

**Town of Guilford  
Marina Commission  
Regular Meeting, April 11, 2016  
7:00 PM at Town Hall**

Members present: Fred Bisbois, Bernard Lombardi, Charles Detelich, Hank Graver  
Excused: Cliff McGuire and Roger Celesk

Others: Rod McLennan, Dock Master, Lietenient Jeffrey Provencher

**Meeting was called to order by Hank Graver Chairman at 7:00 pm.**

**1. Guest Speaker, Chief of Police, Jeff Hutchinson**

Lieutenant Jeffrey Provencher represented the Chief. Hank Graver introduced Lieutenant Provencher to the Commission Members and the Members to Lieutenant Provencher.

Hank Graver told Lt. Provencher of the concerns the Commission has regarding the town parking area. Lt. Provencher explained that the police department had recently purchased several wide angle cameras. Lt. Provencher does not recommend the use of moving cameras, but the use of wide angle cameras with a 7 day recording functionality.

Fred Brisbois asked what the value is of camera footage. Lt Provencher explained that photos are shared with other agencies, as well as included in a weekly bulletin in addition to our own department.

Lt Provencher recommended a minimum use of camera on the parking lot side; 2 on one corner of the building and 2 on the other corner of the building. He further recommended working with a security company. Whether the Police department would monitor the camera, he said probably not. The Commission asked if the Commission paid and installed the cameras would the police department monitor them. Lt Provencher explained that the Chief would be better to answer that. Lt Provencher was asked if the Town had any funds to purchase such security cameras. Lt Provencher explained that the 1<sup>st</sup> Selectman would be better to answer that.

With the closure of the Branford launch ramp this summer, a parking issue is anticipated. Currently there are parking spaces for 14 trailers. Additionally parking signs at the Guilford Mooring Restaurant direct their clients to utilize Marina Parking for overflow.

Hank Graver explained that 7 years ago the Police Commission approved the parking area for permit owner parking allowing the police department ability to ticket abusers. The Commission understands that the existing ticket books does not allow for issuing a ticket for parking in permit only spaces. Rod McLennan displayed a notice that is placed on their cars and the Lt Provencher will check the verbiage with the Chief.

The question was asked of Lt Provencher how often the police patrol the Marina. Lt. Provencher replied 1-2 times during an 8 hour shift. If required during traffic issues, more often.

Lt. Provencher committed to have responses to outstanding questions to Rod McLennan in a couple of days. The Commission thanked Lt. Provencher.

**2. Approval of the March, 2016 Regular Meeting Minutes**

**Motion:** Upon motion made by Bernard Lombardi and seconded by Charles Detelich, the Commission voted to approve the minutes from the March 14, 2016 meeting unanimously.

In Favor: Bernard Lombardi

Next Meeting – May 9, 2016

Charles Detelich  
Henry Graver  
Fred Bisbois

**3. Public Forum**

None.

**4. Treasurer's Report**

1. Rod McLennan presented warrants in the amount of \$992.68 were reviewed. An audited bill of \$262 for Liability insurance was also presented to the Commission for review.

**Motion:** Upon motion made by Bernard Lombardi and seconded by Charles Detelich, the Commission voted to approve the warrants in the amount of \$1,254.68 and was unanimously approved.

In Favor: Bernard Lombardi  
Charles Detelich  
Henry Graver  
Fred Brisbois

**Motion:** Upon motion made by Bernard Lombardi and seconded by Charles Detelich, the Commission voted to approve the secretarial invoice in the amount of \$33.50 and was unanimously approved.

In Favor: Bernard Lombardi  
Charles Detelich  
Henry Graver  
Fred Brisbois

**5. Dock Master's Report**

1. The Marina opened on schedule April 1, but no boats are in yet.
2. A verbal quote of \$75,000 was received by Blakeslee to correct corrosion of the bulkhead along the sidewalk area. The quote was for prep and paint. Fred Brisbois commented that the original warrantee should be checked. There was discussion on who owns the bulkhead along the sidewalk area. Rod McLennan to contact Jim Portley.
3. There are still four (4) Class 1 slips vacant.
4. Public Works used a street sweeper and back pack blower to clean the parking lot.
5. After the last snow storm the sidewalk was cleared and salted.
6. DEEP has proposed installing a bird tracking antenna array on an Ever source pole at the Marina. There was discussion on who owns the poles, if the antenna was solar powered. The Marina Commission to provide a recommendation to the Town.

**Motion:** Upon motion made by Bernard Lombardi and seconded by Fred Brisbois, the Commission voted to send a recommendation to the 1<sup>st</sup> Selectman indicating that the Marina Commission has no objection to the installation of the bird tracking antenna array and was unanimously approved.

In Favor: Bernard Lombardi  
Charles Detelich  
Henry Graver  
Fred Brisbois

7. Raises for the Dockmasters were discussed.

**Motion:** Upon motion made by Fred Brisbois and seconded by Charles Detelich, the Commission voted to create a subcommittee on raises for the Dockmasters consisting of Bernie Lombardi and Cliff McGuire and was unanimously approved.

In Favor: Bernard Lombardi  
Charles Detelich  
Henry Graver

Fred Brisbois

The season pass notice was reviewed by the commission and agreed to.

**6. Correspondence**

1. Hank Graver received a letter from Joe Nugent regarding snow removal of the Marina sidewalk. The Fire Department no longer provides this service. In discussion with Joe Mazza, it was determined that Rick Maynard, Director of Parks & Recreation will assume the shoveling responsibility. Hank Graver to send a response to Mr. Nugent.

**7. Old Business**

1. None

**8. New Business**

1. The question regarding responsible parties for the Parking Lot Porta-Potties was discussed. Hank Graver had contacted the 1<sup>st</sup> Selectman's office and was advised that the Marina Commission should take this responsibility and use FEMA funds to pay for it. This is not a viable solution.
2. Capital expenditure of \$7,500 for a tide gauge installation was charged to the Marina Commission. It was explained that Marina Funds are part of the town and that the 1<sup>st</sup> Selectman can access these funds.

This commission is in disagreement with the Selectman's Office telling the Marina Commission how to spend their funds and doing so without the notice to or approval of the Marina Commission.

The Marina Commission reaffirms its position that the Marina Commission will not be responsible for contract of Porta-Potties in the public parking area.

**9. Adjournment**

**Motion:** Upon motion by Bernard Lombardi and seconded by Charles Detelich the Commission voted unanimously to adjourn the Marina Commission meeting at 8:00 pm.

Respectfully Submitted:

Sally J. Berezowskyj  
Recording Secretary