

Board of Warden and Burgesses
Minutes of Regular Monthly Meeting ~ January 21, 2014

CALL TO ORDER:

- A. The regular Monthly Meeting of the Borough of Stonington Warden and Burgesses was called to order in Borough Hall at 7:33 PM by Warden Jeffrey Callahan. Present were Burgesses Michael Adair, Michael Blair, Sibby Lynch, Amy Nicholas, Howard Park, Robert Scala, and Clerk-Treasurer Brian Krafjack.

APPROVAL OF MINUTES:

- A. On a motion by Burgess Scala, seconded by Burgess Nicholas, acceptance of the minutes from the Board Meeting held on December 16, 2013 was unanimously approved.

ADMINISTRATIVE ASSISTANT'S REPORT (PERRY):

- A. Received tax collections for December: \$2,593.
- B. Received from State of Connecticut: \$7 disability; \$41 veterans.
- C. Completed and filed federal and state quarterly payroll reports.
- D. Completed and distributed W2 forms.
- E. Working on 1099 forms.

CLERK-TREASURER'S REPORT (KRAFJACK):

- A. No activity to report.

REVIEW OF BILLS:

- A. The 12/16/2013 through 01/17/2014 report was reviewed and is on file in the Borough Office.
 - 1. Bills for the period totaled \$34,598.

REVIEW OF PROFIT/LOSS STATEMENT:

- A. The July through January 17, 2014 Profit and Loss Budget vs. Actual Report was reviewed and is on file in the Borough Office.
 - 1. Net income as of 12/13/2013 is \$347,598.

CORRESPONDENCE:

- A. Informational:
 - 1. Town of Stonington: Notice of Public Hearing on 2/4/14 for zoning amendment.
 - 2. Center for Hospice Care: sponsorship opportunity for fundraising events.
- B. Requests:
 - 1. Stonington Free Library: budget request for fiscal year 2014/2015.
- C. Invitations/ Meetings:
 - 1. Southeastern Connecticut Water Authority (SCWA): notice of meeting on 1/16/2014.
 - 2. Connecticut Interlocal Risk Management Agency (CIRMA): notice of annual meeting on 1/31/2014 plus agenda and nominating report.

3. CIRMA: invitation to annual meeting on 1/31/2014.

D. Other:

1. Jan Lindberg: letter regarding drainage on railroad overpass.
2. Jack Gorby: email regarding proposal for oil bidding for residents.

PUBLIC COMMENT:

A. Parking on Water Street.

1. Dr. Michael O'Brien read from email correspondence between Warden Callahan, Jim Quinn (Trumbull Atwood President) and Dr. O'Brien.
 - a. Dr. O'Brien was surprised to find that the one-hour parking sign next to his office at 32 Water Street had been removed by the Borough.
 - b. The sign was installed in 2006 by the Borough to have parking available to Dr. O'Brien's patients between 9AM and 6PM.
 - c. Dr. O'Brien noted that this was important for his patients during the summer, and especially important to patients with limited mobility.
 - d. Dr. O'Brien appreciates the problem of available parking in the Borough, but pointed out that his practice's need for parking is limited to the hours of 9AM to 6PM, Monday through Friday, and does not otherwise interfere with parking.
2. Warden Callahan reiterated the points he made in his email response to Dr. O'Brien.
 - a. The Board felt that it was not fair to dedicate a space on this busy and congested section of Water Street to a single business's use.
 - b. Warden Callahan asked Dr. O'Brien what other work-live businesses, besides his, were located in the building.
 - c. Warden Callahan noted that, regardless of the sign's removal, the parking space remains available.
 - d. Warden Callahan suggested we go through the winter and see how the parking situation works.
 - e. Warden Callahan noted that his impression from walking by the building on many occasions and from serving on the La Grua Center Board for several years is that there is ample parking available on the lower level of the parking garage.
 - i. Dr. O'Brien explained that those spaces are not on an accessible route to his office; patients would have to walk approximately 300 feet and take stairs to get to his office.
 - ii. Burgess Park asked Dr. O'Brien when patients parked in the previously dedicated space whether they had to climb stairs to get to his office. Dr. O'Brien responded in the affirmative.
3. Warden Callahan's email response to Dr. O'Brien asked if he had contacted the Trumbull Atwood condo association to ask about having a parking space set aside for his patients in the parking garage.
 - a. Jim Quinn, Trumbull Atwood President, responded to Dr. O'Brien by indicating that parking spaces in the garage are common elements and can't be allocated or used by a single resident to accommodate their needs.
 - b. Each owner gets the space they bought with their condo unit and any other spaces are assets of the association.

