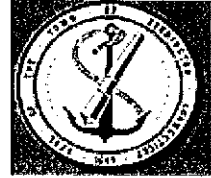




## Stonington Harbor Management Commission

August 12, 2019

Minutes by *(Melanie Degler, Secretary)*



### 1. Call to Order:

Vice Chairman Diggs called the meeting to order at 7:01 PM.

**Attending:** Vice Chairman Diggs, Secretary Degler, Commissioners Anderson, Crites, O'Neill, Smith, and Harbormaster Donch

**Absent:** Chairman Spalding, Commissioners Johnstone, MacKinnon, Rose, and Assistant Harbormaster Estabrooks

A quorum was present and the meeting proceeded.

### 2. Minutes:

The Minutes of the June 10, 2019 meeting were reviewed. It was erroneously mentioned by the Chair that the June minutes did not include the May financial report. This was an error. The minutes posted on-line do include the appropriate financial report. Although no meeting occurred in July (lack of a quorum), the attached July financial report includes the June financial data. Note that the financial reports are always for the month preceding the actual SHMC meeting month.

Acceptance of the June 2019 minutes was so moved by Commissioner Smith and seconded by Commissioner Anderson and approved unanimously.

The following ACTION ITEMS remain open:

**ACTION ITEM #1** *(previously open from 1-14-19 meeting and subsequently missed during later meetings):* Chairman Spalding will forward the position of the navigational aids at Pawcatuck Point to CT DEEP for approval. *This action is on hold until the SHMC Plan is approved.*

**ACTION ITEM #2:** Harbormaster Donch has an appointment with Michael Peyton, CT DEEP, to review the permits for the four channel buoys located in the north area of the harbor and Mr. Peyton will then submit the paperwork for completion by the Federal Agency. *Pending response from Mr. Peyton.*

**ACTION ITEM #3:** Harbormaster Donch will also request Michael Peyton, CT DEEP, to review the placement of the Aids to Navigation #5 Buoy to assist with the safety issues for vessels approaching the tip of Sandy Point. *Per the Coast Guard, there will not be any movement of the buoy. Action is Closed.*

**ACTION ITEM #4:** Chairman Spalding sent an email with our proposed Enforcement funding offer to the Police Commission and will follow-up before our July meeting. *Commissioner Smith attended the Police Commission meeting and they declined our offer, citing sufficient funding in their budget and also the concern of sharing funds between Commissions. Action is Closed for this year.*

**ACTION ITEM #5:** Chairman Spalding received comments from the Town Attorney for the updated SHMC Plan. Commissioner Smith will incorporate these comments into the SHMC Plan and then Chairman Spalding will forward these latest revisions to the Stonington Police Commission for their input. *Chairman Spalding will send the latest*

*comments to Commissioner Smith to incorporate into the SHMC Plan.*

**ACTION ITEM #6:** Harbormaster Donch will send his working Grid Worksheet to all Commissioners for reference only (*as it is a working document*).

**ACTION ITEM #7:** Chairman Spalding will send electronic versions of the 2017, 2018 and 2019 newsletters to Assistant Harbormaster Estabrooks, who will load to our SHMC page on the Stonington Town website.

### **3. Public Comment:**

Mr. Will Mackay again requested a permit application from the Harbormaster for Wequetequock Cove. Harbormaster Donch provided the application to Mr. Mackay at the meeting and will contact him to discuss location.

Mr. Mackay also spoke of his concern with excessive speed of powerboats along the channel near Sandy Point causing wake issues for other boaters. The Commission suggested he take digital photographs, including boat registrations, when these incidents occur and provide to the Stonington Police Department.

Mr. Andy Stackpole hand delivered an application for a new dock to the Commission, since the original mailed envelope was returned to him for incorrect address. The Commission will review the application at the next meeting.

**ACTION ITEM #8** Secretary Degler will contact the Stonington Town Clerk to request clarification to the SHMC web site "Contact Info" to clearly state the "Address" shown is that of the SHMC meeting location, only, and not the address for USPS correspondence with the SHMC.

