



Stonington Harbor Management Commission

December 14, 2020

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

Guests: Ian Cooke

2. Minutes:

The Minutes of the November 9, 2020 meeting were reviewed. Commissioner Anderson made a motion to approve the November 9, 2020 Minutes. Commissioner Smith seconded the motion. No further discussion occurred, all in favor, motion approved.

ACTION ITEM #1: Harbormaster Donch will discuss the purchase of more up-to-date and advanced options for search lights for the Harbormaster boat, including a handheld device.

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

ACTION ITEM #2: Commissioner O'Neill will report at the January 2021 meeting on his discussions with other Connecticut Harbormasters related to their roles and compensation.

3. Public Comment: Mr. Cooke relayed his positive comments for the proposed new Waiting List Mooring fees and offered his help with the spreading the word of the new program.

2021 Harbor Management Fees were discussed; and the following new fees were agreed as per the Harbor Management Plan:

- Waitlist Application Processing Fee (new applications) will be \$50
- Waitlist Annual Renewal Fee (existing Waitlist individuals) will be \$25

ACTION ITEM #3: Chairman Spalding will send the 2021 Harbor Management Fees to the Town Attorney for review. - DONE

4. Correspondence:

In Jurisdiction: There was none.

Out of Jurisdiction: An area Jehovah's Witness group mailed their literature to area town commissions, including the Harbor Commission. No action needed, information only.

5. Treasurer's Report

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



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

6. Harbormaster's Report

The Harbormaster's Report for December 14, 2020 was reviewed.

ACTION ITEM #4: Harbormaster Donch will issue the next (24) names on the Waiting List to Commissioner O'Neill to contact these individuals to inquire of their interest in a new mooring for the 2021 season. DONE – in process

ACTION ITEM #5: Secretary Degler will change the roles of Commissioner O'Neill and Deputy Harbormaster Estabrooks in the Online Mooring system to allow them to update the Waiting List. - DONE

ACTION ITEM #6: 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 aid to navigation. Placement will occur in the spring of 2021 prior to the boating season.

ACTION ITEM #7: Harbormaster Donch will send a copy of the DEEP permit for the private aid to navigation for Pawcatuck Point to Commissioner MacKinnon to buy a new buoy for placement in the spring.

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

7. Old Business:

1. Stonington Harbor Management Ordinance Status
 - a. Chairman Spalding spoke to the Town First Selectwoman last week to request a public meeting on the proposed Ordinance. A virtual public meeting is not an option currently, due to the pandemic. He requested the Ordinance be placed on the agenda for the next public meeting once these meetings are again scheduled in 2021.

ACTION ITEM #8: Chairman Spalding will send the Ordinance document to Tim Delgado of CT DEEP for his final review. He will also send to the Town attorney for review. - DONE

2. SHMP Revision Status – no update, pending status of the Harbor Ordinance approval.

8. New Business:

Secretary Degler will not be attending the January 2021 meeting and will send the administrator access for the ZOOM virtual call to Chairman Spalding to coordinate January's meeting.

Chairman Spalding will ask another Commissioner to take meeting minutes in Secretary Degler's absence.

9. Adjournment:

Commissioner Smith made a motion to adjourn the meeting. Vice Chairman Diggs seconded the motion. No further discussion occurred, all in favor, motion approved for adjournment at 9:37 pm.

Approved: Jay Spalding
Jay Spalding, Chairman SHMC

Date: 11 Jan 2021

Attachments:

- Treasurer's Report
- Harbormaster's Report



SHMC FINANCIAL REPORT - 2020

	Plan	Sep	Oct	Nov	YTD	Probable
Funds Generated:						
Balance Brought Forward:	24,730	10,167.81	10,167.81	10,858.13	24,730.48	24,730.48
Paid Moorings: Com/Pvt/Pub:	128/263/14		0/21/0	0/4/0	128/249/14	128/260/14
Mooring Fees:	28,230		1,050.00	200.00	25,530.00	26,080.00
Miscellaneous Income:	100		487.20		750.00	750.00
Total Generated Funds:	51,060	10,167.81	11,705.01	11,058.13	51,010.48	51,560.48
Operating Expense:						
Mooring Admin:						
Mailings:	600				0.00	0.00
Telephone:	0				0.00	0.00
Online Mooring	4,000		30.00		2,069.79	3,000.00
Miscellaneous:	0				134.00	134.00
Sub-Total:	4,600	0.00	30.00	0.00	2,203.79	3,134.00
Boat:						
Fuel & Oil:	200				0.00	200.00
Commissioning:	2,500				2,707.00	3,000.00
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	0.00	0.00	2,707.00	3,600.00
Harbor Maintenance:						
Buoy: Commission/Haul/Store:	5,000				3,158.48	4,000.00
Misc Service/Locker Storage:	500				0.00	0.00
Adjust Grid Alignment:	1,000				238.00	238.00
Signage:	0		94.67		94.67	94.67
Sub-Total:	6,500	0.00	94.67	0.00	3,491.15	4,332.67
Dock/Pumpout:						
Dock Eqpt /Maintenance:	0		722.21		897.01	897.01
Pumpout Eqpt /Maintenance:	0				0.00	0.00
Miscellaneous:	0				0.00	0.00
Sub-Total:	0	0.00	722.21	0.00	897.01	897.01
Administrative:						
Supplies:	0				443.94	443.94
Newsletter:	3,400				209.46	209.46
Professional Services:	1,000				0.00	0.00
Sub-Total:	4,400	0.00	0.00	0.00	653.40	653.40
Total Operating Expense:	18,600	0.00	846.88	0.00	9,952.35	12,617.08
Approved Projects/Capital						
New SNW Buoys	10,000				0.00	0.00
New Anchor/Channel Buoys	1,000				0.00	0.00
Addition to Boat Reserve	5,000				10,000.00	10,000.00
Emergency Reserve	0				10,000.00	10,000.00
Public Access Improvement	2,000				10,000.00	10,000.00
Total Project/Capital	18,000	0.00	0.00	0.00	30,000.00	30,000.00
Total Designated Funds	36,600	0.00	846.88	0.00	39,952.35	42,617.08
Undesignated Funds:						
Petty Cash Advance	300					
HM Replacement Boat Reserve	30,000					
Public Access Reserve	10,000					
Emergency Reserve	10,000					

Harbor Master's Report

Harbormaster Report
December 14, 2020

New Mooring permits issued: 0	Moorings being given up (this month): 0
New Mooring assignments in the works: 0	
Deposits to SHMC account since last report: \$ 550	2020 YTD = \$ 26567.20

Received Notification of Online Mooring Annual User Conference. It will be held online Thursday, Dec 17, 2020 0900 – 1130.

Online: <https://global.gotomeeting.com/join/481234949>
Call in: 872-240-3212
Access Code: 481-234-949

SNW sign on Sandy Point taken down 11/21/2020. Thank you Commissioners Diggs and Crites for the assistance.

Spoke with Mike Payton at DEEP about piling vs. buoy at Pawcatuck Pt. (Action item #1) He suggests we install buoy as permitted and make a "structures application" with DEEP for a piling. This is a process we would be best to approach using a company such as Docko as they are familiar with the application process.

Robert G

Boat hauled 11/22/2020.

Bottom has been power washed and inspected. Requested PMW to paint bottom this winter.

Boat will be wrapped and stored at PMW / Don's Dock.

Respectfully Submitted,

Eric Donch
Stonington Harbormaster

