

# **FISHERS ISLAND FERRY DISTRICT**

**March 28, 2016**

## **Minutes of the Meeting of the Board of Commissioners of the Fishers Island Ferry District**

A meeting of the Board of Commissioners of the Fishers Island Ferry District (the "Ferry District") was called to order on March 28, 2016 at 4:32 PM by Chairman Ahrens at the Fishers Island Community Center.

Commissioners Andrew Ahrens, William Bloethe, Peter Rugg, and Dianna Shillo were present. Commissioner Harry Parker called in. Gordon Murphy and Elizabeth Burnham also attended, and RJ Burns and Diane Hansen attended by telephone.

Chairman Ahrens opened the meeting and established that a quorum was present. Everyone in attendance pledged allegiance to the flag.

### **Public Comment**

The Board reviewed its correspondence from the Island Community Center about a fireworks cruise and from the organizers of the Three Church Tournament about shifting the last boat off-island. The Commissioners agreed that the latter issue was one for management. On the former, the Board resolved the following:

#### **Fireworks Cruise**

RESOLUTION 2016-47

WHEREAS, the Island Community Center has for many years chartered a ferry so that interested community members might watch SailFest's fireworks the second weekend of July; and

WHEREAS, the Island Community Center has requested the same this year;

THEREFORE, BE IT RESOLVED, that the Island Community Center may charter a ferry and crew for the purpose of a fireworks cruise on Saturday, July 9, 2016, at the price of \$1900.

Moved by: Commissioner P. Rugg

Seconded by: Commissioner D. Shillo

Ayes: A. Ahrens, W. Bloethe, P. Rugg, D. Shillo

Nays: None

### **Warrant**

The Board reviewed and discussed a list of outstanding financial obligations provided by D. Hansen, then passed the following resolution.

RESOLUTION 2016-41

RESOLVED, that the Board of Commissioners of the Fishers Island Ferry District hereby approves the Warrant dated March 28, 2016, in the amount of \$154,233.75.

Moved by: Commissioner P. Rugg

Seconded by: Chairman A. Ahrens

Ayes: A. Ahrens, W. Bloethe, P. Rugg, D. Shillo

Nays: None

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**2016 Budget Modification**

The Board discussed and approved the following 2016 budget modification provided by D. Hansen.

RESOLUTION 2016-42

RESOLVED, that the Board of Commissioners of the Fishers Island Ferry District hereby amends the 2016 Fishers Island Ferry District budget as follows:

<u>Decrease Appropriations</u>		
SM5710.4.000.300	Fuel Oil, Vessels	<u>\$29,000</u>
	Total	\$29,000
 <u>Increase Appropriations</u>		
SM.1910.4.000.300	Insurance Workers Comp	<u>\$29,000</u>
	Total	\$29,000

Moved by: Commissioner P. Rugg  
Seconded by: Commissioner W. Bloethe  
Ayes: A. Ahrens, W. Bloethe, P. Rugg, D. Shillo  
Nays: None

**Management Reports**

Marine Operations Manager RJ Burns reported on the ongoing work on the Munnatawket, the successful installation of the bow thruster, and the recent discovery of additional serious wear to the steel superstructure. Uncorrected, this wear would prevent the ferry from passing Coast Guard inspection and returning to service. The Board therefore passed the following resolution:

**Munnatawket Yard Period**

RESOLUTION 2016-43

WHEREAS, a resolution was adopted by the Board of Commissioners of the Fishers Island Ferry District on December 7, 2015, authorizing the acceptance of the bid of Fairhaven Shipyard Co ("Fairhaven") to conduct various repairs to the MV Munnatawket that are required for a biannual inspection by the US Coast Guard; and

WHEREAS, pursuant to said Resolution the BOC authorized Management to execute a yard period contract in the amount of \$115,470 and payment of that sum to Fairhaven together with \$50,000 for unforeseen repairs that may be discovered when the Munnatawket was removed to Fairhaven; and

WHEREAS, during the course of the contracted repairs, additional wear to the vessel was discovered that was not readily apparent during the initial Coast Guard exam; and

WHEREAS, repair of said worn and wasted steel is required before the Coast Guard will permit the vessel to be returned to service; and

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WHEREAS, the required repairs are estimated to cost an additional \$30,000-40,000.

