

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, September 25th, 2019
Guilford Fire Department Headquarters
Meeting Room 1-rear
390 Church Street, Guilford, CT 06437

Members Present: KJ Lee, Keith Harvey, Chris Tietjen
Members Absent: Commission Chairman John Thommen, Pete Beauvais (excused)
Alternates Present: Joe Anastasio, Bonnie Burns
Others Present: CT State Appointed Guilford Harbor Master Fred Brisbois
Members of the Public Present: Frederick Hill, candidate for Deputy Harbormaster.

Acting Chairman Chris Tietjen called the meeting to order at 7:05PM.

APPROVED MINUTES

- **Public Forum:** no public forum this evening.
- **Approval of the 8/28/2019 meeting minutes:** Keith Harvey made a motion to accept the minutes as submitted; KJ Lee 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: 25 September 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:

- 182 permits approved
 - 175 Renewals
 - 7 new applications approved
- 1 renewal under review – in shellfish que for 19 days

NOTEWORTHY EVENTS/OTHER ACTIVITIES:

- Online mooring user training session to be held on October 19, 2019 in Portsmouth, RI. There is no fee for the training session. Recommend Deputy Harbor Master nominee attend.

Respectfully submitted,



Fred Brisbois
Connecticut Harbor Master
Town of Guilford

Review- 1 renewal. Fred was displeased this has been in ONLINE mooring queue for so long. Has been held up by Shellfish Commission. Keith Harvey sent to SC for approval, asked for comments/complaints, if any. 2 people contacted Keith, one was Fred Hill who mentioned area in question possibly not being underwater at low tide. SC told KH to wait so he did. Last month SC did not meet. Fred distributed photos of the proposed configuration to the Commission.

Fred is still tentative on going to the October ONLINE mooring training session in Portsmouth, NH. He recommends Fred Hill go in his stead if he cannot, but both will go if Fred is able to attend.

Mileage/travel funding for one or both- Joe Anastasio made a motion to approve mileage/travel funding for Fred and Fred Hill; Keith Harvey seconded, unanimous approval.

- **Treasurers Report:** Chris Tietjen distributed the monthly Financial Report. Does not have actual fund balance yet for FY 2019.

Fred Brisbois asked Chris if he receives an ONLINE mooring report. Chris said he hasn't, but could. Was using town financial information primarily to construct his report. Chris will look into this further. Keith Harvey asked if reports were accessible on the ONLINE mooring dashboard. Fred said there is a way to create a report on ONLINE mooring, but unsure if it was on the dashboard. Fred is asking only for checks and

balance purposes- on occasion, other commissions have not received their intended funding erroneously.

\$4450.00 ONLINE mooring- based on 170 permits. Chris said the issue lies with which FY the applications are processed/ applied. 2019/2020 hard to follow but he will take another look. Chris will ask about current fund balance at next meeting with Finance Department.

- **Approval of Bills and Vouchers:** Joan Dudley- \$52.50 for Secretarial Services. Keith Harvey made a motion to approve this bill; Bonnie Burns seconded, unanimous approval.
- **Old Business:**
HMC Plan Amendment progress- per an email from John Thommen, has gone to Selectmen's Office.
Deputy Harbormaster approval status- per an email from John Thommen, the Commission has not received written approval as of this date.
- **New Business:** none at this time.
- **Harbor Management Plan Review:** The Commission will revisit at next month's meeting.
- **Adjourn:** Keith Harvey made a motion to adjourn the meeting at 7:27 PM; KJ Lee seconded, unanimous approval.

Respectfully Submitted,
Joan M. Dudley
Recording Secretary