

MINUTES OF THE SPECIAL MEETING OF THE WARDEN AND BOARD OF BURGESSES  
THURSDAY, OCTOBER 26, 2023  
4 NIBANG AVENUE and VIA ZOOM

A Special Meeting of the Warden and Board of Burgesses was held on Thursday, October 26, 2023. Notice of the meeting was posted in a timely manner on the Fenwick kiosk and on the website.

PRESENT: Warden Newt Brainard, Duby McDowell, Margaret Wade, Pam Christensen, Jonathan Gengras, General Manager Jeff Champion (GM), and Zoning Enforcement Officer/Land Use Administrator Marilyn Ozols (ZEO).

Frank Keeney at 5:44pm

PRESENT via ZOOM: Chris Millard and Treasurer, Richard Neely.

MEMBERS OF THE PUBLIC

Present: Bruce Baird, Chuck Chadwick, Mike Reynolds

Present via Zoom: Kathy Rehm, JD Rehm.

**1. Call to Order**

The Warden called the meeting to order at 4:04 p.m.

**2. Moment of Silence: Valerie W. Bulkeley**

A Moment of Silence was observed in memory of Valerie W. Bulkeley.

**3. Approval of Burgess Meeting Minutes – September 28, 2023**

**A Motion was made by M. Wade, seconded by D. McDowell, to approve the September 28, 2023 minutes as submitted.**

**PASSED UNANIMOUSLY.**

**4. Open Forum for Fenwick Residents to Speak**

Carol Robertson presented the Burgesses with a list of signatures of 62 Fenwick community members interested in the construction of two Pickle Ball courts. The proposal includes a suggested location of an area near public golf parking (cove area). Signatures and proposal attached. Newt Brainard stated that this would be discussed at a future Burgess meeting.

Chuck Chadwick recalled the impact that Valerie Bulkeley had on the Borough of Fenwick. He stated that she always did the right thing, in the right way, adding that she will truly be missed.

**5. General Manager's Report**

**Golf Course:** Golf Course revenue for September 2023 is slightly reduced compared to the three-year average. Contributing factors include course aeration and wet weather. Overall, the golf course revenue remains strong. Push cart and golf cart rentals as well as the sale of FGC merchandise have also been strong.

**8<sup>th</sup> Tee Box:** This project is 90% complete. The 4<sup>th</sup> Tee Box project will begin soon. DEEP says footprint of 4<sup>th</sup> Tee Box cannot be changed.

**Jr. Program:** A conference call with the current Jr. Program volunteers is planned next week. Areas of concern include lack of volunteers, financial losses in the program, demand on office staff, waivers not being signed and fees not being paid. The goal is to return administrative responsibilities to the program volunteer staff.

**Beach and Pier:** The beach has been cleaned for the season. Equipment has been stored.

**Water Fountains:** A local contractor has been hired. The practice green fountain is fully rebuilt. The fountain near the pier will be rebuilt next, in coordination with sidewalk repairs. The tennis court and Old #1 fountains rebuild plans are being worked out. Repairs to #2 fountain are planned for next year.

**Seawall Sidewalk Repair:** This project is expected to start on Monday, 10/30/23.

**Road Repair Pettipaug:** This project is almost complete. The remaining work involves some areas of topsoil treatment in order to maintain road integrity. A local contractor has been hired for this work. The State of Connecticut LoCIP fund will reimburse the Borough \$9,976 of the \$28k paid. Future Borough road projects to be considered include: Repaving Fenwick Ave (\$66.3k\*), Agawam Ave. West (\$37.7k\*), Agawam Ave. East (\$32k\*), Mohegan Ave. (\$17.3k\*) and Sequassen Ave. (\$52.3k\*). \*prices as of 8/23/21.

**Harbor Engineering:** Harbor Engineering is working on permits from DEEP for Crab Creek Bridge. Divers (Atlantic Marine) for pier inspection should be scheduled in October. Diver costs were included in the original contract. DEEP says the footprint of the 4th tee box cannot be changed.

**Moore Meadow:** Waiting for Anderson Irrigation and Dibble to connect to city water. Once completed, Moore Meadow and the Yacht Club will have their own water supplies and meters.

