

**TOWN OF SCITUATE, MASSACHUSETTS
WATERWAYS COMMISSION**



**MEETING MINUTES
Waterways Commission
Wednesday, December 6, 2023
6 PM
Scituate Public Library Community Room/Zoom/Hybrid
85 Branch Street**

Commission Members Present: Chair; Dave Dinneen, Dave Sincoski, Scituate Harbormaster; Stephen Mone, Howie Kreuzberg, Brian Kelly, Rick Murray, Brian Cronin, Associate Member; T.J. Malvesti, Associate Member; Kevin Norton, Associate Member; Steven Guard

Also in Attendance: Recording Secretary; Alicia Anthony, Scituate Police Officer Brendan McAuley, Selectboard Liaison Susan Harrison

Members Not in Attendance: Dave Haley, Mike Gibbons

Chair Dinneen called the meeting to order at 6:01 PM

Chair Dinneen read the Statement of commitment to diversity, equity, and inclusion.

Chair Dinneen asked for a motion to be made to accept the meeting agenda, which was made by Dave Dinneen, seconded by Brian Kelly, and voted unanimously in favor (7-0).

Roll Call Vote:

Brian Cronin (yes)

Dave Dinneen (yes)

Brian Kelly (yes)

Harbormaster Mone (yes)

Rick Murray (yes)

Howie Kruetzberg (yes)

David Sincoski (yes)

Chair Dinneen asked for a motion to be made to accept the Minutes from November 1, 2023, which was made by Brian Kelly, seconded by Howie Kreutzberg, and voted unanimously in favor (5-0-2) by roll call vote.

Roll Call Vote:

Brian Cronin (yes)

Dave Dinneen (yes)

Brian Kelly (abstained/wasn't present)

Harbormaster Mone (yes)
Rick Murray (abstained/wasn't present)
Howie Kruetzberg (yes)
David Sincoski (yes)

Correspondence

Chair Dinneen shared the agenda for the Economic Development Commission's upcoming meeting.
Chair Dinneen also shared the agenda for the Scituate Planning Board's upcoming meeting.
Brian Kelly shared that the Advisory Committee is meeting tomorrow night, 12/7, and will be reviewing the Harbormaster's budget.

Chairperson's Report

Chair Dinneen thanked the members of the commission that have been helping out recent tasks. He then congratulated the Scituate Police for getting the boat in the water and their new program is successfully underway.

Harbormaster Report

a. Updates

Harbormaster Mone reported that the Santa Clause event was very successful, with many visitors in attendance.

b. Woods Hole Group - Core samples taken 12/1/2023 and they will attend Jan 3, 2024 meeting

Harbormaster Mone shared that the Woods Hole Group has completed their sample analysis and have done the core samples. The samples have been sent out for analysis. Chair Dinneen asked how many cores the group took. Harbormaster Mone responded that 32 were taken. Chair Dinneen then asked how far down the group goes. Harbormaster Mone said that this depends on how far down they are and how deep the dredge is. Harbormaster Mone said based on what is found, the Army Core will inform him where to go from here. They will also be joining the Waterway's January meeting to keep the commission informed.

Old Business

a. Dock Boxes Update – Brian Cronin

Chair Dinneen reported that the working group; consisting of himself, Dave Sincoski, and Harbormaster Mone, went to the Select Board a couple of weeks ago and were advised to add detail to the amendment. The group has started a rough draft and would like to bring an approved document for a vote at the Waterway's January meeting.

Liaison Reports

a. Table until January 3rd Meeting

Liaison Reports to be discussed at the January 3, 2024 meeting.

New Business

a. Table until January 3rd Meeting

New Business to be discussed at the January 3, 2024 meeting.

Police Department Update – Brendan McAuley

Office McAuley shared the training plan has been outlined and the department will begin it tomorrow.

Financial Update - Brian Kelly

a. SBW Revised Payment Program

Mr. Kelly shared Scituate Boat Works Revised Payment Program document. He stated that the commission had effectively issues SBW, approximately 12 years ago, paid quarterly rent rates of about \$25,000. An override on their revenues was received and has since grow significantly. SBW filed for an extension when they purchased Monahan which impacted the commission. Mr. Kelly, Chair Dinneen and Finance Director/Town Accountant, Nancy Holt decided to request quarterly payments based upon the prior year. With that said, a \$40,000 payment is anticipated at the end of December in addition to their normal rent.

Mr. Kelly stated that the Harbormaster's budget showed a little understated which is a positive. He went on to say that its now waiting for Nancy Holt's final agreement and then will go to be turned over to the attorney to add an amendment.

b. Projected Budget FY25

Mr. Kelly then shared the Waterways budget from 2018 to the proposed FY25. He stated that he feels the proposed numbers are conservative and should go up. For future assumptions, Mr. Kelly is using 1.5% for annual revenue increases and 5% for annual expense increases. Salary increases as well as debt are also added in for future projections.

Mr. Kelly stated that once the two dredge projects are done, there will be a deficit as opposed to adding to retained earnings, so coming up with how to pay for this is necessary. It was said that retained earnings cannot be used for operating expenses so cutting expenses or increasing revenue are the only options.

i. Expense Outstripping Revenue - Insurance Increase 10% yoy. Capital Project Impacts

Mr. Kelly then shared a look at potential fee increases. By possibly increasing the Waterways user fee between \$25 to \$100, with approximately 1,377 boats currently contributing \$125, revenue could increase by \$35,425 to \$137,700. A 10% slip increase could generate an additional \$70,500. Increasing Mooring fees from the current \$8/foot to \$9/foot would increase revenue about \$13,000. Dave Sincoski asked what surrounding towns current Waterways fees are in comparison to Scituate's. Mr. Kelly shared that he primarily looked in to what the maximum fee could be, to find out that there wasn't a cap for this. Mr. Kelly then added that he is aware that most of the neighboring towns don't have the fee. Charging boaters who trailer boats a fee was mentioned.

Scituate Resident, Dave Dauphnee, of 356 Clapp Road, suggested looking at all possible sources of revenue that could be had. He went on to mention areas of town that are expected to attract additional kayakers may be places to set up parking fees.

i. Dredging - Harbor and Rivers

c. Harbormaster Building

Mr. Kelly will wait until dredging projects are funded to discuss the Harbormaster Building.

d. Maritime Marina Buildout

Mr. Kelly will wait until dredging projects are funded to discuss the Maritime Marina Buildout.

e. Discuss New Revenue "buckets" - Usage fee, mooring increase (find surrounding towns), slip increase

A working group to look in to fee increases and implements was created. These are to include dingy fees, parking lot fees, stickers on trailers, as well as any other sources.

Rick Murray, Brian Cronin, Dave Sincoski, Officer Brendan McAuley(?), and Dave Dauphnee(?) agreed to work together. Brian Cronin will be the group's main contact

Waterways Schedule for 2024

The draft meeting schedule was looked at by the commission. There were no objections.

Participants Q&A

There were no questions from participants.

Chair Dinneen asked for a motion to adjourn the meeting at 7:07 p.m., which was made by Howie Kreutzberg, seconded by Harbormaster Mone, and voted unanimously in favor (7-0) by roll call vote.

Roll Call Vote:

Brian Cronin (yes)

Dave Dinneen (yes)

Brian Kelly (yes)

Harbormaster Mone (yes)

Rick Murray (yes)

Howie Kruetzberg (yes)

David Sincoski (yes)