

**BOROUGH OF NEWTOWN
NEWTOWN, CONNECTICUT**

Minutes of the regular meeting of the Borough of Newtown Board of Burgesses on **Tuesday, December 13, 2022** in the Old Court Room at Edmond Town Hall, Newtown, CT. Warden Maher called the meeting to order at 7:32p.m.

Present: Warden Jay Maher, Senior Burgess Chris Gardner, Burgess Anthony Baiad, Burgess James Gaston, Burgess Bill Lucas, Zoning Enforcement Officer Joe Chapman, Treasurer Paula Brinkman, Tax Collector Jodie Enriquez and Clerk Ann Scaia.

Absent: Burgess Jared Modzelewski, Burgess Sarah Phillips and Tree Warden Rob McCulloch

Also Present: There was 1 member of public.

Senior Burgess Gardner made a motion to accept the November 8, 2022 regular meeting minutes, seconded by Burgess Lucas and unanimously approved.

Auditor's Report: Borough Auditor Glenn Nanavaty distributed copies of the Borough of Newtown Audited Financial Statement with Independent Auditor's Report Year Ended June 30, 2022. It is required that within one week of receipt, a legal notice be published indicating that the report is complete and on file in the Borough Office as well as the Town Clerk's Office. Glenn will send a copy to the State of Connecticut Office of Policy and Management.

He presented an Executive Summary of Audited Financial Statements. Total revenues were \$291,931.00, which includes \$121,000.00 from the ARPA and total expenses were \$387,593.00 resulting in a General Fund Balance of \$419,783.00.

Glenn noted revenues for the year have increased slightly from the prior year. The mill rate decrease from .66 to .64 which did not have much of an effect on the property tax levy. Building and zoning fees were higher than the prior year as a result of several development projects despite the impact of COVID-19 on the economy. The ARPA grant funds that were received July 2021 were approved for several local projects. General government and public works expenses were in line with the budget and the prior year. The total tax collected in 2022 was approximately \$164,000.00 vs. approximately \$163,000 collected in 2021. Once again, he commended the Board for their accurate record keeping, internal controls, and system of approvals and transferring funds. Good checks and balances are in place.

Burgess Lucas made a motion to accept the Auditor's Report for Year Ended June 30, 2022 and the filing of the report with the Office of Policy and Management, seconded by Burgess Gaston and unanimously approved.

Burgess Gaston made a motion to accept Glenn Nanavaty of Nanavaty, Davenport, Studley and White as the auditor for the 2022-2023 fiscal year for the Borough of Newtown,
seconded by Senior Burgess Gardner and unanimously approved.

Burgess Gaston made a motion to post a legal notice in a The Bee that the Borough's audited financials are available by request to the Borough Clerk or The Town of Newtown Clerk, seconded by Burgess Baiad and unanimously approved.

Warden's Report: Warden Maher reported ZOE Chapman has agreed to a Quarterly payment thus continuing all Borough employees to a Quarterly payroll.

Tree Warden's Report: In his absence, Tree Warden McCulloch reported, via email, all the stumps that were scheduled to be ground were taken care of. There was approximately 25 of them. The only other stumps that were left were additions to the list. He also reported Stanley Tree has been doing a lot of continued work around the Borough.

Tax Collector's Report: Tax Collector Enriquez reported the for November 2022: Taxes Collectable \$201,004.83; Current Taxes: \$199,158.77; Back Taxes: \$27.39; Interest: \$738.07; Liens & Fees: \$0.00. Total Submitted to Treasurer to Date: \$197,800.00. Current Taxes Collected: \$196,468.08 representing 97.74%. Please review attached for November 2022.

Senior Burgess Gardner made a motion to accept the Tax Collector's Report for November 2022, seconded by Burges Lucas and unanimously approved.

Treasurer's Report: The November 2022 report presents: No deposits were made from the Borough Zoning Office. A deposit of \$6,000.00 was made from Tax Collector, Jodie Enriquez.

A transfer of \$20,600.00 was made to cover last month's invoicing. There was a transfer of \$60,198.75 into the ISC Account from the Borough Operating Account. A transfer of \$20,600.00 was transferred from the ISC Account to the Borough Operating Account. Interest on the 6 mo. CD was \$16.67 making a total of \$67,629.40. Please review attached report for November 2022.

Burgess Gaston made a motion to accept the Treasurer's Report for November 2022,
seconded by Burgess Baiad and unanimously approved.

Senior Burgess Gardner made a motion to transfer \$200.00 from Contingency to Audit,
seconded by Burgess Lucas and unanimously approved.

Treasurer Brinkman reported the CD is due for renewal in December. She presented the rate for renewal for 12 months @ 3% APY.

Burgess Gaston made a motion to renew the CD in the amount of \$67,629.40 for a 12-month term at 3% APY, seconded by Senior Burges Gardner.

