

**BOROUGH OF NEWTOWN
NEWTOWN, CONNECTICUT**

Minutes of the regular meeting of the Borough of Newtown Board of Burgesses on **Tuesday, April 11, 2023** in the Lower Meeting Room at Edmond Town Hall, Newtown, CT. Warden Maher called the meeting to order at 7:34 p.m.

Present: Warden Jay Maher, Senior Burgess Chris Gardner, Burgess James Gaston, Burgess Bill Lucas, Burgess Anthony Baiad, Burgess Sarah Phillips, Tax Collector Jodie Enriquez, Treasurer Paula Brinkman and Clerk Ann Scaia.

Absent: Burgess Jared Modzelewski, Zoning Enforcement Officer Joe Chapman and Tree Warden Rob McCulloch.

Also Present: There were 7 members of public.

Senior Burgess Gardner made a motion to accept the February 14, 2023 regular meeting minutes, seconded by Burgess Lucas and unanimously approved.

Budget: Warden Maher presented the proposed budget for 2023-2024. Several line items were discussed individually. The Proposed Mill Rate for 2023-2024 is set at 0.67%.

Senior Burgess Gardner made a motion to present the proposed budget for approval at the May 9, 2023 meeting of property owners and/or electors, seconded by Burgess Phillips and unanimously approved.

Warden's Report: Warden Maher introduced Maureen Crick Owen, as the president of the Newtown Village Cemetery Association (NVCA), to present a proposed pedestrian bridge on Ram's Pasture. Maureen Crick Owen and Greg Smith outlined the desire to install a pedestrian bridge allowing residents to access both sides of the Ram's Pasture (see attached document outlining details and cost). The Board of NVCA asked the Board of Burgesses to consider utilizing ARPA funds to assist in its execution. The Board of Burgesses asked if the Historic District Commission has been approached for certificate of appropriateness and if the NVCA will be contributing to the cost of the bridge. Maureen Crick Owen stated NVCA would be contributing to the funding and that they would approach the Historic District Commission. The Board of Burgesses stated they would consider the project once approvals from the Historic District Commission is acquired and final costs confirmed. Charles Zukowski, of 4 Cornfield Ridge Road, mentioned the Borough Sidewalk Committee has been discussing means in which pedestrians can access Dickenson Park more easily. He believed the proposed bridge would lend a safe haven for pedestrian to access Dickenson Park.

Maureen Crick Owen also offered an update on the repair of the dam at the Hawley Pond. She stated she received quotes and awarded the project to a contractor. She stated work will begin possibly in May.

Warden Maher asked the Board of Burgess to re-visit the proposal from Judit DeStefano, Grant Specialist, from Newtown BOE for \$85,000.00 in ARPA funds to support the cost of a Teen Talk Counselor at the Newtown Middle School for the 2023-2024 school year. After a brief discussion, it was determined to table further discussion until final details of the Ram's Pasture Pedestrian Bridge is presented.

Burgess Gaston made a motion to table further conversations for ARPA funding at this time, seconded by Burgess Baiad and unanimously approved.

Tree Warden's Report: There was nothing new to report due to the absence of Tree Warden McCulloch.

Tax Collector's Report: Tax Collector Enriquez reported the for March 2023: Taxes Collectable \$200,994.59; Current Taxes: \$202,017.27; Back Taxes: \$27.39; Interest: \$1,029.24; Liens & Fees: \$0.00. Total Submitted to Treasurer to Date: \$199,800.00. Current Taxes Collected: \$199,087.93 representing 99.05%. Please review attached for March 2023.

Burgess Gaston made a motion to accept the Tax Collector's Report for March 2023, seconded by Burgess Lucas and unanimously approved.

Treasurer's Report: The February 2023 report presents: There were no deposits made from the Borough Zoning Office. There were no deposits made from Tax Collector, Jodie Enriquez. A transfer of \$16,800.00 was made to cover last month's invoicing. There was no transfer made into the ISC Account from the Borough Operating Account. A transfer of \$16,800.00 was transferred from the ISC Account to the Borough Operating Account. Interest on the 13 mo. CD was \$154.34 making a total of \$68,045.16. Please review attached report for February 2023.

Burgess Gaston made a motion to accept the Treasurer's Report for February 2023, seconded by Burgess Phillips and unanimously approved.

