

**Warren Harbor Commission
Minutes from the January 8th, 2012**

Present

William J. Kemp (chair)
Don Betts
Tom Culora
Mark Amaral
Julie Blount
Craig Lippman
Matthew Calouro, Harbormaster
Dave Pion (Assistant Harbormaster)
Kyle Smith (Law Fellow)

Absent:

Peter Tekippe

Meeting Opened by Chairman at 6:10 p.m.

- M/S/C: Approval of the Harbor Commission Minutes of December 2012.
- Harbormaster Report:
 - Budget proposal: Presented initial budget proposal for FY13-14. It includes two assistant harbormasters less than half-time. It was recognized that with this level of effort and the necessary administrative/office requirements, there isn't enough capacity to have a regular field presence. It was agreed that as a goal, we should be working to increase overall level of effort. The Commission discussed different ways of presenting the financials so that they are transparent and useful to making budgetary decisions.
 - Mooring appeals meeting: Commission is available to review final budget and prepare the justification. Commission agreed to use the first meeting in May as mooring appeals date. This meeting is to hear appeals by anyone who has missed the deadline for submitting a mooring application and as a result have forfeited their mooring.
- Marina and Commercial Dock Update: No Report
- ROW Status and update:
 - Surveying is done for certified locations for Chase Road ROWs and markers are ready to be installed. Commissioners Kemp, Lippman and Blount will work together to identify exactly where the markers should be installed.
 - Reviewed current list of ROWs that are ready to be submitted to CRMC by the Commission's Law Fellow. These include eight sites. We are waiting for final confirmation from CRMC regarding who should receive the package, how the applications are processed and to verify that the packages included everything that is required.
 - Once these are done, the Commission will assess and select the next tranche of

ROWs for consideration. As part of this selection process, the commission will consider a field trip of existing and possible sites.

- Other Business:
 - Installation of the flag pole was discussed. It was agreed that this should be discussed at the February agenda.
 - Status of the Marina slip contract was discussed. It was agreed that this should be discussed at the February agenda.

- Motion to Adjourn at 8:00 p.m.

William J. Kemp, Chairman

Mark Amaral, Secretary