

**WATERFORD
HARBOR MANAGEMENT COMMISSION**

Agenda (Amended, Zoom info added)

Regular Meeting

Wednesday October 7, 2020 at 5:00 P.M.

ZOOM Remote Access Only

Join Zoom Meeting

<https://us02web.zoom.us/j/89726242039?pwd=LzY4OFhpQTZubUxTaldWTWs1UjBMZz09>

Meeting ID: 897 2624 2039

Passcode: 726572

One tap mobile

+16465588656,,89726242039#,,,,,0#,,726572# US (New York)

Dial by your location

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Germantown)

Passcode: 726572

Find your local number: <https://us02web.zoom.us/j/kd0jIE4tAU>

1. Call to Order and establish a quorum
2. Pledge of Allegiance
3. Approve minutes from September 2, 2020 meeting
4. Harbor Master's report
5. Correspondence
 - a) Annual Report Summaries FY 2021
6. Applications
7. Old Business
 - a) GIS discussion on updating and webpage location
8. New Business
 - a) Status of Mooring Inspection Results
 - b) Inspection protocol/points to discuss with Mooring Inspectors
 - c) Review and possible changes to 2021 Mooring Application
 - d) Annual Meeting Schedule FY 2021
9. Adjourn

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2020 OCT -5 PM 10:14

**MINUTES
HARBOR MANAGEMENT COMMISSION
REGULAR MEETING**

ZOOM Meeting Wednesday, September 2, 2020

Present: Commissioners Jane Adams, Robert DeRosa, Robert Dutton, Philip Fine, Jim Hamsher, Greg Crocker (alternate), and Fred Wise (alternate).

Absent: Eva Bunnell, Bryan Lynch, Harbor Master David Crocker and Deputy Harbor Master Richard Miller

1. The meeting was called to order at 5:00 pm and quorum established. Greg Crocker and Fred Wise will be the voting alternates for Eva Bunnell and Robert Dutton (Bryan Lynch after Mr. Dutton's arrival).
2. The Pledge of Allegiance was recited.
3. Approval of the minutes
Motion by Mr. Wise, seconded by Mr. Hamsher to approve the minutes of the July 1, 2020 regular zoom meeting, motion passed, vote 6-0.
4. Harbor Masters Report
Ms. Adams provided an update in Mr. Crocker's absence:
 - a) A minor modification to the Thames River Marina Removal permit has been received.
 - b) A public notice was posted in The Day newspaper on August 18, 2020 that the HMC would begin checking moorings in Waterford Waters for valid permits. This task was done on August 7th and August 14. The area of Kidde Beach still needs to be completed.
 - c) Some changes will likely be recommended to the Harbor Master for 2021 applications to add an effective date for Winter mooring stick removal and requesting all owners to use the 4 digits numbers on their mooring balls.
5. Correspondence –
 - a) Attorney Robert Avena obtained legal information on the jurisdictional boundary line in the Niantic River between East Lyme and Waterford. During the recent review of moorings in the Waterford harbor a number of moorings had permits issued by East Lyme.
 - b) The commission received the updated MOU from WELSCO dated 8.1.2020 noting the boundary revisions for the open and seasonally conditional shellfishing areas. Mr. Wise is a member of WELSCO and agreed to obtain clarification on page 14 Section 8E regarding commercial shellfishing.
6. Applications -
 - a) A license was approved for the dock on 17 Riverside Drive; no action by the commission.

Mr. Dutton arrived at the meeting at 5:15 pm.

7. Old Business –

- a) Mr. Fine will contact Tighe Bound regarding the GIS mapping performed last year for the HMC. The changes include the formatting of longitude and latitude, background color, providing a link to the GIS maps from the HMC web page website and updating of the WELSCO shellfishing maps.
- b) Mr. Wise previously presented a discussion paper suggesting the establishment of mooring fields and identified 3 potential. Ms. Adams requested that Commissioners provide her with the questions/issues that they believe would need to be addressed in considering a mooring field and the potential relocation of certain moorings. Discussion will continue at a future meeting. The Harbor Master would have to approve the creation of a mooring field.

8. New Business –

- a) The Harbor Management Office at the Waterford Police Department will be moved soon to another location within the Police station.

9. Adjourn

There being no further business to come before the Commission, and upon motion by Mr. Hamsher, seconded by Mr. DeRosa, the meeting was adjourned at 5:32 p.m.

