

Saco Coastal Waters Commission

April 1st, 2014

7:00 P.M. Saco City Hall

I. Call Meeting to Order & Roll Call of Members. At 7:00pm 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, Secretary Robert Steeves, Treasurer Carl Lagerstrom, John Nickerson III, Steve Reece and Dock Steward Norman Spaulding. Absent was Council liaison Kevin Roche, Harbor Master Daniel Chadbourne, Dock Master Jerry McMillan, and Public Works liaison Eric Gates.

II. Review and approve the minutes from the previous meetings. James Henderson made the motion to approve the minutes from the March meeting. Steve Reece seconded the motion and the motion passed unanimously.

III. Conduct election of officers for the year 2014-2015. James Henderson made the motion that all officer positions stay the same. John Nickerson seconded the motion. The motion passed unanimously.

IV. Discuss the Cote amendment and Police Department concerns. There was a meeting held between Chairman James Katz, Harbor Master Daniel Chadbourne, Police Chief Brad Paul, Deputy Police Chief and the City Attorney about what type of authority the Harbor Master has on the water and pier. The Harbor Master will now have the authority to issue summonses based on Chapter 118 regulations. He will have a police email address, and a police radio to help call in reinforcements when needed. Another Saco officer will take care of submitting paperwork to the police station.

V. Review the Pier Use Permit and Mooring Applications to reflect the Chapter 118 regulations. Change was made on the Pier Use application number nineteen stating that any charter vessel carrying “passengers for hire” must show “a current certificate of insurance showing minimum liability coverage of \$1,000,000 and must name the City of Saco as an additional insured”. A permit cannot be issued without that proof being signed off of by the City Clerk’s office during issuing. The changes to the Mooring Permit Application is #1, which states that the permit is “non-transferable” and is for the use of a vessel registered only to the above named owner/business provided the tonnage is not exceeded. The other change was to #7, which states “any mooring location not occupied by a vessel or float registered to the owner/business named above for at least one day in each of three out of the five months from May 1 through September 30 during the permit year may be considered to be abandoned”. James Henderson made the motion to approve the changes, Carl Lagerstrom seconded the motion and the changes were passed by a unanimous vote.

VI. Update on the Pier Improvement Project. Email from Public Works liaison Eric Gates: “No change with the pier refurbishment project. However we did finish a dredge around the pier on 13-14 March and resurfaced the down river gangway at the same time. I don’t know how

much we dug out, but it was significant. We thank Tom Casamassa for his assistance as we moved the few winter floats out and in during this work period. Atlantic Mechanical Inc. and Barney Baker have until 5 May to complete punch list tasks and documentation. We'll have the parking meter in place and bathrooms opened by 1 May.”

VII. Set policy for late payments if City Hall is closed on due date. James Henderson made the motion, seconded by Steve Reece to allow next business day to complete application, without fine, in the chance City Hall is closed on due date. The motion passed unanimously.

VIII. Discuss and begin to formulate five year plan for the pier. Members were asked to come to the next meeting with what they think/want to see happen in the upcoming seasons with the pier.

IX. Adjournment. Next meeting is set for May 6th, 2014 at City Hall. James Henderson made a motion to adjourn, seconded by Carl Lagerstrom; the motion passed by all.