

*John Spalding - Chair*



**Stonington Harbor Management Commission**

**October 28, 2013  
Final Minutes**



**1. Call to Order:**

Chairman Spalding called the special meeting to order at 7:00 PM at the Borough Hall Meeting Room. Attending were Chairman Spalding, Commissioners Diggs, Smith, Crites, O'Neill, MacKinnon, Tacy, Harbormaster Donch and assistant Harbormaster Estabrooks. Two town commissioner vacancies exist.

**2. Minutes:**

- A. The September minutes were reviewed and corrected to replace "American Velvet property" with "Velvet Mill" and to reflect damage to the transom rather than topsides of the boat on mooring 9Q.
- B. Mr. Smith moved acceptance of the minutes, Mr. Tacy seconded and the September minutes were approved unanimously.

**3. Correspondence:**

- A. Out of Jurisdiction: (No review or approval required)
  - 1) Connecticut Energy Environmental Protection sent a Notice of Violation on River Road Stonington dated October 11, 2013.
- B. In Jurisdiction: (Review and/or approval required)
  - 1) Docko, Inc. information pertaining to NESS to be addressed at December 9<sup>th</sup> regular meeting.
  - 2) Letter from Dodson Boat Yard providing notification that Dan Lockwood was leaving the boat yard.

**4. Treasurers Report:**

- A. Mr. Crites noted that the Probable Undesignated Funds total of \$4,903.75 should be adjusted to \$7,167.49 to reflect changes in Operating Expenses.
- B. Mr. Diggs reported that the Harbormasters boat will probably be stored at the Velvet Mill property, as in previous years. He estimates that the cost should remain about the same (\$600.00). The boat storage will be paid for 6 months, from November 1, 2013 to April 30, 2014.
- C. Mr. Tacy moved acceptance of the treasurer's report, Mr. MacKinnon seconded and the report was approved unanimously. The report is attached.

## **5. Harbormaster's Report:**

The report is attached. Also discussed were:

- A. The 26' Slickcraft which was towed to Stonington Harbor by USCG was hauled and placed in storage by Dodson Boat Yard for disposal next spring. The commission will request a bill for removal and disposal. Harbormaster Donch reported that he has not received a response from the owner after numerous phone calls and letters.
- B. Mr. Diggs raised the question of what information from the survey performed by the commissioners was useful to the Harbormaster and how it should be entered into the database so that it could be acted upon. Assistant Harbormaster Estabrooks explained that when the Action Required field is checked, a report can be generated that flags this data for the Harbormaster. The comment field is maintained but the check for action is removed once acted upon by the Harbormaster. It is the accumulation of data that reflects the use of the mooring. Mr. Diggs urged that survey information be given to Harbormaster Donch at the end of the season in order that he may evaluate it over the winter and take action in cases where there is non-compliance with the ordinance.
- C. Harbormaster Donch requested a survey results summary letter from each commissioner similar to the one circulated by Mr. Diggs.
- D. Mr. Smith moved that the report be accepted, Mr. Tacy seconded and the report was approved unanimously.

## **6. Old Business:**

Inner breakwater (Monsanto):

- A. Mr. Tacy has contacted Senator Maynard who expressed interest in a breakwater project and suggested a meeting with the Town and Borough officials.
- B. Mr. Tacy will organize an informal meeting with the sub-committee, Senator Maynard and Town and Borough officials.

Tracking projects COP record keeping.

- A. Chairman Spalding presented a COP tracking matrix that he will maintain to track permit review dates and notes for quick reference by the Commission

## **7. New Business:**

No new business was discussed

## **8. Public Comment:**

There was no public comment

## **9. Adjournment:**

Mr. Tacy moved that the meeting be adjourned, Mr. MacKinnon seconded and the meeting adjourned at 8:12PM.

Treasurer's Report:

| Report Date: 09/30/2013          |                    |                  |                  |                  |                  |                  |
|----------------------------------|--------------------|------------------|------------------|------------------|------------------|------------------|
|                                  | Plan               | Jul              | Aug              | Sep              | YTD              | Probable         |
| <b>Funds Generated:</b>          |                    |                  |                  |                  |                  |                  |
| Balance Brought Forward:         | 18,828.75          | 13,082.28        | 13,322.26        | 12,021.07        | 18,828.75        | 18,828.75        |
| Mooring Fees:                    | 18,600.00          | 240.00           |                  |                  | 17,665.00        | 18,000.00        |
| Miscellaneous Income:            | 200.00             | 20.00            |                  |                  | 20.00            | 60.00            |
| <b>Total Generated Funds:</b>    | <b>37,628.75</b>   | <b>13,322.28</b> | <b>13,322.26</b> | <b>12,021.07</b> | <b>36,513.75</b> | <b>36,888.75</b> |
| <b>Operating Expense:</b>        |                    |                  |                  |                  |                  |                  |
| <b>Mooring Admin:</b>            |                    |                  |                  |                  |                  |                  |
| Mallings:                        | 500.00             |                  | 131.77           |                  | 459.26           | 500.00           |
| Telephone:                       | 600.00             |                  |                  |                  | 0.00             | 600.00           |
| Computer Sftwr:                  | 150.00             |                  |                  |                  | 0.00             | 150.00           |
| Miscellaneous:                   | 100.00             |                  |                  |                  | 0.00             | 100.00           |
| <b>Sub-Total:</b>                | <b>1,350.00</b>    | <b>0.00</b>      | <b>131.77</b>    | <b>0.00</b>      | <b>459.26</b>    | <b>1,350.00</b>  |
| <b>Boat:</b>                     |                    |                  |                  |                  |                  |                  |
| Fuel & Oil:                      | 800.00             |                  | 149.30           |                  | 149.30           | 250.00           |
| Commissioning:                   | 1,300.00           |                  |                  |                  | 895.00           | 1,300.00         |
| Storage:                         | 600.00             |                  | 180.00           |                  | 455.40           | 650.00           |
| Maintenance/Repairs:             | 1,000.00           |                  | 16.62            |                  | 16.62            | 500.00           |
| Equipment:                       | 500.00             |                  |                  |                  | 0.00             | 500.00           |
| <b>Sub-Total:</b>                | <b>4,200.00</b>    | <b>0.00</b>      | <b>345.92</b>    | <b>0.00</b>      | <b>1,456.32</b>  | <b>3,200.00</b>  |
| <b>Harbor Maintenance:</b>       |                    |                  |                  |                  |                  |                  |
| Buoys Haul/Store:                | 600.00             |                  |                  |                  | 525.00           | 600.00           |
| Buoy/Mooring Service:            | 1,000.00           |                  |                  |                  | 0.00             | 1,000.00         |
| Signage:                         | 200.00             |                  | 73.60            |                  | 73.60            | 200.00           |
| <b>Sub-Total:</b>                | <b>1,800.00</b>    | <b>0.00</b>      | <b>73.60</b>     | <b>0.00</b>      | <b>598.60</b>    | <b>1,800.00</b>  |
| <b>Dock/Pumpout:</b>             |                    |                  |                  |                  |                  |                  |
| Dock Eqpt./Maintenance:          | 100.00             |                  |                  |                  | 0.00             | 100.00           |
| Pumpout Eqpt./Maintenance:       | 100.00             |                  |                  |                  | 0.00             | 100.00           |
| Miscellaneous:                   | 100.00             |                  |                  |                  | 0.00             | 100.00           |
| <b>Sub-Total:</b>                | <b>300.00</b>      | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>      | <b>300.00</b>    |
| <b>Administrative:</b>           |                    |                  |                  |                  |                  |                  |
| Supplies:                        | 100.00             |                  |                  |                  | 0.00             | 0.00             |
| Professional Services:           | 900.00             |                  |                  |                  | 0.00             | 100.00           |
| <b>Sub-Total:</b>                | <b>1,000.00</b>    | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>      | <b>100.00</b>    |
| <b>Total Operating Expense:</b>  | <b>8,650.00</b>    | <b>0.00</b>      | <b>551.19</b>    | <b>0.00</b>      | <b>2,514.08</b>  | <b>6,750.00</b>  |
| <b>Approved Projects/Capital</b> |                    |                  |                  |                  |                  |                  |
| Ordinance Update:                | 1,000.00           |                  |                  |                  | 319.00           | 320.00           |
| Admin Eqpt. Web Page (Charles):  | 500.00             |                  |                  |                  | 0.00             | 175.00           |
| Newsletter:                      | 1,500.00           |                  |                  |                  | 734.40           | 800.00           |
| Robert G (Major Refit):          | 7,000.00           |                  |                  |                  | 8,863.20         | 8,900.00         |
| New Motor:                       | 11,200.00          |                  |                  |                  | 10,200.00        | 11,200.00        |
| New SNW Buoys (2):               | 1,200.00           |                  |                  |                  | 1,112.00         | 1,200.00         |
| New Boat Fund:                   | 840.00             |                  |                  |                  | 0.00             | 840.00           |
| Mooring Field Grid:              | 1,000.00           |                  | 750.00           |                  | 750.00           | 2,000.00         |
| <b>Total Project/Capital</b>     | <b>24,040.00</b>   | <b>0.00</b>      | <b>750.00</b>    | <b>0.00</b>      | <b>21,978.60</b> | <b>25,235.00</b> |
| <b>Total Designated Funds:</b>   | <b>32,690.00</b>   | <b>0.00</b>      | <b>1,301.19</b>  | <b>0.00</b>      | <b>24,492.68</b> | <b>31,985.00</b> |
| <b>Undesignated Funds:</b>       | <b>4,938.75</b>    | <b>13,322.28</b> | <b>12,021.07</b> | <b>12,021.07</b> | <b>12,021.07</b> | <b>4,903.75</b>  |
| <b>Notes:</b>                    |                    |                  |                  |                  |                  |                  |
| Petty Cash Advance - 300.00      | Spending - October | Dodson - 565.20  |                  |                  |                  |                  |
| Harbor Boat Reserve - 840.00     |                    |                  |                  |                  |                  |                  |

Harbormaster's report:

## Harbormaster Report

Harbormaster Report  
October 28, 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 (2013 YTD = \$17520)

6/1/13 a 26' Slickcraft was towed into Stonington Harbor by USCG for "Port of Refuge".

- UPDATE\* The vessel has been removed from the harbor and placed in "storage" at Dodson Boat Yard. Dodson's has offered to haul, store and dispose of the vessel for no cost to SHMC.

I will be removing the "Slow, No Wake" signage from Sandy Point. The 4"x4" posts will stay and the 4' x 4' signs will be removed for the winter.

All commission members that had assigned areas to survey over the summer are asked to provide a summary for 2013 season. Of particular interest are moorings which appeared to be vacant all season. Also of interest are any vessels that do not appear to be in the proper mooring area (ie: a 17' whaler on a mooring with 6' of water).

The Wait list renewal that was planned to start in 2013 did not happen. This was mainly due to a lack of my own available time to get it moving.

I recommend we have Don's Dock remove the "Transient Anchorage" buoys and have Dodson's remove the "Slow, No Wake" buoys for the winter season.

Robert G

Boat will be hauled once the occupied moorings in the harbor are down to a minimal number.

Respectfully Submitted

  
Eric Donch  
Stonington Harbormaster