**TOPMB Minutes 071823**

# Attendees: Rich Donaldson, Stephen Mace and Todd Barabe.

Meeting called to order at 4:00 PM.

**Meeting Minutes:** Minutes of 6/20/23 approved as presented.

* **Bills paid**: Riley Donovan $300.00 (pressure wash Love Nest stairs and awning)
* **Old business**:
  + Project Updates:
    - Raw boards at the Library painted. Contact Riley Donovan to coordinate with Todd for water and encourage painting on Wednesdays. Poop pick up sign installed (Stephen).
    - Poison ivy at the wharf will be sprayed (Mark). The ivy needs another dose and board members can meet with sprayers to douse the perimeter of the public areas.
    - External holding tank installed and box for jet pump built. Once a new solenoid is installed the system will be up and running. Locate dedicated outlet for Stewart Electrical (Todd).
* **New Business**:
  + Wharf insurance (Rich)
    - Cross Insurance previously inspected, and MMA will also inspect.
    - Coverage is 100% of replacement value. Cross valued replacement at $5MM
    - Per MMA, we do not have to regularly schedule an engineering inspection, however the board considers inspection important enough to add to the capital plan.
    - The board will schedule a walkabout at the wharf to inspect planking.
  + Commercial users:
    - A tour boat operator is dropping off and picking up at the wharf. Todd will review the commercial user list and reach out to this individual to encourage adherence to the ordinance and fee schedule.
    - Stephen will draft a form letter to notify violators who have not paid the annual fee or one-time user fee.
    - Rich suggested we review the ordinance for clarity.
  + Rich will research the boundary lines in FVI and report back concerning the property owner potentially encroaching on Town owned property.
  + An open discussion relating to vendors selling at the Wharf without Town consent.
* **Other Business:**
  + At the August meeting, reschedule the September meeting so all members can be present.
* Meeting adjourned at 4:58 PM.

**Meeting Schedule:** Third Tuesday of every month at 4:00PM

**Next Meeting: Tuesday August 15, 2023 @ 4:00PM at the Town Office.**