

**Board of Warden and Burgesses
Regular Meeting
June 15, 2020
7:00 PM**

www.borough.stonington.ct.us

REMOTE PARTICIPATION ONLY

TO PARTICIPATE BY ZOOM: GO TO

<https://us02web.zoom.us/j/85791092095>

Meeting ID = 857 9109 2095

MEETING AGENDA

1. Call to Order
2. Approval of Minutes: regular meeting of 5/18/2020 (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 (Hoadley/Rogers)
 - c. Parks, Trees & Rights of Way (Barnes)
 - d. Public Buildings (Mastroianni)
 - e. Public Information (O'Malley)
 - f. Police (Nicholas)
 - g. Utilities & Sanitation (von Ruffer Hills)
9. Public Comment
10. Unfinished Business
 - a. Status of COVID-19 in region and State reopening plans (Phase II) (A)
 - b. Discuss issues raised in Jessica Morrissey email of April 22 (toxins, golf carts, RR crossing)
 - c. Discuss possible restrictions or ordinance on fire pits
11. New Business
 - a. Consider requests to use Borough property (C) (V): None
 - b. Discuss plans for reopening Borough Hall and fire house and for conducting meetings
 - c. Discuss July Fourth Parade, Blessing of the Fleet, Holy Ghost Feast plans
 - d. Appoint new sanitation commissioner (V)
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 – May 18, 2020**

MINUTES

1. CALL TO ORDER

Warden Jeff Callahan called the regular meeting of the Borough of Stonington Board of Warden and Burgesses to order, by way of Zoom conferencing video at 7:00 p.m. Present were Burgesses Amy Nicholas, Kevin Rogers, Amanda Barnes, Bergin O'Malley, Karen Von Ruffer-Hills, and Shaun Mastroianni. Also present was Tiffany Cook, serving as Clerk-Treasurer.

2. APPROVAL OF THE MINUTES

On a motion by Burgess Rogers and seconded by Burgess Mastroianni, the minutes of the special meeting held on April 14, 2020, by way of Zoom conferencing, were approved.

3. REPORT OF ADMINISTRATIVE ASSISTANT

Received from State: \$15,187.18 for town aid roads grant; Processed quarterly reports

3. CORRESPONDENCE

Requests: requests from Water St. Café and Noah's Restaurant; Meetings: None; Other: Email from Jessica Morrissey with requested action items; Outgoing: None

5. REPORT OF CLERK-TREASURER

One Borough resident applied for assistance from the Williams Fund last month, which was approved.

6. REVIEW OF BILLS/YTD FINANCIAL REPORT

Bills for the period April 14 through May 14, 2020 totaled \$145,640. The main expense was the annual lease for firetrucks, which totaled \$30,000; The Income & Expense YTD shows net income of \$222,000. Reserve stands at about \$376,000.

7. WARDEN'S REPORT

1. Participated in weekly COVID-19 updates with SCCOG and local health districts
2. Assisted restaurant owners on Water Street with preparations to reopen
3. Arranged for higher speed internet service (Thames Valley) in Borough Hall
4. Posted signs reminding residents to social distance and wear masks
5. Tracked Governor's executive orders (40 and counting)
6. Weekly disinfecting of fire house and Borough Hall continues; both remain closed to public

BOROUGH CLOCK – No new information

8. COMMISSIONER REPORTS

a. STREET & SIDEWALKS COMMISSIONER REPORT

1. Completed Water Street project and extended scope to include segment from Omega to Point
2. Aquarion began Summit/Elm water main replacement project
3. Installed additional trash baskets and dog signs
4. Monthly brush pickup
5. Repaired street signs
6. Issued 3 dumpster permits

b. Fire & Emergency Management

There were 8 Alarms in April 2020, They were as follows:

- 1) 4-5-20 9:15pm Fire Alarm Activation 13 East Grand St. (hot shower steam)
- 2) 4-7-20 4:00pm Fire Alarm Activation 2 Covese Lane (burglar alarm)
- 3) 4-13-20 4:30pm Fire Alarm Activation 84 Water St. (power outage?)
- 4) 4-13-20 6:31pm Remove Hazardous Sign 107 Water St. (high winds)
- 5) 4-13-20 9:15pm MVA IFO 17 Bayview Ave. (no injuries, took hydrant out)
- 6) 4-15-20 4:02am Fire Alarm Activation 84 Water St. (power outage?)
- 7) 4-21-20 8:35am Wires down Boulder & Hampton St. Lord's Pt. (delivery truck)
- 8) 4-28-20 7:33am Medical assist with SAC 32 Water St. Unit #15 (lift assist)

c. Parks, Trees, Rights-of-Way: Zelkova pruned on Wheeler Court.

d. Public Buildings – Landscaping at the Firehouse has been completed.

e. Public Information – Nothing to report.

f. Police

During the month of April 2020 there were 37 incidents in the police report for the Borough including 6 Medical Assists, 5 Check Buildings, 4 Fire Related calls, 3 Burglar Alarms one of which was false, 3 Parking Complaints, 3 Accidents none of which resulted in injury, 2 Assist Citizens, 2 Welfare Checks, and 2 Minor Traffic Services. There was one incident each of Identity Theft, Suspicious Activity, Trespass, Alarm Not Registered, Suspicious Motor Vehicle, Animal Control and 911 Misdialed. There were no arrests recorded.

g. Utilities & Sanitation

The Borough will not be funding the portable sanitation unit at Dubois Beach this summer; Dubois Beach opens Memorial Day weekend, per Governor's guidelines.

9. PUBLIC COMMENT

Resident Chris Errichetti suggested that the distinction between permanent and alternate members on Planning & Zoning Commission be eliminated. Warden Callahan will look into it, noting that state statutes may require alternate members on the commission.

