

Board of Warden and Burgesses
Minutes of Regular Monthly Meeting ~ July 16, 2012

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

Public Comment:

1. None

Approval of Minutes:

1. On a motion by Burgess Scala, seconded by Burgess Adair, acceptance of the minutes from the Board Meeting held on June 18, 2012 was unanimously approved.

Administrative Assistant's Report (Perry):

1. Received tax collections for June: \$2,331.
2. Received 1st batch of July tax collections: \$75,000.
3. Sent disbursement request to town for FY 2012/2013.
4. Sent invoices to three fire districts for FY 2012/2013.
5. Processed quarterly payroll reports.
6. Processed quarterly State Conservation report.
7. Completed US Census payroll report.
8. Continuing website updates/improvements: added banner policy and request application.
9. Contacted the three approved banner request organizations to inform them of the \$200 fee.
 - a. Received Salt Marsh Opera fee and transferred to SBFD.
 - b. Calvary Church Fish Bake withdrew request due to the fee.
 - c. Awaiting decision from Saint Mary Bazaar.
10. Processed employee bonuses.
11. Will begin pre-audit field work with auditors next week.

Clerk-Treasurer's Report (Krafjack):

1. Preparation for Special Meeting on Bus Ordinance.

Review of Bills:

1. The 6/30/2012 through 7/13/2012 report was reviewed and is on file in the Borough Office.
2. Larger expenses were reviewed.
 - a. \$19,534: VSIF (total of three for insurance/benefits package)
 - b. \$23,513: CIRMA (total of two for insurance)
 - c. \$10,331: Aquarion (rental of hydrants and pipes)

Review of Profit/Loss Statement:

1. The July 2011 through June 2012 Profit and Loss Budget vs. Actual report was reviewed and is on file in the Borough Office.
 - a. There was a surplus of approximately \$82,000, subject to audit and outstanding bills. Finances were favorable for the year.
 - b. The surplus will be moved to the Reserve Fund and possibly targeted for the Borough Hall Improvements project, as would be allowed by vote under the Appropriations Ordinance.

Correspondence:

1. Informational:
 - a. Peter Springsteel: Contractor recommendation for the Borough Hall Improvements project.
 - b. CT DEEP: Receipt of application package for Ash Street seaweed removal.
 - c. CT DEEP: Temporary authorization for Ash Street seaweed removal.
2. Requests:
 - a. Stonington Historical Society: Request to place sign at Wadawanuck Square for 10/6/12 event. The request was forwarded to Burgess Park.
 - b. Stillmax-Media: Email, application, and certificate of insurance for fashion still photo shoot- 8/27-8/30/12.
3. Other:
 - a. Polly Dyer: Letter regarding Bus Ordinance.
 - b. Betsy Wade: Letter regarding Bus Ordinance.
 - c. Chief J. Darren Stewart: Thank you letter for support of Police Commissioners Association.
4. Invitations/ Meetings:
 - a. None

Warden's Report:

1. Street Department:
 - a. Lawn Cutting and Brush Pickup.
 - b. Painting yellow curbs.
 - c. Weeding road gutters.
 - d. Installed new aluminum ladder at Wayland's Wharf.
2. Monthly Report:
 - a. Hyde and Maplewood Streets re-pavement project supervision.
 - b. Fire District contracts negotiations with Lords Point, Stonington and Wamphassuc Fire Districts ongoing.
 - c. CTDEEP construction completed on Orchard and Summit Street tidal restoration project.
 - d. Docko, Inc. retained to prepare CTDEEP permit application for Ash Street beach seaweed removal. Permit has been obtained.
 - e. Ash Street seaweed removal substantially complete. Approximately 250 cubic yards removed.
 - f. Preparation for Special Meeting on Bus Ordinance.

Fire and Emergency Management: (Burgess Nicholas):

1. During the month of June 2012 there were 6 incidences relating to the Borough Fire Department. Of note:
 - a. Motor vehicle accident at Tipping Rock Road and North Main Street.
 - b. Wamphassuc Point home was hit by lightning with damage to the roof but no fire.
 - c. Wires down on Chesebro Lane.
 - d. Lift assist with Stonington Ambulance at Dodson's.
2. There were no activities relating to Emergency Management.

3. Fire Marshal's Report for the period from 6/19/2012 to 7/16/2012:
 - a. June 20: Final Gas inspection 1 Omega Street.
 - b. June 25: 46 Broad Street Gas Inspection.
 - c. June 26: Plan Review for Event at Lighthouse.
 - d. June 27: Meeting at Velvet Mill with propane Company regarding location of Tanks for Brewery.
 - e. June 29: Inspection with Building Official of tent at event at Lighthouse.
 - f. July 02: Review plans for 70 Water Street before inspection.
 - g. July 06: Inspection NES&SF 70 Water Street.
 - h. July 10: Review Building at Velvet Mill for Bakery.
 - i. July 13: 229 Wamphassuc Point Road Gas inspection.
 - j. July 16: Meeting with Bakery at Velvet Mill regarding the type of hood that will be required.

