

MINUTES OF WATERWAYS MANAGEMENT COMMISSION MEETING

NOVEMBER 18, 2008

A meeting of the Waterways Management Commission was duly called and held on Tuesday, November 18, 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 and Michael Gill. Also present was Mr. Steven Melo, Harbormaster. Excused was Mr. Norman Peloquin.

Mr. Hickey reviewed the agenda for the meeting. Mr. Hickey moved to move Item #4, meeting with Mr. Michael Gagne to #3. Mr. Gill moved to accept the change. Mr. Hemingway seconded. Mr. Hathaway moved to accept the agenda as amended. Mr. Metcalf seconded. So Moved.

The minutes of the meeting of October 14, 2008 was discussed. On page 1, seventh paragraph, CPC should be CBC. Mr. Hemingway moved to accept the minutes as amended. Mr. Metcalf seconded. So Moved.

Mr. Michael Gagne, Executive Administrator.

Mr. Gagne is present to discuss the buildings in storage at the DPW. Mr. Hickey reviewed the history of the buildings, Mr. Melo went to the buildings and arranged for them to be shipped to Dartmouth. Mr. Gagne handed out packets regarding the buildings. Mr. Gagne thanked Mr. Melo for his help in getting the buildings transported to Dartmouth. He said that one building is 100' x 140', and the other 2 are 70' x 160'. They are called Sprung Buildings and valued at \$456,128 each. These were awarded through a government surplus program and at no cost to the Town, except for transportation. He said there will be costs associated with setting up the buildings and he will be putting an article at Town Meeting to finance building erection. He has spoken with the manufacturers representatives and there are some of the same buildings near us. He said there is one in Newport and the building was raised so that larger vehicles can be stored in the buildings. He suggested Waterways store their equipment in the building at the DPW yard. He said that the second building will be put at the Police Department with an access road from Crapo field to the back parking lot at the Police Station. Mr. Gagne feels that the Capital Improvement Plan should fund putting up the buildings, he feels that Mr. Melo's time in getting the buildings to here is the waterways contribution. Mr. Gagne said that the first building at the DPW should have some heating capacity in it. Mr. Gagne stated that the remaining warranty on the buildings have been transferred to Dartmouth. Mr. Hemingway feels that the Waterways need about 25% of the building area for storage. Mr. Race said that we need guaranteed access to the buildings.

Waterways Financial Issues. Mr. Hickey asked Mr. Gagne about waterways money transferred to the Town. Mr. Gagne explained that when something is given from the Federal Government you have to move quickly on it. He said that quick decisions were made regarding the buildings and money for transportation; 20% from the Waterways, 40% each from the DPW and General Government. Mr. Gagne said he would be going to Town Meeting in June for funding to put up the first building. He said we might need a permit from Conservation to put the building up.

Harbormaster Report.

Southern Cross. Mr. Melo said that the tug went aground a few weeks ago. It had trouble near the Rhode Island line and got to Dartmouth. He said they were able to track the boat and could see where it was and they arrived on site before the Coast Guard. He said there was a small sheen in the water and Frank Corp was hired to clean up. He said that there are pictures of this on the web site.

Mr. Melo said that there was a 19 ft. boat rollover in October. He said that one person had to be rescued from a government buoy. He also said that one boat sank at Davis & Tripp in an October storm.

Department Boat Update. The 13' Whaler is being given up at the end of the season to be replaced by the 17' whaler. The pump out boat is in need of repair, he said the plate has been repaired previously. He said that it is the only pump out boat in the water now.

Vacation Schedule. Mr. Hickey said that Mr. Melo should make a vacation schedule for himself. Mr. Hathaway feels that his vacations should be taken. Mr. Melo will put together a 'wish list' with dates and present it at the next meeting. Mr. Melo said he is the only departmental person who earns vacation time.

Budget / Retained Earnings. Mr. Hemingway said that he would like to see money put into retained earnings each year. Mr. Hickey said the Waterways Fund should be a working budget. Mr. Melo said that one Town had an issue that a boater wondered why they had to pay fees when the waterways had money. Mr. Melo suggested setting up a Capital Improvement Fund for the Waterways Enterprise. Mr. Melo will speak with Mr. Iacaponi regarding this issue. Mr. Hickey would like to see this on the agenda for the next meeting.

