

**BOROUGH OF NEWTOWN
NEWTOWN, CONNECTICUT**

Minutes of the regular meeting of the Borough of Newtown Board of Burgesses on **Tuesday, February 11, 2020** in the Old Court Room at Edmond Town Hall, Newtown, CT. Warden Maher called the meeting to order at 7:31 p.m.

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

Absent: Warden Jay Maher, Burgess Jim Gaston and Tree Warden Rob McCulloch.

Also Present: 4 members of the public.

Burgess Baiad made a motion to accept the January 14, 2020 regular meeting minutes,
seconded by Burgess Eder. Motion passed.

Public Participation: None.

Warden's Report: In the absence of Warden Maher, Senior Burgess Gardner gave a brief summary of the January 27, 2020, Ad Hoc Sidewalk Committee meeting. The Committee continued to evaluate each project by specific criteria outlined in the January minutes. Once the review is completed, they hope to have a public hearing to occur in March to present their findings with the hope of creating a firm proposal for the Borough residents to vote on sometime late Spring/early Summer. Lastly, he announced the next Ad Hoc Sidewalk Committee meeting will be on February 12, at 7:00pm in the Borough Office.

Tree Warden's Report: Tree Warden McCulloch was absent from the meeting so there was nothing new to report for the month of January.

Tax Collector's Report: Tax Collector Enriquez reported the following for January 2020: Taxes Collectable \$159,771.85; Current Taxes: \$160,635.71; Back Taxes: \$1,182.84; Interest: \$761.94; Liens & Fees: \$168.00. Total Submitted to Treasurer to Date: \$160,700.00. Current Taxes Collected: \$158,658.66 representing 99.22%. Please review attached report for January 2020.

Burgess Lucas made a motion to accept the Tax Collector's Report for January 2020,
seconded by Second Senior Burgess Kenyon and unanimously approved.

Tax Collector Enriquez reported an account is 5 years in arrears. The Board of Burgesses agreed to Tax Collector Enriquez's suggestion to enlist a marshal to attempt to collect the taxes.

She asked the Board for approval to attend the Spring 2020 Connecticut Tax Collector Continuing Education "Road Shows" on April 21, 2020 which costs \$25.00.

Burgess Baiad made a motion to approve the request to appropriate \$25.00 for the Spring 2020 Connecticut Tax Collector Continuing Education "Road Shows", seconded by Burgess Eder and unanimously approved.

Treasurer's Report: The revised December 2019 report presents: There were no deposits made from the Borough Zoning Office. A deposit of \$200.00 was made from Tax Collector, Jodie Enriquez. A transfer of \$28,900.00 was made to cover last month's invoicing. A total of \$218.62 was transferred into the ISC Account from the Borough Operating Account. A transfer of \$28,900.00 was transferred from the ISC Account to the Borough Operating Account. Interest on the 12 mo. CD was \$117.23 making a total of \$77,606.87. Please review attached revised report for December 2019.

Burgess Eder made a motion to accept the Treasurer's Revised Report for December 2019, seconded by Second Senior Burgess Kenyon and unanimously approved.

The January 2020 report presents: A deposit of \$395.16 made from the Borough Zoning Office. A deposit of \$900.00 was made from Tax Collector, Jodie Enriquez. A transfer of \$22,000.00 was made to cover last month's invoicing. A total of \$10.27 was transferred into the ISC Account from the Borough Operating Account. A transfer of \$20,704.84 was transferred from the ISC Account to the Borough Operating Account. Interest on the 12 mo. CD was \$117.41 making a total of \$77,724.28. Please review attached report for January 2020.

Burgess Baiad made a motion to accept the Treasurer's Report for January 2020, seconded by Burgess Lucas and unanimously approved.

The 12 mo. CD matures on February 28, 2020. Treasurer Paula Brinkman presented different interest rates. As of today, the rates are as follows: 3yrs at 1.00% APY; 4yrs at 1.25% APY; 5yrs at 1.50% APY. After discussion the board agreed upon renewing the full amount of \$77,724.28 in a 12 mo. CD at a lower interest rate.

