

Minutes of the Meeting of the Board of Commissioners  
Fishers Island Ferry District  
March 6, 2017

Commissioner Rugg at the Fishers Island Community Center called a meeting of the Board of Commissioners of the Fishers Island Ferry District (“the Ferry District”) to order on March 6, 2017 at 4:30 PM.

Commissioners Heather Burnham, Peter Rugg, and Dianna Shillo were present. Also in attendance were Gordon Murphy, Diane Hansen, Geb Cook, RJ Burns, John Haney, Deanna Ross and members of the public. Commissioner Ahrens was present via phone. Commissioner Bloethe was absent.

Commissioner Rugg established that a quorum was present. Everyone in attendance pledged allegiance to the flag.

**Correspondence/Public Comment** - Mr. RJ Burns reported to the BOC that he received a letter from Beth Stern thanking the FIFD and crew for accommodating all the guests that attended Mr. Richard Grebe’s memorial service. Mr. Burns posted the letter on the crew board. There was no public comment.

**Warrants**

RESOLUTION 2017 - 039

RESOLVED, that the Board of Commissioners of the Fishers Island Ferry District hereby approves the Warrant dated March 6, 2017, in the amount of \$120,551.28

Moved by: Commissioner H. Burnham  
Seconded by: Commissioner D. Shillo  
Ayes: H. Burnham, P. Rugg and D. Shillo  
Nays: None

**Budget Modification**

RESOLUTION 2017 – 040

RESOLVED that the Commissioners of the Fishers Island Ferry District hereby amend the 2016 Fishers Island Ferry District budget as follows:

<u>Decrease Appropriations</u>		
SM5711.4.000.000	Office Expense	\$1,045
	Total	\$1,045
<u>Increase Appropriations</u>		

SM1930.4.000.000	Insurance Claims, C.E.	\$1,000
SM5710.4.000.100	Utilities - NL	\$45
	Total	\$1,045

Moved by: Commissioner D. Shillo  
 Seconded by: Commissioner P. Rugg  
 Ayes: H. Burnham, P. Rugg and D. Shillo  
 Nays: None

### Management Reports

Race Point Yard Period – Mr. Burns updated the BOC. The Race Point returned to the New London dock last week with minimal problems considering the scope of work that was completed. Mr. Burns submitted an extensive update of the completed work to Mrs. Ahrens to post on Facebook to keep the community updated. Mr. Burns reviewed high points of the completed work providing improvements in sea keeping ability, as well as, general safety, including down flooding angles, range of positive stability, new louvers that function as fire dampers, cargo tie downs, removal of lead paint, new prop shaft and bottom plate replacement. Mr. Burns informed the BOC of potential for losing two car spaces from a full load condition because of new load carrying capacity and egress regulations. Mr. Burns will be meeting with all captains and senior deck hands early next week regarding the new regulations and determine how best to load the boat and meet passenger needs with minimal impact. Mr. Burns feels that the Race Point will be back in service as early as next week but only contingent on receipt of the new stability letter and completion of the remaining work that needs to be completed including painting, labeling and signage and reattachment of deck plates in the engine room. Mr. Burns informed the BOC that the Race Point will be out of service on April 6, 2017 for its 5-year Certificate of Inspection.

Munnatawket Update – Mr. Burns updated the BOC that the MV Munnatawket has been running well. Mr. Burns spoke with the owner of Fairhaven Shipyard regarding the engine rebuild invoices and will continue to work closely with Fairhaven in resolving the matter.

New London Counterweight Cables – Mr. Burns informed the BOC that replacement of the cables will be taking place this spring.

North Ramp Dolphins – Mr. Burns updated the BOC. Mr. Burns received correspondence from Keith Nielsen of Docko that fees were paid to process the extension on the existing permits and he is waiting to hear back as to whether that extension has been granted. Three vendors were solicited which would include all repair/replacement work of the pilings on the corner ramp, dolphins and rack.

Summer Staffing - Mr. Burns will be having a meeting tomorrow, March 7<sup>th</sup>, regarding seasonal staffing requirements. Interviews will be starting the following week for summer help.

Traffic – Mr. Haney reviewed February 2017 traffic reports with the BOC. On-time percentage for February 2017 was 98%.

HR - Mr. Haney reported to the BOC. Captain John Morgan will be returning to work tomorrow, March 7, 2017 after he and his wife welcomed the birth of their baby girl on February 13<sup>th</sup>, 2017. John Paradis

will be returning to work from sick leave on Monday, March 13<sup>th</sup>, 2017. Mr. Haney is looking forward to the return to work of Mr. Paradis and Captain Morgan.

