

**BOROUGH OF NEWTOWN
NEWTOWN, CONNECTICUT**

Minutes of the regular meeting of the Borough of Newtown Board of Burgesses on **Tuesday, November 10, 2020**. The meeting was held remotely due to COVID-19 mandates and precautions. Warden Maher called the meeting to order at 7:33p.m.

Present: Warden Jay Maher, Senior Burgess Chris Gardner, Burgess Bill Lucas, Burgess Bill Eder, Burgess Jim Gaston, Burgess Anthony Baiad, Tax Collector Jodie Enriquez, Treasurer Paula Brinkman, Zoning Officer Rob Sibley, Tree Warden Rob McCulloch and Clerk Ann Scaia.

Absent: Second Senior Burgess Betsy Kenyon

Also Present: 2 members of the public.

Senior Burgess Gardner made a motion to accept the October 13, 2020 regular meeting minutes, seconded by Burgess Lucas. Motion passed.

Warden's Report: Warden Maher proposed the appointment of Jodie Enriquez as Borough Tax Assessor.

Burgess Gaston made a motion to appoint Jodie Enriquez as Borough Tax Assessor,
seconded by Burgess Lucas and unanimously approved.

Warden Maher read a thank you note received from Maureen Crick Owen, president of the Newtown Village Cemetery Associate, Inc, thanking the Board of Burgesses for the purchase and planting of maple trees on South Main Street at Ram Pasture.

Warden Maher also presented the topic of creating a fund balance policy. The following items were discussed and suggested:

Committed Fund Balance for Legal Fees \$40,000.00

Maximum Unassigned Fund Balance – the goal of the Borough is to achieve and maintain an unassigned fund balance in the general fund at fiscal year-end of not more than 150% of the next year's budgeted expenditures.

Special Revenue Fund/Assigned Fund Balance –

Sidewalk Installation \$150,000.00

Tree Maintenance \$30,000.00

Historic District \$15,000.00

Warden Maher will make a formal presentation at the December Borough meeting.

Tree Warden's Report: Tree Warden McCulloch reported he planted 4 maple trees in the 180' gap on South Main Street at Ram Pasture. Tree Warden McCulloch stated he will present, in the

Spring, a proposed list of tree plantings in the Borough. He also created a list of tree stumping to be executed within the next 2-4 weeks' weather dependent.

Tax Collector's Report: Tax Collector Enriquez reported the following for October 2020: Taxes Collectable \$161,937.72; Current Taxes: \$158,042.13; Back Taxes: \$437.30; Interest: \$287.12; Liens & Fees: \$48.00. Total Submitted to Treasurer to Date: \$160,800.00. Current Taxes Collected: \$157,915.48 representing 98.54%. Please review attached report for October 2020.

Senior Burgess Gardner made a motion to accept the Tax Collector's Report for October 2020, seconded by Burgess Gaston and unanimously approved.

Treasurer's Report: The October 2020 report presents: A deposit of \$557.28 was made from the Borough Zoning Office. A deposit of \$2,400.00 was made from Tax Collector, Jodie Enriquez. A transfer of \$18,800.00 was made to cover last month's invoicing. A transfer of \$2,957.28 was transferred into the ISC Account from the Borough Operating Account. A transfer of \$18,800.00 was transferred from the ISC Account to the Borough Operating Account. Interest on the 12 mo. CD was \$119.25 making a total of \$78,756.19. Please review attached report for October 2020.

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

Zoning Officer's Report: Zoning Officer Sibley reported there were no Zoning Board of Appeals meetings. There was one Borough Zoning Commission meeting which passed a regulation allowing apartments for residential houses in the Borough which is in alignment with the town regulations.

Historic District: In the absence of Second Senior Burgess Kenyon, Burgess Gaston stated Newtown Hook & Ladder filed an application to display a sign in front of the fire station and on the fire station building. They are seeking a certificate of appropriateness for the signage.

Sidewalks: Warden Maher reported he spoke with the Project Manager, from Benesch Engineering, who worked with Zoning Officer Sibley on the Wasserman Way sidewalk project, about the proposed Rt. 302 sidewalk project. Warden Maher asked him to submit pricing for a design fee that would include surveying which will allow discussions at the December Borough meeting to pursue seed money to get engineering going on the project.

Streets & Parks: Burgess Eder reported, with Warden Maher's assistance, all repairs and refurbishments have been completed on the Soldiers and Sailors monument. All joints in between the granite slabs have been cleaned out and re-filled with appropriate fill and all pavers

have been completed. There was an estimate of \$1,000.00 for final grout cleaning and repair and Connor Landscaping came in under budget. Warden Maher also noted the project over all came in under budget.

New Business: Burgess Gaston requested a moment of silence acknowledging the passing of Lee Glover.

