



MEETING MINUTES
Waterways Commission Meeting
Wednesday, November 6, 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; Rick Murray; Stephen Mone, Harbormaster

Commission Members not in Attendance: None

Also in Attendance: Officer Brendan McAuley

The meeting was called to order by Brian Kelly at 7:02 PM.

Brian Kelly asked for a motion to approve the agenda, a motion was made by Mike Gibbons, seconded by Howie Kreutzberg; Unanimous Vote (9-0).

Brian Kelly asked for a motion to approve the minutes from the October 2, 2019 meeting, a motion was made by David Friedman; seconded by Mike Gibbons; Unanimous Vote (9-0).

Opening Remarks: Brian Kelly

The RFP for the Cole Parkway piling project will go out before the next meeting, and the project should start early spring (March). The new lawyer was paid for from the Waterways Enterprise Fund and Brian will get the price to share with the Commission.

Mike Gibbons asked if the contractor could start working on the seawall first prior to March and if penalties were put in place if the project was not completed on time, Stephen said that we were still in the beginning stages.

Harbormaster Report: Stephen Mone

A lobster boat caught on fire last Wednesday at 5:40 in the morning in the South River. Stephen met a Scituate police officer (Mike Bearce was not available). Stephen and the officer picked up 2 firefighters and went down to the fire. The fire was fought from both the dock that the boat drifted to and the water, foam was used as well. Stephen said the boat eventually started taking on water, burned off the mooring and sank. They deployed

the boom to contain the oil. Stephen Mone said it was helpful that they did training with the booms this past year. The Coast Guard raised the boat to get rid of hazardous material, but would not tow it. Insurance would not pay so the owner's father worked something out with the contractor to have the boat removed at 4:30 PM today (it was backed down the river). Divers were in the water all day. The boat was pulled out via the Marshfield Ramp and was brought to Quincy. There was no additional cost to the Town.

David Friedman asked if every boat had insurance, Stephen said they all have liability insurance. David asked if we should have an insurance person look at the insurance on our moorings.

Brad White, 149 Old Main, Marshfield, said that the Standard coverage is \$900,000.

David Friedman will check to see if a rider is needed for extra insurance coverage.

River dredging project:

Area A is completed, part of Area B was completed (down the river) and they were about 7 days short of completing the project when the dredging equipment had to be sent to Plymouth and they will not be able to come back. The remaining project money went back into WW enterprise about \$20,000.

Brian Cronin, 5 Dartmouth Street said it was a great improvement.

Cole Parkway:

- Electrician disconnected the wires; docks will be pulled out and chained up and the deicers will be put in.

David Friedman asked if you would still disassemble next year, Stephen said just the fingers.

- Winterized the pump out boat and Units 1 and 2. Unit 3 will stay in the water.

This is the third year using the deicers. Stephen added that he bought some extra deicers this year in case we need them.

David Friedman asked if there have been any failures, Stephen said no

David Dauphine, 356 Clapp Road said a lot of gear was lost (traps and buoys were lost and/or tangled with other people's gear) due to dredging in the summer. Stephen Mone said he would communicate with the lobstermen and fishermen next time dredging occurs to try to avoid this in the future.

Stephen said that Unit 3 had water damage and that 3 boats came off moorings in the last wind storm, it was a north east wind and waves came across the docks. 3A Marine replaced the battery. Although it has a sealed deck, water still gets in through the screw holes. The

three boats ended up in different locations: one sailboat landed at Bulman's and caused some damage. The other one went to the Jericho ramp, and one drifted to the Tufjakian's house.

Brad White, 149 Old Main, Marshfield, wanted to commend Stephen on the weather bulletins he broadcasted and also on vacating the docks that broke free at Museum Beach.

Old Business

Unassigned Moorings Update:

Stephen, Mike Bearce, Ellen, Brian and Howie met to discuss the current situation with the unassigned moorings 2 weeks ago:

- 30 available moorings
- 13 open moorings, emails are out (10 days to accept)
- 6 Under 18 ft.
- 4 Working to locate/incorrect GPS
- 3 are commercial
- 4 are unusual in current location

As of today, there are 20 open moorings.

David Sincoski asked what the expectation was for leasing the 20 open moorings, Brian said we should be able to assign all 20. Stephen said the number is always changes and that next spring we may get more turned in.

Brad White, 149 Old Main, Marshfield asked if the South and North River moorings were included, Brian said yes.

