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 (7:08 p.m.), Treasurer Carl Lagerstrom, Secretary Robert Steeves, Thomas Casamassa, John Nickerson and Steve Reese. Also present: Council Liaison Philip Blood, Harbormaster Daniel Chadbourne and Assistant Dockmaster Norman Spaulding.

II. Approval of Minutes – January 3, 2011

Carl Lagerstrom moved, Thomas Casamassa seconded to accept the January 3, 2012 minutes as presented. The motion passed with six (6) yeas.

III. 2012 Capital Work Plan Updates

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

The Department of Public Works will begin dock rehab in February and continue through March around other projects and snow storms.

B. US Army Corps of Engineers Dredging Update

Harbormaster Daniel Chadbourne noted that the Biddeford Asst. Harbormaster Paul Lariviere contacted the Army Corps and they said that they would be working on the Camp Ellis Spur project first and then the dredging project.

C. Build Launching Ramp/Gangwalk

The Department of Public Works is moving forward with the boat ramp design for future funding consideration through grants.

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

Spring work will include curb and paving at entrance and near restroom building.

E. Pier Maintenance Assessment. Status of evaluation work.

Scope of work approved at January meeting. Field assessment work at pier scheduled for mid-February.

Note: James Henderson arrived at the meeting.

V. Financial Report

A. Budgeting

No report until the April meeting

B. Working Capital Reserve?

No new information.

VI. Coastal Waters Planning

A. Way and Means to Increase Services and revenue at the Pier
One idea was for the city to take over the fuel shed from Robert Morowski, and to change it over to a pay by credit card system. Unfortunately, at this time Mr. Morowski is owed roughly $8,000 from users of the fueling system and these debts should be taken care of before users are allowed to use the new system, if the city decides to take it over.

Steve Reese moved, Carl Lagerstrom seconded to amend the existing ordinance to include settlement of debts prior to re-issuance of parking and Pier Use permits. The motion passed with seven (7) yeas.

AMENDED MOTION – Robert Steeves moved, Carl Lagerstrom seconded “To address the fuel debt issue, we propose to that the City Council amend the ordinance to make issuance of the Pier Use Permit contingent upon satisfaction of outstanding debts related to pier use such as: fuel, dockage and hoists. The motion passed with seven (7) yeas.

Mr. Morowski will be asked to provide a list of the people who still owe him fuel money.

Vice-Chairman James Henderson will set up a date and time to have a workshop or working group meeting to discuss the fuel shed and other ways to increase revenue at the pier.

VII. Unfinished Business
A. Allowed Placement of Brochures at the Camp Ellis Parking Lot Entrance

At the last meeting there was a request made to research the allowed placement of brochures at the Camp Ellis parking lot entrance. Secretary Robert Steeves reviewed Chapter 118, Harbor, River & Waterfront Ordinance and noted that there wasn’t anything in the ordinance to support the allegation that anyone could place advertising materials on someone else’s advertising table at the city dock.

There was discussion about eventually getting a brochure board at the pier for pier users to display their brochures.

VIII. Other New Business
A. Harbormaster Updates

All updates were address above.

B. Any Other Business as may come before the Members
   a. Down River Float

It was noted that all the sand that was removed from under the float, has come back in again. The commission will look into some other alternative to address this issue.

IX. Set Next Meeting Date and Agenda

The next meeting was set up for March 6, 2012 at 7:00 p.m.

X. Adjournment of Saco Coastal Waters Commission Meeting

Carl Lagerstrom moved, Steve Reese seconded to adjourn the meeting at 8:17 p.m.

Attest: Michele L. Hughes, Recording Secretary