

MINUTES  
**Waterways Board**  
**Harbormaster's Office**  
**19 Harbor Loop**  
**Gloucester, MA 01930**  
**November 14, 2017**

Present: Chairman Anthony Gross, Liam O'Connell, Harbormaster TJ Ciarametaro (HM), Jim Bordinaro, Peter Yung, Mark Lacey, Steven LeBlanc (City Council), Phil Cusumano and Russell Sherman

Absent: Deputy Harbormaster Chad Johnson and Karen Tibbets

Guests: Cate Banks, Richard Bennett

Recording Secretary: Robin McQueen

Chairman Gross opened the meeting at 18:00

**Oral Communications:**

None

**On a motion by Tony Gross to Approve the October 3<sup>rd</sup> Minutes:** Phil Cusumano made a motion to accept the October 3<sup>rd</sup> minutes. Seconded by Mark Lacey.

All in favor.

**Harbormaster Moorings survey report and assessments:** HM Ciarametaro reported that the second pull assessment is 2/3 completed. The goal is to have 2 completed per season. Thirty discrepancies were found in the inner harbor and 4 left when resurveyed. This is out of 260 assessments.

**Season End HM Report:** The staff has been noted as very professional by Marinas.com and is one of the top 10 areas to visit by sea. Now at 4 Stars (was at 2). Continue to coast pilot, sail NE. Budgeting deficits. Cape Anne Marina \$120.00 an hr. in revenue. Fees haven't been reviewed recently and this needs to be addressed.

HM Ciarametaro reported that he was approached by an IT professional who formally worked for Oracle. This IT has developed a product (which is not an Oracle product) and HM Ciarametaro will be attending a meeting on the 28<sup>th</sup> of this month. This product will streamline the outdated system now in use. This system will get permit purchasing online and will put this department in compliance for law enforcement such as logs, accidents and weather. In addition, it is used by the Coast Guard. There is a \$500.00 fee for installation and \$4.00 – 6.00 per permit; an estimate of \$6,500.00 per year. This will be electronic except for the mailing of stickers.

HM Ciarametaro reported that an Endicott College intern, who is in the Homeland Security program, has been working with his department. Intern, Mike Genese, is here for another 3 weeks. Mike's interning has been a great help to the department and recommends that we form a partnership with Endicott with a stipend.

The Shellfish Department is now housed in under the Harbormaster's office and will report to the HM. It remains funded off the general fund.

The HM's office now employs a 20 hour/week Administrative Assistant and has budgeted for a 40 hour/week position in the new year.

**Launch season pass fee and 10Afloat penalties referral to OF&S:**

**Mud Flat Mooring: HM recommendations for language change:**

There was discussion of mud moorings deeded to property owners and letting a 2<sup>nd</sup> party use mooring. From this day forward, if property is sold, 2<sup>nd</sup> party no longer has legal use as it is deeded to the new owner.

Article 4 Section B revised language to take effect on December 5, 2017.

Jim Bordinaro made a motion to accept. Chair Gross added a revision. Seconded by Phil Cusumano with revision.

All in favor.

**Vote for retained earnings expenditure: \$8,500 for new HM work boat:** The current work boat is a 1956 Boston Whaler with a 14 year old engine and is worth nothing. The HM proposed that a 2005, 18 foot Carolina boat with a 115 Yamaha be purchased for \$8,500.00 This boat belonged to the Annisquam Yacht Club launch. Jim Bordinaro made a motion to accept HM's recommendation. Seconded by Mark Lacey.

All in favor.

**Discussion items that were not reasonably anticipated by the Chairperson, in accordance with M.G.L., 30A, Sec. 18-25.**

**Adjourn:** At 19:00 on a motion by Jim Bordinaro, seconded by Peter Yung.

All in favor.

Respectfully Submitted,

Robin McQueen  
Waterways Board Recording Secretary