

**MINUTES OF THE SPECIAL MEETING OF THE WARDEN AND BOARD OF
BURGESSES ON THURSDAY, FEBRUARY 28, 2019 AT 4:30 PM AT 4 NIBANG
AVENUE, FENWICK, CT.**

PRESENT: Warden Newt Brainard, Frank Keeney, Arthur Wright, Jonathan Gengras, Pamela Christensen, Ann Pulver, General Manager Jeff Champion, ZEO Marilyn Ozols.

NOT PRESENT: David Savin, Robert Gay.

OTHERS PRESENT: Cindy Patterson, Brooke Girty, Bill Webster.

The Warden called the Meeting to Order at 4:33 PM.

Approval of the Minutes:

A Motion was made by Frank Keeney seconded by Jonathan Gengras to approve the January 10, 2019 Minutes as presented.

PASSED UNANIMOUSLY.

Open Forum for Fenwick Residents to Speak:

There were no speakers.

General Manager's Report:

Jeff Champion provided his report to the Burgesses with the following highlights:

-The EZ Links reservation system will have a live date of April 1st. The company has cancelled multiple training sessions and have had a number of employee turnovers. The website is still missing the Course Conditions section and because each system is unique to the golf course there is not a standard training manual. Jeff will be responsible for training the starters once he has been trained himself and will be in charge of maintaining the site. Frank Keeney requested that Jeff hold a demonstration and training for the Burgesses at the next Burgess Meeting. In addition, he requested that a training session be conducted at the Annual Meeting and a training session in May for season ticket holders.

-The Chart of Accounts will be ready in April but will not be online until the new fiscal year. Double entries will be done for ten weeks.

-Jeff and Frank met with Essex Golf and finalized the deal for them to market Fenwick logo golf apparel and golf accessories. They intend to have an area in the Store exclusively for Fenwick logo items. The logo being used is the same one that has been used in years past on the merchandise that has been sold out of the Starter Shack. The final contract is being reviewed by Campbell Hudson and includes: 90 day cancellation notice on both sides, two year contract and a 10% royalty fee to the Borough.

A Motion was made by Frank Keeney seconded by Jonathan Gengras to authorize the General Manager to execute a final exclusive licensing contract with Essex Golf to manufacture and sell golf apparel and accessories with the Fenwick logo.

PASSED UNANIMOUSLY.

-Jeff went through the Financials noting that not much has changed. Hopefully, we will have a nice Spring that should help with the golf revenues. The annual advertisement for Season tickets is upcoming and will include social media. By next year, the EZ Links platform will allow for direct communication/marketing to our customer base electronically, which should increase our season ticket yield.

Treasurer's Report: None

Board, Commission, and Committee Reports

ZEO Marilyn Ozols reported that the updated Borough website will go live on March 8th. It has a whole new look and will be much easier to navigate. All information will be transferred over so you do not to sign up again to receive any notifications.

Frank Keeney reported that Frank Coyne a noted author of Golf Course Books in Ireland and Scotland is presently researching "America's Greatest Golf Courses" and has asked to play our golf course on May 15th and will reportedly be including the Fenwick Golf Course in his book.

Art Wright reported that Planning and Zoning is having a meeting Monday with Short term Rentals Discussion on the Agenda. The goal at the Meeting is to propose a new regulation and then set a Public Hearing Date for late spring/early summer.

Ann Pulver reported for ZBA. Only one item on the Agenda and it was approved.

Several Concerns Committee Members along with the Warden met with Mike Zizka and Campbell Hudson to discuss four items: COI, hiring of a constable to be the traffic authority, the West End Gate, and privatizing the Beach in a format similar to the FYC. The meeting was beneficial and it was determined that for a variety of reasons the Board would prioritize the siting and installation of a gate on/near Wilson Avenue to prevent walkers, bikers and golf carts from entering Fenwick from the west end of the Borough.

Wardens Report

-Changes to the Fenwick Yacht Club lease have been agreed upon and the document will be executed by both parties.

-Tree Plantings have been completed. In the Spring, Daryl will plant some small trees behind 4 Nibang to fill in. LPLT will pay and it would be in the area of \$200.

-The Warden asked for an update on the Hepburn Dune Project: Marilyn Ozols and Cindy Patterson spoke:

-permitting for the emergency repair to clean the culvert and rerouting Crab Creek is underway. DEEP will provide the labor. The purpose would be to get the water flowing again into and out of the Pond. There are one or two state listed plant species that are getting flooded and that is the reason DEEP will do the work.

-Monday there is a meeting scheduled with GZA, Andy Griswold, Marilyn and LPLT members to discuss the larger Project which needs to be redesigned due to the breach this fall. Preliminary drawings should be available. CIRCA has given the Borough an extension until 8/1/19 and hopefully the construction will be complete by December 2019.

A Motion was made by Frank Keeney seconded by Pamela Christensen to approve three Osprey Nests.

PASSED UNANIMOUSLY.

-Campbell Hudson has a phone conversation with LPLT attorney to discuss the reversionary rights on the east Borough Maintenance Lot. The goal is to be certain that once the Fenwick Hall Company, through the kindness of Peter Bulkeley, relinquishes their reversionary right, the Borough will have a free and clear building lot.

-Campbell Hudson is finding a title searcher for the 4 Nibang property.

-The Warden would like to research and find conclusive evidence as to who owns what part of Sequassen and what obligations the Borough has for the discontinued road. It does not mean that the Borough is not going to assist with the issues surrounding the road but clarification is needed going forward.

-Warden appointed Rita Barrett as Clerk Pro Tem so that she is able to perform the Borough Clerk duties when the Borough Clerk is unavailable.

NEXT MEETING: Thursday, April 11, 2019 at 4:30 PM.

At 6:30 PM, a Motion was made by Frank Keeney seconded by Arthur Wright to move into Executive Session and invite Jeff Champion to attend.

PASSED UNANIMOUSLY.

At 6:47 PM, Art Wright made a Motion to adjourn Executive Session. Seconded by Jonathan Gengras.

PASSED UNANIMOUSLY.

At 6:48 PM, Frank Keeney made a Motion to adjourn the Meeting, seconded by Art Wright.

PASSED UNANIMOUSLY.

Respectfully Submitted,

Julie G. LeBlanc, Clerk