Town of Greenwich
Harbor Management Commission
Meeting
June 15, 2016
7:00 P.M.
Mazza Room, Town Hall

MINUTES

This certificate received on file
On SEP 1 2 2016
At 8:50 Am
Town Clerk

Members in attendance:

Bruce Angiolillo, Chairman
Mike Van Oss, Secretary
Bill Ingraham
Steve Kinner
Frank Mazza
Peter Quigley

Absent:
Lile Gibbons, Vice Chairman

Alternates:

Bernard Armstrong

Ex-Officio in Attendance:

Sue Baker – Conservation Commission
Ian MacMillan – Harbormaster
Nancy Ramer – Planning & Zoning Commission
Horst Tebbe - RTM
John Toner – Board of Selectmen

Absent:

John Brown – Police Department
Roger Bowgen – Shellfish Commission
Jeff Freidag – Department of Parks & Recreation
Rick Loh – Board of Parks and Recreation
Amy Siebert – Department of Public Works

1. Meeting called to order at 7:00 P.M. by Chairman Bruce Angiolillo

In the absence of Commission Member Lile Gibbons, Chairman Angiolillo seated Alternate Member Bernard Armstrong.

2. **Approval of Minutes**

Motion to approve the minutes of the May 18, 2016 meeting made by Steve Kinner, seconded by Bernard Armstrong. Motion carried (Unanimous).

3. **Chairman's Report**

Chairman Angiolillo reported on the prior month's activities:

- Continued to meet with interested individuals and recently met with Pat Sesto and Don Carlson.
- On May 20, as directed by the Commission, two letters of support regarding the Notice of Tentative Determination to Approve the Mianus Dredge Project, were sent by First Selectman Peter Tesei, on behalf of the Board of Selectmen and by Chairman Angiolillo of the HMC. The drafts were reviewed by fellow officers, Lile Gibbons and Mike VanOss, before they were finalized.
- On May 20, River Road Development LLC filed a revised Zoning Location Survey with P & Z. It now shows the proposed north dock 39.8' and south dock 20.5' from the west side of the federal channel. It has also deleted any reference to the use of helical piles.
- On May 21, responded to an inquiry from the Harbormaster that he addressed to the Ad Hoc Mooring Committee's Chairman Steve Kinner regarding the use of the Harbor Master Boat to remove a navigational hazard, which turned out to be a false alarm.
- On May 26, attended the hearing in Hartford on Ian MacMillan's two FOIA complaints. Frank Mazza, Penny Monahan and Chairman Angiolillo attended and were represented by Aamina Ahmad from the Town's Law Department. The Attorney General's Office declined to represent Mr. MacMillan and he appeared pro se. The Hearing Officer indicated that she will recommend to the FOIA Commission that the complaints be dismissed.
- Reported that on June 2 Frank Mazza gave Bruce Angiolillo a 4 hour inspection and survey of the entire GHA aboard his boat.
- On June 9, Geoff Steadman, Aamina Ahmad and Bruce Angiolillo had a 90 minute follow-up conference call with John Gaucher and David Blick from DEEP. David is DEEP's legal counsel.
- On June 10, Mike Van Oss and Bruce Angiolillo attended a Webinar hosted by Brad Hurley to tour the up-to-date mooring system software that is available.
- Completed a redraft of the proposed Mooring Regulations. With the help of the unofficial working group, the proposed Mooring Tackle recommendations have also been revised. Copies to be distributed at the meeting and by email to all who have commented on them over the past months.
- On Sunday, June 12, the Marine Division of the Police Department successfully rescued five unlucky fishermen off Rye Playland when their boat was swamped and subsequently sank. We owe them our thanks.
- Several members have contacted the Chairman about the August meeting and, given vacation schedules, we will cancel the August meeting as we did last year.

4. **Update on Mianus River Dredge Project**

Frank Mazza reported that the comment period has expired and everything remains on schedule and the project will soon go out to bid. Geoff Steadman reported the remaining paperwork is now being routed for signature. The funds have been transferred and the project should soon

to go out to bid in anticipation of an October start date. At the appropriate time a letter will need to be sent to facility operators advising them to remove pilings and docks that are in proximity to the dredging areas.

5. **Update on Harbor Management Plan**

Chairman Angiolillo asked Geoff Steadman to report on the June 9 call with DEEP regarding the preliminary review of the draft Harbor Management Plan.

