

**Board of Warden and Burgesses
Minutes of Monthly Meeting ~ March 20, 2017**

CALL TO ORDER

Warden Jeffrey Callahan called the monthly meeting of the Borough of Stonington Board of Warden and Burgesses to order at Borough Hall at 7:30 pm. Present were Burgesses Howard Park, Karen von Ruffer Hills, Robert Scala, Amy Nicholas, and Amanda Barnes and Clerk-Treasurer Lisa Coleman. Burgess Michael Adair was absent.

APPROVAL OF MINUTES

On a motion by Burgess Scala, seconded by Burgess Park, the minutes from the monthly meeting held on February 21, 2017, were unanimously approved.

ADMINISTRATIVE ASSISTANT’S REPORT (PERRY):

- Received February: \$1,726.91
- Received State Road Aid Grant: \$7,761.76

CORRESPONDENCE:

Other:

George Brennan: Fire Marshal’s Report
Martha Mitchell: letter and reports re trees at 25 Main Street

Request:

- None

Meetings:

- None

CLERK-TREASURER’S REPORT (COLEMAN):

Election day is May 1, 2017. 633 Form sent to SOTS. Lottery was held for candidate order on ballot. Candidates are all current incumbents plus burgess candidate Shaun Mastroianni. New absentee ballots are due in Borough Hall on March 1. The deadline to submit completed absentee ballots to the clerk-treasurer is Monday May 1, 2017. The deadline to register to vote with the Town Registrar is Friday April 28, 2017.

REVIEW OF BILLS:

- The 2/22/2017 through 3/16/2017 report was reviewed and is on file in the Borough Office. Bills for the period totaled \$14,182.45.

REVIEW OF INCOME AND EXPENSES:

- The July 01, 2016 through March 16, 2017 Income and Expenses - Budget vs. Actual was reviewed and is on file in the Borough Office. Net income as of March 16, 2017, is \$342,123.80.

WARDEN’S REPORT:

- Dog Park: ZBA appeals to be heard at special meeting on 4 April.
- Researched Robert’s Rules to determine protocol for adopting meeting minutes.
- Attended meeting in Town Hall concerning restoration of old stone breakwater/wharf. Along with Town First Selectman, met in Hartford with Attorney General Jepsen and his

staff to clarify ownership now that Federal Government has formally given up ownership of breakwater. AG's staff has ruled that state owns the breakwater, since it rests on state land.

- Finalized draft FY17-18 budget.
- Attended Climate Change Task Force meeting.
- Met with consulting engineers to discuss draft stormwater management plan. Draft is posted on Borough website.
- Met with Ledge Light Health District director regarding the possibility of the Town and Borough joining the district.

FIRE COMMISSIONER REPORT –

- SBFD February calls: 11
- Received Fire Marshal report for Dec 2016 – Feb 2017

BOROUGH CLOCK – Reset clock for daylight savings time.

COMMISSIONER REPORTS:

STREETS (BURGESS PARK):

- The crew, as always, has their daily garbage details and brush pick up, which this month was fairly light. They did have a branch down on Main Street due to high winds. During those wind events the crew is mindful of the flags and tend to them so that they are not flogged and frayed.
- The granite post from Wadawanuck square was delivered to Buzzi Memorials for repair. This will be done with an adhesive specific to the trade. There is no rush for its return because daily temperatures and moisture will have to be just right to adhere column in situ (warm and dry).
- Pot holes were filled and this time of year it's impossible to keep up with them again proper conditions are needed to do a job that will last. Filled and graded holes leading into Wayland's Wharf and at the end of Wall Street.
- There was some graffiti painted out by the crew at Wayland's Wharf. The police were notified as this is considered vandalism.
- The "non-event" snowstorms are often a bigger problem for the crew than realized. Even a light dusting has to be dealt with and the last snow fall though not heavy was still problematic. It had to be pushed back, road needed treatment and all before freezing.
- I notified the owners at 101 Main Street that they needed a dumpster permit. They will comply.

