

MINUTES OF WATERWAYS MANAGEMENT COMMISSION MEETING
FEBRUARY 26, 2008

A meeting of the Waterways Management Commission was duly called and held on Tuesday, February 26, 2008 at 7:00 p.m. The meeting was called to order by the Chairman, Gerald Hickey. The following people were present: Robert Metcalf, Roger Race, Warren Hathaway, Norman Peloquin, and Chris Hemingway. Excused was Mr. Ira Perry. Also present was Mr. Steven Melo, Harbormaster.

Mr. Hickey reviewed the agenda for the meeting. Mr. Hathaway moved to accept the agenda. Mr. Race seconded. So Moved.

The minutes of the meeting of February 05, 2008 were discussed. In the next to last paragraph the meeting time should be 7:00 not 8:00 p.m. Mr. Race moved to accept the minutes. Mr. Hemingway seconded. So Moved.

Harbormaster Report.

25' Whaler. Mr. Melo said that the delivery cost is approximately \$2,000. He said that there might be savings because another boat is going to New Bedford. Once delivered, he will determine how it will best serve the public. It is on a good trailer and will be stored behind the Police Station. He said there may be surplus government engines available if needed. He said when he gets more information he will report to the WMC. Mr. Melo said that the boat was used in Guantanamo for about five years. Mr. Hickey said that he would like to do the right thing with the boat, and not keep items around that are not used. Mr. Melo said that he still needs boat trailers for the Department.

2008 Billing. Mr. Melo said that the bills were mailed today. He said the bills are on simplified one page. He said that it is labor intensive to print, sort and stuff these envelopes. He said the bills were ready last week but he had to wait for time at the postage machine in the Town Hall. He said one person can not do complete the process alone. Payments are due March 31, 2008.

2009 Budget. Mr. Melo said he hasn't completed the budget due to working on the billing. He said when it is done he will submit it to the WMC. Mr. Hickey said that he would like an explanation ready for Town Meeting. Mr. Metcalf said that a breakdown should be in the warrant. Mr. Hemingway agreed. Mr. Hickey said that someone should have a complete breakdown at Town Meeting for any questions. Mr. Melo said that he will also note at Town Meeting that 50% of the boat excise revenue received is being returned to the Town.

Open Space and Recreation Meeting Mr. Melo said that he has attended meetings. A survey is being prepared.

Padanaram Village Group. Mr. Melo said that a group is trying to revitalize the village. He asked the WMC for their ideas on this. He said that the overlay district should protect the waterways uses of village.

Other Departmental Bills Mr. Melo said that he returned several bills to Town Hall that weren't waterways. He said that the water bill is under review by the Water Department. The light on Rogers Street is being looked into to determine who will pay it. Mr. Hickey said it is a public safety issue, not a waterways expense yet.

Hill Street Floats Mr. Melo said that concrete blocks are being used to keep up the walls. They are not pouring concrete. He said that some boats have been cleaned up. He said that Marshall Marine is rebuilding all their dingy floats and have offered him the existing ones, he has not taken a good look at them but they were serviceable last year. Mr. Melo said that the racks remain on a first come, first serve basis. He said that Mr. Wainer is having a new float built, and was offered his old one. He said that it is a nice float and could be used. Mr. Hathaway asked about parking at Hill Street. Mr. Melo said that is a problem, that area is resident parking only. Mr. Melo had previously suggested that the School Department parking lot on Bush Street. In a win-win situation, boaters could park there and walk to Hill Street, paying the school dept. some revenue for the privilege and a parking pass. Mr. Hickey said that he would talk to Mr. Russell, School Superintendent, regarding this.

Old Business

Concordia Permit Update Ms. Carol Hill was present and said she has spoken with Mr. Brian Valiton. She said that he was co-operative. She said that he has reviewed the paperwork and now other people in his office are looking at it. Ms. Hill said that she would be calling him every few weeks for an update. Ms. Hill said that they need an answer because if they don't receive the permit other things need to be done. Ms. Hill said that they are

reviewing the parking concerns at the landing. They will be sending out letters to the boat owners regarding additional parking at the Concordia lot. She said they would also offer other services to the people. The response from the public will be a help in determining the type of services they will offer. Mr. Race said that it's a good idea to reach out to the people, also posting a sign at the landing may help create an interest in this. Ms. Hill said that they are still looking into a launch service but it would depend on the mooring permit issue. Ms. Hill said that she has received some mooring fees turned over to Mr. Melo. Mr. Melo asked about a non-customer launch service. Ms. Hill said they are looking at it but with the other items going on hasn't finished it. Mr. Hickey said that he has spoken with Mr. Michael Gagne about a Town marina. Mr. Melo suggested that a company could manage a marina at Apponagansett Point and the Town would receive revenue from the operation. He said that the Park Department would also benefit from the additional boat traffic. Mr. Race suggested setting up a meeting with the Park Department regarding this, it will use part of the Park Dept. land, around the basketball court. Mr. Hickey suggested having a sub-committee look into this.

