

Minutes of the Meeting of the Board of Commissioners
Fishers Island Ferry District
April 17, 2017

Commissioner Rugg at the New London terminal conference room called a meeting of the Board of Commissioners of the Fishers Island Ferry District (“the Ferry District”) to order on April 17, 2017 at 3:41 PM.

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

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

Correspondence/Public Comment – Mr. Cook reported that there was no correspondence. A member of the public asked the BOC for an update on the employee advancement ladders. Mr. Cook updated the public. Advancement Ladders and wage adjustments are currently being reviewed by management and once finalized will be reviewed with the union. Mr. Cook said that everything should be finalized in one month. The BOC was asked if the advancement ladders included part-time employees and Mr. Cook confirmed that it does include non-union part-time for freight and marine employees. The BOC was asked if there has been any forward movement on health insurance for July 1, 2017. Mr. Murphy reported that management had a preliminary meeting with the Gowrie Group on April 5th. Mr. Murphy stated that the goal of management and the BOC is to provide consistent and affordable health-care and barring any radical changes, he does not foresee any real changes from the current plan.

Minutes

RESOLUTION 2017 - 063

RESOLVED, that the Board of Commissioners of the Fishers Island Ferry District hereby approve the minutes of the March 20, 2017 meeting as amended.

Moved by: Commissioner P. Rugg
Seconded by: Commissioner H. Burnham
Ayes: W. Bloethe, H. Burnham, P. Rugg
Nays: None

Warrants

RESOLUTION 2017 - 064

RESOLVED, that the Board of Commissioners of the Fishers Island Ferry District hereby approves the Warrant dated April 17, 2017, in the amount of \$46,519.00.

Moved by: Commissioner W. Bloethe

Seconded by: Commissioner H. Burnham
Ayes: W. Bloethe, H. Burnham, P. Rugg
Nays: None

Budget modification

RESOLUTION 2017 – 065

RESOLVED that the Commissioners of the Fishers Island Ferry District
Hereby amend the 2017 Fishers Island Ferry District budget as follows:

Decrease Appropriations			
SM5709.2.000.200	Docks and Terminals		\$25,000
SM5710.4.000.300	Fuel Oil, Vessels		<u>\$10,000</u>
		Total	\$35,000
Increase Appropriations			
SM5710.4.000.000	Ferry Operations/Other Miscellaneous		\$25,000
SM5710.4.000.500	Computer Operations		<u>\$10,000</u>
		Total	\$35,000

Moved by: Commissioner W. Bloethe
Seconded by: Commissioner P. Rugg
Ayes: W. Bloethe, H. Burnham, P. Rugg
Nays: None

Management Reports

Traffic – Mr. Cook updated the BOC and members of the public on the March 2017 traffic reports. On time performance and total traffic was down from the March 2016 report. Multiple cancelations and weather delays were a contributing factor. There were 282 total trips. On time performance was 93% with the exclusion of bump and runs. Mr. Burns reported that 1,890 vehicles were moved during the month of March, including commercial vehicles and 1 accident was reported. Mr. Cook informed the BOC that management has instituted some damage waivers for equipment that ferry personnel do not regularly drive such as zero turn mowers and high lifts. Commissioner Rugg requested that the BOC receive quarterly accident reports. Mr. Burns informed the BOC that pre-printed valet tickets for no driver vehicles was implemented to assist in speeding up the process.

Finance – Mr. Murphy updated the BOC and members of the public. Finance Committee meetings are being held once a month, the week before the second BOC meeting of the month. The Committee is continuing to work on a format to consolidate and compress all QuickBook reports. The committee is also looking at the impact of cash flow vs the annual budget.

Stability Letter – Mr. Burns informed the BOC that he chose Option B which allows carrying of weight with specific type of vehicles involved, but gives more flexibility in loading the boat. The finalized letter should be received within a week or two. Mr. Burns informed the BOC that he will be holding a crew and captain’s meeting to revisit, review and attempt to finalize the new loading parameters.

Ramp Cables/Painting – Mr. Burns informed the BOC that both ramp cables are scheduled to be replaced the week of May 27, 2017. In conjunction with that, the stairs leading to the Munnatawket

wheelhouse will be replaced. Fairhaven shipyard visited last week to inspect the car deck paint work on the Race Point and agreed to correct the peeling paint. In addition, Fairhaven agreed to repaint the Munnatawket car deck.

