

FINAL
Town of Stonington, CT
Stonington Harbor Management Commission
Regular Meeting
February 13, 2012
7:00 PM
Stonington Police Public Meeting Hall

A regular meeting of the Stonington Harbor Management Commission was held on Monday, February 13, 2012 at the Stonington Police Public Meeting Hall. Attending were Chairman Peter Vermilya, Bruce MacKinnon, Rodney Johnstone, Jean Dixon, Jesse Diggs, Peter Tacy, Sherman Crites, Harbormaster Eric Donch and Assistant Harbormaster Charles Estabrooks. Ed Smith, George Kenyon and Alan Banister did not attend.

I. Call to Order

The meeting was called to order at 7:00PM by Chairman Vermilya. Mr. Diggs motioned to move a public comment regarding pass-down moorings to the head of the agenda, Mr. Crites seconded and the motion was unanimously approved.

Mr. David Motherway commented to advocate Commission support of the Mooring Passdown proposal currently under consideration. Former harbormaster, Charles Lathrop, attended and gave public comment in support of the proposal as well as some historical context for consideration by the Commission.

II. Minutes

Mr. Tacy motioned to accept the minutes of the January 9, 2012, meeting as amended and Mr. Crites seconded.

III. Correspondence

Chairman Vermilya reported the following correspondence:

A) Out of Jurisdiction

- Masons Island (Van Winkle): pier, railway and seawall restoration
- Latimer Point (Gennaro Modugno): seawall repair

B) In Jurisdiction

- Dodson application to DEEP for extension of permitted travel lift track. SHMC reviewed and issued no comment on the application.

The Commission determined Commission authority was inherent in the DEEP permitting review periods and required timely review and feedback to the applicant, its agent and the DEEP if there are issues. Chairman Vermilya has implemented electronic distribution of permit documents to commission members which will expedite the review/feedback/comment loop.

- Invoice from PMW for \$2561.00 for ROBERT G starter maintenance.
- Notice of boating safety classes/sale at Don's Dock on March 24.
- Letter from Cardinal Cove re increasing commercial moorings prorated against the expected increase in private moorings under the proposed grid project. Mr. Vermilya will distribute the letter for review at the March 12, 2012 meeting.

- Letter from David and Mary Motherway advocating approval of the Mooring Passdown proposal.
- Letter from Blunt White in support of the Mooring Passdown proposal.

IV. Treasurer's Report

Mr. Crites summarized the Treasurer's Report for the period ending January 31, 2012 (Attachment A). Mr. Tacy motioned to accept the Treasurer's Report as written, Mr. Crites seconded and the motion passed unanimously.

V. Harbormaster's Report

The Harbormaster's Report was presented by Harbormaster Donch.

1. Wait List Update:
 - The new January, 2012 Wait List was published at the end of January on the Town of Stonington, SHMC web page and at the Town Hall board of public notices.
2. Status of Moorings: The commission reviewed status of those moorings currently undergoing assignment.
3. Mooring Grid Proposal
 - The Commission decided that due to the Mooring Grid project schedule and constraints on AHM Estabrooks' availability, a consultant will be hired to develop the grid plan and coordinates for the southwest portion of the harbor. The grid committee (Mr. Johnstone, Mr. Donch and Mr. Vermilya) were authorized to spend up to \$2000 in consultant services on a motion made by Mr. Tacy, seconded by Mr. Diggs and unanimously passed.
 - The commission determined that the grid committee had performed due diligence in its attempts to contact and inform the OLISP/DEEP representative, Michael Grzywinski, of the project and the current permitted status of the harbor as well as the implications of the grid project on commercial permits. The commission is proceeding with the project absent response to the contrary from Mr. Grzywinski.
4. Hurricane Irene Mooring Failure Report: deferred.
5. SHMC/Harbormaster Discretionary Use Mooring
The Commission re-affirmed its decision to consider reserving a mooring for discretionary use by the Commission and Harbormaster at a future time.
6. Slow No Wake Buoys
HM Donch provided Cianbro's Amtrak contact for installing SNW signage at the track location and Chairman Vermilya will coordinate contacting DEEP representative Mr. Payton with the information.
7. *Chairman Vermilya and HM Donch will correspond with Cianbro to thank them for their work in replacing the railroad bridges with special recognition to Bill Lovely, Project Manager. HM Donch commended their performance, cooperation and professionalism, stating that he had received no negative comments from the public about their work. A motion to accept the Harbormaster's Report as written was made, seconded and passed unanimously.
8. The Commission accepted the Harbormaster's "Storm Preparations Procedure" for the SHMC Policy and Procedure Manual.

VI. Old Business

A) SHMC Newsletter

The Spring/Summer inaugural issue of the SHMC Newsletter was mailed to the harbor community (475 +) on January 22 and will be available at local venues as well during the summer season. Seven mailings were returned as undeliverable. * Ms. Dixon will follow up.

Suggestions for next issue's articles (Fall, 2012) as well as other comments and ideas should be forwarded to Ms. Dixon.

B) Stonington Harbor Management Plan (SHMP) Update

- Mr. Vermilya and AHM Estabrooks will work to assemble a final version of the update which incorporates all revisions from past reviews and will distribute that version for review. In response to HM Donch's concern, the commission acknowledged the importance of expediting the SHMP update project toward completion.
- The commission agreed that the effective date of the Shorefront Property Owner Mooring clause in the revision should be the date of the SHMP Plan approval and acceptance.
- Discussion of the proposal to enable a public Mooring Pass-down through families continued with public comment and correspondence as noted during the meeting. The Commission reviewed procedures for voting on the proposal. *Ms. Dixon will check with the Town Clerk to ascertain voting options that might optimize participation in the vote. *Mr. Diggs will write a statement to summarize the Mooring Passdown concept upon which the commission can vote.

C) SHMC Web/Database Needs

AHM Estabrooks presented the Stonington Harbor Web Application Proposal to the commission. The objective of the proposal is to better meet the mooring data management needs of the harbormasters and commission. The current database does not support efficient use by multiple, concurrent users (harbormaster and assistant harbormaster) nor is it available to other interested users. The goal of the web-based project would be to develop and deploy an open source, web-based application that would continue current database functionality while providing enhanced levels of access for more users including commission members and the public. The current database design is satisfactory to use in the new implementation.

The commission commended AHM Estabrooks on the proposal and authorized him to proceed with its development on the schedule presented. Mr. Vermilya, Mr. Crites, and HM Donch will assist Mr. Estabrooks in its implementation.

D) Harbormaster Boat

*The harbormaster boat committee (Mr. Johnstone, Mr. Smith, Mr. Diggs and Harbormaster Donch) will present a proposal to recommend replacement or continued maintenance of the ROBERT G at the next meeting. Additional significant repairs on ROBERT G were identified: transom repair, fuel tank, starter maintenance.

VII. New Business

Stonington Harbor Yacht Club Commodore, Charles Hatton will attend the SHMC meeting on March 12, 2012 to discuss moorings for six Ideal 18 boats.

VIII. Public Comment

Comment as noted.

IX. Adjournment

The meeting adjourned at 8:56 upon a motion that was made, seconded and approved unanimously.

Submitted by Jean D. Dixon

*Indicates action items

Report Date: 01/31/2012						
	2012 Budget	Jan	Feb	Mar	YTD	vs
Available Funds:						
Balance Brought Forward:	22,754.26	22,754.26			22,754.26	
Mooring Fees:	8,200.00	1,000.00			1,000.00	(7,200.00)
Miscellaneous Income:	200.00	0.00			0.00	(200.00)
Total Available:	31,154.26	23,754.26	0.00	0.00	23,754.26	(7,400.00)
Operating Expense:						
Mooring Admin:						
Mailings:	500.00	382.70			382.70	117.30
Telephone:	660.00	57.00			57.00	603.00
Computer Software:	150.00				0.00	150.00
Miscellaneous:	75.00				0.00	75.00
Sub-Total:	1,385.00	439.70	0.00	0.00	439.70	945.30
Boat:						
Fuel & Oil:	500.00				0.00	500.00
Commissioning:	450.00				0.00	450.00
Storage:	600.00				0.00	600.00
Maintenance/Repairs:	650.00	425.00			425.00	225.00
Equipment:	535.00				0.00	535.00
Sub-Total:	2,735.00	425.00	0.00	0.00	425.00	2,310.00
Harbor Maintenance:						
Buoys Haul/Store:	600.00				0.00	600.00
Buoy/Mooring Service:	1,000.00				0.00	1,000.00
Signage:	1,100.00				0.00	1,100.00
Sub-Total:	2,700.00	0.00	0.00	0.00	0.00	2,700.00
Dock/Pumpout:						
Dock Eqpt./Maintenance:	20.00				0.00	20.00
Pumpout Eqpt./Maintenance:	0.00				0.00	0.00
Miscellaneous:	80.00				0.00	80.00
Sub-Total:	100.00	0.00	0.00	0.00	0.00	100.00
Administrative:						
Supplies:	100.00				0.00	100.00
New letter:	1,400.00	730.00			730.00	670.00
Professional Services:	0.00				0.00	0.00
Sub-Total:	1,500.00	730.00	0.00	0.00	730.00	770.00
Total Operating:	8,420.00	1,594.70	0.00	0.00	1,594.70	6,825.30
Project & Capital Expense:						
SNW Implementation:	0.00				0.00	0.00
Dock/Pumpout Project:	0.00				0.00	0.00
Ordinance Update Project:	0.00				0.00	0.00
Harbor Donations:	0.00				0.00	0.00
Administrative Eqpt.:	0.00				0.00	0.00
New Boat Fund:	0.00				0.00	0.00
Shared Data Access:	0.00				0.00	0.00
Boat Radar:	0.00				0.00	0.00
Side Scan Sonar:	0.00				0.00	0.00
Mooring Field Grid Project:	0.00				0.00	0.00
Total Project/Capital	0.00	0.00	0.00	0.00	0.00	0.00
Grand Total Expense	8,420.00	1,594.70	0.00	0.00	1,594.70	6,825.30
Ending Available Funds:	22,734.26	22,159.56	0.00	0.00	22,159.56	
Notes:						
Petty Cash Advance	300.00	prob committed:	680 moor	0 donation		
Harbor Boat Reserve	420.00		2561 PMV			