Respectfully Submitted,

Amy Tinker
Recording Secretary

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



PHONE: 860-442-0553
www.waterfordct.org

FIRST SELECTMAN'S OFFICE INTEROFFICE CORRESPONDENCE

TO: To All Town Boards, Commissions, Agencies, Reporting Staff
FROM: Robert Brule, First Selectman
DATE: October 1, 2020
SUBJECT: ANNUAL REPORT SUMMARIES, FY2021

The Board of Finance is compiling the reports for the Town Annual Report for Fiscal Year 2020. These are intended to reflect a report concerning activity during the preceding Fiscal Year and the proposed program for the next year as an outline of long-range programs and accomplishments.

To insure complete and accurate compilation, I send this reminder to forward your reports to this office, and, as a practical matter, send a copy to the Secretary to the Board of Finance c/o Kim Allen, by November 20, 2020. All reports should be on town letterhead stationery.

Thank you.

cc: Kim Allen, Director of Finance

TOWN OF WATERFORD HARBOR MANAGEMENT COMMISSION
APPLICATION FOR INDIVIDUAL, NON-COMMERCIAL **MOORING SPACE** AND PERMIT
TO BE COMPLETED AND RETURNED TO THE HARBOR MASTER
c/o Waterford Police Department, 41 Avery Lane, Waterford, CT 06385

Applicant's Name: _____

Residential Address: _____

Mailing Address: _____

Email Address: _____

Telephone #: Home _____ Work: _____ Cell: _____

Request for permission to place a 2020 seasonal mooring in the _____

This request is for a: (circle one) New Permit Permit Renewal Mooring Relocation

The mooring is to be located at the following coordinates: N41° _____ W72° _____

Vessel Owner's Name & Address (if different) _____

Telephone #: Home _____ Work: _____ Cell: _____

Name of Vessel: _____ CT Reg. Or Documentation # _____

Make of Vessel: _____ Type (cruiser, sail, etc.): _____

Length: _____ Beam: _____ Draft: _____ Displacement, lbs.: _____

Does the vessel have an operable Marine Sanitation Device (MSD)? Yes _____ No _____

Mooring Description: Anchor Type: _____ Weight: _____

Bottom Chain: _____ of _____; Upper Chain: _____ of _____; Pendant _____
(Length) (Size) (Length) (Size) (Length) (Size)

Water depth at high tide: _____ Year installed (if applicable): _____ Year last inspected: _____

Dinghy Location or Access: _____

Mooring permits expire on December 31st of each calendar year and are not transferable to other parties. A permit holder shall have priority rights to the same mooring each year if renewed by March 31st of the following year. I understand that my vessel must be properly registered in Connecticut or be documented with a Connecticut Certificate of Decal in order to obtain a mooring space.

Signature of Mooring Owner

Do not write in this space – for Harbormaster's use only Ground Tackle Inspected: _____

Permit Number Assigned: _____ Approved _____ Date: _____
(Harbormaster)

Note: It is recommended that all chains associated with moorings be galvanized. Moorings should have adequate ground tackle, pendant(s), chafing gear and scope for the area and conditions expected. A vessel riding on its mooring must not infringe on other moorings. Moorings, by action of wind or current, shall not encroach upon navigation channels maintained by the Corps of Engineers, or interfere with established fairways, wharfs, docks, or floats. Mooring buoys shall be white with a clearly visible horizontal blue band around the circumference of the buoy centered midway between the top of the buoy and the waterline. The weight of the anchor and name of the vessel should be indicated on the buoy. Moored vessels shall comply with Inland Navigation Rule 30 (Lights for anchored vessels). Mooring and anchoring is prohibited over submarine cable areas.

WATERFORD HARBOR MANAGEMENT
PULLEY POLE INSPECTION FORM

TO BE COMPLETED BY AN APPROVED INSPECTOR

-
- All Pulley poles within Waterford waters require permits, which must be renewed annually.
 - All Pulley poles shall be inspected by an approved inspector annually.
 - New installations are not authorized until a permit has been approved by the Waterford Harbor Master.
 - Questions? Please call the Harbor Master at (860) 443-6304.
-

Permit # _____ Permittee Name: _____

Address location: _____ Post(s) Material: _____

Height above mean high water: _____ feet. Distance between poles: _____ feet.

Poles installed into river bed with: _____

Size of Dinghy: _____ feet. Large Boat Mooring Number –if applicable _____

Special Notes: _____

Date of inspection: _____ Company Name: _____

Inspector Name (Print): _____ Phone: _____

Inspector signature: _____

SEND THIS COMPLETED FORM TO
Waterford Harbor Management
c/o Waterford Police Department, 41 Avery Lane, Waterford, CT 06385
(860) 440-0548

ACKNOWLEDGEMENT

**PLEASE SIGN AND RETURN THIS FORM
ALONG WITH YOUR APPLICATION FORM AND FEE**

Calendar Year 2020

To All Mooring & Pulley Pole Permit Holders:

The final step in the mooring permit process is to issue decals which must be affixed to mooring buoys or pulley poles. The color of the decals will change each year and will be marked with the year and your permit number. Upon approval of your 2020 mooring permit application, your 2020 decals will be mailed to you. The decal that begins with #1 must be affixed to your vessel and the other decal that begins with #2 should be affixed to your mooring or pulley pole.

