



TOWN OF SCITUATE

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**MEETING MINUTES**  
**Waterways Commission Meeting**  
**Wednesday, January 6, 2021**  
**7:00 PM**  
**REMOTE Meeting**

*Meeting conducted pursuant to the March 12, 2020 modifications to the Open Meeting Law made by Governor Baker pursuant to the state of emergency due to COVID-19. This meeting was live broadcast by SCTV.*

**Commission Members Participating Remotely:** Mike Gibbons; Chairman, Alicia Anthony; Recording Secretary, Brian Kelly, Craig Rosenquist, Stephen Mone; Harbormaster, David Friedman, David Sincoski,

**Commission Members not in Attendance:** Richard Murray; Vice Chairman, Dave Healy, Tucker Patterson, Steve Guard

**Others in Attendance:** Maura Curran; Board of Selectmen Liaison, Nancy Holt; Finance Director

**Chairman Mike Gibbons called the meeting to order at 7:01 PM**

**Mr. Gibbons asked for a motion to approve the January Meeting Agenda. A motion was made by Dave Friedman, seconded by Brian Kelly and voted all in favor (6-0) to accept the agenda as submitted by roll call vote; UNANIMOUS**

**Mr. Gibbons asked for a motion to approve the December 2, 2020 Meeting Minutes. A motion was made by Brian Kelly, seconded by David Friedman and voted all in favor (6-0) to accept the minutes as submitted by roll call vote; UNANIMOUS.**

**New Business:**

**Financial Update – Brian Kelly & Nancy Holt**

Mr. Kelly said that current is showing a short fall of \$7200+, which Nancy confirmed. Waterways Enterprise Fund spreadsheet was shared with the board.

Revenue has been consistent, this year shows the FEMA Grant.

Expenses jumped, which are related to indirect costs, which had a significant impact.

Multiple insurance events are a huge part of this. Health insurance was rebid a few years ago, MA Commonwealth exited out of insurance for docks and marinas and all quotes were pretty expensive which made rates jump significantly. Also, de-icers are

required to have ice coverage which is another \$15,000. These are eye catching expenses but all have good explanation and not things that can be done without. Surplus has debt service which won't drop till FY25. For the short term we will have this short fall. A grant from the Seaport could commence once the piling project is complete.

Ms. Holt confirmed that the deficits were accurately described by Mr. Kelly and the only other to point out is the personal services debt, which is due to staff increases and assistant harbor masters.

July of FY21 through June of FY22

It was questioned why the Mooring Waiting List had such a hike in FY18. Ms. Holt looked in to this and said that there was a single mooring deposit for \$2,640. Mr. Mone said that was around the time that this was about the time that the \$5 waiting list fees went in to effect. The board agreed that this didn't seem likely to add up to such a high amount. They next agreed that this isn't going to be solved tonight or change the future picture although this is a misplacement. It was agreed that posting fees on The Harbormaster fees on the website should be done. Ms. Holt offered to break down the revenue lines so that it can be easier to see where changes are. Mr. Friedman asked if we are able to budget for fines. Ms. Holt said that it absolutely can be done. She's never done this as it is such an inconsistent number.

## **Harbormaster Report – Stephen Mone:**

### **A. Update on new boat delivery**

Mr. Mone updated the board on the boat delivery. The builders have been notified and ensured by Bomar that the windows will be delivered this week as well as the door. As the board has been discussing over previous meetings of other ways to get the boat to Scituate, both Mr. Kreutzberg and Mr. Mone got some quotes and the average cost to have the boat delivered was around \$5,000. Mr. Mone stated that he also asked about the possibility of going up to accept delivery of the boat and then having it put in storage in Maine until March or April, which would mean additional costs of winterizing and shrunk wrapping the boat. The storage would be free but the mass head would have to be taken down/put back on which would incur an electrician's fee. The possibility of using another winter storage place up there is being looked in to as well. Mr. Mone also asked if there was a captain in the area that would be available to drive it down, and the cost of this is about \$1,700 plus fuel. Mr. Gibbons asked if the windows were due to arrive this week, was the estimated timeframe for installation still a day or two. Mr. Mone validated this and said once those are done, the boat would be brought down to start the sea trials. He went on to say that once the sea trials were complete, we'd go up to accept delivery of the boat no matter which option is decided on. Mr. Kelly asked Mr. Mone if we decide to leave the boat in Maine would the title pass to us and would there be a possibility of any insurance issues. Mr. Mone responded to say that once we take delivery of the boat we'd be paying for it. If it were stored up there or not, the insurance would start, but did suggest we check with the carrier to make sure it was ok to store the boat up there. Mr. Kelly then asked if the shake down cruise would still be a guarantee. Mr. Mone said this would still be on and when we'd actual take physical acceptance of the boat.

**B. Piling project status update**

Mr. Mone started off by saying that the contractor came out this week and took measurements for the landside crane which is scheduled to arrive next week. The plan is to mobilize the crane next week and will begin making repairs to the rift raft and demolish the existing wooden pier structure.

**C. Parking lot lights at Jericho update**

Mr. Mone reminded the board that at the last meeting he had mentioned about the discussion he had with National Grid about who was going to pay the bill. Maura Curran stated that she spoke with Jim Boudreau and he approved the town to pay this. The board as well as Mr. Mone thanked Ms. Curran for her help. Mr. Mone was told that this would take a few weeks but it was being worked on and expected to have lights on in the next couple of weeks.

