

**CITY OF NORWALK
MOORING AND HARBOR SAFETY COMMITTEE
HARBOR MANAGEMENT COMMISSION
JANUARY 11, 2017**

ATTENDANCE: Dennis Santella, Chair; Tony Mobilia, Joseph Perella

OTHERS: Harbor Master Michael Griffin, Geoff Steadman, Consultant,
Paul Saviano

CALL TO ORDER

Mr. Santella called the meeting to order at 1:11 p.m. A quorum was present.

A. Mooring Committee

Discuss improvements and/or changes to the On Line Mooring System including:

Payments

Registrations

Insurance

Tackle Inspections and Reports

Other issues and information for discussion as required.

Mr. Santella said that there had been an on-going problem with obtaining the required documentation from the applicants. He then said that there were three options: one was to continue requiring hard copies, the second one would be having scanned copies sent in electronically and the third one that would involve not requiring hard copies of the documents, which is what Stamford does.

Mr. Santella said often the boaters ask him, "How much do I owe you?". And he discovered that the boaters don't see the same information that the Commissioners see on the site. This has been corrected.

Mr. Perella asked what the risks would be if the Commission no longer required the insurance information. He pointed out that the registration was easily verifiable but the insurance was not. He also wanted to know what the terms of the mooring agreement was and what liability would be.

Mr. Steadman suggested that the Committee check with Corporation Counsel about this and see if they would be comfortable with the Mooring Committee not requiring proof of insurance.

The discussion then moved to the fact that someone could actually register and pay for the permit without submitting the insurance copies. Mr. Santella said that he was looking to send out a letter informing the boaters that while the payment was submitted, the documentation was missing. Mr. Mobilia said that when he was paying for something online, there are a series of screens that come up that one must complete before being able to make a payment.

Harbor Master Griffin said that he thought as a State Harbor Master, he was required to have information on insurance for any boat that was on State waters. Mr. Mobilia was able to look up the statute online and discovered that the Harbor Master was only required by the State to have the name, address and contact information for the boater along with a description of the boat.

Harbor Master Griffin said he thought that the program should be modified to notify the boater when they don't have completed paperwork and not allowing payment to be submitted until the proper information is submitted. Mr. Santella said that it would be important to check with Corporation Counsel about their opinion on this matter.

Mr. Mobilia pointed out that if he had not had the ground tackle inspected, the section would be gray. However, if that happened, he would still be able to pay for the mooring.

Draft letter/email to applicants regarding procedures to renew and apply for a Mooring Permit for the 2017 Season.

Mr. Mobilia said that he had been working on an application and had to stop and go back to it. The process was not clear and people often would start another application. It was suggested that the website include a statement that if someone was looking to reserve a mooring before purchasing a boat or was a new applicant with no previous mooring, they need to contact the Harbor Master. Harbor Master Griffin explained that the previous system handling this kind of issue had worked perfectly.

Harbor Master Griffin asked if the new email would state that the online application would not allow payment until all the information is submitted. Mr. Santella said that it would.

The discussion then moved to the subject of renewals, which have to be submitted by January 30th. The late filing period ends on February 28th or 29th and involves an additional \$10.00 late fee.

Mr. Steadman asked about the status of the large managed fields. Harbor Master Griffin gave a summary of the history and how the various permits were issued.

Harbor Master Griffin said that he would like to know whether the Corporation Counsel would clarify what to do when an abandoned boat is in violation of the local ordinances

but is located in State waters. Mr. Steadman said that Fairfield had dealt with this by having the Fairfield Police leaving a notice that the boater was in violation of following the Harbor Master's orders. If the boat is not moved, then the police can handle it. Mr. Santella requested that Harbor Master Griffin send him an email about this.

Mr. Steadman asked whether the stickers needed to be reordered. Mr. Santella and Harbor Master Griffin said that they had many left.

Mr. Steadman asked a question about permits that are needed by the owners of the commercial vessels who moor on managed fields. Discussion followed.

Mr. Steadman asked if the commercial fishing boats were applying for permits. Harbor Master Griffin said that they don't use City moorings.

Mr. Perella pointed out that the boats that are in managed fields do not submit copies of the insurance documents to the clubs. Mr. Santella said that the clubs have the responsibility. He added that the managed fields could provide one insurance certificate for the entire club.

Discussion followed about maintaining the ground tackle. Mr. Mobilia suggested that perhaps when the inspection date expires, an email could be sent to the applicant and the Ground Tackle Inspector to alert them. Harbor Master Griffin suggested that if the ground tackle is not inspected within 60 days, then the permit will expire. Mr. Santella said that Mr. Hurley was very happy with all the questions and suggestions because it makes his product better.

ADJOURNMENT

Mr. Santella adjourned the meeting at 2:56 p.m.

Respectfully submitted

S. L. Soltes
Telesco Secretarial Services.