



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



**January 8, 2024**

**Minutes** by Katrina Bercaw, Recording Secretary

**1. Call to Order:** Chairman Spalding called the meeting to order at 7:00 p.m.

**Attending:** Chairman Jay Spalding, Vice Chairman Jesse Diggs, Treasurer Sherm Crites, Commissioners Melanie Degler, Bruce MacKinnon, Tori Gimple, Stathis Manousos, Edward Smith, Joseph Williams, Harbormaster Eric Donch, Deputy Harbormaster Ethan Palmer, and Recording Secretary Katrina Bercaw

**Not in Attendance:** Caleb Rose

**Guests:** none

**2. Minutes:**

The Minutes of the November 13, 2023, meeting were reviewed; an edit was suggested and accepted. Commissioner Diggs made a motion to approve the minutes as amended; Commissioner Degler seconded the motion. After review of the action items, no further discussion occurred. Motion passed with all in favor.

Action Items remaining open:

**ACTION ITEM #1:** Harbormaster Donch will update the transient anchorage permit, which includes the number of buoys.

**3. Public Comment:**

none

**4. Correspondence:**

- **In Jurisdiction:**
  - DEEP Angler survey's thank you letter was shared
  - Domain name expiration notice was not for the current website
- **Out of Jurisdiction:**
  - none

**5. Treasurer's Report: Treasurer Crites**

The monthly Financial Report was reviewed and is attached to these minutes. Commissioner MacKinnon made a motion to approve the Treasurer's Report as presented. Commissioner Degler seconded the motion. No further discussion, all in favor, motion was approved.

2024 Planning: Discussed projected needs in relation to the draft budget.



| <b>Report Date 01/08/2024</b>     |               |                  |                  |                  |                  |                  |
|-----------------------------------|---------------|------------------|------------------|------------------|------------------|------------------|
|                                   | <b>Plan</b>   | <b>Oct</b>       | <b>Nov</b>       | <b>Dec</b>       | <b>YTD</b>       | <b>Probable</b>  |
| <b>Funds Generated:</b>           |               |                  |                  |                  |                  |                  |
| Balance Brought Forward:          | 32,022        | 22,433.90        | 22,248.34        | 22,274.48        | 32,022.38        | 32,022.38        |
| Paid Moorings: Com/Pvt/Pub:       | 128/280/15    | 0/3/0            | 0/1/0            | 0/0/0            | 128/316/14       | 128/316/14       |
| Moorings Fees:                    | 47,400        | 300.00           | 100.00           |                  | 51,050.00        | 51,050.00        |
| Wait List Fees                    | 2,670         | 550.00           | 2,225.00         |                  | 3,775.00         | 3,775.00         |
| Miscellaneous Income:             | 0             |                  |                  |                  | 600.00           | 600.00           |
| <b>Total Generated Funds:</b>     | <b>82,097</b> | <b>23,283.90</b> | <b>24,573.34</b> | <b>22,274.48</b> | <b>87,447.38</b> | <b>87,447.38</b> |
| <b>Operating Expense:</b>         |               |                  |                  |                  |                  |                  |
| <b>Mooring Admin:</b>             |               |                  |                  |                  |                  |                  |
| Mailings:                         | 200           |                  |                  |                  | 0.00             | 0.00             |
| Telephone:                        | 0             |                  |                  |                  | 0.00             | 0.00             |
| Online Mooring                    | 5,250         | 759.99           | 174.70           | 65.50            | 5,407.26         | 5,407.26         |
| Miscellaneous:                    | 200           |                  | 874.00           |                  | 874.08           | 874.08           |
| <b>Sub-Total:</b>                 | <b>5,650</b>  | <b>759.99</b>    | <b>1,048.86</b>  | <b>65.51</b>     | <b>6,281.34</b>  | <b>6,281.34</b>  |
| <b>Boat:</b>                      |               |                  |                  |                  |                  |                  |
| Fuel & Oil:                       | 800           | 150.57           |                  |                  | 870.72           | 870.72           |
| Commissioning:                    | 3,000         |                  |                  |                  | 625.00           | 625.00           |
| Storage:                          | 0             |                  |                  |                  | 0.00             | 0.00             |
| Maintenance/Repairs:              | 500           |                  |                  |                  | 0.00             | 0.00             |
| Equipment:                        | 500           |                  |                  |                  | 1,092.54         | 1,092.54         |
| <b>Sub-Total:</b>                 | <b>4,800</b>  | <b>150.57</b>    | <b>0.00</b>      | <b>0.00</b>      | <b>2,588.26</b>  | <b>2,588.26</b>  |
| <b>Harbor Maintenance:</b>        |               |                  |                  |                  |                  |                  |
| Buoy: Commission/Haul/Store:      | 7,500         |                  | 1,000.00         | 579.70           | 6,944.28         | 6,944.28         |
| Misc Service/Locker/PO Box:       | 1,000         |                  |                  |                  | 1,082.17         | 1,082.17         |
| Adjust Grid Alignment             | 1,000         |                  |                  |                  | 500.00           | 500.00           |
| Signage:                          | 100           |                  |                  |                  | 0.00             | 0.00             |
| <b>Sub-Total:</b>                 | <b>9,600</b>  | <b>0.00</b>      | <b>1,000.00</b>  | <b>579.70</b>    | <b>8,526.45</b>  | <b>8,526.45</b>  |
| <b>Dock/Pumpout:</b>              |               |                  |                  |                  |                  |                  |
| Dock Eqpt./Maintenance:           | 500           |                  |                  |                  | 0.00             | 0.00             |
| Pumpout Eqpt./Maintenance:        | 0             |                  |                  |                  | 0.00             | 0.00             |
| Miscellaneous                     | 0             |                  |                  |                  | 0.00             | 0.00             |
| <b>Sub-Total:</b>                 | <b>500.00</b> | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>      |
| <b>Administrative:</b>            |               |                  |                  |                  |                  |                  |
| Supplies:                         | 250           |                  |                  |                  | 53.16            | 53.16            |
| Newsletter:                       | 5,200         |                  |                  |                  | 4,820.63         | 4,820.63         |
| Professional Services:            | 1,500         | 125.00           | 250.00           |                  | 1,000.00         | 1,000.00         |
| <b>Sub-Total:</b>                 | <b>6,950</b>  | <b>125.00</b>    | <b>250.00</b>    | <b>0.00</b>      | <b>5,873.79</b>  | <b>5,873.79</b>  |
| <b>Total Operating Expense:</b>   | <b>27,500</b> | <b>1,035.56</b>  | <b>2,298.86</b>  | <b>645.21</b>    | <b>23,269.84</b> | <b>23,269.84</b> |
| <b>Approved Projects/Capital</b>  |               |                  |                  |                  |                  |                  |
| Replacement HM Boat               | 17,000        |                  |                  |                  | 22,048.27        | 22,048.27        |
| Add To Capital, Insurance Reserve | 20,000        |                  |                  |                  | 20,000.00        | 20,000.00        |
| <b>Approved Projects/Capital</b>  | <b>37,000</b> | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>      | <b>42,048.27</b> | <b>42,048.27</b> |
| <b>Total Designated Funds</b>     | <b>64,500</b> | <b>1,035.56</b>  | <b>2,298.86</b>  | <b>645.21</b>    | <b>65,318.11</b> | <b>65,318.11</b> |
| <b>Undesignated Funds:</b>        | <b>17,597</b> | <b>22,248.34</b> | <b>22,274.48</b> | <b>21,629.27</b> | <b>22,129.27</b> | <b>22,129.27</b> |