4. A general discussion followed.
 - a. Burgess Blair asked when the sign had been removed.
 - i. Warden Callahan said October.
 - b. Burgess Nicholas asked if dedicated parking is necessary on weekends.
 - i. Dr. O'Brien said no, noting that his days of business are Tuesday through Thursday.
 - c. Burgess Blair asked if patients could park around the circle by the La Grua Center.
 - i. Dr. O'Brien said no.
 - d. Burgess Lynch asked Dr. O'Brien if patients could park in the space assigned to him while he parked elsewhere.
 - i. Dr. O'Brien said the Trumbull Atwood condo association would most likely not approve.
 - e. Burgess Blair noted that the condo association must have some control of the parking around the circle by the La Grua Center since they put up signs restricting parking to 30 minutes, asking if patients parking there would have access to an elevator.
 - i. Dr. O'Brien said they would not have elevator access.
 - f. Warden Callahan asked Dr. O'Brien if he lived in the space where he worked.
 - i. Dr. O'Brien responded in the affirmative.
 - g. Warden Callahan asked Dr. O'Brien if he had elevator access to his living space.
 - i. Dr. O'Brien said that the elevator provides access to his home as a private entrance, but not to his work space.
 - h. Warden Callahan asked Dr. O'Brien if his live-work space was at street level where his previously dedicated parking space was located.
 - i. Dr. O'Brien said no, it is 12 steps above street level.
 - i. Burgess Nicholas asked if any of the parking spaces by the shingled house in the association were used by the association.
 - i. Dr. O'Brien said there were 3 spaces south of the shingled house.
 - j. Burgess Blair asked if the loss of the dedicated space was a problem year-round.
 - i. Dr. O'Brien said just in the summer.
 - k. Burgess Blair suggested that a sign, limiting parking to certain hours during July and August, might help.
 - i. Burgess Park said that he is generally against temporary signs if that was what Burgess Blair was suggesting.
 - ii. Burgess Park said that although he is in favor of no sign at all, if the sign was to be permanent it should be specific to the space (i.e. one-hour patient parking Tuesday through Friday 9AM to 5PM).
 - l. Burgess Nicholas suggested a permanent sign dedicating the space from Memorial Day to Labor Day.
 - i. Burgess Park said that is the time of year that parking is most scarce and will probably result in more complaints by neighbors.
 - m. Warden Callahan suggested that rather than designating a space for a single business, something the Board should not do, that we designate a handicapped space, one that could be used by both Dr. O'Brien's patients and others with mobility issues.
 - i. Dr. O'Brien said that would take away a parking space for ambulatory people who could otherwise use the space when not reserved for his patients.
 - n. Burgess Blair asked if complaints were coming from neighbors without off-street parking.
 - i. Warden Callahan said yes, but noted that a specific complaint came from a neighbor across the street that was having trouble using their driveway due to the proximity of the dedicated parking space across the street.
 - ii. Dr. O'Brien said that he has never seen the neighbor having difficulty accessing or exiting their driveway.

- o. Burgess Blair said we should take a look at the parking in this location vis-à-vis fire department access and see what can be done to free up the parking situation.
 - i. Burgess Park noted that parking and circulation in that location pretty tight as it is.
 - p. Burgess Blair said that he is reminded of when Dr. West was in the Borough, noting that the Board would most likely have worked to facilitate parking for his practice, and since the parking space in question would also be dedicated to a health care use, the Board should be fair and work something out.
 - i. Warden Callahan said he would have said “no” to Dr. West since his patients would have had access to the parking at Wayland’s Wharf.
 - ii. Burgess Blair said that his example using Dr. West wasn’t meant to be location-specific.
 - q. Burgess Scala said that it is a conundrum to allocate parking for only a single business.
 - r. Burgess Park asked if limiting the parking to 2-hours would work.
 - i. Burgess Scala said this would be a hardship for residents.
 - s. Burgess Lynch asked Dr. O’Brien if he could shorten his business hours.
 - i. Dr. O’Brien said he has no flexibility in his business hours.
 - t. Burgess Blair asked the Board if they would consider a sign limiting parking to 1-hour between the hours of 10AM and 4PM, during July and August.
 - i. Dr. O’Brien said he would prefer the months be June, July, and August.
 - ii. Burgess Adair said that a sign with such specific instructions would most likely be ignored; adding that a solution might be a sign limiting parking to patients like is often seen in New York.
 - iii. Burgess Nicholas said enforcement would be nearly impossible.
 - iv. Warden Callahan asked Dr. O’Brien if he had ever called the police when people other than his patients were parking in the space; Dr. O’Brien said that he had, and that the police had responded.
5. Warden Callahan said that he would like to take more time to consider the situation.
- a. On a motion by Burgess Scala, seconded by Burgess Park, tabling the discussion about parking on Water Street, in the vicinity of the intersection with Trumbull Street, was unanimously approved.

