



Stonington Harbor Management Commission



January 14, 2019

Minutes by *(Melanie Degler, Secretary)*

1. Call to Order:

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

Attending: Chairman Spalding, Commissioners Anderson, Crites, Degler, Johnstone, O'Neill, Rose, Harbormaster Donch and Assistant Harbormaster Estabrooks

Absent: Commissioners Diggs and MacKinnon

2. Minutes:

The Minutes of the December 10, 2018 meeting were reviewed. Two corrections were noted:

- Action Item #3, should read #2.
- The Treasurer's Report Attachment #1 should read November rather than October.

Acceptance of both revisions to the December minutes were so moved by Commissioner Smith and seconded by Commissioner O'Neill, and approved unanimously.

The following Action Items remain open:

ACTION ITEM #1: Harbormaster Donch is continuing the ongoing permitting process for the four channel buoys located in the north area of the harbor.

ACTION ITEM #2: Chairman Spalding will forward the position of the navigational aids at Pawcatuck Point to the DEEP for approval.

3. Correspondence:

In Jurisdiction:

A. Herschler letter for a new mooring location. The Harbormaster will contact Mr. Herschler to discuss his request.

ACTION ITEM #3: Harbormaster Donch to contact Mr. Herschler regarding mooring relocation request.

B. Gilligan slip boat lift request at Harbor Edge Dockominium. The Commission reviewed, but approval is not required by the SHMC.

Out of Jurisdiction: Kelp farm documentation for area outside breakwater.

4. Treasurer's Report

The Financial Report for December 2018 was reviewed and attached to these minutes.

The 2019 Proposed Operating Expenses and Approved Projects were discussed and suggestions were offered.

Acceptance of the December 2018 Treasurer's Report was so moved by Commissioner Smith, seconded by Commissioner Johnstone, and approved unanimously.

5. Harbormaster's Report

The report for December 2018 was discussed and is attached to these minutes.

Acceptance of the Harbormaster's Report was so moved by Commissioner Smith, seconded by Commissioner Anderson, and approved unanimously.

6. Old Business:

- A. Stonington Harbor Breakwater Renovation
 - Commissioner O'Neill provided an update and his detailed report is attached to these minutes.

- B. SHMP Revision Status
 - Chairman Spalding provided an update of comments received from the Town of Stonington Legal Department and the Stonington Police Commissioners to the latest SHMP proposed revisions. These revisions have been incorporated in the latest revised version of the SHMP, allowing for further review, and to continue the revision process.

ACTION ITEM #4: Chairman Spalding will send the latest revision of the SHMP to DEEP for their comment.

7. New Business:

- A. 2019 Newsletter
 - Commissioner Degler has agreed to fully oversee the compilation, revisions, printing and distribution of this year's SHMC Newsletter.
 - Commissioner Degler reviewed a number of ideas for articles and there was further discussion of topics, including having more photographs.
 - Commissioner Degler would like to issue the newsletter by the beginning of May.

ACTION ITEM #5: Commissioner Degler will issue the list of article assignments before the February meeting.

- B. Eastern Connecticut Conservation District, Inc. forwarded an offer to the SHMC members to attend their next meeting on Wednesday, January 16, 2019, at the Stonington Police Building Community Room, to discuss the Anguilla Brook Bacteria Trackdown. Their meeting agenda is attached to these minutes.

8. Public Comment: There was none.

The Commissioners decided the Public Comment Section of future meetings will occur at the beginning of the meeting agendas, rather than the end.

ACTION ITEM #6: Chairman Spalding will make this change beginning with the February 11, 2019 meeting agenda.

9. Adjournment:

Commissioner Anderson so moved the meeting be adjourned, Commissioner Johnstone seconded, and the motion was approved unanimously. The meeting was adjourned at 9:36 PM.

