

Minutes of the Meeting of the Board of Commissioners  
Fishers Island Ferry District  
May 6, 2013

A Meeting of the Board of Commissioners of the Fishers Island Ferry District (the Ferry District) was called to order on May 6, 2013 at 4:42 pm by Commissioner Edwards at the Fishers Island Community Center.

Present were Commissioners Edwards, Rugg and Burnham. Also present were Manager Donald Lamb, Assistant Manager Gordon Murphy, Jane Ahrens and three members of the public.

Commissioner Edwards opened the meeting and declared a quorum present. Everyone in attendance pledged allegiance to the flag.

**Public Comment:**

Karla Heath presented a list of questions that included: Posting of April minutes, not yet online (Approved May 6); If the North Ramp bid resolution in the February 26 minutes should include and amount (Mr. Lamb reported Town of Southold supplied the approved resolution without an amount); Resolution to engage the auditors excludes an amount.

**Correspondence:**

A letter from Fishers Island School Principal Karen Goodwin, on behalf of the School was read by Mr. Lamb, thanking the Commissioners and staff of the Ferry District for working with her and the School District this year, including the reduced rates for traveling teams, handling student issues on the boat and for the care the Ferry District takes in the safety of the children and commuting school community members.

Exhibit A: Letter will be attached to the minutes.

A letter from the Community Center was received and will be discussed in Executive Session.

**Review of Meetings and Minutes:**

Minutes of the meeting held on April 1, 2013 were approved with edit requested by Commissioner Edwards.

MOVED by: Commissioner Rugg

SECONDED by: Commissioner Burnham

AYES: All

NAYES: None

Minutes of the meeting held on April 15, 2013 were approved.

MOVED by: Commissioner Rugg

SECONDED by: Commissioner Burnham

AYES: All

NAYES: None

**Manager's Report:**

**1. North Ramp Project:**

Mr. Lamb reported that the ramp area was surfaced, the tops to the towers are on island, as are the counterweights and sheaves. Management expects test run of ramp the week of May 6. Project

progress is where the Ferry District would like it to be considering the start was a month later than planned, and it is still expected by May 15, and certainly by Memorial Day, to be fully operational.

## **2. Airport Project:**

Mr. Murphy reported they are looking for an electrician to do the electrical wire testing and get the report to FEMA. Looking to schedule the rest of the sand removal from Runway #7, accepted highest bid for removal.

## **HR:**

Mr. Lamb reported there is a list of part-time employees the Ferry District would like to make seasonal full-time. The Ferry District benefits as there is no additional employee benefits expense or rate of pay, and this benefits the employees who get full-time hours. The District is able to employ already trained individuals. Effective annually and run from Memorial Day to Labor Day.

At the May 6, 2013 meeting of the Fishers Island Ferry District Board of Commissioners, the following resolutions were brought by the Board.

WHEREAS, the Fishers Island Ferry District requires the services of seasonal Deckhands and Laborers; and

WHEREAS, the seasonal Deckhands and Laborers will be employed by the Fishers Island Ferry District for the period May 15, 2013 through September 15, 2013).

NOW, THEREFORE, BE IT RESOLVED, that Matthew Peluso, Dominick Moschini, and Lee Cattanach are appointed as seasonal Deckhands at the rate of \$10.30 per hour.

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

Whereas, the Fishers Island Ferry District requires additional Deckhand services during the peak season period May 15, 2013 through September 15, 2013.

NOW, THEREFORE, BE IT RESOLVED that Part-time deckhands; Philip Bonang, Edward Bridgeman, Rodney Brown, Daniel Eagan, Michael Eddy, Michael Edwards, Scott Fenton, John Testa, and Clerks; Paul Foley, and Emily Peabody, and Purser Steve Gural are appointed to seasonal status from their current part-time positions at their current rate of pay for the seasonal period May 15, 2013 through September 15, 2013. At September 16, 2013 they will revert back to their part-time status at their then current pay rate.

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

## **Management Recommendations (Other):**

### **Resident ID's:**

After a lengthy discussion, the conversation on resident guidelines and policy, as it pertains to the Ferry District, will be continued at the Commissioners' next working session.

