

**Five Mile River Commission  
December 3, 2015 Meeting Minutes  
The Boardroom, Rowayton Community Center  
33 Highland Ave., Rowayton, CT 06853**

**Commission members in attendance:**

Matthew Marion, Chairman  
Wim Jessup, Commissioner  
Ray Meurer, Harbor Superintendent  
David Snyder, Assistant Harbor Superintendent

**Guests:**

Steve Bartush, Norwalk Resident

Matthew Marion took the chair at 7:30 p.m.

Chairman Marion reported the Commissioners had reviewed and unanimously approved the October 22, 2015 meeting minutes electronically, subject to confirmation of approval at the Commission's next meeting, and the minutes had been filed electronically with Darien and Norwalk within the statutory period. By vote, the Commissioners unanimously confirmed their approval of the October 22<sup>nd</sup> meeting minutes. Public notice of the scheduled December 3, 2015 meeting was timely provided and the agenda timely filed with the Town of Darien and the City of Norwalk.

By unanimous vote, the Commission agreed upon the following 2016 meeting dates: January 14, February 25, March 31, May 5, June 16, July 28, September 8, October 20 and December 8. The Harbor Superintendent was directed to file the Commission's meeting schedule with the Connecticut Secretary of State, the Town of Darien Clerk and the Norwalk City Clerk.

Chairman Marion raised for discussion the Commission's revised ground tackle certification program. The premise of the certification program is that ground tackle users, both directly and through their marine service providers, certify their ground tackle has been inspected and properly maintained, and is suitable and fit for its intended use. Thus, as part of its discussion, the Commission and Harbor Superintendents reviewed two documents, a proposed Ground Tackle Inspection/Maintenance form and an explanatory protocol. The Commissioners approved the current draft of the inspection form for circulation, and agreed paragraph five of the protocol be rewritten to clarify the chronological process identifying the required paperwork and steps leading to certification. Following approval, the protocol and form will be presented to the three local marine service providers for feedback prior to implementation for the 2016 season.

As part of the ground tackle certification process, the Commission will include information on mooring stickers identifying certified ground tackle by user and location. The color of the sticker will match the decal displayed on the bow of the boat signifying payment of the harbor use fee.

Chairman Marion requested the Assistant Harbor Superintendent investigate ways to produce the stickers inexpensively.

In planning for 2016, Chairman Marion noted two key issues for the Commission are dredging of the federal channel and the water quality of the Five Mile River. The Commission will discuss additional issues in January.

Next, the Harbor Superintendent provided his regular meeting report. First, he stated that YTD income and expense reports indicate 2015 income of \$54,350 and expenses of \$10,776. Income exceeds 2014 YTD by \$3,700 due in part to the electronic distribution of renewal notices and The Boatworks' direct collection of the harbor use fee from its dock customers. Second, the Harbor Superintendent reported all boats were off their mooring as of December 1, as required, except for several small boats off Pinkney Park being moved to winter storage at All Seasons Marine Works. Third, he reported that the marinas have responded favourably to the Commission's request that they send out a letter to boat owners who have not paid the 2015 harbor use fee. The Harbor Superintendent promised to follow-up in January 2016. Fourth, he agreed at the Commission's request to invite the boatyard owners and marina operators will be invited to attend the Commission's January 14, 2016 meeting to discuss mutual interests and concerns, including the new protocol covering ground tackle. Finally, mooring permit renewals will be emailed to boat owners in mid-December, and marina operators will be provided with applications for harbor use fee decals and a letter from the Harbor Superintendent to send to their customers along with their marina's 2016 summer slip contracts.

The meeting was adjourned at 8:54 p.m.

The next regularly scheduled meeting date is January 14, 2016 beginning at 7: 30 p.m. in the Boardroom of the Rowayton Community Center.

Respectively submitted,  
Ray Meurer  
Harbor Superintendent