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**TOWN OF JAMESTOWN  
HARBOR COMMISSION**

Minutes of the January 13, 2015 Meeting of the Jamestown Harbor Commission  
*Approved:*

A meeting of the Jamestown Harbor Commission (JHC) was held Wednesday, January 13, 2016 at the Jamestown Town Hall, 93 Narragansett Avenue, Jamestown, Rhode Island.

**I. CALL TO ORDER AND ROLL CALL**

Chairman Cain called the meeting to order at 7:00 PM with roll call:

Present:

David Cain, Chairman  
Bruce Dickinson, Commissioner  
William Harsch, Commissioner  
Clifford Kurz, Commissioner  
Joseph McGrady, Commissioner  
Wayne Banks, Commissioner

Absent:

Dan Wurzbacher, Commissioner  
George Souza, Conservation Commission Liaison

Also in attendance:

Chief Edward Mello, Executive Director  
Kim Devlin, Harbor Clerk & Recording Secretary

Chairman Cain welcomed the new Harbor Commissioner, Wayne Banks, to the Jamestown Harbor Commission.

**II. APPROVAL OF MEETING MINUTES**

**A. Monday, December 7, 2015**

Chairman Cain amended the minutes of the December 7, 2015 meeting as follows:

Page 1, Item II. New Business (A): "Chairman Cain asked if it would be possible to have a marine surveyor present to make a cursory survey."

Commissioner Harsch moves to accept the minutes of the December 7, 2015 Jamestown Harbor Commission meeting, Commissioner Dickinson seconded. So voted; (4 ayes, 0 nays, 1 abstention (McGrady)).

**B. Wednesday, December 9, 2015**

Commissioner Harsch moved to approve the minutes of the December 9, 2015 Jamestown Harbor Commission meeting. Commissioner Dickinson seconded. So voted (4 ayes, 0 nays, 1 abstention (McGrady)).

**III. OPEN FORUM**

**A. Scheduled Requests to Address**

No Scheduled requests to address.

**B. Non-scheduled Requests to Address**

No Non-Scheduled requests to address.

**IV. EXECUTIVE DIRECTOR MELLO'S REPORT**

Executive Director Mello reported that an email was sent detailing adjustments made to the survey of the Freedom 21 Harbormaster vessel, which is scheduled for delivery tomorrow. Executive Director Chief Mello made arrangements with Gary Burdick, an Evinrude dealer in Ashaway, RI to evaluate the motor. Then the vessel will be brought to Allen Harbor in North Kingstown for the sea trial, scheduled at 1PM.

Executive Director Chief Mello has asked Fred Pease to attend, and John Recca will be captaining. Absent any major problems, we are expecting to take ownership of the vessel tomorrow.

Executive Director Chief Mello updated the Jamestown Harbor Commission on the Harbormaster job position, stating that he is in the final review of the job description and that the position opening should be posted in the next few weeks.

Chairman Cain questioned if the Jamestown Harbor Commission will have an opportunity to have input in the hiring.

Executive Director Chief Mello stated that he will verify if that is possible and asked the Jamestown Harbor Commission to decide on one commission member to participate, assuming that will be the process. It would like a tentative nomination.

Commissioner Kurz asked if the Jamestown Harbor Commission will have an opportunity to review the job description.

Executive Director Chief Mello stated that he will have a plan by the end of next week.

Executive Director Chief Mello reported that the Town Administrator has asked the Town Planner to develop an RFP for potential upwellers at Ft. Getty.

## **V. MARINE DEVELOPMENT FUND BUDGET**

### **A. 2015/2016 MDF YTD Budget**

The Marine Development Fund budget was presented to the Jamestown Harbor Commission.

## **VI. HARBOR CLERK REPORT**

Harbor Clerk Devlin reported that the wait list renewals were sent out.

## **VII. SUB-COMMITTEE REPORTS**

### **A. Budget**

Commissioner Kurz had nothing to report.

### **B. Facilities**

Commissioner Dickinson volunteered to be the Facilities point person. Chairman Cain moved to appoint Commissioner Dickinson as the Facilities point person, Commissioner Kurz seconded. So voted; (4 ayes, 0 nays).

### **C. Mooring Implementation**

Chairman Cain had nothing to report.

### **D. Traffic Committee**

Chairman Cain reported that Head's Beach parking will be discussed at the next Traffic Committee meeting.

## **VIII. LIAISON REPORTS**

### **A. Conservation Commission Liaison**

Conservation Commission Liaison Souza was absent.

## **IX. OLD BUSINESS**

Chairman Cain moved to amend the agenda to move up Correspondence item C; Commissioner Dickinson seconded. So voted; (6 ayes, 0 nays).

## **X. CORRESPONDENCE**

### **C. CRMC – Harbor Management Ordinance/Comprehensive Harbor Management Plan; 12-28-2015**

Executive Director Chief Mello updated the Jamestown Harbor Commission on the status of the Harbor Management Ordinance and Comprehensive Harbor Management Plan approval by CRMC. CRMC has extended the one-year approval with a list of changes that need to be made in order to obtain a five-year approval. Most of the required changes are housekeeping issues and no action by the Jamestown Harbor Commission is required, at this point.