The March 2023 report presents: There were no deposits made from the Borough Zoning Office. There were no deposits made from Tax Collector, Jodie Enriquez. A transfer of \$30,840.00 was made to cover last month's invoicing. There was no transfer made into the ISC Account from the Borough Operating Account. A transfer of \$30,840.00 was transferred from the ISC Account to the Borough Operating Account. Interest on the 13 mo. CD was \$171.29 making a total of \$68,216.45. Please review attached report for March 2023.

Burgess Gaston made a motion to accept the Treasurer's Report for March 2023, seconded by Burgess Phillips and unanimously approved.

Burgess Gaston made a motion to transfer \$2,275.42 from Contingency to Fire Hydrants,
seconded by Burgess Baiad and unanimously approved.

Zoning Enforcement Officer's (ZOE) Report: In his absence, Zoning Commissioner Doug Nelson presented the final Borough Zoning & Regulations list of fees for various services. He stated the fees had not been adjusted since the February meeting presentation.

Burgess Gaston made a motion to accept the amended Borough Zoning Fees as presented by Zoning Commissioner Nelson, seconded by Senior Burgess Gardner and unanimously approved.

Senior Burgess Gardner inquired about the status of the proposed Castle Hill project. Zoning Commissioner Doug Nelson stated the project is in the early stages and would probably not break ground for another 18+ months. Charles Zukowski, of 4 Cornfield Ridge Road, stated the Rochambeau Trail is town property and is in the vicinity of the development. Mr. Zukowski asked the developers at the last public meeting to confirm no units would be built on the trail. He also noted the desire to complete Borough sidewalks that could lead up to Johnnycake Lane, which would be the entrance to the proposed development, to allow residents better access to town via walkways. Lastly, Mr. Zukowski suggested trails be considered on the proposed development connecting the Rochambeau Trail via open space easements rather than on roads.

Historic District: Burgess Phillips reported the Borough Bicentennial committee has met two times since the February Borough meeting. Burgess Phillips reported both meetings were productive with the discussion of a possible festival during the day and an evening event at Marigolds. Future meetings will determine the details of the celebration.

Sidewalks: Warden Maher reported Connecticut DOT approved the Sugar Street project. Warden Maher reported the First Selectman had accepted the Borough's formal application for ARPA funds and granted the Borough \$200,000.00 for the two sidewalk projects (Sugar Street and Queen Street/Church Hill Road). Warden Maher has spoken with the purchasing agent for the town and a Request For Proposal (RFP) will be out within 45-60 days with the idea of the sidewalks be realized by December 2023.

Burgess Gaston made a motion to approve funds of \$138,000.00 to be taken out of the ARPA line item for the execution of the Sugar Street Sidewalk project and the Queen Street/Church Hill Road Sidewalk project, seconded by Senior Burgess Gardner and unanimously approved.

Streets & Parks: Warden Maher reported there are funds in the Streets & Parks line item allocated for tree placement/installation. Warden Maher suggested the placement of two trees at

6 Glover Avenue and one tree at 50 Main Street. After discussion, it was decided to pursue replacing the two trees at 6 Glover Avenue.

Burgess Gaston made a motion to approved the installation of 2 trees of the same pre-existing species at 6 Glover Avenue for a cost up to \$500/tree, seconded by Burgess Phillips and unanimously approved.

New Business: None

Old Business: Burgess Phillips and Warden Maher will be staking out the final placement of the Borough Welcome signs.

Public Participation: Sue Torrey, of 31 West Street, conveyed concern over the numerous trees removed along Castle Hill Road by Eversource and inquired if more trees are to be removed. Warden Maher did not have a perspective at this time. He did confirm the developers of the Castle Hill project were not involved in the removal of the trees. Warden Maher mentioned Deborra Zukowski, of 4 Cornfield Ridge Road, had approached him to have stumps removed along Castle Hill Road. Mrs. Torrey went on to suggest signs posted prior to entering the Flagpole intersection alerting people of the intersection. Burgess Gaston stated the intersection is state property and the state most likely would not approve such signs posted.

Charles Zukowski, of 4 Cornfield Ridge Road, asked the Board of Burgesses if they were aware of the old police station possible sale and its impact on the development of sidewalks currently being discussed by the Borough Sidewalk Committee.

A meeting of the property owners and/or electors of the Borough of Newtown will be held on May 9, 2023 at 7:30 p.m. in the Gymnasium at Edmond Town Hall for the purpose of voting on the proposed budget for the fiscal year 2023-2024. The regular meeting of the Board of Burgesses will be held immediately following the meeting of the property owners in the Lower Meeting Room in Edmond Town Hall, Newtown, CT.

