

MINUTES OF THE SPECIAL MEETING OF THE WARDEN AND BOARD OF
BURGESSES Wednesday, February 17, 2022 – 4PM
Via Zoom

A Special Meeting of the Warden and Board of Burgesses was held on Thursday, February 17, 2022. Notice of the meeting was posted in a timely manner on the Fenwick kiosk and on the website.

PRESENT: Warden Newt Brainard, Frank Keeney, Duby McDowell, Art Wright, Pam Christensen, Jonathan Gengras, General Manager Jeff Champion (GM), and Zoning Enforcement Officer/Land Use Administrator Marilyn Ozols (ZEO).

ABSENT: Bob Gay, Treasurer, Ann Pulver.

MEMBERS OF THE PUBLIC: none present

1. Call to Order

The Warden called the meeting to order at 4:06 p.m.

2. Approval of Burgess Meeting Minutes from January 12, 2022

A Motion was made by F. Keeney, seconded by A. Wright, to approve the November 30, 2021 minutes. PASSED UNANIMOUSLY.

4. Open Forum for Fenwick Residents to Speak

None

5. General Manager's Report

Maintenance Equipment: In line with the Capital Equipment Plan, various vehicles are being repaired or replaced. A Capital Equipment Plan was developed in 2017-2018 to project equipment needs and expenses. Jeff and Daryl are working on a new Capital Equipment Plan for 2022. Creating this plan, allows for the anticipation of equipment needs and the ability to spread out purchases over time.

Quote on Road Paving: JJ Dibble submitted a quote of \$27,000 for work on Pettipaug Ave for 175 ft of paving (from Fenwick Ave to the crest of the incline) and a gravel road beyond that point. Frank Keeney asked if a quote for Pattaquasset Ave should be added to the quote. JJ Dibble will be asked for an additional quote for this work. Proposed timeline for work would be Fall 2022.

Golf Course Irrigation System: The check was received from the insurance company. Work is complete except for one wire that will be completed by early Spring.

Pier Update: Charles Brown, GNCB owner, has been contacted. He expects to have documentation ready by March 1. It is anticipated that the work will be done in April. Sealing the concrete for the entire pier will be included in the scope of work.

Golf Course: January 2022 was a slow month for daily ticket sales. On the other hand, ticket holder renewals have been robust: 104-A tickets, 110-B ticket, 8 pull cart passes and 20 seasonal cart passes. No new spaces were made available from the waiting list.

Cyber Liability Coverage: With the completion of Multi-Factor Authentication, the process of applying for Cyber Liability coverage has begun. We are awaiting a quote.

Coyote Trapping: Two coyotes have been removed from the West side marsh. The season ended January 31, 2022.

Surveyor: Daryl needs to have a Borough wide map showing underground utilities. Call-Before-You-Dig will not do this work because the utilities are not public utilities but are privately installed lines, installed by the Borough. Surveyor quotes ranging between \$2330 and \$4060 have been obtained. Details are still being discussed. An overlay on Google maps including GPS coordinates will be produced.

Widen Sidewalk at Pier Entrance: A quote is forthcoming to repair and flare out the current sidewalk to avoid annual muddy ruts.

Rotating Starter Shack: see #8 Starter Shack

6. General Manager's Financial Report: Jeff Champion provided a budget presentation to show financials based on current operating expenses and committed capital expenses. Overall, the Borough is in good financial shape.

7. Hold Harmless for garage/home entry for trash pickup: After a discussion of the Hold Harmless agreement drafted by Attorney Mike Zizka, Burgesses were asked to submit agreement modification suggestions to Newt. Newt will then work with Zizka to incorporate the changes.

8. Starter Shack: Jeff Champion and Frank Keeney presented a proposal for modifications to the starter shack to reorient toward the first tee. After a brief discussion, **Frank Keeney moved to allocate funds not to exceed \$5500 to cover starter shack modification expenses. Seconded by Jonathan Gengras. VOTE UNANIMOUS**

9. Road Paving: see GM report

10. Entrance Landscaping: Newt Brainard and Rick Worcester reported that they have obtained three quotes for completing the entrance landscaping. They are hoping to select a landscaper soon. Considerations are: price, scope review and installation by May 20, 2022. Frank Keeney raised a concern about maintenance costs. Rick Worcester stated that maintenance was a consideration in choosing the plants.

Prior to a vote on this project, **Frank Keeney made a motion to amend the agenda to include a discussion and vote on entrance landscaping. Seconded by Pam Christensen. VOTE UNANIMOUS**

Pam Christensen made a motion to allocate funds not to exceed \$60,000 to fund the entrance-landscaping project. Seconded by Duby McDowell. VOTE UNANIMOUS

11. Board, Commission, and Committee Reports

Park Commission: F. Keeney

To date, Sixty five percent of the 2022 resident recreation fees have been collected.

FIF: A. Wright

No meeting.

Planning & Zoning: A Wright

Revised regulations to comply with new the State of CT State statutes will be scheduled for public hearing, along with an Affordable Housing Plan, also required by state statutes.

ZBA: A. Pulver

No meeting.

HDC: P. Christensen

The HDC met on January 31, 2022. Details are available in the HDC minutes.

Concern Committee: P. Christensen

Nothing to report.

LPLT: P. Christensen

No report.

Harbor Management: J. Gengras

Nothing to report.

Commissions Coordinator: D. McDowell

A vacancy exists on Planning and Zoning. Discussions and a plan for replacement are currently underway.

13. Warden's Report: Newt Brainard will meet with Old Saybrook First Selectman, Carl Fortuna to discuss ways in which Resiliency issues can be addressed and Grants can be secured.

14. Other Business:

None

15. Next Meeting

The next meeting is set for Thursday, March 24, 2022 at 4:00 p.m.
It will be a Hybrid meeting.

16. Burgess Comments

Frank Keeney remarked that the new Borough entrance has made a significant improvement in the ease of entering and leaving the Borough. He asked that all involved be thanked for their hard work.

17. Adjournment

There being no further business, meeting was adjourned by N. Brainard at 5:21pm.

Respectively Submitted,

Nancy Marikar, Clerk