

## **MINUTES OF THE SPECIAL MEETING OF THE BOARD OF WARDEN AND BURGESSES FOR THURSDAY, OCTOBER 25, 2018 at 4 NIBANG AVENUE, FENWICK, CT.**

**Present:** Warden Newt Brainard, Arthur Wright, Frank Keeney, Jonathan Gengras, Ann Pulver, Pam Christensen, General Manager Jeff Champion, ZEO Marilyn Ozols

**Not Present:** David Savin, Robert Gay

**Members of the Public:** Brooke Girty, Chuck Chadwick.

The Warden opened the Meeting at 5:05 PM.

### **Approval of the Minutes**

**A Motion was made by Frank Keeney seconded by Pam Christensen to approve the September 27, 2018 Minutes as presented.  
PASSED UNANIMOUSLY.**

### **Open Forum for Fenwick Residents**

Clerk Julie LeBlanc received an email to be read from Residents John Gagne and Liz Plonka:

To the Warden and Burgesses:

“Since Liz and I live in the first house here we are greatly concerned with the disruption to our lives. Depending on where this gate is located we’ll be the ones hearing and watching cars and trucks stopping throughout the day-gate opens, vehicle drives on, gate closes. Over and over. Maybe multiple vehicles idling and waiting. Not a great day at the beach.

What happens when it malfunctions? Are people driving over lawns to go around it? Did a landscaper forget his fob? How will it affect my property value? Will it further antagonize our neighbors? Does traffic back up on Maple Avenue if the gate is near the entrance to Old Fenwick/Wilson? What about liability?

The questions are endless. We certainly recognize the handful of bad apples that disrespect this entrance to the Borough by driving their golf carts day and night. But does a gate solve this problem or are there unintended consequences that far outweigh this solution?

Thank you.

Jack Gagne and Liz Plonka

### **General Manager’s Report**

General Manager Jeff Champion provided his Report to the Burgesses prior to the Meeting. He highlighted the following items from his Report:

**-Park Monitor Cart** is almost complete. Just waiting to apply Fenwick lighthouse decals.

**-EZ Links:** All negotiations are complete and the Company has addressed all of our concerns. One representative from the company will handle our Account. The date to go live would be in January after training and set up has been completed. The Point of Sale System will allow the Borough to contact Season Ticket Holders and Residents of delays on the Course due to weather, tee times made on the internet, build a data-base for marketing purposes, lessen interruptions for the staff with answering phones etc. It would also provide exposure to potential new golfers who will see available tee times to play at the Borough.

**A Motion was made by Frank Keeney seconded by Pam Christensen to authorize General Manager Jeff Champion to engage in a three year contract with EZ Links and the Fenwick Golf Course.  
PASSED UNANIMOUSLY.**

**Labor Schedule:** We will cover in Executive Session.

**Liberty Bank:** Jeff Champion is now the signer on the remaining accounts at Liberty Bank. The Fenwick Golf Association is there as well as an old Capital Reserve Account which should be closed.

**Financials:** The Warden has been in contact with the Playclass Volunteers and has asked them to provide a Balanced Budget by January. Legal expenses have been higher than expected and golf revenues continue to be behind due to weather. Jeff is managing the budget by holding off on equipment purchases and cautions any consideration of major projects for now.

**Treasurer's Report:** Jeff Champion provided the Financial Condition of the Borough.

### **Board, Commission and Committee Report:**

**Park Commission:** Frank Keeney discussed the Master Plan of the Golf Course and how it included a three year plan to clean up the diseased trees on the Course. Brooke Girty and her Committee came up with a Master Tree Plan for both the Golf Course and Borough Land. Brooke discussed the Plan in detail and the goal to purchase trees in the most cost effective way as well as the plan for the shipping, unloading and planting of the trees. Balleck's Greenhouse has been chosen as the Vendor and a plan to plant twenty one trees this fall was presented. The trees are 6-8 feet tall and will be paid for through LPLT and conditionally FIF. The shortfall of \$2000 will be through donations from the community. The Planting will be done this Fall and is guaranteed by the

Greenhouse. In addition, thirteen diseased trees will be taken down this Fall due to safety hazards. Additionally, funds need to be available to maintain the newly planted trees for the first three years.

