



**TOWN OF OLD SAYBROOK  
Harbor Management Commission**

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**HMC MEETING MINUTES  
May 17, 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/Z9pSLIHnhJY>

**1. Call to Order**

Chair Robert Murphy called the meeting to order at 6:59 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 with business before the commission.

**4. Approval of Minutes**

The minutes of the regular meeting of April 19, 2021 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.

The minutes of the special meeting of May 3, 2021 were considered. A motion was made by Mr. Cole and seconded by Mr. Soden 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 noted that she felt commission members should consider a policy on payments of new wait list fees by credit card and a policy on how long to hold applications that do not receive payment before voiding them. Lack of timely payment can cost the commission money for applications that may not become finalized and allow an unfair advantage for people who submit incomplete applications. Commissioners discussed the issue briefly and asked that it be put on the agenda for the June meeting. In addition, they asked that the current fee schedule be circulated in advance of the next meeting so that a general review of all fees can be conducted.

**6. North Cove**

Ms. Donahue is in the process of trying to get all mooring location information entered into Online Mooring and then linking to the chart. There are currently 51 people on the wait list with 2 others awaiting payment; 12 of those are people who still need to renew from last season. The new flyer for North Cove transients was in the packet for commissioners' information.

Commissioners discussed the possible need for a dock crane to assist with mooring installation. There is an old existing crane in an unusable spot. Commissioners discussed moving this crane or purchasing a new crane as well as using a hydraulic crane that would attach to a boat rather than a land-based crane. Mr. Mitchell was asked to give some thought as to what would be helpful and to report at the next meeting. Suggestions should avoid anything that would require obtaining a permit to accomplish.

Mr. Murphy noted that Mr. Mitchell had expressed a need for additional chain for the navigation buoys, the purchase of which was time-sensitive otherwise mooring placement would have been delayed. Mr. Murphy approved Mr. Mitchell's purchase of the needed chain between meetings in order to avoid delay. He asked the commission to consider a policy for situations like that in the future when an expenditure might be needed between meetings but did not warrant a special meeting. Mr. Connolly made a motion to give the chair authority to spend up to \$1,500 between meetings to cover expenses related to reasonable and customary needs. Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0.

## **7. Clothesline**

There are 23 people on the wait list, 7 of whom need to renew to stay on from last year. Mr. Vinciguerra received the final drawings for the stair repair project. A potential issue with the concrete pads at the bottom of the stairs interfering with wetlands was reviewed and approved by DEEP as long as no equipment is used below the CJL. Mr. Vinciguerra is preparing the application for the June 7 meeting of the Zoning Commission. Ms. Donahue will help with copies needed for the application. The RFP for the ramp will be drafted for the next meeting. Mr. Murphy and other commissioners thanked Mr. Vinciguerra for all of his work on these projects.

## **8. Ferry Road**

Ferry Road has 23 people on the wait list, 7 of whom need to renew to stay on from last year.

A signed agreement has been completed with Docko. Mr. Cole asked about options for the floating docks – specifically if it would be more economical and easier to handle to have two shorter docks joined together rather than one larger dock. Commissioners will discuss these options more thoroughly at a future meeting.

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

Mr. Mitchell reported that all moorings in North Cove have been dropped. He also noted that depths are good and the cove does not seem to be filling in at the same rate it did last time after it was dredged. The cove is very full this season with its 147 moorings and upgrades will have to be carefully scrutinized in the future. The Commission will further discuss the issue at an upcoming meeting.

He also reported that the water at the Ferry Dock has been leaking in the vicinity of Rick Mattson's boat. He has contacted Patterson Plumbing to repair it.

## **10. Correspondence**

Rule 11 requests were acknowledged from Lois LeSieur and Joseph Milke.

## **11. New Business**

There was no new business.

## **12. Old Business**

Online Mooring update was covered earlier in the meeting. Website updates are still in progress. Mooring succession for spouses was tabled.

Mr. Murphy reported that he still needs to write a thank you letter to the donor who gave \$150. He also needs to contact Chief Spera.

## **14. Payment of Bills**

Mr. Connolly made a motion to pay Gilman \$1,864, Beard Lumber \$37.05 and Saybrook Hardware \$14.75. Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0.

## **15. Adjournment**

Mr. Cole made a motion to adjourn at 8:12 p.m. seconded by Mr. Connolly which was so VOTED unanimously 5-0-0. The next regular meeting is scheduled for Monday, June 21, 2021 at 7:00 p.m.

Respectfully submitted,

Jennifer Donahue  
Clerk, OSHMC