

Fishers Island Ferry District

Minutes of the Meeting of the Board of Commissioners
Fishers Island Ferry District
November 10, 2014

A Meeting of the Board of Commissioners of the Fishers Island Ferry District (the "Ferry District") was called to order on November 10, 2014 at 4:30 PM by Commissioner Edwards at the Fishers Island Community Center.

Present were Commissioners Edwards, Rugg, and Parker. Present were Asst. Manager Gordon Murphy, Asst. Manager RJ Burns and one member of the public, Ellen Parker.

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

PUBLIC COMMENT:

No public comment was made. Commissioner Edwards noted that he had received a letter relating to an employee and he would discuss it with the fellow commissioners at a later date.

REVIEW OF THE MINUTES:

Minutes of the meeting held on October 14, 2014 were reviewed and approved.

MOVED by: Commissioner Rugg

SECONDED by: Commissioner Edwards

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 \$40,856.07.

MOVED by: Commissioner Rugg

SECONDED by: Commissioner Edwards

AYES: All

NAYES: None

BUDGET MODIFICATIONS:

RESOLVED that the Commissioners of the Fishers Island Ferry District hereby amend the 2014 Fishers Island Ferry District budget as follows:

Decrease Appropriations

SM7155.4.000.000	Theatre	<u>\$6,400</u>
	Total	<u>\$6,400</u>

Increase Appropriations

SM5710.4.000.700	UPS Freight Charge	\$2,000
SM5710.4.000.000	Other/Misc	\$2,000
SM5710.4.000.400	Printed Materials	\$2,000
SM1910.4.000.000	Ferry Insurance	<u>\$400</u>
	Total	<u>\$6,400</u>

MOVED by Commissioner Rugg

SECONDED by Commissioner Parker

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Ayes: All
Nays: None

COMMITTEE REPORTS:

Finance Committee: Commissioner Rugg stated that the committee objectives were long range in nature and that the first committee meeting had been held. The first meeting was more to brief Mr. Robert Warden on the various processes, District issues and scope of the committee. In response to a question about a passenger only ferry, Commissioner Rugg suggested that part of this issue needs consideration of adding extra boat runs each day and whether or not this could accommodate an increase the number of people and vehicles coming to and from the island.

Property Management: Mr. Murphy reported that a property hearing will be held at the next board meeting (December 8, 2014). Discussion ensued regarding the leasing of building 357 Whistler Ave. The building will be going through room by room repainting. Mr. Murphy stated that with three bedrooms the best use of a house would be for a family.

MANAGER'S REPORT:

Work List from Management

Messrs. Burns and Murphy reported that the working list was not complete. Mr. Burns proposed that he would be focusing in on compliance issues. He also noted that meetings were set up with Grasso Tech and New London High School to develop a means to recruit staff.

RP Yard Period

Mr. Burns reported on the bids received and stated that the engine rebuilding is more expensive than he had anticipated and it is necessary to figure out the best plan of action. Originally anticipated that the work would cost a total of \$45,000, each. After looking over the paperwork, Commissioner Rugg concluded that the project will total anywhere from \$75,000-\$100,000 each. After comparing price differences between the three shipyards the totals will be near \$300,000 and the project was currently budgeted for \$230,000. After reviewing the quotes Mr. Burns was directed to back to each bidder and request a requote on a reduced project scope. A discussion ensued on the priority of the line items and the bid process. Commissioner Rugg was concerned utilization of our spare engine. Mr. Burns commented that plan to rebuild two engines assures that we then have a backup engine ready in case of emergency. There was no resolution on the yard work.

FI Ramps Repairs

Mr. Burns announced that RFP is all but completed. The goal is not to have to redo the bulkhead. It is necessary to extend the life of the south ramp with an eye towards a replacement ramp identical to the north ramp. Mr. Murphy noted that they were looking into replacing the tarmac apron with a concrete similar to the north ramp. Commissioner Edwards commented that it may raise "red flags" using concrete. Mr. Murphy said he would check on this. Commissioner Edwards also noted that many pilings needed to be replaced. Mr. Burns responded that he was discussing the matter with several vendors to develop solutions and pricing.

BOC 2015 CALENDER

Fishers Island Ferry District

The 2015 board meeting calendar was reviewed and Commissioner Parker made a motion to accept this version.

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

Uniforms/Name Tags

Name tags should be required whenever a member of the crew is dealing with or facing a customer. Commissioner Edwards would like official guidelines/policy for float coats.

Resident Discount Qualifications

A draft revised application, renewal and qualification policy should be posted and a public hearing would be scheduled for the next board meeting.

OTHER:

2014 Audit Letter of Engagement with O'Connor Davies LP

Mr. Murphy was authorized to execute the letter of Engagement with O'Connor Davies LP to prepare the 2014 financial audit of the Ferry District.

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

PVA Annual Convention

The PVA Annual Convention at Maritrends 2015 will be held January 31-February 3, 2015 in Long Beach, California.

Commissioners came to an agreement that it would be beneficial for either Mr. Burns or Mr. Murphy to attend the conference

ENTERING EXECUTIVE SESSION:

At 6:06 PM the following resolution was proposed:

RESOLVED, that the Commissioners move to Executive Session for the purpose of discussing pending litigation and personnel.

Proposed by Commissioner Rugg
Seconded by Commissioner Parker
Ayes: All
Nays: None

EXITING EXECUTIVE SESSION:

At 6:49 PM the following resolution was proposed:

Fishers Island Ferry District

RESOLVED, that the Commissioners exit Executive Session.

Proposed by Commissioner Rugg
Seconded by Commissioner Parker
Ayes: All
Nays: None

RESOLUTIONS:

At the November 10, 2014 meeting of the Fishers Island Ferry District Board of Commissioners, the following resolutions were brought to the Board.

With effect November 7, 2014, Jason Marks is released from his fulltime deckhand position and he will remain as a part-time call-in deckhand at the same wage rate.

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

With effect November 9, 2014, Scott Fenton is released from his fulltime deckhand position and he will remain as a part-time call-in deckhand at the same wage rate.

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

With effect November 1, 2014, Amy Ruffin and Christopher Newell are promoted from part-time deckhands to full-time deckhands at \$14.35 per hour with an understanding that in six months their pay rate will be increased to \$15.35 per hour.

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

With effect November 1, 2014, Darcy Scroxtton has been re-assigned from a Clerk to a Cashier with no change in salary.

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

With effect November 1, 2014, James Moore has been re-assigned from a part-time clerk to a full-time Cashier at \$14.35 per hour with the understanding that in six months the pay rate will be increased to \$15.35 per hour.

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

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With effect October 31, 2014, Justin Carlson has voluntarily resigned from the Ferry District.

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

With effect November 15, 2014, Brian Busse, III is hired as a part-time deckhand at the rate of \$10.56 per hour.

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

The next scheduled meeting of the Board of Commissioners Fishers Island Ferry District will be held Monday, December 8, 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 Edwards, seconded by Commissioner Parker, and unanimously adopted, the meeting was adjourned at 6:45 PM.