### **4. Correspondence:**

#### **In Jurisdiction:**

- Barn Island DEEP Project was discussed. There were no issues with the plans as submitted. Acceptance of the submittal is consistent with the SHMC Plan. The Project was approved.
- Email concerning swimming off the inner breakwater Coast Guard light was discussed. Harbormaster Donch reported the Coast Guard will be placing a "KEEP OFF" sign onto the ladder of the light.

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

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

The Financial Report for July 2019 was reviewed and attached to these minutes.

Acceptance of the Treasurer's Report was so moved by Commissioner Anderson, seconded by Commissioner O'Neill, and approved unanimously.

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

The report for July 2019 was discussed and is attached to these minutes.

**ACTION ITEM #9:** Harbormaster Donch will investigate unpaid mooring balances for NESS and Stonington Harbor Yacht Club

Acceptance of the Harbormaster's Report was so moved by Commissioner Anderson, seconded by

Commissioner O'Neill, and approved unanimously.

**7. New Business:**

**ACTION ITEM #10:** All Commissioners were encouraged by Harbormaster Donch to contact current mooring holders, within their assigned survey locations, who are not currently utilizing their moorings this season. Documentation of all conversations is to be provided to Harbormaster Donch for follow-up.

**8. Old Business:**

A. Stonington Harbor Breakwater Renovation

- Commissioner O'Neill provided another update and his latest detailed report is attached to these minutes.

B. SHMP Revision Status – no change at this time.

**9. Adjournment:**

Commissioner Smith so moved for the meeting to be adjourned, Commissioner Crites seconded, and the motion was approved unanimously. The meeting was adjourned at 8:45 PM.

Approved: Jay Spalding Date: 9/12/2019  
*Jay Spalding – Chair SHMC*

**Attachments:**

- Treasurer's Report
- Harbormaster's Report
- Stonington Harbor Breakwater Renovation Report

	<u>Plan</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>YTD</u>	<u>Probable</u>
<b><u>Funds Generated:</u></b>						
Balance Brought Forward:	31,161	44,365.50	46,689.87	43,956.86	31,160.52	31,160.52
Paid Moorings: Com/Pw/Pub:	128/253/13	11/81/0	0/17/0	0/0/0	128/235/0	128/253/13
Mooring Fees:	25,710	5,150.00	850.00		24,550.00	25,710.00
Miscellaneous Income:	100				100.00	100.00
<b>Total Generated Funds:</b>	<b>56,971</b>	<b>49,515.50</b>	<b>47,539.87</b>	<b>43,956.86</b>	<b>55,810.52</b>	<b>56,970.52</b>
<b><u>Operating Expense:</u></b>						
<b>Mooring Admin:</b>						
Mailings:	400				405.19	400.00
Telephone:	0				0.00	0.00
Computer Sftwr:	0				0.00	0.00
Miscellaneous:	0				0.00	0.00
<b>Sub-Total:</b>	<b>400</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>405.19</b>	<b>400.00</b>
<b>Boat:</b>						
Fuel & Oil:	250				0.00	250.00
Commissioning:	2,000				0.00	2,000.00
Storage:	0				0.00	0.00
Maintenance/Repairs:	250				0.00	250.00
Equipment:	500				118.32	500.00
<b>Sub-Total:</b>	<b>3,000</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>118.32</b>	<b>3,000.00</b>
<b>Harbor Maintenance:</b>						
Buoy: Commission/Haul/Store:	4,000		3,583.01		3,583.01	4,000.00
Misc Service/Locker Storage:	1,000				800.00	800.00
Grid Maintenance:	540				0.00	540.00
Signage:	0				0.00	0.00
<b>Sub-Total:</b>	<b>5,540</b>	<b>0.00</b>	<b>3,583.01</b>	<b>0.00</b>	<b>4,383.01</b>	<b>5,340.00</b>
<b>Dock/Pumpout:</b>						
Dock Eqpt./Maintenance:	0				0.00	0.00
Pumpout Eqpt./Maintenance:	0				0.00	0.00
Miscellaneous:	0				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				0.00	0.00
Newsletter:	1,800	2,825.63			2,825.63	2,900.00
Professional Services:	0				0.00	0.00
<b>Sub-Total:</b>	<b>1,800</b>	<b>2,825.63</b>	<b>0.00</b>	<b>0.00</b>	<b>2,825.63</b>	<b>2,900.00</b>
<b>Total Operating Expense:</b>	<b>10,740</b>	<b>2,825.63</b>	<b>3,583.01</b>	<b>0.00</b>	<b>7,732.15</b>	<b>11,640.00</b>
<b><u>Approved Projects/Capital</u></b>						
New SNW Buoys	5,000				0.00	5,000.00
New Anchor/Channel Buoys	4,000				0.00	4,000.00
SNW Added Enforcement	0				0.00	3,000.00
Radar	4,000				4,121.51	4,500.00
Public Access Improvement Study	2,000				0.00	2,000.00
<b>Total Project/Capital</b>	<b>15,000</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,121.51</b>	<b>18,500.00</b>
<b>Total Designated Funds</b>	<b>25,740</b>	<b>2,825.63</b>	<b>3,583.01</b>	<b>0.00</b>	<b>11,853.66</b>	<b>30,140.00</b>
<b>Undesignated Funds:</b>	<b>31,231</b>	<b>46,689.87</b>	<b>43,956.86</b>	<b>43,956.86</b>	<b>43,956.86</b>	<b>26,830.52</b>

