



**MEETING MINUTES**  
**Waterways Commission Meeting**  
**Wednesday, January 03, 2018**  
**NOAA Meeting Room**  
**175 Edward Foster Road**

**Commission Members in Attendance:** Fran McMillen (Chairperson), Brian Cronin (Vice Chairperson), Michael Gibbons, Keith Walo, Brian Kelly, David Glancy, Stephen Mone (Harbormaster), Michael LaRusso

**Commission Members not in Attendance:** David Friedman

**Also in Attendance:** Shawn Harris, Nancy Durfee

Meeting was called to order by Fran McMillen at 7:03 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 12/6/2017 meeting, seconded by Brian Kelly; Unanimous Vote (5 in favor) Mike Gibbons and Keith Walo abstained as they did not attend the December 6 meeting).**

**OPENING REMARKS: Fran McMillen**

Brian Kelly wanted to publicly recognize Stephen Mone for his commitment. Stephen said his assistant has been helping too and it was a team effort.

**HARBORMASTER REPORT: Stephen Mone**

The weather is a big issue right now, coldest weather in 100 years. We deployed the de-icers and the person from the Metropolitan Yacht Club came down to help set them up. They seemed like they were working at full power, however they were not, we had some problems with the electrical system at the Maritime Center; the conductors on the docks were corroded. An electrician came down and cut out that section. When the weather got colder we had more failures due to low voltage, the electrician fixed the cabling for the existing pedestals to alleviate the problem and everything is working now, however some ice formed when the system wasn't running at full capacity.

**Michael LaRusso joined the meeting at 7:13.**

Stephen said, the ice is starting to free up as the temperature is rising and the system is working.

Unit 3 is still in the water at the Mill Wharf and we have a de-icer on it.

**Cole Parkway Project - Permitting Process Update:** The engineer sent Stephen Mone an update saying that the drawings were 50% complete. Mike Gibbons wanted to know if the timeline was still accurate and Stephen said we are still on track. Brian Cronin asked about the Piling Driving and Stephen explained that they were able to get 13-14 feet of penetration and about 5-6 feet in the “P Town” area. He further stated that penetration would be sufficient because the material in this area is particularly dense. Stephen also paid \$2,500 to do additional testing at the Maritime Center which resulted in a penetration depth of 20-22 feet the material is so light the pilings would have to go down to about 25 feet.

Fran wanted to know if it would help to get a camera to monitor the de-icers and docks.

### **COASTAL RESOURCES: Nancy Durfee, Officer**

**Easements and Permits Update:** The goal is to have a safe and navigational waterway with the hope of reusing the material to benefit Scituate. It has to have a beneficial reuse because of the Bond that is paying for the project. We want the Air Force to accept the material if the 4<sup>th</sup> Cliff residents will not, the gift letter has been drafted. It is a slow process when you work with the Federal Government, Nancy explained.

Nancy distributed a map of the projected dredging areas and nourishment areas including areas that need further analysis. Nancy explained that two sample locations had fine grains of sand and needed a full chemical analysis done on them because fine materials can hold chemicals. Depending on the results, we may have to deal with those areas differently. The cost is approximately \$8,000 and we plan on doing a cost share with Marshfield. We have two new Town Administrators in Scituate and Marshfield who need to be updated.

We have a preliminary permit meeting scheduled where we will talk about the places where we have a permit already or potential areas we can move the permit to like Humarock or North Scituate [Minot] if the 4<sup>th</sup> Cliff residents do not sign the permit for the easement. The other location being considered is Rexhame Beach in Marshfield, but this is not our first choice because the materials will go out of Scituate. We have to look at all options so we do not hold the project up.

There are 80 property owners and it may be hard to get them all to sign the permit. Currently, only 3 people out of 80 have committed to signing; however some said they are waiting for engineering results. People want a temporary easement not a permanent easement because they don't think the Town will maintain the berms and the Town cannot commit to maintaining it because they do not know if they will have money in their budget. If we built a berm, FEMA would probably repair/maintain it. Maintaining permits and dredging would be the ideal option for the future, but if the community does not put skin in the game and there is no benefit to the town, it is hard to get money and also the South River is not considered to be an economic producer. A Regional Dredge plan should be considered for the future if the State will not pay.

CLE is the consultants for the South River Dredge. They were paid \$50,000, but the job was probably worth more than that and that may be why the CLE consultants have slowed down their pace.

Mike Gibbons brought up the concern that the Area marked A [on the map] was more of a concern, because area B is softer. Nancy thought a portion of A and a portion of B was considered the emergency area and that all areas were under one permit (maintenance permit).

