



# 2020 Policies & Procedures

This document is supplemented with the [COVID-19 Member Policies](#). Please refer to that link for changes to the previously published 2020 Policies and Procedures document.

**GENERAL MEMBERSHIP INFORMATION ..... 4**

OFFICE HOURS.....4

CHECKOUTS.....4

MEMBERSHIP UPGRADES .....4

MEMBERSHIP CANCELLATION .....4

GUESTS AND SAILING PARTNERS .....5

BOAT RESERVATION POLICY .....5

SAFETY .....6

WEATHER CONDITIONS .....6

RULES OF THE ROAD.....7

NAVIGATION .....7

GROUNDINGS.....8

CLEANING RESPONSIBILITIES .....8

ETIQUETTE .....8

BOAT MAINTENANCE ISSUES.....8

SAIL REPAIR.....8

DAMAGES AND INSURANCE.....9

RACE EVENTS .....9

LOST AND FOUND .....9

**DAYSAILING MEMBERSHIPS ..... 10**

CHECKOUTS.....10

SHARED MEMBERSHIPS.....10

RESERVATION POLICY .....10

SINGLE-HANDED SAILING.....10

BOAT CAPACITY .....10

NAVIGATION LIMITS.....10

BEFORE YOU SAIL .....11

ON BOARD .....11

UNDER SAIL.....	11
AFTER SAILING .....	11
DAYSAILING BOAT EQUIPMENT LIST .....	11

## MID-RANGE CRUISING MEMBERSHIPS..... 12

CHECKOUTS.....	12
SHARED MEMBERSHIPS.....	12
RESERVATION POLICY AND 3-DAY CRUISE.....	12
SINGLE-HANDED SAILING.....	12
BOAT CAPACITY.....	13
NAVIGATION LIMITS.....	13
BEFORE YOU SAIL .....	13
ON BOARD .....	13
UNDER SAIL.....	13
LANDING.....	13
AFTER HOURS AND OVERNIGHTS.....	13
MID-RANGE BOAT EQUIPMENT LIST .....	14

## CRUISING MEMBERSHIPS: CRUISING 30, CRUISING 35, CRUISING 40..... 15

CHECKOUTS.....	15
RESERVATION POLICY AND CRUISE WEEK .....	15
SINGLE-HANDED SAILING.....	16
BOAT CAPACITY.....	16
NAVIGATION LIMITS.....	16
BEFORE YOU SAIL .....	16
LANDING.....	16
AFTER HOURS AND OVERNIGHTS.....	16
CRUISING BOAT EQUIPMENT LIST .....	17

# GENERAL MEMBERSHIP INFORMATION

## OFFICE HOURS

9:00AM to Sunset during the sailing season, May 4 through October 25, 2020.

**The office may close earlier than sunset for bad weather, or if all the daysailers have returned to the moorings and the Mid-Range and Cruising boats have been picked up.** The office typically closes at 5pm on the 4th of July and for our annual staff event in August (date TBD).

## CHECKOUTS

All new and upgrading members are required to complete an on-the-water checkout with a BSC instructor or take the appropriate courses to enable them to sail the boats in their membership category. Refer to specific membership sections in this document for course or checkout requirements. Please note that checkouts are complimentary for members. If the membership is cancelled after the checkout, the private lesson rate of \$150-260/hour will apply for the water portion of the checkout.

**Checkouts are scheduled by appointment on weekdays with at least 48 hours' notice. The purpose of the checkout is twofold:**

- 1) To enable a new member to become familiar with the rigging, handling, and use of systems on our boats under the guidance of an instructor
- 2) To enable us to determine whether a new member needs instruction before skippering our boats.

If the instructor determines, as a result of the checkout, that the member is not qualified for the given membership, the member may be required to:

- 1) Take a course at their own expense
- 2) Downgrade the membership
- 3) Restrict their sailing to a limited navigational range

## MEMBERSHIP UPGRADES

You may upgrade your membership at any time as follows: The unused portion of your current membership is valued on a prorated basis and is credited towards the cost of your new membership, which is then valid for a year from the day you upgrade. To upgrade you must successfully pass a checkout for that category or have taken any courses that may be required for the higher-level membership.

## MEMBERSHIP CANCELLATION

A membership can be cancelled and refunded within thirty days of the purchase date if the member has not used it. If the membership was purchased with a credit card, BSC will retain a 3% processing fee of any and all amounts paid. Cash and check payments will be refunded in full.

If a checkout or docking practice was conducted, the private lesson rate of will apply for the water portion. Private lesson rate is \$150/hour for Daysailing and Mid-Range, \$180/hour for Cruising 30, \$220/hour for Cruising 35, and \$260/hour for Cruising 40.

