

Minutes of the Meeting of the Board of Commissioners  
Fishers Island Ferry District  
January 6, 2014

A Meeting of the Board of Commissioners of the Fishers Island Ferry District (the "Ferry District") was called to order on January 6, 2014 at 4:30 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, and Jane Ahrens.

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

**PUBLIC COMMENT**

No public comment.

**CORRESPONDENCE**

No correspondence.

**REVIEW OF MEETINGS and MINUTES**

Minutes of the meeting held on December 9, 2013 were approved.

MOVED by: Commissioner Rafferty

SECONDED by: Commissioner Rugg

AYES: All

NAYES: None

Minutes of the meeting held on December 16, 2013 were approved with edits.

MOVED by: Commissioner Rugg

SECONDED by: Commissioner Cook

AYES: All

NAYES: None

Minutes of the meeting held on December 20, 2013 were approved with edits.

MOVED by: Commissioner Rugg

SECONDED by: Commissioner Rafferty

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 \$ 74,264.60

MOVED by: Commissioner Rafferty

SECONDED by: Commissioner Rugg

AYES: All

NAYES: None

## MANAGER'S REPORT

### Appropriations Resolution:

RESOLVED that the January 6, 2014 meeting of 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	<u>\$ 7,550</u>
	Total	\$ 7,550

#### Increase Appropriations

SM5710.2000.000	Ferry Repairs Both Vessels	700
SM1310.4.000.000	Accounting/Finance	300
SM5710.4.000.000	Other/Miscellaneous	2000
SM5710.4.000.600	Janitorial Supplies	150
SM5710.4.000.700	UPS Freight Charges	300
SM5710.4.000.900	Credit Card Fees	<u>\$ 4,000</u>
	Total	\$7,550

On a MOTION by Commissioner Rugg

SECONDED by Commissioner Cook

Ayes: All

Nays: None

### 2014 Goals:

Mr. Lamb is working with Margo Larson on the 2014 Goals including making FIFD more responsible for safety and regulations. At the next BOC meeting Mr. Lamb will have the final goals of the Commissioners' approval. This will also include the refining of the Assistant Manager position on Fishers.

### Property Management:

Airport Building: Bruce Hubert, the Elizabeth Field tenant, made Management aware of the airport building furnace shut down and frozen pipes in December 2013. Pete the Plumber is working to correct the situation and repair the furnace and pipes. The furnace was previously serviced and cleaned and the building has a low temp alarm. Mr. Lamb will confirm which party is responsible for the work.

Lease Hearing: Mr. Lamb confirmed with the Commissioners how they would like to format the Lease Hearing on available rental properties managed by the FIFD. Hearings will be held on new leases, not on renewals. New Leases will have a rate set, be posted for 30 days and will lead to the public hearing.

### HR and Legal:

The discussion on HR and legal matters was moved to Executive Session.

### Plow Blade Quote:

Mr. Murphy reported that an offer was received to purchase a plow blade. The backhoe and blade were purchased in 2006 with grant money received for that purpose. Money received from the sale of the blade will go into the backhoe, in compliance with the requirements of the grant. Mr. Allen of Chesterfield will purchase the blade for \$2550. which is in excellent condition and never used.

RESOLVED that the January 6, 2014 meeting of the Commissioners of the Fishers Island Ferry District hereby approve the sale of the back hoe blade for \$2550 to Mr. Allen of Chesterfield:

On a MOTION by Commissioner Rafferty  
SECONDED by Commissioner Cook  
Ayes: All  
Nays: None

**2013 Activity Reports:**

Mr. Lamb reported the following:

- Expenses were down 4.2%
- Net income was up

Mr. Lamb praised the FI Crew for a good year's work and will have all the numbers at the January 20 BOC meeting.

**Payroll:**

Management continues to move to a salary payment schedule that reflects hours worked, not in advance of hours to be worked. Currently the New York and the Connecticut employees are on different payroll systems and payment schedules.

**2014 Fishers Island Ferry Board of Commissioners Meeting Calendar:**

Ferry Commissioners and Management will confirm the BOC meeting schedule, meeting a week in advance of the Southold Town Board meetings.

They continue to research the possibility of monthly meetings, with the option to call a Special Meeting for a specific purpose/agenda item. Twice monthly meetings will be scheduled through June 2014 with the goal of proceeding with monthly meetings, if feasible, from that time going forward. The draft calendar will be posted on the Fishers Island Ferry website.

**Ticketing System:**

A new ticketing system is in the 2014 Budget. A discussion followed. The District will determine what they and the customers prefer in a new system - which may, or may not, include - a 2-ways ticketing system, a card swipe option, tracking ability, discount option, scanned and/or bar code. Mr. Lamb will develop a plan based on FIFD mission and goals and review of other ferry ticketing systems.

**EXECUTIVE SESSION**

**Entering Executive Session:**

At 5:25 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; negotiations with the CSEA; and potential litigation with a prior employee of the District.

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

**Exiting Executive Session:**

At 6:34 pm the following resolution was proposed:

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

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

RESOLUTION: At the January 6, 2014 meeting of the Fishers Island Ferry District Board of Commissioners, the following resolution was brought by the Board.

WHEREAS, the Manager requests that the day to day duties and responsibilities of the Marine Operations Supervisor be temporarily suspended and the position report directly to the Manager of the Ferry District with special duties to be assigned from time to time. The Assistant Manager – marine operations will assume the day-to-day duties and responsibilities. The Manager and legal counsel will prepare documentation to support this change.

NOW, THEREFORE, BE IT RESOLVED, that the Marine Operations Supervisor's duties and responsibilities are temporarily suspended as of January 15, 2014 and the position will report directly to the Manager of the Ferry District with special duties to be assigned from time to time.

On a MOTION by Commissioner Rafferty  
SECONDED by Commissioner Cook  
Ayes: All  
Nays: None

WHEREAS, Jason Marks is currently serving the Ferry District as a deckhand. He has received his 100 ton USCG certificate and has proven himself proficient in the requirements to be promoted to an advanced deckhand.

NOW, THEREFORE, BE IT RESOLVED, to increase Mr. Jason Mark's salary from \$15.00 to \$16.00 with effect January 16, 2014

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

The next scheduled meeting of the Board of Commissioners Fishers Island Ferry District will be held Monday, January 20 at 1:30 at the New London Terminal. (It was moved from 4:30 pm January 21 at the Fishers Island Community Center, as was posted on a 'draft' calendar.)

**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 6:36 pm.