

**Board of Warden and Burgesses
Minutes of Special Board Meeting ~ May 7, 2015**

CALL TO ORDER

- Warden Jeffrey Callahan called the meeting of the Borough of Stonington Board of Warden and Burgesses to order in Borough Hall at 7:30 PM. Present were Burgesses Michael Adair, Robert Scala, Michael Blair, Howard Park, and Amy Nicholas and Clerk-Treasurer Lisa Coleman. Burgess Sibby Lynch was absent.

APPROVAL OF MINUTES

- On a motion by Burgess Scala, seconded by Burgess Park, the minutes from the Special Board Meeting held on April 18, 2015, were unanimously approved.

ADMINISTRATIVE ASSISTANT'S REPORT (PERRY):

- Received VFIS Insurance claim for firehouse: \$14,426.54
- Processed quarterly payroll reports.

CORRESPONDENCE:

Other:

- Town of Stonington: letter from Selectman's Office notifying waiver of Building Permit Application fee of \$146

Request:

- LaGrua Center: Jane Simmons Meiser - community music festival on June 20.
- Calvary Church: request to post sign at Wad. Square for Chicken BBQ (Lynch)
- Stephen Bessette: application and insurance for permission for Battle of Stonington 5K run and Fun Run Series
- Hervie Lamb: application and insurance for 7/16 wedding at Wayland's Wharf

Invitations/Meetings:

- None

CLERK-TREASURER'S REPORT (COLEMAN):

- May 2015 Borough elections were held on May 4, 2015. There were 61 votes, making it an 8% turnout.
- Secretary of the State filing of Absentee Ballots report and List of Elected Officials due next Friday.

REVIEW OF BILLS:

The 4/18/2015 through 5/6/2015 report was reviewed and is on file in the Borough Office. Bills for the period totaled \$33,232.07.

REVIEW OF PROFIT/LOSS STATEMENT:

The July 2014 through May 6, 2015 Budget vs. Actual P&L Report was reviewed and is on file in the Borough Office. Net income as of May 6, 2015 is \$132,814.74.

PUBLIC COMMENT:

- None

WARDEN’S REPORT:

- Met with Borough Attorney to discuss use of open area adjacent to sewage treatment plant.
- Completed developing FY-16 budget.
- Worked with adjuster and Glatfelter agent on February firehouse sprinkler break and resulting damage. Anticipate payment of about \$14k after paying ServiceMaster for cleanup. Awaiting proposal from Curran & Heyniger to make repairs.
- A suit has been filed with New London Superior Court challenging P&Z’s approval of a special permit for property at 28 Water Street.
- FedEx the paperwork and check to Oshkosh Capital.

SANITATION/UTILITIES REPORT

- None

BOROUGH CLOCK

- Reset clock after short Borough power outage on 2 April

STREETS (BURGESS PARK):

- Busy month for the highway crew. Six loads of brush were taken to the dump. Many residents still using black plastic bags. The arduous clean up after a long winter and uncooperative spring. LaGrua Park and Wadawanuck Square were cleared of leaves and brush. Cleaned up asphalt and other debris from the lawn of Whimpheimer Park due to snow cleared from the streets, which piled there. Cleaned up the front of Borough Hall and re-seeded. Brought gravel in for Library drive, filled smaller potholes in the streets with cold patch. Repaired sidewalk at 22 Cutler St with cold patch. Removed catch basin on Bayview Ave. and filled with gravel. Removed person hole cover on church St and filled with stone and cold patched the top. Started sweeping streets. Fixed “stop” sign at Hyde and Elm. Replaced “hidden driveway” sign on Main St. Replaced temporary handicap sign on Grand St. Moved clearance height sign on Main St. and put up “2 hour parking,” sign on Water St.
- They also replaced missing planks on Waylands dock, put new main broom and side broom on sweeper, put the plows away, pressure washed the “09” spreader and prepped the mowers for use.
- The catch basin at the point and on Water St were rebuilt the point was regraded, as was Waylands Wharf.
- Joe Hastead was brought in to repair the larger potholes.
- Met with three different contractors to look at, and evaluate, and price out paving in the borough.

