

**COTTAGE OWNERS ASSOCIATION
BLODGETT LANDING
NEWBURY, NEW HAMPSHIRE**

MOORING FIELD RULES AND REGULATIONS

1. The Trustees shall appoint:
 - A. A Mooring Field Operator who shall have the following duties:
 - Arrange to purchase, operate, and maintain the equipment necessary to operate the mooring field
 - Arrange to distribute moorings, as best as possible, matching boats with size, water depth, and individual needs
 - B. A Mooring Field Administrator who shall:
 - Maintain all records required by the State of New Hampshire
 - Gather and process all applications including legible boat registrations and certificates of boat insurance
 - Maintain Waiting List
 - Administer Lottery when required
 - Supply the Moorings Bureau with an annual COA membership list as required
 - Receive mail concerning the mooring field from the State of New Hampshire
 - Prepare the Mooring Field renewal application every 5 years as needed, attend the Public Hearing, and go before the Governor and Council if necessary
 - Respond to applicants on or about April 1 each year to verify mooring renewals
 - Respond to Waiting List Applicants of their status on or about April 10
 - Mail incomplete applications back to the applicants
2. The State of New Hampshire Moorings Bureau issues 25 mooring decals to the Cottage Owners' Association for power boats to be used by paid members of the COA. Mooring Field occupants must comply with all state rules and regulations.
3. The Boat Moorings are the property of the Cottage Owners Association. Cottage Owners do not own moorings. They are non-transferable by the Cottage Owner. Cottage Owners may not rent, sell, lease, advertise, or allow anybody else to use the mooring that they have been assigned for the season.
4. NO small crafts such as canoes, kayaks, paddle boats, sunfish sailboats, jet-skis, or personal watercraft are allowed in the COA Mooring Field. Any person with a boat over 20 feet long needs to consult with the Mooring Field Operator in regards to location and availability in the field and adequacy of anchor and chain

for the safety of his and other boats. It will be up to the discretion of the Mooring Field Operator and Mooring Field Administrator as to whether we can accommodate a large boat. Any special equipment that the Mooring Field Operator feels is necessary will be at the boat owner's expense.

5. APPLICATION PROCEDURE: Renewal of Mooring

- A. Please submit the following to the Mooring Field Administrator before March 15 of the current year:
 - LEGIBLE CURRENT PROCESSED BOAT REGISTRATION
Example: 2008 registration for 2008 application (this is subject to change if the state is late in mailing out renewal registrations)
 - PROOF OF BOAT INSURANCE
- B. Please submit the following to the Treasurer before March 15 of the current year:
 - NONREFUNDABLE MOORING FEE
 - COA MEMBERSHIP PAID FOR THE CURRENT YEAR

Any person who does not renew their mooring by March 15 will lose the right to a mooring and will have to reapply using the Waiting List process.

6. APPLICATION PROCEDURE: New Application

Any COA member that doesn't have a mooring and wants one must follow the following procedure. Prior to applying please read Mooring Field Rules and Regulations then:

- A. Pay annual COA membership dues to the Treasurer for the year of application
- B. Send a written request with a legible copy of your current (year of application) processed boat registration and proof of boat insurance to the Mooring Field Administrator by March 15 of the current year.
DO NOT SEND MONEY.
- C. In the event there are more requests for mooring than available spaces, all additional applicants' names will be put in a lottery to determine position on the Waiting List for remaining or future spaces. Each year on or about April 1st, a lottery will be held to assign position on the list. Once a person is established in a position, they remain in that sequential position until permanently assigned a mooring or choose to withdraw from the waiting list.

Example: In 2008, three people (A, B, and C) apply for the waiting list and their names go into a lottery. The order drawn from the lottery is First B, Second C, and Third A. When person B gets a permanent assignment of a mooring then C moves to the number 1 position and person A moves to the number 2 position on the waiting list. In 2009, persons D and E apply for the waiting list and their names go into the lottery. The order drawn from this lottery is E then D. E moves into the number 3 position and person D moved into the number 4 position.

- D. Waiting List Applicants will be notified of their status on or about April 10 each year.
7. The State of New Hampshire has issued twenty-five (25) mooring decals to twenty-five (25) Mooring Balls for the Cottage Owners' Association. Therefore, twenty-five boats must occupy twenty-five Mooring Balls. If twenty-five boats do not occupy all twenty-five moorings, the State will permanently reduce the number of moorings assigned to the COA. Due to this regulation, the Mooring Field Administrator will act. At this point, number one on the Waiting List will be assigned the mooring not used. The Mooring Field Administrator shall be contacted in writing on or about July 4 by those who will not be using their assigned mooring that season. They can request that the Mooring Field Administrator assign their mooring for that season to the person on top of the Waiting List, then retain renewal rights of the mooring for the following season. Once the person on the Waiting List is assigned a mooring, he shall pay the mooring fee to the Treasurer that is a prorated amount determined by the Mooring Field Administrator for the time the person uses the mooring. The Mooring Field Administrator shall notify the Treasurer, the President, and at least two directors of this amount. If the Mooring Field Administrator is not contacted in writing on or about July 4, then the Mooring Field Administrator will permanently assign that mooring to the person at the top of the Waiting List.
8. The Mooring Fee paid to the COA shall be used as follows:
 - A. Purchase and maintenance of equipment necessary to operate the mooring field
 - B. Purchase Insurance Policy
 - C. Compensate Mooring Field Operator
 - D. Maintenance of COA property adjoining the mooring field
9. Each person assigned a mooring shall be responsible to have all equipment (shackles, rope, anchor) tight and in proper order. Any defective equipment provided by the Association shall be reported to the Mooring Field Operator immediately for repair.
10. Each person assigned a mooring shall do their best to keep the area clean.

11. Each person assigned a mooring shall assist other mooring occupants to keep their boat safe and sound especially during foul weather. If any person sees a boat in distress contact the boat owner, take care of it yourself, or call the Mooring Field Operator and/or the Mooring Field Administrator. The phone number of the Mooring Field Administrator and Mooring Field Operator shall be posted on the COA bulletin board.
12. Each person assigned a mooring shall remove their boat from the mooring field by October 1, unless consent is received from the Mooring Field Operator.
13. Effective 2003 and thereafter, one mooring ball per cottage. The only exception to this is the present owners (Fogarty, Jackson, and North) at 21 Pleasant Street. These three moorings are non-transferable; when a present owner no longer qualifies for a mooring, then the moorings assigned to this address will be reduced in number. If the 25 mooring balls are not filled, then a second mooring per residence may be obtained on a yearly basis.

(UPDATED OCTOBER 2007)