1. Call to Order

Chairman Lawson called the regular meeting to order at 7:00 p.m. after establishing a quorum.

2. Pledge of Allegiance

3. Roll Call

Present were Commissioners Lawson, Francolino, Havens, Drennen, and Calkins. Absent were Commissioner Malley and LeBelle.

4. Approval of the November 12, 2019 Regular Meeting Minutes

Motion made by Commissioner Francolino, seconded by Commissioner Drennen to approve the November 12, 2019 regular meeting minutes as reviewed and filed. Discussion; none, voice vote, 5-0, all in favor, motion carried.

5. Correspondence

Chairman Lawson reviewed various correspondences he received over the past month including agendas and minutes from Town Commissions and Agencies as well as notices of openings and closings of the Town of Waterford recreational shell fishing areas. He explained he has been forwarding all emails he receives during the course of the month to all of the Commission members to keep them up to date regarding relevant topics relating to the Waterford Shellfish Commission between regular meetings.

Discussions were held regarding the proposal for a lease (Bay Point Lease) in Waterford waters and all correspondence including an article published in the New London Day regarding the lease.

6. Treasurer’s Report

Commissioner Francolino reviewed the Treasurer’s Report with the Commission through November, 2019. He reviewed the expenditures and revenues on the Financial Report generated by the Finance Office at the Town Hall. The Commission discussed the financial report data as depicted on the report and questioned if the year to date totals are fiscal year or are actual. It was confirmed by the Finance
Department that the financial report is generated using fiscal year, July 1 through June 30th of each year and not by calendar year.

Motion made by Commissioner Havens, seconded by Commissioner Drennen to approve the Treasurer’s Report as discussed. Discussion; none, voice vote; 5-0, all in favor and the motion carried.

7. Monthly Monitoring and Sampling Report

Chairman Lawson stated the recreational shell fishing areas are currently open. A discussion was held regarding the openings and closures throughout the month of November. A reminder from the Waterford Shellfish Commission: the recreational shell fishing areas are closed on December 31, 2019 and are projected to re-open on April 1, 2020 pending the return of satisfactory water samples.

8. New Business

a. Review and approve the 2020-2021 Waterford Shellfish Commission Budget Request for submission to the First Selectman’s office by December 13, 2019.

The Commission reviewed the expenditures and revenues from the current fiscal year and after a lengthy discussion drafted a budget request in the amount of $1,663.62 (one thousand six hundred sixty three dollars and sixty two cents) to cover the costs of mandated State testing, clerical support and to employ the Wardens to take water and meat samples. The funding requested is less than half of the overall operating costs of the Commission. Chairman Lawson explained that revenues generated from permit sales and leased bottom land are applied to the operating costs of the Commission, therefore requiring less dependency on Town funding.

Motion made by Commissioner Havens, seconded by Commissioner Drennen to approve the budget request in the amount of $1,663.62 (one thousand six hundred sixty three dollars and sixty two cents) and to forward the budget approved by the Waterford Shellfish Commission to the First Selectman’s office as requested. Discussion; none, voice vote, 5-0, all in favor, motion carried.

b. Discussion regarding representation at the 2020 Gathering of the Shellfish Commissions.

Chairman Lawson stated he would like to attend the Gathering and encouraged the Commission members to let him know in advance of the event if they would like to join him.

9. Old Business

Chairman Lawson stated he did not have anything to discuss under Old Business at this time.

10. Public Input regarding Waterford Shellfish Commission Business
There was no one present from the public to address the Commission at this meeting.

11. Adjournment

There being nothing further to discuss there was a motion made by Commissioner Havens, seconded by Commissioner Francolino to adjourn the regular meeting at 7:45 p.m. Discussion, none, voice vote 5-0, all in favor, motion carried.

Please note that the next regularly scheduled Waterford Shellfish Commission meeting is scheduled for Tuesday, January 7, 2020 at 7 p.m. at the Waterford Town Hall.

Respectfully submitted by:

Audrey Ulmer,

Recording Secretary for the Town of Waterford Shellfish Commission