**Kiosk Rates and Usage:**

The Kiosks allow reservations to be made and tickets purchased when the ticket offices are closed. They are located in the FI waiting room and entry to the FI building in NL. Management has been reviewing usage on this expensive piece of equipment, with a \$1200 annual servicing contract, plus annual fees of \$600 to change the rates. Mr. Murphy reported that while they work well, they are under utilized. The times they tend to be used is when the ticket windows are not open or the line is too long in NL. Management is looking at ways to ne way to drive business to them and one option would be to offer a discount.

NL Kiosk and outer lobby should be unlocked whenever the gates are open. Business generated through these kiosks off-season this winter averaged 20 tickets a month. In the summer it ramps up. It is assumed that with the new ticketing system, these kiosks may get more use and 'in-person' ticketing will be reduced.

Management recommendation:  
Kiosk rates be discounted 5% lower than point of sale terminals.

**Airport Rates:**

Airport tenant/lease holder keeps landing, take off and tie-down usage numbers, and collects fees seasonally. The airport tenant keeps the airport fees for providing these services. Management recommends increasing the airport fees and negotiating a revised payment to airport tenant in return for receiving more accurate and reliable airport traffic data. Going forward the Ferry District would like much more precise statistics on the utilization of the airport.

Currently some pilots are surprised to learn there is a fee, as they are not always charged (with the airport facility only manned seasonally). In one instance recently, the attendant had to call 911/Kevin/State Police to speak with an indignant plane owner. Additionally, the possibility of installing a camera to collect tail numbers, to enable charging fees when airport is not manned, continues to be discussed, but early options were costly. A consideration is if the traffic fees would pay for the camera cost.

Management recommendations - Airport fees:

	Current	Proposed
Single	\$ 8	\$ 12
Twin	\$ 20	\$ 30
Commercial	\$ 20	\$ 40
Tie-down (night)	\$ 25	\$ 25
Tie-down (season)	\$ 200	\$ 300

(Based of C&S recommendation)

**Grant Writing:**

Grant writer Aaron Rome has been retained to research funding opportunities, develop strategy and write grant proposals on behalf of the Ferry District. He is well known in the 501-C non-profit area and has much experience writing grants. There are 6 grants currently that Mr. Rome thinks the Ferry District should submit for. He eventually will be able to walk Management through the process and segue to the Ferry District writing proposals in the future.

Follow up: management is meeting with Mr. Rome May 7 to tour the NL and FI facilities, will get references on his work before signing contract (Don?), and will meet with him again before June grant deadlines.

**Committees:**

**HR:**

Mr. Lamb reported he has spoken with Margo Larsen of KardasLarson several times about the evaluation process reports and has shared the report she would like to use for Mr. Lamb's review. She will be back on May 18 by which time she will have created a document combining a best practices document of Mr. Lamb's and KardasLarson document. She would like to meet with the Commissioners to review and get approval. Margot had contacted Commissioner Wall, and will now work with the HR Committee members. Commissioner Burnham volunteered to serve on the HR Committee.

Follow Up: Commissioners will discuss reconstituting the HR Committee and other committees at their next work session.

**Finance:**

Commissioner Rugg reported Finance Committee meetings will be scheduled for mid-month when the budget numbers are available for review.

**Long Range Planning:**

Commissioner Rugg reported he and RJ Burns had an interesting conversation with naval architects to discuss whether there something the Ferry District can do with M/V Race Point to prolong her life. Right now we have two boats that will hit their expected lifetime of 40 years within 6 years of each other. If we need to move forward with a replacement for the M/V Munnatawket in 2017, then M/V Race Point can go through an end of life extension and be in service for another 10-15 years. This will require some plate work, and more, over the next 5-7 years.

The naval architect supplied considerations on how to extend the M/V Race Point's life and the Long Range Planning Committee can now start to think about what boat might be the next purchase – aluminum, passenger only, size, design, etc. The naval architect is going to talk further with RJ Burns and perhaps be on retainer to ascertain next steps in positioning the Ferry District for this decision and planning.

Once they have scoped out how to proceed, and if they replace the Munnatawket in 2017, a timeline would be defined. For example, to have a boat on the water in January 2017, ready for sea trials and training of crew, they are looking at a 1-year construction period and would need the new boat's contract by January 2016.

A conversation ensued on the various options.

