



MEETING MINUTES
Waterways Commission Meeting
Wednesday, October 2, 2019
Maritime Center
7:00 PM

Commission Members in Attendance: Brian Kelly, Chair; Howie Kreutzberg, Vice Chair
Michael Gibbons; David Friedman; Tucker (James) Patterson; Craig Rosenquist, David
Sincoski

Commission Members not in Attendance: Rick Murray; Stephen Mone, Harbormaster
(flu- left meeting early)

Also in Attendance: David Haley, Associate Member; Officer Brendan McAuley; Elise
Russo, Advisory Liaison

The meeting was called to order by Brian Kelly at 7:00 PM.

**Brian Kelly asked for a motion to approve the agenda, a motion was made by David
Friedman, seconded by Howie Kreutzberg; Unanimous Vote (7-0).**

**Brian Kelly made a motion to approve the minutes from the September 18, 2019
meeting, seconded by Mike Gibbons; Unanimous Vote (7-0).**

Opening Remarks: Brian Kelly

Brian announced that Stephen Mone was ill well and could not stay for the meeting.

Harbormaster Report: Brian Kelly

River dredging project

Howie and Brian met with Mike DiMeo, dredging has been completed in section A and
they have moved to section B and they are days away from stopping, might not complete
the whole B section, probably 75% will be done. They are down to one barge a day with
about 7000 cubic yards left. The Commission said it was a great improvement.

Mooring Info update

Had a call with Stephen and Mooring Info people, Brian said we should start seeing if we
are getting revenue for slips and moorings and will have the ability to check active slips and
moorings; will be able to see who is registered in the State Database.

Cole Parkway

Still pending, should be resolved soon

David Friedman asked about the Grant money, Brian said that we had an extension until June and we can roll over one more time.

Fran McMillen, 29 Cole Park Way asked about the chains in the Marina and when the pilings would go in, Brian said first quarter of 2020.

Shellfish Committee update- Board of Selectmen / Financial info including costs (Buoy Markers)

- We are close to turning over to Shellfish Committee
- In discussions with Board of Selectmen, meeting went well
- Next meeting with Board of Selectmen will be vote on Rules and Regulations
- Outstanding issues:
 - Transfers, Fees, Access and Conflict of Interest
 - Cohasset and Scituate have to work out a few issues

Driftway Ramp Improvement- CPC engagement David Sincoski and David Friedman

- On Conservation Agenda for Oct 8th at 6:00 PM
- Craig said there will be less activity in this area with the new Dog Park opening
- David Friedman said we should talk about what we want to discuss at the upcoming meeting and the outcomes we would like:

Immediate Requests:

- Lines Painted
- Signage improved, with rules added. Officer McAuley said we need signs to be able to enforce the laws. Officers do not patrol the area anymore, but Officer McAuley said that he would talk to Chief Stewart once signage is put in place. The Commission like the idea.

Potential Future Requests:

- 2 pilings with a dock would be a good option, Howie thought they would not want anything on the ocean bottom.
- Fix Ramp (erosion)- Discuss ways to protect ramp.

Tucker asked what the maximum size boat, 12 or 15 the commission thought. David Sincoski said the way the rocks are set up it is hard to bring in large boats, it is mainly kayaks on pickup trucks or trailers. Mike Gibbons added that there were a lot of trailers there in the summer.

- Dockage for kayaks
- Craig said it would be nice to have a floating dock to fish off of

Discussion Points:

- Is WWC contributing money
- We don't need rock moved to make entrance wider
- David Sincoski said we need to track who uses the ramp
- David Friedman wanted to know where Conservation's authority stopped

Brian said there is a creek/stream that looks like it might go through the Shell fishing area in Brigg's Harbor, **the Board of Selectmen are looking into it.**

Steven Guard asked what department enforced the rules at Driftway park, Brian and Howie said it was Conservation.

Shellfish Update: Craig Rosenquist

Buoy costs: \$4,000

Budget: Will focus on next

Brian Kelly said that currently there is no working boat for the Shellfish Constable. Craig said they will coordinate to get him out there.

Shellfish R&R – Cohasset engagement: Brian Kelly

Jim Boudreau, Brian and Howie met with Tim Davis, Chair; Kevin, Board of Selectmen Chair; and Chris Senior, Town Manager from the Town of Cohasset to discuss access, parking and a 10A float. Brian said it was discussed that the Town of Cohasset would have the opportunity to receive some acreage.

