

MINUTES OF THE REGULAR MEETING OF THE WARDEN AND BOARD OF BURGESSES
THURSDAY, August 24, 2023
4 NIBANG AVENUE and VIA ZOOM

A Regular Meeting of the Warden and Board of Burgesses was held on Thursday, August 24, 2023. Notice of the meeting was posted in a timely manner on the Fenwick kiosk and on the website.

PRESENT: Warden Newt Brainard, Frank Keeney, Chris Millard, Pam Christensen, Duby McDowell, Zoning Enforcement Officer/Land Use Administrator (ZEO) Marilyn Ozols, General Manager (GM) Jeff Champion, Treasurer Richard Neely

ABSENT: Jonathan Gengras, Margaret Wade

PRESENT via ZOOM: None

MEMBERS OF THE PUBLIC:

Present: Bruce Baird, Peter Brainard, Jr.

Present via Zoom: Kathy Rehm, Jason Furman

1. Call to Order

Warden Newt Brainard called the meeting to order at 4:05 pm.

2. Moment of Silence: A Moment of Silence was observed in memory of William M. Ghio.

3. Approval of Meeting Minutes from July 27, 2023.

A Motion was made by P. Christensen, seconded by F. Keeney, to approve the July 27, 2023 minutes as submitted.

PASSED UNANIMOUSLY.

4. Open Forum for Fenwick Residents to Speak: None

5. General Manager's Report

Golf Course: Revenue remains strong, exceeding the previous year.

Jr. Program: From an administrative perspective, the 2023 season has proven to be the most challenging, year to date. Communication has been sporadic between the volunteers, the instructors and the office. This has caused an increase in administrative costs. The administrative hours spent far exceed the \$4,000 allotted. N. Brainard and J. Champion will arrange a phone meeting with volunteers to plan for 2024.

3 - Day Member Guest: There were lots of compliments on the weekend. Thank you to the Gilhool Family and their committees. From an administrative perspective, more communication with the office would have been helpful. Once a team is in place for 2025,

the team will be invited to a Burgess meeting to outline their plan. Signups, the collection of funds and the handling of refreshments will need to be addressed.

Golf Cart Flags: The remaining lighthouse flags are being given away at the Borough office. There have been requests to order more crest flags. P. Christensen states that she may have a donor. Flags will be ordered.

Property Taxes: All taxes and late fees have been collected. The Autorino property has been audited to determine taxes/penalties owed for a parcel of property at 29B Pettipaug Ave. To date, \$436.98 is owed. Property is valued at \$28.8k by the assessor. The plan is to place lien on property.

Newly Elected Burgesses/Treasurer: Everyone should be using their @fenwicknews.com email address for Borough Communications.

Water Fountains: Postponed. The contractor never responded. D. Aresco is reaching out to new contractors to establish a start date and obtain a price quote. A request for project approval will follow.

Seawall Sidewalk Repair: In progress, awaiting a start date and some final details. Further details should be available after September 15.

Pettipaug/Pattaquasset Road Project: (see #7)

CT Water Co. & Irrigation: After a discussion, it was decided to postpone the replacement of the water line from Park Ave. to the Maintenance building.

Harbor Engineering: Gus, structural engineer, is working on DEEP permits for the Crab Creek bridge and the 4th Tee Box. Current surveys will have to be updated. If the 4th Tee Box has historic significance, that will have to be incorporated into the plan. Jacobson will be consulted. Divers from Atlantic Marine will be scheduled to examine the pier in September or October. A report will follow their inspection.

Defibrillators: (see #8)

Moore Meadow and Landscape Committee: Moore Meadow irrigation installation is being planned for September. All costs will be covered now, and in perpetuity, through David Savin and FIF. FIF funds are limited to designated contributions.

Landscape Committee – Christine Darnell has been chosen as the designer of the 3rd Tee area. J. Champion and D. Aresco are advocating for a master plan initiative. Consideration should be given to ongoing plant and shrub maintenance.

Playground: The rusted parts have been replaced per warranty. The cost of installation will also be covered by the warranty. Work will be completed in the spring of 2024.

Summer Help: Teams are dwindling as college students return to school.

Park Monitor: This has been the most demanding year for the Head Park Monitor. Trespassers, including fishermen are at an all time high. Night golf cart activity has also been significant. Excess OT hours were worked over the 3-day Member Guest event and to deter fishermen. We are recommending nine signs be purchased. The first sign, at the beginning of Sequasssen, stating “No Trespassing - Area Closed Sunset to Sunrise, Beach Passes Required”. The eight remaining signs stating “No Trespassing – Beach Pass Required”.

There is confusion about the map on Mapgeo, designating access. J. Champion would like to contact OSPD to clarify Fenwick regulations, including the need for a beach pass.

N. Brainard will ask Old Saybrook to clarify conservation easements which do not mean public access.

N. Brainard will meet with E. Davis to determine rules governing LPLT property.

Beach/Pier: Recently three umbrellas were broken because they were left open overnight and the wind took its toll. Parts have been ordered. A recent storm damaged some of the wave boards on the pier. A ladder was torn off because someone tied the bumper to it. Pier damage will be repaired in-house.

Copper Beech Trees: (see #9)

Camera Issues: Last Monday, the camera’s infrared eye failed to work on the 4 Nibang camera. A possible car theft could not be identified. Repairs are being made. There was also an issue with the camera at the Starter Shack. A power failure caused hard drive files to become corrupt. Footage between a resident’s dog and an employee could not be recovered.

