

MINUTES OF THE WATERWAYS MANAGEMENT COMMISSION MEETING

Tuesday May 19, 2020 - 4:00 p.m. Zoom Remote meeting

A meeting of the Waterways Management Commission was duly scheduled for Tuesday, May 19, 2020. This meeting was held remotely through zoom meeting 935 4350 1547, pw: 015934, due to the closure of all municipal office buildings under the Governor's COVID-19 ban on public gatherings. The meeting was called to order by Chairman Hickey. Present and participating were members: Gerald Hickey, Roger Race, Andy Herlihy, Warren Hathaway, Kevin Murphy, and Patty Sweriduk. Also present was Steven Melo, Harbormaster. The minutes of the last meeting of 4/30/20 were reviewed and discussed. It was moved by Roger Race and seconded by Kevin Murphy to accept and post the minutes as presented. All approved.

A. **Rogers Street Facility:** Ramp construction information was relayed to the Commission by HM Melo and Andy Herlihy. Due to construction materials and equipment on site, the gates were locked to public access for safety concerns. Mr. Melo is awaiting further information from Conservation Commissioner O'Reilly on the alternative construction plans. The contractor installing a coffer dam reportedly hit ledge and the coffer dam plan was abandoned out of necessity. The Harbormaster has not been consulted on design or construction.

B. **Grant Issues:** Maritime Center funds remaining are reportedly around \$15,000. Additional beach mats for a total of 12 to reach the low tide water line have been ordered and we await delivery. The incorrect mats were to be picked up today, but nobody showed. The harbormaster waited for several hours to no avail. An upgraded, more powerful shore side waste pump is needed to compensate for the added dock length, height and bends. Town is seeking a "wait and see" approach before committing the balance of Seaport Economic Council (SEC) funds to purchase and installation costs. The HM request for supplemental Clean Vessel Act (CVA) grant funds for this pump and a new four stroke outboard for the pumpout boat will not be addressed until after July of this year. Mr. Race states that an effective pump is the highest and best use of those remaining funds, especially in this time of pandemic. The efficient removal of waste is a health priority. Mr. Hickey reminded all that a list of priorities, or punch list of issues remaining to complete the project was voted by the Commission and previously communicated to the Select Board, Town Administrator and Ms. Wender. Mrs. Sweriduk wants to be sure that the Select Board and Town Administrator receive correspondence (email) supporting the priorities for the remaining funds. Mr. Hickey will send another letter indicating the voted priorities for any remaining funds. Mr. Race sees the pump as critical and wants it ordered regardless of the funding source. Mrs. Sweriduk reiterated the risk of transmission of Covid through human waste.

The Dias landing marina feasibility study grant is in the hands of Urban Harbor Institute (UHI). The Town is waiting for a scope of work proposal. UHI has asked the HM if there are any limits on subcontracting percentages for funds. They are being referred to Greg Barnes, our procurement officer for that technical issue. Mr. Murphy wants an artist rendering to be part of the scope of work and hopes that UHI is cognizant of the grant fund limits in what they will propose. Mr. Race offered to reach out to UHI for any assistance he can provide.

The dredging grant application to SEC has been postponed and that was communicated to all involved.

C. **Dias Landing:** HM Melo described the guidance/regulatory changes directed by the Executive Office of Energy and Environmental Affairs regarding coastal boat ramp facilities. Those changes have been published and updated on the waterways website. Mrs. Sweriduk asked about signage reminding the public of Covid safety. HM Melo reports that standardized signs have been installed at the Landing and at the Maritime Center. Mr. Murphy wants DPW to be advised that the barrels at the Maritime Center are overflowing with trash and need more frequent service. Mr. Murphy made a motion, R. Race seconds, unanimously approved - seeking a letter to the Town Administrator on three topics: a) the waste pump upgrade with remaining SEC funds, b) the status of the camera installation at the Dias Landing – why installed so low on the pole instead of where they would see more area, when they will be fully operational and accessible online, and c) when/how can we get the LED lights moved to the taller pole to minimize the light-pollution that impacts houses across the harbor? Mr. Hickey sad that he and the HM will work on that letter together.

- D. **Fire District Surplus Truck:** Mr. Melo has identified this as the best, most economical alternative to provide the vehicle required by contract for use by the Deputy HM. A purchase has been completed and we are awaiting processing of the paperwork provided to Town Hall to obtain insurance and registration plates. The purchase fits within the approved Capital Improvement Plan submitted by the HM. The vehicle has been inspected and serviced by the local garage that services our vehicles. Mr. Melo thanked Mr. Murphy and the Prudential Committee for their assistance with this purchase. Mr. Hickey wants to send a letter of thanks to the District Chief and Prudential Committee for making this possible at a reasonable cost.
- E. **New Patrol/Rescue Boat:** HM Melo outlined the leading options to replace the Ambar rescue boat that was sold last fall. The short list of similar boats includes another Ambar, Safeboat 23, and a Life-proof boat. The last is the leading candidate, but has not been in production long enough to view one nearby. Any boat with a firm foam collar external to the hull has been researched. Mr. Hathaway wants to authorize the HM to select the boat he believes is best and push the go button on it. He is not as concerned about buying a relatively new boat model if it fits the need.
- F. **Seasonal Staffing:** HM Melo described the process that he has taken to increase staff levels. That was made a goal for him by the Town Administrator at his last review. Interviewing candidates with a closed Town Hall during Covid was a challenge; however he expects to provide at least two qualified candidate names to the Personnel Director for hiring by the end of this week. Processing those candidates will depend upon the ability of Personnel to get medical and CORI clearances.
- G. **Financial Update:** With one month +/- to go in the fiscal year, the waterways annual permit revenue appears to be almost as budgeted for FY20, despite the Covid pandemic. The increased mooring fee, coupled with the sale of surplus waterway assets (Hummer, Ambar, Tripp Angler) have left us in relatively good shape financially. Despite a decrease in boat permits resulting from fewer people launching this season, overall FY20 revenue appears consistent with pre-Covid projections.
- H. **Fishing Pier Update:** Mr. Hickey asked for an update or status on the proposed fishing pier. Mr. Melo has provided information and confirmation to Ms. Wender regarding the commitment of parking spaces at the Dias Landing for use by people fishing from the pier once constructed. He reminded the Commission about the meeting with Douglas Cameron at the site. Mr. Melo also provided a reminder of the answer to who owns the bridge as supplied by Town Counsel last year. It is reportedly in the hands of the State DMF. Mr. Hickey asked for an update on the current status of fishing from the Padanaram Bridge and Causeway. HM Melo reported that the Select Board, on request from the Covid-19 Task Force, led by the Town's Health Director, voted at yesterday's remote meeting to ban fishing from the bridge and causeway between 6 a.m. and 9 p.m. every day. This was reportedly to decrease the competition for sidewalk space as many more people are walking/jogging while fitness centers are closed. It was made clear that waterways was consulted on this, but was not the entity that requested the ban. Mr. Murphy asked if the flag would begin flying on Memorial Day. Mr. Melo said he could raise it for the Holiday. HM Melo also reported that he is working with experts to develop a new pumpout protocol during Covid. He needs to balance the health and safety of the public, the pump-out crew, and the waterway itself while keeping the service as user-friendly as possible.
- J. **Public Comment:** none
- K. **Next Meeting Schedule:** The next remote meeting is scheduled on Tuesday June 16, 2020, 4 p.m. Mr. Hickey expressed his thanks to the staff at DCTV and Dr. Cindy Marland for their assistance with setting up and recording the Waterways Remote meetings.
- L. **The meeting was adjourned at 5:22 p.m.**