David Friedman asked about putting a winter stick and ball on them, Stephen said hopefully we will assign them to a person and they will be able to do it.

David Friedman read the motion regarding removing the mooring balls to Stephen since he was not present at the last meeting.

Keith Walo, 200 Country Way said they have given out 30 moorings since the last meeting. He also said that some of the abandoned moorings should be on the list. He mentioned that David Turner's mooring was still unassigned.

David Sincoski asked how Keith Walo knows about the abandoned moorings, Keith said the Harbormaster gets the notice of the relinquished moorings first and that David Turner had relinquished his about 4 years ago.

Stephen Mone said he will let Ellen know about the Turner mooring.

David Dauphine, 356 Clapp Road said that the GPS coordinates don't always line up so it is hard to find some of the abandoned moorings.

Brian would like to have a meeting with Fran, Keith and Stephen Mone to discuss/customize the Moorings Info System and also to look at processes that may not be working.

David Dauphine said even with the new computerized system he still keeps hard copies of inspections.

Fran McMillen, 29 Cole Park Way asked if we were getting a good price for the Mooring System since we are doing a lot of testing to the system. We are finding a lot of bugs and some of them continue to repeat after being fixed.

Rick Murray asked if they were database problems, Fran said the data sometimes disappears and they have to rebuild files. Also, there are password issues you get locked out of the system. The issue seems to be with how the system is operating.

Mike Gibbons asked if once you are logged in if it was hard to put the inspection information in, Dave Dauphine asked who notifies the customer once the inspection is done and who notifies the office. Brian thinks we can adjust the system to send out notifications when inspections are past due and completed.

David Dauphine said that there needs to be a window of when the inspection can be completed because of water temperature and season. **Stephen said we could do them seasonally with ALL renewal dates in the summer.**

Keith Walo said local towns like Norwell use seasons for example 20 inspections could be due by October 15 and Keith can schedule as he wishes. Keith thinks it would be a Rules and Regulations update to make the change for Scituate. Keith said that other changes need to be made that were missed the first time around and a separate meeting may need to be planned.

Rick thinks we should dedicate one meeting a year to review the Rules and Regulations. Brian said we could dedicate some of the December meeting. **Rick asked Keith, Fran and Dave Dauphine to send suggestions to Brian.**

Fran McMillen thought that the actual workings of the mooring inspections should only have to be changed once.

Brad White asked if they could put the inspection date on the mooring balls, Stephen said they are on the owner's boat.

Brian Cronin thought it would help with auditing.

Brad will look into impermeable (ocean friendly) stickers for the mooring balls.

Driftway Ramp project update: David Friedman and David Sincoski

David Friedman said that the Conservation Commission wanted to start a sub commission with Waterways. Rick suggested not making it a sub commission so you would not need a quorum. The result of the Conservation Commission meeting was that the lines would be repainted and a CPA article would be sponsored by Conservation.

Craig said the parking lot was half empty because everyone was at the dog park, they were parked on the street.

Brian Kelly reviewed open items from previous meetings.

Brad White asked if Stephen had access to the camera at Damon's Point Road. Stephen said it was Marshfield and that Mike DiMeo has to give us permission. Brad said there is a lot of mischief in that area.

Stephen added that he ordered new fencing for around the Maritime Center

New Business

Maritime Center/Expenses/WWC Enterprise Fund update:

Brian explained that Jim Boudreau had asked if the WWC would like to take over the management/marketing of the Maritime Center. He further said that he would remove Maritime expenses that were being charged to the Enterprise Fund in error.

Maritime Financial Snapshot:

- Revenue: \$38, 000 - \$42,000
- Expenses: \$9,500
- Extra \$15,000 in Revenue
- \$70,000 in the main fund, which could be used for anything in the Town.

Stephen Mone said to let the Town continue to manage it.

Mike Gibbons doesn't think it should be harbormaster responsibility, but felt that the Town managing the property was not a good strategy either. The Town should have one person to manage/market all the buildings. Maybe Waterways could take it over temporarily.

Brian said he met with Maura Curran to discuss options.

Howie said we are not building managers. This was not the charge of the Waterways Commission.

David Friedman asked when the expenses are being taken out, Brian said that about \$13,000 will come out of our expense budget if we do not decide to take over the management.

