

**Board of Warden and Burgesses
Regular Meeting December 21, 2020
7:00 PM**

www.borough.stonington.ct.us

REMOTE PARTICIPATION ONLY

To Join Zoom Meeting on Computer:

<https://us02web.zoom.us/j/85128672832?>

Meeting ID: 851 28672832

Passcode: 671229

Dial by your location: +1 646 558 8656 US (New York/CT)

MEETING AGENDA

1. Call to Order
2. Approval of Minutes: regular meeting of 10/19/20 (V)
3. Report of Administrative Assistant
4. Correspondence
5. Report of Clerk-Treasurer
6. Review of Bills/YTD Financial Report
7. Warden's Report
8. Commissioner Reports---(verbal summaries)
 - a. Streets and Sidewalks (Callahan)
 - b. Fire & Emergency Management (Rogers/Hoadley)
 - c. Parks, Trees & Rights of Way (Barnes)
 - d. Public Buildings (Mastroianni)
 - e. Public Information (O'Malley)
 - f. Police & Sanitation (Nicholas)
9. Public Comment
10. Unfinished Business
 - a. Status of COVID-19 in region and State; reopening plans
 - b. Discussion/presentation on Tree Assessment Report
 - c. Update on possible ordinance on fire pits
 - d. Lower Water Street traffic
 - e. Update on admin assistant search
 - f. Consider revisions to SBO-12, "Salaries and Stipends of Elected Officials" (V)
11. New Business
 - a. Consider requests to use Borough property (C) (V): PHGS reserved parking on Main Street during Lenten fish fry in 2021
 - b. Consider W&B regular meeting schedule for 2021 (A) (V)
 - c. Discuss delineating parking places along Water Street
 - d. Discuss Town Climate Change Task Force report (C)
12. Other Business and Discussion
13. Adjournment (V)

(A) = Attachment (C)= correspondence (V) = vote required

**Borough of Stonington
Board of Warden and Burgesses
Regular Monthly Meeting – November 16, 2020**

MINUTES

1. CALL TO ORDER

Warden Jeffrey Callahan called the regular meeting of the Borough of Stonington Board of Warden and Burgesses to order, by way of Zoom conferencing video, at 7:03 p.m. Participating were Burgesses Amy Nicholas, Kevin Rogers, Amanda Barnes, Bergin O'Malley, and Shaun Mastroianni. Warden Callahan took minutes.

2. APPROVAL OF THE MINUTES

On a motion by Warden Callahan and seconded by Burgess Nicholas, the minutes of the regular meeting held on October 19, 2020 were approved as submitted.

3. REPORT OF THE ADMINISTRATIVE ASSISTANT

Property taxes received from Town: \$7,488.
Processed quarterly payroll taxes.

4. CORRESPONDENCE

Borough property use requests: None

Meetings: None

Other:

Kevin Bowdler- Request for curb cut at 39 Gold Street

R. Revell Horsey- CV and email of interest for position on Planning & Zoning Commission

Outgoing: None

5. REPORT OF CLERK-TREASURER: None

6. REVIEW OF BILLS/YTD FINANCIAL REPORT

Bills for period October 19 through November 10 totaled \$14,909.

Revenue to date totals \$1,420,846 compared to budgeted annual income of \$1,356,269.

Expenses to date total \$672,493.

7. WARDEN'S REPORT

November 16, 2020 (11.11.2020)

1. Participated in Zoom COVID-19 updates with SCCOG and local health districts

2. Attended Town Hall department head monthly meeting

3. Drafted admin assistant position description
4. Tracked Governor's executive orders (80 and counting) and local Covid statistics; New London County hospitalizations have significantly increased (33), and total deaths have risen to 155 from 129 last month. Stonington Town deaths have been revised downward to 1.
5. Continued working on FEMA concerns about one resident's flood map revision request.

BOROUGH CLOCK – Adjusted clock and light controls for return to standard time.

8. COMMISSIONER REPORTS

a. Streets & Sidewalks

1. Elm Street drainage project underway
2. Paving completed on Elm and Summit
3. Continued fall leaf clean up
4. Monthly brush pickup
5. Issued 2 dumpster permits

b. Fire & Emergency Management

There were seven alarms in October 2020, they were as follows:

- 1) 10-2-20 5:27pm Car Fire IFO 1 Northwest St. (steam from radiator hose leak)
- 2) 10-5-20 3:35am Wires Sparking & Arcing IFO 3 Gold St. (called EVERSOURCE)
- 3) 10-12-20 3:48pm Outside Fire 39 Shawondassee Dr. (brush fire, no permit)
- 4) 10-16-20 12:39pm Structure Fire 49 Trumbull Ave. (burnt food)
- 5) 10-17-20 2:34am Fire Alarm Activation 70 Water St. (defective detector)
- 6) 10-18-20 8:54am Boat overturned behind Stonington lighthouse 7 Water St. (happened at Latimer light, much confusion)
- 7) 10-29-20 1:06pm Fire Alarm Activation 9 Oak St. Lord's Pt. (shower steam)

Chief Hoadley also discussed the Fire Department's weapons policy, which prohibits department members and visitors (with a few very limited exceptions) bringing firearms or other weapons onto fire house property or in department vehicles. The Chief suggested that the Borough adopt a similar policy or ordinance.

c. Parks, Trees & Rights of Way

Commissioner Barnes noted that the Tree Risk Assessment Report had been received from Brad Painter.

d. Public Buildings – Nothing to report

e. Public Information

Commissioner O'Malley stated that she is working with Warden Callahan on posting the admin assistant position description.

f. Police & Sanitation

Commissioner Nicholas presented the monthly incident report generated by SPD:

During the month of October 2020 there were 41 incidents in the police report for the Borough including 7 Burglar Alarms 5 of which were false, 6 Accidents including 3 Hit and Runs, 5 Medical Assists, 4 911 Misdials/Hang ups, 4 Parking/Motor Vehicle Complaints, 3 Welfare Checks, 2 Fire related calls, 2 Check Building/Business Checks, 2 Assist Other Agency, and 2 Assist Citizen. There was one incident each of Suspicious Activity, Keys in Vehicle, Found Item and Animal Control. There was one arrest related to one of the hit and run accidents.