- Mr. Steadman reported that the call was positive and constructive and that nothing was said which raised any issue that could create an obstacle to State approval of the Plan.
- He reported that DEEP does not believe the boundary line between Greenwich and Stamford needs to be surveyed or finally determined for purposes of the Plan. That boundary, unlike the state line boundary between Port Chester and Greenwich in the Byram River, does not appear ever to have been officially surveyed. The Port Chester/Greenwich boundary has been surveyed by the DOT.
- He reported that DEEP wants to make sure that the Town Code is consistent with the Harbor Management Plan and Aamina Ahmad advised DEEP that the Town's Law Department has begun the task of reviewing the Town Code to be in the position to propose changes to insure that the Code is consistent with the Plan. On the call, DEEP confirmed that the revisions to the Town Code do not have to be made prior to Plan approval, but rather that DEEP wants a process in place to make sure that this happens as a Plan implementation step.
- Finally, Mr. Steadman reported that he expects Mr. Gaucher, who is reviewing the current draft of the Plan for DEEP, will have written comments in advance of the Commission's July meeting.

Chairman Angiolillo reported that the group also discussed on the call DEEP's view regarding the degree of precision required for purposes of a Harbor Management Plan for mooring locations. David Blick stated that the precision of a smart phone's GPS, namely +/- 10', is all that is reasonably required for such purposes. Accordingly, Mr. Angiolillo reported that as the Town will not have to undertake the expense of trying to fix the Greenwich/Stamford town line, so too it will not have to undertake the expense of a marine survey for fixing all mooring locations in the GHA for State approval of its Harbor Management Plan.

6. **Update on Draft Mooring Regulations**

Chairman Angiolillo reviewed the the drafting history of the proposed Mooring Regulations and Recommendations for Mooring Tackle, and again thanked all who have participated in the the process over the past 9 months. He thanked Jeff Freidag and Justin Columbo for lending their expertise on the revisions to the proposed Recommendations for Mooring Tackle. He handed out to the Commission and attendees copies of the revised draft Mooring Regulations and Recommendations for Mooring Tackle, both in clean and blacklined versions. He advised that these will also be circulated by email to those who have participated in the drafting, commented or otherwise expressed an interest. He reported that that the revised drafts will be discussed at the July HMC meeting.

Chairman Angiolillo asked Mike Van Oss to report on his renewed work regarding a reinstitution of an online mooring system for the GHA. As Mr. Angiolillo reported, Mr. Van Oss had been tasked in the HMC's first year of existence to take a look at the mothballed online system that the Town had used previously. Mr. Van Oss then reported on that work and that he had recently reengaged on this project at Chairman Angiolillo's request. He reported that he had been speaking with other towns that are currently using online mooring systems and that he is investigating currently available options. He also

reported on the recent webinar that Brad Hurley of OnLine Mooring Systems had hosted for himself and Chairman Angiolillo. Among the communities that currently use this software are Norwalk, Darien, Stamford, Shelter Island and Nantucket. He said that he will arrange in the near future for Mr. Hurley to hold an information session for the Commission.

Mr. Armstrong stated that he believed he could modify existing business software and adapt it so that it could be used for an online mooring system. Mr. Angiolillo expressed the view that he was unsure that it would be worth the time and effort since commercial off-the-shelf mooring software already exists.

7. **Ad Hoc Mooring Committee Update**

- Bernard Armstrong provided the attached 2016 Mooring Status Report and reviewed each item. He proposed contacting mooring permit applicants for missing information. Chairman Angiolillo stated that he was concerned about the likelihood of negative reactions from applicants without achieving substantial benefits.
- Harbormaster claims he has info on "386 PPMP" mooring applications on a computer. HMC Secretary Mike Van Oss then asked the Harbormaster to provide to the HMC all of the mooring information he has on all 386 PPMP applications prior to the July HMC Meeting. The Harbormaster agreed to provide this information to the HMC and agreed to deliver it to Mike Van Oss, as Secretary.
- Chairman Angiolillo then addressed Mr. Werner Roder, an attendee, concerning the information that the Harbormaster had agreed to provide to Mr. Van Oss. Mr. Roder confirmed that the information resides on his computer. At Chairman Angiolillo's request, Mr. Roder agreed to download on a thumbdrive all of the mooring related information that he has on his computer and to deliver it to Mike Van Oss within the next several days following the meeting.
- Ex-Officio member, Horst Tebbe, reminded the Commission that at the May HMC Meeting it had resolved to proceed to process applications with minimum information.

