

**Northport Village Corporation
Minutes of the Board of Overseers Meeting
Sunday, May 12, 2024**

Overseers, Officers and Staff present: Celine Bewsher; Brady Brim-Deforrest (via Zoom); Fred Lincoln, Judy Metcalf (via Zoom); Jeffrey Wilt; Treasurer, Wendy Huntoon (via Zoom); President, Janae Novotny; Office Manager, Trish Parker; Village Agent, Bill Paige; Clerk, Maureen (Beanie) Einstein.

Not present: Vicky Matthews & Michael Tirrell.

Community Comments: Rachel Rosa, 7 Auditorium Park, stated that she was very impressed with the post-storm clean up in the village.

Meeting was called to order at 9:05 a.m.

Approval of the Minutes of the April 14, 2024 Overseers Meeting

Janae N. asked if there were any comments or changes to the April minutes distributed prior to the meeting. Fred Lincoln – The Minutes should reflect that Treasurer, Wendy Huntoon, attended the April Meeting via Zoom.

Fred L. moved, seconded by Brady B., to approve April 14, 2024 minutes of Board of Overseers as amended above. Voted – Unanimous.

Recommendation to approve the following Community Hall Requests, subject to fulfillment of insurance and any rental fee: Keith and Maureen Robinson for dance classes, 9:30-11:30 a.m., Thursdays, 7/11/24 through 8/8/24 (excluding 8/1/24).

Brady B. moved, seconded by Fred L., to approve the above Community Hall requests, subject to fulfillment of insurance and any payment requirements. Voted – Unanimous.

Recommendation to return to Rick Fischer the remaining \$10,000 of the deposit required by the NVC for access to Merithew Square for work on the Butters cottage.

Jeffrey W. moved, seconded by Brady B., to return to Rick Fischer the remaining \$10,000 deposit required by the NVC for access to Merithew Square for work on the Butters cottage. Voted – Unanimous.

Recommendation to ratify President Janae N.'s letter sent to Maine's Senators and Northport Congressional representative supporting the Town's application for Congressionally-directed funds for a new town hall.

Judy M. moved, seconded by Brady B., to ratify the letter from Janae N. sent to Maine's Senators and Northport Congressional representative supporting the Town's application for Congressionally-directed funds for a new town hall. Voted – Unanimous.

Recommended schedule for Summer 2024 Donuts and Dialog with the Board:

Proposed 2025 Budget – June 29, 8-9:30 a.m.
Utilities – July 27, 8-9 a.m.
Infrastructure – August 10, 9-9:30 a.m.

Celine B. identified a conflict on July 27 with the Yacht Club yard sale. There appears to be a conflict concerning the July 27 Utilities meeting in connection with the community yard sale on August 27. Janae N. will firm up this date.

Treasurer's Report – Wendy Huntoon

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

Janae N. noted that the amount in the draft budget for Reserves is currently \$10,000 and perhaps the Reserves amount in the draft budget should be increased to \$20,000 in light of how quickly we spent down the reserves and the length of time required to build them up again. Fred L. and Wendy H. informed the Board that the NVC will potentially encounter a cash flow issue later this summer before tax payments are expected. A larger budget requires access to more money in reserves to pay the bills before tax revenues are received. A discussion ensued regarding mechanisms to address the cash flow issue, including a bank line of credit and a tax anticipation note and the current authority provided by the annual warrant. Wendy H. noted that an LOC or TAN (Tax Anticipated Note) would be a prudent way to move forward. Fred L will confer with the Finance Committee and Fred L. will report back at the June meeting. Fred L and Janae N. will review the annual warrant presented in August to assure that the language provides sufficient flexibility for the Board to address similar issues in the future.

Village Agent Report – Bill Paige

Bill P. referred the Overseers to his written report circulated prior to the meeting. The increased severity and frequency of the storms this winter/spring has affected towns throughout Maine as they are all struggling with increased costs for repairs.

Utilities - Many villagers are requesting their water be turned on April 1. Nighttime temperature were below freezing during the week of May 1. Three water meters were frozen this spring and need to be replaced at the owner's expense. April 1 is too early to have meters installed.

