

**BOROUGH OF NEWTOWN
NEWTOWN, CONNECTICUT**

Minutes of the regular meeting of the Borough of Newtown Board of Burgesses on **Tuesday, November 13, 2018** in the Borough Office at Edmond Town Hall, Newtown, CT. In the absence of Warden Gaston, Second Senior Burgess Kenyon called the meeting to order at 7:39 p.m.

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

Absent: Warden James Gaston, Senior Burgess Jay Maher, Burgess Bill Eder, Tree Warden Rob McCulloch and Clerk Ann Scaia.

Also Present: Two members of the public.

Second Senior Burgess Kenyon made a motion to accept the October 9, 2018 regular meeting minutes, seconded by Burgess Lucas. Motion passed.

Public Participation: None.

Warden's Report: No report due to Warden Gaston's absence.

Tree Warden's Report: No report due to Rob McCulloch's absence.

Tax Collector's Report: Tax Collector Enriquez reported the following for October 2018: Total Taxes Due for the List of 2017: \$226,326.41; Current Taxes: \$222,964.50; Back Taxes: (\$217.50); Interest: \$569.95; Liens & Fees: \$24.00. Total Submitted to Treasurer to Date: \$222,100.00. Current Taxes Collected: \$222,584.57 representing 98.35%.

Second Senior Burgess Kenyon made a motion to accept the Tax Collector's Report for October 2018, seconded by Burgess Lucas and unanimously approved.

Treasurer's Report: Treasurer Paula Brinkman read the October 2018 report: A deposit of \$482.00 was made from Borough Zoning Office. A deposit of \$3,500.00 was made from Tax Collector Jodie Enriquez. A transfer of \$8,800.00 was made to cover last month's invoicing. Interest on the 12 mo. CD was \$114.89 making a total of \$76,055.90.

Second Senior Burgess Kenyon made a motion to accept the Treasurer's Report for October 2018, seconded by Burgess Baiad and unanimously approved.

Burgess Gardner made a motion to transfer \$1,384.69 from Contingency to Streets and Parks, seconded by Burgess Lucas and unanimously approved.

Zoning Officer's Report: Doug Nelson gave a brief overview of the responsibilities and time requirement to attend to the Borough Zoning Officer needs. Warden Gaston and George Benson have been discussing the position of Borough Zoning Officer over the past few months and have concluded the Borough Zoning Officer responsibilities should be handled by the Town Land Use Agency.

Burgess Gardner made a motion to enter into an agreement with the Town of Newtown for Zoning Enforcement Officer coverage at \$18,000 annually as outlined in an agreement dated September 26, 2018 between Rob Sibley, Deputy Director of Planning, Land Use & Emergency Planning, and Warden Gaston, seconded by Burgess Lucas and unanimously approved.

Doug Nelson clarified the zoning regulations for outdoor seating as it pertained to The Marketplace. He stated outdoor seating had to be enclosed sufficiently making entry into the restaurant only through the main entrance. He also clarified the structure at the Barnwood Grille is a design not a structural element.

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

Sidewalks: No report due to Senior Burgess Maher's absence.

Streets & Parks: Burgess Eder reported via email that he has left messages with Ray Wisniewski, regarding the Soldier's and Sailor's flagpole and hopes to hear from him soon.

New Business: Diana Johnson, of the Chamber of Commerce, described the history and current situation of the Ram's Pasture Holiday Tree Lighting and Luminaria Display (see attached documents). She conveyed the cost is becoming a financial hardship for the Chamber of Commerce in spite of the many donations and financial support from local retailers. Ms. Johnson was hoping the Borough could help.

Burgess Lucas made a motion to make a donation to the Ram's Pasture Holiday Tree Lighting and Luminaria Display 2018 for \$600.00, seconded by Burgess Gardner and unanimously approved.

Old Business: None.

Public Participation: None.

The regular meeting of the Board of Burgesses will be held on Tuesday, December 11, 2018 at 7:30p.m. in the Borough Office in Edmond Town Hall, Newtown, CT.

