

Minutes of the Meeting of the Board of Commissioners
Fishers Island Ferry District
October 1, 2018

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 October 1, 2018 at 4:30 PM.

Commissioners William Bloethe, Heather Burnham, Peter Rugg and Dianna Shillo were present. Also in attendance were Geb Cook, Gordon Murphy, RJ Burns, Diane Hansen and Deanna Ross. One member of the public was present.

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

Correspondence/Public Comment – Mr. Cook reported that several pieces of correspondence were received. Mr. Cook received an email from Rev. Candy Whitman requesting consideration for a reduced ferry fare for counselor Dr. Jeff White who will be coming to the island once per week to provide services to island residents. Currently Islanders for Islanders is subsidizing his practice as well as ferry transportation. The BOC has agreed to offer the resident rate to Dr. White. A letter was received from Ms. Diane Hansen requesting, under the NY Freedom of Information Law, an opportunity to inspect or obtain copies of all records that describe investigations into and conclusions about 1) the salaries and wages paid to staff and 2) the duties assigned to staff in particular to management staff at FIFD. Ms. Hansen is requesting to inspect or obtain all records from the most recent 3 years that describe investigations into and conclusions about allegations of hostile work environment at the FIFD. Mr. Cook responded to Ms. Hansen on Friday, September 28, 2018. There was no public comment.

Warrant

RESOLUTION 2018 – 184

RESOLVED, that the Board of Commissioners of the Fishers Island Ferry District hereby approves the Warrant dated October 1, 2018, in the amount of \$34,072.88.

Moved by: Commissioner P. Rugg

Seconded by: Commissioner H. Burnham

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

Nays: None

Management Reports

Marine - Yard Package and Engine Install Summary - Mr. Rugg, on behalf of the BOC, would like to send compliments to Mr. Burns for his analysis and comparison report for Race Point’s shipyard and Munnatawket’s repower. The report has helped simplify a complicated situation for the Board’s benefit. Mr. Burns updated the BOC. After analysis and comparison of all bids received, Mr. Burns is recommending Goodison Shipyard for Race Point and Thames Shipyard for Munnatawket’s repower installation. Discussion ensued and resolutions to follow. Mr. Burns informed the BOC that about 4

years ago, his goal was to bring the yard packages below \$200,000 and for the first time in 5 years, the yard package is under \$200,000.

Traffic - The BOC reviewed August 2018 traffic numbers. Passengers and vehicles remain up from previous years.

Munnatawket Engine Installation Award

RESOLUTION 2018 - 185

Whereas new engines are required for the M/V Munnatawket; and

Whereas a Request for Proposals was issued and advertised in a widely circulated publication; and

Whereas four proposals were received, the proposal conforms to the published specifications, the pricing is acceptable to management, and management recommends accepting the proposal from Thames Shipyard and Repair Company; and

Whereas there may be unforeseen circumstances which require change orders, now

therefore it is Resolved that the Board of Commissioners of the Fishers Island Ferry District accepts the bid from Thames Shipyard and Repair for \$256,625.00 to install engines in the MV Munnatawket; and be it further

Resolved to authorize management to review and authorize change orders up to \$38,494.00; the total cost not to exceed \$295,119.00.

It is further Resolved to authorize management to execute contract and ancillary documents for this project after review by District counsel.

Moved by: Commissioner A. Ahrens

Seconded by: Commissioner D. Shillo

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

Nays: None

Race Point Yard Package

Resolution 2018 - 186

WHEREAS, the MV Race Point 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 October 1, 2018 sealed bids were received and 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 J. Goodison Company, Inc. ("Goodison") in Rhode Island.

NOW, THEREFORE, BE IT RESOLVED, that the District approves the bid from Goodison in the amount of \$136,800.00 with contingency charges on a time and materials basis not to exceed \$20,520.00; and be it further

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

Moved by: Commissioner W. Bloethe

Seconded by: Commissioner P. Rugg

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

Nays: None

Finance Update - Mr. Cook reviewed the August financial summary with the BOC. Year to date comparison, total ferry operations are up 5%, total expenses down 1% and net income up 18%. Mr. Rugg reported that the Finance Committee has been looking at a freight analysis compiled by Ms. Polly Ford and Mr. Nick Espinosa that with some changes could potentially bring in additional revenue. Mr. Cook has agreed to disseminate the analysis to the BOC and discussion will take place at the next working session of the BOC meeting. Mr. Burns informed the BOC that per Ms. Polly Ford, some people using fishersisland.net email addresses are no longer receiving freight emails because they are considered spam and rejecting them. Customers using this email server need to add the FIFD to their allowed senders list.

