

January 25, 2024  
Harbor Committee Meeting Minutes

Present: Ryan Cline, Dave Schmanska, Rick Erb, Dan Morris, Carl Danielson, Bill Mroz, Ben Norton, Peter Henderson, Noel Musson (via zoom)

Guests: Gerry Cushman, Van Thompson, Jane Conrad

Topic: Meeting Minutes

Discussion: Minutes from the December 14 and January 11 meeting were approved.

Action: Rick will post to the Town website.

Topic: Parking Plan

Discussion: The group agreed that Greg should develop a parking plan for Harbor Committee approval that has the following priorities:

1. Public safety.
2. The ability for large vehicles like tractor trailers and boat haulers to drive through the parking area.
3. Traffic flow in the commercial parking area during peak use times.  
Consideration should be given to the number and location of permitted spots, the potential for queuing of service providers such as bait, fuel and seafood buyers, and the loading and unloading of the barge.
4. Maximizing the number of non-commercial parking spaces.

Topic: Project updates

Discussion: Noel reports:

- Obstructions are hampering the placement of sheet steel. Dredging continues to remove a significant amount of rock. A design meeting is scheduled for Monday to discuss.
- Greg is working on a parking plan for the Committee.
- Floats are under construction. Greg has done inspections of the work.
- The Town needs to purchase the flagpole.
- Noel is coordinating hoist installation with Prock Marine. Prock plans to do a site visit next week.
  - o The group reconfirmed the location of the hoists.
  - o The group asked Noel to review the lighting plan on the concrete pier.

Noel presented a summary of change orders that are complete or pending and a list of outstanding issues. See the attached summary provided by Noel.

The need to repair the J ramp damaged by the storm was discussed.

- Action:
- Rick will contact Prock and authorize the hoist work.
  - Rick will authorize work to repair the J ramp.
  - Rick will source a vendor for the flagpole.

Topic: Fees

Discussion: The group reached consensus on a fee schedule.

A motion was put forward to charge an annual (January 1 to December 31) commercial fishing fee determined by the length of the fishing vessel. The motion was seconded and passed unanimously.

The following fee will include one parking spot and a spot for one skiff tie-up:

- 29 feet and less, \$1,000
- 30 to 39 feet \$3,000
- 40 feet and over \$5,000
- Student license holders No Charge
  - o The group confirmed that permit holders must show proof of liability insurance at the time of paying the fee.

A motion was put forward to charge an annual (January 1 to December 31) fee of \$500 to users who provide a service to commercial fishing operations. The motion was seconded and passed unanimously.

- Service providers include, bait dealers, fuel dealers, seafood buyers and commercial boat haulers.

The group reviewed a list of fees for other users and agreed unanimously to the following annual (January 1 to December 31) fees:

- Commercial Barge \$10,000
- Charter Boat \$500
- Kyak Rentals/Tours \$500

The group agreed unanimously to continue charging a daily fee of \$100 for miscellaneous day use. This fee is at the discretion of the Harbormaster.

Action: Dan will generate a summary of the Committee's recommendations for consideration by the Select Board at the February 5 meeting. He will distribute the document to the Committee for comment prior to the meeting.

The next meeting is scheduled for February 8 at 5PM.

Attachments: 10 CSR Project Change Order and Follow Up Items List

Meeting adjourned at 7:00PM

Scribe. Mroz