Mr. Burns and the BOC welcomed newly hired part time Deckhand, Steve Kamm.

Peapod – Mr. Cook and Mr. Burns informed the BOC that no changes will be made to the time of delivery for Peapod due to resistance from Peapod and Peapod customers on island. Keeping the past delivery schedules will most likely cause a loss of two vehicles on those boats due to new egress regulations.

North Ramp Dolphins and Pilings Update – Mr. Cook updated the BOC. A bid package from Docko has pricing breakdowns. The North Ramp repair includes all the dolphins and pilings with greenheart. The TOS and counsel are reviewing the bid package this week. Once approved, a pre- bid meeting with contractors is tentatively scheduled for May 4, 2017 with bids due by May 28, 2017 with the stipulation that work would be complete by June 30, 2017.

Passenger Ferry Update – Mr. Cook updated the BOC. Two charters ran over last weekend. The crew continues to engineer quieter approaches to Silver Eel Cove to address noise concerns. Commissioner Rugg informed the BOC that Blackbird has asked to change from a consulting contract to an operating contract. Counsel approved and stated there would be no change in protection.

Enabling Act Update – Mr. Rugg updated the BOC. The Enabling Act changes went to the State Senate drafting committee on April 24th. The committee will verify that the changes are in NY State Legislature bill format or they will suggest changes to bring it into that format.

P-Card Update – Mr. Murphy updated the BOC. Citibank requires electronic funds transfer for payment, which the FIFD is currently unable to do due to restrictions of the Town of Southold. For that reason, Mr. Murphy informed the BOC that management is contracting with Bank of America.

BOA – Pcard

RESOLUTION 2017 – 067

Whereas the Ferry District has a credit card facility with a subsidiary of the Bank of America (“BOA”) and

Whereas management recommends changing from a credit card program to a purchasing card program that allows management to more closely monitor card use by individuals. Therefore it is

RESOLVED that the Board of Commissioners accepts the recommendation of management to change the credit card program to the BOA Purchasing Card program, and it is further

RESOLVED that the Board of Commissioners of the Fishers Island Ferry District authorizes management to enter into a new credit facility that has similar credit terms to the current credit facility and will only be used with the BOA Purchasing Card program; and to cancel the current credit facility when the new credit program is established. It is further

RESOLVED to authorize management to execute all related documents, subject to review by counsel.

Moved by: Commissioner P. Rugg
Seconded by: Commissioner H. Burnham
Ayes: W. Bloethe, H. Burnham, P. Rugg
Nays: None

Gilbert

RESOLUTION 2017 – 066

Whereas Gilbert Associates were contracted September 22, 2016 for on-going consulting with the Ferry District on naval architectural and marine engineering for Race Point and Munnatawket to ensure the District's compliance with US Coast Guard regulations, and

Whereas the District has exceeded the original estimate due to additional work and clarifications requested by the US Coast Guard.

Therefore it is RESOLVED to amend Resolution 2016-185 by increasing the contracted amount by \$3,210, the total to not exceed \$10,360.

Moved by: Commissioner P. Rugg
Seconded by: Commissioner W. Bloethe
Ayes: W. Bloethe, H. Burnham, P. Rugg
Nays: None

Airport – ACIP– Hanger Update – Mr. Cook updated the BOC. Mr. Duffy stated to Mr. Cook that he is ready to sign both the ACIP documents and the data sheets for the grant application. Discussion ensued regarding the current bid process for airport related projects. Mr. Cook suggested to the BOC that due to the limited time frame of the FAA grant, the BOC pass a resolution to authorize C&S to begin the scope of work and forego the bid process.

Forklift – Mr. Cook updated the BOC of the need for a new forklift at the New London terminal. Three quotes were received and discussion ensued regarding different makes and models of forklifts. Management expressed favor for a Toyota forklift based on past experience.

Forklift

RESOLUTION 2017 – 068

Whereas management has received and reviewed three quotes from vendors, (Penn West, Continental Lift Truck and Northland Industrial Truck Co.) to supply a forklift and

Whereas these vendors have either GSA or NYS contracts and

Whereas management recommends acceptance of the Penn West quote for a Toyota unit based on quality, history and local servicing. Therefore it is

RESOLVED that the Board of Commissioners of the Fishers Island Ferry District accepts the quote of \$30,761 from Penn West for a Toyota forklift and authorizes general manager Mr. George Cook to execute all contracts and ancillary documents, subject to review by counsel.

