

FINAL
Town of Stonington, CT
Stonington Harbor Management Commission
Special Meeting
October 19, 2010
7:00 PM
Stonington Borough Hall

A special meeting of the Stonington Harbor Management Commission was held on Tuesday, October 19, 2010 at the Stonington Borough Hall. Attending were Chairman Peter Vermilya, Alan Banister, Jesse Diggs, Jean Dixon, William Geary, Sherman Crites, George Kenyon, Rodney Johnstone and Harbormaster Eric Donch. Deputy Harbormaster Charles Estabrooks and Ed Smith did not attend.

I. Call to Order

The meeting was called to order at 7:05PM by Chairman Vermilya. The Chairman welcomed the return of Bill Geary as a SHMC commissioner and announced the resignation of Bill Abt from the SHMC Commission. Chairman Vermilya acknowledged Mr. Abt's contributions to the Commission and thanked him for his service. The vacant position will be filled by a Stonington town candidate and interested parties are encouraged to apply.

II. Minutes

Mr. Kenyon motioned to accept the minutes of the September 13, 2010, meeting as written and Mr. Banister seconded. The motion was approved unanimously.

III. Correspondence

Chairman Vermilya reported the following correspondence:

- A) Out of Jurisdiction
 - 1. Permit application, Lamberts Cove: New dock, etc. at 28 Harborview Terrace for Joan Vorster and Danny Sokolik.
 - 2. CT DEP COP, Lamberts Cove: Repair of seawalls at Harborview Terrace for Mr. Bomster.
- B) In Jurisdiction
 - 1. CT DEP COP, 255 Wamphassuc Point Road: New boat lift for James & Pamela Elesh.
 - 2. CT DEP COP, 257 Wamphassuc Point Road: Pier modification for the Capuano Trust.
- C) Bills Paid/Outstanding
 - 1. Paid: To Sherman Crites, \$143.50, for the certified receipt mailing to the first 25 Wait List persons and for the purchase of a Harbor Management Plan.

IV. Treasurer's Report

In consideration of Treasurer Abt's resignation from SHMC, Chairman Vermilya announced the appointment of Jean Dixon as Treasurer.

Ms. Dixon presented the Treasurer's Report (Attachment A). Mr. Kenyon motioned to accept the Treasurer's Report as presented. Mr. Banister seconded and the motion passed unanimously.

V. Harbormaster's Report

The Harbormaster's Report, October 19, 2010 was presented by Harbormaster Donch (Attachment B).

Extended discussion:

- a) Reporting: HM Donch reported that 1 new mooring permit was issued to Mr. Dahl at N-78 location.
- b) HM Donch will include in his monthly report: Report of moorings currently available to include Mooring #, Comments, Status and related dates. Moorings that have been reassigned during the month will drop off the report and appear as permits issued for the month in the summary section.
- c) HM Donch stated that the exit of Cardi Corp from the harbor will have no impact on harbor management. Cardi moorings have been removed.
- f) HM Donch and Mr. Diggs confirmed that the Velvet Mill has offered a prime spot logistically for the ROBERT G. The 6 month rental runs from November 1, 2010 to April 30, 2011 at \$100/mo.
- g) Mr. Banister moved to accept the Harbormaster Report as presented. Mr. Johnstone seconded the motion which passed unanimously.

VI. Old Business

- A) Mooring Status

1. Harbor Mooring Survey

a) Commissioners assumed responsibility for ongoing survey and monitoring of harbor sections as follows:

- "N" - Mr. Kenyon
- "P" - Mr. Smith
- "Q" - Mr. Banister
- "R" & "S" north of Transient area - Mr. Crites
- "T" & "S" south of Transient area - Mr. Johnstone
- "V" & "W" - Ms. Dixon
- "Y" - Mr. Diggs
- East Side - Mr. Donch

b) Issues:

HM Donch reiterated the value of the harbor surveys completed in conjunction with commissioners during the summer. Surveys for Sections N, P, R and partial S section (north of the transient area) are in progress.

- Incomplete, non-standard and inadequately identified moorings were located during the surveys. HM Donch will develop a moorings specification with diagram letter to define mooring attributes and identification requirements. The letter will be included with renewal mailings and will be sent to the local mooring service providers to ensure adherence to the Plan standard.
- Boats that differed from those approved on the permit's application were identified. Commissioners will notify HM Donch of these incidences that occur more than occasionally on a specific mooring during their periodic surveys of their mooring areas.
- Moorings that appeared unused for extended time periods were discussed. Some were identified by winter sticks left at the mooring during all seasons. *Mooring owners of these more obvious incidences of non-use will be notified by HM Donch that their mooring will not be renewed. They may request reconsideration upon justification.

*Holders whose moorings repeatedly appear unused/empty during harbor surveys will be asked to

confirm by letter their interest in continuing to hold the mooring and to explain the mooring's apparent non-use.

2. Available Mooring Status

HM Donch presented an overview of moorings that have become available in recent years. He cited instances where moorings have opened up but have not been reassigned because changes in the mooring area (Stonington Common Docks, Dodson's and Wadawanuck Club dock expansions, for example) have eliminated the suitability of that area for moorings. The new HM Boat/Pumpout dock may similarly impact moorings in that area.

HM Donch will continue to make this information available by inclusion in his monthly report (see #V. b).

3. 2009 Moorings not Renewed for 2010

See #2.

B) SHMC Financial Procedures and Reporting

Chairman Vermilya stated that several new procedures and financial reporting structures will be developed. Effective November 1, 2010, Commissioners and the Harbormaster's Office should forward all revenue for deposit and invoices with accompanying receipts to the Treasurer who will interface with the Stonington Town Department of Finance for these transactions.

