

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, May 25, 2017 at 7:30 P.M.**

The Essex Harbor Management Commission conducted their regularly scheduled meeting on Thursday, May 25, 2017 in Room A of the Essex Town Hall.

**Attending Members**

Jeffery Going, Chair  
Joseph Zaraschi  
Terry Stewart  
Walter Wiegert  
Earl Fowler, Alternate  
Kit Schellens, seated for J. Senning  
John Senning arrived at 7:35 p.m.

**Absent Members**

**Ex Officio Member**

Paul Riggio, Harbor Master  
Buddy Hitchcock, Deputy Harbor Master

**Staff:** Stella Beaudoin, Recording Secretary

**Others Present:**

Doug Domenie, Brewer Dauntless Shipyard & Marina

**Audience:**

Rick Carlson, Carlson Landing, Dianna Gregory, Chris Smith, Esq., Shipman and Goodwin, Rock Emond, Milone and MacBroom, Charles Mueller, Centerbrook Architects

**3. Approval of April 27, 2017 Regular Meeting Minutes**



**MOTION** made by T Stewart to approve the April 27, 2017 Minutes as presented; **SECONDED** by W Wiegert; **Voting In Favor:** J Zarachi, T Stewart, W Wiegert, J Senning; **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0.

#### **4. Public Comment**

There was no public comment

#### **5. Financial Report**

Terry Stewart presented the April 2017 Treasurer's report.

As of April 30, 2017: Revenue; Small Vessel registration in the amount of \$1,975.00; Waiting List \$10; Liberty Public Access Account balance \$981.44. Liberty General Account Balance \$68,324.10 with a total end balance for all accounts \$70,334.65; T Stewart stated that he transferred \$2,000 to the Savings Account and \$35 was designated to the Land Use Office for Map Printing.

**MOTION** made by W Wiegert to approve the April 27, 2017 Treasurer's report as presented; **SECONDED** by J Zarachi; **Voting In Favor:** J Zaraschi, J Senning, W Wiegert; **Opposed:** None; **Abstaining:** T Stewart; **Approved:** 3/0/1.

Invoices presented for approval:

- Betsy McLaughlin, administrative clerk
- Stella Beaudoin, recording clerk
- Receipt was presented by J Going for the purchase of one can of yellow paint and paint brush for marking yellow band on the piling.

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

#### **6. Harbor Master Report**

Paul Riggio reported on the following:

- Two new wait list requests: Henry Breitenbach, Main/check dated May 2, 2017 and Christopher B. Streit, Main/check not dated.

#### **Online Moorings Software Program Presentation**

J Going stated that the Town of Essex is moving in the direction of incorporating the Municipality Enterprise software program at the Town Hall. Municipality software is an intuitive client/server parcel management program that integrates all aspects of the building, planning, zoning, engineer, fire inspectors, tax collector and property assessment.



J Going researched the Muncity software program and in a discussion with Kelly Sterner, Town of Essex Financial Director, Ms. Sterner and Mr. Going determined that Muncity would not provide the technology specific to the improvement of Harbor Management, to solve issues with the receipt and processing of applications, transients, wait lists, inspections, stickers, communications, charts, finances, etc.

J Zaraschi contacted Muncity to research their abilities and content and found that they currently do not have the parts in place to work with the HMC Mooring Permit process, although it was noted that they might be able to develop something.

J Going reported that the David Royston, Town Attorney had not provided his review of the online moorings contract.

T Stewart stated that he will work with P. Riggio to create a list of the Harbor Management Commission's requirements and needs related to the application process and present their findings at the June 22, 2017 HMC meeting.

## **7. Harbor Management Business**

### **- Capital Projects**

There are no Capital Projects pending.

### **- SHIPP Grant Proposal**

J Going reported that the Town submitted a \$300,000 SHIPP grant request/proposal prior to the submission deadline of April 17, 2017 deadline.

### **Town Access Ways**

No Report.

### **Town Dock Maintenance / Replacement**

J Going stated that to date he has received one quote and that was from CT River Dock and Dredge for the replacement of the seven damaged pilings situated on the north side at a cost of \$1450 per piling, plus an additional few hundred dollars for bolts and nuts. J Going stated that he requested a quote from Bombaci however he has not received a response. After a brief discussion the Commission determined that they would contract with CT River Dock and Dredge for the replacement of the damaged pilings.

## **8. Correspondence**

The following letters were received;

- CT Department of Energy and Environmental Protection, Land and Water Resources Division (LWRD) re Essex Zoning Application 17-8, Principal Building for Marina Use (Carlson's Landing). The application by Essex Boat Works proposes the construction of an approximately 3300 s.f. marina office with restrooms, showers and a restaurant at an existing developed marina. The proposal was reviewed for consistency with the goals and policies of the CCMA. The LWRD stated that the proposal for additional facilities to support and enhance the marina operations is



generally consistent and that they support this proposal. However, a concern was expressed for the potential to negatively impact operation of the existing water dependent use by displacing existing marina parking. As per Essex Boat Works website, the marina provides slips for 30 boats. Plan sheet C1.0, dated March 3, 2017 indicates 25 slips in the parking calculation and the parking calculation reflected on sheet C1.0 does not appear to include restaurant staff. The DEEP recommended that the plans be revised to include a note to clarify if the restaurant and bar staff is considered marina or office staff; a boat slip count with slip locations noted; and designated marina and marina staff parking with signage requirements.

