

**WATERFORD  
SHELLFISH  
COMMISSION**



**TOWN OF WATERFORD**  
15 Rope Ferry Road  
Waterford, CT 06385  
860-442-0553

### SOCIAL SERVICES GRANT FUNDING REQUEST

ORGANIZATION NAME: Waterford Shellfish Commission  
REQUEST DATE (FISCAL YEAR): 2024  
REQUESTED AMOUNT: \$4,133.91

#### BENEFIT STATEMENT (Describe how these funds will be used)

Restocking of little neck clams and oysters; clerical support and state mandated  
water testing; employ wardens for patrolling recreational areas.

Per Town of Waterford Budget Guidelines: please attach a certified audit report of all funds appropriated during the last completed fiscal year to your funding request.

#### DECLARATION

I, the requester, understand that I am requesting public funds from the Town of Waterford.  
I declare that this request does not pose any potential conflict with the Town of Waterford  
and I will provide any documentation requested by the Town of Waterford to authorize  
funding this request or review the appropriateness of the request.

Dough Lawson  
Signature

11/2/2022  
Date

November 2, 2022

To Whom It May Concern:

**Waterford Shellfish Commission Fiscal Year 2024 Budget Request**

Total budget amount requested for the 2024 fiscal year: **\$4,133.91.**

The Town of Waterford Shellfish Commission is respectfully requesting funding for re-stock of certified little neck clams and oysters, clerical support, State mandated water testing and the costs to employ Wardens to patrol the recreational shell fishing areas and take samples to the lab. The estimated operating cost of the Commission is projected to be \$8,193.91 based on expenditures to date as depicted on the financial report generated from the Town of Waterford Finance Department. The Commission was able to generate \$1,383.00 (one thousand three hundred and eighty three dollars) in permit sales and \$1460.00 (fourteen hundred sixty dollars) in lease fees that help to offset the operating costs of the upcoming fiscal year. We subtracted the revenues generated this fiscal year from leases and permit sales from the estimated operating cost of the Commission to come up with the total that we are requesting in the upcoming 2024 fiscal year. The funding the Commission is requesting for the Fiscal Year 2024 is approximately half of the overall operating cost of the Waterford Shellfish Commission. Recently the hourly wage for the Wardens used by the Commission for testing and patrolling the recreational shell fishing areas has increased from twenty five dollars an hour to fifty dollars an hour and this is reflected in the budget request. The price to purchase restock has also increased and is a contributing factor for the increase in the budget request this year. The Commission is asking for basic monetary funding that will allow the Waterford Shellfish Commission to continue to operate and provide a service for the Town of Waterford and its residents. Most of the Commission's expenses are State mandated and therefore beyond the control of the Commission. The State of Connecticut requires that towns with recreational shell fishing and commercial leases maintain a Shellfish Commission to oversee regulations and mandated testing.

Should you have questions regarding our budget request please feel free to contact me.

Thank you,

Doug Lawson  
Chairman of the Waterford Shellfish Commission

The Waterford Shellfish Commission continues on its goal to increase permit sales through re-stock of certified little neck and top neck clams and oysters in the recreational shell fishing areas as weather conditions permit and as product for re-stock become available throughout the season.

*The Waterford Shellfish Commission staff consists of one individual for secretarial support. The Commission meets on the first Tuesday of the month with an occasional special meeting scheduled during the fiscal year as needed.*

The recreational shell fishing program is available to anyone who wishes to purchase a permit to do so.

There are no municipalities that support this agency and we do not receive any funding from the United Way.

The Waterford shell fishing areas are open from April 1<sup>st</sup> through December 31<sup>st</sup> of each fiscal year. The areas are administratively closed during the months of January, February and March due to difficulty accessing areas for mandated water testing.

**Town of Waterford Shellfish Commission  
Annual Report for the 2022 Recreational Shell Fishing Season**

This season the Waterford Shellfish Commission maintained Areas A and G in Jordan Cove and Area C on the East side of Waterford Island also known as Bay Point. Recreational shell fishing permits were available for purchase at the Town Hall and Riverside Grocery throughout the recreational shell fishing season. Permits were sold on a daily, monthly and seasonal rate to adapt to the needs of the public. Permit fees are structured to accommodate senior citizens, residents and non-residents of the Town of Waterford. Permits are available for purchase April 1<sup>st</sup> through December 31<sup>st</sup> of each season without restrictions and are good valid for the season and duration of time in which they are purchased. The Waterford Shellfish Commission closes during the months of January, February and March and re-opens on April 1<sup>st</sup> of each season. Over this past year the Commission was able to maintain leased areas of Waterford bottomland generating income that offsets costs for the operating costs of the Commission. The Waterford Shellfish Commission is one of the few Commissions that contributes money generated throughout the year from permit sales and leased areas to commercial growers to be used toward the overall operating costs of the Commission, making it possible to request only half of what is required to operate the Commission from the Town of Waterford toward the overall budget.

