

1. Packet

Documents:

[JANUARY 18, 2017 MEETING AGENDA.PDF](#)

[JANUARY 18, 2017 MEETING MINUTES - DRAFT.PDF](#)



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

Meeting Notice
Harbor Management Commission
Wednesday, January 18, 2017
7:00 P.M.
Mazza Room - Town Hall

AGENDA

1. Call to Order
2. Approval of Minutes
December 15, 2016 Special Meeting and December 21, 2016 Meeting
3. Chairman's Report (Angiolillo)
4. Update of Mianus River Dredge Project (Mazza & Steadman)
5. Update on Harbor Management Plan (Gibbons & Steadman)
6. Update on Online Mooring Program (Van Oss)
7. Update on Ad Hoc Mooring Subcommittee (Kinner, Armstrong, Ingraham)
8. Harbormaster Report (MacMillan)
9. Unfinished Business
Vote on proposed Budget for 2017-2018.
10. New Business
11. Public Comment
12. Adjournment

This certificate received on file
JAN 12 2017

On _____

At 9:40 Am



Town Clerk

Bruce Angiolillo
Chairman

DRAFT

Town of Greenwich
Harbor Management Commission
Meeting
January 18, 2017
7:00 P.M.
Mazza Room, Town Hall

Minutes

Members in attendance:

Bruce Angiolillo	Chairman
Lile Gibbons	Vice Chairman
Mike Van Oss	Secretary
Bill Ingraham	
Steve Kinner	
Peter Quigley	

Absent:

Frank Mazza

Alternates:

Absent

Bernard Armstrong
Don Carlson

Ex-Officio Members in Attendance:

John Brown	Police Department
Jeff Freidag	Department of Parks & Recreation
Ian MacMillan	Harbormaster
Horst Tebbe	RTM
John Toner	Board of Selectmen

Absent:

Sue Baker	Conservation Commission
Roger Bowgen	Shellfish Commission
Rick Loh	Board of Parks & Recreation

This certificate received on file

On JAN 30 2017

At 11:30 Am


Town Clerk

Consultant in Attendance:

Geoffrey Steadman

1. **Meeting called to order at 7:02 P.M. by Chairman Bruce Angiolillo**
2. **Approval of Minutes of the December 15, 2016 Special Meeting and December 21, 2016 Meeting**

Motion to approve the Minutes of the December 15, 2016 Special Meeting by Lile Gibbons, seconded by Steve Kinner. Motion carried (Unanimous).

Peter Quigley made a motion to amend Item 5, second paragraph, of the Minutes of the December 21, 2016 Meeting to read as follows: "Motion to change the words 'with the exception of' in Chapter 7, Number 10, to 'including'." Motion seconded by Lile Gibbons. Motion carried (Unanimous).

Motion to approve the Minutes of the December 21, 2016 Meeting, as amended, by Lile Gibbons, seconded by Peter Quigley. Motion carried (Unanimous).

3. **Chairman's Report**

Chairman Angiolillo provided an update since his last report.

- Obtained Law Department opinion on Commission compliance with the budget process. (Memorandum from Aamina Ahmad, Assistant Town Attorney, dated December 14, 2016).
- Worked on proposed 2017-2018 budget with Frank Mazza.
- Supported Lile Gibbons, Chair of Drafting Sub-Committee for the proposed Harbor Management Plan, on various tasks.
- Met with John Gaucher of DEEP in Hartford on January 9 with Lile Gibbons and Geoff Steadman to present the revised draft Plan.
- Met with Jim Michel, Deputy Commissioner of Public Works, and Geoff Steadman on January 11 to review proposed Binney Pond Dredge Project. Mr. Angiolillo reported on what was learned at this meeting at the end of his report.
- Prepared, with the assistance of Geoff Steadman, and submitted, a letter of support for the Binney Pond Dredge Project, dated January 12, 2016.

- Together with Frank Mazza and Geoff Steadman, met with representatives of Patriot Marine, the Mianus Dredge Subcontractor, and Ed O'Donnell, Chief, Navigation Section of the USACE, and Joe Salvatore of the CT Port Authority on January 11, and participated in an on-the-water tour of the nearly completed project.
- Supported Mike Van Oss over the last several weeks on the implementation of the online mooring system, including a meeting on January 17.
- Worked on Commission Committee appointments for 2017:

Mooring Committee

Bernie Armstrong
Bill Ingraham
Steve Kinner
Mike Van Oss

Long Range Planning Committee

Don Carlson
Bill Ingraham
Frank Mazza

Finance Committee

Lile Gibbons
Frank Mazza
Peter Quigley

Application Review Committee

Peter Quigley + two others to be appointed.

