



**TOWN OF OLD SAYBROOK
Harbor Management Commission**

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**HMC MEETING MINUTES
February 20, 2024 7:00 P.M.
EMPLOYEE CAFETERIA, TOWN HALL - HYBRID**

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

<https://youtu.be/WTgyXdEMfOw>

1. Call to Order

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

2. Roll Call

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

Absent: Paul Connolly, Secretary

3. Citizens with Business before the Commission

There were no citizens with business before the commission.

4. Approval of Minutes

The minutes of the regular meeting of January 16, 2024 were reviewed. Mr. Cole made a motion to approve the minutes as submitted. Mr. Vinciguerra seconded the motion and it was so VOTED 3-0-1, with Mr. Murphy abstaining because he had not been present.

11. a. New Business

First Selectman Carl Fortuna joined the meeting and Mr. Soden made a motion to move to executive session to discuss the potential purchase and/or sale of land. Mr. Vinciguerra seconded the motion and it was so VOTED unanimously 4-0-0. Mr. Mitchell stepped out of the room and Ms. Donahue stayed in her role as director of economic development.

No motions were made and no votes were taken during the executive session and Mr. Fortuna left the meeting.

5. Clerk Report

Ms. Donahue gave a brief overview of her regular written reports noting that revenue goals for the fiscal year are almost met. Discussion followed related to filling the remaining open slots in North Cove from the wait list for the upcoming season. Ms. Donahue also reported on her efforts to consider a new portable toilet vendor.

Potential ways to make launching a kayak easier at the town dock were discussed including a possible swing bar.

6. North Cove

Assignment of moorings was covered under the clerk's report.

Mr. Murphy suggested that the commission send a note to Chris Costa about any potential sign additions in North Cove or on the dinghy dock.

There was no further update on curb stops.

7. Clothesline

Mr. Murphy reported that during CRDD's work on the launch ramp an adjacent timber wall was found to be rotten and in need of replacement. Since the timing of the work required a timely decision, Mr. Murphy authorized the \$6,800 project. He made a motion to have the commission approve the change order to CRDD to perform an in-kind replacement of the timber retaining wall on the west side of the launch ramp. Mr. Cole seconded the motion and it was so VOTED unanimously 4-0-0.

Mr. Murphy also reviewed the projected infrastructure expenses for the year related to the launch ramp project noting that it would likely go over the \$100,000 budgeted in that line item. He will prepare a memorandum for the Board of Finance explaining the expenses and asking for an increase in the infrastructure budget to \$125,000 for the fiscal year.

Mr. Vinciguerra gave an update on the ramp project progress.

8. Ferry Road

The pre-owned docks are no longer available. Mr. Cole had presented some potential dock pricing and will work on getting some ramp pricing. Discussion on potential dock assignments was tabled.

Discussion of storm maintenance repair was tabled.

9. Harbor Master/Dock Master Report

Mr. Mitchell did not have anything additional to report other than that he had been hearing from a number of new mooring holders with questions about their gear.

10. Correspondence

Correspondence was acknowledged from DEEP related to the Southard property.

A Rule 11 request from Leif Nilsson was acknowledged.

11. New Business

Draft ordinance changes were reviewed and additional comments were made. Mr. Murphy will incorporate the added changes and circulate a new draft for review and comments. He asked for any additional comments to be made within a week at which time a final version will be voted on within two weeks at a special Zoom meeting of the commission.

The referral by the Zoning Commission with a number of "housekeeping" provisions was acknowledged without further comment.

A COP for 10 Old Fenwick Road was reviewed. Mr. Mitchell agreed to email a copy to Bill Christiansen, Fenwick's harbor master. No further action was taken.

12. Old Business

There was no further discussion of memorial benches.

There was no further report on CT River dredging.

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.

The file cabinet project has been completed. Disposal of eligible records has been performed and approximately one file drawer of older records remains in the HMC file cabinet located in the vault in the Town Clerk's Office. Two file drawers in Ms. Donahue's office contain more recent files as well as office supplies for the HMC.

There was no further report on video surveillance.

Mr. Murphy reported that he and Mr. Connolly will start reworking the chapters of the Harbor Management Plan that the HMC is responsible for.

13. Payment of Bills

Mr. Murphy made a motion to approve the following bills: Connecticut River Dock & Dredge, \$58,818.52 minus 10% retainage; Online Mooring, \$133; sales and use tax, approve previous payment of \$2,305 and pay \$222. Mr. Cole seconded the motion and it was so VOTED unanimously 4-0-0.

14. Adjournment

Mr. Cole made a motion to adjourn at 9:14 p.m. seconded by Mr. Soden which was so VOTED unanimously 4-0-0. The next regular meeting is scheduled for Monday, March 18, 2024 at 7:00 p.m.

Respectfully submitted,

Jennifer Donahue
OSHMC Clerk