



MEETING MINUTES
Waterways Commission Meeting
Wednesday, December 6, 2017
Scituate Maritime Center
119 Edward Foster Road

Commission Members in Attendance: Fran McMillen (Chairperson), Brian Cronin (Vice Chairperson), Brian Kelly, David Friedman, David Glancy, Michael LaRusso and Stephen Mone (Harbormaster)

Commission Members not in Attendance: Michael Gibbons and Keith Walo

Also in Attendance: Shawn Harris

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 11/1/2017 meeting, Seconded by David Friedman; Unanimous Vote (5 in favor David Glancy and Michael LaRusso abstained as they did not attend the November 1, 2017). Fran McMillen made a motion to approve the 10/04/2017 with changes, Seconded by David Friedman; Unanimous Vote (7 -0).

OPENING REMARKS: Fran McMillen

Fran opened the meeting by announcing that Fred Dauphnee had passed away and some of the attendees may be late because the line was extremely long at the service.

The letter regarding the South River dredging process was presented to the Selectmen. Shawn Harris said if we can focus on the benefit and the safety of the project we may be able to get things rolling a little quicker. Currently, they are still analyzing the material. David Friedman asked if we had an update on the status of the easement, David thought it had been at least two months and Fran thought the process had started back in August. Shawn said we have received permission from the Air Force to receive the spoils. It was discussed that the area to be dredged will start at marker #9 and go up to marker #2 this is considered a critical area. We still do not have the permits Stephen Mone explained or the funding; we need cash, permits and a place to dispose the spoils for the project to move forward. David wanted to know what happens if the area gets so bad no one can get in and out, Stephen Mone said still we would still need permits. Howie Kreutzberg (Edward Foster Road) asked when we will have the permits. Fran said he thought by the spring of 2018. It was discussed that we need to know where the material will go because this information has to be disclosed on the permit and that we could “gift” the spoils to the Airforce because they are compatible. We would need a “gift” letter in order to do this. Brian Cronin explained that you can only dredge a certain time of the year, Oct – Feb. Howie thinks that there might be alternatives to getting the dredging project completed. Fran wanted to know if we can do a permit using the Air Force even if we gift the spoils elsewhere, but Stephen Mone said if we do not use them we have to pay for another permit process. Fran said that the WWC is going to have to deal with the safety issue for the public for next year

because the dredging will not be done by boating season. Brian Cronin stated that Nancy is working with to get the permit; **he said he would invite her to the next meeting to provide an update.**

HARBORMASTER REPORT: Stephen Mone

Cole Parkway Marina Update

- The Cole Parkway Marina is broken down; fingers and docks have been moved over the last 3 days and are chained up at the Maritime Center.
- The de-icers were received and are currently in the office
- No issues with the piles, the engineer is very happy with the penetration and the result was that they could go in all areas. Currently, we are waiting for the Mass DEP and Army Corps of Engineers to respond. Once they respond, we can send out to bid, probably in the last week of January.
- The timetable is still on schedule for this year. The Department of Marine Fisheries is happy and the Army Corps said we do not have to do a 408 review. It has gone through Conservation, they are fine with everything
- All the Cole Parkway winter floats are chained up

David Friedman asked about the electricity being in place for the de-icers, Stephen said it is all set. We will use them when the weather gets colder. They are currently tied off with line onto cleats. They will be plugged into pedestals and they will operate like a dimmer meaning we will start with 20% then add more de-icers as the weather gets colder.

Brian Cronin asked Stephen if he saw any update design for the project, Stephen Mone said not yet. But he will distribute when he receives it. Once the design is done Stephen can release the RFP. The consultant will put the RFP together and help us analyze the feedback.

Stephen Mone wanted everyone to know that Al Bangert gave permission to add a lock with a code to the door to give people access to the Maritime Center in the summertime.

OLD BUSINESS

Financial Report

David Friedman said that he and Keith Walo went through the report independently and have set up a meeting with Nancy Holt to have her review the report with them. Stephen Mone provided David the budget he submitted to the Town Administrator and Town Accountant and it will be part of the financial review process. David said that at this point they have all the information they need. **David said they will have something for the next meeting.**

There was a brief conversation about the timing of next month's meeting and it was decided to move it to the following week. **Lianne will look into changing the date of the January 3rd meeting.**

Waterways Management Plan

Brian Kelly met with Brad Washburn, Director of Planning and Development, he is willing to help with the plan, but he wants to meet with the new Town Administrator before he comes to a WWC meeting. He will most likely attend the February meeting.

Asset/Service Consolidation

No update at this time.

Capital Plan

Stephen Mone wanted to know if anyone had any questions regarding the Capital Plan.

David asked about the 5 year plan that the town is carrying for Waterways. He thought there may be projections for capital needs that may not be necessary anymore. Stephen Mone said that Nancy provides him this information and that he has reconciled it. The information gets pushed out but does not drop off because it is a 5 year plan. A lot of items stay on for years but don't get addressed because something more important may come up.

NEW BUSINESS

Don Hourihan, Associate Member, called Brian Cronin about a dock that was floating around. There was a conversation about adding a placard with name and mooring number on all 10As so the Harbormaster could call the owner if it gets loose so they can retrieve it.

The Consultant had recommended that we raise the slip fees over the next few years. Fran said if we need money to dredge the South River this may be something we want to consider. Stephen Mone said people already committed for a certain amount so we cannot change the fees for next year. David said it is hard to determine which projects benefit which patrons, but it was discussed that fee increases should be tied to improvements. There was a brief discussion that fees for moorings are regulated by the State and that they are based on the cost to administer moorings and are not supposed to generate profit and that ours were increased 2 years ago. Fran explained that the WWC has retained earnings as a safety net, but cannot make a profit and suggested that once the financial documents are reviewed with Nancy we can **revisit the issue of increasing the slip fees.**

Election of Waterways Chairperson

A motion was made by Brian Cronin to re-elect Fran McMillen as the chairperson until a successor is named; Seconded by David Friedman (**5 in favor, Stephen Mone and David Glancy abstained from voting**).

Phyllis Karlberg (Hewes Road), stated that today was a wonderful tribute to Fred Dauphnee, and that she believed it was a true reflection on what Scituate Harbor is about.

There being no more business to discuss, a motion to adjourn was made by Fran McMillen at 8:03; seconded by Brian Kelly; Unanimous vote (7-0)

Respectfully submitted,

Lianne Cataldo
Recording Secretary

List of Documents:

- Agenda
- Meeting Minutes from 10/4/2017
- Meeting Minutes from 11/1/2017

Follow Up:

- **Next meeting, January 3, 2018 at the NOAA**

- **Brian Cronin to invite Nancy Durfee to next meeting to discuss Easement for South River dredging.**
- **Keith Walo and David Friedman to present Financial Review of Enterprise Fund**
 - **Revisit Slip Fees**
- **Fran McMillen to give review of duplicate assets in the Fire Department, Marine Patrol, and the Harbormaster Office**