The membership will be considered active and non-refundable after thirty days from purchase date, or once a boat has been reserved, whichever occurs first. *Special circumstances warranting a partial refund will be considered if a written request is submitted to the General Manager.*

## MEMBERSHIP SUSPENSION OR CANCELLATION BY BSC

The BSC may suspend or cancel your membership for non-payment of fees or failure to comply with these policies and procedures. Additional causes include, but are not limited to, leaving boats in an unacceptable condition, unreported damage, or multiple incidents resulting in damage.

## GUESTS AND SAILING PARTNERS

You may sail with guests at any time at no charge. If you need a sailing partner you can:

- 1) Put your name on the **Crew Finder**, which is available online.
- 2) Attend the bi-weekly **Member Nights** to meet other members. Check the *News* link for the schedule.

## BOAT RESERVATION POLICY

All members can reserve boats on an ongoing basis under our **rolling reservation policy**. In addition, Mid-range and Cruising members can reserve cruises under our **extended reservation policy**. Please refer to specific membership sections in this document for details.

### Rolling Reservations

- 1) You may have **up to two weekday** reservations on the books at a time. New reservations may be made upon completion of each sail.
- 2) You may have **one weekend day** reservation. After using a weekend day reservation, you must wait until the following Thursday before reserving another weekend day.

### Last Minute/Day Of Reservations

Last minute reservations can be made day of without counting towards your advance reservations. To make a last minute reservation for the same day, call the BSC office after 9am on the day that you are looking to book.

### Reservation Cancellations

If you have reserved a boat but find you cannot make it, please let us know immediately so we can make the boat available to other members.

#### Weekday

Any reservation cancelled after 5pm the day before will count per the reservation rules. *i.e. If you cancel between 5pm the day before and the start time of your reservation, you will have to wait until the completion of the original reservation end time to make a future weekday reservation.*

#### Weekend

Any reservation cancelled after 9:00am on Friday (for Saturday or Sunday sails) will still count per the reservation rules. *This means you would need to wait until the following Thursday to make another weekend reservation.*

#### No Show

If you have not checked in for your boat by 30 minutes after your start time and have not contacted the office, we will cancel your reservation and make the boat available to members on the wait list. The reservation will still count per the reservation rules. **No-shows will result in a \$100 rescheduling fee to be paid before making any additional reservations.**

### Reservation Adjustments

Please reserve only the time you intend to sail. Careful planning will ensure maximum boat availability for all members.

#### Changing your Reservation Time

All changes to your reservation time must be made within the above listed weekday/weekend cancellations parameters. Changes to weekday reservation times must be made earlier than 5pm the day before. Changes to weekend reservation times must be made before 9am on Friday (for Saturday or Sunday sails).

If you need to adjust your reservation time day of, the maximum it can be shifted on either end is one hour. This is in place to account for running late due to traffic, public transportation delays, etc. Changing your reservation time day by more than one hour will result in the \$100 rescheduling fee. *For example, you may not call day of to change your start time from a 9am start time to a 4pm start time.*

#### Overbooking/Excessive Cancellations

Attempting to overbook or break reservation rules may result in loss of future reservations. This includes excessive cancellations and/or repeatedly booking time and not using it (i.e. booking a whole day and returning by 2pm).

## SAFETY

### Life Jackets

It is the responsibility of the skipper to determine if there are enough life jackets on board before leaving the dock and briefing the crew on their location and use. Although the BSC encourages wearing of PFDs, the decision to require that they be worn is up to the skipper who should consider swimming ability, water temperature, and conditions. Mass law requires children under the age of 12 to wear PFDs when on deck. Please refer to specific membership sections in this document for details on each boat's capacity.

### Communications

The BSC monitors VHF channel 16 and most often uses 72 for a working channel. Members should bring a hand-held VHF or cell phone when taking the daysailers beyond the Inner Harbor.

### Hatches

When sailing, all hatches should be dogged shut. In addition to keeping water out this will keep a sheet from catching the lid and causing damage. J24 lockers should be latched shut when sailing and the companionway closed (including the drop board) in winds over 20kts or in any other conditions that threaten vessel stability.

### Swimming

Swimming off boats is inherently dangerous, due to cold water, fast moving currents, difficulty in getting swimmers aboard, and other factors. It is the responsibility of the skipper to assess the safety of a given situation before allowing swimming. Precautions for retrieving swimmers from the water and for keeping them close to the boat need to be taken. **The skipper and crew shall accept entire responsibility for any injury or drowning that may occur from swimming, and shall hold the Boston Sailing Center harmless against any and all claims pertaining to this activity.**

### Drug and Alcohol Policy

Members must follow the local and federal laws regarding boating under the influence (BUI) and possession of illegal drugs. Under current Massachusetts law, a person is considered to be BUI if they have a blood or breath alcohol concentration of 0.08% or greater. Although marijuana use is legal in Massachusetts, even possessing cannabis on federal waterways remains illegal under federal law. This includes Boston Harbor and the New England coast.

