



**Stonington Harbor Management Commission**  
**March 8, 2021**  
**Minutes by (Melanie Degler, Secretary)**



**1. Call to Order:**

Chairman Spalding called the virtual meeting to order at 7:01 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, Secretary Degler, Vice Chairman Diggs, Commissioners Anderson, McKinnon, O'Neill, Rose, and Williams, Harbormaster Donch and Deputy Harbormaster Estabrooks

**Absent:** Treasurer Crites and Commissioner Smith

**Guests:** Matt Gimple-SHYC, Spike Lobdell-NESS, David Motherway, Jr-Wad Club, and Ian Cooke

**2. Minutes:**

The Minutes of the February 2021 meeting were reviewed. Vice Chairman Diggs made a motion to approve the Minutes. Commissioner Anderson seconded the motion. No further discussion occurred, all in favor, motion approved.

**ACTION ITEM #1: 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.**

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

**4. Special Purpose Moorings:**

Requests were sent prior to the meeting to the Commission to review. Speakers for each organization were present to update the Commission of their 2020 programs and public usage of their club programs.

- a. New England Science and Sailing - There were no issues noted by the Commission to approve the same six (6) Special Purpose Boat Moorings as last year.
- b. Stonington Harbor Yacht Club- There were no issues noted by the Commission to approve the same six (6) Special Purpose Boat Moorings as last year.
- c. Wadawanuck Club – The Club requested an increase of one (1) mooring from two (2) to three (3) moorings, since they are planning to buy another shallow-draft sailing vessel. The Commission noted there were no issues with this change request to increase their Special Purpose Boat Moorings to three (3) for this season.

**ACTION ITEM #2: Harbormaster Donch will speak offline with Commodore Motherway to confirm the Club's purchase and assign a new mooring location in the north area of the Harbor.**

Commissioner Williams made a motion to approve all the Special Use Moorings as requested, totaling fifteen (15) for 2021. The motion was seconded by Vice Chairman Diggs. No further discussion occurred, all in favor motion approved.

## **5. Correspondence:**

**In Jurisdiction:** William L. Palmer, Jr. Renewal Letter – discussed during Harbormaster’s Report.

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

## **6. Treasurer’s Report:**

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

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

## **7. Harbormaster’s Report:**

The Harbormaster’s Report for March 2021 was reviewed.

- Mr. Palmer’s letter was reviewed, and his concerns were noted. Online Mooring (OLM) is a new system for the Commission and mooring holders should give time to acclimate to the new system. Any questions with the new system should be sent to Harbormaster Donch or Secretary Degler, directly to address with the mooring holder.

**ACTION ITEM #3: Secretary Degler will add all Special Use Mooring Holders to this category within Online Mooring and automatically issue renewal notices to SHYC, Wad Club and NESS.**

- *Treasurer Crites will no longer have to issue manual, paper bills to this group.*

**ACTION ITEM #4: Harbormaster Donch will schedule time to speak to Special Use Mooring Holders of safety habits in the Harbor.**

**ACTION ITEM #5: Commissioner MacKinnon will speak with Ian at Don’s Dock about needed replacement of any of the current transient area anchorage buoys since at least one was damaged last season.**

**ACTION ITEM #6: Secretary Degler will set-up automatic emails in OLM when Harbormaster Donch approves all renewals and new applications. She will also set up automatic overdue notices for sending in June each year, for those mooring holders who have not paid their annual fee-showing incomplete renewal status in system.**

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

## **8. Old Business:**

1. Newsletter update – Commissioners working on their assigned articles and should be sent to Secretary Degler by the beginning of April.
  - a. The plan will be to send paper copies to all Mooring and Waitlist individuals rather than electronic copies as sent last year due to the pandemic.
  - b. Paper copies will again be distributed around Town.
  - c. A link will again be placed on the Town website and SHMC OLM home page.

2. Pawcatuck Point (Osbrook Point) Private AtoN.

**ACTION ITEM #7: Commissioner MacKinnon will buy the AtoN in March from Gilman Co.**

3. Stonington Harbor Management Ordinance Status – see New Business.
4. SHMP Revision Status – no update

### **9. New Business:**

1. Virtual Town Meeting on 3/13/21 to vote on the Stonington Harbor Management Ordinance for a SNW Zone around Sandy Point. Chairman Spalding and Harbormaster Donch will be on the WebEx to answer on questions from the community.

**ACTION ITEM #8: Harbormaster Donch will contact Greenhaven Marine to discuss installing the five (5) new SNW buoys around Sandy Point once the Town approves the Ordinance.**

**ACTION ITEM #9: Commissioner Williams will email to all Commissioners the information he received on the new Town Climate Change Task Force.**

2. Secretary Degler relayed another helpful tool within OLM for Commissioner Surveys to be entered (by HM or Degler) into the OLM system to monitor when mooring holders are using their moorings each season.

