

**COMBINED COMMITTEE MEETING**  
**WORKING WATERFRONT ACCESS COMMITTEE; HARBOR COMMITTEE**  
**December 17, 2025**  
**MINUTES**

**Attendance:** John Church, Harbor Master; Harry Fish, Harbor Committee; Diane Smith, Harbor Committee; James Jutras, SCEC (zoom); Paul Monyok, Haley Ward (zoom); Nathan Shephard, public guest; Cynthia Beauvais, public guest

**Minutes of October 15, 2025 (no meeting was held in November):** Motion made to accept minutes with corrections to dates in sections describing NBRC Pre-Application and Permit and Use Fees. 2026 corrected to 2025. Motion approved.

**Haley Ward Update:**

- **Bidding / Contractor Award:** Draft NOTICE OF AWARD was discussed and shared by Haley Ward. The committee asked if the notice stating the Contract Price could or should be broken down with separate notices for Base Bid, and the two alternative bids (parking and launch ramp). Kathy and James will confirm that the alternative bids can be awarded prior to February 1, 2026 and/or Notice to Proceed from NBRC (funder of those two parts of the project). Line by line comparison of the bids from the three bidders were reviewed and discussed. Haley Ward noted that accepting Carver Construction Bids carries a risk of change orders.
- **John Church – Concrete Planks:** John has more information on concrete planks and wanted to confirm that there is no issue in changing plank sizes. There are outstanding questions related to the time needed to form and install. Contacts for float design were also discussed. John will send contact information for GEI/Lisa Vickers (working with town of Yarmouth on float and dock design) with Paul Monyok. More information will be available at the January 21, 2026 meeting.

**William Henry Kelley (b. 1824; d. 1890) Surviving Heirs Needed for Submerged Lands:** Kathy Killian is continuing genealogy research and will be communicating with the attorney regarding 'quiet title' filing and options for receiving a title opinion to satisfy the Submerged Lands Application.

**Grant Updates:**

- **Representative Jared Golden Request FY2026** ~ No word on whether we will be awarded a grant.
- **FY 2025 Coastal Community Grant.Shore and Harbor Planning Grant Programs** ~ **for bidding process.** This grant's end date will be extended from 12/31/2025 to 6/30/2026.

- **FY2023 Community Project Funding for Road (HUD – EDI/CPF) ~ submitted approved Environmental Review.** Revising Budget (Road) to agree more closely with BIDs received and Jto submit for request to use \$200,000 for wetland impact DEP contribution.
- **NBRC Grant Awarded** - \$999,520 of which the town must match \$199,905.00 (Launch Ramp, Parking Area)

**Permit and Use Fee:** Diane Smith is putting together information about by-laws and ordinances. The town of Stonington is a good example to follow regarding management of a commercial dock and working waterfront.

**Other Business:** How many campsites will be lost? The project map includes an overlay on a satellite photo that shows details of a full campground that can be compared to the project boundaries. The Campground Managers need to be kept in the loop on the construction plan.

Minutes: ktk; 12/19/2025

Approved 1/21/2026