

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 was called to order on **Tuesday, September 20, 2011** at 4:30 pm by Commissioner Burnham at the Fishers Island Community Center.

Present were Commissioners: Burnham, Edwards, Herrick and Rafferty.

Absent was Commissioner Brooks.

Four members of the community were present.

Commissioner Burnham opened the meeting and declared a quorum present.

Minutes of the meeting held on September 6, 2011 were reviewed and amended. There were amendments to items #3, #4 and #5 in Old Business and the Public Comment section.

Catherine Edwards will amend these minutes according to the Board's suggestions, and they will be reviewed at the next meeting.

Minutes of the Special Meeting held on Thursday, September 8, 2011 were reviewed and approved.

Moved by Commissioner Burnham

Seconded by Commissioner Edwards

Ayes: Burnham, Edwards, Herrick and Rafferty

Nays: none

A list of outstanding obligations of the District were reviewed and discussed. A resolution was made to pay the outstanding obligation of: **\$44,066.21** as represented in vouchers **#1785 through #1814** dated September 27, 2011 by:

Moved by Commissioner Edwards

Seconded by Commissioner Rafferty

Ayes: Burnham, Edwards, Herrick and Rafferty

Nays: none

Commissioner Edwards verified with Tom Doherty that the boats had passed their inspections – Mr. Doherty responded that there had been no problems. Commissioner Rafferty inquired as to the insurance claim payment made to Alan Eastman - it covered Crystal Rock bottles and pool chemicals that were lost in transport. Commissioner Rafferty asked Mr. Doherty if he was comfortable with the freight system – Mr. Doherty responded that he is and that people on Fishers Island are very honest and often return freight that was picked-up in error.

Commissioner Burnham agreed that covered carts are a good idea, but that they may be a hindrance to the recipient who is receiving perishables or large freight items. Commissioner Rafferty inquired as to the charge from L&M Hospital for an injury to a crew member – Mr. Doherty and Ms. Schmid responded that the claim was paid directly but paperwork had been filed with the insurance company in case of future liability as a result of the incident.

Commissioner Rafferty requested that Mr. Doherty track future spending per property that is managed by the Ferry District.

Correspondence

1. The Board reviewed a letter submitted by Reynolds DuPont Jr. concerning an offer of legal services if the Town does indeed attempt to impose taxes on property that the Ferry District oversees for Southold owned property. Commissioner Rafferty would like Mr. Doherty to send a letter to Mr. DuPont in appreciation of the offer

and stating that the Board will keep this offer in mind if it is ever needed. The Board concurred.

2. The Board read a letter from Ron Swaney of CCG in which he offers \$500 per month for the rental of an area near South Beach that covers 200' by 300'. Commissioner Edwards stated that this is equal to about one-third of what the District currently rents property. Commissioner Rafferty suggested that property near the Faulkner rental property be used instead so that it would not be an eyesore from South Beach. Commissioner Burnham agreed with Commissioner Rafferty and suggested that the left of the road instead of the right should be used as it would be less invasive and less visible. Commissioner Edwards reminded the Board that Evergreen Landscaping had expressed interest in rental property – Mr. Doherty will check with Greg Cypherd to see if he is still interested. Commissioner Rafferty requested that Mr. Doherty locate a satellite photo of the property – Commissioner Burnham will bring one to the next meeting. Commissioner Edwards informed the Board that he had received a letter from Mark Terry about the Waterfront Revitalization Plan from which the Ferry District may receive funds for the paving project, gutters, 'green building' projects, etc. – Mr. Doherty will contact Mr. Terry expressing the District's interest in this project. Commissioner Burnham suggested dividing the parcel of land near the Faulkner's rental property into six equal lots, and Commissioner Edwards suggested that current tenants be relocated there before any new tenants are given lease agreements. Mr. Doherty will get prices to clear this location. Ms. Schmid inquired as to whether there may be any DEC implications. Commissioner Burnham suggested retaining Jim Ski's services for one day to clear paths through the property so that it can be assessed.
3. A year-round pass request from Tom Ahlgren was approved.
4. The Board discussed the KardasLarson's Addendum to Previous Agreement referring to the limit of liability agreement. Commissioner Rafferty explained the terms of the Addendum for liability. Commissioner Rafferty would like to have a discussion with Nick Daukas from the HR firm about this agreement before it is signed.
5. Commissioner Edwards verified with Mr. Doherty that a letter had been sent to Tony Tremaine concerning the water bottle incident and the signage at his rental property and also to Mr. Foyle concerning the denial of his claim for property damage. Commissioner Herrick questioned whether there was any mention in Mr. Tremaine's lease that the window coverings themselves could be construed as signage – new lease agreements will be finalized later in this meeting and will include a provision for such.
6. The Board discussed a letter from Wolfe House Movers in which they request to rent part of the West end of the Annex parking lot for a period of one month beginning in October 2011 through the middle of November 2011. Commissioner Edwards inquired as to how much space was needed – Mr. Doherty responded approximately the size of a couple of tractor trailers. Commissioner Rafferty proposed an agreement like that made with the Parsons – in which they were allowed to store their modular home at the Movie Theater parking lot for one month for \$100 and a fee of \$100 per day there after. The Board would like Mr. Doherty to respond to this request that 1000 square feet of space may be rented for \$100 for a 30 day period and that the charge will be \$100 per day past the 30 days.

