

TOWN OF FAIRFIELD  
HARBOR MANAGEMENT COMMISSION  
MEETING MINUTES OF OCTOBER 17, 2023

A Meeting of the Harbor Management Commission (HMC) of the Town of Fairfield was held on Tuesday, October 17, 2023 at 4:30 p.m. in the First Floor Conference Room of Sullivan Independence Hall, 611 Old Post Road, Fairfield, CT, and via teleconference.

**MEMBERS PRESENT:** Kim Taylor, Chairwoman; Doug Metchick; Bill Perugini; Don Hyman; Jeff Warren and Dave Henry. **ABSENT:** Jacob Herschler; Eric Sundman and George Harris. **ALSO PRESENT:** Geoff Steadman, HMC Consultant; Bryan LeClerc, Harbor Master; John Dean, Deputy Harbor Master, and Jeff Engborg, PYC Manager.

**CALL TO ORDER:** The meeting was called to order at 4:30 p.m. by Chairwoman Taylor.

**SALUTE TO THE FLAG**

**APPROVAL OF MINUTES:** September 19, 2023: Don Hyman *moved* and Jeff Warren *seconded* to approve the draft September 19, 2023 meeting minutes as presented. *Motion passed unanimously.*

**CHAIRWOMAN'S REPORT:** Chairwoman Taylor reported the following communications:

1. September e-mail to Tim Minahan, Manager, Country Club of Fairfield, and Jim Bradley, copy to Jeff Warren with photos of the Town channel dredging project in 2014–2015, and a draft survey drawing of the ACOE's current dredging plans.
2. October 1, 2023, in response to an e-mail from John Pinto, President of the CT Harbor Management Association, submitted information about Southport Harbor and Harbor Master LeClerc to US Harbors organization for recognition during National Harbor Master Day which was October 8.
3. Letter from Sasco Creek Neighbor's Environmental Trust expressing concerns with regard to the proposed UI transmission line relocation project including installation of new monopoles. Following discussion, Chairwoman Taylor indicated that she will be submitting a letter to the Siting Council expressing the HMC's concerns and interests regarding this project.

**HARBOR MASTER REPORT:** Harbor Master Bryan LeClerc reported a float line issue affecting one of the boats in the mooring field; this was addressed. There were several high tides this past month. Harbor Master LeClerc is continuing to work with Travis Herman of the PYC regarding mooring change requests. Mooring maintenance was discussed; it was noted that the new moorings were well received. The Harbor Master will attend an upcoming seminar on the Online Mooring software.

**NEW APPLICATIONS:** No new applications

**OLD BUSINESS:**

1. **Lower Wharf Repairs, Mr. Steadman:** Mr. Steadman reported that a draft Certificate of Appropriateness concerning the removal of the deck structures for safety purposes is being prepared for submittal to the Historic District Commission.
2. **Lower Wharf SHIPP Grant Refund: Mr. Steadman:** Mr. Steadman has been in communication with Acting Executive Director Hammond of the CT Port Authority; the review and submittal of a report concerning the unexpended grant funds is being finalized for the Town Finance Department.
3. **Lower Wharf Risk Assessment and Rules, Mr. Hyman:** Commissioner Hyman provided the HMC with a draft proposal for the rules-related signage at the Lower Wharf. The HMC reviewed this at length; following considerable discussion it was recommended that the Commissioners submit their suggested revisions to Commissioner Hyman; the HMC will continue to review this matter. Chairwoman Taylor thanked the rules committee for its significant efforts.
4. **Sand Management, Mr. Steadman:** Mr. Steadman reported that the ACOE continues to review site ownership conditions affecting the planned ACOE dredging project and the need for temporary construction access easements to the site of the dredging work.
5. **Mooring Committee, Mr. Warren:** Commissioner Warren reported that the Mooring Committee has not met since the last meeting; nothing new to report at this time.
6. **Development at 2190 Post Road – formerly the Exide Property:** Chairwoman Taylor noted that she has not received any subsequent information relative to the proposal for development. Commissioner Hyman reported that it is his understanding that the owner/developer has expressed concern that the feasibility of future development may be impacted by the UI proposal for installation of the monopoles. Mr. Steadman noted that he has discussed the preliminary plans for site development with DEEP and that DEEP has determined that the existing bulkhead does not require a DEEP permit at this time. Although initially permitted as a temporary structure by the Inland Wetlands Agency, the bulkhead's removal is not being pursued by the Conservation Department at this time.
7. **HMC Response to the Draft Plan of Conservation and Development:** The HMC will continue to review this matter as there is time to formulate a response.

**NEW BUSINESS:**

1. **UI Plans for increasing the height of the electric poles along the Mill River:** Discussed above; the Chairwoman will prepare a letter to the Siting Council outlining the HMC's concerns and interests regarding this proposal.

2. **2024-2025 Budget:** The HMC reviewed a draft FY2024-25 budget request and draft budget message for consideration at its November meeting; it was noted that the HMC has held a flat budget for several years.
3. **Appointment of a Nominating Committee for 2024 Officers:** Don Hyman and Doug Metchick were appointed as Nominating Committee. The HMC will review this matter next month with consideration that reappointments and/or appointments to the Commission are to be made by the First Selectperson following the election. Chairwoman Taylor advised the Commissioners that they should contact Jennifer Carpenter of the First Selectwoman's Office if they do not wish to have their terms continued.

Former Harbor Master and HMC Commissioner Patrick Carroll thanked Kim Taylor for her many significant contributions to the Harbor Management Commission. Mr. Carroll further remarked on the restrictions for use of the Lower Wharf, noting that he would anticipate that once the structure is repaired that individuals will expect to fish at this location before sunrise and after sunset as they have done in the past. Mr. Steadman reported that in other towns fishermen are afforded distinct rights; and that all rules established for the Lower Wharf and the more recently acquired public area adjoining the Lower Wharf must be properly adopted and enforceable.

**ADJOURNMENT:** There being no further business to come before the Commission, Bill Perugini moved and Jeff Warren seconded to adjourn at 6:05 p.m. Motion passed unanimously.

Respectfully submitted,  
Betty Gabriel