



**Stonington Harbor Management Commission**  
**DRAFT**  
**February 8, 2016**  
**Draft Minutes (Jesse Diggs, Acting Secretary)**



**1. Call to Order:** Chairman Spalding called the meeting to order at 7:00 PM. Attending were Chairman Spalding, Commissioners Anderson, Crites, Diggs, Johnstone, MacKinnon, O'Neill, and Tacy, and Harbormaster Donch and Deputy Harbormaster Estabrooks. Absent: Commissioners Smith and Rose. A quorum was present and the meeting proceeded.

**2. Minutes:** The Minutes of the January 11, 2016 meeting were reviewed. An error occurred in the members of the Working Group "New Moorings offered through Commissioners" Working group. Mr. Smith is not a part of that Working Group. Acceptance as amended and to be re-submitted to the Town Clerk was moved by Mr. Tacy, seconded by Mr. O'Neill, and approved unanimously.

**3. Online Moorings LLC Presentation:** Mr. John. Boyd, Jr. provided an overview of the services provided by "Online Moorings, LLC" (<http://www.onlinemooring.com>). They provide a web based system that includes management of the moorings, the Waiting List and other administrative functions relative to a typical harbor consisting of private, commercial and transient moorings. They currently manage over 40,000 moorings in many nearby harbors and can customize their management software to satisfy most every mooring situation. They offer periodic user seminars, help desk support, and encourage a free trial period use of their service to help assess its value for our situation. The cost for the service is \$6-\$8 per mooring managed, depending on the payment plan. It was not clear how managing the existing three groups of commercial mooring fields would be incorporated into their management system or if a separate management plan would be required. However, this could be resolved at a later date. After the presentation, the HM, Deputy HM and Commissioners discussed the benefits and detriments of the on-line system and were somewhat split on its value. Some believe that it should be pursued for the 2017 season, while others were not convinced and wanted to defer any decision until after the existing SHMC web site was evaluated for the same functionality, administrative labor intensity, and input requirements.

**4. Review of SHMC Web Site:** A detailed evaluation of the SHMC web site was tabled until next month.

**5. 2016 Newsletter:** The 2016 newsletter, its' topics and authors were discussed. Many of the topics in the 2015 newsletter would be updated and included again. Chairman Spalding read the proposed outline and assigned various Commissioners the task to provide the text, to be sent to him for development of a DRAFT newsletter by the March meeting. The goal would be publishing in April 2016. Due to cost constraints, the "publishing" may via e-mails to mooring holders and the waiting list only. However, it

has been beneficial to have hard copies printed and distributed around town. Ways to cut costs will be pursued.

**6. CORRESPONDENCE:**

- a. In Jurisdiction (approval required): None received.
- b. Out of Jurisdiction (no approval required): None received.

7. **TREASURER'S REPORT:** Mr. Crites distributed the financial summary (attached herein) and reviewed it with the Commissioners. The 2016 year end "probable balance" has gone slightly negative at -\$681.14. Don's Dock surprised us with a significant bill for rigging the new SNW anchorage buoys. In addition, an over-due bill for \$961.51 from DEEP for the public notice in The Day for the new dock extension was re-submitted by DEEP and will be paid. It apparently had been over-looked, or not received. Ways in which to cut expenses or increase revenues were discussed. The new moorings that will be offered could generate sufficient revenues to cover the projected year-end shortfall. Acceptance of the Report was moved by Mr. Anderson, seconded by Mr. Crites and approved unanimously.

8. **HARBORMASTER'S REPORT** (see attachment):

- a. New Moorings (offered through commissioners): Gridding the harbor identified a significant number of locations where new moorings could be offered to those on the Waiting List. Mr. Diggs and Mr. Johnstone attempted to contact the top 40 people on the waiting list. Of that, only about 15 people still wanted moorings. Many were no longer interested in being on the waiting list or could not be contacted. The names of the people currently identified that want mooring locations for the 2016 season were provided to the HM and applications will be sent out. This effort will continue as required to increase the number of private moorings in the harbor.
- b. Robert G winter storage: The engine has been winterized, the bottom painted and the boat/trailer is stored at the HM house. It was not clear where water weeping from the transom above the water line originates but this will be investigated in the spring.
- c. Waiting list maintenance: This is a by-product of the moorings offered by the Commissioners and will be up-dated (see above):
- d. Sandy Point dredging: This was completed in Nov 2015 with the removal of many large rocks and boulders that could not be removed via suction dredging as occurred in Oct 2014. The debris was deposited in Federal designated dumping grounds in LIS and Block Island Sound.
- e. Other HM Business: The HM has been working with the Commissioners to resolve errors in the Mooring and Waiting lists.
- f. Acceptance of the HM Report was so moved, seconded and approved unanimously.

9. **OLD BUSINESS:**

- a. HM dock upgrade: DEEP reported that there were no comments received in response to the Public Notice and that the permit will be issued after all unpaid bills are paid (see Treasurer's report). Gwenmor Marine will hold off building the dock components until the permit is issued and the \$10K deposit is received.

b. Rebuild Old Stonington Town Wharf: ACOE, seeing no progress on a title transfer in Congress, has withdrawn its prior conditional OK. However, that may have been an attempt to send a wake-up message to Capitol Hill, for the good news is that ACOE staff have offered to work directly with us in making this transfer happen. Accordingly, a conference call between the ACOE district chief and Rob Simmons/Jeff Callahan/Mr. Tacy is now being scheduled. This effort may be getting un-stuck.

10. **NEW BUSINESS**: A discussion ensued about the location of littoral moorings relative to the recipient's residence. It was determined that the HM will assign littoral mooring locations based on close proximity to the residence and access to the channel. Virtually any deep water location within the Harbor will occasionally experience unfavorable winds, tides and currents and special accommodations should only be considered in truly unique circumstances.

