

**BOROUGH OF NEWTOWN
NEWTOWN, CONNECTICUT**

Minutes of the Annual Meeting of the Borough of Newtown Board of Burgesses on Tuesday,
September 11, 2018 at Edmond Town Hall, Newtown. Senior Burgess Jay Maher called the
meeting to order at 7:30 p.m.

Present:, Senior Burgess Jay Maher, Second Senior Burgess Betsy Kenyon, Burgess Anthony Baiad, Burgess Bill Lucas, Burgess Bill Eder, Treasurer Paula Brinkman, Tax Collector Jodie Enriquez and Clerk Ann Scaia.

Absent: Warden James Gaston, Burgess Chris Gardner and Tree Warden Rob McCulloch

Also Present: Two members of the public.

Senior Burgess Maher identified the annual reports submitted by the following departments/commissions: Zoning, Health, Engineering, Conservation, Fire Marshall, Historic District, Zoning Commission, and Zoning Board of Appeals. An annual report from the Building Department was not received by the time of the annual meeting.

Senior Burgess Maher asked that the Board look over the reports and asked if there were any questions. He thanked the Board, Commissions, and Sub-Committees for all their hard work. Highlights of the reports include the Zoning Board of Appeals noted 2 applications for variances, the Zoning Commission noted the retirement of Jean St. Jean and the receipt of building fees for approximately \$102,256.51 were collected for 2017-2018.

Burgess Lucas made a motion to accept the annual reports, seconded by Second Senior Burgess Kenyon and unanimously approved.

There being no further business, Burgess Lucas made a motion to adjourn the Annual Meeting at 7:40 p.m., seconded by Second Senior Burgess Kenyon and unanimously approved.

Respectfully submitted,

Ann Scaia
Borough Clerk

Newtown Health District
3 Primrose Street
Newtown, CT 06470
Tel. (203) 270-4291
FAX (203) 270-1528
donna.culbert@newtown-ct.gov



Newtown Health District
*serving the towns of
Bridgewater, Newtown
and Roxbury*

NEWTOWN DISTRICT DEPARTMENT OF HEALTH

**Borough of Newtown
September 4, 2018**

Newtown Health District Annual Report

The Annual Health Fair, held at the Reed Intermediate School on September 16, 2017, was the twenty-fourth annual and was very well attended. More than 50 exhibitors participated and numerous health screenings, health education and health promotion activities were enjoyed by hundreds of attendees. The annual Health Fair is an entirely free event.

FLU: The 2017-18 Flu season was characterized as a high severity season across all age groups. Flu vaccine was readily available; many clinics were held at schools, the senior center, the municipal center and at local businesses and pharmacies. The Newtown Visiting Nurses Association assisted in making sure uninsured residents were vaccinated.

PREVENTION: Tickborne Disease prevention in the community continued to be a major interest of the Health District's efforts and resources. In addition to distribution of information, the BLAST program continues to be promoted at a variety of venues and events. The Health District continued its education and health promotion activities on heart health this past year. A "Know Your Numbers" program has been initiated and maintained with monthly screenings at the Municipal Center at Fairfield Hills; special topics have been introduced throughout the year.

SURVEILLANCE AND INFECTIOUS DISEASE CONTROL: Emerging infectious disease continues to be a major concern. Protocols were developed at the state, regional and local level for information sharing, monitoring of suspect situations and various response methodologies. The work conducted regarding Ebola contributes to plan development for responding to future highly infectious diseases.

RECOVERY & RESILIENCY: The Health District has been an active partner with many entities working to understand, communicate and collaborate on the efforts that assist in the community's recovery and to build resiliency. A leadership workgroup has been created to help foster improved communication and needs assessment and response. The relationships with community partners prove invaluable.

ENVIRONMENTAL HEALTH: The Health District covers environmental and public health issues that include new residential and commercial development with septic systems and wells; septic system repairs; food service licensing and inspections; schools and daycares; water supply issues and nuisance complaints as well as tickborne disease prevention efforts and public health emergency planning for all three member towns, Newtown, Bridgewater and Roxbury.

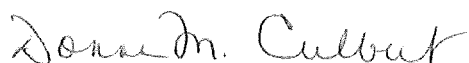
Health education efforts have been co-sponsored by the Health District and the Newtown VNA, the Bethel VNA and the New Milford VNA. The Health District continues to be an active member of the Newtown Prevention Council, which is a coalition of community members working toward a safe and substance free town. The Health District and the school system have partnered on many health promotion efforts and messages.

The Newtown Health District Director continues to be the chairperson for the Housatonic Valley Planning Region's directors of health. This group has been meeting for more than fifteen years, working on public health emergency preparedness planning, and more recently on regional planning. The Director is an active member of the Emergency Support Function (ESF) 8 Health and Medical Services Group for Connecticut's Region 5; ESF 8 partners include local health departments, acute care hospitals, emergency medical services (EMS) and behavioral health for the 43 member towns in Region 5.