**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 \$395,047.17.

Exhibit B: Warrants totaling \$395,047.17 approved May 6

MOVED by: Commissioner Rugg

SECONDED by: Commissioner Burnham

AYES: All  
NAYES: None

**Old Business:**

**Benefits:**

Dental and Life Insurance have all renewed and is the same plan – no resolution needed.

**Voting Issue:**

Property vs. People voting criteria for Commissioner elections is still under discussion. Board of Commissioners received an opinion from legal. Mr. Murphy is writing up procedural comments from Commissioner Rafferty based on the legal input. He is also looking into report availability from Southold on correct and current property owners to use as voter eligibility list. Availability of this report will impact how recommendations are finalized.

There have been several offers of pro-bono work. Michael Roberts looked at the voting guidelines and the Lamb and Barnosky report and he feels that further research is necessary.

Follow up: Commissioner Rugg will send this information to the Commissioners and Management. Commissioner Rugg will speak with Commissioner Rafferty about this.

A work session will be held May 20 at 3:30 at the Community Center.

**Executive Session:**

Entering Executive Session:

At 5:44 pm the following resolution was proposed:

The Board of Commissioners, RESOLVED, that the meeting be adjourned into Executive Session for the purpose of discussing the employment history of certain individuals and other legal matters

Proposed by Commissioner Rugg

Seconded by Commissioner Burnham

AYES: All

NAYS: None

Exiting Executive Session:

At 6:13 pm the following resolution was proposed:

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

Proposed by Commissioner Rugg

Seconded by Commissioner Burnham

AYES: All

NAYS: None

**RESOLVED** that the Fishers Island Ferry District Board of Commissioners accept the resignation of Robert Wall as Commissioner.

MOVED by Commissioner Rugg

SECONDED by Commissioner Burnham

Ayes: All

Nays: None

The next scheduled meeting begins at 4:30pm May 6, 2013 at the Fishers Island Community Center.  
A work session will be held May 20 at 3:30 at the Community Center.

Motion to adjourn at 6:15 pm.

MOVED by: Commissioner Rugg

SECONDED by: Commissioner Burnham

AYES: All

NAYES: None

# The Fishers Island School

**P.O. Drawer A - Fishers Island, New York 06390**  
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May 2, 2013

Mr. Donald Lamb, Manager  
Fishers Island Ferry District  
Drawer H  
Fishers Island, NY 06390

Dear Donald:

I am writing to express my deep appreciation to you, Gordon and the other members of your leadership team and staff for the outstanding support the Ferry District has provided to me in my first year as principal of Fishers Island School. As you know, our partnership with you is instrumental to the effective operation of our school.

Your emphasis on student safety and two-way communication has been exemplary. Early morning conversations with Steve Burke on stormy and windy winter days enabled me to make school cancellation decisions in a timely manner. In rare instances when a mechanical issue had the potential of altering the schedule, you proactively contacted me so that we could make alternate arrangements and immediately communicate them to parents and staff. I am also grateful for and impressed with the expertise and work ethic of your mechanics, as they are often able to solve unanticipated problems themselves in an expeditious manner.

I particularly need to commend you for the highly professional and effective manner in which you handled a very sensitive student issue this past winter. You maintained confidentiality and consulted with me and the student's parents, as appropriate. I deeply respect that throughout the investigation you consistently made decisions based on the welfare of students. Your mission of "safety first" extends to your employees, as our teachers who ride the ferry regularly witness your crew members taking action to ensure the well-being of our tuition students.

Lastly, I want to thank you and the Board of Commissioners for your willingness to work with us to find win-win solutions for both of our organizations. One example is the lower ridership rate you extended to athletic teams who come to our school to compete in cross country meets, basketball games, and/or golf matches. A review of the data demonstrates the success of this initiative, as we were able to hold 15 home basketball games this year, more games than the previous two years combined. The strong island fan base we have for our Viking teams was thrilled to be able to cheer on their favorite team at home games held throughout the long winter, and the ferry had significantly increased ridership as fans, coaches, and players of both teams came by ferry to attend each one.

I look forward to working with you and Gordon to continue to discover ways that we can work in partnership to continuously improve our services to the people we serve.

Respectfully,

  
Karen Loiséle Goodwin

Principal

cc. Commissioner Chris Edwards, Asst. Manager Gordon Murphy, Supt. Meyers