

Minutes of the Meeting of the Board of Commissioners  
Fishers Island Ferry District  
June 17, 2013

A Meeting of the Board of Commissioners of the Fishers Island Ferry District (the "Ferry District") was called to order on June 17, 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 Assistant Manager Gordon Murphy, Jane Ahrens and four members of the public.

Mr. Murphy 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:**

Peter Burr thanked the Commissioners for retaining the ½ price round-trip day rate on Thursdays and Sundays.

**Correspondence:**

None

**Review of Meetings and Minutes:**

Minutes of the meeting held on June 3, 2013 were approved with an edit requested by Commissioner Edwards.

MOVED by: Commissioner Rugg

SECONDED by: Commissioner Burnham

AYES: All

NAYES: None

**Warrants:**

A list of outstanding obligations of the Ferry 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 \$41,691.13.

MOVED by: Commissioner Rugg

SECONDED by: Commissioner Rafferty

AYES: All

NAYES: None

**Manager's Report**

**1. Traffic Stats:**

Management has been reviewing the Traffic Stats through May 2013. Auto traffic is down slightly; passenger traffic is down slightly, however it is basically flat. The Truck and Trailer traffic is up 21%.

**2. Finance:**

Mr. Murphy reported Management continues to analyze the YTD finances to last year and to budget. YTD revenue is up 5%. The Ferry District is ahead \$60,000. Rental income is flat. Other Revenue is down just slightly. The \$15,000 property tax increase has been collected bringing total tax of \$765,000 for the year.

At the next Board meeting there may be an appropriations transfer. Further discussion covered the revenue versus expenses on projects including Race Point in dry dock, Munnatawket servicing work, and Clean Harbors' NL terminal cleanup and guidelines.

### **3. HR:**

Mr. Murphy reported Management is revising the Training Manuals and Procedures and the captains will be tasked to be specialists in the following areas to help manage the Ferry District's operations:

- Safety
- Compliance
- Coast Guard regulations
- Security

Mr. Murphy presented several required seasonal hiring and staff resignations.

At the June 17, 2013 meeting of the Fishers Island Ferry District Board of Commissioners, the following resolutions were brought by the Board.

WHEREAS, the Fishers Island Ferry District requires the services of seasonal Deckhands and Laborers; and

WHEREAS, the seasonal Clerks, Deckhands and Laborers will be employed by the Fishers Island Ferry District for the period May 15, 2013 through September 15, 2013.

NOW, THEREFORE, BE IT RESOLVED, that Diane Richmond be appointed as seasonal Clerk at the rate of \$10.30 per hour for the period June 10, 2013 through September 15, 2013.

On a MOTION by Commissioner Rugg  
SECONDED by Commissioner Burnham  
Ayes: All  
Nays: None

NOW, THEREFORE, BE IT RESOLVED, that Mary Ellen Marcotte be appointed as seasonal Deckhand at the rate of \$10.30 per hour for the period June 10, 2013 through September 15, 2013.

On a MOTION by Commissioner Rugg  
SECONDED by Commissioner Rafferty  
Ayes: All  
Nays: None

NOW, THEREFORE, BE IT RESOLVED, that James Robertson be appointed as seasonal Deckhand for 25% of his time and a seasonal Laborer for the balance of his time at the rate of \$10.30 per hour for the period June 10, 2013 through September 15, 2013.

On a MOTION by Commissioner Rafferty

SECONDED by Commissioner Rugg

Ayes: All

Nays: None

WHEREAS, Marshall Smith and Melissa Doucette have voluntarily resigned from the Fishers Island Ferry District;

NOW, THEREFORE, BE IT RESOLVED that as of May14, 2013, Marshall Smith is hereby released from his Deckhand position at the Fishers Island Ferry District. The Board of Commissioners would like to thank Mr. Smith for his service.

MOVED by Commissioner Burnham

SECONDED by Commissioner Rugg

Ayes: All

Nays: None

NOW, THEREFORE, BE IT RESOLVED that as of June 28, 2013, Melissa Doucette is hereby released from her Clerk position at the Fishers Island Ferry District. The Board of Commissioners would like to thank Melissa for her years of service and wish her well in her future endeavors.

MOVED by Commissioner Rugg

SECONDED by Commissioner Rafferty

Ayes: All

Nays: None

#### **4. Airport Fees:**

Referring to the proposed airport fee adjustment, Mr. Murphy explained the tenant is responsible for cutting the grass 180" from the edge of the tarmac and other identified areas, and maintaining the building facility and grounds.