- George Tenney and Carol Lippia, 10 Scholes Lane, Essex to replace bulkhead.

## **9. New Business**

### **• Carlson Landing/Essex Boat Works Proposal**

Presenting on behalf of the Carlson Landing 1/Essex Boat Works Proposal was Chris Smith, Land Use Attorney, Shipman and Goodwin, Dianna Gregory, Rock Emond, Milone and MacBroom and Charles Mueller, Centerbrook Architects.

This is a proposal for the construction of a new 3-story building of approximately 8,000 s.f. that would house boat yard and marina offices, rest room facilities, showers and an accessory use of a restaurant with a seating capacity of 59. Accessory to the building would be a septic system and storm water infiltrator system. These two systems would be on the opposite the side of the property from North Cove. The site will be landscaped and the parking lot will be gravel.

C Smith stated that there are no inland wetlands or watercourses on the property or in the immediate vicinity. The river is tidal at this point, and there is no activity proposed that will adversely impact a wetland. C Smith presented a summary which was prepared by William A. Root, MS Senior Project Specialist, Environmental, Milone & MacBroom which summarizes his findings related to this proposal. Per the traffic study conducted by Milone and MacBroom, as related to circulation, traffic and parking. Primary access will be from the end of Main Street across their property on a 15 foot wide gravel drive. This will be a one way entry with exit across Essex Boat Works to Ferry Street which will also offer an entrance from Ferry Street to the restaurant area.

Charles Mueller presented a general overview and a 3D animation of the architectural plans. In his presentation, C Mueller stated that the restaurant would be open year-round with operating hours from 11 am to 11 pm serving lunch and dinner with an occasional brunch. The septic capacity allows for up to 39 seats in the restaurant. The bathrooms will be accessible to



the restaurant patrons as well as to boaters from the marina from May 1 through October 1<sup>st</sup> (key cards will be issued). The site will be served with public water and electric, telephone and cable. Sewage will be directed from the building into two different areas.

P Riggio commented on an on-site sump pit from which there is a pipe that outlets to an area where a bulkhead is located and asked Dianna Gregory to ascertain where the pipe is draining. D Gregory stated that she will pass along to the project engineer, P. Riggio's contact information.

Discussion of the parking situation involved different allocations from a total of 63 spaces proposed. Questions were raised about the property's drainage situation. It was acknowledged that there are some unanswered questions about the source of some drainage from the property concerning its source. Mr. Carlson stated that he had been advised that it was from the hill south of the property.

The State of CT DEEP has required that the Harbor Management Commission to review and sign off on this proposal as being in-line with the Harbor Plan and Water Dependent Businesses. C Smith stated that the Inland Wetlands and Watercourse Commission issued a Permit at their April 2017 meeting. There was a question related to jurisdiction as this property abuts a tidal watercourse and C Smith stated that there are no inland wetlands that are regulated under the State of CT IWWC act. However, the Inland Wetlands Management Section, Bureau of Water Protection and Land Reuse, State of CT DEEP determined that the IWWC has full jurisdiction including upland review areas, over tidal watercourses but not over tidal wetlands. The CT River counts as a watercourse under the DEEP's interpretation of the Inland Wetlands and Watercourses Act. C Smith reported that the Zoning Commission has continued this proposal to their June 19, 2017 regularly scheduled meeting. C Smith noted that the Essex Planning Commission is in favor of this proposal as it was determined by that Commission that this proposal is in keeping with the Essex Plan of Conservation and Development.

**MOTION** made by T Stewart to conditionally approve the **Carlson Landing/Essex Boat Works Proposal** as being in line with the Harbor Plan, pending an investigation of the drainage situation as discussed at this evening's meeting, and confirming that there are no environmental issues; **SECONDED** by J Zaraschi; **Voting In Favor:** J Zaraschi; J Senning, T Stewart, W Wiegert; **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0.

## **10. 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 J Going for inclusion into the draft.

#### **11. Adjournment**

**MOTION** made by T Stewart to adjourn the meeting at 9:03 pm until the next regularly scheduled meeting which will be conducted on June 22, 2017 at 7:30pm, Essex Town Hall, Conference Room B, 29 West Avenue, Essex, CT; **SECONDED** by J Zaraschi; **Voting In Favor:** J Zaraschi; J Senning, T Stewart, W Wiegert; **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0.

Respectfully submitted,

Stella C. Beaudoin,  
Recording Secretary