## **X. CORRESPONDENCE**

### **A. CRMC – January 2016 Calendar; 12-22-2015**

Commissioner Dickinson moved to accept Correspondence item A; Commissioner Kurz seconded. So voted; (6 ayes, 0 nays).

### **B. Clark's Boat Yard – Request for additional moorings; 12-28-2015**

Commissioner Dickinson moved to accept Correspondence item B; Commissioner Kurz seconded. So voted; (6 ayes, 0 nays).

nays).

**D. CRMC - Public Notice-Re: William Cregan aquaculture application**

Commissioner Harsch moved to accept Correspondence item D; Commissioner McGrady seconded. So voted; (6 ayes, 0 nays).

**E. CRMC – Public Notice-Re: Proposed amendments to the CRMC management procedures; 12-30-2015**

Commissioner Harsch moves to accept Correspondence item E; Commissioner Harsch seconded. So voted; (6 ayes, 0 nays).

**F. Jamestown Boat Yard – Preliminary coordinates for restructured field; 1-8-2015**

Commissioner McGrady moved to accept Correspondence item F; Commissioner Kurz seconded. So voted; (6 ayes, 0 nays).

**XI. NEW BUSINESS**

**A. Dutch Harbor - Request for additional moorings**

**B. Clark’s Boat Yard – Request for additional moorings**

Executive Director Chief Mello stated he would address New Business items A and B together. Executive Director Chief Mello informed the Jamestown Harbor Commission that there is also a former request from the Conanicut Yacht Club to address. Executive Director Chief Mello would like himself, Chairman Cain and Kim to meet and discuss the mooring numbers and ratios and to develop a recommendation to come back to the Jamestown Harbor Commission with for the next meeting. The Jamestown Harbor Commission supports the meeting.

**C. 2016 Mooring Installer and Inspector List Approval**

Executive Director Chief Mello stated he is acting on behalf of the Harbormaster, and has recommended approval of the mooring inspectors and installers on the list.

Commissioner Dickinson moved to approve the list, Commissioner Harsch seconded. So voted; (6 ayes, 0 nays).

**E. 2016/2017 Proposed Marine Development Fund Budget – Discussion and possible approval**

Executive Director Chief Mello reported that Commissioner Kurz, Chairman Cain, and Kim met last week to discuss the budget. This is the first year that the rate increase will be realized.

Executive Director Chief Mello pointed out one line item, Maintenance of Docks and Harbors, has a significant increase – from \$8,000 to \$30,000. The lease revenue has been carved out of the budget, so, going forward, if there are smaller projects the Jamestown Harbor Commission would like to control and manage within the operating budget, this is where they could be realized. Examples include fixing the pumpout line at West Ferry, Ft. Getty pier improvements and maintenance, West Ferry parking lot maintenance, adding a water line to West Ferry, etc.

Executive Director Chief Mello stated that the Public Works department is very busy and we need to consider the strain on that department when deciding on potential projects to commit to. Jamestown Harbor Commission does not have a maintenance staff, so Ramon is the person from that department that does most of the work for the Harbor department and they are a great group of guys that help us out.

Commissioner Dickinson mentioned that he and Commissioner Kurz toured the island examining the facilities and that they are in very good shape for the most part and it is obvious Mike (Grey) and his department are doing a great job.

Commissioner Harsch moved to accept the proposed 2016-2017 budget; Commissioner Dickinson seconded. So voted; (6 ayes, 0 nays).

**D. 2016/2017 Permit Rates – Discussion and possible approval**

A discussion of the permit rates ensued.

Executive Director Chief Mello stated that the rate change that happened last year is expected to remain in place for a number of years.

Commissioner Dickinson moved to accept the permit rates, Commissioner McGrady seconded. So voted; (6 ayes, 0 nays).

Chairman Cain moved to amend the agenda to include an item G. Election of a Vice-Chairman to the agenda; Commissioner Dickinson seconded. So voted; (6 ayes, 0 nays).

**G. Election of a Vice-Chairman**

Commissioner Dickinson moved that Commissioner Harsch be appointed as Vice-Chairman of the Jamestown Harbor

Commission; Commissioner McGrady seconded. So voted; (6 ayes, 0 nays).

Vice-Chairman Harsch moved to add item H. to the agenda to appoint a member of the Jamestown Harbor Commission to be the liaison to the Harbormaster selection group, Chairman Cain seconded. So voted; (6 ayes, 0 nays).

**H. Liaison to Harbormaster selection group**

There was a consensus by the Jamestown Harbor Commission to appoint Chairman Cain to the Harbormaster selection group, if applicable.

**F. Capital Improvement Plan**

There was no discussion.

**XII. OPEN FORUM – CONTINUED**

Brendan Crawford, a representative of Jamestown Boat Yard, addressed the Jamestown Harbor Commission regarding the new mooring placement in the JBY mooring field. He stated he is in the process of learning the new software and will have a preliminary map that is detailed, with a key, at the next Jamestown Harbor Commission meeting.

**XIII. ADJOURNMENT**

Commissioner Kurz moved to adjourn at 8:15 PM, Commissioner McGrady seconded. So voted; (6 ayes, 0 nays).

Respectfully submitted,



Kim Devlin  
Jamestown Harbor Clerk