

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*  
*Earl Fowler*

**Alternate Members**

*Kit Schellens*  
*Susan Malan*

**Unapproved**

**MINUTES**

**Regular Meeting**

**Thursday, October 25, 2018 at 7:30 P.M.**

**1. Call to Order**

The Essex Harbor Management Commission conducted their regularly scheduled meeting on Thursday, October 25, 2018 in Room A of the Essex Town Hall.

**2. Attendance**

**Attending Members**

Jeffery Going  
Joseph Zaraschi  
Terry Stewart  
John Senning  
Susan Malan, Alternate seated for Earl Fowler

**Absent Members**

Kit Schellens  
Earl Fowler

**Ex Officio Member**

Paul Riggio, Harbor Master.

**Others Present:**

Cy Libby, Safe Harbor, Brewer Dauntless Shipyard & Marina.

**Audience**

No audience members.

**3. Approval of August 23, 2018 Regular Meeting Minutes**

**MOTION** made by T Stewart to approve the September 27, 2018 Minutes as presented; **SECONDED** by J Zaraschi; **Voting In Favor:** J Zaraschi, T Stewart, J Senning, S Malan; **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0.

No further Discussion.

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

There was no public comment.

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

T Stewart presented the Treasurer's report as of September 30, 2018 and reported on the Liberty Bank Account balances a/o September 2018:

- Liberty Public Access Account Balance a/o 9/1/18, \$982.12
- Liberty Checking Closing balance a/o 9/30/18, \$394.06
- Liberty General Account Balance a/o 9/30/18, \$53,198.28
- Total funds a/o 9/30/18, \$54,574.50.
- Withdrawals: Town of Essex Clerk's Invoice #22, \$367.22.
- Safe Harbor Mack Lane Dock Repair, \$365.40.

**MOTION** made by S Malan to approve the September 30, 2018 Treasurer's Report as presented; **SECONDED** by J Zaraschi; **Voting In Favor:** J Zaraschi, S Malan, J Senning; **Opposed:** None; **Abstaining:** T Stewart; **Approved:** 3/0/1.

No further discussion.

T Stewart distributed the Online Mooring monthly statement covering the billing period of 9/1/2018 to 9/30/2018 which reflected a \$10.05 total.

Terry Stewart distributed the Essex Harbor Management Commission Long Term Plan which included Harbor Dredging, Town Dock Repair, Replacing Harbor Mark Ground Tackle, Winter Spars on Inner Harbor Marks, Bench Replacement at Collins and Mack Lanes, and Improving permanent pilings for the floating docks at Main Street park and Mack Lane. A brief discussion ensued.

J Going reported that the Town of Essex experienced a healthy surplus which will be utilized to increase balances in the Sinking funds. The Town will add \$25,000 to the HMC's Sinking Fund.

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

P Riggio reported that there have been a few issues with participants who utilized the Online Moorings system.

P Riggio distributed the Online Mooring Dashboard print out:

- Approved in Advance, 40
- Wait Listed, 26:  
Mack Lane, 1; Main Anchorage, 12; Meadows, 9; Middle Cove, 1; North Cove, 1; South Cove, 2.
- Renewal Under Review, 23
- Wait List Application Under Review, 14
- Renewal Incomplete, 53
- Expired, 17

- Rejected, 2
- Canceled, 25
- Canceled (never approved), 16
- Unknown, 15

P Riggio reported that he has received a few calls he has received related to the impending weather.

## **7. Harbor Management Business**

### **Capital Projects - SHIPP Grant Proposal Update**

Keith Neilsen, Docko, Inc. was not available to present at this evening's meeting.

J Going commented on the draft proposal, and he referenced the hydrographic and the topographic surveys. J Going noted that the criteria for the SHIPP grant award was based on the premise that the Harbor Plan was in-process of update.

J Going stated that he met with DEEP representatives in the past week, provided the information presented by Docko and asked for recommendations on how to move forward with improvement to Thatchbed Island. Also discussed were the updates to the Harbor Management Plan to include expansion and historical reference compared to the existing conditions. A brief discussion ensued.

J Going stated that he would like to include additional information connected to harbor business that goes beyond zoning association with the waterfront marine business. One of those items would reflect employment of a determinate number of people and embellishment on the business within the waterfront district.

J Going met with N Needleman and Town counsel, Attorney David Royston related to ownership of Thatchbed Island. In 2010 the Essex Land Trust conducted a survey of Thatchbed in order to obtain Title Insurance. The portion reflecting unrecorded ownership was not insurable by the Title Insurance company. If the Town wished to claim the unrecorded ownership portion of the property, J Going reported that the process is fairly simple.

### **Town Accessways**

J Zaraschi spoke with Town crew requesting that they remove the benches situated at Collins and Mack Lane.

J Senning stated concern over the lack of viable parking availability at Collins and at Mack Lane. J Senning stated that the concept of placement of benches is a good one, however he noted that the benches are not necessary, they create a potential liability to the Town, and he pointed out that there are a greater number of detrements in keeping the benches.

**MOTION** made by J Senning to place a request with the Essex Town Crew to remove the benches from Collins Lane and Mack Lane public accessways without degraded the public access;

**SECONDED** by J Zaraschi; **Voting In Favor:** J Zaraschi, T Stewart, J Senning, S Malan; **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0.

**Discussion:** P Riggio stated that if the benches are in poor shape he agrees that they should be removed. However, he emphasized the importance of maintaining a focus on keeping the public accessways open and continued efforts on being a good neighbor.

Zaraschi reported on the signage on Novelty Lane noting that there is one sign situated toward the road which is difficult to read. The directional signage needs to be modified or a new sign purchased.

### **Town Dock Maintenance/Upgrade**

J Going reported that monies in the Sinking Fund have been released for the town dock improvements and upgrade. Travis Parker has submitted an invoice to K Sterner, Treasurer and she will cut a check and send to Mr. Parker. J Going stated that this will leave remaining balance of less than \$10,000 of available monies in the Sinking Fund. The balance for the town dock improvement will come due in December 2018. T Parker will not begin work on renovation and maintenance until after the Trees in the Rigging event and the project should be completed within two weeks thereafter.

### **Law Suit for Dredging Materials**

J Going reported that the Town is considering acquisition of property situated in the southwest corner of South Cove at 181 Saybrook Road, which belonged to the Devinney family. Although it is a buildable property the Town does not intend to develop the property at this time. J Going reported that when he visited the site he detected a dock located at 179 Saybrook Road, neighboring the Devinney property that was discovered to be constructed without the benefit of permitting.

## **8. Correspondence**

Receipt of an Insurance Certificate.

## **9. New Business**

There was no new business.

## **10. Adjournment**

**MOTION** made by J Senning to adjourn the meeting at 8:45 pm until the next regularly scheduled meeting which will be conducted on November 15, 2018, Essex Town Hall, Conference Room A, 29 West Avenue, Essex, CT; **SECONDED** by S Malan; **Voting In Favor:** J Zaraschi, T Stewart, J Senning, S Malan; **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0.

Respectfully submitted,  
Stella C. Beaudoin, Recording Clerk