

MINUTES OF THE REGULAR MEETING OF THE WARDEN AND BOARD OF BURGESSES  
THURSDAY, NOVEMBER 16, 2023  
4 NIBANG AVENUE and VIA ZOOM

A Special Meeting of the Warden and Board of Burgesses was held on Thursday, NOVEMBER 16, 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, General Manager Jeff Champion (GM), and Zoning Enforcement Officer/Land Use Administrator Marilyn Ozols (ZEO).

PRESENT via ZOOM: Duby McDowell, Margaret Wade, Pam Christensen, Chris Millard and Treasurer, Richard Neely.

ABSENT: Jonathan Gengras

MEMBERS OF THE PUBLIC:

Present: Bruce Baird, Carol Robertson

Present via Zoom: Frank Sciame, Tom Riggio, and others

**1. Call to Order**

The Warden called the meeting to order at 4:02 p.m.

**2. Approval of Burgess Meeting Minutes – October 26, 2023**

**A Motion was made by F. Keeney, seconded by P. Christensen, to approve the October 26, 2023 minutes as submitted.**

**PASSED UNANIMOUSLY.**

**3. Open Forum for Fenwick Residents to Speak**

None

**4. General Manager's Report**

**Golf Course:** Golf Course revenue for October 2023 remained strong. November revenues are on par with the monthly average.

**Tee Box Rebuilds:** The 8<sup>th</sup> Tee project is 90% complete and awaiting a decision on cart path material. The 4<sup>th</sup> Tee, white, rebuild is underway. It will likely be sodded after Thanksgiving.

**Water Fountains:** The practice green fountain is rebuilt. The fountain near the pier and the tennis court fountain will be rebuilt by April 2024. Old #1 fountains rebuild plans are being worked out. Repairs to #2 fountain are planned for next year.

**Seawall Sidewalk Repair:** This project is completed and awaiting final invoice.

**Road Repair Pettipaug:** This project is completed. The State of Connecticut LoCIP fund will reimburse the Borough \$9,976 of the \$28k paid.

Future Borough road projects to be considered include: Repaving Fenwick Ave (\$66.3k\*), Agawam Ave. West (\$37.7k\*), Agawam Ave. East (\$32k\*), Mohegan Ave. (\$17.3k\*) and Squassan Ave. (\$52.3k\*). \*Quotes are from 8/23/21.

**Harbor Engineering:** Harbor Engineering (Gus) is working on permits from DEEP for Crab Creek Bridge. We are still waiting for divers (Atlantic Marine) for pier inspection to be scheduled.

**Moore Meadow:** Anderson Irrigation and Dibble are still working on this project.

**Grounds Crew Maintenance:** A new employee, Paul, will be starting on 11/27/2023, which will complete the full time team. This team has considerable experience.

**Credit Cards:** We are in the process of taking new bids for credit card companies. The admin team will save the Borough about \$2k and Play Class \$1k. Credit card usage rates have gone up. Prices will be adjusted accordingly.

**Bump in the road:** A slight road heave has been detected near the Borough entrance, before the island. Staff will keep an eye on this area.

## 5. Treasurer's Report

R. Neely submitted a summary financial report and Treasurers' report. The Borough remains on strong financial ground. Cash on hand was used to fund capital expenses for the golf course tee box projects and Pettipaug Road project. A current major expense is the funding of comp and benefits. R. Neely will watch these expenditures.

## Lighthouse discussion

Work continues to complete the Lighthouse Acquisition application, due November 30, 2023.

F. Sciamè has offered his personal expertise and the expertise of his construction management company. He and his company will oversee local contractors on a pro bono basis.

## 6. Golf Course Rates: Discussion & Possible Vote

F. Keeney presented a proposal unanimously endorsed by the Park Commission to adjust:

### 1. "Fenwick Daily Golf Fees"

- Nov 1 thru Apr 30...\$30 for 9, \$60 for 18
  - May 1 thru Oct 31...\$45 for 9, \$90 for 18 (weekdays)
  - May 1 thru Oct 31...\$50 for 9, \$100 for 18 (weekends)
- \*\$5 increase in 9 hole rate across the board...eliminates 18 hole discount.

### 2. "Fenwick Season Ticket Fees"

- "A" Ticket...\$1600 (R)...\$1500 (RS)...\$1700 (NR)...\$1600 (NRS)
  - "B" Ticket...\$1400 (R)...\$1300 (RS)...\$1500 (NR)...\$1400 (NRS)
- R = OS resident, NR = non resident, RS = OS resident spouse, NRS = non resident spouse  
\$100 increase in primary ticket, \$200 increase in spouse ticket

### 3. "Fenwick Recreation Fee"

- Single/Couple...\$750 (+\$100)
  - Family...\$1500 (+\$200)
  - Multi Family...\$2250 (+\$300)
- (First increase in 5 years.)