There being no further business, Burgess Gaston made a motion to adjourn the meeting at 9:30 p.m., seconded by Burgess Lucas and unanimously approved.

Respectfully submitted,

Ann Scaia
Borough Clerk

NEWTOWN BOROUGH TAX

MONTHLY REPORT THROUGH: MARCH 2023

TOTAL TAXES DUE FOR GRAND LIST 2021:		\$195,771.16
LAWFUL CORRECTIONS:	INCREASE	\$5,336.90
	DECREASE	<u>-\$113.47</u>
TAXES COLLECTABLE:		\$200,994.59

AMOUNTS COLLECTED TO DATE:

CURRENT TAX:	\$202,017.27
BACK TAX	\$27.39
INTEREST:	\$1,029.24
LIENS & FEES:	<u>\$0.00</u>
TOTAL COLLECTED TO DATE:	\$203,073.90

TOTAL SUBMITTED TO TREASURER TO DATE:	\$199,800.00
REFUND GIVEN FROM CURRENT & PRIOR YR TAX	\$3,123.78
BOUNCED CHECKS	<u>\$0.00</u>
	\$202,923.78
BALANCE CHECKING	<u>\$150.12</u>

TAX COLLECTION SUMMARY:

GL 2021	TAXES COLLECTED	\$202,017.27	
	TAXES SUSPENDED	\$0.00	
	TRANSFERS	\$53.41	
	BOUNCED CHECKS	\$0.00	
	REFUNDS	<u>-\$2,982.75</u>	
	TOTAL CURRENT TAX COLLECTED	\$199,087.93	99.05%
	UNCOLLECTED TAXES	\$1,906.66	0.95%
	OVERPAYMENTS	<u>-\$123.58</u>	

NOTE:

BACK TAXES OUTSTANDING FOR LIST 2020 AND PRIOR:	
UNCOLLECTED TAXES	\$0.00
OVERPAYMENTS FROM PRIOR YEARS	\$100.71
ADJUSTMENTS	\$116.63
TRANSFER (TO CURRENT YEAR)	-\$53.41
BOUNCED CHECK FROM BT PAID	\$0.00
REFUNDS	(\$141.03)

DATE:
10-Apr-23

SIGN: *Jodie Enriquez*
BOROUGH TAX COLLECTOR

			BOROUGH OF NEWTOWN					
			Treasurer's Report					
			Month Ending February 28, 2023					
			ACCOUNT 673	ACCOUNT 2470-D	ACCOUNT 873	TOTAL		
			Operating Account	Insured Cash Sweep	American Rescue Plan			
BEGIN 2/1/2023			\$250,106.19	\$248,098.81	\$183,512.75	\$681,717.75		
Interest Transfer			-\$106.19	\$106.19		\$0.00		
Transfer to Clerk's Account	check #337		-\$16,800.00			-\$16,800.00		
Transfer in from ICS Account			\$16,800.00	-\$16,800.00		\$0.00		
Deposit from Tax Collector	YTD:\$197,800		\$0.00	\$0.00		\$0.00		
Deposit Bldg/Zoning			\$0.00	\$0.00		\$0.00		
Transfer out to ICS Acct.			\$0.00	\$0.00		\$0.00		
Interest earned 2/28/2023			\$95.91	\$640.78	\$59.40	\$796.09		
ENDING BALANCE 2/28/2023			\$250,095.91	\$232,045.78	\$183,572.15	\$682,513.84		
			CD Account 814					
			matures 1/15/24					
BEGIN 2/1/2023			\$67,890.82					
Interest earned 2/28/2023	3% APY		\$154.34					
ENDING BALANCE 2/28/2023			\$68,045.16					
				Respectfully submitted 3/14/23				

BOROUGH OF NEWTOWN

Treasurer's Report Month Ending March 31, 2023

			ACCOUNT 673	ACCOUNT 2470-D	ACCOUNT 873	TOTAL
			Operating Account	Insured Cash Sweep	American Rescue Plan	
BEGIN 3/1/2023			\$250,095.91	\$232,045.78	\$183,572.15	\$665,713.84
Interest Transfer			-\$95.91	\$95.91		\$0.00
Transfer to Clerk's Account	Check #338		-\$16,800.00			-\$16,800.00
	Check #339		-\$14,040.00			-\$14,040.00
Transfer in from ICS Account			\$30,840.00	-\$30,840.00		\$0.00
Deposit from Tax Collector	YTD:\$197,800		\$0.00	\$0.00		\$0.00
Deposit Bldg/Zoning			\$0.00	\$0.00		\$0.00
Transfer out to ICS Acct.			\$0.00	\$0.00		\$0.00
Interest earned 3/31/2023			\$113.04	\$636.24	\$68.64	\$817.92
ENDING BALANCE 3/31/2023			\$250,113.04	\$201,937.93	\$183,640.79	\$635,691.76