8. **Harbormaster Report**

Harbormaster read his report, which is attached. Chairman Angiolillo reiterated his previous two requests that Harbormaster distribute his report by the Monday prior to the HMC monthly meetings which occur on Wednesdays. The Harbormaster agreed that he would do so. Frank Mazza requested Harbormaster to provide the names of mooring holders in the Grass Island area of Grass Island. The Harbormaster agreed that he would do so.

9. **Unfinished Business**

a. Approval of Rules & Regulations for Harbormaster Boat.

- After a discussion of the revised draft of the Rules and Regulations of Harbormaster Boat, a motion was made by Chairman Angiolillo, seconded by Bernard Armstrong, to amend Section 4 to read as follows: "No one other than the Harbormaster, Deputy Harbormaster, or Members or Alternate Members of the Harbor Management Commission shall be on the boat at any time without the prior approval of the Chairman of the HMC." Motion carried (Unanimous).
- A motion was made by Bernard Armstrong, seconded by Steve Kinner, to approve the Rules and Regulations for Harbormaster Boat as amended. Motion carried (Unanimous).

b. Approval of Indemnification and Release of Liability for Passengers on Harbormaster Boat.

- Chairman Angiolillo reported that the form of the proposed Indemnification and Release was prepared by Aamina Ahmad of the Law Department and modeled on the one currently used by the Department of Parks & Recreation. A motion was made by Frank Mazza, seconded by Steve Kinner, to approve the form as presented. Motion carried (Unanimous).

10. New Business

None.

11. Public Comment

Karen Royce addressed the Commission to recognize and thank Harbormaster MacMillan for his assistance and expertise at a recent family function involving fireworks on the water in Riverside. Copy attached.

12. Adjournment

Motion to adjourn by Bernard Armstrong, seconded by Steve Kinner. Motion carried (Unanimous).

Meeting adjourned at 9:10 P.M.

Bruce Angiolillo
Chairman

Mike Van Oss
Secretary

by permission

Penny Monahan assisted the Secretary in the preparation of the minutes.

Bernard Armstrong

2016 Mooring Status			
as of 6/15/16			
	Count	Revenue	
total Moorings in our harbors	805	$60,357	
Club Moorings	350	$26,250	no payments yet
Total Non Club Moorings	455	$34,125	
Total	805		
unidentified mooring users	236	$17,700	
Initial Mailing 3/1/16	219	$16,425	
Received as of 6/13/16	-188	$14,100	
New apps-need assignment	3	$225	
Discos	-1	-$75	
Not yet responded	31	$2,325	
Status of apps rec'd	188	$14,025	
RFSI	-122	$9,150	(Columbo helped w' 11)
Permiited thru 5/13	-6		
Inspcted-no ball for permit	-12		
Incompletes/messy	48		
Recommended Actions			
remail 31 non respondents	use merge/purge		
remail the 48 incompletes or initiate a proactive "callout program"			
Merge/Purge 2016 /2015/2014 to gather the unidentified as best we can			
Revise application form to improve legibility and compliance-BFA to do			
Exp Boat Reg	expires April 30th each year-waiver applied		
No mooring report	expires Dec 31 each year		
No Boat license			
no contact info in appl			
company checks			
no chain length	waiver		
no lat/long			
no insurance certificate			
Unidentified moorings	135	Werner to identify, by November	
Action Statement in letter			
Please let us know you intents by July 11th via email to (Penny)			
If we do not hear from you by that date you mooring will be reassigned.			
What is 'fine" for using an unregistered mooring? We need one			

6/15/16
ARMSTRONG
COMMENTS ABOUT A NEW SYSTEM FOR MOORING MGT

Software to manage our moorings

We do not need a mooring management system.

12 HOURS OF TIME INVESTED

System Objectives

We do need a membership management system that can manage "rateable" revenue. This means annually renewable.

Web based

Integrated email

Integrated shopping cart to pay by credit card or check

Automatic renewal notifications and an on going follow up system

Member access to view their own record

Strong password security

Flexible report options with run time options

Complete integration on member info along with mooring data like lat/long

Ability to tag and attach key documents like boat regs, insurance page and mooring reports.