By signing this form, you are acknowledging the following:

- Your buoy is white with a clearly visible horizontal blue band around the circumference of the buoy, centered midway between the top of the buoy and the waterline.
- Your mooring or pulley pole permit number is identified on your mooring buoy in letters/numbers at least 3" in height.
- You will affix your decal to your mooring buoy in a clearly visible spot, approximately 2" to the right of your permit number.
- You are responsible for removing your ground tackle if you are not renewing your mooring or pulley pole permit.
- If your ground tackle becomes "lost", you are responsible for hiring a certified diver to search for the lost equipment and provide a signed statement to the Harbor Master, attesting to the details of the search. You will not receive a new mooring or pulley pole permit until such search is performed and signed statement is received.
- Moorings or pulley poles that are not in compliance with the Harbor Management Plan are subject to removal by the Harbor Master, at the owner's expense.

If you have any questions, please feel free to contact the Harbor Master at (860) 443-6304 or email at crockerd64@gmail.com.

Acknowledged by (your signature): _____ Date: _____

Printed Name: _____

WATERFORD MOORING & PULLEY POLE PERMITS

- ❖ 2019 permits expired on December 31st and applications are now being processed for calendar year 2020.
- ❖ A permit holder shall have priority rights to the same mooring, if renewed by March 31st of each calendar year.
- ❖ For your convenience, mooring permit application forms are enclosed. Please be certain to provide current, accurate information and your e-mail address, if you have one; all information including a copy of your latest inspection and your vessel registration for the current year.

- NEW mooring or pulley pole applications: \$75.00
- RENEWAL mooring or pulley pole applications: \$50.00
(Renewing a 2019 mooring or pulley pole permit)

❖ Please complete the application forms and return them, along with your check to:

Waterford Harbor Management
c/o Waterford Police Department
41 Avery Lane
Waterford, CT 06385

- ❖ It is the responsibility of each vessel owner to have his/her mooring inspected by a qualified, approved inspector at least once every three years. The renewal cannot be approved without sending in a signed inspection copy along with your application. If you are overdue for inspection, your application will be denied. If your application is denied, your check will be returned to you.
- ❖ If you have not had your mooring inspected within the past three years, please contact an approved, qualified mooring inspector, several of whom are listed below for your convenience.
- ❖ If you have a pulley pole it **MUST** be inspected every year, please contact an approved, qualified mooring inspector, several are listed below for your convenience. *Only vessels up to 16' may use pulley poles.
- ❖ If you have used or wish to use a qualified inspector **NOT** on the list below, you must first have him/her contact the Waterford Harbor Master at (860) 443-6304.

Sound Marine, LLC

Jaxon Vibber	860-303-4448
Luca Addabo	860-886-3765

Three Belles Marina

Lee Deer, General Manager	860-739-6264
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H. S. Plaut Environmental Company

Harry Plaut	860- 598-9579
	860- 982-7555

Shoreline Diving

Jay Kane	860-460-3664
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Jeanette T. Fisheries

Mike Theiler	860-235-5117
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Seaport Construction LLC

Chris Drake	860-536-5095
	860-460-3185

Gwenmor Marina

	860-536-0281
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- ❖ After approval of your 2020 permit application, your 2020 decals will be mailed to you. The decal #2 must be affixed to your mooring buoy/pulley pole, approximately 2" to the right of your permit number; the #1 decal must be affixed to your vessel.
- ❖ If you have any questions, please contact the Harbor Master at (860) 443-6304 or via email at crockerd64@gmail.com

EXCERPT FROM THE WATERFORD HARBOR MANAGEMENT PLAN
APPENDIX B

Minimum Mooring Tackle Specifications
(Pages B-1 & B-2, dated 10/26/99)

Introduction

Utilization of proper tackle is necessary to secure vessels adequately at their moorings. Storms, wind, waves, tides, currents and wash must be considered when selecting appropriate mooring tackle. Each person mooring a vessel in the Waterford Harbor Management Area is responsible for any damage to their own vessel or to any other vessel or property that may be caused by their vessel. The Harbor Management Commission recommends minimum standards for tackle to secure vessels adequately in the Harbor Management Area, but these standards are advisory only, and the Town of Waterford assumes no liability for personal injury or property damage which may result from the utilization of any mooring tackle which meet or exceed these recommendations.