There was nothing to report regarding sanitation.

9. PUBLIC COMMENT

Pam Mola asked about the possibility of creating a list of Borough resident emails to expedite distributing information. Warden Callahan stated that such a list would be very useful, but it's not a simple task. Burgess Nicholas mentioned that the SPD has a list for the Town, but they are not able to provide the Borough section to Borough government out of concern that it will be used too much. Pam said she would think about an alternative way to develop a list for the Borough.

10. UNFINISHED BUSINESS

Items a through d: No update

e. Elm Street Barricade. Burgess Mastroianni moved that the Borough accept the proposal from Curran & Heyniger Construction to construct a new barrier using an "historic" fence façade for \$4,000, not including paint. Burgess Barnes seconded. Motion passed 5 to 1, with Callahan voting no. Mastroianni will seek a contribution from the SVIA. Construction will take place next spring.

f. SBO-12 revision. Tabled until early next year when FY-22 budget is under development.

11. NEW BUSINESS

a. Requests to use Borough property: None. Warden Callahan reported that he had been told that SVIA does intend to light the tree on Wad Square, but there will be no choral sing or ceremony.

b. Curb cut at 39 Gold Street. Warden Callahan moved approval, Burgess Rogers seconded. Mr. Bowdler stated that none of his neighbors had expressed concerns. The surface of the driveway will be stone, not asphalt. Approved unanimously.

c. P&Z Commission appointment. Warden Callahan moved to appoint Mr. Revell Horsey to a three-year term as an alternate member of the Planning & Zoning Commission, with term ending December 31, 2023. Burgess Mastroianni seconded. Passed unanimously.

d. Stonington Borough Tree Risk Assessment Report. Received on Thursday from consultant Brad Painter. Given its length and detail, discussion will be deferred until December in order to give the Board a chance to read it. A quick review finds only one public tree (on Wad Square) rated as high risk.

e. Admin Assistant position. Warden Callahan opened the discussion by noting that the Borough's long-serving admin assistant, Barbara Perry, had decided to retire as of the end of November. Her dedication to and knowledge of the Borough and its residents will be difficult to replace. Barbara has offered to come in occasionally to assist in the transition to a new assistant. Callahan said there are three issues to be resolved in order to proceed: the revised position description; the benefit package; and the search process. On the first two points, the Board agreed to use the position description that the warden had drawn up and to offer the same benefit package that had been given to the recent street department hire. After some discussion, the Board decided to use the search application "Indeed" to post and manage the search. Burgess O'Malley will post the search and assist in the management process. Burgesses Mastroianni, Rogers, and Barnes along with Warden Callahan will serve as search committee and will conduct interviews.

12. OTHER BUSINESS AND DISCUSSION-- None

13. ADJOURNMENT

On a motion by Burgess O'Malley, seconded by Burgess Nicholas, adjournment of the meeting at 8:03 p.m. was unanimously approved.

Respectfully Submitted,
Jeffrey Callahan
November 19, 2020

**CORRESPONDENCE
FOR DECEMBER 2020 MEETING**

Property Use Request: PHGS reserved parking during Lenten fish fries in 2021

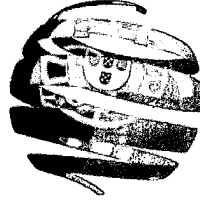
Meetings: None

Other: (1) PKF O'Connor, Davies- Delivery of annual financial report for year ending June 30, 2020.

(2) Town Climate Change Task Force – Proposed Climate Emergency Declaration

Outgoing: None

**Portuguese Holy Ghost Society
26 Main Street, Stonington, Connecticut 06378**



Jeffery Callahan, Warden
Borough of Stonington
26 Church Street
PO Box 328
Stonington
Connecticut 06378

November 16th 2020

Dear Mr. Callahan,

We are writing to you and the Board of Burgesses to explore the possibility of the PHGS having temporary exclusive use of a section of Main Street on Fridays in late winter early spring for our 2021 Lent Fish and Chips fundraiser. We would like this designated space to cater for curbside pickup of Fish and Chip take out orders from 11.00 am to 7.30pm each Friday from February 12th to April 2nd 2021

Having a designated area for quick pick up with space for three or four cars would facilitate take out service (and also reduce congestion just north of Canon Square). Also many of our customers are elderly and so this would help them.

If considered for such space on the street, we would suggest from a designated point north end of our property in front of our courtyard past the front door (where there is a Handicap parking space) to the south end of our property. This would allow a two or three cars at a

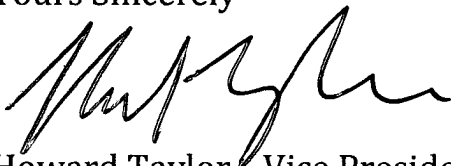
time to wait close to the kitchen entrance for speedy transfer of take out boxes.

With the current and expected limitations of interior seating, social distancing and not least the ease of our guests and members we have found and anticipate an increase in the percentage of take out orders. The time of year will also prohibit dining outside!

As you know the Fish and Chip sessions are vital fundraisers for the Society. The funds acquired are crucial to keep up maintenance and improvements to our building, our charitable donations, scholarships as well as Portuguese and local cultural heritage.

If this proposal would be considered we would be very grateful. We appreciate any help and suggestions.

Yours Sincerely

A handwritten signature in black ink, appearing to read 'Howard Taylor', written in a cursive style.

