

Fishers Island Ferry District

Minutes of the meeting of the Board of Commissioners
Fishers Island Ferry District
February 16, 2015

A meeting of the Board of Commissioners of the Fishers Island Ferry District (the "Ferry District") was called to order on February 16, 2015 at 2:40 PM by Commissioner Rugg at the Fishers Island Community Center.

Present were Commissioners Rugg and Ahrens. Commissioner Parker attended via telephone. Commissioner Cook contacted Commissioner Ahrens before the meeting to say he would not be able to attend. Present were Asst. Managers Burns and Murphy.

Commissioners Parker and Ahrens agreed Commissioner Rugg should chair the meeting.

Commissioner Rugg opened the meeting. Everyone in attendance pledged allegiance to the flag.

PUBLIC COMMENT/ CORRESPONDENCE:

No public in attendance. Commissioner Rugg noted a letter sent to the Ferry District on behalf of FIWMD commissioners regarding the ferry being out of commission on January 22, 2015. A response was prepared and management was asked to send it. Copy of response is attached to the minutes.

The Isaac School asked for a discounted rate for the 40 students and four adults traveling to a basketball game on Fishers Island. Neither manager believes it will be detrimental to give them the student rate.

It was noted by the three attending commissioners that a quorum was not in effect and that all actions taken would be ratified at the next meeting.

REVIEW OF MEETINGS & MINUTES:

Upon review of the January 12, 2015 meeting minutes it was agreed to approve them as amended.

Moved by: Commissioner Rugg
Seconded by: Commissioner Ahrens
Ayes: All
Nays: None

WARRANTS:

A list of outstanding obligations of the Ferry District were 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 \$199,512.31.

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Moved by: Commissioner Rugg
Seconded by: Commissioner Ahrens
Ayes: All
Nays: None

Budget Modification:

RESOLVED that the Commissioners of the Fishers Island Ferry District hereby amend the 2014 Fishers Island Ferry District budget as follows:

Decrease Appropriates

SM1310.4.000.000	Accounting/Finance	\$4,000
SM5710.2.000.100	Ferry Repairs, Munnatawket	\$7,000
SM5710.2.000.200	Ferry Repairs, Race Point	\$15,000
SM5710.4.000.300	Fuel Oil/Vessels	\$25,000
SM5610.4.000.000	Elizabeth Airport, C.E.	<u>\$19,000</u>

Total: \$70,000

Increase Appropriations

SM1420.4.000.000	Legal Fees, C.	\$5,000
SM1910.4.000.300	Insurance Workers Comp	\$1,000
SM5709.2.000.200	Docks and Terminals	\$7,500
SM5710.1.000.000	Payroll	\$41,000
SM5710.4.000.000	Other/Misc	\$2,000
SM5710.4.000.100	Utilities-New London	\$1,000
SM5710.4.000.500	Computer Operations	\$3,500
SM5710.4.000.800	Uniforms	\$1,000
SM5710.4.000.900	Credit Card Fees	\$2,500
SM5713.4.000.000	US Mail	\$500
SM9060.8.000.000	Medical Insurance Benefit	<u>\$5,000</u>

Total: \$70,000

Moved by: Commissioner Rugg
Seconded by: Commissioner Ahrens
Ayes: All
Nays: None

PUBLIC HEARING:

Public hearing opened at 3:00 PM to discuss a lease of vacant land north of the freight shed to Masonry Aesthetics, Jared Toldo's company

Moved by: Commissioner Rugg

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Seconded by: Commissioner Ahrens

Ayes: All

Nays: None

The lease was presented and viewed by the public beforehand.
No questions or public comments were made.

At 3:02 PM the public hearing was closed by way of motion.

Moved by: Commissioner Ahrens

Seconded by: Commissioner Rugg

Ayes: All

Nays: None

MANAGER'S REPORTS:

Property Management:

On a motion it was agreed to approve the lease to Jared Toldo's company, Masonry Aesthetics.

Moved by: Commissioner Ahrens

Seconded by: Commissioner Rugg

Ayes: All

Nays: None

Mr. Murphy summarized the draft property management agreement between the Town and the FD. The agreement outlines duties and responsibilities for the FD to operate under the Enabling Act.

Mr. Murphy reviewed the Conservancy's burn plans for airport area and the parade grounds Burn Plans (airport and parade grounds). It was agreed that this needs to take place and be completed well before Memorial Day and before there is any substantial new growth. The conservancy needs to address the FIFD (Fishers Island Fire Department).

Ticketing & Website:

Mr. Murphy gave a brief overview of the reservation and ticketing system upgrade. It has been a goal for the past couple of years to upgrade to the latest technology. In order to get there, it is necessary to change the software that manages the entire system. The goal for this year is to change the backbone and the website with this in place additional enhancements will be much easier and cost effective to implement. The goal here is to keep it simple.

Public Officials Insurance Policy:

Mr. Murphy reviewed the insurance policy. The premium is roughly the same as last year. This policy was put in place two years ago. On Commissioner Ahrens motion Mr. Murphy was authorized to execute the insurance policy.

Moved by: Commissioner Ahrens

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Seconded by: Commissioner Rugg
Ayes: All
Nays: None

RP Yard Period:

It was reported by Mr. Burns that the Race Point had entered the shipyard roughly a month later than planned due to scheduling at the yard. The transmissions need excessive rebuilding causing minor alterations to the yard package forcing reprioritizing. The steering lines and propeller shaft are being repaired and sewage tank replacement was moved to the next yard period. Painting has been delayed due to the bitter cold weather.

The expectation is that the Ferry District should have the boat back by March 30th, 2015. Once the Race Point is completed, the Ferry District will need another 1-2 weeks to complete and prepare the ship for service.

