

Minutes of the Meeting of the Board of Commissioners
Fishers Island Ferry District
February 19, 2013

A Meeting of the Board of Commissioners of the Fishers Island Ferry District (the District) was called to order on February 19, 2013 at 4:44 pm by Commissioner Edwards at the Fishers Island Community Center.

Present were Commissioners Edwards, Rugg and Wall. Also present were Manager Donald Lamb, Assistant Manager Gordon Murphy and 3 members of the public.

Commissioner Edwards opened the meeting at 4:44 pm, asked everyone to rise for the Pledge of Allegiance and declared a quorum present.

Public Comments:

Karla Heath asked if the North Ramp construction contract had been signed. Management confirmed that it had.

Minutes:

Minutes of the meeting held on February 4, 2013 were approved with revisions.

MOVED by: Commissioner Rugg

SECONDED by: Commissioner Wall

AYES: All

NAYES: None

Warrants:

A list of outstanding obligations of the District was received and discussed. All invoices were declared to abide by Procurement Policy. At the conclusion of the discussion, a resolution was made to pay the outstanding obligation totaling \$93,660.15.

MOVED by: Commissioner Rugg

SECONDED by: Commissioner Wall

AYES: All

NAYES: None

Manager's Report:

1. North Ramp:

Mr. Lamb reported contracts are signed and have been sent from GNCB. Equipment and material transport is proving complex with just the Munnatawket. The work will be delivered on time, April 30, 2013, however, they are looking into and making every effort to expedite and finish earlier.

2. Airport:

Mr. Murphy reported work is pushing ahead with the Town and Judge Edwards is representing Fishers Island on the Town Board in communicating with FEMA. It is hoped that FEMA is scheduled a visit soon.

3. M/V Race Point ferry - Dry Dock Repair:

M/V Race Point comes out of the water at Thames Shipyard later in the week. Work will be done in 2-3 weeks and is on schedule for the ship to go back into service. RJ Burns is reviewing all work as

it is completed. Coast Guard inspection went well. They found 12 items to address, ten of which Mr. Burns had identified.

Commissioner Wall asked about contingency plans if M/V Race Point Ferry is out of service and M/V Munnatawket has an issue. Mr. Lamb reported Captain Steve Burke has an agreement with Cross Sound.

Commissioner Rugg reported the Finance Committee is drafting a Disaster Recovery Plan (DRP) answering questions including, "What would we do if – boats are out, ramps are out, tide is extremely high" and "What is at risk – computers, equipment, boats in extreme weather" and other crisis management issues including possible 'safe havens' for the boats in the case of extreme weather.

A discussion followed regarding possible 'safe havens' for the boats in the case of extreme weather including the State Pier, north of the Submarine Station, the Navy Base and mooring mid-river. It was also noted the crew stays on the boats in these extreme situations. All of these should be included in the DRP.

4. Traffic Report:

Messrs. Lamb and Murphy have been reviewing the traffic reports comparing 2011 to 2012. Bottom line is traffic is up 12% comparing 2011 to 2012. They are working to analyze traffic in a more specific level based on revenue types and sales locations. Complexity is that sales data is not collected with the current Advantech system in a granular form. Most recently, January 2012 to January 2013 the revenues are up \$6,000 and senior and children passengers are up 29%.

5. Finance:

Mr. Murphy reported that the 2013 budget has been added to Quick Books in a seasonally adjusted method where appropriate. For example the Community Theater budget is seasonal – July and August, tax revenue is three times and insurance is split over the 12 months. Payroll is basically flat, but we need to determine the summer bump. It was reported that Captain Steve Burke is managing crew overtime expenses very well. This is a huge step forward for the budgeting process, knowing what the District is spending and bill payment.

Commercial reservation requests are high and, with only the M/M Munnatawket in service, everything is being done to juggle scheduling vehicles to get over whenever possible, including truck drop-off for late boat transport.

6. HR:

This discussion was tabled until the next Meeting of the Board of Commissioners on March 18.

