

TOWN OF ESSEX
Harbor Management Commission



29 West Avenue • Essex, Connecticut 06426
Essex Harbor Master (860) 767-0032

Executive Board

*Jeffrey Going, Chairman
Joseph Zaraschi, Vice Chair
Terry Stewart, Treasurer*

Regular Members

*John Senning
Walter Wiegert*

Alternate Members

*Earl Fowler
Kit Schellens*

MINUTES

Regular Meeting

Thursday, March 23, 2017 at 7:30 P.M.

The Essex Harbor Management Commission conducted their regularly scheduled meeting on Thursday, March 23, 2017 in Room A of the Essex Town Hall.

Attending Members

Jeffery Going, Chair
Joseph Zaraschi
Terry Stewart
John Senning
Walter Wiegert
Earl Fowler, Alternate
Kit Schellens, Alternate Seated

Absent Members

Ex Officio Member

Paul Riggio, Harbor Master

Staff: Stella Beaudoin, Recording Secretary
Elizabeth McLaughlin, Clerk

Others Present:

Doug Domenie, Brewer Dauntless Shipyard & Marina
Cy Libby, Brewer Dauntless Shipyard & Marina

1. Approval of February 23, 2017 Regular Meeting Minutes

MOTION made by T Stewart to approve the February 23, 2017 Minutes as presented;
SECONDED by J Zaraschi; **Voting In Favor:** J Zaraschi, T Stewart, J Senning, W Wiegert;
Opposed: None; **Abstaining:** None; **Approved:** 4/0/0.

2. Public Comment

There was no public comment.

3. Financial Report

Terry Stewart presented the March 23, 2017 Treasurer's report. As of February 1, 2017 the Liberty Checking balance was \$1,003.34; Withdrawals for February 2017 expenses totaled \$8,000.00. Deposits/Revenue; Commercial Moorings \$7,810.00, Mooring Application, \$810.00, Waiting List \$70.00. Liberty account transfer of \$8,000.00 to the General Account with a total end balance for all accounts, \$69,117.88.

MOTION made by J Senning to approve the March 23, 2017 Treasurer's report as presented;
SECONDED by J Zaraschi; **Voting In Favor:** J Zaraschi, J Senning, W Wiegert; **Opposed:** None;
Abstaining: T Stewart; **Approved:** 3/1/0.

Invoices were presented for approval:

- Betsy McLaughlin, Clerk - \$307.97 for February Clerk Services;
- Beard Lumber & Millwork - \$64.94 – materials for Town dock repairs

A request was made for an explanation of the items purchased at Beard Lumber. The Invoice will be forwarded to Dave Caroline, Public Works Director for further explanation as to who authorized the repair work.

MOTION made by W Wiegert to approve the invoice for clerk services, as presented;
SECONDED by J Zaraschi; **Voting In Favor:** J Zaraschi, T Stewart, J Senning, W Wiegert;
Opposed: None; **Abstaining:** None; **Approved:** 4/0/0.

It was reported that a cash payment was made for Bushnell Park and J Going stated cash payments made at the Town Hall for mooring permits, etc. is not an acceptable form of payment.

4. Harbor Master Report

P Riggio reported that the commercial renewals were received for Essex Yacht Club and Essex Boat Works. Brewers submitted a wait list application for 10 commercial rental moorings. Wait list requests include Bruce Glowac 3/13/2017; Ron Levine, Main check date 3/21/2017; Patrick McPherson, Meadows, check date 3/3/2017.

P Riggio reported that he modified the language for the 2017 Commercial Rental Mooring Permit draft renewal form. It was noted that the Permit is in effect until December 31.

J Senning stated that the Commission may wish to readdress the allowance of having a boat on a mooring until December 31st. It was noted that the December 31st date is listed in the Harbor Plan and in the State of CT DEEP regulations. The Commission entertained a discussion on the consistency of law vs the hazards associated with the allowance of boats remaining on a mooring in the harbor until December 31st. J Senning referenced Section 21 Article 6 of the Harbor Management Plan which notes mooring permits are valid for one calendar year and

expire on December 31st. J Senning suggested a modification to the Harbor Management regulations related to the December 31st permit expiration, to be amended to November 15th. Proposed Amendments to the Harbor Management regulations will be discussed and voted on at a Special Town meeting.

P Riggio stated that he will work on modifications to the Plan and pass on to J Senning for review.

P Riggio clarified and reported on the following:

CT River Museum, commercial rental; Dauntless Club, commercial rental;
Brewer Dauntless Shipyard and Marina, support mooring; Eastland Yachts, support mooring;
Essex Boatworks, LLC, support mooring; Frostbite Yacht club, support mooring;
Essex Boat Club Meadows, commercial rental; Essex Corinthian, 2 commercial rental.

P Riggio reported on Mooring permit applications:

7 wait list for the Meadows, and 6 on sabbatical in main harbor and 1 on the wait list.

P Riggio stated that this is a relatively small list in comparison to those in the past.

5. Harbor Management Business

- **Capital Projects**

There are no Capital Projects pending.

