

Board of Warden and Burgesses
Minutes of Regular Monthly Meeting ~ August 17, 2015

CALL TO ORDER

- Warden Jeffrey Callahan called the regular meeting of the Borough of Stonington Board of Warden and Burgesses to order in Borough Hall at 7:33 PM. Present were Burgesses Robert Scala, Michael Blair, Michael Adair, Amanda Barnes, Howard Park, and Clerk-Treasurer Lisa Coleman. Burgess Amy Nicholas was absent.

APPROVAL OF MINUTES

- On a motion by Burgess Scala, seconded by Burgess Park, the minutes from the Board Meeting held on July 20, 2015, were unanimously approved.

ADMINISTRATIVE ASSISTANT'S REPORT (PERRY):

- Received Tax collection payments: \$200,00.00
- Received Town's FY 15/16 disbursement: \$172,177.00
- Received CIRMA's Member Equity Payment: \$1,138.00
- Received FEMA Reimbursement: \$22,764.38
- Processed quarterly reports
- Met with auditor bookkeeper in preparation for audit
- Started pre-audit work

CORRESPONDENCE:

Other:

- SCWA: appointment letter to Representative Advisory Board
- Peter & Eleanor Schaffer: email in opposition to removal of two Main St. trees
- Martha Mitchell: letter requesting tree at corner of 25 Main St & Wall St. be removed (to be discussed at September)

Request:

- None

Invitations/Meetings:

- None

CLERK-TREASURER'S REPORT (COLEMAN):

- Conference call with attorney for Secretary of the State's office along with Jeff Callahan and several Clerk-Treasurers for Boroughs pertaining to initial thoughts on giving Boroughs the choice of continuing with May elections or some other choices. Burgess Blair has requested the past 5 to 10 election's voter counts. Lisa will inquire with the SOTS office for years preceding 2013 election.
- Received summons on behalf of the Stonington Borough Zoning Board of Appeals regarding 28 Water Street.
- From here on, the minutes will be sent to Warden Callahan, who will make his changes, then sent to the burgesses who will have 48 hours to make their changes, then Warden Callahan will have the Administrative Assistant post them on the website.

REVIEW OF BILLS:

The 7/20/2015 through 8/14/2015 report was reviewed and is on file in the Borough Office. Bills for the period totaled \$37,887.39

REVIEW OF PROFIT/LOSS STATEMENT:

The July 2015 through August 14, 2015 Budget vs. Actual P&L Report was reviewed and is on file in the Borough Office. Net income as of August 14, 2015 is \$61,451.54.

PUBLIC COMMENT:

- None

WARDEN’S REPORT:

- Dog Park: No new developments.
- Stonington Commons Association board decided not to proceed with agreement to allow parking by nearby businesses in surplus parking spaces.
- Lights have been installed to illuminate flagpole at Cannon Square. Waiting for EverSource to connect pedestal to pole and install meter.
- Began work on annual CRS recertification for FEMA, in order to continue 10 percent discount on flood insurance for Borough residents.
- Calculated FY 15-16 fees for the fire districts and associations (Wamphassuc and Lord’s Point Associations, and Stonington Fire District) with which we contract fire protection services.
- Worked with Tree Commissioner on several tree issues on Main Street and Wadawanuck Square.

SANITATION/UTILITIES REPORT

- Several streetlights repaired.

BOROUGH CLOCK

- Reset clock and light controls after power outage on August 4th and again on August 12th after church cut power to perform electrical repairs.

Resident Richard Easton requested that the Warden’s report be read aloud at meetings, that the Burgesses’ reports are not in the minutes. Warden Callahan will look into this. The Clerk-Treasurer assured Mr. Easton that the reports are in the minutes.

STREETS (BURGESS PARK):

- The crew did their weekly mowing, garbage and brush pickup, to which were added leaf cleanup on Cliff St., between Temple and Broad streets, putting top soil on Cannon Square and seeding, branch pick up on Wadawanuck Square after the squall, and they cut up a branch which fell in LaGrua Park. They also cut up and removed half a tree, which fell in Wadawanuck Square. The rest of the tree was taken care of by Parks and Trees. They also cut back low branches at 51 Main St. Crosswalks were painted at the end of Hancox and Diving Streets.
- “Stop” lines painted at Meadow, Bayview, and Chesebro Streets. Curbs painted yellow around Cannon Sq. They replaced the missing signs and added a sign on the dock at Waylands Wharf. Fixed High and Main St signs. Put Hancox Street sign back up. Placed “tree removal” notice on Main Street. Put “No Dumping” stickers on all catch basins.
- Put out notices for upcoming paving of Gold St.