## WEATHER CONDITIONS

On days when we determine that high winds or other weather conditions might make it unsafe for you to sail, we may require that you reschedule your sail for another day. In such cases, we will attempt to call you in advance of your scheduled arrival. We begin making cancellation calls at 9:00AM, so if you are coming for a 9:00AM boat, it would be advisable to check the marine forecast on the website before leaving home or wait until 9:00AM and give us a call. In marginal weather conditions, we sometimes avoid canceling by restricting boats to the Inner Harbor.

### Squalls

Squalls are a common occurrence in summer weather. They are difficult to forecast and can produce wind gusts over 40 knots which can knock down a keel boat with sails up. A sustained knock down can swamp and sink Solings, Sonars, and

J24s and J27s. Larger boats can damage sails. Therefore, it is important to have both sails down and securely furled before the squall hits. Make sure the jib is lashed down to prevent it from blowing back up the forestay. On boats with roller furling make sure the sail is rolled all the way in and the furling line is secured.

Stay alert to the formation of squalls and seek shelter if one appears imminent. If you can't return to the BSC consider docking or mooring at one of the Harbor Islands. If you are going to be underway when the squall hits, make sure you have sea room to leeward. Boats with auxiliary power should drop both sails and proceed under power. Solings and Sonars should take down the mainsail and sail jib only. Before the squall hits drop and secure the jib and wait it out "under bare poles". The BSC will attempt to locate and assist daysailers. If possible, contact the office to give us your location.

## RULES OF THE ROAD

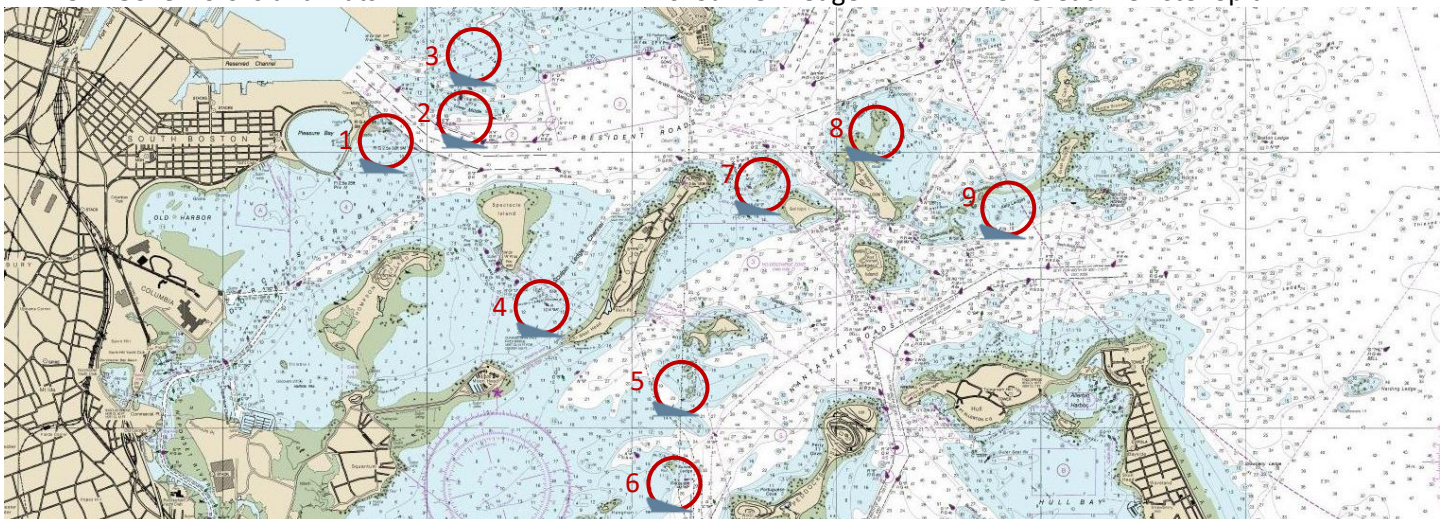
You must be familiar with the Inland Navigation Rules and, if sailing beyond Boston Harbor, the International Regulations for the Prevention of Collisions at Sea. Boston Harbor is a major commercial traffic area and a proper lookout must be maintained at all times. Deep draft vessels (tankers, car carriers, barges, etc.), have the right of way and may travel faster than you expect. Stay clear of the channel during their transit. In addition, avoid all commercial traffic well in advance, including tugs, ferries, tour boats, commercial fishing boats, etc. The shipping channel near the BSC mooring area is narrow and usually congested. Always check for traffic when leaving the mooring area.

