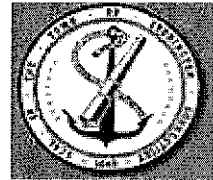


Stonington Harbor Management Commission

May 14, 2018

Minutes by *(Melanie Degler, Secretary)*



1. Call to Order:

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

Attending: Commissioners Anderson, Crites, Degler, Diggs, Johnstone, MacKinnon, O'Neill, Rose, Smith, Harbormaster Donch and Assistant Harbormaster Estabrooks

Absent: None

2. Minutes:

The Minutes of the April 9, 2018 meeting were reviewed and the language referring to the breakwater project was clarified. Acceptance of the April minutes subsequent to the aforementioned change was so moved by Commissioner Smith and Seconded by Commissioner MacKinnon, and approved unanimously.

Action Items from last month's meeting were reviewed and discussed.

Action Item #1: Harbormaster Donch will contact Smith Cove Yacht Club (Sturbridge, MA) to inquire of their interest in a mooring, how they plan to use the mooring and if their intended use complies with the use of private moorings within Stonington Harbor.

3. Correspondence:

- A. In Jurisdiction: Mooring renewals, special purpose mooring payments and marina statements were received by the commission.
- B. Out of Jurisdiction: None

4. Newsletter:

Commissioner Diggs reviewed the draft newsletter with the corrected formatting issues and will make the article wording changes, noted by commissioners. A discussion was held regarding the wording of the "In-Harbor Launch Service Article" related to launch service use by various boaters within the harbor.

Commissioner Diggs will have the final newsletter printed (1,000) in color, folded copies, using the provided names and addresses from the SHMC website Mooring and Waiting Lists. The Commission also agreed to print a portion of the newsletters, without addresses, for distribution to area businesses. Commissioners Diggs and Degler will distribute these printed newsletters, prior to Memorial Day Weekend, to the Stonington Town Hall, SHYC, Tom's News, Wadawanuck Club, NESS, Dodson's Boat Yard, Don's Dock, and West Marine.

5. Treasurer's Report:

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

The budget line item for a study group for a Dinghy Dock at Whalen's Wharf was discussed.

Action Item #2: Commissioner Johnstone will review the Wharf's deed prior to June's meeting, when the discussion will continue.

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

6. Harbormaster's Report:

The Report for April 2018 was discussed and is attached to these minutes.

- A. A correction to the report stating a \$100 donation will be corrected to state receipt of \$200 in donations.
- B. The Harbormaster's boat is ready to launch this week.
- C. The pump out station is ready for use for the 2018 season.

Action Item #3: Harbormaster Donch will compile a list of all current mooring holders who have not submitted their renewal applications for the 2018 season. He will provide the Commissioners lists for their respective assigned mooring area, to contact these mooring holders regarding their status for the 2018 season, before June's meeting.

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

7. Old Business:

- A. Stonington Harbor Breakwater Renovation
 - Commissioner O'Neill discussed their meeting with the CT Port Authority.
 - The Work Group also had discussed the use of extra funds and future, additional grant monies for the breakwater project.
 - The Work Group met with Stonington Town officials and will submit a draft Scope of Work (SOW) for Docko Inc. and will then negotiate a follow-on contract.
- B. SHMC SNW ordinance placement on next Stonington Town Meeting Agenda

Action Item #4: Chairman Spalding will contact the Town regarding the schedule for the next Town Meeting.

8. New Business:

- A. Chairman Spalding reported he attended the recent State of CT DEEP meeting on "The Blue Plan". At this time, we do not have final details for how this Plan will affect Stonington Harbor.

9. Public Comment:

- A. Mr. Will Mackay was in attendance and requested information for placement of moorings

in Wequetequock Cove for use with his oyster harvesting business.

Action Item #5: Harbormaster Donch will contact Mr. Mackay directly to discuss this request further.

10. Adjournment:

Commissioner Smith moved the meeting be adjourned, Commissioner MacKinnon seconded, and the motion was approved unanimously. The meeting adjourned at 8:06 PM.

