



Harbor Management Commission

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Regular Meeting Minutes
Thursday, November 17, 2022, 7:00 P.M.
Town Hall Meeting Room B & Zoom

1. Call to Order

Vice Chairman Bill Herlihy 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, Kit Schellens

Absent: John Senning, Terry Stewart, Brian Weinstein

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

Bill Herlihy was seated for Terry Stewart.

3. Approval of the October 2022 Meeting Minutes

The October 27, 2022 Regular Meeting Minutes were reviewed.

MOTION made by Jeff Going to approve the October 27, 2022 Regular meeting minutes.

SECONDED: Kit Schellens, **Voting in Favor:** Jeff Going, Bill Herlihy, Susan Malan, Kit Schellens; **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0. **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 31, 2022 of \$41,369.20.

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

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

Bill mentioned that he spoke with Tracey Celentano on the subject of how much latitude we have in terms of money management and banking in general. This subject will be raised at the Board of Finance meeting tonite.

Bill presented an invoice for EHMC administrative support in the amount of \$653.14.

MOTION made by Jeff Going to approve the invoice for EHMC administrative support.
SECONDED: Kit Schellens; **Voting in Favor:** Jeff Going, Bill Herlihy, Susan Malan, Kit Schellens; **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0. **Discussion:** No further discussion.

6. Harbor Master Report

Paul provided the following Mooring Renewal and Small Vessel Update.

81 approved permits.

5 expired permits (Didn't complete renewal)

- Robert Cornell, Meadows
- Richard Gill, Meadows
- John O'Connell, Meadows
- Charles Robertson Main
- Ann Rolston, Meadows

Three Sabbaticals renewed their permits, one did not (David Friedman, Main)

1 permit non-renewal by EHMC due to lack of use

- William Scharfenstein, Main

1 Nonrenewals by applicant

- John Messek, Main

No requests for Sabbaticals.

Mooring Permit Wait List

The following Wait List applicants were offered mooring permits on November 15, 2022 with a response deadline of November 30, 2022.

- Main: Hunter Wilcox, Thomas Pinkowish, Matt Montana, Lydia Willaims
- Meadows: Tod Belcourt, Gene Robida, Christopher Brook Streit, Bryan Coppes

Paul thinks we now have the shortest wait list we have ever had.

- Errol Horner was listed on the wait list incorrectly. He was listed as Meadows but his application was for North Cove. The wait list has been corrected, filed, and posted. There is room for a mooring in North Cove and he will be able to have one for the 2023 season.

Small Vessel Update

- Brett Zupan submitted an application on October 26, 2022 but did not make payment. He was given until November 17, 2022 to make payment or the application would be cancelled.

Paul asked Betsy for feedback on the OnLine Mooring training session. She noted that it was very comprehensive and focused on the needs of their customers. System capabilities that are not currently being utilized may be useful to us such as Charts, Inspections, and Reports. Betsy and Paul will talk further about this.

Bill Herlihy shared Bob Ward's update on small vessel removals at Bushnell Access. Currently there are 19 boats in the racks. Bob will make a list of permit numbers for the boats that are left so a targeted email can be sent to those permit holders. Betsy noted that removal reminders were sent on November 1st and November 13th.

7. Harbor Management Business

Jeff Going provided an update on the rock pile relocation. The news is not good. The work was brought to halt as they were about to begin because the Army Corp said they never received any information on the COP application. Jeff said that everything that has been asked for as been provided. The confusion seems to stem from a change in the analyst assigned to this project. This work needs to be done because the rock pile is a hazard to navigation and a clear project start date is needed from Connecticut River Dock & Dredge. First Selectman Norm Needleman has gotten involved and the situation may need to be brought to a federal level for resolution.

Paul Riggio reported that improvements are being made to the website to simplify the process for mooring permit and small vessel applications. When you click on the Mooring Permit and Bushnell Access Wait List Application tabs, there are now direct links from there to the Online Mooring System website. Alyson Finnegan at Town Hall is helping us with this and her efforts are appreciated. This is a work in progress and we are trying different things to make it as clear as possible for users.

Kit Schellens asked if there is a way for Online Mooring to "pause" an application in progress so when the applicant goes back to finish it duplicate submissions and payments don't occur. Betsy will check with OnLine Mooring about this.

Susan Malan noted that the Bushnell Access permit list on the website is only one page she thought it should be two. She also noted that there is a date in the Bushnell Access Permits Required language that needs to be changed from 2000 to 2022. Betsy will check on both issues and make corrections as needed.

8. Town Public Access Points

Kit Schellens noted that some bushes at Collins Lane are filling in and will need to be cut.

9. Harbor Management Plan Update

Jeff, Paul, John Guzskowski, and Terry had a pre-working session to prepare a response to Marcy Balint's comments. Another next session is scheduled for November 29, 2022 to make sure all of her comments are being addressed. After that, the response should be ready to bring to the Commission for review.

10. Correspondence: None.

11. New Business

Jeff asked Rachel when the markers and buoys would be pulled and reminded her that an EHMC representative needs to be on board for the removal. Rachel said she thought this could be done on Monday, November 21st. She will send an email to Jeff confirming this.

Paul mentioned the activity that is taking place of boaters ordering food and supplies and making payment by phone or on line with delivery made in the harbor. This was discussed by the Commission and members were comfortable with this activity as described by Paul because the sale does not take place in the harbor and is therefore not considered "Water Borne Hawking."

12. Adjournment

MOTION made by Jeff Going to adjourn the meeting at 7:36 p.m. **SECONDED:** Kit Schellens; **Voting in Favor:** Jeff Going, Bill Herlihy, Susan Malan, Kit Schellens; **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0. **Discussion:** No further discussion.

Respectfully submitted,

Betsy McLaughlin
Recording Clerk