

TOWN OF FAIRFIELD
HARBOR MANAGEMENT COMMISSION
MEETING MINUTES OF NOVEMBER 16, 2021

A Meeting of the Harbor Management Commission (HMC) of the Town of Fairfield was held on Tuesday, November 16, 2021 at 4:45 p.m. in the Second Floor Conference Room of Town Hall, 611 Old Post Road, Fairfield, CT, and via teleconference.

MEMBERS PRESENT: Kim Taylor, Chairwoman, Jacob Herschler, Ted Schwartzman, Harry French, Mark Foster, Doug Metchick, and Eric Sundman.. **ABSENT:** Sam Cargill, Libby Tritschler. **ALSO PRESENT:** Geoffrey Steadman, HMC Consultant, Bryan LeClerc, Harbor Master, Jeff Engborg, Pequot Yacht Club (PYC).

CALL TO ORDER: The meeting was called to order at 4:45 p.m. by Chairwoman Taylor.

SALUTE TO THE FLAG

APPROVAL OF MINUTES: September 21, 2021 – Ted Schwartzman *moved*, and Eric Sundman *seconded* to approve the September 21, 2021 minutes with a revision to remove a duplicate reference on the 2nd page. *Motion passed unanimously.*

CHAIRMAN’S REPORT: Chairwoman Kim Taylor reported the following communications:

1. October 29, 2021 COP from DEEP for the residential dock at 50 Bay Edge Court;
2. November 2, 2021 conversation with Gerald Foley Town of Fairfield Purchasing Director regarding RACE proposal for new permit for Lower Wharf project;
3. November 3, 2021 FOIA request from Attorney John Casey of Robinson and Cole for documents related to 12 items;
4. November 3, 2021 FOIA request from Attorney John Casey of Robinson and Cole requesting all documents related to dredging in Southport Harbor;
5. November 4, 2021 letter from Mr. David Blatt of DEEP responding to the HMC September 8, 2021 letter which asked for clarification of HMC’s understanding of littoral rights and public access; and
6. November 4, 2021 letter from Town Clerk to all Commissions and Commissioners about meetings, agendas and minutes, and standards of conduct.

APPLICATIONS: No new applications.

HARBOR MASTER’S REPORT: Harbor Master Bryan LeClerc reported that he has received great support and feedback following his appointment as Harbor Master, and further noted that he is working with OnLine Mooring and familiarizing himself with the online system.

OLD BUSINESS:

1. **LOWER WHARF PROJECT:** Mr. Steadman discussed the revised proposal by RACE for obtaining a new DEEP permit, noting that the HMC must be compliant with the Town’s purchasing requirements. He has discussed with a representative of the CT Port Authority whether the previously provided Port Authority grant funds can be re-purposed for the revised project and was told that they can be re-purposed. A formal letter from the HMC to the Port Authority confirming this will be sent.

2. **SAND MANAGEMENT PROJECT:** Mr. Steadman and Mr. Foster: Mr. Steadman reported that he is still awaiting completion of the draft dredging plan from the ACOE and that the project manager has returned from New Orleans; a site meeting will hopefully be scheduled by the end of this year.
3. **MOORING COMMITTEE:** Mr. Herschler reported that the Mooring Committee met on November 9th. Mr. Herschler has sent a letter to Online Mooring to confirm that the fee table has been updated. The Committee discussed options for the use of mooring decals, and entering the results of the tackle inspections in the OnLine Mooring system.
4. **PLAN UPDATE COMMITTEE:** Chairwoman Taylor noted that the Committee met on October 28th; they reviewed Chapter 2 of the current Plan. Mr. Steadman will consult the Conservation Department and Pequot Yacht Club for their input on the parts of the Chapter which describe their responsibilities and operations. Mr. Steadman has updated his Southport Harbor presentation; a narration may be added for uploading onto the HMC website.

NEW BUSINESS:

1. Status and Scope of HMC's responsibility for Lower Wharf: Chairwoman Taylor noted that she has not yet received a response from Town Attorney on this matter.

OTHER: Geoff Steadman reported that after 30+ years with the ACOE, Ms. Diane Ray will be retiring; Mr. Steadman noted that Ms. Ray had provided significant assistance to the HMC for completion of the Harbor Management Plan, and had offered very helpful solutions to the issues relative to the federal navigation project. It was the consensus of the HMC to send a letter to Ms. Ray congratulating her on her retirement and thanking her for her significant efforts on its behalf.

The HMC reviewed a draft 2022 meeting schedule. Following discussion, Jac Herschler **moved**, and Eric Sundman **seconded** to approve the draft 2022 meeting schedule, for the HMC to meet at 4:30 p.m. on the third Tuesday of each month. **Motion passed unanimously.**

Eric Sundman and Sam Cargill will be on the nominating committee for 2022 Officers.

Former Harbor Master Pat Carroll was present via teleconference and wished the HMC a Happy Thanksgiving.

ADJOURNMENT: There being no further business to come before the Commission, Jac Herschler **moved**, and Ted Schwartzman **seconded** to adjourn at 5:32 p.m. **Motion passed unanimously.**

The audio recording can be found here: [Harbor Management Commission - 11/16/21 - YouTube](#)

Respectfully submitted,

Betty Gabriel