CD ACCOUNT 814

matures 1/15/24

BEGIN 3/1/2023		\$68,045.16
Interest earned 3/31/2023	3% APY	\$171.29
ENDING BALANCE 3/31/2023		\$68,216.45

Respectfully submitted 4/11/23

**BOROUGH OF NEWTOWN
NEWTOWN, CONNECTICUT**

Notice is hereby given that the Borough Meeting of the property owners and/or electors of the Borough of Newtown will be held at 7:30pm on May 9, 2023, in the Gym at the Edmond Town Hall for the purpose of voting on the proposed budget for the fiscal year 2023-24. Estimated Budget recommended by the Board of Burgesses of the Borough of Newtown is hereby set below in accordance with the General Statutes of the State of Connecticut.

	<u>Expenditure 2021-2022</u>	<u>Estimated Budget 2022-2023</u>	<u>Proposed Budget 2023-2024</u>
ADVERTISING	2,196	2,000	2,000
AUDIT	6,900	7,100	7,500
AUXILIARY HELP	2,545	2,500	2,500
BONDS & INSURANCE	120	200	200
CULTURAL ARTS	0	0	0
CONSULTING	1,138	1,500	1,500
CONTINGENCY	3,000	3,000	3,000
DATA PROCESSING	4,005	4,000	4,500
ELECTION	150	2,500	0
FIRE HYDRANT	83,758	70,000	90,000
FIRE DEPARTMENT	6,500	6,500	6,500
HEALTH DISTRICT	10	10	10
HISTORIC DISTRICT	7,678	100	100
LEGAL FEES	15,106	12,500	11,000
SIDEWALKS	40,240	10,000	10,000
STREET LIGHTS	25,956	25,000	27,000
OFFICE MAIN. & SUPPLIES	3,821	3,000	3,000
TREES & MAINTENANCE	4,195	1,500	1,500
SOLDIERS & SAILORS	250	500	500
STREETS & PARKS	12,964	10,000	13,000
FLAGPOLE	100	100	100
SOCIAL WORK	10	10	10
ASSESSOR	5,038	4,000	4,200
CLERK	6,000	7,000	7,350
TAX COLLECTOR	7,500	8,500	8,925
TREASURER	5,000	5,500	5,725
WARDEN	2,500	2,500	2,500
BUILDING OFFICIALS	4,000	4,000	4,000
CONSERVATION DIRECTOR	1,000	1,000	1,000

	Estimated Budget <u>2021-2022</u>	Proposed Budget <u>2022-2023</u>	Proposed Budget <u>2023-2024</u>
ENGINEER	1,350	1,800	1,800
BUILDING CLERK	2,000	4,500	4,500
ZONING OFFICER	4,167	13,500	13,500
TREE WARDEN	2,500	2,500	2,500
PAYROLL TAXES	3,000	3,000	3,000
EDMOND TOWN HALL	4,000	4,000	4,000
RAM PASTURE HOLIDAY	1,000	1,000	1,000
BICENTENNIAL FUND	0	0	2,500

GRAND TOTALS	\$	269,697	224,820	250,420
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Revenue Anticipated from Prior Year \$15,000

