

Appendix P - Club Dolly Procedures

General considerations- 1. Water depth/lake level. The area beyond the end of the ramp is deep mud and will not support the weight of the trailer empty. Therefore, careful consideration and surveying must be done to ensure that the uphill pads of the trailer are submerged to a depth of 12 feet that the rear wheels of the dolly are still on concrete with good margins for error.

2. The dolly is not steerable in the normal sense. Previous experience with launching and retrieving boats with center-mounted wheels does not translate into expertise at using this dolly. The front "swashplate" and steering mechanism is bolted down and locked. The dolly is steered by skidding the front wheels only. The result is a very wide turning radius.

3. The ramp is sloped while the maintenance pad is level. Every effort must be made to level the boat to the dolly in the water to avoid a bow-down attitude on the pad. The boat will not drain properly and will fill the bow with rain water. If not pumped out, this weight may cause excessive nose-heaviness and blow out the front tires.

4. Tow vehicles must have sufficient power, weight and braking capacity to handle the load. Experience has shown that four-wheel drive F250 series or heavier are best. Jeeps and rear-wheel drives are to be avoided.

5. There are no brakes on the dolly. Anytime the dolly is not moving, all four wheels must be chocked with substantial lumber or blocks.

6. Weather can stop the entire process. Since at least one person must get in the water to visually inspect keel placement and adjust pads, warm water or wetsuit protection suitable for warmth while immersed for over an hour are required. Wind must be very light to allow precise positioning of the boat over the dolly.

7. Positioning. The weight of the boat is in the keel. The keel must be the main support for the boat and centered on the spine of the dolly in the center of the dolly to evenly distribute the weight on all four tires. Too far fore or aft will cause instability and may set the boat down in the back or blow a front tire. The pads stabilize the boat, but DO NOT carry the weight. If the pads are allowed to depress the fiberglass structure of the boat, damage will occur. If the draft of the boat is too shallow, the keel must be blocked up using substantial lumber to allow the pads to be adjusted properly.

8. The boat must be secured to the dolly. The weight of the boat WILL NOT keep it secured on the dolly during movement. Use sheets secured to the dolly and tightened using winches to secure the boat and dolly into one moving unit.

9. Theoretically, four people can do the job. Practically, more are needed.

Equipment needed- 1. Truck with 2-inch hitch ball

2. Wrenches to adjust pads

3. Rope with sufficient strength and length to allow the dolly to go far enough down the ramp. The tongue alone will not be long enough to sink the dolly.

4. A ladder to access the boat after the boat is hauled.

5. Duct tape to hold the pads in position while maneuvering the boat.

6. Long handling lines (4) and boathooks (2) to assist in positioning the boat.

7. Bosun's chair or ladder to allow positioning mast lift lines if removing the mast.

8. Eight-ton jack to repair a bad tire.

9. Tongue extension, if available.

Crew assignments - 1. The leader. Everyone must agree that the leader makes all the calls. Everyone else is required to direct comments and suggestions to the leader. The leader cannot be involved in any of the detailed work of loading the boat and must be primarily a safety observer and director.

2. Diver. Scuba is recommended, but the job can be done by a fit, experienced swimmer. A mask is necessary, but fins are not. If a wetsuit is needed, weights are recommended. The diver can expect at least an hour in the water performing hard physical work. The leader must coordinate any boat/dolly movements carefully to avoid trapping the diver underwater.

3. Deck/dock/chock workers. At least two are required. The owner can be one. Three to four is much better. Anytime the dolly is stopped, chocks are required. When positioning the boat over the dolly, at least one person must be on the boat with two line/hook handlers to control the bow and stern. Another person may be needed on shore with a long bow line if the wind is from the north.

4. Driver. The vehicle will be operated for long periods at idle/slow speed. On hot days, overheating has been a problem. Good brakes and tires are essential. The driver will be given instructions from the leader only.

5. Climber. If the mast is being removed.

Before use- 1. Check dolly tire pressures. They must be filled to the maximum allowed pressure printed on the sidewall of the tire to handle the load.

