

**MINUTES OF THE WATERWAYS MANAGEMENT COMMISSION MEETING**  
**Tuesday February 8, 2022 - 4:00 p.m. Zoom Remote meeting**

**DCTV Archive: <http://http://75.147.58.17/CablecastPublicSite/show/7717?channel=2>**

A meeting of the Waterways Management Commission was duly scheduled for Tuesday, February 8, 2022. This meeting was held remotely through zoom due to the Governor's COVID-19 allowances for public gatherings.

1. The meeting was called to order by Chairman Hickey. Present and participating were Commission members: Gerald Hickey, Roger Race, Andy Herlihy, Keving Murphy Patricia Sweriduk, and T.J. Salvidio. Also present was Finance Committee liaison Robert Gauvin.
2. Mr. Hickey led the Commission in a special remembrance of, and moment of silence for Waterways Commissioner Warren Hathaway. Mr. Hathaway was the first Chairman of the Waterways Management Commission and passed away on January 27, 2022. His dedication, tireless efforts and love of the local waterways made significant improvements for generations to come. He will be greatly missed.
3. The **minutes** of the last meeting, 12/21/21 were reviewed and discussed. It was moved by Roger Race and seconded by Patty Sweriduk to accept and post the minutes as presented. All approved by roll call vote.
4. **Selection of Engineering firm for marina project:** Harbormaster Melo relayed information received from the Town Procurement Officer, Treasurer Greg Barnes. Hiring an Engineering firm would be exempt from the bidding requirements of MGL 30B as long as there is no building to be constructed as part of the project. A unanimous vote to engage CLE/Foth Engineering for the marina design/engineering project, subject to a favorable grant award from the Seaport Economic Council.
5. **Grant Matching Funds:** Harbormaster Melo relayed discussions he recently had with the Town Administrator relative to rapid identification of any matching funds required for the next phase of the marina project. The previous Town Meeting voted against establishing a fund specific to having grant matching funds set aside annually. Mr. MacInnes said that the Commission would ask the Town for a short-term "bridge loan" from the General Fund to meet the grant match if awarded. That loan would be repaid from Waterways retained earnings at the next Town Meeting. Mr. Hickey reports that he will follow-up with the Town Administrator and Select Board Chair. Mr. Gauvin noted that the matching grant fund seemed like a great idea given the availability of free cash to the Town. He hopes that no grant opportunities are lost due to the opposition to that idea.
6. **Engineering and permitting guidance:** The types of float construction (materials) were again discussed. It was minted that the purpose of the engineering and permitting phase of the project would be to select the best design and construction materials for the particular application. Mr. Hickey wants the Commission to define the needs and wants for CLE/Foth to work from. The first decision will likely be whether the Commission envisions seasonal deployment, or year-round installation. Mr. Race believes that the

May SEC grant deadline for a construction grant is feasible and within reach. Harbormaster Melo suggested that the next step should be to begin identifying where the matching funds for a construction grant could come from. Mr. Murphy supported the need to identify the match source(s) to improve chances for getting that grant. Mr. Hickey said that he was told by Select Board Chair MacDonald that Waterways would need to work with TA MacInnes for any bonding/borrowing issues on a grant match. Mr. Salvidio noted that the full build grant amount limit is \$1 million, with another \$200K coming from the local match. It was not likely that the full \$1.2 million would be needed for the project in mind. Mr. Hickey reports that he will call Mr. MacInnes and Chairman MacDonald to get the ball rolling. Mr. Murphy discussed his views on available parking in the area. He feels that Town Hall may revert to the parking issue if they want to stop this project. Mr. Murphy also wants to find out if Parks and Recreation will attempt late opposition based upon a perception that the marina will increase the burden upon use of their bathroom facilities. Mr. Melo said that would not be likely. Boaters in the marina would be leaving to their own vessels, or could navigate across to the Maritime Center facilities. Mr. Melo will seek greater info on borrowing and bonding from Mr. Barnes, but not until after the budget process is completed for the Town. Mr. Salvidio suggests meeting every two weeks until the May grant submission dates. Mrs. Sweriduk agrees.

7. **CZM Sandbar/Mitigation Grant Project:** Mr. Melo reports no news since the Cape engineering firm originally retained by the Town closed up shop. Cody HAddad reported another Cape firm would be retained to complete the project (Sustainable Coastal Solutions) but no further news on that.
8. **CZM Seawall Grant:** The Town (Cody) denied a request to pursue a straight seawall repair/restoration grant opportunity. It has since expired, but the reason for not pursuing it was the existing mitigation grant project.
9. **CBC/Rogers Street facility:** Mr. Melo related discussions he had with the Town Administrator regarding formalizing CBC use of the Rogers Street facility and house. He reported to the TA that waterways was onboard with the continued arrangement and use/oversight of the facility. Mr. Murphy asked if there was any “stomach” to dig up the new boat ramp and move it to Water Street behind the Maritime Center? Mr. Melo replied that would be cost-prohibitive and noted that we had no permits for that.
10. **Harbor Management Plan Implementation Group:** Mrs. Sweriduk summarized the ongoing work of her subgroup. The three big goals currently are 1) securing funds for consulting services to finish the economic analysis of the harbor’s value to the town (Approx. \$30K); 2) Using the Maritime Center for an educational component regarding vulnerability issues; and 3) Comprehensive vulnerability and resilience assessment of town drainage and flood prevention issues outlined in the Town’s Municipal Vulnerability Prevention Program.
11. **Seasonal Assistant Harbormaster pay rate:** Mr. Melo announced that he cannot participate in the discussion due to the ethics laws. Mr. Hickey described his comparative research into the area. Mr. Race moved to increase the rate of hourly pay to \$20. That was seconded by Mr. Salvidio. All voted unanimously in favor. Mrs. Sweriduk asked why the Waterways rates aren’t being increased now to cover that salary increase? Mr.

Melo described the overlap between fiscal years and the boating season. The time to change any waterways rates would be before the end of the calendar year for the next billing cycle. Our 2022 season bills are already in process and will be collected for the current 2022 fiscal year.

12. **FY 2023 budget formation:** Mr. Melo reported that he is working through the FY 2023 budget formation now. This is the budget that will start on 7/1/2022, through 6/30/2023. The Town seeks a “level funded” budget. Waterways revenue is projected to continue to rise despite rates remaining unchanged since the number of boats, and increased size of many boats increases fee revenue.
13. **Boat Excise Tax delays:** Due to many changes in the tax assessor’s office, boat excise bills for FY22 (as of July 1, 2021) have not yet gone out. There is nothing that the Harbormaster or his office can do regarding these bills, they must come from the Assessor.
14. **Patrol/Rescue Boat:** After numerous delays from covid to supply chain causes, the new boat was delivered on the Wednesday between Christmans and New Years. It was off-loaded by crane at Bayline Boats. It will remain covered in that yard until the bottom can be barrier-coated and bottom painted. It will be turn-key ready for this spring. Mr. Murphy asked why we wouldn’t epoxy coat both inside and outside of the hull? Mr. Melo explained that the hull is welded shut. Painting inside the hull would not be possible and epoxy coating during construction would burn off from welding.
15. No further public comment. The next meeting is set for 2/22/2022 at 4:00 p.m. by zoom/remote.

The meeting was adjourned by unanimous roll call vote at 5:58 p.m.