# BOROUGH OF NEWTOWN NEWTOWN, CONNECTICUT

Minutes of the regular meeting of the Borough of Newtown Board of Burgesses on **Tuesday, December 10, 2019** in the Old Court Room at Edmond Town Hall, Newtown, CT. Warden
Maher called the meeting to order at 7:32 p.m.

<u>Present</u>: Warden Jay Maher, Second Senior Burgess Chris Gardner, Burgess Anthony Baiad, Burgess Bill Eder, Burgess Jim Gaston, Tax Collector Jodie Enriquez, Tree Warden Rob McCulloch and Clerk Ann Scaia.

Absent: Senior Burgess Betsy Kenyon, Burgess Bill Lucas and Treasurer Paula Brinkman

<u>Also Present</u>: 2 members of the public.

<u>Burgess Gaston made a motion to accept the November 12, 2019 regular meeting minutes,</u> seconded by Second Senior Burgess Gardner. Motion passed.

#### Public Participation: None.

Warden's Report: Warden Maher gave a brief summary of the December 3, 2019, Ad Hoc Sidewalk Committee meeting. As a result of the meeting, three more potential sidewalk projects were added making the new total thirteen possible sidewalk projects. He stated the next step is to review each project on the following criteria: pedestrian safety, number of homes served and total cost. Once the review is completed, a public hearing would occur to present their findings. Lastly, he announced the next Ad Hoc Sidewalk Committee meeting will be on January 7 at 7:00pm in the Borough Office.

Senior Burgess Kenyon has requested to assume the title of Second Senior Burgess and Second Senior Burgess Gardner will assume the title of Senior Burgess.

Burgess Gaston made a motion for Betsey Kenyon to assume the title of Second Senior

Burgess and Chris Gardner to assume the title of Senior Burgess, seconded by Burgess Eder and unanimously approved.

They will both be sworn in after tonight's meeting.

Warden Maher announced he has received the petition of signatures for the Sugar Street sidewalk project. There are approximately 232 signatures on the petition. It has been added to the December minutes. He also announced the Borough Zoning meeting regarding 19 Main Street will be resuming on December 11, at the 7:00pm at the Newtown Middle School in the auditorium. Lastly, Warden Maher wanted to acknowledge The Bee recognizing Burgess Gaston

for his 18 years serving on the Board of Finance. Warden Maher also thanked Burgess Gaston for his many years serving the Borough as a warden and now as a burgess.

<u>Tree Warden's Report</u>: Tree Warden McCulloch reported there were a couple of work orders from the town which is expected this time of year. He also reported the tree plantings on Main Street are complete.

Tax Collector's Report: Tax Collector Enriquez reported the following for November 2019: Taxes Collectable \$159,771.85; Current Taxes: \$159,826.79; Back Taxes: \$1,182.84; Interest: \$677.37; Liens & Fees: \$168.00. Total Submitted to Treasurer to Date: \$159,600.00. Current Taxes Collected: \$157,849.74 representing 98.71%. Please review attached report for November 2019.

Burgess Eder made a motion to accept the Tax Collector's Report for November 2019, seconded by Second Senior Burgess Gardner and unanimously approved.

Tax Collector Enriquez presented the budget for 2020-2021 for data processing from Quality Data Service, Inc. She also presented the budget from 2019-2020 as a comparison. She stated the budget increased by approximately \$166.00 due to a slight increase in software and postage charges.

Treasurer's Report: The November 2019 report presents: A deposit of \$150.00 was made from the Borough Zoning Office. A deposit of \$1,700.00 was made from Tax Collector, Jodie Enriquez. A deposit of \$325.00 was made from residents as a donation to the Flagpole Refurbishment. A deposit of \$500.00 was made from the Lions Club as a donation to the Flagpole Refurbishment. A transfer of \$17,200.00 was made to cover last month's invoicing. Interest on the 12 mo. CD was \$113.29 making a total of \$77,489.64. Please review attached report for November 2019.

Burgess Gaston made a motion to accept the Treasurer's Report for November 2019, seconded by Burgess Eder and unanimously approved.