**Grounds Crew Maintenance:** J. Champion reviewed the current and proposed pay scale for entry-level grounds crew employees. He cautioned that without some pay adjustments, retention and hiring of these workers will remain difficult. Added maintenance responsibilities in the Department includes gardens, deskwork for the Landscape Committee, Moore Meadow, LPLT, etc. There are funds in the 2023-2024 budget to cover pay increases. However, hiring now would impact the 2024-2025 budget. After a discussion, N. Brainard and the Burgesses recommended that J. Champion move forward with hiring and pay adjustments for the remainder of the 2023-2024 budget year.

**Suzanne Thompson, Chair of the Connecticut Gateway Commission** joined the meeting. "The Commission was established to preserve the scenic and ecological beauty of the lower Connecticut River Valley." With respect to the Lynde Point Lighthouse, the Gateway Commission hopes to support "protecting the lighthouse as the icon that it is", including

maintenance of the lighthouse and the seawall. The commission is available to assist in defining managed access to the lighthouse, through a collaborative process.

**6. Treasurer's Report:** R. Neely submitted a summary financial report and Treasurers' report. The Borough remains on strong financial ground. Some funds have been transferred to an account with the Connecticut State Treasurer (STIF) where it will earn a variable rate of 5.3%.

**7. Extension of Shenkman Seawall – Discussion and possible Vote**

The Shenkmans have submitted an application to Planning & Zoning to shore up the base of their seawall. On the East side, the wall sits on Borough property. Permission needs to be given by the Burgesses to proceed.

**A Motion was made by J. Gengras, seconded by P. Christensen to approve reinforcement as shown on the plans of the East side Shenkman existing seawall, which sits on Borough property, pending approval from the HDC.  
PASSED UNANIMOUSLY**

**8. Resiliency Report:**

M. Ozols reported that both the Resiliency Plan and the Hazard Mitigation Plan (HMP) are proceeding on schedule. The consultants for the Resiliency Plan are scheduling meetings with stakeholders in all of the municipalities. The Executive Committee meets twice monthly with the consultants for the Resiliency Plan and staff meets monthly with consultants for the HMP.

**9. Board and Commission Appointments:** The ZBA alternate vacancy will be filled in the next few months.

**10. Board, Commission, and Committee Reports:**

- **Park Commission** – Met in September. Tee Box #8 is complete, #4 to begin next week. 2024 Golf Course rates will need to be approved at the November meeting.
- **FIF** – Margaret Wade. M. Wade – no meeting. N. Brainard stated that he would like to attend the next meeting.
- **P&Z** – Margaret Wade – No meeting.
- **ZBA** – Chris Millard –No meeting.
- **HDC** – Pam Christensen – applications approved as noted in September minutes. Next meeting 11/4/23.
- **Harbor Management** – Jonathan Gengras. No meeting.
- **LPLT** – Pam Christensen – New officers appointed: Ethel Davis, President, Candace Eggerss, Treasurer. E Davis presented four goals: 1. Improve the LPLT relationship with the Borough, 2. Study the history of the LPLT and present it to Borough residents, 3. Keep records in one place and 4. Review easement policies. LPLT has joined the Connecticut Land Conservation Council. LPLT is hoping for a collaborative relationship with the Borough on the lighthouse project. N. Brainard would like LPLT to be part of the lighthouse acquisition application. Next LPLT meeting 11/18/23.

- **Concerns Committee** – Pam Christensen – No Meeting.
- **Commissions Coordinator** – Duby McDowell – Nothing further.
- **Landscape Committee** – Pam Christensen – Would like to work on #8 and #4 and delay #3. Goal is to present plan to Park Commission and Burgesses. Moore Meadow: Contract has been signed with Grove Gardens.
- **4 Nibang Committee** – Pam Christensen – Meetings currently suspended.
- **Memorial Committee** – Pam Christensen – No meeting.

**11. Warden's Report:** The Lighthouse application is due November 30, 2023.

Considerations are: 1. Historic Preservation of the Lighthouse (F. Sciame has offered assistance). 2. Address environmental issues in the ground and demolition of residential buildings, including asbestos abatement. 3. Assessment of seawall integrity. 4. Replacement of the fence enclosure. Work is being done on a Capital budget for each item.

