Saco Coastal Waters Commission  
Minutes of the November 5, 2008 Meeting

I. Call Meeting to Order – At 7:00 p.m. a Saco Coastal Waters Commission meeting was held at City Hall.

II. Roll Call of Members – The members present constituted a quorum. The members present: Chairman Gary Marston, Vice-Chairman Mike Gray, Treasurer Robert Barris, Secretary Robert Steeves, Thomas Casamassa, James Katz, and Todd Stewart. Also present: Council Liaison Sandra Bastille, Harbormaster Daniel Chadbourne, and Dep. Dir. of Public Works Patrick Fox.

III. Approval of Minutes – October 1, 2008

Robert Barris moved, Tom Casamassa seconded to approve the October 1, 2008 minutes. The motion passed with six (6) yeas.

IV. General
A. 5000 Account Review

Treasurer Robert Barris reviewed the purpose and procedures of tracking the 5000 account for new members, and gave the Commission an overview of the forecasted reserves through 2009.

B. Recommendation of CWC Appointment- James Katz and Todd Stewart

C. Biddeford Harbor Commission Meeting

Robert Barris summarized the contents of the last Biddeford Harbor Commission. Robert Steeves will be drafting a letter and contacting Michele Hughes to have it put on City letter head prior to sending it out to the Biddeford Harbor Commission.

D. Mr. Abbott plaque presentation status

Roger Abbott did not attend a recent City Council meeting to receive a plaque for his years of service as Harbormaster, and the presentation was taken off of the Council meeting agenda. Commission members expressed their objection to the recognition process that has taken place and that a plaque presentation was not the intent of the Commission. Council Liaison Sandra Bastille asked that Commission members email all of the City Councilors to bring forward the issue of presenting a five year period for a free Pier Use Permit if they were not satisfied with the plaque presentation.

V. Old Business
A. Pylon Project Update

Dep. Dir. of Public Works Patrick Fox provided an update on the status of the pylon project. Shawn Toohey, of Maritime Construction, informed the City that the material for the pilings has been ordered and he is waiting for DEP to finalize the necessary permit for construction to begin. Maritime Construction anticipates DEP approval and pile installation in November-December.

B. Dredging Project

Dep. Dir. of Public Works Patrick Fox gave a summary of the permitting process and potential scope of work for dredging around the downriver dock area and the lower anchorage area.
<table>
<thead>
<tr>
<th>Permit 1- Dock Area Dredging</th>
<th>Permit 2- Downriver Mooring Field Dredging</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dredge Area: 100’x50’x3’ = 556 cy</td>
<td>Dredge Area: 700’x300’x3’ = 23,333 cy</td>
</tr>
<tr>
<td>Application, Notifications, Testing, Survey= $8,000</td>
<td>Application, Notifications, Testing, Survey= $17,000</td>
</tr>
<tr>
<td>Dredging: 556 cy x $20/cy = $11,120</td>
<td>Dredging: 23,333 cy x $20/cy = $466,660</td>
</tr>
<tr>
<td>Excavation: 556 cy x $15/cy = $8,340</td>
<td>Excavation: 23,333 cy x $15/cy = $349,995</td>
</tr>
</tbody>
</table>

Following review and discussion of the dredging options, Tom Casamassa made a motion to move forward with permitting for Option 1- Dock Area Dredging. The motion was seconded by Mike Gray. The motion passed with five (5) yeas. Todd Stewart opposed.

C. Pier Hoist- October 9th Test Update

Dep. Dir. of Public Works Patrick Fox provided a summary of the results, findings, and proposed changes to improve the operation of the hoists. Patrick expressed that work done to the hoists to enhance its performance will be handled by Public Works and do not fall under any warranty work owned by the engineer or the fabricator. The proposed additional components to the hoist will be incorporated this month and updates and user feedback will be addressed at next month’s meeting.

D. Middle Hoist- Proposed Action to be taken

Dep. Dir. of Public Works Patrick Fox stated that the middle hoist weather proofing will take place with the scheduled work to the other hoists. Tom Casamassa added that the middle hoist is not operating properly and the horizontal motion along the beam is only working in one direction. Public Works will diagnose and address this issue as well.

E. Dockmaster Shack Move

The dockmaster shack has been relocated. Commission members that had seen the new location commented on the improvement. This item is now closed.

F. Automated Pier Ticket Dispenser

The Commission further discussed the options surrounding a ticket dispenser at the entrance to the parking lot. Dep. Dir. of Public Works Patrick Fox provided some information on the pros and cons of three options: 1- Keeping with the current parking lot attendant system, 2- Adding a ticket dispenser at the entrance so the attendant can focus on the exiting vehicles to improve flow, 3- Fully automated system that would eliminate the need for parking attendants. Commission members agreed to continue forward with Option 2 and get prices on automated ticket dispensers. Council Liaison Sandra Bastille stated that she had some catalogs of different types of these machines that she would share with the Commission for cost estimating purposes. Option 3 was considered by many to be too complicated and problematic to introduce to the Camp Ellis Parking Lot.

VI. New Business

A. Worthing Dock Proposal- Submerged Land

The Commission, and Harbormaster Dan Chadbourne, had no issues with the proposed dock system.

B. Project List Status
Chairman Gary Marston introduced a process for establishing an ongoing project list for the Commission to prioritize and work from to establish future agendas and goals of the Commission.

C. Other New Business

Todd Stewart discussed the tracking of the cameras and enforcement process for theft recorded on the cameras. He cited a recent theft from his boat that was recorded by the camera system. Council Liaison Sandra Bastille was to contact Police Chief Brad Paul to clarify what was done with this incident and future tracking of the cameras.

Harbormaster Daniel Chadbourne stated that he had spoken to Dale Shannon, of Public Works, regarding the configuration of the dock system for the winter. Dep. Dir. of Public Works Patrick Fox will verify with Dale Shannon that the new configuration will be in place when the docks are removed next week.

VII. Draft Agenda for Next Meeting

VIII. Adjournment

Robert Barris moved, and Thomas Casamassa seconded, to adjourn at 9:50 pm. The motion passed with six (6) yeas.

Attest: Patrick Fox, Dep. Dir. of Public Works Date Approved: December 3, 2008