**Old Business:**

**A. Comprehensive Dredge Project bid status**

- **Rating based on qualifications, experience, project management, schedule, etc.**

Mr. Mone stated that they had sent out the request for proposals and has received the proposals back. He said that himself as well as Mr. Gibbons, Kyle Boyd, Sean McCarthy, Paul Scott and Falmouth Harbormaster Greg Frasier review them and make their grade on each one.

- **Pricing**

Mr. M did get those sent back and they are now in the process of reviewing the costs associated. The costs were more than had been expected and reviewing all bids prices. If any changes can be made to reduce price, they'll try it that way.

**B. Town of Scituate Mooring rental- suggested Mooring Rules and Regs update**

Mr. Gibbons stated that he worked on the document and wanted to update the board that he will now get a letter together to present to the Board of Selectpeople.

**A. Small vessel decal study – racking**

- **Workgroup (Mr. Friedman, Mr. Sincoski, Mr. Dauphene) update on progress**

Mr. Friedman spoke and said there are a lot of small pieces to this ongoing discussion. He said the workgroup wants to divide this into subjects such as parking, stickers, revenue, and the racks to put in to a formal presentation.

Mr. Sincoski said he agrees with all of this and may want to add on to this not only how to raise revenue but also how to add value to the town.

Mr. Sincoski shared some pictures of some racks in Wellfleet. There were photos of residents' kayaks showing yearly stickers affixed and there was a sign that residents paid \$100/year for this. He then showed views around town where he felt could be possibilities for Scituate to put up. He went on to say that something similar for less than a few thousand dollars and would pay for itself within a year.

### **C. Marina contract amendment language update**

- **Discussion on Airbnb/VRBO of boats in town slips**

This was brought up at the last meeting and it was left that it needed to have some additional conversation on it. Mr. Gibbons suggested submitting the contract as it was drafted and work on some language around the Airbnb/VRBO for next year when the mooring rentals are brought up.

### **New Business:**

#### **A. Financial Update – Brian Kelly & Nancy Holt**

Conversation discussed above.

#### **B. Rates discussion to determine if increase is needed on Slips/Moorings**

Mr. Gibbons mentioned that the board is now up to date since hearing the Financial Update from Ms. Holt and Mr. Kelly and that the Commission has some budget concerns for the upcoming Fiscal Year. A budget with a deficit spend cannot be approved. The discussion at the last meeting was around if people who are on the board have moorings and/or slips at the town marinas are constricted in this topic.

Mr. Gibbons said that after seeking some guidance, understands that as long as we are all doing this for the Common Good, proceed, as most of the members of this board have a boat on a mooring or a town slip.

Common Good Category states that there is a provision that states as long as you're doing something for the common good and not yourself personally, it is not a conflict. Mr. Gibbons said this is how he'd like to proceed but if there is any member that isn't comfortable with this, they should not participate in the discussion and voting. All board members were comfortable proceeding, which kept them at quorum to continue.

The board discussed the earnings, surplus and how to bring the budget back up. Ms. Curran chimed in to say that a budget is what you are legally allowed to spend. Adding on that it doesn't necessarily mean that otherwise, it's stating what you project as accurately as can be done to what will be brought in and spent.

Ms. Curran went off of an earlier statement made by Mr. Kelly that if there ends up being a surplus, the board wants to put that in to retained earnings. She stated that she thinks everyone will see things shaped differently once Ms. Holt comes back and shows actual numbers. Raising rates seems like a must to not fall in to a deficit. Mr. Gibbons stated that he thinks it's been close to twenty years since there has been any increase with the marinas. Mr. Mone confirmed that this was last done in 2003. Mr. Friedman asked how many linear feet were in boat marinas, going on to ask wouldn't adding 10% add 10%. Mr. Kelly looked in to the exact numbers to report that the current spots are \$131/\$140 for a slip, \$6/foot for a mooring, with 232 moorings rented between the marinas. Total cost for slips is coming in at \$28,000 and with mooring fees, \$30,000. Mr. Kelly reminded the board that discrepancies with residents versus non-residents will jeopardize grants from the state.

Mr. Friedman suggested implementing a 10% increase on slip and mooring fees as well as the \$2/foot for both residents and non-residents which would give the commission \$30,000 additional earnings, which would cover the expected budget shortfall. The board then looked in to the math of increasing the waterways fees and

this came out to be a \$1,300 addition. Mr. Mone expressed his concern of increasing an increase to mooring holders would bring a lot of upset people and private marinas. This would have the commission still needing to come up with another \$45,000.

**David Friedman made a motion to suggest to Selectpeople that slip fees be increased across the board (\$10/residents, \$14/non-residents), as well as raising the mooring fee from \$2 to \$8/foot, which Craig Rosenquist seconded and voted all in favor (6-0) by roll call vote; UNANIMOUS.**

Mr. Gibbons thanked Mr. Kelly for all of the time he put in to this financial piece.

**C. Conservations Commission Liaison introduction – Andrew Gallagher**

Mr. Gallagher couldn't make it tonight as he was presenting in another meeting but the board was thrilled to hear that we now have someone to synch up with.

**Participant Q&A:**

None to discuss

**Mr. Gibbons asked for a motion to adjourn the meeting at 8:57, which was seconded by Dave Friedman and voted all in favor (6-0) by roll call vote; UNANIMOUS.**