

Minutes

**Regulations Review Committee
Harbormaster's Office
19 Harbor Loop
Gloucester, MA 01930
August 23, 2011**

Present: Phil Cusumano, Cate Banks and Tony Gross

Chairwoman Banks called the meeting to order at 7:00 P.M.

Item 1: Article VII City Owned Commercial Marinas Section 3

The committee agreed to add the following to the proposed language for Section 3 I

7. The Harbormaster will remove any traps still in storage after May 15 as per Section K. below.

K. Violations of lease provisions; termination of Lease agreement

Tenants found to be in violation of any of the provisions of the lease agreement, or these regulations, will receive verbal notification from the Harbormaster and given one week to come into compliance. If, after one week, the violation continues to exist the Harbormaster will issue a written notice to the tenant. Failure to correct the violation by one week past receiving a written notification will result in the tenant being required to come before the Waterways Board and risk having their lease terminated. Or, if the violation is trap storage, the traps will be removed.

Item 2: Waterways Board Rules of Procedures

The committee discussed the procedure for sub committees when holding joint meetings and when a quorum of the Board is present. It was agreed that the committee would reference the rules of procedure for the City Council, consult with the City Clerk and bring this agenda item back to committee at the next Regulations Review Committee meeting.

Item 3: Continuing and Other business

None

ITEM 4: Article IV Section 2J Amendment to Permits

The committee made no changes to this section.

Respectfully submitted,

Cate Banks