

MINUTES  
**Waterways Board**  
**Habormaster's Office**  
**19 Harbor Loop**  
**Gloucester, MA 01930**  
**January 2, 2018**

Present: Chairman Anthony Gross, Liam O'Connell, Harbormaster TJ Ciarametaro (HM), Deputy Harbormaster Chad Johnson, Peter Yung, Mark Lacey and Phil Cusumano

Absent: Karen Tibbets

Guests: John Vigilante of Mooring Info Computer Program, Joe Boreland and Cate Banks

Recording Secretary: Robin McQueen

Chairman Gross opened the meeting at 18:00

**Presentation by John Vigilante of Mooringinfo Computer Program:** A detailed presentation by John Vigilante outlined the benefits of their company's assistance using Mooringinfo's innovative technology. This technology assists harbormasters with their safety, security and administrative needs such as dockage management, safety and security, financial matters and communication. Mooringinfo is currently working with 68 harbors in the following states; NYC, CT, MA, RI and Maine. Their technology manages the following:

- Harbor Status Dashboard
- Property, Contact and Vessel Management
- Online Credit Card Payments
- Financial Reporting and Payment Reports
- Inspection Status of Mooring Equipment
- Marina Management Tools
- Email Broadcasting and Alerts
- GPS Charting with Chart Overlays
- Wait List Management
- Schedule Transients and allocate dockage

The Board had questions which included:

- Training: The first year is free which includes 5 trainings. The first 3 are on site and the other 2 are on "Join Me", an online training video library.
- Data Ownership: Gloucester would own the data, i.e., if we choose to leave Mooringinfo, data would go to Access or Excel.
- Set up of Program: Twenty hours of time is allocated to set up the Harbor. If 20 hours are not used, it would be allocated to the next year. In addition, support is not directly taken out of the hours.
- System Tracking: Ability to tie into Town Hall regarding revenue issues concerning back payments, sophisticated emailer, i.e., can determine if email was opened, and an integrated credit card processing system.

The board thanked John for his presentation and will contact him with their decision to move forward.

John's presentation ended at 19:00 hrs.

**Oral Communications:** Joe Boreland of Rust Island suggested rent of non member moorings for transient use. This would aid in lost revenue. Will call Wareham in regard to new gear every 4 hours. Need DB in system. Self inspection vs. certified inspection.

**On a motion by Tony Gross to Approve the October 3<sup>rd</sup> Minutes:** Mark Lacey made a motion to accept the December 5, 2017 minutes and the PNF Operations and Finance Draft of 3/3/17. Seconded by Phil Cusumano. All in favor.

**Changes made to Article 4 Section 4 Seasonal Tie-ups of Dinghies and Auxiliary Vessels:** Mark Lacey accepted changes to Rules and Regulations as listed; Season 4/15 – 10/15, \$25.00 per day; Sep 15 – Nov 1. This was seconded by Peter Yung. Extra 15 days to get it off, 15 days to vacate. The second part to go before City Council. It was noted that 1052 G for assessment is not part of motion. All in favor.

**Increase Mooring Fees:** There was discussion of local and comparable ports and it was found that Gloucester was way below what is currently being charged. A motion was made by Tony Gross and seconded by Phil Cusamano to increase the mooring fees by \$2.00 from \$6.00 per foot for residents and taxpayers to \$8.00 per foot and from \$8.00 per foot for non residents to \$10.00 per foot. All in favor.

### **Harbormaster Report:**

#### Processing payment

Took list off floats, almost completed.  
168 out of 680 individuals have not yet paid. After this Friday, a \$50.00 late fee will be charged and 1 week of grace to get on wait list.

#### Issued Mooring

16/17 new or reissues in all other areas.

Vacancy in SE Harbor, now that we have a launch. 25 – 30 ft, issued 22 in 4 days. Increased revenue in moorings. 30 moorings to issue. New spots, find one, issue one. Smith Cove 1 – 2 given up.

**Subcommittee Reports: Operations, Finance and Safety and Public Facilities:** Mark Lacey made a motion to accept the above, which was seconded by Phil Cusamano

**Discussion items that were not reasonably anticipated by the Chairperson, in accordance with M.G.L., 30A, Sec. 18-25:** None.

**Adjourn:** At 19:25 on a motion by Peter Yung, seconded by Peter Liam O'Connell. All in favor.

Respectfully Submitted,

Robin McQueen  
Waterways Board Recording Secretary