

Final Minutes

J. Diggs 8/12/2014

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Stonington Harbor Management Commission

July 14, 2014

~~Minutes~~ Minutes (P. Tacy, Acting Secretary)



1. Call to Order: The meeting was brought to order at 7:01 by Vice Chairman Jesse Diggs, as Chairman Jay Spalding was absent. Those present were Messrs. Diggs, Motherway, Rose, Johnstone, O'Neill, MacKinnon, Smith, and Tacy. Also present: Harbormaster Donch, and Assistant Harbormaster Estabrooks. Absent: Messrs. Spalding, Crites. A quorum existed and the meeting proceeded.

2. Minutes: The Minutes of the June 9, 2014 meeting were reviewed. Acceptance as submitted was moved by Mr. Motherway, seconded by Mr. MacKinnon, and approved unanimously.

3. Correspondence:

1. **In Jurisdiction:** Mr. Diggs presented a summary of correspondences and proceeded to review the following in-jurisdiction items, with commentary offered by Mr. Keith Neilson from Dooko, Inc. The full documents as submitted are retained in the SHMC files and can be viewed if desired.
 - a) Andrews COP for dock extension; the request is to add to the existing dock and remove some boulders so as to improve access. DEEP has given preliminary approval. Approval was moved by Mr. Smith, seconded by Mr. Johnstone, and voted unanimously.
 - b) NESS floating dock relocation (seasonal). Mr. Smith moved acceptance, seconded by Mr. MacKinnon; Mr. Rose abstained; and approval was otherwise unanimous.
 - c) NESS requests moving previously approved crane to a different location. Mr. MacKinnon moved approval, seconded by Mr. Smith; Mr. Rose abstained; approved unanimously.
 - d) Town of Stonington permit request; moved to not in jurisdiction; no action required.
 - e) Town of Stonington, Bayview Ave. drainage improvement; no action required.
 - f) Two applications for dock improvements on Osbrook Pt; Public Notice only, required paperwork has not been received; no action possible at this time.
 - g) Borough of Stonington, proposed sand replenishment at foot of Ash St. to reclaim the beach. No action required.

2. **Out of Jurisdiction:** Out of jurisdiction correspondence; these matters will be referred to the appropriate Harbor Commissions.

4. Treasurers Report:

- A. **Current Financial Status:** Treasurer's Report (see enclosure). Acceptance was moved by Mr. Smith, seconded by Mr. O'Neill; approved unanimously.

5. Harbormaster's Report: The Report is attached. Comments: new spaces on grid seem ready to be opened up – Mr. Diggs asked that further discussion of this matter be held until a later item on agenda. No action is contemplated re. the vessel "Marnion" at this time. Mr. Donch will talk with vendor about getting anchorage buoys in place. Question – are added channel markers still needed? Mr. Donch says they are. Acceptance moved by Mr. Rose, seconded by Mr. Smith; unanimously agreed.

6. Old Business:

- A. Town of Stonington POCD: Mr. Diggs reported that receipt of the Commission's comments on the Stonington POCD draft has been acknowledged
- B. Old Stonington Town Wharf: Mr. Tacy reported that no new action had occurred with this Task Force.
- C. Tracking COP Projects: Mr. Diggs reported that the spreadsheet for tracking Certificate of Permission (POC, for modifying existing structures), Permit Consultation Form (PCF, for new construction) and Public Notices of intentions to apply for a permit was well needed and in use.

7. New Business:

A. Establish a "Mooring Assignment Working Group": Mr. Diggs proposed that a "Mooring Assignment Working Group" be formed. The goal of the WG is to assist the HM and Assistant HM in moving folks from the Waiting List to a mooring by facilitating more satisfactory reporting of sector surveys of mooring use made by Commissioners that will assist the Harbormaster in using this information to make optimum use of available mooring space. An extended discussion followed, during which Mr. Donch reported that the current non-uniform reporting process is difficult to work with, and Mr. Estabrooks offered to devise a universally useable spreadsheet form that will reference both old and new mooring number schemes. Mr. Johnstone and Mr. Rose offered to work with Messrs. Donch and Estabrooks and be on this Working Group. The group thus formed will report on its progress next month.

6. Preparation for Annual SHMC Plan Review for the August Meeting: Harbor Management Plan review; it was agreed that all members will re-read the existing plan and address comments on any needed change(s) to the existing plan to Mr. Diggs via email by or prior to July 25th.

8. Public Comment: There was no public comment.

9. Adjournment:

Adjournment was moved by Mr. Smith, seconded by Mr. Motherway, and voted unanimously at 9:17 PM.

