

Eliot Town Harbor Commission

Lee Emery - *Chairman*
B. Cabot Trott - *Vice-chair*
Lori A. Howell - *Secretary*

Benjamin P. Brickett - *Member*
Douglas A. Anderson - *Member*
Charles L. Rankie - *senior alt. Member*
Richard Russell - *alt Member*

Harbor Commission Meeting Minutes January 18, 2016 – 6:00 pm @ Eliot Town Hall

Meeting called to order at 6:00 p.m.

I Roll Call

Present – Lee Emery, Cabot Trott, Ben Brickett, Charles Rankie, Richard Russell
Absent, excused – Lori Howell, Doug Anderson
Also present – Grant Hirst

Charles Rankie and Richard Russell appointed to voting members in the absence of Lori Howell, and Doug Anderson, respectively.

II Agenda

By motion duly made and seconded, the agenda was amended by unanimous vote to include the Town Manager's 1/14/2016 memo to the Chair.

III Minutes

Mr. Rankie suggested changes to the minutes from December 21, 2015; *by motion duly made and seconded, meeting minutes were unanimously approved as amended.*

IV Reports from Officers and Boards

- a. Harbor Masters Report – The Chair received the HM report from December and stated that he would like to have the report current to the month of the meeting. Discussion about whether the HM report should be read at the HC meeting, since the HM reports to the TM, who would then communicate to the HC Chair. *Mr. Trott made a motion, which was seconded by Mr. Russell to eliminate the HM report from the HC agenda; motion is unanimously approved.*
- b. Chair reported receiving an email from the TM questioning the HC \$1,200 budget request. A discussion ensued about the mission, scope and authority of the HC and how it affects the budget request. After discussing potential future expenses, the members decided to go forward with the budget request as it was approved last month. *Mr. Russell offered to attend the joint budget and selectmen's meeting as the HC representative in place of the Chair who has another commitment.* HC members concurred.

V Unfinished Business

- a. Vote on BOS issues with HC by-law Section 4 - prior to this meeting the HC proposed changes to include striking language and adding language. *Mr. Cabot made a motion that the Section 4. is accepted as written. Mr. Rankie seconded the motion. The motion was unanimously approved. Mr. Trott will give the correction to Melissa to update.* Change attached.

- b. Budget request – Mr. Russell will attend Budget Committee as HC representative
- c. Update on waiting list categories – Mr. Trott said the ordinance should define (5) categories: 1.resident and 2. non-resident private, 3. resident and 4. non-resident commercial and 5. riparian. A municipal resident includes anyone who currently pays real estate taxes and/or resides in a dwelling for more than 180 days.
- d. Continued review of Harbor Ordinance
 - X. Fees –

After discussing who collects fees and where the funds end up in the Town’s budget, the following sections were reviewed with the following changes:

 - 1. - Fees in a. are accepted as is with no changes.
 - modified to change “the HC shall set their fees at their November meeting”; add d. Waiting list and e. Late fees. Discussion of the definition of “late” pointed back to the Abandoned Mooring section and the Chair suggested this be discussed again when Ms. Howell is present.
 - 4. - Keep as is “Late fee shall be assessed after June 1st.”
 - XI. Harbor Use Regulation
 - put the State Statute in here
 - 5. Aqua culture
 - HC should highlight aquaculture on our maps, Ms. Howell can inform us where to put this in.
 - XIII. Harbor Committee (section deleted)
 - Mr. Trott offered to start writing a definition of HC to use in the General Administration section.

A motion was made and seconded, and unanimously accepted to move forward on the agenda.

VI New Business

- a. Draft outline letter for spring renewals
 - a. This should be a letter for the TM “tools”; **Mr. Russell and Brickett will prepare a draft for the next meeting. The Chair will make sure they have the list of the TM’s concerns. Mr. Rankie requested to have the draft included with emailing of the agenda.**

VII Good of the Order

- a. Announcements – The next meeting is scheduled for February 15, 2016 at 6 p.m.

VIII Adjourn

Motion to adjourn was made and accepted; the meeting was adjourned at 8:15 p.m.