**Zoning Officer's Report:** Zoning Officer Sibley reported the Borough Zoning Commission received approx. 13 applications were received of which 10 were residential and 3 were commercial. He reported approximately half dozen violations which are in various forms of activity. He stated there was a Borough Zoning Commission public hearing on November 14 and there is a follow up public hearing on December 11. He also shared he attended the Connecticut Association of Zoning Enforcement Officers meeting for his certification.

<u>Historic District</u>: Burgess Gaston stated that the historic district has not received any new applications.

<u>Sidewalks</u>: Warden Maher was approached by the residents of 35 Main Street regarding the replacement of the sidewalk in front of their home. It currently is the only sidewalk between Glover Avenue and the monument that has not been replaced. It is approximately 150 linear feet. Warden Maher stated is would be repaired with stamped concrete. Warden Maher also conveyed this project would fall under the original Borough maintenance project started over 10 years ago.

Burgess Gaston made a motion to allocate \$10,000 from the sidewalk budget for the replacement of sidewalk at 35 Main Street, seconded by Second Senior Burgess Gardner and unanimously approved.

Streets & Parks: Burgess Eder presented a second estimate from Benn's Masonry for the repair of the Victory and Peace monument and pavers (see attachment estimate). Burgess Eder read the detail of work from the estimate. The estimated costs are: \$850.00 to repair the Statue and \$10,110.00 to repair the pavers. Burgess Eder suggested the cleaning of the monument should occur in the Spring, but suggested the repair of pavers should be included in the sidewalk projects currently being discussed in the Ad Hoc Sidewalk Committee meetings. He also suggested given the noticeable difference in estimates between Benn's Masonry and Top Notch a scope of work should be written and submitted as an RFP through the Newtown purchasing department to ensure fair and accurate pricing from vendors. Burgess Eder will create a draft scope of work for review at the next Borough meeting. He also suggested the creation of an interpretive sign explaining the purpose and history of the monument might be a good project possibly for the Boy Scouts or Eagle Scouts. Burgess Gaston reminded Burgess Eder, the Historic District Commission would need to approve the type of pavers utilized for this project.

Second Senior Burgess Gardner offered an update on the status of the Flagpole refurbishment and fundraising for the project. He met with Steve Bennett (from the Lions Club), Pat Llodra and Bruce Walczak to discuss fundraising for the Flagpole Refurbishment. Second Senior Burgess Gardner and Pat Llodra also met with Bob Tate to possibly formalize an arrangement for the town to create a repository for donations making it a town wide project, not just a Borough project. Bob Tate suggested Dan Rosenthal formally create a Flagpole Preservation Committee which should ease the process of accepting donations and approve donations from any fund that is created. The committee could also serve in the maintenance of the flagpole for future projects/improvements. Second Senior Burgess Gardner also informed us of Flapppole Fund created by the late Alida and Frank Knotts, mentioned in last month's meeting. He learned there is \$10,000 in the fund with the provision it must maintain this amount at all times. The fund has accrued approximately \$6,400 which would be available to help fund the Flagpole Refurbishment. Second Senior Burgess Gardner also stated the Rotary Club will be donating \$500.00. Second Senior Burgess Gardner stated the Flagpole Committee will be embarking on a 6-8 week fundraising event starting towards the end of February. Second Senior Burgess Gardner spoke with the painter and arranged for his return in the Spring to paint. The VFW has donated the summer flag which flew on the Flagpole this past summer. The Flagpole Committee will be creating a drawing to win the flag as another means to raise funds. To enter one simply makes a donation to which they would receive a ticket and a drawing would occur at a later date. The Flagpole Committee would be meeting again after the first of the new year. The Flagpole

Committee's goal is to raise approximately \$6,000-7,000. Any excess that may be raised will go back into the Flagpole Fund.

New Business: None.

Old Business: Warden Maher stated the algae is not an issue as the cold weather has arrived. Furthermore, he had a conversation with Maureen Crick Owen and this subject may be revisited in Spring 2020.