Howard Taylor, Vice President PHGS

On behalf of the President, Board and Members of the PHGS.

APPLICATION FOR USE OF STONINGTON BOROUGH PROPERTY INCLUDING STREETS

(REVISED APRIL 2018)

Borough property to be used: 3-4 parking spaces in front of 26, Main Street (PHGS)

Description of the event to be held: For curbside pickup of take out orders during Fish and Chip sessions (Friday only) late winter & early Spring.*

Date of the event: Fridays only: Feb 12th - April 2nd 2021.

Time of the event: From: 11.00AM To: 7.30 PM.

Contact Person: HOWARD TAYLOR
Name

(860) 535-3855 / mobile: 860 884 9924.
Phone Number(s)

90 26 MAIN ST. STONINGTON CT 06378
Mailing Address

phgsstonington@gmail.com.
E-mail Address

In consideration for the use of Stonington Borough property listed above (agency/organization) PHGS Inc. agrees that it will indemnify and hold harmless the Borough and its respective officers, agents, and employees from any loss, costs, damages, expenses, judgments and liability whatsoever kind or nature howsoever the same maybe caused resulting directly or indirectly by any act or omission of the agency/organization, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable resulting in bodily injury including sickness and death, personal injury or damage o property directly or indirectly, including the loss of use resulting there from as permitted by law unless and to the extent caused by the Borough's willful acts. Certificate of Insurance must be attached. Failure to comply with any conditions stated below may be grounds for rescinding permission.

[Signature]
Signature of Responsible Party

December 7th 2020.
Date

HOWARD TAYLOR VICE PRESIDENT PHGS.
Printed Name of Responsible Party

Additional Conditions & Requirements: _____

Approved by the Borough of Stonington:

Name

Date

* letter of explanation & insurance binder attached.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/02/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Swanson Insurance LLC 210 Boston Post Road Waterford CT 06385		CONTACT NAME: Cheryl Byrum PHONE (A/C, No, Ext): (860) 443-1500 FAX (A/C, No): (860) 443-1900 E-MAIL ADDRESS: cheryl@swansonins.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Quaker Special Risk	NAIC #
INSURED		INSURER B: Security National Insurance Co	19879
Portuguese Holy Ghost Society, Inc 26 Main St Stonington CT 06378		INSURER C: RISCO Insurance Brokerage Inc	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES

CERTIFICATE NUMBER: CL2012214438

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			L2050026510	01/03/2020	01/03/2021	EACH OCCURRENCE	\$ 1,000,000	
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000	
	GEN'L AGGREGATE LIMIT APPLIES PER:						MED EXP (Any one person)	\$ 5,000	
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PERSONAL & ADV INJURY	\$ 1,000,000	
	OTHER:						GENERAL AGGREGATE	\$ 2,000,000	
							PRODUCTS - COMP/OP AGG	\$ 2,000,000	
								\$	
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$	
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$	
	<input type="checkbox"/> OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident)	\$	
	<input type="checkbox"/> HIRED AUTOS ONLY	<input type="checkbox"/> NON-OWNED AUTOS ONLY					PROPERTY DAMAGE (Per accident)	\$	
								\$	
	UMBRELLA LIAB						EACH OCCURRENCE	\$	
	<input type="checkbox"/> OCCUR						AGGREGATE	\$	
	EXCESS LIAB							\$	
	<input type="checkbox"/> CLAIMS-MADE							\$	
	DED							\$	
	RETENTION \$							\$	
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			SWC1303089	09/23/2020	09/23/2021	<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER		
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input type="checkbox"/> N						E.L. EACH ACCIDENT	\$ 100,000
	If yes, describe under DESCRIPTION OF OPERATIONS below		N/A					E.L. DISEASE - EA EMPLOYEE	\$ 100,000
							E.L. DISEASE - POLICY LIMIT	\$ 500,000	
C	Liquor Liability			LQRCTF112359314-003	12/01/2020	12/01/2021	\$500,000		

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Evidence of Insurance

CERTIFICATE HOLDER**CANCELLATION**

Stonington Borough

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Cheryl Byrum

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November 30, 2020

Mr. Jeffery Callahan
Warden
Borough of Stonington
26 Church Street
Stonington, CT 06378

Dear Mr. Callahan:

We are pleased to confirm delivery of the Annual Financial Report. We have forwarded one (1) copy of the reports to the Office of Policy & Management (OPM). We have also uploaded the report to the OPM Electronic Audit Report System (EARS) so that the various State agencies can access them.

We have also enclosed a copy of the OPM Audit Questionnaire for your files.

As the Borough was not required to complete a State Single Audit, you are required to file the exemption form with OPM. The form is included in this package and can be accessed on the OPM website at https://portal.ct.gov/-/media/OPM/IGP/municipal/forms/Filing_Exemption_Form_0-26-19.pdf

Enclosed is the final Auditors' Communication with Those Charged with Governance to be distributed to each member of the Board.

As you are aware, the municipal clerk is required to publish a legal notice in a newspaper having a substantial circulation in your area that your audit is on file in your office for public inspection within one week after receiving this audit - Connecticut General Statutes 7-394.

If there are any questions, please do not hesitate to contact me.

