



**MEETING MINUTES**  
**Waterways Commission Meeting**  
**Wednesday, September 5, 2018**  
**Maritime Center**  
**Edward Foster Road**

**Commission Members in Attendance:** Brian Kelly; Michael Gibbons; David Friedman; Stephen Mone, Harbormaster; David Glancy; Craig Rosenquist; Tucker (James) Patterson; Howie Kreutzberg; David Sincoski;

**Commission Members not in Attendance:** Steve Guard

**Also in Attendance:** Fran McMillen; Brian Cronin; Michael Lorusso; David Haley; Fire Chief John Murphy.

The meeting was called to order by Brian Kelly at 7:01 PM.

**OPENING REMARKS: Brian Kelly**

Brian Kelly thanked the former Commission members for their service and Frannie and Brian for taking on the responsibility of Chair and Vice Chair.

**REORGANIZATION OF BOARD, VOTE CHAIRMAN AND VICE CHAIRMAN**

Brian Kelly asked if anyone was interested in Chairman. The Commission nominated Brian Kelly.

**A motion to nominate Brian Kelly as Chairperson was made by Howard Kreutzberg; seconded by Mike Gibbons; Majority Vote (8-0) Brian Kelly abstained.**

Brian Kelly nominated Howard (Howie) Kreutzberg to be the Vice Chairperson.

**A motion to nominate Howie Kreutzberg as Vice Chairperson was made by Mike Gibbons; seconded by David Friedman; Majority Vote (8-0) Howie Kreutzberg abstained.**

Brian Kelly explained that the offices will be held for a year and it is good to have different people on the Commission hold positions.

**David Friedman made a motion to approve the agenda, seconded by Howie Kreutzberg; Unanimous Vote (9-0).**

**Brian Kelly made a motion to approve the minutes from the July 11, 2018 meeting, with corrections, seconded by Mike Gibbons; Unanimous Vote (9-0).**

### **HARBORMASTER REPORT: Stephen Mone**

- Want to replace the fencing around the dumpster at the Maritime Center, but the estimate came in higher than what the Town wanted to spend so Kevin Kelly is going to supply more fence companies for Stephen to contact.
- Recent grant from the Seaport Economic Council was granted to Scituate and Marshfield for \$550,000 for dredging. Scituate has the money to match (\$275,000) but, Marshfield has to go to the Special Town Meeting. The grant will take care of Area A and the money will come from the Waterways Enterprise Fund.

*David Friedman asked what the total cost of the project was and Stephen said the \$1.1 M will pay for Area A in the South River and that he is hoping it will happen in October of this year.*

*David Sincoski asked how Marshfield will get the money by October, Stephen Mone said he did not know.*

*Mike Gibbons asked when the channel marker ( #2) in the South River would be replaced, Stephen Mone said it is Federal Aid project to replace and it is not a priority for them, but Stephen has informed them that it is important to the Town of Scituate that it is replaced.*

### **Cole Parkway Marina Project**

- Met with the gangway people today and went over details and there were a few minor changes to the design.
- The project is still in the permitting phase, waiting for one final permit which is in litigation, but there is progress.

With the delay of the permit (MA DEP), the project will probably happen the beginning of next year. We will dismantle the docks and tie them off and run deicers like we did last year. The electrical issue should not be an issue this year.

*David Friedman said he liked the new sign that was replaced when you come into the Harbor.*

*David Friedman asked how the banding went. Stephen said he halted it and will show the Commission the new system next meeting (GIS).*

*Mike Gibbons asked about the new river boat, Stephen said we lost a boat during the storm (Hurricane Riley) we replaced the boat with a 16 foot inflatable, set up with two radios and it will be kept down the river at the Herring River Marina.*

*Fritz Dang (1 Gridley Bryant) Stated that the Cole Parkway parking issue has to be addressed. During the two weeks of the summer, the Carnival and Heritage Days, the harbor get inundated and there is no place to park. The slip holders pay a lot of money, and they should allocate spots for boaters to park for those two weekends. When we have our grandchildren, it is very hard to find parking that is close. Would like the police department to be involved and **would like to discuss further at another meeting.***

