



**TOWN OF OLD SAYBROOK  
Harbor Management Commission**

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

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

**HMC MEETING MINUTES  
July 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/NR94Y0I5oZM>

**1. Call to Order**

Chair Robert Murphy called the meeting to order at 7:01 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. Keith Nielson of Docko joined the meeting from 7:45 - 7:58 p.m.

**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 June 15, 2020 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 4-0-0 with Mr. Murphy abstaining because he was not present at the meeting.

**5. Clerk Report**

Ms. Donahue's written report was reviewed by commission members. Updates were provided on wait list and renewal numbers. There are still a few people with registration problems. Thirty-four applications have been received for Flats & Beaches moorings. Fifteen people have received spots on the kayak rack and adjacent dinghy rack and there continues to be more interest. Wait list renewals will wrap up this week. The financial summary was also reviewed.

**6. North Cove**

Mr. Murphy noted that one mooring in the cove does not have a boat on it yet because the purchase fell through. The person is a new mooring holder and discussion ensued as to whether or not someone could continue to hold onto a mooring if he did not have a boat to put on it. After considerable discussion it was agreed that the mooring holder should be able to show proof of boat ownership by the end of the renewal period for the 2021 season or forfeit the mooring and go back on the wait list. With how full the cove is and the length of the waiting list it seems fairest to require that a person have a boat and be ready to go for the season, excluding unexpected mechanical or other issues, so that use of the cove can be maximized. The mooring holder will be notified of the commission's decision. Mr. Connolly also asked Ms. Donahue to begin putting together a rule list of unique circumstances so that the commission can treat these types of cases consistently.

The wait list currently has 23 people. Mr. Murphy made a motion to add Dawn Gudelis of Green Cove Springs, FL; Sean Holmes of Higganum; Wojtek Kaminski of Vernon; and Carrington Hartt, and Michael AuYang all of Old Saybrook. Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0.

Mr. Mitchell reported that the last mooring in the cove was just dropped last week for a new mooring holder. There were numerous problems with this mooring in an unusual year, and Mr. Murphy and Mr. Mitchell noted that they believe the mooring holder now has a better understanding of the process. After discussion it was agreed that he should receive a letter confirming that failure to meet deadlines next season would result in forfeiture of mooring space or placement in the river.

**7. Clothesline**

The wait list currently has 14 people. Mr. Murphy made a motion to add Michael FitzPatrick to the wait list. Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0.

Mr. Murphy reported that a former commissioner had made some complaints about the Clothesline area. In response the commission had put caution tape around some unstable stairs and a carpenter and Mr. Mitchell then repaired the landing and some of the stair treads. Mr. Mitchell also worked with a landscaper to remove logs and debris. Mr. Mitchell suggested that a safety clause be added to the rules since such large-scale removal of debris may not be possible every time things wash up in that area. Pole maintenance was also discussed.

Mr. Connolly reported that from his observations it appears there are 12 poles at the Clothesline that are not being utilized. Commissioners agreed that these pole holders should receive a letter noting that a vacancy has been observed on their pole and requesting an explanation. It was also agreed that a 50% Rule like Rule 11 in North Cove should be adopted for the Clothesline. Rule 5 of the Clothesline rules says a holder may forfeit his rights for non-use. That Rule will be changed to Rule 11 in number and content for consistency within HMC venues. Mr. Connolly offered to draft the correspondence to the vacant pole holders.

## **8. Ferry Road**

The wait list currently has 19 people and no one is awaiting approval. A number of people have expressed frustration about the wait for a slip.

Mr. Soden reported that he had begun reaching out to local permitting personnel to get some quotes for surveys, sampling and analysis. During that process he realized that the area needed to be more clearly defined for people to be able to give estimates that could be fairly compared. He presented a proposed dredge footprint for commissioners to comment on. After discussion, commissioners agreed he should proceed with the drawing. Mr. Soden and Mr. Murphy will put together a quick RFP to present to a few local permittees and share the results at the next meeting.

Commissioners discussed the as builts for the previous Ferry Dock restoration. It was agreed to pursue the as builts through the original local surveyors used by Docko to develop the permit drawings.