There being no further business, Burgess Baiad made a motion to adjourn the meeting at 8:44 p.m., seconded by Burgess Gardner and unanimously approved.

Respectfully submitted,

Ann Scaia
Borough Clerk

NEWTOWN BOROUGH TAX

MONTHLY REPORT FOR: OCTOBER 2018

TOTAL TAXES DUE FOR GRAND LIST 2017:	\$226,326.41
LAWFUL CORRECTIONS:	
INCREASE	\$30.21
DECREASE	-\$496.24
TAXES COLLECTABLE:	<u>\$225,860.38</u>

AMOUNTS COLLECTED TO DATE:

CURRENT TAX	\$222,964.50
BACK TAX	\$217.50
INTEREST:	\$569.95
LIENS & FEES:	\$24.00
TOTAL COLLECTED TO DATE:	<u>\$223,775.95</u>

TOTAL SUBMITTED TO TREASURER TO DATE:	\$222,100.00
REFUND GIVEN FROM CURRENT YR TAX	\$0.00
REFUND GIVEN DUE FROM PRIOR YR	\$0.00
TOTAL COLLECTIONS	<u>\$222,100.00</u>

TAX COLLECTION SUMMARY:

GL 2017	TAXES COLLECTED	\$222,964.50	
	TRANSFERS	\$5.58	
	REFUNDS	-\$385.51	
	TOTAL CURRENT TAX COLLECTED	<u>\$222,584.57</u>	98.35%
	 TAXES OUTSTANDING	 \$3,275.81	 1.45%
	OVERPAYMENTS	39.85	
	TOTAL TAX DUE GL 2016	<u>\$3,315.66</u>	

NOTE:

BACK TAXES OUTSTANDING FOR LIST 2016 AND PRIOR:	\$1,046.60
	<u>\$1,046.60</u>
CREDIT FROM PRIOR YEARS	\$168.80
	<u>\$1,215.40</u>

DATE:
13-Nov-18

SIGN: _____
BOROUGH TAX COLLECTOR

Borough of Newtown
Newtown, CT
Monthly Treasurer's Report
For month ending October 31, 2018

Beginning Balance (October 1, 2018) **\$683,059.78**

OPERATING ACCOUNT (#673)

Income (Deposits)

Date	Description	Amount
Oct. 10, 2018	Tax Collector (YTD \$218,600)	\$3,500.00
Oct. 15, 2018	BZE	\$482.00

Interest income (October 31, 2018) **\$28.96**

Total income **\$4,010.96**

Expenses (checks written)

Date	Payable To	Description	Amount
Oct. 10, 2018	Treasurer's Acct (331)	check #265	\$8,800.00

Total Expenses **\$8,800.00**

Ending Cash Balance (October 31, 2018) **\$678,270.74**

Outstanding Checks	Payable To	Description	Amount
Total Outstanding Checks			\$0.00

RECONCILED BANK BALANCE (October 31, 2018) **\$678,270.74**

12 MONTH CD ACCOUNT (#814)

matures 2/14/19

Interest income (Oct 31, 2018)	interest 1.80 APY	begin 10/1/18	\$75,941.01
TOTAL			\$114.89
			\$76,055.90

Respectfully submitted on November 13, 2018

Paula Brinkman

11/10/18

FOR THE BURGESSES OF THE NEWTOWN BUROUGH

Background of Ram's Pasture Holiday Tree Lighting and Luminaria Display

The tree was first lit 34 years ago.

Sponsored by New town Chamber of Commerce.

Luminaria were first introduced to prevent attendees from backing into the pond: there were no extra lights.

Initially, white, waxed paper bags were used and they often caught fire.

The fire department was often called out by concerned citizens.

The Curtis (Packaging) Corporation designed the present boxes, which are lined with cellophane to minimize the candle flames blowing out from passing vehicles. They are far less likely to catch on fire because of the stable walls of the boxes.

Curtis has graciously supplied us with thousands of luminaria boxes over the years - free of any costs. Thank you Mr. Don Droppo

This enabled us to extend the range of luminaria to include circling all of Ram's Pasture, moving up Main Street, Glover Ave. and part of Elm Drive – to the present day footprint.

