

**MINUTES OF THE SPECIAL MEETING OF THE WARDEN AND BOARD OF BURGESSES
ON THURSDAY, August 26, 2021
4 NIBANG AVENUE, FENWICK**

A Special Meeting of the Warden and Board of Burgesses was held on Thursday, August 26, 2021. Notice of the meeting was posted in a timely manner on the Fenwick kiosk and on the website.

PRESENT: Warden, Newt Brainard, Frank Keeney, Jonathan Gengras, Duby McDowell, Art Wright, Ann Pulver, Treasurer, Bob Gay, General Manager, Jeff Champion (GM), and Zoning Enforcement Officer/Land Use Administrator Marilyn Ozols (ZEO).

ABSENT: Pam Christensen

MEMBERS OF THE PUBLIC: None

The Warden called the Meeting to Order at 4:03 p.m.

Approval of the Minutes:

Art Wright noted a correction for the FIF terms of service as follows: Jack Rehm – 2 years, Andrea Jones – 3 years.

A Motion was made by Duby McDowell, seconded by Pam Christensen, to approve the July 22, 2021 Minutes, with corrections.

PASSED UNANIMOUSLY.

Open Forum for Residents: Ann Pulver raised a concern that the current tennis trophies have reached their maximum use. She proposed that the trophies be retired and displayed in a safe place, perhaps in a display case at 4 Nibang Ave. Donations could be sought for new trophies. Following a brief discussion, the matter was referred back to the Tennis Committee.

Newt Brainard read the following letter from Taysen Van Itallie into the record:

“Sorry I can’t be at the meeting to amplify my thoughts, but I actually got admitted to hospital to my annoyance. I had wanted to share several thoughts. First, unprecedented amounts of federal dollars will soon be available to the states to use, among other things, on climate change mitigation. Second, we will need serious professional help to formulate a Fenwick mitigation plan and then to build a case with the legislature to get it funded. It seems like time is of the essence. I hope there is some discussion tomorrow and, if not then, soon, about how to organize this effort. Thanks.”

There was a lengthy discussion regarding concerns related to hazard mitigation and resiliency. Newt Brainard will work with M. Ozols to develop a Request for Qualifications to select an engineering company to work with the Borough in applying for Grants to address hazard mitigation and resiliency in the Borough of Fenwick.

General Manager’s Report:

Summer Junior Programs/Play Class: Things went well from an administrative perspective. Work will be done in the off- season to make improvements to the online registration and collection process. Additionally, more procedures will be put in place for summer employees.

3-Day Member Guest: Annie Rehm did a great job with this event. The office is working with her to reconcile funds, send out refunds and make sure that there are some notes to pass along to the next person running the event.

Garbage & Recycling: The recycling volume has been extraordinarily high this year. Some loads exceeded 2,500 pounds. Shifts have exceeded 12 hours every Thursday. Some runs had to be completed on Friday. There are several options to consider:

1. Going to two recycling pickups per week during the summer months (extra labor required),
2. Having two trucks which helps the operation in many ways (added maintenance costs, extra labor required),
3. Limiting the amount of recycling that residents can put out (like other waste removal companies, we recognize the sensitivity of this idea),
4. Keeping things the way they are currently (extra labor required),
5. Subcontracting an outside company for the busier months.

A discussion of options included considering: two trucks with pickup twice per week from Memorial Day to Labor Day, Jeff Champion added that having two trucks would require two staff per truck for safety. Frank Keeney said that labor costs would increase for about three months per season. Newt Brainard recommended recycling pickups twice per week from Memorial Day to Labor Day.

Road re-paving: JJ Dibble provided a quote for re-pavement of existing paved roads. He quoted a total of \$255,000 for work identified in a handout given to the Burgesses. If all work were completed at once, an 18% discount would be applied, bringing the cost to \$205,000.

Newt Brainard suggested that the project could be divided into three projects. He also suggested seeking additional bids.

Many members expressed concern that improved roads would bring increased traffic speed. Speed bumps were discussed as a possible option. Frank Keeney will ask the Old Saybrook police chief for the regulations and feasibility of speed bumps.

Jonathan Gengras will speak with his neighbors about their preference for gravel, chip seal or pavement on Pettipaug Ave.

Jeff Champion will ask JJ Dibble for a quote for chip seal versus pavement.

Audit: Work on the audit is well underway; preliminary reports are being sent to the auditor and the accountant.

Insurance & Email Security: Multi-Factor Authentication (MFA) has been started. All emails ending in "@fenwicknews.com" need to be converted to this method to add additional security measures to the Borough's communication systems. There are still several people who need to contact Founders Technology to complete the process. Insurance premiums are expected to increase by 10-12% with the addition of Cyber Liability.

