

**Thames
River
Heritage
Park**



**Thames River Heritage Park
Transition Team Meeting
Wednesday, May 25, 2016, 8:30AM (0830)
Fort Trumbull State Park Conference Center
90 Walbach Street
New London, Connecticut**

MINUTES

Attendance: Chris Cox, Pamela Adams, Juliet Hodge, Penny Parsekian, Jim Butler, Brent Eugenides, Marian Galbraith, Capt. Paul Whitescarver, Ellen Cummings, Paige Bronk, Jackie Dietrich, David Dietrich

I. Call to Order: C. Cox –Meeting called to order at 8:32AM

MM: P. Adams – Add Agenda item: Vote on final Draft Bylaws (2/17/16 # 4OL0799)

MS: E. Cummings

Vote: All in Favor – No abstentions, no Nays.

II. THRP Chairman's Report/Announcements

Consideration, discussion regarding Foundation Board Members
Potential new Board Members reviewed.

Vote on proposed members.

The entire list of prospective members was not present at the meeting. The list can be circulated and an e-Vote can be taken or, wait until next meeting of TT. Officers have to be voted on so that Application for Foundation can be completed and submitted.

MM: J. Butler – Move that current Transition Team Officers become the Temporary Officers of the Foundation until such time as the Annual Meeting of the Foundation can be held and Membership and Officers can be selected and voted upon by the Foundation Membership.

MS: M. Galbraith

Vote: All in Favor – No abstentions, no Nays.

Report on meeting with Seabird Enterprises regarding van transportation to Nautilus
C. Cox met with Seabird and found that utilizing their vans would be cost prohibitive for the Foundation. Van rental costs and cost to pay drivers is too high for the Foundation at this time.

III. Approval of Minutes –P. Adams

MM: M. Galbraith – To approve the minutes of the April 18, 2016 Special Meeting – revised

MS: P. Parsekian

Vote: All in Favor – No abstentions, no Nays.

MM: M. Galbraith – To approve the minutes of the May 4, 2016 Meeting

MS: P. Parsekian

Vote: All in Favor – No abstentions, no Nays.

IV. Fiduciary Report – J. Butler

- As of May 1, 2016 there is \$85,507.01 in the account.
- There will be an upcoming expense of \$38,000 for Crocker's to complete the work.
- Equipment purchase expenses.
- Ppayment to the Thames River Water Taxi LLC.

Charter Membership – status – Defer to P. Parsekian

- P. Parsekian reports that there are ~ 25 Charter Members to date. (75 Memberships still available.)

V. Committee Reports

A. Organization Committee – Chair: Juliet Hodge

Nothing to report at this time

B. Governance Committee – Chair: Joe Selinger

Bylaws & Foundation status

Not present – No report

C. Finance Committee – Chair: Brent Eugenides

1. Operating & Capital Budgets – Still being worked on. Need more solid figures before a Working Budget can be finalized.

2. Fundraising Plan

Grant Opportunities are still being explored. Planning on a full-press fund-raising effort in the Fall (2016).

Corporate Sponsorships are limited at this time. Most larger companies have given out their sponsorships for the year. A new round will happen at the beginning of 2017. The TRHP Foundation will be prepared to ask prior to the beginning of next year (2017)

3. Information was provided regarding a meeting with the Newport Restoration Foundation. A tale of hoe Newport was renewed from a run-down village to a revitalized and bustling community it is today. A small local group bought one house, fixed it up with a small amount of money and a lot of sweat equity. They sold the house then went on to buy a second, third and so on. Doris Duke, impressed with the progress the group made, provided a large infusion of funds to further the project. NRF owns 80 properties and are breaking even on all of them.

Potential for Groton Bank to do the same.

D. Communications & Programming Committee – Chair: Penny Parsekian

1. Grand Opening for Water Taxi – Planning

The Launch Party at Fort Trumbull has been planned for July 3, at 3 PM. The invitation has been prepared and will be distributed starting today. The event will feature a ribbon cutting, which, at Bob's suggestion, will be printed with the TRHP logo and Water Taxi Launch, July 3, 2016 multiple times over its length so that people will have a keepsake to take home. Chris will be helping to make the list of people who will cut the ribbon. The Lt. Governor will not be available to attend. Waiting to hear from other Officials

Pam and Penny will put together list of former TMHP folks to invite & thank.