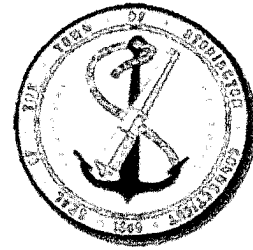
Sincerely,

Joseph Centofanti, CPA, CFE, FCPA, CFF, CGFM
Partner

enclosures

Climate Change Task Force

Town of Stonington
152 Elm Street
Stonington, Connecticut 06378



December 4, 2020

Board of Selectmen
Town of Stonington
152 Elm Street
Stonington, Connecticut 06378

cc:
Jeffrey Callahan, Warden – Borough of Stonington
Dr. Van W. Riley, Ph.D. – Stonington Superintendent of Schools

RE: Climate Emergency Declaration

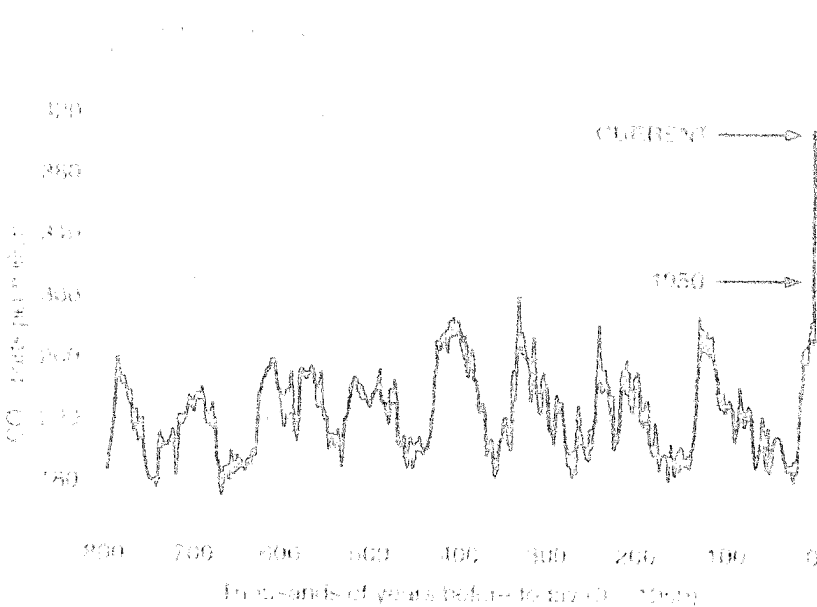
Dear Selectmen Chesebrough, Strunk and Downie:

Attached is suggested text for a Climate Emergency Declaration for the Town of Stonington. The initial impetus for this declaration originated with two students of Stonington High School (Helen Gross and Sarah Berger) who are concerned with the future of our town and planet.

The time for action on the climate crisis is long overdue. Many towns, cities, states and the federal government are very good at planning, but are weak on implementation.

Every month, the data of five major climate indicators continues to get worse:

FIGURE 16: DIRECT MEASUREMENTS



- World-wide carbon dioxide (CO₂) emissions have reached 415 ppm – the highest ever recorded (NOAA – October 2020 data)

