

# **CRUISE SHIP COMMITTEE**

## **PACKET OF MATERIALS**

### **MEETING JULY 26, 2018**

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Agenda

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# Agenda

Bar Harbor Cruise Ship Committee

Thursday, July 26, 2018

1:00 P.M.

Council Chambers, Municipal Building  
93 Cottage Street

- I. Call to Order
- II. Approval of Minutes
  - a. June 14, 2018
- III. Public Comment Period
- IV. Adoption of Agenda
- V. Staff Reports
- VI. Regular Business
  - a. Election of Officers
  - b. Ferry Terminal Business Plan/Ferry Proposal Update
  - c. Cruise Ship Rate Analysis Update
    - i. At the April 17, 2018 Town Council meeting, Town Council moved to ask the Cruise Ship Committee to undertake efforts to research, gather, and analyze fees other ports assess or charge and report back to the Town Council.
  - d. Cruise Ship Passenger Fees
    - i. At the April 17, 2018 Town Council meeting, Town Council moved to ask the Cruise Ship Committee to review the proposal to increase the Port Development fee from \$2.00 to \$3.00 per passenger and to report back to the Town Council with a recommendation.
  - e. Cruise Ship Grid Update - Martha Searchfield
  - f. Discussion about the day/time of future meetings
- VII. Public Comment Period

VIII. Items for the next agenda

IX. Set Meeting Date and Time

X. Adjournment

**Minutes**  
**Bar Harbor Cruise Ship Committee**  
**Wednesday, March 15, 2018**  
**1:00 P.M.**  
**Council Chambers – Municipal Building**  
**93 Cottage Street**

**I. CALL TO ORDER**

*The Chair called the meeting to order at 1:03 P.M. Chris Maller, Greg Gordon, and Darron Collins were not present.*

*Members present: Eben Salvatore, Chair; Charlie Phippen, Member leaving at 1:30 PM; Jim Willis, Member; Janna Richards, Secretary; Sandy McFarland, Member arriving at 1:45 PM; Skip Strong, Member; Ken Smith, Member; Martha Searchfield, Vice Chair; Stephen Coston, Member; Jeff Dobbs, Member; Amy Powers, Member; and Clare Bingham, Member arriving at 2:00 PM.*

**II. APPROVAL OF MINUTES**

**A. March 15, 2018**

*Mr. Phippen moved to approve the minutes of March 15, 2018 as prepared. Mr. Smith seconded the motion and the Committee voted 8-0-2 to approve the motion with Mr. Coston and Ms. Richards abstaining.*

**III. PUBLIC COMMENT PERIOD**

*Ms. Dessa Dancy came forward to speak about item 6.d on the agenda that relates to cruise ship passenger fees. She provided a May 17, 2018 article from the Mount Desert Islander to the committee, which states that the Bar Harbor Ferry Property Business Plan recommends a new \$2.00 per passenger infrastructure fee charge for all ship visits and that the fee is in line with similar markets.*

*Ms. Donna Karlson came forward to request that the cruise ship industry be more customized to fit into the community. An example was given that the cruise ship lights could be dimmed or turned off at night. Ms. Searchfield asked if Ms. Karlson could provide the committee with a list of "customizations" that could be considered. Mr. Salvatore indicated that during an annual review with the cruise ship industry, industry relations and communication are topics of discussion.*

**IV. ADOPTION OF THE AGENDA**

*Mr. Dobbs moved to adopt the agenda with the modification that agenda item 6.e be moved before agenda item 6.d. Mr. Smith seconded the motion and the Committee voted 10-0 to approve the motion.*

## **V. STAFF REPORTS**

*Mr. Phippen updated the Committee on the number of ships scheduled for the next few years. He also provided an update on a NOAA survey of the anchorage sites and on 2018 environmental monitoring and water quality testing.*

*Mr. Willis provided information on the police department's expenditures financed by cruise ship funds.*

## **VI. REGULAR BUSINESS**

### **a. Cruise Canada New England Update**

*Mr. Knight, Ms. Searchfield, and Ms. Powers provided an update of the symposium held in Boston during the end of May.*

### **b. ANP Transportation Study Update**

*Mr. Salvatore explained that the Park is requesting public comment on the transportation plan and that four alternatives are being proposed in the plan. Ms. Powers noted that Cruise Line International Association provided feedback on the plan to the Park via conference calls. Ms. Richards noted that the Town has drafted a memorandum to provide feedback on the plan to the Park and would be sending it to the Park after review by Council and the Planning Board.*

### **c. Ferry Terminal Business Plan Update**

*Mr. Knight updated the committee on the business plan, noting that the bond issue passed for the Town to purchase the ferry terminal property, that the Town would close on the property before November 30, 2018, and that the topic would continue to be on the Council's agenda to discuss and make decisions on next steps for utilizing the property.*

### **d. Cruise Ship Rate Analysis**

*Ms. Carol Chappell, a member of the Ferry Terminal Advisory Committee, came forward to provide a presentation on the research that was conducted by the committee comparing port fees amongst municipalities in the northeast and one municipality in Alaska. There was discussion about the findings of this research. It was determined that the following additional information would need to be collected in order for there to be better comparison between other municipalities with cruise ship ports and Bar Harbor: (1) population of the town/port, (2) number of ships per year, (3) duration of season, (4) how the municipality bills, (5) list of services provided at the port, and (6) any changes before and after the fees were assessed and/or increased/decreased. Amy Powers would take the lead on compiling this information and would update the committee at the next scheduled meeting.*

*Mr. Smith moved that a spreadsheet with a comparison of the above mentioned items would be compiled by the end of July. Mr. Dobbs seconded the motion and the committee voted 9-0 to approve the motion.*

**e. Cruise Ship Passenger Fees**

*It was decided to carry this item forward to a future meeting after more information is gathered and analyzed in order to be able to make an informed recommendation to the Town Council.*

**VII. PUBLIC COMMENT/QUESTIONS**

*Ms. Donna Karlson came forward to explain that the \$2.00 per passenger infrastructure fee recommended in the Bar Harbor Ferry Property Business Plan was targeted toward the potential of using the ferry terminal property. She also noted that the Town has a policy for cruise ship fund allocation.*

*Ms. Carol Chappell came forward to request that the committee determine the size of the cruise ships that are allowed to visit Bar Harbor. Mr. Salvatore indicated that the size of the ships visiting Bar Harbor is taken into consideration every year as is passenger caps.*

*Ms. Diane Vreeland inquired as to who has the discussions about cruise ship criteria, including determining size and passenger caps, that Mr. Salvatore mentioned. Mr. Salvatore stated that the cruise ship committee is tasked to review these criteria annually and to report findings to the Council.*

**VIII. ITEMS FOR THE NEXT AGENDA**

- a. Election of Officers
- b. Cruise Ship Rate Analysis Update
- c. Cruise Ship Grid Update

**IX. SET NEXT MEETING TIME, DATE AND PLACE**

*July 26, 2018 at 1:00 PM.*

**X. ADJOURNMENT**

*Mr. Willis moved to adjourn at 2:24 PM. Mr. Smith seconded the motion and the Committee voted 9-0 to approve the motion.*

*Signed as approved:*

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**Janna Richards, Secretary**  
**Cruise Ship Committee, Town of Bar Harbor**

**Date**