<u>Public Participation:</u> Deborra Zukowski, of 4 Cornfield Ridge Road, stated if the public schools are closed due to weather on tomorrow (December 11), the Borough Zoning Commission public hearing would have to be rescheduled since they are using the auditorium in the Newtown Middle School.

The regular meeting of the Board of Burgesses will be held on Tuesday, January 14, 2020 at 7:30p.m. in the Old Court Room in Edmond Town Hall, Newtown, CT.

There being no further business, Burgess Baiad made a motion to adjourn the meeting at 8:13 p.m., seconded by Burgess Gaston and unanimously approved.

Respectfully submitted, Ann Scaia Borough Clerk

#### **NEWTOWN BOROUGH TAX**

MONTHLY REPORT FOR:	NOVEMBER 2019			
	DDAND 1 10T 0040		¢150,000,90	
TOTAL TAXES DUE FOR ( LAWFUL CORRECTIONS:			\$159,909.80 \$9.83	
LAWFUL CORRECTIONS.	DECREASE		-\$147.78	
TAXES COLLECTABLE:	<i>D</i> 20/12/102	-	\$159,771.85	
AMOUNTS COLLECTED T	O DATE:			
CURRENT TA	\ <b>V</b> ·		\$159,826.79	
BACK TAX			\$1,182.84	
INTEREST:			\$677.37	
LIENS & FEE	S:		\$168.00	
TOTAL COLLECTED TO D	ATE:		\$161,855.00	
			4450 000 00	
TOTAL SUBMITTED TO T			<b>\$159,600.00</b> \$1,301.18	
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TOTAL COLLECTIONS	NW FRIOR TR	-	\$160,901.18	
TAX COLLECTION SUMM	ARY:			
GL 2018 TAXES COLL	ECTED	•	\$159,826.79	
TAXES SUSF			\$0.00	
TRANSFERS			\$33.16	
BOUNCED C	HECKS		-\$467.40	
REFUNDS		_	-\$1,542.81	00.740/
TOTAL CURF	RENT TAX COLLECTED		\$157,849.74	98.71%
UNCOLLECT		•	\$1,922.11	1.20%
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BACK TAXES OUTSTAND	ING FOR LIST 2017 AND PRIOR:			\$1,435.03
	UNCOLLECTE TAXES OVERPAYMENTS FROM PRIOR	YFARS		\$157.24
	REFUND FROM PRIOR YEARS	LANO		0
	TRANSFER FROM PRIOR TO CU	RRENT		-33.16
	CREDIT FROM PRIOR YEARS		,	\$124.08
DATE:				
10-Dec-19				

SIGN:\_\_\_\_\_BOROUGH TAX COLLECTOR

Borough of Newtown Newtown, CT Monthly Treasurer's Report or month ending November 30, 2019

Beginning Balance ( November 1, 2019)	\$667,706.06	
OPERATING ACCOUNT		
Nov. 13,2019 Flapgole of		Amount \$1,700.00 \$150.00 \$325.00 \$500.00
Interest income (November 30, 2019)		\$18.62
Total income		\$2,693.62
Expenses (checks written) Date Nov. 12,2019 Nov. 12,2019 Nov. 12,2019 Ending Cash Balance (November 30, 2019)	Payable To Description Treasurer's Acct (331) check 280 Treasurer's Acct (331) check 281 Treasurer's Acct (331) check 282 total:	Amount \$15,200.00 \$1,000.00 \$1,000.00 \$17,200.00 \$653,199.68
Outstanding Checks	Payable To Description	Amount
	Total Outstanding Checks	\$0.00
RECONCILED BANK BALANCE (November	r 30, 2019)	\$653,199.68
12 MONTH CD ACCOUNT (#814)	Matures 2/28/2020	
	Beginning Balance (November 1, 2019)	\$77,376.35
Interest income (November 30, 2019)	interest 1.80 APY	\$113.29

TOTAL

\$77,489.64

Respectfully submitted on December 10, 2019

# To Whom it May Concern:

This letter is to express support for sidewalks extending from the intersection of Route 25 (Main Street) and Route 302 (Sugar Street) in Newtown, CT. Proposed sidewalks would extend down Route 302 towards Boggs Hill Road.