The proposed raise in airport rates was approved by C&S, the Ferry District's airport consultants. The income will be shared by the Ferry District and the tenant, the latter to maintain the facility and surrounding area and the former to provide badly needed repairs and improvements to the rental property. The tenant will supply traffic figures and a timely accounting to the Ferry District.

Mr. Murphy discussed two automated plane traffic monitoring systems, to capture tail numbers with the hope that this will be a means to capture all the landings and associated landing fees without human interference.. A discussion included the possibility of Homeland Security offering a grant to cover such an investment.

In summation, Mr. Murphy reported that the fee increase and collection will be directly beneficial to the tenant and the property manager as the facility will be improved.

At the June 17, 2013 meeting of the Fishers Island Ferry District Board of Commissioners, the following resolutions were brought by the Board.

WHEREAS, the Fishers Island Ferry District manages Elizabeth Field Airport on behalf of the Town of Southold, the Ferry District Management, in consultation with the airfield consultants, recommend that the rates be adjusted.

NOW, THEREFORE, BE IT RESOLVED, that effective 1 June 2013 the rates at Elizabeth Field be:

	Current	Proposed
Single	\$8.00	\$12.00
Twin	\$20.00	\$30.00
Commercial	\$20.00	\$40.00
Tie-Down (night)	\$25.00	\$25.00
Tie-Down (season)	\$200.00	\$300.00

MOVED by Commissioner Burnham

SECONDED by Commissioner Rugg

Ayes: All

Nays: None

NOW, THEREFORE, BE IT RESOLVED, that effective 1 June 2013 the increment increase over the previous rates at Elizabeth Field will be accounted for by the tenant and the Ferry District and will be used only for reimbursement of agreed upon work at the facility.

MOVED by Commissioner Rafferty

SECONDED by Commissioner Rugg

Ayes: All

Nays: None

The estimate for repairs or replacement to the airport seawall in the southeast corner, and bolder replacement in the southwest corner, is due June 18, 2013. Regarding the discussion concerning the seawall contractors currently on island – there would be no cost savings in enlisting them at this time.

The FEMA electric estimate to replace all existing airport runway lighting with LED, as there is no salvage possibility because of hurricane Sandy's affects, is \$400,000-\$500,000. It should also be noted that the Ferry District holds \$150,000 in FAA grant fund allocations from previous years.

#### **5. North Ramp:**

Last punch list includes: removal of overhang 6/17; repositioning of lights for night staging; 6/18 visit by project manager; GNCB is expected to sign off after initial use period.

#### **Other:**

**Grants:** Fiver grants are currently being pursued.

**Ships:** Deferred life vs. replacement decision is under review for Race Point. Includes consideration of 1/5 replacement/year to extend boat life five years. Nautical engineer John Gilbert will be working on Race Point including repowering estimate and next year look at plan to extend Race Point life to achieve best boat replacement schedule for the future.

**Freight Rates:**

Memo of revised rates to be reviewed by the public for comment in anticipation of Fall implementation.

**Committee Reports:**

**Finance:** Commissioner Rugg reported on the budget discussion. Mr. Lamb is working with the Staff on detailed plans for ticketing, staff training, maintenance, and island property maintenance with a close look at capital expenditures including the South Ramp.

**Election Guidelines and Voting Eligibility:**

Mr. Murphy is preparing Commissioner Election voting rules and comments. Commissioner Rugg has asked Barry Brian for his assistance in reviewing and sharing the findings.

There are three board positions open. Petitions will be available in next 30 days. Ballots will be printed upon collection of petitions.

**Executive Session:**

Entering Executive Session:

At 5:20 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 Burnham

Seconded by Commissioner Rugg

AYES: All

NAYS: None

Exiting Executive Session:

At 5:58 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 Burnham

AYES: All

NAYS: None

The next scheduled meeting begins at 4:30pm July 1, 2013 at the Fishers Island Community Center.

**Meeting Adjournment:**

There being no further business to discuss, and on motion made by Commissioner Rafferty, seconded by Commissioner Burnham, and unanimously adopted, the meeting was adjourned at 5:59.

MOVED by: Commissioner Rugg

SECONDED by: Commissioner Burnham

AYES: All

NAYES: None