



**TOWN OF OLD SAYBROOK  
Harbor Management Commission**

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**302 Main Street • Old Saybrook, Connecticut 06475-1741**

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**HMC MEETING MINUTES  
June 15, 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/DbghNwY6C2A>

**1. Call to Order**

Secretary Paul Connolly called the meeting to order at 7:03 p.m.

**2. Roll Call**

Present: Paul Connolly, Secretary; David Cole; Robert Soden; Lou Vinciguerra; and Jennifer, Donahue, Clerk.

Absent: Robert Murphy, Chair; and 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 special meeting of May 18, 2020 were considered. A motion was made by Mr. Soden and seconded by Mr. Vinciguerra to accept the minutes as submitted. The motion was so VOTED unanimously 4-0-0.

The minutes of the regular meeting of May 20, 2020 were considered. A motion was made by Mr. Connolly and seconded by Mr. Cole to accept the minutes as submitted. The motion was so VOTED unanimously 4-0-0.

**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. Thirty-one applications have been received for Flats & Beaches moorings. Ten people have received spots on the kayak rack and two more would like to be added to the wait list. Most of the people on the wait lists for the various areas have submitted their renewals. Payment from Ragged Rock Marina for the old floating dock has been received. The financial summary was also reviewed.

**6. North Cove**

The wait list currently has 21 people. Mr. Connolly made a motion to add Jeff Palazzo, Jon-David Walden and Michael Osnato all of Old Saybrook, and Rosario Mark Raffa of Middletown to the wait list. Mr. Cole seconded the motion and it was so VOTED unanimously 4-0-0.

A draft letter to North Cove holders was reviewed. Mr. Connolly noted that the letter was intended to give notice that Rule 11 will be more strictly enforced this season, mooring gear must be provided in a timely manner and according to specifications, and to introduce the Online Mooring tool. Commissioners were in agreement that the letter would provide some good updates. Suggested changes included: 1) asking boaters to keep up with the DEEP's Covid -19 guidance, 2) clarify in paragraph two that since the dredging there have been more spots in the cove, 3) in the last paragraph take out the suggestion of additional fees for credit card payments since the commission has not yet decided how to handle those fees. Ms. Donahue will amend the draft.

**7. Clothesline**

The wait list currently has 13 people. Mr. Connolly made a motion to add Katie McGarry to the wait list. Mr. Cole seconded the motion and it was so VOTED unanimously 4-0-0.

Mr. Connolly reported that it still appears that repairs are needed at the Clothesline and there are several pieces of very large debris that are impeding access to boats. He will follow up with Mr. Mitchell and Mr. Murphy about the status of the maintenance and repairs.

## **8. Ferry Road**

The wait list currently has 19 people and no one is awaiting approval.

Mr. Cole reported that there have been many complaints about the water level as people are having trouble with their boats due to the shallowness around the dock. The shared channel with Between the Bridges South Yard is also of particular concern, especially to one boater. Mr. Cole advised that the commission will have to address the issue and encouraged members to begin the process of obtaining the necessary permits to dredge the area. The channel area falls in the dredging footprint of Between the Bridges. It is unknown if they have plans to undertake that project in the near future. Commissioners discussed the preliminary steps to permitting. Mr. Soden volunteered to put together a list of potential vendors to help with the testing and permitting and to make some calls and report back to the commission in July.

Mr. Cole reported that Mr. Rutan repaired the bolt on the ramp and the water is also now working fine.

## **9. Sheffield Street Project**

Mr. Vinciguerra reported that work is complete on the Sheffield Street project and that there is no reason not to release the remainder of the retainage to Connecticut River Dock & Dredge. He made a motion to release the retainage in the amount of approximated \$1,200. Mr. Cole seconded the motion and it was so VOTED unanimously 4-0-0.

Fencing around the dumpster was discussed. Mr. Vinciguerra suggested leaving it off for this year to see how things go and revisit if it is necessary after the season. Mr. Cole brought up the issue of railings on the fixed dock. Commissioners will take a look and discuss again in July. Mr. Vinciguerra will also speak with Mr. Mitchell again about his thoughts as he has previously had some suggestions about railings.

Mr. Connolly made a motion to add Katie and Michael McGarry to the Kayak Wait List. Mr. Cole seconded the motion and it was so VOTED unanimously 4-0-0.

Mr. Vinciguerra reported that several of the shorter kayaks in the kayak rack are wider than anticipated which will cause the rack to accommodate less than the 12 kayaks intended. He suggested that the dinghy rack adjacent to the kayak rack be used to store up to 3 of the shorter (less than 10'), wider kayaks. Commissioners agreed this was a good solution. It was also agreed that the kayak racks would be for residents only and that those North Cove holders wishing to have a kayak or kayaks on the dinghy racks could do so 1) if the kayak replaced their dinghy and/or 2) if space permitted once space for dinghies was accounted for. Ms. Donahue was authorized to use a portion of the \$40 fee to pay for sales and use tax for the kayak permits.

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

Mr. Mitchell was not present.

## **11. Correspondence**

A Rule 11 request from Mr. Chieppo was acknowledged.

## **12. New Business**

Ms. Donahue and Mr. Connolly reported that the kick-off meeting with Online Mooring was held earlier in the week. In the future, HMC will take charge of the agenda and hosting the meeting. Ms. Donahue had previously sent OM application forms and rules for all of the areas. She is in the process of updating the spreadsheets to send to them as well. After this, no changes will be able to be made to the spreadsheets for a couple weeks in order to avoid duplication of work. A test site should be available within a month.

Commissioners acknowledged receipt of the COP application for the Indian Town Association for maintenance dredging.

Commissioners discussed a rafting/bunking policy. Preliminary discussion included four parameters that would be considered in any policy: weather conditions, collective weight of the boats, duration of the event, and size of the mooring. Mr. Mitchell will be consulted. It was agreed that it should not be encouraged at this time due to Covid-19.

## **13. Old Business**

There was no update 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. Connolly made a motion to pay Patterson Plumbing \$1,100 and \$1,087.98; Bud Shurtleff Electric \$873.80; Granite Group \$307.00; Beard Lumber \$69.32; Electrical Wholesalers \$84.80; Connecticut Water \$75.07; and Saybrook Hardware \$1.73, \$32.00, \$18.96, and \$5.59. Mr. Cole seconded the motion and it was so VOTED unanimously 4-0-0.

#### **15. Adjournment**

Mr. Cole made a motion to adjourn at 8:21 p.m. seconded by Mr. Soden which was so VOTED unanimously 4-0-0. The next regular meeting is scheduled for Monday, July 20, 2020 at 7:00 p.m.

Respectfully submitted,

Jennifer Donahue  
Clerk, OSHMC