memorial Trees; the form will be approved by the Overseers before it is instituted. Through Dan Webster, links have been sent out to Village residents regarding browntail moth information; Lisa F. will check whether there are town/state ordinances regulating spraying within one's property. The Committee is thinking about combining Arbor Day festivities with Safety Day, perhaps encouraging a Bayside-wide clean-up on that day.

Communications Committee: Lisa F. noted that a communication was sent out regarding the browntail moth. Judy M. will consult with Lisa F. to create a job description/list of duties for the Communications Committee, including critical events and deadlines. Committee notes are attached to this report.

Finance Committee: Nothing to report.

Governance Committee: Judy M. reported that the committee met this morning (October 13). The focus now is on parking issues within the Village and there will be a meeting on this topic at 8 am on Sunday, November 17, in Community Hall. If any Bayside residents cannot attend the meeting and have parking issues they would like addressed, they can contact Judy at metcalf442@myfairpoint.net.

Infrastructure Committee: Mike L. said that the Milone and MacBroom design/engineering contract for the Seawall Reconstruction Project (SRP) was ready for the President's signature. Judy M. moved to approve that the President sign the contract hiring Milone and MacBroom for engineering, design, permitting, and construction management services; motion was seconded by Lisa F. and passed unanimously and the President signed the contract. Project updates to be presented in the SRP Newsletter to be distributed in October.

The Infrastructure Committee will meet in October, November and December. The final conceptual report will be issued December 1. Overseers can address issues in the report from December 1 through the scheduled January meeting.

Personnel Committee. Nothing to report.

Utility Committee: Judy M. said that the Committee met on Friday, 10/12. The Trustees are preparing 2020 budgets and will present them in January. The budgets will be challenging, especially on the sewer side. There may be a reduction in water rates to offset a potential increase in sewer rates. The Treasurer suggested that water rates not be reduced, since there may be some automating of water-reading in the future, which would need to be paid for. Judy M. said that the Trustees will investigate the possible automating of water-meter reading.

Judy M. noted that the plant is working well, and the feeder for the tablet form of chemicals has been installed.

Safety Committee: Michael T. said that the Committee will meet at the end of October to consider issues for 2020. He asked the Treasurer if there was any money left for the Safety Committee to spend this year?

Waterfront Safety Committee: Jeffrey W. said that the Committee met on September 27; minutes from that meeting are attached to this report. Some highlights:

- The volunteer registration process for watercraft went well in 2019, with the exception of three to four “chronic rule-breakers;” their dinghies were removed by assistant wharfmasters. The Committee is considering a fee for when dinghies have to be moved regularly. There is some concern about liability issues for assistant wharfmasters when dinghies are removed.
- The outfloat is getting upgrades.
- The Committee wants Overseers to consider a mandatory registration fee process for the 2020 season and will report back with suggestions.
- A future issue is to manage congestion on the North Shore of the beach. The Treasurer suggested that the police enforce chronic rule-breakers.

Tree Warden Report: Vicky M. met with the arborist on October 5, identifying various trees that will be pruned and taken down in 2020.

Town of Northport issues: There was a request to add “Nordic Aquafarms” as a regular bullet item under “Town of Northport issues.” Regarding the Nordic Aquafarms proposal:

- There is an October 17 meeting in Augusta to address and consolidate the various issues that have been raised by intervenors, of which the NVC is one. Judy M. will attend.
- There is an October 23 site walk in the area of the affected properties; Mike L. will attend.
- Vicky M. noted that a new group, the “Friends of Harriet L. Hartley Conservation Area,” is planning an open house and dedication from 10 am to noon on Saturday, October 19, at the Little River Center.
- Judy M. had been in touch with the lawyer for the Lobsterman’s Union; the NVC has decided not to join the Union in its legal challenge to the project, particularly because of the potential (legal) financial investment involved.

Report of the President: Nothing to report.

Report of the Treasurer: Steve K. said that much has been cleaned up in the office, deposits and payments have been cleared. He does not presently have an estimate on variance to budget for this year thus far. As of now, it looks like we may be approximately \$4K overspent for 2019. Steve K’s advice: the Overseers should not spend any money anywhere unless it was budgeted. Budget and office management specifics include:

- All of Amy’s time in the office is going to Utilities.
- The office internet service has been upgraded.
- The Town of Northport is now handling Bayside’s tax deposits.
- Our accounting firm wants to raise our monthly fee, due to the amount of time they have invested in the account. Steve K. is working to keep any potential raise to a minimum.

