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**TOWN OF JAMESTOWN
HARBOR COMMISSION**

Minutes of the November 9, 2016 Meeting of the Jamestown Harbor Commission
Approved: 12/14/2016

A meeting of the Jamestown Harbor Commission (JHC) was held Wednesday, November 9, 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
Clifford Kurz, Commissioner
Wayne Banks, Commissioner
Dan Wurzbacher, Commissioner
Joseph McGrady, Commissioner
William Harsch, Vice-Chairman

Absent:

Bruce Dickinson, Commissioner

Also in attendance:

Chief Edward Mello, Executive Director
Mark Campbell, Harbormaster
Kim Devlin, Harbor Clerk
George Souza, Conservation Commission Liaison

II. APPROVAL OF MEETING MINUTES

A. Wednesday, October 12, 2016

Commissioner McGrady moved to accept the minutes of the Wednesday October 12, 2016 Jamestown Harbor Commission meeting, Commissioner Wurzbacher seconded. So voted; (6 ayes, 0 nays).

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 Chief Mello reported that the West Ferry piling replacement bid is out and that the work must be completed by May 1, 2017.

V. HARBORMASTER REPORT

Harbormaster Campbell reported that it has been quiet since Columbus Day weekend. Both boats were hauled on October 19 and winterized and the pumpouts were winterized on November 1. Harbormaster Campbell stated that his first season ended on October 31. The 300 hour maintenance on the Evinrude was completed and both boats are back at the station and shrink-wrapped.

Harbormaster Campbell stated that we sent letters to all mooring service providers outlining areas of emphasis we would like them to address. We also sent letters to people on the wait list that may receive permits and don't have boats listed. There are about 20 moorings we would like to offer next season. A number of people have 40' boats and we don't have the space to accommodate many of the larger vessels. We would like to be able to offer the available spot to the next person on the wait list and have the person with the 40' retain their spot. The discussion will be continued under New Business item G.

VI. MARINE DEVELOPMENT FUND BUDGET

A. 2015/2016 MDF YTD Budget

The Marine Development Fund budget was not available.

VII. SUB-COMMITTEE REPORTS

A. Budget

Commissioner Kurz had nothing to report.

B. Facilities

Commissioner Dickinson was absent.

C. Mooring Implementation

Chairman Cain had nothing to report.

D. Traffic Committee

Chairman Cain had nothing to report.

VIII. LIAISON REPORTS

A. Conservation Commission Liaison

Conservation Commission Liaison Souza had nothing to report.

IX. OLD BUSINESS

There was no Old Business to discuss.

X. CORRESPONDENCE

There was no Correspondence.

XI. NEW BUSINESS

A. Re-structuring of beach/kayak rates

Executive Director Chief Mello stated that we are not ready to propose a new rate structure for the beach permits at this time.

B. 2017 Permit Rates & C. 2017/2018 Budget approval

Executive Director Chief Mello stated that Commissioner Kurz, himself and Kim met to develop a proposed budget for the 2017/2018 fiscal year. The budget before the commission is the result of that meeting.

Executive Director Chief Mello stated that there are no proposed changes to the rate structure and that there is an error on the proposed rate sheet; the West Ferry dinghy dock revenue is now part of the harbor budget.

Chairman Cain moved to join the two items, New Business C and D and moved to continue the items until the next meeting; Commissioner Kurz seconded. So voted; 6 ayes, 0 nays.

Executive Director Chief Mello asked the Jamestown Harbor Commission to think about which member will be presenting the proposed budget to the Town Council.

D. Wait list process

Executive Director Chief Mello stated that Harbormaster Campbell gave the Jamestown Harbor Commission a summary of the process he is following and he will continue to follow that process unless the Jamestown Harbor Commission tells him otherwise.

E. September appeal of Mr. James Thompson – non-payment of late fees

Executive Director Chief Mello stated that Mr. Thompson had his appeal of late fees denied by the Jamestown Harbor Commission. Mr. Thompson has yet to pay and the season is over. We have reached out to him and he indicated he would pay but he has not.

Executive Director Chief Mello requested we calculate the late fees until the end of the season and send him notice that the fees are due and if not mooring is forfeited.

Vice-Chairman Harsch moved that Mr. Thompson's late fees for the entire season must be paid by January 1, 2017 otherwise he will forfeit his mooring permit; Chairman Cain seconded. So voted; 6 ayes, 0 nays.

F. Regulation manual draft discussion

Executive Director Chief Mello asked the Jamestown Harbor Commission to take the document home and review. Executive Director Chief Mello stated that we are trying to create a book that people can refer to that we could rely on for guidance and something we can refer to when people have questions on enforcement. The book will be updated over the next several years, this is just a starting point and we are just asking to have the concept approved.

G. Ft. Getty rack structures

Executive Director Chief Mello stated that this is the same document that was provided at the last meeting. The footprint of the rack is the same as the racks that are currently located at Ft. Getty, which holds 14 vessels. The design presented to the Jamestown Harbor Commission holds 26 vessels.

Commissioner Kurz moved to approve the design; Chairman Cain seconded. So voted; 6 ayes, 0 nays.

XII. OPEN FORUM – CONTINUED

XIII. ADJOURNMENT

Commissioner McGrady moved to adjourn at 8:10 PM, Commissioner Kurz seconded. So voted; (6 ayes, 0 nays).

Respectfully submitted,



Kim Devlin
Jamestown Harbor Clerk