

**Minutes of the Special Meeting
of the Board of Commissioners
of the Fishers Island Ferry District
November 6, 2012**

A special meeting of the Board of Commissioners of the Fishers Island Ferry District was called to order on Tuesday, November 6, 2012 at 4:30 PM by Commissioner Brooks at the Fishers Island Community Center.

Present were Commissioners: Brooks, Edwards, Rafferty, Rugg and Wall
Present were Manager, Donald Lamb and Assistant Manager, Gordon Murphy.
Two members of the public were in attendance.

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. Mr. H. Cook provided the board an amended quotation for the Annex "A" RFP. Mr. Brooks thanked him for his submission.

RESOLUTION 1:

Minutes of the meeting held on October 2, 2012 (special session) were reviewed and, a motion was presented to accept the minutes as amended.

MOVED by Commissioner Edwards
SECONDED by Commissioner Wall

Ayes: All

Nays: none

RESOLUTION 2:

Minutes of the meeting held on October 2, 2012 (regular session) were reviewed and, a motion was presented to accept the minutes as amended.

MOVED by Commissioner Rugg
SECONDED by Commissioner Rafferty

Ayes: All

Nays: none

RESOLUTION 3:

Minutes of the meeting held on October 15, 2012 were reviewed and, a motion was presented to accept the minutes.

MOVED by Commissioner Rafferty
SECONDED by Commissioner Wall

Ayes: All

Nays: none

P Rugg abstained as he did not attend the meeting.

RESOLUTION 4:

Minutes of the meeting held on October 15, 2012 were reviewed and, a motion was presented to accept the minutes as amended.

MOVED by Commissioner Edwards
SECONDED by Commissioner Wall

Ayes: All

Nays: none

P Rugg abstained as he did not attend the meeting.

RESOLUTION 5:

Minutes of the meeting held on October 24, 2012 were reviewed and, a motion was presented to accept the minutes as amended.

MOVED by Commissioner Rafferty

SECONDED by Commissioner Edwards

Ayes: All

Nays: none

Warrants:

RESOLUTION 6:

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 warrants representing, in the aggregate, outstanding obligations of:

\$24,900.86 as represented in the Warrant Report dated November 6th, 2012.

MOVED by Commissioner Edwards

SECONDED by Commissioner Rugg

Ayes: All

Nays: none

Mr. Murphy reported on the budget line item transfers to address the changes in the over and under allocations of budget to actuals and the need to bring overages in line. He then presented the 2012 budget revision along with a cover memo from Tom Marien describing how the changes were developed. Net line item changes totaled \$217,550 and there is no change in the bottom line amount. A short conversation about the budget and its process ensued.

RESOLUTION 7:

After the discussion, it was RESOLVED that the Board of Commissioners, upon recommendation of the Assistant Manager, approves the 2012 budget line transfers set forth in the attached schedule.

MOVED by Commissioner Edwards

SECONDED by Commissioner Rugg

Ayes: all

Nays: none

Mr. Murphy then presented a revision to the 2013 budget in the format requested by the Town of Southold and approved by the auditors to the District. The format involves the transfer of Excess of Revenues plus Fund Balance in the 2013 budget to the Capital Projects Fund. This format does not represent a change in the budget or any proposed appropriations but rather a formatting change undertaken to comply with municipal accounting standards requested by Southold.

RESOLUTION 8:

It was RESOLVED that the Board of Commissioners, upon recommendation of the Assistant Manager, approves the 2013 budget reformatting as set forth in the attached schedule.

MOVED by Commissioner Rafferty

SECONDED by Commissioner Wall

Ayes: all

Nays: none

The Ferry District Manager, Donald Lamb, presented the manager's report by giving a brief summary of the October traffic. It was noted that this was his first viewing of the monthly numbers and that it appeared to be in alignment, however he did note several areas that he wanted to research. He also noted that the normal traffic presentation would be at the next November meeting.

Mr. Lamb then noted that two pieces of correspondence had been received. The first from Mr. R Bartels requesting that gasoline be allowed to be carried on normal runs instead of charters. A brief discussion ensued on the "Easter Rule" (which allowed propane, but not gasoline to travel on regular scheduled trips) was in effect. It was decided that this wasn't a formal policy. Management was asked to prepare a policy to allow gasoline truck tankers on non-charter runs. Mr. Murphy described the second document as a thank you note from The Hole in the Wall Gang Camps for a donation made to the institution on behalf of the Ferry District. Mr. Murphy stated that the Ferry District did not make any donation, however it appears as if someone made an anonymous donation in the FD's name as a thank you.

Mr. Lamb announced that he would update the BOC with weekly activity reports.

Mr. Murphy recommended that that Michelle Wolf and Dennis Kapralov be approved for resident ID's. The BOC agreed to the recommendation.

Mr. Murphy also noted that he was waiting on the two contractors for their quote updates for Annex "A" windows as requested by the BOC.

Mr. Lamb updated the BOC on the North Ramp project noting that he was still gathering and confirming information from the project manager and engineer for the Town. Mr. Lamb also noted that the RFPs for the Race Point had been prepared, posted, advertised and .Steve Burke was overseeing the project.

Messrs. Lamb and Murphy discussed the policy review process and certain published policies that can be found on the FD's website. After a brief discussion it was agreed that management would edit the policies and update the website, with any material changes to be recommended to the Commission.

A brief discussion ensued regarding the hiring of Mr. Burns.

RESOLUTION 9:

WHEREAS, the Fishers Island Ferry District requires the services of an Assistant Manager (for Maritime Operations) for its operation.

NOW, THEREFORE, BE IT RESOLVED, that that Ronald J. Burns, Jr. is appointed as Assistant Manager at an annual salary of \$85,000 effective November 12, 2012.

MOVED by Commissioner Wall

SECONDED by Commissioner Rafferty

Ayes: all

Nays: none

Messrs. Lamb and Murphy gave a brief overview of the FD owned and managed properties post hurricane Sandy and other than the building next to the transfer station and the airport, all lands and buildings are in good shape. The airport is in poor condition as a consequence of two breaches and massive flooding. The flooding caused extensive outages to runway lighting, and sand and other debris made the runways impassable. It was decided for a public safety measure (and the Town concurred) to close the airfield and access to the airport lands until a complete assessment could be provided. The FD has started to clear runway 12-30, but runway 7-25 was still covered with sand and debris. The FD is communicating with the Town and FEMA.

Management asked if a land parcel (approx. 60 x 80 feet) in the freight parking lot could be leased. After a brief discussion it was agreed to post and advertise this parcel for rent to the public generally.

Resolution 10:

At 6:10 PM the Board of Commissioners, RESOLVED, that the meeting be adjourned in to Executive Session for the purpose of discussing the employment history of certain individuals. .

MOVED by Commissioner Edwards
SECONDED by Commissioner Rafferty
Ayes: All
Nays: None

Resolution 11:

Motion to exit Executive Session was made by Commissioner Rugg
Seconded by Commissioner Edwards
Ayes: All
Nays: None

The Commission exited Executive Session at 6:25 PM and resumed normal session.

A general discussion ensued on many topics ranging from CT excise tax refunds, opening the airport (including responsibility and ownership of the airport, lighting and seawall rebuilding), "Xing" out the runways, wetlands and parade grounds' weir and FD property management and revenue issues.

The next meeting will be on November 20 at 4:30 PM.

There being no further business to discuss, and on motion made by Commissioner Wall, seconded by Commissioner Rafferty and unanimously adopted, the meeting was adjourned at 6:45 PM.

Gordon Murphy,
Meeting Secretary