Michael T. wanted to know how we got to the present position. Steve K. noted that there were issues with the Office Manager position and with the accounting firm, and that they either have been resolved or will be. Various Overseers expressed interest in discussing this matter further, especially as it pertains to the future of the Office Manager position, and there was a request for an Executive Session discussion.

Report of the Village Agent:

1. The Committees are handling many of what used to be Bill P's tasks, he thanked them.
2. There is a new de-chlorination system at "the little house" and Bill had the crew also work on the drainage system on lower Main Street. There are also plans to shave off some of the grass in the area where it abuts the road, to help with drainage.
3. The floats will come out of the water after October 15. All dinghy-owners should take out their dinghies. The North Shore beach will be cleared of kayaks,
4. Bill tries to be in the office on Fridays but noted that he had just installed five new water services and is also working on the Cobe Road project.
5. The police transmission cruiser was installed, but the cruiser still has problems. Bill asked for permission to take the cruiser to a dealer service facility. Judy M. moved and Lisa F. seconded that Bill be allowed to do so.
6. Bill hasn't had time to investigate the safety flags that Michael Tirrell and the Safety Committee are interested in, perhaps Michael T. can help with that effort.
7. The Historical Society may be able to contribute to any renovations/repairs to the Old Jail.

Michael T. noted that the bench around the big tree in Ruggles Park is starting to fall apart. Judy M. said "it's a family bench thing" and she and her family would attend to it.

Mike L. noted that the woodpile on 1 North Street had been moved but that there was now a woodpile on Broadway. What is the Bayside policy on woodpiles in the public thoroughfare? Judy M. said that the Governance Committee will consider this, as part of its look into parking in the Village.

New and Continuing Business: Michael T. said that we need a new phone/system for Overseers calling into meetings. Jeffrey W. said that he would check out some systems and report back. Mikes F. wondered if we could use a Bayside directory of residents and contact information. He will initially pursue the idea with Dan Webster.

The meeting adjourned at 11:02, at which point the Overseers went into Executive Session.

The Executive Session ended at 11:16; the Overseers authorized the Personnel Committee to address job description and chain-of-command issues for the Office Manager position.

The next Overseers meeting is at 9 am on Sunday, November 17.

Meeting adjourned: at 11:18 a.m.

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Meeting minutes submitted by John Spritz.

Waterfront Safety Committee Report for 09-29-19

Attendance:

Craig Brigham, Jim Coughlin, Gordon Fuller, Bill Haverty, Bill Paige, Jeffrey Wilt

I. Voluntary registration process for watercraft stored on NVC property:

The committee reviewed the process for Summer 2019. We believe over 100 registration stickers were distributed and that most individuals made the voluntary payment of \$5. It appears the paperwork for those registrations is missing. If located, the committee plans to create a database reflecting the information gathered.

II. Implementation of watercraft storage rules

The committee reviewed usage of the wharf-float and the new out-float. There is a consensus that most boaters made an effort to adhere to the rules. There were 3 or 4 chronic “rule-breakers.” The committee thanked Assistant Wharfmasters Craig Brigham and Jim Coughlin for their efforts in moving non-compliant dinghies to the out-float. All agreed that their actions greatly contributed to the success in limiting the congestion at the wharf-float. All agree that compliance will increase over time.

The committee discussed how best to manage individuals not following the watercraft storage rules. Ideas discussed for next year include:

- a “violation tag” that could be attached to watercraft.
- moving repeat offenders to the NYC float (this is only appropriate for NYC members with permission from NYC)
- moving repeat offenders to the shore
- charging a fee for watercraft repeatedly moved to the out-float
- moving repeat offenders to their boat mooring (we will have to review insurance implications)

III. Liability coverage for volunteers moving water craft

The committee asked the chairman to clarify liability coverage for our volunteer wharf team. Do we need to update signage and the registration forms to reflect that watercraft owners use NVC facilities at their own risk and that, by using facilities, agree to follow posted Village rules?

IV. Upgrade out-float

The committee discussed the need for upgrades to include: installation of a more effective rub-rail; padding for the metal corner plates; and installation of additional cleats. Gordon Fuller and Bill Paige will develop a budget for these items when the float is out of the water.