Approved:  Date: 11 June 2018
Jay Spalding - Chairman SHMC

Attachments:

1. Treasurer's Report
2. Harbormaster's Report

A. Treasurer's report

<u>Report Date 5/14/2018</u>						
	<u>Plan (Tnt)</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>YTD</u>	<u>Probable</u>
<u>Funds Generated:</u>						
Balance Brought Forward:	16,602	15,378.09	14,999.05	19,999.05	16,601.74	16,601.74
Paid Moorings: Com/Pw/Pub:	128/252/9	0/0/0	2/96/0	123/63/0	125/163/0	128/242/9
Mooring Fees:	25,580	0.00	5,000.00	15,450.00	20,650.00	25,080.00
Miscellaneous Income:	100	0.00	0.00	200.00	200.00	100.00
Total Generated Funds:	42,282	15,378.09	19,999.05	35,649.05	37,451.74	41,781.74
<u>Operating Expense:</u>						
<u>Mooring Admin:</u>						
Mailings:	500				389.45	500.00
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	389.45	500.00
<u>Boat:</u>						
Fuel & Oil:	400				162.25	400.00
Commissioning:	2,000				0.00	2,000.00
Storage:	200				0.00	200.00
Maintenance/Repairs:	250				31.88	250.00
Equipment:	1,000			548.97	1,409.04	1,500.00
Sub-Total:	3,850	0.00	0.00	548.97	1,603.17	4,350.00
<u>Harbor Maintenance:</u>						
Buoy: Commission/Haul/Store:	9,600	379.04		180.00	559.04	9,600.00
Misc Service/Locker Storage:	300				0.00	300.00
Grid Maintenance:	540				0.00	540.00
Signage:	0				0.00	0.00
Sub-Total:	10,440	379.04	0.00	180.00	559.04	10,440.00
<u>Dock/Pumpout:</u>						
Dock Eqpt./Maintenance:	500				0.00	500.00
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	500.00
<u>Administrative:</u>						
Supplies:	0				0.00	0.00
Newsletter:	1,500				0.00	1,500.00
Professional Services:	0				0.00	0.00
Sub-Total:	1,500	0.00	0.00	0.00	0.00	1,500.00
Total Operating Expense:	16,790	379.04	0.00	728.97	2,531.66	17,290.00
<u>Approved Projects/Capital</u>						
New Anchor/Channel Buoys Project:	10,000				0.00	10,000.00
Radars:	2,500				0.00	2,500.00
Public Access Study:	1,000				0.00	1,000.00
Total Project/Capital	13,500	0.00	0.00	0.00	0.00	13,500.00
Total Designated Funds	30,290	379.04	0.00	728.97	2,531.66	30,790.00
Undesignated Funds:	11,992	14,999.05	19,999.05	34,920.08	34,920.08	10,991.74
<u>Notes:</u>						
Petty Cash Advance - 300	March:	Don's Dock - 450				
		SHYC - 140				

B. Harbormaster's report

Harbormaster Report

May 14, 2018

New Mooring permits issued: 0 Moorings being given up (this month): 1
New Mooring assignments in the works: 2
Deposits to SHMC account since last report: \$ 16150 (\$100 donation) 2018 YTD = \$22800

Renewals being processed.

Approved: 204

Pending: 18 (awaiting registrations or checks)

Waiting processing: 0 (Unopened, on my desk)

Non-received: 35

Completed a day of Harbormaster Training with State of CT on May 4.

Completed Search and Rescue requal with USCG on May 2.

No progress to report on "Danger, Rock" buoy permit with state DEEP.

Robert G

Boat is in my yard to install gear and launch. Probably launch May 17.

New emergency strobes have been delivered. Need to complete mounting on boat.

The sign maker we have been using for years (Brian's Signs) passed away unexpectedly in February. I am going to use "Ames Finish Line Signs" in Westerly for new lettering for port side of boat.

Respectfully Submitted,

Eric Donch
Stonington Harbormaster