FY '19 Financials- Impact/Future fee discussion: Audited Financials were distributed by Brian Kelly

- View of rollups for revenue in different areas
- Net: increase of 16% in over prior year
- Should be flat but no decline in FY 2020
- We don't have Expense projection for FY 2020

Brian said that the Waterways Enterprise is paying for some expenses for the Maritime Center, but that the revenue is going to the General Fund. Due to this discovery, \$12,000 in expenses should be moved out of Enterprise Fund in the future. Brian said that Jim Boudreau offered to give the Maritime Center management to Waterways. **Brian said he asked Nancy to figure out the revenue and expenses for the last 3 years.** Brian raised the issue if Waterways wanted the Harbormaster to be responsible for managing and marketing the Maritime Center.

It was discussed that you would have expenses for:

- Cleaning of the building
- Person who manages the calendar (reservationist)
- Insurance
- Electricity
- Other incidentals
- Future repairs

Howie thinks we do not want to be in this market and added that the Town does not do it well.

Brian asked about the current condition of the infrastructure, Howie said everything is only about 10 years old and it has been winterized. He felt that wear and tear was not being addressed.

Tucker thought we would have to hire a manager.

Craig asked who maintains Pier 44, The commission did not know if anyone did.

David Sincoski asked about Boat Works, Howie said they rent the land.

David Friedman doesn't think we should give the maintenance over to the Town because to Howie's point they do not do a great job. He likes the idea of maintaining and renting out the building.

Brian said that recreation rents out the building for free in the summer months in case of rain in the summer.

David Sincoski thinks we would do a better job.

Mike Gibbons said he did not want the Harbormaster to manage buildings. They do not have the staff, but he also felt that the Town does not have people to do it either.

Craig said you could have someone book the building on commission.

Mike Gibbons said you could get an intern.

Brian said that the DPW could maintain.

Howie brought up the point that at the last meeting Conservation was complaining that the grounds of the Maritime Center were not being taken care of.

Howie brought up that the building is in a neighborhood, so there is a noise factor and that bringing in a bar tender could add some liability. Howie explained that a non-profit was originally set up when the Maritime was built and that the building paid for itself. He said got donations/contributions that were tax deductible.

We need final expense numbers from Nancy for next meeting to make an intelligent decision.

Brian said to keep in agenda as New Business.

David Sincoski brought up the issue of the Summer Police Salaries being moved out of the Waterways budget and was wondering if this was the time to discuss it. Brian said the Advisory and the Town Administrator thought that the Police did provide services and they were fair and it was decided that we would revisit this year, which is now. **When we get Stephen's budget we can look at the expense side and decide if we want to revisit at the next meeting.**

Keith Walo, 200 Country Way, asked how the mooring revenues could be up 14%. Brian thinks assigned moorings were being held back. He further asked how the unassigned moorings were working out, Brian said he would look into it. Keith confirmed that there were 60 plus unassigned moorings. It was discussed that the former Town Administrator put a moratorium on assigning moorings and had hired a consultant to look at rules and regulations. Moorings were not getting reassigned and the list grew substantially. Then in the spring of 2018, Mike Bearce started assigning moorings.

David Friedman thought there was only 20 or 30 that were not assigned. Howie said when we meet with the Info Mooring System we will be able to do an audit on the number of moorings unassigned. David Friedman said it should be include in **Stephen's report and Brian said to add it to agenda as new business.**

Keith Walo does not understand why the mooring assigning process is not going faster, Brian agreed. The chains are getting worn by staying in the water. David Friedman said the process of transferring the mooring after 30 days is not working.

Keith Walo said he felt that the Mooring Info System was not working well, because the Harbormaster is not signing off on anything and the inspections are now online and no one gets notified in the Harbormaster's Office. In the old days we submitted a form. Brian asked why we couldn't notify the Harbormaster by email.

Keith Walo added that every 3 years a mooring has to be inspected and the harbormaster has no way of tracking this. You cannot sort by date to see what moorings needs to be inspected.

Keith also said that they had to make updates/fixes to the system and information was lost (300 inspections) the update wiped everything out. Brian said it was a cloud based system, they should have back up.

It was also discussed that you should be able to export information to Excel.

Keith will send all issues to Brian for Fridays meeting.

Steve Guard, Associate Member asked if we could have a company remove the mooring balls from the water, then figure out if the new person wants to buy it.

Keith Walo said he knew of about 25 unassigned mooring balls and Fran McMillen said he knew of approximately 25 as well. Brian asked that they identify them for the Commission.

It was discussed that is was \$150 to put in a stick (winter log) for each mooring which would be a total of \$7,500 for all moorings. They could charge the new owner to install it back. Steve Guard said we should also remove the block and chain.

