

MINUTES OF WATERWAYS MANAGEMENT COMMITTEE MEETING

JUNE 28, 2004

A meeting of the Waterways Committee was duly called and held on Monday, June 28, 2004 at 7:00 p.m. The meeting was called to order by the Chairman, Gerald Hickey. The following people were present: Mr. Hickey, Robert Metcalf, Norman Peloquin, Robert Szala and Dr. Arthur Burke. Absent was Mr. Warren Hathaway. Also present was Mr. Steven Melo, Harbormaster.

Mr. Hickey reviewed the agenda for tonight's meeting – data entry for moorings/boats, tickets, problem inspections, website, pre-disaster grant, short and long term goals, harbormaster management master plan and mooring inspection qualifications.

Mr. Melo gave the Harbormasters report. He has put a package together for the WMC. He noted the minutes of the last meeting were e-mailed to the WMC. He said that they are up to sticker #1079. He said they are still getting people with a mooring and no registered boat. He said there are 78 pending underpayment or out of date inspections. Mr. Melo said that the information should be all in around July 4th, the peak time. He said alot of data entry has been finished.

Mr. Hickey said that July 1st is the deadline. Mr. Melo said that if the boat is purchased after July 1st, they have 14 days to get it done. Mr. Szala asked if the inspection problems are less than last year. Mr. Melo said they have dropped, but are still high. He said there are letters going out. He would like to send out a letter stating that if a mooring is not in compliance and not corrected, it will be reassigned. The goal is to exhaust the waiting list.

Mr. Metcalf asked about winter stakes. Mr. Melo said there are only a few remaining and would be part of the non-compliance notification sent out. Mr. Hickey said he would like it to be very clear to the people what their responsibilities are. Dr. Burke would like to see a response from everyone. Mr. Metcalf said to pick a deadline for response. Mr. Melo agreed stating that it will read if there is no response to the letter, the mooring would be reassigned. Mr. Melo said that has long as he is notified of the pending inspections, it can be worked out. Mr. Metcalf motioned to send out a non-compliance letter with a deadline. There was no second to the motion. Mr. Norman Peloquin amended the motion to have Mr. Melo send out the letter and have them respond in a few weeks. Mr. Hickey said that they should move along with the process of sending the letter.

Mr. Melo introduced Mr. Julian Moore. He has been working a 40-hour workweek since the Select Board appointed him on June 7th 2004. Mr. Moore has been an asset to the department. Mr. Melo said that the modem in the office is very slow, it is a dial up modem. He said the phone line is tied into the fax. Mr. Moore said that there are a few choices: Broadband for about \$50./month and Verizon for about \$30., currently they pay \$20.00 a month – he recommends to go Verizon for only \$10. more a month. It will be a big benefit for the office. Mr. Melo said that he would like to have a harbor web cam, allowing them to view the boats in the harbor. Mr. Szala said that Mr. Melo is in charge of the day-to-day operations, he should be in charge of this. Mr. Hickey suggested Mr. Melo contact Mr. Michael Gagne to see what the Town policy on computer is.

Mr. Moore said that he is revamping the web site. He said that the new web site would have more information on it. He said that it would be better organized with the ability to add things in the future. He is looking into float plan registrations. He asked for suggestions from the WMC on what they would like on the web site. Mr. Metcalf said that he would like to see the commercial information remain on it, what is available in the area. He also said the weather channel is helpful. Mr. Moore said they are linked to the National Weather Service. Dr. Burke said the operating hours and personnel should be available on the site, what services are available and when. Mr. Hickey said that there should be a community input area and questions for the

Harbormaster. Mr. Szala asked about fees and licensing. Mr. Melo said, in the future, a link with the Tax Collector will enable on-line payments. Mr. Moore said that the web site is almost ready, and he would like the WMC permission to get it going. The permission was granted.

Mr. Melo spoke on the water quality data. Mr. Metcalf asked if there was a duplication getting the water quality on the beaches. Mr. Moore said the water quality focuses on the water temp, etc.- the general health of the water.

Mr. Melo spoke on the condition of the harbormaster boats. He has taken it out and power washed the boat, he said it is basically sound. He said that it was rubbing against the dock. He said the second angular scheduled to go into the water soon will have gasoline powered pump out equipment. He said the Sea Ox will be retired to assess the repairs. He said he will have three angular boats, two will be pump out capable, and two will be tow capable.

