

Minutes of the Meeting of the Board of Commissioners  
Fishers Island Ferry District  
December 21, 2016

Commissioner Ahrens at the Fishers Island Community Center on Fishers Island called to order a meeting of the Board of Commissioners of the Fishers Island Ferry District ("Ferry District") on December 21, 2016 at 3:36 PM.

Commissioners Heather Burnham, Dianna Shillo and William Bloethe were in attendance. Also in attendance was Gordon Murphy. Commissioner Rugg attended via the telephone. Commissioner Ahrens established that a quorum was present. Everyone in attendance pledged allegiance to the flag.

RESOLUTION 2016 – 242

RESOLVED that the BOC of the FIFD hereby amends Resolution 2016-210, adopted of November 8, 2016 as follows to correct a scrivener's error in the contract amount:

WHEREAS, the MV Race Point must be hauled out for biennial US Coast Guard inspection and certain painting and maintenance; and

WHEREAS proper public notice of the Request For Proposals was placed in The Day newspaper; and,

WHEREAS on October 31st four sealed bids from bidders located in Connecticut, Rhode Island and Massachusetts were opened in the New London terminal in the presence of Commissioner Ahrens, RJ Burns and Diane Hansen; and

WHEREAS, the chairman of the Board of Commissioners, the Marine Operations Manager and the Marine Operations Supervisor reviewed the four bids received, and,

WHEREAS, Marine Operations staff has compared the bids in order to assess the value to the District and advise the Board of Commissioners of the terms of the bids and their recommendation to accept the bid from Fairhaven Shipyard in Massachusetts, based upon it being deemed the most favorable bid to the District.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Fishers Island Ferry District approves the bid from Fairhaven Shipyard in the amount of ~~\$185,010~~ \$187,510 with additional amounts on a time and materials basis of ~~\$39,990~~ \$37,490, the total not to exceed \$225,000;

And be it further RESOLVED, that Marine Operations Manager RJ Burns is directed to execute with Fairhaven Shipyard a contract and any other ancillary documents and to pay all amounts when properly invoiced and approved by Management.

Moved by: Commissioner Bloethe

Seconded by: Commissioner Shillo

Ayes: A Ahrens, W Bloethe, H Burnham, D Shillo

Nays: None

A discussion ensued on the objective of the advancement ladders and that the next step would be for management to create wage rate tiers for the given levels. Management was also asked to update the by-employee job list with both civil service and internal FD titles.

#### RESOLUTION 2016 – 243

Whereas the BOC of the FIFD has asked Management to prepare an explanatory document relating to the criteria by which Agents and Boat Personnel can achieve professional growth advancement within the FIFD, now therefore be it

RESOLVED that the BOC of the FIFD accepts and approves the criteria established by Management in the documents entitled “Advancement Ladder for Agents” and “Advancement Ladder for Boat Personnel” effective 12/21/16, subject to the approval of District Counsel.

Moved by: Commissioner Burnham

Seconded by: Commissioner Shillo

Ayes: A Ahrens, W Bloethe, H Burnham, D Shillo

Nays: None

A discussion took place on the ACIP and the adherence to the projects and why the 2017 grant allocation was being amended. Mr. Murphy responded that after last month’s FAA teleconference it was decided that the airport needed to have a formal study on the pavement done. Mr. Murphy also noted that the FD was not bound to the 2018-2023 projects as but that the ACIP would be changing annually.

#### RESOLUTION 2016 – 244

Whereas the Ferry District is required by the Federal Aviation Administration (“FAA”) to review and approve annually a rolling five year Airport Capital Improvement Program (“ACIP”) for Elizabeth Field Airport; and

WHEREAS, the FAA has recommended certain amendments to the 2017 ACIP to include a Pavement Management System Study; and

WHEREAS, the BOC of the FIFD concurs with the FAA’s recommendation.

Now, therefore be it RESOLVED that the BOC of the FIFD approves the 2018 – 2023 ACIP and amends the 2017 ACIP to incorporate the Pavement Management System Study, subject to the approval of the Town Attorney and District Counsel.

Moved by: Commissioner Bloethe

Seconded by: Commissioner Ahrens

Ayes: A Ahrens, W Bloethe, H Burnham, D Shillo

Nays: None

A brief discussion ensued on the 2017 burn plan. It was noted that the sections were much smaller than in 2016. This was due to the need to catch up in 2016 for several missed annual burns. The Fire Chief would also be the burn boss for 2017.

RESOLUTION 2016 – 245

WHEREAS, the Ferry District manages the airport and parade ground lands and has previously contracted with the Fishers Island Conservancy to manage and develop the grassland within this area; and.

WHEREAS, the management plan for said lands requires certain sections to be burned annually to sustain the growth of grasses; and

WHEREAS, the NYS DEC requires the Ferry District to obtain a permit to conduct the burn upon the submission of a permit application and Burn Plan; and

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Ferry District authorize and direct Assistant Manager, Gordon Murphy, to sign the permit application and to submit all required documentation to the NYS DEC for the issuance of the Burn Permit, subject to the approval of Ferry District Counsel.

Moved by: Commissioner Shillo  
Seconded by: Commissioner Bloethe  
Ayes: A Ahrens, W Bloethe, H Burnham, D Shillo  
Nays: None

At 4:04 PM the following resolution was proposed:

RESOLVED, that the Commission move into Executive Session for the purpose to discuss the matter of employment of a particular person.

Moved by: Commissioner Bloethe  
Seconded by: Commissioner Burnham  
Ayes: A Ahrens, W Bloethe, H Burnham, D Shillo  
Nays: None

At 4:27 PM the following resolution was proposed:

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

Moved by: Commissioner Shillo  
Seconded by: Commissioner Bloethe  
Ayes: A Ahrens, W Bloethe, H Burnham, D Shillo  
Nays: None

A discussion took place and the commissioners having determined that a district Manager should be appointed have decided on a candidate after conducting an extensive search. Subsequent to a pending a positive outcome from background and reference checks an offer will be presented to the candidate.

### **Next Scheduled Meetings**

Next scheduled meeting is **Monday, December 26<sup>th</sup>** at 4:30 to approve the yearend warrants and on **January 9<sup>th</sup>** at 4:30 pm with a 3:30 working session.

### **Adjournment**

There being no further business to discuss, and on motion made by Commissioner Bloethe, seconded by Commissioner Burnham, the meeting was adjourned at 4:35 PM.