NOW, THEREFORE, BE IT RESOLVED, that the BOC of FIFD amends the aforesaid resolution to increase the contingency amount from \$50,000 to \$90,000 and authorizes Management to pay Fairhaven's invoices up to that amount when properly invoiced and approved by management.

Moved by: Commissioner P. Rugg

Seconded by: Commissioner D. Shillo

Ayes: A. Ahrens, W. Bloethe, P. Rugg, D. Shillo

Nays: None

### **New London Terminal Janitorial Services**

The Board discussed the three bids received in response to an RFP for janitorial services at the New London Terminal, and accepted management's recommendation in the following resolution:

#### **RESOLUTION 2016-44**

WHEREAS, the New London terminal requires janitorial services for a one-year term, an RFP was issued and duly advertised, three bids were received, and management recommends Nu Look Cleaning Services based on price;

THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby accepts the quote from Nu Look Cleaning Services, authorizes Mr. RJ Burns to execute the contract, and authorizes management to pay invoices up to that amount when properly invoiced and approved by management.

Moved by: Commissioner A. Ahrens

Seconded by: Commissioner W. Bloethe

Ayes: A. Ahrens, W. Bloethe, P. Rugg, D. Shillo

Nays: None

### **Race Point General Maintenance (Deck & Tank Work)**

The Board heard management's plan for repairs to the Race Point, not to conflict with the yard period underway for the Munnatawket and discussed two bids received in response to an RFP; and accepted management's recommendation in the following resolution:

#### **RESOLUTION 2016-45**

WHEREAS, the Race Point requires general maintenance on and about the fuel tanks and deck, an RFP was issued and duly advertised, two bids were received, and management recommends Fairhaven Shipyard Companies, Inc., quote of \$28,320 based on value;

THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby accepts the quote from Fairhaven Shipyard Companies, Inc., directs and authorizes Mr. RJ Burns to execute the contract, and authorizes management to pay invoices up to that amount when properly invoiced and approved by management.

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Moved by: Commissioner D. Shillo  
Seconded by: Commissioner W. Bloethe  
Ayes: A. Ahrens, W. Bloethe, P. Rugg, D. Shillo  
Nays: None

### **Dental Insurance Renewal**

The Board reviewed the comparisons of dental insurance plans provided by management as well as the two quotes for plans. There being a clear advantage to one plan for the term of May 1, 2016 to April 30, 2017, the Board resolved the following:

RESOLUTION 2016-46

WHEREAS the current contract with Empire Blue Cross/Blue Shield for dental insurance expires on May 1, 2016, two quotes were received, and management recommends renewing its contract with Empire based on best value;

THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby accepts the quote from Empire Blue Cross/Blue Shield, directs and authorizes Mr. Gordon Murphy to execute the contract, and authorizes management to pay invoices up to that amount when properly invoiced and approved by management.

Moved by: Commissioner P. Rugg  
Seconded by: Chairman A. Ahrens  
Ayes: A. Ahrens, W. Bloethe, P. Rugg, D. Shillo  
Nays: None

### **Human Resources**

Correcting an error, the Board passed the following resolution:

RESOLUTION 2016-48

RESOLVED, that the Board of Commissioners rescinds Resolution 2016-39; and

WHEREAS Robert Lavin has performed with merit in his duties as Purser (Fishers Island Ferry District), and

WHEREAS his manager has recommended such action,

BE IT FURTHER RESOLVED that Mr. Lavin's wages be increased from \$15.99 per hour to \$20.00 per hour with effect March 31, 2016.