At times, **LNG tankers** (liquid natural gas) will be entering or exiting the harbor under a **Coast Guard enforced safety zone** (2 miles ahead, 1 mile astern, and 500 yards on either side.) You must stay clear of this zone and follow the directions of the authorities on-scene. If you have any questions regarding where you are permitted to be, you may contact the Coast Guard on channel 16. When an LNG tanker is announced in advance, it will be noted on the BSC weather board.

## NAVIGATION

Boston's Outer Harbor has many areas, some far from the shore, where a keelboat can run aground. The key to trouble free sailing is continuous navigation. Keep your chart out and refer to it constantly during your sail. The most common areas for grounding are as follows. **Know the location of these and the many other hazardous areas in advance and avoid them.**

- |  |                     |                        |
|--|---------------------|------------------------|
| 1. Rocks between Castle Island and can "5A." | 4. Sculpin Ledge    | 7. Nixes Mate          |
| 2. Lower Middle Shoal                        | 5. Quarantine Rocks | 8. Ram Head Flats      |
| 3. Governors Island Flats                    | 6. Sunken Ledge     | 9. Great Brewster Spit |



## GROUNDINGS

If you run aground drop your sails immediately and call the Sailing Center. We will send a powerboat out to help you. The Center also monitors VHF channel 16. Damage caused by grounding is considered the responsibility of the skipper.

### Incident Meeting

If a grounding occurs, you are required to fill out a grounding report in the office upon arrival back to the BSC and schedule a meeting with a manager to go over the incident. Your membership will be frozen until the meeting occurs and any and all invoices relating to the incident are paid in full.

### Failure to Report a Grounding

Grounding a keel boat can cause structural damage. For the safety of those using the boat after you, report all groundings to the BSC so we can inspect the boat. Failure to report a grounding will result in a \$1000 penalty in addition to the cost of repairs per the Damage Policy below. Depending on the severity and circumstances of the grounding, failure to report it may also lead to membership suspension. The BSC will use regular keel inspections and GPS tracking to enforce this policy.

### Rescues

In the event of grounding or another error requiring rescue by BSC personnel, the vessel operator will be billed \$85 per man-hour for the rescue. If you run aground after the Center closes you may need to use a commercial towing service. You will be responsible for all costs associated with the rescue.

## CLEANING RESPONSIBILITIES

Although the boats are taken out of service on a cleaning rotation, often the boat you are returning will go out again with another member without going out of service. Keep in mind those members who will be using the boat after you and **leave the boat in good condition**. Please coil lines, fold sails, and store equipment. For boats on the docks, use the dock hoses to rinse the cockpit and deck. The most common issues are food and drink spills in the cockpit. If you return after dark use a flashlight to make sure the deck and interior is clean.

**We will assess an \$85 per hour cleaning fee for boats that require any extra cleaning outside of regular day to day upkeep.** Any subsequent incidents will result in a \$100 penalty in addition to the cleaning fee. The extra care you take each time you sail will benefit everyone throughout the season in terms of maximum boat availability.

## ETIQUETTE

Smoking is not permitted below deck on any of our boats. Additionally, **please do not bring pets** into the cabins of any of the boats in consideration of other members' allergies. Members are responsible for any damage a pet causes.

## BOAT MAINTENANCE ISSUES

To report maintenance problems or any items missing from the boats please use the Maintenance Request Form in the member section of the clubhouse on our website. The link is also on the desktop of the public use computer in the office.

**If you return from your sail after hours, please make sure to report issues before 7:00am the next day, as the boat may be scheduled to go out again as early as 9:00am.** This communication is critical to allow us to fix a problem as quickly as possible or to take the boat out of service if it is a safety issue.

## SAIL REPAIR

Soling sails in need of repair should be taken to the Riverboat and tagged with specific location of the damage. Tags are available in the rear of the Riverboat, near the chart table. For all other boats, take headsails and spinnakers in need of



repair to the Riverboat and tag with the boat name as well as damage. Mainsails in need of repair can be left on the boom but should be entered using the Maintenance Request form on the website.

## DAMAGES AND INSURANCE

Skippers are responsible for any and all damage or injury resulting from operator error as determined by the BSC.

The operator will be responsible for boat damage up to the following limits:

- **\$1500** for Daysailers
- **\$2500** for Mid-Range
- **\$3800** for Cruising 30
- **\$5000** for both the Cruising 35 & 40

Members are also responsible for any equipment lost while a boat is in their care (i.e. winch handles, locks, anchors, boat hooks, charts, etc.) The above limits do not apply to damages incurred during Soling or Frostbite Racing, while operating a vessel with gross negligence or operating a vessel illegally, for example while under the influence.

Damage that can be repaired by BSC will be billed at \$85/hour for labor plus materials. If a boat needs to be hauled for repair the rate for the BSC boat yard is \$250 and \$500 for an emergency haul. If the boat needs to be hauled or repaired at another yard then those rates apply.

