

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*

**MINUTES**  
**Regular Meeting**  
**Thursday, July 26, 2018 at 7:30 P.M.**

The Essex Harbor Management Commission conducted their regularly scheduled meeting on Thursday, July 26, 2018 in Room A of the Essex Town Hall.

**Attending Members**

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

**Absent Members**

John Senning

**Ex Officio Member**

Paul Riggio, Harbor Master

**Others Present:**

Doug Domenie, Safe Harbor, Brewer Dauntless Shipyard & Marina  
Cy Libby, Safe Harbor, Brewer Dauntless Shipyard & Marina

**Audience**

Keith Neilsen, PE, Docko Inc., Mystic, CT  
Nancy Byrne, Hydro Data, Chester, CT  
Travis Parker, Parker Construction, Ivoryton, CT  
First Selectman Norman Needleman joined the meeting at 8:30 p.m.

**1. Approval of June, 2018 Regular Meeting Minutes**

**MOTION** made by T Stewart to approve the June 28, 2018 Minutes as presented; **SECONDED** by J Zaraschi; **Voting In Favor:** J Zaraschi, T Stewart, E Fowler S Malan; **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0.

No further Discussion

## **2. Public Comment**

There was no public comment.

## **3. Financial Report**

T Stewart presented the Treasurer's report as of June 24, 2018 and reported on the Liberty Bank Accounts a/o 6/30/2018:

- Liberty Public Access Account Balance \$982.04.
- Liberty Genral Account Balance, \$54171.23.
- Total funds \$56,027.13.

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

No further discussion.

### Withdrawals:

- Clerk(s) invoice #20 dated July 24, 2018 in the amount of \$182.85. Invoice #9 in the amount of \$285.52.

**MOTION** made by T Stewart to approve the invoices presented; **SECONDED** by E Fowler; **Voting In Favor:** J Zaraschi, T Stewart, E Fowler, Malan; **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0.

No further discussion.

T Stewart presented an Invoice from Safe Harbor in the amount of \$436. It was noted that this invoice may have been previously paid. T Stewart will look into it.

T Stewart stated that once every six months he provides the Commission with a summary of expenses and Income for the fiscal year and he distributed the bi-yearly summary of expenditures related to harbor maintenance, noting that a vast majority of the expenses incurred are related to work on Town dock.

## **4. Harbor Master Report**

P Riggio reported that there was an issue of overcrowding and boats touching in the Meadows which is at capacity and suggested that the Commission consider the issuance of the number of moorings next year.

P Riggio reported on an issue surrounding the poles that were installed to keep the Mack Lane Dock in place which have been dislodged. P Riggio suggested that the Commission look toward installing conventional pilings on the dock to avoid future issues. It was noted that in the winter months ice would knock over the conventional pilings.

Cy Libby will repair the dislodged poles on the Mack Lane and moving forward, the Commission will look at a better system.

P Riggio asked that the Commission revisit the charge associated with the permitting.

**MOTION** made by J Zaraschi to approve Cy Libby, Safe Harbor to evaluate the repairs to the dislodged poles on Mack Lane and to report to the chairman the extent of the work to be done and to conduct the necessary repairs; Costs are to remain under \$500; **SECONDED** by E Fowler; **Voting In Favor:** J Zaraschi, S Malan, T Stewart, E Fowler; **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0.

P Riggio reported that he has not had an opportunity to contact the Coast Guard to move the slow /no wake precaution to the south of the day marker.

Kit Schellens left the meeting at 7:55 p.m.

## **5. Harbor Management Business**

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

Keith Neilsen presented a Boundary Class D survey and noted that there are point markers situated on the island. K Neilsen suggested that the Town attorney be consulted to determine how to move forward in obtaining information as to who owns the properties and how to move in the direction of having it collectively resolved. The second drawing was a topographical survey showing at high tide and K Nielsen noted that during high tide, the entire island is under water. Rich Snarski, soil scientist is inventorying the area.

Nancy Byrne presented on the pdf, color, detailed version map reflecting the debris line from the high water line and the various habitat.

N Byrne commented on a set of 5 drawings that comprised the velocity study; 2 surveys on the flood and 3 on the ebb. N Byrne referenced the plan and embellished on the detail related to the the velocity readings.

K Neilsen stated that at this time of the year the erosion on Thatchbed is not driven by the current but is in fact likely due to wave activity.

K Neilsen suggested a tree capture program for those trees that have become dislodged.

J Going stated that the Harbor Plan directs that the mission is to restore and to retain which is relevant to Thatchbed, which is a barrier island to South Cove. J Going noted that a good deal of what has occurred at Thatchbed is as a result of a combination of poor effort combined with a past practice of eradicating phragmite with no plan to replace the invasive.

R Snarksy has not completed the botanical survey of vegetation and he will continue researching and working on the survey through the month of August.

Shipp Grant Proposal: N Needleman stated that the Port Authority is meeting at the Essex Town Hall next Wednesday at noon and he extended participation to the Commission.

### **Town Accessways**

N Needleman reported on the Deviney property which is a one acre undeveloped lot that is situated on Route 154, almost outside of the Essex city limits, and owned by a family who would like to see the property preserved. They are offering the one acre parcel to the Town at a cost of \$270,000. The Essex Park and Rec would like to see this property utilized as a pocket park with access to the water.

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

Travis Parker, Parker Construction distributed a Project Scope Overview with notation that the work is to be conducted in late fall 2018. T Parker stated that he charges \$375 per hour plus materials.

**MOTION** by T Stewart to approve and accept the proposal put forward by Travis Parker, Parker Construction and grant the authority to proceed with the work on the Town dock; **SECONDED** by J Zaraschi; **Voting In Favor:** J Zaraschi, T Stewart, E Fowler; **Opposed:** None; **Abstaining:** S Malan; **Approved:** 3/0/1.

Discussion: J Zaraschi asked for a start and completion date for the project. T Parker stated that the project will be completed within 30 days of start. There will be no access to the Town dock during the construction process. T Parker stated that he will begin late fall and will have the project completed within two weeks. T Parker will present a change order as needed related construction and this verbiage was worked into the Project Scope.

Selectman Needleman asked that the construction be conducted at a time when there are no activities that would preclude onlookers and participants from accessing the dock.

- **Law Suit for Dredging Materials**

No update.

### **6. Correspondence:**

J Going reported on the following correspondence:

- DEEP license COP Essex Town Dock

### **7. New Business**

S Malan suggested that the HMC create a budget.

E Fowler stated that the Commisison can estimate income, however it is hard to anticipate expenses.

Selectman Needleman stated that the Harbor Management Commission has a long history of being self-sustaining.

## **8. Adjournment**

**MOTION** made by J Zaraschi to adjourn the meeting at 9:25 pm until the next regularly scheduled meeting which will be conducted on August 23, 2018, Essex Town Hall, Conference Room A, 29 West Avenue, Essex, CT; **SECONDED** by E Fowler; **Voting In Favor:** J Zaraschi, S Malan, T Stewart, E Fowler; **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0.

Respectfully submitted,

Stella C. Beaudoin  
Recording Clerk