Approved: Jay Spalding Date: 8/12/2014
Jay Spalding, Chairman SHMC

Attachments:

- A. Treasurer's Report;
- B. Harbormaster's Report

Attachment A (Financial Report):

SHMC FINANCIAL REPORT - 2014

Report Date: 7/31/2014	Plan	Apr	May	Jun	YTD	
Funds Generated:						
Balance Brought Forward:	8,704.84	7,010.88	30,180.98	21,518.98	8,704.84	8,704.84
Fuel Mooring Com/Pump/Plan:	128,258.04	128,004.74	0.00	0.00	128,258.04	128,258.04
Mooring Fees:	25,888.00	28,080.00	850.00	500.00	24,480.00	26,390.00
Miscellaneous Income:	210.00	100.00			100.00	100.00
Total Generated Funds:	34,954.04	30,190.98	81,040.98	22,018.98	33,339.04	34,188.04
Operating Expense:						
Mooring Admin:						
Mailing:	800.00				105.00	800.00
Telephone:	450.00				0.00	450.00
Computer Supp:	200.00				0.00	200.00
Miscellaneous:	100.00				814.80	1,000.00
Sub-Total:	1,250.00	0.00	0.00	0.00	1,020.80	2,180.00
Boat:						
Fuel & Oil:	300.00				0.00	300.00
Commissioning:	1,000.00			340.00	645.00	1,000.00
Storage:	750.00				0.00	750.00
Maintenance/Repairs:	750.00			307.00	357.00	750.00
Equipment:	350.00				0.00	350.00
Sub-Total:	3,050.00	0.00	0.00	727.00	1,002.00	3,050.00
Harbor Maintenance:						
Boat Commissions/Hull/Bulk:	2,000.00		420.00		861.02	2,000.00
Misc Services/Locker/Storage:	500.00				0.00	500.00
Signage:	100.00				0.00	100.00
Sub-Total:	2,600.00	0.00	420.00	0.00	861.02	2,600.00
Dock/Pumpout:						
Cook Equip Maintenance:	600.00				0.00	600.00
Pumpout Equip Maintenance:	0.00				0.00	0.00
Miscellaneous:	100.00				0.00	100.00
Sub-Total:	600.00	0.00	0.00	0.00	0.00	600.00
Administrative:						
Supplies:	0.00				0.00	0.00
Newspaper:	750.00				0.00	1,000.00
Professional Services:	0.00				0.00	0.00
Sub-Total:	750.00	0.00	0.00	0.00	0.00	1,000.00
Total Operating Expense:	5,250.00	0.00	420.00	727.00	2,713.82	6,400.00
Approved Projects/Capital:						
New Boat Reserve:	5,000.00				0.00	5,000.00
New SNV Buys (2):	2,000.00			1,292.00	1,292.00	2,000.00
Mooring Field Grid Alignment:	1,000.00		185.00		105.00	1,000.00
Town Pier Breakwater Analysis:	500.00				151.87	500.00
Pumpout Pier ESD Design/Permit:	2,000.00				0.00	2,000.00
Hydrographic Survey Project:	10,000.00		8,000.00		9,000.00	9,000.00
Boiler - Robert G:	1,500.00				0.00	1,500.00
Radar - Robert G:	1,500.00				0.00	1,500.00
Total Project/Capital:	23,500.00	0.00	8,185.00	1,292.00	10,528.87	23,100.00
Total Designated Funds:	31,750.00	0.00	8,625.00	2,618.00	13,227.08	32,500.00
Undesignated Funds:	2,804.04	30,190.98	21,518.98	19,886.98	19,886.98	1,688.04
Notes:						
Petty Cash Advance - 500.00		Don't - 210	USPO - 711	Docdon - 103		
Harbor Boat Reserve - 640.00		Age - 1,000	Docdon - 1,214			

Attachment B (Harbor Master's Report):

**Harbormaster Report
July 14, 2014**

New Mooring permits issued: 2 Moorings being given up (this month): 0
New Mooring assignments offered: 6
Deposits to SEMC account since last report: \$ 0 2014 YTD = \$25,050

NESS and "Wad Club" summer instructors have been briefed on the rules of the harbor and the expectations of the sailing instructors. Points of contact for each organization have been established.

Met with Steve Kingsland (Dodson Boatyard) and Ian Hetherington (Don's Dock) on the water today. We have a game plan for moving many moorings that need to be moved or have requested moves. This will help free up more mooring locations for persons on the waiting list.

As of today, derelict vessel "Fiddlers Green" has not been disposed of by Dodson Boatyard.

Recommend that we include 4 buoys to mark the inner harbor channel in next years budget. The 4 that Dodson currently owns are nearing end of useful life.

The "Transient Anchorage Area" buoys and "SNW" buoy for the breakwater to Wamphassac Pt "out" still need to be deployed.

September's Special Olympics Sailing Regatta will be hosted by Wadawanuck Club this year. Harbor events should not be significantly changed by the change of venue.

Robert G

In water. No problems / concerns.

Respectfully Submitted


Eric Donoh
Stonington Harbormaster