Saco Coastal Waters Commission
Minutes of the January 5, 2011 Meeting

I. Call Meeting to Order & Roll Call of Members – At 7:05 p.m. a Saco Coastal Waters Commission meeting was held at City Hall. The members present constituted a quorum. The members present: Chairman Gary Marston, Treasurer Carl Lagerstrom, Secretary Robert Steeves, James Katz, and John Nickerson. Absent this evening: Vice-Chairman Todd Stewart (Notified) and Thomas Casamassa (Notified). Also present: Harbormaster Daniel Chadbourne.

II. Approval of Minutes – December 1, 2010

Robert Steeves moved, John Nickerson seconded to approve the December 1, 2010 minutes as written. The motion passed with five (5) yeas.

III. Resolve Numbers on Quarterly 2000 Account Financial Report

Chairman Gary Marston spoke to the Finance Director Cheryl Fournier about the revenue and expenditure statement for Sept. 30, 2010, and she will re-check the figures on it to see if perhaps a fee got entered in wrong.

Chairman Gary Marston will set up a meeting with the Finance Director to introduce her to new Treasurer Carl Lagerstrom.

IV. Coastal Waters Planning
   A. Spring Clean-Up in May – Update

Treasurer Carl Lagerstrom spoke to the Biddeford Asst. Harbormaster Paul Larivierre and he is on board with the clean-up project.

The following suggestions were discussed: put an ad in the paper advertising the clean-up project or maybe have a reporter do a story on the project, also a cook-out for after the clean-up for all the volunteers.

V. SCWC Issues Identification List – Review and Update

A copy of the Issues Identification list is on page 3 as Attachment A.

VI. Chronological Review of the History of the Hoists – Date TBD

No new information.

VII. Harbormaster Comments/Concerns

Harbormaster Daniel Chadbourne provided the following updates:

Dredge Paperwork – Got the paperwork back and will be meeting with the Biddeford Asst. Harbormaster Paul Larivierre to finalize it.

Fender Piles – Dep. Dir. of Public Works Patrick Fox will find out if there are any bolts below the water-line before proceeding with the project.

Hoists – Met with Dir. of Public Works Mike Bolduc and Dep. Dir. of Public Work Patrick Fox and it was agreed that as parts fail on the hoists, they will try to over build to prevent future repairs.

Project Contact Agencies – Working on putting a list together of agencies that need to be contacted to get projects
started and approved.

VIII. Other New Business
   A. Items Identification: Subjects to be discussed at the next meeting

No new subjects.

IX. Set Next Meeting Date and Agenda
   I. Call Meeting to Order & Roll Call of Members
   II. Approval of Minutes – January 5, 2011
   III. Resolve Numbers on Quarterly 2000 Account Financial Report - Update
   IV. Coastal Waters Planning – Spring Clean-Up
   V. Review response from Public Works on Capital and Issues List
   VI. Chronological Review of the History of the Hoists – Date TBD
   VII. Other New Business
   VIII. Set Next Meeting Date and Agenda
   IX. Adjournment of Saco Coastal Waters Commission Meeting

X. Adjournment of Saco Coastal Waters Commission Meeting

James Katz moved, Robert Steeves seconded to adjourn at 8:57 p.m. The motion passed with five (5) yeas.

Attest: Michele L. Hughes, Recording Secretary Date Approved: February 8, 2010
## SCWC Issues Identification

<table>
<thead>
<tr>
<th>Rank</th>
<th>Description</th>
<th>Action plan</th>
<th>Funding Cost</th>
<th>Planned Date</th>
<th>Responsibility</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>The CWC needs to find a way to ensure that its opinion is solicited on proposed projects that impact areas of Commission interest. For example, the design of the new bathroom at the pier could have incorporated CWC input.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Can design incorporate existing building uses? What is the CWC recommendation for the construction of the bathroom? How will the extra space in the building be used? Who will clean the bathroom? Who will pay for bathroom cleaning? Will the Bathroom be heated? Will it be open year-round? What is the CWC recommendation for the type of construction of the bathroom?</td>
</tr>
<tr>
<td>6</td>
<td>How do we get the new floating ramp docks project moving?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Construction money is available - may need to allocate funds for permitting.</td>
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<td>2</td>
<td>Pier use permits item #15. Unclear? Enforcement issue. Robert Steeves moved, Carl Lagerstrom seconded to change # 15 to read: &quot;Users or their representative with a Commercial Pier Use Permit may use the pier and hoists for loading and unloading of any vessel the Permit holder owns&quot;. The motion passed with five (5) yeas.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>One permit/two users language needs to be addressed. A draft should be provided ASAP.</td>
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AMENDMENT - James Katz moved, Carl Lagerstrom seconded to amend the previous motion as follows: "Users with a Commercial Pier Use Permit, or their representative, may use the pier and hoists for loading and unloading of any vessel the Permit holder owns". The motion passed with five (5) yeas.
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<th></th>
<th>Dingy tie-ups without paying pier permit? Mooring Agreement / Ordinance?</th>
<th>Need to resolve the discrepancy between the mooring application and the ordinance before next season. Public Works is to provide the commission with a draft of the new mooring application with the proposed changes.</th>
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<tbody>
<tr>
<td>8</td>
<td>Harbor Patrol Brochures – The brochure rack at Front Street and Camp Ellis remained empty the entire season.</td>
<td></td>
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<tr>
<td>7</td>
<td>Parking “pay and display” system and gate? Reduce labor costs. Current system antiquated?</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Use City GIS system for locating moorings?</td>
<td>The Harbormaster will start work on this with the Public Works Dept.</td>
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<tr>
<td>5</td>
<td>Update the Harbormaster duties in the ordinance to allow independent pursuit of grant money and continue developing the Harbormaster duties in the Ordinance.</td>
<td>In conjunction with the Public Works Dept. The Ordinance will need to be updated.</td>
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