

**2009/10**

**NERYC Docks & Moorings  
Policy and Procedures**

**General**

1. Slip rates are determined by the size of the slip, not the size of the boat in a slip. A 37 ft. boat in a 45 ft. slip will pay for the 45 ft. slip.
2. No member may use any boat in the Club Fleet for commercial purposes or for carrying passengers for hire or charter.
3. No member is permitted to assign his/her slip to anyone else at any time. The assignment of slips is made by the Slip Assignment Committee.
4. A slip or mooring holder may not sub-lease or loan his slip or mooring to another member without the permission of the Dock Master. Any such changes will be effected by the Slip Assignment Committee. NERYC reserves the right to apply a 10% administrative charge for all such changes.
5. Slip assignments will be made only to members in good standing. The Club Administrator will provide the Slip Assignment Committee with the list of current members in good standing 1 week prior to Slip Assignment Day.
6. Any member who loses his good standing during the season must resolve the issue affecting his standing within 30 days, or remove his or her boat from the marina. The vacated slip will then become available for assignment.
7. Any member in good standing shall be entitled to apply for, and be assigned, a suitable slip for berthing his vessel. Assignment is based on seniority and availability. NERYC will endeavor to honor requests for a particular slip or mooring, but the Club retains the right to make any changes it finds necessary to accommodate the greatest number of boats. Slip and mooring assignments are governed by seniority, length, beam, electrical requirements, draft etc.
8. If slips and moorings are available after Slip Assignment Day, members in good standing may apply for a second slip. The seniority schedule defined later in this document shall apply. The member does not retain rights to both slips. Every year, the member must decide which slip he or she desires to retain. The second slip goes back into the pool and becomes available for assignment.

9. No boat shall be located in any slip other than the one assigned to that boat.
10. Each September, the Board of Governors (BOG) will set the Slip and Mooring Rental Fee and Deposit Schedule for the upcoming season. The schedule will be mailed to the Club membership in September along with the Slip and Mooring Rental Agreement.
11. A list of slips available for assignment shall be posted on the Club bulletin board by the Dock Master. The list will be updated monthly. One week prior to Slip Assignment Day, the most up-to-date list will also be posted. One week after Slip Assignment Day, a revised list of the slips and moorings assigned and those still available will be posted and updated monthly thereafter.
12. A member on the waiting list or any member desiring a slip or mooring that has not already completed a Slip Request Form must send in to the Dock Master a completed Slip Request Form, along with the required deposit, by October 31<sup>st</sup>. Deposits are non-refundable. Slip Request Forms and deposits received after Oct. 31<sup>st</sup> will be handled on a first come, first served basis, and then the seniority schedule shall apply.
13. A member who has an assigned slip and who wants to change his slip must 1) reserve his existing slip by signing the Slip and Mooring Rental Agreement and submitting payment in accordance with the published payment schedule; and 2) submit a Slip Request Form requesting the change. This process will reserve the member's current slip in case the slip the member desires does not become available and or another member with higher seniority wants the same slip.
14. An existing slip holder following this procedure is not required to submit a deposit with his Slip Request Form.
15. If a member wishes to change slips, but does not renew the Slip and Mooring Rental Agreement on his existing slip by October 31<sup>st</sup>, this slip will become available for reassignment and be included on the posted list of available slips. The member must complete a Slip Request Form and send in his/her deposit in order to avoid a break in seniority.
16. Members will notify the Dock Master when their slip(s) will be vacant for more than 3 days.
17. The Dock Master has the right to temporarily assign vacant slips to visiting yachts on an "as available" basis.