Budget Update - Ms. Hansen informed the BOC that the TOS failed to pass the FIFD budget modification resolutions from last meeting due to an oversight at the Town. These must get passed at the next meeting and Ms. Hansen will follow up with the TOS. In addition, the proposed budget of \$4,176,663.00 was submitted to the TOS last week.

Walsh Park Update - Mr. Cook updated the BOC. Mr. Cook expected a lease by last Friday, but has not received it. Mr. Cook will follow up with Mr. Matt Edwards. Relocation letters were sent out today to the tenants in the freight building. Several options have been identified for relocating the two tenants that occupy the freight building. Mr. Dick Strauss completed a survey of the site. Walsh Park plans to start December 1, 2018.

Theater Update - Mr. Murphy updated the BOC. Only one bid was received for the theater roof repair. Management is recommending the approval of the bid received from Mr. Craig Schultz. Regarding the August electric bill, Mr. Cook informed the BOC that the Utility Company and a member of its board are working to try to reclassify the building so perhaps the rate can be amended.

Theater Building Roof Repair

Whereas management has received and reviewed one proposal from vendor CR Schultz LLC to repair the theater building roof; and

Whereas management recommends acceptance of the CR Schultz LLC quote in the amount of \$6,550;

Now therefore be it RESOLVED that the Board of Commissioners of the Fishers Island Ferry District accepts the quote of \$6,550 plus \$982.50 for additional equipment or supplies, the total amount not to exceed \$7,532.50, and authorizes general manager Mr. George Cook to execute all contracts and ancillary documents, subject to review by counsel.

Moved by: Commissioner H Burnham

Seconded by: Commissioner W Bloethe

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

Nays: None

Other

USCG Fine - Mr. Cook and Mr. Burns met with the USCG and will have an upcoming hearing regarding the matter.

Follow up on Rude Customer Service Complaint - Mr. Cook informed the BOC that the employee was identified and the incident will be noted in the employee file.

Lighthouse Works Email - Mr. Murphy received an email from Mr. Nate Malinowski regarding the proposed deck that LHW wants to construct at the Annex building. This was part of their original planning and LHW now has the finances to construct and is moving forward with the permitting process.

Chairman Election - Mr. Murphy reminded the BOC that historically, the election of a Chairman has happened at the beginning of each year. The BOC has agreed to keep to this schedule.

Winter Reservation Sales in Freight Building - Mr. Cook informed the BOC that management is working toward this goal and details will be forthcoming.

Ticket Colors - Commissioner Burnham informed management that there is inconsistency in the ticket colors from peak to off peak season. Mr. Murphy stated that peak season should be blue and off peak orange. Management will follow up to ensure tickets are being printed correctly.

Mini Schedules - Chairman Ahrens reported that Mrs. Jane Ahrens ordered the new winter mini schedules, which should be available soon.

Executive Session

At 17:26, the following resolution was proposed: RESOLVED, that the Commission move into Executive Session for the purpose of discussing personnel matters.

Moved by: Commissioner P. Rugg

Seconded by: Commissioner A. Ahrens

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

Nays: None

At 18:07, the following resolution was proposed:

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

Moved by: Commissioner P. Rugg

Seconded by: Commissioner A. Ahrens

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

Nays: None

Next Scheduled Meeting – **Friday, October 19, 2018 at 4:30pm at the Island Community Center with a 3:30 pm working session.**

Adjournment

There being no further business to discuss, and on motion made by Commissioner H. Burnham, seconded by Commissioner D. Shillo, the meeting was adjourned at 6:09 pm.

Attachment:

Diane Hansen
19 Savi Avenue
Waterford, CT 06385

September 21, 2018

George Cook
Manager
Fishers Island Ferry District
PO Box 607
Fishers Island, NY 06390

Dear Mr. Cook:

Under the New York Freedom of Information Law, N.Y. Pub. Off. Law sec. 84 et seq., I am requesting an opportunity to inspect or obtain copies of all records that describe investigations into and conclusions about 1) the salaries and wages paid to staff and 2) the duties assigned to staff, in particular to management staff, at the Fishers Island Ferry District. Additionally, I am seeking to inspect or obtain copies of all records that describe investigations into and conclusions about allegations of a hostile work environment at the Fishers Island Ferry District. I request the records from the most recent three years, which should be conveniently available for release.

If there are any fees for searching or copying these records, please inform me if the cost will exceed \$20. This information is not being sought for commercial purposes.

The New York Freedom of Information Law requires a response time of five business days. Please contact me with information about when I might expect copies or the ability to inspect the requested records.

If you deny any or all of this request, please cite each specific exemption you feel justifies the refusal to release the information and notify me of the appeal procedures available to me under the law.

Thank you.

Sincerely,



Diane Hansen