FIRE & EMERGENCY MANAGEMENT – (CHIEF HOADLEY/WARDEN CALLAHAN)

- There were 11 alarms in February 2017 they were as follows:
 - 2-3-17 8:32am Water emergency 67 Alpha Ave.
 - 2-10-17 10:02am Gas Tanker off road IFO 286 North Main St.
 - 2-10-17 11:37am MVA Rt. 1 @ Elm St.
 - 2-10-17 12:19pm Parasailor down Southeast of Stonington Point
 - 2-13-17 3:33pm Wires down IFO 15 Owen Dr.
 - 2-14-17 3:04pm Box 15 American Velvet Mill
 - 2-15-17 7:36am Fire Alarm Activation Stonington Town Highway Garage
 - 2-15-17 10:44am Electrical Fire 189 Elm St.
 - 2-19-17 7:00pm Assist SAC 161 Water St.
 - 2-24-17 8:27am CO Activation 22 Pearl St.
 - 2-27-17 6:27am Lift Assist with SAC 7 Bayview Ave.
- I will meet with Michael Adair and another overhead door manufacturer on April 4th to get another quote on the Firehouse Doors.
- A pane of glass fell out of one of the doors.
- Resident Richard Easton asked Jeff Hoadley about false alarms at the Velvet Mill, wondering if

the Velvet Mill should be penalized for repeated false alarms. Jeff Hoadley said that they are taxpayers, too, and SBFD has never penalized residents for false alarms.

PARKS, TREES, AND RIGHTS OF WAY (BURGESS BARNES):

- Reported that a letter from Mrs. Mitchell was received and will come up later in the agenda.

PUBLIC BUILDINGS (BURGESS ADAIR):

- None

SIDEWALKS (BURGESS SCALA):

- None

POLICE, PUBLIC AFFAIRS, AND COMMUNICATIONS (BURGESS NICHOLAS):

- **Police Incident Report**

During the month of February 2017 there were 49 incidents in the police report for the Borough including 12 Parking/Motor Vehicle Complaints with 5 Red Tagged Vehicles and one vehicle towed, 8 Motor Vehicle Infractions/Stops, 5 Business Checks, 4 Medical Assists, 4 Accidents including 2 hit and runs and one with an injury, 4 Burglar Alarms, 3 Animal Control Incidents and 2 Fire related calls. There was one incident each of 911/Welfare Check, Traffic Enforcement, Vehicle Search, Scam against the Elderly, Larceny, Suspicious Activity, and Juvenile Incident.

There was an arrest related to the accident with injury.

- **Website/Communications:** No report

SANITATION/UTILITIES REPORT – (BURGESS VON RUFFER HILLS)

- Reported various lightbulb outages, loose wires and one redundant pole to Eversource this month.

PUBLIC COMMENT:

- Craig Rowley commented that there was no agenda posted on the East Side display.

OLD BUSINESS:

- **Proposed FY17-18 budget discussion, adjustments, and approval**

A motion by Burgess Barnes, seconded by Burgess Scala, to approve the draft budget and take it to the annual meeting to be held on April 22, 2017 passed unanimously.

- **Consider revisions to Borough Tree Policy**

A motion by Burgess Scala, seconded by Burgess Park to approve proposed revisions to the Borough Tree Policy passed unanimously.

NEW BUSINESS:

- **Consider requests to use Borough property:** None

- **Consider ordinance setting Borough fiscal year**

A motion by Burgess Nicholas, seconded by Burgess Park to approve a proposed new ordinance SBO-26 setting the Borough fiscal year, passed unanimously.

- **Discuss maple trees at 25 Main St.**

Resident Martha Mitchell presented a letter including a report from an arborist concerning two maple trees in front of her house.

Warden Callahan asked for another licensed arborist report. Burgess Barnes will contact Bartlett to do a written assessment.

- **Discuss adopting rules for conduct of Board meetings, per Charter Chapter 2, Section 3.** Warden Callahan suggested that the Board consider adopting rules, such as Robert's Rules of Order.

OTHER BUSINESS:

- Burgess Scala is still searching for a refinisher for the meeting table.

ADJOURNMENT:

- On a motion by Burgess Scala, seconded by Burgess von Ruffer Hills, adjournment of the meeting at 8:15 pm, was unanimously approved.

Respectfully submitted,

Lisa M. Coleman, Clerk-Treasurer
March 27, 2017