Saco Coastal Waters Commission
Minutes of the February 3, 2010 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 Baris, Secretary Robert Steeves, Todd Stewart and James Katz. Also present: Harbormaster Daniel Chadbourne, Public Works Deputy Director Patrick Fox. Absent this evening: Thomas Casamassa, Council Liaison Jeffrey Christenbury and Dock Master Jerry McMillan.

III. Approval of Minutes – January 5, 2010

Treasurer Robert Baris asked that the Fund Balance Statement be replaced with a revised version he presented this evening, because there was an encumbrance that hadn’t been included as a bill in the original statement.

Mike Gray moved, James Katz seconded to approve the January 5, 2010 minutes with the noted correction. The motion passed with six (6) yeas.

IV. General
   A. 5000 Account Review
      1) Account Summary & Discussion


Mike Gray moved, Robert Steeves seconded to accept the Treasurer’s report as presented. The motion passed with six (6) yeas.

A copy of the report is on page 4 as Attachment A.

      1) General Update by Members in Attendance

A meeting was held on January 23rd. The following items were discussed:

1) The River Patrol thanked the commissions for looking into getting a new dewatering pump. This expenditure will go through the regular purchase approval process.

2) SONS PROJECT (Spill of National Significance) - Jack Dempsey from the Coast Guard Auxiliary updated the commission on the SONS Project. This is held every 3 years. Portland will be hosting the drill this year on March 24th & 25th. Roughly 10,000 people will be involved. If anyone is interested in attending this drill they should call Jack Dempsey or the Coast Guard (207) 767-0320.

3) Sunken Boat – This has been taken care of. Biddeford is working on mirroring their River, Harbor & Waterfront Ordinance to Saco’s, because Saco’s ordinance addresses derelict vessels. Both ordinances will be reviewed to try to make them more consistent. The draft ordinances will be presented to their respective commissions for review and comment.

4) Headway Speed Only Buoy Stickers– Biddeford Public Works will make new stickers for the buoys.

5) Abandoned Piers – Biddeford Asst. Harbormaster Paul Larivierre has contacted the Maine Harbormaster Association regarding how to handle abandoned piers. They will be forwarding him some information on this.
6) Dredging – The river and federal anchorage haven’t been dredged in over 20 years, so this will help put this as a priority area. The 5 page standard dredging questionnaire will need to be completed by both communities and submitted to the US Army Corps of Engineers. Saco Harbormaster Daniel Chadbourne will contact Mr. Clement to find out exactly what gets dredged. The federal channels, mooring fields or maneuver basins. This information will be used in future planning.

2) 50 ft. Federal Channel Near the Yacht Club

Biddeford Asst. Harbormaster Paul Larivierre sent a letter to Jay Clement at the US Army Corps of Engineers regarding the issue of why the upper basin of the river was deleted as a federal channel. Both communities agreed to have a 50’ channel in front of the Saco Yacht Club and an anchorage on both sides to accommodate and not displace any of the club members. Mr. Larivierre also requested the latest survey of the river bottom to help the commissions move ahead on future dredge projects. Mr. Clement will be looking into this and will contact Mr. Larivierre before the next joint commission meeting with further information so a plan of action can be determined.

C. Harbor Master
   1) Comments/Issues

No comments or issues at this time.

D. April Officers and May Term Expirations

Officers will be elected in April.

Robert Barris’s term will expire on May 7, 2010. This will be his second term completed, so he will need to take at least one year off from the commission before he can be appointed again.

Thomas Casamassa’s term will also expire on May 7, 2010. This will be his first term completed, so he can be re-appointed.

V. Coastal Waters Planning
   A. No Pending Projects

VI. Old Business
   A. Maintenance & Care of City-Owned Waterfront Facilities
      1) Pier Surveillance Equipment – Clarity Issue

The $1500 upgrade figure quoted by the manufacturer and voted on at the last meeting to swap out the base surveillance equipment was for special close-out equipment, and it is not available now. The only equipment available and compatible with the existing cameras costs $3500, or the commission can purchase the whole complete package with 4 very good cameras and base equipment for around $4400.

Robert Barris moved, James Katz seconded to amend the original motion to spend up to $4600 to input a better system which was recommended by the cities IT Department. The motion passed with five (5) yeas, and one (1) nay – Robert Steeves.

2) Camp Ellis Float Dredging & Docks

All documents have been submitted for the dredging project. The project will need to be completed by April 1st.

Dep. Dir. of Public Works Patrick Fox had a couple city employees re-build an existing dock that was in bad shape for $2200. They will build one more dock, for additional dock space for the upcoming season.
3) **Down and Up River Hoist Power In/Out Doesn’t Work and Shafts Show Stress Failure**

This is being worked on.

4) **Pump Out Station & Public Restroom**

There was a discussion to have a public toilet installed and hooked up to the sewer rather than paying for port-a-potties.

5) **Planned Off Season Pier Maintenance – Pending Requests**
   a. Move Pier Parking Attendant Building Further into Parking Lot to Allow Vehicle Access to Window
   b. Pour Concrete Anchor Pad for Pier Ramp Area Floats
   c. Purchase 4 New 20’ Pier Floats for Installation the End of April/Relocate 2 Existing Floats to Pier Ramp Area
   d. Trim and Cap Outside Fender Piles of the Pier
   e. Pier Signage: Use of the Pier Requires a Permit

No new information on items a, b, c, d, or e.

**VII. Other New Business**

A. **Harbormaster Training**

The 25th Annual Maine Harbor Master’s Association Training Program is will be held on March 17th, 18th and 19th this year.

B. **Port-A-Potties**

It was recommended to have the port-a-potties cleaned out once a week in the winter time, rather than twice a week.

C. **Mooring Late Fee Cut-Off Date**

There was discussion about implementing a mooring late fee cut-off date, or maybe eliminating the late fee and if the mooring fee isn’t paid by the March 15th due date, the individual would lose their mooring privileges. No decisions were made, more discussion at a later date.

**VIII. Adjournment of Saco Coastal Waters Commission Meeting**

Robert Barris moved, Todd Stewart, seconded to adjourn at 8:26 p.m. The motion passed with six (6) yeas.

Attest: Michele L. Hughes, Recording Secretary

Date Approved: March 3, 2010
**Summary of Saco Coastal Waters Commission YTD Revenues and Expenditures for FY2010**

*Updated Through January 31st, 2010*

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<td>FY2008 Fund Balance as of 06/30/09</td>
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<td>Reported FY2009 Revenues as of 01/31/10</td>
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<td>Reported FY2009 Expenditures as of 01/31/10</td>
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<td>Minus FY2009 Ending Reserves</td>
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<td>Minus FY2010 Reserves</td>
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<td>Minus Reserve for Pylon Project ('Maritime Construction &amp; Engineering LLC')</td>
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<td>Fund Balance Minus Reserves</td>
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### SCWC Revenues for January 2010

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Total: $25.00

### SCWC Expenditures for January 2010

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