4. Update on Mianus River Dredge Project

Geoff Steadman reported that the Mianus River Dredge Project is essentially finished and a success.

5. Update on Harbor Management Plan

Lile Gibbons reported that she, Chairman Angiolillo and Geoff Steadman met with John Gaucher at DEEP's offices in Hartford on January 9. She stated that it was a very successful two hour meeting. She reported that Mr. Gaucher was walked through the revised draft Plan, with attention to highlighting how it had been redrafted to focus on the priority issues and goals specific to Greenwich. She noted that Mr. Gaucher was very appreciative of the effort and the hours that had been put in on these revisions to the Plan. She reported that Mr. Gaucher is circulating the revised draft Plan to the relevant State agencies and the USACE for their review.

She said that she is hopeful that we are now on a schedule that will allow for final approval of the Plan before the 2017 boating season gets underway.

6. Update on On-Line Mooring Program

Mike Van Oss provided a very informative update on the new Online Mooring System. He explained the entire process, step by step, in a demonstration projected on the large screen in the Mazza Room. Peter Quigley handed Mr. Van Oss documents which he stated could provide information related to building the mooring holder database. Mr. Van Oss renewed a request of the Harbormaster to provide him with information about anyone currently on the waiting list for a mooring location. Mr. MacMillan stated there is no one currently on the waiting list, but also stated that there are individuals who have expressed an interest in obtaining a mooring once they purchase a boat. To get a head start on these potential applicants, Mr. Van Oss asked Mr. MacMillan to share this information so that he could add it to the database. Mr. MacMillan declined this request.

7. Update on Ad Hoc Mooring Sub Committee

Steve Kinner thanked Bill Ingraham for all his work on reaching out to the mooring vendor community. He summarized these meetings and what they both had learned. Mr. Kinner handed out drafts of the proposed application to become an approved mooring vendor. After discussion, Chairman Angiolillo recommended that the Commission move ahead and approve the revised draft of the Greenwich Mooring Contractor Application that had been circulated by Mr. Kinner. Copy attached.

A motion to approve the revised draft Greenwich Mooring Contractor Application was made by Mike Van Oss, seconded by Lile Gibbons. Motion carried (Unanimous).

8. Harbormaster Report

Harbormaster Ian MacMillan read excerpts from an unidentified document. He did not submit any written report.

9. Unfinished Business

Chairman Angiolillo redistributed copies of the proposed 2017-2018 Budget that Finance Chairman, Frank Mazza, had handed out at the Commission's December meeting. Hearing no additional comments or suggested changes to the proposed budget, he invited a motion to approve it. A motion to adopt the proposed 2017-2018 Budget was made by Lile Gibbons, seconded by Steve Kinner. Motion carried (Unanimous).

Chairman Angiolillo stated that he would forward the Budget to the Board of Selectmen for their review and on to the BET.

10. New Business

None

11. Public Comment

A member of the Public suggested that sediment should be removed upstream of Binney Pond as part of the project. Chairman Angiolillo reminded all that this is a DPW project and not under the jurisdiction of the Commission. He encouraged the speaker to contact Jim Michel, Deputy Commissioner of Public Works, about his idea.

12. Adjournment

Motion to adjourn made by Bill Ingraham, seconded by Steve Kinner.
Motion carried (Unanimous).

Meeting adjourned at 8:45 P.M.

Bruce Angiolillo
Chairman

Mike Van Oss
Secretary

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

Monahan, Penny

From: Mike Van Oss <mvanoss25@gmail.com>
Sent: Wednesday, January 18, 2017 9:32 AM
To: Ian Macmillian
Cc: bernard.armstrong@att.net; Stephen Kinner; Bruce angiollilo; Monahan, Penny
Subject: Mooring Waitlist Request

Ian,

Can you please provide me with any mooring requests that are currently waitlisted? I would like to include this in our database. This information is critical to the deployment of our mooringinfo system so that mooring holders in waiting can be at the top of the list for the individual harbors.

Also if you could provide your list of PPMP's issued and U permits issued I will be able to cross reference these with the information we have compiled from the 2016 mooring applications.

I hope that you will comply with my request as Secretary of the Harbor Management Commission. If there is a reason you cannot, please advise prior to, or at this evenings HMC Meeting.

Penny, I will read this email request at tonight's meeting so I have copied you to include in the minutes of the meeting when you prepare them.

