

**BOROUGH OF NEWTOWN
NEWTOWN, CONNECTICUT**

Minutes of the regular meeting of the Borough of Newtown Board of Burgesses on **Tuesday, May 12, 2020**. The meeting was held remotely due to COVID-19 mandates and precautions.

Warden Maher called the meeting to order at 7:39 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 and Borough Attorney Monte Frank.

Absent: None.

Also Present: 4 members of the public.

Burgess Gaston made a motion to accept the March 10, 2020 regular meeting minutes,
seconded by Second Senior Burgess Kenyon. Motion passed.

Budget: Warden Maher presented the proposed budget for 2020-2021 and line items were discussed individually. Several figures were adjusted and the Proposed Mill Rate for 2020-2021 is 0.66%.

Burgess Gaston made a motion to present the proposed budget for approval at the May 26, 2020 meeting, seconded by Senior Burgess Gardner and unanimously approved.

Warden's Report: Warden Maher had nothing new to report.

Tree Warden's Report: Tree Warden McCulloch reported minor work on The Boulevard and the beginning of Hanover Street. He also checked the trees planted last Fall and reported they are healthy. He also worked with Eversource for tree work around town.

Tax Collector's Report: Tax Collector Enriquez reported the Grand List will be printed soon and a copy will be submitted to the Town Hall. Tax Collector Enriquez also stated the Borough is following the deferment option of the Governor's Executive Orders 7S/7W. The due date for taxes will be deferred 30 extra days and will be due, last day to pay without penalty or interest, October 1, 2020. Further discussion of this application will be discussed at the June Borough meeting.

Treasurer's Report: The March 2020 report presents: A deposit of \$2,314.00 made from the Borough Zoning Office. There were no deposits made from Tax Collector, Jodie Enriquez. A transfer of 21,700.00 was made to cover last month's invoicing. A total of \$2,314.00 was transferred into the ISC Account from the Borough Operating Account. A transfer of \$19,386.00 was transferred from the ISC Account to the Borough Operating Account. Interest on the 12 mo. CD was \$106.20 making a total of \$77,936.68. Please review attached report for March 2020.

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

The April 2020 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 8,900.00 was made to cover last month's invoicing. No funds were transferred into the ISC Account from the Borough Operating Account. A transfer of \$8,900.00 was transferred from the ISC Account to the Borough Operating Account. Interest on the 12 mo. CD was \$114.37 making a total of \$78,051.05. Please review attached report for April 2020.

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

Burgess Gaston made a motion to transfer \$318.66 from Contingency to Streets and Parks, seconded by Burgess Eder and unanimously approved.

Zoning Officer's Report: The Zoning Officer reported the municipal office continue to be open and has been processing an average of 1 permit/day. He reported with some of the Governor's executive orders, zoning regulations offered flexibility to the use of curbside signage. There will be a meeting Wednesday, May 13, to discuss suspending regulations as part of the executive orders, allowing a permit process to have the ability for outside dining. Any future executive orders will be reviewed and recommendations will be made to the commissions to minimize the community's exposure to COVID-19.

Historic District: Second Senior Burgess Kenyon had nothing new to report.

Sidewalks: Warden Maher reported the 35 Main Street project has been postponed at this time and most likely will not be realized during 2020.

Streets & Parks: Burgess Eder and Senior Burgess Gardner had nothing new to report.

New Business: Zoning Officer Rob Sibley reported the Emergency Management Team meets every other day. It consists of Bill Halstead, *Emergency Management Director*, Donna Culvert, *Health District Director*, Maureen Will, *Communications Director*, Chief of Police, EMS

representatives, Health and Human Services representatives, Dan Rosenthal, the Community Center Directory along with Mr. Sibley. The group reviews executive orders and the community's short term needs. The team also coordinates the distribution of face masks for businesses and distribution medical supplies to the regents in town. The next big step for the team is the long term coordination of recovery. A committee will be formed including many different representatives from the town to review the various needs of the community (ie. food services, medical services, social needs, long term care/assisted living facilities, education process, business community, recreational process, government agencies). Mr. Sibley stated he and the agency are available for any questions/concerns for anything that is necessary for the Borough.

Old Business: None at this time.

Public Participation: Deborra Zukowski, of 4 Cornfield Ridge Road, asked Zoning Officer Sibley if there will be a representative from the Board of Education on the emergency management committee. Zoning Officer Sibley stated he has yet to make a decision, however, he noted, Dr. Lorrie Rodrigue, School Superintendent, will be on the committee.

The Board of Burgesses of the Borough of Newtown will hold a special meeting on May 26, at 7:30pm, pursuant to the Governor's Executive Orders to vote on the proposed budget for the fiscal year 2020-21.

**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.**

Call in number – 646 558 8656 Meeting ID number – 812-1558-0066

Or

Join Zoom Meeting <https://us02web.zoom.us/j/81215580066>

**Public comments and/or materials may be submitted via jaymaher1@yahoo.com no later than
Friday, May 22nd.**

**The regular meeting of the Board of Burgesses will be held on Tuesday, June 9, 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.
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PARTICIPATION.**

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

Respectfully submitted,
Ann Scaia
Borough Clerk

BOROUGH OF NEWTOWN

Treasurer's Report Month Ending 3/31/2020

	ACCOUNT 673 Treasurer	ACCOUNT 2470-D Insured Cash Sweep	TOTAL
BEGIN 3/1/2020	\$250,009.56	\$349,343.06	\$599,352.62
Interest Transfer	-\$9.56	\$9.56	\$0.00
Transfer to Clerk's Account	check #286 -\$21,700.00		-\$21,700.00
Transfer in from ICS	\$19,386.00	-\$19,386.00	\$0.00
Deposit from Bldg/Zoning	\$2,314.00		\$2,314.00
Deposit from Tax	YTD:\$160,700 \$0.00		\$0.00
Transfer out to ICS acct	-\$2,314.00	\$2,314.00	\$0.00
Interest earned 3/31/2020	\$10.25	\$116.13	\$126.38
ENDING BALANCE 3/31/2020	\$247,696.25	\$332,396.75	\$580,093.00

