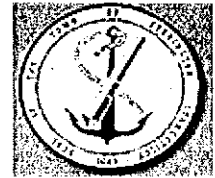




Stonington Harbor Management Commission



June 10, 2019

Minutes by *(Melanie Degler, Secretary)*

1. Call to Order:

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

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

Absent: Commissioners Crites

2. Minutes:

The Minutes of the May 13, 2019 meeting were reviewed.

Acceptance of the May 2019 minutes were so moved by Commissioner Anderson and seconded by Commissioner MacKinnon and approved unanimously.

The following **ACTION ITEMS** remain open:

ACTION ITEM #1 (*previously open from 1-14-19 meeting and subsequently missed during later meetings*): Chairman Spalding will forward the position of the navigational aids at Pawcatuck Point to CT DEEP for approval.

ACTION ITEM #2: Harbormaster Donch has an appointment with Michael Peyton, CT DEEP, to review the permits for the four channel buoys located in the north area of the harbor and Mr. Peyton will then submit the paperwork for completion by the Federal Agency.

ACTION ITEM #3: Harbormaster Donch will also request Michael Peyton, CT DEEP, to review the placement of the Aids to Navigation #5 Buoy to assist with the safety issues for vessels approaching the tip of Sandy Point.

ACTION ITEM #4: Chairman Spalding sent an email with our proposed Enforcement funding offer to the Police Commission and will follow-up before our July meeting.

ACTION ITEM #5: Chairman Spalding received comments from the Town Attorney for the updated SHMC Plan. Commissioner Smith will incorporate these comments into the SHMC Plan and then Chairman Spalding will forward these latest revisions to the Stonington Police Commission for their input.

3. Public Comment:

Mr. Stan Gladych spoke of his concern and recent experience with boaters not adhering to the Slow, No Wake markers at the tip of Sandy Point, the narrowing of the channel along Sandy Point and the speeding jet-skiers around Sandy Point and the full channel area.

Mr. Will Mackay requested a permit application from the Harbormaster for Wequetequock Cove. He also spoke of his concern with the continued shifting of Sandy Point and the danger this is causing this season in the channel, specifically at the tip and green cans #9 and #11.

ACTION ITEM #6: Harbormaster Donch will mail the permit application to Mr. Mackay.

ACTION ITEM #7: Harbormaster Donch will contact Station New London Coast Guard to monitor the Sandy Point channel area due to the Island shifting, narrowing of the channel at the tip and the recent increase of public safety concerns.

4. Correspondence:

In Jurisdiction: There was none.

Out of Jurisdiction: There was none.

5. Treasurer's Report

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

Commissioner Degler confirmed she had completed all contact with her second list of ten (11) Mooring Waiting List applicants, four (4) applicants accepted and have been approved by the Harbormaster for use this season.

There will not be any further offerings from the Mooring Waiting List for the 2019 boating season.

Harbormaster Donch reviewed his Mooring Assignment Grid Worksheet in relation to the (71) vacant/available mooring locations and 79% usage of private mooring locations in the Harbor.

ACTION ITEM #8: Harbormaster Donch will send his working Grid Worksheet to all Commissioners for reference only (as it is a working document).

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

7. New Business:

A. Mooring Waiting List Refresh Effort

- Commission Degler suggested the Commission send another "Update Your Waiting List Interest" letter to all the current applicants on the Mooring Waiting List, as was previously sent in 2009, to refresh the list and remove those who are no longer interested in a mooring in Stonington Harbor.
- After a lengthy discussion, the decision was made to leave the Mooring Waiting List as it currently states, and updates will occur as contact is made during the next possible release of mooring locations.

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. *(See open Action Item #4)*
 - Review of CUSH section for possible removal due to their change in scope
 - A typo was noted on page 28, Article 2, Section 2, "whittle" should read "while"
 - Change Appendix C (after page 38, not numbered) to the new numbering protocol on the Mooring Buoy Diagram, (i.e. 45-H)
- C. Funding for SNW Enforcement
- No change since last meeting. *(See open Action Item #3)*

ACTION ITEM #9: Commissioner Smith will attend the June meeting of the Stonington Police Commission to discuss our offer of funding to increased enforcement on weekends in Stonington Harbor and Sandy Point.

- D. 2019 Newsletter
- Commissioner Degler relayed all newsletters have been distributed to all area businesses, except the Stonington Library.

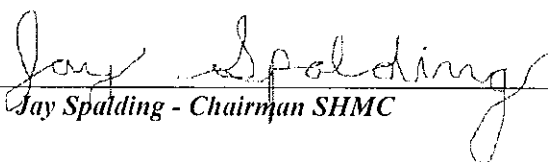
ACTION ITEM #10: Commissioner Diggs will place his extra newsletters at the Library.

- A discussion was held regarding purchasing more newsletters to refresh current locations. It was decided there is not a need at this time since the newsletter is also available electronically on the Stonington Town Website.