Burgess Eder made a motion to renew the CD in the amount of \$77,724.28 for a 1 year term, seconded by Burgess Baiad.

Zoning Officer's Report: The Borough Zoning Commission continues to receive permits. He also stated the electronic filing and database continue to be scanned electronically. Zoning Officer Sibley also shared there will be a Borough Zoning Commission meeting on Wednesday, February 12, 2020.

Historic District: Second Senior Burgess Kenyon read a report from Stephanie Gaston, the State of Connecticut Historic Preservation Trust held a workshop for Historic District Commissioners in Newtown at Edmond Town Hall last Thursday. It was very well attended with close to 30 commissioners from all over the state. The focus was on informing local historic districts of the many statewide and national resources available to them. Complicated sample applications were also discussed with strategies of how to get to yes. All commissioners and one alternate from our HD were in attendance.

Sidewalks: In the absence of Warden Maher there was nothing new to report for the month of January.

Streets & Parks: Burgess Eder reported on the Victory and Peace monument. He is hoping to communicate with the town purchasing department in the near future about the monument. Burgess Eder also hopes to discuss the paver options with the Historic District Commission.

Second Senior Burgess Kenyon stated she would send Burgess Eder an application of appropriateness for him to outline his findings on pavers.

Senior Burgess Gardner offered an update on the status of the Flagpole refurbishment and fundraising for the project. He stated donations were still being collected and the News Times will be doing an article on the flagpole in the near future.

New Business: None at this time.

Old Business: Borough Zoning Officer Sibley began by clarifying the regulation size for town signs. The regulation reads, district identification signs are not to be larger than 5sq feet with the longest side not more than 2 times the length of the shortest side. The sign is to be of the hanging type supported by a single post.

Public Participation: Charles Zukoswki, of 4 Cornfield Ridge Road, suggested the bank may have special offers for different terms for CD interest rates. Deborra Zukowski, of 4 Cornfield Ridge Road, further suggested the funds in the CD be placed in the ISC account and research and/or wait for a better interest rate. Mrs. Zukowski further asked what the expenses were for December 2019 and January 2020. Treasurer Brinkman stated the expenses in December were a combination of payroll and invoices. She further clarified the expenses in January were simply invoices.

The regular meeting of the Board of Burgesses will be held on Tuesday, March 10, 2020 at 7:30p.m. in the Old Court Room in Edmond Town Hall, Newtown, CT.

There being no further business, Burgess Lucas made a motion to adjourn the meeting at 8:12 p.m., seconded by Burgess Baiad and unanimously approved.

Respectfully submitted,
Ann Scaia
Borough Clerk

NEWTOWN BOROUGH TAX

MONTHLY REPORT FOR: JANUARY 2020

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

AMOUNTS COLLECTED TO DATE:

| | |
|--------------------------|---------------------|
| CURRENT TAX: | \$160,635.71 |
| BACK TAX | \$1,182.84 |
| INTEREST: | \$761.94 |
| LIENS & FEES: | \$168.00 |
| TOTAL COLLECTED TO DATE: | <u>\$162,748.49</u> |

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

TAX COLLECTION SUMMARY:

| | | | |
|---------|-----------------------------|---------------------|--------|
| GL 2018 | TAXES COLLECTED | \$160,635.71 | |
| | TAXES SUSPENDED | \$0.00 | |
| | TRANSFERS | \$33.16 | |
| | BOUNCED CHECKS | -\$467.40 | |
| | REFUNDS | -\$1,542.81 | |
| | TOTAL CURRENT TAX COLLECTED | <u>\$158,658.66</u> | 99.22% |
| | UNCOLLECTED TAXES | \$1,113.19 | 0.70% |
| | OVERPAYMENTS | -\$15.43 | |

NOTE:

BACK TAXES OUTSTANDING FOR LIST 2017 AND PRIOR:

| | |
|--------------------------------|-----------------|
| UNCOLLECTED TAXES | \$1,435.03 |
| OVERPAYMENTS FROM PRIOR YEARS | \$157.24 |
| REFUND FROM PRIOR YEARS | 0 |
| TRANSFER FROM PRIOR TO CURRENT | -\$33.16 |
| CREDIT FROM PRIOR YEARS | <u>\$124.08</u> |

