

MINUTES OF THE SPECIAL MEETING OF THE WARDEN AND BOARD OF BURGESSES THURSDAY,
SEPTEMBER 29, 2022

4 NIBANG AVENUE and VIA ZOOM

A Special Meeting of the Warden and Board of Burgesses was held on Thursday, September 29, 2022. Notice of the meeting was posted in a timely manner on the Fenwick kiosk and on the website.

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

PRESENT via ZOOM: None

MEMBERS OF THE PUBLIC

Present: none

Present via Zoom: K. Rehm and one other

1. Call to Order

The Warden called the meeting to order at 4:01 p.m.

2. Approval of Meeting Minutes from August 25, 2022

A Motion was made by D. McDowell, seconded by A. Pulver, to approve the August 25, 2022 minutes as presented.

PASSED UNANIMOUSLY.

3. Open Forum for Fenwick Residents to Speak

None.

4. General Manager's Report

J. Champion reviewed the items in his report:

- Pier Update: Harbor Engineering is preparing a proposal.
- Golf Course: Revenue remains strong. The golf course won Best of Shoreline (Shoreline Times) for the third year in a row.
- Golf Operation: There is not enough staff for the current level of sales and play; it's time to look at the management structure in place in order to increase staffing.
- Surveyor: The project to get a Borough-wide map showing proprietary underground utilities with approval of expenses not to exceed \$4250 is still pending.
- Park Monitor: The Park Monitor will continue in a limited capacity through October.
- Trash/Recycling Request: In order to increase efficiency, the request is to try doing both trash and recycling on Monday, with Tuesday as the substitute when Monday is a holiday.

After discussion, the Burgesses agreed with the change to both trash and recycling pick up on Monday with no recycling on Thursday.

- Bulletin Boards for Golf Course: This work is in process.

- LoCIP: The Borough is awaiting State approval for \$8,188 to be applied to Pettipaug Road repair.
- Grove Entrance: Plans are being made to move the Grove entrance in the fall. Planning will include coordination with, and input from, LPLT.
- Borough Entrance: The entrance has been treated with herbicide and hydroseeded. This was not included in the budget.

P. Christensen moved to authorize reseeding the entrance at a cost not to exceed \$5,000. J. Gengras seconded the motion and it was approved unanimously.

Burgesses discussed the tire tracks in the grass areas and agreed that more protection is needed. After discussion, it was agreed to install additional reflectors for the near term.

- Mugwort: A report is forthcoming from Dan McGowan, Borough Environmental Staffer, relative to the invasive mugwort and mile-a-minute vine.
- Tennis Wall: Plans for an upgrade are in the works; the office is awaiting suggestions.
- Cyber Liability Insurance: Work on acquiring insurance continues. Jeff will be consulting with Larry Hayden, Old Saybrook IT Manager, and will also obtain a quote from CIRMA.
- Road Paving: The current quote for Pettipaug and Pattaquaset is \$47,300. There are also drainage issues with some of the properties. The Burgesses recommended that the Borough consult with Jacobson Engineering relative to design and with Attorney Campbell relative to the Borough's obligations to adjoining private property. **Paving will be deferred to spring in order to address design concerns and avoid winter damage.**

The quote to return Sequassen Avenue to gravel is \$35,000 and maintenance will be more expensive. Any work now would only be temporary since the flooding issue will need to be addressed. **The Burgesses agreed that any work on Sequassen Avenue should be deferred until it is addressed as part of the big picture.**

5. Treasurer's Report

Net income for FY2021-2022 will exceed the budgeted amount. The Capital Equipment Plan is being adjusted based on delivery delays.

6. Play Class – Discussion and Possible Vote

Tabled. N. Brainard to follow up on obtaining a job description and organizational chart.

7. Formation of a Nominating Committee for the 2023 Election

J. Gengras moved to appoint Jim Wade - Chair, Charlie Millard, Ethel Davis, Julie LeBlanc, Andrea Jones, and Doby McDowell – liaison to the nominating committee. A. Pulver seconded the motion and it was approved unanimously.

8. Memorial Policy – Discussion and Possible Vote

A. Pulver suggested that the Burgesses return to the way it has been handled in the past but establish a Memorial Committee to handle requests. Burgesses suggested that there should be pre-vetted projects and the maintenance aspect should be considered. A. Pulver will work to refine a proposal for the next meeting.

9. Resiliency Report

- The response on the Long Island Sound Futures Fund grant for a regional resiliency plan is expected in mid-November. The four municipalities will also prepare an application for a newly created DEEP resiliency grant due on November 10 as a backup.
- The Old Saybrook beach associations continue to meet with the intent of moving forward on infrastructure improvements; they now recognize Fenwick as a municipality and have given it the same standing as Old Saybrook and Westbrook within their organization.

10. 4 Nibang Committee Report

Bob Simoni is preparing a survey and they are researching the deed. The Committee has been, and will continue to, meet with contractors and architects relative to the condition of the current building and the design of new work. The Committee is also seeking ideas from Borough residents.

11. Board, Commission, and Committee Reports

- a. Park Commission: Frank Keeney – The big issue remains slow play.
- b. FIF: Art Wright – The annual fundraising appeal will go out soon; the next generation is becoming involved.
- c. P&Z: Art Wright – No meeting.
- d. ZBA: Ann Pulver – No meeting.
- e. HDC: Pam Christensen – There were several small applications at the last meeting and the Wright's new house was granted a Certificate of Appropriateness.
- f. Concerns Committee: Pam Christensen – No report.
- g. Harbor Management: Jonathan Gengras – The next meeting is at the end of November.
- h. LPLT: Pam Christensen – N. Brainard attended the last meeting. It was agreed that the Borough and the LPLT will work together to address the violations.
- i. Commissions Coordinator: Through the nominating process, they are building a list of future board and commission members.

12. Warden's Report

- Discussion continues relative to a use for the Wendy Savin memorial funds.
- A site meeting was held with Jacobson Engineering relative to the sidewalk. A basic design will be developed. N. Brainard will continue to talk to the various property owners.

13. Other Business

None.

14. Next Meeting

Thursday, October 27, 2022 at 4 Nibang Ave and via Zoom.

15. Burgess Comments

None

16. Adjournment

There being no further business, the meeting was adjourned at 6:00 pm.

Respectively Submitted,

Marilyn Ozols, Acting Clerk