BSC carries hull and liability insurance that covers the damage and liability losses that may occur arising out of member usage of the boats, for repairs or claims brought against BSC. It will not cover any claims brought against members directly and members are encouraged to review homeowners' or umbrella insurance that will provide coverage personally.

## RACE EVENTS

Members wishing to use a BSC boat in a non-BSC race need to request permission from the manager in advance of the event. Request to see [Non BSC Racing Events Policies](#) for additional info.

## LOST AND FOUND

After you return from a sail, please go through the boat thoroughly to ensure that you have not left anything behind. BSC is not responsible for lost personal items. Boats are cleaned and inspected on a regular basis, but another member may use the boat before an inspection occurs. This means that your item may not be turned in immediately after your sail and may be mistakenly packed up with the next member's belongings. Anything turned into the BSC will be held in a non-secure lost and found. Unclaimed items will be donated to a nonprofit association.

It is helpful and recommended that you put your name on items like jackets, bibs, etc. Members are welcome to come down and look for lost items in the boats if they are not turned in. BSC will not look for lost items on boats unless time allows.

# DAYSAILING MEMBERSHIPS

## CHECKOUTS

New members are required to take a two-hour checkout on a Soling. A Learn to Sail, Advanced, or Refresher course may also fulfill this requirement but will still require a written navigation test. **For checkout policies, please see page 4 of this document.**

## SHARED MEMBERSHIPS

Shared Memberships are designed as a way for two or three friends or family members who usually sail together to save substantially on the cost of membership. This reflects the fact that two or three people who usually sail together do not use as much boat time as two or three individual members. For the purposes of boat reservations, a Shared Membership is the same as an Individual Membership. The group sharing a membership may use only one boat at a time, may have only one weekend and two weekday reservations on the books at a time, etc.

## RESERVATION POLICY

### Rolling Reservations

- 3) You may have **up to two weekday** reservations on the books at a time. New reservations may be made upon completion of each sail.
- 4) You may have **one weekend day** reservation. After using a weekend day reservation, you must wait until the following Thursday before reserving another weekend day.

### Last Minute/Day Of Reservations

Last minute reservations can be made day of without counting towards your advance reservations. To make a last minute reservation for the same day, call the BSC office after 9am on the day that you are looking to book.

## SINGLE-HANDED SAILING

Members who wish to single-hand must have at least one year of sailing experience after completing a beginner course, and demonstrate their ability to do so during a checkout. Single handed sailing is only allowed on Solings, Sonars, and J/24s. When making a reservation, please indicate your intent to single-hand and keep in mind that the MOD may restrict or cancel based on weather conditions. When sailing single-handed you must stay in Boston Harbor (inside of Deer Island Light) and wear a PFD.

## BOAT CAPACITY

Solings are supplied with four adult lifejackets and Sonars are supplied with five adult lifejackets.

## NAVIGATION LIMITS

Your instructor will discuss navigation limits with you after your checkout or course. The maximum range allowed is Cohasset to Nahant. Most importantly, daysailers must be back by sunset. The wind often dies just before sunset, which, when combined with an outgoing tide, can make it exceptionally difficult to get back in. If you need to be towed by the BSC you will be charged a tow fee of \$85/hour. **Anyone sailing after dark without running lights may be subject to a fine by the U.S. Coast Guard.**

## BEFORE YOU SAIL

Check the **weatherboard** for tide, weather conditions, any special instructions, and time of sunset. Soling Sailors should choose a set of sails from the box on the dock near the launch. Standard sails are in grey bags and “storm sails” are in red bags. Sonar sails are kept on board.

## ON BOARD

Before the launch leaves, check for the following equipment: chart, paddle, hand pump, and life jackets. Inspect the boat to make sure everything is in working order. We recommend that you bring a handheld VHF or cell phone if you plan on sailing beyond the Inner Harbor.

## UNDER SAIL

In heavy winds, proper sail shape is essential to safe, enjoyable sailing. By tightening the backstay, cunningham, outhaul, and jib luff, you can de-power the boat. If you still find yourself overpowered (indicated by excessive heeling, weather helm, continuous violent luffing of the mainsail, and general chaos) you must de-power further. On a Soling, drop your main and sail in under jib alone. On a Sonar, reef and if necessary, drop the jib. Rule of thumb: When in doubt, reef!

## AFTER SAILING

We need to know which daysailers are out at all times, therefore **you must check in with the office when you complete your sail.**

### DAYSAILING BOAT EQUIPMENT LIST

As soon as you step onto the boat, check through this onboard equipment list especially for safety gear. If anything is missing, notify a staff member so the items can be replaced.

#### Soling Sails

Mainsail and Jib stored together in grey sail bags, and Spinnakers are in their own sail bags. These are all stored in the sail locker by launch dock.

