



## TOWN OF JAMESTOWN HARBOR COMMISSION

Minutes of the December 8, 2021 Meeting of the Jamestown Harbor Commission  
*Approved:*

A meeting of the Jamestown Harbor Commission was held Wednesday, December 8, 2021  
At the Jamestown Town Hall, 93 Narragansett Avenue, Jamestown RI 02835.

### **I. CALL TO ORDER AND ROLL CALL**

Vice-Chairman Junge called the meeting to order at 5:00 PM with roll call:

Present:

Michael Junge, Vice-Chairman  
Steven Bois, Commissioner  
Jessica McCarthy, Commissioner  
Richard Raynes, Commissioner  
Eric Lexow, Commissioner  
Dan Wurzbacher, Commissioner

Absent:

Wayne Banks, Chairman

Also in attendance:

Chief Edward Mello, Executive Director  
Glenn Skalubinski, Harbormaster  
Randy White, Town Council Liaison  
George Souza, Conservation Commission Liaison  
Kim Devlin, Harbor Clerk

### **II. APPROVAL OF MEETING MINUTES - Review, discussion and/or potential action and/or vote**

#### **A. Wednesday, October 13, 2021**

Commissioner Bois moved to approve the minutes of the October 13, 2021 Jamestown Harbor Commission meeting;  
Commissioner Lexow seconded. So voted; 6 ayes, 0 nays.

### **III. OPEN FORUM**

#### **A. Scheduled Requests to Address**

There were no Scheduled Requests to Address.

#### **B. Non-scheduled Requests to Address- Review, discussion and/or potential action and/or vote**

There were no Non-Scheduled Requests to Address.

### **IV. EXECUTIVE DIRECTOR MELLO'S REPORT- Review, discussion and/or potential action and/or vote**

Executive Director Chief Mello reported on the storm damage around the island. The Harbormasters were able to get the boats out of the water and there was not any damage to the vessels. There was some damage to Town infrastructure. At West Ferry a vessel broke free from the Ft. Getty dock and went into the fender pilings causing damage. The vessel was then tied up to the Harbormaster vessel spot where it caused more damage to a piling, float and a gangway. On the East Ferry side, a number of vessels broke free from Conanicut Marine and Clark's Boat Yard and caused a significant amount of damage to private docks along Walcott and Racquet Road.

Executive Director Chief Mello stated that the Town is working with the insurance company to file a claim to have the Town property repaired by the vessel owner's insurance.

### **V. HARBORMASTER REPORT**

Harbormaster Skalubinski stated that it has been time consuming to get these providers to get into compliance and their reports updated in Online Mooring.

Executive Director Chief Mello stated that we will continue this discussion under New Business.

### **VI. MARINE DEVELOPMENT FUND BUDGET**

**A. 2020/2021**

**MDF YTD Budget- Review, discussion and/or potential action and/or vote**

The budget was not available for review.

**VII. SUB-COMMITTEE REPORTS**

**A. Budget - Review, discussion and/or potential action and/or vote**

Commissioner Raynes asked to meet with Executive Director Chief Mello regarding the budget.

Executive Director Chief Mello stated that, while he is happy to meet, the 2022-2023 budget has already been approved and it is a bit early to begin talks for the following fiscal year.

**B. Facilities - Review, discussion and/or potential action and/or vote**

Commissioner Wurzbacher had nothing to report.

**C. Mooring Implementation - Review, discussion and/or potential action and/or vote**

Vice-Chairman Banks was not in attendance.

Executive Director Chief Mello stated that Harbor Staff met with Chairman Banks and he will provide a report at the next Jamestown Harbor Commission meeting.

**D. Traffic Committee - Review, discussion and/or potential action and/or vote**

Commissioner Junge had nothing to report.

**E. Gould Island Restoration Committee - Review, discussion and/or potential action and/or vote**

Commissioner Bois had nothing new to report.

**VIII. LIAISON REPORTS**

**A. Conservation Commission Liaison - Review, discussion and/or potential action and/or vote**

Conservation Commission Liaison Souza had nothing to report.

**B. Town Council Liaison Report - Review, discussion and/or potential action and/or vote**

Town Council Liaison White reported that the Town Council will be interviewing all candidates for the Jamestown Harbor Commission, including the members who have already been appointed to the Jamestown Harbor Commission. The Town Council wants to interview all 6 applicants as a way for the members of the Town Council to meet the commissioners appointed before this council was elected.

**IX. OLD BUSINESS**

**A. Harbor Cameras - Review, discussion and/or potential action and/or vote**

Executive Director Chief Mello reported that an individual holding a permit for a West Ferry Outhaul expressed some concerns about activity happening to his vessel on the outhaul. We have cameras at East Ferry and they are very helpful in monitoring storm damage, if a vessel breaks free, fishing activity, etc. There is a lot of activity at West Ferry and we have investments there in the form of floating docks, the pumpout and the Harbormaster vessel. A camera at that location would be beneficial. The cost would be approximately \$7500 to \$10,000.

The Town is in the process of replacing all of the streetlights with LED lights so we could wait until that time and see if the camera can be installed on one of the new light poles. Executive Director Chief Mello stated that another thing to consider is burying the electrical wires and replacing the old street poles with something more decorative.

