

**TOWN OF JAMESTOWN
HARBOR COMMISSION**

Approved: 11/8/23

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

I. Call to Order and Roll Call

Chairman Wayne Banks called the meeting to order at 5:00 p.m.

Present:

Wayne Banks, Chairman
Jessica McCarthy, Commissioner
Sue Romano, Commissioner
Mark Campbell, Commissioner

Absent:

Dan Wurzbacher, Vice-Chairman
Eric Lexow, Commissioner

Also in Attendance:

Steven Bois, Executive Director
Joan Rich, Harbor Clerk
Randy White, Town Council Liaison

II. Approval of Meeting Minutes – Review, discussion, and/or action and/or vote;

A. Wednesday, September 13, 2023

Commissioner Romano moved to approve the minutes of the meeting of September 13, 2023 and Commissioner McCarthy seconded. So voted: 4 aye, 0 nay.

III. Open Forum

A. Scheduled Requests to Address

There were no scheduled requests to address.

B. Non-Scheduled Requests to Address

Erin Escher of Seaside Drive stated he has an outhaul at Ft. Getty and has been on the wait list for an outhaul at West Ferry for about 15 years. He noticed this year that some of the outhauls

at West Ferry were vacant and was wondering if anything could be done so those on the wait list could use the vacant outhauls. He has also noticed that a few outhauls have dinghies attached to them and didn't think that was an appropriate use of an outhaul.

IV and V. Executive Director and Harbormaster Report – S. Bois

Executive Director Bois stated that Freedom is out of the water and is being winterized, and the RHIB is still in the water until October 31. Both of the harbormasters have finished for the season. Commissioner Campbell asked about the sale of Freedom and Executive Director Bois stated that two parties are interested in it.

Executive Director Bois stated that the new kayak rack policies were passed by the Town Council, and he has only had a few complaints about the new policies. He is meeting with the budget sub-committee to develop the budget for FY25, which needs to be completed by the end of November. He also hired an independent mooring inspector to conduct an audit of the mooring inspections that were due this year. Approximately 40 moorings were audited on the west side of Jamestown and about 20% had issues with things that the inspectors had reported as being sufficient.

Executive Director Bois also discussed the Harbor Management Plan, the Harbor Ordinance, and the Harbor Guidebook. He has been working on revising and updating them, and they must be approved before being submitted to CRMC. He also talked about the number of commercial moorings, their distribution among the six commercial operators in town, and the fees collected from each; and the number of private moorings on the east and west side of the island, number of riparian/non-riparian, and resident/non-resident moorings. Also included were the various mooring areas around the island and whether or not there was public access to the areas. Commissioner McCarthy questioned who would propose building stairs on the rights of way where access to the water was impeded by a steep slope or other obstacle.

VI. Year-to-Date Financial Report

The year-to-date financial report was not available.

VII. Sub-Committee Reports

A. Budget – S. Romano & E. Lexow – Review, discussion, and/or action and/or vote;

Commissioner Romano stated she would be meeting with Executive Director Bois tomorrow to begin development of the FY25 budget.

B. Facilities – W. Banks & J. McCarthy – Review, discussion, and/or action and/or vote;

Executive Director Bois stated he was working with Mike Gray of Public Works to update the facilities plan.

C. Mooring Implementation – D. Wurzbacher & M. Campbell – Review, discussion, and/or action and/or vote;

Commissioner Campbell had nothing to report.

D. Gould Island Restoration – W. Banks & M. Campbell – Review, discussion, and/or action and/or vote;

Executive Director Bois stated that Town Administrator Ed Mello met with Terry Gray of RIDEM, and Terry Gray supports the development of the southern portion of Gould Island, along with a facility for the Shake-A-Leg Foundation, but Mr. Gray did not articulate any plan for such development. Chairman Banks asked if anything had been scheduled with personnel from Prudence Island to see their operation, but Executive Director Bois has not heard from the manager of the DEM facility there.

VIII. Liaison Reports

A. Conservation Commission – B. Laman – Review, discussion, and/or action and/or vote;

Commissioner Laman was not in attendance.

B. Town Council – R. White – Review, discussion, and/or action and/or vote;

Council White had nothing to report other than the Town Council approved the changes to the kayak/paddleboard rack policy.

IX. Old Business

A. Concrete Floating Dock Options – Review, discussion, and/or action and/or vote;

Executive Director Bois stated that he hired a diver from Fathom Resources to inspect the underside of the concrete dock that is available from the New York Yacht Club. It turns out the dock was built in 1988 and there were plans to refurbish the dock in 2020, but there is no evidence those plans were completed. He presented plans for options to use the dock in various ways in East Ferry and West Ferry. Bill Munger of Conanicut Marine Services had some comments about the construction of the NYYC dock, explaining the difference between the NYYC dock, which is meant to be used in calm water within a sheltered harbor or boat basin, and a wave attenuator, which is used as a breakwater to stop wave action. Commissioner McCarthy asked why the yacht club is getting rid of the dock, and Commissioner Bois stated that they are reconfiguring their waterfront operations. There was some discussion. Commissioner Campbell suggested using pieces of the dock at Ft. Getty as a touch and go dock for people launching their boats from that ramp.