Borough of Stonington
Bills for Review
November 11 through December 16, 2020

Name	Class	Amount
Nov 11 - Dec 16, 20		
All State Fire Equip...	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:317 Repairs & Maintenance	285.00
Aquarion Water Co...	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:314 Water & Sewer	48.74
Aquarion Water Co...	BOROUGH HALL/HWY GARAGE:GENERAL EXPENSES:504 Water & Sewer	48.74
Aquarion Water Co...	BOROUGH HALL/HWY GARAGE:GENERAL EXPENSES:504 Water & Sewer	14.52
Aquarion Water Co...	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:314 Water & Sewer	119.89
Aquarion Water Co...	HYDRANTS:401 Rental of Hydrants & Pipes	119.89
Aquarion Water Co...	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:314 Water & Sewer	0.32
Aquarion Water Co...	HYDRANTS:401 Rental of Hydrants & Pipes	4,125.15
Bank of America Pa...	FIRE DEPARTMENT:GENERAL EXPENSES:307 Fire Marshal Equipment	235.23
Bank of America Pa...	FIRE DEPARTMENT:GENERAL EXPENSES:307 Fire Marshal Equipment	65.24
Bank of America Pa...	GENERAL GOVERNMENT:OFFICE:129 Miscellaneous	395.78
Bank of America Pa...	GENERAL GOVERNMENT:OFFICE:129 Miscellaneous	29.00
Bank of America Pa...	STREET DEPARTMENT:GENERAL:605 Supplies	315.07
Benjamin Cook	FIRE DEPARTMENT:PERSONNEL EXPENSES:346 Pay-Per-Call Incentive Prog	13.88
Blunt White	FIRE DEPARTMENT:PERSONNEL EXPENSES:346 Pay-Per-Call Incentive Prog	153.24
Brian Meadows	FIRE DEPARTMENT:PERSONNEL EXPENSES:346 Pay-Per-Call Incentive Prog	276.52
Bulldog Fire Appara...	fire dept major	10,349.42
Bulldog Fire Appara...	FIRE DEPARTMENT:GENERAL EXPENSES:304 Maintenance of Trucks/Equip	595.00
Cab East LLC	GENERAL GOVERNMENT:TAX COLLECTOR:145 Tax Refunds	23.05
Cash True Value H...	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:315 Supplies	57.45
Cash True Value H...	STREET DEPARTMENT:GENERAL:605 Supplies	20.99
Cash True Value H...	STREET DEPARTMENT:GENERAL:605 Supplies	12.98
CMG Environmenta...	STREET DEPARTMENT:GENERAL:612 Stormwater Management	380.00
Comcast	FIRE DEPARTMENT:GENERAL EXPENSES:306 Telecommunications	257.05
Communications Pl...	FIRE DEPARTMENT:PERSONNEL EXPENSES:341 Fire Companies & Department	1,194.00
ConnRi Paper & Su...	STREET DEPARTMENT:GENERAL:605 Supplies	94.13
ConnRi Paper & Su...	BOROUGH HALL/HWY GARAGE:GENERAL EXPENSES:505 Supplies	97.56
ConnRi Paper & Su...	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:315 Supplies	49.57
East River Energy	BOROUGH HALL/HWY GARAGE:GENERAL EXPENSES:502 Heating Oil	141.54
East River Energy	BOROUGH HALL/HWY GARAGE:GENERAL EXPENSES:502 Heating Oil	146.88
Everett A Ponte	FIRE DEPARTMENT:SALARIES:365 Company Officers	446.56
Eversource	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:311 Electricity	865.95
Eversource	PARKS, TREES & RIGHTS OF WAY:GENERAL EXPENSES:804 Park Utilities	45.35
Eversource	BOROUGH HALL/HWY GARAGE:GENERAL EXPENSES:501 Electricity	161.87
Fail Safe Testing	FIRE DEPARTMENT:GENERAL EXPENSES:304 Maintenance of Trucks/Equip	2,430.40
Frontier Communic...	FIRE DEPARTMENT:GENERAL EXPENSES:306 Telecommunications	193.89
Guardian	GENERAL GOVERNMENT:ADMINISTRATIVE:108 Health Insurance	290.96
Harold Mitchell	FIRE DEPARTMENT:PERSONNEL EXPENSES:346 Pay-Per-Call Incentive Prog	45.93
Henry R Palmer	FIRE DEPARTMENT:PERSONNEL EXPENSES:346 Pay-Per-Call Incentive Prog	694.16
Integrity LLC	FIRE DEPARTMENT:SALARIES:566 Janitorial - Firehouse	495.00
Integrity LLC	FIRE DEPARTMENT:SALARIES:566 Janitorial - Firehouse	440.00
Jeffrey Callahan	GENERAL GOVERNMENT:OFFICE:123 Postage	21.50
Jeffrey Callahan	GENERAL GOVERNMENT:OFFICE:124 Supplies	21.39
John R. Delmhorst	FIRE DEPARTMENT:PERSONNEL EXPENSES:346 Pay-Per-Call Incentive Prog	983.03
Julia M. Stoner	FIRE DEPARTMENT:PERSONNEL EXPENSES:346 Pay-Per-Call Incentive Prog	165.28
Marc Ainsworth	FIRE DEPARTMENT:PERSONNEL EXPENSES:346 Pay-Per-Call Incentive Prog	0.00
Marc Ainsworth	FIRE DEPARTMENT:PERSONNEL EXPENSES:346 Pay-Per-Call Incentive Prog	310.69
Mastro Electric Sup...	FIRE DEPARTMENT:GENERAL EXPENSES:304 Maintenance of Trucks/Equip	117.00
Michael J Ruffin	FIRE DEPARTMENT:PERSONNEL EXPENSES:346 Pay-Per-Call Incentive Prog	296.47
Milone & Macbroom...	BOARDS & COMMISSIONS:PLANNING & ZONING COMMISSION:206 Prof Svcs-Planning/Engin...	523.75
New England Mech...	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:317 Repairs & Maintenance	190.00
New England Mech...	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:317 Repairs & Maintenance	301.29
New England Mech...	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:317 Repairs & Maintenance	190.00
New England Mech...	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:317 Repairs & Maintenance	5,242.00
O'Connor Davies, L...	GENERAL GOVERNMENT:ADMINISTRATIVE:101 Audit & Accountant	7,500.00
O'Connor Davies, L...	GENERAL GOVERNMENT:ADMINISTRATIVE:101 Audit & Accountant	3,300.00
Patrick J. Cassidy	FIRE DEPARTMENT:PERSONNEL EXPENSES:346 Pay-Per-Call Incentive Prog	402.36
Quill Corporation	GENERAL GOVERNMENT:OFFICE:124 Supplies	27.99
Quill Corporation	GENERAL GOVERNMENT:OFFICE:124 Supplies	34.88
Rachael A. Jones	FIRE DEPARTMENT:PERSONNEL EXPENSES:346 Pay-Per-Call Incentive Prog	13.88
Richard R. Hanratty	FIRE DEPARTMENT:PERSONNEL EXPENSES:346 Pay-Per-Call Incentive Prog	978.22
Ricoh USA Inc	FIRE DEPARTMENT:GENERAL EXPENSES:307 Fire Marshal Equipment	61.99
Robert E Hersh	FIRE DEPARTMENT:PERSONNEL EXPENSES:346 Pay-Per-Call Incentive Prog	359.15
Shell Credit Card C...	STREET DEPARTMENT:GENERAL:601 Gas & Oil	88.41
Shell Credit Card C...	FIRE DEPARTMENT:GENERAL EXPENSES:301 Fuel	161.61
Shell Credit Card C...	STREET DEPARTMENT:GENERAL:601 Gas & Oil	161.61
Shipman's Fire Equi...	FIRE DEPARTMENT:GENERAL EXPENSES:305 Tools & Equipment	195.06

12/16/20

**Borough of Stonington
Bills for Review
November 11 through December 16, 2020**

<u>Name</u>	<u>Class</u>	<u>Amount</u>
Steven W. Telsey	FIRE DEPARTMENT:PERSONNEL EXPENSES:346 Pay-Per-Call Incentive Prog	523.23
Thames Valley Co...	GENERAL GOVERNMENT:OFFICE:125 Telecommunications	403.02
Thomson West	BOARDS & COMMISSIONS:SHARED PZC & ZBA:259 Miscellaneous/Office	231.00
Town of Stonington	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:317 Repairs & Maintenance	68.69
Tractor Supply Co.	STREET DEPARTMENT:GENERAL:605 Supplies	19.99
Ty A. Alberti	FIRE DEPARTMENT:PERSONNEL EXPENSES:346 Pay-Per-Call Incentive Prog	394.51
Uncas Gas	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:312 Propane	367.54
Uncas Gas	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:312 Propane	458.00
Uncas Gas	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:312 Propane	825.41
United Healthcare	GENERAL GOVERNMENT:ADMINISTRATIVE:108 Health Insurance	5,230.95
Verizon Wireless	FIRE DEPARTMENT:GENERAL EXPENSES:306 Telecommunications	126.79
VW Credit Leasing ...	GENERAL GOVERNMENT:TAX COLLECTOR:145 Tax Refunds	7.44
Westerly Auto Parts...	STREET DEPARTMENT:GENERAL:602 Equipment R&M/Upgrading	34.49
William K. Schmeelk	FIRE DEPARTMENT:PERSONNEL EXPENSES:346 Pay-Per-Call Incentive Prog	191.11
Nov 11 - Dec 16, 20		<u>56,305.63</u>