11. **PUBLIC COMMENT**: Only one representative from the public was present and remarked that he was impressed with the professionalism of the meetings and thoroughness with which business was conducted, and he appreciated the effort put forth by the Commission, HM and Deputy HM. We thanked him for his support.

12. **ADJOURNMENT**: Being no further business, a motion was made by Mr. MacKinnon and seconded by Mr. O'Neill to adjourn the meeting, and approved unanimously. Meeting adjourned at 10:00pm.

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Jay Spalding - Chair SHMC

**Attachments:**

- A. Treasurer's Report
- B. Harbor Master's Report

A. Treasurer's Report:

Report Date 2/08/2016						
	Plan	Jan	Feb	Mar	YTD	Probable
<b>Funds Generated:</b>						
Balance Brought Forward:	\$ 18,096.00	\$18,095.74			\$18,095.74	\$18,095.74
Paid Moorings: Com/Pvt/Pub:	128/223/7	0/0/0			0/0/0	128/223/7
Moorings Fees:	\$ 24,090.00	\$ -			\$ -	\$24,090.00
Miscellaneous Income:	\$ 100.00	\$ -			\$ -	\$ 100.00
<b>Total Generated Funds:</b>	<b>\$ 42,286.00</b>	<b>\$18,095.74</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$18,095.74</b>	<b>\$42,285.74</b>
<b>Operating Expense:</b>						
<b>Moorings Admin:</b>						
Mailings:	\$ 250.00				\$ -	\$ 250.00
Telephone:	\$ -				\$ -	\$ -
Computer Sftwr:	\$ -				\$ -	\$ -
Miscellaneous:	\$ 100.00				\$ -	\$ 100.00
<b>Sub-Total:</b>	<b>\$ 350.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350.00</b>
<b>Boat:</b>						
Fuel & Oil:	\$ 300.00				\$ -	\$ 300.00
Commissioning:	\$ 1,500.00				\$ -	\$ 1,500.00
Storage:	\$ -				\$ -	\$ -
Maintenance/Repairs:	\$ 500.00				\$ -	\$ 500.00
Equipment:	\$ 500.00				\$ -	\$ 500.00
<b>Sub-Total:</b>	<b>\$ 2,800.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,800.00</b>
<b>Harbor Maintenance:</b>						
Buoy: Commission/Haul/Store:	\$ 3,000.00	\$ 866.00			\$ 866.00	\$ 1,600.00
Misc Service/Locker Storage:	\$ 540.00				\$ -	\$ 540.00
Signage:	\$ -				\$ -	\$ -
<b>Sub-Total:</b>	<b>\$ 3,540.00</b>	<b>\$ 866.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 866.00</b>	<b>\$ 2,140.00</b>
<b>Dock/Pumpout:</b>						
Dock Eqpt./Maintenance:	\$ 500.00				\$ -	\$ 500.00
Pumpout Eqpt./Maintenance:	\$ -				\$ -	\$ -
Miscellaneous:	\$ -				\$ -	\$ -
<b>Sub-Total:</b>	<b>\$ 500.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500.00</b>
<b>Administrative:</b>						
Supplies:	\$ -				\$ -	\$ -
New sletter:	\$ 1,300.00				\$ -	\$ 1,300.00
Professional Services:	\$ -				\$ -	\$ -
<b>Sub-Total:</b>	<b>\$ 1,300.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,300.00</b>
<b>Total Operating Expense:</b>	<b>\$ 8,490.00</b>	<b>\$ 866.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 866.00</b>	<b>\$ 7,090.00</b>
<b>Approved Projects/Capital</b>						
Moorings Field Grid Project:	\$ 1,000.00	\$ 770.00			\$ 770.00	\$ 1,000.00
Anchorage/Channel Buoys Project:	\$ -	\$ 2,876.88			\$ 2,876.88	\$ 2,876.88
Town Pier/Breakwater Project:	\$ -				\$ -	\$ -
Pumpout Pier Extension Project:	\$ 32,000.00				\$ -	\$32,000.00
<b>Total Project/Capital</b>	<b>\$ 33,000.00</b>	<b>\$ 3,646.88</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,646.88</b>	<b>\$35,876.88</b>
<b>Total Designated Funds</b>	<b>\$ 41,490.00</b>	<b>\$ 4,512.88</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,512.88</b>	<b>\$42,966.88</b>
<b>Undesignated Funds:</b>	<b>\$ 796.00</b>	<b>\$13,582.86</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$13,582.86</b>	<b>\$ (681.14)</b>
<b>Notes:</b>						
Petty Cash Advance - \$300	February:	DEEP	\$ 961.51			
Harbor Boat Reserve - \$740		Docko	\$ 383.60			

**Sherm:**  
 DD - haul anchorage buoys - \$660  
 Dodson - haul channel/no wake buoys - \$206

**Sherm:**  
 DD- relocate 7 moorings

**Sherm:**  
 DD - rig new anchorage buoys - 2876.88

B. Harbormaster's Report:

**Harbormaster Report**

January 11, 2016

New Mooring permits issued: 0                      Moorings being given up (this month): 0  
New Mooring assignments in the works: 0  
Deposits to SHMC account since last report: \$ 0      2016 YTD=\$0

Mooring renewals were mailed January 28<sup>th</sup>.

Working with Jesse and Rod to get an accurate accounting of all moorings in the harbor.

Robert G.

Boat was hauled 12/13/15.

Boat is stored at my house.

Respectfully Submitted

Eric Donch  
Stonington Harbormaster