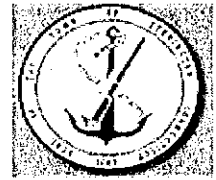




Stonington Harbor Management Commission

September 14, 2020

Minutes by *(Melanie Degler, Secretary)*



1. Call to Order:

Chairman Spalding called the virtual meeting to order at 7:00 PM. The virtual meeting was held via WebEx with public call-in availability. The Commissioners listed below were on the WebEx.

Attending: Chairman Spalding, Treasurer Crites, Secretary Degler, Vice Chairman Diggs
Commissioners Anderson, McKinnon, O'Neill, Rose (partial), Smith, Williams

Absent: Harbormaster Donch and Deputy Harbormaster Estabrooks

2. Minutes:

The Minutes of the August 10, 2020 meeting were reviewed. Vice Chairman Diggs made a motion to approve the August 2020 Minutes. Commissioner McKinnon seconded the motion. No further discussion occurred, all in favor, motion approved.

The following **ACTION ITEMS** remain open:

ACTION ITEM #1:

- Harbormaster Donch will be meeting with Michael Peyton, CT DEEP, on the water in September, to review the permits for the four channel buoys located in the north area of the Harbor. - DONE

ACTION ITEM #2:

- Vice Chairman Diggs contacted SNS Electric to recheck their repair to the electrical outlet at the Harbormaster's/ Police Boat Dock since water continues to leak into the electrical system on the Dock. The outlet is still not repaired satisfactorily. SNS Electric will again be contacted by Vice Chairman Diggs to make the correct repairs and their current bill of \$722.21 will not be paid until the issue is resolved completely. - DONE

3. Public Comment: There was none.

4. Correspondence:

In Jurisdiction:

- Chairman Spalding will update Ahern Waiting List details once he receives access to the Online Mooring Waiting List.

ACTION ITEM #3:

- Secretary Degler will request Administrator access to Online Mooring for Chairman Spalding and Treasurer Crites. - DONE

Out of Jurisdiction: There was none.

5. Treasurer's Report

The Financial Report for August 2020 was reviewed and attached to these minutes.

Commissioner Smith made a motion to approve the Treasurer's Report as presented. Commissioner Anderson seconded the motion. No further discussion occurred, all in favor, motion approved.

6. Harbormaster's Report

The Harbormaster's Report for September 2020 was reviewed.

ACTION ITEM #4:

- **Commissioner Anderson will contact Harbormaster Donch to discuss the need for a new fuel gauge for the Harbormaster boat. - DONE**

There was discussion on the correct naming of the Assistant Harbormaster title. Charles Estabrooks' title should be listed as Deputy Harbormaster, not Assistant, per the DEEP website. Required responsibilities will be discussed at the September meeting when both Harbormaster Donch and Deputy Harbormaster Estabrooks are present.

Also discussed increased presence of the Deputy Harbormaster in the Harbor for next season, to aid with monitoring speeding and other issues, when the Harbormaster is unable to be on the water.

ACTION ITEM #5:

- **Chairman Spalding will contact Deputy Harbormaster Estabrooks to ensure he will attend the October meeting. - DONE**

ACTION ITEM #6:

- **Treasurer Crites will email to all Commissioners a past letter he has in his files related to the Deputy Harbormaster role. - DONE**

ACTION ITEM #7:

- **All Commissioners are to send their year-end surveys to Harbormaster Donch. - ONGOING**

Secretary Degler offered to take on the role of Administrator for our Online Mooring account and to bring all documentation up to date in the Online Mooring system. Treasurer Crites made a motion to accept Secretary Degler's offer. No further discussion, all in favor, motion approved.

ACTION ITEM #8:

- **Secretary Degler will obtain all paperwork to be entered into the Online Mooring system from Harbormaster Donch.**
 - **2020 renewals**
 - **Waitlist to new mooring assignments**
 - **Inspection data - ONGOING**

Vice Chairman Diggs reported he had a discussion with Harbormaster Donch to move the two Special Use Moorings assigned to the Wad Club due to the shallow depth in the present location, which is causing issues for the Club. Harbormaster Donch agreed, and Don's Dock will be directed to move the moorings and send the bill to the Commission.

Vice Chairman Diggs also reported during his discussion with Harbormaster Donch there are two vessels in the Harbor that are currently having swing room issues and these two moorings will be brought into grid

alignment, and the moving expense will be paid by the Commission, not the mooring holders.

Commissioner Anderson made a motion to approve the Harbormaster's Report as presented. Vice Chairman Diggs seconded the motion. No further discussion, all in favor, motion approved.

7. Old Business:

1. SHMP Revision Status

- a. Chairman Spalding spoke with Timothy Delgado from DEEP who has requested a change be made to the SNW diagrams our Plan.
- b. He also asked that the SNWW buoy verbiage refer to the CT state statutes in our Plan.

ACTION ITEM #9:

- **Chairman Spalding will discuss the DEEP recommendations with Harbormaster Donch and then send the latest revision to the Town for review. - ONGOING**

8. New Business:

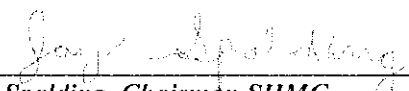
- Virtual Meetings – All agreed to continue virtual meetings into the foreseeable future.
- Secretary Degler requested an increase in the transient anchorage buoys since a few boaters have approached her this season saying they were unaware and could not find the anchorage. Also, she noted a number of these buoys and the SNW buoys need painting and new decals.

