

**Board of Warden and Burgesses  
Minutes of Monthly Meeting ~ June 20, 2016**

**CALL TO ORDER**

Warden Jeffrey Callahan called the monthly meeting of the Borough of Stonington Board of Warden and Burgesses to order at Borough Hall at 7:32 pm. Present were Burgesses Howard Park, Michael Adair, Karen von Ruffer Hills, Robert Scala, Amy Nicholas, Amanda Barnes, and Clerk-Treasurer Lisa Coleman.

**APPROVAL OF MINUTES**

On a motion by Burgess Scala, seconded by Burgess Park, the minutes from the Special meeting held on May 9, 2016, were unanimously approved.

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

- Received May Tax collections: \$1,404.25

**Correspondence:**

**Other:**

- Stonington Community Center: Letter of appreciation for FY 2016/2017 allocation and request to release funds at start of fiscal year

**Requests:**

- Stonington Historical Society: application and insurance for 7/4 Parade
- Saint Mary Church: application and insurance for 7/31 Blessing of Fleet Procession and Blessing of Fleet 5K
- Portuguese Holy Ghost Society: application and insurance for 9/3 & 9/4 Processions
- Special Olympics CT: application and insurance for 9/10 Parade
- Stonington Community Center: application and insurance for 8/6 Village Fair (includes street closing and sign request)

**Meetings:**

- None

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

- One application to William Williams Fund this past month.

**REVIEW OF BILLS:**

- The 5/10/2016 through 6/17/2016 report was reviewed and is on file in the Borough Office. Bills for the period totaled \$54,643.39.

**REVIEW OF INCOME AND EXPENSES:**

- The July 01, 2015 through June 17, 2016 Income and Expenses Budget vs. Actual was reviewed and is on file in the Borough Office. Net income as of June 17, 2016 is \$200,840.78.

**PUBLIC COMMENT:**

- Rita McCreary questioned the Board if there is a Borough policy regarding Airbnb. She is concerned with parking issues. She suggested the Board look at how other communities deal with parking. Warden Callahan will ask the zoning officer how parts of the zoning laws apply to this.

**WARDEN'S REPORT:**

- Dog Park: Town has submitted application to install fence to subdivide the open area adjacent to sewer plant, as recommended by ad hoc committee. Application will be on the agenda for the July P&Z Commission meeting.
- New burgess Karen Von Ruffer Hills has been sworn in and is now officially a member of the Board.
- Contract for consultant on development of coastal resiliency plan is under review by Town attorney.
- Fire chief/marshal position has been posted in fire house. One application received.
- Gave presentation on Borough government on June 16<sup>th</sup>.

**SANITATION/UTILITIES REPORT –**

- Redundant pole situation same as last month. Sanitation/Utilities Commissioner position being transitioned to new burgess Karen von Ruffer Hills.

**BOROUGH CLOCK:**

- No actions.

**STREETS (BURGESS PARK):**

- As of June 15, 2016 Susan Cordeiro has faithfully served the Borough of Stonington for 35 years.
- On Memorial Day the crew placed the flags around Wadawanuck Square and following proper flag etiquette, the flags were at half-staff until noon, then raised to full staff position This was done at the Point and on Cannon Square.
- The crew is in full summer mode with weekly trash pickup and lawn mowing. Streets are still being swept. The East side of Main St curb was painted yellow from Diving St to Cannon Sq. (as per request of SPD).
- Wayland's Wharf parking lot has had stone dust fill put down and a missing plank re-set in the dock.
- Wheel stops put in at Stonington Point and a large sink hole filled in on the west side of the point.
- Potholes are ongoing job. The asphalt curb and pot hole repaired on Summit Street. Fixed manhole cover on Harmony Street.
- Checking and clearing out flow from NW St, Diving St. and the pond grate at the Velvet Mill.
- Placed "15 minute" parking sign on High Street.
- The 30 year old street sweeper is coming to the end of its usefulness and should be replaced. The crew has spent considerable time repairing and replacing parts which are getting increasingly harder to find due to its age. Most recent repair was to the leaking hydraulic tank. They also replaced the cutting blades on the larger Kubota.
- I met with Chief Hoadley about cracking problems in the concrete apron to the firehouse. These are due to the loss of the expansion joint material. Water now gets in and freezes which causes the cracking and deterioration. The entrance from Water Street to the firehouse also shows deterioration from the same water intrusion but in this case due to heavy use. All this must be addressed. I also saw cracks developing on the sidewalks around the Firehouse with plant growth which I will have the HW crew look at. Perhaps these smaller cracks can be filled with silicone sealant after plant matter is removed. Some other cracks had been cut out and patched which looks largely unsuccessful, but this is out of my job discretion.

**FIRE AND EMERGENCY MANAGEMENT (CHIEF HOADLEY/WARDEN CALLAHAN):**

- SBFDF responded to 11 alarms in May 2016. They were as follows:

5-10-16	11:05 am	Person run over by a tractor Wadawanuck Club
5-11-16	9:30 am	Tree limb on wires Rt. 1 @ North Main St.
5-11-16	8:17 pm	Outside fire 12 East Neck Rd. Wamp. Pt.
5-15-16	9:50 am	Box 15 Velvet Mill
5-17-16	11:06 am	Pedestrian hit by MV Ston. Shell station
5-21-16	9:18 pm	Electrical fire 10 McGrath Court
5-23-16	11:24 am	Mutual aid to Quiambaug FD Mystic Middle School
5-24-16	1:42 pm	Box 15 Velvet Mill
5-28-16	9:49 pm	Tree down on wires 10 Stanton Rd.
5-31-16	1:47 pm	Fire alarm activation 530 Stonington Rd.
5-31-16	8:35 pm	Fire alarm activation 268 North Main St.
- The windows on front of the Borough Fire Department will need to be replaced. Burgess Adair will revisit the estimates and what is causing the clouding of the glass to happen.
- There are a couple of issues with the new fire trucks that are being fixed; the trucks are under warranty.