The Harbor Management Commission will periodically review and update the recommended minimum standards for mooring tackle. These recommended minimum standards will be provided to each person applying for a mooring permit. It must be remembered, however, that no standards can ensure adequate vessel security under all conditions, particularly severe coastal storm conditions with associated wind and wave hazards.

Minimum Recommended Standards for All Moorings

1. Mooring tackle should meet the following minimum standards:

Boat Length (Feet)	Mushroom Anchor (Pounds)	Bottom Chain (Inches)	Top Chain (Inches)	Nylon or Dacron Line (Inches)
Under 16	75	3/8	5/16	1/2
16-19	150	3/8	5/16	1/2
20-22	200	1/2	5/16	5/8
23-25	250	1/2	5/16	5/8
26-30	300	5/8	3/8	3/4
31-35	400	5/8	3/8	3/4
36-40	500	3/4	1/2	7/8
41-50	600	3/4	1/2	1
51-65	750	1	1/2	1-1/4

1. Only "purpose built" anchors should be used on permanent moorings.
2. The maximum length of the pennant should be two and one-half (2-1/2) times the distance from the bow chock to the water plus the distance from the bow chock to the mooring cleat or post.
3. All pennant lines running through a chock or any other object where chafing may occur should have adequate chafe guards.
4. The total scope of the chain should be no less than two and one-half (2-1/2) times the depth of the water at high tide at the location of the mooring unless the Harbor Master approves a lesser length based on a finding that special physical conditions exist which make such length unnecessary. The bottom and top chains should each consist of approximately fifty percent (50%) of the scope.
5. All shackles, swivels and other hardware used in the mooring hook-up should be proportional in size to the chain used.
6. All Shackles should be properly sized.
7. It is recommended that the pennant be spliced or shackled into the bitter end of the top chain below the permanent buoy so the strain is not carried by the buoy. A second pennant and anchor meeting the minimum specifications should be used in heavy weather.
8. The pick-up or permanent buoy should be of a type and size to be determined by the Harbor Management Commission and should be marked in accordance with standards provided by the Harbor Master.

WATERFORD HARBOR MANAGEMENT COMMISSION

October 7, 2020

Mr. David Campo, Town Clerk
15 Rope Ferry Road
Waterford, CT 06385

**RE: HARBOR MANAGEMENT COMMISSION
2021 REGULAR MEETING SCHEDULE**

Dear Mr. Campo:

During calendar year 2021, the Harbor Management Commission will conduct regular meetings at 5:00 p.m. on the first **Wednesday** of each month (except January on the second Wednesday) at the **Waterford Police Dept. Training Room**. The regular meeting dates for 2021 are as follows:

January 6, 2021	July 7, 2021
February 3, 2021	August 4, 2021
March 3, 2021	September 1, 2021
April 7, 2021	October 6, 2021
May 5, 2021	November 3, 2021
June 2, 2021	December 1, 2021

If you have any questions, please feel free to contact me at 440-0548. Thank you.

Sincerely,

Amy Tinker
Recording Secretary
Waterford Harbor Management Commission

cc: Harbor Management Commission
Harbor Master and Deputy Harbor Master
Marlena Montgomery
Kathleen Peterson

WATERFORD HARBOR MANAGEMENT COMMISSION

FY 2019/2020 ANNUAL REPORT

The Waterford Harbor Management Commission continued its efforts during FYE 2020 to manage the waterways under its jurisdiction in accordance with the adopted Harbor Management Plan.

During calendar 2020, 196 mooring and 15 pulley pole permit applications were reviewed and approved by the Harbor Master in accordance with the Waterford Harbor Management Plan. As part of the mooring permit process, mooring inspections every 3 years continue to be required; pulley poles must be inspected annually.

Our full slate of commissioners and alternates remained the same as in 2018-2019. Dave Crocker serves as our Harbor Master and Rich Miller as our Deputy Harbor Master. Waterford's Harbor Management Commission continues to benefit from the continuity of commissioners and Harbor Master and Deputy Harbor Master and from their depth of experience and expertise.

Our typical meetings include the review of applications for structures, such as docks, for consistency with the Harbor Management Plan. During the year we finalized a Global Information System (GIS) mapping project that provides online mapping layers on the Town's website which include data such as Water Use Maps and mooring locations.

By: Jane B. Adams, Chair

Harbor Master
David Crocker

Deputy Harbor Master
Richard Miller

FY 2019/2020

Harbor Management Commission

Jane Adams, Chair

Eva Bunnell

Greg Crocker, Alternate

Robert DeRosa

Robert Dutton

Philip Fine

James Hamsher

Brian Lynch

Fred Wise, Alternate

WATERFORD HARBOR MANAGEMENT COMMISSION

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