**ST. GEORGE HARBOR COMMITTEE**

**St. George Town Office**

**MEETING MINUTES**

**June 4, 2019**

The Harbor Committee meeting was called to order at 6:01 P.M. by Chairman Morris.

Members present were: Chairman Dan Morris, Glen Hall, Bill Mroz, Pete Henderson and Ben Norton. Also present: Matt McCollom (Harbor Master), Randy Elwell (Select Board Liason) and Tim Polky (Town Manager), Noel Mussen and Greg Johnston.

Public Present: Carl Danielson and Dave Schmanska.

Any public comment? Not at this time.

**Old Business:**

Approve meeting minutes from May 9 as written by Board Secretary.

A motion was made by Hall, seconded by Norton, to accept meeting minutes of May 9. The vote was 5-0; motion carried.

**New Business:**

**Noel’s Update on Permits**

DEP is writing the decision document as we speak and Army Corp. is well underway and Greg answered a question they had about storm water provisions. The Monhegan Project is different and has a different environment around it that is why it’s not taking the same amount of time, if anyone asks. Greg explains that the square footage difference between the subtidal land low-low water that is used in the calculation of fees, what the percentage of shading relating to the floats for indirect and direct impacts and these are all things that the DEP includes in their decision document.

Public Comment from Dave Schmanska and he asked that even with the depth of water there, the shading comes in? Noel answered that yes, even given the depth there, it is still being included.

Chairman Morris asked if there is any indication of how long things are going to take to get something back from DEP/Army Corp.? Noel responded that things are moving along well and there’s no need to worry about the timeline.

**Proposal from Prock Marine**

Prock was the only company to submit a proposal to the RFQ. Some of the other companies were contacted and noted that they are just too busy at this point to submit a proposal or take on our project.

Noel explains that Prock has submitted everything that we asked them to submit and the have the prior experience. Proven capacity and local knowledge is certainly high. Greg pointed out that Prock’s bid met all the requirements of the qualification and have submitted a complete package. They made sure to hit every one of the sections and the package is very complete.

Noel and Greg are prepared to make a recommendation. They can make a written recommendation that will go forward to the Select Board that the Harbor Committee recommends that our design team moves forward with coordinating with Prock Marine on a construction budget which will then be reviewed by the Harbor Committee and presented to the Select Board prior to a final contract. We want to be able to work with Prock to develop the budget for the construction and then we will get the final budget, review it and then present it to the Select Board.

Noel and Greg would like the opportunity to have a conference call with Prock and the design team next week to have a preliminary talk over what they saw from the drawings and what we might want to do to work toward an actual pricing set. Also to see if they will work with us on the pricing contract and what they might charge to do that.

Doing two separate contracts allows us to seek out where Prock would see places where we could save dollars while also learning how they look at the package and we would want to see that their time is compensated for that and come out with a pricing set. Usually a paid service with the contractor and doesn’t bind you to immediately go into a construction contact. We want to work with them on the timeline and work out the pricing phase so that it can get approved by the Select Board. An acceptance of that qualifications package needs to be done by a recommendation by the Harbor Committee and then the Select Board.

Decide yes, first, we want to work with Prock Marine and then we’ll get to the rest of the road ahead.

Chair Morris asked the Harbor Committee if anyone thinks that Prock’s proposal isn’t complete?

Is there anyone who doesn’t think we should proceed to the planning and design phase or doesn’t think Noel and Greg should meet with Prock next week?

A motion was made by Morris, seconded by Mroz, to accept Prock’s proposal and allow Noel and Greg to move on that proposal with Prock Marine at their convenience. The vote was 5-0; motion carried.

Noel’s recommendation that will go forward to the Select Board that the Harbor Committee recommends that our design team moves forward with coordinating with Prock Marine on a construction budget which will then be reviewed by the Harbor Committee and presented to the Select Board prior to a final contract.

Henderson asked if that includes the pricing contract? Yes, two agreements that would be made with Prock. Pricing and then, maybe the full construction contract. Mroz asked if there was ever a situation where you contract with someone to get a pricing set and then you use that to work with someone else? No, not usually.