## Harbormaster Report

January 8, 2024

Deposits to SHMC account since last report: \$0          2024 YTD=\$0

The Stonington Borough Lobster Pot Christmas Tree deconstruction scheduled for today has been postponed until Jan 15 due to weather issues. Harbormasters Donch and Palmer will be assisting again by transporting lobster pots, lights and other equipment from Stonington Borough to Westerly (Ocean Community Chamber of Commerce).

Two vessels being removed from harbor using “Abandoned Vessel” section of the CT General Statutes:

Sailing vessel “Freya” paperwork submitted to CT DEEP. If the owner does not contact DEEP before 1/26/24 ownership of the vessel will be transferred to Town of Stonington. Dodson Boatyard has been contacted and provided an estimate of \$4500 to dispose of the vessel. Dodson has indicated that the vessel can be moved to their dock so that the Harbormaster boat can be hauled for the season.

Inflatable at Stonington Commons transient dock was removed before paperwork could be submitted to DEEP.

### Harbormaster Boat

Boat will be hauled out once abandoned sailing vessel is moved to DBY. Expect this to happen week of 1/15.

Boat will be taken to Rowmarine (vessel builder in Bristol, RI) for moving of the leaning posts at a time agreeable to Rowmarine.

Boat will be shrink wrapped at stored at Don’ Dock

Respectfully Submitted,

Eric Donch  
Stonington Harbormaster

All

Mooring Permit

One Year Special Purpose Permit

Commercial Mooring

### Mooring Permit

Berths

Add

| Status                 | Count |
|------------------------|-------|
| Approved               | 318   |
| Wait Listed            | 76    |
| Wait List Hold         | 4     |
| Application Incomplete | 26    |
| Expired                | 1     |

| Flags           | Count |
|-----------------|-------|
| Renewal Issues  | 3     |
| Potential Moves | 4     |

| Wait List         | Count | Wait    |
|-------------------|-------|---------|
| Mooring Wait List | 68    | 3 years |

- (21) Moorings given up in 2023
- (3) Moorings considering giving up for 2024, no vessels
- WL is at 68 and 3 yrs - lowest EVER!
- (40) new assignments given in Dec/Jan - Harbor is now full
- (2) new assignments asked to be deferred - boat being built and family issue
- (3) WL cancellations, no vessels or plans in near
- (4) WL applications from 2020 found as paper copies given to applicants from Town Hall and completed/mailed to HM last year - entered into system to original placement based on date applied - prior years fees were waived as Commission issue, only sent renewal for 9/23 billing for payment
- (2) WL applications previously cancelled for non-payment added back to system and renewal bills sent
- Current mooring holders bills go out on 1/31/24 - usually a few folks give up when they receive bill based on past years
- Commissioners will receive their bills mid January to confirm system and payment links working correctly before send to all mooring holders
- Harbor grid added to Commission home page on Town website
- New Assignment FAQs devised w/HM and send to this year's 40 mooring new assignments
- Change OLM website home page to make more user friendly, including adding harbor grid
- (30) overdue inspections listed in OLM Report - working with DD and Dodson's to correct - most data issues, not truly overdue
- Contact w/Pawcatuck and Mystic Harbor Commissions to answer OLM questions
- OLM is working on why the two WL counts are not matching in January as they did in December.