



**TOWN OF OLD SAYBROOK
Harbor Management Commission**

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**HMC MEETING MINUTES
February 11, 2019 7:00 P.M.
TOWN HALL EMPLOYEE CAFETERIA**

1. Call to Order

Chair Robert Murphy called the meeting to order at 7:01 p.m.

2. Roll Call

Present: Robert Murphy, Chair; David Cole; Dick Goduti; Robert Soden; and Jennifer Donahue, Clerk.

Absent: Paul Connolly, Secretary; Scott Mitchell, Harbormaster.

3. Citizens with Business before the Commission

There were no citizens with business before the commission.

4. Approval of Minutes

The minutes of the regular meeting of January 14, 2019 were considered. A motion was made by Mr. Cole and seconded by Mr. Soden to accept the minutes as submitted. The motion was so VOTED 2-0-1 with Mr. Murphy abstaining because he was not present at the last meeting and Mr. Goduti voting "present."

The minutes of the special meeting of January 30, 2019 were considered. A motion was made by Mr. Murphy and seconded by Mr. Soden to accept the minutes as submitted. The motion was so VOTED 3-0-0 with Mr. Goduti voting "present."

5. 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, and number of applications received for moorings in North Cove, on the Clothesline and at Ferry Road. Both Ferry Road and the Clothesline are full. North Cove numbers are up from last year. The monthly financial report was also reviewed.

6. North Cove

Mr. Murphy made a motion to add Craig Paulson of Deep River and Mark Yuknat of Haddam to the wait list. Mr. Cole seconded the motion and it was so VOTED unanimously 4-0-0.

Commissioners discussed asking Mr. Mitchell when invitations could still be given to new wait list members, through the March meeting or the April meeting.

7. Clothesline

Mr. Murphy made a motion to add Peter Pielli to the Clothesline wait list. Mr. Soden seconded the motion and it was so VOTED unanimously 4-0-0.

8. Ferry Road

Mr. Murphy made a motion to add Kenneth Johnson of Old Saybrook to the Ferry Road wait list. Mr. Cole seconded the motion and it was so VOTED unanimously 4-0-0.

Discussion ensued regarding the status of those on the wait list who might be commercial fishermen with tax-exempt licenses from the state. Ms. Donahue noted that the application does not ask for this information, so there is no way of telling if individuals on the wait list have this status and should be given preference per the Ferry Road Dock regulations. It was agreed that Ms. Donahue would send a copy of the current application to commission members to

review and that a new draft of the wait list renewal should be crafted to capture this information before wait list renewals are sent out.

9. Sheffield Street Project Planning, Bidding and Execution Discussion

Mr. Soden gave an overview of his draft RFP for the Sheffield Street project. The draft highlights the project area, tells them what the commission would like to accomplish with the project and leaves the design up to the bidders.

General discussion of this approach ensued. Mr. Murphy will speak with the first selectman regarding this approach and its potential advantages and disadvantages. He will also look into the bid acceptance rules of the town.

Mr. Goduti suggested tabling this part of the discussion until the ADA requirements were established. Mr. Soden then reported that he had spoken to Keith Neilson from Docko about the requirements. Mr. Soden's understanding after that conversation is that ADA does apply but that compliance is to the best of your ability. Mr. Neilson had also suggested commissioners speak with the town building official to determine what requirements the commission would be held to. The building official would then submit a letter to the state regarding the compliance level achieved. After speaking with the first selectman, Mr. Murphy contacted the town building official who researched the guidelines from the state building code and provided them to the commission.

After further discussion Mr. Murphy made a motion to develop a RFP using the concept submitted by Mr. Soden specifying a 30' ramp and the land-based work raised to the grade of the existing dock. Mr. Cole seconded the motion and upon further discussion it was so VOTED 3-0-0 with Mr. Goduti voting "present."

Commissioners also again reviewed the repair estimates for the Sheffield Street Dock. Mr. Soden reported that as the proposed repairs were above the water level they could be considered maintenance and no permit was required. Mr. Murphy made a motion asking the commission to authorize him to request that Parker Construction furnish and install 15 new decking boards, furnish and install a new center stringer, furnish and install new fendering on piles, and furnish and install 4 new clamps without cross bracing in the amount of \$4,750. Mr. Cole seconded the motion and it was so VOTED 3-0-0 with Mr. Goduti voting "present."

11. Harbor Master/Dock Master Report

In Mr. Mitchell's absence there was no report.

12. Correspondence

No correspondence or Rule 11 requests were presented for review.

13. New Business

Commissioners reviewed the applications submitted by the town to the DEEP regarding the maintenance of the Old Post Road culvert. Commission members had no objections or comments.

Commissioners reviewed the DEEP Permit Consultation submitted by the District of Fenwood related to adding sand to their beach. Mr. Murphy made a motion asking commission members to authorize him to sign the form indicating that the commission finds the work consistent with the harbor management plan. Mr. Cole seconded the motion and it was so VOTED 3-0-0 with Mr. Goduti voting "present."

General discussion about finishing projects at Ferry Road ensued. Mr. Cole noted that at the end of the bulkhead some gravel needs to be replaced because of washout. Mr. Goduti suggested that it was time to raise the wall and do the t-dock and add two new ramps and two new floats. Mr. Murphy reminded commissioners that further discussion on this work had been tabled at the October meeting in order to focus on the Sheffield Street project. Mr. Murphy also brought up the completion survey and the two piles that could potentially be pulled. It was agreed that the piles should remain unless they are blocking slip access. Mr. Cole noted that it would be worthwhile to investigate building up the wall to mitigate flooding. He will speak with Mr. Bonin regarding the options.

14. Old Business

Mr. Murphy asked that discussion of the authority of the commission be tabled due to the lateness of the hour, though commissioners briefly discussed whether there was an understanding that they would draft a request to Mr. Cronin to present on their behalf regarding clarification on commission authority versus waiting for Mr. Cronin to get back to them related to research into any transfer of regulations that had been overlooked in the conversion from the Waterfront Commission to the Harbor Management Commission.

The capital budget was briefly discussed with commissioners agreeing to request \$100,000 for the year as plans for capital projects have not yet been finalized but will be below the scope of what the commission originally thought would be performed this year.

15. Payment of Bills

There were no bills to be paid.

16. Adjournment

Mr. Cole made a motion to adjourn at 9:38 p.m. seconded by Mr. Soden which was so VOTED unanimously 4-0-0.

Respectfully submitted,

Jennifer Donahue
Clerk, OSHMC