DATE:
11-Feb-20

SIGN: _____

BOROUGH TAX COLLECTOR

BOROUGH OF NEWTOWN, CT
TREASURER'S REPORT / month ending January 31, 2020

OPERATING ACCOUNT (#673)

| | | | | |
|--|--------------------|------------------|--|---------------------|
| Beginning Balance (January 1,2020) | | | | \$250,010.27 |
| Income (Deposits) | | | | |
| Date | Description | | | Amount |
| Jan. 15,2020 | Tax Collector | (YTD: \$160,700) | | \$900.00 |
| Jan. 20,2020 | Building/Zoning | | | \$395.16 |
| Interest income (January 31,2020) | | | | \$11.27 |
| TOTAL | | | | \$1,306.43 |
| Expenses (checks written) | | | | |
| Date | Payable To | Description | | Amount |
| Jan. 15,2020 | Clerk's Acct (331) | check 284 | | -\$22,000.00 |
| Transfers out to Insured Cash Sweep Account | | | | -\$10.27 |
| Ending Cash Balance (January 31,2020) | | | | \$250,011.27 |

INSURED CASH SWEEP ACCT (#2470-D)

| | | | | |
|---|--|--|--|---------------------|
| Beginning Balance (January 1,2020) | | | | \$377,543.55 |
| Transfers in | | | | \$10.27 |
| Interest income (January 31,2020) | | | | \$380.00 |
| TOTAL | | | | \$390.27 |
| Transfers out to Operating Account | | | | -\$20,704.84 |
| End Balance | | | | \$357,228.98 |

12 MONTH CD ACCOUNT (#814)

| | | | | |
|--|--|--|--|----------------------------|
| Matures 2/28/2020 | | | | |
| Beginning Balance (January 1,2020) | | | | \$77,606.87 |
| Interest income (January 31,2020) | | | | interest 1.80 APY \$117.41 |
| End Balance | | | | \$77,724.28 |

Respectfully submitted on February 11, 2020

BOROUGH OF NEWTOWN, CT
Treasurer's Report / month ending December 31, 2019

**revised*

OPERATING ACCOUNT (#673)

| | | | | |
|--|------------------------|------------------|--------------------------------------|---------------------|
| | | | Beginning Balance (December 1, 2019) | \$250,018.62 |
| Income (Deposits) | | | | |
| Date | Description | | | Amount |
| Dec. 11, 2019 | Tax Collector | (YTD: \$159,800) | | \$200.00 |
| Interest income (December 31, 2019) | | | | \$10.27 |
| TOTAL | | | | \$210.27 |
| Expenses (checks written) | | | | |
| Date | Payable To | Description | | Amount |
| Dec. 9, 2019 | Treasurer's Acct (331) | check 283 | | -\$28,900.00 |
| Transfers out to Insured Cash Sweep Account | | | | -\$18.62 |
| | | | | -\$200.00 |
| Ending Cash Balance (December 31, 2019) | | | | \$250,010.27 |

INSURED CASH SWEEP ACCT (#2470-D)

| | | | | |
|--|--|--|--------------------------------------|---------------------|
| | | | Beginning Balance (December 1, 2019) | \$405,844.93 |
| Transfers in | | | | |
| | | | | \$18.62 |
| | | | | \$200.00 |
| Interest income (December 31, 2019) | | | | \$380.00 |
| TOTAL | | | | \$598.62 |
| Transfers out to Operating Account | | | | -\$28,900.00 |
| End Balance | | | | \$377,543.55 |

12 MONTH CD ACCOUNT (#814)

| | | | | |
|--|--|--|--------------------------------------|--------------------|
| Matures 2/28/2020 | | | Beginning Balance (December 1, 2019) | \$77,489.64 |
| Interest income (December 31, 2019) | | | | |
| | | | interest 1.80 APY | \$117.23 |
| End Balance | | | | \$77,606.87 |

Respectfully submitted on January 14, 2020