Newtown Hardware has supported the project by donating 200 candles (again, thousands over the years) and selling us the remainder (up to 2200/year) at cost. Thank you Mike/Dan Sorrentino.

Our needs have increased in order to present an event that the town can be proud of:

We offer a dignified and non commercial evening without asking for anything from the attendees.

Chamber of Commerce members provide free cider and cookies -paid for and served by Union Saving & People's Banks: Thank you G.G. Maloney & Carol Georges.

Santa & Mrs. Clause provide LARGE candy canes to the children (paid for by Chamber Members).

Tree Lights are funded by the Chamber Members and tended to by Park & Rec.

Park & Rec's services have expanded to setting out ALL luminaria, hanging tree lights on two trees, electrical hook-ups, setting up the Santa sleigh, dance stage and trash cans and extinguishing any luminaria left burning after 10:p.m. as per the Fire Marshalls request to residents on the Luminaria Trail and the town for Ram's Pasture.

Park & Rec also arranges all permits, fire, police, emergency personnel, lighting and sound services.

Residents on the Luminaria Trail are responsible for lighting and extinguishing the candles abutting their property and for disposing of the luminaria materials.

WHY WE ARE HERE TONIGHT

The financial support provided over these many years for this ever expanding event has become a hardship for the CHAMBER OF COMMERCE to carry alone.

Where it began 35 years ago with a string of lights, it has grown into an event that includes substantial sums of money.

Though many expenses are off-set through Park & Rec involvement, some with volunteer services and donations through Memorial Gift-giving in The Bee – at no charge, (thank you Skudder Smith), we are here to ask for additional help.

2018 COSTS

1600 CANDLES AT \$.59 + tax	\$977.00
CANDY CANES	\$120.00
NEW SIGN (INCL. PARK & REC)	\$250.00
SOUND	\$200.00
LIGHTS	
TREE LIGHTS (NOT THIS YEAR/\$800.00)	\$000.00
TOTAL	\$1547.00

AVAILABLE MONEY

CHAMBER OF COMMERCE	\$500.00
CHAMBER RAFFLE	\$150.00
SALE OF LUMINARIA KITS (NEW)	UNKNOWN (\$300.00)
MEMORIAL DONATIONS, BEE PLEA	UNKNOWN (\$250.00)
 BOTTOM LINE TOTAL	 POSSIBLE \$1,200
 NEED	 \$897.00 – \$347.00

Chamber of Commerce of Newtown, Inc

TRANSACTION REPORT

January - December 2017

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
Event Expenses(non-marketing)					
X mas Tree Lighting non-mkt					
02/04/2017	Check	2830	Spence Sound & Stage, LLC		0.00
02/04/2017	Check	2831	Spence Sound & Stage, LLC		303.10
11/01/2017	Check	2917	Newtown Hardware Store	Plumber's Candles	708.20
12/04/2017	Check	2925	Newtown Hardware Store	200 Plumber's candles	118.00
12/19/2017	Check	2933	Spence Sound & Stage, LLC		303.10
Total for X mas Tree Lighting non-mkt					\$1,432.40
Total for Event Expenses(non-marketing)					\$1,432.40
TOTAL					\$1,432.40

Chamber of Commerce of Newtown, Inc

TRANSACTION REPORT

January - December 2016

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
Event Expenses(non-marketing)					
X mas Tree Lighting non-mkt					
01/06/2016	Check	2706	Spence Sound & Stage, LLC		303.10
12/01/2016	Check	Debit	Newtown Hardware Store		23.88
12/09/2016	Check	2775	Newtown Park & Rec	Christmas Tree Lights and Candy Canes	1,050.76
12/09/2016	Check	2771	Newtown Hardware Store		1,180.00
12/14/2016	Bill		Spence Sound & Stage, LLC		0.00
Total for X mas Tree Lighting non-mkt					\$2,557.74
Total for Event Expenses(non-marketing)					\$2,557.74
TOTAL					\$2,557.74