

FISHERS ISLAND FERRY DISTRICT

January 25, 2016

Minutes of the Meeting of the Board of Commissioners Fishers Island Ferry District

A Meeting of the Board of Commissioners of the Fishers Island Ferry District (the "Ferry District") was called to order on January 25, 2016 at 3:31 PM by Chairman Ahrens at the Fishers Island Community Center.

Commissioners Andrew Ahrens, William Bloethe, and Dianna Shillo were present. Commissioners Harry Parker and Peter Rugg attended by telephone, with Commissioner Rugg joining at 3:39. Gordon Murphy and Elizabeth Burnham attended in person; Diane Hansen attended by telephone.

Chairman Ahrens opened the meeting and established that a quorum was present. Everyone in attendance pledged allegiance to the flag.

Warrant:

The Board reviewed and discussed a list of outstanding financial obligations provided by D. Hansen, then passed the following resolution.

RESOLUTION 2016-11

RESOLVED, that the Board of Commissioners of the FIFD hereby approves the Warrant dated January 25, 2016 in the amount of \$120,331.82.

Moved by: Commissioner A. Ahrens
Seconded by: Commissioner D. Shillo
Ayes: 3
Nays: None

Budget Modification:

The Board discussed and approved the following budget modification provided by D. Hansen.

RESOLUTION 2016-12

RESOLVED that the Commissioners of the Fishers Island Ferry District hereby amend the 2015 Fishers Island Ferry District budget as follows:

Decrease Appropriations

SM9060.8.000.000	Medical Insurance	\$8,100
	Total	<u>\$8,100</u>

Increase

Appropriations

SM1310.4.000.000	Accounting/Finance	\$1,000
SM1420.4.000.000	Legal Fees	\$5,000
SM5710.4.000.000	Ferry Operations/Other Misc	\$1,000
SM5710.4.000.200	Utilities - FI	<u>\$1,100</u>

FISHERS ISLAND FERRY DISTRICT
January 25, 2016

Total \$8,100

Moved by: Commissioner D. Shillo
Seconded by: Commissioner W. Bloethe
Ayes: 3
Nays: None

Resident Identification Card Program

The Board reviewed letters from six households requesting relief from the requirements of the resident ID card program, and passed the following resolution.

WHEREAS certain individuals claim island residency but do not meet all the requirements of the residency discount program, and

WHEREAS the Board of Commissioners knows these individuals to live full-time on Fishers Island,

THEREFORE, the Board RESOLVES that R. Rodd, A. Williams, E. Fortin, C. Frazier, M. Skinner, B. Busse, Sr., and B. Busse, Jr. be admitted to the 2016 resident discount program and be provided with resident identification cards attesting to their participation.

Moved by: Commissioner D. Shillo
Seconded by: Commissioner W. Bloethe
Ayes: 3
Nays: None

Island Community Board Dues

Commissioner Parker, who sits on the Board of Directors of the Island Community Board (“ICB”) in his capacity as a Ferry District Commissioner, verbally reported that ICB was requesting payment of organizational dues. D. Hansen indicated that the District required an invoice for said dues, and Commissioner Parker indicated he would communicate that need to ICB. The matter was then tabled until such invoice is provided.

Mercury Store Card Services

In reviewing the website redesign and revamped reservation purchasing system, the Board recognized the need to outsource credit card processing, to protect customer data at a level beyond the District’s capacity. It agreed upon Mercury Payment System’s proposal to create individual and commercial online accounts with “store cards” that could be refilled at the customer’s discretion, thereby shifting the District’s obligation to protect customer data to Mercury. The Board then passed the following resolution:

RESOLUTION 2016-13

FISHERS ISLAND FERRY DISTRICT
January 25, 2016

WHEREAS, Mercury Payment Systems, LLC (“Mercury”), the current provider of credit card processing services for the FIFD, is now offering payment systems for gift and store cards, and

WHEREAS, the FIFD would like to expand existing payment options for customers as a means to facilitate access to ferry services and increase revenue by offering gift and store cards to customers.

Now, Therefore be it RESOLVED, that the Board of Commissioners of the FIFD hereby accepts Mercury’s proposal to provide Gift and Store Card processing services and authorizes and directs Assistant Manager Gordon Murphy to execute the Application for said services on behalf of the FIFD at a cost not to exceed \$150 per month, subject to review and approval by FIFD counsel and the ratification of the Southold Town Board.

