

**BOROUGH OF NEWTOWN  
NEWTOWN, CONNECTICUT**

Minutes of the regular meeting of the Borough of Newtown Board of Burgesses on **Tuesday, June 9, 2020**. The meeting was held remotely due to COVID-19 mandates and precautions.

Warden Maher called the meeting to order at 7:32 p.m.

**Present:** Warden Jay Maher, Senior Burgess Chris Gardner, Second Senior Burgess Betsy Kenyon, Burgess Anthony Baiad, Burgess Bill Lucas, Burgess Bill Eder, Burgess Jim Gaston, Tax Collector Jodie Enriquez, Treasurer Paula Brinkman, Zoning Officer Rob Sibley, Tree Warden Rob McCulloch, Clerk Ann Scaia.

**Absent:** None.

**Also Present:** None.

**Burgess Baiad made a motion to accept the May 12, 2020 regular meeting minutes,**  
seconded by Burgess Lucas. Motion passed.

**Warden's Report:** Warden Maher offered a quick overview of some line items that were not realized during the 2019-2020 fiscal year. He stated the sidewalk line item monies were not realized due the project on Main Street being put on hold due to COVID-19. He also stated line items with existing funds will most likely be depleted as we have expenses yet to be realized in June. Further, the Tree & Maintenance line item of \$5,000.00 was not applied to tree expenditures this past year, rather monies came from the general fund. Lastly, the Flagpole line item had made a special appropriation for refurbishment but again due to timing and the onset of COVID-19 it was not completed. Warden Maher stated future discussions will begin on the creation of a fund balance policy. There is a possibility of having an unassigned fund balance line item equivalent to one year's budget (approx. \$225,000.00). There has also been discussion of possibly having special line items from the fund balance for Sidewalks, Legal Fees and Historic District. The possible amounts assigned could be \$150,000.00, \$35,000.00 and \$10,000.00 respectively. Warden Maher also suggested a special fund balance line item could be Trees & Pruning. It is the hope of the Warden to begin discussions in the July Borough meeting depending on the status of COVID-19 and the safety protocols.

**Tree Warden's Report:** Tree Warden McCulloch reported there were a few work orders from the town. He reported a few trees were cut down on Main Street along with pruning trees adjacent to the Town Hall, on Glover Avenue and Main Street. Burgess Gaston asked if there were projects that could be completed during the month of June. Tree Warden McCulloch did not have specific projects that could be completed by the close of June. Senior Burgess Gardner suggested Tree Warden McCulloch put together a presentation for pruning trees in the new fiscal year. Both Burgess Lucas and Senior Burgess Gardner suggested the \$5,000.00 unrealized in the Trees & Maintenance line item should be re-allocated back into the general funds and pursue a

plan in the 2020-2021 fiscal year. To that end, Tree Warden McCulloch will present costs and timing at the next Borough meeting for pruning trees in the new fiscal year.

**Tax Collector's Report:** Tax Collector Enriquez reported the following for June 2020: Taxes Collectable \$159,771.85; Current Taxes: \$160,648.06; Back Taxes: \$1,182.84; Interest: \$762.50; Liens & Fees: \$192.00. Total Submitted to Treasurer to Date: \$160,700.00. Current Taxes Collected: \$158,671.01 representing 99.23%. Please review attached report for June 2020.

**Burgess Gaston made a motion to accept the Tax Collector's Report for June 2020,**  
seconded by Senior Burgess Gardner and unanimously approved.

Tax Collector Enriquez is arranging to shred designated Borough documents that were legally authorized for disposal.

**Senior Burgess Gardner made a special appropriation of \$300.00 for the shredding of designated Borough documents,** seconded by Burgess Eder and unanimously approved.

**Treasurer's Report:** The May 2020 report presents: A deposit of \$493.26 was made from the Borough Zoning Office. There were no deposits made from Tax Collector, Jodie Enriquez. A transfer of 10,900.00 was made to cover last month's invoicing. A transfer of \$493.26 was transferred into the ISC Account from the Borough Operating Account. A transfer of \$10,900.00 was transferred from the ISC Account to the Borough Operating Account. Interest on the 12 mo. CD was \$118.36 making a total of \$78,169.41. Please review attached report for May 2020.

**Second Senior Burgess Kenyon made a motion to accept the Treasurer's Report for May 2020,** seconded by Burgess Baiad and unanimously approved.

**Burgess Gaston made a motion to transfer \$2,022.43 from Contingency to Streets and Parks,** seconded by Senior Burgess Gardner and unanimously approved.

**Burgess Gaston made a motion to transfer \$858.91 from Contingency and \$100.78 from Auxiliary to Fire Hydrants,** seconded by Senior Burgess Gardner and unanimously approved.

**Zoning Officer's Report:** The Zoning Officer reported many more calls are coming in regarding permits. He reported a couple of Borough Zoning and Borough Zoning Board of Appeals have occurred to suspend a couple of regulations and to keep communications open with the public and their needs. He stated it was still unclear of when meetings will occur in person but will keep up posted. He also conveyed to Treasurer Brinkman, he would be forwarding checks from zoning fees prior to the close of the fiscal year.

**Historic District:** Second Senior Burgess Kenyon had nothing new to report. Zoning Officer Sibley stated he would pass along to Second Senior Burgess Kenyon the exterior elevation

materials for siding and roofing for the property at 19 Main Street. Second Senior Burgess Kenyon confirmed with Zoning Officer Sibley the materials for the roof and siding will be wood. Second Senior Burgess Kenyon will forward the information to the Chair of the Historic District.

