



MEETING SUMMARY

Niantic River Watershed Planning Project Steering Committee

Thursday, October 20, 2005

9:30 a.m. – 11:30 p.m.

Kleinschmidt Building, Essex, CT

Attendees:

Marcy Balint (CTDEP), Maureen Fitzgerald (Waterford), Marybeth Hart (CTDEP), Don Landers (East Lyme), John Mullaney (USGS), Jeff Nield (Kleinschmidt), Meg Parulis (East Lyme), Eric Thomas (CTDEP), Bruce Morton (Aqua Solutions), Paul Stanton (FHI), John Rozum (NEMO, UCONN), Margaret Welch (CTDEP), Tom Wagner (Waterford)

Meeting Summary:

The Committee Meeting began at 9:40 a.m. with introductions. Jeff Nield, Project Manager of Kleinschmidt Associates, provided the Committee a project progress report (see attached Project Schedule). He also passed out a draft Plan Outline for the Committee's review. (The outline will be posted on the project website soon.) The outline was discussed and several key additions were proposed:

- Use current scientific investigations pertaining to the Niantic River to define watershed issues and problems. Also, put the condition of the Niantic in context with other estuaries.
- The Plan should include a "self-evaluation" tool that includes short- and long- term monitoring strategies and performance measures so that the plan progress can be monitored over the long-term and updates can be made accordingly. (This is the adaptive management approach to the watershed plan.) One illustrative example provided was the "Long Island Sound Municipal Report Card."

Bruce Morton and John Rozum led discussions regarding the workshops for the development community and municipal officials, respectively. Bruce wanted feedback on which regional groups might be targeted. John presented NEMO's menu of available workshops and discussed how they might approach the four watershed communities. Committee feedback on the scope and scheduling of the workshops was requested. A strategy for project outreach was developed including an agency (i.e., NOAA, CTDEP) letter to the municipalities and their elected officials, public relations campaign including local newspapers, brief presentations to the Boards of Selectmen, and the workshops.

Key Outcomes:

- Steering Committee Members should provide Bruce Morton and John Rozum recommendations for invitees and contacts for the project workshops, including local builders, contractors, municipal officials, and other stakeholders. Committee input is also desired on timing and location of workshops.
- CTDEP OLISP will draft and distribute a project announcement letter to be sent to the four municipalities and their elected officials, including state and congressional delegations. This letter is targeted for a mid- to late- November delivery.
- Kleinschmidt Associates will prepare and deliver a brief project presentation to each town Board of Selectmen in early December. **Town Representatives: *Please assist us with the this task by scheduling a 5-10 minute presentation on a early December Board Agenda.***
- Kleinschmidt Associates will launch the project website in early November. The URL for this site is as follows: <http://www.kxchange.com/nrwp/index.htm>

The Meeting was convened at 11:45 a.m.

Below is copy of the original Steering Committee Meeting Agenda.

AGENDA

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| <p>Welcome, Introductions, Grab Coffee & Bagels – All</p> <p><u>Meeting Purpose:</u> Receive project updates. Discuss and select a strategy for the stakeholder participation program for this planning project.</p> <p><u>Objectives:</u></p> <ul style="list-style-type: none"> • Determine a workable strategy to engage local stakeholders within the project schedule. • Identify key members of the watershed community that should included in the project. • Set a tentative schedule for the stakeholder participation component. | 9:30 – 9:40 |
| <p>Protection Planning Project Update – Jeff Nield</p> | 9:40 – 9:50 |
| <p>Roundtable Discussion – Reports on Activities in the Watershed - All</p> | 9:50 – 10:10 |
| <p>Task #1 – Select a strategy for stakeholder participation</p> <ul style="list-style-type: none"> • Can we establish local project committees? • Who should be involved? • Should we ask the Boards of Selectmen to appoint a local committee? • What forum(s) should we target in order to engage stakeholders? | 10:10 – 10:45 |
| <p>Task #2 – Establish a schedule for the stakeholder participation program</p> <ul style="list-style-type: none"> • NEMO Program – Select from menu of options • Aqua Solutions Workshops • Kleinschmidt Associates Planning Meetings | 10:45 – 11:25 |
| <p>Wrap-up</p> | 11:25 – 11:30 |