

Johnstone - Chair



Stonington Harbor Management Commission

December 9, 2013

Final Minutes (P. Tacy, Acting Secretary)



1. Call to Order:

Chairman Spalding called the meeting to order at 7:02 PM. Attending were Chairman Spalding, Commissioners Diggs, MacKinnon, O'Neill, Johnstone, Tacy, and Harbormaster Donch. Two town commissioner vacancies exist.

2. Minutes:

- A. The Minutes of the October 28 Special Meeting were read and corrected to show that the boat storage fee at the Velvet Mill building will be \$750 (not \$600). Approval was moved by Mr. Diggs, seconded by Mr. O'Neill, and was unanimous.

3. Correspondence:

- A. No correspondence was received. However, Mr. Spalding reported that per oral request, the agenda item for a report from NESS has been moved to January 14, 2014.

4. Treasurers Report:

- A. Mr. Crites had circulated a report in advance (see Attachment A). Mr. Diggs moved approval, seconded by Mr. O'Neill. Approval was unanimous.
- B. Mr. Donch suggested that a second approved signature for the Commission checking account be established to enable prompt payment of bills when the Treasurer is unavailable. Mr. Tacy moved that the Chairman be designated as the second-signatory; this was seconded by Mr. Diggs, and unanimously approved. Mr. Spalding will contact Town officials to make this happen.

5. Harbormaster's Report:

The report is attached. Also reported / discussed:

- A. Regarding possible action pertaining to the derelict and collapsing schooner "Marmion": Mr. Donch is in contact with DEEP about this.
- B. Harbormaster Donch reported that since his written report was created, he has determined that all Commission buoys have been removed and placed in winter storage. The Harbormaster's boat has also been cleaned and stored.

- C. The Robert G's steering cable will be replaced before re-launching.
- D. The Army Corps has notified Mr. Donch that the Sandy Point channel will be re-dredged in late 2014.
- E. Gridding project – Dodson's has completed moving the A row; progress with moorings maintained by Don's Dock is apparently ongoing.
- F. Mr. Diggs asked if there will be a procedure for addressing "discrepancies" in use of assigned private mooring spaces. After discussion, Mr. Donch asked all Commission members to communicate deficiencies (such as no boat, no mooring, winter stick in season, or presence of a boat other than the one designated) to him no later than January 13th. Reports should be made via the website and also via email to him. He will develop a form letter to be sent (rather than a renewal application) to those identified. Mr. Johnstone moved this action, seconded by Mr. O'Neill. Commission approval was unanimous.

6. Old Business:

Inner breakwater / Town dock (aka Monsanto breakwall):

- A. Mr. Tacy will complete negotiations shortly to set up a joint meeting with Sen. Maynard, the Borough Burgess / Wardens, the Town Selectmen and Commission members regarding the possibility of joint action to secure repair and augmentation of the structure.

7. New Business:

- A. Mr. Spalding reported that he has been approached by a firm that proposes to conduct hydrographic surveys for harbors such as ours. The Commissioners asked that he bring details to the next meeting.
- B. A proposal to establish a strategic planning process will be tabled at an upcoming meeting.

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 by unanimous consent at 8:30 PM.

Attachments:

- A. Treasurer's Report:
- B. Harbormaster's Report

Attachment A: Treasurer's report:

Report Date: 11/30/2013	Plan	Sep	Oct	Nov	YTD	Probable
Funds Generated:						
Balance Brought Forward:	18,828.75	12,021.07	12,021.07	9,034.04	18,828.75	18,828.75
Mooring Fees:	18,600.00				17,665.00	18,000.00
Miscellaneous Income:	200.00				20.00	80.00
Total Generated Funds:	37,628.75	12,021.07	12,021.07	9,034.04	36,513.75	36,888.75
Operating Expense:						
Mooring Admin:						
Mailings:	500.00				459.26	459.26
Telephone:	600.00				0.00	600.00
Computer Sftwr:	160.00				0.00	0.00
Miscellaneous:	100.00				0.00	0.00
Sub-Total:	1,350.00	0.00	0.00	0.00	459.26	1,059.26
Boat:						
Fuel & Oil:	800.00		94.00		243.30	243.30
Commissioning:	1,300.00				835.00	1,000.00
Storage:	600.00				705.40	1,466.40
Maintenance/Repairs:	1,000.00		125.33		141.95	141.95
Equipment:	500.00				0.00	0.00
Sub-Total:	4,200.00	0.00	219.33	0.00	1,925.65	2,840.65
Harbor Maintenance:						
Buoys Haul/Store:	600.00				525.00	525.00
Buoy/Mooring Service:	1,000.00		865.20		865.20	865.20
Signage:	200.00				73.50	73.50
Sub-Total:	1,800.00	0.00	865.20	0.00	1,463.70	1,463.70
Dock/Pumpout:						
Dock Eqpt./Maintenance:	100.00				0.00	0.00
Pumpout Eqpt./Maintenance:	100.00				0.00	0.00
Miscellaneous:	100.00				0.00	0.00
Sub-Total:	300.00	0.00	0.00	0.00	0.00	0.00
Administrative:						
Supplies:	100.00				0.00	0.00
Professional Services:	900.00				0.00	0.00
Sub-Total:	1,000.00	0.00	0.00	0.00	0.00	0.00
Total Operating Expense:	8,650.00	0.00	1,084.63	0.00	3,848.61	5,363.61
Approved Projects/Capital						
Ordinance Update:	1,000.00				319.00	319.00
Admin Eqpt, Web Page (Charfee):	500.00				0.00	0.00
Newsletter:	1,500.00				734.40	734.40
Robert G (Major Refit)	7,000.00		902.50		9,765.70	9,765.70
New Motor	11,200.00		1,000.00		11,200.00	11,200.00
New SNW Buoys (2)	1,200.00				1,112.00	1,112.00
New Boat Fund:	640.00				0.00	0.00
Mooring Field Grid:	1,000.00				500.00	2,000.00
Total Project/Capital	24,040.00	0.00	1,902.50	0.00	23,631.10	25,131.10
Total Designated Funds	32,690.00	0.00	2,987.03	0.00	27,479.71	30,494.71
Undesignated Funds:	4,938.75	12,021.07	9,034.04	9,034.04	9,034.04	
Notes:						
Petty Cash Advance - 300.00	Spending - December		Vel Mill - 750			
Harbor Boat Reserve - 640.00			PMW - ??			

Attachment B Harbormasters report:

Harbormaster Report
December 9, 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) (Have a \$400 deposit to make)

The sunken vessel "Marmion" at a dock north of the Harbormaster dock is deteriorating quickly. Both masts have started to lean towards shore and are being secured in that direction by the owner. I have contacted DEEP Enforcement to see if there is anything that can be done now. Waiting for reply from DEEP.

"Slow, No Wake" signage has been removed from Sandy Point. The 4"x4" posts stayed and the 4' x 4' signs were removed for the winter.

"Transient Anchorage" buoys have been removed from the Harbor for the winter.

"Slow, No Wake" buoys are in process of being removed for the winter season.

Robert G

Boat was hauled and washed.

PMW has winterized the engine.

Boat is in storage in the Velvet Mill.

Respectfully Submitted

Eric Donch
Stonington Harbormaster