

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

A meeting of the Town of Guilford's Harbor Management Commission was held at
7:30 PM, Wednesday, January 24, 2018

**Town Hall
Upstairs in Selectman's wing**

Members present: Commission Chairman John Thommen, Keith Harvey, KJ Lee, Chris Tietjen

Members Absent: Theresa Hedleston

Alternates present: Pete Beauvais

Members of the public: Jeff Westermeyer, Coastline Consulting

Others present: CT State Appointed Harbormaster Fred Brisbois

APPROVED MINUTES

Commission Chairman John Thommen called the meeting to order at 7:33PM.

- **Public Forum:** Mr. Jeff Westermeyer from Coastline Consulting- representing Oceanco, 485 Whitfield Street, Guilford CT. DEEP Permit for Soil placement. Mr. Westermeyer presented Oceanco's DEEP permit to the Commission; an after-the fact permit where geotextile wrapped stone structure(s) were placed behind bulkhead to reinforce bulkhead and minimize velocity of water, decreasing future additional soil loss to site. 72 cubic yards of topsoil were also placed on site to replenish what had been lost during hurricane events. This activity has already received CAM approval from the Planning and Zoning Commission. The Shellfish Commission also has reviewed this application; not applying fertilizer was recommended. John asked the Commission if they had any questions for Mr. Westermeyer; the Commission did not. John asked if Coastline Consulting/Oceanco was replacing what had existed on site. Jeff replied yes, they were. John requested email contact information from Jeff; he provided jeff@coastlineconsulting_ct.com. John thanked Jeff for meeting with the Commission before he left at 7:39PM.
- **Approval of the 10/24/2017 meeting minutes:** KJ Lee made a motion to approve the October 24th, 2017 meeting minutes without changes; Keith Harvey seconded; all approved.

- **State Harbormasters Report:**



STATE HARBOR MASTER TOWN OF GUILFORD, CT



To: Harbor Management Commission
Re: Monthly Report
Dt: 24 Jan 2017

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

STATE ACTIVITIES:

In response to the Town Marina's permit application for the three existing "NO WAKE" buoys in the West River and off Jacobs Beach, DEEP issued a permit for one '4 MPH' regulatory buoy West of the State launch ramp and two '4 MPH' regulatory buoys in the West river near the entry of the marina basin. DEEP refused to issue a permit for the two existing No WAKE buoys off Jacobs Beach. I advised DEEP and the First Selectman that in my opinion, not having a buoy near Jacobs Beach created a safety hazard. I provided DEEP a copy of Guilford's 1988 Ordinance 144-1 and had additional discussions with a DEEP representative from the boating division. The DEEP representative I was working with subsequently agreed to send a proposed permit revision to his supervisor for review. The proposed revision authorizes two "4 MPH" regulatory buoys at the location specified in the ordinance instead of the entry to the basin. The location specified in the ordinance is slightly North of the current NO WAKE buoys.

§ 144-1 Use regulations.

C. No person shall operate any vessel, as defined in Section 15-127 of the Connecticut General Statutes, as amended, in the East River, within Sluice Creek, within Sluice Basin, in the Guilford Channel, to a line of intersection from the Jacobs Beach breakwater southwest of Buoy C-13 or in the West River and south thereof to the southernmost point of Chaffinch Island at a speed greater than four miles per hour.

INTERFACE WITH TOWN BOARDS /COMMISSIONS/OFFICES/ASSOCIATIONS:

- Forwarded HMC a COP (#201708786) from DEEP for repair of an existing seawall on Falcon Road
- Briefed the First Selectman on the efforts with DEEP for a NO WAKE buoy off Jacobs Beach

MOORINGS:

- No permit activity since last meeting.
- Attended an OnLine tutorial webinar to refresh knowledge of OnLine application process.
- Responded to a resident request for mooring information.

NOTEWORTHY EVENTS/OTHER ACTIVITIES:

- Following several reports from boaters that the buoys at the 'dog leg' in the Federal channel were too close to each other, I asked the USCG to verify the buoy locations during their routine winter servicing of G7. The USCG conducted a dedicated verification on 21 Nov and reported that G10, G11, N12 and N10 were properly stationed.
- On 7 January Town Marina Dockmaster Rod McLennan reported that buoy R14 at the mouth of the basin was missing. Upon my visual conformation, I also noted 2 buoys at the 'dog leg' missing. Drove to Jacobs beach for a better view to confirm which buoys were missing. Notified the USCG that R14, R10 and C9 were missing. Subsequently advised USCG that one buoy was reported to be at Madison Beach, another was spotted at Circle Beach in Madison and conformed that no private buoys, i.e. Guilford yacht Club, were missing. On 19 Jan, USCG installed new buoys to replace C9, R10 and R14.
- Online Mooring hosted a workshop in Bristol, RI on November 9. Due to family matters, I did not attend.
- Jack Evans, GYC, sent me his copies of the three 2016 GYC applications for mooring permits in the West River. After review, I emailed Jack: *These are not the exact same applications originally submitted, however, it is a moot point. The applications submitted online were approved based on our email exchange April 29, 2016 (copy attached). We need to ensure that when you reinstall the floats next spring that you only have two floats and that they each are less than 100 square feet in area. I don't foresee any problems renewing the permits in the originally approved configuration. If you wish to reinstall the third float I observed this fall, you will need to obtain permission from the Harbor Management Commission. As we discussed, in the interim the third most northern pole can remain in place for now since there is no fat attached.*
As of this date, I have had no response or feedback.

