

**Board of Warden and Burgesses
Minutes of Special Meeting~ September 06, 2011**

A special meeting of the Borough Warden & Burgesses was called to order in Borough Hall at 7:32 PM by Warden Paul Burgess. Present were Burgesses Michael Adair, Kathryn Burchenal, Amy Nicholas, Howard Park, Robert Scala, and Clerk- Treasurer Brian Krafjack. Burgess Edward McCreary was absent.

Great Hope Springs Application for use of Borough Hall:

1. Ronnie Kupferwasser explained the particulars of GHS Productions' application which included terms of a financial agreement and necessary insurance certificates.
 - a. The second floor of Borough Hall would be used as a holding area for background crew and actors, approximately 40 to 50 people, during filming. Tables and chairs would be set up, with provisions for food. GHS would clean up the second floor, including the restrooms, at the end of each day.
 - b. Days requested are 9/28/11, and 10/5/11 through 10/7/11 from 7AM to midnight. Times and dates are approximate, dependent on production schedule. GHS will advise in advance of schedule changes.
 - c. Warden Burgess noted that there are no events scheduled for Borough Hall during that period, and stated that the Borough Office would be occupied during the day by Barbara Perry, and that the Borough Highway Crew would be using the first floor.
 - d. Mr. Kupferwasser explained in consideration for use of the space \$2,000 would be paid in full on the first day. If the space is used for less than four days, \$2,000 is still applicable. If additional days are required, and if the space is available, with Board approval, the arrangement could be extended for \$500 per day.
2. On a motion by Burgess Scala, seconded by Burgess Park, acceptance of GHS Production's Application for Use of Stonington Borough Property was unanimously approved.

Omega Street Re-pavement Bids:

1. The Bid Form was structured so that, if agreeable to the Borough of Stonington and the contractor, the unit prices provided by the contractor, or mutually agreed unit prices, could be used for additional work, beyond the scope of the Omega Street project
2. Bids were solicited from three contractors; two bids were received.
 - a. Ed French and Son, Inc. provided a bid of \$33,480, but did not include a bid bond as required by the Bid Form. Warden Burgess followed up with Mr. French about this as a requirement for consideration of his company's bid. A bond was not produced, leading to concerns about the company's ability to provide the required performance bond.
 - b. Hastedt Bros. LLC provided a bid of \$38,000, complete with a bid bond. Hastedt Bros. has successfully performed other work for the Borough.
3. The budget would allow an additional \$40,000 of work, beyond the scope of the Omega Street Project, to be performed.
 - a. Warden Burgess suggested repairs to Cliff Street, between Elm Street and Denison Avenue, which is next on the list of required repairs. The repairs could be extended to eliminate the "puddle" further down Denison.

- b. Burgess Park asked if it would be possible to extend the granite curbing around the corner at Denison Avenue. This can be discussed with the successful bidder.
 - c. Warden Burgess suggested the Cliff Street work be performed prior to the Omega Street work due to the filming schedule for Great Hope Springs.
 - d. Work is expected to be complete this Fall.
4. On a motion by Burgess Nicholas, seconded by Burgess Burchenal, acceptance of the bid from Hastedt Bros. LLC, with additional contract work extended to Cliff Street, based on unit prices established by the bid, not to exceed a total of approximately \$78,000, was unanimously approved.

Hurricane Irene Follow-up:

1. Burgess Scala commended Warden Burgess and Burgess Park for all their efforts during the storm. Warden Burgess noted the hard work of Burgess Nicholas and Burchenal on planning and communications. Warden Burgess commended the Highway Crew for the long hours worked and the great job they did.
2. The Mandatory Evacuation Notice was discussed.
 - a. This was a difficult decision, but deemed necessary due to the Governor's call to evacuate low lying areas, and the predicted flooding of both ends of the Viaduct.
3. The initial estimate of storm related expenses is approximately \$10,000. Additional potential damages were included on the FEMA initial assessment submittal.
 - a. Expenses include tree and limb removal, overtime labor, and re-grading of the point.
 - b. Burgess Scala asked if damage to seawalls would be covered. Warden Burgess noted that the Borough Seawalls have been assessed, and some holes at Wayland's Wharf still need to be filled in.
 - c. Burgess Park asked if FEMA would cover ongoing expenses for storm damage related work required to trees, which may not yet have been discovered.
 - d. Warden Burgess is meeting with representatives of FEMA on 9/12/11 and will inquire.
 - e. Richard Stern, representing the property management company for Stonington Commons, commented from the audience that the seawall at the Commons, and the public ROW were damaged during the storm. Mr. Stern acknowledged that repairs are the responsibility of Stonington Commons, but noted that the pedestrian walkway may be moved +/- 1'-0" of elevation landward, to avoid future problems.
 - f. Burgess Nicholas noted that the walkway, prior to the storm, had become overgrown with vegetation in some locations, making passage difficult. Mr. Stern noted that the vegetation was destroyed by the storm, and acknowledged future maintenance of vegetation at the walkway is the responsibility of Stonington Commons.
4. Lessons learned from the storm, with an eye towards future storm preparations were discussed.
 - a. Communications, without electricity proved difficult. Cell phone reception was somewhat limited. The reverse 911 system is not effective if phone service is down.
 - b. There are some Borough residents who were not aware of the Hurricane's approach. Word of mouth communication is critical.

- c. The Borough might consider allowing residents to submit email addresses and cell phone numbers as a means of emergency notification. This could be done through the website.
- d. Borough Hall, supplied with a small generator, could be used a location for charging cell phones, a location to get ice, and as a gathering spot for spreading information to the public. First Selectman's updates could be posted.
- e. Borough Hall was discussed as a more practical location than the Firehouse due to its higher elevation, and for not encumbering necessary operations at the Firehouse.
- f. Burgess Nicholas will draft a Borough Emergency Management Plan.

Adjournment: On a motion by Burgess Scala, seconded by Burgess Nicholas, adjournment of the meeting at 8:16 PM was unanimously approved.

Respectfully submitted,

Brian S. Krafjack
Clerk- Treasurer