



Final
**Stonington Harbor Management Commission
Special Meeting
Stonington Police Department
January 14, 2013
Minutes**



Attending: Chairman, Peter Vermilya; Commissioners, Bruce MacKinnon, Ed Smith, Rod Johnstone, Sherman Crites, Jay Spalding; Harbormaster, Eric Donch and Deputy Harbormaster, Charles Estabrooks. Absent were Commissioners, Jesse Diggs, Jean Dixon, George Kenyon and Peter Tacy.

Note: A Special Meeting was required due to the inability to post the meeting notice in the required time frame.

1. **Call to Order:** Chairman Vermilya called the meeting to order at 7:04 PM.
2. **Minutes for December 10, 2012 (P. Vermilya):** Pending no changes, a motion to accept the minutes was made, seconded and passed unanimously.
3. **Correspondence (P. Vermilya):**
 - a. **Out of Jurisdiction:**
 - 1) DEEP Tentative approval for Dredging and fill at 20 Cove Road, Mystic was received but is not applicable since it is out of the SHMC jurisdiction.
 - 2) DEEP Tentative approval for Dredging and fill at 38 Cove Road, Mystic was received but is not applicable since it is out of the SHMC jurisdiction.
 - 3) DEEP Tentative approval for New Fixed Pier, ramp and Float at 405 River Road, Pawcatuck was received but is not applicable since it is out of the SHMC jurisdiction.
 - b. **In Jurisdiction:**
 - 1) Application to DEEP to install rip rap along Salt Acres Road. Two locations in question are located below the Coastal Jurisdiction Line and are subject to DEEP approval. The SHMC found no objections with this application.
 - 2) Chairman, Peter Vermilya, sent the DEEP an application to expand the SNW buoy permit to include the two beacons located on the two railroad bridges at the north end of the harbor.
4. **Treasurer's Report (Sherm Crites):** The treasurer's report is included herein as Appendix A. The current year end estimated undesignated funds are \$7459.49. Expenses have increased due to the unexpected maintenance and repair of the Robert G. The report was approved unanimously.
 - 1) There was no meeting of the Fee Structure subcommittee due to the holiday season.
 - 2) Fee Structure-Future proposed projects. A list of potential projects, including assigned responsibility for developing cost estimates, was distributed and is included as Appendix B.
5. **Harbormaster's Report (Eric Donch):** The Harbormaster Report is included as Appendix C, with additions shown below: No moorings were given up, no new moorings were offered and the waiting list increased to 231.
 - 1) Work on the outer breakwater scheduled to start 1/14/2013.
 - 2) The Robert G was delivered to Ocean Scout, Bristol RI to perform the work outlined in their proposal of 4/6/2012
 - 3) At least two of the Transient Mooring Buoys need to be replaced. A different design will be considered.
6. **Mooring Grid Project Report (Eric Donch):** Mooring relocation proceeding as planned. Dodson's has relocated the "A" moorings out of the re-established N-S channel. Ian Hetherington reported that 15 or so of the Don's Dock moorings had been relocated to the new grid locations.
7. **Old Business:**
 - 1) Newsletter: Topics for article development have been assigned. Input requested by 15 January.

- 2) Web Site Development (Charles Estabrooks): The web site development is ready for launch. The Harbormaster is testing it; however, hard copy of the mooring renewal applications will continue to be sent out this year.
- 3) Repairs to SSBA apron (Public Access #3): Repairs have been completed.
8. **New Business:** No new business was proposed since this was a Special Meeting.
9. **Public Comment:** No public comments were received.
10. **Adjournment:** A proposal to adjourn the meeting was presented, seconded and unanimously accepted at 8:05pm.