This season the Commission was able to secure and purchase forty bags of oysters and twenty bags of certified cherrystones for restock into the recreational shell fishing areas in the months of August and October. The Commission spent a total of twenty six hundred dollars (\$2,600.00) on product for restock into the recreational shell fishing areas for those who purchased permits to harvest during the 2022 season. It is the hope of the Commission that in the upcoming seasons they are able to secure more product on a regular basis for restock. There has been a shortage of available little neck and top neck clams for the several years.

The Commission continues to patrol Jordan Cove utilizing the Wardens of WELSCO (Waterford/East Lyme Shellfish Commission) as well as the services of the members of the Waterford Shellfish Commission. State regulations dictate that after one and one half inches of rainfall the recreational shell fishing areas are to be closed until water samples are taken on the fifth day following the rainfall and lab results are received on the eighth day. After substantial rain the recreational shell fishing areas must close for five days after which time the meat and water samples must be delivered to the lab for testing; this process takes eight to ten days on average.

During the 2022 season there were a total of fifty six recreational shell fishing permits sold generating \$1,383.00 (one thousand three hundred eighty three dollars) in revenue for the Waterford Shellfish Commission. Additional revenue was also collected in the amount \$1,460.00 (one thousand four hundred sixty dollars) for a commercial lease of bottom land. The revenue from permit sales and lease fees helps to offset operating costs of the Waterford Shellfish Commission. Permit sales were less than the Commission had hoped for this season due in part to the closure of Riverside Grocery for most of the summer months when permits are in demand as well as the shortage of certified little neck clams early in the season.

This year the Commission has spent a considerate amount of time discussing and updating the Shellfish Resource Management Plan and as of the November meeting the wording has been updated and the Commission is waiting on updated maps, once the maps are generated the Plan will be completely updated and will be submitted to the Town Attorney for final review. The Plan contained outdated information and was misleading to the public.

### **Future Goals**

The Waterford Shellfish Commission will continue to restock certified little neck clams and oysters as they are available and will continue to meet once a month to discuss matters pertaining to shell fishing business in the Town of Waterford. The Commission will continue to monitor the opening and closing of the recreational shell fishing areas in the upcoming year per State of Connecticut mandates. The Commission plans to continue to lease bottom land to commercial harvesters and growers and will remain active in participating in meetings with local and State shell fishing Commissions to maintain and enhance the effectiveness of the shell fishing programs throughout the State of Connecticut.

Respectfully Submitted by:

Douglas Lawson, Chairman of the Waterford Shellfish Commission



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ACCOUNTS FOR: 207 WATERFORD SHELLFISH COMMISSION  
ORIGINAL APPROP TRANS/ADJSMTS

8 USED

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 Town of Waterford, CT  
 YEAR-TO-DATE BUDGET REPORT

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FOR 2023 13

 ACCOUNTS FOR: 207 WATERFORD SHELLFISH COMMISSION  
 ORIGINAL APPROP TRANS/ADJSMTS

REVISED BUDGET

YTD EXPENDED

ENCUMBRANCES

AVAILABLE BUDGET

% USED

## 52070 REIMBURSABLE EXPENSES

|                    |                       |      |      |      |      |      |      |     |
|--------------------|-----------------------|------|------|------|------|------|------|-----|
| <u>20780 52070</u> | REIMBURSABLE EXPENSES |      |      |      |      |      |      |     |
|                    | 0.00                  | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |

## 53010 OFFICE SUPPLIES

|                    |                 |      |      |      |      |      |      |     |
|--------------------|-----------------|------|------|------|------|------|------|-----|
| <u>20780 53010</u> | OFFICE SUPPLIES |      |      |      |      |      |      |     |
|                    | 0.00            | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |

## 53020 OTHER SUPPLIES

|                    |                |      |      |          |      |           |         |  |
|--------------------|----------------|------|------|----------|------|-----------|---------|--|
| <u>20780 53020</u> | OTHER SUPPLIES |      |      |          |      |           |         |  |
|                    | 0.00           | 0.00 | 0.00 | 2,000.00 | 0.00 | -2,000.00 | 100.0%* |  |

