

**Minutes of the Meeting
of the Board of Commissioners
of the Fishers Island Ferry District**

A meeting of the Board of Commissioners of the Fishers Island Ferry District was called to order on **Monday, February 20, 2012** at 1:35 pm by Commissioner Brooks at the New London Ferry Officer.

Present were Commissioners: Brooks, Burnham, and Herrick.

Commissioner Rafferty was present on phone.

Present was Craig Gilbert Director, Randy A. Wyrofsky, Gordon Murphy - Interim Assistant Manager, and Steve Burke.

Three members of the public were present and seven crew members.

Commissioner Brooks opened the meeting and declared a quorum present.

Minutes of the meeting held on January 30, 2012, were approved with the comments sent in by Commissioner Rafferty.

Moved by Commissioner Herrick

Seconded by Commissioner Burnham

Ayes: all

Nays: none

A list of outstanding obligations of the Fishers Island Ferry District was reviewed.

Commissioner Herrick questioned the Advantech Bill, Randy Wyrofsky said to pull the Advantech Bill until he could see why it was so high and that the equipment that had been installed last month had problems and that the previous months bill was billed incorrectly in over charges and Advantech corrected so he again would check on this month's bill as to the reason for the high charges. Commissioner Herrick also had questions as to the Fuel Bill from Dime and the Heating Fuel bills. A discussion about the Fuel Bid that did not take place in 2011 along with getting quotes for heating fuel resulted in that the items in question are on a long list of things that need to be done and Assistant Manager Murphy said that the list is getting smaller and that the FIFD is on track to taking the items off the list. A resolution made to pay the outstanding obligation of **\$89,450.53** as represented in vouchers with the exception of the Advantech bill **#2062 through # 2094** dated February-30, 2012 by:

Moved by Commissioner Herrick

Seconded by Commissioner Burnham

Ayes: all

Nays: none

Commissioner Brooks changed the Agenda due to an Executive Session that was to be held in the beginning to the end to allow for New Business. Fishers Island Resident Tom Algren stated that he had asked the Town of Southold for permission to clean up one of the old fort bunkers down by the community center for historical purposes and he had been told to ask Louisa Evans who in turn said to ask the FIFD Commissioners. A discussion resulted in that if Mr. Algren would sign a liability waiver to the FIFD then cleaning up the area would definitely be an improvement, all commissioners agreed and gave him the go ahead.

Correspondence

Jake Lusker a student from the Fishers Island School called Commissioner Brooks to inquire if the High School Students could charter the Ferry to have a dance. Apparently this has been done in years pass, Commissioner Brooks told Jake Lusker to meet with Assistant Manager Murphy and explain exactly what the students wanted.

Assistant Manager Murphy mentioned that he had posted the Mail pick up for the Post office and that William Bloethe had submitted a bid.

Old Business

A motion to have Craig Gilbert's title as Director of the FIFD for title only making him the overall Manager as found in the civil service was

Moved by Commissioner Burnham

Second by Commissioner Herrick

Ayes: Brooks, Burnham and Herrick

Nays: none

Assistant Manager Murphy mentioned that it was necessary to have his position stated as Assistant Manager and not interim manager for the Records the commissioners agreed with a question from Commissioner Burnham as to the posting of the position. Commissioner Brooks mentioned that a position of Assistant Manager had been posted and that Nick Daukas said that Murphy was the most qualified.

Under other old business Randy Wyrofsky reported on the end of year numbers and that the Marien Group was performing an audit of reconciling the bank accounts for 2010 to possible providing the FIFD a unqualified report for 2010 and the financial implementation to have the financial controls and procedures in by end of March 2012 so that 2012 would definitely be an unqualified audit report for the FIFD. Assistant Manager Murphy reported on the lease renewals in that most renters had signed there lease with only a few exceptions.

New Business

New Hires: Motion to hire Polly Ford as full time ticket agent starting at \$13.00 per hour

Motioned by Commissioner Herrick

Second by Commissioner Burnham

Ayes: all

Nays: none

Jason Marks from Part time to Full Time Deck Hand:

Motion by Commissioner Herrick

Second by Commissioner Burnham

Ayes: all

Nays: None

Chris and Kathy Dollar were given year round pass Chris is a teacher at the school and both have been here since September.

Assistant Manager Murphy asked that we follow the Town of Southold Policy Procedure and all commissioners agreed. He also stated that he is working on plan to have all computers on an off island working under one system for many reasons, from security, data interrogation, backup, etc.

Director Gilbert asked for a computer for engineer John Paradis.

Craig Gilbert and Gordon Murphy were given authorization to deal with Merchant Services and Banking.

Motion by Commissioner Herrick

Second by Commissioner Burnham

Ayes: all

Nays: none

Weapons policy was suggested by Craig Gilbert were all weapons would be kept secured in vehicles and not be on displayed or open to the public.

