

Town of Guilford, CT
Harbor Management Commission
Town Hall, 31 Park Street Guilford, CT 06437

A meeting of the Town of Guilford's Harbor Management Commission was held at
7:30 PM, Wednesday, September 26th, 2018

**Town Hall
Upstairs in Selectman's Wing
31 Park Street, Guilford, CT**

APPROVED MINUTES

Members Present: Acting Chairman KJ Lee, Chris Tietjen, Pete Beauvais

Members Absent: Commission Chairman John Thommen

Others Present: CT State Appointed Guilford Harbormaster Fred Brisbois

Members of the Public Present: Susan & Mark Cascio, owners of 384 Clapboard Hill Road, Robert Sonnischen, representing John Lust for the Cascios and for the Camps, 299 Old Sachem's Head Road.

Bonnie Burns, Joe Anastasio, potential candidates for Alternate Commissioners

Acting Commission Chair KJ Lee called the meeting to order at 7:32 PM.

- **Public Forum:** 7:30 PM John Lust, Presentation regarding several proposed projects, including Cascio- 384 Clapboard Hill Road.

Robert Sonnischen presenting for Susan and Mark Cascio, 384 Clapboard Hill Road. Robert is a Coastal Engineer who regularly consults with John Lust, who was not available to be in attendance this evening. KJ Lee inquired to Robert as to where this particular application was submitted first- to the Guilford Harbor Management Commission, or to the DEEP? Robert replied that this permit was first submitted to the DEEP. Since the project is in wetlands and watercourses, it then is reviewed by the Harbor Management Commission.

The Cascio's permit is for a General Permit Registration- 440 dock. It is a minor project, meaning no further out than 40' at mean high water and no less than 4' deep at mean low tide. Square footage of dock is small-under 100 square feet. This permit was submitted to the DEEP first as a general permit registration. Carol Syzmansky, Analyst at DEEP, emailed John Lust on 8/28/2018 to notify him this permit also requires an approval letter from the Guilford Harbor Management Commission because it is less 25' less from an abutting property. Per the Guilford Harbor Management plan, this requires review.

The proposed location Headed north on Clapboard Hill Road Left side of road. Cascio's want to install 440 dock on property. Page 6 in handout; project includes ramp to a stub pier 4.5x4 platform. 26' ramp 3ft wide. The ramp is a seasonal ramp (add to spreadsheet). Robert reports the majority of docks on the East River are removed for winter. KJ noted to the Commissioners and the Cascios this period is typically early October to mid-May. The floating dock will be removed is 96ft² (8x12). Utilized for small watercraft. As shown on map; property adjacent to is owned by the NY Audubon society. The town of Guilford is another property owner. The proposed dock location is 20' away from the Town right-of-way for Clapboard Hill Road.

Pete Beauvais asked Eastern measurement to MLT on opposite of river? Robert Sonnischen river opens up immediately North of the bridge.

Susan- The proposed dock has been designed to essentially fit into a "keyhole". The Cascios want to stay as far away from the bridge as possible. Pete Beauvais would like to ensure this dock is out of the way. Pete Beauvais, Keith Harvey, Chris Tietjen asked Robert Sonnischen to identify center of channel; the distance to proposed dock from center line of channel is 20'. Robert Sonnischen demonstrated on a map. Robert also distributed the DEEP Harbor Management Consultation form to KJ Lee for the Commission to sign. Fred Brisbois asked if the NY Audubon Society has weighed in on this application. Susan reported NY Audubon had no objection, but as they are not required to submit a write up, they would not do so.

- 1- Camp- 299 Old Sachems Head Road- Philip Camp, Camp Surfside LLC- The application is to install a new ramp and pier; retain pre-1970 existing seawall and concrete patio. Located close to tidal flat in Joshua Cove. 299 Old Sachem's Head Road and the property adjacent to the South are both owned by Camp. The house is situated high; 10-14' to shoreline.

Wooden stairway 3x24 ending by an elevated wooden pier supported by 4 20" concrete supports. Last 8' cantilevered attached to 24x3' proposed ramp. To be held in place by 2 stub piles, connected to strong arms/tie rods. Dock will be 20'x8', extending out to approximate mean low tide. Dock stops will keep the structure 18" above mean low tide. This will essentially give property owner access to open water at all tidal stages.