Mr. Melo spoke on the budget; he handed out information and reviewed it with the WMC. Mr. Melo said there is grant money that has not been received by the Town; the Town has received only part of the money. Mr. Melo said the expenditures are everything outside of the salaries. He explained that overhead charges are what the Town charges. Mr. Metcalf said the overhead charges should be less this year. Mr. Hickey said he would like to see someone from the WMC help Mr. Melo with the budget, and report back to the WMC. Mr. Hickey would like to appoint Mr. Robert Metcalf to help the harbormaster with the budget issues. All in favor of this. So moved. Mr. Melo said that Mr. Ed Iacaponi would be willing to meet with the WMC regarding the budget. Mr. Melo said that he is applying for grants.

Mr. Melo next spoke on policy issues. He said it is a high priority to develop a management plan. He said master plans have been accepted by other cities. He said that it would be a guideline on where they want to be. Mr. Hickey asked him to get some recommendations and come back to the WMC. He has been working on a plan involving the police, fire, etc. for a disaster plan. He said that it should cover how things would work in emergency situations. Mr. Metcalf asked if he was working with Ed Pimental. He said yes along with Ms. Mary Ellen Frias. Mr. Metcalf asked about opening the bridge in emergency situations. Dr. Burke suggested that Concordia, Tripp, etc. can also help. Mr. Metcalf said that it would be better open. Mr. Melo said that they have to get the boats out quickly and store in a designated area.

Mr. Hickey said that he sees two issues. One is a master safety plan. And then immediate plans for emergencies. Then in the winter, better plans could be made. Mr. Melo said that his short-term plan is to get something ready for the season. He said that the Town of Harwich has some important information, he attached a plan from Harwich and reviewed it. Mr. Metcalf asked how they require the mooring to be inspected. Mr. Melo said they have standards. Mr. Metcalf suggested Mr. Melo make a list of qualified inspectors. Mr. Hickey said that when changes are discussed, he would like the legal department to look at it.

Mr. Hickey said that the Harbormaster has a list of projects to review. Mr. Melo said that he would like the WMC to prioritize it. Mr. Hickey said to e-mail it and they could revise it and send it back. He would also like to get the input of residents. Mr. Hickey said to look at it at the next meeting.

Mr. Hickey asked the WMC to look at the minutes of the meeting of June 8, 2004. Mr. Hickey asked to change paragraph 3 to add that Mr. Kavanaugh had requested the acting harbormaster of the request prior to the transition period. In the last paragraph he would like to add that Mr. Moor was appointed on June 7, 2004. The first paragraph on page 2, he would like to add Mr. Hathaway noted there are many people in the water near the little island. Mr. Szala moved to accept the minutes as revised. Mr. Metcalf seconded. So Moved.

Mr. Hickey referred to the letter to Mr. Gagne regarding the appointment of someone to the WMC. He asked Mr. Melo to send the letter again. Mr. Metcalf said they will be reappointing people at the next Select Board meeting.

Mr. Melo handed out copies of the fines. Mr. Metcalf said that the waterways fine was changed to \$50.00. Mr. Metcalf feels the mooring inspection fine should be more. The parking tickets were changed. Mr. Hickey said to make sure it is properly done so people will not protest it.

Mr. Melo said that he added a list of all the places he or his staff could be reached. He said the phones will be activated. Mr. Melo said that he made his own business cards. He said that he posts sheets on the office door so that he and his staff can be reached at all time.

Old Business. None.

New Business. None.

Mr. Melo said that he has two moorings that are too tight. He said that one of the boats has to be moved. He said the last movement was in 1987. He said each owner is claiming damages. He said there were no problems between 1991 to 1997. Dr. Burke said that the Neiveira was not there for eight years. The new Sympathy has increased to a 40-foot boat. The two boats are too close to each other. Mr. Melo said that there is room to move the boats. Mr. Peloquin said that Mr. Melo should do what is needed. Mr. Melo said that the Sympathy mooring should be moved. Dr. Burke said that both parties could split the cost of the move.

Mr. Peloquin said he received a call from Concordia requesting the WMC sign a letter, they will redraft the letter and present it at the next meeting. They would like the Harbormaster to adopt several conflicting moorings, he doesn't recommend signing it, so they are revising it. Mr. Melo said that such a letter should go before Town Council.

The next meeting is scheduled for Tuesday, July 27, 2004 at 7:00 p.m. The following will be discussed: Disaster Plan-Mr. Melo to create a draft; short and long term goals; mooring inspections, budget update.

It was moved and seconded to adjourn the meeting at 8:30 p.m. So Voted.

Respectfully submitted,

Diane L. Vieira