7. Committees:

Ferry Schedule:

Commissioner Edwards and Captain Steve Burke have worked hard on the 2013 Ferry Schedule. The new schedule is designed to accommodate needs and be flexible based on reservation requests and commercial traffic needs. July 4th traffic may vary from the past as it falls on a Wednesday in 2013. Messrs. Burke and Edwards suggested that the FD return to a three-season schedule. The quantity of runs in the 3 seasons – winter, summer and shoulder – were noted. It was confirmed that the 5:40 am Monday boat coincides with the Acela. Rates will be reviewed before publishing the 2013 Schedule. Commissioner Edwards asked that the draft schedule be presented to the public for review and comment. Management will collect written responses over the next few weeks. It

will be finalized in time to meet the Utility Office printing deadline for the 2013 Fishers Island Phonebook. Commissioner Rugg and Mr. Lamb praised Commissioner Edwards and Captain Steve Burke for the thoughtful and thorough job they did on the schedule.

Special vs. Emergency Meeting Definition:

Commissioner Rugg requested that the Legal Committee review the requirements to call a Special Meeting without undue burden to the public and Commissioners.

A discussion followed on Special Meetings. Commissioner Rugg suggested that Special Meetings be called only is called in the case of an emergency or for a special purpose. Non-emergency items should not be loaded onto the agenda. Mr. Lamb said an Emergency Meeting can be called in 5 minutes if the Commissioners waive the meeting notice requirement. The Legal Committee will review and report back.

HR Committee:

Commissioner Rugg suggested the HR Committee be re-established to discuss and review management.

Mr. Lamb reported that he is waiting to hear from the CSEA when the next meeting will be scheduled.

Commissioner Edwards requested to add to the record: Many thanks to Don Lamb, Steve Burke, RJ Burns and the crew for the amazing and professional work they did on Monday, February 18, fixing a hydraulic issue and reassuring the waiting passengers they would get them back to the island. RJ Burns is composing a letter of thanks to the crew for their work 'above and beyond'.

Entering Executive Session:

At 5:35 pm the following resolution was proposed:

RESOLVED, that the Commission move to Executive Session for the purpose of discussing the employment history of certain individuals.

Proposed by Commissioner Rugg

Seconded by Commissioner Wall

AYES: All

NAYS: None

Exiting Executive Session:

At 5:22 pm the following resolution was proposed:

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

Proposed by Commissioner Wall

Seconded by Commissioner Rugg

AYES: All

NAYS: None

NOW, THEREFORE, BE IT RESOLVED, that Anthony Mirabelli is reassigned from his full time captain's appointment to a part-time captain as of February 19, 2013.

MOVED by: Commissioner Rugg

SECONDED by: Commissioner Wall

AYES: All

NAYES: None

NOW, THEREFORE, BE IT RESOLVED, that Jonathan P. Haney is reassigned from his part-time deckhand appointment to a full-time deckhand as of 28 February 2013 with a pay rate of \$16.00 per hour.

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

NOW, THEREFORE, BE IT RESOLVED, that Robert Lavin is reassigned from his part-time purser appointment and is appointed as a full-time purser as of 28 February 2013 with a pay rate of \$14.00 per hour.

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

NOW, THEREFORE, BE IT RESOLVED, that Robert Craft is appointed as a part-time captain as of 1 February 2013 with a pay rate of \$22.00 per hour.

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

The Fishers Island Ferry District is hosting the next Senior Luncheon on February 21, 2013.

Commissioners will hold a Special Meeting on Tuesday, February 26, 2013 at 4:30 pm in the Manager's Office, Fishers Island, NY for the sole purpose of reviewing a North Ramp project resolution for the Town of Southold.

Finance Committee will meet March 4, 2013

Motion to adjourn 6:25 pm
Moved: Commissioner Edwards
Second: Commissioner Wall
Aye: All
Nays: None

The next scheduled meeting begins at 4:30 pm Monday, March 18, 2013 at the Fishers Island Community Center.