A yard work list is already being prepared for next year's yard period.

Spring and Peak 2015 Schedules:

It was decided that the Ferry District will be removing the 4:30/5:30 AM trips on Monday mornings during the spring season due to lack of demand.

Commercial Rates:

Commercial Vehicles rates on scheduled trips will be discussed at the March meeting.

CHARGES ARE ROUND TRIP

Driver Must Purchase Separate Ticket

	<u>Peak</u> (May 15-Sept 30)	<u>Off Peak</u>
Commercial Pickups, vans and trailers up to 18 feet	\$100	\$80
Large commercial box trucks, vans, trailers over 18 feet	\$7/ft	\$5/ft
Mason Dump	\$126	\$102
Concrete Trucks	\$635	\$390
Triaxles, Large Compactors/Roll-Offs	\$494	\$373
10 Wheelers Dumps/Trucks	\$284	\$211
6 Wheel Dumps/Trucks	\$187	\$163
Tractor Trailer Dump	\$771	\$529
Trailer Trucks	\$771	\$529
Trailer Trucks Carrying Gas/Oil	\$694	\$453
Bicycles-Motorcycles	\$55	\$55
Heavy Equipment		
Light Small rental style units	\$111	\$87
Medium Typical style backhoes, etc.	\$211	\$163
Heavy Large heavy duty equipment	\$430	\$310
Super Large cranes and equipment	\$1,049	\$807

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Fishers Island Waste Management Roll Offs	\$494	\$373
Small Rolloffs	\$310	\$235
Small Island based fuel trucks (Min)	\$286	\$187
Reservation cancellation penalty (Cancellation within 1 calendar day)	50%	50%

In addition it will be discussed if the peak fare rates will start on May 1 instead of May 15th.

RESOLUTIONS:

At the February 16, 2015 meeting of the Fishers Island Ferry District Board of Commissioners, the following resolutions were brought by the Board:

With effect December 31, 2014, Jobina Miller voluntarily resigned and is released from her accounting clerk position.

Moved by: Commissioner Ahrens
Seconded by: Commissioner Rugg
Ayes: All
Nays: None

With effect January 2, 2015, the Ferry District contracted the services of Robert Half International to supply a staff accountant, Diane Hansen, and to assist in a search for the new accountant to replace Ms. Miller.

Moved by: Commissioner Ahrens
Seconded by: Commissioner Rugg
Ayes: All
Nays: None

With effect January 2, 2015 the Ferry District contracted the services of Beancounter LLC to assist in training the new accountant.

Moved by: Commissioner Ahrens
Seconded by: Commissioner Rugg
Ayes: All
Nays: None

With effect February 18, 2015 Derek Scroxton has been hired as part-time call-in Laborer at the rate of \$10.56 per hour.

Moved by: Commissioner Ahrens
Seconded by: Commissioner Rugg
Ayes: All

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Nays: None

MEETING ADJOURNMENT:

The next scheduled meeting of the Fishers Island Ferry District Board of Commissioners will be held Monday, March 16, 2015 at 4:30 PM at the Fishers Island Community Center. It is expected that there will be a working session in advance of the meeting. Time to be finalized and posted in advance.

There being no further business to discuss, and on motion made by Commissioner Rugg, Seconded by Commissioner Ahrens, and unanimously adopted, the meeting was adjourned at 4:08 PM.

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Exhibit A

February 16, 2015

Commissioners,
Fishers Island Waste Management District
P.O. Box 22
Fishers Island, NY 06390

RE: Letter from FIWMD as of January 31, 2015

Dear Commissioners,

In response to the letter dated January 31, 2015 from Ms. Beth Stern on behalf of the Commissioners of the Fishers Island Waste Management District the Commissioners of the Ferry District instructed its management to review the procedure to notify its commercial reservation customers and specifically the time-line and activity in relation to the FIWMD's roll-off reservation of January 22nd.

Mr. RJ Burns, Manager of marine operations reported to us and we wish to forward on his findings directly to you.

"With regards to FIWM questions. Here is a timeline.

Jan 16 and 18, 2015, Polly (Ford) and I sat together with our commercial reservations book and I personally made the initial calls (on speaker phone) to our vendors/customers notifying them of the cancellations and the reason why.

We began making notifications five days prior to Jan 22, 2015 to give vendors opportunity to adjust schedules and ask any questions.

Jan 16, 2015: Polly and I each left one messages on FIWM answering machine. "We are cancelling trips on Jan 22, etc.". Please return call to move your reservation, etc.

No response

Jan 16, 2015: We moved their reservation into our on hold file (2020 file) at zero cost to them. This automatically generates an e-mail to customers notifying them of change to reservation. I feel that this alone should have generated a call to us from FIWM. Funds still available in 2020 file and not charged.

No response.

Home page posting of change: Jan 17, 2015

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Commissioners,
Fishers Island Waste Management District
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FIFD Facebook posting: Jan 17, 2015

Fog Horn posting: Not sure of date/time

Sterling never arrived on Jan 22, 2015 indicating they received a timely notification.”

While we feel that the Ferry District did try to contact FIWMD as well as other customers we did not in fact have “person to person” communication. Our goal is improve our service and work with our valued customers. Subsequent to January 22nd we have reviewed our process and have identified additional means to better communicate with our customers.

We thank the FIWMD for bringing this incident to our attention and are using it to improve our operations and more importantly the customer experience.

Please do not hesitate to correspond with us, our managers or staff if you have any issues or concerns.

On behalf of the Commissioners of the Fishers Island Ferry District,

Gordon S. Murphy,
Assistant Manager