Keith Walo asked how much would you charge or be charged to have meetings there, Brian said there is no charge now and if there was, we would have meetings in library. Keith further said that the Town could siphon money out of the fund (because it is not retained earnings) and use it elsewhere in the Town and then Waterways would have to pay for expenses and upkeep of the building out of the Waterways Enterprise Fund.

Mike Gibbons asked if the revenue would go back to the Waterways Enterprise Fund, Brian said he did not know.

Fran McMillen agreed that this is not what the Waterways Commission was set up to do. And said that they should concentrate on the Waterways.

David Friedman thinks the Town should keep managing.

Mike Gibbons made a motion that the Waterways Commission recommends to the Board of Selectmen that the Town continues to manage the Maritime Center and be responsible for all revenues and expenses such as, but not limited to maintenance costs, reservationist cleaning, utilities and repair, etc. seconded by Rick Murray. Unanimous Vote (9-0)

Brian Kelly will write a letter to notify the Board of Selectmen

Marine Unit Police Salaries:

Chief Stewart will come in to make a presentation next meeting.

2020 Budget:

- Revenue \$1.25M in FY19
- \$220,000 surplus, some went to the Pedestal project,
- \$449,000 in Retained Earnings as of July 1st
- FY20 Revenue is going down and Expenses are going up
 - Nancy Holt said that slip fees and mooring fees are going down due to Municipal Accounting Rules.
 - \$34,000 Drop in Slip fees
 - \$19,000 Drop in Mooring fees.

WW Enterprise Fund 5-year Capital Plan:

2021

1. \$43,000 for truck replacement
2. \$50,000 toward docks and gangway replacement (next 4 years)
3. \$55,000 Engineering study for re-gridding.

2022

1. \$100,000 ADA renovations engineering for Harbormaster Office

2. \$50,000 Replacement of Docks and Gangways

Howie asked why we need a pump out station at Jericho road [which was on the capital plan for 2023]. Stephen said there was a sewer line there and it would be grantable. There are a lot of people in Town that use the Jericho boat ramp and it would keep our waters cleaner.

Brad White thought it was a busy ramp for a pump out station.

Rick Murry asked if it goes right in the sewer, Stephen said yes, Rick thought it was a good idea.

David Sincoski asked if you could tell if people used it, Stephen said yes because they are stealing the press on fitting which he has to keep replacing.

Next Meeting: Wednesday, December 4th at the Maritime Center

There being no more business to discuss, Brian Kelly made a motion to adjourn at 9:15 PM, seconded by Rick Murray; Unanimous Vote (9-0)

Respectfully submitted,

Lianne Cataldo
Recording Secretary

List of Documents:

- Agenda
- Meeting Minutes
- Capital Plan
- Financial spreadsheets

Agenda Items:

- Brian said we could dedicate some of the December meeting review the Rules and Regulations.
- Chief Stewart Presentation

Follow up:

- Mike Gibbons asked if the contractor could start working on the seawall first prior to March and if penalties could be put in for not completing the Cole Parkway Piling Project on time
- The new lawyer was paid for from the Waterways Enterprise Fund and Brian will get the price to share with the Commission.
- Due to the recent lobster boat fire, David Friedman will check to see if a rider is needed for extra insurance coverage
- Brian would like to have a meeting with Fran, Keith and Stephen Mone to discuss/customize the Moorings Info System and also to look at processes that may not be working.

- Rick asked Keith, Fran and Dave Dauphine to send suggestions to change the Rules and Regulations to Brian.
- Brad White asked if they could put the inspection date on the mooring ball, he will look into impermeable (ocean friendly) stickers
- Brian Kelly will write a letter to notify the Board of Selectmen that Waterways will not take over the management of the Maritime Center

On-Going Items:

- Mooring Info System concerns: Keith will send issues to Brian for Fridays meeting.
- Brian Kelly asked for a motion to form a subcommittee to look for alternative revenue sources.
- Pump out Boat (Marshfield float)
- Marshfield MOU: joint meeting in January
- Driftway Ramp:
 - Brad White continue to work with Ducks Unlimited, Mr. Dixon is the contact
 - 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
- David Friedman to work on discrepancies before sending final Slip Contract to Town Council for review – needs to be completed by March 1st
- Review Rules and Regulation Mooring and Slip contract Dates
- Security Cameras for Harbor and Rivers:
 - Brian spoke with Mike Minchello in IT about expanding the fiber optic ring/cameras to Harbormasters office. Would like to connect Public Safety Complex and Harbormaster cameras and provide live access
 - 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