

**Mystic River Boathouse Park Implementation Committee
Special Meeting Minutes
Cisco Webex Virtual Meeting
Monday, May 11, 2020
6:00 p.m.**

The Stonington Mystic River Boathouse Park Implementation Committee held a special virtual meeting on this date, Monday, May 11, 2020 via Cisco Webex meeting platform.

Present were Nick Kepple, Chairman, Mike O'Neill, Vice Chairman; Tim O'Brien, Tom Switz, Steve White, Steve Planchon, Farouk Rajab, Mike Crowley, Jim Kelley, Rick Broberg, Deb Downie, Stonington Board of Selectwomen liaison and Sandy Tissiere, Recording Secretary; as well as Chad Frost, Principal, Kent + Frost, Susan Cullen, Stonington Director of Economic and Community Development, Joe Wojtas, The Day and an interested citizen

Members Absent: Breck Perkins and Kathryn Burchenal

1. Identification of participants and overview of meeting protocols

Sandy Tissiere introduced herself as meeting moderator and called an attendance of present committee members. Other participants present introduced themselves.

2. Call to order

Chairman Nick Kepple called the meeting the order at 6:07 p.m.

3. Pledge of Allegiance

The group joined together for the Pledge of Allegiance.

Chairman Kepple recognized and welcomed Rick Broberg as a new alternate member.

4. Comments from the Public

There were not any public comments.

5. Approval of minutes

The minutes from the March 2, 2020 Regular meeting were tabled.

6. Correspondence

There wasn't any correspondence.

7. Old Business

• Discussion – Brownfield Grant application update

Chairman Kepple gave an update of the progress made from the last meeting saying Deb Downie, Kathryn Burchenal and Fran Hoffman in conjunction with a group of other people have continued to update the application. Deb Downie commented on the present status of the application saying it is at a point where the committee could look through and make comments. Deb Downie stressed the importance of it is now time to pursue the community letters of support. Chairman Kepple told the committee if they had any suggestions, concerns or edits, please forward them to Deb Downie. Chairman Kepple proposed a motion be made to grant him permission to draft a letter of support from the committee to endorse the grant. Chairman Kepple asked the committee to review the list of organizations to see if there might be others that can be added to be pursued for letters of support.

• Discussion – Other available grants update

Deb Downie said Kathryn Burchenal had mentioned some grants from fish and wildlife that might be pertinent to the grant and Fran Hoffman was looking into grants from the EPA.

• Discussion - Park timeline and costs for permits (Kent + Frost)

Chairman Kepple asked Chad Frost about the use of remaining grant funds. Chad Frost answered that the grant was for a year and those funds would need to be used within that timeframe. Chad Frost will reach out to Jim Sullivan, Stonington Director of Finance, to discuss these remaining funds and report on it at the next committee meeting.

Chad Frost discussed the contract addendum giving the committee an explanation. Chad Frost said the original contract for the town was to create a Master Plan for the park, and in that plan, it was put into the end of the contract the next steps which

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included permitting, construction documents and construction observations. Chad Frost said the next phase is getting the project permitted and getting a cost estimate on what the permitting will cost. Chad Frost discussed the estimated permitting cost that has been distributed to the committee. Chad Frost said the current contract does not include payment for permitting or construction drawings which need to be done prior to the permitting.

Chairman Kepple said there are two things that need to be done prior to approval. One is to find out from the town what the remaining \$60,000.00 from the grant can be used for and second, the need for input from First Selectman Danielle Chesebrough on whether we wait for the receipt of the funds of the Brownfield grant or, in advance of that, something beyond the \$60,000.00.

The committee decided by consensus this item will be discussed further at the June 1, 2020 meeting. In the interim, Chad Frost will be able to communicate with Danielle Chesebrough, Susan Cullen and Tim O'Brien, Stonington Board of Finance Chairman.

Steve White informed the Mystic Seaport Museum – Delemar hotel project has been put on hold for a year.

Tom Switz asked for a project budget update. Chad Frost said there has not been any changes to the budget except an outstanding invoice.

- Discussion – Update from Friends of Stonington Crew
Mike O'Neill reported the Friends of Stonington Crew have been tasked to reach out to their supporters for letters of support.

8. New Business

- Discussion – Kent + Frost contract addendum for construction documents and permitting
Discussed under item #7 - Discussion - Park timeline and costs for permits (Kent + Frost)
- Discussion – Consideration of authorization of Chairman Kepple to send a letter of support for the town's Brownfield program application
Chairman Kepple asked the committee to entertain a motion to grant him permission to draft a letter of support on behalf of the committee.
A motion was made by Farouk Rajab and seconded by Tom Switz to authorize Chairman Nick Kepple permission, on behalf of the Mystic River Boathouse Committee, to draft a letter of support for the Stonington Brownfield Grant application.
The vote was unanimous and the motion carried.

9. Comments from the Public

There weren't any public comments.


10. Comments from the Committee

Chairman Kepple introduced Susan Cullen and asked she speak about herself. Susan Cullen said she has been a professional planner for more than 25 years and was previously employed by Groton in the economic and community development section and before that in the planning section for 21 years. Ms. Cullen continued saying she is a certified planner, has a Master's Degree from the University of Iowa, Urban and Regional Planning school and has done a lot of grant work, construction work, community development, economic development and will apply use this experience with her new position with Stonington.

11. Adjourn

A motion was made by Farouk Rajab and seconded by Mike O'Neill to adjourn the meeting at 6:53 p.m.
The vote was unanimous and the motion carried.

Respectfully submitted,



Sandy Tissiere
Recording Secretary