*for Spalding's
Chair* for P. Vornelys
past chair

Appendix A: Treasurer's Report

SHMC FINANCIAL REPORT - 2012

Report Date: 12/31/2012	Plan	Oct	Nov	Dec	YTD	vs Plan
Funds Generated:						
Balance Brought Forward:	22,754.26	19,985.91	19,888.91	19,009.36	22,754.26	0.00
Mooring Fees:	8,200.00				8,220.00	20.00
Miscellaneous Income:	200.00				225.00	25.00
Total Generated Funds:	31,154.26	19,985.91	19,888.91	19,009.36	31,199.26	45.00
Operating Expense:						
Mooring Admin:						
Mailings:	500.00				388.45	(111.55)
Telephone:	860.00				440.04	(219.96)
Computer Svr:	150.00				0.00	(150.00)
Miscellaneous:	75.00				94.00	19.00
Sub-Total:	1,385.00	0.00	0.00	0.00	922.39	(462.61)
Boat:						
Fuel & Oil:	500.00			87.02	694.02	194.02
Commissioning:	450.00				450.00	0.00
Storage:	600.00			72.85	72.85	(527.15)
Maintenance/Repairs:	850.00		581.55		5,376.74	4,726.74
Equipment:	635.00			20.64	344.98	(190.02)
Sub-Total:	2,735.00	0.00	581.55	100.61	6,048.69	4,113.69
Harbor Maintenance:						
Buoys Haul/Store:	800.00				0.00	(800.00)
Buoy/Mooring Service:	1,000.00				0.00	(1,000.00)
Signage:	1,100.00				750.00	(350.00)
Sub-Total:	2,700.00	0.00	0.00	0.00	750.00	(1,950.00)
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)
Professional Services:	0.00				100.00	100.00
Sub-Total:	100.00	0.00	0.00	0.00	100.00	0.00
Total Operating Expense:	7,020.00	0.00	581.55	100.61	8,072.09	1,052.09
Approved Projects/Capital						
Ordinance Update:	1,000.00	67.00	297.60		659.43	(40.57)
Admin Eqpt, Web Page (Charges):	2,300.00				2,059.00	(241.00)
Newsletter:	1,400.00				730.00	(670.00)
Robert G (Major Refit):	7,000.00				0.00	(7,000.00)
New Boat Fund:	540.00				0.00	(540.00)
Mooring Field Grid:	525.00				0.00	(525.00)
Total Project/Capital	12,765.00	67.00	297.60	0.00	3,748.43	(9,016.57)
Total Designated Funds	19,785.00	67.00	879.55	180.61	12,370.51	(7,414.48)
Undesignated Funds:	11,369.26	19,888.91	19,009.36	18,828.75	18,828.75	7,459.49
Notes:						
Petty Cash Advance - 300.00	Spending - Jan					
Harbor Boat Reserve - 540.00						

Appendix B:

Estimated costs/time for possible SHMC future projects:

- | | |
|---|-----------------------|
| <u>1.</u> Replacement Boat expenses
Electronic package
Trailer?
Side scanning sonar?
Radar? | Boat Subcommittee |
| <u>2.</u> Gridding expenses | Gridding Subcommittee |
| <u>3.</u> Buoys to mark non-compliant moorings | Harbormaster |
| <u>4.</u> Possible replacement of existing SHMC buoys:
SNW
Transient anchorage | Bruce MacKinnon |
| <u>5.</u> Secretary with enhanced duties
Maintain SHMC records at Town Hall
Records management
Index records by issue and date
Digitization of pre-digital records
Searchable records on DVD, hard drive, or web | Peter Tacy |
| <u>6.</u> Further Website development | Charles Estabrooks |
| <u>7.</u> Additional on-the-water help for Harbormaster | Not filled??? |
| <u>8.</u> Change from mushroom anchors to helical moorings | Not filled |

Appendix C:

Harbormaster Report
January 14, 2013

New Mooring permits issued: 0 Moorings being given up (this month): 0
New Mooring assignments offered: 0 Additions to Waiting List: 0 Total: 231
Deposits to SHMC account since last report: \$0 (2012 YTD = \$8200)

Mooring renewals are in the works. I expect to have them mailed out by January 21.

Work on the outer breakwater is scheduled to begin before the end of January. Army Corps of Engineers has been in contact with me. They will be taking trips to the breakwater to watch the progress.

Defender Industries (Waterford, CT) is very interested in becoming our commercial supplier for marine supplies. I will be meeting with their marketing manager next week and have been given a commercial account application.

The LaGrua Center will have a presentation "Stonington Bridges" Thursday, January 17th at 6pm. This is a presentation about the railroad bridges that were replaced in the harbor last year.

Robert G

The boat was delivered to Ocean Scout on 12/15/12. The deck, cross members, fuel tank and floatation foam have been removed. The hull is drying now. There was lots of trapped bilge water and moisture.

I will be arranging a date to go get a first hand look at the boat soon.

Respectfully Submitted


Eric Donch
Stonington Harbormaster