

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, September 28, 2016
Nathanael B. Greene Community Center • 32 Church Street
Leete Room

APPROVED MINUTES

Present: Alison Varian, Keith Harvey, KJ Lee, Theresa Hedleston, Chris Tietjen, John Thommen
Also Present: Guilford Harbormaster Fred Brisbois

- **Public Forum:**
No members of the public present.
- **Approval of the 8/24/16 meeting minutes:**
Fix spelling of Chris's last name. FB- fees from mooring are used by (Norwalk) to pay hourly wage to Harbormaster. West Lane dock proposal. PVC marker, not PVC piping.
KJ Lee made the motion to accept the minutes with changes, John Thommen seconded.
All in favor.
- **State Harbormasters Report:**

State Activities:

- Contacted both the Port Authority and DEEP seeking funds for an abandoned mooring removal program. No funds are available. It was suggested *"using a portion of the mooring fees collected to cover the costs. Perhaps a slight increase to build a reserve to cover those costs."*
- DEEP advises that I have been restored to the authorized list of individuals authorized to request information from the COLLECT access system. All Harbor Masters had been removed from the list when the Harbor Master Program was moved from DOT to DEEP.
- DEEP advised that should an individual install a mooring and refuse to obtain a permit, *"they are in violation of structures and dredging statutes and DEEP can initiate enforcement."*

Interface with Town Boards / Commissions /Offices/Associations:

- Police Chief Jeff Hutchinson called to provide recommendations for draft template of letter to use in event a citation needs to be issued due to non-compliance with permit requirements.
- Rick Maynard, Guilford Parks and Recreation, requested information on permit requirements to rope off swimming area at Jacobs Beach in 2017. Forwarded the requirements provided by DEEP to Rick.

Moorings

- 185 permits approved, compared to 152 permits approved at this time in 2015
 - 37 new, 148 renewals
- 2 permit applications in process

- All 8 violation notices issued in 2016 were satisfactorily resolved resulting in:
 - 4 new permits
 - 5 renewed permits (2 individuals had 2 moorings)
 - 1 Permit was valid, lost mooring ball

Significant Events/ Other Activities:

- Conducted a mooring patrol with the GFD boat (2 hours)
- Conducted a patrol with the Shellfish Commission Boat (2 hours)
- Conducted 2 land patrols of Indian Cove, Great Harbor, Bloody Cove (36 miles)
- A new resident in Indian Cove reported that he had fouled a mooring line and severed its attachment line. He dropped the ball off at the Town Marina and provided coordinates of the mooring. A blast email was sent to Indian Cove mooring holders requesting they contact me if their ball was missing. None have claimed it as theirs. I plan to give the ball to the individual who severed the line as it is suspected that the mooring belonged to the previous owner of his newly purchased home from Mark Hullems, 688 Mulberry Point Road. No permit on file.

Respectfully submitted,



Fred Brisbois
 Connecticut Harbor Master
 Town of Guilford

- **Treasurers Report:**

Chris has not yet received operating statement from the Finance department for 2016-17. Chris confirmed with Fred that copies of mooring applications sent in with checks do not need to be saved.

Joan Dudley will send Chris a blank invoice form to keep on file.

John states his contact Eric from Stamford receives reimbursement for his “extraordinary” expenses.

Fred states Guilford charges among the lowest mooring permit fees in the state. The state of Connecticut allows towns to charge their own fees- up to 200 dollars per mooring application.

- **Approval of Bills and Vouchers:**

Joan Dudley \$51.00 for secretarial minutes-preapproved; will submit bill to Chris.

Fred Brisbois- mileage reimbursement- \$107.91

Chris moves to approve above bills; John seconded, all approve.

- **New Business:**

Harbor Management Report- Alison cannot find Harbor Management Report from fiscal year 2014-15. She was having computer issues. Tracy Brinkman is requesting it for posting. HMC will also need to submit 2015-16 report soon.

John asked what this report entails. Alison stated that it is a simple, typically one page report, which includes the names and number of members on the Commission, the number of applications for new docks and number of mooring applications.

Alison asked if anyone else would be willing construct the report. Keith will take this on. Alison will send template of previous report to Commission members. Report needs to be sent to Tracy Brinkman when completed.

Alison submitted Keith's request to be a full time member on the Commission. The Nominating Committee has received the request, but will take a while for approval.

- **Old Business:**

137 West Lane Dock Proposal- Chris replied to Coastline Consulting in Branford, filled out DEEP form.

Abandoned Moorings – John states these abandoned moorings are a hazard to navigation, and are also an environmental issue. We have some of the lowest mooring fees in the state. He suggests we introduce an abandoned mooring program to remove abandoned moorings, adding \$15.00 to our mooring application fee- as a separate line item, with reasons included on the application as to why we are doing this.

Keith feels this should be in the Harbor Management Plan.

Alison feels that mooring fees cover this already.

Theresa states that the Leete's Island Association pulls their own abandoned moorings.

Keith states that we already have money earmarked for this.

Fred suggests a suggested donation for abandoned mooring program as wordage on the mooring application.

Chris doesn't feel a situation that will not be ongoing requires an abandoned mooring program.

Keith suggests making removal of abandoned moorings a budget line item.

Fred has added wordage in mooring application regarding abandoned moorings.

Fred has not yet received a formal proposal from Bruce Beebe for costs to pull abandoned moorings. They did have a brief discussion on pricing. Anything 400lbs and under requires same amount of effort to remove. There will be fees for time, fees for disposal, fees that will vary if he needs to go out to retrieve vs. if he is already in the area doing other work.

Keith asked about just cutting off the shank. Alison said if mooring is already pulled out of the water to cut the shank, might as well keep it out and dispose because the metals in the moorings aren't good for shellfish beds. Fred suggests the clammers could mark abandoned moorings. Alison suggests the Commission utilize the fire department's divers- they need to log dive time-to dive and mark abandoned moorings. Keith also suggested walks during extreme low tide events.

Chris will look for formal request budget line item regarding abandoned moorings.

The commission will continue the discussion on abandoned moorings at the next meeting. This was first mentioned/ discussed in June or July of 2016.

Alison received approval for a pier at 125 West Lane from DEEP. The Harbor Management Commission did not receive this application.

Chris also stated the Commission did not look at this. Keith asked how someone could do this without our approval. - Alison answered sometimes applicants do not understand they need to file with the Harbor Management Commission and just file with DEEP. Alison will call DEEP and see why this application wasn't submitted to the Commission.

Other Discussion: Keith asked how people would pull docks as required by permit and who enforces this.

Alison can we not allow to rebuild dock if conditions of permit are not met (for example, removal in case of storms/hurricanes)

Chris asked if this is a DEEP issue? Alison confirms this is a DEEP issue, but the Commission needs to notify DEEP. A lot of these docks are pulled at set time at the end of season, replaced by a set time in Spring.

- Adjourn:

KJ made a motion to adjourn the meeting at 8:35PM. John seconded. All in favor.