Old Business

1. There was no update on the North Ramp Repairs – Mr. Doherty will e-mail the Commissioners with any new information.
2. The Board reviewed the August numbers. Tom Doherty stated that these were light in comparison with last year's numbers which may be partially attributed to Hurricane Irene. Commissioner Edwards asked that Mr. Doherty deduct the amount of income from webpage use for 2010 so that the numbers may be compared equally with those of 2009 when there was no webpage. Commissioner Rafferty inquired as to what the current cash balance was – Mr. Doherty responded that he believes it to be approximately \$410,000.00. Commissioner Edwards requested to know what the budget surplus was at this point last year.
3. The new lease agreements were discussed. Mr. Doherty suggested a three (3) year lease with a thirty (30) day termination policy. Commissioner Rafferty agreed with Mr. Doherty on his suggestion of rental terms and reminded those present that the Board had already approved a 5% yearly increase in rent starting on the anniversary date of the agreement. He also suggested some sort of security deposit. Commissioner Burnham agreed with the terms suggested by Mr. Doherty and suggested a one (1) month security deposit. Commissioner Herrick suggested a larger deposit from CCG if a lease agreement is reached due to their past record in not complying with Ferry District requests in a timely manner. Commissioner Burnham suggested not offering an on-island discount for CCG also. Commissioner Edwards verified that the new lease agreements would begin on January 1st. Commissioner Herrick verified that there was a provision in the new lease agreements about signage limits.
4. The Board reviewed the ticket agent and deep winter employee schedule as provided by Mark Easter. Commissioner Edwards inquired as to whether or not there would be an outside agent – Mr. Doherty will ask Mr. Easter. Commissioner Burnham asked at what time the building and gate in New London close – the building closes when the last boat departs and the gate is locked when the boat returns and the crew leaves for the night. He suggested a key drop-off outside the building for people who leave their cars in line to be brought on the first morning boat. Commissioner Herrick inquired why there was no one staging the boat on the island side last Sunday – Mr. Doherty responded that Zach Hoch had not shown up for work.. Mr. Doherty also informed the Board that boats will not be staged after Columbus Day unless they are unusually full.
5. The Board discussed an e-mail from Tyler Vartenigian concerning health insurance for part-time employees – anyone who works 20 per week is considered a full-time employee as thus eligible for health insurance according to NYS, but the Board may make their own requirements. Commissioner Edwards inquired as to whether the contribution would have to be the same for full-time and part-time employees; Commissioner Rafferty asked if there was any way to pro-rate the contribution so as not to increase the budget – Ms. Schmid will ask Mr. Vartenigian. Mr. Doherty suggested hiring Debbie Doucette on a full-time basis as she is a good all-purpose employee. The board will discuss this further at the next meeting.

New Business

1. The Board discussed a letter from Mark Easter requesting the use of the Ferry District parking lot in New London for a “mobile coffee bar.” Mr. Doherty commented that Mark Easter is in favor of the idea and that it would cater to the ferry employees especially. Commissioner Edwards asked where people who use the truck would park. Commissioner Herrick is concerned about parking also and similarly expressed a concern about patrons who exit the ferry by one car length and stop to pick-up passengers – Mr. Doherty suggested a recording that would be played as the boat was docking reminding passengers of proper ferry etiquette. The Board agreed to try the idea of the mobile coffee bar for a two (2) month period at which time it will be reviewed.
2. The Board of Ethics form has been e-mailed to all commissioners - they were asked to complete it and return to Elizabeth Neville.
3. There was a lengthy discussion about the Employee Handbook. Commissioner Rafferty stated that post-retirement benefits will change in the future but will not affect current retirees. He reminded the Board that it must marshal its limited health care money in order to provide the best care to its employees. Commissioner Edwards inquired as to which crew members are currently getting paid for lunch – Mr. Doherty responded that the Sunday crew does not work six (6) consecutive hours so they do not get paid for lunch; most of the crew already gets a paid lunch break. Commissioner Herrick requested that Mark Easter submit the policy that he wants pertaining to paid-lunches. Mr. Doherty explained that two (2) employees have differential pay depending on the job that they fulfill at a given time; Nick Daukas suggests an “A” and “B” differential rate. Commissioner Rafferty would like to know how a paid lunch break would affect the budget. Mr. Doherty is to work with the Commissioners to schedule a meeting later this week to work on the Employee Handbook.
4. A request for a late night charter at 11:30 pm on October 1st was submitted and approved on motion by Commissioner Edwards and seconded by Commissioner Herrick. Commissioner Burnham abstained from voting.
5. Commissioner Edwards inquired as to the policy that the commissioners had requested of Mark Easter pertaining to the policy of float coats for the crew – when must they be worn? This issue will be addressed at the Safety Officer Meeting tomorrow. Commissioner Rafferty questioned whether there should be a committee about such matters – John Morgan is the Safety Officer and deals with these issues.

Public Comment

Commissioner Edwards commented that the Movie Theater had made money this year. Commissioner Herrick inquired as to whether or not the fundraised money had been included in this amount – it was not.

The Board entered into Executive Session to discuss personnel at 6:09 pm to discuss personnel.

The Board returned from Executive Session at 7:14 pm.

The next meeting is scheduled for Tuesday, October 4, 2011 at 1:45 pm in the New London Ferry Terminal.

The meeting adjourned at 7:15 pm.