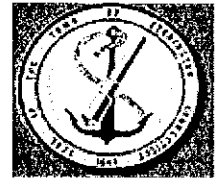




Stonington Harbor Management Commission



February 11, 2019
Minutes by *(Melanie Degler, Secretary)*

1. Call to Order:

Chairman Spalding called the meeting to order at 7:02 PM.

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

Absent: Commissioners Diggs, Rose and Smith

2. Minutes:

The Minutes of the January 14, 2019 meeting were reviewed. One correction was noted:

- Minutes reviewed should read for the December 2019 meeting.

Acceptance of the one revision to the January 2019 minutes were so moved by Commissioner Crites and seconded by Commissioner MacKinnon, 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.

3. Public Comment: There was none.

4. Correspondence:

In Jurisdiction: There was none.

Out of Jurisdiction: DEEP CC letter regarding the Lockwood Coveside Marina. The commission reviewed.

5. Treasurer's Report

The Financial Report for January 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 January 2019 was discussed and is attached to these minutes.

ACTION ITEM #2: Commissioner Crites will recommend an online address contact info service to purchase, to be used by the Commissioners to update addresses, cellphone and email addresses for individuals on the Stonington Harbor Mooring Waiting List.

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

by Commissioner Crites, and approved unanimously.

7. 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

- Chairman Spalding provided an update of comments received from DEEP.

ACTION ITEM #3: Commissioner Smith is continuing to update the SHMP with the latest suggested revisions from DEEP.

ACTION ITEM #4: Once Commissioner Smith has completed the above, Chairman Spalding will request the Town Attorney review the Plan again. He will also forward these latest revisions to the Police Commission for their input.

C. 2019 Newsletter

- The new format for the 2019 newsletter was reviewed and approved for Commissioner Degler to use for design and final printing.
- The Articles List was revised.
- Commissioner Degler reminded everyone their articles and photos are due by March 15, 2019.

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

8. New Business:

- A. Funding to augment on-water enforcement by the Stonington Police Department was discussed. A motion to accept the proposed funding was so moved by Chairman Spalding, seconded by Commissioner O'Neill, and approved unanimously.

ACTION ITEM #6: Chairman Spalding will present the proposed funding offer to the Police Commission at their March 2019 meeting.

9. Adjournment:

Commissioner Anderson so moved for the meeting to be adjourned, Commissioner MacKinnon seconded, and the motion was approved unanimously. The meeting was adjourned at 9:30 PM.

Approved: 
Jay Spalding - Chairman SHMC

Date: 11 March 2019

Attachments:

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

Treasurer's report

Report Date 2/11/2019

	<u>Plan</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>YTD</u>	<u>Probable</u>
<u>Funds Generated:</u>						
Balance Brought Forward:	31,161	31,160.52			31,160.52	31,160.52
Paid Moorings: Com/PW/Pub:	128/253/13	0/0/0			0/0/0	128/253/13
Mooring Fees:	25,710				0.00	25,710.00
Miscellaneous Income:	100				0.00	100.00
Total Generated Funds:	56,971	31,160.52	0.00	0.00	31,160.52	56,970.52
<u>Operating Expense:</u>						
Mooring Admin:						
Mailings:	400				0.00	400.00
Telephone:	0				0.00	0.00
Computer Sftwr:	0				0.00	0.00
Miscellaneous:	0				0.00	0.00
Sub-Total:	400	0.00	0.00	0.00	0.00	400.00
Boat:						
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				0.00	500.00
Sub-Total:	3,000	0.00	0.00	0.00	0.00	3,000.00
Harbor Maintenance:						
Buoy: Commission/Haul/Store:	4,000				0.00	4,000.00
Misc Service/Locker Storage:	1,000				0.00	1,000.00
Grid Maintenance	540				0.00	540.00
Signage:	0				0.00	0.00
Sub-Total:	5,540	0.00	0.00	0.00	0.00	5,540.00
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				0.00	0.00
Newsletter:	1,800				0.00	1,800.00
Professional Services:	0				0.00	0.00
Sub-Total:	1,800	0.00	0.00	0.00	0.00	1,800.00
Total Operating Expense:	10,740	0.00	0.00	0.00	0.00	10,740.00
<u>Approved Projects/Capital</u>						
New SNW Buoys	5,000				0.00	5,000.00
New Anchor/Channel Buoys	4,000				0.00	4,000.00
Radar	4,000				0.00	4,500.00
Public Access Improvement Study	2,000				0.00	2,000.00
Total Project/Capital	15,000	0.00	0.00	0.00	0.00	15,500.00
Total Designated Funds	25,740	0.00	0.00	0.00	0.00	26,240.00
Undesignated Funds:	31,231	31,160.52	0.00	0.00	31,160.52	30,730.52

Notes:

Petty Cash Advance - 300 February: Wes Store - 800.00
 Defender - 4121.51

Harbor Master's report:

Harbormaster Report

February 11, 2019

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: \$ 0	2019 YTD : \$0

2019 renewals mailed January 16, 2019

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

Robert G

Radar with sonar ordered. Defender was able to give us a very good deal on 12" radar display. Installation is very simple. I will do installation, Commissioner Anderson has offered to help.

2019 equipment considerations:

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

Respectfully Submitted,

Eric Donch
Stonington Harbormaster

Breakwater report

Breakwater Project Brief - February 11, 2019 SHMC Meeting

At the December SHMC meeting I indicated that Stantec had hoped to issue the breakwater scope on December 7. At the January SHMC I reported that Stantec had hoped to issue their proposal and scope by January 21. Meanwhile, the Town reported that Stantec has still not responded as of February 6.

Concerns:

- Stantec has missed several delivery dates that they had proposed.
- The missed dates were not updated until requested to by the Town.
- The contract is still pending - and just over four months remain.
- Stantec was not well aware of some of the scope of work items:
 - Grant application assistance, especially the contractor's estimate.
 - USCG day mark foundation.
- They seem to put too much emphasis on the project amenities.
- Amenities are unlikely to be funded in any near-future grants however.

The Town will request an extension of the grant funds from the CT Port Authority and if approved, may terminate negotiations with Stantec and proceed to re-bid the Breakwater project design.

If the CTPA does not approve an extension, I have told the Town that I would like to discuss alternative options to complete the design before the funds expire.

Submitted by
Paul O'Neill SHMC