Management Plan Presentation from Mr. Steve Bliven. Mr. Melo said that Mr. Bliven has done some management plans for other towns. Mr. Bliven said that he is working on a plan for Falmouth. Mr. Hickey said that ACE has asked if Dartmouth will have a Harbor Management Plan. Mr. Bliven said that there are different kinds of harbor management plans, Chapter 91 has covered that the waterways are owned by the public. He said another option is a locally defined plan. He said that the Town can define what their needs are in this plan. He said that the DEP will use local plans in their deliberation process, these plans can be big or small. He said that Boston has a large plan, New Bedford also has a large plan. He said Falmouth is doing one pond by pond. Mr. Melo asked what ACE is looking for in a plan. Mr. Bliven said that the State would like all towns to have a plan but they have no jurisdiction over it. Mr. Melo said that Mr. Bliven has published books on the plans. Mr. Hemingway asked the shelf life of a plan. Mr. Bliven said it is about 5 years, the plan can be used longer but it should be reviewed every 5 years. He said that some Towns allocate a small amount of money to begin and he has to look at the issues that the Towns want to cover in their plans. He said a guess would be about \$20,000. to develop a local plan knowing what the issues are. He said a state approved plan might not be of interest in Dartmouth because we do not have many Chapter 91 issues. Mr. Bliven said Dartmouth needs to define if there are issues that require a management plan; such as docks, shellfishing, etc., he said it usually starts with moorings and goes on from there. Mr. Hickey asked if it should be broken into areas and done separately. Mr. Bliven said it is up to the Town which way to go. Mr. Bliven said that it could be put into the plan the size of buildings built around the waterfront. Mr. Race feels that a plan would be a tool to use at meetings with Town boards. Mr. Bliven said that Nantucket's plan was used for 22 years without updating it. He said that the State would like plans reviewed every 5 years. Mr. Melo said that we have to define the issues that we want covered in the management plan. Mr. Bliven said other Towns had public hearings to help define the issues and met with all the various agencies in Town that had any jurisdiction over waterways to find what they felt should be covered in a plan. They then defined the big issues and what should be done with them, this was then given back to the boards to get their input; this was done to prioritize the issues. Mr. Hickey would like to have something in place before issues actually come up. Mr. Bliven said that it is always brought up if this plan could be done in-house. He said that it is difficult to do it in-house because in-house employees do not have the time to work on it, so it would take too long a time; also they are too close to the issues to take a step back to look at them clearly. He has found it to be more efficient for fresh eyes to look at the issues. Mr. Gill asked if another Towns' plan could be adopted to fit us. Mr. Bliven said that all Towns are different; he said there are common issues where templates could be used. Mr. Metcalf said that public access has always been an issue. Mr. Hickey asked if there were any plans we can review that are similar to ours. Mr. Bliven said that he would try to get some plans for us to review. Mr. Melo said that Mattapoisett has a plan that was done in-house. Mr. Melo said that some of our regulations would be part of a management plan. Mr. Hickey said that Conservation has some information. Mr. Race said that it is a matter of getting all the information and put it together. Mr. Bliven said that all communities' have some things in place to start with.

Mr. Hickey asked what steps we should take to put things together to determine if we need a harbor management plan. Mr. Bliven said that other agencies that work with the waterfront should be consulted. Mr. Race said to put it on the agenda for the next meeting. Mr. Bliven said he would send Mr. Melo a list of plans of other Towns that we could look into.

Old Business.

Commercial Mooring Update. Mr. Melo said that Ms. Carol Hill couldn't attend the meeting. She is working on next years list and is getting in payments. Mr. Melo said that he lets the other mooring companies know when the meetings are if they are interested in attending.

Rogers Street Update. Mr. Race said that they have met with SITEC. He said that they made some changes, they took out all the rocks and shrubbery; the lot is one tarred area. Mr. Race said that the St. John driveway cannot be changed. The lot will be painted white lines only. Mr. Race said that SITEC strongly recommended that we do not use corrugated concrete. Mr. Hickey said that Mr. Michael O'Reilly will review the plans and approve them, once they are approved it will be ready to go out to bid. Mr. Race said that Mr. Buddy Baker-Smith said that they can go before CPC for more funding in the spring. Mr. Don White asked about the rocks. Mr. Race said that the rocks will be taken away; some will be left for walls.

Mr. Melo said that the driveway for the house could stay to provide handicap access to the house. Mr. Race said to leave the driveway for a handicap space and it will not change the plans for the parking lot. Mr. Race said the lot will hold 26 trailers and 12 cars. Mr. Hickey will like to vote on using this plan with the two handicap modifications. Mr. Hemingway moved to accept the plan. Mr. Gill seconded. So Moved.

Mr. Metcalf asked about removing the berms, if it will open it up to stormwater. Mr. Race said that the DEP wants the berms removed.

Mr. Hickey asked if all were in favor of the plan with the two changes. All in favor of the plan.

Nomination of Officers.

Mr. Hickey said it is the time for nomination of officers for the next year. He explained that the Vice-Chairman succeeds the chairman. Mr. Race moved to elect Mr. Chris Hemingway as Chairman. Mr. Gill seconded. So Moved.

Mr. Race nominated Mr. Michael Gill as Vice-Chairman. Mr. Hemingway seconded. So Moved.

Mr. Robert Metcalf was nominated as Secretary by Mr. Race. Mr. Gill seconded. So Moved.

The next meeting was scheduled for Tuesday, December 09, 2008. The agenda will include vacation schedule, budget updates, harbor management plan and Rogers St. Update.

The January meeting was scheduled for Tuesday, January 6, 2009.

It was moved and seconded to adjourn the meeting at 9:14 p.m.

Respectfully Submitted,

Diane L. Vieira