

Minutes of the Meeting of the Board of Commissioners  
Fishers Island Ferry District  
May 20, 2013

A Meeting of the Board of Commissioners of the Fishers Island Ferry District (the Ferry District) was called to order on May 20, 2013 at 4:32 pm by Commissioner Edwards at the Fishers Island Community Center.

Present were Commissioners Burnham, Edwards, Rafferty and Rugg. Also present were Manager Donald Lamb, Assistant Manager Gordon Murphy, Jane Ahrens and two members of the public.

Mr. Lamb asked Commissioner Edwards to chair the meeting. Commissioner Edwards opened the meeting and declared a quorum present. Everyone in attendance pledged allegiance to the flag.

**Public Comment:**

Karla Heath asked what rate was being charged to the Community Center for the fireworks cruise. (Management reported it is the usual charter rate.) She asked what rental rate the Lighthouse Works is being charged for the use of the Ferry District house on the Fort stretch. (Management explained it is a community involvement agreement where Lighthouse Works will reimburse the Ferry District for the use through physical improvements to the property including landscape work.) Ms. Heath asked why one does not get an email when FedEx makes a delivery like UPS. (The UPS delivery notification is automatically generated by UPS and the Ferry District is looking into a similar arrangement with FedEx.)

**Correspondence:**

A customer letter regarding a train schedule arrival time change to 6:10 pm from 6:15 pm in New London and the concern about making the 6:15 pm departing ferry was discussed. The Ferry District considers all train schedules before setting the seasonal ferry schedules, and once set and printed, can not easily be revised. It was suggested frequent passengers purchase books of tickets so the ticket exchange can be expedited at the New London ticket office, when needed.

Commissioner Burnham received a letter from Mr. and Mrs. Collins regarding vista work on a stand of trees on the parade grounds. In keeping with the Fishers Island Conservancy's Habitat Committee's work in restoring the parade ground grasslands, the Commissioners asked management to discuss the request with Mr. Joe Henderson.

An additional letter was received and will be discussed in Executive Session.

**Review of Meetings and Minutes:**

Minutes of the meeting held on May 6, 2013 were approved with edit requested by Commissioner Edwards.

MOVED by: Commissioner Rugg

SECONDED by: Commissioner Burnham

OBSTAINED: Commissioner Rafferty as he did not attend the meeting

AYES: Three

NAYES: None

**Warrants:**

A list of outstanding obligations of the District was received and discussed. All invoices were declared to abide by Procurement Policy. At the conclusion of the discussion, a resolution was made to pay the outstanding obligation totaling \$59,738.45

MOVED by: Commissioner Rugg

SECONDED by: Commissioner Burnham

AYES: All

NAYES: None

**Manager's Report:****1. Finance:**

Management is reviewing budget numbers monthly and streamlining certain reporting while continuing review of weekly payroll hours. Income is up 5.7% and expenses are down (compared to same time last year when several retirement disbursements were included in payroll).

Commissioner Rugg asked Mr. Murphy to have auditors review accruals on sick days and vacation days. This is done as part of the annual audit.

Management is meeting with captains every other week to discuss various topics including: payroll hours and cost containment; anticipated boat maintenance; and leadership roles. Management's meetings with crew are ongoing.

**2. Projects:****North Ramp Project:**

Mr. Lamb reported the project progress is where the Ferry District would like it to be considering the start was a month later than planned, and expected to be fully operational by Memorial Day. Management will make final project notes.

**2. Airport Project:**

Mr. Murphy reported the electrical wire testing is scheduled for the week of May 27 with a report to FEMA. Sand removal from Runway #7 approach will be completed.

**HR:**

Mr. Lamb received approval from the Commissioners to offer Michael Franco the position of marine mechanic at \$22/hr. with an understanding he would begin as soon as possible. A Resolution will be made once Mr. Franco accepts the offer.

At the May 20, 2013 meeting of the Fishers Island Ferry District Board of Commissioners, the following resolution was brought by the Board.

WHEREAS, the Fishers Island Ferry District and John Morgan have agreed that he has completed the requirements of full captain and as such John Morgan will be classified solely as a captain with effect 11 December 2012 and be paid at the rate of \$24.00 per hour; and

WHEREAS, the Ferry District will adjust his pay with effect from 11 December 2012 to the next pay period at the difference between his previous captain's rate of \$23.03 and his deckhand rate of \$20.16.

On a **MOTION** by Commissioner Rugg

**SECONDED** by Commissioner Burnham

Ayes: all

Nays: none

**Finance:**

Commissioner Rugg reported the Finance Committee met May 20.

Planning for 2014 budget: First cut is planned for mid-June; the report to the Board of Commissioners is planned for mid-July; Full budget would then be ready in August for the annual meeting; and final edits would be completed by mid-October/Columbus Day.

**Old Business:**

**Resident IDs:** Management review

**Kiosks:** Determining compatibility with new ticketing system.

**Airport Fees:** Developing fee system to share with tenant to off set repairs to building. Looking at camera system to collect tail numbers on touch and go. Two vendors are interested. One runway is open for daylight landings and expectation is to open second runway before Memorial Day weekend. Continue to work with FEMA on light repairs: Plan A – replace what was damaged by Hurricane Sandy. Plan B – Improve existing runway lighting system.

**Voting Eligibility Issue:**

Property vs. People voting criteria for Commissioner Elections is still under discussion. Mr. Murphy is writing up procedural comments from Commissioner Rafferty based on the legal input. He is also looking into report availability from Southold on correct and current property owners to use as voter eligibility list. Availability of this report will impact how recommendations are finalized.

Publishing deadlines for Board of Commissioner is July 15, 2013, for August 13, 2013 vote. As there are three seats up for election in 2013 the board asked management to research how the ballot casting should be; three separate elections or a cascading election?

**Executive Session:**

Entering Executive Session:

At 5:30 pm the following resolution was proposed:

The Board of Commissioners, RESOLVED, that the meeting be adjourned into Executive Session for the purpose of discussing the employment history of certain individuals and other legal matters

Proposed by Commissioner Rugg

Seconded by Commissioner Burnham

AYES: All

NAYS: None

Exiting Executive Session:

At 5:59 pm the following resolution was proposed:

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

Proposed by Commissioner Rugg

Seconded by Commissioner Burnham

AYES: All

NAYS: None

The next scheduled meeting begins at 4:30pm June 3, 2013 at the Fishers Island Community Center.

- Long Range Planning Committee meeting will be held June 3 at 2:00pm.
- A work session will be held June 3 at 3:30pm.

Motion to adjourn at 6:00 pm.

MOVED by: Commissioner Rugg

SECONDED by: Commissioner Rafferty

AYES: All

NAYES: None