*Mike Gibbons said it is even tough on the regular weekends to find parking.*

### **Pump out Boat**

- Stephen put in for a new replacement pump out boat with the CVA; they would pay 75% we pay 25%, we are on the list for next year as long as the plumbing is in place. The price is approximately \$75,000 and they would give about \$56,000. It would service Scituate Harbor.
- Stephen also discussed servicing the rivers as well, one plan would be to take the existing pump out boat and put it on a mooring at the river as an electric self-service pump out boat. The harbormaster staff would service it once a week. Stephen said he does not want to do a flag system due to the liability of scratching someone's boat, because the boat would be empty.

*Brian Cronin, (5 Dartmouth Street) said the self service is a big step down and we should try to provide better service. If the Town of Scituate does not want the liability we should find another company to do it.*

*Mike Lorusso (10 Roberts Drive) added that we have capacity at the harbor to pump out.*

Howie Kreutzberg asked if the existing boat is in operation, Stephen said we spend \$2,000 on the engine, the fuel line was recently fixed, flapper system inside the pump had to be replaced (Stephen replaced the parts) and the safety switch broke last night but has been fixed. It is a 30 year old boat, but is currently operational.

*Howie Kreutzberg said can we provide the service on the river on the weekends, but Stephen said it is weather dependent and people at the Harbor would need it on weekends too.*

*Mike Gibbons thought the current is too strong for a self-service and at a minimum you would need to add a dock.*

*David Friedman said could you man it with a seasonal employee so it is not self-serve.*

It was discussed that Marshfield had a pump out station in Green Harbor, only.

*Howie Kreutzberg asked about other pump out boats that were serviced by CVA in Scituate, but it was unclear how many existed.*

*Fran McMillen (9 Bailey Road, Cohasset) said that the demand is high, but people have given up on the flag system.*

*Mike Gibbons asked if you would get money (reimbursement) from CVA for labor if you took over the service, Stephen said yes.*

*Howie Kreutzberg said we have 2 pump out boats so everyone should be serviced.*

*David Sincoski asked if the situation had been discussed with Marshfield and **Stephen said he plans on talking to them.***

Stephen said the plan is to use the existing boats and Fran McMillen is the back up if one of the boats is not operational. Next year the plan is to acquire a new boat, should be by July 1<sup>st</sup>.

*Chief Murphy said that there a new marinas in the north river could that be an option.*

## **OLD BUSINESS**

### **Letter to the Town Administrator regarding Stephen Mone**

Brian Kelly introduced a letter he wrote on behalf of Stephen Mone. He said he would like a vote from the board to approve the verbiage and then he will hand deliver it to the Town Administrator.

*David Glancy suggested adding the Harbormaster's staff to letter.*

**Brian Kelly made a motion to send the letter with the addition of the suggested wording to include the staff; David Freidman seconded; Majority Vote (8-0) Stephen Mone abstained.**

### **Finances Update: Brian Kelly**

Nancy Holt had provided finances to the Commission. Brian scanned the documents and converted them to Excel. However, the revenue side did not scan properly and it will have to be keyed in manually.

Overall, revenues are up about 15% -16% and expenses are slightly down. The Commission originally thought the budget would be negatively impacted in FY20, but Brian thought we should be able to move into 20 without a problem. He wants to make recommendations once we are able to overlay the capital plan.

Stephen Mone said that his office is getting ready to send out slip deposits requests and asked that if we plan on increasing the fees, we could add language to that effect into the

letter. We could refund the money if people leave due to the increase. Brian Kelly said he liked the wording of “Potential Increase.”

Brian Kelly suggested making a motion to have the board consider changing the verbiage in the deposit letters in case of an increase in slip fees.

