

Minutes

**Public Facilities Committee
Gloucester High School Guidance Department Conference Room
Leslie O. Johnson Rd.
Gloucester, MA 01930
September 18, 2012**

Present: Patti Page, Phil Cusumano , Cate Banks and Jim Caulkett

Also Present : Jeff Amero

Chairperson Banks opened the meeting at 6:00 P.M.

Item One: Transient Mooring request by Mr. Jeff Amero: Mr. Amero asked the committee to put his request on hold while he investigates his options.

Item Two: Inner Harbor mooring grid engineering proposal : The Proposal from CLE Engineering was reviewed by the committee. All agreed that, since it covered what we expected and that the quote fell below the amount voted by the Board, pending the review by Operations, Finance/Safety, the contract should be signed and submitted to proceed.

Item Three: Review transient vessel surveys : A total of eight survey forms were received. The committee worked together to input the results into a spreadsheet. Cate Banks offered to work further on creating a summary document to present to the Board at the October meeting. Copies were forwarded to the Harbormaster's office to be distributed to the board members.

Item 4: Review of Chapter 91 licenses One Chapter 91 license application was presented by Jim Caulkett for a property on Eastern Point. Conditions of this license are a mitigation fee to be paid. The committee asked Jim to make a note to track that this fee is paid if the license is granted.

Item 5: Review of amendments to mooring permits One amendment to permit was presented from a permittee wishing to reduce their vessel size on their mooring in the Mill River. The committee asked Jim to have a look to see if a new mooring could be created for a smaller vessel as a result of the space now available.

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Item 6: Prioritizing Projects The committee reviewed an e-mail communication from Chairman Gross regarding all the tasks that are, and should be, on the table for the WWB. His request was that we look at a preliminary list of tasks and responsibilities that he outlined and not only add others that should be on the list but also try to determine if specific tasks/responsibilities fall to specific committees. He also requested that we work toward having the Board prioritize the tasks with timelines. Cate Banks presented the committee with her concept of the division of responsibility, prioritization and the beginnings of a breakdown of things needing to be done under each item on the list that Chairman Gross had presented. Discussion followed. Three items were added to the list. Banks asked the committee members to give this more thought for a discussion with the Board at the next meeting.

Item 7: Continuing and other business Jim Caulkett will bring items before board

Meeting Adjourned at 8:00 P.M.

Respectfully submitted,

Cate Banks