

Approved: March 19, 2018

**TOWN OF GIBRALTAR  
HARBOR COMMISSION  
WEDNESDAY, DECEMBER 20, 2017  
MINUTES  
7:30 A.M.**

**Call to Order:** David Harris called the meeting to order at 7:33 A.M.

**Present:** Chairman Harris stated that a quorum of the Commission was present. Members present: Dave Harris, Brian Merkel, Paul Woerfel, and Rick Hecker

Absent: Greg Swain

Also present: Dennis Schermerhorn

**Proper Notice/Adopt Agenda:** Harris verified the agenda had been properly noticed.

*Motion: (Hecker, Woerfel) to adopt the agenda as posted. Carried*

**Approve Minutes of Previous Meetings:**

*Motion: (Woerfel, Hecker) to approve the minutes of the October 24, 2017 meeting as written. Carried*

**Chair Report:** Website is updated with 2018 information. Ready for reservations on Jan 2. Ice Heaters are in place and verticals have been removed.

**Public Comment:** None

**2018 Employment:** Dennis Schermerhorn has retired from Bayship and is interested in returning to the Dockmaster position.

*Motion: (Hecker, Merkel) to hire Schermerhorn as Dockmaster for 2018. Carried.*

Need to recruit staff for the 2018 season. Need to determine/compare pay scales. Brandon LeClair was assistant Dockmaster last year and will continue in that role.

**Waterfront Master Plan Ideas and Proposals:** A proposal was received from Baird and correspondence was received from Bill Brose, Smith Group JJR (referral from Bob Kufrin). If an engineer is hired they would also like to be considered. The Baird proposal includes several studies including wave action. The wave action study will help solve long term problems. Need direction from the Town as to whether the Harbor Commission is to address the Town Hall bathrooms'/ticket office.

The Commission would like to see:

- West ramp bathtub effect corrected, slope in front of Clark Park.
- The idea of a breakwater to protect west wall
- Evaluate the West dock functionality in high/low water and long-term use.
- West launch expansion to provide more docking with a concrete floater.
- Ticket office relocation to back of town hall to alleviate congestion.
- Would like to see a good concrete floating dock replace the Quo dock
- Main dock concept to be designed by a marine architect to accommodate the 25'-35' boats.
  - o Need to determine the number of smaller slips needed
  - o The bigger boats are primarily transients.
  - o Kelly will take a snapshot of the current slip utilization and demand.
- Fuel dock needs to be taken into consideration
- Potential to close east ramp/add slips

Will contact SmithGroup and advertise a RFP with the project understanding from Baird, with the Wave Action study as a separate option.

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Need commitment from the Town if one-way street is an option.

*Motion: (Merkel, Hecker) to send out an RFP with the project understanding. Carried.*

**Set next meeting date:** January 17, 2018 at time 7:30 A.M.

**Adjourn:** *Motion: (Merkel, Woerfel) to adjourn at 8:45 A.M. Carried.*

Respectfully Submitted,

Kelly Murre  
Deputy Clerk