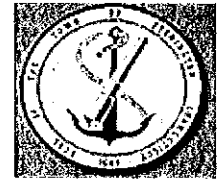




## Stonington Harbor Management Commission

April 8, 2019

Minutes by *(Melanie Degler, Secretary)*



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

Chairman Spalding called the meeting to order at 7:03 PM.

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

**Absent:** Commissioners Crites and Rose

### **2. Minutes:**

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

Acceptance of the March 2019 minutes were so moved by Commissioner Smith 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.

**ACTION ITEM #2:** Commissioner Crites will add the \$3,000-line item for Stonington Police Enforcement to the April 2019 Treasurer's Report.

**ACTION ITEM #3:** Commissioners Diggs and Smith will present the proposed Enforcement funding offer to the Police Commission at their next meeting.

**ACTION ITEM #4:** Chairman Spalding will again request the Town Attorney to review the updated SHMC Plan. He will also forward the latest revisions to the Police Commission for their input.

**3. Public Comment:** There was none.

### **4. Correspondence:**

#### **In Jurisdiction:**

- Salt Acres Viaduct submittal was reviewed by the Commissioners. There were no issues with the plans as submitted. Acceptance of the submittal is consistent with the SHMC Plan.
- Wadawanuck Club Docks submittal was reviewed by the Commissioners. There were no issues with the plans as submitted. Acceptance of the submittal is consistent with the SHMC Plan.

#### **Out of Jurisdiction:**

- Fisher Island Oyster Farm – Wilcox Road. The submittal was reviewed by the Commissioners, but approval was not required by the SHMC.
- Stonington Marina – Wequetequock Cove, formerly King Cove Marina. The submittal was reviewed by the Commissioners, but approval was not required by the SHMC.

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

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

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

**6. Harbormaster's Report**

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

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

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

**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
  - Chairman Spalding provided another update. There has been no correspondence received from the Town Attorney on their legal review. (*See open Action Item #4*).
  
- C. Funding for SNW Enforcement

**ACTION ITEM #5: Commissioners Diggs and Smith will attend the next Stonington Police Commission meeting and present a formal request for an increasement of marine enforcement in Stonington Harbor.**

- D. 2019 Newsletter
  - The draft newsletter was reviewed. Numerous changes were noted and will be updated by Commissioner Degler.

**ACTION ITEM #6: Commissioner Degler will make all updates, including photographs for best resolution, and send the revised draft, via email, to all Commissioners for review and email comments. Assistant Harbormaster Estabrooks will supply Commissioner Degler with the details for the mailing list to provide to the printer. She will then bring the final draft to the printers this month.**

**ACTION ITEM #7: Commissioner Degler will purchase six (6) waterproof brochure containers to offer to local businesses when distributing the newsletters this season.**

**9. 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: 5/13/19  
*Jay Spalding - Chairman SHMC*

**Attachments:**

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

Treasurer's Report

<i>Report Date 4/8/2019</i>						
	<i>Plan</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>YTD</i>	<i>Probable</i>
<b><u>Funds Generated:</u></b>						
Balance Brought Forward:	31,161	31,160.52	31,160.52	25,715.50	31,160.52	31,160.52
Paid Moorings: Com/PW/Pub:	128/253/13	0/0/0	0/0/0	0/75/0	0/75/0	128/253/13
Mooring Fees:	25,710			3,750.00	3,750.00	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>29,465.50</b>	<b>34,910.52</b>	<b>56,970.52</b>
<b><u>Operating Expense:</u></b>						
<b><u>Mooring Admin:</u></b>						
Mailings:	400		405.19 <sup>†</sup>		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 <sup>†</sup>		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 <sup>†</sup>		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>29,465.50</b>	<b>29,465.50</b>	<b>30,930.52</b>
<b><u>Notes:</u></b>						
	Petty Cash Advance - 300		April			

Harbormaster's Report

**Harbormaster Report**  
April 8, 2019

New Mooring permits issued: 0                                Moorings being given up (this month): 1  
New Mooring assignments in the works: 6 (Comm'r Degler)  
Deposits to SHMC account since last report: \$ 18,550      2019 YTD = \$18,550

**2019 renewals:**

Total Applications: 255  
Approved: 138 (including 2 commercial [Dodson 112, Cardinal Cove 5])  
Non-received: 107  
Pending: 9

I have approx 80 envelopes received in the last 2 weeks to process.

North Stonington Volunteer Fire Company is organizing a marine drill to happen in late May. The drill will be in the area of Sandy Point. More details will be available following the April 9 organization meeting. They have asked for Harbormaster participation as the "Safety Vessel".

Robert G.

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

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

Respectfully Submitted,

Eric Donch  
Stonington Harbormaster

**Breakwater Project Brief - April 8, 2019 SHMC Meeting**

The Town and Stantec have agreed on a contract for a limited scope of work and it is expected that it will be signed this week. This will consist of wave and water level studies; breakwater conditions and rock, fill and underlayer determination; and an alternatives analysis with report and presentation. This work will be awarded for \$62K and must be completed by July 1.

The Town also requested an extension of the grant funds from the CT Port Authority, but has not heard back. If approved, the remaining tasks of the scope of services could also be awarded. These are: the semi and final design packages including drawings, specifications, construction estimates; the public outreach presentation; and any permit change submittals.

Submitted by  
Paul O'Neill SHMC