

**Essex Harbor Management Commission
29 West Avenue
Essex, CT 06426**

Minutes, Regular Meeting, December 20, 2012

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

Jeff Going, Chairman

Wally Schieferdecker, Vice Chairman

Walter Wiegert, Treasurer

Joe Zaraschi

Buddy Hitchcock was seated for John Senning at 7:30 and unseated at 7:35

John Senning, arrived at 7:35

Paul Riggio, Harbor Master

Ruth Hockert, Clerk

Doug Domenie, Dauntless

Cy Libby, Dauntless

3. Minutes – November 15, 2012 Meeting

MOTION _ Walter Wiegert moved to approve the Minutes of the November 15th 2012 meeting as submitted, Wally Schieferdecker seconded;
5-0-0 motion approved unanimously

4. Public Comment – none

5. Treasurer's Report

Walter Wiegert distributed and reviewed with the Commission the December Treasurer's Report. The Treasurer reported that Town Treasurer Bob Dixon performed a quarterly audit and found the Harbor Management Records in order.

**Motion – Joe Zaraschi moved to approve the Treasurer's Report as submitted, Wally Schieferdecker seconded;
4-0-1 motion approved, Walter Wiegert abstained**

**Motion – Walter Wiegert moved to approve payment of the clerk's invoice, Wally Schieferdecker seconded
5-0-0 motion approved unanimously**

6. Harbor Master's Report
Abandoned vessel moved by order of Harbor Master to Dauntless mooring update.

John Senning reported that he has sent a notice of vessel lien. He will be charging the Commission at the paralegal hourly rate in lieu of his legal rate which will save the Commission some in legal fees. He, after discussions with Doug Domenie reports the engine had been dismantled, the sea cocks had no hoses attached, the small boat was not properly registered and there were some inaccuracies in the police report. The auction is set for 2/29/13. Mr. Domenie has no interest in bidding on the vessel as he does not want to be responsible for disposing of the vessel. John in the cover letter included the option of signing a bill of sale to the Commission which would eliminate the need for an auction. If that occurs the Commission can sell the boat.

Mooring field updates:
Sabbatical request – Goodrich
Giving up mooring permits – Carlucci and Barnaby

Permit Renewal Update:
The clerk brought to the attention of the Commission that she had had to contact Mr. Costello for the third year in a row for failure to return his application in a timely manner. She had detailed what needed to be provided in her email to him. He responded by submitting his application but failed to provide a copy of the required certificate of insurance and instead enclosed a little sticky note saying the vessel was covered under his homeowners. This is not compliant with Commission policy.

Discussion regarding pursuing the return of mooring permits, failure to submit proper documentation etc.

Motion – John Senning moved to reject Mr. Costello's application for a mooring permit for failure to comply with Commission policies regarding mooring permits and the necessary documentation needed to make an application complete; Wally Schieferdecker seconded 5-0-0 motion approved unanimously.

Wait List – The clerk sent out 10 permits to the first ten on the wait list for the Main and 5 to the wait list for the Meadows. We have received 4 back for Main and 1 for Meadows. A permit will be sent to Mr. Duggan for North Cove. The clerk will now send out a letter to those who did not respond letting them know that a lack of response will have them dropped from the wait list. She will also then send out additional permits.

Also a cover letter will be sent with the returned permits reminding mooring holders of their responsibilities regarding notifying the Commission of changes in phone, mail and email contact information and also of hurricane weather responsibilities.

7. Harbor Management Business

A. Capital Projects/Funding

Rock Pile Removal update – DEEP and U.S. Army Corp permits have been received. Jeff Going will review the proposal and see what the next Step is. Joe Zaraschi is doing research on available dredging grants.

B. Harbor Management Issues

Update Harbor Management Plan – Review Ordinances – tabled

Notes added:

1. develop handicap proposal - “ as much as possible the Commission will take into consideration an individual’s needs”
2. develop a stated electronic submission policy

C. Town Access Ways

New rack for Bushnell Park

The town crew installed some barriers to prevent folks from driving into or falling into the broken storm drain. A note was sent to the First Selectman noting the need for its repair.

Joe Zaraschi feels a plan needs to be developed for the Nott Lane Public access way. Jeff Going believes the Commission should develop plans for all access ways.

8. Correspondence

A 12/20 Inspection Report with estimates for repair was submitted by Dauntless Shipyard. Mack Lane needs a whole new float for \$ 3800, the Town Park float need repair for \$ 1060 and the Main Street dock needs \$ 200; this totals \$ 5060. This estimate will be forwarded to the Town to include in its request for FEMA funds. An inspection of the marks hauled this fall indicates A needs chain and eye, E needs chain and eye, H needs eye (it is a concrete weight) and I’s buoy needs a new eye.

9. New Business

Approve Calendar for 2013

Motion – John Senning moved to approve the calendar of scheduled meetings for the 2013 year, Walter Wiegert seconded; 5-0-0 motion approved unanimously.

Doug Domenie mentioned a kayak school wanting to run out of Bushnell Park. Jeff Going said the Commission would want to see a written proposal.

10. Old Business

John Senning will draft a letter to Charles Fox responding to his previous letter to the Commission regarding the location of his mooring.

Jeff Going reported that Dean Jacques is the coordinator for the Essex Events magazine and the next submittal due date is within a week. The Commission will work to develop something for the next quarter.

The vessels at the town garage should be grouped in a “spring” sale.

11. Adjournment

Motion – John Senning moved to adjourn at 8:50 p.m.

Respectfully submitted,

Ruth Hockert, Clerk