



**TOWN OF OLD SAYBROOK
Harbor Management Commission**

302 Main Street • Old Saybrook, Connecticut 06475-1741

Telephone: 860-395-3123 Facsimile: 860-395-3125

**HMC MEETING MINUTES
March 21, 2022 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/tlks4S1G8o>

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 (remote); Robert Soden; Scott Mitchell, Harbor Master; and Jennifer Donahue, Clerk. Matt and Sarah Dobratz and Keith Neilson (remote) attended as guests.

Absent: Lou Vinciguerra

Mr. Murphy made a motion to add discussion of the capital budget to the agenda under Old Business. Mr. Connolly seconded the motion and it was so VOTED unanimously 4-0-0.

3. Citizens with Business before the Commission

Mr. and Mrs. Dobratz attended the meeting to provide documentation for Mrs. Dobratz' application as a commercial fisherman on the Ferry Road Dock. Commissioners discussed boat size and slip assignment timing with them and they left the meeting.

Mr. Neilson attended the meeting on behalf of Saybrook Point Marina in support of its LWRD License application to add a 19-pile dolphin at the end of an existing pier. Following discussion Mr. Murphy made a motion confirming that the Saybrook Point Marina project is consistent with the Harbor Management Plan. Mr. Cole seconded the motion and it was so VOTED unanimously 4-0-0. Mr. Neilson left the meeting.

4. Approval of Minutes

The minutes of the regular meeting of February 22 were reviewed. Mr. Cole made a motion to approve the minutes as submitted. Mr. Connolly seconded the motion and it was so VOTED 3-0-1 with Mr. Soden abstaining since he was not present at the last meeting.

5. Clerk Report

Ms. Donahue gave a brief overview of her regular written reports noting that it has been taking some time to go through the North Cove wait list to fill the 15 open spots – there are still 3 open. She pointed out the North Cove correspondence in the packet and asked for commissioner feedback on changes. It was agreed that moorings should be dropped off April 1 – 8 for inspections.

Ms. Donahue noted that Mr. Tremayne requested a refund for a Flats & Beaches mooring that he signed up for but no longer intends to use because he unexpectedly got an invitation to have a mooring in North Cove which he has accepted and paid for. Commissioners granted the refund request.

Ms. Donahue noted that the commission has surpassed its revenue goal for the fiscal year.

6. North Cove

The wait list and renewal updates were covered under the clerk's report.

Discussion of the dock crane was tabled.

Mr. Murphy noted that 4 boats 40'+ have now been skipped on the wait list due to space, including a power boat.

Mr. Murphy reported that he still needs to complete the as-built submission.

Mr. Murphy reported that after additional consultation with Coastline regarding the North Cove layout design, it appears that 157 moorings should be able to potentially fit in North Cove. Mr. Mitchell will use the logic of that layout to assign boats for this season to test the new system.

The floating dock and gangway are scheduled to be installed this week.

7. Clothesline

The wait list and renewal updates were covered under the clerk's report.

Mr. Murphy noted that he had no update on the seawall. He also reported that a complaint was made to the town's Building Department because the new stairs are not ADA compliant and a ramp should have been installed. Mr. Murphy did not have an update on the outcome of the complaint.

Coastline is ready to submit the COP pending a progress payment (on agenda for approval), a DEEP permit fee (check has been cut and is ready) and replies from the abutters. One of the three abutters (two are part of the same property) has given their ok. The other property with two abutters expressed a concern about possible damage to a wall adjacent to their property and the ramp. Mr. Murphy will ask Mr. Vinciguerra to get a price to have the condition of the wall surveyed so that any potential damage caused by work on the ramp will be able to be assessed in the future. Mr. Murphy will write to the property owners and reach out to Coastline regarding the issue.

Further discussion on pole maintenance and responsibility was tabled other than Mr. Mitchell replacing the one broken pole for the season.

8. Ferry Road

The wait list and renewal updates were covered under the clerk's report and the Dobratz issue was discussed under Citizens with Business before the Commission.

The docks and gangways have been delivered. There are a couple of complaints but they generally appear to be well built. Currently they are not floating level to each other, however, this should be alleviated when the gangways are installed. There are also cracks in at least two places that formed near bolts placed with metal plates at the ends of the wood. It is not a structural issue and the manufacturer has suggested a way to fix it. Finally, the pin that holds the roller is flanked by two caps that have already failed even before installation. CRDD can fix the problem for \$400. A \$5,000 reserve is built into the contract to cover any problems. Mr. Murphy will touch base with the manufacturer to discuss holding money back to pay for these types of repairs.

Mr. Murphy also reported that he had submitted the paperwork to close out the old Ferry Road permit. He had also reviewed the Army Corps permit and the commission discussed the issues in that permit related to turbidity controls. Mr. Murphy will issue a change order for the installation contract to make sure that CRDD is aware of the turbidity control requirements should those circumstances arise during installation of the new piles.

9. Harbor Master/Dock Master Report

Mr. Mitchell had nothing to report.

10. Correspondence

Correspondence related to the publication of information related to the Saybrook Point Marina project was acknowledged.

11. New Business

Item (a) was discussed earlier in the meeting.

The COP Application from the Indian Town Association was acknowledged.

The Petition to Amend the Old Saybrook Zoning Regulation for Animal Care Services as a Special Exception was acknowledged with no comments from the commission.

Mr. Murphy reported that he had attended a meeting of the Parks & Recreation Commission to update them on the HMC kayak program. A member of the Conservation Commission is interested in working with P&R and HMC to develop other kayak areas in town. Mr. Mitchell volunteered to work with the group to help provide ideas and guidance.

Mr. Murphy and Ms. Donahue will work on the file cabinet.

12. Old Business

Mr. Murphy reported that he and Mr. Connolly had attended the Board of Finance meeting to ask that an additional \$50,000 be added to the Infrastructure Budget line for the current fiscal year. The request was accepted and Mr. Murphy reported that First Selectman Fortuna called out all commissioners by name noting the talent and qualifications on the commission and thanking them for their work.

Mooring succession for spouses was tabled.

Video surveillance at Town Dock and Ferry Dock was briefly discussed. Mr. Murphy will contact Chief Spera to discuss getting hooked into the PD's camera system.

Update on the Harbor Management Plan was tabled.

13. Payment of Bills

Mr. Connolly made a motion to approve the following bills: State of CT for sales and use tax, \$199; Caulfield Associates, \$15,966.30; Online Mooring, \$132; Coastline Consulting \$1,288.60 for North Cove layout and \$3,400 for North Cove launch ramp permitting; and \$380 to Lighthouse Printing for parking stickers. Mr. Cole seconded the motion and it was so VOTED unanimously 4-0-0.

14. Adjournment

Mr. Cole made a motion to adjourn at 8:56 p.m. seconded by Mr. Murphy which was so VOTED unanimously 4-0-0. The next regular meeting is scheduled for Monday, April 18, 2022 at 7:00 p.m.

Respectfully submitted,

Jennifer Donahue
Clerk, OSHMC