Borough of Stonington
Income & Expenses Budget vs. Actual
July 1 through December 16, 2020

	Jul 1 - Dec 16, 20	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
GRANTS & REIMBURSEMENTS			
1 Town of Stonington	267,828.00	267,828.00	0.00
2 State of Connecticut			
Grants	7,588.98	5,000.00	2,588.98
LoCIP	0.00	1,000.00	-1,000.00
Total 2 State of Connecticut	<u>7,588.98</u>	<u>6,000.00</u>	<u>1,588.98</u>
Total GRANTS & REIMBURSEMENTS	<u>275,416.98</u>	<u>273,828.00</u>	<u>1,588.98</u>
FIRE PROTECTION FEES			
21 Stonington Fire District	67,203.10	66,549.00	654.10
22 Wamphassuc	29,360.00	29,074.00	286.00
23 Lord's Point	27,532.00	27,053.00	479.00
Total FIRE PROTECTION FEES	<u>124,095.10</u>	<u>122,676.00</u>	<u>1,419.10</u>
OTHER INCOME			
61 Planning & Zoning Fees, Etc.			
Applications	2,535.00	4,000.00	-1,465.00
Total 61 Planning & Zoning Fees, Etc.	<u>2,535.00</u>	<u>4,000.00</u>	<u>-1,465.00</u>
62 Interest on Investments	258.62	500.00	-241.38
65 Telephone Property Tax	0.00	500.00	-500.00
69 Miscellaneous			
Dumpster Permit Fees	5,100.00	0.00	5,100.00
69 Miscellaneous - Other	972.00	2,000.00	-1,028.00
Total 69 Miscellaneous	<u>6,072.00</u>	<u>2,000.00</u>	<u>4,072.00</u>
Total OTHER INCOME	<u>8,865.62</u>	<u>7,000.00</u>	<u>1,865.62</u>
PROPERTY TAXES			
81-Real Estate	878,862.71	857,738.00	21,124.71
81-Vehicles	23,109.89	0.00	23,109.89
81-Other	17,452.51	0.00	17,452.51
81 Collections-Refunds	-6.63	0.00	-6.63
Total PROPERTY TAXES	<u>919,418.48</u>	<u>857,738.00</u>	<u>61,680.48</u>
RESERVE TRANSFER			
91 Acc Rev Fund Bal Des Budget	95,027.00	95,027.00	0.00
Total RESERVE TRANSFER	<u>95,027.00</u>	<u>95,027.00</u>	<u>0.00</u>
Total Income	<u>1,422,823.18</u>	<u>1,356,269.00</u>	<u>66,554.18</u>
Gross Profit	1,422,823.18	1,356,269.00	66,554.18
Expense			
GENERAL FUND OPERATING EXPENSE			
GENERAL GOVERNMENT			
Administrative			
101 Audit	19,556.36	22,000.00	-2,443.64
103 Election	0.00	4,000.00	-4,000.00
104 Insurance			
Surety Bonds	0.00	500.00	-500.00
CIRMA LAP	17,870.00	20,500.00	-2,630.00
Worker's Comp (CIRMA)	21,187.00	23,000.00	-1,813.00
Total 104 Insurance	<u>39,057.00</u>	<u>44,000.00</u>	<u>-4,943.00</u>

Borough of Stonington
Income & Expenses Budget vs. Actual
 July 1 through December 16, 2020

	Jul 1 - Dec 16, 20	Budget	\$ Over Budget
105 Professional Services	1,500.00	15,000.00	-13,500.00
106 Special Mailings	0.00	1,000.00	-1,000.00
107 Community Affairs	0.00	600.00	-600.00
108 Health Insurance	23,023.57	60,000.00	-36,976.43
109 Health Insurance Deductible	4,153.39	8,000.00	-3,846.61
110 Travel Reimbursement	42.89	1,000.00	-957.11
Total Administrative	87,333.21	155,600.00	-68,266.79
Office			
121 Legal Notices	461.35	500.00	-38.65
122 Equipment R&M/Upgrading	2,153.01	2,000.00	153.01
123 Postage	123.90	1,000.00	-876.10
124 Supplies	82.86	800.00	-717.14
125 Telecommunications	2,160.38	2,500.00	-339.62
126 Bank Fees	112.75	500.00	-387.25
129 Miscellaneous	605.17	500.00	105.17
130 Administrative Assistant	16,447.90	36,413.00	-19,965.10
Total Office	22,147.32	44,213.00	-22,065.68
Tax Collector			
141 Legal Notices	0.00	200.00	-200.00
142 Liens	0.00	100.00	-100.00
143 Postage	0.00	300.00	-300.00
144 Collection Expenses	0.00	6,000.00	-6,000.00
145 Tax Refunds	164.75	2,000.00	-1,835.25
149 Miscellaneous	395.78	0.00	395.78
Total Tax Collector	560.53	8,600.00	-8,039.47
Salaries			
161 Assessor	300.00	1,000.00	-700.00
162 Burgesses	1,250.00	5,400.00	-4,150.00
163 Clerk-Treasurer	1,250.00	3,500.00	-2,250.00
165 Warden	4,166.65	10,000.00	-5,833.35
168 Payroll Taxes	11,544.62	27,702.00	-16,157.38
170 Commissioner Stipends	1,249.90	4,000.00	-2,750.10
Total Salaries	19,761.17	51,602.00	-31,840.83
Contributions			
191 Stonington Free Library	25,000.00	25,000.00	0.00
192 Stonington Ambulance	10,000.00	10,000.00	0.00
193 seCTer	325.15	325.00	0.15
194 SE CT Council of Government	861.00	511.00	350.00
195 CT Conf of Municipalities	0.00	1,000.00	-1,000.00
196 Bicent/July 4th	1,500.00	1,500.00	0.00
197 Stonington COMO	5,000.00	5,000.00	0.00
Total Contributions	42,686.15	43,336.00	-649.85
Total GENERAL GOVERNMENT	172,488.38	303,351.00	-130,862.62
BOARDS & COMMISSIONS			
Planning & Zoning Commission			
201 Legal Notices	0.00	2,000.00	-2,000.00
202 Printing	0.00	1,000.00	-1,000.00
203 Books & Training	0.00	500.00	-500.00
205 Prof Services - Legal	0.00	8,000.00	-8,000.00
206 Prof Svcs- Planner/Engineer	1,180.00	1,000.00	180.00
Total Planning & Zoning Commission	1,180.00	12,500.00	-11,320.00