- The library driveway was paved by Ed French and Son. The crew and I checked the sinkhole problem on Hancox Street and coned off the obvious hole. I later met with Joe Hastedt and his suggestion was to dig up from the catch basin just south of that hole, down to the catch basin at the corner of Hancox and Diving. “Soil piping” was immediately suspected. This is where the supporting sub surface material is dislodged via runoff and can no longer support the roadway. A broken connection is suspected and reinforced by the sandy sediment in the downstream (north) catch basins. Because of the age of the road (20 years?) he would replace the paving with only one course of proper thickness. This would last longer than the existing life of the road and would save the Borough some money.
- The Warden and I met on Elm St, assessing the puddling situation and I later met with Levi French. His opinion was to dig out and repave that section without changing the pitch of the street.
- I have heard many positive comments about our highway crew, about the new one-way signs for Water St., about the catch basin stickers and about the new library driveway.
- A quote has been received from Hastedt on Hancox St. repairs.

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

- There were 5 alarms in June 2015
 - 6/2/15 7:40pm dumpster fire 67 Collins Road
 - 6/13/15 5:18pm Fire alarm activation 159 Wamphassuc Point Rd.
 - 6/13/15 5:51pm lift assist 39 Grand St.
 - 6/24/15 8:57am Wires down 330 North Main St.
 - 6/27/15 7:32am Burnt food 147 Wamphassuc Point Rd.
- There were 10 alarms in July 2015
 - 7/1/15 5:11pm Person locked out of the house Langworthy Ave. L.P.
 - 7/4/15 5:05pm Fire alarm activation 30 Water Street
 - 7/4/15 7:18am Dishwasher fire 71 Collins Rd
 - 7/6/15 7:13am MVA IFO Grandview Park
 - 7/14/15 1:40pm Lift assist 152 Elm St
 - 7/16/15 9:31pm Fire alarm activation 34 Main St
 - 7/17/15 7:54pm Burnt food 48 Collins Road
 - 7/19/15 Burnt food 30 Quarry Path
 - 7/21/15 Fire alarm activation 7 Front St.
 - 7/21/15 10:16am Fire alarm activation 145 Water St
- Burgess Blair stated that the flags have been attached to all of the hydrants. He is going to call Aquarion to have the hydrant circular signs removed and to get a timeline on when all of the hydrants will be painted.

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

- A tree that had split on the southeast corner of Wadawanuck Square was cut down and removed.
- Tree branches overhanging the handicapped ramp at the library need to be trimmed.

PUBLIC BUILDINGS (BURGESS ADAIR):

- Unfortunately folks, there are two urgent and expensive projects that need to be addressed and action taken before the ravages of winter:

The Heating Unit (Boiler) in the Firehouse

The current boiler in the firehouse has been giving us trouble for some time. We have been advised that it needs to be replaced. This comes after the replacement of a new boiler in Borough Hall done last year. The work for the removal of the worn out and leaking boiler in Borough Hall and replacement with an excellent and efficient new unit was done very satisfactorily by EMCOR Services of New London. We feel they did a good job on that issue and met with them on the firehouse problem. They gave a general recommendation for two boiler units: Option 1: A Hydtrotherm KN10 Boiler at a total cost of just under \$50,000 for the total job including removal of the old, connection of the new and addition of automatic emergency notification by phone of any malfunction. Option 2: They have also had good results with a second unit, a Lochinvar KBN601 Boiler at a total cost of \$40,000. Their specific recommendation based on the expected longevity, heating efficiency over the normal ranges of expected operations, their previous results with the KN10 Boiler, the greater upside range of BTU capability and a greater subsidy from the State (approx \$6,000), they would recommend The KN10 for our needs.

Timing: EMCOR is currently booked through mid-September, but have a construction opening held for us the last two weeks of September, which is enough time to finish the job. It is my impression that as we get nearer the cold weather they get much busier. I would recommend we come to grips with committing now to make sure this is done before winter. Heat in the Firehouse is a critical issue, and I don't believe it is smart to try and get through another winter on glue and masking tape fixes.

