

Town of Waterford Shellfish Commission Meeting Minutes for October 6, 2026
6:00 p.m. – Town Hall – Louise Applebee Meeting Room

1. Establish a quorum and call the meeting to order.

Chairman Porter called the meeting to order at 6:00 p.m. after establishing a quorum. Present were Commissioners Porter, Calkins, Vanderputten and Darling. Absent were Commissioners Jamroga and Keatley. Also present was Attorney Kepple and Josh Bakoulis.

2. Pledge of Allegiance

3. Approval of the August 4, 2026, regular meeting minutes

Motion made by Commissioner Calkins, seconded by Commissioner Vanderputten to approve the August 4, 2026, meeting minutes as filed. All in favor, motion carried.

4. Correspondence

Chairman Porter discussed correspondence he received regarding the closure of the recreational shell fishing area due to a sewer main break on Lamphere Road that leaked five hundred gallons of raw sewage into Jordan Cove. The area will be closed until October 23, 2026, or until satisfactory samples are returned.

5. Treasurer's Report

- a. Review of the monthly Treasurer's Report generated from the Finance Department to include expenditures and revenue generated.

Treasurer Darling reviewed the report with the Commission with data she received through August 2026. Motion made by Commissioner Calkins, seconded by Commissioner Vanderputten to approve the Treasurer's Report as reviewed. All in favor, motion carried.

- b. Discuss/draft the FY2028 Social Services grant funding request for the Waterford Shellfish Commission.

The Commission held a discussion regarding the amount of funding the Commission should request for restock in the upcoming year and in general the amount of funding the Commission will use for general expenses and clerical support. Chairman Porter stated he will review the numbers and leave this item on the agenda for discussion and approval at the next meeting.

6. Monthly monitoring and sampling report/year-end review and 2027 goals.

The recreational shell fishing area is currently closed with a tentative open date of October 23, 2026, due to a sewage spill. The area will be administratively closed on December 31, 2026, until April 1, 2027, pending satisfactory samples. The Commission was able to restock one hundred bags of little neck clams this season but permit sales remain low. It is the hope of the Commission to improve outreach in the 2027 season to increase permit sales through social media and online outlets and permit sales.

7. New Business

a. Update regarding the Commission's restock for the 2026 season.

The Commission was able to secure one hundred bags of certified little neck clams this season to distribute into the recreational shell fishing area with the help of the Commission members and members of the Jordan Cove community.

b. Discussion regarding resuming permit sales at Hillyer's Bait and Tackle.

Chairman Porter dropped off a book of permits to Hillyer's who have indicated that they are willing to sell recreational shell fishing permits again. The Commission will stop by periodically to collect the revenue of the permit sales.

c. Consider and act on a motion to authorize the Chairman to purchase a secure storage box to be located at the Waterford Department of Public Works to store Shellfish Commission materials.

Motion made by Commissioner Calkins, seconded by Commissioner Darling to authorize Chairman Porter to purchase a storage box for the Commission. All in favor, motion carried.

- d. Discussion/draft the 2026 Annual Report for the Commission.

The Commission discussed the Annual Report data and will submit the document to the Finance Department per their request once it is finalized.

- e. Discussion/draft the 2027 Waterford Shellfish Commission monthly regular meeting dates.

The Commission will continue to meet at the Town Hall on the first Tuesday of each month at 6:00 p.m. and the 2027 meeting dates will be filed with the Town Clerk and posted on the website.

- f. Update regarding Riverside Grocery 2026 permit sales revenue.

To date the Commission has collected permit sale revenue two times this season from Riverside Grocery. Permit sales are down significantly this year, and the Commission would like to actively work on improving community outreach for the upcoming season to increase awareness of the recreational shell fishing program.

8. Old Business

- a. Update regarding the Bay Point bottom land lease for commercial use.

Attorney Kepple discussed the process to move the lease of Josh Bakoulis forward. The Town requires a Public Hearing, and he will request the Board of Selectman schedule this matter for discussion in November and he will keep the Commission updated.

- b. Update regarding progress with the commercial bottom land lease/license renewals.

Attorney Kepple indicated that he will request the Public Hearing for the current bottom land lease renewal for November with the Board of Selectman and keep the Commission updated.

9. Public comment regarding items relating to Waterford Shellfish business

Josh Bakoulis thanked the Commission for their support with his lease proposal and stated if they have questions or require additional information from his to ask.

10. Adjournment

There being nothing further to discuss the Commission adjourned the meeting at 5:48 p.m.

Respectfully submitted by:

Audrey Ulmer, Recording Secretary for the Town of Waterford Shellfish Commission