Customer service is the Health District's number one priority as we work to promote and protect the health of the district's member communities. The Health District's employees are: Maureen Schaedler, Administrative Assistant; Michael Carey, Senior Sanitarian; Ed Knapik, Assistant Sanitarian; Keith Vaughn, Assistant Sanitarian; Suzette LeBlanc, Food Service Inspector; Dr. Thomas Draper, Medical Advisor and Donna M. Culbert, Director of Health.

The Health District Board of Directors are Dr. Robert Grossman, Chairman; Jocelyne Taweh, R.N., Borough representative; Herb Rosenthal, Newtown representative; Dr. William Begg, Newtown representative; Bernie Meehan, Roxbury representative, and Curtis Read, Bridgewater representative.

Respectfully submitted by
Donna M. Culbert, Director of Health

A handwritten signature in cursive script that reads "Donna M. Culbert".

Report of Activity for the Period of July 1, 2017 to June 31, 2018
Borough of Newtown Historic District

***The Borough of Newtown
Historic District Commission***
*Newtown, Connecticut
Est. 1996*

Sept 9, 2018

Catherine Smith
Director of Arts & Historic Preservation &
Secretary, Historic Preservation & CT Freedom Trail Connecticut Commission on
Culture and Tourism
One Constitution Plaza, 2nd Floor
Hartford, CT 06103

Re: Borough of Newtown Historic District Annual Report of Activity

Dear Ms Smith,

Enclosed please find the Report of Activity for the Borough of Newtown Historic District for the period July 1, 2017 to June 30, 2018. A full list of Commission members, alternates, and consultants follows.

Please contact me if you have any questions regarding this report or if you require my assistance with any matters pertaining to the Borough of Newtown Historic District.

Regards,

Mark P. Poirier
Secretary
Borough of Newtown Historic District Commission
53 Main Street
Newtown, CT 06470
(203) 270-9916
markppoirier@hotmail.com

cc: Ann Scaia, Borough Clerk

Report of Activity for the Period of July 1, 2017 to June 31, 2018
Borough of Newtown Historic District

Regular Business:

- The commission held 2 public hearings during this 12-month period:
 - August 31, 2017
 - John & Melinda Cash for a 12 ft x 16 ft shed to be located on the property they own at 79 Main Street, Newtown CT.
 - The application was approved as presented in the application.
 - Nov 8, 2017
 - Newtown Savings Bank for renovations to its offices at 39 Main Street. The existing drive-through window along the south-side driveway will be closed and replaced with a covered terrace and a walk way leading to Main Street.
 - The application was approved as presented in the application.

Report of Activity for the Period of July 1, 2017 to June 31, 2018
Borough of Newtown Historic District

***The Borough of Newtown
Historic District Commission***

Regular Commission Members

Chair, Stephanie A. Gaston

18 Main Street
Newtown, CT 06470
203-426-2500

Fifth Term 07/15 – 07/20

Secretary 07/96 – 07/98

Chair 07/98 – 07/17

Vice Chair, Betsy S. Kenyon

62 Main Street
Newtown, CT 06470
203-426-5709

Fifth Term 07/16 -07/21

Vice Chair 07/96 – 07/17

Secretary, Mark P. Poirier

53 Main Street
Newtown, CT 06470
203-270-9916

Secretary 07/07 – 07/17

Third Term 07/13 – 07/18

Charles Fulkerson

8 Currituck Road
Newtown, CT 06470
203-270-8492

Fifth Term 07/17 – 07/22

Ellen Whalen

65 Main Street
Newtown, CT 06470
203-426-6425

Third Term 07/14 – 07/19

Alternate Commission Members

Karen Boyle

53 Main Street
Newtown, CT 06470
203-270-9916
Vacancy

Second Term 07/13 – 07/18

Consultants

Daniel Cruson

174 Hanover Road
Newtown, CT 06470
203-426-6021

Newtown/Borough Historian

Scudder Smith

57 Elm Drive
Newtown, CT 06470
203-426-4882

History/Research

James O. Gaston

18 Main Street
Newtown, CT 06470
203-426-2500

Legal



Ann Scaia <annscaia22@gmail.com>

Annual Reports for the Borough of Newtown 2018

paula brinkman <paulabnyc1@aol.com>
To: Ann Scaia <annscaia22@gmail.com>

Wed, Aug 22, 2018 at 9:12 PM

On Aug 22, 2018, at 10:09 AM, Ann Scaia wrote:

Paula,

After talking with Maureen, it appears I am turning to you for the Zoning Annual Report. I have attached last year's to jog your memory. Maureen said she did not have access to the information you provide in the report.

Please let me know your thoughts.

Ann

Ann,
Per your request, these are total BZE receipts for Fiscal Year 2017-18:

Building Fees: \$100,501.01

DEEP: \$1,320.00

Zoning Board of Appeals: \$210.00

Tag Sale Fees: \$50.00

Sign Fees: \$175.00

Misc: .50

TOTAL FEES COLLECTED: \$102,256.51

Conservation Director

Annual Report for the Borough of Newtown

2017 - 2018

The Conservation Director for the Borough of Newtown acts as the agent for the Inland Wetlands Agency, Aquifer Protection Agency, and Forest Practices Agency. The Director also staffs the Conservation Commission and serves the Borough Zoning as the staff environmental planner. The Conservation Director is also responsible for federal reporting and local regulations for flood plain management.