As Newtown offers many family friendly events in this area, including but not limited to the Ram's Pasture Christmas Tree Lighting, The Newtown Labor Day Parade and Trick or Treating on Main Street, adding sidewalks would greatly enhance the safety of those walking along 302 to access downtown Newtown, CT.

Additionally, as renovations and improvements to Bridge Number 03271 already include the addition of a sidewalk extending to the far entrance of the Police Station, extending sidewalks down Route 302 would be a practical improvement to augment the safety of pedestrians accessing downtown Newtown.

Thank you for your consideration.

Regards,

Newtown Berough Residents

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Comberly O'Connor	7 Baldwin Rd.	Sing 2
Dennis O'Connor	7 Baldwin Rd.	115
Debbie Bollografia	3 RODWIN Rd	Antono
RICHARD COPLINS	14 Lincoln Rd	Julia W
Catherine Summ	25 Sugar St.	CAN .
PETER BY OFKWAS	25 Sugar St	A TA
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Christine Givety	28 Juniper 2d.	Charling Doct
LYNDON THOMAS	22 JUNIFER RO	War Co
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Daniel Pierce	11 Nettleton Ave	herti
Fred Merrill Jr	3 Baldwin Road	1
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Giselle Graham	32 Oldferm hillrd	Dhur Dhe
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Don Caffey	1 Hunting Ridge Rd	Jon S Caffy
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# **Budget Letter 2020-21**

-	Date	Letter#	
	11/21/2019	2018E1323	

Name / Address
Borough of Newtown
Tax Collector
PO Box 471
Newtown, CT 06470

Contact	Leo DiNicola
Phone #	2037559031
Fax #	203-574-4360
e-mail	LEO@QDS.BIZ
Cellphone #	203-910-2316

Description of Services	Est Qty	Total 60
Annual Software Support Fee - Revenue Collection Software	1	1,125.00 + 5 215.00 + 15
Annual Subscription Fee - QSearch - Tax Records Web Hosting Service	1	215.00 119
Annual QDS Hosted Windows Application - Revenue Collection Software - Per User	1	1,425.00

Includes - Offsite Hosting of Application and Database - instantaneous release updates

Nightly Offsite Backup of Database

Secure Offsite Storage

99% Up-Time

**Reduntant Servers and Web Access** 

Securely Access your data from any PC via Browser

Includes printing up to 1000 bills annually

Optional Mailing Services		
CASI certify File	1	75.00
Fold, Meter, Insert, Tray, Strap and Deliver Mail to Post Office for mailing Bills	650	81.25
#10 Mailing Envelopes 24# WW - 1 sided - min charge \$ 90.00	1,000	90.00
#9 Return Envelope (BRE) - 1 Sided - White Envelope - Black Ink - Min Charge \$	1,000	90.00
1st Class Postage - CASS Certified Rates	650	292.50 K
Optional - Printing and Binding Final Posted Ratebooks		250.00 AND
Printing on 25% Cotton content paper Final Posted Ratebook per CT State Statutes	1	250.00
Binding Final Posted Books	1	50.00

www.qds.biz

**Enter Total based on options chosen** 

**Customer Acceptance Signature:** 

Print Name and Title:

**Customer Acceptance Date:** 

Purchase Order # (if applicable):

12-10-19

166.0



# **Budget Letter 2020-21**

Date	Letter#	
11/21/2019	2018E1323	

# Name / Address Borough of Newtown Tax Collector PO Box 471 Newtown, CT 06470

Contact	Leo DiNicola
Phone #	2037559031
Fax #	203-574-4360
e-mail	LEO@QDS.BIZ
Cellphone #	203-910-2316

