

Minutes of the Meeting of the Board of Commissioners
Fishers Island Ferry District
December 9, 2013

A Meeting of the Board of Commissioners of the Fishers Island Ferry District (the "Ferry District") was called to order on December 9, 2013 at 4:33 PM by Commissioner Edwards at the Fishers Island Community Center.

Present were Commissioners Cook, Edwards, Rafferty and Rugg. Also present were Manager Don Lamb, Asst. Manager Gordon Murphy, Captain Jesse Marshall and Jane Ahrens. Two members of the public were also present.

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

PUBLIC COMMENT

No public comment.

CORRESPONDENCE

Mr. Lamb shared a recent letter from Fiddleheads regarding a possible donation; a December 5, 2013 email from Paul Evans regarding a medical condition request; and a correspondence from Ron Sweeney regarding a lost cement shipment due to weather and boat charter cancellation. The complete correspondences are on file at the Ferry Office.

Mr. Lamb will review files, will be in touch with the Shafers regarding this inquiry, and make a recommendation to the Commissioners.

REVIEW OF MEETINGS and MINUTES

Minutes of the meeting held on November 18, 2013 were approved with edits.

MOVED by: Commissioner Rugg
SECONDED by: Commissioner Cook
AYES: All
NAYES: None

WARRANTS

A list of outstanding obligations of the Ferry District was received and discussed. All invoices were declared to abide by Procurement Policy. There being no discussion, a resolution was made to pay the outstanding obligation totaling \$241,093.07.

MOVED by: Commissioner Rugg
SECONDED by: Commissioner Rafferty
AYES: All
NAYES: None

MANAGER'S REPORT

Munnatawket Dry Dock Bids:

The Commissioners and Management opened the three bids received for the scheduled work on the Munnatawket in winter 2014. Bids were received from Fairhaven Shipyard, Newport Shipyard and Thames River Shipyard. Commissioner Edwards asked Management to present the total cost and specs for each bid and circulate them by email to the Commissioners the week of December 19, 2013. The final bid will be selected the week of December 16, 2013.

Charter Rates after 6:00pm (18:00):

The Fishers Island Ferry District wishes to amend its Charter Rate schedule to take into account operations after normal business hours.

| Time Frame | Peak | | Off Peak | |
|-------------|----------|----------|----------|----------|
| | Open | Private | Open | Private |
| 0600 – 1800 | \$ 1,500 | \$ 1,900 | \$ 1,100 | \$ 1,500 |
| 1800 – 2300 | \$ 2,000 | \$ 2,400 | \$ 1,600 | \$ 2,100 |
| 2300 – 0600 | \$ 2,500 | \$ 2,900 | \$ 2,100 | \$ 2,600 |

Base Price is a minimum. Total cost of all vehicles and passengers (at current seasonal rates) must equal or exceed the Base Price; otherwise the Base Charter rate will apply.

NOW, THEREFORE, BE IT RESOLVED, that the amended charter rates are approved and will take effect January 1, 2014. Additionally management is instructed to post the rates.

MOVED by Commissioner Rugg
 SECONDED by Commissioner Cook
 AYES: All
 NAYS: None

2013 Budget Modifications:

Mr. Lamb presented a budget modification.

RESOLVED that the Commissioners of the Fishers Island Ferry District hereby amend the 2013 Fishers Island Ferry District budget as follows:

Decrease Appropriations

| | | |
|-------------------|-------------------|-----------|
| SM.5710.4.000.300 | Fuel Oil, Vessels | \$ 13,240 |
| | Total | \$ 13,240 |

Increase Appropriations

| | | |
|------------------|---------------------|----------|
| SM1420.4.000.000 | Legal Fees | 6640 |
| SM5710.4.000.600 | Janitorial Supplies | 400 |
| SM5710.4.000.700 | UPS Freight Charges | 500 |
| SM5710.4.000.900 | Credit Card Fees | 1,000 |
| 5SM7155.4.000.00 | Theater | 300 |
| SM5710.2.000.000 | Both Vessels | 2,400 |
| SM5710.2.000.100 | Munnatawket | \$ 2,000 |
| | Total | \$13,240 |

On a MOTION by Commissioner Rafferty
SECONDED by Commissioner Rugg
AYES: All
NAYS: None

2014 FI Conservancy/FI Ferry District Grasslands Management:

The past three years the FI Conservancy through their Habitat Committee have been managing and improving the grasslands in the parade ground and the airport areas. The benefit to the Ferry District is a removal on invasive species; improved grasses, reduced mowing, better natural habitat and land would be in compliance with FAA requirements.

Management recommendation is to agree to the FI Conservancy's 2014 plan and that FI Conservancy expenses too be reimbursed would be capped at \$10,000.

