



**TOWN OF OLD SAYBROOK
Harbor Management Commission**

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**HMC MEETING MINUTES
DECEMBER 11, 2017 7:00 P.M.
EMPLOYEE CAFETERIA**

1. Call to Order

Chairman Robert Murphy called the meeting to order at 7:00 p.m. and welcomed Mr. Soden as the newest member of the commission.

2. Roll Call

Present: Robert Murphy, Chair; Paul Connolly, Secretary; David Cole; Dick Goduti; Rob Soden; Scott Mitchell, Harbormaster; Jennifer Donahue, Interim Clerk.

Todd Hartt was also in attendance.

3. Citizens with Business Before the Commission

Todd Hartt appeared before the commission to discuss his absence from the North Cove wait list for 12 years. In 2004 after a missed payment, he lost his mooring and it was his understanding that he was to be put on the top of the wait list. Though he never received renewals or paid for a position on the wait list, he had assumed he was on it but didn't give it a lot of thought knowing that the depth of the cove was inadequate for his boat for many years. He asked for consideration to have his mooring restored now that the cove is being dredged and that he was not placed on the wait list as he had anticipated. After discussion, commission members agreed that an extended period of time had passed during which Mr. Hartt had no contact with the commission and that he should apply to be on the wait list. Mr. Hartt completed and paid for the application at the meeting with the understanding that his 45 ft. sailboat would not meet the boat criteria for the cove but his 18 ft. power boat would.

4. Election of Chairman and Secretary

Discussion of this item included Mr. Murphy's understanding per the town clerk and first selectman that election of commission officers should take place following a town election. Mr. Goduti cited the commission's history noting that in most years it elected officers in January and advocated that this policy should remain in place so that officers could complete their terms as they had understood them to be. Further discussion noted that if commission members wanted to follow town elections with election of their officers that could be a policy going forward to conform to what other town commissions do.

Mr. Connolly made a motion to table the election to a later meeting as the term of office for the current officers is not up. Mr. Goduti seconded the motion and it was so VOTED 2-2-1 with Mr. Soden abstaining.

Mr. Murphy made a motion requesting that the commission make a policy related to election of officers to be voted on at the next meeting. Mr. Connolly seconded the motion and it was so VOTED unanimously 5-0-0.

5. Approval of Minutes

Mr. Cole made a motion to accept the minutes of the November 16 meeting. Mr. Connolly seconded the motion and it was so VOTED 3-0-2 with Mr. Goduti and Mr. Soden abstaining.

Mr. Goduti questioned why the minutes of the November 13 meeting that was cancelled without a quorum were not put forward for approval. Since there was no meeting, no business was conducted but Ms. Donahue had filed minutes to that effect in error. The minutes of the November 13 meeting simply noting no quorum and adjourning will be reviewed for approval at the next meeting.

6. Clerk Report

Ms. Donahue's written report detailed progress on the updating of the spreadsheets for North Cove mooring holders and wait list applicants, a breakdown of which has included in the meeting packet. Her report also noted that 14 correctly completed Clothesline applications had been entered into the spreadsheet and minor problems with a couple of applications are being resolved. The Ferry Dock application mailing is expected to go out soon.

7. North Cove

Mr. Murphy reported that a lot of updating has been done on the North Cove lists. Ms. Donahue has worked on the holders list including payment information and Mr. Murphy has worked on the wait list categorizing those who have been offered moorings, those who are new, those who need to be removed, and those who need to be moved. He would like to get an updated wait list posted soon.

Mr. Murphy noted that he is concerned that there will not be 150 moorings filled in the cove this season. He queried whether the 27 people on the wait list should be offered a mooring now versus next month. Mr. Goduti pointed out that North Cove is the only federally maintained anchorage that does not have a designated anchorage area. Typically 15% of moorings in such an area are available to the general transient public. A number of years ago the number of moorings being given out got out of control and to meet the federal requirements, the yellow ribbon rule was instituted. He also noted a trend in the cove of more smaller boats that do not go on extended cruises lessening the number of moorings available for transients at any given time and wondered if the commission should consider doing away with the yellow ribbon rule and designating an anchorage area with 15% of the moorings instead.

No decisions were made regarding these ideas and Mr. Murphy advocated for letting the last applications come in this month and sending a letter next month to try and fill remaining mooring vacancies.

8. Clothesline

Applications have been coming in for the Clothesline and are being updated in the spreadsheets.