Moved by: Commissioner H. Burnham
Seconded by: Commissioner P. Rugg
Ayes: W. Bloethe, H. Burnham, P. Rugg
Nays: None

Executive Session

At 14:40, 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 W. Bloethe
Ayes: W. Bloethe, H. Burnham, P. Rugg
Nays: None

At 14:50, the following resolution was proposed:

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

Proposed by: Commissioner P. Rugg
Seconded by: Commissioner W. Bloethe
Ayes: W. Bloethe, H. Burnham, P. Rugg
Nays: None

Legal - Silver Eel Cove Repair

RESOLUTION 2017 – 069

It is hereby RESOLVED that the Board of Commissioners of the Fishers Island Ferry District requests proposals for the repair and/or replacement of the dolphins and pilings on and about the main boarding ramp (North Ramp) at the Fishers Island Terminal in Silver Eel Cove and directs management to advertise the request for proposals in a broadly circulated publication.

Moved by: Commissioner P. Rugg
Seconded by: Commissioner W. Bloethe
Ayes: W. Bloethe, H. Burnham, P. Rugg
Nays: None

Legal – Airport Consultant

RESOLUTION 2017 - 070

WHEREAS C&S Companies ("C&S") is an airport engineering and planning firm that provides design, permitting support and project management and services for airport maintenance, and

Whereas C&S has familiarity with the Elizabeth Field Airport.

Therefore it is RESOLVED that the Board of Commissioners hereby waives the requirement for competitive bids for engineering and planning services and authorizes management to engage C&S to immediately begin development of the Airport Capital Improvement Plan and other airport related projects to meet FAA requirements.

Moved by: Commissioner P. Rugg
Seconded by: Commissioner H. Burnham
Ayes: W. Bloethe, H. Burnham, P. Rugg
Nays: None

HR

RESOLUTION 2017 – 071

It is resolved to revoke resolution 2017-054.

Moved by: Commissioner H. Burnham
Seconded by: Commissioner W. Bloethe
Ayes: W. Bloethe, H. Burnham, P. Rugg
Nays: None

RESOLUTION 2017 - 054

Whereas Messrs. James Moore, Carlton Wilcox and Derek Scroxtton have fulfilled the requirements for promotion, it is RESOLVED that each be appointed Freight Agent (FIFD) and released from their current titles, Cashier (FIFD)'s and Laborer respectively with effect March 30, 2017.

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

RESOLUTION 2017 - 072

Whereas Carlton Wilcox has fulfilled the requirements for promotion,

it is RESOLVED that he be appointed Freight Agent (FIFD) with effect March 30, 2017 and be released from his current title Cashier (FIFD) at the end of business March 29, 2017.

Moved by: Commissioner H. Burnham

Seconded by: Commissioner P. Rugg
Ayes: W. Bloethe, H. Burnham, P. Rugg
Nays: None

RESOLUTION 2017 - 073

Whereas Derek Scroxton has fulfilled the requirements for promotion,

it is RESOLVED that he be appointed Freight Agent (FIFD) with effect March 30, 2017 and be released from his current title Laborer at the end of business March 29, 2017.

Moved by: Commissioner P. Rugg
Seconded by: Commissioner H. Burnham
Ayes: W. Bloethe, H. Burnham, P. Rugg
Nays: None

RESOLUTION 2017 - 074

Whereas Rhamir Mason has fulfilled the deckhand position's requirements.

Therefore it is RESOLVED to increase Mr. Mason's wage rate from \$15.08 to \$ 16.08 with effect April 27, 2017.

Moved by: Commissioner P. Rugg
Seconded by: Commissioner H. Burnham
Ayes: W. Bloethe, H. Burnham, P. Rugg
Nays: None

Next Scheduled Meeting – Monday, May 2, 2017 at 4:30 pm at the Fishers Island Community Center.

Adjournment

There being no further business to discuss, and on motion made by Commissioner P. Rugg, seconded by Commissioner H. Burnham, the meeting was adjourned at 3:08 pm.