



**MEETING MINUTES**  
**Waterways Commission Meeting**  
**Wednesday, July 11, 2018**  
**Maritime Center**  
**Edward Foster Road**

**Commission Members in Attendance:** Fran McMillen (Chairperson), Brian Cronin (Vice Chairperson), Michael Gibbons, Brian Kelly, David Friedman, Stephen Mone (Harbormaster), Michael Lorusso

**Commission Members not in Attendance:** Steve Guard, Keith Walo and David Glancy

**Also in Attendance:** Shawn Harris

The meeting was called to order by Fran McMillen at 7:02 PM.

**Fran McMillen made a motion to approve the agenda, seconded by Brian Kelly; Unanimous Vote (7-0).**

**Fran McMillen made a motion to approve the minutes from the June 6, 2018 meeting, seconded by Brian Kelly; Unanimous Vote (7-0).**

**OPENING REMARKS – Fran McMillen**

Fran attended a meeting with Nancy Durfee and Christine Player a couple of weeks ago to show support for dredging project.

**HARBORMASTER REPORT - Stephen Mone**

- Good season, Marina in good shape
- Purchased a new wire for the dock to replace the wire that was undersized, it is being stored in the garage and will be replaced in the fall. Should help with de-icers this winter.
- Replaced fencing around dumpster in Cole Parkway Marina
- Plan to move and install a fence around the dumpster at the Maritime Center
- Maintaining Maritime Center is going well (New plantings and cleaning)
- \$3,600 for maintenance on pump out boat, 75% will be reimbursed

Brian Kelly said replacement of this boat is in the Capital Plan and wondered how this will effect that item, Stephen said it is just a band aid. Sea water was spraying out of the

engine. It will probably only last 1 – 2 more years, we purchased it used and it was not in great shape.

Mike Gibbons asked about Unit 3, Stephen said it should be back from repairs this week, it was brought to the South River and got pushed out by another boat and hit some rocks.

Fran asked about the progress with the purchase of the new boat, Stephen said he contacted the New Jersey and Rhode Island DMF (Division of Marine Fisheries) to ask their thoughts and they had really good things to say. They sent over their specs. David asked about the size, Stephen said that ours will be a 34 ft. and theirs was a 36 ft.

Brian Cronin said that he does not believe that the Harbor Mooring pump out boat is operational, Brian asked if Stephen could send his pump out boat down to the river.

David Friedman inquired whether or not if you could make money running a pump out boat and Fran said you cannot charge for it, it is part of the clean water act.

**Brian will follow up with Keith Walo regarding the Harbor Mooring pump out boat.**

### **Marina Project:**

- Received an additional Grant from the Commonwealth. \$27,000 additional, the Grant was given for the dog park who returned the grant so the ADA could assign the grant to us. It was used to pay for the gangway which was ordered and will be here in the fall.
- Still waiting for some licensing.
- Extra funding will be used to pay for items from the Condition Report (\$280,000)
- Stephen passed out drawings (at 50%) to the Commission
- Stephen ordered a float for the sign for the entrance of the harbor, the float is 6 x 8 and the sign will be 3 x 8. Mike Gibbons suggested moving the sign farther inside the Jetty so it will be protected.

Michael Lorusso entered the meeting a 7:17 PM.

Mike Gibbons asked if the wood sign would be sealed, Stephen said it would be made from Marine plywood, and Mike recommended sealing it as well.

Brian Cronin asked how long the current gangway was Stephen said 35 ft. and the new one will be 80 ft.

### **Consultant Proposal, Shellfish:**

Consultant proposal was sent out to the Commission

David asked if all the money was in [for moorings], Stephen said yes, and 25 people did not pay and got reassigned.

David asked if we would be fully banded by the end of the year and Stephen said yes.

Mike asked about the Aquaculture study, Stephen said it was on the Capital Plan and thought it would be good for the Town and the environment. Stephen said he saw it working like Falmouth where the Town would apply for a grant, Town would receive permits for the areas, then the Town would sublease to a farmer for 3 or 4 years, then would move the farmer to another area and open up the area to people with recreational licenses.

David Friedman asked about Scituate Harbor and Sanitary Survey (which is done through the State) Stephen said it has to be done for Scituate Harbor, and they are also testing the rivers as well.

**Mike Gibbons asked about grant money for the study for shell fishing, Stephen said he would check.**

## **OLD BUSINESS**

Fran said there was no charter for the Enterprise Fund, only a description.

### **Waterways Enterprise Financials – Brian Kelly**

- Revenue is up
- Expenses are flat (increasing a little)
- Nancy will rerun now that FY is closed, once everything is accounted for
- Year-over-year analysis, looked at growth of revenue (marina user fee) and growth of expenses
- Reviewed committed projects (boat and dredging)
- Harbormaster spending averages to about \$120,000 spent on projects (annually)
- Based on 2% increase on revenue and 5% increase on expenses
- Overall question going forward: How do we increase revenue?
- Will look at the 4 areas of expenses that are increasing: Personal Services, Purchase of Services, Materials & Supplies and Indirect Costs
- Starting next year \$69,000 will come out of retained earnings

Once we receive Nancy's final numbers, Brian will send out an excel spreadsheet which will allow the Commission to manipulate the numbers. **Will send out before the September meeting.**

Michal Lorusso stated that the plan [to increase revenue] must be presented early in the process so you have enough time to implement.

