

MINUTES OF WATERWAYS MANAGEMENT COMMITTEE MEETING

November 15, 2006

A Meeting of the Waterways Management Committee was duly called and held on Tuesday, November 15, 2006 at 7:00 p.m. The meeting was called to order by the Chairman, Roger Race. The following people were present: Mr. Race, Robert Metcalf, Warren Hathaway, Gerald Hickey, Chris Hemingway and Ira Perry. Excused was Mr. Norman Peloquin. Also present was Mr. Steven Melo, Harbormaster.

Mr. Race reviewed the agenda for the evening. Mr. Hickey would like Ms. Genowa Warner of Dartmouth High School inserted into the agenda to discuss what the WMC would like to see published. Mr. Hickey moved to accept the agenda. Mr. Hemingway seconded. So Moved.

The minutes of the meeting of October 24, 2006 were reviewed. The third paragraph, first page should read **Ambar Boat**, not Amber Boat. Mr. Metcalf moved to accept the minutes. Mr. Hemingway seconded. So Moved.

Mr. Hickey introduced Ms. Warner to the WMC. She is a highly recommended student in the journalist program. The members of the WMC discussed ideas of what they would like published. Mr. Hathaway said she is a good student and would be with the WMC for two years. He said that there are approximately 1,100 people in the harbor and a good on-going communication is needed with information. She will be working closely with Mr. Melo. He suggested putting an article in the paper twice a month to get the information to the public, smaller articles more frequently. Mr. Race asked the length of the articles. Mr. Hathaway suggested articles with bullet points packed with information. He would like to see feedback from the people also; he said articles leading them to the website would be beneficial. Mr. Hemingway suggested explaining how the enterprise system works to the public. Mr. Metcalf suggested telling the public the goals of the WMC. Mr. Melo will set up an E-mail system on the Harbormaster website; he will act as the contact person for Ms. Warner. Mr. Don White suggested a catching title such as "On The Waterfront" to attract the public. Mr. Race asked about financial payment, which will be discussed with Ms. Warner.

Harbormaster Report.

Storage Facilities. Mr. Melo is looking into storage facilities for the orange boat. He said the boat is under 12' in height on the trailer. He has spoken with Mr. Michael Gagne regarding town land where it could be stored. They will look into a portable storage shed if the land is available to put it on. He would like to have access to the boat so it can be worked on during the winter. The boat is higher and wider than a pick-up so a larger access door is needed. It has to be a secure area since there will be electronic equipment on it.

Clerical Assistant. Mr. Melo said that clerical help is needed. It was recommended by town hall to consider a person from a temp agency when assistance is needed. He will be looking into the possibility of this, but the problem is a different person has to be trained each time billing is done.

Mr. David Nolan. Mr. Nolan visited the Harbormaster Office. He would like to meet with the WMC to see what the department needs are. An offer was made to Concordia to continue on the site, but they may be moving to Gulf Road if terms for the south wharf are not reached. Mr. Metcalf said that the Fire Department needs a ramp to reach their boat in emergencies. Mr. Hathaway heard most of the commercial tenants would be moving due to a rent increase. Mr. Race said it is important for Mr. Melo to keep in touch with Mr. Nolan. Mr. Nolan told Mr. Melo that he would like to keep the site a boatyard.

October Storm. Mr. Melo included the incident reports occurred during the storm for the WMC review. A report was made for each vessel that had a problem during the storm. Insurance Adjusters have been reviewing the reports; he has been sending them copies as requested. Mr. Hathaway suggested there should be a fee for copies of the incident reports. Mr. Melo said the reports are public records. He said we are a public agency and copies need to be given out if requested. Mr. Melo said that he also has no problem giving copies to the owners of the vessels. Mr. Hathaway moved to charge a fee of \$100.00 for copies of the incident reports to insurers. Mr. Perry seconded. So moved.

Mr. Melo said a lot of pictures were sent in during the storm. Mr. Melo said that he is keeping all the articles and pictures in a book at the office. Mr. Melo said that he would keep the pictures as examples to show people what could happen if they don't adhere to mooring requirements. Pictures were posted on the website.

Mr. Hickey moved for the WMC to officially commend Mr. Melo for the work done during the storm. Mr. Perry seconded. So moved. All in favor. Mr. Race complimented the department on a job well done; they worked long hours with no injuries. Mr. Melo said that all members of the department mad him proud.

Mr. Melo noted that they also worked with Concordia crews during the storm and it was an exceptional effort.

Old Business.

Commercial Mooring Permit Status.

