



**TOWN OF OLD SAYBROOK
Harbor Management Commission**

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**HMC MEETING MINUTES
December 20, 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/i4eewNllu8k>

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 (virtual); Robert Soden; Lou Vinciguerra; Scott Mitchell, Harbor Master; and Jennifer Donahue, Clerk. Keith Neilson of Docko attended virtually as a guest.

3. Citizens with Business before the Commission

To accommodate Mr. Neilson, item 11a – Breault Dock Modification, was discussed first. Mr. Neilson noted that 20 years ago when the dock was originally built no walkways were allowed across the marsh. DEEP guidelines have since changed and the owner would now like to add this feature. There would be no new encroachment into navigable waters. After questions and discussion Mr. Murphy made a motion asking the commission to authorize him to sign the consultation form related to the Breault property. Mr. Soden seconded the motion and it was so VOTED unanimously 5-0-0. Mr. Neilson left the meeting at 7:13 pm.

4. Approval of Minutes

The minutes of the November 23 meeting were reviewed. Mr. Vinciguerra made a motion to approve the minutes as submitted. Mr. Connolly seconded the motion and it was so VOTED unanimously 5-0-0.

5. Clerk Report

Ms. Donahue gave a brief overview of her regular written reports.

6. North Cove

The renewal deadline has passed, all those renewing have paid with just a handful of people with registration issues. Three people have dropped off the list despite 4 email reminders and one phone call. Including these three there are potentially 15 spaces open for the upcoming season, space permitting, and the wait list stands at 71. Commissioners asked Ms. Donahue to call the three expired people one more time. Sizes of spaces available versus those waiting on the wait list were reviewed. Commissioners will decide on an upgrade policy for the next meeting.

Discussion of the dock crane was tabled.

Commissioners discussed use of Coastline Consulting for a study of the North Cove mooring field to be used to decide the feasibility of a winter stick program. It is unlikely this work could be completed before February 15. Commissioners agreed that the study was worthwhile to make an informed decision about the new program and decided to put off the potential move to a winter stick program for this year. Mr. Murphy made a motion asking the commission to approve him to engage Coastline Consulting to perform the mooring study discussed by the commission. Mr. Cole seconded the motion and it was so VOTED 5-0-0.

Mr. Murphy reported that the Sheffield Street as-builts were complete. Mr. Murphy will draft a letter to send to DEEP referencing the permit for Mr. Soden to edit before submission.

7. Clothesline

Renewals are complete with two people with registration issues, three spaces open and one person on hold, while the wait list stands at 27. Commissioners authorized Ms. Donahue to offer the three open spaces to the first three people on the wait list.

Mr. Vinciguerra reported that all four sets of stairs are complete; however, near stair C there is a compromised retaining wall that needs to be removed and a concrete step should be added at the bottom of that stair. The step could still be above the CJL. After discussion Mr. Murphy made a motion to authorize Mr. Vinciguerra to approve up to \$5,000 to have a concrete step poured at stair C and to remove the retaining wall. Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0.

Mr. Vinciguerra discussed a plan to have poles professionally and uniformly driven on the land side of the Clothesline Marina. After discussion commissioners asked Mr. Vinciguerra to develop a scope of work for labor and installation with Mr. Rutan. The commission would supply the materials. Mr. Vinciguerra had priced sign posts and will also price galvanized pipe.

Mr. Vinciguerra reported that the preliminary consultation with DEEP regarding the launch ramp has been completed and the project is moving forward.

8. Ferry Road

Renewals are complete at Ferry Road and the wait list stands at 23. There is one space available, not including additional spaces that may become available with the addition of the floating docks. Mr. Murphy asked Mr. Cole to look at the dock plans along with the wait list to see how many boats could be accommodated with the new docks.

Mr. Murphy reported that the contract with Caulfield has been signed and that the decking color needed to be decided. After discussion, sand colored decking was selected because it is in stock and probably not subject to a recent price increase.

Commissioners reviewed the draft installation RFP and made comments and changes. Mr. Murphy will revise and send to the town for posting next week.

9. Harbor Master/Dock Master Report

Mr. Mitchell reported that the barge is still in the cove but will be moved after Christmas. The floats are at the yacht club. An invoice for the \$500 fee will be requested by Mr. Murphy. Three moorings are left at the Town Dock – Mr. Mitchell has called them.

10. Correspondence

Correspondence was acknowledged.

11. New Business

Commissioners agreed that the Max's Place zoning change requests were not relevant to the HMC. Mr. Murphy asked Ms. Donahue to draft a letter under his name reflecting the HMC's comments.

12. Old Business

Ms. Donahue reported that she had attended the recent Online Mooring user conference detailing some of the new features, which include a price increase for tech support.

Items b, c and d were tabled.

Mr. Murphy noted that he has received additional correspondence from Mike Osnato regarding the South Cove kayak launch ramp. In the spirit of cooperation, he will speak with Mr. Osnato although the area does not fall under the HMC's purview.

13. Payment of Bills

Mr. Connolly made a motion to approve the following bills: State of CT for sales and use tax, \$2,469; Resource Management and Mapping, \$950; Connecticut River Dock & Dredge, \$56,126.92; Online Mooring, \$852; Coastline Consulting, \$1,500; and Annino Survey, \$375. Mr. Murphy seconded the motion and it was so VOTED unanimously 5-0-0.

14. Adjournment

Mr. Cole made a motion to adjourn at 9:24 p.m. seconded by Mr. Connolly which was so VOTED unanimously 5-0-0. The next regular meeting is scheduled for Tuesday, January 18, 2021 at 7:00 p.m.

Respectfully submitted,

Jennifer Donahue
Clerk, OSHMC