

**MINUTES OF THE SPECIAL MEETING OF THE WARDEN AND BOARD OF BURGESSES
ON THURSDAY, JUNE 17, 2021
4 NIBANG AVENUE, FENWICK**

A Special Meeting of the Warden and Board of Burgesses was held on Thursday, June 17, 2021. Notice of the meeting was posted in a timely manner on the Fenwick kiosk and on the website.

PRESENT: Warden Newt Brainard, Frank Keeney, Jonathan Gengras, Ann Pulver, Julie LeBlanc, Art Wright, Pam Christensen (5:53 p.m.), Treasurer Bob Gay, and General Manager Jeff Champion (GM)

MEMBERS OF THE PUBLIC: Several members of the public were in attendance.

The Warden called the Meeting to Order at 5:01 p.m.

Approval of the Minutes

A Motion was made by Frank Keeney, seconded by Ann Pulver, to approve the May 29, 2021 Minutes as presented.

PASSED UNANIMOUSLY.

Open Forum for Residents –

The Warden asked Jennifer McCann to present the proposed tennis ball recycling program. She stated she would like to sponsor a pilot program of tennis ball recycling. She would be responsible for the cost this year which is estimated to be \$200.00 plus the cost of shipping the balls to the recycling company in Vermont. There was brief discussion of the program.

David Savin stated he believes the Borough should hire an appraiser to determine the value of the building lot it owns near the maintenance building and South Cove. He added that the Burgesses should consider whether to hold, develop or sell the lot. There was brief discussion of the possible merits of selling it. The Warden said he believes that in general, it is unwise for a municipality to sell an asset, particularly real estate. The Warden did agree that the parcel should be appraised so that the Burgesses could make an informed decision on whether to hold, develop or sell it.

The Warden asked Robin Zubretsky to present her request for use of Borough property earlier than set forth in the agenda. She requested permission to park approximately 20 cars

at 4 Nibang Avenue on Saturday, August 14, 2021. She will be hiring an insured valet service and is submitting a parking plan. The GM will email Marilyn Ozols regarding the matter.

A Motion was made by Frank Keeney, seconded by Jonathan Gengras to grant the request of Robin Zubretsky to use 4 Nibang for parking of approximately 20 cars on Saturday, August 14, 2021.

PASSED UNANIMOUSLY.

There was brief further discussion of the proposed tennis ball recycling program. The Warden stated he would contact Jennifer McCann and ask her to coordinate the program with the GM. Ann Pulver suggested a sign be placed on or near the ball receptacle indicating its purpose and that the tennis pro be made aware of the program.

General Manager's Report

Jeff Champion provided his reports to the Burgesses prior to the Meeting. He discussed the following items:

It is a very busy time in the Borough, with many last minute projects such as changing cleaning companies, opening public restrooms, etc., in addition to the larger projects at the pier and entrance.

Playclass online registration is under way. The new system will be evaluated after this summer and revised and fine-tuned as needed.

The 3 new security cameras have been ordered and will be installed as soon as they arrive.

Tax forms will be mailed to residents next week.

Multi-Factor Authentication (MFA) has been started. There have been a few glitches that the GM is addressing. The Borough insurance company is recommending that the Borough add cyber-liability to its portfolio. The company is requiring the Borough to at least get a quote.

The pier project is under way. Concrete will be poured 6/18/21 and will take 10 days to cure. The yearly budget for pier repairs is \$6,500 which is outside of this project. So far the Borough has spent \$9,063 in engineering costs. There was a change order submitted for \$15,144.84 due to an underestimation of dead material to be jackhammered and removed, plus the cost of concrete to fill that void. The GM suggests expanding the previously

approved \$49,000 for pier repairs to \$80,000 to cover the change order and any related engineering costs. There was brief discussion of the GM's suggestion.

A Motion was made by Julie LeBlanc, seconded by Ann Pulver, to expend up to \$31,000 to complete the pier concrete replacement project.

PASSED UNANIMOUSLY.

The entrance project is progressing smoothly with a target completion date of 6/25/21. There are some forthcoming change orders for removal of extra trees outside of the scope of the contract, rock removal, trenching, and running conduit for lighting. Traffic control costs for the project are expected to be lower than originally estimated.

A Motion was made by Frank Keeney, seconded by Jonathan Gengras, to add \$30,000 to the allotment for the entrance project to increase the scope of the paving to Nibang Avenue.

There was brief discussion of the Motion.

PASSED UNANIMOUSLY.

Funding for Entrance Lights. The Warden stated that funding for entrance lighting would be addressed at a future meeting, if necessary.

