

# Meeting Minutes – Draft

## Waterways Management Commission

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Date: January 14, 2025

Time: 12:00 PM

Meeting called to order by: Chairperson Roger Race

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Dartmouth Cable TV recording:

<https://reflect-dctv-18.cablecast.tv/CablecastPublicSite/show/12152?site=2>

Attendance. Roll call taken of members present: Roger Race, Dana Dornbusch, Andy Herlihy, Andrea Langhauser, Kevin Murphy, Eli Powell, TJ Salvidio, and Harbormaster Steve Melo.

Guests: Bob Gauvin, and Tom Babington

- 1) Minutes from our meeting on December 10, 2024 were reviewed. **Motion** by Salvidio, seconded by Murphy, to accept the minutes was unanimously approved. Going forward, Langhauser has agreed to take the minutes for meetings in the odd months and Dornbusch agreed to do the same in the even months.
- 2) Commission leadership change. Last year, the Commission established an informal policy to regularly rotate the leadership of the Commission. The chairperson would have a 1-year term, then leadership is transferred to the Vice Chair. The member who has the most seniority of the remaining members is in line to become Vice Chair. Upon nomination, any member has the option to decline the opportunity. Under this process, each member would have the opportunity to chair the Commission every five years, which has the advantages of bringing fresh energy and perspective to the leadership and keeping members engaged.

In keeping with that policy, Race has asked to step down after 1 year. Vice Chair Herlihy has declined to accept the Chair given his other commitments. **Motion** made by Race, seconded by Salvidio, to nominate Murphy for chair as he is the member with the most seniority. After discussion in which Murphy accepted the nomination, motion passed unanimously. Next in line for Vice Chair is Salvidio, who declined given his other commitments. **Motion** made by Race, seconded by Murphy, to nominate Dornbusch as Vice Chair. After discussion in which Dornbusch accepted the nomination, motion passed unanimously.

All members thanked outgoing chairman Race for his stable and well-respected leadership. Race turned the meeting over to Murphy.

## Old Business

- 3) Petition to MassDEP to update the solid waste regulations. Langhauser reported that Chris Michaud, the Dartmouth Health Director, will be sending the petition to the MassDEP later this week. In a related matter, Langhauser reported that Michaud is in the process of meeting with MassDEP and the USEPA for guidance on establishing a water quality sampling plan to ensure the data would be acceptable for consideration in water quality management decisions.
- 4) Proposed dinghy rack improvement project. Melo reported that the main source of funding has been lost when the Seaport Economic Council declined to fund the project. There is \$14,000 earmarked for upgrades to the dinghy rack from an earlier town meeting allocation along with the more recent \$9000 Community Preservation Committee award. Melo will ask the Community Preservation Committee if these funds can be combined and repurposed to make modest upgrades and to stabilize the existing the racks for dinghy and kayak storage. In discussion, Commission agreed to give Melo the flexibility to have the construction crew reposition the existing racks based on the new marina layout.
- 5) Dias Landing Marina expansion update. Excellent article in the Dartmouth Weekly. Melo reported that construction is moving forward despite the winter weather. All pilings are set for the full length of the marina. Floats are being delivered and expected to be installed within the week. A subcommittee was established to review slip assignment process and rates. Race and Murphy agreed to work with Melo to bring options forward for discussion at the next meeting.
- 6) Database conversion update. Melo reported that the Town Moorings Harbor Management Software (<https://www.townmoorings.com/>) should be ready for the next billing in mid-February. For the first time, applicants will be given the opportunity to pay electronically using a payment program called STRIPE.
- 7) Job vacancy for clerical position to be posted. Melo will add the clerical position as a permanent full-time position to the Waterways FY 2026 budget as recommended by Interim Town Administrator Gary Carreiro.

## NEW BUSINESS

- 8) Budget for FY 2026 and Capital Requests. Melo reported that revenue usually is deposited between February-April of any given year. But since the Excise Tax bills for the 2023 boating season have not been sent out yet, there is a \$42,000 shortfall in the Waterways Enterprise Fund. (This is 50% of the excise bill revenue, with the remainder going into the general fund.) There is additional concern that there are tax bills outstanding for the last two boating seasons, which could create confusion and possible loss of revenue for boaters no longer in Dartmouth. Murphy has been working with the Assessors Department to have the bills sent out, and has been told that since property tax bills are now complete, excise tax bills will be sent out soon. Bob Gauvin, in his position on the Finance Committee, is hearing about this issue for the first time and will follow up once the FinComm meetings start up in early February. His assistance is most appreciated. Melo has no immediate Capital Requests, but

acknowledged that the two outboards on the Rescue Boat are getting older needing more repairs and the Harbormaster truck is 10 years old.

- 9) Annual Town Report. Melo will begin drafting the annual report for Calendar Year 2024 which is due January 31, 2025. This report is also sent to the Select Board as required by the Waterways enabling legislation.
- 10) Harbormaster Updates. Melo reported that all three summer boats have been winterized, repaired as needed, and put in storage.
- 11) Public Comment. Tom Dabington of 19 Kennedy Street, who is assigned a mooring at the southeastern end of the north (upper) basin, has had multiple incidents with boaters hitting his boat. He requests that a marked channel be established in the north basin to guide boaters. Melo can put the project out to bid, but cautioned that more boat strikes happen in the south basin where there is a marked channel. Murphy will put this item on the agenda for the next meeting.

**Next Meeting will be held on Tuesday February 11, 2025 at noon via Zoom.** Commission agreed to schedule meetings in 2025 on the second Tuesday of each month at noon. Chairman Murphy also requested that meeting minutes be sent to the Select Board chair once they are accepted by the Commission. Murphy also requested that each member consider submitting items for upcoming meeting agendas.

Motion made by Race, seconded by Salvidio, to adjourn the meeting at 1:00 PM. Unanimously approved.

Minutes prepared by Andrea Langhauser

Approved by the Commission on: