

**FINAL**  
Town of Stonington, CT  
Stonington Harbor Management Commission  
Regular Meeting  
April 9, 2012  
7:00 PM  
Stonington Police Public Meeting Hall

A regular meeting of the Stonington Harbor Management Commission was held on Monday, April 9, 2012 at the Stonington Police Public Meeting Hall. Attending were Chairman Peter Vermilya, Bruce MacKinnon, Rodney Johnstone, Jean Dixon, Jesse Diggs, Peter Tacy, Ed Smith, Sherman Crites, George Kenyon, Alan Banister, Harbormaster Eric Donch and Assistant Harbormaster Charles Estabrooks.

**I. Call to Order**

The meeting was called to order at 7:00PM by Chairman Vermilya. Mr. Tacy made a motion to move #5A, Mooring Field Grid Project to the front of the meeting, Mr. Banister seconded and the motion was unanimously approved.

Mr. Vermilya announced a new commission committee structure designed to enhance SHMC efficiency and productivity. Committees will be responsible for managing their designated responsibilities to research/analyze issues and initiatives, develop proposals for commission consideration and reduce the overhead associated with full-commission review/discussion of project detail. Committees/Chairs: Finance-Mr. Crites; Harbor Gridding-Mr. Johnstone; SHMC Web site/base-Mr. Vermilya; Harbormaster Boat-Mr. Diggs; SHMC Plan Update-Ms. Dixon; Newsletter-Ms. Dixon.

**II. Minutes**

Mr. Tacy motioned to accept the minutes of the March 12, 2012, meeting Mr. Smith seconded and the motion passed unanimously.

Public comment was heard about the posted SHMC Minutes requesting that all associated documents referenced in the minutes be appended as part of the official minutes document. The commission cited the volume associated with referenced documents (COP's, correspondence, committee reports) as prohibitive and noted their availability to the public at the Town Hall upon request.

\*Chairman Vermilya will verify the Town Hall location of information as well as statutory requirements for the inclusion of meeting documents. He will pursue acquisition of DEEP documents in digital format for commission dissemination and review.

**III. Correspondence**

Chairman Vermilya reported the following correspondence:

- A) Out of Jurisdiction
  - Three (3) were received.

#### B) In Jurisdiction

- Mr. Helie, 229 Wamphassuc Point: new fixed pier and boat lift. No comment by the commission.
- Stonington Borough/DEEP WHAMM (mosquito control research) seeks COP for marsh improvements. No comment.
- Mr. Decastro letter re appeal of revoked mooring #Y-55. Chairman Vermilya, and Commissioners Tacy, Crites, Kenyon, Diggs and Dixon will sit in a Special Meeting to hear the appeal on April 12, 2012, at 5:30PM at the Stonington Borough Hall. HM Donch and AHM Estabrook will attend.
- Letter sent to Mr. David Rezendes at Amtrak requesting permission to mount two SNW signs on the north face of the new railroad bridges at the north end of Stonington Harbor.
- Correspondence from Mr. Daniel King in recognition of HM Donch's excellent performance as harbormaster and commending the SHMC Newsletter.

#### **IV. Treasurer's Report**

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

Mr. Crites presented an analysis of current funds available considering the operating budget approved last fall, project/capital expense items that have been approved and known unbudgeted expenses for this fiscal year. The total current funds available are estimated at \$15,000. A revenue/expense trend analysis of past years indicates that funds accrue after expenses at approximately \$1000-\$2000 annually.

The commission reviewed the two capital expense projects currently under consideration - mooring field grid project and harbormaster boat replacement/repair – and was unable to assign funding to either project until more information is known about the grid project expenses associated with moving moorings.

HM Donch reported that there will be no expense incurred by the commission to establish new mooring locations which will occur as ordinary expenses associated with a new mooring installation and assumed by the new mooring holder. Relocation of existing moorings to a new grid location will be accomplished during the mooring's next regularly scheduled 3 year inspection cycle; HM Donch stated that there should be no additional service charge for these relocations during inspection. He cited expenses associated with moving off-inspection- cycle moorings whose moves are logistically necessary during the relocation of a scheduled mooring as the commission's responsibility.

Mr. Banister reported costs for moving moorings quoted by two local service providers. \*HM Donch will estimate the number of off-inspection cycle mooring relocations which represent a commission expense.