**Sidewalks:** Warden Maher has nothing new to report. Warden Maher hopes to resume meetings with the ad hoc sidewalk committee in the coming months.

**Streets & Parks:** Burgess Eder will also resume pursuing discussions and actions for the repair and restoration of the Soldier & Sailors Monument in the coming months.

**New Business:** Burgess Eder asked if Second Senior Burgess Kenyon would approach the residents at 79 Main Street about removing the plastic on the porch. Second Senior Burgess Kenyon agreed to address the matter. Treasurer Brinkman asked if the vegetation growing on Church Hill Road between Newtown Animal Hospital and St. Rose is Hog Weed. She also read on Newtown Neighbors it was believed to be Cow Parsnips. Tree Warden said he would visit the area and identify the vegetation. Zoning Officer Sibley was able to confirm it is Cow Parsnip.

**Old Business:** None at this time.

**Public Participation:** None.

**The regular meeting of the Board of Burgesses will be held on Tuesday, July 14, 2020 at 7:30p.m.**


**DUE TO THE COVID-19 PANDEMIC AND THE CURRENT STATE OF EMERGENCY  
DECLARED BY THE GOVERNOR, THE MEETING WILL NOT BE IN-PERSON.  
A PUBLIC CALL-IN PHONE NUMBER WILL BE AVAILABLE FOR REMOTE  
PARTICIPATION.**

**There being no further business, Burgess Lucas made a motion to adjourn the meeting at 8:20 p.m.,** seconded by Burgess Eder and unanimously approved.

Respectfully submitted,  
Ann Scaia  
Borough Clerk


## NEWTOWN BOROUGH TAX

MONTHLY REPORT FOR: JUNE 2020




<b>TOTAL TAXES DUE FOR GRAND LIST 2018:</b>	\$159,909.80
<b>LAWFUL CORRECTIONS:</b>	
INCREASE	\$9.83
DECREASE	-\$147.78
<b>TAXES COLLECTABLE:</b>	 \$159,771.85

### AMOUNTS COLLECTED TO DATE:

CURRENT TAX:	\$160,648.06
BACK TAX	\$1,182.84
INTEREST:	\$762.50
LIENS & FEES:	\$192.00
<b>TOTAL COLLECTED TO DATE:</b>	 <b>\$162,785.40</b>

<b>TOTAL SUBMITTED TO TREASURER TO DATE:</b>	<b>\$160,700.00</b>
REFUND GIVEN FROM CURRENT YR TAX	\$1,542.81
REFUND GIVEN DUE FROM PRIOR YR	\$0.00
<b>TOTAL COLLECTIONS</b>	 <b>\$162,242.81</b>

### TAX COLLECTION SUMMARY:

GL 2018	TAXES COLLECTED	 \$160,648.06	
	TAXES SUSPENDED	\$0.00	
	TRANSFERS	\$33.16	
	BOUNCED CHECKS	-\$467.40	
	REFUNDS	-\$1,542.81	
	<b>TOTAL CURRENT TAX COLLECTED</b>	 <b>\$158,671.01</b>	99.23%
	UNCOLLECTED TAXES	 <b>\$1,100.84</b>	0.69%
	OVERPAYMENTS	-\$15.43	

### NOTE:

BACK TAXES OUTSTANDING FOR LIST 2017 AND PRIOR:	
UNCOLLECTED TAXES	<b>\$1,435.03</b>
OVERPAYMENTS FROM PRIOR YEARS	\$157.24
REFUND FROM PRIOR YEARS	0
TRANSFER FROM PRIOR TO CURRENT	-33.16
CREDIT FROM PRIOR YEARS	<hr/> \$124.08

DATE:  
9-Jun-20

SIGN: \_\_\_\_\_  
BOROUGH TAX COLLECTOR

# BOROUGH OF NEWTOWN

## Treasurer's Report Month Ending 5/31/2020

	<b>ACCOUNT 673</b> Treasurer	<b>ACCOUNT 2470-D</b> Insured Cash Sweep	<b>TOTAL</b>
<b>BEGIN</b> <b>5/1/2020</b>	\$250,010.25	\$321,010.12	\$571,020.37
<b>Interest</b> <b>Transfer</b>	-\$10.25	\$10.25	\$0.00
<b>Transfer to</b> <b>Clerk's</b> <b>Account</b>	check #288 -\$10,900.00		-\$10,900.00
<b>Transfer in</b> <b>from ICS</b>	\$10,900.00	-\$10,900.00	\$0.00
<b>Deposit</b> <b>from</b> <b>Bldg/Zoning</b>	\$493.26		\$493.26
<b>Deposit</b> <b>from Tax</b>	YTD:\$160,700 \$0.00		\$0.00
<b>Transfer out</b> <b>to ICS acct</b>	-\$493.26	\$493.26	\$0.00
<b>Interest</b> <b>earned</b> <b>5/31/2020</b>	\$10.58	\$24.54	\$35.12
<b>ENDING</b> <b>BALANCE</b> <b>5/31/2020</b>	\$250,010.58	\$310,638.17	\$560,648.75

### 1 YEAR CD Account 814 matures 3/2/21

<b>BEGIN</b> <b>5/1/2020</b>	\$78,051.05
<b>Interest</b> <b>earned</b> <b>5/31/2020</b>	1.80 APY \$118.36
<b>ENDING</b> <b>BALANCE</b> <b>5/31/2020</b>	\$78,169.41

Respectfully submitted 6/9/2020