A summary of the actions of the Agent and the commissions in the Borough of Newtown during this past year:

I. Inland Wetlands –

- Agent

- 33 Site Plan Reviews
- 42 Site Inspections
- 3 Violation Inspections

- Commission

- 8 permit approvals
- 0 permit denials
- Amount of wetlands for alteration – 0.043 Acres
- Amount of linear stream for alteration – 0F
- Amount of created wetlands for mitigation – 0.5 Acres

II. Borough Planning/Zoning –

- Agent

- 34 Site Plan Reviews
- 18 Site Design Meetings

III. Flood Plain –

- Agent

- 12 Site Plan Reviews
- 13 FEMA Reviews
- 9 Meetings with DEEP/FEMA on municipal responsibilities

Respectfully Submitted,

Robert Sibley
Conservation Director, Borough of Newtown

August 17, 2018

BOROUGH OF NEWTOWN
NEWTOWN, CT 06470

August 8, 2018

Ann Scaia
Borough Clerk
Borough of Newtown
P.O. Box 164
Newtown, CT 06470

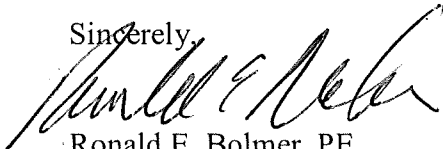
RE: Annual Report

Dear Ms. Scaia:

In the past year I have been involved with the following:

1. Continuing construction inspections for various projects. These inspections include road/drainage projects as well as driveways and development sites.
2. Assist various agencies and property owners with determining road right of ways and property lines.
3. Assist property owners in determining where sewer lines and laterals are located as well as other public utilities. Issue permits to homeowners and public utility companies in order to tie into or install utilities in the Town right of way.
4. Continue to investigate road and drainage complaints from homeowners. Work with the Public Works Department in resolving these issues.
5. Engineering reviews and inspections for various development projects. These include the Lexington Garden project, the Saint Rose Site Development Plan, and the Assisted Living Facility on Church Hill Road and The Boulevard.
6. On going consultations with the State and contractor for the Rte. 302 bridge replacement project.

Sincerely,



Ronald E. Bolmer, PE
Borough Engineer



TOWN OF NEWTOWN

ANNUAL REPORT BOROUGH OF NEWTOWN JULY 1, 2017 TO JUNE 30, 2018

During the past fiscal year the following activities were conducted by the Fire Marshal's Office

03	School Inspections
02	Day Care Center Inspections
08	Churches and Church Building Inspections
01	Group Home Inspection
99	Business and Professional Building Inspections
03	Open Burn Permits

A handwritten signature in black ink, appearing to read "Rich Frampton", is written over a horizontal line.

Richard Frampton, Fire Marshal
September 11, 2018

***Borough of Newtown
Zoning Board of Appeals
Newtown, Connecticut 06470***

August 20, 2018

Via Email Only

Board of Burgesses
Borough of Newtown
P.O. Box 164
Newtown, CT 06470

Re: Annual Report for Borough of Newtown Zoning Board of Appeals

Dear Ladies and Gentlemen:

Regarding your recent memo, during the period July 1, 2017 through June 30, 2018, there were two (2) applications for variances to Section 5.04 of the Borough of Newtown zoning regulations.

The first application was for a variance for property located at 13 Main Street. After presentation by the applicant and then discussion of the Commission, the Commission voted that the that the applicant did not need a variance for the construction of the garage.

The second application was for a variance for property located at 29 West Street. After presentation by the applicant and their attorney, the Commission approved their request.

Should you need anything else, please do not hesitate to contact me.

Very truly yours,

John

John Madzula
Chairman

/mco

***Borough of Newtown
Zoning Commission
Newtown, Connecticut 06470***

August 20, 2018

Board of Burgesses
Borough of Newtown
P.O. Box 164
Newtown, CT 06470

Re: Annual Report for Borough of Newtown Zoning Commission

Dear Ladies and Gentlemen:

In response to your recent letter, I submit the following information regarding the period July 1, 2017 through June 30, 2018:

- Mrs. Jean St. Jean retired as Borough Zoning Enforcement Officer and Maureen Crick Owen was hired in August 2017. She resigned in February 2018. The Borough has yet to hire a replacement. Currently Mr. Benson, Land Use Director for the Town, has been handling the planning and zoning matters for the Borough with the exception of signage.
- At the meeting of October 11, 2017, the special exception, village district and site plan were approved by the Commission for Teton Capital LLC for the development of an assisted living village at 37 Church Hill Road.
- Lexington Gardens' complex still has not been issued a final certificate of occupancy. There are items still outstanding that the developer needs to complete before a final CO can be issued.
- St. Rose Church had previously been approved for expansion to the church, memorial garden and other improvements to the church area. A building permit has been issued and the work has commenced.

If you should have any questions, please do not hesitate to contact me.

Very truly yours,

Doug Nelson

Douglas Nelson
Chairman

/mco