

FINAL
Town of Stonington, CT
Stonington Harbor Management Commission
Special Meeting
November 15, 2010
7:00 PM
Stonington Borough Hall

A special meeting of the Stonington Harbor Management Commission was held on Tuesday, November 15, 2010 at the Stonington Borough Hall. Attending were Chairman Peter Vermilya, Alan Banister, Jesse Diggs, Jean Dixon, Ed Smith, George Kenyon, Harbormaster Eric Donch and Assistant Harbormaster Charles Estabrooks. Rodney Johnstone, William Geary and Sherman Crites did not attend.

I. Call to Order

The meeting was called to order at 7:05PM by Chairman Vermilya.

II. Minutes

Mr. Kenyon motioned to accept the minutes of the October 19, 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. Mason's Island- Karin Whitmore: CT DEP COP for pier repairs.
- B) In Jurisdiction
 - 1. Harbormaster/Pumpout Boat Dock correspondence-see Old Business #”E”.

IV. Treasurer's Report

- A) Ms. Dixon reported that \$143.50 was paid to Sherman Crites in October for the Wait List Mailing expense. \$1871.45 to Eric Donch for 2010 harbormaster expenses and \$600.00 to Velvet Mill Equities, LLC for ROBERT G boat storage are in process. Cash Available to the Harbor Commission is \$22,755.66.

*Chairman Vermilya will correspond with Stonington Finance Department to transfer \$300 dock reserve to operating funds.

- B) Monthly Report Format

Ms. Dixon proposed a new monthly financial report format (Attachment A) to support enhanced budget planning, tracking and revenue/expense reporting. Discussion about the amount of data that

should be presented in the monthly format as well as the categories for expense reporting ensued.

*Commission members will submit their consensus recommendation on these issues to the Treasurer Dixon by November 22.

C) 2011 Budget Process

*Ms. Dixon requested that members submit their anticipated 2011 revenue and expense projections to her by December 1. Budget input will be consolidated for review and approval at the December 13, 2010 SHMC meeting. Proposed capital expenditures will be presented at this time by commission members for review and approval by the Commission as part of the budget

V. Harbormaster's Report

The Harbormaster's Report, November 15, 2010 was presented by Harbormaster Donch (Attachment A).

a) Mooring Business:

HM Donch reported that 24 new moorings were offered to wait listed persons this month. 13 have been accepted and confirmed; 11 are outstanding. 11 of the moorings are new locations in the harbor which will be numbered and identified in order of installation. HM Donch has designated Dormor-style moorings (pyramid form) for the shallow area moorings. 5 mooring locations are no longer feasible due to dock expansions and relocations.

HM Donch stated that outstanding mooring offers will remain open until the end of December at which time the offers will go to the next persons on the wait list. New mooring holders will start 2011 as renewals with no fee for 2010. He said offers extended to persons who do not have a boat to immediately occupy the mooring, have one year to remain at that wait list position for next available moorings. 9 letters will be sent revoking moorings to holders whose moorings have not been used as evidenced by year-round winter stake markers.

Mr. Banister commended HM Donch on this season's mooring assignment process and the Commission acknowledged its success. Noted were the high number of moorings identified as available and offered; the excellent contact rate of wait listed persons; and the early timing of the offers to enable boaters to efficiently plan for next season's mooring accommodations.

b) Mr. Banister moved to authorize HM Donch to engage Don's Dock for the seasonal removal and reinstallation of the transient

anchorage area buoys. Mr. Kenyon seconded the motion which passed unanimously. The buoys will be stored with the ROBERT G at the Velvet Mill during the winter season.

- d) HM Donch will coordinate installation and maintenance of the harbor channel buoys with Dodson's who have managed them in the past. They are deemed necessary by the Harbormaster.
- e) Mr. Banister moved to accept the Harbormaster Report as presented. Mr. Smith seconded the motion which passed unanimously.

VI. Old Business

A) Mooring Status: Covered under Harbormaster's Report.

B) Slow/No Wake Harbor Ordinance

Mr. Banister reviewed the "Proposal to Expand Stonington Harbor SLOW NO-WAKE ZONE" (Attachment C). The Commission's intent for the document is to educate the public about the proposed ordinance, believing that an informed public will encourage a positive voter turnout when the issue is presented for vote at Town Meeting.

