

MINUTES OF WATERWAYS MANAGEMENT COMMISSION MEETING
OCTOBER 07, 2008

A meeting of the Waterways Management Commission was duly called and held on Tuesday, October 07, 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, Chris Hemingway, Michael Gill and Norman Peloquin. Also present was Mr. Steven Melo, Harbormaster.

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

The minutes of the meeting of September 09, 2008 was discussed. Mr. Melo noted on page 2 under Regridding the Harbor, the second and third sentence "Mr. Hickey said that the buildings have to be taken care of, where they will be going and the expense of taking care of them; also how the Waterways Department will benefit from it. Mr. Hickey said that Mr. Gagne will be at the next meeting and this can be discussed with him." Should be moved to the first page under Department Boat Update. Mr. Metcalf moved to accept the minutes with the change. Mr. Race seconded as amended. So Moved.

Mr. Hickey explained the next item on the agenda, Discussion with Mr. Michael Gagne, as been postponed to a future meeting due to the fact that Mr. Gagne has to attend a Finance Committee meeting tonight. He said he spoke with Mr. Gagne about relaying any information to the WMC but Mr. Gagne said that he will like to attend the meeting to discuss the issues relative to Town Hall himself and will try to be at the next meeting.

Harbormaster Report.

Seasonal Boat Storage. Mr. Melo reported that there are three boats in need of a storage area. He said previously they were all stored at the family yard on Smith Neck Road, but neighbors have become obnoxious and he would rather not have to deal with them over free storage. He said Concordia sent an estimate to store the boats there at \$35.00/foot, for three boats it would be approximately \$2,600. It can be taken out of the budget, or maybe by the neighbors, but that storage costs lowers the money available for new equipment. Mr. Race asked if he needs to work on any boats while in storage. Mr. Melo feels that some work that has to be done but it doesn't justify the expense of inside storage. Mr. Melo said that inside at Gifford Marine isn't cheap. Mr. Hemingway suggested checking with Gifford, D&T and others for outside storage. Mr. Melo said that he would get rates. Ms. Hill said that last year Concordia offered storage for a few boats at no charge in a fenced area.

WPI Student Database. Mr. Melo reported that the two students have given a presentation on the MQP Database to be installed at the Harbormaster office. He said the two students are bright inquisitive students that talk at an understandable level explaining what will happen. He said that it should be done by the end of the calendar year. He said that the billing in January might be done under the old system, and then implement the new system. But if the students can transpose all the data on the old system to the new system, then we may be able to send the billing out on the new system. Mr. Race said that the system should be easy for the clerical staff to work. Mr. Hathaway asked if the Town was involved in the new system or if it is totally contained in the Waterways Enterprise. Mr. Melo said that only the server may be stored at the Town Hall in the computer room, this is the best place since it is climate controlled and it will be its own entity there with Julian Race running it. Mr. Melo said that the students estimate a financial break-even period of 3-1/2 years. Mr. Hickey asked about updating the system as time goes on. Mr. Melo said that WPI will be finished but we can do any future upgrades as needed. He said that we have a 50-page PowerPoint presentation manual that we will keep. Mr. Race said he would put it on a laptop and bring it to a future meeting.

Department Boat Update. Mr. Melo handed out sheets with estimates to repair the surplus Whaler, there are low to high estimates. He said in the low-end estimate they would use the available 1991 engine that is still in a crate, never used. On this Whaler, they will install this engine and other minor purchases and the Whaler will be on line for approximately \$2,500. total cost. The high-end figure with all new items would be approximately \$10,000. Mr. Melo feels the low-end estimate is fine and should give us a good running boat. This 17' Whaler will replace the 13' Whaler, a better, safe boat at a low cost. Mr. Melo said that he is trying to get the costs for the 25'

Whaler; he feels that we might also be able to get it done this fiscal year. A rough total for this boat is \$5,370. to get it in the water. The Zodiac has been here for about a year and it has a cabin on it. He said one engine is working but another is having a problem. He said that an inflation collar is missing which is about \$10,000. plus the cabin needs some metal repair approximately \$1,500. This boat would cost at least \$15,500. to repair but it might be a good winter boat. Mr. Melo said that when it is working this Zodiac would replace the orange boat during the winter months; in the summer months the orange boat will be used. Mr. Melo said that if the 25' whaler had a cabin it would be a better boat in the winter.

Boat Trailers. Mr. Melo said that we are two trailers short for boats that are on line. He is trying to get a trailer through the pump-out grant. He said we still have the trailers we got with the government boats. Mr. Melo said that the two boats stored at the DPW, one as a trailer and the Frontier has no trailer. Mr. Hemingway asked if boats not being used could be put on a stand, freeing up a trailer. Mr. Melo said that he needs trailers to get the boats out of the water in case of bad weather. Mr. Melo said when we get one of the buildings, boats can be kept inside on stands freeing up the trailers.

Season Wrap-Up. Mr. Melo said he is planning to run the pump-out program until October 17th. He is still getting alot of calls for pump-outs. Mr. Melo said he would like to keep Lisa in the office through the winter. He said she is working out very well and is willing to work this winter. He said her position could easily be justified to run into more hours, but the problem is that if she works over 20 hours a week; she will no longer be considered seasonal and would over-extend the budgeted enterprise funds.