Greg adds that the scope of the project may change based on the pricing set and having a second contract will allow those changes to happen, if necessary.

Ben asked a question about how much that initial pricing contract would be with them. Noel is unsure at this time.

**Tentative Schedule Recommendation Going Forward**

June 10- opportunity to talk to Prock Marine and this schedule and make sure this tentative schedule is realistic according to them – and a fee schedule

June 17 – Harbor Committee meeting – possibly have Prock attend the meeting

June 24 – Select Board meeting where a decision is made on whether to move forward with pricing contract with Prock

June 26 – Design Team deadline for the actual pricing set

July 9 – Harbor Committee meeting – probably a phone call for an update

July 23 – Harbor Committee meeting where full price and design and get that from Prock on July 19 so that it can be passed around to the Harbor Committee to review

August 13 – Harbor Committee meeting to review any adjustments we may have needed to make from the project and make a final recommendation

August 19 – Contract Approval at the Select Board meeting

August 27 – logistical meeting where we may have Prock back and decide when to start. If pricing comes back in July we can use the time is August to refine where we are pricing wise.

Chairman Morris confirmed that the goal was to be under contract by the end of August but things hinge on the price and the approvals. Town Manager was asked if there was an issue with contracting with Prock on the pricing part separately. No problem, it’s included.

Noel suggests having a public meeting for Reliance and people who are in business down where the construction will take place. Dave Schmanska has contacted Dave Whitney (head of Reliance) and he is aware of the project and may be busy in the fall getting things out of the water. A discussion was had about town traffic in the fall and getting the project started as soon as possible.

Mroz suggested maybe a bi-weekly update. Matt said it would be easy for him to get that onto the website.

Chairman Morris pointed out that fishermen are feeling pulled in all directions between bait, whales and end lines and we need to keep them well in the loop about barge traffic. Matt can post notices at all the wharves, etc.

Norton pointed out about how there were a few engineering companies and if Greg would still be engineer? Greg responded that he and Summit are the engineers of record and they will provide the design and shop drawings. It is common to have an engineer on the other side that our engineers communicate with.

Chairman Morris asked if Prock Marine had access to the drawings before they submitted the RFQ. Yes, they did.

A motion was made by Mroz, seconded by Hall, to recommend that our design team moves forward with coordinating with Prock Marine on a construction budget which will then be reviewed by the Harbor Committee and presented to the Select Board prior to a final contract. The vote was 5-0; motion carried.

**Budget**

We are $50,000.00 or $60,000.00 under budget right now and were just waiting on the impact statement from the DEP which is a higher cost (about $80,000.00).

We had a contingency of 10% and we should be able to make some adjustments to that.

Chairman Morris asked if anyone had any insight into the price of steel and how much it has changed. Due to the tariffs, it seems to have almost doubled. We can price out everything sooner so that Prock can order everything that they will need for supplies to hopefully keep the costs lower on those products that are being imported.

Mroz asked if there was anything that Noel and Greg needed from the Harbor Committee. Not at this time. We should take a look at the warrant article and make sure that we are following all the language in that. The Harbor Committee just needs to stay active and update the meeting minutes so that the public can stay informed.

Carl Danielson asked if the town attorney is required to look. Tim answered that the town attorney does not have to review it but can if we would like that. Would need about a week to take a look at it.

Randy Elwell asked if everyone was comfortable staying on to the Harbor Committee in your exisiting positions. Dave Schmanska is going to take Dick Vermuelen’s spot. Besides that, everyone is comfortable and willing to sign on for another 3 years. Meeting of all boards and committees on June 24 and Harbor Committee members should attend, at a minimum, Chairman Morris should attend. Meeting starts at 6:00 P.M. and the normal Select Board meeting will begin at 7:00 P.M.

Agenda for the Select Board meetings are set the Friday before the meeting.

One a motion by Hall, seconded by Mroz, it was voted unanimously to adjourn the meeting. The meeting adjourned at 7:09 P.M.

 Respectfully submitted,

 Crystal L. Tarjick

 Harbor Committee Recording Secretary