



Harbor Management Commission

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Regular Meeting Minutes
Thursday, December 16, 2021, 7:00 P.M.
Town Hall Meeting Room B & Zoom

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, Terry Stewart, Susan Malan (Remote), John Senning (Remote)

Absent Members: David Fasulo, Bill Herlihy, Kit Schellens, Brian Weinstein

Others Present: Paul Riggio, Harbor Master, Cy Libby, Safe Harbor

Susan Malan was seated for Kit Schellens.

3. Approval of the November 2021 Meeting Minutes

The November 18, 2021 Regular Meeting Minutes were reviewed.

MOTION made by Jeff Going to approve the November 18, 2021 Regular meeting minutes.

SECONDED: John Senning; **Voting in Favor:** Jeff Going, Susan Malan, John Senning; **Opposed:** None; **Abstaining:** None; **Approved:** 3/0/0. **Discussion:** No further discussion.

4. Public comment: None

5. Financial Report

Bill Herlihy was not present but had provided members with the financial report and two invoices for approval prior to the meeting.

MOTION made by Jeff Going to approve the Treasurer's report for November 2021. **SECONDED:** John Senning; **Voting in Favor:** Jeff Going, Susan Malan, John Senning; **Opposed:** None; **Abstaining:** None; **Approved:** 3/0/0. **Discussion:** No further discussion.

The invoice from Vespos Survey in the amount of \$3,200.00 for a hydrographic survey of the harbor was reviewed. The invoice aligns with their proposal that the Harbor Management Commission approved last month.

MOTION made by Jeff Going to approve the invoice in the amount of \$3,200.00 from Vespos Survey. **SECONDED:** John Senning; **Voting in Favor:** Jeff Going, Susan Malan, John Senning; **Opposed:** None; **Abstaining:** None; **Approved:** 3/0/0. **Discussion:** No further discussion.

The invoice for HMC administrative support in the amount of \$291.05 dated December 14, 2021 was reviewed. Terry noted that there is an agreement with the Town that a minimum of two hours per pay period be paid for clerk services even if actual time worked is less than that.

MOTION made by Susan Malan to approve the invoice for clerk services dated December 14, 2021 in the amount of \$291.05. **SECONDED:** Jeff Going, **Voting in Favor:** Jeff Going, Susan Malan, John Senning; **Opposed:** None; **Abstaining:** None; **Approved:** 3/0/0. **Discussion:** No further discussion.

6. Harbor Master Report

Paul Riggio provided the following Harbor Master Report.

Wait List Applicants Offered Mooring Permits Period Ended 11.28.21

- 12 wait list applicants offered mooring permits: Todd Belcourt, Peter Charbonnier, Bryan Coppes, Robert Cornell, Edward D'Agostino, William Dow, Corey Manero, Jack Martin, Peter Martin, Andrew Mock, John Noonan, Elizabeth Parkinson.
- 5 issued permits:
- Main: Robert Cornell, William Dow, Corey Manero, Andrew Mock
- Meadows: Edward D'Agostino
- 1 submitted application but did not provide proper documentation: Jack Martin, Main, payment returned and application cancelled.
- 3 Sabbaticals: Todd Belcourt, Bryan Coppes, John Noonan
- 3 did not submit and will be removed from the wait list: Peter Martin, Andrew Mock, Elizabeth (Terry) Parkinson

New Mooring Permit Wait List Applications

- Gregory Hawkins, Main, 12.10.21

The Commercial Renewal period begins January 1, 2022. Paul noted that the Yacht Club and Safe Harbor have some larger moorings so total number of moorings is less now. The number of

moorings will need to be changed accordingly with the renewals. Paul will provide Betsy with the new numbers.

The Wait List Renewal period begins January 1, 2022

Paul is reviewing the mooring permit wait list to see who else can be offered a mooring. That offering will happen in the near future. Since the wait list renewal period begins on January 1, 2022, this needs to be done as soon as possible and the deadline will need to be tight.

Paul also noted that Safe Harbor has cleared the mooring field of moorings and the docks and harbor marks have been removed as well.

7. Harbor Management Business

- **Rock Pile Remediation and Dredging**

Members were provided with the only response to the RFP for rock pile remediation that was received from Connecticut Dock and Dredge. This is being managed by the Ad Hoc Committee and is for our information only.

Members were also provided with the results of the Hydrographic Survey completed by VesPos which shows their estimates for volumes of dredged material.

- **Town Public Access Points**

Terry noted that all floating docks have been removed. No other updates.

Cy Libby presented an invoice from Safe Harbor for annual servicing of navigational aids and dock floats in the amount of \$2,912.50, which is 50% of the annual cost for this service.

- Jeff noted that at the request of Safe Harbor, a requirement was included in the RFP that an HMC representative be present for the removal and the installation to make sure something doesn't go wrong with the setting. However, the removal was done without HMC knowledge or presence. Cy stated that this was an oversight. However, upon review of the 2021 RFP, item 4) states: "Bid must include a provision allowing an HMC representative to be present during installation." There is no mention of a presence during removal. The items are stored at Essex Island Marina.

MOTION made by Jeff Going to approve the invoice from Safe Harbor in the amount of \$2,912.50 for the annual servicing of navigational aids and dock floats, which is 50% of the annual cost for this service. **SECONDED:** John Senning; **Voting in Favor:** Jeff Going, Susan Malan, John Senning; **Opposed:** None; **Abstaining:** None; **Approved:** 3/0/0. **Discussion:** No further discussion.

8. Harbor Management Plan Update

Terry has provided everyone with a working draft of the Harbor Management Plan update that John Guszowski has prepared based on conversations we have had identifying issues and concerns regarding our policies, as well as the conversation with Paul, Jeff and Terry on updating the front

part of the plan which is the characteristics of the harbor. Members were asked to review and make notes with questions or comments on the update, and to let him know if they are available on January 6 or 13 for a follow up session with John to review the edits to the working draft. This will take us really close to completing the update.

The issue of hydrilla infesting the CT River in Essex Harbor was added as a concern in the Harbor Management plan at the last session.

9. Correspondence: None

10. New Business

- **DEEP Certificate of Permission to renovate an existing dock at 18 Hemlock Drive**

The COP received from DEEP for the renovation of an existing dock located at 18 Hemlock Drive in Essex was discussed. Since this is a renovation, this is for our information only and we do not need to rule on it.

- **Approval of the 2022 Meeting Schedule.**

The 2022 proposed meeting schedule was reviewed.

MOTION made by Jeff Going to approve the 2022 meeting schedule. **SECONDED:** Susan Malan; **Voting in Favor:** Jeff Going, Susan Malan, John Senning; **Opposed:** None; **Abstaining:** None; **Approved:** 3/0/0. **Discussion:** No further discussion.

Terry mentioned a recent article about State Representative Christine Palm's efforts to address hydrilla. A working group has been formed to address this issue. Terry has asked David Fasulo to be the point of contact with that working group. David has been in contact with them and will keep us informed of that initiative.

It was noted that the five vessels remaining at Bushnell Access after the removal deadline have been removed by the Town with a \$75.00 retrieval fee. If not retrieved, they will be put up for auction.

Susan Malan noted that there is a dinghy at the public access at the end of Novelty Lane. Paul Riggio will look into this.

11. Adjournment

MOTION made by Jeff Going to adjourn the meeting at 7:23 p.m. **SECONDED:** John Senning; **Voting in Favor:** Jeff Going, Susan Malan, John Senning; **Opposed:** None; **Abstaining:** None; **Approved:** 3/0/0. **Discussion:** No further discussion.

Respectfully submitted,

Betsy McLaughlin
Recording Clerk