Office Manager Report – Trish Parker

Trish P. referred the Overseers to her written report circulated to the meeting. It is time to start moving toward electronic records. All Committee minutes should be written in Google Drive. Trish will work with Overseers with instructions on attaining this goal.

Utilities Committee – Jeffrey Wilt

There were no exceedances in April. The Trustees are going through the process of bringing the Utility Audit into compliance with USDA requirements. The Utility Department used USDA Reserves to pay for long term capital improvements instead of short term improvements required by the USDA.

The Department has an inter-local agreement between the Northport Village Corporation and the City of Belfast Water Department for our purchase of water for our water customers. The new agreement has been modified to address the fact that we have installed a new 6" water meter, which should be replaced every 10 years.

Jeffrey W., made a motion, seconded by Brady B., to authorize Janae N. to sign our Inter-local Agreement with the City of Belfast on behalf of our Water Department. Voted – Unanimous.

Town Liaison – Jeffrey Wilt/Janae Novotny

There was a good Bayside community turnout for the Town's spring clean up. The Northport Community Church held an open house Saturday, May 4, for Northport residents to view the property inside and out, ahead of the Town Meeting vote on June 17 about the accepting the donation of the building from the Church.

Infrastructure– Celine Bewsher

Celine B. referred the Overseers to her written committee meeting report circulated prior to the meeting. She then provided an update on the grant-funded work of the engineering firm Gartley & Dorsky. They have submitted a report with a plan for repair and stabilization of lower Bay View Park. The plan calls for riprap from shore level up 15 feet. Large rocks will be buried under the riprap. Water resistant plants will be planted above the riprap. The estimated cost: \$75,000 to \$90,000, depending on the number and type of plants selected for the area above the riprap. Gartley & Dorsky's drawing and plans will be in the NVC office for review by interested people.

In conversation with Celine B., the engineer Will Gartley indicated that the project could be pushed out and that a new study would need to be done if more severe erosion occurs. He has stated that it usually takes 12 months from bid to booking. If we are in a place to go out to bid this fall, we could push out the start date by 18 months.

Gartley & Dorsky have finished the survey part for Auditorium Park area (including Beale Park) and are working on the design; they expect this design phase to be finished by June. This is a complicated area with bad erosion.

Celine B. hopes to have an informational campaign this summer regarding the Infrastructure Committee's identified Capital Planning Projects. She referred to the attachment to the Infrastructure Committee Report, the Capital Planning List, in which the committee prioritizes each project with a designation of 1-4; 1 being the highest priority. Bayview Park and Auditorium Park are the highest priority. Judy M. and Wendy H. noted that no action can be taken without knowing financial costs and whether the village will support the plan. A special meeting of the Board will be scheduled if the Auditorium Park engineering report is completed with estimated costs before the next Board meeting.

Celine B. reported that she has been working with James Kossouth on an application for a federal Land and Conservation grant after the Town had been preauthorized to apply. Due to a variety of factors associated with this grant, including matching funds, a decision was made not to pursue this particular grant.

Celine B. reported that the Town will hold another community meeting regarding citizens' climate resiliency priorities on June 12.

Governance Committee – Judy Metcalf

The Governance Committee will be scheduling a public hearing in June regarding the Fire Ordinance Updates. A definite date has not been set as yet.

Safety Committee – Michael Tirrell, as reported by Janae Novotny

Two lifeguards are on board and will be presented to the Board for formal approval at the June meeting. So, should have coverage seven days a week! We have not received any interest from our seasonal police officer recruitment efforts. Janae N. will be speaking with Waldo County Sheriff, Jason Trundy, regarding this issue. If a Bayside officer is not available this summer residents should

call the Sheriff's Office for **non-emergency issues at: (207) 338-2040** and call **911 for emergencies.**

Update on Annual Reports – Brady B. for Michael T.

Brady B. reminded the Overseers that all Annual Reports are due no later than July 1, and should be submitted to Michael Tirrell.

Adjournment

President Janae N. adjourned the meeting at 10:17 a.m.

Respectfully submitted,

s/s

Maureen (Beanie) Einstein, Clerk

And

s/s

Janae Novotny, President

Approved by the Board of Overseers, June 9, 2024.