

**MINUTES OF THE SPECIAL MEETING OF THE WARDEN AND BOARD OF BURGESSES
ON TUESDAY MARCH 2, 2021
VIRTUAL MEETING**

A Special Meeting of the Warden and Board of Burgesses was held using the Zoom meeting format on Tuesday, March 2, 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, Julie LeBlanc, Pam Christensen, Ann Pulver, Art Wright, Jonathan Gengras, Treasurer Bob Gay, General Manager Jeff Champion, Superintendent Daryl Aresco, and Zoning Enforcement Officer/Land Use Administrator Marilyn Ozols.

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

The Warden called the Meeting to Order at 5:05 PM.

Approval of the Minutes

A Motion was made by Frank Keeney, seconded by Pam Christensen, to approve the November 24, 2020 Minutes as presented.

PASSED UNANIMOUSLY.

A Motion was made by Frank Keeney, seconded by Pam Christensen, to approve the December 10, 2020 Minutes as presented.

PASSED UNANIMOUSLY.

Open Forum for Residents

Bar Chadwick inquired if short-term rentals would be allowed for upcoming weddings this summer and fall. The Warden stated that the Burgesses don't have jurisdiction over zoning matters. He added that, as a result of the recent court decision, the issue needs to be addressed by the Planning and Zoning Commission based on legal opinions they will obtain.

J.D. Rehm requested that the process for nominating candidates for Borough offices, e.g. Burgesses, be more transparent. Marilyn Ozols stated that the Borough follows the requirements of the ordinance regulating the nomination petition process. Rehm suggested that in the future, an email be sent out the summer prior to the February nominating deadline notifying Borough residents that nominations will be accepted.

General Manager's Report

General Manager Jeff Champion (GM) provided his report to the Warden and Burgesses prior to the meeting. He discussed the following items.

-4 Nibang Avenue – Phone/Internet Service: The communications system will be installed soon.

-Security Cameras: The quote for three cameras at 4 Nibang Avenue, including one in the rear of the building, is \$3,000. This expenditure is not in the budget and requires approval of the Burgesses.

A Motion was made by Jonathan Gengras, seconded by Ann Pulver, to approve and expenditure up to \$3,000.00 for three security cameras at 4 Nibang Avenue.

There was brief discussion of the motion.

PASSED UNANIMOUSLY.

-Park Monitor Cart Replacement: The cart has been ordered and will arrive before the season begins.

-Park Monitor: Pete Dombrowski will return as Park Monitor. The Warden stated that a definitive plan regarding a constable would be prepared before the next meeting.

-6th Tee Box Project: Project is in the final planning stages and will be completed in-house. By not subcontracting the project, it will be close to budget. Fenwick Improvement Fund (FIF) has been given receipts and has contributed its share of the \$50,000 project.

-Pier: Things are progressing slowly. The Warden is assisting in communications with the engineers to hopefully speed the process so that the project might be completed in the spring. If that is not possible, the pier will be patched again for summer use, if necessary.

-Golf Course Staffing: There are a couple of applicants with mechanical experience. The GM is hoping to find someone with both mechanical and turf experience.

-Labor: The GM, the Warden and Jonathan Gengras will be discussing a long-term capital labor plan.

-2021-2022 Budget: Rough draft of the budget will be ready before the next meeting.

-Burning the Grove: The Borough is working with the Lynde Point Land Trust (LPLT) and the Old Saybrook Fire Department (OSFD) on this project. The GM stated that Burgess approval of the project is required for the application process. The project would

need to be completed by April 15, 2021. The Warden expressed concern regarding Borough liability. The GM stated that the Borough insurance agent is looking into coverage particulars. Superintendent Daryl Aresco stated the DEEP application would be submitted shortly and that approval from the Burgesses would be needed by the last week in March.

Art Wright expressed concern regarding nearby homes. Frank Keeney and the GM both stressed that the OSFD would be supervising and would be extremely – even overly – cautious. Art Wright asked if the LPLT is paying the costs of the project. The Superintendent stated he did not know. The Warden stated the cost and liability (from both insurance and legal standpoints) should be determined before granting approval. Frank Keeney recommended that, if the OSFD is unable to hold their annual golf tournament again this year, the Borough should consider a donation similar to last year's donation. The Superintendent added that OSFD Chief has expressed his gratitude to the Borough for that donation. Frank Keeney suggested the Burgesses approve filing for a permit at a minimum.

A Motion was made by Pam Christensen, seconded by Frank Keeney, to approve the grove burn project based on hearing and approving contingencies regarding cost, liability and consultation with attorneys, and to approve the Warden and General Manager to grant permission for the project once the contingencies have been satisfied to their satisfaction. There was brief discussion of the motion.

PASSED UNANIMOUSLY.

