



**TOWN OF OLD SAYBROOK  
Harbor Management Commission**

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**302 Main Street • Old Saybrook, Connecticut 06475-1741**

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**HMC MEETING MINUTES  
October 19, 2020 7:00 P.M.  
SECOND-FLOOR CONFERENCE ROOM, TOWN HALL - TELECONFERENCE**

**To access the audio from this meeting, please use the following link:**  
<https://youtu.be/axRWOKbAgPU>

**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; David Cole; Robert Soden; Lou Vinciguerra; Scott Mitchell, Harbor Master; and Jennifer Donahue, Clerk.

**3. Citizens with Business before the Commission**

There were no citizens present with business before the commission.

**4. Approval of Minutes**

The minutes of the regular meeting of September 21, 2020 were considered. A motion was made by Mr. Vinciguerra and seconded by Mr. Cole to accept the minutes as submitted. The motion was so VOTED unanimously 5-0-0.

**5. Clerk Report**

Ms. Donahue's written report was reviewed by commission members. Updates were provided on wait list and renewal numbers. The monthly financial summary report was also reviewed. Ms. Donahue reported that all North Cove, Clothesline and Ferry Dock holders had received a letter informing them of the upcoming changes to the renewal process. This mailing was used as an opportunity to clean up the database by updating email addresses and to inform North Cove mooring holders of other upcoming changes in that area. More than a dozen people responded to the mailing. Commissioners then discussed the timing of renewals agreeing to begin with North Cove on November 1 and to hold off on doing the Clothesline for one to two weeks. Ferry Road will be done after the November meeting.

Mr. Murphy noted that Les Bowman, a member of the HMC for more than 10 years, recently passed away. He acknowledged his service and dedication to the HMC over the years and will send a note to his wife on behalf of the HMC.

**6. North Cove**

The wait list currently has 35 people. Mr. Murphy made a motion to add James Canavan and Mark Hand, both of Old Saybrook; David MacVaugh of Zion Hill, PA; Eugene Sullivan of Bloomfield, CT; and Wendong Zhang of Old Lyme, CT to the wait list. Mr. Soden seconded the motion and it was so VOTED 4-0-0 (Mr. Cole was inadvertently muted due to technical difficulties with his phone and unable to vote.)

**7. Clothesline**

The wait list currently has 16 people.

Mr. Murphy reported that the surveyor had staked out the coastal jurisdiction line at the Clothesline Marina. He presented pictures. Mr. Vinciguerra also presented some pictures and noted that he thought they could make new stairs work without encroaching on the CJL to avoid needing a permit. Mr. Soden questioned why a permit would be avoided – for time or cost? Having a permit could allow for extension of the stairs into the regulated area and provide a clean record for the structures that are there and allow for other changes. Commissioners discussed whether the boat launch repairs and any pole repairs might all be included in one permit. Mr. Murphy asked Mr. Vinciguerra to put together some drawings of what might work for the stairs. Commissioners agreed that since they were being proactive rather than reactive about needed repairs that there was plenty of time to do the job in a way that will provide the most benefit to those who use that facility. Mr. Connolly noted that it would be nice to have a rest area

mid-stair for when you are carrying a heavy load of gear from your boat. Mr. Soden will try to track down the most recent permit that was used when the poles were placed in the water. Mr. Murphy and Mr. Soden will solicit bids to do permits.

## **8. Ferry Road**

The wait list currently has 17 people.

Mr. Murphy reported that the as-built is completed. He will let Mr. Vinciguerra and Mr. Soden look it over and make comments and submit it after the next meeting.

Mr. Cole reported that Mr. Rutan had completed the repairs to the Ferry Dock but the ladders are not yet installed. Mr. Murphy will follow-up on the ladders.

