



Harbor Management Commission

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Regular Meeting Minutes
Thursday, October 27, 2022, 7:00 P.M.
Town Hall Meeting Room B & Zoom

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

Absent: None.

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

3. Approval of the September 2022 Meeting Minutes

The September 22, 2022 Regular Meeting Minutes were reviewed.

MOTION made by Jeff Going to approve the September 22, 2022 Regular meeting minutes.

SECONDED: Kit Schellens, **Voting in Favor:** Jeff Going, Bill Herlihy, Susan Malan, Kit Schellens, John Senning; **Opposed:** None; **Abstaining:** None; **Approved:** 5/0/0. **Discussion:** No further discussion.

4. Public comment: None.

5. Financial Report

Bill Herlihy presented the October financial report for the Liberty Checking, Public Access, and General bank accounts, with a total funds closing balance as of October 27, 2022 of \$41,415.59.

MOTION made by Jeff Going to approve the September 2022 financial report as presented.

SECONDED: Kit Schellens. **Voting in Favor:** Jeff Going, Susan Malan, Kit Schellens, John Senning; **Opposed:** None; **Abstaining:** Bill Herlihy; **Approved:** 4/0/1. **Discussion:** The subject of how much latitude we have in terms of money management and banking in general was discussed. Bill Herlihy will talk to Tracey Celentano, Essex Director of Finance, about this.

Bill presented two invoices for approval. One was for EPMC administrative support in the amount of \$346.25 and the other in the amount of \$7.25 as reimbursement to Betsy McLaughlin for a certified mailing cost incurred.

MOTION made by Jeff Going to approve the invoices for HMC administrative support and the certified mailing cost reimbursement. **SECONDED:** Kit Schellens; **Voting in Favor:** Jeff Going, Bill Herlihy, Susan Malan, Kit Schellens, John Senning; **Opposed:** None; **Abstaining:** None; **Approved:** 5/0/0. **Discussion:** No further discussion.

It was noted that Tracey Celentano, has asked that all time sheets be signed by Paul Riggio or Terry Stewart going forward. Terry will ask Tracey if Bill Herlihy can sign as well if needed.

6. Harbor Master Report

Paul Riggio provided an update on his discussions with DEEP and shared the latest response from Tim Delgado at DEEP regarding Wing Foils (sailing hydrofoils). He thinks an ordinance is needed to control the exposure in the harbor related to this issue which needs to be written in such a way that it is enforceable under the law. Speed limits, types of vessels and areas to be enforced were discussed. Terry Stewart suggested as a next step that this conversation be part of the Harbor Management Plan update. Terry and Paul will work on a draft ordinance.

Paul shared a request from NUKA Research, a research group from Maine, reaching out to the Town of Essex on behalf of EPA looking for members to be part of an emergency response team for oil spills in the Connecticut River. This will be worked on throughout the winter.

He also shared the mooring renewal and small vessel wait list applicant updates as per below and noted that the mooring renewals have been going well this year.

Mooring Permit Renewals

Renewal period: 10/1/22 - 10/30/22

Initial renewal notice and three reminder notices have been sent to permit holders. A final reminder will be sent on October 29th.

Renewal summary to date:

- 64 approved
- 6 incomplete applications pending proper documentation
- 18 not submitted yet

3 Non renewals:

- Davis Friedman, Main, Giving up permit
- John Messek, Main, Giving up permit
- William Scharfenstein, Main, Non renewal notice sent due to lack of use.

Bushnell Access Wait List

- Katherine Shugrue, 10.26.22

7. Harbor Management Business

Jeff Going provided an update on relocating the South Cove rock pile. The Ad Hoc Committee initially expected the work to be done on the first of July and most recently in the October 16.17.18 timeframe. Jeff expressed frustration with Connecticut River Dock & Dredge as this has not been done and the Ad Hoc Committee is now being told that they will get to it when they can. Jeff noted that DEEP wanted the rock pile moved while boats were still on their moorings so boaters would see the new position of the rocks, but we have already lost that window. This delay has affected our restoration application. John Senning suggested that something be sent to Connecticut River Dock & Dredge in writing stressing that time is of the essence and offered his help with that.

Jeff provided Rachel Smith with drawings from the Harbor Management Plan that show mark and buoy placement. He went out with Henry Domenie and Rachel and looked at South Cove, Middle Cove and a little bit of North Cove to review placement and to identify and correct the issues we had this year. Henry has seen the floats in Middle Cove that have to be moved. Jeff thinks the team at Safe Harbor understands the issues pretty well and he will go with them when it is time to pull the marks. They also looked at anchorage markers and will take another look at them to get range and bearings on some positions. Henry indicated that he feels comfortable with what needs to be done going forward.

Safe Harbor will make notations of the conditions of the marks when they are pulled so as to get a jump on things. Going forward, Safe Harbor will notify permit holders and seek permission for repair work needed before the work is done. The moorings will be stored in a better area this year further in on Essex Island.

Jeff also reported that DEEP has expanded their Easy File system to include an online process for individuals to begin the process of applying for a COP or Structure/Dredge/Fill permit applications as an alternative to the existing hard copy intensive method. This will allow individuals to sign in on line to begin the process themselves rather than hiring an engineering firm such as Coastal Consulting or Docko to initiate the process. This is meant to be a streamlined process to make it move more quickly. Individuals will still have the ability to use the paper method if preferred.

Terry Stewart reported that Bob Ward, Steward for Bushnell Access, mentioned that he has had requests to improve the ease of use for applicants when applying for the Small Vessel wait list on the Harbor website. Suggestions were made to simplify this by as adding "Click Here" buttons where appropriate. Other suggestions are welcome.

8. Town Public Access Points

The suggestion made by Marcy Balint from DEEP's Land and Water Resources Division of adding Osage Trails near Foxboro Point as a possible new public access point was discussed.

Questions and concerns were raised such as what is public and what is private, who has jurisdiction, and the impact on property owners. There seemed to be consensus that although it may be a good concept, there are many cons to the idea. This will be another topic for the Harbor Management Plan update.

Susan Malan noted on behalf of Bob Ward that things are going well at Bushnell Access. A notification will be sent to the small vessel permit holders reminding everyone of the November 30th removal deadline.

9. Harbor Management Plan Update

Terry shared with everyone the written feedback received from Marcy Balint regarding our plan. As a next step, he suggested a working pre-session with John Guzskowski, Jeff, Paul and anyone else who would like to participate to work out what we can before having a full working session of the Commission to review her recommendations. Marcy will be a participant in this process. Terry will provide dates for the first pre-session.

10. Correspondence

Terry reported that a new COP application was received for renovating an existing dock and restacking the riprap next to the dock at the Abbot property on 151 River Road and he shared the diagrams regarding same. This is for the Commission's information only and does not require our approval.

11. New Business: None.

Terry reminded everyone that the November and December meetings will be on the third week of the month rather than the fourth week per our annual meeting schedule and that Terry and Brian will not be there as their Board of Finance meeting dates conflict with our meeting dates.

12. Adjournment

MOTION made by Jeff Going to adjourn the meeting at 7:46 p.m. **SECONDED:** John Senning; **Voting in Favor:** Jeff Going, Bill Herlihy, Susan Malan, Kit Schellens, John Senning; **Opposed:** None; **Abstaining:** None; **Approved:** 5/0/0. **Discussion:** No further discussion.

Respectfully submitted,

Betsy McLaughlin
Recording Clerk