WARDEN’S REPORT:

- A. Submitted annual storm water management report for 2013 to the Connecticut Department of Energy and Environmental Protection (CTDEEP).
- B. Worked with Borough attorney on legal matters.
- C. Met with heating contractors, Borough Hall renovation subcontractors, and oil tank contractor to resolve lingering issues with building boiler, heating controls, and aging tank problems.
- D. Barber Electric, the electrical subcontractor on the renovation project, is scheduled to return on January 22nd to correct problems with the new meter box and the garage heating controls. Power to Borough Hall will be shut off by CL&P for at least half the day in order to complete the process.
- E. Began working of fiscal year 2014/2015 Borough budget.
- F. Began transferring files and drawings to the new storage cabinets in the old Borough kitchen.

SANITATION, UTILITIES, AND STREET LIGHTS (WARDEN CALLAHAN):

- A. Observed surveyors on Wall Street on 16 January working for Aquarion in connection with the water main replacement project scheduled for spring. According to local Aquarion manager, work in Borough has been scaled back to include only Broad Street and Wall Street.

BOROUGH CLOCK (WARDEN CALLAHAN):

- A. No issues this month.

FIRE AND EMERGENCY MANAGEMENT (BURGESS BLAIR):

- A. Fire Department Reorganization:
 - 1. Burgess Blair said that the 3 companies in the Fire Department and the Fire-Police have been meeting over the past 6 months about reorganizing the current organizational structure and developing new bylaws to organize into a new single company.
 - a. Burgess Blair said that the membership has had a chance to review various drafts of the bylaws and will have a joint meeting in the near future to vote on the new entity.
 - 2. Warden Callahan said that through this process he has learned a lot about the history of the 3 companies, dating back to the mid 1800's, which were independently incorporated and charter under the State of Connecticut.
 - a. Warden Callahan noted that under the current organization, while the Borough controls the Fire Station, its equipment, and its officers, the companies have had no formal obligation to the Borough.
 - b. Under the new organization, the Borough would have a formal relationship with the new single company; duties and obligations would be clear.
 - 3. Chief Hoadley explained that the new company hierarchy would be as follows:
 - a. Board of Directors.
 - b. Captain.
 - c. First Lieutenant.
 - d. Second Lieutenant.
 - e. Steward.
 - f. Secretary.
 - g. Treasurer.
 - 4. Chief Hoadley said the main reason for organizing into one company is to streamline the Fire Department making operations more efficient.
 - a. Chief Hoadley noted that each company used to have about 30 members, now there are about 20 really active members trying to support 3 companies.
 - b. Chief Hoadley said that the numbers of volunteer fire fighters has been dwindling across the country.
 - 5. Chief Hoadley said that the 3 companies (Steamers Engine Co., Neptune Engine Co., Pioneer Hook and Ladder Co.) have taken votes as to whether they would surrender their charters and reorganize into one company.
 - a. Chief Hoadley said that all but one company, the Steamers Engine Co., have unanimously supported reorganization.
 - b. Burgess Blair, who is a life-time member of the Fire-Police, said that they are supporting reorganization as well.
 - 6. Burgess Scala asked if reorganization can go forward without the support of one of the companies.
 - a. Chief Hoadley responded in the affirmative.