Town Employee Management Union. Mr. Melo reported that approximately 18 management level positions in Town will be absorbed into a union. These positions were targeted by Personnel By-law changes and rhetoric that would leave them without a contract. This would be a separate union from any other town unions and will be for management positions only.

Harbormaster Accumulated Vacation Time. Mr. Melo said that he was informed by Town Hall that he has eleven weeks vacation on the books. He is allowed to carry six weeks vacation on the books, leaving him five weeks that has to be taken. Mr. Hemingway feels that Mr. Melo should be taking vacation, the clerical help and assistants should help cover for him. He feels that there should be a second person ready to take over while Mr. Melo is on vacation. Mr. Melo said that he would work on a plan for coverage of the office.

Economy Impact on Waterways. Mr. Melo reported that he has received some calls from people who are giving up their moorings and boats.

Harbor Management Plan Offer from Steve Bliven. Mr. Melo stated that Mr. Bliven is a local resident that has formerly with the DEP. He has been hired by Nantucket and Falmouth to work on their harbor management plans. Mr. Bliven has offered to do a presentation as to what we need for a management plan. He said that Nantucket is spending about \$90,000. on their federal plan, a local plan might be about \$30,000. Mr. Bliven is working with U-Mass Boston on the larger plans. Mr. Hickey asked how long to put a plan together. Mr. Melo said Mr. Bliven has worked with Nantucket about several months and more recently for Falmouth. He works with Harbormasters, Waterways, Planning Boards, Conservation and Shellfish divisions in these Towns, along with their executive branch. He lives and has a boat in Dartmouth and is willing to give a descriptive presentation at no charge. Mr. Hickey said that several people have approached him on a harbor management plan; he replied they had to take care of other issues first. Mr. Melo will ask Mr. Bliven to come to a future meeting. Mr. Peloquin said he hasn't heard any benefits for it. Mr. Melo said that some grants require that Towns have an approved harbor management plan. Mr. Hathaway would like to look at other Towns' plans and if they benefited from them.

Mr. Hemingway asked if Mr. Melo looked into sending someone to a grant-writing seminar. Mr. Melo said that we could get someone to write a grant if we are going for one. He will check with his assistants and see who would be able to attend any seminars.

Mr. Melo reported that the previously reported court case with Mr. Ferguson was dismissed with court costs. He read a letter of apology he received from Mr. Ferguson stating he was sorry for what happened.

Old Business.

Concordia Mooring Permit. Mr. Melo said that he gave a copy of the census lists to the WMC. He stated that Concordia kept six moorings for their own use. He said all the fees have been paid for these moorings. Mr. Hathaway said that he would like Concordia to keep attending the meetings and keep the WMC informed. Ms. Carol Hill said that she would still attend the meetings. Ms. Hill said that she is working on updating their waiting list; she has approximately 140 people on it. Mr. Melo feels some people may drop off his waiting list since Concordia now has their permit from ACE.

Mr. Hickey suggested putting commercial mooring update on the agenda and e-mail all the commercial mooring companies a copy of the agenda for each meeting and invite them to the meeting. Mr. Melo will add the companies to the e-mails for the agenda. Mr. Hickey said that if they want to discuss anything at the meeting, they have to call ahead and be put on the agenda for the meeting.

Rogers Street Update.

Mr. Melo said that we have another engineering bill from SITEC. Mr. Hickey said that Mr. Race has done a good job with Rogers Street. Mr. Hickey said that Mr. David Hickox has submitted information to vendors to get an estimate of the cost to remove the rocks and clear the lot; the estimate from Medeiros & Sons was \$128,000. He said that Mr. Hickox, Paul Pacheco and Michael O'Reilly went over the property; there are a lot of rocks that have to be removed. Mr. Hickey said he showed Mr. Gagne the estimate and they will look into other ways to lower the cost of this project. Mr. Hickey said that there will be a meeting at 9:00 tomorrow morning at Town Hall regarding this site and asked anyone who can attend to go to the meeting. Mr. Hickey also said that one of the neighbors is willing to remove some of the rocks. Mr. Race said that SITEC didn't think that the rocks would be an issue and the cost to get rid of them would be so high. Mr. Hemingway said he sent people to Mr. Hickox about the bid and they were told it wasn't ready to bid. Mr. Peloquin suggested asking contractors to come down and give other estimates of the project. Mr. Hickey suggested looking into splitting up the project and having different people do parts of the project, this might lower the cost. Mr. Metcalf noted that the final plan has fewer parking spaces than the original plan. Mr. Race said that the planning board department changed the parking plan. Mr. Peloquin asked about going into reserve funds if more money is needed. Mr. Hickey agreed. Mr. Race said that CPC would consider granting more money in the spring, the warrant has been set for the fall town meeting. Mr. Melo suggested just paving the entire lot, and adding any planters or curbing at a later date. Mr. Hathaway agreed just putting in a parking lot and boat ramp at the present time might be best.

Public Comment.

None.

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

There is also a meeting scheduled for Tuesday, October 14, 2008, the only item on the agenda is to discuss the results of the Rogers Street meeting tomorrow at Town Hall.

It was moved and seconded to adjourn the meeting at 9:00 p.m.

Respectfully submitted,

Diane L. Vieira