**Do not use the sails labeled “Instructor Only.” These are reserved for Learn to Sail courses.**

#### Sonar Sails

Mainsail is stored rolled (**not flaked**) on boom  
Jib and Spinnaker sails are stored in V-berth

#### Storm Sails

Storm sails are available for Solings.  
Sonar Mainsails can be reefed.

#### Safety

4 PFDs on Solings  
5 PFDs on Sonars  
1 Throwable PFD  
Bilge Pump  
Bucket  
Paddle

#### Navigation

Boston Harbor Chart

#### Bring your own...

VHF Handheld Radio  
Binoculars  
Hand Bearing Compass

# MID-RANGE CRUISING MEMBERSHIPS

## CHECKOUTS

New Midrange Cruising members are required to take a 3-hour checkout on a J-24. An Advanced course may also fulfill this requirement but will still require a written navigation test. Depending on experience, a Night Sailing or Cruising Course may be required before taking a boat for an overnight sail. **For checkout policies, please see page 4 of this document.**

## SHARED MEMBERSHIPS

Shared Memberships are designed as a way for two or three friends or family members who usually sail together to save substantially on the cost of membership. This reflects the fact that two or three people who usually sail together do not use as much boat time as two or three individual members. For the purposes of boat reservations, a Shared Membership is the same as an Individual Membership. The group sharing a membership may use only one boat at a time, may have only one weekend and two weekday reservations on the books at a time, etc.

## RESERVATION POLICY AND 3-DAY CRUISE

### Rolling Reservations

- 1) You may have **up to two weekday** reservations on the books at a time. New reservations may be made upon completion of each sail.
- 2) You may have **one weekend day** reservation. After using a weekend day reservation, you must wait until the following Thursday before reserving another weekend day.

### Last Minute/Day Of Reservations

Last minute reservations can be made day of without counting towards your advance reservations. To make a last minute reservation for the same day, call the BSC office after 9am on the day that you are looking to book.

### Extended Cruise

One cruise per membership year independent of the rolling reservation policy.

**7-day Mid-Range** members may reserve one 3-day cruise during the week or over the weekend.

**Weekend Mid-Range** members may reserve one 2-day weekend cruise.

**Weekday Mid-Range** members may reserve one 3-day cruise during the week.

### Booking your extended cruise

- 1) Call to reserve your cruise.
- 2) You must submit an itinerary one week before your start date.
- 3) The boat will be available at 9:00am on your first reserved day.
- 4) Plan to return from your cruise at **5:00pm** on the last day. Upon your return to the BSC, check in with the manager on duty to report maintenance problems.
- 5) Please leave the boat clean for member use.

### Extended Cruise Cancellation

Cruises can be cancelled up to 14 days prior to their start date and the BSC will make every attempt to reschedule, but cannot guarantee that it will be rescheduled within the high season. Cruises cancelled within 14 days will forfeit the cruise.

## SINGLE-HANDED SAILING

Members who wish to single-hand must have at least one year of sailing experience after completing a course and demonstrate their ability to do so during a checkout. Single handed sailing is only allowed on Solings, Sonars, and J/24s. When making a reservation, please indicate your intent to single-hand and keep in mind that the MOD may restrict or

cancel based on weather conditions. When sailing single-handed you must stay in Boston Harbor (inside of Deer Island Light) and wear a PFD. Singlehanded sailing is only allowed during daytime hours.

## BOAT CAPACITY

J24's and J27's are supplied with six adult lifejackets.

## NAVIGATION LIMITS

Your instructor will discuss navigation limits with you after your checkout or course. The maximum range is Plymouth to Cape Ann. **You may not go to Provincetown or through the Cape Cod Canal.** For night sailing or overnight cruises, the Night Sailing course or equivalent experience is required.

## BEFORE YOU SAIL

Go to the office to check the boat out and get the key. Check tide, weather conditions, and any special instructions on the office whiteboard.

## ON BOARD

Before rigging the boat make sure the outboard works and check the running lights. Check the onboard equipment list especially for safety gear. If anything is missing, notify a staff person so the items can be replaced. For extended cruises, chart kits are available from the office.

Check your fuel supply. The J-24s have four stroke propane outboards. The J-27's have four stroke gasoline outboards. Ask the dock staff if you need more fuel.

## UNDER SAIL

For better visibility and control use the small jib rather than the genoa, in winds over 12 knots.

## LANDING

J-24 and J-27 sailors should drop both sails well outside the mooring area and motor slowly into a slip. Ten J-24s are docked to the west of the gangway. Four J-27s have slips on the east end of the dock.

The BSC docks are subjected to excessive power boat wakes. **To avoid damage, use the spring lines to position the mast so it lines up with the white mark painted on the finger pier.** This will stagger the rigs to prevent the masts from smashing together in waves. Secure the spring lines low on the stanchion using a round turn and two half hitches. Tie fenders to the stanchion bases or other fixed points instead of the lifelines.