- b. Burgess Blair said that the dissenting company could affiliate with the new company.
7. Burgess Park asked if there would still be a social aspect to the new company.
 - a. Burgess Blair said that the social aspect is very important for retaining and attracting new volunteers, noting that 60% of the volunteers don't live in the Borough.
 - b. Chief Hoadley said that 5 years ago, under Warden Maranell, all alcoholic beverages were prohibited from the Fire House; a volunteer can be dismissed from the Department if they show up at a fire after consuming any alcoholic beverage.
 8. Burgess Adair said he agrees with the new command structure and asked if the Steamers Engine Co. could be divorced from the operations of the new company while keeping the social and historic aspect of the Steamers.
 - a. Chief Hoadley said that this is possible, the Steamers could keep their charter, but space would not be provided for their social functions in the Fire House.
 - b. Burgess Blair said that the Fire-Police is a small group (5 officers + 1 other person) and gets together socially every three months, noting that he enjoys the bond between the members, but feels it would be healthier to be part of a larger company.
 - c. Burgess Blair said that while each individual company has an important history, their history will not be lost and they will begin making a new history under a new company.
 9. Chief Hoadley stressed that the volunteers of the current companies will be the same people that come together and form the new company.
 10. Warden Callahan said that Borough Attorney Nick Kepple was asked to come to this Board meeting since he has been involved in the reorganization process.
 - a. Attorney Kepple said that he represents a few fire districts, noting that he is familiar with the process and the various operational arrangements.
 - b. Attorney Kepple said that "handshake" agreements are common between fire companies and the municipalities which they serve; however, a formal agreement is prudent and will be good for both the Fire Department and for the Borough.
 11. Warden Callahan said that corporation papers for the new company are in progress and the new entity, if approved, would take effect 1 April 2014.
 - a. The next step is a contract/memorandum of understanding between the new company and the Borough.

B. Fire Department Alarms Report:

1. There were 7 alarms in December 2013:
 - a. 12/05/13 Alarm going off in front of 21 Main Street.
 - b. 12/05/13 Smoke in basement of United Church.
 - c. 12/12/13 Motor vehicle accident on Route 1 at North Main Street.
 - d. 12/12/13 Fire alarm activation at 20 North Street, Wamphassuc Point.
 - e. 12/16/13 Water emergency at 109 Water Street.
 - f. 12/17/13 Chimney fire at 264 North Water Street.
 - g. 12/18/13 Missing person at Stonington Point.
2. Yearly Report for 2013- Total of 106 alarms:
 - a. Stonington Borough: 61
 - b. Stonington Fire District: 36
 - c. Wamphassuc Point : 4

- d. Lords Point 2
- e. Mutual Aid 3

C. Fire Marshal Report:

1. For the period 11/19/2013 to 1/20/2014:
 - a. 11/26/13 Main Street gas piping inspection.
 - b. 11/27/13 Langworthy Avenue heating system gas piping inspection.
 - c. 12/03/13 Main Street gas piping inspection.
 - d. 12/04/13 161 ans 133 Water Street/ 12 and 14 Trumbull Street Inspection.
 - e. 12/05/13 14 Island Road gas inspection.
 - f. 12/05/13 United Church fire- faulty ballast in light fixture.
 - g. 12/06/13 110 water Street gas piping inspection.
 - h. 12/12/13 Stonington Pizza inspection.
 - i. 12/19/13 123 Water Street gas inspection- failed.
 - j. 12/20/13 123 Water Street gas inspection- passed.
 - k. 12/21/13 Tipping Rock Road new underground gas system inspection
 - l. 01/04/13 Main Street gas inspection.
 - m. 01/13/13 Water Street underground propane tank installation inspection.

D. Boat stored under Viaduct:

1. Burgess Park noted that there is a boat on a trailer with gasoline engines currently stored under the Viaduct.
 - a. Chief Hoadley said that boats are not to be stored under the Viaduct according to an agreement made years ago with Dodson Boatyard.
 - b. Chief Hoadley said he would call Fire Marshal George Brennan to discuss.

STREETS (BURGESS PARK):

A. Streets and Roads:

1. The roads have been plowed and sanded on various occasions.
 - a. Warden Callahan wrote the notices that were distributed by the highway crew explaining parking regulations that apply during snow storms.
2. Replaced stolen signs from marker posts at High Street, Main Street, and Grand Street.
3. Opened up outflows on Diving Street and Northwest Street.
4. Opened the drains on the foot bridge.
5. Potholes were filled on Wall Street, Water Street, Main Street, Broad Street, and Bayview Avenue.
6. Checked Temple Street crack and discussed with Joey Hastedt.
 - a. The Highway crew didn't fill the crack so that Mr. Hastedt could make an evaluation.
 - b. Mr. Hastedt said he might want to fill the crack himself, and has not gotten back to Burgess Park with a reason for the failure in the paving surface.
7. Garbage in baskets and buckets along the streets were picked up.

