

Fishers Island Ferry District

Minutes of the Meeting of the Board of Commissioners Fishers Island Ferry District May 12, 2014

A Meeting of the Board of Commissioners of the Fishers Island Ferry District (the "Ferry District") was called to order on May 12, 2014 at 4:35 PM by Commissioner Edwards at the Fishers Island Community Center.

Present were Commissioners Cook, Edwards and Rugg. Present were Manager Don Lamb, Asst. Manager Gordon Murphy and Jane Ahrens.

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

PUBLIC COMMENT

None

CORRESPONDENCE

Mr. Lamb presented a letter to the BOC regarding vending machines on board and the next step in their management. A discussion followed. Additional letters, one relating to personnel, and one relating to the Yale Study, will be discussed at a later date.

REVIEW OF MEETINGS and MINUTES

Minutes of the meeting held on April 7, 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. Following a discussion, a resolution was made to pay the outstanding obligation totaling \$53,783.21.

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

On April 28 Commissioners Edwards and Rugg approved warrants in the amount of \$71,315.73. All invoices were declared to abide by Procurement Policy. After a brief discussion it was agreed that the Board of Commissioners ratify the above decision.

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

MANAGER'S REPORT:

Ticket Kiosks:

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Mr. Lamb reported the ticket kiosks will be serviced and reprogramed so they are both up and running and functioning properly. Customers are encouraged to use the kiosks in the New London and Fishers Ferry terminals when the ticket line is long and during non-office hours.

HR:

Mr. Lamb reported that he is working with Rich Zuckerman to craft a definition regarding the Summer Seasonal employment category for those Permanent Part-time employees who work additional hours during the Peak Season and pay union dues. The Ferry District feels that the CSEA interpretation of Summer Seasonal Employees is incorrect and increases the administrative burden on the FD without any benefit. Certain FD employees are afforded the option to work greater than twenty hours during the summer season by Civil Service. There is no change in their in their job titles and descriptions nor has there been a change in the continuity of their service.

RESOLUTIONS

At the May 12, 2014 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 Deckhands, Clerks and Laborers; and

NOW, THEREFORE, BE IT RESOLVED, that Gilbert McCray and Louis Barone are appointed as part-time Deckhands at the rate of \$10.56 per hour. Lynn Ciccone is appointed a part-time Clerk at the rate of \$10.56. Peter Gilmore is re-hired as a part-time deckhand at \$12.28. The start date for the four employees is April 28, 2014.

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

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

WHEREAS, the seasonal Deckhands, Clerks and Laborers will be employed by the Fishers Island Ferry District for the period May 15, 2014 through September 15, 2014.

NOW, THEREFORE, BE IT RESOLVED, that returning summer staff; Matthew Peluso, Dominick Moschini, Grant Pezzolesi and Lee Cattanach are appointed as seasonal Deckhands at the rate of \$11.30 per hour. Jessica Grote and Michael Tyler Rogers are appointed as seasonal Clerks at \$10.56 per hour.

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

WHEREAS, the Fishers Island Ferry District requires additional Deckhand, Clerk, Labor and Captain services during the peak season period May 15, 2014 through September 15, 2014.

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NOW, THEREFORE, BE IT RESOLVED that Part-time deckhands; Heather Stone, Michael Eddy, Maryellen Marcotte, Justin Carlson, Jonathan Hiller, Logan Glidewell, Christopher Newell, James Weaver, Peter Gilmore, Louis Barone and Gilbert McCray, Clerk; Lynn Ciccone and Captain; Heather Stone are appointed to seasonal status from their current part-time positions at their current rate of pay for the seasonal period May 15, 2014 through September 15, 2014. At September 16, 2014 they will revert back to their part-time status at their then current pay rate.

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

Dental and Life/AD&D Renewal Update

Mr. Murphy reported that updated Dental and Life/AD&D Renewal information has been sent to all Ferry District employees. Vendors including Empire and 1st Rehab Life will supply further details.

TrakPad

The Ferry District freight offices are experiencing some problems with sending notification emails to customers. Adjustments need to be made to the system so the emails can get through the Ferry's firewall. The District has requested emails from customers anticipating package delivery and is capturing emails from the online reservation system. The District is close to signing a tracking system agreement with Fedex.

Procurement Policy

As requested by the NYS Office of the State Comptroller management requests that the procurement policy be amended to include the below non-collusion language.

"Pursuant to N.Y. **General Municipal Law 103-D** - Statement of non-collusion in bids and proposals to political subdivision of the state every bid or proposal hereafter made to a political subdivision of the state or any public department, agency or official thereof where competitive bidding is required by statute, rule, regulation or local law, for work or services performed or to be performed or goods sold or to be sold, shall contain the following statement subscribed by the bidder and affirmed by such bidder as true under the penalties of perjury: Non-collusive bidding certification.

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief."

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

Fuel Surcharge Policy

Following a discussion regarding Management's recommendation to create a fuel surcharge methodology, the latter will revisit the proposed policy and present revisions at a meeting in the future.

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BOC Project List for Management

Mr. Lamb will update list and present at BOC work session May 26.

Mr. Lamb will present the Ferry District report at the ICB Meeting Memorial Day Weekend.

Publish Lease and Hearing Date regarding the following Ferry managed properties:

- Shop/Office space in Freight Building
- Whistler Avenue residence
- Open space rental
- Container storage under possible consideration

Leases will include a security clause. Clean-up clause, security deposit and include taxes in rent total.

Vending machines on board the ferry boats was discussed.

The next scheduled meeting of the Board of Commissioners Fishers Island Ferry District will be held Monday, June 9, 2014 at 4:30 pm at the Fishers Island Community Center.

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 6:59 PM.