J Going reported on the Connecticut Port Authority (CPA) which is a quasi-public agency that is responsible for marketing and coordinating the development of the state's ports and maritime economy. The Small Harbor Improvement Projects Program (SHIPP) will provide grants for the preparation of plans and studies and construction projects that improve the state, municipal or other properties next to CT waters. CPA has authorized \$7.5 million in available grant funding for the SHIPP program in 2017. These grants are designed to spur the development and improvement of berthing areas, channels to berthing areas, sea walls, piers, docks, navigation aids and other related facilities.

Included in the SHIPP grant proposal should be a narrative description of the current conditions; a statement of the vision for and economic development of the port or harbor; A detailed description of the proposal (e.g., work plan, budget, site map, etc.) and how it relates to both the existing conditions and the future vision; A market analysis of the economic viability of a project, to the extent possible; An estimate of the amount needed to advance the project to full construction; A description of how the proposal will support the state's maritime policies and encourage maritime commerce and industry; and, A brief assessment of the most critical hurdle(s) to overcome in order to realize the vision, and to what extent, if any, the state's agencies might be needed to facilitate a coordinated solution.

J Going stated that he will attend a meeting with First Selectman, Norman Needleman and the grant writing people to go over stipulations on making application, on Wednesday, March 29, 2017.

J Senning commented on the advantages of fostering the improvement to the public accessways, noting that the Town dock would greatly benefit given limitations for use and size of boats, etc. He noted that public accessway to the Town park could use improvement as a use of access noting that this is a low impact solution to encourage an allow transient people access, and to bring business to the Town. The public accessway offers parking and a dinghy dock, a bulkhead and a float.

Members discussed other locations within the Town that would benefit from the enhancements that the SHIPP grant funding would offer.

Further information related to the CPA SHIPP grants may be found at <http://www.portsct.com>. Deadline for submission of the SHIPP grant application is April 17, 2017 at 4:00pm.

- **Town Dock Maintenance**

P Riggio distributed the Survey of the Town Dock at the end of Main Street report prepared by S Hyde, related to his recommendations for repair of the Town dock.

In his March 19, 2017 report, S Hyde stated that the structure is in good shape, the clamps, stringers and decking, however the piles need to be addressed. Four face piles on the north side are starting to rot in the center of the pile and the northeast end batter is also broken. S Hyde recommended that the face and batter be replaced now to make end of dock strong again. S Hyde stated that the other piles could be done at another time if need be. The ladder on the north side needs a new 4" x 10" x 12' bottom brace.

6. Correspondence

- CT DEEP Certificate of Permission (COP) application from DOCKO, Inc. The project is for bulkhead oversheeting at the CT River/North Cove, and the applicant is Carlson Landing I, LLC dba Essex Boat Works, LLC
- CT DEEP COP application from the CT River Foundation and Steamboat Dock, Inc. The work will be done by Eugene Robida, P.E.

7. New Business

Clerk Position

- J Going stated that moving forward Betsy MCLAughlin will be involved with projects related to the permitting process and she will be working with P Riggio on those related

duties. Stella Beaudoin will attend the meetings, take, post and send the Minutes and prepare, send and post the Agenda.

- J Zaraschi stated that Online Moorings software program is a service for the purpose of automating online permit renewals. Online Moorings adapt the permit/renewal forms to their website and they will track the permits, the waitlist, etc. This online service will also allow permittees to go online to check their status and allows for electronic response. The Harbormaster however will continue to provide the Permits. One of the benefits of this service will be in the reduction of cost and labor associated with the receipt and sending of mailings. This service works in cooperation with Paypal and credit card, or the applicant will have the option to mail a check. J Zaraschi suggested a presentation by Online Moorings at the April 27, 2017 meeting. T Stewart encouraged members to provide a list of questions in advance of the presentation.
- D Domenie stated that he is working on dock replacement and dredge permits. He noted that under separate permit, he will look to realign the docks on the river side. As related to the dock that runs parallel to the river and parallel to C Dock, he will move what used to be the fuel dock out 50 feet. D Domenie stated that he is trying to establish a boundary. D Domenie stated that he cannot expand the number of seasonal slips so the purpose of this proposal is to open up additional dock space. This proposal will have no affect or impact on the channel because C dock extends out the furthest. D Domenie reported that there was discussion regarding the boat show related to the volume of traffic and there is consideration to putting the bridge back in for Saturday. The boat show will be May 5, 6, 7, 2017.

8. Old Business

- **Harbor Management Plan Update**

J Going stated that members were sent the revised version of the Harbor Management Plan with updates and/or suggestions indicated in bold print. Members will further review against the current plan and provide their comments to P Riggio for inclusion into the draft.

- **Thatchbed Island and Rock Pile Removal**

J Going provided an update on the Thatchbed Island and rockpile removal and he discussed the next steps in order to move forward. J Going stated that there is a good deal more grant money available and many more opportunities for funding.

11. Adjournment

MOTION made by J Zaraschi adjourn the meeting at 9:30 pm until the next regularly scheduled meeting which will be conducted on April 27, 2017 at 7:30pm, Essex Town Hall, Conference

Room A, 29 West Avenue, Essex, CT; **SECONDED** by J Senning **Voting In Favor:** J Zaraschi, T Stewart, J Senning, W Wiegert; **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0.

Respectfully submitted,

Stella C. Beaudoin, Recording Secretary