

Minutes of the Meeting of the Board of Commissioners
Fishers Island Ferry District
September 29, 2017

Commissioner Ahrens at the Fishers Island Community Center called a meeting of the Board of Commissioners of the Fishers Island Ferry District ("the Ferry District") to order on September 29, 2017 at 1:00 PM.

Commissioners Heather Burnham, Peter Rugg and Dianna Shillo were present. Also in attendance were Geb Cook, RJ Burns, Diane Hansen and Deanna Ross. Marcia Marien of O'Connor Davies was present. Commissioner William Bloethe and Gordon Murphy were absent.

Commissioner Ahrens established that a quorum was present. Everyone in attendance pledged allegiance to the flag.

Correspondence/Public Comment – Mr. Cook reported that no correspondence was received. There was no public comment.

The BOC agreed to add an executive session to the September 29, 2017 agenda.

Moved by: Commissioner D. Shillo
Seconded by: Commissioner A. Ahrens
Ayes: A. Ahrens, H. Burnham, P. Rugg and D. Shillo
Nays: None

Warrants

RESOLUTION 2017- 177

RESOLVED, that the Board of Commissioners of the Fishers Island Ferry District hereby approves the Warrant dated September 29, 2017 in the amount of \$66,700.36.

Moved by: Commissioner A. Ahrens
Seconded by: Commissioner D. Shillo
Ayes: A. Ahrens, H. Burnham, P. Rugg and D. Shillo
Nays: None

Audit Review - Ms. Marcia Marion, CPA for O'Connor Davies presented the Fishers Island Ferry District December 31, 2016 Audit to the BOC.

Audit

RESOLUTION 2017- 178

Whereas the 2016 financial audit was approved by the Board of Commissioners of the Fishers Island Ferry District.

Therefore it is RESOLVED to accept the financial audit of 2016.

It is further RESOLVED to have the audit placed on the District website and to make copies available in the Business Office.

Moved by: Commissioner P. Rugg

Seconded by: Commissioner A. Ahrens

Ayes: A. Ahrens, H. Burnham, P. Rugg, D. Shillo

Nays: None

Management Reports

Mr. Burns, Mr. Cook and the BOC acknowledge and compliment Ms. Diane Hansen for her work with the Audit adjustments and its completion.

Munnatawket yard package including insulation - Mr. Burns updated the BOC. Fairhaven Shipyard and Goodison Shipyard completed a ship check prior to bidding. Only Fairhaven Shipyard proposal was received. Mr. Burns feels that all necessary work, including the A60 insulation can be completed within budget, while allowing room for change orders if they arise. MV Munnatawket will be available to begin the 9 week shipyard package period on November 1, 2017.

Race Point Insulation - Mr. Burns informed the BOC that dockside installation of the A60 insulation is scheduled from October 12 - October 30, 2017.

Upcoming Events - Mr. Burns informed the BOC that the Annual US Coast Guard Security Audit will be taking place on October 3, 2017. In addition, the New London Fire Department will be at the New London terminal for its annual training and familiarization with both the Munnatawket and Race Point. On October 12, 2017, MV Munnatawket will be used for preliminary active shooter training with local entities including Homeland Security, US Coast Guard, FBI and local police departments. Mr. Burns is currently working with deckhand Sean Healey in scheduling a crew specific active shooter training for crew and staff at the Fishers Island Ferry District.

Dolphin Update - Mr. Burns updated the BOC. Dolphin work continues. The barges were moved for one week during the high wind storm last week. During the week the barges were removed, Captain Jesse Marshall tested the proper fit and lineup with the new dolphins at the North ramp. When squared up with the ramp, the dolphins that were installed were 18 inches off from the haul. This gap will allow for larger boats in the future. Shim pilings will be installed to accommodate MV Munnatawket.

Two-Way Ticketing - Mr. Cook updated the BOC. Two-way ticketing is set to begin on October 1, 2017. Old ticket books will expire October 1, 2018. Mr. Cook held multiple meetings during the week to

answer any questions that people might have regarding the two-way ticketing process. Mr. Cook and management will continue to look at tools to provide improvements in the ticketing process.

Yard Package

RESOLUTION 2017- 179

WHEREAS, the MV Munnatawket must be hauled out for biennial US Coast Guard inspection and certain required maintenance; and

WHEREAS proper public notice of the RFP was placed in The Day newspaper noting the specifics and contact details; and,

WHEREAS, on September 19, 2017 the only sealed bid received was opened by the District Manager in the presence of one member of the District Board of Commissioners; and

WHEREAS, the Marine Operations Manager reviewed the bid received, assessed the value to the District, deemed it a bid favorable to the District, advised the Board of Commissioners of the terms of the bid and his recommendation to accept the bid from Fairhaven Shipyard Co. Inc. ("Fairhaven") in Massachusetts.