Brian said he was concerned that Stephen Mone might have already assigned some of the moorings. Can need to validate with the Harbormaster before we remove anything. Steve Guard said he doesn't think they are assigned now. Howie said we should talk to the Harbormaster and give him the list of the abandoned moorings.

Brian said we should make a motion for harbormaster to speak with Fran and Keith to resolve the issue and have the Waterways Enterprise pay for the removal of the abandoned mooring balls and the addition of the winter sticks.

A motion was made to authorize the Harbormaster to work with the Mooring Service Providers to remove the abandoned mooring balls and pennants and replace them with a winter stick as soon as possible, moved by Brian Kelly seconded by David Friedman; Unanimous Vote (7-0)

Keith Walo was concerned that the harbormaster was removing equipment. Brian asked Keith to notify his customers before they were removed.

Tucker added that they need to be reassigned quickly.

WW Enterprise Fund 5-year Capital Plan: Brian Kelly

Brian said he met with Stephen and went through the FY21 - FY25 Capital Plan, Stephen will talk to it at the next meeting. Tabled for this meeting.

2020:

- Replace truck
- Comprehensive dredge permit
- Engineering
- Possible Cole Park Marina, replacing main floats

Longer term:

- Replace docks in over 4 years

Concerns:

- Pedestal project will not be reimbursed until 2021
- Cole Parkway may have additional costs
- Additional Debt Service

Brian said he would look at 2022-2023

David Friedman asked if Stephen's FY Operating Expenses be emailed out before next meeting

Nomination and Election of Committee Officers

Brian said he said he would be Chairman for the next year if the Commission wanted and added that if someone wanted to take over there would be a lot of support from former chairs.

Mike Gibbons nominated Brian Kelly to be Chair of the Waterways Commission for another year, seconded by Craig Rosenquist, Unanimous Vote (7-0).

David Friedman thought Brian did a great job and David Friedman said he would take over Vice Chair if Howie did not want to do it for another year..

Mike Gibbons nominated Howie Kreutzberg as Vice Chair of the Waterways Commission for another year, David Friedman seconded the motion; Unanimous Vote (7-0)

Next Meeting: Wednesday, November 6th at the Maritime Center

There being no more business to discuss, Brian Kelly made a motion to adjourn at 8:38 PM, seconded by David Friedman; Unanimous Vote (7-0)

Respectfully submitted,

Lianne Cataldo
Recording Secretary

List of Documents:

- Agenda
- Meeting Minutes
- Financial spreadsheets

Agenda Items:

- *New Business: Managing the Maritime Center*
- *Police Salaries: When we get Stephen's budget we can look at the expense side and decide if we want to revisit at the next meeting.*
- *Unassigned mooring update*
- *Review budget for 2021*
 - *Reservation agent for the Maritime Center coming from Enterprise Budget*
 - *Some Operational Expenses for the Maritime Center charged to Stephen's budget.*
- *Slip Fees*
- *Buoy Marking Costs – September*

Follow up:

- Nancy to provide the revenue and expenses for the Maritime Center for the last 3 years.
- David Friedman asked if Stephen's FY Operating Expenses be emailed out before next meeting
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Unassigned Moorings:

- Keith Walo said he knew of about 25 and Fran McMillen said he knew of approximately 25 as well and they will identify for the Commission.
- Keith Walo was concerned that the harbormaster was removing equipment. Brian asked Keith to notify his customers before they were removed.
- David Friedman asked if Stephen's FY Operating Expenses be emailed out before next meeting
- Mooring Info System concerns: Keith will send issues to Brian for Fridays meeting.

On-Going Items:

- Brian Kelly asked for a motion to form a subcommittee to look for alternative revenue sources.
- Pump out Boat/Marshfield MOU
 - He will also follow up with Jim Boudreau who was supposed to contact the Marshfield Town Administrator.
- Driftway Ramp:
 - Brad White continue to work with Ducks Unlimited
 - Once a direction is established, David Sincoski and Brian agreed to work with Frank Snow and the Conservation Committee
 - David Sincoski, Dave Friedman from WW, Ed Dixon/Brad White to be the point people to Ducks Unlimited
 - Design of ramp needed- work with Conservation
 - Stephen to look into Capital Plan to see how much money was available.
- Stephen Mone to start the process of selecting an engineering firm to start Master Dredging Plan
- David Friedman to work on discrepancies before sending final Slip Contract to Town Council for review
- Security Cameras for Harbor and Rivers:
 - Look into getting access to Marshfield cameras to see the rivers
 - Identify blind spots, check with Scituate Harbor Yacht Club to see if they would allow cameras on their property to help monitor the harbor.
 - Look into current live feed and to see if monitored by Police
- David Friedman to do a cost savings analysis of the deicer usage