## **9. Sheffield Street Project**

Mr. Murphy reported that the jib the commission has proposed to purchase for Public Works to lift the gangway off of the dock for the winter will not be able to lift the floating docks. Parker Construction can remove the docks and gangway at the same time as the moorings for \$1,000 and would put them back in the spring for \$2,500. Mr. Murphy suggested that the commission authorize purchase of the jib to pull the gangway and to store the floats at the yacht club. Public Works needs two weeks' notice for the jib to pull the gangway. If for some reason they will not be able to do it this season then Parker will be hired. After some discussion commissioners agreed to this scenario. Mr. Murphy made a motion to authorize the HMC to buy the jib for the town Public Works Department to use to pull the gangway and for Mr. Mitchell to make an agreement with the yacht club to store the docks for the winter for a fee not to exceed \$500. Any fees above \$500 will have to be cleared through the commission at the next meeting. Mr. Connolly seconded the motion and it was so VOTED 3-0-0 with Mr. Vinciguerra abstaining because he is a commodore of the yacht club and Mr. Murphy abstaining because he is a member of the yacht club (although he added he did not believe a conflict of interest exists).

## **10. Harbor Master/Dock Master Report**

Mr. Mitchell reported that Parker Construction will be coming October 31 to begin pulling moorings in North Cove. Commissioners discussed leaving one or two moorings to tie docks to during the yacht club's dredging.

## **11. Correspondence**

Correspondence from Rick Beck was reviewed. Mr. Beck asked for an extension for registering his new boat so that he would not have to pay a double fee. Commissioners agreed to allow him to register in January. Ms. Donahue was asked to contact him.

There were no Rule 11 requests.

## **12. New Business**

A COP for rebuilding existing docks at Oak Leaf Marina was reviewed by commissioners. No action was needed.

## **13. Old Business**

Ms. Donahue gave a mini tour of the Online Mooring database to show commissioners how to log in and what information is available to them. She reviewed some of the features of the system and the work that has been done to get the database in shape for renewals and to go live in the near future.

Rules changes were discussed. Mr. Murphy reported that he had spoken to the town attorney about an insurance requirement for boats in North Cove, which he agreed was a good idea. Commissioners generally agreed this was a good idea and discussed its implementation and which areas should be affected. In general, boats will be asked to have the coverage but will not be required to submit proof until the 2022 season. Other rules changes were also discussed including requiring a second pendent on all moorings

Mr. Murphy made a motion that the HMC add to Rule 11 in North Cove that anyone who has filed for a Rule 11 request gives permission to the HMC to publicize the vacancy in any way it sees fit, that Rule 12 be modified to require a yellow ribbon to be affixed to a mooring if the holder will be away for a week or more and to add a new rule requiring liability insurance coverage in an amount to be determined by Mr. Murphy and Mr. Cole. Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0.

Mr. Murphy made a motion to edit the North Cove application to add specific information about the size and storage location for mooring holders' dinghies. Mr. Vinciguerra seconded the motion and it was so VOTED unanimously 5-0-0.

Mr. Murphy made a motion to modify the Clothesline and Ferry Road rules to renumber appropriately to make Rule 11 consistent across all HMC areas. Mr. Connolly seconded the motion and it was so VOTED unanimously 5-0-0. The Ferry Road rules will also gain a Rule 10 relating to the insurance requirement.

There was no update on the Harbor Management Plan.

There was no further discussion on rafting/bunking.

There was no update regarding the surveillance cameras.

Further discussion on the website was tabled.

Further discussion on mooring succession for spouses was tabled.

#### **14. Payment of Bills**

Mr. Connolly made a motion to pay Mr. Mitchell \$3,000 for use of his boat for the season, Olsen Sanitation \$196 for October, CT Water \$216.87 for Ferry Road and \$144.58 for the Town Dock, Online Mooring \$132 for application fees, \$333 for reimbursement to the town credit card for stamped personalized HMC envelopes, and \$950 to Resource Management Mapping for Ferry Dock as-built and \$500 for Clothesline CJL staking . Mr. Murphy seconded the motion and it was so VOTED unanimously 5-0-0.

#### **15. Adjournment**

Mr. Cole made a motion to adjourn at 9:12 p.m. seconded by Mr. Connolly which was so VOTED unanimously 5-0-0. The next regular meeting is scheduled for Monday, November 16, 2020 at 7:00 p.m.

Respectfully submitted,

Jennifer Donahue  
Clerk, OSHMC