Building Revenue Anticipated \$1,000

Interest \$10,000

Total Revenues Anticipated \$26,000

Money to be raised from taxes \$250,420 - \$26,000 = \$224,420

99% Tax Collection Rate

1.01 x \$224,420 = \$226,664

\$226,664 divided by \$336,913,824 (1000's Grand List - Mill) = 0.67

2022-2023 Proposed Mill Rate = 0.67

Note: Pre-Revaluation

2016-2017 MILL RATE - 0.86

2017-2018 MILL RATE - 0.85

2018-2019 MILL RATE - 0.95

2019-2020 MILL RATE - 0.67

2020-2021 MILL RATE - 0.66

2021-2022 MILL RATE - 0.64

2022-2023 MILL RATE - 0.76

Joseph M. Maher III

Warden, Borough of Newtown

BOARD OF BURGESSES

Christopher Gardner, Senior Burgess

Anthony P. Baiad, Jr., Burgess

Sarah J. Phillips, Burgess

James O. Gaston, Burgess

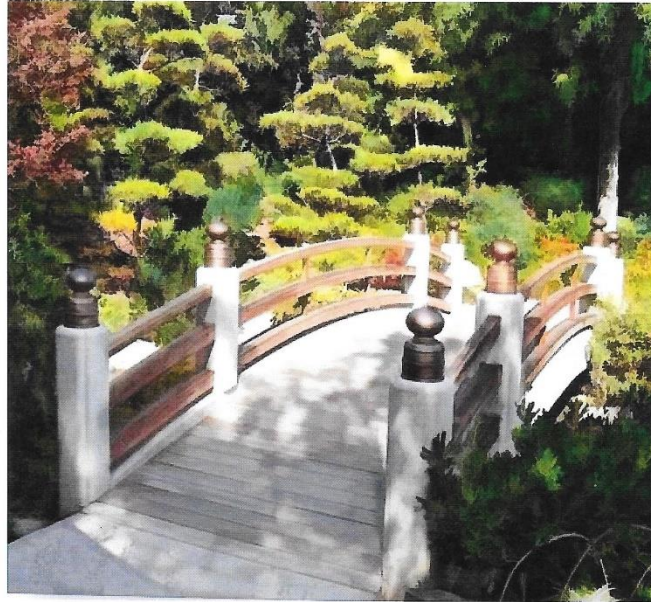
William J. Lucas, III, Burgess

Jared Modzelewski, Burgess

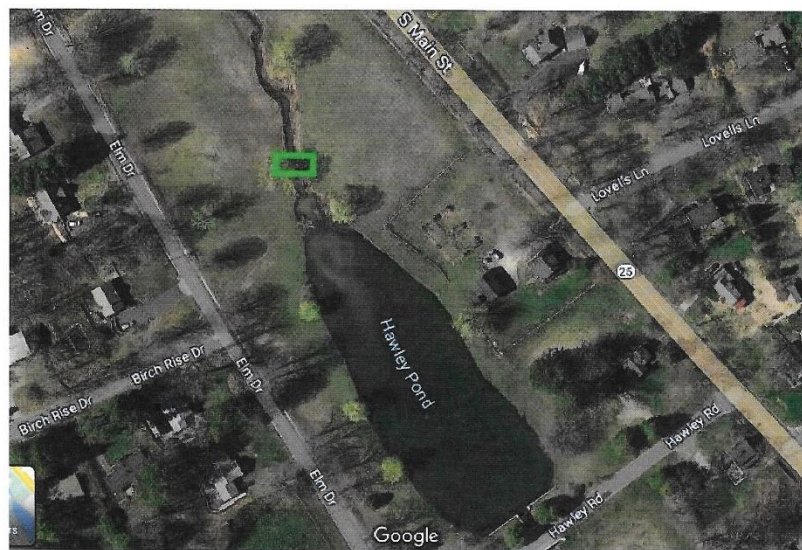
Ram Pasture Pedestrian Footbridge

Prepared by the Newtown Village Cemetery Association (NVCA)
2/11/23

Proposed Design
Arched Japanese Garden Bridge



Site Selection
The mouth of Hawley Pond



Goal

To increase the accessibility of Ram Pasture, the Newtown Village Cemetery Association (NVCA) plans to erect a pedestrian footbridge across the brook to enable access to both sides of the pasture.

Background

The NVCA has maintained Ram Pasture since 1931 with a commitment to its preservation and public use. The Pasture is considered Newtown's central green, sitting at the intersection of routes 25 and 302. It serves as the foothold of Newtown's Historic District, and its preservation is linked to Mary Hawley's original intention with the property, where she had hoped to establish a public grounds similar to Elizabeth Park in Hartford. The Pasture is an untouched park where Newtown's children have always roamed.

The NVCA's annual maintenance of the Pasture includes mowing, tree work, pond maintenance, weed management and brush cutting, in addition to holding insurance and general administrative responsibilities.

A footbridge was proposed by the board in 2021 and the project was undertaken by Scudder & Greg Smith, where designs and site location were selected. Scudder served on the board of the NVCA for decades. We intend to dedicate this bridge to him, in remembrance of his lifelong care of the cemetery and Pasture, and a gesture to someone who built bridges across our community throughout his entire life.

Project Design Specifications:

Material: pressure treated pine

Dimensions: 20 ft long by 6 feet wide

Additional needs: cement footings, wood stain

Estimated Cost:

Contractor: Larry Miller

Materials: \$23,500

Labor: \$15,000

Total: \$38,500

Request:

The NVCA asks the Borough for any financial assistance in supporting the cost of this bridge.