



**Stonington Harbor Management Commission  
Special Meeting**



**February 8, 2021  
Minutes by (Melanie Degler, Secretary)**

**1. Call to Order:**

Chairman Spalding called the virtual meeting to order at 7:02 PM. The virtual meeting was held via ZOOM with public call-in availability. The Commissioners listed below were on the ZOOM meeting.

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

**Absent:** Commissioner Smith

**Guests:** None

**2. Minutes:**

The Minutes of the January 11, 2021 meeting were reviewed. Commissioner Anderson made a motion to approve the January 2021 Minutes. Commissioner McKinnon seconded the motion. No further discussion occurred, all in favor, motion approved.

**ACTION ITEM #1:** Harbormaster Donch will investigate more up-to-date and advanced options for search lights for the Harbormaster boat, including a handheld device, with Commissioner Anderson.

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

**ACTION ITEM #2:** Commissioner O'Neill requested an Executive Session at the March 2021 meeting to discuss the Harbormaster and Deputy Harbormaster roles and compensation.

- a) Chairman Spalding will schedule an Executive Session on March 2021 meeting agenda.

**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 AtoN. Placement will occur in the spring of 2021.

**ACTION ITEM #4:** Harbormaster Donch will send a copy of the DEEP permit for the Private AtoN for Pawcatuck Point (Osbrook Point) to Commissioner MacKinnon to buy a new buoy.

**3. Public Comment:** There was none.

**4. Correspondence:**

**In Jurisdiction:** There was none.

**Out of Jurisdiction:** There was none.

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

The Financial Report for January 2021 was reviewed and attached to these minutes.

Time was spent discussing and completing the projected spending for 2021.

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

## **6. Harbormaster's Report:**

The Harbormaster's Report for February 2021 was reviewed.

- All 2021 Mooring renewals were sent to current mooring holders using the Online Mooring system.
- Commissioner O'Neill is currently working with the Harbormaster to contact the next group on the Waiting List to offer new moorings for the 2021 boating season.

**ACTION ITEM #5: Harbormaster Donch will contact the boatbuilder of the Harbormaster boat to buy a new hatch door for the vessel.**

**ACTION ITEM #6: Commissioner MacKinnon will supply Commissioner Anderson with a purchase list of buoy hardware for Defender pricing.**

**ACTION ITEM #7: Secretary Degler will enter inspection data into Online Mooring system.**

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

## **7. Old Business:**

1. Newsletter update – Commissioners working on their assigned articles.
  - a. Plan will be to send paper copies to all Mooring and Waiting List individuals rather than electronic copies as sent last year due to the pandemic.
  - b. Paper copies will again be distributed around Town if the pandemic allows.

**ACTION ITEM #8: Secretary Degler will contact Online Mooring to supply access to the mailing list to supply to Copy Cats to print and mail the 2021 newsletter.**

2. Pawcatuck Point (Osbrook Point) Private AtoN.
  - a. The buoy will be bought since approved by DEEP.
3. Stonington Harbor Management Ordinance Status
  - a. DEEP Boating Division has agreed to the Ordinance.
  - b. Town of Stonington is in agreement and we are waiting for the time when the Town can again hold Town Meetings.
4. SHMP Revision Status – no update

## **8. New Business** – none since a Special Meeting.

**9. Adjournment:**

Vice Chairman Diggs made a motion to adjourn the Special meeting. Commissioner MacKinnon seconded the motion. No further discussion occurred, all in favor, motion approved for adjournment at 9:13 pm.

