



Stonington Harbor Management Commission *Special Meeting*



January 11, 2021
Minutes by *(Melanie Degler, Secretary)*

1. Call to Order:

Chairman Spalding called the virtual meeting to order at 7:00 PM. The virtual meeting was held via Zoom with public call-in availability. The Commissioners listed below were on the Zoom.

Attending: Chairman Spalding, Treasurer Crites, Secretary Degler, Vice Chairman Diggs, Commissioners Anderson, McKinnon, O'Neill, Rose, Smith, and Williams, Harbormaster Donch and Deputy Harbormaster Estabrooks

Guests: Matt Gimple-Representative from Stonington Harbor Yacht Club and Ian Cooke-Representative from Small Boat Association

A moment was taken to remember Jason Vincent, who recently passed away unexpectedly, for his dedication and contributions to the Town of Stonington and his assistance to members of this Commission.

2. Minutes:

The Minutes of the December 14, 2020 meeting were reviewed. Commissioner Anderson made a motion to approve the December 2020 Minutes. Commissioner McKinnon seconded the motion. No further discussion occurred, all in favor, motion approved.

ACTION ITEM #1: Harbormaster Donch will discuss the purchase of more up-to-date and advanced options for search lights for the Harbormaster boat, including a handheld device.

- *This action item will remain open until the spring commissioning of the Harbormaster boat.*

ACTION ITEM #2: Commissioner O'Neill will report at the January 2021 meeting on his discussions with other Connecticut Harbormasters related to their roles and compensation.

ACTION ITEM #3: Harbormaster Donch will contact Sound Marine to assess the area at Pawcatuck Point (Osbrook Point) for placement of a Helix mooring (green can #21) as approved by DEEP for the private aid to navigation. Placement will occur in the spring of 2021 prior to the boating season.

ACTION ITEM #4: Harbormaster Donch will send a copy of the DEEP permit for the private aid to navigation for Pawcatuck Point to Commissioner MacKinnon to buy a new buoy for placement in the spring.

3. Public Comment: Mr. Gimple informed the Commission he will now be the point person from SHYC for special purpose moorings and other needs related to Commission business.

4. Correspondence:

In Jurisdiction:

- S&D application, Fullerton-50 Salt Acres Road, Stonington
- COP application, Fontaine-282 Osbrook Point, Pawcatuck

No action was required by the Commission, both submissions for information purposes only.

Out of Jurisdiction: There was none.

5. Treasurer's Report:

The Financial Report for December 2020 was reviewed and attached to these minutes.

- Invoices from PMW and Dodson Boatyard were reviewed and approved for payment.

ACTION ITEM #5: Harbormaster Donch will request a list of items completed for the winterization of the Harbormaster boat from PMW. - Done

- Treasurer Crites attended the Online Mooring virtual training session in December 2020 and noted PayPal will no longer be offered as a choice for payment of 2021 renewals and applications. The online payment app, Stripe, will now be used. Secretary Degler will become familiar with this new program and help any mooring holders or applicants with issues for this year.

ACTION ITEM #6: Chairman Spalding will add Financial Planning, including capital items/projects, to the February Meeting Agenda. - Done

Commissioner Smith made a motion to approve the Treasurer's Report as presented. Vice Chairman Diggs seconded the motion. No further discussion occurred, all in favor, motion approved.

6. Harbormaster's Report:

The Harbormaster's Report for January 2021 was reviewed.

ACTION ITEM #7: Secretary Degler will send instructions for removal of names from Online Mooring Wait List to Commissioner Smith. - Done

ACTION ITEM #8: Harbormaster Donch will investigate local swimming clubs using the Harbor for their swimming sessions, which is against the SHMC Plan. - Done

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

7. Old Business:

1. Stonington Harbor Management Ordinance Status
 - a. Town Legal review was completed on 1/5/2021 with no further comments.
 - i. Town Attorney has drafted a resolution for an upcoming Town Meeting vote.

ACTION ITEM #8: Chairman Spalding will check again with Tim Delgado from CT DEEP for his comments. - Done

2. SHMP Revision Status – no update

8. New Business Stated on Agenda:

1. 2021 Meeting Schedule – 2nd Monday of each month at 7:00 pm EST, currently virtual meetings due to the Pandemic, but will return to in-person meetings at the Stonington Police Department, Community Room when approved by the Selectman’s office, will continue for 2021.

