

**Harbormaster Training Council Minutes**  
**January 11, 2018 10am**  
**Weymouth Police Station**

I. 1000hrs - Call to Order

**Members present:** Chad Hunter (Chair), Jamie Cunningham MSP, Steve Kamb MSP, Charlie Blair Edgartown, Bob Gillan QPD, Rob Akin MEP, Bill McHugh Salem, Shannon Sullivan EOPS, Dan Zivkovich MPTC, Joe Cheevers BPD (1035hrs).

Guests: Paul Milone Weymouth, Ethan Douglas

II. Review and approval of the December 12, 2017 minutes – **Motion** made by Charlie Blair to approve, seconded by Bill McHugh – all in favor with one abstention

III. Waiver/Exemption request by Dawson Farber – **Motion** to approve request by Bob Gillan, second by Rob Akin – all in favor.  
Discussion over the timeliness of certificates issuance; Gillan offers to assist as Clerk. Delivery of certificates would be expedited by having blank certificates prepared to enter applicant information when approved; possible MPTC funding to cover the expense.  
**Motion** made by Gillan to implement a 30day issuance of certificates, second by Akin – all in favor none opposed.

IV. **2018 Training Bulletin** – discussion and clarification on the in-service requirements. **Motion** by McHugh to approve the content, second Blair – all in favor.

V. **Instructor Qualification discussion** – Akin believes MEP can deliver Marine Theft and Vessel Documents. Laws pertaining to Harbormasters and Marine Medical courses may need specialized instructor qualifications. Discussion will be continued at the next meeting.

VI. **New Business/ member comments** – Dan discussed the new website, structure to HMTC content (limitations) and how the new site is linked to the MPTC page.  
-Hunter compliments the group on good progress in 2017 finalizing courses and would like to establish goals for 2018 at the next meeting.  
-Dan 6-day MPTC train the trainer available to Harbormasters

VII. **Public Comment** – None

VIII. **Next meeting:** February 8<sup>th</sup>, 2018 10-12p Weymouth if available

IX. **Adjournment:** 1105hrs

