

Carlyle Sailing Association

Committee Boat Operator Manual

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Committee Boat Start-up Checklist

- Ensure there is at least one Coast Guard (CG) approved lifejacket for each person on board plus one extra and at least one CG approved throwable on board. These should be found in the aft section of the cabinet.
- Note the location of the fire extinguisher (inside the forward rail) and ensure it is charged.
- Ensure there is a towline on board.
- Ensure there are two full gasoline tanks at the rear near the motor. Use UNLEADED GASOLINE ONLY. Do not fill from the PreMix tank at CSA. Fill along with the Whaler 4 tanks_at West Access.
- Use the tilt switch on the forward/aft engine control lever to power the engine into the water.
- Start the motor and allow it to run for about five minutes. Correct any problem with the motor.
- Disconnect the power cord from the light pole at the sea wall.
- Disconnect the power cord from the plug at the rear of the console, coil the cord and store it.
- Switch the battery select switch (Perko), located on the console aft side, to position **1** or **2**. (Either position can be used, but use only one position. Reserve the other battery as a backup. Do not use the “both” selection)
- Supply power to the battery gauges with the radio switch, located on the console control panel, and observe the battery gauges. A fully charged battery will just barely be in the green; however, yellow is not satisfactory. A battery that indicates yellow should receive additional charge. Take whatever action is necessary to ensure there is at least one charged battery available.
- Turn the radio squelch knob all the way counterclockwise, and turn the volume/power knob clockwise first to supply power to the radio and then continue turning using the background noise to adjust the volume.
- Adjust the squelch clockwise until the background noise just stops. Do not turn the knob any farther clockwise than is necessary to stop the background noise.
- Press the up arrow or the down arrow on the radio to select the desired channel.
- Test the radio with each of the Whalers and correct any problem with the radio.
- Toggle the PA switch up, and test the PA. Correct any PA problem.
- Toggle the PA switch down. (To conserve the battery, turn the PA switch off when the PA is not being used.)
- Ensure the anchor rode is firmly attached to the boat at one end and to the anchor at the other end.

Committee Boat Shut-down Checklist

- Use the tilt switch on the engine control to power the engine lower unit out of the water.
- Toggle the PA switch *down*.
- Connect the power cord to the battery charger plug below the steering wheel.
- Connect the power cord plug to the receptacle on the post at the sea wall.
- The battery voltmeters will indicate an increase in the voltage as the batteries begin to be charged. If there's doubt about the battery charger working, open the console front door and observe the charger light in the upper port corner—the red light should be on.
- After all Whalers are in the harbor and no one will be transmitting to the radio, toggle the radio switch, located on the console control panel, down.
- Switch the Perko switch, located aft center near the floor, to **OFF**.

- Report any problem with the operation of the Committee Boat to the Race Equipment Chairman and the Race Committee Chairman.
- If there were no problems, thank the Race Equipment Chairman.

Committee Boat Operation

Perko Switch and Batteries:

- the Perko switch is located on the console aft side,
- the Perko switch selects battery **1** or **2** for accessory power,
- the **OFF** position is used when the Committee Boat is shut down for the week,
- the **BOTH** position should **never** be used at CSA,
- battery **1** and **2** are located in the console.
- only one of these batteries is needed to power the accessories, (The other is a backup)
- the engine start battery located in the back starboard side is in no way connected to the Perko switch and will start the engine no matter the condition of the Perko switch or batteries 1 or 2.

Radio

The marine radio, located on the port side of the console, has four controls:

- the power switch/volume knob,
- the squelch knob,
- the up arrow button and the down arrow button that are used to select a channel,
- The microphone, which includes a key switch, is attached to the radio panel. Note: Because the controls on the microphone frequently caused inadvertent channel changes, they have been disabled on all CSA radios.

To power on the radio:

- position the Perko switch to **1** or **2**,
- toggle the radio switch on the console control panel up,
- turn the squelch knob counterclockwise,
- turn the power/volume knob clockwise first to power on the radio and then to adjust the volume,
- Turn the squelch knob clockwise until the background noise stops.

The squelch knob will adjust the received signal strength at which the radio will output the received signal to the speaker. If the knob is too far clockwise, incoming transmissions may be lost, and if the knob is too far counterclockwise, annoying background noise will be heard. Since losing incoming transmissions is a serious problem, it is best to adjust the squelch so that occasional background noise is heard.

To transmit:

- ensure power is applied to the radio,
- ensure the channel selection is correct,
- hold the microphone close to your mouth,
- press the microphone key switch,
- talk clearly into the microphone.

Horn

Electric horns, located on the roof, are controlled by a push button switch on the console control panel or by a toggle switch on the mast. The horns will sound when the Perko switch is in position **1** or **2** and either of the horn switches is closed.

