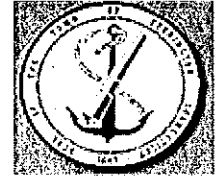




Stonington Harbor Management Commission



May 13, 2019

Minutes by *(Melanie Degler, Secretary)*

1. Call to Order:

Chairman Spalding called the meeting to order at 7:00 PM.

Attending: Chairman Spalding, Secretary Degler, Commissioners Anderson, Crites, Diggs, Johnstone, O'Neill, Rose, Smith, and Harbormaster Donch

Absent: Commissioners MacKinnon and Assistant Harbormaster Estabrooks

2. Minutes:

The Minutes of the April 8, 2019 meeting were reviewed.

Acceptance of the April 2019 minutes were so moved by Commissioner Smith and seconded by Commissioner Anderson 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 May 2019 Treasurer's Report.

ACTION ITEM #3: Chairman Spalding will follow-up with the Police Commission regarding proposed Enforcement funding.

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: Mr. Nils Dahl was in attendance and stated he had interest in hearing about the spending of funds for the Breakwater Project.

4. Correspondence:

In Jurisdiction: There was none.

Out of Jurisdiction: There was none.

5. Treasurer's Report

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

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

6. Harbormaster's Report

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

Commissioner Degler confirmed she had completed all contact with her list of ten (10) Mooring Waiting List applicants and six (6) applicants accepted and have been approved by the Harbormaster for use this season.

An offering of a second group of ten (10) new Mooring Waiting List applicants was discussed and it was agreed Commissioner Degler will pursue.

Of Note: This brings the total to thirty (30) new mooring options that have been offered in the Harbor since 2018.

ACTION ITEM #5: Harbormaster Donch will provide Commissioner Degler with the next ten (10) names on the list, starting with March 2009, for her to contact individuals.

ACTION ITEM #6: Harbormaster Donch and Commissioner Diggs will check all operations, including plumbing and electricity, at the HM Boat Dock for this season's use.

ACTION ITEM #7: Harbormaster Donch will provide an updated list of all open grid mooring placements in the Harbor at the June 2019 meeting.

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

7. New Business:

A. FOI Meeting

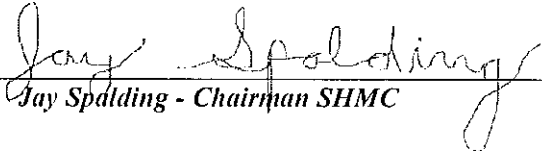
- Commission Degler attended the refresher class on 4/29/19, sponsored by the Town of Stonington.
- Key highlights below were reviewed:
 - Commission Secretary Degler and Chairman Spalding have the only authority to change meeting minutes.
 - Decisions cannot be made in emails, texts or over phones.
 - No "parking lot" conversations are to occur.
 - All reports and discussions must be included in minutes.
 - FOIs must be responded to within four (4) days of receipt. with the "researching" timeframe noted in the correspondence.
 - Only one member of our Commission can represent/ speak for our Commission at other Town Commission meetings.
 - Subcommittees and workgroups must take minutes.
 - No actions can be taken in an "Executive Session".
 - Minutes must be taken while in this type of session.
 - All items and decisions must be voted upon with 2/3 majority vote once the public meeting is re-started.
 - Public Comment time can be limited.
 - Agendas must be posted (24) hours in advance and cannot be changed once posted.
 - Discussions and reports must be included in minutes.
 - Applications/ drawings/ RFPs do not have to be attached to minutes.
- **ACTION ITEM #8: Commissioner Degler will send to all SHMC Commissioners the FOI meeting guidelines and contact information that was provided to her at the Refresher Class.**

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
- The Chairman will approach the Police Commission to get on their agenda for their June meeting. *(See open Action Item #3)*
- D. 2019 Newsletter
- Commissioner Degler confirmed newsletters were mailed to all current Mooring Holders and Waiting List Mooring Applicants on Friday, May 10th, directly from the printer.
 - Commissioner Degler distributed the 2019 newsletters and the new display boxes, to the noted Commissioners, to be offered for public display at the following locations:
 - Dodson's Boat Yard – Commissioner Crites
 - Don's Dock – Commissioner Degler
 - Doug's Barbershop – Mr. Nils Dahl *(volunteer)*
 - NESS – Commissioner Rose
 - Small Boat Association – Chairman Spalding
 - SHYC – Commissioner O'Neill
 - Stonington Library – Commissioner Degler–
 - Stonington Town Hall – Commissioner Degler
 - Tom's News in the Boro – Commissioner Diggs
 - Wad Club – Commissioner Anderson
 - Walkers Dock – Commissioner Smith
 - Watch Hill Yacht Club – Commissioner Anderson

9. Adjournment:

Commissioner Anderson so moved for the meeting to be adjourned, Commissioner Smith seconded, and the motion was approved unanimously. The meeting was adjourned at 8:35 PM.

Approved:  Date: 17 June 2019
Jay Spalding - Chairman SHMC

Attachments:

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

Harbormaster's Report:

Harbormaster Report
May 13, 2019

New Mooring permits issued: 0 Moorings being given up (this month): 1
New Mooring assignments in the works: 8 (Comm'rs Degler, Rose)
Deposits to SHMC account since last report: \$ 5150 2019 YTD - \$23,800

2019 renewals:

Total Applications: 255
Approved: 210 (including 3 commercial [Dodson 112, Cardinal Cove 5, Don's Dock 11])
Non-received: 31
Pending: 12

Renewals continue to trickle in.

DEEP Harbormaster training is Friday, 5/17

Pump-out station commissioned 5/6/19

Robert G

Radar with sonar has all been picked up.

Delivery of boat by PMW Marine delayed by death in JP's family. I expect to pick it up this week.

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

Respectfully Submitted,

Eric Donch
Stonington Harbormaster

Breakwater Project Brief - May 13, 2019 SHMC Meeting

The Town and Stantec signed the contract early last month. The limited scope of work consists of: Task 1, a wave and water level study; Task 2, breakwater condition evaluation; wave loading, rock, fill and under-layer determination; and Task 3, an alternatives analysis with report and presentation. This work was awarded for \$62K and must be completed by July 1.

Stantec submitted their preliminary design criteria for review. They propose a design life of fifty years and will determine a rock size based on a fifty year storm. The crest elevation for the structure will also be based on wave loads corresponding to a fifty year storm, surge corresponding to a twenty-five year storm, and sea level rise of just under one foot based on the NOAA intermediate fifty year prediction. These assumptions are reasonable since the breakwater will have no critical infrastructure, it will not be occupied during a storm event, and the design lends itself to repair or augmentation should the predicted rate of sea level rise be exceeded.

The contract schedule calls for Tasks 1 and 2 to be complete at this time however only Task 1.1 has been submitted. This concern was discussed with the Town and it is expected that it will be passed to Stantec later this week with a request for their assurances that the remaining work can be completed before the expiration of funds on July 1.

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

Submitted by
Paul O'Neill SHMC