

**BOROUGH OF FENWICK
BOARD OF WARDEN AND BURGESSES
SPECIAL MEETING
FRIDAY, MARCH 31, 2017**

APPROVED

PRESENT: Warden Fran Adams, Frank Keeney, Valerie Bulkeley, Jonathan Gengras Ethel Davis, Pam Christensen, Robert Gay, General Manager Larry DeBlasiis, ZEO Marilyn Ozols.

NOT PRESENT: Arthur Wright

OTHERS PRESENT: Jessica Gay, Bill Webster, Charles Mercer.

PUBLIC COMMENT: Jessica Gay spoke to the issue of illegal parking on Sequassen and the refusal of the Town to issue parking tickets after a phone call by a Resident has been made to the Police.

APPROVAL OF MINUTES: A Motion was made by Ethel Davis seconded by Valerie Bulkeley to accept the Burgess Minutes from February 24, 2017 as presented.
PASSED UNANIMOUSLY.

ELECTION UPDATE: The Clerk reported that the Absentee Ballot Applications are available on the Borough Website. The last day to register to vote by mail is April 24, 2017 (postmarked) for the May 1 Election.

GENERAL MANAGERS REPORT: Previously reported, Larry DeBlasiis stated that Tim McDonald would not be returning this summer as Park Monitor. Charles Mercer was introduced to the Board as the Applicant for the position. Mr. Mercer worked for the Old Saybrook Police Department for 25 years.

A Motion was made by Ethel Davis seconded by Frank Keeney to approve the hire of Charles Mercer as Park Monitor for the Summer of 2017 and report to General Manager Larry DeBlasiis.
PASSED UNANIMOUSLY.

Mr. Mercer will be employed thirty hours a week from late June through September and evenings in June when individuals are more inclined to attempt playing golf without paying. It was reiterated by the Warden that the purpose of the Park

Monitor was to ensure the safety, security and privacy of the Borough residents. Unsafe Activity regardless of a Resident or Non Resident would be treated the same.

Junior Program: The Junior Program has been successfully transferred to the Borough Office. Accounting records will be audited by the Borough Auditor. All employees returning and new hires will be subject to background checks. Daryl Aresco will be responsible for personnel and oversight of staffing and managing the Junior Program.

Email System Replacement: Marilyn Ozols has been working with Virtual Town and Schools, the Borough's website provider, to replace the present email system for the Borough. It would provide a secure network for the Borough office including the Board of Warden and Burgesses.

**A Motion was made by Ethel Davis seconded by Frank Keeney to proceed and set up an email replacement system through Virtual Town and Schools and their business partner Kannon Communications.
PASSED UNANIMOUSLY.**

First Budget draft will be ready the third week in April and the Health coverage has been posted for all Employees to see.

STAFFING: A discussion took place concerning the replacement of Kay Tucker's position and the qualifications and the role this position would take on in the present and future.

**A Motion was made by Frank Keeney seconded by Valerie Bulkeley to authorize the General Manager to hire a person to fill the role in the job description presented to the Board.
FOR: Christensen, Gengras, Bulkeley, Keeney.
AGAINST: Davis
MOTION PASSES.**

TREASURERS REPORT: Bob Gay reported that there has been an increase in debt service and it is due to the two equipment loans and that this is the highest amount that he would be comfortable with for the Borough. The Warden requested that Larry DeBlasiis and Bob Gay put together a Capital Budget for the next Burgess Meeting for the Burgesses to consider.

LIVING SEASHORE: Bill Webster reported that after Storm Stella the Borough sustained damage both to the Sequassen area and the Hepburn Family Preserve. The priority now is the Dune on the Hepburn Family Preserve that if destroyed would be critical to the Borough. A Survey will be done next week and presented to the Land Trust.

BOARD REPORTS:

P&Z- will review Staniford House request

ZBA: variance granted for generator request from Neely

LPLT: Meeting April 8th to continue discussing Standard Practices. Discuss Spring Newsletter and formation of a Planting Committee to include volunteers from the Community. Will discuss Hepburn Family Preserve Issues.

HDC: March 4th Meeting- included Davis air conditioner placement and Staniford terrace and screen porch.

Ethel Davis reviewed the Borough Property Policy that is being developed and polled Burgesses on their opinion of allowable dates, type of events, properties and fees. A draft document will be presented for the next Burgess meeting.

Park Commission: Frank Keeney presented the options on two Borough properties where trees are to be replaced per LPLT request. One is in the area of the West End and the other is near the second tee/Porto Potty area. LPLT also requested that Vines be planted on the Porto Potty to disguise it. Placement of trees and the vines were approved by the Burgesses and all trees were donated.

WARDEN'S REPORT: The Warden reported that the Road Committee met and discussed the damage from Storm Stella and that no flooding was reported where the road was raised last year near the Sbriglio's. In addition, they recognized that the entranceway could not be completed in the near future due to funding issues but temporary lighting should be investigated as it is clearly a safety issue. Also paving and repairing the potholes should be done due to safety issues for walkers and bicyclists. The Warden asked that temporary lighting of this area be placed on the Agenda for the next meeting for discussion.

The Warden will be meeting with the General Manager on April 14th with the Junior Program Representatives.

The Warden met with the First Selectman and reported that they had a positive and productive meeting. He offered his support and use of equipment and personnel for a street sweeper and a payloador. They discussed issues with the silt in South Cove and no financial funding is available.

The Warden asked the Burgesses to begin thinking of replacements for Commissions and the appointments of the Park Commission. Discussion will be at the next meeting.

OTHER BUSINESS: Valerie Bulkeley wanted to remind the Board of the Staff goodbye to Kay Tucker on April 28 at 3 PM. She will be inviting all the Borough staff and Fenwick Residents.

NEXT MEETING: Friday, April 28, 2017 at 5PM.

Being no further business, a Motion was made by Ethel Davis seconded by Valerie Bulkeley to close the meeting at 6:45 PM.

Respectfully Submitted,

Julie G. LeBlanc, Clerk