Approved:   
*Jay Spalding, Chairman SHMC*

Date: 23 March 2021

**Attachments:**

- Treasurer's Report
- Harbormaster's Report

Treasurer's Report

Report Date 2/08/2021

	<u>Plan</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>YTD</u>	<u>Probable</u>
<b><u>Funds Generated:</u></b>						
Balance Brought Forward:	10,799	10,798.62			10,798.62	10,798.62
Paid Moorings: Com/Pvt/Pub:		0/2/0			0/02/0	128/260/14
Mooring Fees:		100.00			100.00	26,080.00
Miscellaneous Income:		0.00			0.00	200.00
<b>Total Generated Funds:</b>	<b>10,799</b>	<b>10,898.62</b>	<b>0.00</b>	<b>0.00</b>	<b>10,898.62</b>	<b>37,078.62</b>
<b><u>Operating Expense:</u></b>						
<b>Mooring Admin:</b>						
Mailings:	#VALUE!				0.00	0.00
Telephone:					0.00	0.00
Online Mooring		798.28			798.28	5,000.00
Miscellaneous:		50.00			50.00	0.00
<b>Sub-Total:</b>	<b>#VALUE!</b>	<b>848.28</b>	<b>0.00</b>	<b>0.00</b>	<b>848.28</b>	<b>5,000.00</b>
<b>Boat:</b>						
Fuel & Oil:		131.55			131.55	200.00
Commissioning:		1,230.00			1,230.00	2,500.00
Storage:					0.00	0.00
Maintenance/Repairs:					0.00	500.00
Equipment:		344.87			344.87	250.00
<b>Sub-Total:</b>	<b>0</b>	<b>1,706.42</b>	<b>0.00</b>	<b>0.00</b>	<b>1,706.42</b>	<b>3,450.00</b>
<b>Harbor Maintenance:</b>						
Buoy: Commission/Haul/Store:		403.76			403.76	6,000.00
Misc Service/Locker Storage:					0.00	500.00
Adjust Grid Allignment					0.00	500.00
Signage:		39.66			39.66	0.00
<b>Sub-Total:</b>	<b>0</b>	<b>443.42</b>	<b>0.00</b>	<b>0.00</b>	<b>443.42</b>	<b>7,000.00</b>
<b>Dock/Pumpout:</b>						
Dock Eqpt./Maintenance:					0.00	0.00
Pumpout Eqpt./Maintenance:					0.00	0.00
Miscellaneous					0.00	0.00
<b>Sub-Total:</b>	<b>0</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:					0.00	0.00
Newsletter:					0.00	3,000.00
Professional Services:		42.57			42.57	700.00
<b>Sub-Total:</b>	<b>0</b>	<b>42.57</b>	<b>0.00</b>	<b>0.00</b>	<b>42.57</b>	<b>3,700.00</b>
<b>Total Operating Expense:</b>	<b>#VALUE!</b>	<b>3,040.69</b>	<b>0.00</b>	<b>0.00</b>	<b>3,040.69</b>	<b>19,150.00</b>
<b><u>Approved Projects/Capital</u></b>						
New SNW Buoys					0.00	10,000.00
New Anchor/Channel Buoys					0.00	0.00
Addition to Boat Reserve					0.00	5,000.00
Public Access Improvement					0.00	5,000.00
<b>Approved Projects/Capital</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>20,000.00</b>
<b>Total Designated Funds</b>	<b>#VALUE!</b>	<b>3,040.69</b>	<b>0.00</b>	<b>0.00</b>	<b>3,040.69</b>	<b>39,150.00</b>
<b>Undesignated Funds:</b>	<b>#VALUE!</b>	<b>7,857.93</b>	<b>0.00</b>	<b>0.00</b>	<b>7,857.93</b>	<b>(2,071.38)</b>
<b><u>Notes:</u></b>						
Petty Cash Advance	300					300.00
HM Replacement Boat Reserve	30,000					35,000.00
Public Access Reserve	10,000					15,000.00
Emergency Reserve	10,000					10,000.00

## Harbormaster's Report

### Harbormaster Report

February 8, 2021

New Mooring permits issued: 0  
New Mooring assignments in the works: 9 (O'Neil)  
Deposits to SHMC account since last report: \$ 0

Moorings being given up (this month): 1  
2021 YTD - \$ 0

Mooring renewals sent out 2/1/21

259 renewals sent out  
42 approved  
17 under review (incomplete)

Robert G

Stored at PMW - Don's Dock.

2021 equipment considerations:  
Additional handrails aft edge of hard top  
Handheld spotlight

Respectfully Submitted.

Eric Donoh  
Stonington Harbormaster