Parks, Trees and Rights of Way (Burgess Park):

1. Parks:
 - a. The recent rain has been good for the grass in the parks.
 - b. The Cannons in Cannon Square have been tended to; Burgess Park reports that they look nice.
2. Trees:
 - a. Removal of the Maple tree on Broad Street is progressing.
 - i. Burgess Park noted that when considering a suitable replacement, we should keep in mind that trees and power lines don't mix; when they conflict it can lead to power outages and potentially to fires. When considering planting trees, we should keep in mind that low growing trees are best suited near roadside power lines. Crabapple, Dogwood, Hawthorn, Plum, or Japanese Maple, all of which grow to about 25' would be good choices. A London Plain Tree might also be a good choice although they can grow to 25-45 feet.
 - b. Met with Bartlett Tree Service about \$6,000 estimate for pruning and cabling and potential removal of the ailing Sycamore in Wadawanuck Square.
 - i. Burgess Park noted, that should the Sycamore be removed, he would recommend not replacing it with another tree. This would open up the space, show off the architecture of the Library, and provide breathing room for the other trees.
 - c. On a motion by Burgess McCreary, seconded by Burgess Nicholas, authorization for Burgess Park to post for removal, the ailing Sycamore on the north side of the Library on Wadawanuck Square was unanimously approved.
 - d. Burgess McCreary suggested the Board consider a moratorium granting permission for planting of "memorial trees" for the deceased.
 - i. Burgess Adair and Burgess Scala noted that they do not feel a moratorium would be appropriate and requests can be evaluated on a case-by-case basis.
 - ii. Burgess Park noted that the recent Policy for trees, recommended by Friends of Wadawanuck Square, provides a mechanism for the review and approval process.
3. Rights of Way:
 - a. No activity.

Sanitation, Utilities and Street Lights (Burgess McCreary):

1. Sanitation:
 - a. No activity to report.
2. Utilities:
 - a. The 18' utility pole section on Wall Street has been removed.

Public Buildings (Burgess Adair):

1. Borough Hall:
 - a. Refer to New Business in these minutes for update on the Improvements project.
2. Public Restrooms:
 - a. Burgess Adair, Warden Burgess, Clerk- Treasurer Krafjack, and Zoning Enforcement Officer Atkinson will set a date to review the condition of the restroom at the Treatment Plant to see if their use is a viable option.

Sidewalks (Burgess Scala):

1. Sent letters to 21 Diving Street regarding necessary repairs. Burgess Scala noted that there are also curbing issues at this location.
2. Met with contractor for 53 Church Street, work to begin this week.
3. Warden Burgess asked if there have been issues with vegetation obstructing sidewalks; Burgess Scala reported that there have been a few.
 - a. Burgess Park noted that a privet hedge is encroaching upon the sidewalk at Church Street.
 - b. Burgess McCreary noted that there are tree branches obstructing the sidewalk at the intersection of Diving Street and Main Street.

Police, Public Affairs and Communications (Burgess Burchenal):

1. No Report:

Old Business:

1. Consider Ash Street seaweed maintenance:
 - a. The Stonington Small Farmers Group may be looking for seaweed for fertilizer.
 - b. Other groups may be interested as well.
 - i. Burgess Park will talk to CUSH and the Garden Club.
 - ii. Burgess Nicholas will coordinate posting of signs at Tom's with Burgess Burchenal.

New Business:

1. Borough Hall Renovation Contract amount:
 - a. On a motion by Warden Burgess, seconded by Burgess Scala, award of the Contract for Renovations and Accessibility Improvements to Borough Hall to the apparent low bidder, W.R. Allen Company, Inc., for the revised amount of \$248,354, increased from \$240,790 due to a discrepancy in the Bidding Documents, was unanimously approved.
2. Consider request for fashion still photo shoot by Stillmax-Media:
 - a. On a motion by Burgess Nicholas, seconded by Warden Burgess, approval of the Stillmax-Media Application for Use of Stonington Borough Property Including Streets for August 27th, 28th, and 30th, 2012 was unanimously approved.
3. Consider Special Olympics request :

- a. On a motion by Burgess Park, seconded by Burgess McCreary, approval of the Special Olympics of Connecticut Application for Use of Stonington Borough Property Including Streets for September 8th and 9th was unanimously approved.

Other Business:

1. Bus Ordinance Public Meeting:
 - a. Burgess Adair noted that now that the ordinance has been repealed, he anticipates that the issue will come up again. There are competing forces; those for business and traffic necessary to support the businesses, and those against increased traffic due to safety concerns. Burgess Adair expressed his view that the Board should initiate the process for developing a new ordinance with acceptable terms.
 - b. Burgess Nicholas disagreed and expressed her view that any action should be initiated by Borough residents.
 - c. Burgess McCreary expressed his view that the Board should not bow down to Special Interest Groups, and that is the job of the Board to consider the needs of the Borough residents.
 - d. Warden Burgess noted that the Public Meeting was very well attended and Borough residents, by 2/3 majority, repealed the ordinance. If a group of residents decided that a new ordinance was in order, the Borough Charter provides a mechanism; a petition signed by 50 residents, qualified to vote at Borough Public Meetings, can initiate a new ordinance.
 - e. Burgess Adair reiterated his view that it is not necessary to wait for a petition, and the Board should initiate the process. Burgess Scala concurred, Burgess Nicholas disagreed.
 - f. Burgess Park noted that perhaps the language in the original ordinance was not clearly written, and that the Board might seek outside assistance in writing a new ordinance.
 - g. Burgess McCreary suggested that a subcommittee be formed to explore options and report back to the Board.

Adjournment

1. On a motion by Burgess McCreary, seconded by Burgess Nicholas, adjournment of the meeting at 8:19 PM was unanimously approved.

Respectfully submitted,

Brian S. Krafjack
Clerk- Treasurer