

**MINUTES OF THE SPECIAL MEETING OF THE WARDEN AND BOARD OF BURGESSES
ON TUESDAY NOVEMBER 24, 2020
VIRTUAL MEETING**

A Special Meeting of the Warden and Board of Burgesses was held using the Zoom meeting format on Tuesday, November 24, 2020. Notice of the meeting was posted in a timely manner on the Fenwick kiosk and on the website.

PRESENT: Warden Newt Brainard, Frank Keeney, Julie LeBlanc, Pam Christensen, Ann Pulver, Art Wright, Jonathan Gengras, General Manager Jeff Champion, and Zoning Enforcement Officer/Land Use Administrator Marilyn Ozols.

MEMBERS OF THE PUBLIC: Several members of the public were in attendance.

The Warden called the Meeting to Order at 4:31PM.

Approval of the Minutes

A Motion was made by Frank Keeney, seconded by Ann Pulver, to approve the October 8, 2020 Minutes as presented.

PASSED UNANIMOUSLY.

The Warden requested a moment of silence in memory of Ralph Keeney.

General Manager's Report

General Manager Jeff Champion (GM) provided his report to the Warden and Burgesses prior to the meeting. He discussed the following items.

-4 Nibang Avenue – Phone/Internet Service: The communications system should arrive soon and be installed by the end of the year.

-Security Cameras: Due to recent vandalism incidents, the GM proposed installing two security cameras on 4 Nibang Avenue at a cost of approximately \$3,000. There was brief discussion of the matter. Frank Keeney stated there has been a rash of car break-ins / thefts in Old Saybrook recently. The Warden stated he would discuss privacy concerns with Atty. Campbell Hudson. Ann Pulver and Jonathan Gengras voiced their support of the proposal. Art Wright suggested adding a third camera in the back of 4 Nibang Avenue. The GM will get an estimate and present it to the Burgesses at the next meeting.

-Park Monitor Cart Replacement: Replacement of current cart with newer, fuel-injected model would cost \$4,500 plus \$1,500 for a vinyl wrapping designating it as "Borough

of Fenwick Park Monitor”. A major advantage of the fuel-injected model is that it requires less maintenance in general and the Superintendent would be able to perform most maintenance and repairs.

A Motion was made by Pam Christensen, seconded by Frank Keeney, to approve up to \$6,000 for a replacement park monitor fuel-injected golf cart that can be maintained by Borough staff.

There was brief discussion of the motion.

PASSED UNANIMOUSLY.

-Tee Box Project: The GM requested an allocation of up to \$10,000 above the budgeted amount for the project, depending on the recommendation of the Superintendent and the Park Commission. The 6th tee in particular needs extensive work to remove the junipers and replace with arborvitae or similar plants. The GM stated that if the project were to be halted now, it would remain on budget. Frank Keeney stated it would be a mistake to stop now. The Warden suggested waiting until next year to complete the work. Keeney replied that the project would have to wait until the spring anyway. He added that he has approached several residents who have donated \$750-800 so far. He encouraged the Burgesses to take a look at the area this weekend. The Warden agreed and stated the Burgesses could then vote on the expenditure at the next meeting. The GM stressed the importance of getting the project on the Superintendent’s to-do list as soon as possible so that work may begin promptly in the spring.

-Storm Damage Cleanup: \$6,500 from the operating budget has been used for cleanup of damage caused by Storm Isaias as well as tree work/removal on Borough property abutting Fencove Court. The GM requested that the Burgesses approve \$6,500 allocation to replace the funds. The Warden asked if the Borough will receive reimbursement of the expense from any FEMA funds distributed to the Town of Old Saybrook. The GM replied that he is in touch with Chief Spera and the GM will provide a detailed report to the Burgesses when/if he receives information regarding reimbursement. Pam Christensen suggested increasing the storm damage budget in the future. The GM agreed and stated that any unused funds each year could be put in a savings account for future year. Frank Keeney added that he would consult with Bartlett Tree Experts and hopefully save money by only removing trees that are in very poor condition.

A Motion was made by Frank Keeney, seconded by Pam Christensen, to increase the allocation for storm damage from \$600 to \$11,000.

There was brief discussion of the motion.

PASSED UNANIMOUSLY.

-Pier: The engineer on the project has been very slow in providing the bidding documents. The Warden stated he would contact the engineer and hopefully speed things up. Frank Keeney stated that the front of the pier on the exterior needs to be addressed in the near future or the interior work won't be worth it. Marilyn Ozols asked that a decision on the front exterior work be made soon, as such work may require modification of the Army Corps of Engineers and DEEP permits.

-Tennis Court Fence: Repair of the compromised section of fence will cost an estimated \$3,000-\$5,000. The repair company will be providing a quote and then a decision will be made whether to submit an insurance claim.

Construction is complete on the timber border at the playground.

A work truck recently took out a light pole in the Borough. After the Borough entrance project, the Borough will only have two poles left in its inventory. The GM has asked Jack Lamb to investigate pricing of replacement poles in case the Borough wants to add to its supply.