Secure the tiller. Shut off the fuel line, raise the engine bracket to the highest position and then tilt the engine up just enough to clear the water. Make sure the fuel line stays clear of the bracket.

When you return from your sail, please return the boat key to the office. If the office is closed leave your key in the drop box at the top of the gangway.

## AFTER HOURS AND OVERNIGHTS

You can use multiple rolling reservations to take a boat for two or three consecutive days (i.e. a Thursday/Friday/Saturday or a Sunday/Monday/Tuesday). Please keep in mind that we do not schedule a prep day.

If you are cleared for night sailing during your checkout and have reserved your boat past 9:00pm, you may keep the boat you reserved as late as 8:00am the following day.

We understand that you may want to spend time on the boat after your sail. You may stay on the boat you reserved until as late as 8:00am the following day. **Please note that returning a boat after hours gives you access ONLY to the boat you reserved.** You may not go to any other boat on the dock, even just to sit on deck. Other boats may have been prepped for a cruise and/or even have other members sleeping down below.

Please be respectful to your fellow members and our neighbors at Lewis Wharf and keep voices low. After hour dock access is only permitted to members and guests that have reservations. You may not be on the dock afterhours without a reservation.

Pack up your boat as according to the landing and cleaning instructions explained previously. Drop the key into the dropbox at the top of the gangway and make sure the gangway door is shut and locked behind you.

## MID-RANGE BOAT EQUIPMENT LIST

As soon as you step onto the boat, check through this onboard equipment list especially for safety gear. If anything is missing, notify a staff member so the items can be replaced.

### Sails

Mainsail  
Jib  
Genoa  
Spinnaker  
2 Jib Sheets  
2 Spinnaker Sheets  
1 Winch Handle

### Navigation

Boston Harbor Chart

### Miscellaneous

Porta-Potti  
Cooler

### Safety

6 PFDs  
1 Throwable PFD  
First Aid Kit  
1 Type B-I Fire Extinguisher  
Flares  
Foghorn  
Bilge Pump  
Bucket

### Docking and Anchoring

1 Fender  
1 Anchor with Rode

### Bring your own...

Binoculars  
Flashlights  
Safety Harnesses  
Hand Bearing Compass  
Parallel Rules  
Dividers  
Toilet paper

### Available Upon Request

Chart Kit  
Dock Lines  
Spare Fuel for Outboard

# CRUISING MEMBERSHIPS: Cruising 30, Cruising 35, Cruising 40

## CHECKOUTS

New Cruising members are required to submit a sailing resume and take a 4-hour check-out on one of the cruising boats, including a one-hour written navigation exam. Successful completion of a Cruising Course may fulfill this requirement for C30 and C35 members, but will still require the written exam. For C40 the Coastal Passage Making course may fulfill this requirement depending on experience. We will always require a written navigation test after successful completion of any BSC course. For checkout policies, please see page 2 of this document.

## RESERVATION POLICY AND CRUISE WEEK

### Rolling

- 1) You may have **up to two weekday** reservations on the books at a time. New reservations may be made upon completion of each sail.
- 2) You may have **one weekend day** reservation. After using a weekend day reservation, you must wait until the following Thursday before reserving another weekend day.

### Last Minute/Day Of Reservations

Last minute reservations can be made day of without counting towards your advance reservations. To make a last-minute reservation for the same day, call the BSC office after 9am on the day that you are looking to book.

### Extended Cruise

Cruising Members may reserve **one 7-day cruise** per membership year independent of the Rolling reservation policy. Cruising members may reserve a second cruise outside the high season for an additional fee, ranging from \$500 to \$800, depending on how close to the high season the cruise falls.

The cruising boats are on a schedule, which sets aside specific blocks of time for 7-day cruises (extended reservations), and corresponding blocks of time for daysailing (rolling reservations). The boats have been grouped in pairs, within a framework of start dates for cruises. Extended cruises cannot be broken into mini cruises.

We will hold the cruising blocks for extended reservations until 4 weeks prior to their start. If a block has not been booked for a cruise 4 weeks in advance, it will become available for rolling reservations as well.

### Booking your Extended Cruise

- 1) Call to reserve your week.
- 2) You must submit an itinerary two weeks before the start of your cruise. The form to do so is found in the "clubhouse" section of the website.
- 3) If you would like a dinghy, outboard, and/or chart kit please let us know when you submit your itinerary. Also, indicate if you need a slip at the BSC during your week so we keep a spot open for you.
- 4) The boat will be ready for you at 9:00AM on your start day. The boat will be clean with water and fuel tanks full and the holding tank empty.
- 5) Cruises end at 5:00PM on your last reserved day.
- 6) Return the boat with the fuel tank full and holding tank empty. A \$85 per hour service fee will be charged in addition to the cost of fuel for boats returned with less than a full fuel tank and/or holding tank full. Upon your return to the BSC, check in with the manager on duty to report maintenance problems. If there are any maintenance issues that

occur during your cruise, please call or email the Sailing Center *immediately* so that we can order needed parts and schedule staff for any necessary repairs.