10. UNFINISHED BUSINESS

a) Warden Callahan moved the adoption of the Capital Improvement Program for 2020-25 and Burgess Mastroianni seconded. Mastroianni proposed repairing the sidewalks at Wayland's Wharf in FY 20-21 and moving Denison Avenue paving to FY 21-22. After some discussion that change was agreed, and the Board unanimously approved the revised CIP. Burgess O'Malley moved to adopt the proposed FY20-21 budget the Board passed in April. Burgess Rogers seconded. Budget was adopted with six (6) votes in favor and one (Nicholas) abstaining.

b) State and Region Phase 1 reopening plans were discussed. The most difficult issue to address is the opening of beaches, as distancing enforcement can only be done by Stonington and State Police, whose resources are already stretched thin. Burgess Nicholas noted that CSOs are proving difficult to recruit this year

11. NEW BUSINESS

- a) Requests to use Borough Property: Noah's Restaurant outside dining: Amended motion by Warden Callahan to approve up to seven tables on Water and Church Street sidewalks (with up to three additional tables in Church Street at the discretion of the Borough Street Commissioner), serving daily 8 am -8pm, seven days a week, through the end of July, with State Certification required prior to start. Burgess Nichols seconded and the motion passed unanimously. Water St. Café outside dining: Motion by Warden Callahan to approve up to four tables on Water Street sidewalk for dinner daily, 4 to 9pm, through the end of July. State certification must be posted. Burgess Mastroianni seconded and the motion passed unanimously.
- b) Burgess Barnes moved to accept the proposal from TREEFOIL LLC to conduct a risk assessment of all Borough trees over 50 feet in height (approximately 78 trees) for \$2,900. Second by Callahan. Passed unanimously.
- c) As allowed by the Borough Charter, Warden Callahan moved to make a series of transfers within the FY19-20 budget and also to increase the Infrastructure Fund budget by \$12,000, which is 0.9 percent of the total budget. Burgess Rogers seconded the motion, and it passed unanimously.
- d) In discussing resident Jessica Morrissey's issues per her email to Warden Callahan, it was decided that: Burgess Barnes will look into chemical toxin concerns, and the issue will be discussed at the next meeting; and Warden Callahan and Burgess Nicholas would look into the possible use of golf carts in the Borough. The now-closed Water Street rail crossing has a long history. Warden Callahan noted that it is not in the Borough but rather in the Town. In 1992, the Town agreed with Amtrak that once reconstruction of the viaduct was completed, the Water Street crossing would be permanently closed to vehicles. Reversing that decision would require approval at the federal (FRA) and state (DOT) levels as well as agreement by Amtrak. There are personnel gates at the crossing that can be opened by the fire department.

- e) Warden Callahan moved that the Borough appoint PKF O'Connor Davies as auditors for the fiscal year ending June 30, 2020. Burgess Nicholas seconded. Motion approved unanimously. Callahan will notify State OPM.
- f) Warden Callahan moved to appoint Betsy Carr as a full member of the Borough Planning & Zoning Commission. Burgess Nicholas seconded. Passed unanimously.
- g) Chief Hoadley briefly reviewed his concerns with use of wood-fired fire pits in the Borough, including the tight spacing of buildings, many of which are wood construction. Neither the Town nor Borough has an ordinance dealing with fire pits or more generally with open burning. He offered to draft an ordinance for the Borough, to be considered at a future meeting.

12. OTHER BUSINESS AND DISCUSSION ---

Warden Callahan noted that although the Williams and Waldron Funds have received court approval of their proposed merger, the fund's trustees have not been able to meet to work out procedures for the merger. Therefore, the funds continue to operate as separate entities, and the Waldron Fund trustees need to be reappointed for the coming year. Callahan then moved that trustees Muller, Patrick, and Schefers be reappointed, with terms ending May 31, 2021, or upon merger with the Williams Fund, whichever comes first. Burgess Nicholas seconded. Passed unanimously.

13. ADJOURNMENT

On a motion by Burgess O'Malley, seconded by Burgess Barnes, adjournment of the regular meeting at 8:56 p.m. was unanimously approved.

Respectfully Submitted,
Tiffany Cook, Clerk-Treasurer
May 24, 2020

ADMINISTRATIVE ASSISTANT REPORT
As of June 11, 2020

- Received from Town: \$129.68 in May taxes

Barbara J. Perry
Administrative Assistant

**CORRESPONDENCE FOR
June 2020 MEETING**

Requests: None

Meetings: None

Other: email from PGHS re PHGS Feast

Email from Michele Crowley re cancellation of Blessing of Fleet 5K

Gloria Wyatt: Thank you note for flowers

Karen von Ruffer Hills: email resignation as Burgess

Outgoing: None

Fw: Holy Ghost Feast

From: Jeffrey Callahan (borowarden@att.net)
To: boroughstonington@snet.net
Date: Wednesday, June 10, 2020, 09:39 PM EDT

June Correspondence

Jeffrey Callahan, Warden
Borough of Stonington
Connecticut

----- Forwarded Message -----

From: Frederick Souza <fjs06378@gmail.com>
To: Jeffrey Callahan <borowarden@att.net>
Sent: Wednesday, June 10, 2020, 01:28:49 PM EDT
Subject: Re: Holy Ghost Feast

Hi again,

As a result of your email this morning, I did a little research and called a few societies I was able to find online in California. I tried to get a representative sample based on geography since there are a cluster of Portuguese communities in the San Francisco Bay area (both north and south) and another cluster near San Diego. All of these societies have canceled their feasts for this year which I will now be able to report to our leadership. Two of the groups would have held their feasts last weekend on the traditional Sunday. One group was scheduled for July 26, and another for September 17, so they ran the gamut. One group I ran across is holding off decision making pending the California "shelter in place" guidelines, but they were the only ones of what is admittedly a small online sample who seem to be "still thinking". Interestingly enough, in a few cases, I was not able to get hold of anyone via phone to actually talk to anyone, so their clubs (most don't have bars but many support themselves by doing daily meals) appear to be closed in much the same way our restaurants are.

