

Board of Warden and Burgesses
Minutes of Special Board Meeting ~ April 7, 2014

CALL TO ORDER:

- The Special Board Meeting of the Borough of Stonington Warden and Burgesses was called to order in the Borough Hall at 7:30 PM by Warden Jeffrey Callahan. Present were Burgesses Michael Blair, Burgess Michael Adair, Sibby Lynch, Amy Nicholas, Howard Park, Robert Scala, and Clerk-Treasurer Lisa Coleman.

APPROVAL OF MINUTES:

- On a motion by Burgess Scala, seconded by Burgess Nicholas, acceptance of the minutes from the Board Meeting held on March 17, 2014 was unanimously approved.

ADMINISTRATIVE ASSISTANT'S REPORT (PERRY):

- Received tax collections for March: \$1,728.06
- Received AT&T property tax: \$938.12. Burgess Blair asked if we tax the cell phone antennas on the water tower. Warden Callahan will look into this.
- Received donation for Williams Fund: \$100.00

CLERK-TREASURER'S REPORT (COLEMAN):

- Reviewed past years' minutes taken by Brian Krafjack.

REVIEW OF BILLS:

- The 03/17/2014 through 04/04/2014 report was reviewed and is on file in the Borough Office. Bills for the period totaled \$33,536.55.

REVIEW OF PROFIT/LOSS STATEMENT:

- The July 2013 through April 4, 2014 Profit and Loss Budget vs. Actual Report was reviewed and is on file in the Borough Office. Net income as of April 4, 2014 is \$196,795.37.

CORRESPONDENCE:

- Informational:
None
- Requests:
 1. Stonington ALS Walk: permission letter for 7/26 event (awaiting paperwork)
 2. United Church: request to post signs for 4/4 event (given to Burgess Lynch)
 3. St. Mary Church: application to use Wadawanuck Sq. for Palm Sunday (awaiting insurance certificate)
 4. Lady of Fatima Society: permission letter for processions (awaiting paperwork)
- Invitations/ Meetings:
None
- Other:

PUBLIC COMMENT:

None

WARDEN'S REPORT – APRIL 7, 2014:

- Worked with Borough Attorney regarding zoning enforcement action against a Borough resident (resolved) and agreement with new fire company.
- Continued working on 2014-15 Borough budget.
- Continued transferring files and drawings to the new storage cabinets in the old Borough Hall kitchen.
- Attended ceremony launching new Stonington Borough Volunteer Fire Company, Inc.
- Worked on Battle Bicentennial Committee for August commemoration.
- Expect to receive a call from VFIS regarding firehouse water damage claim.

SANITATION/UTILITIES REPORT

- Water main projects: Checked with Aquarion. Broad Street start date not fixed, but contractor has been selected and goal is to complete by Memorial Day. Wall Street plan not complete.

BOROUGH CLOCK

No activity

STREETS (BURGESS PARK):

- Catch basins on Front and Broad and North West Street are repaired and with the next bit of good weather we will finish up on the Harmony Street catch basin.
- We have scheduled grading of Wayland's Wharf for April 14 weather depending, then we will do the Point.
- Replaced various signs that had faded.
- Picked up gravel at the corner of Cliff and Grand and have shoveled out gutters in anticipation of using the sweeper. Also cleaned up gravel around the library drive.
- Brush pickup this week.
- Potholes will start in earnest with warming temperatures and dryer weather. Temporary fix to person hole, (man hole), cover. Trucks have been prepared for summer work. Sanders and plows have been removed.
- No news from Aquarion. But see their trucks driving in the Borough and Broad Street has been marked out. No word as to a start date.
- Columbia Ford trade-in quote of approximately \$7,000 has been received.

FIRE AND EMERGENCY MANAGEMENT (BURGESS BLAIR):

- Chief Jeff Hoadley stated that he appreciates the board's support during the long reorganization process. Company has incorporation papers. Asked if the company should have its own 501(c)(3) Warden Jeff Callahan replied yes. One of the most exciting things to happen in years is the wellness equipment. Talked to other fire departments to get advice on which brand to purchase.

Got two quotes for Life Fitness for a cross trainer, recumbent bike, treadmill and pulley weight machine. The total, including shipping and transportation is \$13,706.00. The Borough will transfer \$10,000 to the department. The Pioneer Hook and Ladder has voted to donate \$1,500, the department will pay for the remainder. Equipment will be delivered in 3-4 weeks. There will be training on use of the equipment. Chief Jeff Hoadley will get an invoice to the Borough.

- Burgess Adair commended Chief Hoadley for the April 1 ceremony that launched the new volunteer fire company. Burgess Blair endorsed his comments.
- Fire Department Alarms Report:
There were 13 alarms in March 2014. The report is on file in the Borough office.

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

- A request was received to donate a tree to the Borough in memory of Caroline Joss. The type of tree and location has not been chosen. There will not be a marker.