18. The only boats or trailers that may be kept on the Club grounds are as follows:
- dinghies in the designated dinghy storage area
  - boats on trailers, or empty trailers, up to a maximum of 24 hours, if permission has been granted by the Dock Master
  - the Club work barge.
  - Mooring holder's dinghies and any other dinghies or small boats may be assigned storage only on the dinghy Rack upon payment of the required fee. All boats stored must display a NERYC storage decal.
  - Members may launch small boats from the Beach or Picnic Area and may keep trailers in the parking lot on the day the boat is being used.
  - Small boats not owned by the club may not be stored overnight (except for boats owned by Sailing Camp instructors and campers who use these boats for the benefit of the Sailing Camp). These boats may stay on club property for the duration of the Sailing Camps, or while in use for club sponsored activity if stored in an assigned area.
  - Small boats owned by the club must have an NERYC decal and a number that corresponds to the Sail Race Chair's inventory log of boats owned by the club.
19. Personal Water Craft (PWC) may not be stored on the Club grounds. They must be tied up to slips overnight, provided they fit within the assigned slip. A suitable PWC docking area will be available on weekends on a first come, first served basis.
20. All boats must fit within their assigned slips. No boat may protrude beyond the outermost pile. If a slip holder docks a second vessel in the slip, both vessels must fit within the assigned slip. This includes dinghies tied to the stern of sailboats. Under special circumstances, the Dock Master may make an exception to this rule.
21. The Club encourages slip holders to live on board their vessels for week-ends, vacations, or extended periods. However, NO member may live aboard his vessel on a permanent basis. All personal belongings must be stored in either a dock box or on the vessel. Personal belongings must be properly stowed below deck.
22. Dock boxes and or dock steps attached or left on the docks more than 24 hours must be purchased or rented from the Dock Master. The Dock Master will supervise the installation and removal of all dock boxes or steps attached to the docks.

23. The Dock Master has the right to request proof of boat ownership at any time. If a slip or mooring holder is unable to produce proof of ownership within 30 days, his slip will become available for reassignment.
24. If a boat is jointly owned, all co-owners must be members of the Club.
25. No member can use his/her seniority to obtain a slip or mooring for another member.
26. All vessels must be clean and seaworthy. If the Dock Master deems a vessel unworthy, the member will be notified either by email or a letter. The member will have 30 days to rectify the situation. Failure to do so may result in a request to remove said vessel and/or loss of slip.
27. Slip holders are not permitted to make any improvements or modifications to their slip and/or the docks. Requests for improvements must be made in writing to the Club's Management Team. If the Management Team agrees with the requests, it will decide whether the improvements will be made at Club expense or at the member's expense.

### **Insurance Requirements**

Members must provide their own boat property and liability insurance for any/all boats berthed at NERYC. Proof of said insurance MUST accompany each signed Slip and Mooring Rental Agreement. Members will be held responsible for any damage to docks, moorings, etc. caused by their negligence. The basic insurance requirements are:

- North East River Yacht Club named as an additional insured on the policy
- \$500,000 of liability coverage

### **Slip & Mooring Assignments**

The assignment of slips and moorings is the responsibility of the Slip Assignment Committee, chaired by the Dock Master, using the guidelines below. If a member believes his/her assignment was not properly handled, he or she may file a brief, written appeal (1 page or less) to the BOG. If the BOG determines the assignment was within the established guidelines, the member will be notified in writing. If the BOG determines the appeal has merit, the Management Team will interview the member to fully explore the complaint and the Slip Assignment Committee to determine why the guidelines were not followed. The Management Team will arbitrate a resolution to the problem.

### Guidelines:

Each September, **all members** will be sent a Slip Request Form with instructions for obtaining a slip or mooring. In addition, **all current** slip or moorings holders will be sent a Slip & Mooring Rental Agreement, with instructions for renewing the Agreement or changing a slip or mooring. Included in these notices will be the dates of Slip Assignment Days. These will be in September/October and again in January/February.

Members wishing to renew their Slip & Mooring Rental Agreement will complete the form and return it, with the required deposit and certificate of insurance, by October 31<sup>st</sup>. This will guarantee the member their same slip or mooring for the upcoming season. Members wishing to rent a slip or mooring for the first time will submit a Slip Request Form, with the required deposit, by October 31<sup>st</sup>. Failure to submit the required information will result in i) the transfer of the current slip or mooring to the "available" list; and ii) forfeiture of seniority status on Slip Assignment Day.

Members wishing to change or obtain a slip who fail to meet the October 31<sup>st</sup> deadline will forfeit their seniority rights on Slip Assignment Day. This means after the assignment of slips and mooring to the members meeting the October 31<sup>st</sup> deadline, any remaining slips or moorings will be allocated on a first come, first served basis. The member must complete a Slip Request Form and send in his or her deposit in order to not have a break in seniority.