Multiple member classes

1. Club Express Use a n off the shelf system

Will do everything we want

I have personal experience with it and found it very easy to learn and use. Excellent security

2. Quickbase (an Intuit developed product for managing contact and member info
3. It has 865 application templates easily modifiable (started doing this myself and it works quite well) Limited to 5 users but inexpensive
4. Adopt the YRALIS membership system to our needs. The membership component is identical to what we do. It matches members to boats. We just need to match members to moorings

I have 1st hand experience with this and its recent and am 99% confident I can get it operable here by October. I do not know the cost but would estimate about $8000-$9000 as a capital expense

We would recover that in the first season just picking up the lost revenue and its gravy after that

I would like to present this proposal to the commission at the July meeting

6/15/16 Harbormaster Report

2015 total moorings	805
2015 Yacht Club moorings	347
Individually managed moorings	458

2016 copies of individually managed mooring applications received from Mr. Armstrong by HM: 172 2016 ppmps

Riverside	105
Indian Harbor	81 + 27 = 108
Belle Haven	109
Concavage	23
H2Oasis	42
OGM	275
Deployed above	~~635~~ 662 from 805 =

~~170~~ 143 mooring service locations unaccounted for

From 2012 to present 3~~4~~8 = 72 6 individually managed moorings have preliminary provisional mooring permits.

On Friday, 5/13/16, the HM inspected (18) locations and permitted (6) with 2016 red stickers, (12) were not yet rigged with summer tackle and could not be stickered at that time. On Monday, 5/16/16, (30) of the reviewed applications are incomplete and are on the HM's call list to complete. (28) reviewed applications are ready to be site inspected using Mr. Armstrong's system. The HM worked with Penny and Bernard Armstrong for five hours on two separate occasions inspecting mooring applications so as to qualify those that are ready for site inspections and permits as well as those that require further information to qualify

for site inspections. The HM continues to work with members of the Commission on mooring permit issues.

Dates of note:

December 31 of each year: Mooring permits expire

April 30 of each year: Connecticut Boat Registrations expire

June 15th : Managed Yacht Clubs file their mooring permits

June 15th: Town boat yard winter storage expires

June 15th : Winter sticks removed, Summer gear rigged

In late May a mooring failed in Old Greenwich Cove when a pin fell out of a mooring shackle. No damage reported. On 6/11/16 the mooring swivel failed to the same mooring with no damage reported.

Mooring vendors are currently deploying summer moorings without approved locations or permit renewals. This issue will hopefully be addressed by the HMC mooring committee.

1) The Harbormaster attended six yacht club commissions.
2) On May 21, a brilliant precedent for permitting fireworks just south of Riverside Yacht Club in the US Coast Guard Special Anchorage was enjoyed by all.
3) The Greenwich Town Party hosted 8000 people on land while the Harbormaster hosted about 75 yachts and as many as 1000 people on and about the water with one case of heatstroke and one case of an inebriated minor reported. No damage or injury reported and a great time had by all. Many thanks to the 25

mooring owners of Greenwich Harbor for preparing their summer gear for the concert. Excellent stuff!

4) On 6/6/16 A 30 foot Grady White capsized in Greenwich Cove on her mooring. No cause was evident although a mooring issue may be at fault.
5) 6/6/16 HM Stationed 151 x 7 foot Utopia 3
6) 6/7/16 HM Stationed 196 x 13 foot Intuition 2. HM boat 355 hrs
7) 6/7/16 Inspected OGYC mooring field for depth and distance of day moorings and winter sticks locations.
8) 6/7/16 357 hrs to date on HM boat
9) 6/8/16 worked on locations for lost moorings
10) 6/14/16 Found Eldorado Martinato's boat on Steve Carter's mooring in Greenwich Harbor. Unreachable by phone. Took on 9.5 gallons of fuel from MPD. Recovered Red Warning buoy for rock pile near park. Located about twenty winter sticks in Greenwich Harbor. Notified IHYC of same. HM boat 358 hrs
11) The wash down pump on the Harbormaster boat needed repair and on 6/15 it was replaced and now works better than ever. 6/15/16 A second wreck buoy to bracket the Kevin B at Great Captain Island may have been deployed today as the five day northerly has finally laid down.

12) There is still wreckage and debris on the eastern shores of the Mianus River north of the RR bridge and debris left over from Sandy on Greenwich Island in Old Greenwich Cove. This must be addressed by the Harbor Commission.

Please see to it that this report is written into the minutes

Dutifully submitted: Ian Macmillan, Harbormaster, Greenwich

June 15, 2016

Dear Members of the Harbor Commission,

I want to recognize and thank Harbormaster Ian Macmillan for his assistance and expertise. At a recent family function on the water in Riverside, we wanted to have professional fireworks. This proved to be very challenging for a novice given all of the variables from the coast guard and state permitting to the fire marshal, marine police patrol and a myriad of interactions with the pyrotechnics company.

Harbormaster Macmillan was invaluable in ensuring the fireworks happened. His professional manner and knowledge guided me through the process. My congratulations to the commission for having such a well informed, thoughtful and thorough professional serving in this position. I intend to convey my thoughts to Governor Malloy and Transportation Commissioner Redeker as well.