**A Motion was made by Frank Keeney seconded by Jonathan Gengras to allocate an additional \$12,500 to take down trees identified with orange tape.  
PASSED UNANIMOUSLY.**

**A Motion was made by Frank Keeney seconded by Pam Christensen to request a Grant from FIF to support the purchase and planting as per the Master Tree Plan for new trees. ( 21 Trees)  
FOR: Christensen, Keeney, Pulver, Wright  
AGAINST: Gengras  
MOTION PASSES.**

It was discussed that the adjacent Homeowner should be notified that trees that are to be cut down and replanted.

Frank Keeney mentioned that Tom Peterson of T & M Golf Carts is recovering from a Stroke.

The Pier is closed for the Season.

The Letter to Season Ticket Holders with the 7% increase for next season has been sent out. It should generate an additional \$10,000 in revenue. Golf revenues in September were down \$6000 for the month and October looks to be down \$25,000.

Weather continues to be an issue.

Letters to the Residents for Recreational Fees will go out in December with a 5% increase which provides an additional \$4000-\$5000.

Letters to Renters for Recreational Fees will be available as well in December with an additional 5% increase.

Discussion took place concerning merchandise available with the Fenwick Lighthouse in the Starter shack for purchase. He introduced the idea of working with Essex Golf whereby they would sell the golf products with the Fenwick golf logo in their shop as well as in the Starter Shack. The Borough would receive a fee on all merchandise sold. The Burgesses directed Frank to discuss what type of proposal Essex Golf is considering and report back the Board.

**Concerns Committee:** Pam Christensen reported that she discussed with Peter Duncan's his donation to the Borough for the Park Monitor Cart. He agreed and he either can donate the funds to FIF or direct to the Borough. Mike Zizka is in the process of putting together a Proposal of Fees for work in relation to the CIOC and other items the Committee is interested in researching. The Warden added to the conversation that when he met with Campbell Hudson many items that were discussed as options by Mr. Zizka were already vetted by Campbell and that the two Attorneys should meet and discuss. The Warden requests that an Agenda be put together for a Meeting with Zizka, Hudson, Concerns Committee members and himself to go through each item.

## **Wardens' Report**

The Warden asked that the Board put together a list of Capital Budget items for discussion and potential grants from FIF.

- Borough Entrance
- Rebuilding/Raising of Sequassen
- Fenwick Avenue
- Golf Master Plan
- Playground at the Pier
- 4 Nibang-Exterior Beautification and Handicap Access
- Recycling containers at the Tennis Courts, Golf Course, Pier
- Wilson Avenue Gate
- Redo South side of the Pier-(Protect the Beach)
- Underground Utilities
- Generator at Maintenance Building
- Lighting at the Entrance to the Borough
- Sidewalks on the Waterfront-(Unsightly)
- Breakwater

The Warden directed the General Manager to look into base pricing of the above items ie: cost of a generator, mason for sidewalks etc.

The Master Plan for the Golf Course was reviewed in that the last Board had voted on the concept. Frank Keeney will put together a proposal for the next Budget cycle for potential funding.

The Warden reported that Bob Gay reported that the ZBA court issue with Sciame has been withdrawn.

The Burgesses discussed the issues surrounding Wilson Avenue and the concerns of the Plonka/Gagne letter. Much research needs to be done and before anything is done the Warden will meet with the Residents on the street to discuss concerns and options.

The Executive Session will be moved to the next Burgess Meeting.

NEXT MEETING: Wednesday, November 28th at 4 PM.

**As there being no further business, A Motion was made at 7:20 PM by Jonathan Gengras seconded by Frank Keeney to close the Meeting.  
PASSED UNANIMOUSLY.**

Respectfully Submitted,

Julie G. LeBlanc, Clerk