B. Parks:

1. The crew asked Burgess Park to ask the Board when the the extension cord to the Christmas tree in Wadawanuck Square will be removed.

- C. Brush Pickup:
 - 1. Brush and Christmas tree pickup; four loads of brush were taken to the dump.
- D. Equipment:
 - 1. Old tires replaced on Cub Cadet; first replacement since new in 2007.
 - 2. Replaced cutting blade on old plow (1999 truck).
 - 3. Looked for a new plow blade and under carriage (\$6-8K).

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

- A. Trees:
 - 1. No activity to report.
- B. Parks:
 - 1. No activity to report.
- C. Rights of Way:
 - 1. No activity to report.
- D. Planter at the Firehouse:
 - 1. A meeting has been arranged with Annabell McLanahan of the Stonington Garden Club and the Fire Department to discuss the neglected planter at the Firehouse.

PUBLIC BUILDINGS (BURGESS ADAIR):

- A. Firehouse Garage Doors:
 - 1. There are four overhead doors on the four bays of the firehouse containing 96 sealed glass panes; some of which have broken their seals and fogged up (some worse than others).
 - a. Deputy Chief Bill Teixeira was asked to get estimates to correct the problem.
 - b. He obtained three estimates all of which fell between \$10,000 and \$11,000 to replace all 96 panes.
 - 2. Burgess Adair questioned whether the seals were broken by normal usage as the doors bent on their track during opening and closing, and whether this might be a "normal" problem for these doors that might be anticipated to be a never-ending problem.
 - 3. Deputy Chief Teixeira reported that the current doors are not insulated and that the Overhead Door Company has new and better doors, and is getting a new evaluation of the situation.
 - a. At the moment the problem does not require immediate attention and is on hold until more research comes in.
 - b. There is no money available in this year's budget for this.
- B. Borough Hall Furnace and Oil Tanks:
 - 1. The furnace was leaking water and producing steam up the chimney.
 - a. The maintenance people came in and tried to fix the furnace and partially solved the problem for the short term.
 - b. The furnace is old, cracked and must be considered to be on its last legs.
 - c. Replacement will be considered in next year's budget.
- C. Outside Oil Tanks:

1. The two 275 gallon tanks on the backside of Borough Hall are rusted, corrupted with sludge, and in danger of creating a costly oil spill cleanup if ruptured; they should be replaced.
 - a. Service Station Equipment Co. has given an estimate for three replacement alternatives ranging in cost from \$3,500 to \$5,300.
 - b. Burgess Adair believes he can find that amount in the current public building budget.
 - c. The tanks should be able to get through the winter, but Burgess Adair recommends this project should be executed in the spring.
2. Warden Callahan said the process for replacement of the tanks should be put in motion.
 - a. Burgess Blair suggested a double-walled tank and asked whether it could be located inside the garage.
 - i. Burgess Adair said that the tank would be double-walled.
 - ii. Burgess Park said that there is no room inside the garage.

D. Borough Hall Generator:

1. Two estimates have been received for the installation of a 20kw Kohler propane fired stand-by generator on a cement pad on the outside back of the building.
 - a. SNS bid is \$9,600.
 - b. Southeast Electric bid \$14,700
 - c. Burgess Adair recommends that the SNS proposal should be accepted and planned for in next fiscal year's budget.

E. Gutters, Downspouts, and Drainage Tanks in Borough Hall:

1. The front gutters, and some on the back, had been cleared during the painting project in the fall, but the downspouts seem to be clogged again and have cracked by freezing water.
 - a. An estimate to fix the problem has been received by A-1 Seamless Gutters Co. for \$6,000.
 - b. This also should be done but can be put off until the following fiscal year budget if money can't be found somewhere sooner.

F. Conversion of Borough Hall Kitchen to a Filing Room:

1. The South wall of the kitchen has been stripped of cabinets, painted white, holes filled and made ready for the new filing cabinets.
2. The room is still a bit of a mess on the North wall.
 - a. Burgess Adair thinks the Board should discuss what measures to take to either keep this side, or part of the side, as a mini-kitchen (microwave, small refrigerator, a storage cabinet etc), which would requiring getting rid of the massive oven/stove and hood vent, the New Year's Eve Ball, etc.

SIDEWALKS (BURGESS SCALA):

A. Sidewalk on Bayview:

1. Burgess Park asked if Burgess Scala received Don Maranell's message about the neighbor to his west that never shovels the sidewalk.
 - a. Burgess Scala responded in the affirmative, noting that the house is either empty or a rental.

