

Agenda
Waterways Board
Operations, Finance and Safety Committee
First Floor Conference Room, Gloucester City Hall
Wednesday, August 17, 2016, at 4:00 PM

Attendees: TJ Ciarametaro, Chad Johnson, Bob Alves and Dave McCauley
In Attendance: Val Gilman, Cate Banks, Phil Cusumano, Peter Souza

Oral Communications

- City Councilor Val Gilman requested and received confirmation of revised “Diver Flag” order.
- Peter Souza requested clarification on the proposed return date of the Adventure to Maritime Gloucester following the National Grid cleanup.

Elements and Funding for Solomon Jacobs Project

- The Harbormaster expressed concern regarding vague sections of the HM National Grid-Solomon Jacobs lease agreement and the pending rent increase for next year.
- OFS Chair expressed frustration with the intermittent attention given to the Harbormaster complex building planning over the past few years and the absence of a funding plan for any design. The financial pressures may force a return to the previous status of a smaller HM office footprint and the sub-leasing of space to defray the cost of the rent. These matters should be raised at the full WWB meeting.
- TJ Ciarametaro noted that, due to the closing of the HM dockage area, there is a search for temporary launch dockage though 1st half of September

FY2017 Budget Review: Proposed Account Adjustments

The HM and Assistant HM, in their continuing review of past practices in the HM office urged several changes:

- Storage vs Lease: 60% of HM storage requirements are leased and the goal should be a city owned HM storage facility. We are also losing storage space under the building. TJ recommended purchasing, HM storage shed (potential cost \$3-5K). It was suggested that high school vocational school participation could dramatically mitigate costs.
- Safety Concerns: No wake buoys - approximate costs - \$1,000 per buoy/gear
- A broken antenna and faulty radio interfere with communication among HM staff patrols and transient mooring reservations. Fixing this could cost \$800.
- The Parker needs a complete electronics overhaul which could cost up to \$5000.

- Tool Inventory: there are miscellaneous tools, including a chain cutter, which may cost up to \$1200
- Mooring Chain: barrels of mooring-chain - cost approaching \$3500.

OFS agreed that the purchases were necessary and cost-effective and asked for better figures but approved the most urgent expenditures using the FY 2016 retained earnings.

In other matters:

- Software management - 50% of legacy files have been uploaded to Lotus 123. Once data entry is complete, Lotus data will be transferred to a newly sanctioned system software management solution
- Dockwa: The HM Office will contact Dockwa regarding transient-reservation software in time for implantation in the next boating season
- Admin: Because of the volume of traffic and phone calls, TJ recommended that an admin be added the HM staff
- Pay Scale: The HM office asked for a review of the salary structure to eliminate oddities and better define job differences and urged salary increases in certain areas to reach the \$16 to \$20 range.
- Account Management: HM Office estimated a possible 20% revenue lost due to deficiencies in the management of available transient moorings, misplaced boat excise taxes, mooring fee and 10A /1091 documents. These items are top priorities.

Discussion of Matters received from WWB

The WWB requested an OFS motion on possible fee increases to be taken up at the next WWB meeting.

- Inclusion of launch fees in transient mooring fee:
 - After thorough discussion TJ Ciarametaro, Chad Johnson, Bob Alves and Dave McCauley agreed with the WWB suggestion to increase transient mooring fees to \$40 per night which will now include use of the launch service. On a motion by Bob Alves, seconded by Dave McCauley. Motion Passed.
- Review of 10A float permit fees:
 - After detailed discussion including 10A float fee history since 2011 by Cate Banks, TJ Ciarametaro, Chad Johnson, Bob Alves and Dave McCauley all agreed with WWB suggestion to increase 10A float permits fees from \$.50 to \$1.00 per square foot. On a motion by Dave McCauley, seconded by Bob Alves. Motion Passed

New Business

- **No-Wake:** Bob Alves noted that allowing boats of all sizes to race through the Ten Pound Island and SE Harbor mooring fields unrestricted neglects the safety, comfort and wellbeing for both transient and local mooring holders. Bob Alves referenced all surrounding harbors place no-wake buoys, as is the case in Jones's Creek, sporadically around mooring fields to remind boaters to slow down-head-way speed. Chad Johnson noted the cost and lack of staff to enforce the mooring no-wake zone. Bob Alves referred to the no-wake buoys as a means to enforce while acting as a reminder without the need for added oversight, as is the case in Jones's Creek, allowing HM to focus on other urgent matters. No decision was reached.
- **Additional Moorings:** As a means to increase required income, Bob Alves noted the opportunity to add more local and transient moorings to SE Harbor. In doing so the WWB would witness annual increases in revenue via additional mooring-permits fees, boat-excise tax, launch service revenue, etc. Bob Alves recommended placing an ad in the GDT's referring to the available mooring opportunities together with existing \$100 seasonal launch service. Following the same cause Bob Alves also suggested a one-time offer to those upon 10lb and Wonson Cove mooring wait-list the opportunity to accept a mooring on the marginal-line between the edge of the above two mooring fields and beginning of SE mooring field on or before Spring 2017. Secondly offer the historically unsatisfied mooring-holders on the outer reaches of SE Harbor mooring field the opportunity to move their moorings in towards the edge of the above mentioned mooring zone given to those who were on the Wonson and 10lb Island waitlist. Upon consolidation of the mooring-fields to those seeking safe harbor, the WWB could discuss moving (June-Sept) the no-wake channel buoys located at the immediate entrance to the inner-harbor to approximately 100 yards south (towards the breakwater wall) of 10lb Island. Doing so would protect those who seek a safe mooring field environment allowing swimming, overnight opportunities, etc.
- TJ Ciarametaro noted these and all other matters regarding mooring fields are on his priority action-item list and would reach out to the WWB and Subcommittee's for assistance immediately after Labor Day.
- **Private Moorings:** As another source of income Bob also referred to last year's WWB presentation by Joe Borland representing "Friends of the Harbor" regarding increasing the number of transient moorings without incurring cost. Per the WWB suggestion Joe presented specific verbiage changes allowing the HM the ability to use temporarily unused private-moorings as temporary transient moorings hence the ability to charge approximate \$40 launch-fee. The presentation also pointed out every South Shore/North Shore in addition to New Bedford HM mandates mooring inspections which in this case places the liability upon the Mooring Company. TJ Ciarametaro thought this was a good idea and has and will continue to reach out to neighboring HM to inquire to best-practices and compliances.

- Kayak Racks: TJ noted the possibility of placing kayak racks at the public landings at Lanesville, Dun Fudgin, Rocky Neck and County Landing on Stacy Boulevard was also discussed.

Several matters were referred to the next OFS meeting. A meeting will be set for late September, due to the Chair's absence.

- Funding for additional transient moorings
- Cost and funding of an additional admin
- Additional Revenue Opportunities

Minutes prepared by Bob Alves, Secretary, and David McCauley, Chair OFS