Personnel Sub-Committee Mr. Hemingway said that they have done second interviews with the final six candidates. They brought them into the office and did testing and interviews. He said there is one strong candidate that is willing to share the position, which would give a back-up person. Mr. Melo asked what the WMC wants for coverage in the office. The WMC agreed that Saturday coverage is important. He said that the public will be told the hours that the office is covered so they can know when to call to speak to an Assistant. Mr. Hemingway said that on the slow days, the office might not need to be covered. Mr. Race asked if the budget could handle two people. Mr. Melo said that they would share the allotted hours. Mr. Metcalf said that he isn't sure if the morning or afternoon is busier. Mr. Melo said its hard to tell but the public will get trained to call when the office is covered and that the office hours will need to overlap with the Town Hall hours. Mr. Hathaway said that there are mooring owners from out of town that are only here on weekends. Mr. Melo said that he works the weekends all summer. Mr. Melo said that this Assistant will also work as a dispatcher. Mr. Hickey feels that if there is a qualified person available to hire them now and if another is needed in the future, hire them later. Mr. Melo said that he can employ as needed, there are open applications on the web site. Mr. Melo asked if they should wait until after the override vote to hire someone. Mr. Hemingway said we are an enterprise department and if we have the money, we should hire now. Mr. Melo said that the person selected has to be approved by the Select Board. Mr. Hathaway moved to hire the person at the first reasonable opportunity. Mr. Race seconded. So Moved. Mr. Hemingway said that Saturdays were an issue with some applicants, to be sure to inform them that Saturdays are required. Mr. Hickey said that this position is in direct response to the boaters who want someone in the office and to help the harbormaster so that he can be on the water, not in the office. Mr. Hickey said that he would like to thank Ms. Stephanie Melo for her professional help with the interview process.

Rogers Street Update Mr. Race said that he spoke with Mr. Michael O'Reilly and that Clarks Cove water has 36 parts per billion of lead. The Rogers Street lot tested at 12 parts per billion of lead. He said that the DEP would not require clean up of a site when the surrounding areas have higher concentrations. The DEP is trying to use our site as an example of a successful return to public use of a contaminated site. He said that the DEP wants two more tests and then they will give the order and we can make plans for the site. Mr. Melo said that waterways retained earnings would be needed to do work at the site. Mr. Hemingway said that he as a quote for cleaning the area, not change the topography, and remove the brush. Mr. Hickey said that he has also talked to someone regarding the clean-up. Mr. Hickey said that after cleaning the lot, it has to be maintained. Mr. Race said that a low maintenance surface should be installed. Mr. Hemingway said that an engineer might have to be hired to see if we need any drainage on the lot. Mr. Race said that we have to get it in writing from Mr. O'Reilly what we can do with the area. Mr. Melo said that we need to meet with the neighbors to explain the EPA process, and ask for their input regarding possible uses for the site. Mr. Metcalf said that we need to know where the main entrance will be; he feels it should be near the building. Mr. Race said that we need a professional planner after we hear from Mr. O'Reilly and the DEP.

LED Lights. Mr. Race asked the LED Representative and he gave a demonstration. He has a quote for 12-volt LED lights that can be run off the grid, which cost about \$600. per light; they last from 50,000 to 100,000 hours. He said that we should get one set and experiment to see if it is worthwhile. Mr. Hickey asked if it should be set up at the landing. Mr. Melo said to put it at Rogers Street and point it at the back lots to see if it works. Mr. Hemingway moved to try the lights and use CPC money to do it at Rogers Street. Mr. Metcalf seconded. So Moved.

New Business.

WPI. Mr. Race said that the Harbormaster uses a database set up five years ago, it is an old site and WPI has a senior set up a database for some companies as a senior project. He said that we will have a custom database and then we would own it. He said that we would have a local person for support. It would start in September and be done about February. Mr. Race moved to start the process for a WPI senior to create a database for the Harbormasters office. Mr. Hemingway seconded. So Moved.

Waterways Goals. Mr. Hickey said that this would be postponed to another meeting.

Public Comment.

Mr. Donald White said that the new personnel in the office will be a help but what will happen when she is not in the office. Mr. Melo said that another person only helps the current situation. Another staff member to help the boating public and direct department resources as needed. When this, or another Assistant isn't on the clock, the public is directed to 911 dispatch who always can find the Harbormaster, day or night. We can not be a 24/7 occupied office operation based on current waterway use and revenue. Mr. Hemingway said that the new person would be paid from the same budget as the other seven assistant harbormasters. Mr. Melo said that he never leaves Town during boating season unless he knows someone will be covering for emergencies. Mr. Hickey said that this person would allow the harbormaster to be on the water not always in the office. Mr. Melo said that if another assistant harbormaster is in the office, they could answer the phone, screen easily answered questions, and take messages for those he must address. Ninety percent or more of the calls received could be easily answered by reading website information or asking an Assistant, allowing the Harbormaster to work on mooring assignments, the mooring re-gridding, grant applications, boat repairs, Rogers Street, and so forth.

Mr. Hathaway said that once news articles are published in the paper regarding the waterways, information would be given to the public that would answer many questions. The more information that can get to the public, the better the understanding and compliance will be.

The next meeting is scheduled for Tuesday, March 18, 2008 at 7:00 p.m.

It was moved by Mr. Hathaway and seconded by Mr. Metcalf to adjourn the meeting at 9:05 p.m.

Respectfully submitted,

Diane L. Vieira