



Stonington Harbor Management Commission

July 13, 2020

Minutes by *(Melanie Degler, Secretary)*



1. Call to Order:

Chairman Spalding called the virtual meeting to order at 7:05 PM. The virtual meeting was held via WebEx with public call in availability. The Commissioners listed below were on the WebEx.

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

Guest Call-in: Keith Neilson, PE-Docko, Inc.

Absent: Vice Chairman Diggs and Commissioner Rose

2. Minutes:

The Minutes of the June 8, 2020 meeting were reviewed.

Commissioner Williams made a motion to approve the June 2020 Minutes as presented. The motion was seconded by Commissioner McKinnon. No further discussion occurred, all in favor, motion approved.

The following ACTION ITEMS remain open:

ACTION ITEM #1: *This is an on-going discussion and will remain open until further notice due to the pandemic.*

- Harbormaster Donch contacted Michael Peyton, CT DEEP, to review the permits for the four channel buoys located in the north area of the harbor. Mr. Peyton will submit the paperwork for completion by the Federal Agency.

ACTION ITEM #2:

- Commissioner Diggs reported via email that the electrical outlet at the Harbormaster's/Police Boat Dock was repaired.
 - Harbormaster Donch reported the outlet is still not working properly and will contact SNS for further repair.

3. Public Comment: There was none.

Note: There was an issue with the access code for the public call-in number, which will be corrected for the next meeting. The Virtual Meeting recording is posted on the Town website.

4. Correspondence:

In Jurisdiction:

- DOCKO LWRD License Application for Lockwood Coveside Marina – Wequetequock Cove.
 - Keith Neilson, PE spoke on behalf of DOCKO reassuring the Commissioners there is no environmental impact and DEEP is not averse to the plan at this stage but is still reviewing the work being performed at the marina.

- Also, there is no issue with blockage of the current waterway as proposed.
- There has been no negative correspondence from neighbors regarding the proposal.
- There were no further concerns with the application as submitted. Acceptance of the submittal is consistent with the SHMC Plan.
- Commissioner Crites made a motion to approve the Lockwood Coveside Marina License Application. The motion was seconded by Commissioner Smith. No further discussion occurred, all in favor, motion approved.

Out of Jurisdiction: There was none.

5. Treasurer's Report

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

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

ACTION ITEM #3:

- **Treasurer Crites will pay the invoice received from SNS Electrical for the HM Dock outlet repair and five Don's Dock invoices for Transient Anchorage mooring buoy spring commissioning, and placement in the Harbor.**

6. Harbormaster's Report

The Harbormaster's Report for June 2020 was reviewed. Commissioner Smith made a motion to approve the Harbormaster's Report as presented. The motion was seconded by Commissioner Anderson. No further discussion, all in favor, motion approved.

7. Old Business:

A. Waitlist Fee Proposal – Implementation with Online Mooring

- The Commissioners agreed to begin using Online Mooring to oversee and manage the Waitlist beginning this fall 2020.
- Secretary Degler and Harbormaster Donch are currently reviewing correspondence received this season to update the current Online Mooring database of Waitlist applicants.
- There was discussion of implementing a new yearly fee to remain on the Waiting List, which is listed in the current SHMC Plan. This will be in addition to the current initial application fee to enter a name onto the Waiting List. This new fee will be consistent with other area harbors.
 - i. Commissioner Smith made a motion to begin charging a **new \$10.00 yearly fee to remain on the Waiting List**. The motion was seconded by Commissioner Anderson. No further discussion occurred, Treasurer Crites was not in favor of the fee, the rest of the Commissioners present were in favor, motion approved.

B. SHMP Revision Status – DEEP Feedback

- Chairman Spalding stated DEEP relayed the Plan's maps and charts need to be updated to current views.
- DEEP suggested the fee structure wording be removed from Section 5 in the Plan.

ACTION ITEM #4:

- **Chairman Spalding will contact the Town to inquire if the Town's GIS program can**

provide updated maps and charts for the SHMC Plan.

- If the GIS program cannot provide the needed maps and charts the Commission will hire an individual to assist with providing the needed maps and charts.

ACTION ITEM #5:

- Assistant Harbormaster Estabrooks will contact a couple of students from his educational program to inquire of their interest to assist in the above mapping project.