*David Haley asked if you should provide a range of the increase, but Stephen Mone did not want to give any numbers.*

*Craig Rosenquist and David Sincoski didn't think it made sense to add verbiage if we were not sure if there was a need to increase the fees.*

*Howie Kreutzberg said revenue is up and expenses are down so we may not need to increase the fees.*

*Mike Lorusso (10 Roberts Drive) said the consultant recommended increasing the slip fees 30%.*

*David Sincoski said should we have more transient slips because we make a good money.*

*David Friedman said we are encouraging people to tell the harbormaster if they are going away so we can use their slip to produce additional revenue.*

*Brian Kelly said that the Commission has to analyze the revenue more closely to see if it is a trend or just a spike.*

*Bob Marchese(63 Cobb Lane) asked about moving the final payment earlier than April 15 because of taxes.*

There was a discussion on whether or not to change the language in the slip deposit letter.

Brian Kelly asked when the letter was going out, Stephen said they are going out October 1<sup>st</sup> which is before the next Waterways meeting and that the deposit was due on November 15<sup>th</sup>.

*David Sincoski said we have not done our due diligence with Marshfield and thought we had some work to do first to figure out if we need to increase the fees.*

The Commission decided to write a draft of the language and that a motion was not needed.

**Mike Gibbons offered to write a draft of the new verbiage for the slip deposit letter.**

## **NEW BUSINESS**

### **Comprehensive Dredge Plan of all Scituate - Waterways Discussion**

Brian Kelly said that we had multiple permits that have lapsed. We are looking at dredging for the Maritime Center, Mill Wharf, the Herring River, Lobsterman's area and the North River. The permits have expired so the best solution is to come up with permits for the two locations: Scituate Harbor and all the rivers and have them renew on the same date.

Stephen Mone said he would like a consultant to put together a comprehensive dredge plan for the harbor and the rivers, that way we would be able to dredge when needed. If they are considered shovel ready you have a better chance getting funds.

*Craig Rosenquist asked how long the permits are good for, Stephen said there are different parts that expire within the permit*

*Craig Rosenquist asked if we would have to start from scratch and Stephen and Mike Gibbons said yes.*

*David Sincoski asked about the permit cost and Stephen said that it was approximately \$100K for the consultant and project.*

*Howie Kreutzberg added that if we dredge certain areas we could add more slips and increase revenue.*

*David Friedman asked about having them all expire at the same time and Stephen Mone said if we apply at the same time they should be on the same time schedule.*

**Brian Kelly said that Stephen should start the process of selecting an engineering firm to start and this will be an ongoing process.**

*David Haley asked about dredging work related to the commercial fishing fleet, can we fast track with the Army Corps of Engineers, the Commission didn't think so. He further asked what the time frame would be and the Commission thought a minimum 2 or 3 years; Stephen thought maybe 18 months.*

*David Dauphinee, South Harbor, said that he is concerned that once the pilings are in the harbor that boaters are going to lose the ability to move one way or the other and it will become more difficult to try to negotiate the corner.*

*Chief Murphy suggested talking to Norwell and Marshfield regarding sharing of the permit costs.*

### **Update Dinghy List Process:**

A request from Mike Bearce was made to make the dinghy process the same as the Town slip process. Mike has been working to assign them and the list is old and addresses and

phone numbers are not valid. He asked if we could do away with existing dinghy list and make a new process that would mirror the slip process.

*Brian Kelly asked how many people were on the dinghy list, Stephen said Mike would know.*

*David Friedman asked how many spots available.*

***Mike Gibbons said the Mike Bearce wants to do a public notification. This would be something that would go into effect next year.***

*David Sincoski asked if the slip list was public, Stephen said it was not published. Stephen said you can come in and look at the book.*

*Craig Rosenquist thought that making the dinghy list like the slip list would work.*

*Mike Gibbons asked how should we notify people on the current list to make it fair – he thought that people who were on the current list should get the first option and that this should only be in effect for the first year.*

**David Freidman asked Stephen to provide the number of people on the existing list for the next meeting.**

Bob Marchese (63 Cobb Lane) who owns a dinghy, said he agreed with the suggested process.

### **Memo of Understanding with Marshfield – Waterways Discussion:**

Howie Kreutzberg said there has been suggestions about working with other towns. Howie said we worked on a memo of understanding in years past to develop a better relationship with surrounding towns specifically the Town of Marshfield.