Thanks for forcing me to look into this a bit more,
Fred

Frederick Souza
19 Owen Drive
Stonington, CT 06378

PH 860-535-2670
FAX 860-535-2670
fjs06378@gmail.com

On Wed, Jun 10, 2020 at 12:50 PM Frederick Souza <fjs06378@gmail.com> wrote:

Hi Jeff,

Not at all. It was felt that it was best to get our deposits back in the event we had to cancel the feast with the understanding that if that changed, the bands would be easy to rebook. Similarly, my agreement with the bands for Saturday night and Sunday are that if the feast does wind up being canceled, those contracts will go forward to the 2021 feast. We never pay a deposit to the Westerly Band prior to receiving our permit from the Borough, so that one hadn't been in place yet, and typically it isn't until after your July meeting which is when we get the permission all tied up and then go to the Town.

I will tell you that almost all of the Holy Ghost feasts in Massachusetts and Rhode Island have been canceled as have the ones on the Azores, but most of them are not as late as Labor Day. The Azorean ones tend to happen in early June (Pentecost Sunday) which is also true of many in the Massachusetts and RI area. But, a lot of the more local smaller feasts, spread themselves throughout the Summer so as to not compete with one another for bands and

attendees. I have almost no contacts in California where there are almost 100 societies, so I don't know what happened there this Spring and now moving into the early Summer.

Obviously, the decision of the Burgesses regarding parades will impact the decision of Holy Ghost board when they meet to determine whether the feast will go forward. Pretty much any expenditure of money after that point is irretrievable, so it is a key date for decisions to be made since not only are bands an expensive part of the equation but so is ordering food, particularly for the mass feeding which is also a consideration that becomes significant.

Thanks,
Fred

Frederick Souza
19 Owen Drive
Stonington, CT 06378

PH 860-535-2670
FAX 860-535-2670
fjs06378@gmail.com

On Wed, Jun 10, 2020 at 11:22 AM Jeffrey Callahan <borowarden@att.net> wrote:

Fred: Since you have cancelled the bands, are you telling me that there won't be a Holy Ghost Feast this year? Do you want to do the procession anyway? Jeff

Jeffrey Callahan, Warden
Borough of Stonington
Connecticut

On Friday, June 5, 2020, 12:08:42 AM EDT, Frederick Souza <fjs06378@gmail.com> wrote:

Their meeting is after the 15th, so if you let me know what the position is, I can have that piece in mind when I talk to them. I have already canceled any pre-booked bands who have been gracious enough to not demand to retain their deposit with the understanding that they would just be the ones for the feast in 2021. However, the street parade band (Westerly Band) didn't yet have a contract in place, so that was a moot point...I don't typically book that one until after I get the permit from the Borough and the Town for the parades.

Thanks,
Fred

Frederick Souza
19 Owen Drive
Stonington, CT 06378

PH 860-535-2670
FAX 860-535-2670
fjs06378@gmail.com

On Thu, Jun 4, 2020 at 9:37 PM Jeffrey Callahan <borowarden@att.net> wrote:

Fred: The Board has not taken any position on parades yet, but will discuss at June 15th meeting. When is PHGS board meeting?

Lynn told me she enjoyed talking and walking with you and Nancy. Lynn cares a great deal about the cemetery.

Jeffrey Callahan, Warden
Borough of Stonington
Connecticut

On Thursday, June 4, 2020, 01:27:22 PM EDT, Frederick Souza <fjs06378@gmail.com> wrote:

Hi Jeff,

The Holy Ghost Board is scheduled to discuss the Feast at their next meeting (they decided to postpone any decision-making pending the Governor's re-opening phase-two plans). I am wondering if at this point the Borough Board has taken any sort of position regarding parades and feasts? I have heard that the Blessing of the Fleet is not planning more than the blessing of the boats and that there are no plans for anything on the dock on Saturday. None of that information is "official" but I do know that area feasts and the NS Fair are all canceled, so I am trying to gather as much data in advance of that June meeting in order to be in a position to provide sound advice and to enable them to make informed decisions.

I appreciate whatever help and advice you can provide.

On another, unrelated note, it was very pleasant to chat with your wife last week. My wife and I had occasion to walk around the cemetery with her and Ann because we are going to be purchasing "prime real estate" and our "tour" was helpful and informative.

Thanks,
Fred

Frederick Souza
19 Owen Drive
Stonington, CT 06378

PH 860-535-2670
FAX 860-535-2670
fjs06378@gmail.com

Cancellation of Blessing of the Fleet 5K for 2020

From: Michele Crowley (maccrowley@aol.com)

To: borowarden@att.net; dchesebrough@stonington-ct.gov

Date: Wednesday, June 10, 2020, 05:47 PM EDT

Dear First Warden Chesebrough and Warden Callahan:

On behalf of the Blessing of the Fleet 5K Committee, we would like to notify both the Town of Stonington and Stonington Borough that we have decided to cancel this year's 5K race on July 23, 2020.

Due to the global pandemic, we think this is the best course of action for the 2020 race.

We will notify the Stonington Police Department and Reverend Dennis Perkins of the cancellation as well.

We look forward to hosting a successful 5K race in Stonington in July 2021 as part of the annual Blessing of the Fleet activities!

