

ESSEX HARBOR MANAGEMENT COMMISSION



**Town of Essex
29 West Avenue
Essex, CT 06426**

**Regular Meeting
Thursday, October 23, 2014
Meeting Room A**

1. Call to Order

Chairman Jeff Going called the regularly scheduled meeting of the Essex Harbor Management Commission to order at 7:30 p.m.

2. Attendance

Members Present

- Jeff Going, Chairman
- Terry Stewart, Alternate
- Wally Schieferdecker, Vice Chairman

Ex Officio Members Present

- Buddy Hitchcock, Deputy Harbor Master
- Paul Riggio, Harbor Master

Others Present

- Doug Domenie, Brewer Dauntless Shipyard & Marina
- Cy Libby, Brewer Dauntless Shipyard & Marina
- Betsy McLaughlin, Clerk

Terry Stewart was seated for Walter Wiegert.

3. Approval of 9/25/14 Meeting Minutes

The September 25, 2014 meeting minutes were reviewed.

Motion: Wally Schieferdecker moved to approve the September 25, 2014 meeting minutes. Terry Stewart seconded the motion; 3-0-0 motion unanimously approved.

4. Public Comment

None.

5. Financial Report

Jeff Going presented the October 24, 2014 Treasurer's report in Walter Wiegert's absence. A revised September report was also presented which included two additional checks not included in the original report.

Motion: Wally Schieferdecker moved to approve the revised September 25, 2014 Treasurer's report and the October 24, 2014 Treasurer's report. Terry Stewart seconded the motion; 3-0-0 motion unanimously approved.

Jeff Going presented three invoices for approval:

- Lighthouse Printing - \$75.00 for 150 two-part mooring permit renewal applications;
- Staples Receipt - \$97.31 for office supplies purchased by the Clerk for the 2014-2015 season;
- Betsy McLaughlin, Clerk, - \$258.49 for October 2014 Clerk Services.

Motion: Wally Schieferdecker moved to approve the invoices as presented. Terry Stewart seconded the motion; 3-0-0 motion unanimously approved.

6. Harbor Master Report

Harbor Master Paul Riggio provided the Harbor Master Report as follows.

He received a telephone call and letter from Charlotte Posey asking to how to complete the mooring permit renewal paperwork in light of her husband's passing.

Motion: Wally Schieferdecker moved to allow Mrs. Posey to take over the mooring as her husband has passed. Terry Stewart seconded the motion; 3-0-0 motion unanimously approved.

Joe Zaraschi has provided notification of his winter spar installation on or about November 1, 2014.

Wait List Requests:

- Michael Ryland, Mack Lane, check dated 10/3/14;
- Kathleen Maher, Main, \$10 cash payment, application dated 9/20/14.

Mr. Ryland's application is for the other half of the dock at Mack Lane. He will be sent the renewal application paperwork.

The mooring permit renewal applications for the 2015 season have been sent out, and 24 completed applications have been returned to date. It was mentioned that some of the people who were on the wait list and received mooring renewal paperwork think they are being given a mooring for the 2015 season. In accordance with Harbor Management policy, mooring permit renewal applications are sent to current mooring permit holders, those on sabbatical, and the top ten people on the wait list. It is not a given that the people on the wait list will have a mooring. This will be determined when the harbor layout is done.

The subject of unoccupied commercial moorings and the improper use of support moorings was discussed. This needs further discussion and a resolution that treats everyone fairly and is consistent with Harbor Management policy. The need for updating the Harbor Management plan was also discussed.

7. Harbor Management Business

- **Capital Projects:** None.
- **Town Access Ways**

Jeff noted that sixty-eight small vessel permits were issued this season and the program has gone very smoothly. He also noted that the landscaping situation at Bushnell Park still needs to be addressed.

- **Bids for Annual Servicing of Anchorage Markers and Dock Floats**

A bid for the annual servicing of anchorage markers and dock floats was posted at Town Hall, on the Town and Harbor Management Commission websites and the State of Connecticut RFP portal, and sent to Associated Dock Builders, Brewer Dauntless Shipyard & Marina, and Connecticut River Dock & Dredge, Inc. The one bid that was received from Brewer Dauntless Shipyard & Marina in the amount of \$3,235.15 was reviewed.

Motion: Wally Schieferdecker moved to accept Brewer's bid as presented. Terry Stewart seconded the motion; 3-0-0 motion unanimously approved.

8. Correspondence

We received a copy of a letter to Brewer Dauntless Shipyard & Marina from DEEP issuing them a COP for the bulkhead and various other maintenance work that they applied for in July.

9. New Business

Doug Domenie noted that Eastern Mountain Sports has contacted him about the possibility of leasing space on the Brewer property to use for a paddleboard school/rental program. The idea would be to keep the kayaks on Brewer's property and use Bushnell Street Park to launch the kayaks. The process if EMS corporate wants to pursue the idea was discussed. It was suggested that Essex Park and Recreation be informed so as not to infringe on any of their initiatives. EMS will be advised to attend a Harbor Management Commission meeting if they want to discuss the program. Further steps such as talking with the First Selectman and seeking the Town Attorney's opinion can be determined after that meeting.

10. Old Business

None.

11. Adjournment

Motion: Wally Schieferdecker moved to adjourn the meeting at 8:24 p.m. Terry Stewart seconded the motion; 3-0-0 motion unanimously approved.

Respectfully Submitted,

Betsy McLaughlin, Clerk