

FALMOUTH HARBOR/WATERFRONT COMMITTEE  
MEETING MINUTES  
NOVEMBER 13, 2008

**ROLL CALL:**

William Oliver, Paul Dobbins, Peter Leavitt, Jay Hallett, Richard Garrett, Stephen Archambault, Councilor David Libby, Chief Edward Tolan, Harbormaster Alan Twombly, former Harbormaster Kevin Cady, minutes taker Kim Maxfield-Fearon, Lt. John Kilbride

Absent: Emmanuel Kourinos

Members of the public: 2

**CHAIRPERSON COMMENTS:**

Jay Hallett and William Oliver to serve 1 year terms beginning 1/1/09 and after the expiration on 1/1/10, the representatives from Handy Boat and Portland Yacht Club will serve 3 year terms.

All committee members' terms will become 3 year terms.

The time line with the proposed ordinance changes was given to the Town Manager who will take it to the Council on November 24.

Former Harbormaster Kevin Cady was presented with a letter of appreciation from the Harbor Committee.

**ITEM I: REVIEW/APPROVE MINUTES OF 10/16/08 MEETING**

William Oliver made motion to approve minutes, Richard Garret seconded it, voted, minutes approved.

**ITEM II: PUBLIC COMMENT**

Bob Putnam commented on the location of the meeting was not clear. It was listed on the website as being at town hall and at the police station.

**ITEM III: HARBORMASTER REPORT**

Chief Tolan presented the Harbormaster report. Introduced Alan Twombly as the new Harbormaster. Alan comes from Westbrook PD and former Harbormaster Kevin Cady will be helping train him.

The boat was picked up from Yarmouth Boat Yard with the new motors on it. The cost for the motors was \$20585 which will be submitted to the grant to be reimbursed at 75%. Yarmouth Boat Yard was able to sell the old motors for \$3150 which was deposited into the Harbor Reserve account. There is still approx. \$15000 left available from the grant. The department will be looking into purchasing FLIR (Forward Looking Infra Red) equipment for the Harbor Master's boat, over the winter.

The plan is to keep the boat in the water until around 12/1 depending on weather. The front floats are out but the side ones are still in for a little while, again dependant on the weather.

The Master Plan with the ordinance revisions will be going to public hearing on 11/24 and if the Council approves, they will be adopted on 12/8.

The mooring permit applications will be sent out at the end of December. The Park Rangers will work during their school vacations getting them out. The buoys will also come out and be cleaned and stored. The Rangers will also be doing this.

The harbormaster will look into a Ship Grant. If the grant is received, and the Council approves the Master Plan, this money will be applied to the parking lot improvements.

The Council will be looking at the house and make a determination on what to do with it.

Steve Archambault asked what was in the harbor reserve, Chief Tolan went to get the figures:

Harbor Accounts:

Dinghy Fees	\$6000
Launch Fees	\$2500
Cumberland	\$2000
Harbor Reserve	\$45710 (Note: \$21585 has still not been paid for the motors but the reimbursement from the grant and the \$3150 have also not been put into the account).

Mooring Fees go into the general fund but are used to fund the Harbor operating budget

**ITEM IV: UNFINISHED BUSINESS:**

- A. Set a date for 1<sup>st</sup> informational meeting with the mooring holders

The date for the 1<sup>st</sup> meeting will be put in the letter to the mooring holders along with additional information on changes to the mooring application process. The 1<sup>st</sup> meeting will be scheduled for 2/2/09 (weather permitting) in the council chambers.

There was some discussion on what the meeting would address and Richie Garrett made note that he was opposed to changing the mooring field and moving moorings. It was mentioned that the harbormaster has the authority to place moorings wherever he/she sees appropriate.

B. Access Point Definition Discussion

Discussion on access points, asked if Richard Garrett and Peter Leavitt would put together a presentation on this and address it in the next meeting however, Richard Garrett was ready to discuss it now.

There was discussion on who had rights to use different access points, who had rights to give permission to others.

William Oliver brought up that this is not a committee issue but a land owner issue. Jay Hallett stated that he has heard no complaints from the land owners on this issue.

More discussion on who has rights, how to control, how to ascertain that people are actually accessing their moorings via the point they list on their application.

Stephen Archambault suggested the need for a policy detailing this issue and William Oliver again stated he didn't feel it was a committee issue but a land owner issue.

Kevin Cady suggested drafting questions to the town attorney for a legal opinion on this issue.

C. Discuss date for meeting with mooring companies

There was discussion on meeting with the mooring companies to come up with a standardized cost for moving moorings, issues with chain lengths and other informational discussions between the harbor committee / harbormaster and the mooring companies. It was decided that instead of a separate meeting, it would be added to the January meeting agenda.

D. Unlisted items

Richard Garrett asked if there was money to put in an additional side float.

The cost would be approx. \$6000. Kevin Cady said the problem with that was that there was no way to secure a 10 X 20 but would possibly be able to add a 10 X 10 float. Chief Tolan said he would check into the possibility of adding a 10 X 10 float.

**ITEM V NEW BUSINESS**

- A. Discuss information sharing with the with committee members

Stephen Archambault said that he tries to keep information flowing between himself and the other members of the committee. He will in the future mark his e-mails as “information only” or “FYI” and should anyone want to discuss these further, he will put it on the agenda for the next meeting.

- B. Select Sub-Committee to develop ordinance change insert to be included with mooring applications

Richard Garrett, Paul Dobbins and Stephen Archambault will work with the harbor master, Alan Twombly, to create an insert for the mooring application. This will include requiring that the application be filled out completely, that a copy of the boat registration is required as well as proof of access point.

It was suggested that the changes also be posted at Town Landing, Handy Boat, Portland Yacht Club and on the Town’s website.

It was suggested that the stickers be eliminated and after brief discussion, Peter Leavitt made a motion, William Oliver seconded it but Councilor Libby said it was too late to make the ordinance change so William Oliver made a motion to withdraw the motion, Stephen Archambault seconded. The motion was withdrawn.

- C. Unlisted Items

Paul Dobbins noted that it was difficult to access the town ordinances from the website and Chief Tolan explained that he was aware of the problem but that he would bring it up to the IT manager and Councilor Libby would take it up with the town manager.

**ITEM VI: CONFIRM DATE FOR JANUARY COMMITTEE MEETING**

January meeting scheduled for 1/8/09 at 6:00 PM at the Falmouth Police Department.

**ITEM VII: ADJOURN**

William Oliver made a motion to adjourn meeting, Jay Hallett seconded. Voted and meeting adjourned at 9:10 AM.