All fees for contract renewal must be paid in full by January 31<sup>st</sup>. Failure to do so will result in the loss of the slip or mooring (which will go on the "available" list) and the forfeiture of any partial payments.

Members are encouraged to request the slip or mooring of their preference. Every effort will be made to meet these preferences, but the final allocation will be based on seniority levels and the Slip Assignment Committee's discretion. The member's seniority will be determined as follows:

Level 1: Number of years and months the member has been a slip or mooring holder, or has been on the waiting list

Level 2: Number of years and months of membership of NERYC

Level 3: Number of years as a BOG member (current or past)

Level 4: First come, first served basis

Two examples illustrate how the procedure will work:

Example 1: Member J.J. Jones has been a slip holder for the past 25 years and has been a Club member for the last 35 years. (Total points:

60) JJ has requested slip #28, a 30 ft. slip. He has a 24 ft. boat, but likes the location.

Member A.H. Smith has been a slip holder for 2 years and a member of NERYC for 2 years. (Total points: 4) He also wants slip # 28 and has a 28 ft. boat.

Member JJ would be assigned slip #28.

Example 2: Member Dolittle has been a member for 6 years and a slip holder for 5 years. (Total points: 11) Member Happy to Help has been a member for 6 years and has been on the waiting list for 5 years, waiting for a 50 ft. slip. Member Happy to Help spent 2 years on the BOG as Secretary. (Total points: 13) Both members have requested slip # 50, a 55 ft. slip with 2 x 30 amp receptacles.

Member Happy to Help would be assigned slip #50.

In exceptional circumstances, the Slip Assignment Committee may deviate from these guidelines if it believes this to be in the best interests of NERYC and the total membership.

During the year, the Dock Master will notify the membership if slips become vacated and update the list of available slips posted on the bulletin board.

The fiscal year for all slips is on or about April 1<sup>st</sup> to October 31<sup>st</sup>. The fiscal year for moorings will be on or about May 1<sup>st</sup> to October 31<sup>st</sup>. The Dock Master and BOG reserve the right to make minor adjustment to these dates.

Winter in-water storage in slips will be offered. Winter rental rates and rental agreements will be available through the Club office in July each year. The Winter Rental Agreement must be submitted to NERYC by October 15<sup>th</sup>, together with the required deposit, and proof of insurance.

The rental fee for slips rented after June 1<sup>st</sup> will be prorated by the number of days remaining in the fiscal year.

## **NERYC - Non Slip Holder Procedures**

Use of Marina for Non Slip Holder Members of NERYC:

1. All members in good standing of NERYC who do not lease slips will have the ability to use vacant and transient slips subject to the following rules.
  - a. Any non lease member who wishes to use a vacant slip or transient space for more than 6 hours- will obtain prior permission from the dock master or Officer of the day prior to entering the berthing area.

- b. General usage such as loading unloading guests, washing boat, using the pump out, repairs or attendance at a club sponsored day time event will be allowed for a reasonable period without prior notice to OOD and/or dock master (on attenuator space only).
- c. Use of electricity by a non slip holder will be subject to a fee (\$5 per day for 30 amp connection and \$10 per day for 50 amp connection)
- d. Those members wishing to stay over night will fill out a transient request form and be subject to the following charges: \$15 per night plus electric per the schedule in item c/. Any member staying overnight (whether gratis or paying) will fill out and sign the transient form.
- e. Non slip holder members will be entitled to 6 free nights at the NERYC marina per boating season with prior notification and permission from the dock master. Assignment of spaces is outlined in section F
- f. Spaces will be assigned, subject to availability, in the following order, depending upon, size and draft of vessel, weather conditions and previously arranged transient club or fleet visits : 1) Interior transient slips; 2) un leased slips ;,3) vacant member slips and 4) exterior transient slips
- g. All visiting vessels will use their own dock lines and will abide by all rules of dock use as found in the club manual or on the club website.
- h. Paying guests from other clubs will have priority in the assignment of available spaces.
- i. Mooring Holders may use vacant slips and transient spaces without charge except electric (if used) in times of extreme weather (winds in excess of 30 knots) and when there is a hurricane warning.

The NERYC House Rules apply to the waterfront, docks, slips and moorings.