8. New Business:

A. Signage at Transient Dock at Stonington Commons

- Commissioner Williams stated the new signage has been purchased and will be installed within the next week.

9. Adjournment:

Commissioner Smith made a motion to adjourn the meeting. The motion was seconded by Commissioner MacKinnon. No further discussion occurred, all in favor, motion approved for adjournment at 8:58 pm.

Approved: 
Jay Spalding, Chairman SHMC

Date: 8/10/2020

Attachments:

- Treasurer's Report
- Harbormaster's Report

SHMC FINANCIAL REPORT - 2020

	Plan	Apr	May	Jun	YTD	Probable
Funds Generated:						
Balance Brought Forward:	24,730	23,854.44	27,384.44	24,559.04	24,730.48	24,730.48
Paid Moorings: Com/Pvt/Pub:	128/283/14				0/0/10	128/283/14
Moorings Fees:	26,230	3,730.00	0.00	0.00	10,480.00	26,230.00
Miscellaneous Income:	100				0.00	100.00
Total Generated Funds:	51,060	27,384.44	27,384.44	24,559.04	35,210.48	51,060.48
Operating Expense:						
Moorings Admin:						
Mailings:	600				0.00	600.00
Telephone:	0				0.00	0.00
Online Mooring:	4,000		118.40	773.35	1,957.69	4,000.00
Miscellaneous:	0				134.00	0.00
Sub-Total:	4,600	0.00	118.40	773.35	2,091.69	4,600.00
Boat:						
Fuel & Oil:	200				0.00	200.00
Commissioning:	2,500		2,707.00		2,707.00	2,500.00
Storage:	0				0.00	0.00
Maintenance/Repairs:	150				0.00	150.00
Equipment:	250				0.00	250.00
Sub-Total:	3,100	0.00	2,707.00	0.00	2,707.00	3,100.00
Harbor Maintenance:						
Buoy Commission/Haul/Store:	5,000			764.66	1,737.36	5,000.00
Misc Service/locker Storage:	500				0.00	500.00
Adjust Grid Alignment:	1,000				0.00	1,000.00
Signage:	0				0.00	0.00
Sub-Total:	6,500	0.00	0.00	764.66	1,737.36	6,500.00
Dock/Pumpout:						
Dock Eqpt./Maintenance:	0				0.00	0.00
Pumpout Eqpt./Maintenance:	0				0.00	0.00
Miscellaneous:	0				0.00	0.00
Sub-Total:	0	0.00	0.00	0.00	0.00	0.00
Administrative:						
Supplies:	0				443.94	0.00
Newsletter:	3,400				209.46	3,400.00
Professional Services:	1,000				0.00	1,000.00
Sub-Total:	4,400	0.00	0.00	0.00	653.40	4,400.00
Total Operating Expense:	18,600	0.00	2,825.40	1,538.01	7,189.45	18,600.00
Approved Projects/Capital						
New SNW Buoys	10,000				0.00	10,000.00
New Anchor/Channel Buoys	1,000				0.00	1,000.00
Addition to Boat Reserve	5,000				5,000.00	5,000.00
Public Access Improvement Study	2,000				0.00	2,000.00
Total Project/Capital	18,000	0.00	0.00	0.00	5,000.00	18,000.00
Total Designated Funds	36,600	0.00	2,825.40	1,538.01	12,189.45	36,600.00
Undesignated Funds:	14,460	27,384.44	24,559.04	23,021.03	23,021.03	14,460.48
Notes:						
Petty Cash Advance	300					
HM Replacement Boat Reserve	25,000					

Harbormaster Report
July 13, 2019

New Mooring permits issued: 5 Moorings being given up (this month): 0
New Mooring assignments in the works: 4
Deposits to SHMC account since last report: \$ 14,062.80 2020 YTD = \$ 24,492.80

Mooring renewals:

- 202 renewals approved
- 32 in Review
- 17 Incomplete

70-75% mooring usage. non-usage due to Covid issues

Dodson's restricted launch service due to pandemic

Tragedy as Sandy Point. Stonington resident passed away. Heart attack or drowning TBD.

New Green can helping mark rock in channel. Required because Green "5" is further north than last year due to tip of Sandy Point moving NW.

Sailboat that is sunk east of Latimer Light will have rigging cut off and hull to remain on bottom.

Robert G

- All in apparent good order

Respectfully Submitted.

Eric Donch
Stonington Harbormaster