



**TOWN OF OLD SAYBROOK
Harbor Management Commission**

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**HMC SPECIAL MEETING MINUTES
November 23, 2021 7:00 P.M.
SECOND-FLOOR CONFERENCE ROOM, TOWN HALL - HYBRID**

To access the audio from this meeting, please use the following link:

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 with business before the commission.

4. Approval of Minutes

The minutes of the October 18 meeting were reviewed. Mr. Cole made a motion to approve the minutes as submitted. Mr. Connolly seconded the motion and it was so VOTED unanimously 5-0-0.

The minutes of the November 15 meeting were reviewed. Mr. Vinciguerra made a motion to approve the minutes as submitted. Mr. Cole seconded the motion and it was so VOTED 3-0-2 with Mr. Connolly and Mr. Soden abstaining as they were not present at that meeting.

5. Clerk Report

Ms. Donahue gave a brief overview of her regular written reports.

6. North Cove

Renewals are moving forward and the wait list stands at 71. Discussion of the dock crane was tabled.

Upgrade policy, space availability and a potential winter stick program were discussed together. Discussion centered on how to maximize space and maintain the greatest number of spots while still being cost effective. Mr. Soden suggested getting a dredge footprint from the Army Corps and having Coastline use the data to make a layout with circles to represent swing. Mr. Murphy will work on getting a drawing and Mr. Connolly will play with the grid. Upgrade requests were reviewed and will remain on hold until the full picture of renewals and plans for next season are available.

Mr. Murphy reported that the Sheffield Street as-builts should be ready for the next meeting.

7. Clothesline

Renewals are moving forward and the wait list stands at 26. Two stairs are complete and the upper cement pads have been laid out for the other two sets of stairs.

The next step for the launch ramp is to coordinate with DEEP for a pre-application meeting. Mr. Vinciguerra will check in with Mark Jackson.

A discussion of pole maintenance was tabled.

8. Ferry Road

Renewals are moving forward and the wait list stands at 23. Spaces will open up for the 2022 season.

Mr. Murphy and Mr. Vinciguerra checked references and spoke with the low bidder on the floating dock RFP. They found him to be knowledgeable about dock building and to have good ideas about laying out the piles to make the docks more useable. He also suggested plastic decking.

Mr. Murphy made a motion that the HMC authorize Mr. Vinciguerra and Mr. Murphy to discuss an award with Caulfield Associates of \$49,497 as amended by the potential reduced cost of the revised plan dated 11/19/2021 and \$3,724 of recycled plastic decking with reduced square footage of the dock to reach a final number. Mr. Connolly seconded the motion and it was so VOTED unanimously 5-0-0. This is conditional on speaking with DEEP and confirming the new pile locations. Mr. Soden will reach out to DEEP.

Mr. Murphy made a motion that the HMC authorize him to draft a contract with Caulfield Associates to be given to Carl Fortuna to execute provided Mr. Soden gets authorization by DEEP. Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0.

Mr. Murphy will prepare a draft RFP for the installation contractor for the project for the next meeting.

The water at the Ferry Dock was turned off by Mr. Mitchell. There was no further plumbing report.

9. Harbor Master/Dock Master Report

Mr. Mitchell had to leave the meeting early so there was no report of the harbor master.

10. Correspondence

Correspondence was acknowledged.

11. New Business

Discussion of the Breault dock modification was tabled. Mr. Neilson would like to attend the next meeting.

Item b and c relating to amendments to the zoning regulations were briefly discussed. If they are just procedural HMC has no comment. If they require more than that Ms. Costa of the Land Use Department will be asked for an extension for comments.

The proposed 2022-23 budget was reviewed. Mr. Murphy made a motion that the HMC approve the budget worksheet with the following changes: Online Mooring increased to \$2,500; Other Purchased Services should be restored to \$5,000; and Infrastructure should be \$100,000. Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0.

Mr. Murphy made a motion to approve the 2022 meeting dates as proposed by Ms. Donahue. Mr. Vinciguerra seconded the motion and it was so VOTED unanimously 5-0-0.

12. Old Business

There was nothing more to report related to Online Mooring. Items b and c were tabled. Final changes will be made to the proposed Flats & Beaches Rules for presentation and approval at the next meeting.

13. Adjournment

Mr. Cole made a motion to adjourn at 9:10 p.m. seconded by Mr. Connolly which was so VOTED unanimously 5-0-0. The next regular meeting is scheduled for Monday, December 20, 2021 at 7:00 p.m.

Respectfully submitted,

Jennifer Donahue
Clerk, OSHMC