

# Eliot Town Harbor Commission

Lee Emery - *Chair*  
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- Approved June 20, 2016 – 6:00 pm @ Eliot Town Hall

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

### I Roll Call

Present – Lee Emery, Cabot Trott, Lori Howell, Charles Rankie, Richard Russell, Doug Anderson

Absent, excused – Ben Brickett

Charles Rankie appointed to voting member in the absence of Ben Brickett

### II Agenda

***By motion duly made and unanimously approved, the agenda was accepted as presented.***

### III. Minutes

Meeting minutes of May 16<sup>th</sup> – Mr. Rankie requested to add “Chair Emery” to the unfinished business review of the Harbor Ordinance item XV. Mr. Rankie also pointed out that the Roll Call section needed to be corrected to show Mr. Brickett was not in attendance at the meeting. *[Note-after a review the recorder’s notes and also checking the video streaming of the meeting, it was confirmed that Mr. Brickett was in attendance, delayed until 6:20 as the original draft indicated and therefore the roll call was not modified].*

Meeting minutes of May 23<sup>rd</sup> reviewed and Mr. Rankie suggested adding ‘of the previous Harbor Ordinance’ to follow Unfinished Business, 1. Page 1. Correct the date.

**Mr. Trott made a motion and was seconded by Ms. Howell to accept the minutes of May 16 and May 23 as modified, unanimous approval.**

### IV. Report of officer and board

- A.** Harbor Master’s report--The Chair read the May 2016 report, the copy of which shall be entered into the minutes. Mr. Emery raised his concern in reference to the report’s statement that ‘there are still some unregistered mooring--we will have to discuss late fees,’ his concern being, since the Harbor Ordinance is addressing these issues, what is there ‘to discuss.’ Mr. Rankie said he emailed the Town Manager (TM)(copying the Chair and the Vice Chair), on this topic, requesting the number of moorings renewed, not renewed, etc. prior to the June 20<sup>th</sup> meeting. The TM replied he would see what he could do, but no further information was received to-date. Mr. Emery said that perhaps it was because Mr. Rankie did not follow the requested chain of communication, i.e., that the Chair would be the person to carry communication between the HC and the TM. Ms. Howell suggested that the Chair make the request, as it is important information for the HC to have. Mr. Rankie also wanted an update on the Mooring Master Plan, but Mr. Russell said that the TM has hired someone to go out with a GPS. Mr. Trott stated that this was news to him, and had not been communicated to the HC. **Ms. Howell made a motion, which Mr. Trott seconded to have the Chair request the information on both the mooring stats and the Mooring Master Plan. The**

**motion was unanimously approved.**

**A motion was duly made and seconded and unanimously accepted to include the communication from Mr. Rankie to the TM in the meeting minutes.**

#### V. Unfinished Business

#### VI. New Business

- A. Memo from TM regarding requirements of new Town Charter effective 7/1/2016
- a. Although a red-lined draft of the HO would be required by the Charter, the TM had said prior that only a clean copy needed to be submitted
  - b. Mr. Rankie said the relevant items to the HC from the Town Charter are 1. No person can serve as chair of more than two committees or commissions, 2. Annual election of HC officers, 3. Open meetings to public, 4. Prepare and submit for posting agendas and minutes, 5. Keep Select Board apprised of activities, 6. Recruit new members, 7. video stream meetings. He further stated that most of the requirements the TM is raising have already been met by the HC.
  - c. July election of officers--Chair Emery stated his term as member of the HC will expire at the end of June and therefore he will not be able to serve as Chair at the July meeting. He explained that he is not planning to renew his membership on the HC. Mr. Rankie said the HC by-laws put the Chair in place through to the July meeting elections. The Chair explained that while that may be the case, he is no longer a valid member in July. Ms. Howell expressed her encouragement to the Chair to reconsider his membership as she feels he has made a valuable contribution to the difficult process of the update of the HO, and since the process is not yet complete, it would be loss of his expertise to the HC, as well a difficult time to bring a new member up to speed. Mr. Rankie concurred. Chair Emery said he understood that there was more work to be done on the HO, but he expressed discouragement that some of the issues are not going to be addressed. He also expressed concerns with his relationship with the HM, and also not having received the support of the TM. Ms. Howell expressed that the HC may have gotten off on the wrong foot with the HM because the HC was not clear about the organizational lines between the HC, HM and TM. Mr. Rankie read the HC's mission from the by-laws and said that the HC assumed the HM was responsible to put out the Harbor Master Plan, and we learned it is the TM responsibility. It is the TM role to give us the direction we need. The Chair said regardless of these issues, the HC needs to elect officers in July, and the appointment of the recorder is up in the air, though we still need a recorder of minutes. Mr. Anderson asked if the HC is on target with the timeline, and the Chair replied yes, and the next meeting should be addressing issues raised by the TM, TC and legal review. Mr. Rankie offered an additional perspective regarding the Chair's decision to renew his HC membership, suggesting that Mr. Emery would be free to terminate his membership at any time after renewing for another term.

#### VII Good of the Order

- a. Announcements – The next meeting is scheduled July 18th, 2016 at 6 p.m.

#### VIII Adjourn

***Motion to adjourn was made by Mr. Trott, seconded by Mr. Rankie and unanimously accepted; the meeting was adjourned at 6:50 p.m.***