## 54020 EQUIPMENT

|                    |           |      |      |      |      |      |      |     |
|--------------------|-----------|------|------|------|------|------|------|-----|
| <u>20780 54020</u> | EQUIPMENT |      |      |      |      |      |      |     |
|                    | 0.00      | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |

|                                      |      |      |      |          |      |           |        |
|--------------------------------------|------|------|------|----------|------|-----------|--------|
| TOTAL WATERFORD SHEELFISH FUND EXPEN | 0.00 | 0.00 | 0.00 | 2,837.57 | 0.00 | -2,837.57 | 100.0% |
|--------------------------------------|------|------|------|----------|------|-----------|--------|

|                                      |      |      |      |          |      |           |        |
|--------------------------------------|------|------|------|----------|------|-----------|--------|
| TOTAL WATERFORD SHELLFISH COMMISSION | 0.00 | 0.00 | 0.00 | 2,837.57 | 0.00 | -2,837.57 | 100.0% |
|--------------------------------------|------|------|------|----------|------|-----------|--------|

|                |      |      |      |          |      |           |
|----------------|------|------|------|----------|------|-----------|
| TOTAL EXPENSES | 0.00 | 0.00 | 0.00 | 2,837.57 | 0.00 | -2,837.57 |
|----------------|------|------|------|----------|------|-----------|

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Town of Waterford, CT  
YEAR-TO-DATE BUDGET REPORT

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FOR 2023 13

ACCOUNTS FOR: 207 WATERFORD SHELLFISH COMMISSION  
ORIGINAL APPROP TRANS/ADJSMTS

REVISED BUDGET

YTD EXPENDED

ENCUMBRANCES

AVAILABLE BUDGET

% USED

20700 WATERFORD SHELLFISH FUND GENER

41017 SHELLFISH LEASES

|             |                  |      |           |      |          |        |  |  |
|-------------|------------------|------|-----------|------|----------|--------|--|--|
| 20700 41017 | SHELLFISH LEASES |      |           |      |          |        |  |  |
| 0.00        | 0.00             | 0.00 | -1,460.00 | 0.00 | 1,460.00 | 100.0% |  |  |

42040 SHELLFISH PERMITS

|             |                   |      |         |      |        |        |  |  |
|-------------|-------------------|------|---------|------|--------|--------|--|--|
| 20700 42040 | SHELLFISH PERMITS |      |         |      |        |        |  |  |
| 0.00        | 0.00              | 0.00 | -972.00 | 0.00 | 972.00 | 100.0% |  |  |

49000 TRANSFERS IN

|             |              |      |           |      |          |        |  |  |
|-------------|--------------|------|-----------|------|----------|--------|--|--|
| 20700 49000 | TRANSFERS IN |      |           |      |          |        |  |  |
| 0.00        | 0.00         | 0.00 | -1,721.00 | 0.00 | 1,721.00 | 100.0% |  |  |

|                                      |      |      |           |      |          |        |  |  |
|--------------------------------------|------|------|-----------|------|----------|--------|--|--|
| TOTAL WATERFORD SHELLFISH FUND GENER |      |      |           |      |          |        |  |  |
| 0.00                                 | 0.00 | 0.00 | -4,153.00 | 0.00 | 4,153.00 | 100.0% |  |  |

|                                      |      |      |           |      |          |        |  |  |
|--------------------------------------|------|------|-----------|------|----------|--------|--|--|
| TOTAL WATERFORD SHELLFISH COMMISSION |      |      |           |      |          |        |  |  |
| 0.00                                 | 0.00 | 0.00 | -4,153.00 | 0.00 | 4,153.00 | 100.0% |  |  |

|                |      |      |           |      |          |  |  |  |
|----------------|------|------|-----------|------|----------|--|--|--|
| TOTAL REVENUES |      |      |           |      |          |  |  |  |
| 0.00           | 0.00 | 0.00 | -4,153.00 | 0.00 | 4,153.00 |  |  |  |



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8 USED

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Town of Waterford, CT  
YEAR-TO-DATE BUDGET REPORT

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FOR 2022 13

ACCOUNTS FOR: 207 WATERFORD SHELLFISH COMMISSION  
ORIGINAL APPROP TRANS/ADJSMTS

REVISED BUDGET

YTD EXPENDED

ENCUMBRANCES

AVAILABLE BUDGET

% USED

52070 REIMBURSABLE EXPENSES

|                    |                       |      |      |      |      |      |      |     |
|--------------------|-----------------------|------|------|------|------|------|------|-----|
| <u>20780 52070</u> | REIMBURSABLE EXPENSES |      |      |      |      |      |      |     |
| 0.00               | 0.00                  | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |

53010 OFFICE SUPPLIES

|                    |                 |      |      |      |      |      |      |     |
|--------------------|-----------------|------|------|------|------|------|------|-----|
| <u>20780 53010</u> | OFFICE SUPPLIES |      |      |      |      |      |      |     |
| 0.00               | 0.00            | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |

53020 OTHER SUPPLIES

|                    |                |      |          |      |           |         |  |  |
|--------------------|----------------|------|----------|------|-----------|---------|--|--|
| <u>20780 53020</u> | OTHER SUPPLIES |      |          |      |           |         |  |  |
| 0.00               | 0.00           | 0.00 | 3,500.00 | 0.00 | -3,500.00 | 100.0%* |  |  |

54020 EQUIPMENT

|                    |           |      |       |      |        |         |  |  |
|--------------------|-----------|------|-------|------|--------|---------|--|--|
| <u>20780 54020</u> | EQUIPMENT |      |       |      |        |         |  |  |
| 0.00               | 0.00      | 0.00 | 19.14 | 0.00 | -19.14 | 100.0%* |  |  |

|                                      |      |      |      |          |      |           |        |  |
|--------------------------------------|------|------|------|----------|------|-----------|--------|--|
| TOTAL WATERFORD SHEELFISH FUND EXPEN | 0.00 | 0.00 | 0.00 | 6,967.17 | 0.00 | -6,967.17 | 100.0% |  |
|--------------------------------------|------|------|------|----------|------|-----------|--------|--|

|                                      |      |      |      |          |      |           |        |  |
|--------------------------------------|------|------|------|----------|------|-----------|--------|--|
| TOTAL WATERFORD SHELLFISH COMMISSION | 0.00 | 0.00 | 0.00 | 6,967.17 | 0.00 | -6,967.17 | 100.0% |  |
|--------------------------------------|------|------|------|----------|------|-----------|--------|--|

|                |      |      |      |          |      |           |  |  |
|----------------|------|------|------|----------|------|-----------|--|--|
| TOTAL EXPENSES | 0.00 | 0.00 | 0.00 | 6,967.17 | 0.00 | -6,967.17 |  |  |
|----------------|------|------|------|----------|------|-----------|--|--|

FY22 Revenue



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Town of Waterford, CT  
YEAR-TO-DATE BUDGET REPORT

P 1  
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FOR 2022 13

ACCOUNTS FOR: 207 WATERFORD SHELLFISH COMMISSION  
ORIGINAL APPROP TRANS/ADJSMTS

REVISED BUDGET

YTD EXPENDED

ENCUMBRANCES

AVAILABLE BUDGET

% USED

20700 WATERFORD SHELLFISH FUND GENER

41017 SHELLFISH LEASES

|             |                  |      |           |      |          |        |  |
|-------------|------------------|------|-----------|------|----------|--------|--|
| 20700 41017 | SHELLFISH LEASES |      |           |      |          |        |  |
| 0.00        | 0.00             | 0.00 | -1,415.97 | 0.00 | 1,415.97 | 100.0% |  |

42040 SHELLFISH PERMITS

|             |                   |      |         |      |        |        |  |
|-------------|-------------------|------|---------|------|--------|--------|--|
| 20700 42040 | SHELLFISH PERMITS |      |         |      |        |        |  |
| 0.00        | 0.00              | 0.00 | -741.63 | 0.00 | 741.63 | 100.0% |  |

49000 TRANSFERS IN

|             |              |      |           |      |          |        |  |
|-------------|--------------|------|-----------|------|----------|--------|--|
| 20700 49000 | TRANSFERS IN |      |           |      |          |        |  |
| 0.00        | 0.00         | 0.00 | -2,000.00 | 0.00 | 2,000.00 | 100.0% |  |

|                                      |      |      |           |      |          |        |  |
|--------------------------------------|------|------|-----------|------|----------|--------|--|
| TOTAL WATERFORD SHELLFISH FUND GENER |      |      |           |      |          |        |  |
| 0.00                                 | 0.00 | 0.00 | -4,157.60 | 0.00 | 4,157.60 | 100.0% |  |

|                                      |      |      |           |      |          |        |  |
|--------------------------------------|------|------|-----------|------|----------|--------|--|
| TOTAL WATERFORD SHELLFISH COMMISSION |      |      |           |      |          |        |  |
| 0.00                                 | 0.00 | 0.00 | -4,157.60 | 0.00 | 4,157.60 | 100.0% |  |

|                |      |      |           |      |          |  |  |
|----------------|------|------|-----------|------|----------|--|--|
| TOTAL REVENUES |      |      |           |      |          |  |  |
| 0.00           | 0.00 | 0.00 | -4,157.60 | 0.00 | 4,157.60 |  |  |