

MINUTES OF WATERWAYS MANAGEMENT COMMISSION MEETING  
DECEMBER 09, 2008

A meeting of the Waterways Management Commission was duly called and held on Tuesday, December 09, 2008 at 7:00 p.m. The meeting was called to order by the Chairman, Chris Hemingway. The following people were present: Robert Metcalf, Roger Race, Warren Hathaway, and Michael Gill. Also present was Mr. Steven Melo, Harbormaster. Excused were Mr. Norman Peloquin and Gerald Hickey.

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 November 18, 2008 was discussed. On page 1, regarding the buildings Mr. Metcalf clarified that the Waterways will be sharing the large one with the DPW and the other one will go behind the Police Station. Mr. Race moved to accept the minutes as amended. Mr. Gill seconded. So Moved.

Harbormaster Report.

Winter Mode. Mr. Melo said that the orange boat has been winterized, but will need some work done before next season. He said that there is a knocking noise that they will check out, he said that he will check the status of the warranty on the motor. He said that they power washed the boat themselves to save money. He will look into where to store it, at Concordia or another spot. Mr. Melo stated that the white Tripp Angular is still in the water. This is being used if any calls come in. Also, the pump out boat is still in the water in the event that it is still needed. He has ordered a new plate and engine for the pump out boat. Mr. Race will try to make a stainless steel one that will last longer. Mr. Race feels that we are using the pump out boat for more than it was designed to do.

Department Truck. Mr. Melo stated that the truck will be going to New Bedford Voke to be worked on. They will check the oil and transmission and check the engine; they will also check the body of the truck to see if they can do any work on it. Mr. Melo said if the truck mechanics are fine then he will check into painting the truck. Mr. Race suggested not putting too much money into this truck.

Vacation Schedule. Mr. Melo said that he would be taking time off between Christmas and New Years Day, and then a week in February. He said that Lisa will be taking off a week in January. Mr. Hemingway said that when Mr. Melo takes a week off he shouldn't be going into the office, there should be someone scheduled to cover the office. He said Lisa is working 20 hours a week, if she works much more then union membership may be required. He said Lisa is working out very well, updating all files and getting the new information that is needed.

Town Hall Update. Mr. Melo said that he was Chair of the Charter Commission. His current contract has the clause pertaining to 'just cause termination'; he said that he didn't ask for that clause and it had nothing to do with his prior Charter involvement. Mr. Race suggest removing it, Mr. Hathaway feels it should be done to the next contract. Mr. Melo said that is fine because that clause doesn't apply to his position anyway. Mr. Melo said that the Harbormasters in other Towns are all handled differently; he will research it further. Mr. Melo said that the union to represent non-union personnel will be responsible for his contract into whatever future there may be.

Fire District #1 Nomination. Mr. Melo said that he was approached by the Prudential Committee to seek election to that committee. Mr. Metcalf said that he will not be running again. Mr. Metcalf said that the Fire District works closely with the Waterways Department and feels Mr. Melo will be good on the committee. Mr. Hathaway feels that the head of the waterways shouldn't be on the committee because they work together and the two departments should be separate. Mr. Metcalf said that there are two elected assessors on the committee. Mr. Hathaway feels that it will be difficult to separate the two jobs when there is a job that both have to be at and make decisions. Mr. Metcalf said that the Committee appoints the Chief and Assistant. Mr. Hathaway said that working with the chief at emergencies could be uncomfortable if Steve is on that Committee. Mr. Melo said that he is happy with the current set-up and will not run for the committee to prevent any potential conflicts.

Old Business.