## **12. a)**

To accommodate Mr. Nielson, this item was moved up on the agenda. Mr. Nielson reported that the homeowner previously had rebuilt a dock and seawall but instead of always using their boat lift they would like to install a small floating dock with a ramp which would be tucked next to the existing infrastructure. Mr. Murphy made a motion to have the commission authorize him to sign the LWRD license application pre-submission consultation form for the Warren project on 91 North Cove Road on behalf of the HMC. Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0. Mr. Murphy will sign and scan the document to Mr. Nielson to be followed by the original by regular mail. Mr. Nielson left the meeting.

## **9. Sheffield Street Project**

The as builts for the Sheffield Street project were discussed. Commissioners decided to hold off on filing them for now.

Mr. Vinciguerra reported the kayak rack and three spots in the adjacent dinghy rack are full with more people interested in a spot for their kayak. He suggested that based on the current vacancies in the dinghy racks that three more spaces be offered for kayaks. Commissioners discussed keeping mooring holders' spaces in the dinghy racks as a priority while still trying to give water access to others if space permits. It was agreed that three more spots be offered for this season with no promise of a spot for next season for those kayakers. Space for kayaks above the original 12 will not be guaranteed for next season but will be based on space available after North Cove mooring holders are accommodated. Mooring holders will be asked to provide information on whether they will need a dinghy or kayak space at the Town Dock for the 2021 season. One spot per mooring holder will be issued with additional spots available for Old Saybrook residents of North Cove at a fee if space permits. Additional vacancies may be offered for kayaks. Storage of dinghies for a fee will not be allowed. All vessels stored at the Town Dock should carry the DEEP "If Found" sticker which the commission will distribute to those who need one in 2021. Mr. Vinciguerra made a motion to offer three additional spaces for this season for kayaks. Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0.

Mr. Murphy reported that he did not have an update from the director of public works yet on the seasonal gangway installation and removal process.

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

Mr. Mitchell reported on some minor issues and noted that this has been his busiest mooring year to date.

## **11. Correspondence**

Mr. Murphy noted that the Amtrack railway representatives have asked the commission to sign a form letter in support of the project that was reviewed by the commission. Commissioners had no objection and Mr. Murphy will sign the letter and forward to them.

A number of Rule 11 requests were acknowledged and reviewed.

## **12. New Business**

Mr. Murphy discussed Rule 11 of the North Cove rules noting that in order to make the most use of the cove commissioners may wish to consider making it mandatory to put a yellow ribbon on your mooring when it will not be in use and to have the location of that mooring posted for transients as potentially available.. More durable yellow ribbons or something similar need to be investigated as the current ones do not hold up for long. It was agreed that the rules would be updated to reflect the stronger requirements.

Mr. Murphy noted that the Harbor Management Plan had not been updated in some time and is in need of review. Mr. Soden suggested that the man who had previously done the update is the foremost authority on CT harbor management plans and could be contacted if he is still in business. If not, perhaps commissioners could review the plans from other towns to help in the process. Mr. Murphy agreed to contact the previous reviewer and report back.

Commissioners discussed potential capital projects including, the dredging of the Ferry Road dock area, redoing the Clothesline staircase and landings as well as addressing poles that need replacing, a dock off of Saybrook Point, and a floating dock off of the Town Dock at Sheffield Street. Mr. Murphy volunteered to put together a list of potential capital projects with pricing estimates for discussion at the next meeting. In the meantime, if commissioners have other projects that come to mind they should email Mr. Murphy to have them added to the list.

## **13. Old Business**

Ms. Donahue reported earlier that HMC data had been sent to Online Mooring several weeks ago and she is awaiting a test site.

The rafting/bunking issue is moot during Covid. Commissioners previously discussed parameters that would be taken into consideration when there was no longer a health crisis.

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 Beard Lumber \$231.12 for Clothesline repair materials; Robert Becker \$125 and \$1450 for mowing, cleanup and debris removal; State of CT Sales & Use Tax \$372; Connecticut Water \$40.06; Saybrook Hardware \$4.74 for Sheffield Street; and \$588 to Olsen's Sanitation. Mr. Murphy seconded the motion and it was so VOTED unanimously 5-0-0.

## **15. Adjournment**

Mr. Cole made a motion to adjourn at 8:52 p.m. seconded by Mr. Connolly which was so VOTED unanimously 5-0-0. The next regular meeting is scheduled for Monday, August 17, 2020 at 7:00 p.m.

Respectfully submitted,

Jennifer Donahue  
Clerk, OSHMC