ACTION ITEM #11: Chairman Spalding will send electronic versions of the 2017, 2018 and 2019 newsletters to Assistant Harbormaster Estabrooks, who will load on the harbor management mooring website.

9. Adjournment:

Commissioner Smith so moved for the meeting to be adjourned, Commissioner O'Neill seconded, and the motion was approved unanimously. The meeting was adjourned at 9:10 PM.

Approved:  Date: 8/12/2019
Jay Spalding - Chairman SHMC

Attachments:

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

Treasurer's Report

Report Date 6/10/2019

	<i>Plan</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>YTD</i>	<i>Probable</i>
<u>Funds Generated:</u>						
Balance Brought Forward:	31,161	25,715.50	29,465.50	44,365.50	31,160.52	31,160.52
Paid Moorings: Com/PW/Pub:	128/253/13	0/75/0	117/62/0	11/81/0	128/218/0	128/253/13
Moorings Fees:	25,710	3,750.00	14,800.00	5,150.00	23,700.00	25,710.00
Miscellaneous Income:	100		100.00		100.00	100.00
Total Generated Funds:	56,971	29,465.50	44,365.50	49,515.50	54,960.52	56,970.52
<u>Operating Expense:</u>						
Mooring Admin:						
Mailings:	400				405.19	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	405.19	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				118.32	500.00
Sub-Total:	3,000	0.00	0.00	0.00	118.32	3,000.00
Harbor Maintenance:						
Buoy: Commission/Haul/Store:	4,000				0.00	4,000.00
Misc Service/Locker Storage:	1,000				800.00	800.00
Grid Maintenance:	540				0.00	540.00
Signage:	0				0.00	0.00
Sub-Total:	5,540	0.00	0.00	0.00	800.00	5,340.00
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			2,825.63	2,825.63	2,900.00
Professional Services:	0				0.00	0.00
Sub-Total:	1,800	0.00	0.00	2,825.63	2,825.63	2,900.00
Total Operating Expense:	10,740	0.00	0.00	2,825.63	4,149.14	11,640.00
<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
SNW Added Enforcement	0				0.00	3,000.00
Radar	4,000				4,121.51	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	4,121.51	18,500.00
Total Designated Funds	25,740	0.00	0.00	2,825.63	8,270.65	30,140.00
Undesignated Funds:	31,231	29,465.50	44,365.50	46,689.87	46,689.87	26,830.52

Notes:

Petty Cash Advance - 300 June:

Harbormaster Report
June 10, 2019

New Mooring permits issued: 6 Moorings being given up (this month): 2
New Mooring assignments in the works: 6 (Comm 'rs Degler, Rose)
Deposits to SHMC account since last report: \$ 850 2019 YTD = \$24,650

2019 renewals:
Total Applications: 255
Approved: 225 (including 3 commercial [Dodson 112, Cardinal Cove 5, Don's Dock 11])
Non-received: 23
Pending: 8

Water and Power (lights) are on at dock.

Many reports that the channel at Sandy Point is VERY narrow. I have not been able to check it yet myself.

The Red "8" lighted marker at the end of the "Stonington wharf" had graffiti painted on its concrete base sometime June 1st or 2nd. SPD notified and a report was made. The responsible parties have been identified. I am working with USCG to get permission for the responsible parties to paint over the graffiti.

Commissioner Crites and I have crunched the mooring grid numbers:
469 Total Grid locations
128 Commercial locations
341 Private locations
71 vacant locations
79% usage of private locations

Robert G

Boat is in water.

Radar / sonar installed. Lots to learn about the new system.

New Safety / Enforcement lights (Red/Amber and Blue) installed.

Respectfully Submitted,

Eric Donch
Stonington Harbormaster

Breakwater Project Brief - June 10, 2019 SHMC Meeting

As reported last month, the Town awarded Stantec a limited scope contract consisting of: a wave and water level study; a breakwater condition evaluation; a rock, fill and under-layer determination; and an alternatives analysis. The work must be completed by July 1. Stantec submitted their preliminary design criteria last month however the other tasks are overdue.

The Town expressed concern over the apparent lack of progress in a letter to Stantec on May 16 and requested their assurance that the remaining work could be completed before the expiration of funds on July 1. Stantec responded on May 29 with a corrective action plan and a revised schedule. They promised that a draft design criteria memorandum and a preliminary alternatives analysis would be sent by June 3 however this is incomplete as of this report. They stated in their letter that the wind, wave and water level analysis as well as the wave force and stone sizing task is complete, however these tasks have also not yet been submitted for review. The final alternatives analysis was promised for submittal by June 28.

The Town had requested an extension of the grant funds from the CT Port Authority (CPA) in February but has not heard back. The Town plans to submit another request for a funds extension from CPA if it is apparent that Stantec can meet their revised schedule. The Town has also submitted a Permit Extension request to DEEP.

If CPA approves an extension, the remaining design tasks could be awarded. These include: the final design drawings, specifications, and construction estimates; the public outreach presentation; and any permit change submittals.

Submitted by
Paul O'Neill SHMC