

Minutes of the Meeting of the Board of Commissioners  
Fishers Island Ferry District  
February 14, 2014

A Meeting of the Board of Commissioners of the Fishers Island Ferry District (the "Ferry District") was called to order on February 14, 2014 at 4:32 PM by Commissioner Edwards at the Fishers Island Community Center.

Present were Commissioners Cook, Edwards and Rugg. Also present were Manager Don Lamb, Asst. Manager Gordon Murphy, Jane Ahrens as well as Kelly Ramsey and Nate Malinowski.

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

**PUBLIC COMMENT**

Lighthouse Works is looking for housing for a Print Shop Manager for June-August 2014 and inquired about the availability of Ferry house on Whistler Avenue.

**CORRESPONDENCE**

1. A letter from the Island Community Center regarding any available housing rental opportunities for the summer season for two individuals was acknowledged. Mr. Lamb will respond to ICC Director Elizabeth Reid.
2. A letter was received from an individual requesting explanation of the resident ID qualifications. Mr. Lamb will respond.

**REVIEW OF MEETINGS and MINUTES**

Minutes of the meeting held on January 6, 2014 were approved with edit.

MOVED by: Commissioner Cook

SECONDED by: Commissioner Rugg

AYES: All

NAYES: None

Minutes of the meeting held on January 20, 2014 were approved.

MOVED by: Commissioner Rugg

SECONDED by: Commissioner Cook

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. There being no discussion, a resolution was made to pay the outstanding obligation totaling \$156,846.28 after a discussion on coordinating payment approval with payment cycles of the Town of Southold.

MOVED by: Commissioner Rugg

SECONDED by: Commissioner Cook

AYES: All

NAYES: None

**MANAGER'S REPORT:**

Mr. Lamb recapped a meeting with Kardis Larson advisors Margo Larson and Nick Duckas regarding the HR side of accounting. The District is in compliance.

Mr. Lamb reported some HR changes to be discussed in Executive Session.

**Freight Rates:** Mr. Lamb summarized the Freight Rates Meeting with the community held on February 11, 2014 that 16 community members attended. They discussed the Freight Rate changes that went into effect January 1, 2014. The last time Freight Rates were increases was 2009. Mr. Lamb reported the attendees were helpful in explaining the impact on their businesses and budgets and are willing to get involved with finding solutions. After a discussion, the Commissioners voted as follows:

The Fishers Island Ferry District wishes to amend its 2014 Freight Rate schedule and fee structure as recommended by Management.

**NOW, THEREFORE, BE IT RESOLVED**, that the freight rates and related surcharges (attached to the minutes) are amended as follows with effect on February 20, 2014

- Bag <50#                      From \$2.00 To        \$2.50
- Box <50#                      From \$4.00 To        \$2.50
- Bucket <50#                 From \$4.00 To        \$2.50
- Crate                            From \$4.00 To        \$2.50
- Freight Gen <50#            From \$4.00 To        \$2.50
- Roll <50#                      From \$2.00 To        \$2.50

On January 1, 2015 these rates will increase to \$3.00. Additionally management is instructed to post the rates and cover letter for the public and customers.

MOVED by Commissioner Rugg  
SECONDED by Commissioner Cook  
Ayes: All  
Nays: None

**BUDGET MODIFICATIONS:**

RESOLVED that the February 14, 2014 meeting of the Board of Commissioners of the Fishers Island Ferry District hereby amend the 2013 Fishers Island Ferry District budget as follows:

Decrease Appropriations

SM9050.8.000.000	Unemployment Benefits	<u>\$ 2,000</u>
	Total	\$ 2,000

Increase Appropriations

SM5710.4.000.800	Uniforms	\$ 1,530
SM5711.4.000.000	Office Supplies	<u>\$ 470</u>
	Total	\$ 2,000

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

**BOC 2014 MEETING SCHEDULE:**

The approval of the Meeting Schedule of the Board of Commissioners (BOC) for 2014 included a discussion regarding scheduling (as needed) working sessions and special sessions to supplement the BOC Meetings on topics including ticketing, boats, property management, and the airport. The approved schedule is attached.

