



Harbor Management Commission

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**Regular Meeting Minutes
Thursday, September 28, 2023, 7:00 p.m.
Town Hall Meeting Room B**

1. Call to Order

Chairman Terry Stewart called the regularly scheduled meeting of the Essex Harbor Management Commission to order at 7:00 p.m.

2. Attendance

Members Present: Jeff Going, Bill Herlihy, Susan Malan, Remote, Kit Schellens, John Senning, Terry Stewart, Brian Weinstein

Others Present: Henry Domenie, Safe Harbor, Dave Fasulo, Deputy Harbor Master, Paul Riggio, Harbor Master, Rachel Smith, Safe Harbor, Remote

Absent: None.

Bill Herlihy was seated for Susan Malan and was unseated upon her arrival at 7:06 p.m.

3. Approval of the August 2023 Meeting Minutes

The August 24, 2023 regular meeting minutes were reviewed.

MOTION made by Jeff Going to approve the August 24, 2023 regular meeting minutes.

SECONDED: Kit Schellens, **Voting in Favor:** Jeff Going, Bill Herlihy, Kit Schellens, John Senning, **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0. **Discussion:** No further discussion.

4. Public Comment

It was expected that The Dauntless Club might be in attendance to discuss their two harbor moorings located in front of their club. They were not in attendance but may be in attendance at the next meeting.

5. Financial Report

Bill Herlihy presented the August 2023 financial report for the Liberty Checking, Public Access, and General bank accounts, with a total funds closing balance as of August 31, 2023 of \$46,032.35.

MOTION made by Jeff Going to approve the August 2023 financial report as presented.

SECONDED: John Senning, **Voting in Favor:** Jeff Going, Kit Schellens, John Senning, **Opposed:** None; **Abstaining:** Bill Herlihy, **Approved:** 3/0/1. **Discussion:** No further discussion.

Bill presented one invoice for approval for reimbursement to Jeff Going for signage purchased in the amount of \$319.75.

MOTION made by John Senning to approve the invoice presented. **SECONDED:** Kit Schellens, **Voting in Favor:** Jeff Going, Bill Herlihy, Kit Schellens, John Senning, **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0. **Discussion:** No further discussion.

6. Harbor Master Report

The question of liability for mooring inspections was discussed. The question arose as a result of a boat that floated down river because the shackles weren't tightened enough. The issue was discussed and it was the consensus that there is no liability on the part of the Harbor Master or the Harbor Management Commission and may be more the responsibility of the vendor to meet the safety criteria.

Paul Riggio provided an update on the Cove markers and reviewed the materials to be used in building them. They will be tested in South Cove in the Fall and if they work well, will be implemented in the Spring

The variance application for making improvements to the property at 54 Main Street has been withdrawn by the applicant. Ongoing concerns with changes being made to this property were discussed.

Concerns expressed about the Dauntless Club hedge row height once it grows were also discussed.

New Mooring Permit Wait List Applicants

- 8/29/23 David Dorrance, Main
- 9/16/23 Michael Walsh, Main
- 9/21/23 Steven Snyder, Main
- 9/5/23 Christopher Manero, Main
- 9/7/23 Christopher Manero, Meadows

The RFP for annual servicing of navigational aids and dock floats was sent out on September 1st. It was mailed to H.S. Plaut Environmental Company, Safe Harbor Dauntless Shipyard & Marina, Connecticut River Dock & Dredge, Inc. and Riverport Construction LLC. It was also posted on the State RFP portal and the Harbor website. The response deadline was September 28, 2023 at 4:00 p.m. Only one response was received from Safe Harbor Dauntless Shipyard & Marina in the amount of \$6,572.30.

Mooring renewal season begins on October 1st. Mooring permit holders and those on sabbatical will receive an email renewal notice via Online Mooring.

The question arose as to what to do regarding a mooring permit holder who missed the inspection deadline and the mooring was not used during the 2023 season. The mooring will not be renewed.

There was no update on the permit process for marking the Pettipaug Yacht Club rock pile hazard.

The maximum boat size to be allowed at the Mack Lane dock and whether any boat should be allowed at all still needs to be determined. This will be done for the next meeting. The current permit holder at Mack Lane will not receive the 2023 renewal notice until this is determined.

The question of issuing a mooring permit reimbursement to Dan Agius for his mooring in the Main harbor for the last two seasons was discussed. Since he has not been able to use the mooring for the last two years due to his boat size, it was the consensus to issue a refund. Bill Herlihy will issue a refund in the amount of \$240.00.

7. Harbor Management Business

Jeff Going provided an update on the rock pile relocation. Equipment is currently in place to move the rocks starting on September 29th, weather dependent. Rachel Smith was thanked for moving the rock marker back to its original location after it floated to Old Saybrook during the storm. The relocation should be done by the end of Monday next week. In conjunction with that, a topographic survey will be done of the eastern half of Thatchbed and the area to the river side that would go down to mean low water. This will give us better dimensions than what we have now.

Terry Stewart provided Commission members prior to the meeting with a Sampling and Analysis Plan finally received from the Army Corps for Essex Harbor. This is a key prerequisite document needed for completing a dredging permit.

The response to the harbor services RFP from Safe Harbor was reviewed and discussed. Jeff noted that the location for storage of the docks and buoys was not included in the response. Henry noted that the docks will be stored here at Dauntless Marina (9 Novelty Lane) and the harbor marks and channel markers will be stored at Essex Island (11 Ferry Street).

The Commission discussed Jeff's suggestion to add a new marker "J." The Commission approved the addition and directed Paul Riggio, as Harbor Master, to include the new marker in the Harbor layout next season. The Commission agreed to task Safe Harbor with procuring and installing the new marker.

MOTION made by Jeff Going to approve the proposal received from Safe Harbor with the amendments discussed. **SECONDED:** Kit Schellens; **Voting in Favor:** Jeff Going, Susan Malan, Kit Schellens, John Senning, **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0. **Discussion:** No further discussion.

8. Town Public Access Points

Some trimming is needed at Collins Lane and Nott Lane.

John Senning once again raised his concerns about lack of parking at the Mack Lane public access and other access ways as well. His thought is that at some point the scope of what a public access way means should be reviewed.

9. Harbor Management Plan Update

We received comments back from Marcy Balint at DEEP. The next step is for the Harbor Management Plan working group consisting of Jeff Going, Paul Riggio, Bill Herlihy and John

Guszkowski to meet, review Marcy's comments, and decide on edits to submit to her. The update is getting closer to completion.

10. Correspondence

Correspondence was received from the Connecticut River Marine Task Force inviting the Harbor Management Commission to join this new group aimed at improving inter-departmental, agency and stakeholder communication about issues involving the Connecticut River. We are signed up to participate.

11. New Business

The Essex Land Trust is interested in jointly hosting a public session with the Harbor Management Commission involving the Hydrilla Study Team who we met with earlier this year. The session would be held in the late first quarter of next year.

The suggested 2023-2024 key season dates were reviewed and discussed. They are the same as last year as the timeframe worked well in moving the renewal process along and completing it in a timely manner.

OnLine Mooring has published an enhancement to their product, a new page called the "Berth Dashboard." This will be reviewed.

12. Adjournment

MOTION made by Jeff Going to adjourn the meeting at 8:11 p.m. **SECONDED:** Kit Schellens; **Voting in Favor:** Jeff Going, Susan Malan, Kit Schellens, John Senning, **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0. **Discussion:** No further discussion.

Respectfully Submitted,

Betsy McLaughlin
Recording Clerk