

COASTAL PONDS MANAGEMENT COMMISSION MINUTES

Police Station
4901 Old Post Road
Charlestown, RI

January 9, 2017

Present: Chairman Rob Lyons, Robert Krause, Bill Wilson, Rich Thomsen,
Rich Phelan, Mike Roy

Absent: Jeffrey Burns

Chairman Rob Lyons declared a quorum was present, called the meeting to order at 7:30

Guests: None

Town Staff: Harbormaster Justin Vail

Secretary' Report:

The minutes of December 5, 2016 were reviewed.

Upon motion to accept, Mike Roy, and seconded, Rich Phelan, the minutes were unanimously approved.

Financial Report:

Harbormaster Justin Vail presented the Actual vs Budget – December 2016

Justin Vail presented the Coastal Ponds/Harbormaster Operating Budget Proposal for FY 2017-2018, hard copy provided to commission members and review using Power Point displayed on the white board.

Operating Budget

- Fees to remain unchanged – Projected Revenue \$ 62,265.00
- Wages to increase by 2%
- Expenses projected in line with 2016-1017
- Tools and Equipment \$ 3100 requested for storage container
- Total Expenses \$ 65,999,55
- Revenue to Expense sort fall of \$ 3,734.55
- Short fall, anticipated to be funded by TC general fund taxes from docks requested to be allocated to CMPC

Capital Budget

- Outdoor Parking and Storage Area – to be located behind Police Station. Gravel road way and 50x50 gravel parking area.
- Storage Container, boats, truck to be located on 50x50 gravel area.

Discussion of the budget and options reviewed. The CPMC members felt that the Storage Container should be removed from the operating budget and placed in the Capital budget.

With the container removed from the operating budget the Short Fall in Revenue compared to Expense was reduced to \$ 734.55.

Essentially the cost of a 2% increase in salary.

Motion was made, Mike Roy, to approve the Operating Budget with the removal of the Storage Container, seconded by Rob Krause. Unanimously approved by committee and will be forwarded to the Town.

Capital budget does not need to be submitted at this time, Justin was requested to review the Storage Area with container and consider the option of a building a structure to accommodate storage, boats and truck.

The commission also requested that Justin obtain a cost estimate from an engineering firm, for design and permitting repairs and enhancements to the Town Dock. The intent would be to request funding for an Engineering report in the 2017-2018 budget year. Request financing for the improvements in 2018-2019.

Harbormaster Report: None – December quiet

CRMC Applications: None

Old Business:

Dredging update provided by Rob Lyons – To be completed by End on January.

New Business:

Town Dock – reviewed as part of the capital budget

Tire tracks were observed in Marsh area with access near Elbow Beach.

Rock barrier recommended in the narrow area north of Elbow Beach. Committee recommends it be installed as far south as possible.

Public Comment: None

Next Meeting Schedule: Same time and location February 6th,

Adjournment: Rich Phelan moved to adjourn, Mike Roy Second
Meeting adjourned 8:54 Pm

Respectfully Submitted,

William H. Wilson

Approved: _____ as written
 _____ as amended

Date: _____