NOW, THEREFORE, BE IT RESOLVED, that the Ferry District acknowledges FI Conservancy as a sole source provider of these services, that the FI Conservancy 2014 plan be agreed and those reimbursable expenses are not to exceed \$10,000 for the year. Additionally management is instructed monitor the plan and report periodically to the board on this matter.

MOVED by Commissioner Rafferty
SECONDED by Commissioner Rugg
AYES: All
NAYS: None

OTHER:

2014 Fishers Island Ferry Board of Commissioners Meeting Schedule

The Ferry Commissioners and Management reviewed the proposed meeting dates and a discussion followed regarding holding Fishers Island Ferry Board of Commissioners Meetings monthly vs. twice monthly. Commissioner Rugg recommended research into the possibility of monthly meetings, with the option to call a Special Meeting for a specific purpose/agenda item, will be done. Twice monthly meetings will be scheduled through June 2014 with the goal of proceeding with monthly meetings from that time going forward.

OLD BUSINESS:

Mr. Lamb will discuss a release date with Jim Traub regarding various reports, including cars left behind and the cause of late boats.

HR:

Discussions were moved to Executive Session.

CORRESPONDANCE REOPENED:

Regarding the December 5, 2013 email from Paul Evans regarding a medical condition request, a discussion followed, with Mr. Evans present. The discussion included the handicap accessibility of the boats (grandfathered due to date of 'build'), the expense of multiple doctor visits, the policy regarding documentation for a physician, the possibility of a stair chair. Mr. Lamb will research the previous Ferry policy on medical visit rates and Mr. Rafferty requested the policy be resolved in the next five business days.

ELIZABETH FIELD:

After a discussion regarding the Federal Aviation and FEMA plans for Elizabeth Field, it was determined that the Ferry District's Long Range Planning Committee will meet. This will be followed by a conference call, and then a site visit, by the with the Engineers.

FERRY DISTRICT SUB-COMMITTEES:

Ferry District sub-committees are made up of Commissioners, Management and District employees when needed. Commissioners are asked to email Commissioner Edwards to confirm which sub-committees they plan to serve on in 2014. The sub-committees are Long Range Planning, Operations, HR, Finance and Legal.

EXECUTIVE SESSION

Entering Executive Session:

At 5:39 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 employees.

Proposed by Commissioner Rafferty
Seconded by Commissioner Cook
AYES: All
NAYS: None

Commissioner Cook excused himself at 5:56 pm.

Exiting Executive Session:

At 6:52 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 Rafferty
AYES: All
NAYS: None

Whereas Jobina Miller is currently serving the Ferry District in an exemplary manner as a part-time accountant, management wishes to approve a raise from \$25.00 per hour to \$28.00 per hour with effect January 1, 2014.

NOW, THEREFORE, BE IT RESOLVED, to increase Ms. Miller's pay rate to \$28.00 with effect January 1, 2014.

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

Whereas Michael Franco is currently serving the Ferry District in an exemplary manner as a full-time Marine Mechanic, management wishes to approve a raise from \$22.00 per hour to \$24.00 per hour with effect January 1, 2014.

NOW, THEREFORE, BE IT RESOLVED, to increase Mr. Franco's pay rate to \$24.00 with effect January 1, 2014.

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

Whereas Ronald J (“RJ”) Burns is currently serving the Ferry District in an exemplary manner as the Assistant Manager for marine operation, management wishes to approve a raise of 4.5%. This equates to a salary increase from \$85,000 to \$88,825.00 with effect January 1, 2014.

NOW, THEREFORE, BE IT RESOLVED, to increase Mr. Burns’ salary to \$88,825.00 with effect January 1, 2014.

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

Whereas Gordon S. Murphy is currently serving the Ferry District in an exemplary manner as the Assistant Manager for business, management wishes to approve a raise of 4.5%. This equates to a salary increase from \$65,000 to \$67,925.00 with effect January 1, 2014.

NOW, THEREFORE, BE IT RESOLVED, to increase Mr. Murphy’s’ salary to \$67,925.00 with effect January 1, 2014.

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

At the meeting of the Board of Commissioners of the Fishers Island Ferry District (the “Ferry District”) on November 4, 2013 Mr. Haney was promoted to a captain and given a raise for his deckhand duties. Unfortunately the raise was not captured in the resolution sent to the Town of Southold. The Ferry District wishes rectify this oversight.

NOW, THEREFORE, BE IT RESOLVED, that Jonathan Haney was appointed as a part-time captain as of October 18, 2013 with a pay rate of \$22.00 per hour. Mr. Haney retains his deckhand duties and is given a raise to \$18.00 per hour for deckhand duties in addition to this new responsibility.

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

The next scheduled meeting of the Board of Commissioners Fishers Island Ferry District begins at 4:30 pm December 16, 2013 at the Fishers Island Community Center.

Meeting Adjournment:

There being no further business to discuss, and on motion made by Commissioner Rafferty, seconded by Commissioner Rugg, and unanimously adopted, the meeting was adjourned at 6:58 pm.