Qualified Cruising 35 and 40 members have the option of cruising out of Marion. For policies on Marion cruises please refer to the cruising guide on the website.

### Cruise Week Cancellation

Cruises can be cancelled up to 30 days prior to their start date and the BSC will make every attempt to reschedule, but cannot guarantee that it will be rescheduled within the high season. Cruises cancelled within 30 days will forfeit the cruise week.

## SINGLE-HANDED SAILING

Single-handed sailing is **NOT** permitted on the Cruising boats.

## BOAT CAPACITY

Cruising boats are supplied with eight adult lifejackets.

## NAVIGATION LIMITS

Your instructor will discuss navigation limits with you after your checkout or course. Cruising boats may not be sailed north of Mt. Desert, Maine or west of Block Island, Rhode Island. If you wish to cruise north of Kittery, ME or pass through the Cape Cod Canal, the Coastal Passage Making Course or equivalent experience is required.

## BEFORE YOU SAIL

When you report to the office for your boat assignment you will be given a key to your boat. Before starting the engine to leave the dock, check engine oil level and fuel supply. **Cruising boats use diesel fuel only.** Ask a staff member if you need more fuel or oil. The BSC will supply fuel for day sails. Members are responsible for fuel used on overnights and cruise weeks. Check the voltage of both batteries. If either battery is low run the engine to charge them.

## LANDING

Cruising sailors should furl the headsail and drop the main well outside the mooring area and motor slowly into the designated slip. Use spring lines and fenders when securing the boat to the dock. Tighten the wheel brake. When you return from your sail, please return the boat key to the office. If the office is closed, leave your key in the drop box at the top of the gangway.

## AFTER HOURS AND OVERNIGHTS

You can use multiple rolling reservations to take a boat for two or three consecutive days (i.e. a Thursday/Friday/Saturday or a Sunday/Monday/Tuesday). Please keep in mind that we do not schedule a prep day so you may need to top off the water tanks. Please return the boat with same amount of fuel as when you started and an empty holding tank.

If you are cleared for night sailing during your checkout and have reserved your boat past 9:00pm, you may keep that boat as late as 8:00am the following day.

We understand that you may want to spend time on the boat after your sail. You may stay on the boat you reserved until as late as 8:00am the following day. **Please note that returning a boat after hours gives you access ONLY to the boat you reserved.** You may not go to any other boat on the dock, even just to sit on deck. Other boats may have been prepped for a cruise and/or have other members sleeping down below.



Please be respectful to your fellow members and our neighbors at Lewis Wharf and keep voices low. After hour dock access is only permitted to members and guests that have reservations. You may not be on the dock afterhours without a reservation.

Pack up your boat as according to the landing and cleaning instructions explained previously. Drop the key into the dropbox at the top of the gangway and make sure the gangway door is shut and locked behind you.

## CRUISING BOAT EQUIPMENT LIST

As soon as you step onto the boat, check through this onboard equipment list especially for safety gear. If anything is missing, notify a staff member so the items can be replaced.

### Sails

Mainsail, Headsail, Spinnaker  
2 Jib Sheets, 2 Spinnaker Sheets  
2 Winch Handles  
Sail Ties

### Navigation Station

Dividers  
Parallel Rules  
*Eldridge* Tide Tables  
Boston Harbor Chart  
Waterproof Chart Kit  
Deck Key  
Chart Kit  
Certificate of Documentation

### Safety

8 PFDs  
1 Throwable  
First Aid Kit  
2 Type B-I (or 1 B-II) Fire Extinguishers  
Flares  
Wood plugs  
Foghorn  
Radar Reflector

### Miscellaneous

Stove Fuel  
BBQ grill

### Galley

Cutting Board  
6 Bowls  
6 Glasses  
6 Coffee Mugs  
6 Plates  
6 Forks/Knives/Spoons  
Kitchen Knife  
Large Bowl  
Pots  
Frying Pan  
Strainer  
Can Opener  
Corkscrew  
Kettle  
Coffee Pot/French Press  
Spatula  
Large Spoons  
Peeler  
Lighter  
Cleaning Supplies

### Cleaning Supplies

Bucket  
Sponge  
Brush  
Deck Soap  
Holding Tank Chemical

### Bring your own...

Paper Towels  
Dish Soap  
Dish Sponge  
Binoculars  
Flashlights  
Tools  
Safety Harnesses  
Charcoal/Lighter Fluid  
Hand Bearing Compass  
Linens  
Hangers

### Available Upon Request with 48 hours' notice

Dinghy  
Outboard Motor