Saco Coastal Waters Commission  
Minutes of the November 1, 2011 Meeting

I. Call Meeting to Order & Roll Call of Members

At 7:00 p.m. a Saco Coastal Waters Commission meeting was held at City Hall. The members present constituted a quorum. The members present: Chairman James Katz, Vice-Chairman James Henderson, Treasurer Carl Lagerstrom, Secretary Robert Steeves, Thomas Casamassa, John Nickerson and Steve Reese. Also present: Harbormaster Daniel Chadbourne and Assistant Dockmaster Norman Spaulding. Absent this evening: Council Liaison Philip Blood (Notified).

II. Approval of Minutes – October 4, 2011

James Henderson moved, Thomas Casamassa seconded to accept the October 4, 2011 minutes as presented. The motion passed with seven (7) yeas.

III. 2012 Capital Work Plan Updates

A. Dock Maintenance (Dock Rehab and New Construction During Winter)

Downriver docks and upriver charter docks will be removed Wednesday Nov 2nd. Upriver sections for skiffs will remain in for an additional 3 to 4 weeks.

Robert Steeves moved, John Nickerson seconded that the intent of the commission is to reduce the damage to the floats by dragging them out of the water and ask that Public Works revisit the procedure used in removal of the floats. The motion passed with seven (7) yeas.

B. US Army Corps of Engineers Dredging Update

No update.

C. Build Launching Ramp/Gangwalk - Possible Workshop Session / Field Trip.

See Harbormaster Updates, page 3.

D. Remove Part of Curb by Pump Station (Late fall or Early Spring)

Parking lot entrance curb realignment and permanent ramps around restroom building will be completed in Spring 2012.

E. Surveillance Cameras: North Side of Restroom & Seasonally Adjust for Winter Anchorage

Camera was added at parking lot entrance for payment and meter monitoring. No other cameras planned at this time. Seasonal adjustment could be done with Harbormaster for cameras that do not monitor city infrastructure (docks) during the off season. The length of the memory still needs to be adjusted to a longer time.

Craig Pendleton, Director of the Biddeford-Saco Chamber of Commerce asked Saco Public Works via the IT Dept. if it was possible to find a way for us to provide a link on our website to a camera at the pier so that the public could view the beautiful harbor and sportsman could view the current weather conditions in Camp Ellis. Following a good conversation, it appears this is complicated due to the camera software being set up with individual user names and passwords to access it. I still think it is a good idea to pursue and would be willing to help make it happen. I am relatively positive that Chatham MA has a set up like I am suggesting.

Thomas Casamassa moved, Steve Reese seconded to recommend to the city council that a link to the webcams be
put on the city website and the password protection be removed for the Camp Ellis webcams. The motion passed with seven (7) yeas.

James Henderson moved, Thomas Casamassa seconded that the committee was in receipt of an e-mail from Craig Pendleton and recommends that the Harbormaster Daniel Chadbourne follow up with Mr. Pendleton to discuss ways and means of erecting a tourism brochure distribution pamphlets at Camp Ellis. The motion passed with seven (7) yeas.

Harbormaster Daniel Chadbourne discussed an idea he had about erecting a pole barn next to the parking meter so that people can sit and sell tickets for events and to provide a place to put brochures etc. Also a couple of desks or picnic tables could also be put out. There will be more discussion on this at a future meeting.

F. Pier Maintenance Assessment - Bids to Replace 28 Suspect Piles

Public Works is getting a pier inspection done later this fall by a marine engineer that will include the following:

1. Replacement design of timber fender piles including specifications and one or two drawings;
2. Replacement design of east gangway walkway surface;
3. Structural inspection of the pier, both above water and underwater (note the lower fender pile connections appear to be near or just below the mean low water line). The outboard row of structural piles would require an underwater inspection since there is approximately 8 ft to 10 ft of water depth along the wharf; and
4. Permitting: I suspect Permit by Rule will be in order for the fender pile replacement.

