



## **OPERATING & SAFETY RULES**

**Adopted July 2001 REVISED February 2016**

**These operating and safety rules apply to all members, their guests and visitors.** Each member is required to become fully familiar with the procedures listed herein and each member is responsible for adhering to them at all times. These procedures are for your safety and your enjoyment of on-the-water activities. The failure of a member to comply with these procedures may result in disciplinary action including fines, suspension and expulsion from the Club. All Senior members should assist in enforcing these procedures. An Officer, a Board Member, or the “Officer of the Day” shall resolve any questions regarding these procedures.

### **A) CLUB OPERATIONS**

1. All members, their guests and visitors need to sign in and sign out in the logbook located on the desk in the clubhouse. If you are going out on the water please indicate this in the logbook. PLEASE PRINT YOUR NAME.
2. It is the sole responsibility and personal decision of every member, guest and visitor at the Club to choose to go boating and/or choose to participate in any Club event.
3. All Club members are responsible for their guests and all guests must sign electronic insurance waivers.
4. All Club members are responsible signing an electronic insurance waiver yearly.
5. KEYS:
  - A) Senior members and members who have a boat in storage may have a key to the Club facilities. At the discretion of an Activity Chair, Conditional members may also have a key.
  - B) Only members authorized to have keys to the Club facilities and their guests may remain at the club after the last Senior member leaves. The last member to leave the grounds must check and lock the containers, shut off the main water valves and lock the gate.
6. There is to be no drinking of alcohol on the water. No one should go on the water after drinking.
7. Smoking is NOT PERMITTED on club grounds.
8. No running in the buildings, dock and work areas. Appropriate footwear must be worn.
9. Children should be supervised at all times. Children 12 and under must wear a PFD when on the walkway and the dock.
10. Pets are allowed on the Club property as long as they are supervised. No pets are allowed in the clubhouse. All pets must be on a leash and owners must clean up after their pets.
11. No littering. Club members should assist in removing all the accumulated garbage from the clubhouse.

### **B) CLUB EQUIPMENT & FACILITIES**

1. Club equipment may be used by members who are Safety Certified or certified by the appropriate Activity chair.
2. No member may use Club boats for personal use on days and times that would conflict with a scheduled Club trip or activity that has been sanctioned by the Club.

3. Club boats and equipment cannot be taken from the Club grounds for ANY purpose without the permission of the activity chair.
4. Use of Club boats and equipment by members or guests is on a first-come, first-served basis. All Club boats must be washed with fresh water and emptied before they are put away and returned to the appropriate storage area and put on racks.
5. If all members are on the water, the buildings and gate must be locked. The last member to leave the clubhouse must be certain this is done.
6. No private property, including but not limited to cars, boats or trailers, may be kept on Club grounds or stored in the Club's facilities without permission of the Commodore or Vice- Commodore. Automotive maintenance is not permitted on Club property.

### **C) BOATING SAFETY**

1. **EVERYONE** on the water must **WEAR a PFD** (personal flotation device/life jacket) **AT ALL TIMES**, and boaters should carry a whistle.
2. Federal law, as enforced by the Police and Coast Guard, requires boats out at night or in fog to have working signal lights and distress and navigational aids, which the Club boats do not have. Members boating under these conditions must provide all the required equipment. This is an individual responsibility.
3. To be visible to power boaters exiting slips, paddlers should paddle down the center of the Paerdegat Basin Channel until they reach the end of the last marina. Then paddlers should proceed on the right side of the channel towards the Paerdegat Basin Bridge. When entering or exiting the Paerdegat Basin, **NO ONE SHOULD USE THE MARKED CHANNELS UNDER THE BRIDGE; THEY ARE FOR POWERBOAT TRAFFIC ONLY.** Particular care must be taken under and near the Belt Parkway Bridge because of "blind spots" when approaching and leaving the bridge, and noise from the traffic on the Parkway.
4. All boaters should be particularly alert and courteous to power boaters entering and exiting slips in our neighboring boat clubs on Paerdegat Basin.
5. No boat may carry more people than it is designed to hold.
6. Boaters must monitor the weather. No member should take a boat out on Jamaica Bay if Small Craft Warnings are up.
7. Wetsuits or drysuits should be worn for cold water boating. All boaters should be aware of the water temperature and take appropriate action in respect to clothing.
8. All boaters (kayakers, canoeists, sailors, and rowers) should make every effort to go out with at least one other boat. All boaters should practice rescue and safety drills on a regular schedule.
9. All boats should be safety equipped with lines suitable for towing, a bailer or a hand pump.
10. All safety boat operators must be approved by the Safety Boat Monitor.
11. Each activity committee may have additional safety rules and policies. Participants in these activities must be sure to learn these rules and policies.

### **D) SPECIAL RULES FOR CLUB-SPONSORED TRIPS**

1. All guests must sign an electronic insurance waiver and guests must pay the event fee.
2. Activity committees organize and implement their own rules and procedures for trips. Each member must follow these procedures to participate. Trip leaders are authorized to refuse to take anyone at their own discretion.
3. Trips may be canceled or modified at the trip leaders' discretion.

### **E) Lake Sebago Cabin (ACA Camp)**

1. All Sebago Senior and Conditional members must become ACA members or be guests of an ACA member if they wish to use the facilities at the American Canoe Association camp at Lake Sebago.
2. All members and their guests must sign in and out at the member logbook (located in the cabin) and at the main pavilion at Lake Sebago when they use the Club cabin or the ACA grounds. All members and their guests are also responsible for paying the ACA daily fees at the pavilion as well as the Sebago usage fee, which applies to the usage of all Sebago property (cabin, PFD's, boats, paddles). All fees are posted on the Club's website.
3. Club boats may only be used by Safety Certified members. Only trip leader may take out groups if not all members are Safety Certified.
4. Reservations (through the Cabin Steward) are required to guarantee a bed in the cabin.
5. Sebago members who are ACA members also have use of the Sebago cabin, which is for the exclusive use of our members. This cabin is winterized and can be used any time the ACA camp is open.
6. Sebago Senior members may bring guests to the cabin if accommodations are available. Members will be given first preference to use the cabin. Please email the Cabin Steward for information.
7. Cabin keys can be obtained through the Cabin Steward; only Senior members may request a key.
8. Members need to supply their own bedding. The cabin is equipped with a refrigerator, microwave, stove, and electricity. There is no running water in the cabin.
9. Members need to clean the cabin at the end of their stay (wipe down the counters and appliances, sweep and mop the floor, turn the garbage can upside down).
10. All food items should be secured in containers that are rodent-proof.
11. All garbage should be thrown out daily by placing it in the green dumpster located in the main parking lot.
12. Do not leave behind food items in the refrigerator.
13. Recyclables should be taken home with you at the end of your stay.
14. Upon departure, the cabin door should be locked.