The document highlights the history of the proposed ordinance including the expanded use of harbor waters by boats, dockage, moorings, clubs, sailing programs and various other activities that have increased attention and concern for harbor safety. The Commission recommended that graphics be included in the document to map the area impacted by the ordinance for further clarification.

The Town Meeting date for the Stonington Harbor ordinance vote has not been determined. The Commission recommends that it not be presented at a meeting with other harbor management plan proposals that are under consideration in the area (Pawcatuck, Mystic) to ensure that there is no confusion about individual plan content.

*Mr. Banister will confirm the date with Mr. Habarek for the Town Meeting to vote on the ordinance.

The document will be distributed to mooring holders on the Commission's data base for whom e-mail addresses have been supplied as well as to local media, commercial establishments, boating clubs and other public venues that service the marine public.

C) SHMC Financial Procedures and Reporting: Covered under the Treasurer's Report.

D) Wait List Policy and Procedures: Covered under the Harbormaster's Report

The Commission agreed that Wait List Policy and Procedures had been successfully addressed this year with the mooring assignment process optimized for efficiency and timeliness. Chairman Vermilya commended all who contributed to the effort.

E) Harbormaster Boat/Pumpout Boat Dock Project

1. Chairman Vermilya reported the following correspondence had been forwarded to him by Larry Sullivan, Town Engineer.
 - a) Letter of commitment from CT DEP to fund the dock/pumpout facility for \$43,200.00.
 - b) Letters of commitment from CUSH and SHMC.
 - c) CT DEP granting of permit extension until 9/20/2011.
- 2) A meeting is scheduled for 11/22/2010 with CUSH, Larry Sullivan (Town Engineer), HM Donch and Chairman Vermilya to plan the next steps. The project is scheduled for completion by May, 2011. The commission will apply to CT DEP for funding for ongoing operation and maintenance.

F) Harbor Management Plan Update

Mr. Smith reported that a format 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. The commission agreed that expediting the plan update for public approval was important and the committee was encouraged to continue priority on this project.

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 8:48 upon a motion that was proposed, seconded and approved unanimously.

Submitted by Jean D. Dixon

*Indicates action items

Attachment A

DRAFT

**Stonington Harbor Management Commission
Proposed Monthly Financial Report Format : 11/15/2010**

	<u>MONTH</u>	<u>YTD</u>	<u>BUDGET</u>	<u>BALANCE</u>
<u>REVENUE</u>				
Mooring Fees	\$ 0.00	\$7,880.00		
Miscellaneous	<u>5.00</u>	<u>15.00</u>		
Total Revenue	\$ 5.00	\$7,895.00		
<u>EXPENSES</u>				
Mailings	\$167.90	\$ 434.45		
Telephone	464.47	506.93		
Computer Software	0.00	51.99		
Supplies	<u>0.00</u>	<u>0.00</u>		
Mooring Administration	\$632.37	\$ 993.37		
Fuel	\$147.50	\$ 188.74		
(De)Commissioning	0.00	0.00		
Storage	0.00	450.00		
Maintenance	0.00	170.00		
Equipment	<u>194.27</u>	<u>194.27</u>		
Boat/Dock Maintenance	\$341.77	\$1,003.01		
Transient Buoys	\$ 0.00	\$ 722.40		
Signage (Sandy Point)	<u>\$ 40.81</u>	<u>\$ 740.81</u>		
Harbor Maintenance	\$ 40.81	\$1,463.21		
Harbor Survey	<u>\$1000.00</u>	<u>\$1,000.00</u>		
Professional services	\$1000.00	\$1,000.00		
SHMC Minutes Storage	\$ 0.00	\$ 223.29		
Miscellaneous	\$ 0.00	\$ 223.29		
Total Expenses	\$2,014.95	\$4,682.88		

SURPLUS/(DEFICIT): \$3,212.12

BILLS PAID/OUTSTANDING THIS MONTH:

Paid: \$143.50-Sherman Crites (Wait List Mailing)

Outstanding: \$1871.45-Eric Donch 2010 Expenses

CASH AVAILABLE TO COMMISSION: \$20,884.21

RESERVED FUNDS: Boat: \$300.00 Dock: \$9840.00

Attachment B
Harbormaster Report
November 15, 2010

New Mooring permits issued: See page 2
Moorings being given up (this month): 1 (Carter S-42)
New Mooring assignments offered: See page 2
Additions to Waiting List: 0 Total: 205
Deposits to SHMC account since last report: \$ 0 (2010 YTD = \$7420)

All 25 of 25 return receipts for the mailing to the top 25 wait list persons have been received.