1 YEAR CD Account 814 matures 3/2/21

BEGIN 3/1/2020	\$77,830.48
Interest earned 3/31/2020	1.80 APY \$106.20
ENDING BALANCE 3/31/2020	\$77,936.68

Respectfully submitted 4/14/20

BOROUGH OF NEWTOWN

Treasurer's Report Month Ending 4/30/2020

	ACCOUNT 673 Treasurer	ACCOUNT 2470-D Insured Cash Sweep	TOTAL
BEGIN 4/1/2020	\$250,010.25	\$329,869.99	\$579,880.24
Interest Transfer	-\$10.25	\$10.25	\$0.00
Transfer to Clerk's Account	check #287 -\$8,900.00		-\$8,900.00
Transfer in from ICS	\$8,900.00	-\$8,900.00	\$0.00
Deposit from Bldg/Zoning	\$0.00		\$0.00
Deposit from Tax	YTD:\$160,700 \$0.00		\$0.00
Transfer out to ICS acct	\$0.00	\$0.00	\$0.00
Interest earned 4/30/2020	\$10.25	\$29.88	\$40.13
ENDING BALANCE 4/30/2020	\$250,010.25	\$321,010.12	\$571,020.37

1 YEAR CD Account 814 matures 3/2/21

BEGIN 4/1/2020	\$77,936.68
Interest earned 4/30/2020	1.80 APY \$114.37
ENDING BALANCE 4/30/2020	\$78,051.05

Respectfully submitted 5/12/20

**BOROUGH OF NEWTOWN
NEWTOWN, CONNECTICUT**

Notice is hereby given that the Board of Burgesses of the Borough of Newtown will hold a special meeting on May 26, 2020 at 7:30pm, pursuant to the Governor's Executive Orders, to vote on the proposed budget for the fiscal year 2020-21. The recommended Estimated Budget recommended by the Board of Burgesses is hereby set forth below in accordance with the General Statutes of the State of Connecticut.

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

Call in number – 646 558 8656 Meeting ID number – 812-1558-0066

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	<u>Expenditure 2018-2019</u>	<u>Estimated Budget 2019-2020</u>	<u>Proposed Budget 2020-2021</u>
ADVERTISING	\$ 2,017	2,000	2,000
AUDIT	6,400	6,200	6,500
AUXILLIARY HELP	1,220	4,000	3,000
BONDS & INSUR.	120	250	200
CULTURAL ARTS	0	0	0
CONSULTING	0	3,000	1,500
CONTINGENCY	0	3,500	3,000
DATA PROCESSING	3,537	4,000	4,000
ELECTION	2,545	0	3,000
FIRE HYDRANT	66,848	64,000	64,000
FIRE DEPT	6,500	6,500	6,500
HEALTH DISTRICT	0	10	10
HISTORIC DISTRICT	0	1,000	100
LEGAL FEES	4,868	20,000	15,000

	Expenditure	Estimated Budget	Proposed Budget
SIDEWALKS	4,485	10,000	10,000
STREET LIGHTS	27,830	33,500	30,000
OFFICE MAINT & S	3,455	3,500	3,000
TREES AND MAINT	0	5,000	5,000
SOLDIERS & SAILORS	0	10	7,500
STREETS & PARKS	13,075	8,500	10,000
FLAGPOLE	0	100	100
SOCIAL WORK	0	10	10
ASSESSOR	2,250	3,500	3,500
CLERK	4,500	5,000	5,000
TAX COLLECTOR	4,200	7,500	7,500
TREASURER	4,000	4,500	4,500
WARDEN	2,500	2,500	2,500
BUILDING OFFICIAL	4,000	5,800	5,800
CONSERV. DIR.	1,000	1,000	1,000
ENGINEER	1,800	1,800	1,800
BUILDING CLERK	0	4,200	2,000
ZONING OFFICER	0	8,000	8,000
TREE WARDEN	2,500	2,500	2,500
PAYROLL TAXES	0	3,000	2,000
EDMOND TOWN H	5,000	3,000	4,000
RAM PASTURE HOLIDAY		1,000	1,000

\$	174,650	228,380	225,520
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Revenue Anticipated From Prior Year	\$ 35,000
Building Revenues Anticipated	35,000
Interest	1,000

Total Revenues Anticipated	\$ 71,000

Money to be Raised from Taxes \$ 225,520 - \$71,000 = \$ 154,520

98.5% Tax Collection Rate

$1.015 \times \$154,520 = \$156,838$

\$156,838 divided by \$238,814,712 (1000's Grand List – Mill) = 0.66

2020-2021 Proposed Mill Rate = 0.66

Note: Pre-Revaluation

2013-2014 MILL RATE – 0.89

2014-2015 MILL RATE – 0.87

2015-2016 MILL RATE – 0.85

2016-2017 MILL RATE – 0.86

2017-2018 MILL RATE – 0.85

2018-2019 MILL RATE – 0.95

2019-2020 MILL RATE – 0.67

Joseph M. Maher, III
Warden, Borough of Newtown

BOARD OF BURGESSES

Christopher Gardner, Senior Burgess

James O. Gaston, Burgess

Betsy Kenyon, Second Senior Burgess

William J. Lucas, III, Burgess

Anthony P. Baiad, Jr., Burgess

William E. Eder, Burgess