We hope you understand our decision.

Thank you and please be in touch with any questions or issues.

Sincerely,

Michele Crowley
Blessing of the Fleet 5K Committee
11 Palmer Street
Stonington, CT 06378
860 326 8505 (my cell)

6/2/20

I just want to say
Thank u. for the Beautiful
Flowers. They did Brighten
The day. Please Thank the
staff.

Gloria Wyatt

Resignation

From: Karen von Ruffer Hills (burgess.karenvonrufferhills@gmail.com)

To: borowarden@att.net

Date: Saturday, June 6, 2020, 05:41 PM EDT

Jeff

As discussed, I am tendering my resignation as Sanitation and Streetlight Commissioner as of our next meeting on June 15.

It has been a real honor to be an elected official of the Borough and to work with you and the Board.

As the foreseeable future, post-pandemic, will have me spending more time in NY - plus the need to reduce the Board in the future - it simply makes the most sense for me to hand in my Borough keys at this time.

Thank you for the opportunity.

My best,
Karen

06/11/20

Borough of Stonington
Bills Paid
May 18 through June 11, 2020

Name	Class	Amount
May 18 - Jun 11, 20		
Eversource	BOROUGH HALL/HWY GARAGE:GENERAL EXPENSES:501 Electricity	45.29
Aquarion Water Co...	BOROUGH HALL/HWY GARAGE:GENERAL EXPENSES:504 Water & Sewer	23.47
Shipman's Fire Equi...	BOROUGH HALL/HWY GARAGE:GENERAL EXPENSES:509 Repairs & Maintenance	110.00
Eversource	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:311 Electricity	848.68
Uncas Gas	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:312 Propane	464.70
Aquarion Water Co...	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:314 Water & Sewer	115.33
ConnRi Paper & Su...	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:315 Supplies	89.81
Ed Bartelli, Inc.	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:317 Repairs & Maintenance	350.00
Taylor Made Electric	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:317 Repairs & Maintenance	160.00
New England Mech...	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:317 Repairs & Maintenance	1,969.00
Town of Stonington	FIRE DEPARTMENT:GENERAL EXPENSES:301 Fuel	90.67
Shipman's Fire Equi...	FIRE DEPARTMENT:GENERAL EXPENSES:305 Tools & Equipment	1,019.61
Comcast	FIRE DEPARTMENT:GENERAL EXPENSES:306 Telecommunications	514.04
Verizon Wireless	FIRE DEPARTMENT:GENERAL EXPENSES:306 Telecommunications	137.20
Frontier Communic...	FIRE DEPARTMENT:GENERAL EXPENSES:306 Telecommunications	407.03
Comcast	FIRE DEPARTMENT:GENERAL EXPENSES:306 Telecommunications	71.39
Frontier Communic...	FIRE DEPARTMENT:GENERAL EXPENSES:306 Telecommunications	198.07
ESO Solutions, Inc.	FIRE DEPARTMENT:GENERAL EXPENSES:307 Fire Marshal Equipment	623.15
Ricoh USA Inc	FIRE DEPARTMENT:GENERAL EXPENSES:307 Fire Marshal Equipment	15.29
Integrity LLC	FIRE DEPARTMENT:SALARIES:566 Janitorial - Firehouse	440.00
Integrity LLC	FIRE DEPARTMENT:SALARIES:566 Janitorial - Firehouse	495.00
United Healthcare	GENERAL GOVERNMENT:ADMINISTRATIVE:108 Health Insurance	6,344.77
Guardian	GENERAL GOVERNMENT:ADMINISTRATIVE:108 Health Insurance	311.25
United Healthcare	GENERAL GOVERNMENT:ADMINISTRATIVE:108 Health Insurance	261.00
Protective Life Insur...	GENERAL GOVERNMENT:ADMINISTRATIVE:108 Health Insurance	515.74
United Healthcare	GENERAL GOVERNMENT:ADMINISTRATIVE:108 Health Insurance	261.00
Janco Business Sy...	GENERAL GOVERNMENT:OFFICE:122 Equipment R&M/Upgrading	159.53
Stonington Postma...	GENERAL GOVERNMENT:OFFICE:123 Postage	190.00
Thames Valley Co...	GENERAL GOVERNMENT:OFFICE:125 Telecommunications	268.22
State of Connecticut	GENERAL GOVERNMENT:SALARIES:168 Payroll Taxes	27.65
Aquarion Water Co...	HYDRANTS:401 Rental of Hydrants & Pipes	4,240.96
Gloria Wyatt	OTHER FUNDS:WILLIAM WILLIAMS FUND	1,500.00
Shaun Mastroianni (...)	PARKS, TREES & RIGHTS OF WAY:GENERAL EXPENSES:801 Grounds Maintenance	78.27
Shaun Mastroianni (...)	PARKS, TREES & RIGHTS OF WAY:GENERAL EXPENSES:801 Grounds Maintenance	36.80
Mutt Mitt	PARKS, TREES & RIGHTS OF WAY:GENERAL EXPENSES:801 Grounds Maintenance	182.93
Bartlett Tree Experts	PARKS, TREES & RIGHTS OF WAY:GENERAL EXPENSES:802 Tree Maintenance	480.00
Aquarion Water Co...	PARKS, TREES & RIGHTS OF WAY:GENERAL EXPENSES:804 Park Utilities	13.95
Town of Stonington	STREET DEPARTMENT:GENERAL:601 Gas & Oil	105.45
Rhode Island Harve...	STREET DEPARTMENT:GENERAL:602 Equipment R&M/Upgrading	219.09
Ashaway Service C...	STREET DEPARTMENT:GENERAL:602 Equipment R&M/Upgrading	503.80
Champion America	STREET DEPARTMENT:GENERAL:605 Supplies	76.72
Champion America	STREET DEPARTMENT:GENERAL:605 Supplies	240.23
Champion America	STREET DEPARTMENT:GENERAL:605 Supplies	60.58
Fleming's Feed & H...	STREET DEPARTMENT:GENERAL:605 Supplies	9.99
May 18 - Jun 11, 20		<u>24,275.66</u>