The Roof (Leakage and Drainage) and Chimney (brickwork, liner and more efficient air draw of exhaust gasses) of Borough Hall

We have discussed this issue before and are waiting for the Architect (Peter Springsteel) to finish the roof drawings needed and to round up some General Contractors to have this bid out. The two issues on the roof are related but may require different expertise. The chimney, specifically for the new Borough Hall boiler, needs both repointing and a stainless steel insulated liner, and some additional brick work below to provide an accessible collection point for chimney ash and other crud from falling back into the boiler itself. Peter was on vacation for a bit but is getting this together and should have some answers in early September. The leakage and drainage problem requires a steeper pitch and off-roof water flow pattern on the backside around the chimney.

- Resident Richard Easton requested that brick facing be put on the south and east sides of the elevator shaft of Borough Hall.

SIDEWALKS (BURGESS SCALA):

- The final letter was sent to 9 Main St. The owner returned last night. Burgess Scala had a conversation today that he has 30 days from the date of the letter to complete the repairs or the Borough will have the repairs made and bill the homeowner.

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

- **Police Incident Report**
During the month of July of 2015 there were 61 incidents in the police report for the Borough including 8 Parking Complaints/Motor Vehicle Complaints, 6 Medical Assists, 5 Assist Citizens, 5 Assist Other Agency, 4 Burglar Alarms, 3 Animal Control Calls, 3 Suspicious Activity, and 3 911 Hang Ups/Misdials. There were 2 counts each of Accident Hit and Run, Accident No Injury, Larceny, Nuisance Complaints, Juvenile Incidents and 2 Fire Alarms. There was one incident each of Accident in a Private Lot, Check Building, Patrol Request, Found Item, Alarm Panic, Marine Incident, Sector Board Check, Loud

Music, Motor Vehicle Stop, an Identity Theft, Welfare Check and a Minor Traffic Service. The camera is installed on the Viaduct and is now operational.

- **Website/Communications**
No report
- Resident Richard Easton asked if there is anyone who can talk to the police department about discretion in issuing speeding tickets on the viaduct.

OLD BUSINESS:

- **Consider removal and replacement of trees at 43 Main St.**
The original discussion last month was to remove one tree in front of 43 Main St. Two trees are now posted to be removed.
- A motion by Warden Callahan, seconded by Burgess Scala, to remove the two locust trees in front of 43 Main Street at the expense of resident Richard Easton, and to replace with two sugar maple trees to be paid for by Tom Moore, passed by majority vote. Burgesses Barnes and Park opposed.

NEW BUSINESS:

- **Consider revisions to Borough tree policy**
 - Warden Callahan presented a revised Borough tree policy.
 - A motion by Burgess Adair, seconded by Burgess Park to consider revisions to the Borough tree policy was on the table.
 - Burgess Blair expressed concern that the tree trunk be larger than 2” in diameter.
 - Conversation about the expense of trees larger than 2” in diameter.
 - Resident Richard Easton asked that the revised tree policy be posted on the bulletin boards and posted on the website.
 - Resident Richard Easton asked that we consult with an arborist about the diameters, ages, and differences in varieties.
 - Motion and second were withdrawn
 - Burgess Barnes will call Brad Painter to arrange a walk through.
 - Warden Callahan will post the proposed tree policy on the website.
 - Tabled.
- **Consider requests to use Borough property**
None
- **Consider replacing firehouse boiler**
A motion by Warden Callahan, seconded by Burgess Blair, to accept the proposal by EMCOR to install a new Hydrotherm KN10 boiler in the firehouse at the cost of \$49,920 (before state rebate) was unanimously approved.

Burgess Adair to inquire how many zones does the automatic emergency notification work on.

- **SCWA Advisory Board Appointment**
A motion by Burgess Park, seconded by Burgess Barnes, to reappoint Warden Callahan and appoint Burgess Adair to the SCWA Advisory Board was unanimously approved.

OTHER BUSINESS:

Burgess Blair acknowledged the hard work of Warden Callahan who was our liaison with FEMA and secured a 10% discount on Borough homeowner's flood insurance.

ADJOURNMENT:

On a motion by Burgess Park, seconded by Burgess Barnes, adjournment of the meeting at 9:18 PM was unanimously approved.

Respectfully submitted,

Lisa M. Coleman
Clerk-Treasurer
August 25, 2015