



Stonington Harbor Management Commission
June 14, 2021
Minutes by (Melanie Degler, Secretary)



1. Call to Order:

Vice Chairman Diggs called the in-person meeting to order at 7:03 PM.

Attending: Treasurer Crites, Secretary Degler, Vice Chairman Diggs, Commissioners Gimple, Rose, Smith and Williams, Harbormaster Donch and Deputy Harbormaster Estabrooks

Not in Attendance: Chairman Spalding and Commissioner O'Neill

Welcome to new Commissioner Tori Gimple.

2. Minutes:

The Minutes of May meeting were reviewed. A Correction to the Action Item Numbering was noted and will be corrected by Secretary Degler. Commissioner Smith made a motion to approve the May 2021 Minutes. Commissioner MacKinnon seconded the motion. No further discussion occurred, all in favor, motion approved.

ACTION ITEM #1: Harbormaster Donch with contact the HM boat manufacturer to confirm the replacement hatch door and place the order.

ACTION ITEM #2: All Boro and Town Commissioners are to confirm/verify their correct Commission expiration dates and then send the correct/verified date to Secretary Degler who will update the Town website.

3. Public Comment: There was none.

4. Correspondence:

In Jurisdiction:

- Various invoices – distributed to appropriate Commissioners and the Harbormaster for review prior to paying
- Doogan letter notifying of mooring. Given to HM to contact Dr. Doogan since he placed a mooring without approval. He is not on the Waitlist and his address does not qualify for a littoral mooring.

Out of Jurisdiction: There was none.

5. Treasurer's Report:

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

- Copy Cat Invoice for newsletter printing and mailing was paid by the Town.
- Don's Dock invoices given to Commissioner MacKinnon to review.
- PMW invoice given to HM to review.

ACTION ITEM #3: Vice Chairman Diggs requested whoever picks up mail from the Town Hall should open the mail and distribute to appropriate Commissioners or HM prior to the next meeting, so they can review and approve, then give to Treasurer Crites at the next meeting to process.

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

6. Harbormaster's Report:

The Harbormaster's Report for June 2021 was reviewed and attached to these minutes.

Greenhaven Moorings name changed to Mechanic Street Marina, owner Jay Douglas, and permitted for mooring work with the Commission.

ACTION ITEM #4: Harbormaster Donch will contact the Coast Guard AtoN regarding #5 lighted can issue.

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

Treasurer Crites made a motion to allocate up to \$1,000 for Harbormaster Donch to buy a new laptop to be used on the HM boat to access Online Mooring and other programs he extensively uses. Commissioner Smith seconded the motion. No further discussion occurred, all in favor, motion approved.

Commissioner Rose made a motion to allocate funds (about \$300) for Harbormaster Donch to buy a heading sensor to integrate with the radar on the HM boat. Commissioner Smith seconded the motion. No further discussion occurred, all in favor, motion approved.

7. Old Business:

1. Online Mooring Update - Secretary Degler gave an update of work with Online Moorings. Key points:
 - a. All Special Purpose Moorings were entered into the system and help given to the three clubs for navigating the payment process in the system.
 - b. Several telephone calls received asking why an individual was no longer showing on the Waitlist – all were due to lack of response to requests to update contact info and interest in remaining on Waitlist. All were restored to their original place on the Waitlist after supplying required information.
 - c. **Waitlist is now at 139, down from original 244.**
 - d. Mooring gear inspection report sent to our three (3) designated vendors to notify of overdue inspections. All were current and corrected in the system.
 - e. New feature added for confidential notes between HM and Secretary Degler.
 - f. Only four renewals are still unapproved. All have paid but are having issues with the supplying current DMV vessel registrations. All have been contacted and noted status on applications.
 - g. Waitlist fees will be designated separately from regular mooring renewal fees on payments from Online Mooring to the Commission.
2. Newsletter update – Secretary Degler has posted the newsletter on our Online Mooring homepage and SHMC page of the Town website. Newsletters given to Commissioners Rose, Smith, and Gimple to distribute to NESS, Walker's Dock and Mechanic Street Marina, respectively.
3. Pawcatuck Point (Osbrook Point) Private AtoN – Commissioner MacKinnon will contact Gilman to inquire to whether the buoy is ready for pick up.
4. Sandy Point SNW Buoy Acquisition – Commissioner MacKinnon noted Gilman is having issues with obtaining steel parts. HM will be placing the SNW sign at Sandy Point since buoys are not yet available.
5. SHMP Revision Status – no update available.

8. New Business:

1. Mooring Holder Appreciation Event:
 - a. Event will be for current mooring holders only.
 - b. Reviewed several Sunday dates in July and August, but currently no date has been set

- c. The event site and date is still undetermined.
 - d. When date is determined, the following will be pursued:
 - i. Vice Chairman Diggs will contact Dodson Boatyard about use of their facilities
 - ii. Commissioner Rose will contact Dog Watch Catering to discuss the menu.
 - iii. Commissioner Smith will contact catering rental company for tables, chairs, and accessories.
 - iv. Secretary Degler will devise the invitation and send from her personal email to use electronic RSVP option.
 - e. Only non-alcoholic drinks would be provided by the SHMC
2. Discussed mooring bridle set-up for the newly assigned catamaran on location 3-V.
 3. Discussed ownership vessel requirements for moorings.