24 mooring locations offered. 12 are confirmed that they will be taken via returned application. 1 has confirmed via telephone. 11 have not been confirmed yet. These moorings will be considered complete once they are entered into the database.

11 of the offered moorings are new locations.

11 of the offered moorings are reassignments of given up moorings.

2 are openings created by relocations.

5 mooring locations identified during surveys this season have been determined to no longer be feasible locations due to dock expansions and previous relocations.

Need Transient anchorage buoys serviced (removed from harbor).

Robert G

Winter storage: The location in the Velvet Mill is a much better location than we had last year. It will be very easy to get the boat in and out.

I expect to haul boat the week of November 15th.

Boat will go to PMW Marine for winterization before placed in storage.

Respectfully Submitted

Eric Donch
Stonington Harbormaster

ATTACHMENT C

Proposal to Expand "Slow No-Wake" Zone In Stonington Harbor

The use of Stonington Harbor has expanded in recent years and safety within the harbor has become of more concern. There are more people using the harbor with a variety of boats from kayaks to powerful multiengine outboards. There are new organizations using the harbor and established organizations have expanded to make the harbor more accessible to the public. The Stonington Small Boat Association has accommodated more members by adding boat and kayak racks. Established in 2002, the Stonington Harbor Yacht Club has become a presence in the harbor. Founded in 2006, the Stonington Harbor Yacht Club Sailing Foundation has now become a completely separate organization. Additionally, Dodson's Boatyard has expanded its docks and its services, and Don's Dock is in the process of an expansion. Amtrak is working to increase the clearance of the railroad bridges in the north end of the harbor which will invite larger boats into Quanauduck Cove. Furthermore, there are more docks on both the west and the east sides of the harbor. Powerboats throwing wakes onto these docks create disruption for boat owners and possible damage to docks and to boats. Moored boats are also subjected to these wakes and the consequent disruption.

To ensure continued safe use of the harbor, the Stonington Harbor Management Commission (SHMC) has begun the process to expand the "slow no-wake" zone within the harbor. The proposed expanded line of demarcation for slow no-wake travel in the harbor will be a line drawn from the day marker at the end of the Monsanto (Inner) breakwater, marker #8, to green can #7, and extended to the day marker, green #5 at the east end of the west breakwater. The line continues west along that breakwater across the opening to Wamphassuc Point. DEP approved buoys will be placed along these water lines to clearly mark the beginning of the slow no-wake area to the north of this line of demarcation. Signage or buoys will also be in the northern end of the harbor near the railroad trestle. The time to transit from the existing northern no-wake area to the proposed southern line would be increased by approximately 3.5 minutes.

The SHMC has received early positive encouragement for the proposed expansion from the Boards of Stonington Harbor Yacht Club, SHYC Sailing Foundation, Harboredge Association, the fisherman's association-SNEFLA, CUSH, from Dodson Boatyard, Don's Dock and from members of the Stonington Small Boat Association. We have met with Stonington Police Chief Stewart and Capt. Desmond. They appreciate the increased need for safety in the harbor, are in favor of the proposed "Slow No Wake" expansion and will enforce it. With prior approval from the Town Attorney, the proposal was presented to the Board of Selectmen and was passed unanimously. The proposed ordinance had been developed during several meetings with the DEP Safe Boating Division and was written by the DEP. Further support has come from the Stonington Borough Warden and Burgesses. The next step will be to have the ordinance appear on the agenda of a Town Meeting for public approval. Following approval, an application with the ordinance will be submitted to CT DEP. Once accepted, the Commission will deploy appropriate "Slow No- Wake" buoys for the following boating season.

Stonington Harbor Management Commission, November 15, 2010