ACTION ITEM #9: Chairman Spalding will send the 2021 Meeting Schedule to the Stonington Town Clerk. - Done

2. 2021 Newsletter Article Ideas – discussed numerous article topics.

ACTION ITEM #10: Secretary Degler will send the agreed newsletter article list assignments to all Commissioners. - Done

9. Adjournment:

Commissioner Smith made a motion to adjourn the Special meeting. Commissioner Anderson seconded the motion. No further discussion occurred, all in favor, motion approved for adjournment at 9:16 pm.

Approved: 
Jay Spalding, Chairman SHMC

Date: 8 Feb 2021

Attachments:

- Treasurer’s Report
- Harbormaster’s Report

Treasurer's Report

Report Date 1/07/2021

	Plan	Oct	Nov	Dec	YTD	Probable
Funds Generated:						
Balance Brought Forward:	24,730	10,167.81	10,858.13	11,058.13	24,730.48	24,730.48
Paid Moorings: Com/P4/Pub:	128/263/14	0/21/0	0/4/0	0/11/0	128/260/14	128/260/14
Mooring Fees:	26,230	1,050.00	200.00	550.00	26,080.00	26,080.00
Miscellaneous Income:	100	487.20			750.00	750.00
Total Generated Funds:	51,060	11,705.01	11,058.13	11,608.13	51,560.48	51,560.48
Operating Expense:						
Mooring Admin:						
Mailings:	600				0.00	0.00
Telephone:	0				0.00	0.00
Online Mooring	4,000	30.00		165.80	2,235.59	2,235.59
Miscellaneous:	0				134.00	134.00
Sub-Total:	4,600	30.00	0.00	165.80	2,369.59	2,369.59
Boat:						
Fuel & Oil:	200				0.00	0.00
Commissioning:	2,500				2,707.00	2,707.00
Storage:	0				0.00	0.00
Maintenance/Repairs:	150				0.00	0.00
Equipment:	250				0.00	0.00
Sub-Total:	3,100	0.00	0.00	0.00	2,707.00	2,707.00
Harbor Maintenance:						
Buoy: Commission/Haul/Store:	5,000			476.00	3,634.48	3,634.48
Misc Service/Locker Storage:	500				0.00	0.00
Adjust Grid Alignment	1,000				238.00	238.00
Signage:	0	94.67			94.67	94.67
Sub-Total:	6,500	94.67	0.00	476.00	3,967.15	3,967.15
Dock/Pumpout:						
Dock Eqpt./Maintenance:	0	722.21			897.01	897.01
Pumpout Eqpt./Maintenance:	0				0.00	0.00
Miscellaneous:	0				0.00	0.00
Sub-Total:	0	722.21	0.00	0.00	897.01	897.01
Administrative:						
Supplies:	0				443.94	443.94
Newsletter:	3,400				209.46	209.46
Professional Services:	1,000			167.71	167.71	167.71
Sub-Total:	4,400	0.00	0.00	167.71	821.11	821.11
Total Operating Expense:	18,600	846.88	0.00	809.51	10,761.86	10,761.86
Approved Projects/Capital						
New SNW Buoys	10,000				0.00	0.00
New Anchor/Channel Buoys	1,000				0.00	0.00
Addition to Boat Reserve	5,000				10,000.00	10,000.00
Emergency Reserve	0				10,000.00	10,000.00
Public Access Improvement	2,000				10,000.00	10,000.00
Total Project/Capital	18,000	0.00	0.00	0.00	30,000.00	30,000.00
Total Designated Funds	36,600	846.88	0.00	809.51	40,761.86	40,761.86
Undesignated Funds:						
Petty Cash Advance	300					
HM Replacement Boat Reserve	30,000					
Public Access Reserve	10,000					
Emergency Reserve	10,000					

Harbormaster Report

January 11, 2021

New Mooring permits issued: 0	Moorings being given up (this month): 1
New Mooring assignments in the works: 0	
Deposits to SHMC account since last report: \$ 100	2020 YTD = \$ 26667.20
	2021 YTD = \$ 0

Will work to get renewal emails out by 1.15.21

Robert G

Stored at PMW 'Don's Dock.

2021 equipment considerations:

- Additional handrails aft edge of hard top
- Handheld spotlight

Respectfully Submitted.

Eric Donch
Stonington Harbormaster