

**CONNECTICUT RIVER GATEWAY COMMISSION**  
REGULAR MEETING MINUTES  
December 1, 2020

**Present/Absent:**

<b>Chester:</b>	<b>Tom Brelsford</b> , Jenny Kitsen
<b>Deep River:</b>	<b>Jerry Roberts</b> , Kathy David
<b>East Haddam:</b>	<i>Crary Brownell</i> , <b>Debbie Langdon</b>
<b>Essex:</b>	<b>Claire Mathews</b> , <b>Misha Semënov-Leiva</b>
<i>Fenwick:</i>	<i>Newton Brainerd</i> , <i>Borough Warden</i>
<b>Haddam:</b>	<b>Susan Bement</b> , Mike Farina
<b>Lyme:</b>	<b>J. Melvin Woody</b> , <i>Wendy Hill</i>
<b>Old Lyme:</b>	<b>Suzanne Thompson</b> , <b>Greg Futoma</b>
<b>Old Saybrook:</b>	Bill Webb, Diane Stober
<b>Regional Reps:</b>	<b>Raul Debrigard (N)</b> , <b>Judy Preston (S)</b> , ( <i>vacancy[N]</i> , <i>vacancy [S]</i> )
<b>DEEP:</b>	Katie Perzanowski
<b>Staff:</b>	<b>Samuel Gold</b>
<b>Guests:</b>	

**Call to Order**

The regular monthly meeting of the Gateway Commission was called to order by Chairman Thompson at 7 pm on the Zoom virtual meeting platform.

**Minutes of the October 27, 2022 Regular Meeting**

Claire Matthews identified some small typos in the minutes, which were provided to Sam Gold. Upon a motion by Melvin Woody, which was seconded by Claire Matthews, members of the Commission voted to approve the minutes of the October 27, 2022 meeting as corrected, with Melvin Woody abstaining.

**Old Saybrook, Decision on Adopted Gateway Standards, Section 25-102g CGS**

Chairman Thompson introduced the draft letter and summary provided to the members regarding Old Saybrook's adoption of zoning regulations, including changes that have not been approved by the Commission. The letter is a conditional approval based on a commitment that when the Commission adopts new standards, that the town of Old Saybrook will also adopt them. Claire Matthews commented that the letter refers to a section in Old Saybrook regulations, but did not clearly identify the conditions that were being discussed. Sam Gold suggested that a copy of the relevant regulations be attached to the letter and a reference to that attachment be added to the letter. Matthews also stated that the Old Saybrook regulations referenced in the letter could be useful in other towns and should be distributed by the Members.

Upon a motion by Raul de Brigard, which was seconded by Jerry Roberts, members of the Commission voted unanimously to approve the letter to Old Saybrook with the relevant Old Saybrook regulations attached and that attachment being referenced in the letter.

**Correspondence/Staff Report**

Gold also introduced himself and gave a summary of RiverCOG's other responsibilities, in addition to being the host of the Commission.

**Chairman's Report**

Chairman Thompson introduced Sam Gold, RiverCOG Executive Director, as the new staff to the RiverCOG, as he

works to hire and fill the vacancy left by Torrance Downes retirement from RiverCOG. Thompson mentioned the new official email address that was set up for the Commission business use. The new email address is [contact@ctrivergateway.org](mailto:contact@ctrivergateway.org). Thompson mentioned that copies of the committee roster and most recent rules and procedures have been distributed to members. Thompson said that she would be working with Gold on tightening up procedures, including the Commission signing up for its own Zoom account. Finally, the Commission will be looking for a recording secretary and asking the member towns for suggestions for admins who may be interested in available to do that work for the Commission.

#### Finance Committee Report

Claire Matthews gave the financial report. The only bill was from the RiverCOG including staff salaries, overhead, and expenses from the annual boat trip. The boat trip total for this pay period was \$1,362. The boat trip expenses will be shown under communications. Salaries were \$1,304 for Torrance Downes, \$65 for Paula Fernald, and \$423 for Ben Lovejoy. RiverCOG overhead was \$2,264. The total bill for this pay period \$5,219.73.

Upon a motion by Claire Matthews, which was seconded by Suzanne Thompson, members of the Commission voted unanimously to approve payment of the Commission's bills.

#### Communications and Outreach Committee

Greg Futoma reported that at the March 25<sup>th</sup> 2023 conference of Connecticut Land Conservation Council (CLCC) there will be a discussion of regulatory and design approaches to light pollution. CLCC has asked for a sponsorship for their March conference at a level of \$1,000. This is the same amount as previous years and is in the Commission budget. The Communications Committee voted unanimously to make the \$1,000 donation to CLCC. The check will need to be created for the January meeting. Upon a motion by Melvin Woody, which was seconded by Claire Matthews, members of the Commission voted unanimously to approve a \$1,000 donation to CLCC for their March conference.

There was a discussion of recognition of the Commission at the CLCC conference in honor of the Commission's 50<sup>th</sup> anniversary. This could be an official proclamation or award. The Connecticut River Museum may want to be a partner in the official celebration.

The website consultant contract has been extended to May 2023 at no additional cost. This will give the consultant more time to finish their work.

There was a discussion of the light pollution from Deep River landing. Since the property is owned by the town, approaching the town to ask the First Selectman to mitigate light pollution, was discussed.

#### Rules Committee

Raul de Brigard mentioned that not all regulations are in conformity with the standards. The towns have been informed of how their regulations are not in compliance with the Commission's standards. De Brigard asked the members to follow up with their towns. Also, a Commission hearing will need to be held for the new lighting standards. The towns would be welcome to suggest other ways to address the light pollution issue and it would be preferable to incorporate town ideas into what the Commission adopts. Those conversations should be lead by the Commission members with their towns.

#### Land Committee

Raul de Brigard would like an additional member. Jerry Roberts reported that Cathy David may be interested in joining the Land Committee. Roberts also volunteered to be on the land committee if another person is needed. There are no pending proposals before the Land Committee.

Judy Preston reported that there was a fundraiser in Old Saybrook and the fundraising is getting closer to the goal.

This means that the Commission's match may be payable soon.

Grants Committee

Jerry Roberts reported that summary of grant guidelines has been completed and distributed. Discussions still need to take place before getting word out about them. Future giving could be directed and prioritized in a way that was not possible in the past.

Raul de Brigard also raised the issue of whether or not the Commission would fund a town's enforcement of the adopted standards.

Old Business

There was no old business.

New Business

There was no old business.

Adjournment

Upon a motion by Susan Bement, which was seconded by Claire Matthews, the meeting was adjourned at 8:42pm.

Respectfully submitted,  
Samuel Gold, Staff to the Gateway Commission

1. Call to Order
2. Approval of 10/27/22 Regular and Annual Meeting Minutes
3. Chairman's Report.
4. Old Saybrook, Decision on Adopted Gateway Standards, Section 25-102g CGS
5. Correspondence/Staff Report. As presented with explanations as requested.
6. Committee Reports:
  - a). Finance Committee – Reports and Bills.
  - b). Communications and Public Outreach Committee: Update on Marketing Project and 2023 Communications Plans.
  - c). Rules and Procedures Committee: Gateway Standards progress.
  - d). Land Committee Discussion [**Executive Session**]. Potential acquisition of land within the Gateway Conservation Zone.
  - e). Grants Review Committee: Updates as necessary.
7. Old Business: As necessary.
8. New Business: As necessary.
9. Adjournment