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

- I have a few items to report. First, the Pandolfis, who live at 168 Water Street, asked me to look into a solution for the fruit that drops in front of their house from the ginkgo trees. Rather than remove the tree(s), we asked Bartlett to spray them, thereby reducing production of fruit. The Borough has agreed to clean the sidewalks if the spraying does not work.
- The stone for Nick Reardon is ready to be delivered or picked up. Once we determine how the stone will get to Stonington and when it will be placed, I will be in touch with the Reardon family to let them know the plan for that. Alix Ogden and Kate Rugen made a generous donation, contributing to the stone.
- Susan and Roger can pick up the stone and then coordinate with Nick Reardon's daughter to be present when the stone is set.

**PUBLIC BUILDINGS (BURGESS ADAIR):**

- O'Malley Fence: I had a meeting with Cormac about our role in the fence issue on the border of his property and Borough Hall. The issue is complicated by what happens to the area at the end of our property when the fence takes a hard left toward Main St. Temporarily, they have put up a bamboo screen fence from their garage past the back of our property screening that side. The fence then turns the corner for a bit, screening the view northward. The place looks much better from their standpoint (they even put in a graveled-in terrace area abutting the bamboo fence) but lacks permanence. We have no control or responsibility over what happens to the fence from our property West to Main St. They want to delay any changes until Moira and Cormac agree to what should be done and come to some agreement with their neighbor to the North. I told him that whenever he was ready, we would be happy to discuss our role in sharing the cost on our side of the property. Personally, I would like to take down the rusty and ugly wire fence and put up a duplicate of the white picket fence from Church Street to their garage on our side of Borough Hall and leave the rest of the issue with the O'Malley's.
- Slamming Front Door at Borough Hall: John and Binti Ackley wrote me a note that they objected to the "slamming" front door of Borough Hall during meetings upstairs when they sit in the back of the room. The door has a fancy door closer which has an air

pressure control which Susan and Roger adjusted. Problem solved. I wrote to the Ackleys.

**SIDEWALKS (BURGESS SCALA):**

- Chasing down growth of bushes into sidewalk areas.

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

- **Police Incident Report**
- During the month of May 2016 there were 41 incidents in the police report for the Borough including 8 Check Buildings, 6 Medical Assists, 4 Parking Complaints, 4 Burglar Alarms (3 False), 3 Assist Citizens, 2 Suspicious Activities, and 2 Larceny related calls. There were one incident each of Welfare Check, Vandalism, Fire Box, Motor Vehicle Infraction, Found Item, Patrol Request, Identity Theft, Vandalism, Motor Vehicle Abandonment, Alarm Panic, an Alarm not Registered and one Pistol Permit.
- **Website/Communications**  
No report

**OLD BUSINESS:**

- **Discuss proposed revision to SBO-01 “Streets and Sidewalks”**  
A motion by Warden Callahan, seconded by Burgess Scala, to accept the proposed revisions to SBO-01 “Streets and Sidewalks” passed unanimously. It will be posted in the New London Day.
- **Dog Park update**  
The Town’s ad hoc committee made recommendations to Stonington Board of Selectmen, which were approved. There will be a large buffer zone between dog park and residential area. The Town has submitted an application to install a new fence to Borough Planning & Zoning, which will take it up at the July meeting.

**NEW BUSINESS:**

- **Consider requests to use Borough property**  
On a motion by Burgess Scala, seconded by Burgess Nicholas, the applications by (1) the COMO to use Wadawanuck Square and High Street across from Stonington Free Library on August 6, 2016 from 11 am until 4 pm for the 64th Annual Village Fair; (2) Special Olympics CT, Inc. to use Main St, High St., Water St, Church St., Broad Street and the Firehouse for the 2016 Special Olympics CT unified sports Fall Festival parade of sailing athletes, and dinner/dance at the firehouse from 8:30 am to 9:00 pm with a parade from 10:00 to 10:30 am; (3) the Portuguese Holy Ghost Society to use Main Street, Broad, Water, Trumbull, Omega, School, Hancox and Diving Streets on September 3 from 6-6:45 pm and September 4 from 10 am-12 pm for the Annual Feast of the Holy Ghost processions; (4) Stonington Historical Society to use Borough Streets for the annual Fourth of July parade event on Monday, July 4 beginning at 10 am and returning to Wadawanuck Square for the reading of the Declaration of Independence; (5) St. Mary Church to use Borough streets for the Blessing of the Fleet procession; (6) and St. Mary’s Church to use Water St., Omega St., Hancox St., Diving St., Main St., Matthews St. and Broad St. for the Blessing of the Fleet 5K Run on Thursday, July 28, 2016 from 4 pm - 7 pm were unanimously approved.

- **Harbor Management Reappointment: MacKinnon**  
A motion by Warden Callahan, seconded by Burgess Nicholas, to reappoint Bruce MacKinnon to the Harbor Management Commission for three-year term, was unanimously approved.
- **Consider adjusted Commissioner assignments: Fire and Sanitation/Utilities**  
A motion by Warden Callahan, seconded by Burgess Nicholas, to adjust the commissioner assignments to Warden Callahan as the Fire Commissioner, and Burgess Hills as the Sanitation/Utilities Commissioner, was unanimously approved.

**OTHER BUSINESS:**

- None

**ADJOURNMENT:**

On a motion by Burgess Scala, seconded by Burgess Park, adjournment of the meeting at 8:21 pm, was unanimously approved.

Respectfully submitted,

Lisa M. Coleman,  
Clerk-Treasurer  
June 27, 2016