

**Minutes of the Meeting of the Board of Commissioners
Of the Fishers Island Ferry District
December 4, 2012**

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

Present were Commissioners: Brooks, Rafferty, Edwards, Wall, and Rugg
Present were Manager, Donald Lamb, Assistant Manager, Gordon Murphy and Michelle Wolf.

Commissioner Brooks opened the meeting and declared a quorum present.

Minutes:

Minutes of the meeting held on November 20, 2012 and November 28, 2012 were tabled.

Warrants:

A list of outstanding obligations of the District were received 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: **\$9,850.18** as presented in vouchers dated December 4, 2012.

Manager's Report:

Donald Lamb handed out several copies of the UPS proposal report to the commissioners. Mr. Lamb presented a brief overview of UPS's proposal which included a software solution and a more efficient means to handle freight. Mr. Lamb explained the system would allow for freight to be signed for in NL as it was offloaded from the UPS truck. We would put the freight directly on flats and load it on the boat. Once they arrive on the Island we would take the flats to the freight shed and scan each package. An e-mail would be sent to the customer notifying them of the package arrival and they could pick it up as soon as they get the e-mail. When they arrive for pick up the customer would sign electronically for the package. The scanners are able to scan any package with a bar code from any vendor. It should save the District many thousands of dollars annually.

Mr. Lamb continued that the FD currently spends 2.40 minutes on every package we receive. The system would lower that to about twenty seconds per package. The cost is currently \$ 136,000 per year and we could save about \$84,000 with this system. The cost is \$23,000.00 for the technology. Scanners are \$3,000.00 apiece and they are included in the cost but if damaged we would have to replace them. There is also a \$1,000.00 annual fee that takes care of software upgrades and a \$150.00 fee that guarantees that if anything goes wrong with that scanner we can call the company and the scanner can be replaced. Mr. Lamb is still working on the contract with UPS. He is also in contact with FEDEX and hoping they can give a similar presentation with a similar system. He will then compare cost and systems and make a recommendation to the board.

Mr. Lamb reported on the North Ramp project noting that it was on schedule and many interested parties had participated in the on-site meeting with Docko and GNCB. Mr. Lamb Also reported on the Race Point hauling which was being scheduled for late December or early January. Mr. Murphy made a presentation on the airport cleanup. The wiring and lighting was compromised due to storm damage and salt water intrusion into the system. C&S, airport consultant to the District had recently inspected

the airport to review both the lighting and electrical systems and basic runway conditions. They expect to provide the District a summary and estimate to repair the lighting within ten days. C&S reported preliminarily that the electrical/mechanical room is fine. Mr. Murphy reported that the District had issued an RFP to solicit bids for clean up the sand and stones at the ends of runway 12/30 and to open up and fix the Race Point road (from Waste Management to Race Point). The contract will be awarded this week.

Mr. Lamb reported on the upcoming east end bike path project. The District had been contacted very near the start of the project by several parties to discuss the project, chartering and price relief. Mr. Lamb in consultation with commissioners stated that the pricing would remain as posted. He went on to add that he was working directly with the primary contractor, B&W Paving, on all aspects and how the FD could help them on the project. A general conversation ensued.

At 6:30PM, the following resolution was proposed:

RESOLVED, that the Commission move into Executive Session for the purpose of discussing the employment history of certain individuals.

Proposed by Commissioner Edwards

Seconded by Commissioner Rafferty

Ayes: All

Nays: None

At 6:45 PM, the following resolution was proposed:

RESOLVED, that the Commission exit from Executive Session and resume Public Session.

Proposed by Commissioner Rafferty

Seconded by Commissioner Wall

Ayes: All

Nays: None

The next meeting is scheduled for December 18th at 4:30 PM at the Island Community Center.

MEETING ADJOURNMENT:

There being no further business to discuss, and on motion made by Commissioner Edwards, seconded by Commissioner Rafferty and unanimously adopted, the meeting was adjourned at 6:46 PM.