Borough of Stonington
Income & Expenses Budget vs. Actual
July 1 through December 16, 2020

	Jul 1 - Dec 16, 20	Budget	\$ Over Budget
Shared PZC & ZBA			
221 Postage	0.00	500.00	-500.00
222 State Conservation Fund	638.00	1,500.00	-862.00
257 Zoning Officer Salary	6,406.25	25,000.00	-18,593.75
259 Miscellaneous/Office	461.80	500.00	-38.20
Total Shared PZC & ZBA	7,506.05	27,500.00	-19,993.95
Zoning Board of Appeals			
241 Legal Notices	0.00	500.00	-500.00
242 Books & Training	0.00	100.00	-100.00
243 Prof Services - Legal	0.00	5,000.00	-5,000.00
Total Zoning Board of Appeals	0.00	5,600.00	-5,600.00
Total BOARDS & COMMISSIONS	8,686.05	45,600.00	-36,913.95
FIRE DEPARTMENT			
Operating Expenses			
301 Fuel	415.37	3,000.00	-2,584.63
303 Maintenance of Radios	970.80	2,000.00	-1,029.20
304 Maintenance Trucks & Equip	12,695.06	25,000.00	-12,304.94
305 New Tools & Equipment	2,187.85	30,000.00	-27,812.15
306 Telecommunications	2,858.80	9,000.00	-6,141.20
307 Fire Marshal Expenses	832.02	2,500.00	-1,667.98
309 Miscellaneous	0.00	500.00	-500.00
310 Fire Truck Leases	0.00	30,000.00	-30,000.00
Total Operating Expenses	19,959.90	102,000.00	-82,040.10
Firehouse - 100 Main Street			
311 Electricity	4,821.75	11,000.00	-6,178.25
312 Propane	1,820.89	11,000.00	-9,179.11
314 Water & Sewer	5,158.01	2,000.00	3,158.01
315 Supplies	929.59	2,000.00	-1,070.41
317 Repairs & Maintenance	23,983.78	20,000.00	3,983.78
566 Janitorial - Firehouse	1,815.00	6,000.00	-4,185.00
Total Firehouse - 100 Main Street	38,529.02	52,000.00	-13,470.98
Insurance			
321 Accidental Death	0.00	2,500.00	-2,500.00
324 LAP-Liability/Auto/Prop	29,157.00	30,000.00	-843.00
Total Insurance	29,157.00	32,500.00	-3,343.00
Personnel Expenses			
341 Companies & Department	4,944.00	10,000.00	-5,056.00
342 Medical	3,557.60	10,000.00	-6,442.40
343 Length of Service Program	32,393.00	35,000.00	-2,607.00
344 Training	1,000.00	4,000.00	-3,000.00
345 Uniforms	0.00	3,000.00	-3,000.00
346 Pay-per-Call Incentive Prog	6,248.22	15,000.00	-8,751.78
347 Deferred Compensation	2,525.00	5,000.00	-2,475.00
Total Personnel Expenses	50,667.82	82,000.00	-31,332.18
Salaries			
361 Chief	40,814.88	88,432.00	-47,617.12
362 Deputy Chief	3,901.25	9,363.00	-5,461.75
363 Assistant Chief	1,015.00	6,090.00	-5,075.00
364 Fire Marshal	4,801.92	10,404.00	-5,602.08
365 Company Officers	2,458.75	5,640.00	-3,181.25
Total Salaries	52,991.80	119,929.00	-66,937.20
Total FIRE DEPARTMENT	191,305.54	388,429.00	-197,123.46

Borough of Stonington
Income & Expenses Budget vs. Actual
 July 1 through December 16, 2020