Passenger Ferry – Mr. Cook updated the BOC. Mr. Cook and Mr. Burns met with Tom Murray from Blackbird last week and Blackbird has changed their start date from April 1<sup>st</sup>, 2017 to April 15<sup>th</sup>, 2017. Logistics were discussed regarding scheduling, reservations and payment process of services via the website. Scheduling will be a fluid schedule on a month to month basis which has yet to be determined. Mr. Murray will be visiting this Wednesday, March 8<sup>th</sup>, 2017 to determine some feasible landing locations.

Bank of America – Mr. Murphy updated the BOC regarding management’s recommendation to change the credit card program to a purchasing card system. Management will further investigate options with Citibank and table for the next meeting.

Dental – Mr. Murphy informed the BOC that rates have remained the same and renewal will be later this month.

### **Encumbrance**

#### **RESOLUTION 2017 - 041**

Whereas while loading the ferry on December 8, 2016 one vehicle was guided into another, damaging both vehicles and one of the vehicles has not been repaired, creating a need to encumber 2016 expense to be paid in 2017.

Therefore it is RESOLVED that the Board of Commissioners acknowledges the repair estimate of \$923.61 and instructs management to pay that amount when such damage claim and proof of repair expense is submitted by the injured party.

Moved by: Commissioner Rugg

Seconded by: Commissioner Shillo

Ayes: H. Burnham, P. Rugg and D. Shillo

Nays: None

Ticketing – Mr. Murphy updated the BOC. Management is working with Advantech looking at options for ticketing of the hovercraft via the website. In addition, management is working with Advantech in ways to streamline the current process of making reservations with greater emphasis on size of vehicle as opposed to make, model and year of vehicle. Discussion ensued and management will continue to work on optimizing the reservation process for customers and will keep the BOC updated of any changes.

Freight Rates – Mr. Cook updated the BOC and will circulate the proposed changes to the BOC via email for feedback.

Engineer/Mechanics Advancement Ladder – Mr. Cook will present the Engineer/Mechanics Advancement Ladder to the BOC for approval at the next meeting on March 20<sup>th</sup>, 2017.

Mr. Burns informed the BOC that the US Coast Guard will be sailing alongside the Munnatawket in the coming weeks to perform emergency drills.

Smoking Policy – Commissioner Shillo asked if “vaping” was part of the No Smoking Policy. Discussion ensued and the BOC has agreed that the current No Smoking Policy should include vaping and electronic cigarettes and that the No Smoking policy will be amended at the next meeting.

Pheasant Storage in the Freight Shed – Commissioner Burnham asked if a policy existed regarding storage of live pheasants in the freight shed. Discussion ensued. Management and the BOC agree that overnight storage of live pheasants should be discouraged and Mr. Murphy will discuss with members of the Sportsman Club regarding the timely picking up of pheasants during the hunting season.

Airport Hanger Proposal – Mr. Murphy updated the BOC. Mr. Murphy continues to work with the FAA and C&S Consulting to move forward with the project.

### **Executive Session**

At 18:05, the following resolution was proposed:

RESOLVED, that the Commission move into Executive Session for the purpose of discussing personnel matters.

Proposed by: Commissioner H. Burnham

Seconded by: Commissioner D. Shillo

Ayes: H. Burnham, P. Rugg and D. Shillo

Nays: None

At 18:27, the following resolution was proposed:

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

Proposed by: Commissioner H. Burnham

Seconded by: Commissioner D. Shillo

Ayes: H. Burnham, P. Rugg and D. Shillo

Nays: None

### **HR**

RESOLUTION 2017 - 042

Whereas the Ferry District requires an Account Clerk Typist.

Therefore it is RESOLVED that the Board of Commissioners appoints Katarzyna Asmolov with effect March 15, 2017 as a part-time Account Clerk Typist (FIFD) at a rate of \$20.00 per hour.

Moved by: Commissioner Rugg

Seconded by: Commissioner Shillo

Ayes: H. Burnham, P. Rugg and D. Shillo

Nays: None

RESOLUTION 2017 - 043

WHEREAS the collective bargaining agreement with the Civil Service Employees Association grants a 1% longevity increase to wages when an individual has been employed by the Fishers Island Ferry District for fifteen years; and,

WHEREAS John Paradis has met those requirements,

Therefore, it is RESOLVED, that Mr. Paradis' wages be increased from \$34.99 per hour to \$35.34 per hour, effective March 4, 2017.

Moved by: Commissioner Rugg

Seconded by: Commissioner Burnham

Ayes: H. Burnham, P. Rugg and D. Shillo

Nays: None

**Next Scheduled Meeting – Monday, March 20, 2017 at 4:30pm.**

**Adjournment**

There being no further business to discuss, and on motion made by Commissioner H. Burnham, seconded by Commissioner P. Rugg, the meeting was adjourned at 6:31 pm.