

**Minutes of the Meeting
of the Board of Commissioners
of the Fishers Island Ferry District
September 17, 2012**

A meeting of the Board of Commissioners of the Fishers Island Ferry District was called to order on Monday, September 17, at 1:30 pm by Commissioner Brooks at the Fishers Island Community Center.

Present were Commissioners: Brooks, Edwards, Rafferty, and Rugg.
Present was Assistant Manager, Gordon Murphy.
Four members of the public were present.

Commissioner Brooks opened the meeting and declared a quorum present. He invited the public to make any brief comments relevant to the agenda or any other issue that they would like to bring to the attention to the Board and to reserve any longer comments for the public comment period at the end of the meeting.

Public Comment: Peter Burr – The Board is considering fixing up the Public Parking area and charging for parking. Currently people are parking behind Mr. Burr and Kibbe’s property because the south dock is being used more often. If you proceed with the parking lot project you might want to consider that people will find other areas to park to avoid the parking charge.

Warrants:

RESOLUTION 1:

A list of outstanding obligations of the District were reviewed and discussed. All invoices were declared to abide by the Procurement Policy. At the conclusion of the discussion, a resolution was made to pay the outstanding obligation of: **\$29,614.37** as represented in vouchers dated September 17, 2012.

MOVED by Commissioner Rafferty
SECONDED by Commissioner Rugg

Ayes: All
Nays: none

Residence passes:

Gus Kinsolving has resided on island since April 15, 2012, he is staying on the island all Winter. The pass was approved.

Lois & George de Menil requested passes, Commissioner Rugg asked Mr. Murphy if he vetted all the candidates?

Karen & Robert Goodwin, School Superintendent. The Superintendent’s request for a resident pass was approved, her spouse must wait the four months, date of residence is required.

Karen Lamb has resided on the island as of June 5, 2010. A resident pass was approved as of October 5, 2012.

Resident pass application change: Mr. Murphy reported that management is now using a streamlined resident's permit procedure.

FAA Environmental assessment: Mr. Murphy reported that the application has been sent to the Town for execution by the Town Supervisor

everyone understood the process and timeline. No issues were brought up. RFP is go out to bid now, assign the work by November 15, 2012 complete the work by the end of April. Commissioner Rafferty reviewed the funding for the project totaling \$860,000. He stated borrowings of \$500,000 would be necessary. Commissioner Rafferty will continue to manage the funding process. Conversation ensued.

Commissioner Brooks suggested the Board agree to put the project out to bid. The Board instructed management to put the North Ramp Project out to bid, option C. Commissioner Rugg suggested a timeline including both construction and financing.

August Financials:

Traffic dollars are increased over last year.

Mr. Murphy stated that adjustments to the 2012 budget over/unders should be presented at the October 2nd meeting.

Other items:

Commissioner Brooks stated that the 9:45 Friday boats seem to be quite full. Some customers are requesting the 8:15 boat be added again. More information is to be gathered. The captains can add a boat.

Commissioner Rugg suggested Steve Burke to review the data. Conversation ensued. Mr. Murphy brought up the size of vehicles over 6'6" could be an issue in the winter when fewer boats are on the schedule.

Commissioner Rafferty suggested a review of the wording of the policy for 25 min rule and oversized vehicles be reviewed. He also suggested that all the policies be reviewed over the winter.

Mr. Murphy suggested all policies be reviewed. (there should be a policy book at every meeting)

RFP for the airport cleanup has been issued, there is one bid to date. Commissioner Rugg suggested the crushed concrete may be used for the bulkhead repair. RFP's for the airport roof repair and annex windows are posted on the web site, <https://www.fiferry.com/contractbids.htm>.

Commissioner Brooks directed that RFP's should be emailed to the contractors list, posted on the web site, and posted on the post office bulletin board.

UPS update: Mr. Murphy stated that the goal is to eliminate the handwritten list for packages. Mr. Murphy is still working on this project. Commissioner Brooks suggested they need to be able to scan the packages.

Commissioner Rugg suggested there is a lot of data that we are not using regarding the boat traffic, passenger and car information. Leave behind data should be captured; this is an un-served customer.

Commissioner Edwards asked if the monthly communication will be going out this month. Commissioner Rugg suggested the communication be signed by the Board. Commissioner Rafferty volunteered to compose the communication and asked for input from the managers and the board. Commissioner Rugg suggested the RFP's be listed in the communication. The goal is to get this done by next week.

Commissioner Brooks suggested a work session was needed; precede the Oct 2, 2012 meeting at 12:00. The work session should include the Board, Gordon Murphy and Steve Burke.

Public Comment:

Laurie Finan – Are there plans to smooth out the parking area?. Sometimes cars are parked and she cannot drive to the right of the annex. Commissioner Brooks assigned Mr. Murphy to get the area graded for under \$1,000.

Ms. Finan said she had sent a letter to Mr. Murphy requestesting to rent the front space in the Annex a year ago. Mr. Murphy replied that he assumed the window replacements to her current space would allow her to stay in the current space. Ms. Finan said she is still interested in the front space. Mr. Murphy is discussing the front space rental and said he would try to work something out.

Karla Heath – Last January a grant was discussed, what is the status? Commissioner Edwards stated we did not have time to apply for grant monies in respect of North Ramp repairs because we cannot wait on the grant application process – uncertainty and delays - because our need is immediate. However, I though he also said that we plan to apply for “waterfront redevelopment funds” generally with the hope that our application will be seen as a package and funds that are spent by the District on the North Ramp might be used as the District contribution to other waterfront expenditures in the future.. Commissioner Rafferty stated that “two years ago, at the urging of the Commission, the TOS had initiated plans to pursue a waterfront redevelopment plan and grant monies but had later dropped those plans (without notifying the District), apparently because of a shortage of available grant monies and other higher priorities of the TOS”.

There being no further business to discuss, and on motion made by Commissioner Rugg, seconded by Commissioner Rafferty and unanimously adopted, the meeting was adjourned at 2:45pm.

The next regular meeting will be held on October 2, 2012 at 4:30pm in the Fishers Island Community Center.

Deborah Shillo
Board Secretary