Borough of Stonington
Income & Expenses Budget vs. Actual
July 1, 2019 through June 11, 2020

	Jul 1, '19 - Jun 11, 20	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
GRANTS & REIMBURSEMENTS			
1 Town of Stonington	206,885.00	206,885.00	0.00
2 State of Connecticut			
State of Connecticut Grants	15,187.18	10,000.00	5,187.18
LoCIP	14,000.00	15,000.00	-1,000.00
2 State of Connecticut - Other	26.28	0.00	26.28
Total 2 State of Connecticut	<u>29,213.46</u>	<u>25,000.00</u>	<u>4,213.46</u>
Total GRANTS & REIMBURSEMENTS	236,098.46	231,885.00	4,213.46
FIRE PROTECTION FEES			
21 Stonington Fire District	65,564.00	65,244.00	320.00
22 Wamphassuc	28,644.00	28,504.00	140.00
23 Lord's Point	26,861.00	26,523.00	338.00
Total FIRE PROTECTION FEES	<u>121,069.00</u>	<u>120,271.00</u>	<u>798.00</u>
OTHER INCOME			
61 Planning & Zoning Fees, Etc.			
Applications	6,410.00	3,000.00	3,410.00
Zoning Regulations	10.00	0.00	10.00
Total 61 Planning & Zoning Fees, Etc.	<u>6,420.00</u>	<u>3,000.00</u>	<u>3,420.00</u>
62 Interest on Investments	506.97	1,500.00	-993.03
64 Sale of Assets	50.00	0.00	50.00
65 Telephone Property Tax	621.54	600.00	21.54
69 Miscellaneous			
Dumpster Permit Fees	800.00	0.00	800.00
69 Miscellaneous - Other	2,485.70	1,000.00	1,485.70
Total 69 Miscellaneous	<u>3,285.70</u>	<u>1,000.00</u>	<u>2,285.70</u>
Total OTHER INCOME	10,884.21	6,100.00	4,784.21
PROPERTY TAXES			
81-Real Estate	898,885.22	893,258.00	5,627.22
81-Vehicles	8,800.73	0.00	8,800.73
81-Other	8,173.10	0.00	8,173.10
Total PROPERTY TAXES	<u>915,859.05</u>	<u>893,258.00</u>	<u>22,601.05</u>
RESERVE TRANSFER			
91 Acc Rev Fund Bal Des Budget	44,323.00	44,323.00	0.00
Total RESERVE TRANSFER	<u>44,323.00</u>	<u>44,323.00</u>	<u>0.00</u>
Total Income	<u>1,328,233.72</u>	<u>1,295,837.00</u>	<u>32,396.72</u>
Gross Profit	1,328,233.72	1,295,837.00	32,396.72
Expense			
GENERAL FUND OPERATING EXPENSE			
GENERAL GOVERNMENT			
Administrative			
101 Audit	17,365.68	21,500.00	-4,134.32
104 Insurance			
Surety Bonds	0.00	750.00	-750.00
CIRMA LAP	17,870.00	20,500.00	-2,630.00
Worker's Comp (CIRMA)	22,347.00	25,000.00	-2,653.00
Total 104 Insurance	<u>40,217.00</u>	<u>46,250.00</u>	<u>-6,033.00</u>

Borough of Stonington
Income & Expenses Budget vs. Actual
July 1, 2019 through June 11, 2020

	Jul 1, '19 - Jun 11, 20	Budget	\$ Over Budget
105 Professional Services	4,195.00	7,000.00	-2,805.00
106 Special Mailings	0.00	1,000.00	-1,000.00
107 Community Affairs	600.00	600.00	0.00
108 Health Insurance	66,270.90	70,000.00	-3,729.10
109 Health Insurance Deductible	5,632.14	6,000.00	-367.86
110 Travel Reimbursement	545.88	1,000.00	-454.12
Total Administrative	134,826.60	153,350.00	-18,523.40
Office			
121 Legal Notices	746.60	500.00	246.60
122 Equipment R&M/Upgrading	878.74	1,500.00	-621.26
123 Postage	1,467.65	800.00	667.65
124 Supplies	686.17	800.00	-113.83
125 Telecommunications	2,107.91	2,500.00	-392.09
126 Bank Fees	154.57	600.00	-445.43
129 Miscellaneous	1,591.84	500.00	1,091.84
130 Administrative Assistant	32,885.38	35,875.00	-2,989.62
Total Office	40,518.86	43,075.00	-2,556.14
Tax Collector			
141 Legal Notices	0.00	500.00	-500.00
142 Liens	30.00	100.00	-70.00
143 Postage	0.00	500.00	-500.00
144 Collection Expenses	4,094.60	5,000.00	-905.40
145 Tax Refunds	225.28	3,000.00	-2,774.72
Total Tax Collector	4,349.88	9,100.00	-4,750.12
Salaries			
161 Assessor	660.00	1,000.00	-340.00
162 Burgesses	3,300.00	5,400.00	-2,100.00
163 Clerk-Treasurer	2,750.00	3,500.00	-750.00
165 Warden	9,166.63	10,000.00	-833.37
168 Payroll Taxes	26,240.28	28,712.00	-2,471.72
170 Commissioner Stipends	3,208.15	4,000.00	-791.85
Total Salaries	45,325.06	52,612.00	-7,286.94
Contributions			
191 Stonington Free Library	25,000.00	25,000.00	0.00
192 Stonington Ambulance	5,000.00	5,000.00	0.00
193 seCTer	325.15	350.00	-24.85
194 SE CT Council of Government	511.00	520.00	-9.00
195 CT Conf of Municipalities	1,500.00	1,000.00	500.00
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	38,836.15	38,370.00	466.15
Total GENERAL GOVERNMENT	263,856.55	296,507.00	-32,650.45
BOARDS & COMMISSIONS			
Planning & Zoning Commission			
201 Legal Notices	1,710.60	1,000.00	710.60
202 Printing	714.78	500.00	214.78
203 Books & Training	0.00	500.00	-500.00
205 Prof Svcs - Legal	3,250.00	4,000.00	-750.00
206 Prof Svcs- Planner/Engineer	288.75	1,000.00	-711.25
Total Planning & Zoning Commission	5,964.13	7,000.00	-1,035.87

