



**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  
November 13, 2018 7:00 P.M.  
TOWN HALL EMPLOYEE CAFETERIA**

**1. Call to Order**

Chairman Robert Murphy called the meeting to order at 7:02 p.m.

**2. Roll Call**

Present: Robert Murphy, Chair; Paul Connolly, Secretary; David Cole; Dick Goduti; Robert Soden; and Jennifer Donahue, Clerk. Scott Mitchell, Harbor Master, arrived at 7:20 p.m.

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

There were no citizens with business before the commission.

**4. Authority of Commission**

As Attorney Cronin was unable to attend the meeting due to a conflict, this item will be rescheduled for December.

**5. Approval of Minutes**

The minutes of the regular meeting of October 9, 2018 were considered. A motion was made by Mr. Cole and seconded by Mr. Connolly to accept the minutes as submitted. The motion was so VOTED 4-0-0 to accept the minutes as submitted with Mr. Goduti voting "present".

**6. Clerk Report**

Ms. Donahue's written report was reviewed by commission members. Updates were provided on wait list numbers, those awaiting spots on the wait list, number of applications received for moorings in North Cove, and mailings and mass emails that had gone out. The monthly financial report was also reviewed.

**7. North Cove**

Mooring renewals have been slow, possibly due to the fact that the renewal invitation was emailed this year instead of being sent by regular mail. Mr. Murphy asked Ms. Donahue to send a hard copy invitation to all those who had not yet responded in order to make sure everyone receives an application. He also asked that the next three people on the wait list receive invitations.

Mr. Murphy made a motion to add Lisa Elliot of Storrs and Daniel Tenreiro, Jr. of Old Saybrook to the North Cove wait list. Mr. Connolly seconded the motion and it was so VOTED unanimously 5-0-0.

**8. Clothesline**

Mr. Murphy asked Ms. Donahue to send invitations for renewal for the Clothesline. It was agreed that they would be sent by email attaching the writable application form as well as by regular mail. Read receipt should be used for email. According to Mr. Mitchell there was no one who should receive a warning for lack of use.

Mr. Murphy made a motion to add Paul Knierim to the Clothesline wait list. Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0.

**9. Ferry Road**

Mr. Cole asked that the slip renewal invitations not go out until after the next meeting. Mr. Mitchell asked that a message be included in the renewal letter reminding boaters that if they do not use their slips they risk losing them. Mr. Murphy asked Ms. Donahue to send him and Mr. Cole a copy of the letter that goes out for Ferry Road renewals so that they can review it.

## **10. Sheffield Street Project Planning, Bidding and Execution Discussion**

Mr. Murphy reported that he had approached the first selectman as was requested at the October meeting regarding skipping the bidding process for the work to be done at Sheffield Street. The first selectman was not in favor of this even after having been presented with evidence that there is a past precedence for the practice with other HMC projects.

Discussion took place regarding floating docks and the ability of a commission –funded attachment for existing town equipment that would allow the docks to be placed and be removed each season.

The draft RFP and supplementary documents submitted by Mr. Murphy were reviewed and commission members discussed time frame for the RFP, continuation with the land-based work by Mr. Bonin, current repairs that need to be made to the existing dock, and a path forward to complete the RFP. Mr. Goduti stated that there is no rush to issue the RFP and the Commission should take its time to ensure the RFP is aligned with the goal of the project. Mr. Murphy stated he would like to keep the momentum going. It was agreed that commission members would take some time to look over the RFP draft in more detail and send their comments to Mr. Murphy. After that, a special meeting may be scheduled in an effort to continue to move the project along. Mr. Goduti noted that he is unavailable on Monday evenings for a special meeting. Mr. Connolly made a motion to ask for commissioner input on the draft RFP and supplementary documents that were presented and discussed in preparation for a special meeting, not to be held on a Monday, to review and make further progress on the RFP. Mr. Goduti amended the motion to request that the commission meet twice a month until the RFP is complete if necessary. The motion was so VOTED unanimously 5-0-0.

Mr. Murphy reported that he has been trying to talk with Dan Rutan regarding the repairs that are necessary for the fixed dock. He will have a report by the next meeting.

Mr. Murphy volunteered to put together a report with the scope of work related to the dinghy and kayak racks and the related fencing within the month. This will be done in conjunction with Mr. Bonin and his work at the site.

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

Mr. Mitchell reported that the moorings have all been pulled. Some of the moorings need to be swapped out as they were not properly tagged and ended up on the Town Dock instead of at NCYC. The water at Sheffield Street has been shut off. He will shut the water down at Ferry Road next.

## **12. Correspondence**

Commission members reviewed a request by Craig Elliot to upgrade to a larger boat. It was agreed that Ms. Donahue would draft a letter to Mr. Elliot.

There were no Rule 11 requests, though follow-up correspondence regarding moorings that were used less than 50% of the time over the past boating season were accepted from William Frederickson and Vin Sutton.

Commission members discussed the October 10, Zoning Commission memorandum regarding a request to change the zoning regulations related to off-site parking in certain types of areas in town, including marine commercial. Mr. Cole made a motion to respond to the Zoning Commission in favor of the ruling. Mr. Connolly seconded the motion and it was so VOTED 4-0-0 with Mr. Goduti voting "present".

Commission members reviewed the Permit/Public Notice Status Report from the U.S. Department of Commerce requesting an update on the status of the Ferry Road project. It was agreed that Mr. Murphy would complete the form informing the department that the project is incomplete at this time because some pilings may still need to be pulled and the as built has not been completed yet. He asked Ms. Donahue to submit the form.

## **13. New Business**

Mr. Goduti reviewed the history of the commercial fishing rules related to Ferry Road, noting that there is no commercial fishing dock in Old Saybrook and that at Ferry Road there are currently only two boaters who meet HMC guidelines for commercial fishermen. Various commercial fishing licenses can be obtained for around \$100, but in order to take advantage of the sales tax waiver and other discounts for a slip at Ferry Road, a boater must present a State of Connecticut certificate showing they are exempt from sales tax because they make more than 50% of their living from commercial fishing.

Mr. Mitchell left the meeting at 9:09 p.m.

#### **14. Old Business**

There was no old business.

#### **15. Payment of Bills**

Mr. Murphy made a motion to pay Olsen's Sanitation \$166, Parker Construction \$6,000, Robert Becker \$75 (and to provide him with the town's tax exempt number), and Riverview Landscaping \$300 for his help in retrieving and securing the Ferry Road pilings that floated away during a storm. Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0.

Ms. Donahue was asked to cancel the portable toilets for the season and to have them reinstalled April 1.

#### **16. Adjournment**

Mr. Cole made a motion to adjourn at 9:17 p.m. seconded by Mr. Soden which was so VOTED unanimously 5-0-0.

Respectfully submitted,

Jennifer Donahue  
Clerk, OSHMC