Public Address (PA)

The PA system consists of:

- 60-watt amplifier located inside the console,
- three 20-watt speakers located on the roof,
- power switch on the console control panel,
- microphone and its jack on the console control panel.

Adjustment of the PA amplifier is normally not necessary; however, a sensitivity knob located on the amplifier adjusts the amplifier to the microphone. If the knob is set too far clockwise, feedback (loud high pitch sound from the speakers) will result. Adjust the knob counterclockwise if feedback occurs. If the knob is too far counterclockwise, it will be necessary to speak very loudly into the microphone in order to amplify the voice. (The louder one talks into the microphone, the louder the speakers will be. Operation of the amplifier will be best when the operator speaks loudly into the microphone.)

To operate the PA:

- ensure the Perko switch is in position **1** or **2**,
- toggle the PA switch on the console control panel **up**,
- press the microphone key switch and speak loudly into the microphone.

NOTE: When the PA is not being used, toggle the PA power switch on the console control panel **down**. This will conserve battery power. It will also prevent embarrassment when the PA microphone is mistakenly used for radio messages.

Lights

A green and red light is located on the starboard and port side in the front of the boat. A white running light is located on the port side roof aft. The lights are controlled by the light switch located on the console control panel. As with all devices controlled by the control panel, the Perko switch must be in position **1** or **2** for the lights to be on.

NOTE: The power for the lights is supplied by battery **1** or **2**, and even if the motor is running, the power used by the lights is depleting battery **1**'s or battery **2**'s charge. Although the lights can be powered by a battery for more than an hour, unlimited use of the lights will result in a dead battery.

Auxiliary Power Socket

The auxiliary power socket (lighter socket) located on the console control panel is available to power a search light; however, it is also useful to power any 12VDC device. The socket is protected by a twenty-amp fuse located on the console.

Battery Charger

The automatic battery charger is located inside the console and functions when 117VAC power is supplied to the plug on the rear of the console. The charger is two chargers in one package and charges batteries **1** and **2** at the same time. Battery charging will occur in all Perko switch

positions. However, the Perko switch should be in the **OFF** position when the Committee Boat is not being used. The operation of the charger can be verified by observing the voltmeters on the console control panel. A slight increase in voltage indicates that the battery charger is charging correctly.

The operation of the charger can also be verified by opening the door on the console front and ensuring the red light on the charger, located in the upper console port side, is on.

NOTE: Because of the sixty cycle power supplied by the utility company, the operation of the radio and public address may be compromised by a 60 cycle hum when the charger is operating. However, no permanent damage will occur.

Motor Control Lever

The single-lever motor control mounted to the starboard side of the console is used to:

- start the engine, with the secondary lever lifted if the engine is cold for a faster idle
- fast idle the engine during warm-up, retarding the fast idle as permissible.
- select forward or reverse,
- adjust the throttle to obtain the desired speed.

The secondary lever to the left of the control lever is the fast idle control. It functions only in neutral and is used to cause a fast idle during engine warm-up.

The control lever is in the neutral position when the control lever is approximately vertical and the red lock located under the handle is down in the locked position. To engage forward, ensure the fast idle lever is fully down, squeeze the handle to pull up the red lock, and push the lever forward. The first movement of the lever will engage the forward gears; additional movement forward will increase the throttle opening and the power provided by the engine. To engage reverse, ensure the fast idle lever is fully down, squeeze the handle to unlock neutral, and pull the lever back, first to engage reverse gear and then to open the throttle.

Starting the Motor

Ensure the fuel line is attached to the gas tank and to the motor. Ensure the arrow on the fuel line bulb is pointed to the motor. Squeeze and release the bulb in the fuel line several times until pressure in the line causes the bulb to become hard. Insert the key into the back of the motor control. Position the motor control lever to neutral. (The starter will not engage if the lever is not in neutral.) Move the fast idle lever, which is located to the left and aft of the single lever control, up about two inches. Engage the starter by turning the key clockwise. If the motor is cold, it will need to be choked by pushing in the key as the key is turned to engage the starter. The motor should start after about 20 seconds of cranking. As soon as the motor starts, adjust the idle speed with the fast idle lever.

If the motor does not start after 20 seconds of cranking, stop choking by not pushing in the key. Continue cranking for another 20 seconds, and if the motor still does not start, it is probably flooded. To overcome the flooded condition, pull the fast idle lever all the way up, engage the starter by turning the key clockwise, but don't push the key in--DON'T CHOKE. The motor should start after fifteen to thirty seconds of cranking; be prepared to reduce the idle speed as soon as the engine starts.

Operating a choke effectively is an art. Don't be discouraged. Try fiddling, but be aware that about 70 percent of the motor starting problems at CSA are caused by flooding and that is caused by too much choke. About 20 percent of our starting problems are caused by not enough choke.

Leaving the Dock

Before leaving the dock, perform the Start-up Checklist.