Funding for Tick Mitigation. Ticks are a major nuisance in the Borough. The GM recommends an expenditure of up to \$4,000 to contract with Mosquito Joe to treat areas with high levels of infestation in the Borough. After a brief discussion of the risks and benefits of using additional pesticides in the Borough, the Board declined to bring a motion for approval of the funds for tick mitigation.

Treasurer's Report – Treasurer Bob Gay stated that the Borough remains in good financial shape with substantial cash balances. He added that Sen. Chris Murphy would be visiting Old Saybrook tomorrow for discussions regarding shoreline resiliency with particular interest in the Hepburn Dune Project. Gay will be attending the discussions as representative of the Lynde Point Land Trust. He believes, based on information from Andy Fisk, that the allocation next year for shoreline resiliency projects will be substantial and suggests that the Borough be “first in line” for any available grants.

Board, Commission and Committee Reports

-Park Commission: Frank Keeney reported that the Commission has researched local tennis rates and suggests a rate increase for public use of the tennis courts. The Commission recommends the rate of \$90.00 per hour.

A Motion was made by Jonathan Gengras, seconded by Ann Pulver, to set the rate for public use of the tennis courts at \$90.00 per hour.
PASSED UNANIMOUSLY.

-Historic District Commission: Pam Christensen reported that Valerie Bulkeley's and Mike Reynolds's terms are expiring.

A Motion was made by Pam Christensen, seconded by Frank Keeney, to reappoint Valerie Bulkeley to a 5-year term as a regular member and reappoint Mike Reynolds to a 3-year term as an alternate member of the Historic District Commission.
PASSED UNANIMOUSLY.

-Harbor Management Commission: Jonathan Gengras stated Charles Renshaw has agreed to serve another 5-year term on the Commission.

A Motion was made by Jonathan Gengras, seconded by Pam Christensen, to reappoint Charles Renshaw to a 5-year term on the Harbor Management Commission.
PASSED UNANIMOUSLY.

-Zoning Board of Appeals (ZBA): Ann Pulver stated a variance for air conditioning units was granted for the Frelinghuysen house.

-Planning and Zoning Commission (PZC): The Warden stated he was waiting for a reply from a potential new member of the Commission.

-Fenwick Improvement Fund (FIF): Art Wright reported that J.D. Rehm's term is expiring. The FIF hopes to have a representative from the "next generation" (i.e. age 21-39) on board soon. There is a cocktail party at the Wade house on July 4th for those who have contributed to the FIF over the past two years. Wright added that the FIF is very interested in upcoming capital projects of the Borough so that FIF can plan for its potential support. Frank Keeney said an estimate for continuing tee work should be forthcoming. The Warden added that he is considering some ideas for projects the FIF could potentially support.

-Concerns Committee: Pam Christensen reported the Committee would be meeting in early July.

-Lynde Point Land Trust (LPLT): Pam Christensen reported the LPLT annual meeting is scheduled for June 26th.

Warden Report:

The Warden reported that illegal parking of contractors' vehicles is an ongoing and increasing problem. He has received several complaints from residents reporting that contractors who aren't working on their property are using their property to park, even blocking their driveways numerous times. The Warden will be discussing the matter with Zoning Enforcement Officer Marilyn Ozols as well as Atty. Mike Zizka. Frank Keeney pointed out an inconsistency in the Hammer Law regarding construction work and landscape work. Currently, landscaping contractors are prohibited from working in the Borough on Fridays from Memorial Day through Columbus Day, while building contractors are permitted to work Fridays and Saturdays from Memorial Day to July 1st and from Labor Day through Columbus Day. The Warden suggested observing how residents comply with the new Hammer Law and readdressing the matter if and when necessary. The Warden reported that a resident recently allowed a contractor of hers to park in her driveway and fish on the Fenwick waterfront. The Warden reminds residents that unaccompanied guests who are not bona fide house guests may not use Borough facilities such as the beach, tennis courts, golf course, or waterfront.

Other Business: None.

Next Meeting: Thursday, July 22, 2021 at 4:00 p.m. at 4 Nibang Avenue.

-Burgess Comments: Frank Keeney proposed appointing a Burgess to work with the respective Board, Commission and Committee chairs regarding upcoming term expirations. The appointed Burgess would present potential new candidates three months prior to the end of each fiscal year. Several burgesses voiced their support of the proposal. Keeney suggested that Duby McDowell would be a good candidate for this new appointment. The Warden stated the proposal would be on the agenda for the next Burgess meeting. He noted that Board, Commission and Committee members must be electors, with the exception of members of the Park Commission and Lynde Point Land Trust.

**There being no further business, a Motion was made by Frank Keeney, seconded by Jonathan Gengras, to adjourn the meeting at 6:58 p.m.
PASSED UNANIMOUSLY.**

Respectfully submitted,

Suzanne M. Stanners