Description of Services	Est Qty	Total
Double Sided laser Printing & Indexing of Grand List on 25% Cotton Content Paper -	1	200.00
Regular List Permanently Binding Grand List Book(s) - Regular List	1	50.00

www.qds.biz	Enter Total based on options chose	n L
	Customer Acceptance Signature:	
	Print Name and Title:	·
	Customer Acceptance Date:	,
	Purchase Order # (if applicable):	
	Page 2	

## Quality Data Service, Inc. 121 Mattatuck Heights Rd Waterbury, CT 06705

# **Budget Letter 2019-20**

Date	Letter#
11/29/2018	2018E230

Name / Address
Borough of Newtown
Tax Collector
PO Box 471
Newtown, CT 06470

Contact	Leo DiNicola	
Phone #	203- <b>7</b> 55-9031 x103	
Fax#	203-574-4360	
e-mail	leo@qds.biz	
Cellphone #	203-910-2316	

Description of Services	Est Qty	Total
Annual Software Support Fee - Revenue Collection Software	1	1,075.00
Annual Subscription Fee - QSearch - Tax Records Web Hosting	1	200.00
Service		
Annual QDS Hosted Windows Application - Revenue Collection	1	1,350.00
Software - Per User		The set of

Includes - Offsite Hosting of Application and Database instantaneous release updates
Nightly Offsite Backup of Database
Secure Offsite Storage
99% Up-Time
Reduntant Servers and Web Access
Securely Access your data from any PC via Browser
Includes printing up to 1000 bills annually

Optional Mailing Services		
CASI certify File	1	75.00
Fold, Meter, Insert, Tray, Strap and Deliver Mail to Post Office for mailing Bills	650	81.25
#10 Mailing Envelopes 24# WW - 1 sided - min charge \$ 90.00	1,000	90.00
#9 Return Envelope (BRE) - 1 Sided - White Envelope - Black Ink - Min Charge \$ 90.00	1,000	90.00
1st Class Postage - CASS Certified Rates	650	266.50

Optional - Printing and Binding Final Posted Ratebooks

<u>www.qds.biz</u>	Enter Total based on options chosen	
	Customer Acceptance Signature:	···
	Print Name and Title:	
	Customer Acceptance Date:	***
	Purchase Order # (if applicable):	

### Quality Data Service, Inc. 121 Mattatuck Heights Rd Waterbury, CT 06705

# **Budget Letter 2019-20**

Date	Letter#	
11/29/2018	2018E230	

#### Name / Address

Borough of Newtown
Tax Collector
PO Box 471
Newtown, CT 06470

Contact	Leo DiNicola	
Phone #	203-755-9031 x103	
Fax#	203-574-4360	
e-mail	leo@qds.biz	
Cellphone #	203-910-2316	

Description of Services	Est Qty	Total
Printing on 25% Cotton content paper Final Posted Ratebook per CT State Statutes	1	250.00
Binding Final Posted Books	1	50.00
Double Sided laser Printing & Indexing of Grand List on 25% Cotton Content Paper - Regular List	1	200.00
Permanently Binding Grand List Book(s) - Regular List	1	50.00

# Enter Total based on options chosen Customer Acceptance Signature: Print Name and Title: Customer Acceptance Date: Purchase Order # (if applicable): Page 2

# Benn's Masonry L.L.C. 278 Lakeside Road Southbury, CT 06488 (203)-405-1729



# **ESTIMATE**

"Your Imagination is our Creation" Estimated By: Ylber Selmani **NOVEMBER 22, 2019** 

TO: Bill Eder Main Street

> Newtown, CT 06470 203-247-3079

Email: weder4005@charter.net

RE: Repair Statue on Main Street, Newtown CT

#### SCOPE OF WORK:

- Clean the statue
- · Remove the damaged joints
- Repoint all damaged joints
- TOTAL-\$850.00

RE: Pavers repair

#### SCOPE OF WORK:

- Remove all the pavers
- Clean the area-(No Charge)
- Layout the stone dust
- Compact the area
- Layout existing pavers
- Clean the pavers with cleaning solution
- Fill in the joints with polymeric sand
- Seal the entire area-(No Charge)
- TOTAL-\$10,110.00

Thank you for your business!