	Hastead Brothers	Ed French and Son	Webster and Son
GOLD ST.	\$65,000.00.	\$ 86,720.00	\$85,000.00
ORCHARD ST.	\$42,000.00.	\$ 54,750.00.	\$38,475.00

- All companies were to excavate existing asphalt road, regraded existing gravel base and compact to grade, pave with 3 inches of asphalt in two coats, one binder coat and overlay with a top coat. Hastead uses one and a half inches of “class one” asphalt in both binder and overlay. Webster uses two inches of “class one” asphalt in binder and overlay then rolled down to three inches French uses two inches “class one” asphalt in binder and one and a half inches of “class two” asphalt overlay. Granite curbing was not included in these quotes.

LIBRARY DRIVE

	Hastead Brothers	Ed French and Son	Webster and Son
	\$10,000.00.	\$11,550.00	\$13,000.00

Hasteed would grade and pave flush with the sidewalk with 2.5 inches of “class 1” French would re-grade gravel keeping gutters, pave with 2 inches of “class one” asphalt and overlay with 1 1/2 inch of “class two” asphalt. Webster would dig out old driveway bring in processed gravel then 2 inches of binder and 2 inches of top, to be rolled down to 3 inches keeping all flush with the existing sidewalks. All would asphalt the apron.

Full depth patching. Location indicated by house numbers. All contractors will dig out bad areas, use processed gravel as needed and fill with 3 inches of asphalt:

27 CHURCH ST. 10x10 feet
31 ELM ST 10x10 feet
29 HIGH ST. 16x6 feet
107 MAIN ST 10x6 feet
45 MAIN ST. 6x40 feet
85 MAIN ST. 20x10 feet
WATER ST. 4x5 feet (base of viaduct)
107 WATER ST. 10x10 feet
WATER AND BROAD against curb
178 WATER ST. 5x5 feet (Out bound lane)
BAYVIEW AVE. 60x28 feet (curb to curb at entrance to Velvet Mill parking lot)
NORTH WATER ST. 30x10 feet (front of Dodson's Boatyard)
BAYVIEW AVE. Remove granite crosswalk at Elm St and place at Main and High

All companies quoted about \$30,000.00 for above work. This will be adjusted by us as work proceeds. We can also decide what should or shouldn't be done Average costs run about \$3.50 sq.ft. These prices are good for a year and starting time can be as early as July/August.

FIRE AND EMERGENCY MANAGEMENT (BURGESS BLAIR/CHIEF HOADLEY):

- There were five alarms in April 2015. They were as follows:
04/04/15 6:34 p.m. Fire Alarm Activation 19 North St. Wamphassuc Point
04/12/15 1:23 p.m. Fire Alarm Activation 330 North Main St
04/14/15 10:12 a.m. Propane Leak 53 Main St
04/23/15 7:13 p.m. Smoke From Roof 84 Water St.
04/29/15 3:27 p.m. Mutual Aid to Wequetequock Fire Dept. Structure Fire
- Signing of the fire truck purchase agreement was held at the Fire House with firemen in attendance.

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

- None

PUBLIC BUILDINGS (BURGESS ADAIR):

- The flat portion of the flat roof on the elevator side of the Borough Hall building is 1.) Leaking and causing damage to the walls in the elevator shaft and 2.) The roof was supposed to be graded at a 1/2 inch drop per foot to insure water flows off the west side of the building. This does not seem to be the case and the water just sits there and leaks through eventually. There is also a leak on the back of the building, which, over the years has done considerable damage to the kitchen wall by the stove. A-1 Seamless Gutters (Shaun) has looked at the problem outlined in the #1 above problem and has recommended a graded roof as planned in the architect's (Peter Springsteel) original

drawings which we have on hand. Peter is coming back to review recommendations to fix the problem. We have had prior problems with the work of the contractor (Pawcatuck Roofing) on the #2 issue and will talk to some other roofing contractors after deciding on a course of action with Architect. Springsteel. A secondary concern is the huge pine tree, which sheds needles and blocks the gutter on the West side of the building. There are good leaf gutter hoods available, which will be considered. In years past the owner of the tree once expressed an offer to split the cost of taking down the tree, which is really not doing much good for either party concerned. This is another possibility. Let's discuss. (Burgess Adair will ask neighbor Cormac O'Malley if he is still willing to split the cost.)

SIDEWALKS (BURGESS SCALA):

- 49-51 Main St. repaving is complete.
- Still waiting for Cannon Square Main Street sidewalks to be repaired by owners.
- If work is not completed by June, Warden Callahan suggests the Borough have the repairs made and bill the homeowners.