4. "Season Ticket Holder" waiting list, including fee assessment for new applicants  
 Increase the approved number of season ticket holders from 120 to 125.  
 Assess each "new" season ticket holder with a one-time \$500 Fenwick Golf Course Capital Project Fee.

5. Discount for Old Saybrook residents on daily golf fees  
 \$5 9 hole discount for Old Saybrook daily fee golfers which cannot be used with any other golf course promotions (league discount for example), provided the mechanics for the discount can be incorporated into the online tee time system.

**A Motion was made by P. Christensen, seconded by D. McDowell to approve the Fenwick Daily 2024 Golf fees as set forth by the Park Commission.  
 PASSED UNANIMOUSLY**

**A Motion was made by C. Millard, seconded by P. Christensen to approve the Fenwick 2024 Season Ticket fees as set forth by the Park Commission.  
 PASSED UNANIMOUSLY**

**A Motion was made by D. McDowell, seconded by C. Millard to approve the 2024 Resident Recreation Fee as set forth by the Park Commission.  
 PASSED: 3-2-0  
 In Favor: M. Wade, D. McDowell, F. Keeney  
 Opposed: C. Millard, P. Christensen**

**A Motion was made by P. Christensen, seconded by M. Wade to increase the number of Golf Season Ticket holders from 120 to 125.  
 PASSED UNANIMOUSLY**

**A Motion was made by P. Christensen, seconded by M. Wade to approve a \$500 one time Capital Projects fee for any new Fenwick Golf Course season ticket holders.  
 PASSED: 4-1-0  
 In Favor: C. Millard, M. Wade, P. Christensen, F. Keeney  
 Opposed: D. McDowell**

**A Motion was by C. Millard, seconded by D. McDowell to approve a \$5 nine hole discount for Old Saybrook daily fee golfers, which cannot be used with other discounts.  
 PASSED UNANIMOUSLY**

F. Keeney stated that the revised daily fees and the discount for Old Saybrook residents will begin with the May 1 rate period. If the mechanics for the resident discount cannot be worked out, it will not be implemented.

## **7. Lighthouse Resolution**

## **Discussion & Possible Vote**

N. Brainard read the resolution into the record (attached).

**A Motion was made by F. Keeney, seconded by C. Millard to accept the Lighthouse resolution on behalf of the Borough of Fenwick.**

**PASSED UNANIMOUSLY**

## **8. Future Road Projects: Discussion**

Tabled for a future meeting

## **9. Request for HDC to Amend Fees**

**M. Ozols presented proposed changes to HDC fees (attached).**

**A Motion was made by F. Keeney, seconded by P. Christensen to accept the HDC fee changes as presented.**

**PASSED UNANIMOUSLY**

The changes will be effective immediately.

## **10. Resiliency Report**

- The Resiliency Plan consultant is working on stakeholder meetings, modeling storm inundation, and incorporating information from the public information meetings and the website.
- The Hazard Mitigation Plan consultant is updating data. The next public meetings are February 7 and May 15.

## **11. Board and Commission Appointments**

Nothing new.

## **12. Board, Commission, and Committee Reports**

- **Park Commission** – Letter of support for Lighthouse acquisition given to N. Brainard. Further work needs to be done on the placement of Tee #4.
- **FIF** – Margaret Wade – No meeting.
- **P&Z** – Margaret Wade – No meeting.
- **ZBA** – Chris Millard – No meeting.
- **HDC** – Pam Christensen – Met 11/15/23. Sent approval letter for Lighthouse acquisition.
- **Harbor Management** – No report.
- **LPLT** – Pam Christensen – Meeting 11/18/23. New members to be elected. Discuss Lighthouse acquisition letter.
- **Concerns Committee** – Pam Christensen – No Meeting.
- **Commissions Coordinator** – DUBY McDowell – Nothing new.
- **Landscape Committee** – Pam Christensen - Working on a proposal for #3, #4 and #8 tees. Christine and Daryl working together. Hoping for a proposal to go to the Park Commission by December 2023.
- **4 Nibang Committee** – Pam Christensen – Meetings currently suspended.
- **Memorial Committee** – Pam Christensen – No meeting.

## **13. Warden's Report**

Real Estate Tax Assessment notices are going out on 11/20/23. N. Brainard spoke with Old Saybrook tax collector, Norm Wood. Assessments are likely to go up. This will hopefully be offset by a lower Mill rate.

**14. Other Business**

None

**15. Next Meeting**

The meeting scheduled for December 28 was cancelled; the January meeting was moved to January 18.

**16. Burgess Comments**

F. Keeney reminded everyone of the Turkey Dunk scheduled for 12pm on Thursday, November 23, 2023 at the pier.

**17. Lighthouse Acquisition Proposal – Executive Session Anticipated**

No Executive Session.

**18. Adjournment**

On a motion by F. Keeney, seconded by C. Millard, it was voted unanimously to adjourn at 5:38 p.m.

Respectively Submitted, Nancy W. Marikar, Clerk