2. Community Building with Heritage Sites to Improve Visitor Experience

A meeting has been scheduled with the Editorial Board of The Day for June 8, with Marian, Chris and Penny P. confirmed. Jackie Dietrich should be included. The Committee discussed the message that the TRHP want to convey to the press, but did not settle on a single theme.

The Day has offered to become a Gold Sponsor for ads in-kind (\$10,000 sponsorship)

A sponsorship from Quality Printers was secured to print 1,000 copies of the Map & Guide for \$120 and a gift from an Avery-Copp House board member to cover that cost, plus \$80. Prices to print 5,000 copies from two print companies were requested. The Committee received quotes ranging from \$1,000 to \$1,500. Distribution methods were discussed.

3. Heritage Park and Water Taxi Marketing Plan

The Committee drafted and received approval from Jackie for a water taxi schedule and fare card (attached), which we plan to print and fold into the Map & Guide for distribution. Do not distribute yet.

4. Funding Needs and Funds Raised

The Committee created a Charter Membership Appeal and emailed it to 350 stakeholders and within two weeks 20 memberships were acquired for a total of \$4,000. One-hundred (100) recycled plastic membership cards have been ordered, with signature strip and sequential numbering on the back from Staples at a cost of \$225.

5. Other

The TRHP is seeking someone to manage our website and social media. There have been discussions with a number of prospects and interviewed a candidate introduced to us by the Mystic Chamber. Chris and I will meet with him on Monday.

As part of the I-95 sign replacement program, the Committee has met twice with the CTDOT project engineers and have drafted a letter (attached) specifying our wishes – overhead signs & water taxi icons on transportation signs. The TT has placed the letter on hold pending more information on Federal requirements.

E. Water Taxi Planning and Operations – Chair: Marian Galbraith

1. MOU – DEEP

The MOU has been revised and resubmitted

2. MOU – CONNDOT – Do not need.

3. US Coast Guard – COI

Temporary registrations for the boats have been secured. Appropriate numbers have been secured for the vessels. Special thanks to DEEP representative Tim Delgado for his help in working with DMV to get boats registered.

Need Certificates from the U.S. Navy in order to get Documentation from the US Coast Guard.

Fiberglass work is done.

Boats can be painted.

Stability Test has to be run by USCG Inspectors.

All equipment has to be secured and placed aboard.

Defender Industries does not do philanthropic work but, they did give deep discounts for equipment and, the City of Groton gets a further discount so, the equipment was acquired at a very reasonable price.

4. Nautilus Water Taxi Dock – on hold for the immediate future. Plans need to be revised and all permits must be obtained. Due to severe budget issues, there is no funding to proceed.

The Federal Highway Administration Ferry Boat Discretionary Fund may be able to help. Congressional support is needed for these grants. The next Grant round is in August 2016.

5. Report on presentation to Eastern CT Chamber of Commerce.
M. Galbraith spoke at the May 16 Eastern CT Chamber of Conference breakfast, featuring guest speaker Senator Blumenthal. The Mayor got a round of applause when she spoke of the inauguration of water taxi service on the Thames. Information regarding sponsorship opportunities were distributed to several interested businesses.

VI. Good of the Order

Need a new MOU between the DEEP and the Foundation.

Capt. Whitescarver asked if there would be a Military Discount to ride the Water Taxi. This will be discussed in committee.

Urban Act grants are back in play. Upcoming Bond Commission meeting may have grants on Agenda. State Bond monies were cut by 1 billion dollars.

VII. Next Meeting Date(s) & Location

June 22, 2016 @ 0830 (Submarine Force Museum – Nautilus)

July 27, 2016 @0830 (Fort Trumbull)

VIII. Adjourn @ 9:30AM

MM: J. Butler

MS: Paige Bronk

VOTE: All in favor

Respectfully submitted,

Pamela Aey Adams
Secretary