

# Potts Point Town Dock Policy

The Town of Harpswell owns and maintains a public wharf and float system on Potts Point providing public access to Casco Bay.

The purpose of this policy is to (1) foster an organized and orderly use of the Town's float system at the Town Dock; and (2) adopt rules and regulations governing the use of a Town Wharf, Dock or Float that establish a systematic approach for the Harbormaster to grant permission for vessels to exceed the thirty (30) minute tie-up limit, pursuant to Section 8.1.11 of the Harbor and Waterfront Ordinance..

This policy applies only to long-term dinghy registration. Owners of transient and temporary boat tie-ups shall still contact the Harbormaster for use of the Town float as stated in the Harbor and Waterfront Ordinance (section 8.1) A Town-issued registration and number shall be required for keeping a dinghy, or skiff on designated float space at the Town Dock. A current registration application form will be available on January 15 of each year (on April 1<sup>st</sup> in 2013) from the Harbormaster, the Town Clerk's Office or on the Town website (<http://www.harpswell.maine.gov/>). Applications may be submitted to the Town Clerk, by mail, in person or by email addressed to [harbormaster@town.harpswell.me.us](mailto:harbormaster@town.harpswell.me.us).

Upon receipt of a dinghy registration application, the Town Clerk shall affix the day's date and at the end of the day, forward the applications to the Harbormaster for processing. A permitted dinghy space shall be assigned a location at the Town Dock by the Harbormaster on a first-come first served basis as space permits and assigned in accordance with the priority list, allowing 10% of the available spaces to be assigned to non-residents:

Priority List:

Residents and Non-Resident Taxpayers (25);

Non-Resident (3)

Note: the terms Resident, Non-Resident Taxpayer and Non-Resident are defined as set forth in Section 4, Definitions, of the Town of Harpswell's Harbor and Waterfront Ordinance:

Resident: An individual who maintains a legal residence in the Town of Harpswell.

Non-Resident Taxpayer: A non-resident who pays real estate taxes to the Town of Harpswell.

Non-Resident: Any individual who does not maintain a legal residence within the Town of Harpswell.

All applications received on the day the number of applications exceeds the number of unassigned spaces available at the dock will be entered into a lottery and, based on the priority list, the remaining spaces will be assigned.

Following review of the applications the Harbormaster shall inform the applicants of the success or failure of their application and issue registration numbers specific to the dinghy or skiff noted on the application form. The applicant will have fifteen (15) business days to complete the registration process pick up registration number and pay the registration fee. Failure to meet this deadline will result in the voiding of his or her application and that space will go to the next applicant on the priority list. The priority list shall be maintained from the current year's application period until the next application period. At which time, the priority list will begin again based on current year applications.

The issuance of a registration number specific to the dinghy or skiff allows the dinghy or skiff to be secured at the designated float space and left unattended at the Town Dock for more than 30 minutes.

By virtue of the acceptance of a registration number by a dinghy or skiff owner or operator by the Harbormaster, the owner/operator agrees to the following:

- a. Each dinghy or skiff, shall be marked with the owner's name and a dinghy or skiff registration number, which shall be assigned by the Harbormaster.
- b. All dinghies and skiffs shall be properly secured and maintained, but shall not be secured with chains or wire, or padlocked to the Town Dock.
- c. No dinghy or skiff exceeding 10 feet in length, shall be registered for a designated float space at the Town Dock.

The sale, lease, rental, transfer or assignment of a registration number is prohibited. The registration numbers shall expire December 31 of each year. No vested rights to the issuance of a registration number at a later date or a priority space assignment are obtained by the owner/operator by virtue of the issuance of a registration number by the Harbormaster

#### POTTS POINT TOWN DOCK RULES AND REGULATIONS:

1. It shall be unlawful to leave a vessel at a Town Wharf, Dock or Float for a period exceeding thirty (30) minutes without the permission of the Harbormaster.
2. No person shall loiter, create a public nuisance or consume alcoholic beverages on the Town Dock.
3. The storage of dinghies or skiffs, fishing gear, bait or personal items on the Town Dock is prohibited.
4. No person shall leave any trash, garbage or waste on the Town Dock.
5. The refueling (either diesel, gasoline or otherwise) of boats, outboard motors or auxiliary motors is prohibited on the Town Dock.
6. The Harbormaster may remove, or cause to be removed, to Town-owned property, any unattended dinghy, or skiff obstructing use of designated areas after due effort has been made by the Harbormaster to notify the owner or operator of said dinghy, or skiff of the violation. The vessel owner shall be responsible for all associated costs of removal.
7. The Harbormaster shall have the general authority to supervise use of the Town Dock and shall be responsible for the neat and orderly use of the Town Dock and for the assignment of float space.
8. Any dinghy or skiff filled with water to the seat level shall be considered unattended.

#### Contact information

Town Office: 207 833-5771

Harbormaster's cell phone: (207) 751-9298

Registration fee: \$25.00

ADOPTED BY HARPSWELL BOARD OF SELECTMEN March 6, 2013