

Town of Guilford, CT  
Harbor Management Commission  
Regular Meeting  
APPROVED MINUTES  
Wednesday July 27, 2016  
Nathaniel B. Greene Community Center – 32 Church Street

Members Present: Alison Varian, KJ Lee, Theresa Hedleston, Cliff McGuire, Chris Tietjen.

Also Present: Harbormaster Fred Brisbois

Absent: John Thommen and Keith Harvey

Allison Varian called the meeting to order at 7:38 PM.

- Public Forum- No members of the public present.
- John B. Lust presentation on Oceanco LLC- project plans at 506 Whitfield Street.

Oceanco is proposing a kayak launch on Dock Lane, a private road with a public easement. The company has included the kayak launch in their December 2015 Site Plan. Although they have no use for the kayak launch, they thought it would be nice to offer it to the public. John doesn't anticipate much use of this site. The area is mostly mixed fill/debris. Tidal wetlands are phragmites. Area has since been cleaned up.

Theresa Hedleston questioned where the public parking will be located. She noticed many signs on a recent trip down to the site that state parking by permit only. John answered that the signage will change to allow for public parking spaces.

Harbormaster Fred Brisbois asked if a buoy string line would be placed to discourage kayakers from encroaching the sluice gate? John Lust said Oceanco will make it a part of plan.

Alison mentioned commercial shellfishermen are also interested in access from this point for commercial shellfish use of the area.

Theresa questioned an area on the site plan. John stated it was a proposed viewing area/platform.

Cliff McGuire had questions about parking. How many employees are there? John was unsure about number of kayak parking spaces.

Theresa and Cliff asked what if they come in on a trailer? Theresa states the HMC should be able to request number of parking spaces and referred to the people crabbing at the causeway on Route 146- they park everywhere.

Cliff wondered would people use parking area for kayaks to go to the Guilford Mooring?

Alison stated knowing number of spots available for kayak parking would be good, and she could see people wanting to access area during crabbing season.

Theresa asked if a buoy line would really stop people from encroaching on the sluice gate? We need to protect people for encroaching on the sluice gate.

Fred mentioned the sluice creek goes behind Calvin Leete Elementary School.

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John reiterated that Oceanco was not proposing this plan for themselves, but for the public. The HMC can approve or deny the plan according to Guilford's HMP. Oceanco promised the PZC they would pursue this DEEP application. He will print out the PZC approval and submit to Alison. The HMC could also discuss with the PZC.

- Approval of the 6/22/2016 meeting minutes

Changes: fees, not feed, fire department offered to tag... (abandoned moorings.)

Motion to approve by KJ Lee, Theresa seconded. All approved.

**• State Harbormasters Report**

**State Activities:**

- None

**Interface with Town Boards / Commissions /Offices/Associations:**

- Met with Police Chief, Jeff Hutchinson on 7/15, to discuss mooring enforcement procedures. Chief Hutchinson was very helpful and willing to help define the best approach for enforcing mooring permit requirements. It may be possible that should I not get a non-compliant response after issuing a violation notice, that I simply report it to the police and they issue a citation. However, more research is required of the Town's ordinance and the State statutes. Chief Hutchinson said he would do some additional research regarding the Town's ordinance. He also advised that my inability to have the Guilford police search for a vessel's owner using the State's Collect system was due to a system problem, not a Guilford police policy. The Chief followed up with a phone call to me on 7/21 advising that he was still researching the issue and was planning to discuss with Guilford's In-House Counsel, Pam Millman.

**Moorings**

- Excluding SHYC moorings- 156 permits approved (Comparison to 2015: 134 permits approved at this time in 2015)
  - 25 new, 131 renewals
- 2 permit renewals in process

**Significant Events/ Other Activities:**

- Received a call from Bob Horton, a resident on Guilford Point Road, reporting an abandoned mooring with its shank sticking up and creating a hazard. He will mark it and Fred proposed HMC hire someone to have it removed. Fred proposed Bruce Beebe pull this particular mooring. Alison suggests possibly being able to negotiate other removals with him if he is in the area. There are also several abandoned moorings in Great Harbor that could be considered a hazard.
- Conducted a mooring patrol of all Harbors utilizing the Shellfish Commission boat for 1 hr. 45 minutes. No moorings were located that did not have a permit. There are numerous vessels on line and poles in Island Bay which still require permits.

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- The light on G7, Guilford Federal Channel, was inoperative. Contacted USCG and had it repaired. A week later, the light was again inoperative and USCG was contacted. Light is repaired and functioning.
- R10, Guilford Federal Channel, broke free and washed ashore Grass Island. USCG was notified and R10 is back on station. I pointed out that this was the fourth time R10 has come off station in the past 4 years. USACG advised that they would use different tackle this time.

- Treasurers Report

Received 3 checks for applications this month. Alison has 3 more payments. Fred will approve online; money just needs to go to finance. One applicant sent payment to cover mooring fees for 2016 and 2017. Fred said system can hold extra as credit until next year.

Cliff stated budget needs to be in by April at the latest, per Sandra Offredi.

There is \$10,000.00 in the harbor hazard mitigation fund. Alison suggests paying Beebe to pull hazardous moorings from this fund.

Fred has been working on clearing online mooring system queue. \$189.16 received by Fred, \$145.00 from online mooring.

Statement of Operations:

Revenue: \$3,300.00.

Total expense: \$50.00 in secretarial fees.

Fund balance: as of July 2015: \$21,738.00.

Undesignated \$16,625.00. \$10k removed by fireboat.

10k for harbor hazard, leaving \$6625.00 for remaining.

- Approval of Bills and Vouchers

No bills to approve tonight. Will approve Barb Hammarlund's secretarial invoice once received.

- New Business - Budget. KJ Lee- motion to approve budget with \$1500.00 for field work.

Theresa seconded; all in favor.

Alison feels field work budget could cover gas for shellfish boat if necessary. Cliff removed the gas budget, since gas is not needed for fire boat.

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- Project plans for Oceanco LLC at 506 Whitfield Street

Alison and Cliff note the dangerous sluice gate. Alison would like to make sure public access is always available. The area would be good for crabbing, and for smaller commercial shellfishermen. Theresa questions accessible parking and the viewing platform. HMC to contact DEEP about designated parking. Clarification is needed on number of spaces. HMC would like a safety string of buoys 100 feet from sluice gate.

Alison wondered if 4 parking spaces would be enough.

Chris Tietjen said the bottom line of 4 parking spaces is reasonable. Signage should reflect public access to kayak parking and public access at ramp. Appropriately located. Safety aspect. Barrier preventative to prevent kayaker from entering sluice gate area, while still allowing commercial access. There is 200' from sluice gate to bend in sluice creek. Fred does not feel commercial fisherman need protection from the sluice gate.

Theresa noted the phragmites are gone. Why was all this vegetation removed? Alison said per DEEP.

Alison will send any issues with the plan to John Lust.

Budget for 2016-2017- discussed in Treasurer's report.

- Old Business- none at this time.
- Review Harbor Management Plan- will review next time.

AV states more members are needed. A Marine Commission member needs to come over to the HMC.

KJ TH vote and second to keep Cliff on the commission as Treasurer for one more month to make sure transition goes smoothly to Chris Tietjen.

- Adjourn

Cliff and KJ made the motion to adjourn, unanimous approval 8:56PM.

Respectfully Submitted,

Joan Dudley

Secretary