



**TOWN OF OLD SAYBROOK
Harbor Management Commission**

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**HMC MEETING MINUTES
April 15, 2024 7:00 P.M.
SECOND-FLOOR CONFERENCE ROOM, TOWN HALL - HYBRID**

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

<https://youtu.be/xOXNrOpmFBM>

1. Call to Order

Chair Robert Murphy called the meeting to order at 7:00 p.m.

2. Roll Call

Present: Robert Murphy, Chair; Paul Connolly, Secretary; Lou Vinciguerra; Robert Soden; David Cole (remote); Scott Mitchell, Harbor Master. Jennifer Donahue, Clerk.

Others Present: Keith Neilson and Marjorie Shansky.

3. Citizens with Business before the Commission

It was noted that although the meeting agenda was filed with the town clerk over a week before the meeting, the agenda for the meeting was not posted on the OSHMC website until several hours before the meeting. Mr. Murphy reviewed the FOI requirements for the posting of regular meeting agendas which did not appear to have a requirement for posting on a website. The commissioners collectively decided to proceed with the meeting.

Mr. Neilson and Ms. Shansky were present to discuss the LWRD pre-submission for 91 Sheffield Street. Commissioners noted that the application appeared to be substantially the same as the one that they had considered in 2021. Commissioners also noted that it is their understanding that the parcel remains marine industrial and has not been converted to a planned development district yet as Ms. Shansky asserted. Therefore, the permit is requesting a residential dock on a marine industrial property. Under those circumstances the use may be inconsistent with the Harbor Management Plan. The OSHMC suggested that the 60-day requirement to respond to the LWRD be tabled but it was refused by Ms. Shansky. After further discussion it was agreed that a special meeting to discuss the matter further when all parties are prepared would be held on May 6th at 7:00 p.m. In the meantime, commissioners provided feedback on and asked questions about the proposal. The Harbor Master was concerned about access to the upstream creek and Commissioner Vinciguerra was concerned with who would maintain the proposed public access kayak dock; Commissioner Connolly suggested widening the dock. Mr. Neilson and Ms. Shansky left the meeting at 7:47 p.m.

4. Approval of Minutes

The minutes of the regular meeting of March 18, 2024 were reviewed. Mr. Murphy made a motion to approve the minutes as submitted. Mr. Vinciguerra seconded the motion and it was so VOTED 5-0-0.

5. Clerk Report

Ms. Donahue gave a brief overview of her regular written reports noting that all areas are now full for the season and revenue goals for the fiscal year have been exceeded. She noted that wait list renewal is now underway. She also reported that Mr. Goldenberg sold his boat and has requested a refund. After discussion, commissioners agreed to refund Mr. Goldenberg and to institute a policy for the future that withdrawals of boats for the season must be made before March 1 to qualify for a refund. She also reported that the volunteer Clothesline cleanup will take place on April 27th from 8:30-11:00 a.m.

6. North Cove

Assignment of moorings was covered under the clerk's report.

Samples of tags for use by the harbor master and to replace the yellow ribbons were reviewed and agreed upon. Mr. Murphy made a motion to approve Mr. Connolly be authorized to spend up to \$2,500.00 for tags and signage for the season. Mr. Soden seconded the motion and it was so VOTED unanimously 5-0-0. Mr. Connolly will get a separate estimate for the larger sign that is needed.

7. Clothesline

Mr. Vinciguerra reported that the ramp is complete except for some topsoil and seeding. Mr. Murphy reported that the parking lot repairs exceeded the amount that the commission had originally approved for the work because of the increased amount of materials that were necessary to complete the job correctly. Mr. Murphy made a motion to pay CRRD \$2,000 for the restoration of the parking area and \$10,288.75 for the retainage that had been withheld on the previous invoices. Mr. Connolly seconded the motion and it was so VOTED unanimously 5-0-0.

8. Ferry Road

Mr. Cole reported that the storm repair issues at the Ferry Dock were under control as the tide had taken out the debris.

9. Harbor Master/Dock Master Report

Mr. Mitchell reported that he will begin mooring installation on April 20th with a goal of completion by May 1st.

10. Correspondence

Correspondence was reviewed.

Mr. Milke's request for a Rule 11 waiver was reviewed and acknowledged.

11. New Business

The LWRD License Application Pre-submission Form for 91 Sheffield Street was discussed previously.

The COP for 29 Essex Road was acknowledged with no action required.

The LWRD License Application Pre-submission Form for 514 Main Street was discussed. Mr. Connolly made a motion to approve the application as consistent with the Harbor Management Plan. Mr. Soden seconded the motion and it was so VOTED unanimously 5-0-0.

12. Old Business

After noting that the ordinance change posted for town meeting was incorrect, this topic was tabled.

Commissioners discussed the upcoming Amtrak bridge project agreeing that they would like to continue to push for a public access area. They also agreed to set forth their views on the public access area in the upcoming April 22nd meeting and potentially in a letter to Amtrak.

There was no further discussion of memorial benches.

There was no further report on CT River dredging.

There was no further report on the potential to suggest Oyster River dredging to the Army Corps as the Shellfish Commission had not yet provided further information.

There was no further report on the kayak subcommittee.

There was no further report on video surveillance.

There was no further report on the update to the Harbor Management Plan.

13. Payment of Bills

Mr. Connolly made a motion to approve the following bills: sales and use tax, \$49; CT Water, \$66.16 and \$40.47; Saybrook Hardware, \$84.06 for North Cove seasonal preparations. Mr. Murphy seconded the motion and it was so VOTED unanimously 5-0-0.

14. Adjournment

Mr. Cole made a motion to adjourn at 9:23 p.m. seconded by Mr. Vinciguerra which was so VOTED unanimously 5-0-0. The next regular meeting is scheduled for Monday, May 20, 2024 at 7:00 p.m.

Respectfully submitted,

Jennifer Donahue
OSHMC Clerk