2. Inspect the dolly for cracked structural members and proper operation of the pads/ jacks

3. Lower all the pads.

4. Inspect the tongue jack.

5. Clear the maintenance pad and area of movement to avoid trip hazards and obstacles.

6. Attach strong sheets to the forward upright members on each side with small floats to allow the lines to be used on the winches to help position the boat and to secure the boat to the dolly during movement.

Positioning the dolly- 1. The dolly should be submerged close to the west side of the courtesy dock.

2. The depth of the dolly is adjusted so that the “toe” of the keel will contact the center board of the dolly such that the weight of the keel is centered fore-and-aft on the dolly.

3. The toe of the keel must also be centered left-right on the center board.

4. In the case of a shallow keel, lumber must be secured to the center board to prevent floating.

5. Be prepared for multiple attempts before attaining this positioning. It is critical to safety that the boat be positioned correctly. This is where coordination with the truck driver and the crew on the dock is paramount. Patience is required.

Adjusting the dolly - 1. The center pads are brought into contact with the hull and will be lowered as the boat is brought up the ramp.

2. The bow pads are brought into contact with the hull and will be raised as the boat is brought up the ramp.

3. The aft pads are only brought into contact after the keel lays flat and centered against the center board of the dolly.

4. The method for attaining this adjustment is to bring the boat with dolly firmly attached with sheets up the ramp in 1-2 foot increments while adjusting the pads. Starting over is normal.

Final haul-out -

1. No one should be behind the dolly once it starts up the ramp.
2. Ideally, no one should be aboard the boat.
3. Plan for an accidental runaway of the dolly.
4. Pull the dolly up until clear of the water and chock it carefully.
5. Remove the tow rope and reconnect the hitch ball and chains.
6. Raise the tongue jack wheel.
7. Ensure the boat is securely attached to the dolly.
8. Check the area uphill for obstructions as steering is difficult.
9. Check the area overhead for interference from trees.
10. Slowly pull the dolly up until it is on flat ground.

Mast removal-

under the upper block.

1. Position the boat and dolly such that the mast lies directly under the upper block.
2. Strip all excess weight from the mast. Roller furling sails, radars and booms must be removed and stowed below decks or off the boat.
3. Use tape to mark the amount of thread exposed on the studs of the turnbuckles. This will greatly simplify recommissioning.
4. Ensure enough sets of tools and bags/tape to rapidly disconnect the mast.
5. Remember to disconnect and mark any mast wiring.
6. Using two dock lines with loops, position one loop above the center-of-balance of the mast. The second line is attached to the hook of the lifting line of the jib boom to allow it to be pulled back down if the hook becomes free and shoots to the top due to the weight of the lifting line tail. The first line is either half-hitched to the mast just below the loop and tied off at the butt of the mast or secured by the climber with a third, short line. The loop must not move up or down the mast under load.
7. Light handling lines long enough to reach ground level are needed to stop swaying while the boat/dolly is moved out from under the jib boom.
8. At least two men with gloves are needed on the lifting line. Gloves will prevent rope burns if the line lurches or slips.
9. Raise the mast just enough to clear obstacles and then lower it to the deck, or move the boat/dolly out of the way and lower it to the ground.

10. Raising a mast is just the reversal of this procedure, but the necessity for the hook downhaul line is much more obvious.

Recommended placards -

Dolly - 8"x12" metal White/Red Letters- "Danger-This equipment requires specialized instruction and tools for safe use. Contact the Yardmaster at phone number _____(fill in with grease pencil) or the Resident Manager at phone number _____(fill in with grease pencil) before moving or using."

Jib Boom - 8"x12" metal White/Red Letters- 1. "Danger-This equipment requires specialized instruction and tools for safe use. Contact the Yardmaster at phone number _____(fill in with grease pencil) or the Resident Manager at phone number _____(fill in with grease pencil) before moving or using."

2. "Safe Working Load- 500 pounds. Load tested (date) Next test due (Date + 1 year)"

3. "Inspect Before Each Use"