Deb Shillo reported to the board that she had obtained numbers on the freight from the ferry district that shows that in 2011 the Budget for freight was \$250,000 and only \$206,000 was collected. 2012 has a budget of \$260,000 and that the numbers are falling short of \$55,000 her concern is that the freight is not being accounted for or the numbers are down. To close the gap in the budget it is necessary to look at the policy's and rates as to what may needs to be updated. Steve Burke said that it took the FIFD crew over an hour to unload a delivery truck that was load by a crane by the supplier then rather then send the truck over to save money created an additional expense to the FIFD. Craig Gilbert stated that this is not fair to the crew and costs the district money and needs to be changed. All commissioners agreed that the rates and policy's need to be addressed. Commissioner Edwards was not present but all agreed he was familiar with charters and would be asked to help with Steve Burke and Debbie was told that her help would be appreciated. Assistant Manager Murphy stated that starting on February 1st a new policy was going into effect for picking up freight which was a step in the direction of implementing controls.

Commissioner Herrick asked that the Ferry Schedule be modified if possible to meet the incoming and outgoing trains during the summer. Herrick also asked to have all policy posted on the web but also e-mailed to all users. Commissioner Herrick said she would work with whomever to be sure that any rate, web or train schedules could be finalized to meet the end of March deadlines for printing. Director Gilbert has his plate full with the dry docking of the Munnatawket but he and Steve would work with Lucinda in getting this accomplished.

Steve Burke also stated that a number of contractors are not registering as commercial vehicles on line then showing up to do work on the island stating that they are just visiting. This will be address latter and not allowed to happen.

Director Gilbert said that are three grants that are available to the FIFD 1. Port Security Grant, 2. Tiger grant (next year) 3. And FEMA grants that may be used for the ramp refurbishing even if the monies are spent before the grant is received. Gilbert also stated that both ramps are in need of repair. He has now having a meeting with the crew every week to discuss safety and any improvements or suggestions for the betterment of the FIFD.

Assistant Manager Murphy noted that Nina Schmid had delivered to him a list of her responsibilities and duties that had been requested of her before retiring from the Ferry. It was also noted that Randy Wyrofsky had requested the list over two weeks before she left so he could go over them, but that did not happen.

Commissioner Herrick has agreed work with Murphy and Gilbert to handle all communications as to content then will forward the final document to one commissioner at a time for comment and editing before releasing to the public.

Director Gilbert recognized Steve Burk in his exceptional work and performance and he has been so instrumental in making sure the transition from Mark Easter to Craig Gilbert has gone smoothly. He stated that Burke has carried the lion's share of the work and that FIFD cannot thank him enough.

Public Comment

Deb Shillo asked Wyrofsky if he was sure that if Marion Group did the bank reconciling that was need to have FIFD in compliance for 2012 unqualified audit report. His response was yes, that was all that was needed.

Executive Session

The Chairman asked for a motion to go into executive session.

Moved by Commissioner Herrick

Seconded by Commissioner Burnham

Ayes: all

Nays: none

The Board entered into Executive Session at 3:26 pm to discuss personnel and legal matters.

The Board returned from Executive Session at 4:53 pm.

Commissioner Brooks entered back into public session

Commissioner Herrick Motioned to adopt the resolution in voluntary recognition of the CSE letter dated January 25th, 2012 today February 20th, 2012. A reading of the resolution was waived, but it was requested to have the resolution placed in the minutes.

“WHEREAS, the Civil Service Employees Association, Inc., Local 1000, AFSCME, AIL-CIO ("the CSEA") has requested representation as collective bargaining agent on behalf of all full and regular part-time employees of the Fishers Island Ferry District in the following titles: Clerk; Deckhand; Ferry Captain; Freight Agent; Laborer; Maintenance Mechanic II; Marine Mechanic; Purser; and; and excluding all other part-time, call-in and seasonal employees in those titles, and all other employees; and

WHEREAS, the Board has determined that a majority of these employees employed by the Fishers Island Ferry District have designated the CSEA as their agent for collective bargaining; and

WHEREAS, the Board has decided to voluntarily recognize the CSEA as the collective bargaining agent for these employees as part of that unit;

NOW, THEREFORE, BE IT RESOLVED THAT, subject to the statutorily required posting and notice periods, and challenge by another proposed collective bargaining agent meeting all statutorily mandated criteria for recognition, the Board recognizes the CSEA as the collective bargaining agent for all full and regular part-time employees of the Fishers Island Ferry District in the following titles: Clerk; Deckhand; Ferry Captain; Freight Agent; Laborer; Maintenance Mechanic II; Marine Mechanic; and Purser; and excluding all other part-time, call-in and seasonal employees in those titles, and all other employees.. “

Moved by Commissioner Herrick
Seconded by Commissioner Burnham
Ayes: all
Nays: none

The next meeting is scheduled for Tuesday, March 6th, 2012 at 4:30 pm at the Community Center.

The meeting adjourned at 5 pm.