Borough of Stonington
Income & Expenses Budget vs. Actual
July 1, 2019 through June 11, 2020

	Jul 1, '19 - Jun 11, 20	Budget	\$ Over Budget
Shared PZC & ZBA			
221 Postage	385.35	300.00	85.35
222 State Conservation Fund	2,784.00	1,500.00	1,284.00
257 Zoning Officer Salary	15,375.00	17,000.00	-1,625.00
259 Miscellaneous/Office	873.05	1,000.00	-126.95
Total Shared PZC & ZBA	19,417.40	19,800.00	-382.60
Zoning Board of Appeals			
241 Legal Notices	205.60	500.00	-294.40
242 Books & Training	0.00	100.00	-100.00
243 Prof Services - Legal	0.00	1.00	-1.00
Total Zoning Board of Appeals	205.60	601.00	-395.40
Total BOARDS & COMMISSIONS	25,587.13	27,401.00	-1,813.87
FIRE DEPARTMENT			
Operating Expenses			
301 Fuel	2,960.48	2,500.00	460.48
302 Maintenance of Alarms	4,862.00	5,000.00	-138.00
303 Maintenance of Radios	1,028.00	3,000.00	-1,972.00
304 Maintenance Trucks & Equip	16,334.73	25,000.00	-8,665.27
305 New Tools & Equipment	25,862.13	30,000.00	-4,137.87
306 Telecommunications	8,659.14	8,000.00	659.14
307 Fire Marshal Expenses	3,638.82	2,500.00	1,138.82
309 Miscellaneous	33.10	500.00	-466.90
310 Fire Truck Leases	30,000.00	30,000.00	0.00
Total Operating Expenses	93,378.40	106,500.00	-13,121.60
Firehouse - 100 Main Street			
311 Electricity	10,716.16	10,000.00	716.16
312 Propane	9,744.50	11,000.00	-1,255.50
314 Water & Sewer	1,903.50	2,000.00	-96.50
315 Supplies	956.91	2,000.00	-1,043.09
317 Repairs & Maintenance	27,179.19	25,999.00	1,180.19
566 Janitorial - Firehouse	4,430.00	5,640.00	-1,210.00
Total Firehouse - 100 Main Street	54,930.26	56,639.00	-1,708.74
Insurance			
321 Accidental Death	2,201.00	2,500.00	-299.00
324 LAP-Liability/Auto/Prop	28,916.00	28,000.00	916.00
Total Insurance	31,117.00	30,500.00	617.00
Personnel Expenses			
341 Companies & Department	7,500.00	10,000.00	-2,500.00
342 Medical	8,402.94	9,000.00	-597.06
343 Length of Service Program	21,734.08	25,000.00	-3,265.92
344 Training	2,921.47	5,000.00	-2,078.53
345 Uniforms	1,990.15	3,000.00	-1,009.85
346 Pay-per-Call Incentive Prog	6,248.33	15,000.00	-8,751.67
347 Deferred Compensation	5,100.00	3,000.00	2,100.00
Total Personnel Expenses	53,896.97	70,000.00	-16,103.03
Salaries			
361 Chief	85,449.48	87,125.00	-1,675.52
362 Deputy Chief	9,225.00	9,225.00	0.00
363 Assistant Chief	6,000.00	6,000.00	0.00
364 Fire Marshal	10,053.12	10,250.00	-196.88
365 Company Officers	5,530.00	5,640.00	-110.00
Total Salaries	116,257.60	118,240.00	-1,982.40
Total FIRE DEPARTMENT	349,580.23	381,879.00	-32,298.77

Borough of Stonington
Income & Expenses Budget vs. Actual
July 1, 2019 through June 11, 2020

