



**TOWN OF OLD SAYBROOK
Harbor Management Commission**

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**HMC MEETING MINUTES
June 21, 2021 7:00 P.M.
SECOND-FLOOR CONFERENCE ROOM, TOWN HALL - HYBRID**

To access the audio from this meeting, please use the following link:
<https://youtu.be/HdA5mNyHUtA>

1. Call to Order

Chair Robert Murphy called the meeting to order at 7:05 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 but Keith Neilson from Docko was present to discuss permit changes at the Ferry Dock and another project on which he is retained: the Picard LWRD License Application. Mr. Murphy asked that those two issues be taken first to accommodate Mr. Neilson.

8. b. Potential Dock/Piling Modifications – Permit Change

Mr. Neilson reported that DEEP has tentatively agreed that the documents can be sent for the COP for the floating docks. He reviewed the new piling configurations and discussed why the north side of the floating docks has been made longer than the south side and the configuration has been shifted north. He also discussed wave attenuation considerations. Commissioners asked questions and discussed the plans and agreed that they were satisfied with the drawings as presented. Mr. Murphy made a motion to authorize Docko to submit the drawings as part of the pre-approval process for the COP. Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0.

Mr. Neilson brought up the possibility that DEEP may want to revert back to having the docks equal length and centered between the north and south. Mr. Murphy made a motion that if for some reason DEEP has an objection to the northern extension of the dock that Docko is authorized to offer to center the docks between north and south instead. Mr. Cole seconded the motion and it was so VOTED 5-0-0.

11. a. Picard LWRD License Application

Mr. Neilson presented preliminary plans for a small development proposed for 91 Sheffield Street that would include a public access kayak dock and a shared dock for four boats for the owners in the development. Commissioners discussed the proposed use of the area versus marine commercial use, the Thruflow decking material that will go over the marsh, public access and the status of the application. Commissioners asked to see a more complete version of the application for context as Mr. Neilson said he is still working on it and is unsure when it will be filed. Mr. Neilson noted that he would have more information for the next meeting and Mr. Murphy stated that if Mr. Neilson needed HMC input on the application before that time that a special meeting could be called. Mr. Neilson left the meeting at 7:57 pm.

4. Approval of Minutes

The minutes of the regular meeting of May 17, 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.

5. Clerk Report

Ms. Donahue's written report was reviewed by commission members. Updates were provided on wait lists as well as progress on the database charting and the status of Flats & Beaches applications. The monthly financial summary report was also reviewed. Mr. Murphy asked Ms. Donahue to send Mr. Mitchell the list of eight F&B applicants from last season who had not renewed to confirm that they do not have moorings in. If they do, they need to complete and pay for an application.

6. North Cove

There are 47 people on the wait list, which currently shows a waiting period of 9 months as the database goes by when applications have been waiting since. The wait time is really much longer for the majority on the wait list. Ms. Donahue asked whether commissioners would like the estimated wait time disabled until it could be shown more accurately. Commissioners thought this would be a good idea.

Those mooring holders who had requested Rule 11 were discussed. Commissioners decided to modify Rule 11 as a result. Mr. Murphy made a motion to modify Rule 11 to reflect that if a mooring holder applies for a mooring exemption that the HMC has the authority to identify the mooring in any way it deems appropriate. Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0. Mr. Murphy asked that the list of mooring holders who had requested Rule 11 be sent around so that they can be flagged with yellow ribbons.

7. Clothesline

There are 22 people on the wait list, which currently lists a wait time of two years that, like North Cove, is a bit misleading since only a few spots open up each year at the Clothesline.

The draft RFP for the installation of the stairs was reviewed and changes were suggested. Mr. Murphy made a motion to authorize him to put the RFP into final form and submit the draft to First Selectman Fortuna as presented unless Mr. Soden identifies any further issues that need to be addressed, in which case he asked for the flexibility to incorporate those changes into the RFP before submission to Mr. Fortuna. Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0. Mr. Vinciguerra will file the building permit on behalf of the HMC for the work.

Mr. Soden reported that Coastline Consulting asked to be provided with sketches related to the changes to the North Cove launch ramp so that they can begin work on the next step of the permitting process. Mr. Vinciguerra will provide some sketches for Mr. Soden to review and forward. Commissioners discussed how far below the mean low water they could go and still get a permit for the ramp changes.

Discussion of responsibility for maintenance of pole equipment was tabled until July. However, Ms. Donahue reported that the owner of Pole #29 could not put his boat in until the owner of Pole #28 tightened up his lines so that his boat would not infringe on Pole #29's space. Mr. Mitchell will speak to the owner of Pole #28.

Mr. Connolly asked to review the schedule of the grounds maintenance at the Clothesline with Mr. Mitchell. Mr. Mitchell agreed.

8. Ferry Road

Ferry Road has 21 people on the wait list with an estimated wait time of five years listed.

Mr. Cole reported that a mower from Public Works had hit the water turn-off valve near the meter pit. He put a white bucket over it and asked Mr. Mitchell to take a look at it for potential repair. Other Ferry Road business was handled earlier in the meeting.

9. Harbor Master/Dock Master Report

Mr. Mitchell reported that he now has full access to Online Mooring and can log inspections. He will meet with Mr. Le to inspect his Flats & Beaches mooring and by the end of the weekend everyone should be in. He will also put the bollards back in and install the remaining signs at the Town Dock.

10. Correspondence

Mr. Murphy reviewed the article that had appeared in the *Harbor News* regarding the recent work of the HMC. Correspondence from Mr. Connolly relinquishing his mooring and Mr. Colamussi alerting the commission that his boat is currently being repaired (he hopes he will not need a Rule 11 exemption) were acknowledged.

11. New Business

The Picard application was handled earlier in the meeting. Review of the fee schedule was tabled until July. Commissioners determined that applications that are not complete within 60 days should be terminated and that an applicant will have to reapply.

12. Old Business

Online Mooring update was covered earlier in the meeting. Mooring placements and labels on the chart are in progress. Mooring succession for spouses was tabled.

13. Payment of Bills

Mr. Connolly made a motion to pay Online Mooring \$312, Coastline Consulting \$2,350, Indigo Land Design \$4,250, Olsen's Sanitation \$196, Connecticut Water for Sheffield Street \$39.71, Connecticut Water for Ferry Dock \$74.02, Robert Becker two bills each for \$100, Patterson Plumbing \$203.95 and \$559.25, the Department of Revenue Services \$67 for sales & use tax and James Mitchell \$540, Kevin Wilson \$580, Merrick Wilson \$220, Zach Hoblin \$500, and George Boduah \$200 for assistance with setting moorings. Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0.

14. Adjournment

Mr. Cole made a motion to adjourn at 9:03 p.m. seconded by Mr. Murphy which was so VOTED unanimously 5-0-0. The next regular meeting is scheduled for Monday, July 19, 2021 at 7:00 p.m.

Respectfully submitted,

Jennifer Donahue
Clerk, OSHMC