This is an Individual as opposed to a General Permit- Fill structures and dredging in navigable water requires meeting with GHMC prior to DEEP submittal. This dock is larger than 100 square feet for stability with wave action. Robert Sonnischen asked that the Commission make a determination and sign Consultation Form.

Discussion:

Cascio, 384 Clapboard Hill Road: Chris Tietjen noted to the Commission the only reason this application came to us was because of the 25' issue in our Harbor Management Plan. Chris Tietjen saw no issue with this application, and felt the Commission should vote on it. KJ made a motion to approve the Cascio's application at 384 Clapboard Hill Road, Keith Harvey seconded, all approved.

Camp, 299 Old Sachems Head Road: Chris Tietjen also saw no issue with this application. Fred saw this application possibly being an issue with other neighbor, but no other moorings should interfere with the construction of this dock. Robert Sonnischen noted to Fred and the Commissioners a notice would be posted, with a 30 day public comment period.

KJ asked if the Commission would need to hear from neighbor? Chris Tietjen noted the proposed dock is much more than 25' from adjacent property line, so they would not. Robert Sonnischen confirmed this. Robert Sonnischen reported the State wants to ensure ample navigable room. The Guilford Harbor Management and Shellfish Commissions were the first to be notified. At this stage of the application process, there is no individual property owner notification.

KJ Lee informed Robert Sonnischen the Commission will discuss, CT motion to approve, KH 2 all approved. As consistent with HMP. Robert Sonnischen thanked the Commission for their time and left the meeting at 8PM.

8:00PM Bonnie Burns, Joe Anastasio; 2 potential Alternate Commissioner candidates joined for remainder of meeting. KJ Lee welcomed the candidates and thanked them for attending and expressing an interest in the Commission.

- **Approval of the 8/22/2018 meeting minutes:** Chris Tietjen made a motion to approve last month's meeting minutes with no changes; Keith Harvey seconded, Pete Beauvais abstained, as he was absent from last month's meeting; all others approved.
- **State Harbormasters Report:**



THE OLD STONE HOUSE

STATE HARBOR MASTER TOWN OF GUILFORD, CT



To: Harbor Management Commission

Re: Monthly Report

Dt: 26 September 2018

Summary of Harbor Master activities since the last Harbor Management Commission meeting:

STATE ACTIVITIES:

- Received copy of DEEP Violation issued against Rothberg's project at 530 Whitfield Street and passed copy to HMC.

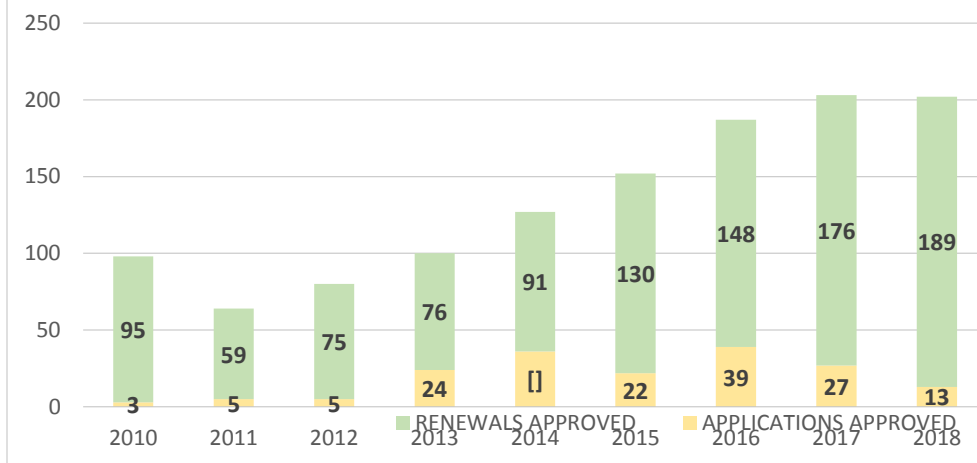
INTERFACE WITH TOWN BOARDS /COMMISSIONS/OFFICES/ASSOCIATIONS:

- None

MOORINGS:

- 2018 status:
 - 202 mooring permits approved for 2018 (not including SHYC)
 - 189 renewals
 - 13 new applications
 - 4 Maritime Notices issued in 2018, all resolved satisfactorily
 - 95 email conversations in addition to OnLine Mooring mailings

**MOORING PERMITS
PER ONLINE MOORING DATA
EXCLUDES SACHEM'S HEAD YACHT CLUB**



NOTEWORTHY EVENTS/OTHER ACTIVITIES:

- Buoy R10, East River Federal channel, separated from its anchor and was recovered on Grass Island by Town Marina staff. USCG was notified and buoy was repositioned the next day. This is the 7th time R10 has broken free since 2013. I attached a note to the recovered buoy for USCG listing dates the buoy came off station and requested improved security.
- Received email from resident complaining about vessels speeding in the East River. He had contacted DEEP, who provided him my contact information.

