



**TOWN OF OLD SAYBROOK
Harbor Management Commission**

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**HMC MEETING MINUTES
January 14, 2019 7:00 P.M.
TOWN HALL EMPLOYEE CAFETERIA**

1. Call to Order

Secretary Paul Connolly called the meeting to order at 7:00 p.m.

2. Roll Call

Present: Paul Connolly, Secretary; David Cole; Dick Goduti; Robert Soden; Scott Mitchell, Harbormaster; and Jennifer Donahue, Clerk.

Absent: Robert Murphy, Chairman.

3. Citizens with Business before the Commission

There were no citizens with business before the commission.

4. Election of Chairman and Secretary

Mr. Cole made a motion to nominate Mr. Murphy as chairman and Mr. Connolly as secretary if they wished to continue in those roles. Mr. Soden seconded the motion and it was so VOTED 3-0-0 with Mr. Goduti voting "present."

5. Approval of Minutes

The minutes of the regular meeting of December 10, 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 2-0-1 to accept the minutes as submitted with Mr. Soden abstaining because he was not present at the last meeting and 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 on the Clothesline as well as Ferry Road, and mailings and mass emails, and phone calls that had gone out. The monthly financial report was also reviewed.

7. North Cove

All mooring holders have responded related to their intentions, resulting in 130 spots taken in the cove including 2 town moorings and one for the Harbormaster. Several people still owe copies of their registrations but have otherwise completed the application process. All but four people on the wait list have been offered a mooring for the 2019 season. Thirteen have accepted. Seven wish to remain on the list and a number have not yet responded.

Commission members discussed wait list maintenance and asked Ms. Donahue to drop those who did not respond at all and to put those who wish to remain at the bottom of the list. In addition, they asked her to offer the remaining four a mooring for the 2019 season.

8. Clothesline

All mooring holders have responded related to their intentions for the coming season. A couple of applications are still outstanding and three people have given up their moorings. Ms. Hain submitted correspondence regarding giving up her mooring as she is searching for a new boat. Ms. Donahue was asked to reach out Ms. Hain to confirm whether she wishes to keep her mooring or give up her mooring. Commission members asked Ms. Donahue to invite the first three people on the wait list to have a mooring for the 2019 season.

9. Ferry Road

Applications are coming in for Ferry Road. So far seven renewals have been received with two tax-exempt certificates also submitted.

10. Sheffield Street Project Planning, Bidding and Execution Discussion

Commissioners again discussed a path forward on the land-based work agreeing that major considerations are to reduce flooding by raising the wall and to make a ramp that is comfortable for people to use and carry their gear. Discussion focused on whether to move forward with an RFP and whether that should be more specific or general in nature, to have revised drawings made to address problems that have surfaced, to consult the town engineer or another engineering firm for advice, or to proceed with the wall as phase 1 of the project and then move on from there. After extensive discussion Mr. Soden made a motion to revise the draft RFP to reflect the floating docks as drawn in the final permit minus the main dock and including the height of the wharf as permitted. Mr. Cole seconded the motion and it was so VOTED 3-0-0 with Mr. Goduti voting "present."

The proposals submitted related to repairs to the fixed dock were reviewed by commission members. Mr. Soden will look into whether a permit is needed for these repairs or if they are covered under general maintenance above the water level.

Commissioners discussed the reconstruction of the dingy racks, kayak racks, and fencing. It was agreed that Mr. Mitchell will repair the existing dingy docks and fencing so that they will last another year.

11. Harbor Master/Dock Master Report

Mr. Mitchell noted that there is an unsafe tree at the end of Sheffield Street by the dockmaster sign. He will contact Eversource regarding the tree.

12. Correspondence

No correspondence or Rule 11 requests were presented for review.

13. New Business

Commissioners discussed the budget for the coming fiscal year, deciding to update the amount budgeted for mooring installation to \$1,700 which was the expense last year, and to add 5% to each expense line to reflect inflation.

Commissioners reviewed the applications submitted by the town to the DEEP regarding the maintenance of the storm drainage system pipe outlet on Hartford Avenue/Sea Lane. Commissioners asked Ms. Donahue to prepare a letter noting that they had received and reviewed the information and had no comments.

14. Old Business

There was no discussion related to the authority of the commission as Mr. Connolly noted that Mr. Cronin had not reported back to the commission related to its concerns about the ambiguities caused by unintentional deletion of some items that occurred when the Waterfront Commission guidelines were converted to the Harbor Management Plan.

Commission members revisited the petition to amend the Old Saybrook Zoning Regulations as submitted by the Zoning Commission on November 27, 2018. Commission members asked Ms. Donahue to draft a letter noting that the petition had been received and reviewed and the commission has no comment.

15. Payment of Bills

Mr. Cole made a motion to pay Connecticut Water Company \$46.64 and the CT Department of Revenue Services \$2,810. Mr. Soden seconded the motion and it was so VOTED unanimously 3-0-0 with Mr. Goduti voting "present."

16. Adjournment

Mr. Cole made a motion to adjourn at 8:49 p.m. seconded by Mr. Soden which was so VOTED unanimously 4-0-0.

Respectfully submitted,

Jennifer Donahue
Clerk, OSHMC