Approved: Jay Spalding
Jay Spalding - Chairman SHMC

Date: Feb 11, 2019

Attachments:

1. Treasurer's Report
2. Harbormaster's Report
3. Stonington Harbor Breakwater Renovation Report
4. Eastern Connecticut Conservation District, Inc. Agenda

Treasurer's Report

Report Date 01/14/2019

	Plan	Oct	Nov	Dec	YTD	Probable
<u>Funds Generated:</u>						
Balance Brought Forward:	16,602	31,655.93	30,780.48	33,390.48	16,601.74	16,601.74
Paid Moorings: Com/Pw/Pub:	128/252/9	0/0/0	0/46/13	0/0/0	125/253/13	128/253/13
Mooring Fees:	25,580	0.00	2,560.00	0.00	25,410.00	25,410.00
Miscellaneous Income:	100	0.00	50.00	0.00	200.00	200.00
Total Generated Funds:	42,282	31,655.93	33,390.48	33,390.48	42,211.74	42,211.74
<u>Operating Expense:</u>						
Mooring Admin:						
Mailings:	500				369.45	369.45
Telephone:	0				0.00	0.00
Computer Sftwr:	0				0.00	0.00
Miscellaneous:	0				0.00	0.00
Sub-Total:	500	0.00	0.00	0.00	369.45	369.45
Boat:						
Fuel & Oil:	400				231.88	231.88
Commissioning:	2,000			1,270.00	2,060.00	2,060.00
Storage:	200				0.00	0.00
Maintenance/Repairs:	250				31.88	31.88
Equipment:	1,000	110.45			1,519.49	1,519.49
Sub-Total:	3,850	110.45	0.00	1,270.00	3,843.25	3,843.25
Harbor Maintenance:						
Buoy: Commission/Haul/Store:	9,600			959.96	3,781.41	3,781.41
Misc Service/Locker Storage:	300	765.00			995.00	995.00
Grid Maintenance:	540				426.42	426.42
Signage:	0				0.00	0.00
Sub-Total:	10,440	765.00	0.00	959.96	5,202.83	5,202.83
Dock/Pumpout:						
Dock Eqpt./Maintenance:	500				0.00	0.00
Pumpout Eqpt./Maintenance:	0				0.00	0.00
Miscellaneous:	0				0.00	0.00
Sub-Total:	500	0.00	0.00	0.00	0.00	0.00
Administrative:						
Supplies:	0				0.00	0.00
Newsletter:	1,500				1,635.69	1,635.69
Professional Services:	0				0.00	0.00
Sub-Total:	1,500	0.00	0.00	0.00	1,635.69	1,635.69
Total Operating Expense:	16,790	875.45	0.00	2,229.96	11,051.22	11,051.22
<u>Approved Projects/Capital</u>						
New Anchor/Channel Buoys Project:	10,000				0.00	0.00
Radars:	2,500				0.00	0.00
Public Access Study:	1,000				0.00	0.00
Total Project/Capital	13,500	0.00	0.00	0.00	0.00	0.00
Total Designated Funds	30,290	875.45	0.00	2,229.96	11,051.22	11,051.22
Undesignated Funds:	11,992	30,780.48	33,390.48	31,160.52	31,160.52	31,160.52

Notes:

Petty Cash Advance - 300 January

2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Plan	Your 2019 Plan Notes	Sherm (Initial)
8,704	12,066	17,896	5,037	16,602			31,161
128/250/4	128/223/7	128/265/3	128/252/9	125/253/13			128/253/13
25,380	24,090	26,160	25,580	25,410			25,710
105	100	100	450	200			100
34,189	36,256	44,156	31,067	42,212			56,971
601	170	353	204	369			350
0	0	0	0	0			0
150	0	0	0	0			0
915	466	106	0	0			0
1,665	636	459	204	369			350
504	257	0	235	232			250
645	1,720	633	2,639	2,060			2,000
750	0	0	0	0			0
387	371	41	30	32			250
404	723	0	485	1,519			500
2,690	3,070	674	3,389	3,843			3,000
2,963	380	1,791	2,710	3,781			3,000
0	0	0	226	995			1,000
0	1,260	0	540	426			540
0	17	0	0	0			0
2,963	1,656	1,791	3,476	5,203			4,540
0	0	0	0	0			0
0	0	0	0	0			0
0	0	0	0	0			0
0	0	0	0	0			0
1,268	1,291	0	1,151	1,636			1,700
0	0	0	0	0			0
1,268	1,291	0	1,151	1,636			1,700
8,586	6,653	2,923	8,220	11,051			9,590
1,292	0	0	0	0			10,000
0	3,473	2,877	2,040	0			0
3,114	1,028	873	0	0			0
132	0	0	0	0			0
0	7,006	32,445	4,206	0			0
9,000	0	0	0	0			0
13,538	11,507	36,195	6,246	0			10,000
22,123	18,160	39,118	14,466	11,051			19,590
12,066	18,096	5,037	16,602	31,161			37,381

Harbormaster's Report

Harbormaster Report January 14, 2019

New Mooring permits issued: 0 Moorings being given up (this month): 0
New Mooring assignments in the works: 0
Deposits to SIIMC account since last report: \$ 0 2018 Final \$25410 2019 YTD \$0

2019 renewals are printed, ready for envelope stuffing

No progress to report on harbor channel buoys (private nav aids)

Robert G

2019 equipment considerations:

- New Fire Extinguishers (2 x 5lb)
- Additional handrails aft edge of hard top
- Radar

Respectfully Submitted,

Eric Donch
Stonington Harbormaster

January 10, 2019

Breakwater Project Update for January SHMC Meeting

Background - CT Port Authority approved awarding the breakwater contract to Stantec. They are a very large firm whose Hartford office will handle this project in addition to the South Pier project. They have assigned two project managers to cover the projects jointly. They retain geotechnical consultant firms and work closely with several ocean engineering consultants. They are still confident that they can complete both projects and issue plans, specifications and bidding documents before the funding expires on July 1, 2019.

12/10/18 - The Breakwater Update for the December SHMC meeting indicated that Stantec had emailed the Town stating that they hoped to issue the breakwater scope on 12/7/18. This action is still pending however.

1/10/19 - Attended a meeting with the Town and the Stantec project managers to discuss the status of both projects. The South Pier design contract, including the detailed scope of work is nearly complete and we anticipate that it will be signed by next week. The Breakwater Project contract terms will be identical except for the scope of work.

The breakwater scope of work was discussed in detail, especially as regards the cost of the wave study; the extent and cost of borings; and the overall project budget and cost. The current estimate is projected to exceed the budget and Stantec has proposed several measures to reduce costs. They understand the funding constraints and expect that we can stay within the \$130K budget.

Cost and time saving measures discussed include hosting only one additional public out-reach meeting. This would be held after completion of an alternatives analysis. Stantec suggests that the formal process for the preliminary and semi-final submittal packages be waived and that one final submittal package and review process be required instead. They propose to work closely with the Town and SHMC through the semi-final phase in order to achieve these savings.

Stantec hopes to submit their refined proposal for review next week.

Submitted by:

Paul O'Neill

Eastern Connecticut Conservation District, Inc. Agenda

EASTERN CONNECTICUT CONSERVATION DISTRICT, INC.

238 West Town Street
Norwich, CT 06360-2111
860-319-8806



139 Wolf Den Road
Brooklyn, CT 06234
860-774-9600

www.ConserveCT.org/eastern

Agenda

**Anguilla Brook Bacteria Trackdown
& WBP Stakeholder Meeting
Wednesday, January 16, 2019 1-2 PM
Stonington Police Department Community Room
173 South Broad Street
Pawcatuck, CT**

1. Welcome & introductions
2. Project overview
3. Watershed survey discussion
4. Proposed monitoring plan review
5. Water quality data
6. Prospective project partners
7. Next Meeting: April 10, 2019, Time/Location TBD