	Jul 1, '19 - Jun 11, 20	Budget	\$ Over Budget
HYDRANTS			
General Expenses			
401 Rental of Hydrants & Pipe	42,364.05	39,000.00	3,364.05
Total General Expenses	42,364.05	39,000.00	3,364.05
Total HYDRANTS	42,364.05	39,000.00	3,364.05
BOROUGH HALL - 26 CHURCH ST			
Borough Hall/Highway Garage			
501 Electricity	3,036.79	2,500.00	536.79
502 Heating Oil	3,425.34	6,000.00	-2,574.66
504 Water & Sewer	263.34	500.00	-236.66
505 Supplies	577.94	1,000.00	-422.06
509 Repairs & Maintenance	9,920.59	8,000.00	1,920.59
Total Borough Hall/Highway Garage	17,224.00	18,000.00	-776.00
Salaries			
565 Janitorial - Borough Hall	4,132.58	4,300.00	-167.42
Total Salaries	4,132.58	4,300.00	-167.42
Total BOROUGH HALL - 26 CHURCH ST	21,356.58	22,300.00	-943.42
STREET DEPARTMENT			
General			
601 Gas & Oil	2,119.37	2,500.00	-380.63
602 Equipment R&M/Upgrading	5,811.35	5,000.00	811.35
604 Street Repairs	4,041.93	4,000.00	41.93
605 Supplies	5,452.36	4,000.00	1,452.36
609 Telephone & Miscellaneous	1,381.52	2,000.00	-618.48
610 Snow Removal	2,239.58	3,000.00	-760.42
611 Sidewalk Repairs	4,075.00	21,000.00	-16,925.00
612 Stormwater Management	10,982.55	12,000.00	-1,017.45
Total General	36,103.66	53,500.00	-17,396.34
Wages & Salaries			
656 Labor - Regular	128,519.68	125,000.00	3,519.68
657 Labor - Overtime	11,201.62	18,000.00	-6,798.38
658 Labor - Temporary	1,050.00	7,500.00	-6,450.00
666 Deferred Comp Matching	4,000.00	6,000.00	-2,000.00
667 Street Commissioner	5,041.74	5,500.00	-458.26
Total Wages & Salaries	149,813.04	162,000.00	-12,186.96
Total STREET DEPARTMENT	185,916.70	215,500.00	-29,583.30
PARKS, TREES, & RIGHTS OF WAY			
General Expenses			
801 Grounds Maintenance	1,638.96	3,000.00	-1,361.04
802 Tree Maintenance	12,124.63	15,000.00	-2,875.37
804 Park Utilities	639.11	750.00	-110.89
805 Signs, Surveys & ROW	4,025.00	3,500.00	525.00
Total General Expenses	18,427.70	22,250.00	-3,822.30
Total PARKS, TREES, & RIGHTS OF WAY	18,427.70	22,250.00	-3,822.30
SANITATION			
General Expenses			
909 Miscellaneous	700.00	3,000.00	-2,300.00
Total General Expenses	700.00	3,000.00	-2,300.00
Total SANITATION	700.00	3,000.00	-2,300.00

Borough of Stonington
Income & Expenses Budget vs. Actual
July 1, 2019 through June 11, 2020

	<u>Jul 1, '19 - Jun 11, 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>
CONTINGENCY EXPENSE			
1301 Contingency	17,648.32	25,000.00	-7,351.68
Total CONTINGENCY EXPENSE	<u>17,648.32</u>	<u>25,000.00</u>	<u>-7,351.68</u>
Total GENERAL FUND OPERATING EXPENSE	925,437.26	1,032,837.00	-107,399.74
SPECIAL REVENUE & TRUST FUNDS			
1501 Deposits to Funds	275,000.00	275,000.00	0.00
Total SPECIAL REVENUE & TRUST FUNDS	<u>275,000.00</u>	<u>275,000.00</u>	<u>0.00</u>
Total Expense	<u>1,200,437.26</u>	<u>1,307,837.00</u>	<u>-107,399.74</u>
Net Ordinary Income	<u>127,796.46</u>	<u>-12,000.00</u>	<u>139,796.46</u>
Net Income	<u><u>127,796.46</u></u>	<u><u>-12,000.00</u></u>	<u><u>139,796.46</u></u>

