

Minutes of the Meeting of the Board of Commissioners
Fishers Island Ferry District
October 7, 2013

A Meeting of the Board of Commissioners of the Fishers Island Ferry District (the "Ferry District") was called to order on October 7, 2013 at 4:30 PM by Commissioner Edwards at the Fishers Island Community Center.

Present were Commissioners Edwards, Rafferty and Rugg. Also present were Assistant Manager Gordon Murphy and one member of the public.

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

Public Comment:

Mrs. N. Parsons commented on a matter of under-charged freight and an older matter of outbound poor customer service. Management will review these matters.

Correspondence:

Commissioner Edwards summarized a letter thanking the Ferry District holding ferries for trains.

He went on to discuss an email from an island business inviting the District to attend a seminar on merchant services and credit card fees. Mr. Murphy noted that management had met with five vendors last spring and found the proposals very opaque and difficult to analyze. The search was put on hold for the summer season, but he was looking for a means to prepare an RFP for pricing quotes to develop an apples-to-apple comparison.

Review of Meetings and Minutes:

Minutes of the meeting held on September 23, 2013 were approved as amended.

MOVED by: Commissioner Rugg
SECONDED by: Commissioner Rafferty
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 \$56,542.95.

MOVED by: Commissioner Rafferty
SECONDED by: Commissioner Rugg
AYES: All
NAYES: None

A brief discussion ensued on the CMC diving survey of the North Ramp, the rack dolphins and the south ramp.

**Manager's Report
Finance**

Mr. Murphy presented a small budget modification.

RESOLVED to hereby amend the 2013 Fishers Island Ferry District budget as follows:

Decrease Appropriations

SM.9050.8.000.000	Unemployment Benefits	\$ 3,500
	Total	\$ 3,500

Increase Appropriations

SM.5710.2.000.100	Ferry Repairs-Munnatawket	<u>\$3,500</u>
	Total	<u>\$3,500</u>

On a **MOTION** by Commissioner Rugg
SECONDED by Commissioner Rafferty

Ayes: All

Nays: None

Mr. Murphy presented a draft proposal on the freight rates. Mr. Murphy described the emailing (to island based commercial customers) and goals of this review in that basically this past year the Ferry District has been reviewing its freight handling procedures and charges. Management is looking at the specific items and the cost to handle and move a given item based on weight, size, unique characteristics, etc. The goal is to provide standard pricing and handling and charge a fair price. He noted that he had received very few written responses and that most responses mentioned that the proposals were reasonable. A general discussion ensued. The draft rate proposal is attached as exhibit A and will be posted on the website.

The Board asked management to prepare a rationale with respect to the needs of the District and how changing freight rates would impact the District's revenue.

Mr. Murphy gave a brief summary on the Charter Policy (below). He noted that this is not a change in rates, but a change in the language to improve clarity. A discussion ensued.

CHARTERS--RATES AND REGULATIONS			
<small>Effective date 5-15-2012</small>			
		Off Peak	Peak
Standard/Commercial Charter - Minimum		\$ 1,100	\$ 1,500
Petroleum trips - Minimum		\$ 1,100	\$ 1,100
Private Charters - Minimum		\$ 1,500	\$ 1,900
Island school trips + Island charities - Minimum		\$ 950	\$ 950
Touch Fees ¹		\$ 1,000	
CHARTERS ---Must be specifically arranged with the Ferry District ¹ ,			
New London office by calling 1-860-442-0165			
Wait Times - Schedule permitting, a chartered ferry will provide 30 minutes of wait time. Any additional wait time will be at \$100 per each 10 minute period.			
All charters are round trip .			
Space and times may be limited due to the availability of the vessels.			
Ferry District reserves the right to add vehicles or freight as necessary to all but Private Charters.			
Change/Cancellation fee of \$100 due if not notified within 24 hours of sailing, <24 hours 50% of the fee will be assessed.			
1. All non-Ferry District landings are subject to touch fees, wait times and pre-approval.			

HR matters:

WHEREAS, the Fishers Island Ferry District requires the services of Clerks to manage reservations at the Fishers Island terminal.

NOW, THEREFORE, BE IT RESOLVED, that Krystal Murray is hereby appointed to the position of part time Clerk at a rate of \$10.30 to commence on 26 September 2013.

MOVED by Commissioner Rugg

SECONDED by Commissioner Rafferty

Ayes: All

Nays: None

NOW, THEREFORE, BE IT RESOLVED, that Diane Richmond is hereby appointed to the position of part time Clerk at a rate of \$10.30 per hour to commence on 16 September 2013.

MOVED by Commissioner Rugg

SECONDED by Commissioner Rafferty

Ayes: All

Nays: None

WHEREAS, the Fishers Island Ferry District requires the services of Deckhands to staff the maritime operations.

NOW, THEREFORE, BE IT RESOLVED, that Mary Ellen Marcotte is hereby appointed to the position of part time Deckhand at a rate of \$10.30 per hour to commence on 16 September 2013.

MOVED by Commissioner Rugg

SECONDED by Commissioner Rafferty

Ayes: All

Nays: None

NOW, THEREFORE, BE IT RESOLVED, that Mark Boehm is hereby appointed to the position of part time Deckhand at a rate of \$10.30 per hour to commence on 9 October 2013.

MOVED by Commissioner Rugg

SECONDED by Commissioner Rafferty

Ayes: All

Nays: None

Other items:

Commissioner Edwards asked about the remainder of North Ramp project and what CMC had found in their underwater survey of the four dolphins. Mr. Murphy described the survey and findings. A discussion ensued.

Mr. Rugg reported that the Long Range Committee that had met with RJ Burns to discuss priorities for research of future vessel options.

Executive Session:

ENTERING EXECUTIVE SESSION:

At 5:37 pm the following resolution was proposed:

The Board of Commissioners, RESOLVED, that the meeting be adjourned into Executive Session for the purpose of discussing employment history of certain employees and labor negotiations.

Proposed by Commissioner Rugg
Seconded by Commissioner Rafferty
AYES: All
NAYS: None

Exiting Executive Session:

At 6:12 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 Rafferty
AYES: All
NAYS: None

The next scheduled meeting begins at 4:30 pm October 21, 2013 at the Fishers Island Community Center.

Meeting Adjournment:

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 6:16 pm.