Howie passed out a proposed MOU that included a mission statement and topics that Scituate and Marshfield share common interests in. Howie suggested we go back and look at the MOU and try to make an agreement with Marshfield.

*David Friedman asked if we had tried in the past unsuccessfully and Stephen said that Scituate wrote it, Marshfield (Town Council) changed it and it never went forward from there. We need to start over because both commissions were interested in having it.*

Maybe we can add Norwell and Cohasset if it is successful with Marshfield. Howie said we have to go back to see where we left off and asked Dick Eckhouse if he had the original draft.

*Dick Eckhouse said that four people participated originally, the two chairmen and the two harbormasters and they all were in agreement.*

**Howie Kreutzberg said he would work on the project and Brian Kelly and Mike Gibbons offered to help.**

Brian Kelly asked if there were new business issues.

***Fran McMillen said he had the original MOU.***

Mary Jenkins (22 Sunset Road) said that she is in the process of selling a parcel of land on First Cliff to the Town (CPC) and that she is going in front of CPC to present. The price was originally \$4M and now it is \$1M. The land connects to town land and she is working with the NOAA and Wildland Trust, who holds the conservation restriction. She said that she is the third generation on this property and that they are paying taxes for a lot of land, 600 feet of the beach is privately owned and she feels it is time for the Town to purchase it. CPC has the current application and she thought most people have heard about it. The plan was put together with a conceptualized walkway that would open up the area. We have hundreds of people walking out there and it would be nice to give them a destination. The long term plan would be to get them off of Edward Foster Road and have them walk behind the marsh. She said she was looking to get on the agenda for the next meeting in October to present.

*Brian Kelly asked if she was looking for a letter from the Commission directed to CPC, she said yes.*

*David Friedman asked if the land was buildable, she said marginally. Mary said she could provide the CPC application so the Commission can come up with questions.*

There was no objection from the Commission to add to Mary to the agenda, as it is part of the harbor walk project.

*Fire Chief Murphy said the long term goal was to have this walk way added.*

**Mary will get the information to the Commission ahead of time.**

John Tedeschi (1 Jericho Lane) wanted to introduce himself as he is starting the process of aquaculture in the Town of Scituate. Brian said the Waterways Commission recommends to the Board of Selectmen and they make decisions about aquaculture. We have had farmers come in and present in the past. We are in the process of trying to decide if we are the right board to handle it or do we need to form a Shellfish Commission going forward. We also discussed hiring a consultant to research the areas that are viable in Scituate.

***He would ultimately be looking for a letter of support, Brian Kelly said it would be awarded by the Town.***

*Stephen Mone asked him to read the rules and regulation for shell fishing in Scituate to start.*

**Brian Kelly proposed that we add this to the agenda for the November meeting.**



**David Friedman said the proposed budget will be happening soon, so we need to talk about the detailed financials at the October meeting.**

Brian Kelly and Mike Gibbons welcomed the new members

**Next Meeting: October 3, 2018**

**There being no more business to discuss, a motion to adjourn was made by Brian Kelly at 8:54 PM; seconded by David Freidman; Unanimous vote (9-0)**

Respectfully submitted,

Lianne Cataldo  
Recording Secretary

**List of Documents:**

- Agenda
- Meeting Minutes from 7/11/18
- Proposed Memo of Understanding
- Draft letter to James Boudreau on behalf of Harbormaster
- WWC Financials

**Follow Up:**

- **Mike Gibbons offered to write a draft of the new verbiage for the slip deposit letter.**
- **Stephen Mone to start the process of selecting an engineering firm to start and this will be an ongoing process.**
- **Brian will send out excel spreadsheet which will allow the Commission to manipulate the financials.**
- **Stephen Mone to provide the number of people on the existing Dinghy list**
- **Memo of Understanding with Marshfield (Howie, Mike & Brian)**
- **Mary Jenkins to send documents regarding selling of land**

**On-Going Outstanding items:**

- *Brian and Fran are sending final Slip Contract to Town Council for review.*