	Jul 1 - Dec 16, 20	Budget	\$ Over Budget
HYDRANTS			
General Expenses			
401 Rental of Hydrants & Pipe	12,864.24	48,000.00	-35,135.76
Total General Expenses	12,864.24	48,000.00	-35,135.76
Total HYDRANTS	12,864.24	48,000.00	-35,135.76
BOROUGH HALL - 26 CHURCH ST			
Borough Hall/Highway Garage			
501 Electricity	813.53	3,000.00	-2,186.47
502 Heating Oil	603.95	4,500.00	-3,896.05
504 Water & Sewer	100.21	400.00	-299.79
505 Supplies	0.00	1,000.00	-1,000.00
509 Repairs & Maintenance	3,107.35	8,000.00	-4,892.65
Total Borough Hall/Highway Garage	4,625.04	16,900.00	-12,274.96
Salaries			
565 Janitorial - Borough Hall	991.61	4,364.00	-3,372.39
Total Salaries	991.61	4,364.00	-3,372.39
Total BOROUGH HALL - 26 CHURCH ST	5,616.65	21,264.00	-15,647.35
STREET DEPARTMENT			
General			
601 Gas & Oil	816.97	3,000.00	-2,183.03
602 Equipment R&M/Upgrading	220.24	5,000.00	-4,779.76
604 Street Repairs	135.30	5,000.00	-4,864.70
605 Supplies	5,222.98	4,000.00	1,222.98
609 Telephone & Miscellaneous	3.33	2,000.00	-1,996.67
610 Snow Removal	0.00	10,000.00	-10,000.00
611 Sidewalk Repairs	2,600.00	7,000.00	-4,400.00
612 Stormwater Management	2,059.60	15,000.00	-12,940.40
Total General	11,058.42	51,000.00	-39,941.58
Wages & Salaries			
656 Labor - Regular	40,348.88	126,875.00	-86,526.12
657 Labor - Overtime	3,041.08	17,000.00	-13,958.92
658 Labor - Temporary	15,458.00	7,500.00	7,958.00
666 Deferred Comp Matching	710.00	6,000.00	-5,290.00
667 Street Commissioner	2,291.70	5,500.00	-3,208.30
Total Wages & Salaries	61,849.66	162,875.00	-101,025.34
Total STREET DEPARTMENT	72,908.08	213,875.00	-140,966.92
PARKS, TREES, & RIGHTS OF WAY			
General Expenses			
801 Grounds Maintenance	3,087.22	3,000.00	87.22
802 Tree Maintenance	5,240.00	20,000.00	-14,760.00
804 Park Utilities	282.30	750.00	-467.70
805 Signs, Surveys & ROW	496.00	1,000.00	-504.00
Total General Expenses	9,105.52	24,750.00	-15,644.48
Total PARKS, TREES, & RIGHTS OF WAY	9,105.52	24,750.00	-15,644.48
SANITATION			
General Expenses			
909 Miscellaneous	1,862.54	3,500.00	-1,637.46
Total General Expenses	1,862.54	3,500.00	-1,637.46
Total SANITATION	1,862.54	3,500.00	-1,637.46

Borough of Stonington
Income & Expenses Budget vs. Actual
July 1 through December 16, 2020

	Jul 1 - Dec 16, 20	Budget	\$ Over Budget
CONTINGENCY EXPENSE			
1301 Contingency	0.00	30,000.00	-30,000.00
Total CONTINGENCY EXPENSE	0.00	30,000.00	-30,000.00
Total GENERAL FUND OPERATING EXPENSE	474,837.00	1,078,769.00	-603,932.00
SPECIAL REVENUE & TRUST FUNDS			
1501 Deposits to Funds	276,500.00	277,500.00	-1,000.00
Total SPECIAL REVENUE & TRUST FUNDS	276,500.00	277,500.00	-1,000.00
Total Expense	751,337.00	1,356,269.00	-604,932.00
Net Ordinary Income	671,486.18	0.00	671,486.18
Net Income	671,486.18	0.00	671,486.18

BOROUGH ACCOUNT BALANCES
As of December 16, 2020

General Fund Balance:	\$986,169.67
Dime Bank Checking	\$1,313,385.11
Due to/from Other Funds (Details Below)	\$327,215.44*
Cannon Fund	\$ 2,328.33
Due from General Fund	\$ 2,328.33
Capital & Nonrecurring Fund Balance:	\$ 84,616.63** †
Due from General Fund	\$ 84,616.63
Fire Dept. Major Expense Balance:	\$96,192.23
Due from General Fund	\$96,192.23
Clock Fund Balance:	\$ 999.36
Due from General Fund	\$ 999.36
Infrastructure Reserve Fund Balance:	\$42,423.55
Due to General Fund	\$42,423.55
LoCip Fund Balance:	\$ 1,423.00
Available from State of Connecticut	\$ 1,423.00
Robinson Burial Ground Fund	\$ 725.35
Due from General Fund	\$ 725.35
Wadawanuck Square Fund	\$ 372.00
Due from General Fund	\$ 372.00
Waldron Fund Balance: (Restricted Funds- \$1,000)	\$132,303.74
Dime Bank Checking Account	\$ 56,689.45
Dime Bank CD #3	\$ 36,868.45
Dime Bank CD #4	\$ 38,745.84
Wayland's Wharf Fund Balance:	\$25,824.86
Due from General Fund	\$ 25,824.86
William Williams Fund Balance: (Restricted Funds-\$10,524)	\$ 73,733.13
Due from General Fund	\$ 73,733.13

***Capital & Nonrecurring Accounts	
Building Fund	35,115.57
Truck Fund	<u>\$49,504.06</u>
	84,616.63

**Due to Other Funds	
Capital & Nonrecurring Fund	\$84,616.63
Fire Dept. Major Expense	\$96,192.23
Clock Fund**	999.36
Infrastructure Reserve	42,423.55
Wayland's Wharf	25,824.86
Wadawanuck Square Fund	\$ 372.00
Robinson Burial Ground	\$ 725.35
Williams Fund	\$ 73,733.13
Cannon Fund	<u>\$ 2,328.33</u>
	\$327,215.44

Due from Other Funds

**BOROUGH OF STONINGTON
BOARD OF WARDEN & BURGESSES
REGULAR MEETING SCHEDULE FOR 2021**

**ALL REGULAR MEETINGS ARE THE THIRD MONDAY OF THE MONTH AT 7 PM.
JANUARY (MLK DAY) AND FEBRUARY (PRESIDENT'S DAY) ARE ON TUESDAY.**

JANUARY 19 (TUESDAY)

FEBRUARY 16 (TUESDAY)

MARCH 15

APRIL 19

MAY 17

JUNE 21

JULY 19

AUGUST 16

SEPTEMBER 20

OCTOBER 18

NOVEMBER 22

DECEMBER 20