

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, October 23rd, 2019  
Guilford Fire Department Headquarters  
Meeting Room 1-rear  
390 Church Street, Guilford, CT 06437

Members present: Commission Chair John Thommen, Chris Tietjen,  
Keith Harvey, KJ Lee, Pete Beauvais  
Alternates Present: Joe Anastasio, Bonnie Burns  
Others Present: CT State Appointed Guilford Harbormaster Fred Brisbois  
Members of the Public Present: Fred Hill, candidate for Deputy Harbormaster

## APPROVED MINUTES

Commission Chair John Thommen called the meeting to order at 7:05PM.

- **Public Forum:** No public forum this evening.
- **Approval of the 9/25/2019 meeting minutes:** changes- strike "Keith Harvey asked if funding was received from Madison. Chris said no." Add "Pete Beauvais absent (excused)"  
KJ Lee made a motion to approve last meeting's minutes with amended changes, Keith Harvey seconded, unanimous approval.
- **State Harbormasters Report:**



THE OLD STONE HOUSE

## STATE HARBOR MASTER TOWN OF GUILFORD, CT



To: Harbor Management Commission  
Re: Monthly Report  
Dt: 23 October 2019

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

### STATE ACTIVITIES:

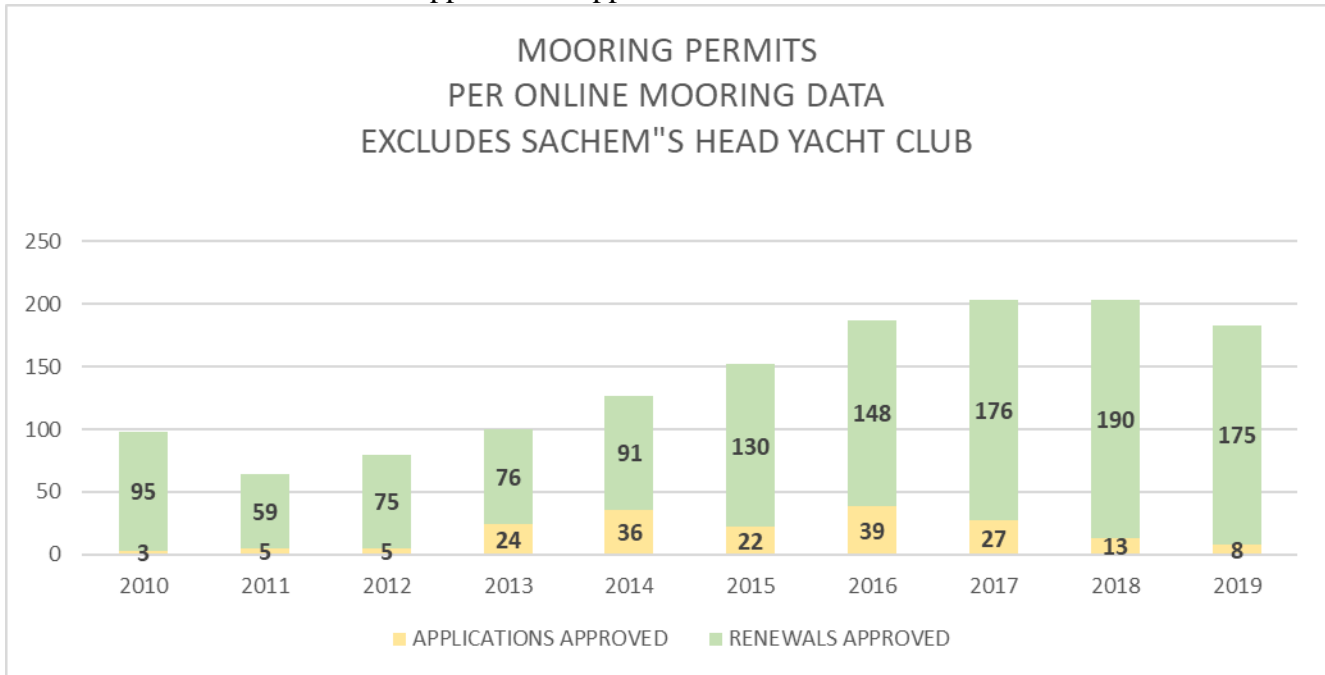
- None.

**INTERFACE WITH TOWN BOARDS /COMMISSIONS/OFFICES/ASSOCIATIONS:**

- None

**MOORINGS:**

- 183 permits approved for 2019
  - 175 Renewals
  - 8 new applications approved



**NOTEWORTHY EVENTS/OTHER ACTIVITIES:**

- Mooring GH078 in Great Harbor failed and vessel washed ashore on rocks in Northeast corner of Shell Beach. There was no fuel spillage. Vessel, a 25 foot Hydro Sport, was recovered by Sea Tow using crane and flat- bed truck.
- Attended Online mooring user training session in Portsmouth, RI. Fred Hill, nominated Deputy Harbor Master, also attended. There is no fee for the training session. Recommend Deputy Harbor Master nominee attend.
- Buoy R10 was reported to have broken free from its mooring. This is the 9<sup>th</sup> time R10 has broken free if its mooring since Oct 2013.
- GFD called to report a vessel in Little Harbor was capsized but still attached to the mooring. Contacted Little Harbor Association in attempt to locate the owner. Vessel, 12 ft Carolina Skiff,) was on mooring LH023. Owners was located and was making arrangements for recovery.