To qualify for Cyber Liability coverage, we must have 100% compliance with MFA.

Lifeguards, Beach Monitors, and Park Monitor: Due early departures, there are only a few lifeguards remaining. Coverage will be: Monday afternoon, Wednesday morning, Thursday afternoon, Saturday & Sunday mornings.

Beach Monitors are down to 2 team members. Currently, there is 7 days' coverage from 8 – 12 (sometimes until 2).

The Park Monitor started his school schedule earlier than usual. He will be around some weekday afternoons and on weekends.

Maintenance consists of Daryl, Jay, Tyler, Alex, and Alex. No summer help is remaining.

Hurricane Henri: Maintenance put in a long Saturday and did a fantastic job breaking everything down before storm Henri. The golf course was put back together in one day, thanks to the minimal

impact the storm had on the Borough. The beach is back together. The team is now focused on the pier, which will be followed by finishing the tennis courts, fountains, and other amenities. Work should be completed by Friday.

Treasurer's Report: Bob Gay reported that the Borough of Fenwick remains in a strong budgetary position. The RBC savings account is at \$440,000. Additionally, tax money is at Essex Savings Bank, to be used for the operating budget.

Board, Commission and Committee Reports:

A motion was made by Frank Keeney to grant Nancy Haviland use of Borough property, without fees, for parking near the mailboxes at Sequassen Ave on Friday, August 27 for the Ellen Patterson Memorial Service. The Motion was seconded by Ann Pulver.

PASSED UNANIMOUSLY

A Motion was made by Jonathan Gengras to grant use of Borough Property for parking at Sequassen for the Hopper wedding (previously approved) on the weekend of September 10-12. The Motion was seconded by DUBY McDowell.

PASSED UNANIMOUSLY

A Motion was made by Jonathan Gengras to grant Kim Gihool use of Borough Property at the beach for a food truck on September 25 for their wedding guests. The Motion was seconded by Ann Pulver.

PASSED UNANIMOUSLY

-Park Commission: Frank Keeney

With changes in contractor and materials fees, the golf course project for Tee#3 and Ladies Tee#4 is now over budget. Cost saving modifications have been made but the revised estimate for Tee # 3 is \$56,000 and the estimate for Ladies Tee #4 is \$13,000. This leaves the total project at \$69,000, \$19,000 above the approved amount. At the next meeting, Frank Keeney will ask the Board of Burgesses to authorize another \$10,000 and additionally, ask the FIF for an additional \$10,000 to fund these projects.

-Historic District Commission: Pam Christensen – No report.

Harbor Management Commission: Jonathan Gengras

A motion was made by Jonathan Gengras to appoint Jim Wade as an Alternate to the Harbor Management Commission for a term ending in 2025, seconded by Frank Keeney.

PASSED UNANIMOUSLY

-Zoning Board of Appeals: Ann Pulver – No meeting.

- and Zoning (PZC)/ Inland Wetlands Committee: Art Wright

Officers were appointed at the last meeting: C Chadwick, Chair; Art Wright as Vice Chair; Sallie Boody, **Planning** Secretary. An application by Maura Bulkeley was approved.

The state legislature has made modifications to the statutes that will affect Planning and Zoning. Marilyn Ozols added that municipalities would have to formally opt out of regulation allowing accessory apartments without the stipulation that the Borough has in place. This will require action by both P&Z and the Burgesses. Newt Brainard suggested clarification of the Short Term Rental policies in the Borough. Plan: 1. Defer action until the courts decide on the certification for appeal and 2. Clarify Short Term regulations regardless of that decision. Mike Zizka, Land Use Attorney, will be asked to attend the next Burgess meeting.

-Fenwick Improvement Fund: Art Wright

Annual request for donations will be sent out soon. Consult with Pam Christensen to determine the need for chairs and umbrellas at the pier.

-Concerns Committee: Pam Christensen – No report.

-Lynde Point Land Trust (LPLT): Pam Christensen – No report.

-Burgess Commissions Coordinator: Duby McDowell – has list of all appointees and terms.

Warden Report:

Entrance landscaping will begin in October.

Burgess Comments:

Next Meeting: Hybrid Meeting, Thursday, September 23, 2021, at 4pm, 4 Nibang Ave.

Other Business: None

There being no further business, a Motion was made by Jonathan Gengras, seconded by Frank Keeney, to adjourn the meeting at 5:35pm.

PASSED UNANIMOUSLY.

Respectively Submitted,

Nancy Marikar, Clerk