V. Mandatory registration and fee

The committee renewed its request for a mandatory process with fee for the 2020 season. The committee further asked Bill Paige to outline the cost associated with maintaining the wharf-float and out-float.

VI. Future discussion topics:

- Proposed mandatory registration fee for 2020
- Is the fee the same for all watercraft?
- Managing congestion on the north shore beach

VII. Future meetings

The committee will reconvene as needed or in early 2020.

The meeting adjourned at noon.

Communications Committee

10/13/19

Lisa Fryer

The Committee has initiated announcements on the Bayside Website regarding office hour changes and brown tail moth removal. See below for specifics.

1. The Bayside Tree Committee would like to share information about brown tail moth removal. The removal of the browntail moth nests, during fall and winter, can dramatically decrease the population during summer months. Please see the below information for directions as well as overall browntail moth precautions. Thank you!

1. Browntail Moth Precautions:

https://www.maine.gov/dacf/mfs/forest_health/insects/browntail_moth_precautions.htm

2

. Eliminate Browntail Caterpillars:

<https://video.search.yahoo.com/search/video?fr=iphone&p=youtube+brown+tail+moth+removal+brunswick+maine#id=4&vid=5911a19bc1df17973ce4d78efa1fdff2&action=click>

3. Removing Browntail Caterpillar Nests: <https://vimeo.com/192349741>

2. The Northport Village Corporation office will remain open with limited hours. **The office will ONLY be open Mondays AND Fridays from 9-12 for the near future.** Thank you for your continued understanding.

Bayside Tree Committee Minutes

**Oct. 12, 2019,
Community Hall**

Participants: Lisa Fryer, Vicky Matthews, Michael Robbins

1. Update of Tree Inventory: The Committee has compiled a working list of all trees on NVC public property. It has been forwarded to the Overseers. As trees need maintenance, new trees will be added, but as for now the inventory is complete.

2. Tree Maintenance/Other Issues from Vicki Matthews, Tree Warden

The arborist came to Bayside to look over trees. Specifically, he looked at the cabled trees around Bayside, including Ruggles. These all looked fine. Also, the family owners of “North Searsport” mentioned to John and his wife in passing that the cluster of evergreens was planted by a family member to support the small park space to the west of Merrithew Square. The trees have grown up and are quite thick and the family is amenable to having them trimmed or thinned to benefit the folks on the other side of Broadway, who are losing their view. Vicky will be looking into the matter.

3. Tree Canopy Update: Lisa met with John Hoy to discuss possible grants. John investigated. The state grant opportunity Project Canopy would support education, organizing or other community tree efforts. The 2020 program will be similar in its makeup to that of this year; the new materials for 2020 will be available in November. The Tree Committee decided that the money would best go to purchasing new trees for Bayside. Thus, tax money would be used for pruning and maintenance, etc. John kindly agreed to writing the grant. Vicky and Lisa will help in determining specifics: what trees need to be replaced, type and where. Ruggles Park is one viable option.

4. Memorial Trees - Vicky will work on a form one can fill out requesting a memorial tree. Included would be location, type of tree, etc. This form would be completed, given to the Tree Committee and if approved, moved on to Board of Overseers for final approval.

5. The Communication Committee (Lisa) distributed information/videos on the Bayside website regarding brown browntail moth nest removal without chemicals. Lisa will communicate in the Spring about the matter.

a. A question was raised by John Hoy regarding ordinances in Bayside related to spraying pesticides. Although there is no ordinance around spraying trees on private property, Lisa will communicate “Best Practices” on line. Best Practice would include hiring a licensed professional to spray. Of course, there is to be no spraying on public land/trees. The Board must be notified of issues on public land. Maine State regulations will also be included in communication.

6. Vicky M. will be looking into completing the application to become a Tree City.

7. Arbor Day - The Safety Committee is meeting later in October. Lisa will discuss combining Safety Day and Arbor Day as one “Community Day” As for Arbor Day, we plan to have educational activities for adults and children. We would also like a “clean up” aspect to plantings around Bayside.

8. Due to family commitments, Michael Robbins will be resigning from the committee at this time. Michael’s knowledge has been invaluable and appreciated. He is willing to continue to help the committee in the future, answering questions with specific tree issues. Again, the Tree Committee thanks him for all his hard work and commitment.