Respectfully submitted,



Fred Brisbois  
Connecticut Harbor Master  
Town of Guilford

Discussion: Keith Harvey reported the Shellfish Commission approved the mooring that had been in queue at their last meeting on 10/9/2019. Fred Brisbois sent an email to the applicant apologizing for the delay approving the permit application.

Chris Tietjen removed the kayak that had been stuck for over a year using 1000lb float buoyancy and a chain. It took him a ½ hour to row 800 feet; tide was not favorable. The kayak was cut up and taken to the transfer station.

- **Treasurers Report:** Chris Tietjen distributed the monthly report to the Commission. \$107 in revenue \$34.50 in expenses. Fund balance as of 6/30/2019: \$29,501.32. \$33,468.82  
John Thommen confirmed with Chris that the Commission is using Cash accounting, not accrual basis. JT \$4002. revenue (previous fiscal year) Chris expressed issue/concerns with money disbursed to us from ONLINE mooring. Difficult to track on Month to month basis. Chris/Fred discussed ONLINE mooring report. KH 183 mooringsx25= 183x6 25 fee-6 for ONLINE mooring= 19.00. If paid by check to GHMC, 25.00; no 6 dollar fee. Fred Brisbois asked if the Commission could discuss with Finance. CT no category in our accounting that looks at ONLINE mooring expense. John asked if the Commission should have a line item for ONLINE mooring expense fees. Chris asked Fred if he could communicate with Brad at ONLINE mooring to adjust report. John thought the Commission should get online mooring report, discuss with Finance. \$503.00 budget number discrepancy. Chris will explore further with Finance.

Chris cited the "Town Ordinance" State statute "All revenues generated by mooring permit fees, permit review fees and municipal fines levied for violations of the Harbor Management Plan shall be deposited into the Fund. Funds shall be disbursed for purposes directly associated with the management of the Harbor Management Area and implementation of the Harbor Management Plan." Town has no control over funds belonging to GHMC; The town cannot take funds per state statute.

- **Approval of Bills and Vouchers:**  
\$26.25 Joan Dudley- Secretarial Services. Keith Harvey made a motion to approve this bill KJ seconded, unanimous approval.  
\$124.00 Fred Brisbois- mileage expense from Portland ONLINE mooring training session.  
Keith Harvey made a motion to approve this bill; KJ Lee seconded, unanimous approval.

- **Old Business:**

HMC Plan Amendment progress- John Thommen discussed 68 emails between himself, Town Hall and DEEP; 10 hours working on changing one passage in the HMP. The change has been submitted to Board of Selectmen. Pam Millman became involved; required all agencies to approve plan change. 11/4/19 the Board of Selectmen will vote on HMP change. If approved, by 12/13/2019 HMP will be in place. As of this date the Commission is still unable to approve John Lust's DEEP application for the Pringle Residence on East River Road.

Deputy Harbormaster approval status- John Thommen submitted all documentation required to obtain appointment for Deputy Harbormaster. Put it in writing, scanned, and saved scanned approval. As per instructions, this information was sent to Janice P. DiNell, with no response for over a month. John sent to Governor's Office in June, more info was requested and sent on 7/17/2019. Fred Brisbois will write letter to DEEP; John will include scanned copies of documentation from initial submittal to Governor's office in July. Now DEEP is requiring the Commission start the application process over again by resubmitting everything to DEEP. John will send it again with Fred's letter to DEEP.

- **New Business:** John Thommen received a new general permit application for seawall repair at 58 Vineyard Avenue, to reposition and repoint stone. John passed the application around for the Commissioners to review/ comment. Pete Beauvais stated the repair benefits everyone.

Motion: Keith Harvey made a motion to approve this application, Chris Tietjen seconded, unanimous approval. John will sign application as approved by the Commission and return to contractor tomorrow (10/24/2019)

- **Harbor Management Plan Review:**

John Thommen suggested the Commission should review and submit much of the plan this time around, instead of just a single passage as was done over the summer. Now that the Commission is aware how much time this process takes, probably better to do more as opposed to less.

Chapter 4-44

Chris Tietjen noted in this chapter the State would generate model HMP 6 months after Oct, 1984. (?) Keith Harvey asked if the State ever generated the model plan. John Thommen will inquire of David Blatt re: model plan. Keith noted 2/3 of "stuff" in our HMP is not necessary according to this requirement. Chris noted the "trouble" in our plan arises from references to dates and over specifications. Keith felt first thing to do would be to see about model plan. Chris and Fred Brisbois thought the Commission could just work off Old Lyme's Plan. Pete Beauvais said Old Lyme's Plan seems more workable. John will email David Blatt tomorrow (10/24/2019).

- **Adjourn:**

Keith Harvey made a motion to adjourn the meeting at 7:57PM, KJ Lee seconded, unanimous approval.

Respectfully Submitted,  
Joan M. Dudley  
Recording Secretary