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 III and Steve Reese. Also present: Harbormaster Daniel Chadbourne, Dockmaster Jerry McMillan and Assistant Dockmaster Norman Spaulding. Absent: Council Liaison Philip Blood (Notified),

II. Approval of Minutes – February 7, 2012

James Henderson moved, Thomas Casamassa seconded to approve the minutes of February 7, 2012 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)

Report from Deputy Director of Public Works Pat Fox - Two dock sections were built to replace the broken and oversized downriver large dock that the ramp sits on. With the shorter length and multiple segments the dredging frequency will be reduced where the existing dock beaches out. These are sitting in our yard and will be transported to the pier and installed in March/April. Hardware repairs are occurring on other docks this month.

B. US Army Corps of Engineers Dredging Update

No updates.

C. Build Launching Ramp/Gangwalk

Report from Deputy Director of Public Works Pat Fox - The Department of Public Works will be meeting with the design engineers this week to review their survey results and finalize the design needs based on the Harbormaster’s drawings.

The Maine Coastal Program announced a second round of its competition “Coastal Grant” program. Through this RFP the Maine Coastal program is soliciting projects that address following priority areas: historic coastal habitats; addressing the effects of land use activity and water quality; and improving coastal access. Public Works Director Michael Bolduc inquired with the program director as to whether the projects being done in Camp Ellis would qualify for this grant program. The response from the program director was that we have completed the field survey and should have the fender pile replacement program ready for review in the next 2 weeks, and will follow with the life cycle report soon thereafter. He thought that a SHIP Grant would work best for this work. He did say however, that improvements to the boat ramp that increase tidal access use might be a great candidate for the “Coast Grant” program.

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

No update.

E. Pier Maintenance Assessment – Status of Evaluation Work

Report from Deputy Director of Public Works Pat Fox – Field inspections were completed by the engineer and we should have the reports for the fender piles and pier assessment before the April meeting. These reports will be distributed to the commission when they are received.

IV. Quarterly 2000 Account Financial Report

A report will be given next month.
V. Coastal Waters Planning
   A. Ways and Means to Increase Services and Revenue at the Pier

The launch ramp and fuel distribution systems were discussed as ways to increase the services which will in turn increase the revenue. One idea was to open the fuel distribution system up to recreational users as well. If this was done, than the city could advertise the pier services in the local Notice to Mariners and the Coastal Pilot, so that people knew that they could stop and get diesel fuel in Saco. Harbormaster Daniel Chadbourne also noted that he can go on the Harbormasters site and create an advertisement of services offered at the city pier. He also noted that he is working on the paperwork to get the 2 moorings in Camp Ellis federally permitted through the municipality so that they can be rented. More discussion on this next month.

B. Progress on Resolving the Fuel Situation

Report from Deputy Director of Public Works Pat Fox - There are many issues to resolve for fuel distribution at the pier, but the Department of Public Works has asked some vendors for pricing of a credit card system if that is considered an alternative. One quote has come in for approximately $16,500 to purchase and install a dispensing system that could accept credit card payments. There would also be monthly fees to process these payments of $45/month.

Last month there was a question about if the city took over the fuel distribution system, could the city create an Ordinance and hold pier users liable for debt that they owed to Robert Morowski before the city would issue another permit to them. Council Liaison Philip Blood checked into this and it was determined that the city cannot withhold permits from individuals until they pay their fuel debts to a private contractor. Mr. Morowski would need to file a claim at the small claims court to get this debt paid off by the person who owes the money.

Secretary Robert Steeves will draft a letter to Mr. Morowski to invite him to the next meeting to discuss the city taking over the fuel dispensing system. The commission would like to see that Mr. Morowski gets paid the fuel debt owed to him (around $4700), before the city decides to take over the fuel distribution system.

VI. Other New Business
   A. Harbormaster Updates

No additional updates.

B. Other Items

Gulf of Maine Lobster Foundation will be doing a “Lobster Gear Retrieval” project– They are interested in providing a dumpster for the event, but need a place to put it, and were interested in placing it on the pier. They will be advised to contact the Public Works Department for permission. The foundation is looking to hire 2 boats (Thomas Casamassa & possibly Roger Collard) for 2 days to retrieve unusable gear found in the river. This would then be unloaded into a temporary dumpster. The boat owners are looking for a few volunteers to help with this clean-up. This would be around the end of March or beginning of April.

VII. Set Next Meeting Date and Agenda

The next meeting will be held on Tuesday, April 3, 2012

VIII. Adjournment of Saco Coastal Waters Commission Meeting

John Nickerson moved, Steve Reese seconded to adjourn the meeting at 7:40 p.m.

Attest:___________________________________
   Michele L. Hughes, Recording Secretary