**12. Other Business**

None.

**13. Next Meeting Thursday, November 16, 2023 (4 Nibang and via Zoom)**

**14. Burgess Comments**

None.

**15. Lighthouse Acquisition Proposal – Executive Session Anticipated**

No Executive Session. Addressed in Warden's report.

**16. Adjournment**

**On a motion by F. Keeney, seconded by J. Gengras it was voted unanimously to adjourn at 6:15 p.m.**

Respectively Submitted,  
Nancy W. Marikar, Clerk

## SIGN UP IF YOU HAVE INTEREST IN PICKLEBALL

PLEASE LET ME KNOW IF YOU ARE INTERESTED IN  
POSSIBLE PICKLEBALL COURTS GOING IN FENWICK.  
(NEAR THE GOLF PARKING AREA, POSSIBLY 2 COURTS)

Sandra Chase

Daisy Gilhool

Natalie Gilhool

Emmy Gengras

Ashley Gengras

Chip Gengras

Sally Pulver

Grace Dubay

India Bulkley

Gardner Bulkley

Parinaz Robertson

Clark Robertson

Kate Gilhool

Kim Gilhool

Frank Gilhool

Julia Gengras

Lauren & William Chase

Eliza Haviland

Briggs Bulkley

G. Jones

Kristen Robertson

Charlie Robertson

~~J~~ Carter Robertson

Cathy Keeney

Tracy Keeney

Abby Keeney

Christopher Williams

Sarah Williams

Logan Keeney

Kristie Keeney

Alexis Keeney

Sarena Perret

Lindsay Stenens

Daniel Stenens

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Paul Robertson  
Meg Reynolds  
Tiki Rosenthal

Ernie Finnegan

Poet

Drea Millard

LUCY BRAINARD

GEORGIA BRAINARD

Laurie Goldsmith

Graham Giff

Peter Giff

Brook Giff

Vicki Grubbs

Alexandra Baker

Mason Grubb

George Wilson

Eddie Cempas

Maura

Greg Scott

Carolyn Agee

R Van Chm/cel

Julia Goldsmith

Bruce Goldsmith

Brooke Goldsmith

Ziv Schwarz

Amanda Goldsmith

Alex Goldsmith





Hinding Tennis Courts, LLC • 24 Spring Street • West Haven, CT 06516 • p 203-285-3055

May 1, 2023

Carol Robertson  
580 Maple Ave  
Old Saybrook, CT  
860-391-2221  
Cannonball333@gamil.com

*Re: Court Construction Proposal*

Dear Carol,

Thank you for considering Hinding Tennis for your recreational needs. It is our goal to provide you with the highest quality sport surfacing products and installation in the industry.

We at Hinding Tennis stand committed to excellence and it is our goal to provide you with the highest quality materials. As a current member of the American Sports Builders Association we are always up to date on the newest innovations and industry trends. Our goal is always to exceed your expectations and let the finished product speak for itself.

We know you have many options when choosing a sport-surfacing contractor, therefore we continually strive to provide the most competitive pricing without compromising the quality or workmanship.

All of us at Hinding Tennis thank you for the opportunity to provide you with this proposal and look forward to working with you in the future.

Sincerely,

*Vincent Rapuano*

Vincent Rapuano  
203-410-1270

[www.HindingTennis.com](http://www.HindingTennis.com)





**PROCEDURE TO BE AS FOLLOWS:**

Furnish all materials, labor and insurance to perform the **HINDING TENNIS COURT CONSTRUCTION** of (2) 64' x 68' pickleball court. PLEASE NOTE: Survey, site plans, Retaining walls, all permits, viewing area are to be completed by others. Drainage not included in this proposal pending survey.

