

**TOWN OF JAMESTOWN
HARBOR COMMISSION**

Minutes of the January 11, 2023 meeting of the Jamestown Harbor Commission.

Approved: 2/8/23

A meeting of the Jamestown Harbor Commission (JHC) was held Wednesday, January 11, 2023 at 5:00 p.m. in the Town Council Chambers at the Jamestown Town Hall, 93 Narragansett Avenue, Jamestown, Rhode Island.

I. Call to Order and Roll Call

Vice-Chairman Michael Junge called the meeting to order at 5:00 p.m.

Present:

Michael Junge, Vice-Chairman
Dan Wurzbacher, Commissioner
Eric Lexow, Commissioner
Steven Bois, Commissioner

Absent:

Wayne Banks, Chairman
Jessica McCarthy, Commissioner

Also in Attendance:

Chief Edward Mello, Executive Director
Joan Rich, Harbor Clerk
Randy White, Town Council Liaison

**II. Approval of Meeting Minutes – Review, discussion and/or potential action and/or vote
A. Wednesday, December 14, 2022**

Commissioner Wurzbacher moved to approve the minutes of the December 14, 2022 meeting of the Jamestown Harbor Commission and Commissioner Lexow seconded. So voted: 4 ayes, 0 nay.

B. Executive Session – December 14, 2022

Commissioner Bois moved to approve the minutes of the Executive Session of the Jamestown Harbor Commission on December 14, 2022 and Commissioner Wurzbacher seconded. So voted: 4 ayes, 0 nay.

III. Open Forum

A. Scheduled Requests to Address

There were no scheduled requests to address.

B. Non-Scheduled Requests to Address

There were no non-scheduled requests to address.

IV. Executive Director's Report – Chief Mello

The harbormaster, Glenn Skalubinski, will not return in the spring. The position has been advertised through the usual channels and applications have started to come in.

The permit/mooring/outhaul/pier renewals are due on January 31 and the renewals are steadily coming in. There was discussion of the renewal process. Vice-Chairman Junge asked to have the number of non-renewals, if any, at the February meeting.

V. Harbormaster's Report – Glenn Skalubinski

Harbormaster Skalubinski was not present.

VI. Year-to-Date Financial Report – Review, discussion and/or potential action and/or vote

Executive Director Chief Mello had nothing to report.

VII. Subcommittee Reports

A. Budget – E. Lexow – Review, discussion and/or potential action and/or vote

Commissioner Lexow had nothing to report.

B. Facilities – W. Banks & D. Wurzbacher – Review, discussion and/or potential action and/or vote

Commissioner Wurzbacher had nothing to report and Chairman Banks was absent.

C. Mooring Implementation – W. Banks – Review, discussion and/or potential action and/or vote

Chairman Banks was absent.

D. Gould Island Restoration – W. Banks and S. Bois – Review, discussion and/or potential action and/or vote

Commissioner Bois had nothing to report and Chairman Banks was absent.

VIII. Liaison Reports

A. Conservation Commission Liaison Report – L. Orsi-Review, discussion and/or potential action and/or vote

Conservation Commissioner Leo Orsi was not present.

B. Town Council Liaison Report – R. White – Review, discussion and/or potential action and/or vote

Town Councilman Randy White stated that Conanicut Marine Services missed the deadline to remove their signage at East Ferry, and that they would like to arrange another Executive Session in February. The Town Solicitor is recommending the Town Council entertain another Executive Session but Councilman White does not see the point in that to rehash the same issue. Some discussion ensued.

IX. Old Business

A. East Ferry Use: Potential Lease Agreement with Conanicut Marine Services, Inc. – Review, discussion and/or potential action and/or vote

Executive Director Chief Mello went over the timeline of correspondence to Conanicut Marine Services for the licensing agreement and removal of the Jamestown-Newport Ferry sign from the town-owned dock. The deadline for the sign removal was January 10 and the sign is still in place and there has been no response from CMS regarding the licensing agreement other than what was outlined by Councilor White in his statement.

Commissioner Bois asked what happens if there is no agreement with CMS in place by May? Chief Mello and Councilor White both stated options have been discussed and the Town Council will take some sort of action at the February meeting.

Chief Mello stated that originally, a float was also going to be constructed along the south side of the wood pile pier, and he is going to meet with Mike Gray, Director of Public Works and representatives from TPG Marina to brainstorm solutions for the public and private side of the wood pile pier. Some discussion ensued.

B. Development of Long-Term Capital Plan/Budget – Review, discussion and/or potential action and/or vote

Chief Mello presented a long-range infrastructure plan/budget that is approximately three years old. Vice-Chairman Junge stated he would also like to see engineering studies of all of the town-owned properties included in a long-range plan so the Harbor Commission knows what needs to be done to various assets and that there are no surprises. There was some discussion about the assets at East Ferry and how improvements may be paid for. Vice-Chairman Junge made a motion to table discussion about the assets and long-term plan/budget until the next

meeting when more members are present and Commissioner Bois seconded. So voted: 4 aye, 0 nay.

C. 2024 Mooring Harbor Permit Rates – Review, discussion and/or potential action and/or vote

Chief Mello provided a spreadsheet showing the extra revenue if a rate increase of 25% was implemented. It could provide approximately \$72,000.00 towards capital projects, as those projects are not currently budgeted. Some discussion ensued. Commissioner Wurzbacher asked when the last rate increase was, and Chief Mello stated he thought it was about seven years ago. There was discussion about the rates Jamestown currently charges and the fact that a rate increase of 25% all at once may not be palatable.

Chief Mello informed the JHC that he will be meeting tomorrow with representatives of Tighe & Bond, who did the original study of the Ft. Getty Pier, and have them look at the pier again to update their report. Some discussion ensued. Chief Mello also stated he would distribute the asset list to the Commissioners. The rate increase and capital plan will continue to be discussed. How to notify permit holders and the general public about a potential rate increase was also discussed.

X. Correspondence

There was no correspondence.

XI. New Business

There was no new business.

XII. Open Forum – Continued (if necessary) – Review, discussion and/or potential action and/or vote

None.

XIII. Adjournment

There being no further business, Commissioner Lexow made a motion to adjourn and Commissioner Bois seconded it. So voted: 4 aye, 0 nay, and the meeting was adjourned at 5:30 p.m.

Attest,



Joan Rich, Harbor Clerk