

**Mystic River Boathouse Park Implementation Committee  
Regular Meeting Minutes  
Stonington Police Department, Pawcatuck, CT  
Monday, January 6, 2020  
6:00 p.m.**

The Stonington Mystic River Boathouse Park Implementation Committee held a regular meeting on this date, Monday, January 6, 2020 at the Stonington Police Department at 6:00 p.m.

Present were Nick Kepple, Chairman; Mike O'Neill, Vice Chairman; Steve White, Tom Switz, Mike Crowley, Steve Planchon, Kathryn Burchenal, Deb Downie, Board of Selectwomen liaison and Sandy Tissiere, Recording Secretary; as well as Chad Frost, Principal, Kent + Frost; Stonington High School students and interested citizens

Members Absent: Tim O'Brien and Breck Perkins

Late arrivals: Farouk Rajab, 6:14 p.m., Jim Kelley, 6:53 p.m.

**1. Call to order**

Chairman Nick Kepple called the meeting to order at 6:02 p.m.

**2. Pledge of Allegiance**

The group joined together for the Pledge of Allegiance.

Kathryn Burchenal was seated as an alternate.

**3. Comments from the Public**

There weren't any public comments.

**4. Approval of minutes**

The minutes from the December 2, 2020 Regular meeting and December 7, 2020 Special meeting were presented for approval.

A motion was made by Steve White and seconded by Mike Crowley to approve the December 2, 2020 regular meeting minutes as presented.

The vote was unanimous and the motion carried.

A motion was made by Mike Crowley and seconded by Mike O'Neill to approve the December 7, 2020 special meeting as presented.

The vote was unanimous and the motion carried.

**5. Correspondence**

• Update from Board of Selectman liaison

Chairman Kepple introduced Deb Downie who has been appointed as the Board of Selectwoman liaison to the committee. Deb Downie shared she is a licensed environmental professional, has experience with Brownfield grants and has been working with Chad Frost and the team. The committee welcomed Ms. Downie to the committee.

**6. Old Business**

• Discussion – Summary of public meeting on December 7<sup>th</sup>

Chairman Kepple discussed the public meeting on December 7, 2019. Chairman Kepple said the presentations made by Mike O'Neil, Chad Frost and Ron Goodin, CrossKey Architects, were very impressive. Chairman Kepple said the meeting was well attended by the community who voiced support of the new park master plan and boathouse design.

• Discussion – Architectural Consultant for Boathouse

Mike O'Neill said a schematic level drawing has been developed for the boathouse. Mr. O'Neill said to continue development of the schematic level drawing, the boathouse committee is working on how to proceed now the house has to be part of the plan. The boathouse committee has to determine a cost for building a structure that not only meets the rowing center needs but also complies with SHPO (State Historic Preservation Office) requirements. Mike O'Neill said he would have something to present to the committee at the February meeting.

Mr. Crowley asked Mr. O'Neill about the schedule of design for the boathouse. Mr. O'Neill said the design process for the next level is design development and finalizing the details. Mr. O'Neill said they will bring the design to the next level then pause until cost is determined and a plan to raise the funds is created.

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- Discussion – Request for Renaming of the Park  
This item was tabled.

**7. New Business**

- Discussion – Creation of timeline, including an order for seeking permits  
Chad Frost reported the timeline for permitting will take about a year. Chad Frost said this process cannot be started until he has a new contract with the Town of Stonington and agreement from the committee of the scope of the work going forward. Chad Frost continued saying the master plan was the milestone but now is the time for the committee to decide if there is anything in the plan that needs to be scaled back before proceeding forward. The committee discussed the two key items of the approved master plan and whether all permitting should be pursued for the master plan. Chad Frost reiterated he needed to know if anything needed to be removed from the master plan before going forward as the permits are interconnected and need to be started simultaneously.

A motion was made by Mike O'Neill and seconded by Mike Crowley to task Kent + Frost with putting together the participating parties and engineering and design of the park; to put bids together for the engineering and design of the park such they can be reviewed at the next regular meeting based on the approved master plan within current funding.

Discussion: Nick Kepple asked, in addition, Chad Frost respond to Tom Switz's requests.

The vote was unanimous and the motion carried.

- Discussion – Town draft grant for DECD brownfield funding  
Chairman Kepple gave thanks and kudos to Keith Brynes, Acting Director of Planning, Town of Stonington, for putting together a draft of the DECD grant application. Chairman Kepple said he would like the committee to approve a revised version of the draft at the February meeting. The committee concurred there is a need to find people with experience in writing this type of grant to assist in finalizing the document that will be submitted. Chad Frost will confer with Keith Brynes and Danielle Chesebrough, First Selectwoman, Town of Stonington, on availability of town employees who can assist in the process of getting the best package forward.

Fran Hoffman, citizen, asked if the State of Connecticut had consultants available to assist in the wording of the document. Deb Downie will confer with Danielle Chesebrough about this question. Deb Downie will also check to see if there is an updated project budget and provide it to the committee.

- Discussion – Request to Friends of Stonington Crew to create and share their timeline so the two can be followed together  
The committee tasked Mike O'Neill to confer with Chad Frost regarding coordinating the timelines of both projects.
- Discussion – Update from Friends of Stonington Crew regarding plans for moving historic home  
The committee agreed to table this item.

The group discussed available grant resources for restoration of the historic house. Chad Frost told the committee that the State Historic Preservation Office has said by removing the shed from property, it has caused an adverse impact to the property and the house was not eligible for funding from any state historic funds. Mike O'Neill said the Friends of Stonington Crew will be looking into any available grants for the restoration of the historic building. Steve White offered the services of the Mystic Seaport Museum grant writing team to confer of writing any grants that are available for the restoration of the historic building.

Chairman Kepple mentioned to the committee the way the committee conducted business going forward. Chairman Kepple's suggestion was for the committee to create sub-committees and the board meeting would consist of reports from the sub-committees.

**8. Comments from the Public**

Fran Hoffman told the committee her career was in Brownfield grants both at the state and national levels throughout the country. Ms. Hoffman said that when she heard about this park, she was surprised federal funding hadn't been considered. Ms. Hoffman continued saying she had contacted Region 1 and they are interested in the park project and would like to come down and see it. Chad Frost will work with Ms. Hoffman to arrange a visit from the national Brownfield Grant board.

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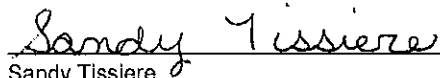
9. Comments from the Committee

There weren't any public comments.

10. Adjourn

A motion was made by Mike Crowley and seconded by Steve White to adjourn the meeting at 7:20 p.m.  
The vote was unanimous and the motion carried.

Respectfully submitted

  
Sandy Tissiere  
Recording Secretary