



# Harbor Management Commission

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**Regular Meeting Minutes**  
**Thursday, August 24, 2023, 7:00 p.m.**  
**Town Hall Meeting Room A**

## 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, Terry Stewart

**Others Present:** Paul Riggio, Harbor Master, Rachel Smith, Safe Harbor, Remote

**Absent:** Dave Fasulo, Susan Malan, Kit Schellens, John Senning, Brian Weinstein

Bill Herlihy was seated for Kit Schellens.

## 3. Approval of the July 2023 Meeting Minutes

The July 27, 2023 regular meeting minutes were reviewed.

**MOTION** made by Jeff Going to approve the July 27, 2023 regular meeting minutes.

**SECONDED:** Bill Herlihy, **Voting in Favor:** Jeff Going, Bill Herlihy, Terry Stewart, **Opposed:** None; **Abstaining:** None; **Approved:** 3/0/0. **Discussion:** No further discussion.

## 4. Public Comment: None.

## 5. Financial Report

Bill Herlihy presented the July 2023 financial report for the Liberty Checking, Public Access, and General bank accounts, with a total funds closing balance as of July 31, 2023 of \$46,206.92.

**MOTION** made by Jeff Going to approve the July 2023 financial report as presented.

**SECONDED:** Terry Stewart, **Voting in Favor:** Jeff Going, Terry Stewart, **Opposed:** None; **Abstaining:** Bill Herlihy, **Approved:** 2/0/1. **Discussion:** No further discussion.

Bill presented one invoice for approval for EHMC administrative support in the amount of \$204.60.

**MOTION** made by Jeff Going to approve the invoice presented. **SECONDED:** Terry Stewart, **Voting in Favor:** Jeff Going, Bill Herlihy, Terry Stewart, **Opposed:** None; **Abstaining:** None; **Approved:** 3/0/0. **Discussion:** No further discussion.

Terry Stewart shared with everyone for information purposes the Town's various sinking fund balances with a Harbor Management fund balance of \$69,411.00. The Town contributes \$5,000.00 a year to the fund. The sinking fund is used for major harbor projects, most recently the improvements to the Town Dock. Dredging would be a future project. Applications are approved by the Boards of Selectmen and Finance.

## **6. Harbor Master Report**

New Bushnell Access Wait List Applicants

- Peter Fondulas, 8/2/23

New Mooring Permit Wait List Applicants

- Todd Shasha, Mack Lane, 8/19/23
- Alan Field, South Cove, 8/16/23

Paul Riggio noted the significant increase in the Bushnell Access wait list and the significant decrease in the mooring permit wait list. Bushnell Access is now twice the demand as the entire anchorage. It is estimated that it should likely take two years or less for a mooring permit wait list applicant to obtain a mooring permit.

The options for the North and South Cove markers were discussed. It was suggested that aluminum posts be used instead of steel which would be more expensive initially but would be less likely to be lost. The thought is to have two green rectangle markers and two red triangle markers and to build them in September to test for the remainder of the season. It was decided to test them in South Cove. If they work well, the rest could be built in the winter. Paul will ask Brian Weinstein for his input and Paul and Jeff will take care of ordering the materials.

Paul noted that Safe Harbor worked really hard to keep the mooring field safe after last month's river flooding and a lot was learned. The harbor marks got hit the most and the rock markers still need to get back on station. Rachel Smith and Jeff Going will get together on that.

We are awaiting feedback from Yolanda Cooley at DEEP regarding the permit process for marking the troublesome rock pile near Brockway Island per the Pettipaug Yacht Club's request.

Jeff asked if we ever found out whose float is moored at Middle Cove. Paul will follow up on this.

The applications for the South Cove and Mack Lane wait lists were discussed. Christian Gemelli is not ready for a mooring and Paul will talk with Alan Field. It was suggested that only one boat be allowed at the Mack Lane dock and that we specify the maximum boat size for it. This would need to be implemented with the next renewal season and the person who is there now would need to be notified. Paul will come back at the next meeting with a suggested boat size.

## **7. Harbor Management Business**

Jeff Going provided an update on the rock pile relocation. The rock pile marker got washed away so Jeff created a substitute. He is also in the process of marking the northwest and west side.

Connecticut River Dock and Dredge is supposed to get back to us very soon with final pricing since the project has changed a little since the original estimate. In conjunction with that, we are attempting to have a topographic survey done of the eastern half of Thatchbed and the area to the river side that would go down to mean low water. We haven't had mean low water since July but fingers are crossed to have mean low water next Tuesday. The survey will be done by Fred Guenther, Resource Management & Mapping. The timeframe for the rock pile relocation is late September or October.

Jeff was in contact with Mark Jackson at Coastline Consulting who is handling the dredging application for the Harbor Management Commission, Middle Cove, and the Essex Yacht Club. Middle Cove and the Harbor Management Commission do not have an answer from CORP on the dredge sampling request. They were originally going to get back to us in six months and it has now been 14 months and counting.

Paul articulated the Commission's concerns about the variance application for making improvements to the property at 54 Main Street at the Zoning Board of Appeals meeting held on August 15, 2023. The Gateway Commission and the Harbor Management Commission are both concerned about drainage. The fire pit and stone wall originally proposed in the application were removed from the wish list before the meeting took place which left just the terrace as an issue. The original drawing showed bluestone as a pervious terrace which it is not. Paul provided them with information on how to build a pervious system terrace. The Zoning Board of Appeals voted to have the property owner back to the next meeting with any changes to the application.

It was noted that the Harbor Management Commission regulations require that the Commission be notified of any proposed activity on the waterfront. Terry will draft a letter reminding the various commissions about this requirement.

The RFP for the annual servicing of navigational aids and dock floats was reviewed and discussed. It was decided to increase the number of channel markers from two to four in South Cove and from six to eight in Middle Cove.

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**MOTION** made by Jeff Going to approve the RFP with the changes discussed. **SECONDED:** Bill Herlihy, **Voting in Favor:** Jeff Going, Bill Herlihy, Terry Stewart, **Opposed:** None; **Abstaining:** None; **Approved:** 3/0/0. **Discussion:** No further discussion.

## **8. Town Public Access Points**

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There were no reports on the public access points.

Appreciation was expressed for Bob Ward's efforts at Bushnell Access which has turned out to be the most popular product that we have.

## **9. Harbor Management Plan Update**

The latest version of our revisions to the plan has been submitted to Marcy Balint at DEEP and we are waiting for her feedback.

## 10. Correspondence

The Sinking Fund balances were received as discussed above. Terry noted as a point of interest that Harbor Patrol, which is not under the Commission's purview, was over budget by \$9,000.00.

## 11. New Business: None.

## 12. Adjournment

**MOTION** made by Jeff Going to adjourn the meeting at 7:35 p.m. **SECONDED:** Bill Herlihy; **Voting in Favor:** Jeff Going, Bill Herlihy, Terry Stewart, **Opposed:** None; **Abstaining:** None; **Approved: 3/0/0. Discussion:** No further discussion.

Respectfully Submitted,

Betsy McLaughlin  
Recording Clerk