Moved by: Commissioner D. Shillo  
Seconded by: Commissioner P. Rugg  
Ayes: A. Ahrens, W. Bloethe, P. Rugg, D. Shillo  
Nays: None

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### **Voucher Authorizations**

Management raised an issue to the Board, wherein when G. Murphy is not available, vouchers to the Town of Southold cannot be certified. After discussion, the Board agreed that the District should be able to continue business operations in the absence of any one person, and resolved the following:

RESOLUTION 2016-49

WHEREAS, the Ferry District is required to prepare Town of Southold vouchers for accounts payable activity, which summarize by vendor the amounts due and payable; and

WHEREAS, vouchers require two signatures: the Payee Certification (signed by the Claimant or the person acting on behalf of the Claimant) and the Department Certification (signed by the District representative who is authorizing payment); and

WHEREAS, the Accounting Supervisor reviews all vouchers;

THEREFORE, BE IT RESOLVED, that the Accounting Supervisor is approved as signatory for the Payee Certification, and that the District Manager or any Assistant Manager is approved as signatory for the Department Certification.

Moved by: Commissioner D. Shillo

Seconded by: Commissioner W. Bloethe

Ayes: A. Ahrens, W. Bloethe, P. Rugg, D. Shillo

Nays: None

### **Island Community Board Dues**

The Board discussed the particular case of dues to the Island Community Board, and resolved the following:

RESOLUTION 2016-50

WHEREAS the Board of Commissioners consulted with counsel and approved the payment of dues to the Island Community Board in a warrant on February 15, 2016 (Resolution 2016-18); and

WHEREAS under further review by counsel, it has been determined that this payment was inappropriate;

THEREFORE, BE IT RESOLVED that management is directed to request return of these funds, and

BE IT FURTHER AFFIRMED that the Board of Commissioners is in full support of the mission and work of the Island Community Board.

Moved by: Commissioner P. Rugg

Seconded by: Chairman A. Ahrens

Ayes: A. Ahrens, W. Bloethe, P. Rugg

Nays: None

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**Remembrances**

The Board remembered a former commissioner and an employee, both recently deceased.

RESOLUTION 2016-51

WHEREAS Harold Cook served with distinction from 2013 to 2015 as a member of the Board of Commissioners of the Fishers Island Ferry District, and

WHEREAS his recent death was a loss to the Ferry District and to the Fishers Island community at large,

RESOLVED, that the Board of Commissioners honors the memory of Commissioner Cook and extends its sincerest sympathies to his family and friends.

Moved by: Commissioner P. Rugg

Seconded by: Commissioner W. Bloethe

Ayes: A. Ahrens, W. Bloethe, P. Rugg, D. Shillo

Nays: None

RESOLUTION 2016-52

WHEREAS Jack "Red" Searle provided decades of loyal service to the Fishers Island Ferry District as a freight agent, and

WHEREAS his recent death was a loss to the New London Terminal freight services and the Ferry District at large,

RESOLVED, that the Board of Commissioners honors the memory of Mr. Searle and extends its sincerest sympathies to his family, friends, and colleagues.

Moved by: Commissioner W. Bloethe

Seconded by: Commissioner P. Rugg

Ayes: A. Ahrens, W. Bloethe, P. Rugg, D. Shillo

Nays: None

**Old Business**

The Board reviewed the status of the hangar proposal. An environmental analysis at the airport, conducted by C&S, will cover a hangar scenario as well as several other aspects. This analysis is expected to be completed in 2016 and is a necessary precondition for any building or changes to the airport. Any hanger or similar construction would be considered improvements on a long-term land lease.

**New Business**

The Board, in preparation for a later discussion on health insurance options, agreed to invite representatives of health care plans to a working session, where they might ask specific questions about the plans. Management was directed to inform District employees.

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**Adjournment**

There being no other business to discuss, Chairman Ahrens reminded those present that the next meeting would be on Monday, April 11, 2016, at 4:30 pm, at the Community Center, with a working session at 3:30.

At 6:09 pm, Commissioner Bloethe moved to adjourn, Commissioner Rugg seconded, and in a unanimous voice vote, the motion passed.