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

- **Police Incident Report**

During the month of April 2015 there were 44 incidents in the police report for the Borough including 8 Medical Assists, 7 Burglar Alarm Calls, 5 building/bank checks, 2 Fire Related Calls, 2 911 Hang Ups/Misdials, 2 Animal Control, 2 reports of Suspicious Motor and 2 General Information Initiations. There was one incident each of a Motor Vehicle Complaint, Assist Citizen, Assist Other Agency, Radio Infraction, Suspicious Activity, a Minor Traffic Service, a Domestic Disturbance, a Disturbance, a Nuisance Complaint, a Protective Order Violation, an Alarm not Registered, a Suicidal Call and an escort was performed. There was a bank robbery in the Borough.

- **Website/Communications**

No report.

OLD BUSINESS:

- **Discuss corrections to Vendor Ordinance**

A motion by Warden Jeff Callahan, seconded by Burgess Nicholas to accept the revised Vendor Ordinance, SBO-10, was unanimously approved.

NEW BUSINESS:

- **Appoint clerk-treasurer for term beginning May 11, 2015**

A motion by Warden Jeff Callahan, seconded by Burgess Adair to appoint Lisa M. Coleman to the vacant Clerk-Treasurer position for the term beginning May 11, 2015 was unanimously approved.

- **Consider requests to use Borough property**

On a motion by Burgess Scala, seconded by Burgess Park, the application by LaGrua Center to use Wayland's Wharf from 2-4 pm, and Wadawanuck Square from 3-5 pm, for the LaGrua Music Festival to be held on Saturday, June 20, 2015, was unanimously approved.

On a motion by Burgess Blair, seconded by Burgess Park, the application by Hervie Lamb to use Wayland's Wharf for a wedding ceremony from 11 am to 1:00 pm on July 16, 2015, with the stipulation of there being no reception on site, was unanimously approved.

On a motion by Burgess Blair, seconded by Burgess Nicholas, the application by Stephen Bessette to use several Borough streets for weekly Fun Runs beginning and ending at Dog Watch, held on Tuesdays from June 2-August 18 from 6-7 pm, and Wadawanuck Square on August 18 (Battle of Stonington 5k race), was unanimously approved.

- **Appoint commissioners for term beginning May 11, 2015**

A motion by Burgess Adair, seconded by Burgess Park, to appoint commissioners as follows for the term beginning May 11, 2015, was unanimously approved. Appointments are: Warden Callahan as Sanitation, Public Lighting, and Utilities Commissioner and Keeper of the Borough Clock; Burgess Park as Streets Commissioner; Burgess Blair as Fire and Emergency Management Commissioner; Burgess Barnes as Parks, Trees and Rights-of-Way Commissioner; Burgess Adair as Public Buildings Commissioner; Burgess Scala as Sidewalks Commissioner; and Burgess Nicholas as Police and Public Affairs Commissioner.

- **Consider vendor request**

On a motion by Burgess Blair, seconded by Burgess Nicholas, the application by Carlos A. Reyes and Courtney DiBiasi of Biologic Plus, LLC to sell organic fruit juices from a bike or electric scooter near the east lawn of the Point from 9 am – 5 pm from May 9, 2015 through September 15, 2015 was approved by majority vote. Burgess Park opposed. Sale of product enroute to making deliveries to on line customers was also approved, with the stipulation that the delivery person may not solicit customers from his vehicle while on Borough streets.

- **Discuss re-mounting Daughters of 1814 plaque commemorating Aug 9, 1814**

The plaque that was on the Monsanto building reappeared on the steps of the Lighthouse. Rob Palmer brought it to Borough Hall. Warden Callahan will contact the Historical Society about re-mounting it.

- **Appoint auditor for FY-15**

On a motion by Warden Jeff Callahan, seconded by Burgess Scala, reappointment of O'Connor Davies, LLP as the Auditor for the Borough of Stonington for the fiscal period from July 01, 2014 to June 30, 2015 was unanimously approved.

OTHER BUSINESS:

- Warden Jeff Callahan appointed Burgess Park be acting warden while he is away later this month.

ADJOURNMENT:

- On a motion by Burgess Scala, seconded by Burgess Blair, adjournment of the meeting at 9:00 PM was unanimously approved.

Respectfully submitted,

Lisa M. Coleman
Clerk-Treasurer
May 23, 2015