

Town of Stonington  
Board of Selectmen and  
Mystic River Boathouse Park Implementation Committee  
Joint Special Meeting Minutes  
Stonington Human Services, Pawcatuck, CT  
July 24, 2017

The Stonington Board of Selectmen and the Mystic River Boathouse Park Implementation Committee held a joint special meeting on this date, July 24, 2017, at Stonington Human Services at 7:00 p.m.

Present were Rob Simmons, Chairman, First Selectman; Mike O'Neill, Vice Chairman; Tom Switz, Bryan Bentz, Mike Crowley, Steve White, Kathryn Burchenal, Jim Kelley, Sandy Tissiere, Recording Secretary as well as Jason Vincent, Stonington Director of Planning; and Chad Frost, Frost and Kent.  
Late arrival: Nick Kepple, 7:26 p.m.

Members absent: Kate Rotella, Selectwoman; Mike Spellman, Selectman; Frank Todisco, Steve Planchon, Scott Bates, Breck Perkins, Nick Kepple and Alan Strunk.

1) Call to order

Chairman Simmons called the meeting to order at 7:00 p.m.

2) Pledge of Allegiance

Kathryn Burchenal led the committee in the Pledge of Allegiance.

3) Comments from the Public

None

4) Approval of Minutes

The following motion was made by Tom Switz and seconded by Mike Crowley:

Motion 1: To approve the minutes from June 5, 2017 as presented.

The vote was unanimous and the motion carried.

The following motion was made by Steve White and seconded by Mike O'Neill:

Motion 2: To approve the minutes from July 10, 2017 as presented.

The vote was unanimous and the motion carried.

5) Correspondence

There was no correspondence.

6) Old Business

• Discussion – Master Plan Consultant Agreement

Chairman Simmons noted for the record, there were enough members present for a quorum. Chairman Simmons asked if Mr. Vincent or Mr. Frost would like to lead the discussion. Jason Vincent led the discussion on the changes made to the Agreement for Consulting Services for Mystic River Boathouse Park Master Planning. Mr. Vincent reported since the last meeting on July 10, the document had been reviewed by town departments and the town attorney. Chairman Simmons read aloud the document changes with Mr. Vincent explaining the changes made and the reasoning behind the changes. Mike Crowley asked why on Page 3, the Department of Finance replaced the Department of Public Works. Mr. Vincent answered this paragraph discussed insurance which is a responsibility of the Department of Finance. Mike Crowley asked why Mr. Vincent replaced the Department of Public Works in the document as the committee had discussed using Ms. McKrell, Director of Public Works, as a resource. Mr. Vincent explained this change was made as he was overseeing the grant for the project but Ms. McKrell would be available to confer on the project as needed as that is her area of expertise. Tom Switz asked about the need of an inventory for mercury on the property. Mike O'Neill answered these are state requirements. Mr. Vincent added, as this is grant funded project, the project must comply with the environmental act. On page 26, there was a discussed change of the importance of calling the structure to be built a future Community Rowing Center that will house the Stonington Crew team from a boathouse. Jason Vincent said the goal is to get from the master plan to the site plan project. Chad Frost explained the difference between the master plan and the site plan. Mr. Frost said what the community is looking for will drive what the final project will look like.

The committee discussed the easement agreement with Latitude 41 and its relation to the design of the park. Steve White emphasized the importance of the easement and it being carried forward. Chairman Simmons said there needed to be a meeting about the details of the easement prior to the next MRBPIC meeting. Bryan Bentz mentioned a consideration of a small fenced area for parents or caregivers of small children. The committee discussed the property would need to be inspected for safety. Mr. White noted he had noticed the improper name of Latitudes being used in documents and going forth, it would be important to ensure the correct name of the restaurant, Latitude 41, be used. The committee agreed this was important. Tom Switz questioned Exhibit E, page 35, regarding sub-consultants. Mr. Frost explained the process of sub-consultants.

The following motion was made by Tom Switz and seconded by Mike O'Neill:

Town of Stonington  
Board of Selectmen and  
Mystic River Boathouse Park Implementation Committee  
Joint Special Meeting Minutes  
Stonington Human Services, Pawcatuck, CT  
July 24, 2017

**Motion 3:** To approve putting the document "Agreement for Consulting Service for Mystic River Boathouse Park Master Planning" into PDF form incorporating the changes made and sending it forward for approval.

Discussion: Mike Crowley noted Mr. Vincent and the town did a good job with the document. The vote was unanimous and the motion carried.

• **Discussion – Public Forums**

Chairman Simmons said he reached out to Coastal Gourmet regarding reserving a space at Latitude 41 and having refreshments served for the community meeting scheduled for September 9, 2017. Mr. Simmons reported David Griswold, Vice President Finance and Operations, has graciously waived the booking fee for the room. The cost per person will be \$5.00 with a total cost of \$965.13. Chad Frost provided the committee an outline of the agenda for the event. The cost of the event and payment were discussed. Jason Vincent suggested \$3,000 be allocated as a reimbursable amount for community events.

The following motion was made by Nick Kepple and seconded by Steve White:

**Motion 4:** To amend the contract amount from \$104,700 to \$110,000 so as to allow Chad Frost to treat the community information meetings as a reimbursable amount.

Aye: Rob Simmons, Mike O'Neill, Tom Switz, Bryan Bentz, Mike Crowley, Kathryn Burchenal, Jim Kelley, Nick Kepple  
Abstention: Steve White

The following motion was made by Nick Kepple and seconded by Tom Switz:

**Motion 5:** To pass the coastal gourmet contract to Chad Frost for the implementation of the community information meeting on September 9, 2016.

Aye: Rob Simmons, Mike O'Neill, Tom Switz, Bryan Bentz, Mike Crowley, Kathryn Burchenal, Jim Kelley, Nick Kepple  
Abstention: Steve White

Mr. Frost answered Mr. White's question of the type of visuals to be used; as there aren't any plans, they will present concepts of what is available. Mike Crowley suggested using the artist conception of the boathouse. Steve White asked Mr. Frost if there are percentages of how to divide the space for green space, mechanical and parking lot. Mr. Frost answered they sometimes bring demonstration modules to create visual placement of these components on the property. Nick Kepple said he understood the need for community input but the committee should set parameters. Mr. Frost said parameters are important but also the need for the community to voice their opinions and it can be discussed whether this would fit in with the concept of the project. Mr. Frost told the committee they needed to decide on a mission statement surrounding the use of the park. Kathryn Burchenal suggested returning to the wording when soliciting the vote.

7) **New Business**

There was not any new business to discuss.

8) **Comments from the Public**

There were no public comments.

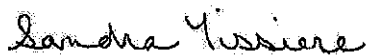
9) **Comments from the Committee**

Mike O'Neill, spoke of the Crew committee saying they are a group of really talented people who are diligently working to get the boathouse built. Mr. O'Neill said the boathouse would be a two story building with the boats on the lower level and a space for training and events on the second. Mr. O'Neill shared information regarding the fund raising efforts thus far.

10) **Adjourn**

As there was no further business to come before this committee, the meeting was adjourned at 8:07pm

Respectfully submitted



Sandra Tissiere  
Recording Secretary



Stacey Haskell  
Recording Secretary