**Notes:**

Petty Cash Advance - 300 August:

**Harbormaster Report**  
August 12, 2019

New Mooring permits issued: 2	Moorings being given up (this month): 0
New Mooring assignments in the works: 0	
Deposits to SHMC account since last report: \$ 0	2019 YTD - \$24,650

Sandy Point channel is very narrow but seems to have opened up a bit since the beginning of boating season. Might be the "Non - winter storm" tides are working the tip of the Island back a few feet.

The Red "8" lighted marker at the end of the "Stonington wharf:

- The graffiti has been painted over. USCG, SPD satisfied
- Spoke with USCG ATON. They will be placing some type of "KEEP OFF" signage on the ATON to deter climbing and jumping off.

Large wooden sailboat is sunk SW of Latimer Light. USCG knows, marked with buoy. Vessel is in NY waters, outside any CT jurisdiction.

US EPA is keeping a boat at our dock (in the old HM spot) while conducting water quality surveys in Little Narragansett Bay this summer. I have all the contact information and written permission to make adjustments to the vessel if needed.

Robert G.

Radar / sonar - learning about the new system.

Respectfully Submitted,

Eric Donch  
Stonington Harbormaster

## Breakwater Project Brief - August 12, 2019 SHMC Meeting

The Town obtained an extension of the DEEP permit until 6 July 2020.

Stantec met with the Town and myself on 17 July to discuss the South Pier and Breakwater projects. They submitted revised project timelines showing completion of the breakwater design to December 31, 2019, the extension date of the CPA grant.

The limited design contract for the breakwater had expired on July 1, but Stantec indicated that all three Tasks were still incomplete. The Task 1 Wave Study and the Task 2 Rock Sizing were reported at 80% and 50% respectively. The revised timeline shows that these would be completed by the end of July and that the Task 3 Alternatives Analysis would be complete at the end of September.

Note that at the request of the First Selectman, Stantec had issued a corrective action plan with a revised schedule. Their letter of May 29 stated that Tasks 1 and 2 were complete at that time and that Task 3 would be complete by 30 June.

The remaining design tasks include: the final drawings, specifications, and construction estimates; the public outreach presentation; and any permit change submittals.

Submitted by  
Paul O'Neill SHMC