Salters Point. Mr. Melo said that they have army corp. permits and there is an outstanding commercial mooring application for their five moorings. He noted that they have done everything asked of them. He said that they would like to use the mooring in conjunction with the rental of property. He said that the regulations state that it will not be granted to a passive business interest. Mr. Hathaway said he remembers an agreement being reached with Mr. Martin Wayne on what could and couldn't be done. He would like to look back in the minutes on the result of the meeting. Mr. Hickey said that it was agreed it could be used for a guest but it could not be used as a separate rental for the mooring only.

Mr. Melo said that the area has since been regridded, but they don't have official commercial mooring status. Mr. Hathaway said that Mr. Wayne said he would not be collecting rent on the mooring, and he would be sure that all appropriate fees be paid to the Town. Mr. Hathaway moved that there will be no money for the rental and the mooring can only be used by renters; the boat has to be owned by the person renting the house and all fees have to be maintained. Mr. Hathaway said that anyone other than the boat of record has to be registered with the Harbormaster. Mr. Race asked Mr. Melo to send a letter to Mr. Martin Wayne outlining what has to be done and any violations will be addressed with Salters Point. Mr. Melo noted he hasn't had any problems with Salters Point.

Concordia, Inc. Mr. Melo reported that there is no commercial permit issued for Concordia yet; they do not have any Army Corp. permits. He reported Concordia said they would be getting the permits, when they supply the required information. Mr. Hemingway suggesting giving them a deadline to get the required permits. Mr. Hathaway said to send a letter asking what is happening to Concordia and we need it in writing. Mr. Race feels this should be done soon; before the summer season begins.

Mr. Melo said that Concordia has provided inspections on the moorings they own; as with all mooring permits, they need to provide the inspections before getting their permits. Mr. Hemingway feels enough time has passed and Concordia needs to provide us with the necessary information. Mr. Race would like to see everything in writing. Mr. Melo will send them a letter telling them it has been three years and they need to provide all the documentation regarding their ACE permits. Mr. Hickey said to also state that their permits would be in jeopardy until the information is received. Mr. Melo said that if they don't have their commercial status by March 31st, it could be pulled. Mr. Hickey moved to direct Mr. Melo to clarify the issue of Concordia in a letter. Mr. Melo said that the letter should come from the WMC. Mr. Hemingway said it is in the publics' best interest to make sure that the moorings are safe.

New Business.

Nancy Jordan Appeal. Mr. Melo handed out a letter from Ms. Jordan for a requested appeal hearing. In 2005, she was given permitted mooring use for a sailboat; she then was ticketed for unauthorized use of another mooring with a powerboat. Last year she also failed to pay a waterways fee for this same boat. . This year she re-applied to be put on the waiting list and was also given a blank form to request permitted mooring use. Her power vessel then showed up in October tied to a winter stick with no chafing gear or pennant thimble as required. There was never a request for permission submitted to the Harbormaster. She was fined for \$300.00 for this years' improper mooring violation. The boat thereafter disappeared and he received the appeal letter. Mr. Melo spoke with Mr. Gagne when the ticket was issued. Mr. Melo's letter with the violation stated that this was a second violation of the mooring regulation. Mr.

Gagne said the ticket appeal should have been to the District Court as a violation of a town by-law. He said it was not for the WMC to hear appeals of by-laws, only appeals of the denial of mooring permits. Mr. Race said that she can come in but no action will be taken on the appeal it at that time. Mr. Hickey said to send her a letter stating that the Commission is not the proper forum for her intended appeal, but the Commission should not be giving advice on how to make appeals elsewhere.

Office Foul Weather Gear. Mr. Melo said that they need weather gear for the assistants to wear in bad storms such as we had in October. Mr. Melo said that everyone wears life preservers, but driving rain is almost as much a hazard. Mr. Hemingway said that this would send a message to everyone to use safety precautions. Mr. Melo will be looking into purchasing gear at reasonable prices. The gear will belong to the Waterways Dept. and returned when the person leaves. Mr. Hickey suggested getting commercial sponsors for the weather gear.

Mooring Issue Roundtable. Mr. Melo will be attending a meeting where regulations of different towns will be discussed. He said that it is a good, informative meeting where different practices are explored.

Public Comment. Mr. Don White said he would be looking forward to the articles in the newspapers.

The next meeting is scheduled for December 12, 2006 at 7:00 p.m. at 12 Rogers St.

It was moved and seconded to adjourn the meeting at 8:50 p.m.

Respectfully submitted,

Diane L. Vieira