**Michael Lorusso also said to consider adding inflation to each year to the excel spreadsheet.**

It was discussed that 2004 is the last time fees were increased.

There was a brief conversation regarding expenses and revenues for the Enterprise Fund. Specifically, having 5% increase in expenses in the future and that the main 4 expenses are probably always going to be the main portion (80%) of the operating budget.

Brian Kelly said he spoke with the UMass Professor who discussed the benefits of shellfish aquaculture to the local economy. Brian wanted to know if the monetary benefit was in the Town or State wide, she said more State wide. She said she would be happy to do a conference call with the Commission, but her expertise was more on the grower side of the business.

### **Marina Contract Update, Legal**

Brian and Fran are sending document to Town Council for review.

Fran has been attending the Economic Development meetings, Fran said that they want to extent the Harbor Walk. They have a high budget and Fran said that we would do well to continue the harbor study plan, maybe have it continue to Edward Foster. Fran felt that they are a good group and are willing to work with other groups.

**John Murphy** added that the Seaport likes funding Harbor Walks, so they would be a good option, as well as Conservation.

**Keith Dobi**, (128 Central Avenue, Humarock). Asked if he could be on the agenda for the next meeting to discuss privately owned tie lands in Scituate. He would like to amend the regulations regarding Public vs. Private.

### **NEW BUSINESS**

Mike Gibbons spoke with Mike Bearce , who said that the Dingy list in the marina is an old list and would like to have Waterways support in making it be the same process as the Town slips. **Would like to be added to it the agenda for the next meeting.**

Brian Kelly wrote a letter to the Town Administrator regarding Stephen Mone and the great job he is doing as Harbormaster (success of major projects, de-icers, piling project, etc.). He would like the Waterways Commission to review so he can send on their behalf.

Brian Kelly also thanked Michael, Keith, Brian and Fran for all their hard work and time they committed to the Commission.

**Michael Gibbons said to add the letter to the agenda so the Commission can vote on it.**

**Brian Cronin said that there is a Zoning Board of Appeals, Public Hearing on July 19 at 7:30 to talk about the dredging project in the Selectmen's Conference Room.**

**David Haley** asked if there was any thought of dredging the harbor in the Maritime Center, Stephen said he extended the license for the next 5 years.

**David Dauphinee** said that the Marina has 6 – 8 feet of movement from the sediment and it creates a big delta.

**John Murphy** asked about the passing of the \$90,000 which was set aside for dredging the area at the Maritime Center and was wondering what happened to the money. The area was too small so no one wanted the job. The Commission thought it might have been added back into the Enterprise Fund. John also asked about the South River Dredge money and Stephen said it is being used for engineering.

Shawn Harris wanted to expand on what Brian Kelly said about the dedication of the members of the Commission. He added that it is hard for us to appoint people to a Commission when you have such good people on the board. A lot of different people want to get on the Waterways Commission. The Board of Selectmen want to thank everyone for their service. These are hard appointments to make, very tough decisions. He encourages everyone to stay involved, and felt that the harbor would not be what it is today without the people on the Waterways Commission. Fran added that we do it because we love the harbor.

**Next Meeting: September 5, 2018**

**There being no more business to discuss, a motion to adjourn was made by Fran McMillen at 8:13 PM; seconded by David Friedman; Unanimous vote (7-0)**

Respectfully submitted,

Lianne Cataldo  
Recording Secretary

**List of Documents:**

- Agenda
- Meeting Minutes from 6/6
- Shell fishing Consultant Proposal
- WWC Financials

**Follow Up:**

- **Zoning Board of Appeals, Public Hearing on July 19 at 7:30** to talk about the dredging project in the Selectmen's Conference Room at the Town Hall
- Brian will follow up with Keith Walo regarding the Harbor Mooring pump out boat.
- Mike asked about grant money for the study for shell fishing, Stephen said he would check.
- Brian will send out an excel spreadsheet which will allow the Commission to manipulate the numbers before the September meeting. Michael Lorusso suggested to account for inflation.

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- Brian and Fran are sending final Slip Contract to Town Council for review.
- \$90,000 set aside for dredging the area at Maritime Center, which was never done.

**Agenda Items:**

- Reorganize Board, Vote Chairman and Vice Chairman
- **Keith Dobi**, (128 Central Avenue, Humarock). Asked if he could be on the agenda for the next meeting to discuss privately owned tie lands in Scituate. Would like to amend the regulations regarding Public vs. Private.
- **Mike Bearce** would like to have Waterways support in making the Dingy list be the same process as the Town slips.
- Review and Vote on Brian Kelly letter to the Town Administrator regarding Stephen Mone

**On-Going Outstanding items:**

- *Keith Walo asked about the pilings he said the SHYC was doing there pilings as well and suggested to Stephen that we work together to save money*