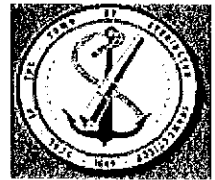




## Stonington Harbor Management Commission

March 11, 2019

Minutes by *(Melanie Degler, Secretary)*



### **1. Call to Order:**

Chairman Spalding called the meeting to order at 7:06 PM.

**Attending:** Chairman Spalding, Commissioners Degler, Diggs, Johnstone, O'Neill, Rose, Smith and Assistant Harbormaster Estabrooks

**Absent:** Commissioners Anderson, Crites, MacKinnon and Harbormaster Donch

### **2. Minutes:**

The Minutes of the February 11, 2019 meeting were reviewed.

Acceptance of the February 2019 minutes were so moved by Commissioner Smith and seconded by Commissioner Diggs 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. Special Purpose Mooring Applications:**

- A. SHYC – As there were no issues noted by the Commission, the motion was made by Commissioner Smith to approve the same amount (6) of Special Purpose Boat Moorings and (1) Special Purpose Float Mooring as last year. The motion was seconded by Commissioner Johnstone. The request was fully approved by the Commission.
- B. NESS - As there were no issues noted by the Commission, the motion was made by Commission O'Neill to approve the same amount (6) of Special Purpose Boat Moorings as last year. The motion was seconded by Commission Diggs, with Commissioner Rose recusing himself. The request was fully approved by the Commission.
- C. Wadawanuck Club – A new request for (2) Special Purpose Boat Moorings was made by Mr. Tim Desmond. Harbormaster Donch had previously reviewed the request and discussed location availability with Chairman Spalding prior to the meeting. As there were no issues noted by the Commission, to the off-grid placement within the harbor nearest to the Wadawanuck Club, the motion was made by Commissioner Smith and was seconded by Commissioner Diggs. The new request was fully approved by the Commission.

### **5. Correspondence:**

**In Jurisdiction:** Salt Acres Viaduct review was tabled to the April 2019 meeting.

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

## **6. Treasurer's Report**

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

Commissioner Diggs requested a new line item be added for Stonington Police Enforcement in the Harbor up to \$3,000. All Commissioners agreed to this addition.

**ACTION ITEM #2: Commissioner Crites will add the line item for Stonington Police Enforcement to the March 2019 Treasurer's Report.**

**ACTION ITEM #3: Chairman Spalding or Commissioner Diggs will present the proposed funding offer to the Police Commission at their next meeting.**

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

## **7. Harbormaster's Report**

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

Commissioner Degler reviewed her contact status of the next eighteen individuals to receive possible moorings in the Harbor, for the 2019 boating season, from the Harbor Mooring Waiting List.

**ACTION ITEM #4: Commissioner Diggs will send Commissioner Degler the electronic application package for potential Mooring Waiting List assignments.**

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

**8. New Business:** There was none.

## **9. 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.

**ACTION ITEM #5: Chairman Spalding will request the Town Attorney review the updated Plan again. He will then forward the latest revisions to the Police Commission for their input after the Statute identification issues are resolved.**

### C. 2019 Newsletter

- The Articles List was reviewed.
- A discussion was held regarding the number of newsletters to be printed and distributed this year. Copies will again be mailed to all current Mooring holders and Waiting List Mooring holders.
- Commissioner Degler reminded everyone their articles and photos are due by March 15, 2019.

**10. Adjournment:**

Commissioner Smith so moved for the meeting to be adjourned, Commissioner Rose seconded, and the motion was approved unanimously. The meeting was adjourned at 8:15 PM.

Approved: Jay Spalding Date: April 8, 2019  
*Jay Spalding - Chairman SHMC*

**Attachments:**

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

Treasurer's Report:

Report Date 3/11/2019

	<u>Plan</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>YTD</u>	<u>Probable</u>
<b><u>Funds Generated:</u></b>						
Balance Brought Forward:	31,161	31,160.52	31,160.52		31,160.52	31,160.52
Paid Moorings: Com/PW/Pub:	128/253/13	0/0/0	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
<b>Total Generated Funds:</b>	<b>56,971</b>	<b>31,160.52</b>	<b>31,160.52</b>	<b>0.00</b>	<b>31,160.52</b>	<b>56,970.52</b>
<b><u>Operating Expense:</u></b>						
<b><u>Mooring Admin:</u></b>						
Mailings:	400		405.19		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>405.19</b>	<b>0.00</b>	<b>405.19</b>	<b>400.00</b>
<b><u>Boat:</u></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		118.32	500.00
<b>Sub-Total:</b>	<b>3,000</b>	<b>0.00</b>	<b>118.32</b>	<b>0.00</b>	<b>118.32</b>	<b>3,000.00</b>
<b><u>Harbor Maintenance:</u></b>						
Buoy: Commission/Haul/Store:	4,000				0.00	4,000.00
Misc Service/Locker Storage:	1,000		800.00		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>800.00</b>	<b>0.00</b>	<b>800.00</b>	<b>5,340.00</b>
<b><u>Dock/Pumpout:</u></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><u>Administrative:</u></b>						
Supplies:	0				0.00	0.00
Newsletter:	1,800				0.00	1,800.00
Professional Services:	0				0.00	0.00
<b>Sub-Total:</b>	<b>1,800</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,800.00</b>
<b>Total Operating Expense:</b>	<b>10,740</b>	<b>0.00</b>	<b>1,323.51</b>	<b>0.00</b>	<b>1,323.51</b>	<b>10,540.00</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
Radar	4,000		4,121.51		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>4,121.51</b>	<b>0.00</b>	<b>4,121.51</b>	<b>15,500.00</b>
<b>Total Designated Funds</b>	<b>25,740</b>	<b>0.00</b>	<b>5,445.02</b>	<b>0.00</b>	<b>5,445.02</b>	<b>26,040.00</b>
<b><u>Undesignated Funds:</u></b>	<b>31,231</b>	<b>31,160.52</b>	<b>25,715.50</b>	<b>0.00</b>	<b>25,715.50</b>	<b>30,930.52</b>

**Notes:**

Petty Cash Advance - 300 March

## Harbor Master's report

### Harbormaster Report

March 11, 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	2019 YTD : \$0

2019 renewals mailed January 16, 2019

Have not started processing the renewals yet. I have a large pile of them from the post office.

I have started the application process for the harbor channel buoys (private nav aids). So far, getting things printed and trying to understand the process. Not sure if we need to get State approval or not. I do not believe so.

#### Robert G

Radar with sonar has been picked up. Two pieces were back ordered which Commissioner Anderson now has.

Will be working towards a May launch for the Harbormaster boat.

Respectfully Submitted,

Eric Donch  
Stonington Harbormaster

**Breakwater Project Brief - March 11, 2019 SHMC Meeting**

Stantec had missed their proposed dates for submittal of the initial breakwater scope in December, January and February. They proposed a new submittal date of March 5, but have missed that date as well.

Concerns:

- Stantec has missed every delivery date that they have proposed.
- The missed dates were not updated until requested to do so by the Town.
- The contract is still pending and just over three months remain.

The Town requested an extension of the grant funds from the CT Port Authority on February 11 and issued a reminder on March 1, but has not heard back yet. If approved, they 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