

**Board of Warden and Burgesses  
Minutes of Board Meeting ~ May 19, 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 Adair, Sibby Lynch, Amy Nicholas, Howard Park, Robert Scala, and Clerk-Treasurer Lisa Coleman. Burgess Michael Blair was absent.

**APPROVAL OF MINUTES:**

- On a motion by Burgess Park, seconded by Burgess Nicholas, acceptance of the minutes from the Special Board Meeting held on April 26, 2014 was unanimously approved.

**ADMINISTRATIVE ASSISTANT'S REPORT (PERRY):**

- Received VFIS Claim: \$47,317.87
- Received April Tax collections: \$335.25

**CLERK-TREASURER'S REPORT (COLEMAN):**

- Signature cards at Dime Bank and Chelsea Groton Savings Bank
- Certified a Resolution with the State of Connecticut Department of Emergency Management and Homeland Security

**REVIEW OF BILLS:**

- The 04/07/2014 through 05/16/2014 report was reviewed and is on file in the Borough Office. Bills for the period totaled \$48,617.96.

**REVIEW OF PROFIT/LOSS STATEMENT:**

- The July 2013 through May 16, 2014 Profit and Loss Budget vs. Actual Report was reviewed and is on file in the Borough Office. Net income as of May 16, 2014 is \$179,779.20, including \$47,317.87 from the VFIS claim.

**CORRESPONDENCE:**

- Informational:  
None
- Requests:
  - Stonington ALS Walk: permission letter for 7/26 event (paperwork complete)
  - United Church: request to post signs for 5/17 event (given to Burgess Lynch)
  - Stonington Community Center: Village Fair request for 8/2 (paperwork complete) & dumpster permit
  - Robert Winton: hot dog cart request (paperwork complete)
  - Sheuli Akter: food vending trailer request (paperwork complete)
  - Stonington Historical Society: 4<sup>th</sup> of July parade request (paperwork complete)
  - Stonington Historical Society: 200<sup>th</sup> Anniversary Parade request (paperwork complete)
  - Lady of Fatima Society: permission letter for processions (paperwork complete)
  - Stephen Bessette: Weekly fun run & 8/19 run request (paperwork complete)
- Invitations/Meetings

SCWA: special meeting on 5/7

- Other:  
None

**PUBLIC COMMENT:**

None

**WARDEN'S REPORT:**

- Worked with Battle Bicentennial Committee for August commemoration
- Prepared IFB for surplus equipment (generator & two ATS devices)
- CT DEEP, working with Avalonia Land Conservancy, has returned to Dodge Paddock to continue efforts to improve drainage.

**SANITATION/UTILITIES REPORT**

- Water main projects: Broad Street main replacement began Monday May 12<sup>th</sup>; Wall Street will begin after Memorial Day.

**BOROUGH CLOCK**

- No activity

**STREETS (BURGESS PARK):**

- Grading has taken place on the point and Wayland's Wharf but more gravel will be needed to fill certain places due to wash out caused by heavy rains. There was a sinkhole that developed on Wayland's Wharf, which was filled with rocks and cement.
- Library driveway was also filled with gravel.
- Tim Keenan extended the out flow pipe for the NW Street catch basin
- Flagpole on Cannon Square was plumed and back filled (twice)
- Started sweeping streets. Cleaned up areas with heavy leaf deposits before sweeping. Cleaned up along Gold St. Between Pearl and Grand. Cleaned up foot bridge (3 loads some deposited by residents).
- Replaced brooms on sweeper. Brush pickup. (5 loads). Still more black bags.
- Sharpened blades on mower and cleaned up mower deck in preparation of mowing season.
- On-going pothole repair. More to do.
- Painted yellow curb on Main St.
- Seeded parts of the Viaduct and Cannon Square.
- Moved "two way" sign and placed it on the back of "wrong way" sign on Water Street.
- Ordering signs for "two hour" parking zone and "end" two hour park zone for Water St.
- Town is ordering the new signs for indicating the height of the viaduct.
- A plank was replaced on the dock at Wayland's Wharf.
- The water main trenches are being dug in Broad St. anticipating having them covered over before Memorial Day.
- Work on Wall Street will not commence until after Memorial Day. There has been some inconvenience but no real problems.
- Once the trenches are back-filled the fill will be left to settle before repaving takes place.

Remark by Burgess Park that we must move on the new truck. The hoist will be removed as well.  
Remark by Burgess Park that we must move forward on the removal of the generator out to bid.

Warden Jeff Callahan said the request for bids has been placed in the New London Day. Question by Burgess Adair on whether the cage will be removed.

**FIRE AND EMERGENCY MANAGEMENT (CHIEF HOADLEY):**

There were five alarms in April 2014. They were as follows:

- 4-11-14 8:19 A.M. CO ACTIVATION 17 TEMPLE ST.
- 4-11-14 10:11 A.M. FUEL SPILL 145 WATER ST.
- 4-13-14 11:42 A.M. FIRE ALARM ACTIVATION 348 NORTH MAIN ST.
- 4-23-14 11:44 A.M. LIFT ASSIST DODSONS BOAT YARD
- 4-25-14 9:14 P.M. WOOD STOVE FIRE 21 JAMES ST. LORDS PT.

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

- The Borough is sharing the expense of taking electricity from the site of the old Christmas tree to the new site, with the SVIA. Jack Fix is making the arrangements.
- CUSH put on a talk about municipal lawn care. Glad to note that Susan and Roger are already using the grass seed that the expert recommended. Jonathan Green grass seed/fertilizer combination called "Green Patch."
- I have joined the CT Tree Wardens' Association and on May 29, in Hartford, and am attending a class on the Differences between Street and Park Tree Programs/Maintenance, and a tree identification class.
- Thanks to Maggie Revill for leading a weeding at Wadawanuck Square last Friday afternoon.

