

**Warren Harbor Commission
Minutes from the October 6, 2010 Meeting**

Present

William J. Kemp (chair)
Mark Amaral
Peter Tekippe
George Gempp
Matt Calouro

Absent

Julie Blount
Steve Surdut

Guests:

Ted Ackley
Wayne Wilbur

1. Approval of Minutes from September 7th, 2010. Motion made by Amaral, seconded by Peter Tekippe. Carried unanimously with following modification to paragraph 4, Town Wharf Update: Mark Amaral has prepared a slip management agreement for review that better defines the agreement between the land lease holder and the Town.
2. Harbormaster's Report presented by Chief Harbormaster, Matthew Calouro
 - a. Pumpout Boat has not been put out to bid as requested by harbormaster office/harbor commission.
 - b. Harbormaster recommends implementing a new online mooring management system to handle the allocation and registration of moorings. T
 - c. Harbormaster is attending Boat Crew training at USCG Castle Hill. Attendance in this course is free. This course contributes to the goal of regular and ongoing professional development for the Harbormaster's Office.
 - d. Discussed the Commission's interest in helping with this year's budgeting process and agreed that Harbormaster would prepare and distribute to the Commission following: FY10 budget, Proposed FY11 budget, estimates for capital improvement needs.
 - e. The USCG aims to reduce their navigational aids burden by 10% and are considering removing, altering federal navigational aids in the Warren and Barrington rivers. Harbormaster will represent Warren's interests in these ongoing discussions.
3. Review of in-water storage policy for the Town Wharf

Harbor Commission reviewed existing practice of allowing in-water storage of boats at the Town Wharf during the off-season. Mark Amaral motioned, seconded by Peter Tekippe and passed unanimously: Harbormaster will create a winter-storage contract that delineates the winter storage season and rates, requires tenants to have appropriate levels of insurance coverage, and

specifies that repairs for damage done the docks or facility is the responsibility of the tenants. This motion did not consider rates, leaving them as they are but Commission did note that an assessment of winter storage rates for FY11 should be done before FY11 winter contracts are offered.

4. Annual report

The Commission would like to prepare and present an annual report to the newly seated Town Council in December of this year. The reported is intended to educate and inform the Councilors and public about the progress that is being made against the Harbor Plan's goals and focus areas for FY11.

5. Rights of Ways (ROW)

Commission Chair reported no progress with working with DPW on installing ROW markers. Both the Chair and Matt Calouro will followup. Peter Tekippe asked if new (second round) ROW applications have been submitted, which they haven't been. Chair questioned if Steve Surdut is still available to serve the Commission noting it was Mr. Surdut compiled and organized ROW applications.

6. Harbor Commission Seats Available.

The Commission Chair indicated that Michael Squatrito has resigned from the Commission and that he will be requesting the Council fill the vacant seat.

7. A motion to adjourn the meeting was made by Peter Tekippe and seconded by George Gempp. All were in favor.

Respectfully submitted,

William J. Kemp, Chairman

Julie Blount, Secretary