B. Roles and Responsibilities of Harbor Commission Members – Review, discussion, and/or action and/or vote;

Executive Director Bois stated he is finalizing the roles and responsibilities of the harbor commission members. He is also defining the roles and responsibilities of the Executive Director, the Harbormaster(s) and the Harbor Clerk. Commissioner Campbell pointed out the document also refers to a Harbor Administrator and asked who that would be. Executive Director Bois stated that the Harbor Administrator is the Harbor Clerk and that the terms are used interchangeably. Commissioners Campbell and Romano both suggested dropping the “Administrator” and only referring to the Harbor Clerk. Executive Director Bois stated he would like to vote on the roles and responsibilities in November.

C. One Year Lease of Approved Grace Period Moorings to Wait List Applicants – Review, discussion, and/or action and/or vote;

Executive Director Bois stated that his proposal would allow the transfer of the use of a mooring or outhaul, that has been approved for a one-year grace period, to a person on the wait list. The mooring tackle or outhaul equipment would be transferred to the wait list person and it would be a private transaction between the two parties. The proposal would disallow the previous practice of allowing a transfer of the mooring to whomever the permittee chose. There was some discussion. Chairman Banks moved to accept the proposal of transferring the use of a mooring that has been granted a grace period to someone on the wait list, and Commissioner Campbell seconded. So voted: 4 aye, 0 nay.

X. Correspondence

There was no correspondence.

XI. New Business

A. Appeals of Grace Period Denials – Review, discussion, and/or action and/or vote;

1. Ethan Brown

Executive Director Bois stated that he denied Mr. Brown’s request for a grace period because it was received at the end of the season, and that a note in his Online Mooring account indicated he had been granted a grace period two years previously, although he could not verify that information. Mr. Brown stated that he did have his boat on his mooring two years ago and the note was incorrect. He also stated that he was intending on launching his boat this season but he discovered damage to his rudder, and had a difficult time finding someone to repair the damage. Mr. Brown contacted the Harbor Office in August because he did not think his boat would get launched this year and asked what his options were. There was some discussion. Commissioner McCarthy moved to grant Mr. Brown’s appeal and Chairman Banks seconded. So voted: 4 aye, 0 nay.

2. Jan/Roland Cavanagh

Executive Director Bois stated that he denied the Cavanagh's request for a grace period because again, it was received at the end of the season. Roland Cavanagh stated that at the end of 2022 he took his boat down to Atlantic Yacht Basin in Norfolk, VA, and was unable to bring it back north until Labor Day weekend this year, when he discovered the engine needed a new heat exchanger, and had to turn around. Mr. Cavanagh submitted copies of invoices for the engine work and stated he applied for a grace period right after he got back from Virginia. There was some discussion. Chairman Banks moved to grant Mr. Cavanagh's appeal and Commissioner McCarthy seconded. There was some discussion. So voted: 4 aye, 0 nay.

B. New Outhaul Permit Conditions – Review, discussion, and/or action and/or vote;

Executive Director Bois stated that the changes he is proposing for the West Ferry and Ft. Getty outhauls for 2024 are that boats are to be between 16 and 20 feet, no dinghies will be allowed; if someone requests a grace period for their outhaul, it must be transferred to someone on the wait list; and no commercial business/marina may use an outhaul. This rule does not include fishermen and aquaculture farmers. There was some discussion over the minimum length of 16 feet. Commissioner McCarthy moved to approve the three changes to the outhaul permit conditions, with the stipulation that the Harbormaster has the discretion to make exceptions to the length of a boat on an outhaul, with a second by Commissioner Romano. So voted: 4 aye, 0 nay.

C. Edits to Harbor Rulebook – Review, discussion, and/or action and/or vote;

Executive Director Bois stated the significant changes to the rulebook were the changes to the kayak rack permitting process voted on last month, the outhaul changes just voted on, and swim floats, which were not really addressed in the previous edition. There was discussion about the CRMC regulations governing swim floats.

D. Ft. Getty Workboat Storage – Review, discussion, and/or action and/or vote;

Executive Director Bois is proposing that fishermen who do not have a pier or outhaul permit be allowed to use space in Ft. Getty for 30- or 60-day storage of their boats. The space would be near where Conanicut Island Sailing Foundation stores their boats and is somewhat screened from the rest of the park. Permission rests with the Parks & Recreation Department and a vote is needed by the Harbor Commission so the proposal can be added to the next Parks & Rec. agenda. There was some discussion. Chairman Banks moved to approve the proposal to allow workboat storage at Ft. Getty and Commissioner Romano seconded. So voted: 4 aye, 0 nay.

Chairman Banks reminded the rest of the commissioners that if they had any comments regarding applicants for the vacant Harbor Commissioner position to email Nancy Beye or Randy White no later than 10/12/2023.

XII. Open Forum – Continued (if necessary)

Roland Cavanagh of Columbia Avenue commented that the proposed rule that boats must be on their moorings by June 1 is somewhat unrealistic, because boat owners cannot always control when their boat gets put in the water. His boat did not get into the water last year until June 14 because it was in the back of the yard.

There being no further business, Chairman Banks made a motion to adjourn that was seconded by Commissioner Romano. So voted: 4 aye, 0 nay. The meeting adjourned at 6:22 p.m.

Attest,



Joan Rich,
Harbor Clerk