

BOROUGH OF FENWICK
BOARD OF WARDEN AND BURGESSES
SPECIAL MEETING
NOVEMBER 13, 2015 – 4:00 P.M.

Present: Fran Adams, Warden; Burgesses Valerie Bulkeley, Pam Christensen, Ethel Davis, Jonathan Gengras, Frank Keeney, Art Wright.

Absent: None.

Also Present: Robert Gay, Treasurer; Marilyn Ozols, ZEO/LUA; Bill Webster; Jessica Gay; Bill Walton; Sue Webster; Larry Ritzhaupt, Chair, Old Saybrook Sea Level Rise and Climate Adaptation Committee.

1. Call to Order.

Warden Adams called the meeting to order at 4:03 p.m. Agenda items were taken out of order to accommodate the guest speaker.

3. Open Forum for Fenwick Residents to speak - 10 minutes. No residents spoke.

4. Approval of the Minutes of the Previous Meeting.

E. Davis moved to approve the September 28, 2015 minutes as submitted. F. Keeney seconded the motion and it was approved unanimously.

PASSED 6-0-0.

In Favor: Bulkeley, Christensen, Davis, Gengras, Keeney, Wright.

Opposed: None.

Abstained: None.

5. General Manager's Report

The General Manager was not present but all Burgesses had received a copy of his report. It was noted that the change to the assessment would be effective for next tax year, not this.

- a. Priority of Capital Plan Budget Items – No discussion at this time.
- b. Crab Creek Bridge Funding – There is an estimated one time expense of about \$25,000 with a recurring maintenance cost of about \$5,000 every few years. The engineers are preparing the COP application with construction anticipated for the spring of 2016. Burgess action on funding can be deferred until the next meeting when more information should be available. An inquiry was made and it appears that Hastings Funds cannot be used for this project.

J. Gay noted that the original work to increase the flow under the bridge created an erosion issue on their property. DEEP had agreed to address this, there is a permit for the work and it used to occur, but nothing has been done in recent years. Warden Adams agreed to look into it.

6. Treasurer's Report.

R. Gay stated that golf revenues are flat from 2014, which was an extremely good year, but with no increase, there is no extra money for capital improvements. He noted, however, that needed projects should not be deferred since the line of credit is available for short term borrowing at the end of the fiscal year if necessary. He also recommended that the Borough make an extra payment on the mortgage. A. Wright summarized the three non-budget items as Crab Creek Bridge, golf course improvements, and the

extra mortgage payment. Burgesses agreed that going forward there should be a set amount added to the capital reserve in each budget and that one extra mortgage payment should be budgeted each year.

After discussion, **A. Wright moved to authorize the Treasurer to make one extra monthly payment of the mortgage before December 31, 2015. J. Gengras seconded the motion and it was approved unanimously.**

PASSED 6-0-0.

In Favor: Bulkeley, Christensen, Davis, Gengras, Keeney, Wright.

Opposed: None.

Abstained: None.

A. Wright asked if the recommendations from the auditor were being addressed and R. Gay indicated that they were. He noted that the only significant changes related to tracking capital expenditures and depreciation costs.

2. Presentation on the Rising Sea Level in the Fenwick Area.

L. Ritzhaupt, Chairman of the Old Saybrook Sea Level Rise and Climate Adaptation Committee (SLRCAC), presented an abbreviated version of the information that was previously presented in Old Saybrook. He noted that the committee will submit its final report in December and will sunset at that time. He also noted that the full presentation is available on the SLRCAC page of the Old Saybrook website (http://www.oldsaybrookct.org/Pages/OldSaybrookCT_CC/slrcac). Burgesses discussed the information and noted that Fenwick should consider appropriate actions and regulations, but addressing resilience should also be a cooperative effort in the region.

7. Evaluation of Golf Rates.

F. Keeney distributed proposed Golf Fee Schedules for both season tickets and daily greens fees. He provided an income and number of players comparison and noted that the higher fees had had a negative impact on the number of players. He indicated that the proposed rates roll back some of the daily fee increases in order to address this.

After discussion, **V. Bulkeley moved to adopt the golf fee schedule as presented to the Burgesses by the Park Commission. E. Davis seconded the motion. After further discussion, V. Bulkeley amended the motion to change July 1 to June 24 and July 2 to June 25 and adopt the golf fee schedule as modified. E. Davis agreed to the amended motion and it was approved unanimously.**

PASSED 6-0-0.

In Favor: Bulkeley, Christensen, Davis, Gengras, Keeney, Wright.

Opposed: None.

Abstained: None.

The Burgesses thanked F. Keeney and the Park Commission for their work.

8. Warden's Report.

The Burgesses noted that they appreciated the monthly report on the website.

- In accordance with the opinion from Attorney Hudson, Senior Burgesses are A. Wright and F. Keeney. When both F. Adams and A. Wright were away earlier in the month, F. Keeney was Acting Warden.
- The Road Committee [D. Berluti (chair), C. Chadwick, R. Gay, J. McCann and W. Webster] will be meeting in the next week and will discuss road deterioration.
- There are currently 12 new electors following the change in the Special Act; more are anticipated.

- LPLT paid Peter Miniutti (UConn Community Research and Design Collaborative) \$4,000 which should have been applied to the Fenwick project. This information has been provided to P Miniutti and he is looking into it.
- FIF has submitted a report to the Borough as required by new IRS rules and it will be available in the office.
- The Pulver house has been relocated. F. Adams extended the time to complete the move in accordance with the authorization given him. The Borough's engineer was onsite during the entire move and submitted a detailed report which indicated no damage to the seawall.

9. Other Reports.

FIF. A Wright reported that

- FIF had discussed the Crab Creek Bridge but there wasn't significant interest as this was seen as maintenance rather than a capital expense.
- \$20,000 is still earmarked to match a Borough appropriation for golf course Master Plan improvements.
- FIF continues to request a copy of the capital projects plan when it is complete.
- FIF is discussing its philosophy and true purpose going forward.

10. Other Business.

Quarterly Check Summary. F. Keeney recommended that the Burgess whose turn it is to sign the summary set a time to do so in the office so that the business manager can respond to any questions. The Burgesses agreed.

Golf Course Improvements. F. Keeney stated that the first project when funds are available will be to eliminate the swale on holes 1 and 9, which will include filling, adding drainage, and burying the electric lines. He will clarify if this is part of the Master Plan or is general maintenance.

Coyotes. The trapping project has ended but can be reinstated if there is a demonstrated need. Specific sightings should be reported to the General Manager.

The next meeting of the Board of Warden and Burgesses will be Saturday, December 12, 2015 at 9:00 a.m.

11. Adjournment.

At 6:04 p.m., F. Keeney moved to adjourn the meeting. V. Bulkeley seconded the motion and it passed unanimously.

Respectfully Submitted,

Marilyn Ozols, Acting Secretary