Respectfully submitted,



Fred Brisbois
Connecticut Harbor Master
Town of Guilford

- **Treasurers Report:** Chris Tietjen distributed copies of the Financial Statement to the Commission. He stated there were no expenses for the month of December. In November, a payment was made to Fred Brisbois. There was no revenue reported for either of these months. The Commission's current account balance was \$19,199.96.

Chris reported a total of \$4,821.00 had been erroneously moved from the Hazard Mitigation Account by the Finance Department. He suggested changing the name of that account to avoid any future issues. Sandra Offredi from the Finance Department said the change would not be necessary. Upon further discussion with the Commission, Chris made a motion to change the Hazard Mitigation Fund account name to "HMC Risk Management Fund". KJ seconded the motion; all approved.

Chris also discussed a \$3000.00 check from the Sachem's Head Yacht Club that was presently unaccounted for. John asked that Chris contact SYC to see if their check had cleared. Chris will also ask the finance department about this. The check was dated July 7th, 2017.

Fund Balance: \$19,461.00 (+\$3000.00 from SYC)

- **Approval of Bills and Vouchers:**
\$85.00 Joan Dudley for 10/24/2017 meeting minutes and research on spreadsheet. Keith asked if Joan could go over minutes sent to Traci Brinkman for website posting; some months have been cut-off and are not completely readable. John asked if Joan could email him when there is mail to be picked up. Joan to email John when there is mail, and will bring to meetings if necessary. KJ made a motion to approve this bill; Keith seconded; all approved.

- **New Business:**
Oceanco- 485 Whitfield Street: Soil placement
Discussion: Keith made a motion to approve the DEEP permit for Oceanco, 485 Whitfield Street; Chris seconded; all approved. John signed the application.

Dennis Johnson, Town of Guilford Health Director- DEEP Permit for Tuttle's Point water main extension. A DEEP permit is required for this project due to the stream crossing and tidal wetlands.

Discussion: John feels there is no reason to not approve this permit. Pete asked if this has been presented to the Shellfish Commission yet. Keith reported that it has not. Joan Dudley to scan permit and send to the Commission; Commissioners will read through and vote on approval via email exchange.

- **Old Business:**
Guilford Yacht Club- non-compliance to mooring permits and dock size- Discussed in Fred's monthly Harbormaster Report.

Alison Varian Memorial Scholarship- Keith presented on the Alison Varian Memorial Scholarship. There is a request for a \$1000.00/year commitment to the scholarship fund. The fund managers are requesting a check as soon as the Commission is able.

Discussion: John is concerned about how the Commission is to use funds. He could not see any restrictions on how monies are spent. This situation is similar to the donation made by the Commission in the Spring of 2017 for Alison's bench.

Keith asked if a motion could be made to contribute \$1000.00 to the Alison Varian Memorial Scholarship Fund for 2018; Chris made a motion to do same; KJ seconded; all approved. Chris will take on the responsibility of discussing with Finance Department, check writing, and mailing to the Guilford Foundation.

John asked what account should the scholarship contribution be taken from, and if going forward if there should be a dedicated, separate line item for the scholarship donation.

Chris also asked if a new use requires a new line, or if contribution could be taken from the education/training budget line item. The Commission decided that the Alison Varian Memorial Scholarship would be added to education/training.

Harbor Management Commission Annual Report- Keith reported he sent out the HMC 2016-2017 Annual Report with Fred's suggested revisions to the Commission. KJ made a motion to approve the HMC 2016-2017 Annual Report; Chris seconded, all approved. Keith will submit Annual Report to the First Selectman's Office.

Town of Guilford- DEEP Permit Chaffinch Island- John signed this permit application to raise Chaffinch Island Road; initial discussion with the Commission was 9/10/2017. Joan Dudley will return to Mark Damiani, Assistant Town Engineer, on 1/25/2018 after scanning for the file.

Abandoned Moorings- Chris asked if the Commission should discuss abandoned moorings. The Commission will discuss abandoned moorings in the Spring. Pete Beauvais suggested making a petition to the Guilford Fire Department dive team to cut the shanks insted of pulling the entire mooring, using their newly acquired sonar unit. John asked about effectiveness of the unit in regards to silt activity with less water depth; Pete replied that he has not had a problem. Chris asked if the sonar unit updates in real time; Pete replied that it does. Pete feels this unit will be beneficial for mooring removal. Pete showed several screenshots of the sonar's capability to the Commission. Fred asked Pete if the "dogleg" has been imaged yet. Pete replied that it had not yet been, but it could be done. Pete reported the unit is towable or mountable, 2-dimensional, and reads in a 45 degree angle. It is available to use, but he will need to submit a request to the Guilford Fire Department in advance.

Membership was discussed. John reports there is still a full member vacancy. Cliff McGuire is still listed as a member on the Commission webpage. Traci Brinkman to remove Cliff from the list. Pete is listed on the webpage as an alternate member. John to inquire about this. The Commission would like to promote Pete as a full-time member. John will also reach out to Ken Wilson again about recruitment of a new member, ideally from another area of the municipality. Keith and Fred suggested finding someone from the Parks and Recreation Department.

- **Adjourn:**

KJ made a motion to adjourn the meeting at 8:47 PM; Keith seconded; all approved.

Respectfully submitted,
Joan M. Dudley, Recording Secretary