B. Sidewalk at Post Office:

1. Burgess Lynch asked Burgess Scala what could be done about the deteriorated sidewalk in front of the Post Office.
 - a. Burgess Scala responded that it will be difficult to get action since the sidewalk is controlled by the Postal Service.

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

A. Police Incident Report:

1. During the month of December 2013 there were 54 incidents in the police report for the Borough including:
 - a. Door Checks: 14
 - b. Medical Assists: 9
 - c. Burglar/Fire Alarms: 9
 - d. Motor vehicle accidents/ motor vehicle stops/ parking complaints: 6
 - e. Assist Other Agencies: 3
 - f. Suspicious activity calls: 3
 - g. Larceny: 1
 - h. Domestic Disturbance: 1

B. Website/ Communications:

1. No activity to report.

OLD BUSINESS:

A. Parking on Water Street:

1. See discussion recorded under Public Comment of these minutes.

NEW BUSINESS:

A. Consider Monsanto Jetty Committee:

1. Warden Callahan said the joint meeting with the Harbor Management Commission and First Selectman Ed Haberek took place and the Board should consider appointing two Burgesses to an ad hoc joint committee.
 - a. The committee will study the cost, benefits, and feasibility of rebuilding the so-called Monsanto Jetty.
 - b. The committee is to prepare a report that addresses the following issues:
 - i. Ownership of the jetty.
 - ii. Cost to rebuild the jetty in a manner that resembles the original structure but is better able to withstand storms and the effects of rising sea levels.
 - iii. Wave fields in Stonington Harbor with and without the jetty.
 - iv. Sources of funding for design and reconstruction.
 - c. The committee will initially consist of five persons; two Burgesses, two members of the Stonington Harbor Management Commission, and one staff person from Town government.
 - d. The committee will present their report to the Board of Selectmen and the Board of Warden and Burgesses no later than 30 April, 2014.
2. On a motion by Warden Callahan, seconded by Burgess Nicholas, appointment of Burgesses Blair and Park, as representatives of the Board of Warden and Burgesses, to the committee to study the restoration of the Monsanto Jetty, was unanimously approved.

OTHER BUSINESS:

A. New Year's Eve Bonfire at The Point:

1. Burgess Blair said that the New Year's Eve Bonfire at the Point, which did not take place this year, is an important Borough event and tradition that should not be lost.

- a. Burgess Blair said that Burgess Lynch's family and his family had in the past been instrumental in sustaining this tradition.
 - i. Burgess Park noted that his son, H. Gray Park IV, fabricated the ball which is lowered from the flagpole at midnight.
 - b. Burgess Blair noted that last year Warden Burgess organized the event, and asked if the Board of Warden and Burgesses should take ownership of the event ensuring the tradition lives on.
2. Warden Callahan suggested that the Stonington Village Improvement Association (SVIA) might sponsor the event.
 - a. Warden Callahan asked that Burgesses Lynch and Blair talk to the SVIA about this possibility.
- B. Budget Spreadsheet:**
1. Warden Callahan said that Burgesses should review the spreadsheet he distributed by email and provide input on the budgets under their purview for discussion at the February Board meeting.
 - a. Burgess Blair said that he would like to put his budget in context for the Board with a presentation to enlighten the Board about Fire Department equipment and operations.
 - b. Warden Callahan said he would welcome that presentation.
 2. Burgess Blair asked if there was an ordinance or regulation that applied to the budget line item for Capital and Nonrecurring Expenses.
 - a. Warden Callahan said there was no specific ordinance that controlled that line item.
 - b. Burgess Blair asked for confirmation that this line item was not intended for normal operating expenses; Warden Callahan confirmed.
 3. Warden Callahan said that the Borough Charter requires that the Annual Meeting is held during the 3rd week of April; the meeting is normally held on a Saturday which is the Saturday before Easter this year.
 - a. Warden Callahan suggested holding the meeting on Saturday April 26th at 10AM; the Board concurred.
 4. Warden Callahan noted that the budget public hearing has to be held not less than two weeks before the Annual Meeting.
 - a. Warden Callahan suggested holding the public hearing on Monday April 7th; the Board concurred.

ADJOURNMENT:

- A. On a motion by Burgess Scala, seconded by Burgess Nicholas, adjournment of the meeting at 8:55 PM was unanimously approved.

Respectfully submitted,
Brian Krafjack

Clerk- Treasurer