-Dune Restoration Update and Request for Funds: Prior to the meeting, Marilyn Ozols distributed the attached memo regarding the project and the funding request of \$50,000 from Andy Fisk of the Connecticut River Conservancy (CRC) to the Burgesses. Andy Fisk gave a brief history of the project and explanation of the memo. There was discussion among the Burgesses. The Warden asked Ethel Davis for her input. She stated that the marsh restoration project funds raised in 2003 were held by the LPLT (a 501(c)(3) organization) because certain donors (e.g. Ducks Unlimited) were unable to donate to a municipality. The funds were for the initial restoration work on the marsh as well as for subsequent maintenance of the marsh. The area in this current project is marsh area. Therefore, some of the \$100,000 currently held by the LPLT for marsh maintenance should be used on this project to relocate Crab Creek and install the new culvert. Martha Staniford agreed that this would be the best use of "Marsh Madness" funds raised in 2003. Jonathan Gengras also agreed. Bob Gay stated that the LPLT has already put in \$90,000 for the project and expressed concern that a \$50,000 expenditure by the LPLT would severely deplete its funds. The Warden suggested the Borough and the LPLT each give \$25,000 toward the project. Julie LeBlanc stated that this project is important and affects the entire Borough, particularly the golf course. Art Wright suggested assuring Andy Fisk that the Borough will find the funding for the project and then asking the LPLT to contribute.

A Motion was made by Frank Keeney, seconded by Art Wright to give Andy Fisk and the Connecticut River Conservancy permission to finish the originally designed dune restoration project, with a new culvert, with funding to come from the Borough (\$25,000) and the LPLT (\$25,000 from “Marsh Madness” funds). In the event that the LPLT does not contribute \$25,000, the Borough will pay that share for a total of \$50,000.

There was brief discussion of the motion.

PASSED UNANIMOUSLY.

Treasurer’s Report – Bob Gay reported his biggest concern presently is that the Burgesses should dedicate some of the substantial cash balances to capital projects as soon as possible. He believes that \$300,000 would be a sufficient contingency fund. The Warden stated that the two major upcoming capital projects, the pier and the entrance, would require a significant amount (possibly up to \$500,000 total) from the current cash balances. He added that the exact numbers on those upcoming projects should be known by the next meeting and the Burgesses can earmark funds for future capital projects at that time.

Board, Commission and Committee Reports

Use of Borough Property: Marilyn Ozols presented the request of Kelly Andrew to change the date of use of Borough property for a wedding from 6/18/21-6/20/21 to 10/1/21-10/3/21.

A Motion was made by Pam Christensen, seconded by Ann Pulver, to approve Kelly Andrew’s request to change the date of use of Borough property from 6/18/21-6/20/21 to 10/1/21-10/3/21.

PASSED UNANIMOUSLY.

The Warden asked Marilyn Ozols for an update on building projects in the Borough. She stated that the Robertson, Rosenthal and Reynolds projects should be completed by June 30th; the Gengras project is a 2-year project; and the Bulkeley project should begin in the fall. She added that all contractors have been notified of the specifics of the Hammer Law.

Planning and Zoning Commission: Art Wright reported that, due to the recent court decision regarding short-term rentals, there is currently no regulation in place for such rentals.

Fenwick Improvement Fund (FIF): Art Wright reported that the FIF is always looking for capital projects to support.

Concerns Committee: Pam Christensen stated that she and the Warden will be meeting. The Committee would like to appoint a new member but it may require approval of the Burgesses. The Warden stated if it requires such approval it would be addressed at the next meeting.

Historic District Commission (HDC): Pam Christensen reported that the HDC has been very busy lately, addressing eight agenda items at its last meeting.

Zoning Board of Appeals (ZBA): Ann Pulver reported that the ZBA met two weeks ago to consider the relocation of the Robertson HVAC system.

Harbor Management Commission: The Warden asked Marilyn Ozols to research if additional members are needed.

-Park Commission: No report.

Warden Report – Capital projects and dune restoration project were addressed earlier in the meeting.

Next Meeting: Tuesday, March 30, 2021 at 5:00 p.m. Virtual meeting via Zoom.

A Motion was made at 6:57 p.m. by Frank Keeney, seconded by Pam Christensen, to keep the Burgess meeting open and move into Executive Session and invite the General Manager to attend, for the purposes of staffing discussion.

PASSED UNANIMOUSLY.

A Motion was made at 7:24 p.m. by Frank Keeney, seconded by Jonathan Gengras, to move out of Executive Session.

PASSED UNANIMOUSLY.

There being no further business, a Motion was made by Frank Keeney, seconded by Jonathan Gengras, to adjourn the meeting at 7:24 p.m.

PASSED UNANIMOUSLY.

Respectfully submitted,

Suzanne M. Stanners