Zoning Enforcement Officer's (ZOE) Report: ZEO Chapman reported advertising flags and proper illumination of signage at Big Y have been addressed. He also reported demolition will begin within 2 weeks at 27 Church Hill Road with an estimated date of completion for the new building to be August 2023. ZOE Chapman also reported new and replacement lighting is being addressed at 6 Queen Street. Burgess Gaston asked ZOE Chapman if anyone was living at 17 Main Street. ZOE Chapman said he would look into the matter and report back at the January meeting. Overall, ZOE Chapman addresses daily borough zoning inquiries and issues.

Historic District: Due to the absence of Burgess Phillips, there was nothing new to report.

Sidewalks: Warden Maher reported a potential estimate to complete the Church Hill Rd/Queen Street Crosswalk would be \$166,000.00. Senior Burgess Gardner requested an estimate for the Sugar Street Sidewalk project. Warden Maher will present an estimate for the completion of the Sugar Street Sidewalk project at the January Borough meeting. At that time, the Burgesses will discuss next steps for the Church Hill Rd/Queen Street Crosswalk and Sugar Street Sidewalk projects.

Streets & Parks: Nothing new to report.

New Business: None

Old Business: None.

Public Participation: None.

The regular meeting of the Board of Burgesses will be held on Tuesday, January 10, 2023 at 7:30p.m.

There being no further business, Burgess Gaston made a motion to adjourn the meeting at 8:33 p.m., seconded by Burgess Baiad and unanimously approved.

Respectfully submitted,

Ann Scaia
Borough Clerk

NEWTOWN BOROUGH TAX

MONTHLY REPORT THROUGH: NOVEMBER 2022

TOTAL TAXES DUE FOR GRAND LIST 2021:		\$195,771.16
LAWFUL CORRECTIONS:	INCREASE	\$5,335.95
	DECREASE	-\$102.28
TAXES COLLECTABLE:		<u>\$201,004.83</u>

AMOUNTS COLLECTED TO DATE:

CURRENT TAX:	\$199,158.77
BACK TAX	\$27.39
INTEREST:	\$738.07
LIENS & FEES:	\$0.00
TOTAL COLLECTED TO DATE:	<u>\$199,924.23</u>

TOTAL SUBMITTED TO TREASURER TO DATE:	\$197,800.00
REFUND GIVEN FROM CURRENT YR TAX	\$0.00
BOUNCED CHECKS	\$0.00
	<u>\$197,800.00</u>

TAX COLLECTION SUMMARY:

GL 2021	TAXES COLLECTED	\$199,158.77	
	TAXES SUSPENDED	\$0.00	
	TRANSFERS	\$53.41	
	BOUNCED CHECKS	\$0.00	
	REFUNDS	-\$2,744.10	
	TOTAL CURRENT TAX COLLECTED	<u>\$196,468.08</u>	97.74%
	UNCOLLECTED TAXES	RE	
		RE - OVERPAYMENTS	
		<u>\$4,536.75</u>	2.26%
		<u>\$238.65</u>	

NOTE:

BACK TAXES OUTSTANDING FOR LIST 2020 AND PRIOR:	
UNCOLLECTED TAXES	\$0.00
OVERPAYMENTS FROM PRIOR YEARS	\$100.71
ADJUSTMENTS	\$116.63
TRANSFER (TO CURRENT YEAR)	-\$53.41
BOUNCED CHECK FROM BT PAID	\$0.00
REFUNDS	(\$141.03)

DATE:
12-Dec-22

SIGN: Jodie Enriquez
BOROUGH TAX COLLECTOR

			BOROUGH OF NEWTOWN				
			Treasurer's Report				
			Month Ending November 30, 2022				
			ACCOUNT 673	ACCOUNT 2470-D	ACCOUNT 873	TOTAL	
			Operating Account	Insured Cash Sweep	American Rescue Plan		
BEGIN 11/1/2022			\$250,019.87	\$256,090.90	\$237,490.32	\$743,601.09	
Interest Transfer			-\$19.87	\$19.87		\$0.00	
Transfer to Clerk's Account	check #332		-\$20,600.00			-\$20,600.00	
Transfer in from ICS Account			\$20,600.00	-\$20,600.00		\$0.00	
Deposit from ARP Acct	sidewalk plan		\$45,000.00		-\$45,000.00		
	Church Hill/Queen						
	Welcome sign		\$9,123.75		-\$9,123.75		
Deposit: OPMMI			\$59.04			\$59.04	
			\$15.96			\$15.96	
Deposit from Tax Collector	YTD:\$195,500		\$6,000.00	\$0.00		\$6,000.00	
Transfer out to ICS Acct.			-\$60,198.75	\$60,198.75		\$0.00	
Interest earned 11/30/2022			\$20.55	\$702.19	\$32.50	\$755.24	
ENDING BALANCE 11/30/2022			\$250,020.55	\$296,411.71	\$183,399.07	\$729,831.33	
			CD ACCT 814 (3 month)				
			.30% APY matures 12/15/22				
BEGIN 10/1/2022			\$67,612.73				
Interest earned 11/30/2022	.30 APY		\$16.67				
ENDING BALANCE 11/30/2022			\$67,629.40				

Respectfully submitted 12/13/2022