Old Business: Senior Burgess Gardner reported the summer flag was replaced by the winter flag on the flagpole. He also stated the painting of the flagpole has been delayed due to COVID and is slated to be painted in the Spring.

Public Participation: None.

The regular meeting of the Board of Burgesses will be held on Tuesday, December 8, 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.
A PUBLIC CALL-IN PHONE NUMBER WILL BE AVAILABLE FOR REMOTE
PARTICIPATION.**

There being no further business, Burgess Gaston made a motion to adjourn the meeting at 8:18 p.m., seconded by Burgess Baiad and unanimously approved.

Respectfully submitted,
Ann Scaia
Borough Clerk

A recording of the meeting may be found here:

https://us02web.zoom.us/rec/share/1kgOnM8T_RzSUi2RIEJ7mEXg9NeYbCK4pBrO0DbYF2h0m0ZF-2kmtNaSu9sC1t5_smoAN7RphNctcO7t

NEWTOWN BOROUGH TAX

MONTHLY REPORT FOR: OCTOBER 2020

TOTAL TAXES DUE FOR GRAND LIST 2019:	\$160,258.65
LAWFUL CORRECTIONS:	
INCREASE	\$1,711.67
DECREASE	-\$32.60
TAXES COLLECTABLE:	\$161,937.72

AMOUNTS COLLECTED TO DATE:

CURRENT TAX:	\$158,042.13
BACK TAX	\$437.30
INTEREST:	\$287.12
LIENS & FEES:	\$48.00
TOTAL COLLECTED TO DATE:	\$158,814.55

TOTAL SUBMITTED TO TREASURER TO DATE:	\$160,800.00
REFUND GIVEN FROM CURRENT YR TAX	\$147.99
REFUND GIVEN DUE FROM PRIOR YR	\$0.00

TAX COLLECTION SUMMARY:

GL 2018	TAXES COLLECTED	\$158,042.13	
	TAXES SUSPENDED	\$0.00	
	TRANSFERS	\$21.34	
	BOUNCED CHECKS	\$0.00	
	REFUNDS	-\$147.99	
	TOTAL CURRENT TAX COLLECTED	\$157,915.48	98.54%
	UNCOLLECTED TAXES	\$4,022.24	2.51%
	OVERPAYMENTS	\$0.00	

NOTE:

BACK TAXES OUTSTANDING FOR LIST 2018 AND PRIOR:	
UNCOLLECTED TAXES	\$1,912.74
OVERPAYMENTS FROM PRIOR YEARS	-\$151.33
ADJUSTMENTS	\$0.00
TRANSFER (TO CURRENT YEAR)	-\$21.34

DATE:
10-Nov-20

SIGN: *Jodie Enriquez*
BOROUGH TAX COLLECTOR

BOROUGH OF NEWTOWN

Treasurer's Report Month Ending October 31, 2020

	ACCOUNT 673 Operating Account	ACCOUNT 2470-D Insured Cash Sweep	TOTAL
BEGIN 10/1/2020	\$250,010.24	\$377,947.21	\$627,957.45
Interest Transfer	-\$10.24	\$10.24	\$0.00
Transfer to Clerk's Account	check #294 -\$18,800.00		-\$18,800.00
Transfer in from ICS	\$18,800.00	-\$18,800.00	\$0.00
Deposit from Bldg/Zoning	\$557.28	\$0.00	\$557.28
Deposit from Tax	YTD:\$155,900 \$2,400.00	\$0.00	\$2,400.00
Transfer out to ICS Acct.	-\$2,957.28	\$2,957.28	\$0.00
Interest earned 10/31/2020	\$10.93	\$23.38	\$119.25
ENDING BALANCE 10/31/2020	\$250,010.93	\$362,138.11	\$612,149.04

1 YEAR CD
Account 814
matures
3/2/21

BEGIN 10/1/2020	\$78,636.94
Interest earned 10/31/2020	1.80 APY \$119.25
ENDING BALANCE 10/31/2020	\$78,756.19

Respectfully submitted 11/10/2020

Newtown Village Cemetery Association, Inc.
Post Office Box 117
Newtown, Connecticut 06470

November 10, 2020

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

Dear Jay:

On behalf of the Board of Directors of Newtown Village Cemetery Association, Inc. and myself, I would like to thank you and the Burgesses for kindly purchasing and planting the four maples trees in the 180' gap on South Main Street at Ram Pasture. I look forward to watching these trees grow and complete the tree line.

Ram Pasture is a landmark for the Borough and the Town. It provides a beautiful vista for our residents as well as for those driving through town. Ram Pasture helps define the quaint and distinctive character of the Borough. It is one of my favorite landmarks in the Town. The other is the flagpole.

Again, thank you.

Very truly yours,

Maureen

Maureen Crick Owen
President

/mco