Moved by: Commissioner W. Bloethe
Seconded by: Commissioner A. Ahrens
Ayes: 3
Nays: None

Fishers Island Conservancy Contract for 2016 Grass Lands Management

The Board then discussed a contract with the Conservancy to manage and execute necessary maintenance of the grasslands on the Parade Grounds and surrounding Elizabeth Field, with Chairman Ahrens recusing himself due to his position on the Conservancy Board of Directors. The Board expressed general positive intent to pass, but had to table the matter because Chairman Ahrens’ recusal meant there was not a quorum.

Amended Policy for Non-Commercial and Commercial Fees and Refunds

The Board then returned to a policy tabled at the January 11, 2016, meeting. Recognizing the need to discourage commercial cancellations, as it is difficult to resell the space; and in order to recoup the processing fees from credit card transactions, while still providing flexibility for customers to transfer their reservations when availability allows, the Board passed the following resolution:

RESOLUTION 2016-14

RESOLVED that the Board of Commissioners of the FIFD hereby approves the Refund and Cancellation Policy amendment, effective January 13, 2016, as follows, and directs Management to immediately publish the amended policy in Ferry District offices and on the FIFD website:

Amended Policy for Non-Commercial and Commercial Fees and Refunds

Effective January 13, 2016, the cancellation fees for reserved ferry services will be as follows:

Fees on non-commercial auto reservations:

Changes on the day of travel will be allowed in person at the New London ticket desk, with no fee based on availability and conditions

FISHERS ISLAND FERRY DISTRICT
January 25, 2016

All other changes - 5% transfer fee
All cancellations - 5% cancellation fee

Fees on commercial vehicle reservations:

Changes made 2 days or more in advance of travel - 10% transfer fee
Changes made less than 2 days in advance of travel - 100% transfer fee
This was a typo and should have been removed at the meeting
Cancellations made 5 or more days in advance of travel – 10% fee (90% Refund)
Cancellations made 2 to 4 days in advance of travel – 50% fee (50% Refund)
Cancellations made less than 2 days in advance of travel – 100% fee (No Refund)

Moved by: Commissioner D. Shillo
Seconded by: Commissioner W. Bloethe
Ayes: 3
Nays: None

Cross Sound Ferry Charter

Recalling that in early 2015 the District had one ferry undergoing repairs at a shipyard when the other sustained mechanical failures that made it unsafe for winter operations, anticipating that winter yard work on each ferry might place the District in a similar position this year, and recognizing that continuous ferry services are vital to the economic and physical health of Fishers Islanders, the Board agrees with the need to contract with the single source for emergency ferry services, Cross Sound Ferry.

RESOLUTION 2016-15

RESOLVED that the Board of Commissioners of the FIFD hereby authorizes and approves the proposal of Cross Sound Ferry to provide emergency cargo transportation services to Fishers Island in the event that FIFD Ferry Boats are inoperable, at a rate of \$800 per hour with a four (4) hour minimum and twelve (12) hour maximum, and authorizes RJ Burns or Gordon Murphy to request said services if needed to restore FIFD operations.

Moved by: Commissioner W. Bloethe
Seconded by: Commissioner D. Shillo
Ayes: 3
Nays: None

Heating Oil Contract

The Board received two bids for a contract on heating oil for the Fishers Island terminal and reviewed them for completeness. Commissioner Shillo recused herself due to her position with one of the bidding companies. There not being a quorum available for voting, the matter is tabled until the meeting on February 15, 2016.

Human Resources

FISHERS ISLAND FERRY DISTRICT
January 25, 2016

The Board then reviewed the recommendations of management, and passed the following resolutions:

RESOLUTION 2016-16

WHEREAS Daniel Eagan has met the requirements to advance to senior Deck Hand as per the Ferry District's advancement ladder.

Therefore it is RESOLVED to increase Mr. Eagan's salary to \$18.00 per hour with effect February 4th, 2016.

MOVED by Commissioner A. Ahrens
SECONDED by Commissioner W. Bloethe
Ayes: 3
Nays: None

RESOLUTION 2016-17

RESOLVED that the Board of Commissioners of the FIFD appoints Diane Hansen to the exempt position of Confidential Secretary to the Manager of the FIFD, effective February 4, 2016, with an annual salary of \$62,500.

MOVED by Commissioner A. Ahrens
SECONDED by Commissioner W. Bloethe
Ayes: 3
Nays: None

Adjournment

Chairman Ahrens asked if there was any other business to discuss, and fielded several requests for agenda items at the next meeting. He then reminded those present that the next meeting would be on Monday, February 15, 2016, at 4:30 pm, at the Community Center, with a working session at 3:00 pm.

At 4:22, Commissioner Shillo moved to adjourn the meeting, Commissioner Bloethe seconded the motion, and the motion was unanimously passed.