Regards,
Mike Van Oss
Secretary
Greenwich Harbor Management Commission

Greenwich Harbor Management Commission Mooring Contractor Application

About this Application: The Greenwich Harbor Management Commission (GHMC) is accepting applications from interested parties to be considered for inclusion on a *List of GHMC Approved Mooring Contractors*. This application is for mooring professionals interested in conducting mooring installation, inspection or maintenance in Greenwich Harbor consistent with the GHMC Regulations For Mooring And Anchoring Vessels In The Greenwich Harbor Area (Mooring Regulations).

Mooring Contractor Approval Process: The Mooring Regulations require that all mooring installation, inspection and maintenance be conducted by GHMC Approved Mooring Contractors; in order to be included on the list an individual or business must:

1. Complete and submit this Application to GHMC;
2. Demonstrate a familiarity with the GHMC Harbor Management Plan and abide by all Mooring Requirements, Policies and Criteria;
3. Provide evidence of commercial marine liability insurance, and;
4. Demonstrate past experience conducting mooring work in conditions similar to those in Greenwich Harbor and working with the types of mooring tackle required under the Mooring Regulations.

If all the above criteria are met satisfactorily then mooring contractors will be approved by GHMC staff for inclusion on the list of approved mooring contractors provided on the Town of Greenwich HMC website. In addition to business name and contact information of approved contractors, all information that you provide on this application will be available for review by mooring owners and mooring applicants.

Criteria for removal from Approved Mooring Contractor List:

Mooring contractors will be removed from the list of GHMC Approved Mooring Contractors and prohibited from conducting any mooring work in Greenwich Harbor for the following reasons:

1. Lying or falsifying any information provided on this application including credentials, mooring experience or previous work completed;
2. Conducting any mooring work (including installation, inspection or maintenance) in Greenwich Harbor that does not meet the requirements of the GHMC Mooring Regulations (attached).
3. Failure to provide proof of insurance in the amounts and form required by the GHMC.

Application Instructions: Fill out the application on page 2 and submit it to GHMC staff at the email address or mailing address provided at the end of the document. Please note that if this application is approved then all information provided below will be publically available on the GHMC website.

Greenwich Harbor Management Commission Mooring Contractor Application

Applicant's Name: _____

Business Name and Address: _____

Phone number: _____ email: _____

1. Extent of Professional Mooring Services Provided (check all that apply and indicate number of years experience for each):

Mooring Installation -- Years of experience: ____ Mooring Inspection -- Years of experience: ____
Mooring Maintenance -- Years of experience: ____

2. Statement of Qualifications: Provide a brief narrative of your qualifications and background installing, maintaining, or inspecting moorings, including credentials. Provide a description of applicable past experience working with moorings in Greenwich Harbor (or in conditions that are similar) and with the types of mooring tackle specified in the GHMC Mooring Regulations. Include the following:

- a. A description of available equipment;
- b. Work vessels; and
- c. Personnel for conducting mooring work in Greenwich Harbor.

3. Insurance Information: Provide one copy of your approved Town of Greenwich Department of Parks and Recreation Marine Vendor permit and one copy of your completed ACORD Certificate of Insurance.

I, _____ hereby certify under penalty of perjury the foregoing is true and correct to the best of my knowledge: 1) all information provided is accurate; 2) I have read and will abide by the *Town of Greenwich Harbor Management Plan*; 3) I have read and will abide by the Mooring Regulations; and 4) I have read and agree to the information on page 1 of this application.

Applicant Signature _____

GHMC Contact Information:

(WE NEED AN ADDRESS HERE)

Email: _____

Date: _____

Item #9

Proposal for 2017-2018 Budget

Budget Code		Total
51300	Temporary Salaries	\$10,000.00
51490	Professional Consultants \$10,000	
	Enforce Mooring Regulations \$5,000	\$15,000.00
52360	Rental Software	\$4,000.00
52950	Phone Service for Harbormaster \$750	
	Misc. NOC \$750	\$1500.00
53010	Office Supplies, Printing \$2500	
	Postage \$1500, Mooring Stickers \$500	
	Brochures, Publications \$1000	\$5,500.00
53500	Motor Fuel and Lubricants	\$250.00
53520	Parts for Boat	\$500.00
54300	Maintenance for Harbormaster Boat	\$4,000.00
	Total	\$40,750.00
	Mooring Revenue for 2016 Season	\$44,025.00

Frank Mazza Finance Chairman