

CRUISE SHIP COMMITTEE

PACKET OF MATERIALS

MEETING DECEMBER 14, 2016

Cover page with date

Agenda

Minutes for approval

Supporting Documents

AGENDA

Bar Harbor Cruise Ship Committee

Wednesday, December 14, 2016

1:30 PM

Council Chambers

Municipal Building

93 Cottage Street

- I. Call to Order
- II. Approval of Minutes
 - A. November 9, 2016
- III. Adoption of agenda
- IV. Staff Reports
- V. Regular Business
 - A. Tom Dow, Vice President Carnival Cruise - update on Princess Cruise Lines corrective measures.
 - B. Draft "Port of Call Summary" form.
 - C. Reservation requests being received for a single ship during the summer months of July and August which exceed the passenger cap.
- VI. Items for the next agenda
- VII. Set next meeting time, date and place for the next meeting.
- VIII. Adjournment

Minutes
Bar Harbor Cruise Ship Committee
Wednesday, November 9, 2016
2:30 P.M.
Council Chambers – Municipal Building
93 Cottage Street

I. CALL TO ORDER

Chair Eben Salvatore called the meeting to order at 2:30 P.M.

Members present: Eben Salvatore, Chair, Chris Maller, Member; Paul Paradis, Member, Amy Powers, Member; Jeff Dobbs, Member, John Kelly, Member; Charlie Phippen, Member; Jim Willis, Member; Sandy MacFarland, Member, Greg Gordon, Member; Martha Searchfield, Member; Clare Bingham, Member; Robert Osborne, Secretary and Cornell Knight, Town Manager; Stan Harmon, Finance Director.

II. APPROVAL OF MINUTES

A. October 12, 2016

Mr. Paradis moved to approve the October 12, 2016 minutes as presented. Mr. Kelly seconded the motion, and the Committee voted unanimously to approve the motion.

III. ADOPTION OF AGENDA

Mr. Paradis moved to adopt the agenda as published. Mr. Dobbs seconded the motion, and the Committee voted unanimously to approve the motion.

IV. STAFF REPORTS

V. REGULAR BUSINESS

A. Budget Discussion

Stan Harmon described the changes in the budget document since the last meeting. He noted that it contains amended budget numbers at the request of the Chamber of Commerce. He also indicated that there were certain costs that were reassigned categorically.

Martha Searchfield described the difficulties the Chamber has had in attracting personnel at the current pay rate for the visitor center. She also noted that with the coming overtime rules that she feels that it is important they be fully staffed which will avoid overtime costs.

Mr. Knight indicated that the budget is putting funds aside for lights and engineering.

After a brief discussion the Chair asked for a motion.

Mr. Paradis moved to recommend this budget to the Town Council. Ms. Searchfield seconded the motion which was approved unanimously.

B. Cruise Ship Survey update

Mr. Osborne indicated that he had nothing new on the survey.

Mr. Phippen made a motion to table this item, Mr. Paradis seconded the motion which was approved unanimously.

C. 2018 Bar Harbor Cruise Ship Schedule and Passenger Caps (possible request for Council reconsideration).

Mr. Paradis explained that he feels the Committee should let these requests go as the Council has already acted on them and the ship lines have been notified. The Council looked at the possibility of funding an impact study and stated certain objections to allowing the caps to be exceeded without a plan in place.

The Committee discussed that expertise from the University of Maine (Todd Gabe) could be tapped to work out a survey mechanism and data to be looked at so that if such a social experiment were to be done that we would be ready to analyze the impacts and know what can be measured and what cannot.

Mr. Paradis clarified that this is not a spending study. This is a study that could look at the differences between 3,500 and 4,000 visitors a day and other factors to be determined. The goal would be to start before March 17.

Ms. Searchfield cautioned that the goals need to be well defined in order to measure the impacts accurately.

The discussion turned to variation of ship lines and if 90% or 50% of passengers off-load.

The discussion turned to how the passenger caps are measured, by lower berth and not by manifest. Mr. Phippen stated that the ships have the ability to report on how many leave the ship and all we must do is request such information.

Mr. Paradis urged the Committee not to seek to manipulate which lines can be attracted to Bar Harbor which could be viewed as discriminatory.

D. Cottage Street Streetscape Study update

Mr. Osborne reported that LARK Associates had been selected to do the work, the kick-off meeting had been held with Cottage Street stakeholders and a walkthrough had been done.

VI. ITEMS FOR THE NEXT AGENDA

None.

VII. SET NEXT MEETING TIME, DATE AND PLACE

December 14, 2016 at 1:30 pm in the Council Chambers.

VIII. ADJOURNMENT

Mr. Phippen moved that the meeting be adjourned at 3:22 pm and Mr. MacFarland seconded the motion which passed unanimously.

Signed as approved:

Robert Osborne, Secretary
Cruise Ship Committee, Town of Bar Harbor

Date

Charles A. Phippen
Harbormaster
1 Town Pier
Bar Harbor, Maine 04609



(207) 288-5571
FAX 288-1034
VHF 16 & 09
bhhmaster@barharbormaine.gov

Memorandum

To: Bob Osborne
From: Charlie Phippen
Date: December 7, 2016
Re: Agenda Items for the upcoming Cruise Ship Committee Meeting

I will be sending a draft of the Daily Port Call questionnaire that I developed with help from Martha Searchfield via email for inclusion on the discussion to continue from last meeting.

Also, I request you add an agenda item for the Committee to discuss reservation requests being received for a single ship during the summer months of July and August which exceed the pax cap.

Respectfully submitted,
Charlie

Town of Bar Harbor Daily Port Call Summary

Date: _____

Cruise Ship: _____ Line: _____

Ship Agent Name: _____ Agency : _____

Office Phone: _____ Cell Phone: _____

Weather Conditions: _____

Ship Lower Berth Capacity: _____

Actual Manifest Pax count: _____

Tender Landing location: _____

Total Pax Debarked ashore: _____

Number of Pax embarked on Shore Excursions: _____

Number of Ground Transportation (GT) vehicles: _____

Type of GT vehicles (i.e. Coach, Van...) _____

Total Ships Crew: _____

Number of Crew allowed ashore: _____

Submitted to Chamber of Commerce by: _____

Date Submitted: _____