Brian Cronin asked if you could dump the materials right off the beach (near shore), but the consultants didn't think you could do that anymore, only in an emergency, but Nancy will look into this option.

Michael McDonough, 53 Main Street, Norwell asked, how much material we are moving, Nancy replied that we are moving 30,000 cubic yards in total, 10 from section A and 20 in section B and C.

The Barnstable Dredge Project was discussed and how their communities are engaged and part of the process, the process runs well and other counties can learn from them and get educated so they buy the appropriate equipment.

Brian wanted to know if they would have the permits by the fall, Nancy thought so.

## **OLD BUSINESS**

### **Financial Review/Planning: Keith Walo and Brian Kelly**

Brian passed out a Waterways Enterprise Fund balance sheet and clarified that it was a first draft and it was NOT to be considered a Town document, Brian further explained that the information in black [on report] is from Nancy Holt, the information in blue was pulled from documents and was not official.

Brian said that they were trying to establish a baseline: where we are today and how it looks going forward. They are currently looking at rolling capital plan, boats, docks, etc. The plan is to first validate numbers (Nancy is going to run a report) make estimates for 2018 and 2019 and then do a deeper dive.

It was agreed that Nancy has been extremely helpful in this process and we do not want to send too many emails to her because she is extremely busy. It was decided that there would be one point person going forward.

Brian explained that it looked like revenues were going down and expenses were going up according to the projections for 2018. Stephen Mone said we were collecting money late last year and are now doing a better job of collecting fees. It appears everything is going down except lease income. There was a discussion that revenues might change.

Brian Kelly said we have the numbers, but we don't know why they increased or decreased so they have to meet with Nancy to get more details. Due to the roll out of the new payroll system, they could not meet with her prior to the WWC meeting. If the 2018 numbers are accurate, then they need to look closer as to why the numbers are going up or down. Mike Gibbons suggested looking

closer at Debt Service, it was discussed that it is fluctuating because of the cost of the Maritime Center which should drop off in the year 2020 or 2021.

### **Capital Plan, Stephen Mone**

Stephen said there were two items that were submitted and reviewed, the first one being the purchase of an emergency boat. He explained that the cost for the purchase of the 30 - 34 foot Cummings diesel engine emergency boat with electric fire hose changed from \$300,000 to \$430,000. The second item was the pilings at the Maritime Center for \$140,810. Stephen thinks he can get money from Seaport for the pilings, but if not, we would have to use the Enterprise fund. Brian Kelly asked how we would pay and Stephen Mone said it would be a Bond. Brian Cronin wanted to know what the main use of the boat would be and if it needed to be that big. Stephen said it would be a long term fix that was long overdue.

### **NEW BUSINESS**

**Keith Walo asked about the possibility of Veterans getting a discount on slip fees going forward and asked if we could put it on the next agenda.** Dick Eckhouse was going to chair a committee for the duplicate items in departments across Scituate, but he has been unable to get around. Keith will contact Dick and help him.

Brian asked Stephen about the Aquaculture plan and Stephen said the plan was to go forward, but not for this year. Keith said he knew a person who would love to come to a meeting and to help get it off the ground. **Keith will invite him to an upcoming meeting.**

Fred Dauphnee had asked Nancy asked about an official place to fix and maintain boats for the fisherman He also had a neighbor who was complaining about his lobster pots. It was discussed that **maybe at the Fall Town Meeting we could discuss a for a right to fish by-law.**

Keith Walo received an email suggesting the purchase of a conveyor system to pull lobster traps that could be added beside the ramp off of Cole Parkway. Keith Walo will follow up with him.

**There being no more business to discuss, a motion to adjourn was made by Fran McMillen at 8:42 seconded by Brian Kelly; Unanimous vote (8-0)**

Respectfully submitted,

Lianne Cataldo  
Recording Secretary

### **List of Documents:**

- Agenda
- Meeting Minutes from 12/6/17
- Waterways Enterprise Fund balance sheet
- Map of South River dredging areas

### **Follow Up:**

- **Next meeting, February 7, 2018 at the NOAA**
- **Discount on slip fees for Veterans**
- **Keith Walo, Brian Kelly and David Friedman to present Phase II of the Financial Review of Enterprise Fund**
- **Aquaculture Plan – Keith Walo**
- **Fran McMillen and Dick Eckhouse reviewing duplicate assets in the Fire Department, Marine Patrol, and the Harbormaster Office**
- **Right to Fish By-law added to Fall Town Meeting**
- **Conveyor system for lobster traps**