

MINUTES OF THE SPECIAL MEETING OF THE WARDEN AND BOARD OF BURGESSES ON THURSDAY, JANUARY 10, 2019 AT 4:30 PM AT 4 NIBANG AVENUE, FENWICK, CT.

PRESENT: Warden Newton Brainard, Arthur Wright, Frank Keeney, Jonathan Gengras, Pamela Christensen, Ann Pulver, Robert Gay, General Manager Jeff Champion.

NOT PRESENT: David Savin

MEMBERS OF THE PUBLIC: Cindy Patterson

Approval of the Minutes

**A Motion was made by Jonathan Gengras seconded by Pam Christensen to approve the November 27, 2018 Minutes as presented.
PASSED UNANIMOUSLY.**

Open Forum for Residents to Speak

Robert Gay spoke as a Resident and as a homeowner that does not rent his home. He opposes any regulation or ordinance for short term rentals in the Borough as he believes it is inappropriate for the government to dictate how he uses his home.

General Manager's Report

Jeff Champion provided his report:

- thirteen trees that were identified as safety issues have been taken down and there is only the removal of stumps and grinding left to be completed. This was a joint effort between FIF, LPLT and the Borough. George Ballek the owner of the nursery has been instrumental in choosing the trees, planting and guaranteed the trees for one year. He also provided training on the maintenance for the trees and year round care.

- training for EZ Links is underway and will be completed by the end of next week. Starters will begin to be trained and then a soft opening of the website will begin the following week. The Warden will announce the website in the next Warden's Letter notifying the Residents of the system and how you may sign up for tee times on line. In addition, the system will provide all daily reports and information that will assist in developing marketing strategies for the golf course. Starting times are in place from May 1-October 31st.

- Audit has been completed and it has been decided to begin using the new Chart of Accounts for the next fiscal year. Focus will be on the conversion and the upcoming budget for now.

- Lifeguards versus the use of Beach Monitors was discussed. Information is being gathered from the insurance company to determine whether the borough would be covered if the route of beach monitors is taken. Ultimately, the goal is to keep our

beach safe and insure that our liability issues are covered. We are awaiting the Junior Program Budget to also provide further information. Old Saybrook and other towns are moving towards the Beach Monitor system. Frank Keeney will reach out to Old Saybrook to inquire how they are providing beach personnel.

-Jeff handed out a preliminary Labor Schedule for the Burgesses to review. An Executive Session will be scheduled for this discussion at the next Burgess Meeting. The Warden asked that the Burgesses review the material.

-Jeff requested that all Chairs from Committees and Commissions provide their Budgets for the next year by the end of the month. Marilyn and he will follow up.

-Jeff and Frank met with Essex Golf Shop to discuss possible merchandising opportunities between the Borough and them. They would have all merchandising rights and product would be sold in their store, online and in the starter shack. Discussion surrounded the commercialization of the Borough. The logo would not be the Fenwick seal but the lighthouse. The Borough would receive a royalty for all merchandise sold. The Warden asked Frank Keeney to meet with owner and discuss royal percentages and a letter of intent that includes terms and conditions, a termination clause, and expectation of sales.

-Frank reported that New Year's Day had sixty-five golfers and brought in \$1300 of revenue.

Treasurer's Report

Bob Gay discussed the Audit and the amount of cash available for any capital items for the end of the fiscal year. Two projects are left over that need to be completed: Pier and purchase of a piece of equipment. He discussed that this is the time to be looking at possible capital projects for the next year as we are in the budget planning process. Golf revenues are \$20,000 behind budget. Outstanding contributions for the Park Monitor Golf Cart and Member Guest are still anticipated and Pam and the Warden will follow up.

Wardens Report

**A Motion was made by Jonathan Gengras seconded by Pam Christensen to accept Nancy Haviland's resignation from ZBA.
PASSED UNANIMOUSLY.**

**A Motion was made by Pam Christensen seconded by Jonathan Gengras to approve Ann Pulver as an Alternate to ZBA for a term to 2021 effective immediately.
PASSED UNANIMOUSLY.**

The Warden and Frank Keeney met with Campbell Hudson to discuss the following items:

Use of Borough Property: Discussion centered on whether it would be an issue if nonresidents were to use Borough Property for an event it may require the Borough to open it up other nonresidents for use. Campbell did not indicate an issue. Discussion

then took place determining fees for refundable security deposit, liability insurance coverage and fee.

**A Motion was made by Pam Christensen seconded Ann Pulver to require any party that uses Borough Property to provide \$2 million in additional liability coverage to the Borough, a refundable security deposit of \$1000 and a \$500 fee. The insurance coverage, refundable security deposit and the fee must be in place sixty days prior to the event.
PASSED UNANIMOUSLY.**

**A Motion was made by Pam Christensen seconded by Ann Pulver to allow the Andrew wedding to use Borough Property at the Pier on June 20, 2020.
PASSED UNANIMOUSLY.**

4 Nibang: A title researcher is going to be hired to determine reversionary rights.

Borough lot next to Maintenance Building: LPLT lawyer and Campbell Hudson are going to meet to discuss issues and should be reporting back by January 15th.

Sequassen Avenue: Clarifying ownership and Borough obligations are to be determined. Campbell will provide a memo as to ownership structure.

Fenwick Yacht Club Lease: The lease has been amended and approved by FYC. LPLT reviewed the lease and would like that the conservation easement be added to the Lease. FYC will review the lease and it should be completed.

Concerns Committee: Pam Christensen has received a budget from Mike Zizka and is in the process of forwarding it to the Committee. The Warden would like to set up a meeting with Mike Zizka, Campbell Hudson, and two members of the Concerns Committee to discuss the pertinent issues. The meeting should be held in the next month.

Borough Entrance: The Warden is going to meet with Carl Fortuna to discuss possible funding from the Town to contribute to the Borough Entrance renovation. The goal is to have the town and state contribute funding but not dictate any design requirements. The Warden has recovered the last design plans and will bring those to the meeting.

Board, Commission and Committee Reports

None.

Resident reaction to the reevaluation was discussed. Information concerning the appeal process is on the Town of Old Saybrook website.

**A Motion was made by Frank Keeney seconded by Arthur Wright to pass the Flood Zoning Ordinance as printed in the memo dated November 13, 2018 by ZEO Marilyn Ozols. (Attachment #1)
PASSED UNANIMOUSLY.**

NEXT MEETING: Thursday, February 28th at 4:30 PM.

**Being no further business, a Motion was made by Jonathan Gengras seconded by Pam Christensen to adjourn the meeting at 6:35 PM.
PASSED UNANIMOUSLY.**

Respectfully Submitted,

Julie G. LeBlanc