PUBLIC BUILDINGS (BURGESS ADAIR):

- Budget: As we head into the last few months before a new budget, I do not anticipate substantial new projects. The budget is tight for the remainder of this fiscal year. When the new budget is approved, the following new projects are included and appropriate timetables and contracts will be recommended:
 1. Repairing and restructuring the Roof Drainage system at Borough Hall: Estimates have been received. The gutter system is in need of substantial repair that will be completed prior to next fall. The villain for this particular category is the combination of clogs combined with freezing temperatures. Work must be done to reshape the downspouts and possibly leaf/pine needle protectors over the gutters. Warden Jeff Callahan suggested that the gutter work be done sooner.
 2. Borough Hall Generator: The old generator will be taken out of the garage, and a new generator installed on a concrete pad in back of the building in order to provide limited electricity for both the garage doors and public access to light and charging capacity for computers and iphones in an emergency (not the elevator).
 3. Furnace Replacement: The furnace will last through this fiscal year on glue and ceiling wax. A new furnace has been bid out and is budgeted for installation in the next fiscal year. This should also cut fuel costs.
 4. Firehouse windows in the four overhead doors: This project is currently being studied to determine appropriate actions and costs thereof.
- Current Projects that are being completed in the works and will be completed this fiscal year:
 1. Borough Hall Garage Heating: The heating in the Borough Hall Garage units will be wired properly and put in working order.
 2. Firehouse Water Damage and Rebuilding planning: Based on the new personnel restructuring, construction work needs to be done on the interior of the firehouse. The specific plans/drawings and costs are being prepared for costing and review. The fixing of the water damage in and below the kitchen is also underway.

SIDEWALKS (BURGESS SCALA): No activity to report.

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

- During the month of March 2014, there were 40 incidents in the police report for the Borough. This included 9 door checks, 7 Medical/Citizen Assists, 7 Fire/Burglar Alarms and 6 calls for investigation of Suspicious/Nuisance Activities. There was an abandoned vehicle, a parking complaint, an accident (no injuries) and a stop of a vehicle. The police were called on two occasions for keys in vehicles. The police responded to one animal control problem.
- **Website/Communications**
No report.

OLD BUSINESS:

- **PARKING ON WATER STREET**
Burgess Park has paced out 2 ft and up to 6 ft of yellow line in front of 45 Water Street. Before the next meeting, Burgesses Park and Blair will come up with a drawing of the current parking spaces and a drawing of the new spaces and yellow lines. If a new space is found, a discussion on the options of signage will be held at the next board meeting.
- **FINAL ADJUSTMENTS TO FY 14-15 BUDGET**
On a motion by Burgess Blair, seconded by Burgess Park, to put forward the budget, as presented this evening, at the annual meeting was unanimously approved.
- **FIRE DEPARTMENT ORDINANCE/FIRE COMPANY AGREEMENT**
Awaiting input from Borough attorney on the agreement between the Borough of Stonington and the new fire company.
- **OLD JETTY**
Burgesses Blair and Park have been participating in the joint committee of the Stonington Harbor Management Commission. Plan is to restore the jetty to its original design with modern techniques hidden within the construction. Described the different way to rebuild the jetty. A \$30,000 planning grant has been identified through State Senator Andrew Maynard. Cost of construction could be between \$750,000 to \$1,000,000. Funding through Connecticut state grants, Long Island Sound Fund and other entities will be pursued. The work is best done in late August through September. Burgess Blair will report back to the board at the end of May 2014.

NEW BUSINESS:

- **DISPOSITION OF BOROUGH HALL GENERATOR AND ATS**
On a motion by Warden Jeffrey Callahan, seconded by Burgess Adair, removal of Borough Hall Generator and ATS by public bid was unanimously approved.
- **CANNON SQUARE FLAGPOLE**
Burgess Park to pursue repair of the Cannon Square flagpole.

- **ST. MARY’S CHURCH REQUEST TO USE WADAWANUCK SQUARE ON APRIL 13**
On a motion by Warden Jeffrey Callahan, seconded by Burgess Nicholas, the request by St. Mary’s Church to use the west side of Wadawanuck Square on April 13 for 15-30 minutes prior to Palm Sunday Mass, subject to receiving a certificate of insurance with the Borough as additional insured, was unanimously approved.
- **FIREHOUSE REPAIRS**
Check from the VFIS insurance company is in hands of the local agent. Once it is determined the reimbursement is fair, a bid package will go out.
- **ALLOCATION FOR BATTLE BICENTENNIAL EXPENSES**
A motion by Warden Jeffrey Callahan, seconded by Burgess Blair, to disburse \$2,500 (half of the \$5,000 in the proposed FY-15 budget) to Stonington Historical Society for Battle Bicentennial expenses was unanimously approved.

OTHER BUSINESS

None

ADJOURNMENT

- On a motion by Burgess Scala, seconded by Burgess Nicholas, adjournment of the meeting at 8:22 PM was unanimously approved.

Respectfully submitted,

Lisa M. Coleman
Clerk-Treasurer
April 14, 2014