### **10. Executive Session:**

Commissioner O'Neill made a motion to move to a closed Executive Session. Commissioner Anderson seconded the motion. No discussion, all in favor, motion approved. This session was not recorded and ad-hoc members, Harbormaster Donch and Deputy Harbormaster Estabrooks, were excused prior to any discussion.

**ACTION ITEM #10: Chairman Spalding will add the topic to April's meeting agenda to discuss during the regular meeting.**

### **11. Adjournment:**

Vice Chairman Diggs made a motion to adjourn the meeting. Commissioner Rose seconded the motion. No further discussion occurred, all in favor, motion approved for adjournment at 9:38 pm.

Approved:   
*Jay Spalding, Chairman SHMC*

Date: 12 April 2021

### **Attachments:**

- Treasurer's Report
- Harbormaster's Report

Treasurer's Report

Report Date 3/08/2021

	<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	7,857.93		10,798.62	10,798.62
Paid Moorings: Com/PW/Pub:	128/275/14	0/2/0	0/0/0		0/02/0	128/275/14
Mooring Fees:	26,830	100.00	0.00		100.00	26,830.00
Wait List Fees	0	0.00	0.00		0.00	0.00
Miscellaneous Income:	200	0.00	0.00		0.00	200.00
<b>Total Generated Funds:</b>	<b>37,829</b>	<b>10,898.62</b>	<b>7,857.93</b>	<b>0.00</b>	<b>10,898.62</b>	<b>37,828.62</b>
<b><u>Operating Expense:</u></b>						
<b>Mooring Admin:</b>						
Mailings:	300				0.00	300.00
Telephone:					0.00	0.00
Online Mooring	5,000	798.28	14.05		812.33	5,000.00
Miscellaneous:		50.00			50.00	0.00
<b>Sub-Total:</b>	<b>5,300</b>	<b>848.28</b>	<b>14.05</b>	<b>0.00</b>	<b>862.33</b>	<b>5,300.00</b>
<b>Boat:</b>						
Fuel & Oil:	200	131.55			131.55	200.00
Commissioning:	2,500	1,230.00			1,230.00	2,500.00
Storage:	0				0.00	0.00
Maintenance/Repairs:	1,000				0.00	1,000.00
Equipment:	250	344.87			344.87	250.00
<b>Sub-Total:</b>	<b>3,950</b>	<b>1,706.42</b>	<b>0.00</b>	<b>0.00</b>	<b>1,706.42</b>	<b>3,950.00</b>
<b>Harbor Maintenance:</b>						
Buoy: Commission/Haul/Store:	6,000	403.76	3,682.00		4,085.76	6,000.00
Misc Service/Locker Storage:	500				0.00	500.00
Adjust Grid Allignment	500				0.00	500.00
Signage:	0	39.66			39.66	0.00
<b>Sub-Total:</b>	<b>7,000</b>	<b>443.42</b>	<b>3,682.00</b>	<b>0.00</b>	<b>4,125.42</b>	<b>7,000.00</b>
<b>Dock/Pumpout:</b>						
Dock Eqpt./Maintenance:	300				0.00	300.00
Pumpout Eqpt./Maintenance:					0.00	0.00
Miscellaneous					0.00	0.00
<b>Sub-Total:</b>	<b>300</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>300.00</b>
<b>Administrative:</b>						
Supplies:	0				0.00	0.00
Newsletter:	3,000				0.00	3,000.00
Professional Services:	700	42.57			42.57	700.00
<b>Sub-Total:</b>	<b>3,700</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>20,250</b>	<b>3,040.69</b>	<b>3,696.05</b>	<b>0.00</b>	<b>6,736.74</b>	<b>20,250.00</b>
<b><u>Approved Projects/Capital</u></b>						
New SNW Buoys	10,000				0.00	10,000.00
New Anchorage Buoys	5,000				0.00	5,000.00
New Channel Buoys	5,000				0.00	5,000.00
Addition to Boat Reserve	0				0.00	0.00
Public Access Improvement	0				0.00	0.00
<b>Approved Projects/Capital</b>	<b>20,000</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>40,250</b>	<b>3,040.69</b>	<b>3,696.05</b>	<b>0.00</b>	<b>6,736.74</b>	<b>40,250.00</b>
<b>Undesignated Funds:</b>	<b>(2,421)</b>	<b>7,857.93</b>	<b>4,161.88</b>	<b>0.00</b>	<b>4,161.88</b>	<b>(2,421.38)</b>
<b><u>Notes:</u></b>						
Petty Cash Advance	300					300.00
HM Replacement Boat Reserve	30,000					30,000.00
Public Access Reserve	10,000					10,000.00
Emergency Reserve	10,000					10,000.00

