



**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  
August 17, 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/eH1A2SqsBBo>

**1. Call to Order**

Chair Robert Murphy called the meeting to order at 7:03 p.m.

**2. Roll Call**

Present: Robert Murphy, Chair; Paul Connolly, Secretary; David Cole; Lou Vinciguerra; Scott Mitchell, Harbor Master; and Jennifer, Donahue, Clerk. Jim Gratton joined as a member of the public.

Absent: Robert Soden

**3. Citizens with Business before the Commission**

There were no citizens present with business before the commission.

Mr. Murphy made a motion to add a discussion about removal of a log at the South Cove launch ramp under New Business as item "c." Mr. Connolly seconded the motion and it was so voted unanimously by the three commissioners present 3-0-0 as Mr. Cole joined the meeting a few minutes late.

**4. Approval of Minutes**

The minutes of the regular meeting of July 20, 2020 were considered. A motion was made by Mr. Vinciguerra and seconded by Mr. Connolly to accept the minutes as submitted. Mr. Murphy requested that this month's minutes reflect that during the July meeting he stated that he did not feel there were any safety violations at the Clothesline Marina. The motion was so VOTED unanimously 3-0-0 by those commissioners present, with agreement to include Mr. Murphy's comment.

**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 two people with registration problems. Thirty-eight applications have been received for Flats & Beaches moorings. Seventeen people have received spots on the kayak rack and adjacent dinghy rack. The financial summary for the fiscal year-end for FY19-20 was reviewed as well as the monthly financial summary report for FY 20-21. Review of the new Online Mooring platform has begun.

**6. North Cove**

The wait list currently has 27 people. Mr. Murphy made a motion to add Thomas Nobile of Old Saybrook, George Kerr of Meriden, Edward Addeo of Glen Head, NY and Lois LeSieur of Old Saybrook to the wait list. Mr. Cole seconded the motion and it was so VOTED unanimously 3-0-0 by those commissioners present as Mr. Vinciguerra had temporarily dropped off the line due to a connection problem.

Mr. Murphy noted that the cove appears to have a large number of people who are not utilizing their moorings this season. This is in addition to the people who have made Rule 11 requests to the commission. Mr. Mitchell has taken an inventory of the vacant moorings and it is estimated that there are 10 – 15 people who fall into this category. Mr. Murphy asked commissioners what if any action they might want to take related to this. He suggested that perhaps a letter like the one sent to the Clothesline Marina holders with vacant slips would be appropriate. After discussion Mr. Murphy made a motion that a letter be sent to the identified mooring holders noting that as of August 1 they appeared to be in violation of the rules and need to provide an explanation for the vacancy of their moorings in writing. Mr. Vinciguerra seconded the motion and it was so VOTED unanimously 4-0-0.

**7. Clothesline**

The wait list currently has 15 people. Mr. Murphy made a motion to add Glen Pelligrinelli to the wait list. Mr. Cole seconded the motion and it was so VOTED unanimously 3-0-0 by those commissioners present as Mr. Vinciguerra had temporarily dropped off the line due to a connection problem.

Mr. Murphy and Mr. Vinciguerra met the town building official at the Clothesline to see if he had any suggestions for improvements to the stair area. He suggested putting in landings to make the grade constant. He also noted that there is a shortage of pressure-treated wood right now, which could hinder the ability to do the project. Mr. Vinciguerra will see if the shortage also applies to marine-grade pressure-treated wood or ipe to see if there might be other options for this as a fall or winter project of the commission.

Mr. Connolly reported that there are some invasive weeds taking over some areas at the Clothesline. He asked permission to work with Mr. Mitchell and the commission landscaper, Robert Becker, to mitigate the problem. Mr. Mitchell suggested the three of them meet to assess the situation. Mr. Murphy made a motion to allow Mr. Connolly to work with Mr. Mitchell to manage the weed control at the Clothesline Marina. Mr. Cole seconded the motion and it was so VOTED unanimously 4-0-0.

During the Clerk Report Ms. Donahue reported that 11 people received letters because it appeared they had not been using their slips for the season. Ten responded, two of whom gave up their spots and eight of whom had reasonable explanations, most of them getting their boats in shortly after. Mr. Connolly was asked to keep an eye on the remaining pole to see if it was used this season. Commissioners discussed the two holders who had given up their poles and it was agreed that they should be offered to the first two people on the wait list to utilize for the rest of the season for free if they wished. Otherwise, the poles will be made available to them in the spring.

