

Harbor Committee Meeting Minutes

October 29, 2018

The meeting was called to order at 6:02pm with the following members present: Dan Morris, Glenn Hall, Peter Henderson, Bill Mroz, and Dick Vermeulen. Ben Norton joined the meeting at 6:20pm. Also present were Select Board representative Randy Elwell, Town Manager Tim Polky, Harbor Master Dave Schmanska, Finance Director Elizabeth Curtis and consultants Noel Musson and Greg Johnston. Sandra Roak was also in attendance, with Carl Danielson joining the meeting at 6:55pm.

The meeting began with a report from the Harbor Master. Schmanska said that the season was normal. That two floats will need to be replaced before next season with new ones. He said that urchin season came and went and was uneventful. Schmanska said that mooring fees need to be reviewed and revamped. He said there were issues this year about the lengths about boats at the floats. Nothing that needs to be done tonight, but something the Committee needs to think about. Henderson said that this season he saw a lot of kayaks tied up at the floats. Schmanska said some areas prohibit kayaks and canoes.

The next item was to hear from Musson and Johnston. Musson said that they wanted to review the recent probes and borings, discuss the permitting process and end with the construction process. Johnston said there were borings and probes done to determine the rock quality. He said the quality was good and that is good news. He also said the ledge was deeper in the sediment and that was also good news. Johnston then said that this news would result in less expense in what was originally thought to be needed with the sheeting. The bad news is that the area that is sinking needs more work than thought in order to stop the migration. Johnson summarized it by saying that the borings provided everything we need to go forward. There was some detailed conversation regarding the sheet steel, the Deadman, and how it would be attached.

Next to be discussed are the permit impacts – DEP/ACE, Planning Board, and construction documentation. Johnston said there needs to be discussion on scheduling these items. Musson said the committee should start with construction and work backwards to develop a timeline. It was noted that posted roads will not affect the project because Rt 131 and Cold Storage Road do not get posted. A tentative schedule is:

- April 21st – start construction
- Mar 28th – award contract
- Feb 21st – bid out to contractors
- Feb 8th – construction set approved by Committee
- Jan 30th – construction set submitted to Committee
- Jan 16th – design development finalized by consultants

Schmanska said there were requests to use the property during the winter. It was noted that this schedule would not interfere with that idea. Construction timing was discussed, and Johnston said the sheet pile should be done before winter. Morris asked if the project would be completed by the 2020 season, and Johnston said he could not see any problem with that. It was then noted that the construction would continue through the summer of 2019, and that would include barges coming and going. Schmanska asked about the launch area on the north being opened, and Johnston said he did not see that area being interfered with. The use of the existing town landing during the construction phase was discussed, and it was noted that off-site parking was available at the fire station and at Drift Inn Beach. Musson said the details of the impact of the construction time would need to be negotiated with the contractor and communicated with the public – a Site Utilization Plan (SUP). Morris suggested a dedicated page on the Town website to keep the public updated on a weekly basis.

Musson suggested the idea of a design build for the project – having a contractor involved in the early part to help with the design of the project. Morris said he did not disagree with the idea but asked how you would eliminate the perception of conflict of interest. Musson said the Town could ask for certain contractors to submit their qualifications, and that the project be awarded based on qualifications. He said that way a solid team is involved in the final design and construction of the

project. Discussion followed on details of how this design-build process would take place. Polky suggested taking this idea to the Select Board to see what they want to do. Morris said he was in favor of this design build process and asked if anyone objected. Nothing was heard.

The timeline for the permitting process was next. The dates involved were that the DEP / ACE will take about 3 months for their review. Musson has started the process. Looking for a decision by March 14th so everything to the DEP/ACE by Nov 29th. Notices need to go into local papers.

Musson noted the current option for ramps/floats. It was then noted that the plan in front of everyone was wrong – Johnston apologized for bringing the wrong plan. The correct plan will be emailed to everyone.

Discussion then centered around the width of ramps. Various widths were discussed, and Musson said that if you impact an area then there will be a mitigation fee and you will pay for it.

Johnston then brought up some questions about electricity – what is there and what is wanted.

Musson mentioned cleaning out the wooden retaining wall and replace it.

Surface gravel was suggested for now. An alternate was suggested to do a binder the first year followed by paving the next year. Morris asked about letting things settle the first year before paving. Johnston said that a binder the first year is good, followed by paving. Polky suggested putting paving into the permit process.

There was some discussion about contingencies for the timeframe and the budget. Discussions then took place about penalties, incentives, and liquidated damages.

Musson said these discussions about contingencies and penalties could be avoided if the Town takes a design build approach.

The local permitting was discussed, and it was noted it needed to go before the Planning Board. Johnston said that the first meeting with the Planning Board is informational. Polky said that he felt a public hearing was needed in order to get public comments. It was suggested that the Planning Board meetings to address the project would be 12/11, 1/8 and 1/22. It was noted that DEP should be back by 1/22/19. Polky said that the project would reviewed under Site Plan Review.

Schmanska reminded everyone about a review of the mooring fees.

The Committee then discussed a schedule of future meetings:

- November 19th
- December 4th
- December 18th
- January 8th – meet before Planning Board then attend the PB meeting
- January 22nd
- February 5th

The meeting was adjourned at 8:02pm.

Respectfully submitted,

John M Falla

Acting Secretary