-Authorize Hiring of Assistant Superintendent II: The candidate for the position has declined the job offer. The search will continue. The Warden stated that human resources and labor summary would be discussed in Executive Session.

Treasurer's Report – The GM reported that the audit is still incomplete. An extension has been filed. It is estimated that the Borough netted approximately \$200,000 in Fiscal Year 2019-2020.

The Warden stated that the challenge in future budgeting is in keeping the operating expense side within reason, as this current revenue stream is not likely to continue after 2021. Labor costs are going up, but spending can't be indiscriminate or the Borough will be in the hole 4 or 5 years down the line. He added that the two upcoming capital projects are the entrance and the pier. Geoff Jacobson is sending entrance project information to qualified bidders in January, bids will probably come in in February, and the project is slated to begin in April.

Board, Commission and Committee Reports

Policy and Vetting Process for Memorials: Ann Pulver provided her report to the Burgesses prior to the meeting. She stated that she plans to meet with Edie Gengras in December regarding possible partnership with the Fenwick Improvement Fund (FIF). There was brief discussion of the report. Art Wright noted that the FIF is supposed to help pay for

capital expenditures which have been approved by the Burgesses. It was suggested that it might be preferable for memorial donations to be made directly to the Borough, thus simplifying control of the funds.

-Park Commission: In further follow up to Charlie Millard's email regarding the Golf Course Strategic Plan, Frank Keeney stated that the Commission is not pursuing "wholesale slaughter" of trees. The Commission is working with the Lynde Point Land Trust and is removing trees as they die, and replacing trees only as needed, in accordance with the Plan.

Harbor Management Commission Vacancies: Jonathan Gengras reported that Bill Webster has volunteered to serve as a regular member. Jim Wade may be interested in serving as an alternate. Gengras will confirm before next meeting and report back.

**A Motion was made by Frank Keeney, seconded by Jonathan Gengras to accept the nomination of Bill Webster to the Harbor Management Commission.
PASSED UNANIMOUSLY.**

Nominating Committee: Duby McDowell reported that the Nominating Committee has submitted the following slate for Borough elections:

Warden – Newt Brainard

Treasurer – Bob Gay

Tax Collector – Laurie Goldsmith

Borough Clerk – Nancy Walton Marikar

Burgesses – Pam Christensen, Peter Duncan, Jonathan Gengras, Frank Keeney,
Julie LeBlanc, Greg Millard, Ann Pulver, Art Wright.

The Warden thanked McDowell and the Nominating Committee for their efforts.

Coyotes: Frank Keeney reported a significant number of coyotes in the Borough. If the population is not reduced now, then it will explode in the spring. The Borough implemented a program of trapping, hunting and relocation about 4 years ago. The Warden asked if DEEP permission is required for such a program. Keeney replied that he believes it is open season now. Julie LeBlanc added that in the past, homeowners near the areas of hunting and trapping were given advance notice. The Warden asked the GM to look into the matter. The GM stated he would.

-Long Ball: Frank Keeney reported that at this year's event, a ball was hit into the interior of the Van Itallie house. Modern golf equipment allows participants to hit the ball farther and harder than in the past. Therefore, Long Ball, in its current form, may be too

dangerous to continue. Jonathan Gengras suggested possibly finding some old persimmon woods and require participants to use those. The Warden asked that the Burgesses discuss the matter in the community and get feedback for how to adapt the event. He added it would be a shame to just end a 70+ year tradition and the Burgesses should take their time and obtain public input.

Warden Report - The matrix sent out regarding the Hammer Law may need revisions. The Warden can revise it and welcomes input from the Burgesses. He will share any changes with Marilyn Ozols. The new ordinance goes into effect November 26, 2020. The Warden will email the entire ordinance to residents and specifically make them aware of the three main changes.

The Warden stated the question regarding maintenance of the Van Itallie garden has already been settled. Art Wright asked if the Borough will maintain it. Frank Keeney replied that it would and that FIF would reimburse the Borough until the bequest from Ted Van Itallie runs out. Art Wright stated someone may be interested in purchasing the land now or in the future. Marilyn Ozols noted there is a conservation easement on the property. The Warden said the easement would run with the land if sold.

Next Meeting: Thursday, December 10, 2020 at 4:30 p.m. Virtual meeting via Zoom.

A Motion was made at 6:06 p.m. by Frank Keeney, seconded by Pam Christensen, to keep the Burgess meeting open and move into Executive Session and invite the Burgesses and the General Manager to attend, for the purposes of human resources discussion.

PASSED UNANIMOUSLY

A Motion was made at 6:39 p.m. by Jonathan Gengras, seconded by Art Wright, to move out of Executive Session.

There being no further business, a Motion was made by Jonathan Gengras, seconded by Art Wright, to adjourn the meeting at 6:41 p.m.

PASSED UNANIMOUSLY.

Respectfully submitted,

Suzanne M. Stanners