## **8. Ferry Road**

The wait list currently has 16 people and no one is awaiting approval.

Mr. Murphy and Mr. Soden are still working on an RFP for preliminary dredging information.

Mr. Murphy contacted the surveyor who did the initial plans that were used by Docko to make the drawings. It was suggested that it might be easier to just get Docko to do the as-builts since they may already have the measurements. Mr. Murphy has reached out to Mr. Nielson.

Mr. Cole reported that a couple of slip holders have complained that at low tide it is very difficult for people to get on their boats. Mr. Cole suggested buying boarding ladders and having them installed by Mr. Rutan. Mr. Murphy will call Mr. Rutan to discuss this.

## **9. Sheffield Street Project**

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 that two boats broke free during the recent storm. A mooring holder helped him retrieve the boats and put them back on their moorings. One of the boats was uninsured and damaged another boat. Mr. Mitchell asked the commission if it might be a good idea to require proof of insurance like the marinas do. This would apply to North Cove and Ferry Road. He also suggested requiring two pennants on each mooring instead of the one that is required now. In addition, he suggested putting out weather warnings encouraging people to secure their boats whenever bad weather is approaching. Commissioners discussed the issues with no final decisions made on these suggestions at this time. Mr. Murphy asked Ms. Donahue to see if Online Mooring had any feedback on whether proof of insurance is generally required by its clients. If they do not have feedback he asked her to survey four local mooring fields from other towns to see what they require.

## **11. Correspondence**

The correspondence provided by Clothesline holders who appeared to be in violation of the reasonable use requirement was acknowledged.

A Rule 11 request by Wayne Wahala was acknowledged.

## **12. New Business**

Mr. Murphy reported that the town's assistant director of Parks & Recreation had inquired about the kayak racks at the Town Dock and whether they might be utilized for a fall paddling program. Commissioners did not feel that would be possible as those who have paid for kayak storage on the racks have their spots reserved until November 1.

The additional rule changes (e.g. insurance requirements, pennant requirements) were discussed under the Harbor Master Report.

Mr. Murphy reported that a member of the Conservation Commission had asked that the HMC consider some maintenance at the launch ramp in South Cove at the intersection of Soundview Road and Clinton Avenue. It is Town land though there is no real parking to promote access. There are some maintenance issues above the high water mark and one at the high water mark – namely a large log that is blocking access. This is a road-ending area. After much discussion commissioners agreed that doing maintenance in the area would be overstepping the commission's authority.

### **13. Old Business**

Online Mooring has uploaded all of the commission data and has been making some additional changes based on feedback from Ms. Donahue. Ms. Donahue and Mr. Connolly reported on their investigations of the new site so far. Test site access is available to anyone on the commission who would like to check out the site.

Rule updates will be finalized at the end of the season.

Mr. Murphy is still trying to get in contact with the consultant previously used by the commission to update the Harbor Management Plan. He has asked Mr. Soden to recommend someone else if he continues to be unsuccessful in making contact with the previous consultant.

Mr. Murphy presented rough budgets for four capital projects – two large and two small. The commission does not have the budget to pursue both large projects. He asked commissioners to look over the information as at the next meeting the commission would be making a decision as to whether or not to move forward with the permitting for the Ferry Road dredging which would be an investment in that project. Mr. Vinciguerra also suggested another capital project. He noted that the launch area at North Cove could be improved by using pre-cast modular concrete blocks filled with crushed stone to get the ramp down to the low-tide level. Permitting and construction costs need to be investigated. He will take some measurements and make a sketch for the next meeting. Mr. Mitchell pointed out the Indiantown launch area as an example of this suggestion that has been working out well for several years.

There was no further discussion on rafting/bunking.

There was no update regarding the surveillance cameras.

Further discussion on the website was tabled.

Further discussion on mooring succession for spouses was tabled. It was suggested that this might be included as part of the update to the Harbor Management Plan.

### **14. Payment of Bills**

Mr. Connolly made a motion to pay Saybrook Hardware \$4.81 and \$37 to the State of CT for sales and use tax. Mr. Murphy seconded the motion and it was so VOTED unanimously 4-0-0.

### **15. Adjournment**

Mr. Cole made a motion to adjourn at 8:40 p.m. seconded by Mr. Connolly which was so VOTED unanimously 4-0-0. The next regular meeting is scheduled for Monday, September 21, 2020 at 7:00 p.m.

Respectfully submitted,

Jennifer Donahue  
Clerk, OSHMC