*Financial Reporting: Ms. Dixon requested comments from Commissioners by November 1, 2010 on a financial reporting structure that would optimize the administration of harbor business.

*Budget Planning: Ms. Dixon asked that Commissioners submit their projected 2011 miscellaneous expenses and potential capital expenses by December 1, for review and approval by the Commission at a future meeting.

C) Wait List Policy and Procedures

The "First 25 Wait Listed Persons Mailing with Return Receipts" that was completed during September by Mr. Crites was commended by the Commission. Commissioners will attempt to contact the 2 return receipts outstanding (Mr. Morris and Ms. Burgess). The importance of mooring wait listed persons and

holders to inform the Harbor Commission of address and other relevant changes was once again noted by the Commission.

17 of the 25 returned confirmation or update information. In the 2011 mailing, the Commission will require that the recipient return the form with completed information to ensure appropriate review/awareness by the recipient.

*HM Donch will contact wait list persons for current mooring assignments soon so that they can avoid having to sign 2011 contracts for mooring arrangements with other providers in the usual Dec-Jan timeframe. They will be treated as renewals in the spring permit renewal process, with no fee for 2010.

D) Harbormaster Boat/Pumpout Boat Dock Project

Chairman Vermilya stated that \$43,200 was awarded by CT DEP from funds provided by the Federal Clean Vessel Act. A contract will be signed and further meetings scheduled to move the project forward.

E) Slow/No Wake Harbor Ordinance

Mr. Banister reported he and Chairman Vermilya presented the proposal on October 18, 2010 to the Stonington Borough Board of Warden and Burgesses who voiced their support of the ordinance.

Mr. Banister suggested that the proposed ordinance be deferred for town vote from December, 2010 to approximately February, 2011 to avoid confusion with Pawcatuck River Harbor Management business that will be presented at the December meeting. The Commission agreed that Mr. Banister should pursue this rescheduling.

Mr. Banister presented "Considerations to Expand Stonington Harbor SLOW NO-WAKE ZONE" for use in educating the public about the proposed ordinance. It will be distributed to local media, service providers, beach and yacht clubs and other public venues that service the marine public. The Commission suggested that the document be reduced to one page which will be included as Appendix C in the FINAL version of the October minutes or in the November, 2010 minutes.

No Wake signage or buoys will be required for traffic entering the harbor from the north side of the railroad tracks in addition to those already planned for the southern entrances.

D) Harbor Management Plan Update

The sub-committee, Mssrs. Johnstone, Crites, Diggs, Smith and Donch, met to launch the update project. A form to manage the updates to the Plan document was developed to include current plan verbiage, new plan verbiage and explanatory comments for the sections undergoing updates. This format will support Commission review of the updates as well as public review during the public workshops/information sessions that will be scheduled.

*Commission members will provide input to the sub-committee by December. The sub-committee will develop a first draft of updates from which the Commission will work during the spring to create a final draft for public review in summer, 2011.

VII. New Business

No new business was discussed because of the Special Meeting designation of this meeting.

VIII. Public Comment

There was no public comment.

IX. Adjournment

The meeting adjourned at 9:15 upon a motion that was proposed, seconded and approved unanimously.

Submitted by Jean D. Dixon

*Indicates action items

Attachment A

Treasurer's Report
Stonington Harbor Management Commission
October 19, 2010

	<u>Sept</u>	<u>YTD (\$)</u>	
Misc. Program Income	0.00	10.00	
Mooring Fees Received	0.00	7,880.00	
Total Revenue	0.00	7,890.00	
Personnel Services	0.00	0.00	
Professional Services	0.00	0.00	
Postage	0.00	0.00	
Advertising	0.00	0.00	
Consumable Supplies	0.00	0.00	
Legal Fees	0.00	0.00	
Miscellaneous	0.00	0.00	
Harbormaster Expenses	0.00	2,539.42	
Equipment and Repairs	0.00	700.00	
Total Expenditures	0.00	3,239.42	
Revenue Over (under) Expen.	0.00	4,650.58	
Cash Available to Harbor Commission			22,894.16
Cash Reserved for Boat			300.00
Cash reserved for new dock			9,840.00

Attachment B

Harbormaster Report

October 19, 2010

New Mooring permits issued: 1 (Dahl wl#9)
Mooring being given up (this month): 0
New Mooring assignments offered: 0
Additions to Waiting List: 9 Total: 205
Deposits to SHMC account since last report: \$ 0 (2010 YTD = \$7420)

Per conversation with Al Nazareth (project manager for Cardi Corp) Amtrak has stopped the railroad bridge replacement project. Drilling for new bridge piles was not proceeding as scheduled with 24 of 74 piles complete to date. Per original schedule, all piles should have been complete by now. It is unknown if/when project will resume.

As of 10/18 all Cardi barges have been moved from RRtrack work location to Town Dock. The barges are scheduled to leave the harbor within the week.

I have been able to spend some quality time on the harbor with commission members resolving the discrepancies in the mooring survey vs. their own surveys from this summer. This will make the SHMC meeting discussions shorter and is very productive. I suggest all SHMC members schedule on water time with the harbormaster to see issues first hand next summer.

As of 10/18 I have received 23 of 25 return receipts for the mailing to the top 25 wait list persons. From this mailing one person has asked to be removed from the list (#10). The two outstanding returns are NYC addresses (coincidence?). 17 people sent replies with confirmation and/or updated information (mostly larger boats).

Robert G

Winter storage: I have been told we have a storage location in the Velvet Mill for the winter.

Boat will be hauled once the boat count in the harbor is lowered. A check of the boat's log book shows it has been hauled in early November each of the last 3 years. Boat will go to PMW Marine for winterization before placed in storage.

Respectfully Submitted

Eric Donch
Stonington Harbormaster