



**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  
May 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/hXNyyln4z1k>

**1. Call to Order**

Chair Robert Murphy called the meeting to order at 7:02 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.

**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 April 20, 2020 were considered. A motion was made by Mr. Vinciguerra and seconded by Mr. Cole to accept the minutes as submitted. The motion was so VOTED unanimously 5-0-0.

**5. Clerk Report**

Ms. Donahue's written report was reviewed by commission members. Updates were provided on wait list and renewal numbers. There are several people who have been delayed in getting their registrations for new boats due to present circumstances. Twenty-five people have applied for Flats & Beaches moorings. Ten people are on the kayak wait list. Wait list renewals were sent out and are due June 1. The financial summary was also reviewed.

**6. North Cove**

The wait list currently has 17 people. Mr. Murphy made a motion to add Ian Olesen of Norwich, Sue Watts of Deep River, Paul Connolly of Old Saybrook, Debra Paulson Sachs of Deep River, and Brian Nicholson of Chester to the wait list. Mr. Soden seconded the motion and it was so VOTED unanimously 4-0-0 with Mr. Connolly abstaining.

Mr. Mitchell reported that there are only about 5 moorings left to put in in North Cove and that everything is fitting ok. He will have a list posted of where people are by Friday.

Discussion followed regarding the new kayak racks. Some kayaks are already being stored in the dinghy racks separate from the HMC program. Anything over 9' in length will not be allowed in the dinghy racks. North Cove holders who are not Old Saybrook residents will only be allowed to have a kayak in the racks if it is their primary form of transportation to their mooring. They will be given a spot in the kayak rack as part of their mooring fee in those cases. Otherwise, non-residents cannot store their kayaks at the Town Dock facility. The rack should be constructed by June 1, possibly sooner. Ms. Donahue will invite all wait list members to finalize their applications by submitting payment for the season. She will also contact those North Cove holders who have put kayaks at the facility.

**7. Clothesline**

The wait list currently has 13 people. All spaces are full.

A complaint was made regarding a dangerous situation pertaining to the stairs at the Clothesline. Mr. Murphy flagged the area with caution tape and Mr. Mitchell has contacted a carpenter to make repairs. A complaint was also made about debris in the area that is brought in and out by the tide. Mr. Connolly noted that in the past Clothesline residents got together from time to time on an informal basis to clean up some of the debris. Mr. Mitchell noted that he can ask the landscaper to cut up and take away any oversized debris. Mr. Murphy suggested further discussion

about a clean-up plan take place at the next meeting. He also suggested that renovating the stairs should be considered in the fall or winter.

## **8. Ferry Road**

The wait list currently has 19 people and all slips have been renewed.

Mr. Cole noted that a small dock repair is needed near the ramp. Mr. Rutan was supposed to repair it that morning. Discussion on how to take stress off this area of the ramp to avoid future repairs focused on perhaps getting permission from DEEP to put in a stability pile.

Dredging was not discussed.

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

Mr. Murphy reported that the Sheffield Street project is nearly complete. Fencing and bollard covers are about all that remains to finish the project. He discussed the final billing from Connecticut River Dock & Dredge reviewing change order #6 which resulted in an aggregate of \$3,820 additional fees on the contract. He made a motion that the HMC approve change order #6 in that amount. Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0.

A potential hazard was discussed. It is possible it could be eliminated by cutting down or replacing the gangway extension piece with a shorter plate. After discussion commissioners agreed to put caution tape and or spray paint the area with bright colored paint to alert people. If it becomes a problem, further corrections will be discussed as shortening the extension plate will result in a loss of ADA compliancy.

Several options for getting rid of the old floating dock have been investigated. However, Ragged Rock Marina has offered to purchase the dock for \$500 and remove it immediately. Mr. Murphy made a motion to approve the sale of the floating dock to Ragged Rock Marina for \$500. Mr. Soden seconded the motion and it was so VOTED unanimously 5-0-0. Mr. Mitchell noted that if the marina could not remove the dock before Memorial Day he will anchor it in the flats.

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

Mr. Mitchell reported that he will have the navigation buoys in by the weekend as they needed some repairs. He noted that the shafts only have two to three years of life left in them and will then need to be replaced. He also reported that he had a light repaired at Sheffield Street that had been damaged. The electrician will also check out the wiring to see if it would support bubblers in the winter if necessary. He also reported that the plumber is working on the water issue at Ferry Road. He suggested a possible hand rail on the fixed dock at Sheffield Street and asked commissioners to check out the area and give an opinion.

## **11. Correspondence**

A Rule 11 request from Mr. Moore was acknowledged and a change of vessel from Mr. Sheehan was reviewed.

## **12. New Business**

The DEEP guidelines related to Covid-19 were reviewed. It was suggested that they be posted on the HMC web page after checking to see if there have been any updates to the policies in the last couple of days. The pumpout boat guidelines were also reviewed and should be posted on the web page as well.

The review and discussion on the proposed "Economic Development" section of the Town Plan of Conservation & Development was discussed. Commissioners agreed that a short letter noting that the plan has been read and reviewed should be written including that the commission is available as a resource but that it does not see any lead or partnership roles at this time.

The proposed zoning change by the Mill Rock Green Associates was reviewed. Commissioners agreed that a letter noting that the proposal is not in conflict with the Harbor Management Plan should be sent.

The rafting/bunking discussion was tabled.

## **13. Old Business**

Mr. Murphy reported that the contract with Online Mooring has been signed. He noted that Mr. Hurley from Online Mooring had suggested that a working group be put together to implement the new system. He asked for a volunteer from the commission to be the point person on that group. Mr. Connolly volunteered. Mr. Mitchell; Larry Hayden, the town's IT manager; and Ms. Donahue will also serve on the group with Mr. Murphy being copied on all information.

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. Murphy reviewed the May invoice from Connecticut River Dock & Dredge noting that, minus all retainage, the commission's current balance is \$17,928. The cumulative retainage is now \$8,138 of which he suggested only continuing to hold \$2,000. He also reviewed Meeco Sullivan's invoices. Mr. Murphy made a motion to pay Meeco Sullivan \$10,281.90 and \$13,558.60 and to pay CRDD \$17,928 as well as \$6,138 in a partial release of retainage. Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0.

Mr. Murphy made a motion to pay \$41 in sales and use taxes, \$91.31 to Saybrook Hardware, and \$62.40 to Beard Lumber. Mr. Connolly seconded the motion and it was so VOTED unanimously 5-0-0.

Mr. Connolly made a motion to pay Zack Hoblin \$400, Sarah Eickler \$300, and Kevin Wilson \$600 for assisting the harbor master to set moorings in North Cove. Mr. Soden seconded the motion and it was so VOTED unanimously 5-0-0.

#### **15. Adjournment**

Mr. Cole made a motion to adjourn at 9:06 p.m. seconded by Mr. Connolly which was so VOTED unanimously 5-0-0. The next regular meeting is scheduled for Monday, June 15, 2020 at 7:00 p.m.

Respectfully submitted,

Jennifer Donahue  
Clerk, OSHMC