Commercial Moorings. Mr. Melo said that he has already collected close to \$10,000. in waterways fees for the coming 2009 season. He said that the commercial companies are collecting the fees for the waterways division, which seems to be working well. He said Davis & Tripp is doing it with the docks and he will also try to get South Wharf to do it. South Wharf is still in the process of setting up since they are new but he has worked with them to get their customer fees. He said that the New Bedford Yacht Club doesn't have a big turnover and it easy

to bill their slipholders. Mr. Hathaway said to give the NBYC a list of who doesn't pay and they will collect those fees. Mr. Hemingway feels that South Wharf should be sent a letter telling them that they have to collect the fees. Mr. John Hayes said that he does his billing and letters after the first of the year.

Rogers Street Update. Mr. Race stated he had an e-mail from Mr. Michael O'Reilly and he has a person on the Cape that will take all the rocks from the site. These can be removed without violating the permit since the rocks are not buried and doesn't disturb the ground. Mr. Race said that Mr. David Hickox will prepare and advertise for sealed bids necessary. Mr. Melo said that he would like to keep some rocks for a low break wall protecting a future ramp. Mr. Gill asked if we could crush the rocks to use as gravel. Mr. Race said that it will be best to get rid of the rocks, especially if we get paid for them and it could be a good thing in keeping down project bids. Mr. Race said that in the spring we can go to CPC for more money to complete the project.

Budget/Retained Earnings. Mr. Melo distributed a copy of a form from Mr. Ed Iacaponi for capital project preparation for F/Y 2010. He said that the WMC should start thinking about future capital projects. Mr. Melo explained that all budgets go before the Finance Committee for review. Mr. Melo said that any waterways capital projects don't need CIP approval but they may go before the CIP committee anyway. Mr. Melo said the budget is based on the proposed revenue of Waterways and historical data of past years. Mr. Race asked Ms. Hill if Concordia has seen any drop in customers due to the economy. Ms. Hill said not yet, but some customers have dropped to only one boat. Mr. Melo expects to see some moorings released, but there are people on the waiting list fill those. Mr. Hemingway asked if we should start earmarking money for future projects. He said that there are projects we would like to do such as Rogers Street, the master plan, regridding, etc. He would like to see money put aside each year for these projects. Mr. Melo said that retained earning fund expenses require Town Meeting approval. Mr. Hemingway said that we could explain that money has been put aside for a project and is earmarked for it. Mr. Metcalf explained that the Town has two ways to save; one is the stabilization fund and the other is the reserve fund. Mr. Melo would like to keep the retained earnings in earmarked areas not one general area. Mr. Hathaway suggested that in the future Rogers Street could be used as an educational facility.

Management Plan. Mr. Melo said we should look into this in the future and start earmarking money in retained earnings for this project. He said that Mr. Steve Bliven told him he wasn't here to sell it but he lives in Dartmouth and would be willing to help us. Mr. Hemingway said that Mr. Bliven gave a good presentation and its worthwhile, but he would like to see other projects done first. Mr. Metcalf suggested getting a list of the projects that we would like to have done and that we could put some of out present retained earnings into "project boxes."

#### New Business.

Rogers Street Meeting Room. Mr. Melo said that we need a larger meeting room. He said the best plan would be to remove the wall between the two front rooms and have the meeting room across the front of the house. Mr. Race suggested getting bids for the work to be done. This will be put on the agenda for the next meeting.

2009 Goals. Mr. Hemingway asked if there were any new ideas. He feels the present list of goals is enough.

#### Public Comment.

Mr. Don White said that the orange boat should have a name put on it. Mr. Melo said that there will be a plaque dedicating it to Mr. Arthur Dias. Mr. White suggested dedicating it at the Memorial Day Parade.

Mr. John Hayes asked if it was in writing that the Waterways would have 25% of the new building at the DPW yard. Mr. Race said that he would like to see a memorandum of agreement signed by Mr. Michael Gagne and all parties involved. Mr. Race also said that Mr. Melo should have access to the building 24 hours daily.

The next meeting is scheduled for Tuesday, January 06, 2009.

It was moved and seconded to adjourn the meeting at 8:40 p.m.

Respectfully submitted,

Diane L. Vieira