NOW, THEREFORE, BE IT RESOLVED, that the District approves the bid from Fairhaven in the amount of \$144,000 with contingency charges on a time and materials basis not to exceed \$50,000; and be it further

RESOLVED, that Management is directed to execute the contract and any ancillary documents and to pay all amounts when properly invoiced and approved by Management.

Moved by: D. Shillo

Seconded by: H. Burnham

Ayes: A. Ahrens, H. Burnham, P. Rugg, D. Shillo

Nays: None

E Rutherford Settlement

RESOLUTION 2017- 180

WHEREAS, the District was presented with a claim by Elizabeth Rutherford for the sum of \$146.09 as reimbursement for car service necessitated by the error of District staff; and

WHEREAS, the Board of Commissioners of the Fishers Island Ferry District has determined that it is in the best interests of the District to resolve this claim to avoid the expense and uncertainties of litigation; therefore be it

RESOLVED, that the Board of Commissioners of the Fishers Island Ferry District approves the settlement of this claim, and directs management to make payment of the settlement amount of \$146.09 subject to the approval of District counsel and the Southold Town Attorney.

Moved by: D. Shillo
Seconded by: A. Ahrens
Ayes: A. Ahrens, H. Burnham, P. Rugg, D. Shillo
Nays: None

Z&S Contracting Settlement

RESOLUTION 2017- 181

WHEREAS, the District was presented with a claim by Z&S Contracting for the sum of \$1,759.80 as reimbursement for damage to a furnace caused by the error of District staff; and

WHEREAS, the Board of Commissioners of the Fishers Island Ferry District has determined that it is in the best interests of the District to resolve this claim to avoid the expense and uncertainties of litigation; be it

RESOLVED, that the Board of Commissioners of the Fishers Island Ferry District approves the settlement of this claim in exchange for the damaged equipment, and directs management to make payment of the settlement amount of \$1,759.80 subject to the approval of District counsel and the Southold Town Attorney.

Moved by: H. Burnham
Seconded by: A. Ahrens
Ayes: A. Ahrens, H. Burnham, P. Rugg
Nays: None
Abstain: D. Shillo

Fare Reduction and Issuance of Ferry District Identification Cards

RESOLUTION 2017- 182

Whereas, the Fishers Island School has made a request for 15 Spanish exchange students and their chaperone to be afforded the student rate for the two weeks that they will attend Fishers Island school; it is

RESOLVED to provide 15 exchange students and advisors with the discounted student rate for Ferry transport from October 2 through October 16, 2017 and to supply Fishers Island Ferry District identification cards to said students and advisor.

Moved by: H. Burnham
Seconded by: D. Shillo
Ayes: A. Ahrens, H. Burnham, P. Rugg, D. Shillo
Nays: None

Executive Session

At 14:10, the following resolution was proposed: RESOLVED, that the Commission move into Executive Session for the purpose of discussing personnel matters.

Moved by: Commissioner A. Ahrens
Seconded by: Commissioner H. Burnham
Ayes: A. Ahrens, H. Burnham, P. Rugg and D. Shillo
Nays: None

At 14:40, the following resolution was proposed:

RESOLVED, that the Commission exit from Executive Session and resume Public Session.
Moved by: Commissioner D. Shillo
Seconded by: Commissioner H. Burnham
Ayes: A. Ahrens, H. Burnham, P. Rugg and D. Shillo
Nays: None

HR

RESOLUTION 2017 – 183

WHEREAS Ryan Jennette has resigned from his position as Deckhand (FIFD) with the Fishers Island Ferry District effective August 31, 2017;

THEREFORE, IT IS RESOLVED that the Board of Commissioners accepts the resignation of Mr. Jennette with effect August 31, 2017. Mr. Jennette has no paid time off accruals and no further payments are due to him.

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

RESOLUTION 2017 - 184

WHEREAS Xavier Jones has not performed satisfactorily in his duties as Deckhand and;

WHEREAS Mr. Jones has been repeatedly counseled on his performance, without improvement, and;

WHEREAS management has recommended such action,

THEREFORE, BE IT RESOLVED that Mr. Jones is suspended without pay, with effect September 28, 2017; and it is further

RESOLVED that the employment of Mr. Jones is terminated effective September 29, 2017. Mr. Jones has no paid time off accruals and no further payments are due to him.

Moved by: Commissioner D. Shillo

Seconded by: Commissioner A. Ahrens
Ayes: A. Ahrens, H. Burnham, D. Shillo
Nays: None

Next Scheduled Meeting – **Monday, October 16, 2017** at 4:30pm with a 3:30 working session at the Island Community Center.

Adjournment

There being no further business to discuss, and on motion made by Commissioner D. Shillo, seconded by Commissioner H. Burnham, the meeting was adjourned at 2:55.