



**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
April 20, 2020 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/i1pyNBmXIUw>

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; Robert Soden; Lou Vinciguerra; and Jennifer, Donahue, Clerk. Susan Esty, Chair of the Park & Rec Commission, attended as a guest.

Absent: Scott Mitchell, Harbor Master.

3. Citizens with Business before the Commission

There were no citizens present with business before the commission.

4. Approval of Minutes

The minutes of the regular meeting of March 16, 2020 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 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. There are several people who have been delayed in getting their registrations for new boats due to present circumstances. Seventeen people have applied for Flats & Beaches moorings and the harbor master hopes to begin those inspections next week. In addition, the kayak program has been announced online and all online applications have been updated to writable forms. The financial summary was also reviewed.

6. North Cove

The wait list currently has 16 people. Mr. Murphy made a motion to add Russell Warren, Jr. to the wait list. Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0.

Mr. Murphy reported that there are 87 moorings that have passed inspection and are ready to be placed, representing about 60% of the moorings for the season. He suggested sending another letter to mooring holders updating them on the status of the work that has been done at Sheffield Street and setting a final deadline for moorings to be provided. After discussion it was agreed that Mr. Murphy would draft a letter setting May 25 as the final deadline but encouraging mooring holders to get their gear to the appropriate location earlier if they feel comfortable to ensure their regular place in the mooring field and to make the process easier for the harbor master.

7. Clothesline

The wait list currently has 13 people. All spaces are full.

8. Ferry Road

The wait list currently has 19 people and all slips have been renewed.

The dredging discussion was tabled, but Mr. Cole encouraged the commission to begin the process of obtaining a permit. Commissioners agreed to focus on this at the next meeting when the moorings will have been placed and the work at Sheffield Street will be completed.

9. Sheffield Street Project Planning, Bidding and Execution Discussion

Mr. Murphy reported that the work is nearly completed and the dinghy dock and gangway will be delivered on Thursday and installed at the end of this week or next, weather permitting. He reviewed change order #5, which reflected the final pricing for the dinghy rack construction as well as adjustments related to the processed stone that was used to finish the area. Mr. Murphy made a motion to approve a change of \$4,475 based on the adjustments detailed in the change order. Mr. Connolly seconded the motion and it was so VOTED unanimously 5-0-0.

Mr. Murphy reviewed the complete budget for the Sheffield Street project and noted that it is currently about \$14,000 under the amount allocated for this year's capital budget. Up to four additional piles may need to be purchased depending on whether the piles in the existing three-pile dolphin will be able to be repurposed. There is also another pile that has been found to need replacement and, at a minimum, that will have to be purchased from CRDD. A price adjustment is also necessary related to the bollard installation due to an ambiguity in the contract. Commissioners also authorized Mr. Vinciguerra to purchase dark green bollard covers at a cost of \$30 each.

Mr. Murphy detailed the commission's new pilot kayak program for Ms. Esty. Ms. Donahue will send her a copy of the wait list application with the program policies. Commissioners also extensively discussed the storage spot for the kayaks deciding that they should be separate from the dinghies and should not encroach on space traditionally reserved for the dinghies. Mr. Murphy made a motion to authorize Mr. Vinciguerra to spend up to \$3,000 to build an end-loading aluminum kayak rack on the northwest corner of the Sheffield Street property if he can get the materials (wood rack for this season if he cannot get the materials). Mr. Connolly seconded the motion and it was so VOTED unanimously 5-0-0.

Mr. Murphy revisited the budget noting that, though he still feels the capital budget for this fiscal year is adequate to meet all of the needs of the Sheffield Street project, if he feels it is getting tight, he asked for permission to hold off on selected expenses if necessary until the next fiscal year. Commissioners were in agreement on this approach.

Discussion ensued regarding the existing floating dock that is currently stored at the North Cove Yacht Club. After extensive discussion it was agreed that the dock should be anchored in the flats for now with the goal of selling it. Mr. Murphy will check with Mr. Rutan and Mr. Mitchell to see if they know anyone who would be interested in purchasing the dock.

10. Harbor Master/Dock Master Report

Mr. Mitchell was not present and did not present a report.

11. Correspondence

A Rule 11 request from Mr. Goduti was acknowledged.

12. New Business

The Amtrak railroad bridge LWRD license application pre-submission consultation form was discussed and was found to be consistent with the Harbor Management Plan. Under comments and recommendations commissioners added two considerations: 1) during the two periods of river closure please consider timing those outside of the boating season; 2) consider reuse of the existing railroad bed for a public access point. Mr. Murphy will complete the form and scan it and send it in.

The review and discussion on the proposed "Economic Development" section of the Town Plan of Conservation & Development was tabled until the May meeting.

The COP application from the Cornfield Point Association was acknowledged. No action was necessary.

The rafting/bunking discussion was tabled.

13. Old Business

Mr. Murphy reported that he had made some suggested changes to the Online Mooring contract based on comments from the professional that the first selectman had asked to review the contract. Mr. Murphy noted that he had discussed the changes with Brad Hurley and that the contract is ready to go in its present form. Mr. Murphy made a motion that the amended contract be approved by the commission and sent to Mr. Fortuna for his signature on behalf of the commission. Mr. Connolly seconded the motion and it was so VOTED unanimously 5-0-0.

Mr. Murphy reported that considering everything that is going on at the present time with COVID-19 he has not felt it is the right time to follow-up with the police chief regarding the surveillance cameras.

Further discussion on the website was tabled.

Further discussion on mooring succession for spouses was tabled.

14. Payment of Bills

Mr. Murphy reviewed the April 16 invoice from Connecticut River Dock & Dredge noting that, minus retainage, the commission's current balance is \$16,617. Mr. Murphy made a motion to pay CRDD in that amount. Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0.

Mr. Murphy reviewed the monthly expenses, a number of which had been paid in advance by purchase order with the town credit card including \$333 to the US Postal Service for stamped envelopes and \$3,323.88 from BuyRailings, \$2,820 from Yarde Metals and \$299.56 from Industrial Metals Supply for dingy rack materials. Mr. Murphy made a motion to pay \$55 to reimburse Jennifer Donahue for a roll of stamps, \$36.66 to Connecticut Water, \$693.66 to Beard Lumber for dinghy rack supplies and harbor master supplies and \$770.40 to Electrical Wholesalers for dinghy rack supplies. Mr. Connolly seconded the motion and it was so VOTED unanimously 5-0-0.

15. Adjournment

Mr. Cole made a motion to adjourn at 9:00 p.m. seconded by Mr. Connolly which was so VOTED unanimously 5-0-0. The next regular meeting is scheduled for Monday, May 18, 2020 at 7:00 p.m.

Respectfully submitted,

Jennifer Donahue
Clerk, OSHMC