6. Treasurer’s Report: R. Neely reviewed the current financials. He also submitted a proposed Borough of Fenwick Investment policy for consideration and possible vote at a future meeting. R. Neely also presented rationale for moving funds from Essex Savings bank to the State of Connecticut Short Term Investment Fund (STIF).

**A Motion was made by F. Keeney, seconded by C. Millard, authorizing the Treasurer to invest Borough operating funds, currently held at Essex Savings Bank, in the Connecticut State Treasurer’s Short Term Investment Fund (STIF).
PASSED UNANIMOUSLY.**

7. Pettipaug/Pattaquasset Road Project – Discussion and Possible Vote: JJ Dibble submitted the lowest bid of \$31,000 plus a 15% contingency for unexpected expenses. Project start is expected after October 15.

**A Motion was made by F. Keeney, seconded by P. Christensen to authorize up to \$35,000 for the reconstruction of Pettipaug and Pattaquasset.
PASSED UNANIMOUSLY.**

8. Defibrillators – Discussion and Possible Vote: We are hoping to add three new defibrillators to the Borough's inventory, allowing them to be placed at: the Tennis Court, the Golf Course and at the Beach. The cost is not to exceed \$5,250. F. Keeney will reach out to OSPD and/or EMS to arrange for training of Fenwick staff and residents.

**A Motion was made by D. McDowell, seconded by P. Christensen to authorize up to \$5,250 for the purchase of three defibrillators to be placed at the Tennis Court, Golf Course and Beach.
PASSED UNANIMOUSLY.**

9. Beech Trees – Discussion and Possible Vote: Copper beech trees throughout New England are dying from Beech Leaf Disease (microscopic organisms attacking turf and trees). Current treatment includes fertilizer applications, fungicide treatments and continued preventive maintenance. The science is not 100% certain. Different treatments may be forthcoming. Treatment and continued maintenance will cost \$1,000 annually per tree. The Borough has six Beech Trees. We are asking for \$18,000k, \$6,000 per year per tree to cover 2023-2025.

A motion was made by P. Christensen, seconded by D. McDowell to authorize up to \$6,000 (\$1,000 per tree) to treat the Beech trees in 2023.
Discussion included clarification that the treatment is environmentally safe. J. Champion confirmed.
PASSED UNANIMOUSLY.

10. Resiliency Report:

- Bruce and Marilyn participated in the bus tour that familiarized the consultants and representatives from all municipalities with the many areas of concern.
- An interactive website has been set up www.4ShoreResiliency.com to both provide and receive information. People can sign up for emails at this site also.
- Public Information meetings (both in person and hybrid) as well as pop-ups and stakeholder meetings have been scheduled. Information will also be blasted periodically in Fenwick.

11. Board and Commission Assignments: D. McDowell states that it is anticipated that the following appointments will be made at the September Burgess meeting: Alternate member to HDC and Alternate member to ZBA.

12. Board, Commission, and Committee Reports:

1. Park Commission: Frank Keeney – F. Keeney reviewed the pending golf course tee projects.
2. FIF: Margaret Wade – No Meeting

3. P&Z: Margaret Wade – No Meeting
4. Memorial Committee: Margaret Wade – No Meeting
5. ZBA: Chris Millard – No Meeting
6. HDC: Pam Christensen – P. Christensen read into the record, a letter from Valerie Bulkeley, Chair of the HDC, regarding the height of Borough hedges with regard to safety concerns. She asked that the Board of Warden and Burgesses consider this matter.
7. Concerns Committee: Pam Christensen – No Meeting
8. Landscape Committee: Pam Christensen – Meeting next week.
9. 4 Nibang Committee: Pam Christensen – Project tabled while other projects are under consideration.
10. LPLT: Pam Christensen – P. Christensen proposed 4 new board members for consideration at the September Board meeting.
11. Harbor Management Commission: Jonathan Gengras – No Meeting
12. Commissions Coordinator: DUBY McDowell (see #11)

13. Warden's Report: Nothing further.

14. Other Business: None

15. Next Meeting Thursday, September 28, 2023; 4pm at 4 Nibang and via Zoom.

Board and Commission member training with Attorney Mike Zizka is scheduled for Thursday, September 21 at 4:00, in person at 4 Nibang and via Zoom.

16. Burgess Comments: None

17. Lighthouse Acquisition Proposal – Executive Session Anticipated

At 5:57 PM, a Motion was made by F. Keeney, seconded by D. McDowell, to move to Executive Session for the purpose of discussion of the Acquisition of the Lynde Point Lighthouse and to invite M. Ozols, J. Champion, R. Neely and N. Marikar to attend. PASSED UNANIMOUSLY.

At 6:18 PM, F. Keeney made a Motion to leave Executive Session, seconded by P. Christensen.

PASSED UNANIMOUSLY.

A Motion was made by F. Keeney, seconded by C. Millard to authorize the Warden to spend up to \$7,500 for a consultant to assist in completing the application for the Lynde Point Lighthouse acquisition.

PASSED UNANIMOUSLY.

A Motion was made by F. Keeney, seconded by P. Christensen to authorize the spending of up to \$3,000 to secure the services of David Annino to survey the area around Lynde Point Lighthouse.

PASSED UNANIMOUSLY.

18. Adjournment

On a motion by F. Keeney, seconded by D. McDowell, it was approved unanimously to adjourn at 6:20p.m.

Respectively Submitted,
Nancy Marikar, Clerk