Since docking can be difficult with only one person on board, always leave the dock with at least two people on board. With the motor started and warm, and the helmsman at the steering wheel, the helper should untie the forward and aft lines and push the Committee Boat away from the dock. Secure the aft line in a manner, which will prevent its being fowled in the propeller. As the boat is pushed away from the dock, the helmsman will engage the motor's transmission in forward by pushing the single-lever motor control out of neutral and into forward. The helmsman should look aft as the boat is steered away from the dock to ensure that the aft-starboard corner of the boat does not bang on the dock. Proceed down the dock observing the no-wake rule. At the end of the dock, turn slightly to the right to avoid the shallow area at the end of the sea wall and to improve visibility of boats entering the harbor. Bring the two fenders aboard.

Open Water Operation

If you have managed to leave the dock, you are probably aware of all that is necessary for operation on the water. The major difference from operation in the harbor is that on the open water you can go faster. Full open throttle operation is usually perfectly safe, but more efficient operation is at about 2/3 throttle. Safety and courtesy require that the operator of the Committee Boat change speed gradually. Because the passengers are often standing while the Committee Boat is moving, they can easily lose their balance when the boat changes speed. Change speed slowly. If rapid speed changes are necessary, warn your passengers.

The Committee Boat presents a lot of area to the wind. Sometimes, in a heavy wind, it may be necessary to use a lot of throttle to maintain control of the boat.

Caution: Passengers should never be allowed in front of the forward rail when the Committee Boat is moving forward above idle speed.

Safe operation of the Committee Boat or any motorboat will require more information than is available in this manual. Consult a book or ask someone for assistance if you are unfamiliar with the operation of a motorboat.

Anchoring

With the Committee Boat pointed into the wind and stopped, have your helper go forward and drop the anchor. When the anchor is on the bottom, engage reverse and idle downwind as anchor rode is paid out. After an appropriate amount of scope is paid out, about fifty feet (at least one full segment of the three segments), have your helper cleat the rode at the center cleat. Continue idling back until the boat stops. After the boat has stopped, set the throttle to about half open and ensure the boat does not move back as pressure is applied to the anchor. This will set the anchor and ensure it will hold even if the wind increases. (Ease the throttle slowly to allow the stretch of the nylon anchor rode to relax slowly or the boat will rapidly move forward when the throttle is closed quickly.)

If the anchor does not set, move to a different area and try again. Also the anchor can more easily be set when the helper pays out the rode slowly as the boat moves back and ease as he/she feels the anchor setting. Easing as the anchor feels like it is setting seems to allow the anchor to actually set rather than just popping out again.

To weigh the anchor, have your helper go forward and take up anchor rode as you idle forward. Stop when the anchor is under the bow of the boat and allow your helper to get the anchor on board. If your helper is having trouble getting the anchor off the bottom, have him/her cleat the anchor to the center cleat while you idle forward over the anchor. The anchor should now be loose from the bottom and easier to get on board.

Docking

Wind strength and direction can make docking difficult. Although backing the boat to the south side of A dock is the preferred method, in a heavy wind, docking safely is preferred--no matter the method.

It is a good idea to have helpers waiting at the Committee Boat location on A dock as the boat is brought in. Use the PA to ask for help if necessary.

One of the secrets to backing the Committee boat to A dock is to leave lots of room to get the boat headed in the correct reverse direction. It will not be apparent how the boat will react to the wind until you have idled back a boat length or two. Allowing three to four boat lengths of room from the end of A dock before stopping to engage reverse will give sufficient room to have control of the boat before A dock is approached.

When the boat is stopped off the end of A dock, engage reverse and idle back. It is usually safest to idle back slowly; however, sometimes, when there is a strong west or south wind, it may be necessary to increase the throttle so that the motor instead of the wind controls the direction of the boat. Observing the direction the motor is pointing is a useful method of determining where to set the steering wheel and how the wind is affecting the boat.

As you approach A dock, have your helpers throw the fenders over the starboard side. Continue backing the boat as slowly as possible, but fast enough to maintain control. If the wind is difficult to handle, use the PA to inform your helpers at A dock what will be required of them. In most conditions, the aft end of the boat will reach the dock first. As soon as possible, hand the aft line to a helper on the dock and as soon as the boat is near its location, have the helper quickly secure the line to the dock. When the line is secure, push the motor control forward and apply sufficient throttle to cause the bow of the boat to swing toward the dock while the boat pivots on the aft line. If something has gone awry and the bow reaches the dock first, have your helper attach the forward line to the dock and then put the motor control in reverse. As the boat is backing, turn the wheel to the right to cause the stern to approach the south side of A dock. Securely tie the forward and aft lines to the large eyebolts on the dock leaving sufficient slack in the line so the bumpers and dock lines are not stressed.