**Specifications of Services to be Provided:**

1. **MOBILIZATION** - Mobilize the necessary equipment to perform the required work for your project as itemized below. This fee is associated with the work that is necessary to set up your job and organize the necessary equipment that is needed to load and mobilize to and from the job site each day.
  2. **EXCAVATION**- Excavate area.
  3. **GRADING**- Install Process Stone - 8" and compact to 1% pitch.
  4. **NET POSTS**- Furnish and install 2 sets of pickleball footings, posts and net.
  5. **FENCE**- Furnish and install 6'H Eight gauge fuse bonded chain link fence.
  6. **POST TENSION CONCRETE**-
    - A. Form work will be installed around the entire perimeter of the tennis courts.
    - B. New net post sleeves to be set in their own concrete footings.
    - C. Two layers of 6 mil poly will be placed over the entire court area.
    - D. Encapsulated Post-tensioning tendons will be laid out according to PTI specifications.
    - E. A 5" thick, 3000 psi concrete slab will be poured monolithically inside the forms.
    - F. Post-tensioning cables will be stressed according to PTI specifications and procedures.
    - G. The concrete surface will be checked for flatness, according to the ASBA guidelines. Any deviations will be brought to proper tolerances with 5000 psi epoxy concrete.
    - H. After final cable stress, cable ends will be cut off inside the cone holes, and the holes filled with no-shrink grout.
    - I. Sand entire court surface.
- Guarantee:** Hinding Tennis, LLC will guarantee the post-tensioned slab against structural cracking for a period of Ten (10) years from date of install. Hairline cracks (surface cracks not structural as defined above) are not covered. If structural cracks do develop, the contractor will repair the crack as he deems necessary to make the surface playable again. Abuse, neglect, acts of God, are not covered.
7. **ACID ETCH**- Acid etch and pressure wash court.
  8. **TI-COAT**- Apply Ti-Coat epoxy and first coat of acrylic resurfacer to entire court.
  9. **COLOR COATING AND LINE STRIPING**- Furnish and install the (3) coat acrylic color coating surface system to entire area. The Hinding surfacing system consists 1 Resurfacer Coat and 2 Coats of Color. Layout and stripe lines per USAPA. Apply one coat of acrylic Line primer. Once Line primer has cured apply One (1) coat of textured White Line Paint. This (2) two coat application provides sharp lines and greater durability and longevity. The line paint is textured.

**Pricing as indicated below:**

**TOTAL BUDGETARY COST:   \$113,152.00**

# PAYMENT SCHEDULE•

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*STATE SALES TAX WILL BE CHARGED WHERE APPLICABLE. PAYMENT IS EXPECTED UPON TIMELY COMPLETION.*

*CREDIT CARD PAYMENTS WILL REQUIRE A 2% CREDIT CARD PROCESSING FEE.*

Payment Schedule is to be as follows **unless otherwise specified on the contract:**

**For jobs priced below a threshold of approximately \$3,000.00 (subject to vary):**

100% "Full payment", plus applicable tax on total amount, due upon signing and remittance of forthcoming contract if this estimate is approved, before work can begin. Please be ready to include a payment along with a signed contract.

**For jobs priced above a threshold of approximately \$3,000.00 (subject to vary):**

1. 50% "Down payment", plus applicable tax on total amount, due upon signing and remittance of forthcoming contract if this estimate is approved, before work can begin. Please be ready to include a payment along with a signed contract.
2. 30% "Good faith payment", considered due the day we begin work on your project.
3. 20% "Remainder payment", considered due the day we end work on your project.

**PLEASE NOTE:** In the event that payment is not made as specified above, it is agreed that Hinding Tennis, LLC will receive interest at the prevailing wage rate unpaid balance, plus all the cost of collection, including a reasonable attorney's fee. In the event that payment is not made as specified, Hinding Tennis, LLC retains the right to halt works until past due payments are made. Above prices are submitted for approval within sixty days and after that time may be revised. We reserve the right to take before, during & after photos of your particular job & use photos for marketing purposes. We will never give out your name or street address without your consent.

**ACCEPTANCE OF PROPOSAL:** Please call the office (203-285-3055) or one of the owners directly if someone is not in touch with you shortly and you are intent on proceeding with the work as described. We will provide a contract for you to sign and remit with payment so that we may begin work.

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[www.HindingTennis.com](http://www.HindingTennis.com)