Respectfully submitted,

Fred W. Brisbois

Fred Brisbois

Connecticut Harbor Master

Town of Guilford

KJ Lee made a motion to approve Fred Brisbois' Harbormaster's Monthly Report as submitted, Chris Tietjen seconded; all approved.

- **Treasurers Report:** Chris Tietjen received a Financial Statement from the Finance Department this month. \$8500 revenue raised from \$6000.00 previously. Trying to find a way to track fees paid for online mooring. Keith Harvey asked if the budgeted amount was \$1200.00? Chris Tietjen replied it was. Chris Tietjen has not yet received current fund balance, but should be roughly 24,000.00. The town audit should be done by next month's meeting to get total.

KJ made a motion to approve Chris Tietjen's Treasurer's Report as submitted, Keith Harvey seconded; all approved.

- **Approval of Bills and Vouchers:** Joan Dudley 88.83 for secretarial services and printer ink, Chris Tietjen made a motion to approve, Keith Harvey seconded, all approved.
- **Old Business:** Keith Harvey reported on the Shellfish Commission's recent fundraiser to benefit the Alison Varian Scholarship Fund. \$8,300.00 was raised at the event, bringing scholarship fund up to \$20,000.00. \$10,000.00 was originally needed to establish the scholarship fund. The Alison Varian Memorial Scholarship is awarded to two students yearly who are looking to pursue higher education degrees in marine related fields. ~~GHMC votes to contribute \$1,000.00 annually to this fund.~~
- **New Business:** Chris Tietjen noted a new permit in mailbox from LUCHS Engineering. The application pertains to activity at 66 High Street LLC- moving existing retaining wall. Chris Tietjen felt the Commission should hold off on review of this permit to next month's meeting. Pete Beauvais made a motion to review this application at the next month's meeting, 1 Keith Harvey seconded, all approved. Chris Tietjen to communicate with Commission Chairman John Thommen about contacting the representative Engineer for LUCHS to elaborate on this application.

Potential Alternate Commissioner Q&A

Bonnie Burns. Submitted letter and photographs of boats she had built to the Commission. Has questions. Chris Tietjen and Keith Harvey discussed Guilford's Harbor Management Plan. It is currently out of date and needs updating. Unsure where to send updated report to, as DOT and DEEP have had the Commission in limbo. The Commission's jurisdiction is Guilford- navigable water. Chris Tietjen explained the Commission is responsible for upholding mooring regulations and that is major source of income, along with ensuring proper mooring registration/renewal. The Commission also reviews DEEP permit consultation forms and meets with applicants to discuss same.

Joe Anastasio, 25 year resident of Long Hill Farm; used to have a boat at Guilford Town Marina. Interested in shoreline maintenance. He has a background in Human Resources. Keith Harvey reminded all Commissioners and potential new members that cross-qualifications are desirable, meaning there should be members who are also members of another commission if at all possible. Political affiliation can also be a determining factor. Any interested candidate should submit an application to the Town in the Selectman's office by Republican or Democratic nominating committee, or directly to Board of Selectmen, if the candidate has no political affiliation. The Guilford Harbor Management Commission will recommend candidates. Chris Tietjen discussed attendance. Rule about unexcused missed meetings- 4.

Joe Anastasio asked how moorings/buoys are tracked. Fred Brisbois is in charge of tracking and using OnLINE mooring.com for this. Fred Brisbois reports to DEEP. Fred Brisbois reported that the GPD has the authority to issue citations for violations of mooring registration/ harbor management plan.

Keith Harvey advised Bonnie Burns where Harbor Management Plan is located on the Town website. It was noted that the Guilford Marina Commission is responsible for Guilford Town Marina and Federal channel.

Chris Tietjen made a motion to approve both candidates for application; Keith Harvey seconded, all approved.

- **Adjourn:** Keith Harvey made a motion to adjourn the meeting at 9:05 PM, Chris Tietjen seconded, all approved.

Respectfully Submitted,
Joan M. Dudley
Recording Secretary