



**TOWN OF OLD SAYBROOK
Harbor Management Commission**

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**HMC MEETING MINUTES
December 18, 2023 7:00 P.M.
SECOND-FLOOR CONFERENCE ROOM, TOWN HALL - HYBRID**

To access the audio from this meeting, please use the following link:

<https://youtu.be/Eld7iAlcc8>

1. Call to Order

Chair Robert Murphy called the meeting to order at 7:00 p.m.

2. Roll Call

Present: Robert Murphy, Chair; Paul Connolly, Secretary; Lou Vinciguerra; Robert Soden; David Cole (remote); Scott Mitchell, Harbor Master and Jennifer Donahue, Clerk.

Guests: Todd Hartt

3. Citizens with Business before the Commission

Mr. Hartt appeared to follow up on whether there would be space for his larger boat in the cove this season. Mr. Murphy noted that no additional 40'+ boats had left the cove during the renewal process, leaving Mr. Hartt number one on the North Cove mooring holder wait list for 40'+ boats.

4. Approval of Minutes

The minutes of the regular meeting of November 20, 2023 were reviewed. Mr. Connolly made a motion to approve the minutes as submitted. Mr. Soden seconded the motion and it was so VOTED unanimously 5-0-0.

5. Clerk Report

Ms. Donahue gave a brief overview of her regular written reports focusing on the renewals for the upcoming season. Discussion followed related to filling the open slots in North Cove from the wait list for the upcoming season. Mr. Mitchell was tasked with looking over the list of open spaces versus the wait list so that Ms. Donahue knows how many boats to invite. She was authorized to fill the four open slots on the Clothesline.

6. North Cove

Problems in the dinghy dock area due to boats left overnight and in the launch area was discussed. A notice will be included in the spring mailing letter about the dinghy dock rules. In addition, stenciling the dock to draw attention to the launch area was also discussed.

Mr. Murphy will follow up with Public Works regarding the curb stops near the Sheffield Street town dock.

7. Clothesline

Mr. Vinciguerra reported on the alternate materials suggested by CRDD for the launch ramp and their advantage versus the paver cells originally selected for the project. Use of the new materials would cost an additional \$6,000 but would substantially extend the useful life of the ramp, saving money in the long term. Mr. Vinciguerra made a motion to prepare a change order for

CRDD to make a materials substitution from open cell concrete pavers to pre-cast concrete planks for an additional cost of \$6,198.52. Discussion followed including DEEP notifications that might be necessary as well as the consultant's recommendations related to the November changes. Mr. Cole seconded the motion which was so VOTED unanimously 5-0-0.

Mr. Murphy noted that he will prepare a change order for CRDD including the additional \$7,000 in concrete work approved at the November meeting and the materials substitution.

Mr. Murphy made a motion to authorize Mr. Vinciguerra to spend up to an additional \$3,000 for consultation with Coastline Consulting if needed related to this project. Mr. Soden seconded the motion and it was so VOTED unanimously 5-0-0.

8. Ferry Road

Mr. Soden's draft letter to DEEP stating that the commission will proceed with dock restoration as was previously permitted at the site was reviewed. Commissioners were in agreement about its content. Mr. Murphy will draft a final version to send to DEEP. Mr. Mitchell found a dock for sale in Rhode Island that may be appropriate for the site for \$1,000. He will check it out and transport it if it is viable. Mr. Cole also suggested that there was a vendor building docks over at Ragged Rock that might be able to construct something appropriate. He was asked to get an estimate to compare to the dock Mr. Mitchell has identified.

Mr. Mitchell reported that the abandoned docks will be removed by Public Works and crushed.

9. Harbor Master/Dock Master Report

Mr. Mitchell did not have anything additional to report.

10. Correspondence

No correspondence was reviewed.

11. New Business

The LWRD license application COP for 012-118 Cottage Avenue was acknowledged.

12. Old Business

There was no further discussion of memorial benches.

Mr. Murphy addressed the CT River dredging noting the joint letter HMC had sent with concerns earlier in the year. Based on that, a survey boat was sent out and \$800,000 has now been allocated for additional study. If this leads to dredging in the area, commissioners discussed other areas that might benefit from dredging and whether the cost could be reduced if dredge equipment would already be in the area. If this is a possibility, preparing permits in advance was considered.

Mr. Connolly discussed work on the signage projects including red tags for the harbor master's use and yellow tags with a QR code linking to transient policies for use on vacant moorings. He also discussed language for the various suggested signs needed for the town dock and the mouth of the cove. Based on the comments he will revise the signage proposal. A revised version of the North Cove transient boater information flyer was also reviewed and discussed.

There was no further report on the potential to suggest Oyster River dredging to the Army Corps as the Shellfish Commission had not yet provided further information.

There was no further report on the kayak subcommittee.

There was no further report on the file cabinet.

There was no report on video surveillance.

Mr. Connolly reported that he and Mr. Murphy had met with the consultant for the update of the Harbor Management Plan. Two parts of Chapter 2 need to be revised by the commission at this time. It was suggested that commissioners be able to share the document through OneDrive or Google Docs to work on it simultaneously. Mr. Donahue will investigate the options.

13. Payment of Bills

Mr. Connolly made a motion to approve the following bills: Online Mooring, \$756; Saybrook Hardware \$48.88 and sales and use tax \$1,952. Mr. Vinciguerra seconded the motion and it was so VOTED unanimously 5-0-0.

14. Adjournment

Mr. Cole made a motion to adjourn at 9:12 p.m. seconded by Mr. Soden which was so VOTED unanimously 5-0-0. The next regular meeting is scheduled for Tuesday, January 16, 2024 at 7:00 p.m.

Respectfully submitted,

Jennifer Donahue
Clerk, OSHMC