**NOW, THEREFORE, BE IT RESOLVED**, the 2014 BOC Meeting Schedule is approved.

MOVED by: Commissioner Rugg

SECONDED by: Commissioner Cook

AYES: All

NAYES: None

**FINANCE and TRAFFIC REPORT:**

1. Mr. Lamb discussed the Munnatawket invoice to date from Fairhaven Shipyard totaling \$91,130 against the \$225,000 budget number.
2. Real Property Taxes credited by Southold were 25% below budget. However, 2014 taxes paid in 2013 will be credited to The District.
3. Charters will be separate line items to allow for better tracking.
4. The Fund Balance for the end of January is \$900,000. Marcia is working on the audit the week of February 17, 2014.
5. Fuel costs: 110,000 gallons at \$3.59/gallon vs. budget of \$3.69/gallon. 9,000 gallons were used by Race Point in January 2014 with the Munnakawket in dry dock.
6. O'Connor Davis letter of engagement from Commissioners – related party questionnaire was signed.

**EXECUTIVE SESSION**

**Entering Executive Session:**

At 6:31 pm the following resolution was proposed:

The Board of Commissioners, **RESOLVED**, that the meeting be adjourned into Executive Session for the purpose of legal discussions regarding the employment of certain employees:

Proposed by Commissioner Rugg

Seconded by Commissioner Cook

AYES: All

NAYS: None

**Exiting Executive Session:**

At 7:11 pm the following resolutions were proposed:

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

Proposed by Commissioner Rugg

Seconded by Commissioner Cook

AYES: All

NAYS: None

Whereas, Daniel Eagan and Scott Fenton have fulfilled their probationary period and have been given a favorable review by management. As per the employee handbook both are now deserving of a pay increase and have been recommended by their supervisor for a pay raise.

**Therefore it is resolved** to approve a salary increases for Daniel Eagan and Scott Fenton from \$14.00 to \$15.00 with effect 13 February 2014.

MOVED by Commissioner Rugg  
SECONDED by Commissioner Cook  
Ayes: All  
Nays: None

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

**NOW, THEREFORE, BE IT RESOLVED**, that Amy Ruffin, who holds a 100 ton certificate is hereby appointed to the position of part time Deckhand at a rate of \$11.00 per hour to commence on 13 February 2014.

MOVED by Commissioner Rugg  
SECONDED by Commissioner Cook  
Ayes: All  
Nays: None

**NOW, THEREFORE, BE IT RESOLVED**, that Justin Carlson is hereby appointed to the position of part time Deckhand at a rate of \$10.30 per hour to commence on 13 February 2014.

MOVED by Commissioner Rugg  
SECONDED by Commissioner Cook  
Ayes: All  
Nays: None

**Motion To Approve** the voluntary resignation with effect 26 February 2014 of Peter Gilmore. The Board also wishes to thank Mr. Gilmore for his years of service to the Ferry District and wishes him well.

MOVED by Commissioner Rugg  
SECONDED by Commissioner Cook  
Ayes: All  
Nays: None

The next scheduled meeting of the Board of Commissioners Fishers Island Ferry District will be held Monday, March 3 2014 at 4:30 pm at the Fishers Island Community Center. The board has also scheduled a work session on the same day at 1:30pm.

**Meeting Adjournment:**

There being no further business to discuss, and on motion made by Commissioner Cook, seconded by Commissioner Rugg, and unanimously adopted, the meeting was adjourned at 7:12 pm.

**Minutes Attachment:**

2014 BOC Meeting Schedule

<b>FISHERS ISLAND FERRY DISTRICT</b>			
<b>BOARD OF COMMISSIONERS</b>			
<b>MEETING SCHEDULE</b>			
<b>2014</b>			
Monday, January 06, 2014		4:30 PM	
Monday, January 20, 2014	NL	12:30 PM	
Friday, February 14, 2014		4:30 PM	
Monday, March 03, 2014		4:30 PM	
Monday, March 17, 2014		4:30 PM	
Monday, April 14, 2014		4:30 PM	
Monday, April 28, 2014		4:30 PM	
Monday, May 12, 2014		4:30 PM	
Monday, June 09, 2014		4:30 PM	
Monday, July 07, 2014		4:30 PM	
Monday, August 04, 2014		4:30 PM	
Tuesday, August 12, 2014		Annual Election	
Wednesday, August 20, 2014		Budget Hearing	
Monday, September 08, 2014		4:30 PM	
Tuesday, October 14, 2014		4:30 PM	
Tuesday, November 11, 2014		4:30 PM	
Monday, December 08, 2014		4:30 PM	
All meetings will be held on Fishers Island unless otherwise noted.			

