

**BOROUGH OF FENWICK
BOARD OF WARDEN AND BURGESSES
SPECIAL MEETING
FRIDAY, DECEMBER 16, 2016**

APPROVED

PRESENT: Warden Fran Adams, Frank Keeney, Valerie Bulkeley, Ethel Davis, am Christensen, Jonathan Gengras, General Manager Larry DeBlasiis, ZEO Marilyn Ozols, Bob Gay (late)

NOT PRESENT: Art Wright

OTHERS PRESENT: Robert Boody

The Warden called the meeting to order at 4 PM.

MOMENT OF SILENCE: The Warden asked for a Moment of Silence to remember Elinor Fredrickson Fisher, former resident, and Clayton (Chip) Spencer, resident.

PUBLIC COMMENT: The floor was opened to the public for comment. There were none.

**A Motion was made by Frank Keeney seconded by Valerie Bulkeley to accept the Burgess Minutes from November 4, 2016 as presented.
PASSED UNANIMOUSLY.**

CLERK UPDATE-The Borough Clerk reported that the Nominating Committee's slate has been placed on the Borough website. The Petitioning forms will be mailed to the Slate after January 1, 2017. Any elector who would like to be placed on the Ballot may get the forms from the Borough Clerk.

IMPORTANT DATES:

Tuesday, January 31- deadline for filing Nominating Petitioning Forms - 4 PM.

Lottery - Order of candidates for the Ballot will occur after the Nominating deadline with public notice given five days prior.

April 6 - Absentee Ballots available - information will be posted on website

April 17 - last day to register to vote by mail

April 24 – last day to register to vote in person

There will be no same day voter registration.

There will be a voter canvas for Residents in January. Forms will be sent to registered voters the first week in January. The deadline to return the forms will be January 31.

Marilyn Ozols will be running the Election that will be held on Monday, May 1st. The Borough Clerk and Marilyn will be meeting with the Town of Old Saybrook Registrars of Voters in January to finalize dates and coordinate final details with the Town.

GENERAL MANAGERS REPORT-YTD financial results showed Season ticket holder income running slower than last year by \$17,000 and is attributed to late payers. Green fees are also down and may recover somewhat if the weather improves. The projected budget surplus has been depleted by finishing the Crab Creek Bridge project and the 1st and 9th Fairway project. The General Manager wanted to reiterate that the 1st and 9th Fairway Project included an engineered drainage system with a sump pump installed in the bunker. Presently, the pump is being run by a generator. The Post for notifying residents will be finished in the Spring as the carpenter has just had shoulder surgery. As announced, Kay Tucker is "going out to pasture" and will leave the Borough April 28. We appreciate all her service to the Borough. The General Manager will be creating three job description options for a replacement position. They will be presented to the Burgesses for review at a mid-March meeting. No action will be taken to find a replacement until a job description is approved. The General Manager will be working remotely from January 18 - March 6.

TREASURER'S REPORT- The Audit went smoothly and the Warden commended both the Larry DeBlasiis and Bob Gay for their excellent preparation for the Audit. Bob Gay went over the differences in the reports he prepares for the meetings from the General Manager's. One reason for his YTD comparison report is to identify aberrations in spending and to provide another opportunity for financial control. He again reminded the Burgesses that the Budget surplus has been used for the year and that no additional spending is available for new projects.

BOARD, COMMITTEE AND COMMISSION REPORTS

PARK COMMISSION - Frank Keeney explained how the weather affects the revenues of the golf course. November was a good month until Thanksgiving arrived with brutal cold weather. The swings can be quite large and obviously unpredictable. Mr. Keeney, Daryl Aresco and Sue Webster walked the Grove and area near Route 154 and identified trees that are safety issues and need to be taken down immediately. Remaining storm damage funds will be used to pay for the work. Some of the work can be done in house and the remainder by a contractor.

HISTORIC DISTRICT - Valerie Bulkeley reported that the commission has been very busy. Projects reviewed were the Arute and Wright residences.

The Historic District Commission recommends and Valerie Bulkeley moved that the Board of Burgesses reduce the Certificate Appropriateness

**application fee for stand-alone bird houses to \$75.00 effective immediately. The Motion was seconded by Pam Christensen.
PASSED UNANIMOUSLY.**

LYNDE POINT LAND TRUST - Pam. Christensen reported that the planned website has been indefinitely delayed. It was determined that due to the present climate of certain outside sources that it may bring unwanted attention.

Road Committee - Frank Keeney reported that Jonathan Gengras and he would be meeting with Chief Spera concerning the issue and procedure for closing Borough roads. Jessica Gay sent an email to Mr. Keeney requesting that for the safety of walkers, bicycle riders, and cars that sandwich boards be placed at key points along the golf course to indicate a potential safety issue.

Sale of Borough Property - Ethel Davis reviewed how the sale of Borough property has occurred in the past. All properties that have been sold were with easements and only to abutting landowners.

Use of Borough Property - Ethel Davis submitted a draft for review of a Policy concerning the use of Borough Property. Discussion and comments will continue at the next meeting.

Lights - There are seven lights still available to be used in the Borough. Ethel Davis asked for suggestions where additional lighting was needed. Some suggestions were Neponset near the mailboxes, Crab Creek or near the Church. Other potential places should be forwarded to Ethel.

WARDENS REPORT - The Warden again complimented the work on the Audit. He suggested that the Board review it as it was informative and to see how much work went into it. He then asked Frank Keeney and Valerie Bulkeley to find an appropriate way to recognize Kay Tucker for all her service to the Borough.

Next Meeting: February 24, 2017 - 4PM

There being no further business, a Motion was made by Ethel Davis seconded by Frank Keeney to close the Meeting at 6 PM.

Respectfully Submitted,

Julie G. LeBlanc