



Stonington Harbor Management Commission
Stonington Police Department Community Meeting Room
173 Broad Street, Pawcatuck, CT 06379



October 10, 2023

Minutes by Katrina Bercaw, Recording Secretary

1. Call to Order: Chairman Spalding called the meeting to order at 7:00 p.m. in the Church Street Stonington Borough municipal building.

Attending: Chairman Jay Spalding, Vice Chairman Jesse Diggs, Treasurer Sherm Crites, Commissioners Melanie Degler, Bruce MacKinnon, Tori Gimple, Joseph Williams, Harbormaster Eric Donch, and Recording Secretary Katrina Bercaw

Not in Attendance: Stathis Manousos, Caleb Rose, Edward Smith, Deputy Harbormaster Ethan Palmer

Guests: none

2. Minutes:

The Minutes of the September 11, 2023, meeting were reviewed. Commissioner Degler made a motion to approve the minutes; Commissioner Crites seconded the motion. After review of the action items, no further discussion occurred. Motion passed with all in favor.

Action Items remaining open: none

3. Public Comment:

none

4. Correspondence:

- **In Jurisdiction:**
 - 258 Palmer Neck Road Notice of non-compliance resolved
- **Out of Jurisdiction:**
 - The Pawcatuck River Harbor Management Commission will meet on November 13 at 5 p.m. at the Stonington Police Station.

5. Treasurer's Report: Treasurer Crites

Attached report was reviewed. Commissioner MacKinnon made a motion to approve the Treasurer's Report as presented. Commissioner Diggs seconded the motion. No further discussion, all in favor, motion was approved.

6. Harbormaster's Report:

The Harbormaster's Report was reviewed and is attached to these minutes. Discussed an abandoned unregistered 24-foot boat *Freya*. Harbormaster will send a certified notification with a November 1 deadline. Commissioner Diggs made a motion to take possession of the vessel if it is not removed by November 1, and to allocate up to \$5000 to pay for removal and disposal. Commissioner Crites seconded the motion, which passed with all in favor.

An abandoned inflatable at the dinghy dock will be removed and disposed of.

Deputy Harbormaster Palmer has agreed to transport personnel between the fireworks barge and the Mystic Seaport Museum docks on October 14 before and after the fireworks. The fireworks are in honor of the Mystic Aquarium's 50th anniversary.

ACTION ITEM #1: Harbormaster Donch searched the area that Mr. Woodward described last month, but identified no obstructions. The Harbormaster will offer to take Brent Woodward out to further search for the reported rock or obstruction.

Commissioner Degler made a motion to reimburse the harbormaster for USCG license fees including those for a towing endorsement. Commissioner MacKinnon seconded the motion. All in favor, motion was approved.

Commissioner Diggs made a motion to approve the Harbormaster's Report as presented. Commissioner Crites seconded the motion. No further discussion, all in favor, motion was approved.

7. Online Mooring Update: Commissioner Degler reviewed details in the report, which is attached. The mooring wait list renewals were sent out last month with a 30-day renewal deadline. Wait list renewals are coming in. Assignments of approximately 23 moorings will be made in the next month, effective next year.

8. Old Business:

A. East Side Inner Breakwater Project Update: The Town will be submitting a COP permit request to the DEEP. Commissioner Gimble will contact Stantec regarding updating the document. She is also in touch with the Climate Change Resiliency committee.

B. Transient Dockage for short-term visitors and dinghy space: The working group consisting of Commissioners Williams, Crites, and MacKinnon reported that research continues toward making a short list of possible locations. Conversations have been positive.

C. Transient Anchorage marking: Commissioner MacKinnon provided a report on buoy options, which is attached to these minutes. Anticipate adding six buoys to clarify the transient anchorage area.

ACTION ITEM #2: Harbormaster Donch will update the permit, which includes the number of buoys.

9. New Business:

A. Discussed exploring possible permit change request for *No Wake Zone* to Breakwater to Point, rather than Breakwater to Breakwater by next year.

ACTION ITEM #3: Commissioner Degler will contact the Selectmen's Office regarding a recommendation regarding the maximum number of meetings missed.

10. Adjournment: Chairman Spalding adjourned the meeting at 9:05 p.m.

Approved: Jay Spalding

Date: 13 Nov 2023

Attachments:

- Treasurer's Report
- Harbormaster's Report
- OLM Report
- Quotation figures for buoys

TREASURER's REPORT

SHMC FINANCIAL REPORT - 2023

Report Date 10/10/2023						
	Plan	Jul	Aug	Sep	YTD	Probable
Funds Generated:						
Balance Brought Forward:	32,022	25,481.06	24,213.67	22,018.44	32,022.38	32,022.38
Paid Moorings: Com/Pvt/Pub:	128/280/15	0/9/0		0/1/0	128/312/14	128/316/14
Mooring Fees:	47,400	900.00		100.00	50,650.00	51,900.00
Wait List Fees	2,675	25.00	>>>>>><x	350.00	1,000.00	3,200.00
Miscellaneous Income:	0			?	100.00	600.00
Total Generated Funds:	82,097	26,406.06	24,213.67	22,468.44	83,772.38	87,722.38
Operating Expense:						
Mooring Admin:						
Mailings:	200				0.00	200.00
Telephone:	0				0.00	0.00
Online Mooring	5,250	83.13	112.59	34.54	4,406.98	5,250.00
Miscellaneous:	200				0.00	200.00
Sub-Total:	5,650	83.13	112.59	34.54	4,406.98	5,650.00
Boat:						
Fuel & Oil:	800	394.51	325.64		720.15	800.00
Commissioning:	3,000				625.00	3,000.00
Storage:	0				0.00	0.00
Maintenance/Repairs:	500				0.00	500.00
Equipment:	500				1,092.54	2,000.00
Sub-Total:	4,800	394.51	325.64	0.00	2,437.69	6,300.00
Harbor Maintenance:						
Buoy: Commission/Haul/Store:	7,500		648.00		5,364.58	7,500.00
Misc Service/Locker/PO Box:	1,000		484.00		1,082.17	1,082.00
Adjust Grid Alignment	1,000		500.00		500.00	500.00
Signage:	100				0.00	0.00
Sub-Total:	9,600	0.00	1,632.00	0.00	6,946.75	9,082.00
Dock/Pumpout:						
Dock Eqpt./Maintenance:	500				0.00	0.00
Pumpout Eqpt./Maintenance:	0				0.00	0.00
Miscellaneous	0				0.00	0.00
Sub-Total:	500.00	0.00	0.00	0.00	0.00	0.00