ACTION ITEM #5: Commissioners Smith and Williams will contact Kim Czapla with DEEP to obtain copies of other area Harbor Management Plans for use in updating our Plan.

- Also review wording to be added to our Plan for owner vessel requirements.

ACTION ITEM #6: Chairman Spalding will add Review of other area Harbor Management Plans to the July meeting agenda as applicable to the SHMC plan, review of which would be in August

9. Adjournment: Vice Chairman Diggs adjourned the meeting at 9:23 pm.

Approved: _____

Jesse Diggs, Vice Chairman SHMC

Date: 6/18/2021

Attachments:

- Treasurer's Report
- Harbormaster's Report

Treasurer's Report:

Report Date 5/10/2021

	Plan	Feb	Mar	Apr	YTD	Probable
Funds Generated:						
Balance Brought Forward:	10,799	7,857.93	4,161.88	3,738.52	10,798.62	10,798.62
Paid Moorings: Com/Pvt/Pub:	128/275/14	0/0/0	0/14/0	117/121/0	117/137/0	128/275/14
Mooring Fees:	26,830	0.00	700.00	17,750.00	18,550.00	26,830.00
Wait List Fees:	0	0.00	0.00	0.00	0.00	0.00
Miscellaneous Income:	200	0.00	0.00	0.00	0.00	200.00
Total Generated Funds:	37,829	7,857.93	4,861.88	21,488.52	29,348.62	37,828.62

Operating Expense:

Mooring Admin:

Mailings:	300				0.00	300.00
Telephone:					0.00	0.00
Online Mooring:	5,000	14.05	1,123.36		1,935.69	5,000.00
Miscellaneous:					50.00	0.00
Sub-Total:	5,300	14.05	1,123.36	0.00	1,985.69	5,300.00

Boat:

Fuel & Oil:	200				131.55	200.00
Commissioning:	2,500				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	250.00
Sub-Total:	3,950	0.00	0.00	0.00	1,706.42	3,950.00

Harbor Maintenance:

Buoy: Commission/Haul/Store:	6,000	3,682.00			4,085.76	6,000.00
Misc Service/Locker Storage:	500				0.00	500.00
Adjust Grid Alignment:	500				0.00	500.00
Signage:	0				39.66	0.00
Sub-Total:	7,000	3,682.00	0.00	0.00	4,125.42	7,000.00

Dock/Pumpout:

Dock Eqpt./Maintenance:	300				0.00	300.00
Pumpout Eqpt./Maintenance:					0.00	0.00
Miscellaneous:					0.00	0.00
Sub-Total:	300	0.00	0.00	0.00	0.00	300.00

Administrative:

Supplies:	0				0.00	0.00
Newsletter:	3,000				0.00	3,000.00
Professional Services:	700			127.71	170.28	700.00
Sub-Total:	3,700	0.00	0.00	127.71	170.28	3,700.00

Total Operating Expense:	20,250	3,696.05	1,123.36	127.71	7,987.81	20,250.00
---------------------------------	---------------	-----------------	-----------------	---------------	-----------------	------------------

Approved Projects/Capital

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
Approved Projects/Capital	20,000	0.00	0.00	0.00	0.00	20,000.00

Total Designated Funds	40,250	3,696.05	1,123.36	127.71	7,987.81	40,250.00
-------------------------------	---------------	-----------------	-----------------	---------------	-----------------	------------------

Undesignated Funds:	(2,421)	4,161.88	3,738.52	21,360.81	21,360.81	(2,421.38)
----------------------------	----------------	-----------------	-----------------	------------------	------------------	-------------------

Notes:

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

Harbormaster Report
June 14, 2021

New Mooring permits issued: 5	Moorings being given up (this month): 0
New Mooring assignments in the works: 3	
Deposits to SHMC account since last report: \$ 4550	2021 YTD = \$ 23100

Mooring renewals sent out 2/1/21
259 renewals sent out
279 private approved
127 commercial approved
4 under review (incomplete)

Permit for the new “Slow, No Wake” buoys at Sandy Point is in progress. Per DEEP request, sent a new application with the same co-ordinates that are listed in the town ordinance.

Lots of calls from people who have read the articles about passage of the new “Slow – No Wake” area ordinance. They are asking when we will be marking the area. I have explained that we are waiting buoys that are on order. Until those buoys arrive, I will be installing the “SNW” sign on Sandy Point.

When performing monthly surveys of commissioner mooring areas, please do not contact the mooring holders directly. I have had some follow-up conversations with mooring holders who say they have received emails asking their intentions for the mooring.

The large catamaran that was discussed last month has been given a mooring in the harbor. All questions were answered by the owner satisfactorily. A ‘test’ of the vessel on an existing mooring to see how it would swing in various winds and for the owner to determine best mooring pendant setup was completed with favorable results.

Now that we are using “Online Moorings” exclusively I would like to purchase a tablet that I could carry with me on the water. Online Moorings “App” is not as robust as was expected. My current method is to make a list of questions, go answer them on the water, then return to home with answers. I would also request a data plan be purchased from AT&T (best on water reception).

Robert G

Need to purchase a “Heading Sensor” for the radar system to work as an overlay on the chart system. Approx \$250 for what is needed from Defender.

Respectfully Submitted,

Eric Donch

Stonington Harbormaster