



**TOWN OF OLD SAYBROOK
Harbor Management Commission**

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**HMC MEETING MINUTES
January 19, 2021 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/QfyHyOGigN0>

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. Garry Rutty and Tami Rutty attended as guests.

3. Citizens with Business before the Commission

The commission chose to hear a matter at this point in the meeting rather than under the Ferry Road portion of the meeting in order to accommodate the Ruttys. Mr. Murphy gave a recap of the issue noting that Mr. Rutty is a commercial fisherman who already has one boat at the Ferry Dock. He is seeking a second slip in light of the current vacancy at the dock. As requested at the last meeting, Mr. Murphy and Mr. Connolly reviewed and drafted potential changes to the Ferry Dock rules to accommodate this unique situation. Those proposed changes were circulated to the commissioners in advance of the meeting. Discussion ensued and commissioners requested two changes to the proposed rules. Mr. Murphy made a motion to amend the Ferry Dock rules as circulated to reflect the following two amendments: 1) Under #12 (2) add at the end "are registered for commercial fishing and"; 2) "(4) all of the conditions in this section must be met to maintain two slips." Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0. Mr. Murphy noted that as a final step in the process, all current members of the Ferry Dock wait list will be contacted to make sure they do not meet the criteria for a commercial fisherman before offering a second slip to Mr. Rutty.

Mr. Rutty asked if the commission will be moving forward with a plan to add a floating dock and additional slips at the Ferry Dock. Mr. Murphy noted that plan is on hold until DEEP responds to the commission's request for a permit extension that would allow for the work. Mr. Rutty stated that he would like to be informed if the plan will move forward.

Mr. and Mrs. Rutty left the meeting.

4. Approval of Minutes

The minutes of the regular meeting of December 21, 2020 were considered. A motion was made by Mr. Cole and seconded by Mr. Vinciguerra 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. Mr. Murphy noted that he has also been reviewing the financial reports in Online Mooring with the goal of doing a reconciliation of all funds received and payments made for the next meeting. Ms. Donahue reported that only one of the eleven people invited to move off of the wait list and have a mooring in North Cove accepted. Five asked to remain on the wait list and five did not respond. All received one email invitation, one phone call and an email reminder. Ms. Donahue also reported that renewals have begun for the Flats & Beaches and the kayak rack.

6. North Cove

Commissioners discussed the wait list situation. All of those who did not take a mooring will remain on the wait list until they have had an opportunity to renew for the wait list. The next ten people on the wait list should now be invited to have a mooring and Ms. Donahue should continue to move down the list as necessary to fill those spots before the next meeting.

Commissioners discussed updating the North Cove mooring specification sheet to include the requirement of a second pennant. Commissioners agreed that the illustration should also reflect the second pennant. Mr. Murphy also asked Mr. Mitchell to see if there were any additional changes he recommended at this time.

The calendar of events leading up to the 2021 season was discussed. Ms. Donahue should send the new mooring specs to North Cove holders along with their spring information on or about March 1. Moorings will be required to be at the Town Dock no earlier than April 1 and no later than April 11. The floating dock and gangway will need to be installed the last week in March. Mr. Murphy will follow-up with Mr. Bonin about the jib and Mr. Mitchell will touch base with him on the timing of the installation of the floating dock and gangway.

7. Clothesline

The open slot on the Clothesline has been taken. Mr. Mitchell reported that he did not receive a call back from Mr. Johnson. Commissioners instructed Ms. Donahue to offer that slot to the next person on the wait list.

Mr. Vinciguerra reported that the amended contract for the stair rebuilding project has been signed with Indigo. A wetlands biologist and a surveyor need to map out the area. The surveyor will use Google Earth to mark the poles to save money. The design is expected to be done by mid-February with work potentially starting in the spring. Depending on timing all staircases can be done at the same time or staggered to two at a time. Mr. Vinciguerra noted that he would try to have the designs for commissioners to consider for the next meeting.

8. Ferry Road

There was no update on the as-builts. Mr. Murphy will touch base with the surveyor to explain that the commission is waiting on a permit extension. Mr. Murphy will also contact Mr. Rutan to remind him about the boarding ladders. Mr. Murphy will also send a follow-up letter to DEEP regarding the permit extension request.

9. Harbor Master/Dock Master Report

Mr. Mitchell reported that he still needed to remove a dinghy, a kayak and some moorings from the Town Dock. He also reported that the plans for the train bridge have been altered to make the clearance higher as a result of feedback from employees at a local marina.

10. Correspondence

Correspondence was reviewed and acknowledged.

There were no Rule 11 requests.

11. New Business

Mr. Vinciguerra made a motion to nominate Mr. Murphy as chair and Mr. Connelly as secretary. Mr. Soden seconded the motion and it was so VOTED unanimously 5-0-0.

12. Old Business

Online Mooring has been working well and Ms. Donahue has been working with them to make alterations as needed. She noted that she would like to go live on the website in the near future to eliminate all paper applications including for the wait lists.

There was no update on the Harbor Management Plan.

Mr. Soden reported that he had drafted and sent out RFPs to four local firms regarding the extension of the North Cove launch. Firms have been given three weeks to respond and he should have proposals for review for the next meeting. The proposals will include extension of the ramp, retention areas as needed and ramp repairs.

Mr. Connelly brought up some erosion issues at the parking lot in the area of the boat launch where people fish that could possibly cause an injury. Mr. Bonin is aware of the issue and intends to do something about it. Mr. Connelly suggested that the commission might want to weigh in on the best way to repair it, i.e. instead of just pouring concrete into the depressions perhaps filter fabric and stone might be a better fix. A guardrail at the edge might also be recommended. Mr. Vinciguerra will take some pictures and talk with Mr. Bonin about the options.

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 Online Mooring \$330 for application fees for December; \$1,602 for sales and use taxes for December, and quarterly payments to CT Water for \$194.24 at the Ferry Dock and \$50.66 at Sheffield Street. Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0.

15. Adjournment

Mr. Cole made a motion to adjourn at 8:38 p.m. seconded by Mr. Soden which was so VOTED unanimously 5-0-0. The next regular meeting is scheduled for Tuesday, February 16, 2021 at 7:00 p.m.

Respectfully submitted,

Jennifer Donahue
Clerk, OSHMC