Administrative:						
Supplies:	250				53.16	250.00
Newsletter:	5,200				4,820.63	4,820.00
Professional Services:	1,500		125.00		625.00	750.00
Sub-Total:	6,950	0.00	125.00	0.00	5,498.79	5,820.00
Total Operating Expense:	27,500	477.64	2,195.23	34.54	19,290.21	26,852.00
Approved Projects/Capital						
Replacement HM Boat	17,000	1,714.75			22,048.27	22,050.00
Add To Capital, Insurance Reserve	20,000				20,000.00	20,000.00
Approved Projects/Capital	37,000	1,714.75	0.00	0.00	42,048.27	42,050.00
Total Designated Funds	64,500	2,192.39	2,195.23	34.54	61,338.48	68,902.00
Undesignated Funds:	17,597	24,213.67	22,018.44	22,433.90	22,433.90	18,820.38

Harbormaster Report

October 10, 2023

Deposits to SHMC account since last report: \$100 2023 YTD=\$52,350

Previously identified approx 24' sailboat "Freya", owner has been contacted. Email communication has been established, but owner is never fast to reply.

Set a second anchor, supplied by Dodson, for heavy weather. Removed anchor after storms. Latest reply is that he will be out of the harbor by the end of the month.

One apparently abandoned inflatable remains at the dinghy dock. Still trying to track via registration (expired) and HIN.

Harbormaster Boat

No issues to report

Respectfully Submitted,

Eric Donch
Stonington Harbormaster

Mooring Permit

Status	Count	Flags	Count	Wait List	Count	Wait
Approved	315	Renewal Issues	3	Mooring Wait List	116	8 years
Wait Listed	94	Potential Moves	4			
Wait List Hold	7					
Application Under Review	1					
Wait List Renewal Under Review	1					
Vessel Change Under Review	1					
Application Incomplete	2					
Wait List Renewal Incomplete	14					

- (19) Moorings Given Up to date
- (3) New WL applications since last meeting
- (2) More moorings found not in OLM on WC/East Side - never billed - sent bill for 2023 season - shown under Applications Incomplete
- (2) Removed from WL - no longer interested
- (2) Winter Stick issues still trying to resolve since 6/23
- (1) WL application submitted in error, should have been for renewal
- (3) WL Renewal Payment issues - OLM called and found all were user error, not programming
- (14) Waitlist (WL) Renewals not paid, final notice sent this past week - no payment by 10/16/23 (30 days and two reminders), they will be removed from WL
- WL Renewals went much smoother this year, ALL issues were found to be user error
- OLM found an issue with our dashboard not showing correctly after I requested a couple changes in display - fixed issues with their programming on our account
- HM and I will be reviewing (34) new assignments for 2023 after this meeting
 - (11) from Deferred WL - if decline, they will be removed from WL
 - (23) New Assignments from WL
 - I will be contacting the individuals within next two weeks
 - Trying to review earlier this year since commercial mooring vendors have sent out their contracts for 2024 season
- Still waiting for (3) Commissioners to submit their final survey report for 2023
 - Quick review of surveys received show a number of moorings not used for the season
 - Will compile a report for HM to review, then calls will be made to inquire why
 - Final list will be compiled for HM to review in January to consider moorings to be revoked for 2024
 - This could potentially offer a few more new assignments from the WL

Respectfully submitted,
Melanie S. Degler
 SHMC Commissioner and Mooring Administrator

THE GILMAN CORPORATION
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 egilman@gilmancorp.com

Quotation

ADDRESS
STONINGTON HARBOR MANAGEMENT COMMISSION ATTN: BRUCE MACKINNON STONINGTON, CT 06378

SHIP TO
CPU

QUOTATION #	DATE
9080	10/05/2023

SHIP VIA
 CPU

ACTIVITY	QTY	RATE	AMOUNT
51750-5CFR 5CFR- USCG DESIGN 5TH CLASS CAN FOAM RADAR REFLECTIVE BUOY, WITH FACTORY APPLIED MARKINGS TO READ: "ANCHORING" "AREA" 1" SILVER BAND, 3" ORANGE BANDS, ORANGE CIRCLE WITH ANCHOR. COMPLETE WITH HDG METAL SET. OR	4	1,995.00	7,980.00
51750-4CFR 4CFR- USCG DESIGN 4TH CLASS CAN FOAM RADAR REFLECTIVE BUOY, WITH FACTORY APPLIED MARKINGS TO READ: "ANCHORING" "AREA" 1" SILVER BAND, 3" ORANGE BANDS, ORANGE CIRCLE WITH ANCHOR. COMPLETE WITH HDG METAL SET.	4	2,940.00	11,760.00

TERMS: NET 30

ESTIMATED SHIP DATE: 16 WEEKS ARO.

SUBTOTAL	19,740.00
TAX	0.00
TOTAL	\$19,740.00

Accepted By

Accepted Date