

Town of Guilford, CT
Harbor Management Commission
Town Hall, 31 Park Street Guilford, CT 06437

A meeting of the Town of Guilford's Harbor Management Commission was held at
7:00 PM, Wednesday, March 25th, 2020
via teleconference
Phone number: (605) 468-8035 Access Code: 9374791

Members Present: Commission Chairman John Thommen, Chris Tietjen, KJ Lee
Members Absent: Pete Beauvais (excused), Keith Harvey
Alternates Present: Joe Anastasio
Others Present: CT State Appointed Guilford Harbormaster Fred Brisbois
Members of the Public Present: none

APPROVED MINUTES

Commission Chairman John Thommen called the meeting to order at 7:00PM.

- **Public Forum:** No members of the public this evening.
- **Approval of the 2/26/2020 meeting minutes:** Chris Tietjen made a motion to accept the February 26th, 2020 meeting minutes as submitted, Joe Anastasio seconded; approved unanimously.
- **State Harbormasters Report:**



THE OLD STONE HOUSE

STATE HARBOR MASTER TOWN OF GUILFORD, CT



To: Harbor Management Commission
Re: Monthly Report
Dt: 25 March 2020

Summary of Harbor Master activities since the last Harbor Management Commission meeting:

STATE ACTIVITIES:

- None.

INTERFACE WITH TOWN BOARDS /COMMISSIONS/OFFICES/ASSOCIATIONS:

- None

MOORINGS

- Issued mooring permit renewal notices to 2019 permit holders: 178 via email and 5 via certified letters. Also sent email renewal notices to 36 'expired' permit holders.
- Mooring Permit Status:
 - 45 permits approved
 - 2 renewals in review
 - 2 2019 permits cancelled and mooring tackle reported to be removed
- Denied a request for a 2019 permit holder to reinstall a mooring without renewal of permit/payment pending resolution of a medical issue and determination if he would be able to use his boat this year. I suggested he not have mooring installed pending resolution and in, the meantime, I would hold the location to prevent another permit for the same location.
- Denied a request for a mooring in the East River for a resident on River Street requesting a mooring for a dinghy. I suggested that if he owned the property accessing East River he consider an application for a pole & line.

NOTEWORTHY EVENTS/OTHER ACTIVITIES:

- None

Respectfully submitted,



Fred Brisbois
Connecticut Harbor Master
Town of Guilford

Treasurers Report: Chris Tietjen emailed budget information and monthly financial report to the Commissioners prior to this evening's meeting. Accrued Revenue was \$1175; out of this, \$893 will be retained by the Commission, with \$282 in fees to be distributed to ONLINE mooring.

- Chris will continue this figuring throughout rest of the year.
KJ Lee made a motion to approve the Treasurer's report as submitted, Joe Anastasio seconded; approved unanimously.

The annual budget is usually submitted in April on or before the 15th; Chris thought this warranted discussion. John Thommen asked if the Risk Management Fund is a line item in budget. Chris replied yes. It has a 58840 account number designation. Chris recommends duplicating 2020-21 budget as 2019-20. John was in agreement. Chris made a motion to submit 2020-21 budget as a duplicate of 2019-2020's budget, Joe Anastasio seconded; approved unanimously. Chris will submit to Finance.

- **Approval of Bills and Vouchers:** Joan Dudley; \$35.00 for secretarial services, and \$35.00 for sexual harassment training. John Thommen made a motion to accept both bills totaling \$70.00, KJ Lee seconded; approved unanimously.
- **Old Business:** John Thommen noted the Guilford Yacht Club DEEP dock expansion was denied, and will have a report by next meeting. Chris Tietjen asked John if he had heard from Jack Evans regarding this. John replied no. Mert Gollaher resigned from the committee. John asked what the Commission should do about prior post/piling configuration for the youth sailing program. Fred Brisbois noted that the GYC mooring permit renewal notices had been sent but no response received.

John Thommen discussed the West River dredging project. It is being dredged to 4 ½ feet; currently north of Brown's Boatyard. Approximately 15 thousand yards of silt will be removed. This project is ongoing. Chris Tietjen asked if there was a project deadline. John replied May 1st. Favorable weather should aid in completion on schedule.

- **New Business:** none at this time.
- **Harbor Management Plan Review:** John Thommen reminded the Commission that Keith Harvey was to distribute hard copies of OLHMP, but is unable to do so at this time. Will need to access online format. John suggested the Commission utilize OLHMP as a template, cross-referencing between GHMP and OLHMP. Chris thought it would good to have OLHMP copy on hand in some format. Good reference.

John Thommen reminded the Commission next month's meeting will also be a teleconference.

- **Adjourn:** John Thommen made a motion to adjourn the meeting at 7:28 PM, Chris Tietjen seconded; approved unanimously.

Respectfully Submitted,

Joan M. Dudley
Recording Secretary