**PUBLIC BUILDINGS (BURGESS ADAIR):**

- Borough Hall Roof: Both outside and inside need repairs from water leaks earlier in the late winter. Representatives from both the contractor foreman on the job (LeVasseur) and Pawcatuck Roofing (Rob) were contacted and were aware of the problem, but need three days of drying out weather to fix their parts of the roof. This time of the year does not provide these drying out periods very readily. They will get to it as soon as they feel they can. I do think they are not dragging their feet on this although it has been a long time in the works.
- Borough Hall Gutters and discharge areas: A-1 Seamless Gutters came and reviewed what had to be done to correct the gutter problem, particularly on the rear and East side of Borough Hall. Present were the Warden, both members of the highway team, Shawn (of A-1) and myself. Some of the repair work could be and will be done by the summer employee, particularly to change the tendency for ground water to flow back toward the building and into the back doorway ground pit. Many of the downspouts will be replaced and reconfigured. Gutter leaf covers will also be installed and all gutters cleaned. A \$2,000 deposit was given prior to actual construction on a total approved bid of just under & \$6,000.

**SIDEWALKS (BURGESS SCALA):**

- Letters have been sent to owners of 7 Main St. and 9 Main St. to repair trip hazards.
- Masons to get prices on repairs to curbing along the Post Office sidewalks.
- Waiting for Harrison to return to get pricing of curbing across the street from Wad Square.

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

- During the month of April 2014, there were 43 incidents in the police report for the Borough, including:
  - 9 Door/Building Checks
  - 9 Medical/Other Agency/Citizen Assists
  - 7 Burglar/Fire Alarms/Calls
  - 3 Parking Complaints
  - 3 Harassment/Threat Complaints and
  - 2 Radio Infractions.
  - One each of the following incidents Hit and Run Accident, Protective Order Violation, Motor Vehicle Stop and Animal Control.
- A reminder to all that with the approach of summer, traffic and parking issues increases significantly. The CSOs will start Memorial Day Weekend.
- **Website/Communications**  
No report.

## **OLD BUSINESS:**

- **Parking on Water Street**  
Burgess Park stated that a two-hour parking zone on the west side of Water Street from Cannon Square until the point that is designated “No parking from here to the point” sign will be enforced on weekdays from 9 a.m. until 5 p.m. The signs have been ordered. One sign that reads “Two Way Traffic” was moved to the Dime Bank.
- **Fire Department Ordinance/Fire Company Agreement**, tabled until June.
- **Stonington jetty planning grant**  
The State of Connecticut has given the committee a \$30,000 planning grant. The Town of Stonington will administer the grant.
- **Firehouse repairs**  
Burgess Blair, upon his return, will put together a request for bids for the repairs. Chief Hoadley has ordered the exercise equipment, which will be held in the bay until the repairs are made.

## **NEW BUSINESS:**

Consider following applications for use of Borough property, including streets.

- Discussion on the hotdog-vending cart. The applicant clarified he will only be at the point on weekends and holidays.
- Discussion on the food-vending trailer. Ms. Akter brought photos of her trailer, which she owns. It will have a generator, waste removal system and grease removal system. She plans on six days a week.
- Discussion by Warden Callahan that beginning next year the carts and vendors must go before Planning and Zoning.

- On a motion by Warden Jeff Callahan, seconded by Burgess Adair, the application by Winton, R. - Point parking area, May – Sept, hotdog-vending cart was approved by majority vote. Burgesses Park opposed and Burgess Lynch abstained.
- On a motion by Warden Jeff Callahan, seconded by Burgess Adair, the application by Akter, S. - Point parking area, May – October, food-vending trailer was approved by majority vote. Burgesses Park and Lynch opposed.
- On a motion by Burgess Scala, seconded by Burgess Park, the application by the Stonington Historical Society - Wad Square and Main/Water, July 4th parade was unanimously approved.
- On a motion by Burgess Scala, seconded by Burgess Adair, the application by the Stonington Historical Society - Wad Square, various streets and Point, Aug 9-10 was unanimously approved.
- On a motion by Burgess Park, seconded by Burgess Scala, the application by Our Lady of Fatima Society – various streets, June 7-8, processions was unanimously approved.
- On a motion by Burgess Nicholas, seconded by Burgess Lynch, the application by Besette, S. - various streets and Wad Square, June-Aug fun runs & the 8/19 Battle of Stonington race was unanimously approved.
- On a motion by Burgess Nicholas, seconded by Burgess Park, the application Magee, M. – Borough Fire House and route to Town Dock, July 26, ALS Walk was unanimously approved.
- On a motion by Burgess Scala, seconded by Burgess Nicholas, the application by Stonington Community Center - Wad Sq., Aug. 2 Village Fair/dumpster was unanimously approved.

Consider ordinance transferring insurance proceeds to Building Fund

- On a motion by Warden Callahan, seconded by Burgess Scala, to consider an ordinance transferring insurance proceeds to the Building Fund, was unanimously approved.

The sum of \$47,317.87 is hereby appropriated from Other Income (Miscellaneous) to the Capital & Nonrecurring Fund. This sum is the amount received from VFIS against the Borough's claim for water damage sustained in the fire house due to a broken water line on March 1, 2014. The funds are to be used to pay for repairs and improvements to the fire house, with any unused portion to remain in the Capital & Nonrecurring Fund.

## **OTHER BUSINESS**

Burgess Park praised Warden Callahan in keeping track of the Aquarion work.

## **ADJOURNMENT**

- On a motion by Burgess Scala, seconded by Burgess Park, adjournment of the meeting at 8:29 PM was unanimously approved.

Respectfully submitted,

Lisa M. Coleman  
Clerk-Treasurer  
May 28, 2014