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 (remote); Robert Soden; Lou Vinciguerra; Scott Mitchell, Harbor Master (remote); and Jennifer Donahue, Clerk.

3. Citizens with Business before the Commission
There were no citizens present.

4. Approval of Minutes
The minutes of the regular meeting of April 18 were reviewed. Mr. Vinciguerra made a motion to approve the minutes as submitted. Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0.

5. Clerk Report
Ms. Donahue gave a brief overview of her regular written reports. Wait list renewals are in the process of being completed. She reminded the commission that a possible refund for Michael Palladino was still pending and that Richard Patterson had given up his mooring at the Clothesline and it has been filled by the next person on the list therefore making him potentially eligible for a refund. After discussion commissioners agreed both parties should receive a refund.

A refund was received from the CT DRS for the surplus tax revenue. It has been deposited into the HMC account.

6. North Cove
The cove has 146 moorings for the season with 62 people currently on the wait list with 38 left to renew.

Commissioners discussed a policy for mooring succession for spouses. Mr. Connolly will draft up language for a vote at the next meeting.

Mr. Murphy reported that he still needs to complete the as-built submission.

7. Clothesline
The Clothesline is full for the season and the wait list renewals are nearly complete with only 4 left out of 28 to renew.

The launch ramp permit application has been submitted. Mr. Vinciguerra will report on the wall survey at the next meeting.

The retention wall has been removed. There are still some logs remaining from the winter that need to be removed. Mr. Connolly will contact Larry Bonin to see if those pieces, which are too big for the clean-up volunteers, can be handled by the town.

Mr. Mitchell replaced three poles that were damaged. Commission will discuss possible installation of new poles in the fall.
8. Ferry Road

The fixed dock is full. The floating dock will have three boats, all of whom have accepted, with the potential for a fourth if space allows. Mr. Dobratz is now first on the list as he is now a taxpayer and would be offered the spot if his boat can be accommodated.

Approval has been granted for removal of the Ferry Dock ordinance discussed last month. It becomes effective on May 17 after the completion of the 15-day notice period.

Mr. Murphy reported that CRDD has nearly completed the final repairs to the new docks and has been compensated by Mr. Caulfield. He recommended releasing the final $2,000 to Mr. Caulfield.

The new Ferry Dock sign is ready. Mr. Cole and Mr. Mitchell will coordinate pick-up and installation of the sign.

Commissioners discussed Ferry Dock policies and noted that some of the practices need to be memorialized including guidelines for commercial fishermen swapping boats in their slips, the right of first refusal for the town for the floating dock slips and a requirement to submit the tax exemption permit on an annual basis to continue to receive the benefit of that status.


Mr. Mitchell reported that he has two moorings left to install but that the cove is very tight. He installed the rock markers by the boat launch and will build the ladders at the Town Dock. Mr. Murphy praised Mr. Mitchell for his work getting the moorings installed this year.

Mr. Mitchell also reported that Indiantown is getting rid of their docks. They are in good condition and he wondered if the HMC wanted to consider adding another floating dock at the Ferry Dock where one had existed in the past. Mr. Soden will check the permitting to see if it would be possible. Mr. Mitchell will talk with the association about possible interest.

10. Correspondence

Rule 11 requests from Turner, Milke and Lavallee were acknowledged.

A complaint about the shallow water near the Town Dock caused a discussion about the potential to dredge closer to the dock during the next dredging opportunity.

11. New Business

Mr. Murphy reported that he was still working on an invitation to the PD’s marine division.

The new mowing contractor’s rates are higher than the previous contractor’s. Mr. Connolly and Mr. Mitchell will coordinate to decide if the commission should investigate another vendor.

Commissioners discussed support of the LISFF Sustainable & Resilient Communities Grant being submitted by OS in conjunction with other towns. All agreed that a signature in support of the grant was warranted.

12. Old Business

No report was available on the Kayak Subcommittee.

Mr. Murphy and Ms. Donahue will meet about the file cabinet in the near future.

There was no further report on the video surveillance pending comments from Chief Spera.

Update on the Harbor Management Plan was tabled.

13. Payment of Bills

Mr. Connolly made a motion to approve the following bills: State of CT for sales and use tax, $124; Caulfield Associates, $2,000; Connecticut River Dock & Dredge $5,500; Saybrook Hardware for $35.69 for North Cove supplies; Online Mooring $138; Beard Lumber $411.21 and 176.64; Computer Signs $425.14 for Ferry Dock sign; Sarah Dobratz $18.21 for transaction fee reimbursement; George Boudah and Zack Hoblin $600 each for mooring installation; James Mitchell $100 for mooring installation; Scott Mitchell $50 repairs at Clothesline and $360 reimbursement for repairs to town guest moorings. Mr. Vinciguerra seconded the motion which was so VOTED unanimously 5-0-0.
Ms. Donahue was also authorized to pay the bills for the portable toilets which had not been included in the packet. She will forward them to Mr. Murphy for his review.

14. Adjournment

Mr. Cole made a motion to adjourn at 8:44 p.m. seconded by Mr. Connolly which was so VOTED unanimously 5-0-0. The next regular meeting is scheduled for Monday, June 20, 2022 at 7:00 p.m.

Respectfully submitted,

Jennifer Donahue
Clerk, OSHMC