Sincerely,

Karen Royce
53 Maher Avenue
Greenwich CT 06830

INDEMNIFICATION AND RELEASE OF LIABILITY

TOWN OF GREENWICH
HARBOR MANAGEMENT COMMISSION
OF THE TOWN OF GREENWICH

THIS IS A LEGALLY BINDING DOCUMENT. DO NOT SIGN IT UNTIL YOU HAVE READ THE CONTENTS HEREOF AND UNDERSTAND THE SAME. IF YOU ARE IN DOUBT, CONSULT AN ATTORNEY PRIOR TO SIGNING THIS DOCUMENT.

The Undersigned hereby agrees to assume all risk and bear all responsibility and to indemnify and hold the TOWN OF GREENWICH, the HARBOR MANAGEMENT COMMISSION OF THE TOWN OF GREENWICH, their agents, representatives, servants, officers, and employees, harmless from any and all claims, demands, suits, proceedings, liabilities, judgments, awards, losses, damages arising out of injuries to any persons or property, including any and all costs and expenses incurred in the defense of such claims, demands, suits and proceedings including court costs and attorneys' fees resulting from, arising out of, or in any way related to or connected with the Undersigned's riding aboard the Town of Greenwich vessel assigned to and used by the Harbor Master (hereinafter, "Harbor Master Vessel").

The Undersigned does also forever discharge the TOWN OF GREENWICH, the HARBOR MANAGEMENT COMMISSION OF THE TOWN OF GREENWICH, their agents, representatives, servants, officers and employees from any and all claims including claims of negligence or carelessness, alleging damages and any and all causes of action which the Undersigned may have or may hereafter have, arising out of, related to, or in any manner connected with injuries or damages the Undersigned may sustain by reason of riding aboard the Harbor Master Vessel.

I am aware that riding aboard the Harbor Master Vessel is an inherently dangerous activity which may involve substantial risks of injury. I represent that riding aboard the Harbor Master Vessel is strictly voluntary on my part.

THE UNDERSIGNED HAS READ THIS RELEASE AND FULLY UNDERSTANDS ITS CONTENTS. THE UNDERSIGNED IS AWARE THAT THIS RELEASE IS A WAIVER OF LIABILITY AND HAS SIGNED IT VOLUNTARILY.

PRINTED NAME & SIGNATURE: _____

DATE: _____

ADDRESS: _____

TELEPHONE: _____

Adopted June 15, 2016

HARBOR MANAGEMENT COMMISSION
Selectmen's Office
101 Field Point Road
Greenwich, CT 06836-2540
203-622-7710

Bruce Angiolillo, Chairman
Lile Gibbons, Vice Chairman
Mike Van Oss, Secretary

RULES AND REGULATIONS OF HARBORMASTER BOAT

1. Only person to operate the boat shall be the State Appointed Harbormaster for Greenwich. The boat shall be used for only those activities of the Harbormaster that are set forth in State Statutes, the approved Harbor Management Plan and any regulations that may be promulgated thereto. A representative of the Town of Greenwich may operate the boat with the prior approval of the HMC Chairman. All operators should have either a Ct. Safe Boating License or a USCG license.
2. Boat shall not leave the dock unless in proper operating condition and all required Coast Guard safety equipment is on board and in proper condition. The Harbormaster shall be responsible for the vessel once it is launched and turned over to him/her for the season.
3. Boat shall not be used to haul or drag for moorings without the prior approval of the HMC Chairman, and shall not be used to tow or give assistance to any vessel unless there is imminent danger to life or property.
4. No one other than the Harbormaster, Deputy Harbormaster, or Members or Alternate Members of the Harbor Management Commission shall be on the boat at any time without the prior approval of the Chairman of the HMC.
5. Harbormaster shall keep a log on the boat detailing date and time of all trips, purpose of trip, any passengers and results of trip. The log shall be submitted to the HMC monthly.
6. Any supplies or equipment required for use on the boat shall be requested by the Harbormaster through the Superintendent of the MFO Division of the Department of Parks and Recreation.
7. The Harbormaster boat shall be berthed at all times at the Town of Greenwich Marine Facilities at Grass Island. Slip assignment shall be at the direction of the Department of Parks and Recreation.
8. The boat shall be cleaned and all gear properly stored after each use. No personal use of the boat.
9. Alcoholic beverages are prohibited on the boat.

Adopted: June 15, 2016