Mr. Murphy made a motion to add Duncan Downie to the Clothesline wait list. Mr. Connolly seconded the motion and it was so VOTED unanimously 5-0-0.

9. Ferry Road

A lengthy discussion about how to proceed with the Ferry Road project began with some commentary by Mr. Goduti and Mr. Connolly regarding the feasibility of again tackling the project for this year after it was put on hold at the last meeting. They proposed doing destruction and reconstruction of the docks to get the majority of the project done while leaving only the date a new floating dock can be obtained in question. This will only impact a small number of boats potentially causing two to be temporarily moved to another area of the dock and another one to be displaced if the floating dock cannot be obtained by April 1. Mr. Cole expressed concern that this could interfere with shad season, something that he understood was not allowed. After examining the DEEP contract, Mr. Soden did not see a timing restriction in it. However, he noted that the Army Corps permit should be reviewed to see if it had any timing restrictions.

Discussion of what would be necessary to get an RFP or bid ready to move the project forward this year as well as a discussion in which all commission members agreed that the competitive bidding specifications for the Town apply to the commission also took place. Commission members all agreed that the condition of the Ferry Road dock should be investigated. Mr. Murphy agreed to contact organizations capable of performing this work for pricing.

Mr. Goduti then brought the discussion around to the Sheffield Street project suggesting that one contractor be considered for both projects. He also suggested that modifications to the Sheffield Street project were necessary. It was agreed that the modifications were a good idea, but if they increased the square footage necessary for the project a new permit would have to be obtained. Also, combining the two projects could open them up to the David Bacon prevailing wage issue.

Mr. Murphy made a motion that a Mr. Soden be empowered to contact Docko to have construction drawings prepared for the Ferry Dock project as well as the Sheffield Street project. Sheffield Street would require modifications requested by Mr. Goduti which require permit changes.. Mr. Connolly seconded the motion and it was so VOTED unanimously 5-0-0.

Mr. Soden agreed to contact Keith at Docko to move forward with the projects and obtain the necessary design information and drawings.

Mr. Goduti asked that the minutes reflect that he feels strongly that the structural problems of the Ferry Road dock put the Town at risk and that he is not prepared to put people on a dock in that condition. He advocated that if the dock cannot be fixed this season that it be closed and submitted a photo to be included with the record of the minutes.

10. Sheffield Street Project Planning and Execution

Discussion of this issue was covered under the Ferry Road portion of the meeting.

11. Harbor Master/Dock Master Report

Mr. Mitchell reported that mud is leaving the cove thanks to the dredging. He also questioned whether the commission still maintained a list of people who had moorings in the past who were essentially beached because the cove could not accommodate their boats before the dredging. No commission members could recall such a list, and Mr. Mitchell agreed to look for some documentation.

12. Correspondence

Mr. Murphy made a motion to grant the three requests for an extension for a completed North Cove mooring application to February 15th, 2018, as requested by Edward Rodier, Peter Huta, and Marko Kaar, noting that this was in keeping with extensions the commission had granted at last month's meeting. Mr. Cole seconded the motion and it was so VOTED unanimously 5-0-0.

13. New Business

Mr. Murphy reported that the commission's audit was over and was uneventful.

A discussion about the Ferry Dock renewal mailing occurred ending in agreement to send the mailing out with an additional letter to be included with the three potentially affected boats noting that a professional will be evaluating the structural integrity of the dock and that there is a possibility that their slips may not be available for the coming season.

Mr. Murphy will draft a budget for 2018-2019 in the same format as last year's to be distributed at the January meeting.

Mr. Murphy made a motion to accept the draft meeting date schedule for 2018 including the Tuesday, October 9 date to accommodate the Columbus Day holiday. Mr. Goduti seconded the motion and it was so VOTED unanimously 5-0-0.

14. Old Business

Mr. Murphy reported that the dredge in North Cove is about a month behind schedule.

15. Payment of Bills

Mr. Murphy made a motion to approve payment of Beard Lumber for \$9.92 and two bills for Docko, one for \$1,752.50 and another for \$790.00. Mr. Connolly seconded the motion and it was so VOTED unanimously 5-0-0.

Mr. Connolly agreed to call Saybrook Hardware regarding their statement and service charge.

16. Adjournment

Mr. Cole made a motion to adjourn at 9:55 p.m. seconded by Mr. Soden which was so VOTED unanimously 5-0-0.

Respectfully submitted,

Jennifer Donahue
Interim Clerk, OSHMC