BOROUGH ACCOUNT BALANCES
As of June 11, 2020

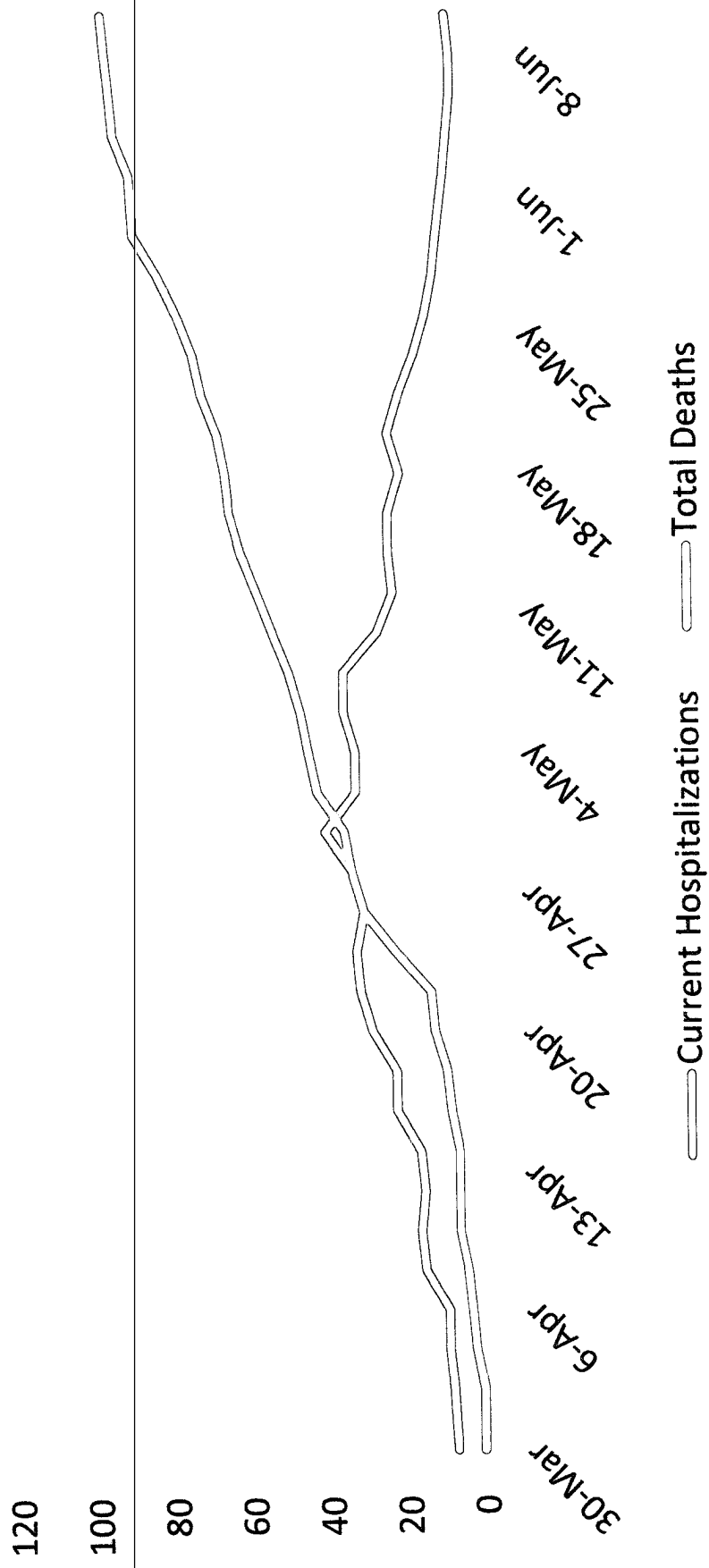
General Fund Balance:	\$514,743.78
Dime Bank Checking	\$691,074.91
Due to/from Other Funds (Details Below)	\$176,331.13**
Cannon Fund	\$ 1,828.33
Due from General Fund	\$ 1,828.33
Capital & Nonrecurring Fund Balance:	\$ 34,616.63**
Due from General Fund	\$ 34,616.63
Fire Dept. Major Expense Balance:	\$- 3,458.35
Due to General Fund	\$ \$3,458.35
Clock Fund Balance:	\$ -204.37
Due to General Fund	\$ 204.37
Infrastructure Reserve Fund Balance:	\$78,113.55
Due to Infrastructure Reserve	\$78,113.55
LoCip Fund Balance:	\$ 1,423.00
Available from State of Connecticut	\$ 1,423.00
Robinson Burial Ground Fund	\$ 1,225.35
Due from General Fund	\$ 1,225.35
Wadawanuck Square Fund	\$ 372.00
Due from General Fund	\$ 372.00
Waldron Fund Balance: (Restricted Funds- \$1,000)	\$132,348.35
Dime Bank Checking Account	\$ 57,970.73
Dime Bank CD #3	\$ 36,264.44
Dime Bank CD #4	\$ 38,113.18
Wayland's Wharf Fund Balance:	\$ -13,725.14
Due to General Fund	\$ 13,725.14
William Williams Fund Balance: (Restricted Funds-\$10,524)	\$ 77,641.13
Due from General Fund	\$ 77,641.13

***Capital & Nonrecurring Accounts	
Building Fund	\$15,115.57
Truck Fund	<u>\$19,504.06</u> 34,616.63

**Due to Other Funds	
Capital & Nonrecurring Fund	\$34,616.63
Robinson Burial Ground	\$ 1,225.35
Infrastructure Reserve	\$78,113.55
Wadawanuck Square Fund	\$ 372.00
Robinson Burial Ground	\$ 1,225.35
Williams Fund	\$ 77,563.13
Cannon Fund	<u>\$ 1,828.33</u>
	193,718.99
Due from other funds	<u>17,387.86</u>
NET	\$176,331.13

Due from Other Funds	
Wayland's Wharf Fund	\$13,725.14
Clock Fund	204.37
Fire Dept. Major Expense	<u>3,458.35</u>
	17,387.86

New London County Covid-19 Stats- Spring 2020



RESTAURANTS

OVERVIEW

As Connecticut's restaurants reopen, the most important consideration will be the health and safety of employees and customers. Businesses must exercise caution throughout the reopening, ensuring strict adherence to the protocols listed here. Those businesses that are not able to meet these rules listed here shall delay opening until they are able to do so.

While these rules provide a way for restaurants to reopen in as safe a manner as possible, risks to customers and employees cannot be fully mitigated. Customers who choose to visit restaurants during this time should be fully aware of potential risks. Individuals over the age of 65 or with other health conditions should not visit restaurants, but instead continue to stay home and stay safe.

Businesses should take these rules as the minimum baseline of precautions needed to protect public health in Connecticut. Individual businesses should take additional measures as recommended by industry guidelines or by common sense applied to their particular situation.

We urge customers to stay vigilant and pay attention as to whether restaurants they frequent are faithfully implementing these rules.

REOPEN RULES FOR RESTAURANTS

An establishment's Phase II maximum **indoor capacity is 50% of its regular indoor seating capacity**. Outdoor dining is still encouraged as long as the restaurant does not exceed its regular operating capacity and physical distancing can be maintained. Additionally, if an establishment has established extra outdoor dining capacity in Phase I, that additional outdoor capacity may remain in Phase II if the municipality continues to approve such additional capacity (in accordance with the municipality's approval processes).

These rules are intended to help restaurants safely get back to work. The information here can be supplemented with guidance from other industry groups, some of which are listed below. These rules may be updated as conditions evolve.

FURTHER RESOURCES

- **NATIONAL RESTAURANT ASSOCIATION**

<https://restaurant.org/Downloads/PDFs/business/COVID19-Reopen-Guidance.pdf>

- **FDA**

<https://www.fda.gov/food/food-safety-during-emergencies/best-practices-retail-food-stores-restaurants-and-food-pick-up-delivery-services-during-covid-19>

- **OSHA**

<https://www.osha.gov/Publications/OSHA3990.pdf>