



**TOWN OF OLD SAYBROOK
Harbor Management Commission**

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**HMC MEETING MINUTES
February 16, 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/eBkpmObY9V4>

1. Call to Order

Chair Robert Murphy called the meeting to order at 7:02 p.m.

2. Roll Call

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

Absent: Robert Soden

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 19, 2021 were considered. A motion was made by Mr. Vinciguerra and seconded by Mr. Connolly to accept the minutes as submitted. The motion was so VOTED unanimously 4-0-0.

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. The Clothesline and the Ferry Dock are full for the season. Five people have yet to renew on the kayaks and two are on the wait list. The format of the regular spring mailings was discussed. They will be kept the same and on the same schedule but may include an electronic version as well. Yellow ribbons will now be available in a box at the dock instead of sent to mooring holders individually.

6. North Cove

There are currently 146 spots confirmed in the cove with one more invitation pending while approximately 40 people are on the wait list. Mr. Mitchell asked that the remaining three spots remain unfilled for space concerns. The new mooring specs were approved.

7. Clothesline

The Clothesline is full for the season. Mr. Vinciguerra reported that the stair repair plans were coming along. Each of the four staircases will be individually designed for its location and will have concrete pads and sono tubes at the bottom to avoid erosion. As soon as the final plans are done they can be submitted to the town for final permitting.

Mr. Murphy reviewed Mr. Soden's report about the proposals sent for the ramp. Mr. Murphy made a motion that the OSHMC engage Coastline Consulting to secure the appropriate permits for the Clothesline ramp in an amount not to exceed \$15,000 the details of which will be worked out by Mr. Soden and Mr. Murphy and forwarded to the first selectman. Mr. Cole seconded the motion and it was so VOTED unanimously 4-0-0.

8. Ferry Road

The Ferry Dock is full for the season. Mr. Murphy reported that he had communicated with the surveyor about the as builts and explained that now that the OSHMC has received a permit extension, additional work will probably be pursued so the as builts are on hold. Mr. Murphy also spoke to Mr. Rutan who will install the boarding ladders before the beginning of the season.

The permit extension for the dock has been received and the next step is to apply for a *di minimus* change to substitute floating docks for a fixed dock on the T extension. Docko has agreed to assist with this. Mr. Murphy made a motion to have authorize Mr. Soden or Mr. Murphy to contact Docko to prepare the *di minimus* change for two floating docks in an amount not to exceed \$2,000. Mr. Cole seconded the motion and it was so VOTED unanimously, 4-0-0.

9. Harbor Master/Dock Master Report

Mr. Mitchell reported that he had to cut the cable on a kayak that was left on the kayak rack. Within a half hour the police called looking for it. Mr. Mitchell notified the owner that had the vessel been properly identified he could have contacted her. In addition, he waived the \$50 fine he could have imposed. He also reported that he had done some training with a retired harbor master employed by Online Mooring and that the training went well. He noted that registering transients in the system would be helpful in the future. He plans to use a handheld GPS to drop moorings outside of the North Cove area.

10. Correspondence

Correspondence from Todd and Carrington Hartt was reviewed. An extension until March 12 was granted to Carrington Hartt for getting purchase paperwork in for her new vessel. Ms. Donahue will notify her. Correspondence from Mr. Vinciguerra regarding his new boat was reviewed and acknowledged.

There were no Rule 11 requests.

11. New Business

Discussion regarding equipment for the dockmaster was covered under his report.

Mr. Murphy circulated pictures of most of the signs currently at the Town Dock. Two signs were approved in September related to parking for the harbor master and no parking except for loading and unloading. Additional signs were also discussed. Mr. Murphy made a motion to purchase the two signs previously approved in September as well as 2 signs to read, "Permitted Kayak Storage Only - All Non-Permitted Kayaks Will Be Removed," and 3 signs to read, "Dinghy Storage for Mooring Holders Only – All Non-Permitted Dinghies Will Be Rqwaemoved." Mr. Cole seconded the motion and it was so VOTED unanimously 4-0-0.

Mr. Murphy noted that launch operators at the NCYC receive a number of inquiries about vacant moorings from transient boaters during the summer. He suggested possibly making an agreement with the launch operators to help disseminate information about vacant moorings for both members and non-members who provide the information. Commissioners agreed this would be a good service. Mr. Murphy will try to get on the agenda for the next NCYC meeting to gauge their interest in the idea and will report at the next meeting.

Commissioners discussed the "Smoke on the Water" proposal by the Zoning Commission. Mr. Murphy made a motion that in response to the February 2 request from the Zoning Commission that the commission provide a letter stating that the plan is not inconsistent with the Harbor Management Plan and therefore the HMC has not objection. Mr. Cole seconded the motion and it was so VOTED unanimously 4-0-0.

12. Old Business

Ms. Donahue noted that she hopes Online Mooring will be able to "go live" on the website within the next week or so.

Mr. Murphy reported that he had made a final call to the former consultant for the Harbor Management Plan with no reply. He will ask Mr. Soden for suggestions for other vendors and will report back at the next meeting.

Capital projects were discussed earlier in the meeting.

Mr. Murphy noted that he recommended that the commission adopt a rule against rafting/bunking because of the tightness of the mooring field in North Cove. After some discussion, commissioners agreed that rafting could be allowed during the day with a maximum of two boats if both remain occupied. Bunking will not be allowed and rafting of unoccupied boats or with more than two boats tied together will not be allowed. Mr. Murphy and Mr. Vinciguerra will draft a rule for consideration at the next meeting.

There was no update regarding the surveillance cameras.

It was agreed that some updates to the website will be performed in conjunction with the addition of Online Mooring.

Further discussion on mooring succession for spouses was tabled.

14. Payment of Bills

Mr. Connolly made a motion to pay Online Mooring \$234 for application fees for January; \$318 for sales and use taxes for January; \$4,262.50 to W.I. Clark for purchase of the jib for Public Works; \$650 to Connecticut River Dock & Dredge for repairs to the Ferry Dock; \$2,000 to Annino Survey for work related to the Clothesline stair repair project; and \$156 for reimbursement to the Town credit card for purchase of piping from Yarde Metals for repair at the Town Dock. Mr. Cole seconded the motion and it was so VOTED unanimously 4-0-0.

15. Adjournment

Mr. Cole made a motion to adjourn at 8:54 p.m. seconded by Mr. Connolly which was so VOTED unanimously 4-0-0. The next regular meeting is scheduled for Monday, March 15, 2021 at 7:00 p.m.

Respectfully submitted,

Jennifer Donahue
Clerk, OSHMC