Executive Director Chief Mello stated that the West Ferry bulkhead needs to be replaced on the south side that ties into the gangway for the Harbormaster vessel's floating dock. We have invested a lot of money into the outhauls at West Ferry and it may be worth considering pricing out the lights. The whole project at West Ferry is estimated at \$40,000-\$50,000.

Executive Director Chief Mello reported that the old ferry landing at East Ferry is being proposed as a project to convert it into a sitting area.

Commissioner Wurzbacher asked Executive Director Chief Mello how many vendors would be involved?

Executive Director Chief Mello stated that one would do the bulk of the work but that two others will be brought in to do smaller jobs, like electrical work.

Executive Director Chief Mello suggested that the Jamestown Harbor Commission visit West Ferry to see the current set up and visualize what it would look like with the wires buried and more decorative lighting.

**X. CORRESPONDENCE**

**A. Appeal – Sharon McNeil; 10/15/2021 - Review, discussion and/or potential action and/or vote**

**XI. NEW BUSINESS**

**A. Appeal – Sharon McNeil; Re: Forfeiture of Mooring - Review, discussion and/or potential action and/or vote**

Executive Director Chief Mello summarized the appeal, stating that the mooring in question is located at Park Dock and was installed 4 years ago.

Ms. McNeil stated that at some point a mooring was dropped on top of hers and it disappeared. They have been unable to locate the mooring to have it commissioned.

Commissioner Bois moved to approve the appeal; with the contingencies that the mooring is mapped out and the dates to have the mooring set by are met.

Vice-Chairman Junge added that the mooring must be set by April 1 and the boat registered to the mooring has a current registration by the same date.

Commissioner McCarthy seconded. So voted; 6 ayes, 0 nay.

**B. Qualified Mooring Inspector Renewals – Review, discussion and/or potential action and/or vote**

Executive Director Chief Mello stated that the Qualified Mooring Inspector list recommendation to the Jamestown Harbor Commission is a responsibility that we all share. When the Harbor Staff recommends the list to the Jamestown Harbor Commission we take into consideration the quality of service, record management and upkeep of the moorings. The Harbor Staff has struggled with a handful of inspectors that do not follow the Town regulations. When we endorse the list of inspectors, we have a certain responsibility to permit holders to provide a list of qualified service providers who will comply with the Harbor Ordinance and regulations set forth in the application that the inspectors submit to the Harbor Department to be included on the list.

Executive Director Chief Mello stated that we have provided the Jamestown Harbor Commission with a list of compliance rates for updating inspections for the 2021 Qualified Mooring Installers. The compliance rate calculations include 2 different dates. The due date for inspection reports to be entered is June 15th. The August 24<sup>th</sup> date is when we start sending certified letters to permit holders that are not in compliance with having a current mooring inspection, notifying them that they are in jeopardy of forfeiting their mooring permit on October 1<sup>st</sup> due to not having their mooring inspected. Both the permit holders and the inspectors can see via Online Mooring when inspections are due.

Executive Director Chief Mello stated that the challenge we have is that we can revoke a permit from the permit holder but there is no recourse for inspectors who are not following the regulations that they agree to by submitting the application. The regulations are outlined in the application and in the approval letter that is sent to the mooring inspector when their application is approved and the Jamestown Harbor Commission votes to include them on the Qualified Mooring Inspector list.

Executive Director Chief Mello stated that the only way to address the behavior of inspectors is by not including them on the list. There are 4 companies that did not submit an application or submitted an incomplete application. The Harbor Staff is not recommending those 4 companies or individuals to be included on the list. If there is a consensus from the Jamestown Harbor Commission that you agree with the recommendation then we will notify those 4 entities that they have been removed from the list so they will have a chance to be heard at the next Jamestown Harbor Commission meeting.

A discussion ensued.

Sam Paterson, 23 Fox Run, addressed the Jamestown Harbor Commission stating that he is a mooring inspector and sent in an application and does not understand why he is not included on the recommended mooring inspector list.

Executive Director Chief Mello stated that the compliance rate for Mr. Paterson is 25% and also that he did not submit his insurance with the application.

Mr. Paterson stated that he had issues using the Online Mooring system.

A discussion ensued.

Commissioner Bois moved to approve the Mooring Inspectors highlighted in green (Aquidneck Mooring, Clark's Boat Yard, Conanicut Marine, J Sea Divers, Jamestown Boat Yard, Monarch Marine, Pleasant Street Wharf, and Rhode Island Mooring Services) to be on the 2022 Qualified Mooring Inspector list; Commissioner McCarthy seconded. So voted; 6 ayes, 0 nays.

Commissioner Bois moved to allow the 4 inspectors not recommended the chance to be heard at the January meeting to tell

why they should remain on the list; Commissioner Raynes seconded. So voted; 5 ayes, 1 nay (Junge).

Executive Director Chief Mello stated that the only recourse is for them to appeal is to the Town Council.

**XII. OPEN FORUM – CONTINUED - Review, discussion and/or potential action and/or vote**

Town Council Liaison White asked if he could have access to the compliance rate calculations for the inspectors.

**XIII. ADJOURNMENT- Review, discussion and/or potential action and/or vote**

Chairman Banks moved to adjourn at 5:50 PM; Vice-Chairman Junge seconded. So voted; 5 ayes, 0 nays.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'K. Devlin', written in a cursive style.

Kim Devlin  
Jamestown Harbor Clerk