ACTION ITEM #10:

- **Commissioner MacKinnon will inspect all current transient anchorage buoys, once they are hauled by Don's Dock at the end of this season; and also purchase two larger, more visible buoys for placement at the entrance to the anchorage from the channel, for next season placement. - ONGOING**

9. Adjournment:

Vice Chairman Diggs made a motion to adjourn the meeting. Commissioner O'Neill seconded the motion. No further discussion occurred, all in favor, motion approved for adjournment at 8:45 pm.

Approved: 
Jay Spalding, Chairman SHMC

Date: 19 Oct 2020

Attachments:

- Treasurer's Report
- Harbormaster's Report

SHMC FINANCIAL REPORT - 2020

	Plan	Jun	Jul	Aug	YTD	Probable
<u>Funds Generated:</u>						
Balance Brought Forward:	24,730	24,559.04	23,021.03	35,459.81	24,730.48	24,730.48
Paid Moorings: Com/Pvt/Pub:	128/263/14		123/30/0		128/224/14	128/243/14
Moorings Fees:	26,230	0.00	13,800.00	0.00	24,280.00	25,230.00
Miscellaneous Income:	100		262.80		262.80	262.80
Total Generated Funds:	51,060	24,559.04	37,083.83	35,459.81	49,273.28	50,223.28
<u>Operating Expense:</u>						
<u>Moorings Admin:</u>						
Mailings:	600				0.00	0.00
Telephone:	0				0.00	0.00
Online Mooring:	4,000	773.35	28.10	54.00	2,039.79	4,000.00
Miscellaneous:	0				134.00	134.00
Sub-Total:	4,600	773.35	28.10	54.00	2,173.79	4,134.00
<u>Boat:</u>						
Fuel & Oil:	200				0.00	200.00
Commissioning:	2,500				2,707.00	3,000.00
Storage:	0				0.00	0.00
Maintenance/Repairs:	150				0.00	150.00
Equipment:	250				0.00	250.00
Sub-Total:	3,100	0.00	0.00	0.00	2,707.00	3,600.00
<u>Harbor Maintenance:</u>						
Buoy, Commission/Haul/Store:	5,000	764.66	1,421.12		3,158.48	5,000.00
Misc Service/Locker Storage:	500				0.00	500.00
Adjust Grid Alignment:	1,000			238.00	238.00	238.00
Signage:	0				0.00	0.00
Sub-Total:	6,500	764.66	1,421.12	238.00	3,396.48	5,738.00
<u>Dock/Pumpout:</u>						
Dock Eqpt./Maintenance:	0		174.80		174.80	174.80
Pumpout Eqpt./Maintenance:	0				0.00	0.00
Miscellaneous:	0				0.00	0.00
Sub-Total:	0	0.00	174.80	0.00	174.80	174.80
<u>Administrative:</u>						
Supplies:	0				443.94	443.94
Newsletter:	3,400				209.46	209.46
Professional Services:	1,000				0.00	0.00
Sub-Total:	4,400	0.00	0.00	0.00	653.40	653.40
Total Operating Expense:	18,600	1,538.01	1,624.02	292.00	9,105.47	14,300.20
<u>Approved Projects/Capital</u>						
New SHW Buoys	10,000				0.00	0.00
New Anchor/Channel Buoys	1,000				0.00	0.00
Addition to Boat Reserve	5,000			5,000.00	10,000.00	10,000.00
Emergency Reserve	0			10,000.00	10,000.00	10,000.00
Public Access Improvement	2,000			10,000.00	10,000.00	10,000.00
Total Project/Capital	18,000	0.00	0.00	25,000.00	30,000.00	30,000.00
Total Designated Funds	36,600	1,538.01	1,624.02	25,292.00	39,105.47	44,300.20
<u>Undesignated Funds:</u>	14,460	23,021.03	35,459.81	10,167.81	10,167.81	5,923.08
Petty Cash Advance	300					
HM Replacement Boat Reserve	30,000					
Public Access Reserve	10,000					
Emergency Reserve	10,000					

Harbor Master's Report

Harbormaster Report

September 14, 2019

New Mooring permits issued: 2 (East Side) Moorings being given up (this month): 1
New Mooring assignments in the works: 0
Deposits to SHMC account since last report: \$ 0 2020 YTD = \$

No Special Olympics Sailing Regatta in September this year due to Covid-19 restrictions.

Discussed addition of a buoy or daymark (piling) at end of rock groin at tip of Pawcatuck Point (Osbrook Point) with USCG ATON group. They said adding a USCG buoy could take years and suggested a 'private aid to navigation' instead. I contacted Seaport Marine Construction and asked their opinion of installing a wood or steel piling at that location. They have given a rough estimate of \$3500 +/- to install a steel piling. I submitted an application to CT DEEP for a daymark. Hope to meet with DEEP later this month for on water review.

I was informed by SPD of a "concert" that would possibly happen at Sandy Point 9/7/2020. This was an "event" that had originally been planned for Napatree beach. RI informed the organizers that under current restrictions it would not be permitted. CT relayed the same sentiment to the organizers. The "event" was scaled down to 4 performers on individual vessels playing live music over the course of the day.

Approximately 125 vessels anchored in the area. All remained clear of the channel with some minor "coaching". Westerly PD, RI DEM and USCG all made passes through the area with no complaints about traffic.

Transient dingy dock has had a few reports of dingys staying tied for extended periods due to increased usage of the transient anchorage area. Owners identified and vessels removed.

Robert G

- Fuel gauge has completely failed. Will need to be replaced.

Respectfully Submitted,

Eric Donch
Stonington Harbormaster