## **V. Harbormaster's Report**

A) The Harbormaster's Report (Attachment B) was presented by Harbormaster Donch.

- He clarified the 9 moorings given up during the renewal process as being located on the east side of Stonington Borough.
- HM Donch reviewed imminent repairs to the HM boat and Mr. Diggs cited scupper adjustments noted during the boat review with Ocean Scout this month.
- The hearing for Mr. Decastro's appeal of his non-compliant mooring is scheduled.
- Amtrak has been contacted by letter requesting approval of SNW signage for the north entrances to the harbor via the new railroad bridge openings.
- Hurricane Irene Failure report: nothing reported.

B. Mooring Grid Proposal

1. Jeff Dunn demonstrated the digital mooring grid map under development with the additional layering of existing mooring locations over the grid. The results indicated potentially 100+ new mooring locations as well as the scope of mooring relocation requirements. The commission reviewed data storage and retrieval associated with the grid locations. HM Donch and Mr. Dunn will work on further refinements to the product for next meeting.
2. The Mooring Grid Committee will submit a project proposal to the commission for approval of project funding at next meeting.

## **VI. Old Business**

A) SHMC Web/Database Committee Report

- AHM Estabrooks previewed the Web Database administrative menu and preliminary functionality and reviewed the status of the project. Project activity is on schedule with development scheduled for completion in the summer, testing and QA in autumn and database deployment in January, 2013.

B) Stonington Harbor Management Plan (SHMP) Update

- A current version of the plan update was distributed and reviewed by the commission.
- Commissioners will review/develop required annexes (list provided to commission) for inclusion with final edits in the final version. It was determined that the SHMP Ordinance only would be included in Version 2; "The Plan-Analysis and Recommendations" section is no longer relevant.
- The SHMP Committee will provide a complete version with edits and annexes for the next meeting as well as a rollout plan/schedule.

C) Harbormaster Boat Committee Report

Discussion continued about the repair vs. replacement of the HM boat.

1. The committee reported that the ROBERT G was inspected on 3/31/2012 by Ocean Scout representative, Greg Vandersip, to evaluate its condition. Findings included:

:

- Soft, flexible deck and poorly installed, non-standard scuppers which indicate water-logged foam and entrapped water in the stern port area and starboard closed compartments
- Potential issue with towing bit installation and impact on transom
- Potential fuel tank replacement as evidenced by sending unit issue
- Potential stringer replacement
- The transom had previously been tested by Mr. Diggs with a moisture meter and showed some evidence of moisture but not necessarily a problem.

Mr. Vandersip estimated \$4500 - deck repair, \$2862 - stringer replacement, \$500 - fuel tank replacement. The transom replacement could run \$5,000-\$7,000 based on a separate local fiberglass company estimate.

It was determined that a boat evaluation by an independent surveyor would provide no added value.

2. The commission decided to continue use of the ROBERT G with necessary repairs and to defer its replacement until a future date. Funds may be allocated to the reserve boat fund during the capital budget process after the costs for gridding the harbor mooring field are determined. A boat fund donation appeal will be considered for the next newsletter. The boat committee will actively continue to evaluate options for replacement of ROBERT G.

## **VII. New Business**

## **VIII. Public Comment**

Comment as noted.

## **IX. Adjournment**

The meeting adjourned at 9:15 upon a motion that was made by Mr. Tacy, seconded by Mr. MacKinnon and approved unanimously.