The overall inspection is long overdue and can provide us with some life cycle expectations for the rest of the pier components as well as finalizing the fender pile bid specs at the same time.

IV. Review Two Boat Issues in Pier Use Permit Wording

The wording on the permit when compared to the language in the ordinance is internally inconsistent.

The commission agreed to change the wording on the following sections of the Pier Use Permit Application to read as follows:

#11 - Any recreational or commercial vessel user (including charter boats) using the pier, hoists, floats, or beaching pilings without obtaining an appropriate permit is subject to a fine up to the cost of an annual commercial permit as may be imposed by the City – Change the word ‘vessel’ to ‘user’.

#12 – A one-day pier use permit shall be available at a cost per day per vessel as set by the City. This permit must be purchased in advance of any use of the pier. - Strike the wording ‘per vessel’.

#13 – No person and/or business who does not have a Pier Use Permit may use the pier, hoists, floats, or beaching pilings for working on a vessel unless he obtains a day use permit. – Strike the wording ‘and/or business’. Move the wording ‘who does not have a Pier Use Permit’ from the end of the sentence and insert it where the wording ‘and/or business’ was struck. Then add the wording ‘unless he obtains a day use permit’ after the word ‘vessel’.

#15 – Users with a Commercial Pier Use Permit, or their representative, may use the pier and hoists for loading and unloading or repair of any vessel the Permit holder owns at the discretion of the Harbor Master. – Add the words ‘or repair’ after the word ‘unloading’, and at the end of the sentence, add the wording ‘at the discretion of the Harbor Master.

#16 – A Pier Use Permit holder may use the pier, hoists, floats, or beaching pilings to maintain or repair any vessel with a commercial or recreational Pier Use Permit attached to it with permission of the Harbormaster during non-
   A. Budgeting

No report.

   B. Tidal Waters Enforcement – Harbor Patrol Supplemental Funding by Coastal Waters Comm.

A couple of representatives will attend the Biddeford Harbor Commission meeting to discuss with them the supplemental funding for miscellaneous items as well as possible man hours for the Harbor Patrol boat.

VI. Coastal Waters Planning
   A. 2012 Planning

No new information.

VII. Other New Business
   A. Harbormaster updates

Harbormaster Daniel Chadbourne presented a boat ramp sketch for Camp Ellis, which is similar to the Marblehead ramp. The ramp is 30’ wide from the edge of the piles over and it will be extended from 82’ long to 105’ long. The planks will be 10’ long x 15” wide. Two estimates were gotten and they were both $125.00 a piece for reinforced concrete planks. Roughly between 200-220 planks will be needed. The City of Biddeford is already planning to do a project at Vines Peak, and if we order the supplies for both projects together, we will be able to get a better price.

The following organizations will need to be contacted for permitting: DEP, Saco River Corridor Commission, Dept. of Marine Resources and Army Corps of Engineers.

The beaching piles also need to be capped and solar powered lighting should be installed.

Thomas Casamassa moved, Carl Lagerstrom seconded to go ahead with the plans presented by the Harbormaster Daniel Chadbourne for the new boat ramp at Camp Ellis. The motion passed with seven (7) yeas.

   B. Other Items

When the bathrooms were re-done with the electrical box and stuff, they forgot to put back the welder plug on the outside of the building at the end.

Thomas Casamassa moved, Carl Lagerstrom seconded that Public Works reinstall the pre-existing 240 electrical outlet for welding use at the Camp Ellis Pier. The motion passed with seven (7) yeas.

VIII. Set Next Meeting Date and Agenda

The next meeting will be on Tuesday, December 6, 2011.

IX. Adjournment of Saco Coastal Waters Commission Meeting

Robert Steeves moved, James Henderson seconded to adjourn the meeting at 8:30 p.m. The motion passed with seven (7) yeas.

Attest:__________________________________________  Michele L. Hughes, Recording Secretary