Submitted by Jean D. Dixon

\*Indicates action items

Report Date: 03/31/2012						
	2012 Budget	Jan	Feb	Mar	YTD	vs
<b>Available Funds:</b>						
Balance Brought Forward:	22,754.26	22,754.26	22,159.56	23,458.56	22,754.26	
Mooring Fees:	8,200.00	1,000.00	3,760.00	900.00	5,660.00	(2,540.00)
Miscellaneous Income:	200.00		100.00		100.00	(100.00)
<b>Total Available:</b>	<b>31,154.26</b>	<b>23,754.26</b>	<b>26,019.56</b>	<b>24,358.56</b>	<b>28,514.26</b>	<b>(2,640.00)</b>
<b>Operating Expense:</b>						
<b>Mooring Admin:</b>						
Mailings:	500.00	382.70		5.75	388.45	111.55
Telephone:	660.00	57.00		108.02	165.02	494.98
Computer Sftwr:	150.00				0.00	150.00
Miscellaneous:	75.00			94.00	94.00	(19.00)
<b>Sub-Total:</b>	<b>1,385.00</b>	<b>439.70</b>	<b>0.00</b>	<b>207.77</b>	<b>647.47</b>	<b>737.53</b>
<b>Boat:</b>						
Fuel & Oil:	500.00				0.00	500.00
Commissioning:	450.00			450.00	450.00	0.00
Storage:	600.00				0.00	600.00
Maintenance/Repairs:	650.00	425.00	2,561.00		2,986.00	(2,336.00)
Equipment:	535.00			151.54	151.54	383.46
<b>Sub-Total:</b>	<b>2,735.00</b>	<b>425.00</b>	<b>2,561.00</b>	<b>601.54</b>	<b>3,587.54</b>	<b>(852.54)</b>
<b>Harbor Maintenance:</b>						
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
<b>Sub-Total:</b>	<b>2,700.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,700.00</b>
<b>Dock/Pumpout:</b>						
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
<b>Sub-Total:</b>	<b>100.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
<b>Administrative:</b>						
Supplies:	100.00				0.00	100.00
Professional Services:	0.00				0.00	0.00
<b>Sub-Total:</b>	<b>100.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
<b>Total Operating:</b>	<b>7,020.00</b>	<b>864.70</b>	<b>2,561.00</b>	<b>809.31</b>	<b>4,235.01</b>	<b>2,784.99</b>
<b>Project &amp; Capital Expense:</b>						
Ordinance Update:	1,000.00				0.00	1,000.00
Admin Eqpt, Web Page (Charles):	2,300.00				0.00	2,300.00
New sletter	1,400.00	730.00			730.00	670.00
New Boat Fund:	520.00				0.00	520.00
Mooring Field Grid:	525.00				0.00	525.00
<b>Total Project/Capital</b>	<b>5,745.00</b>	<b>730.00</b>	<b>0.00</b>	<b>0.00</b>	<b>730.00</b>	<b>5,015.00</b>
<b>Grand Total Expense</b>	<b>12,765.00</b>	<b>1,594.70</b>	<b>2,561.00</b>	<b>809.31</b>	<b>4,965.01</b>	<b>7,799.99</b>
<b>Ending Available Funds:</b>						
	18,389.26	22,159.56	23,458.56	23,549.25	23,549.25	
<b>Notes:</b>						
Petty Cash Advance	300.00	pr committed:		200-batteries	1120 deposit	
Harbor Boat Reserve	520.00			100-fuel sw tch		

ATTACHMENT B  
Harbormaster Report  
April 9, 2012

New Mooring permits issued: 0 Moorings being given up (this month): 3  
New Mooring assignments offered: 0 Additions to Waiting List: 0 Total: 206  
Deposits to SHMC account since last report: \$1120 (2012 YTD = \$6780)

Mooring Renewal Status:

Renewals sent: 281 (278 private, 3 commercial (113 DBY, 11 DD, 5 CC)) 407 total  
1 being revoked for lack of use (DeCastro Y-55)

Replies to date: 233 Approved

16 Pending

23 Not received (including DeCastro possible revoke)

9 Given up

Of the 23 not received mooring renewals:

13 have stated they are sending the applications asap

5 have not responded to messages left

1 possible revoke

3 no answers on phone

1 bad phone number

The docks at Stonington Commons, including the dingy dock, were deemed unsafe by the Stonington Commons owners association. The docks have since been repaired and restrictions have been lifted.

Robert G

Greg Vandersip of Ocean Scout came to look at the Robert G. He has provided an estimate to refurbish the boat which will be covered by the New Boat subcommittee. He also provided some ideas of minor repairs that can be made this spring to help the boat. See below.

I plan to take the boat out of winter storage April 12, weather permitting.

Repairs to be made this spring:

Seal around the scuppers

Repair fuel tank level sending unit

Seal minor screw holes in transom and deck

Move batteries forward to lessen weight at stern. (this expense was approved in 2010 but not performed)

Respectfully Submitted  
Eric Donch,  
Stonington Harbormaster