

**BOROUGH OF NEWTOWN  
NEWTOWN, CONNECTICUT**

Minutes of the regular meeting of the Borough of Newtown Board of Burgesses on **Tuesday, December 12, 2023** in the Lower Meeting Room at Edmond Town Hall, Newtown, CT. Warden Maher called the meeting to order at 7:31 p.m.

**Present:** Warden Joseph Maher, Senior Burgess Chris Gardner, Burgess James Gaston, Burgess John Madzula II, Tax Collector Jodie Enriquez, Treasurer Paula Brinkman and Clerk Ann Scaia

**Absent:** Burgess Sarah Phillips, Burgess Maureen Crick Owen, Burgess Jared Modzelewski, Zoning Enforcement Officer Joe Chapman and Tree Warden Rob McCulloch

**Also Present:** There were 5 members of public.

**Senior Burgess Gardner made a motion to accept the November 14, 2023 regular meeting minutes,** seconded by Burgess Gaston 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, 2023. 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 \$305,476.00, which includes \$77,752.00 from the ARPA and total expenses were \$333,538.00 resulting in a General Fund Balance of \$391,721.00.

Glenn noted revenues for the year have increased slightly from the prior year. The mill rate decrease from .76 to .67. The ARPA grant funds continue to be appropriated for local projects. General government and public works expenses were in line with the budget and the prior year.

The total tax collected in 2023 was approximately \$199,000.00 vs. approximately \$164,000 collected in 2022. 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 Gaston made a motion to accept the Auditor's Report for Year Ended June 30, 2023 and the filing of the report with the Office of Policy and Management,** seconded by Senior Burgess Gardner and unanimously approved.

**Senior Burgess Gardner made a motion to accept Glenn Nanavaty of Nanavaty, Davenport, Studley and White as the auditor for the 2023-2024 fiscal year for the Borough of Newtown,** seconded by Burgess Madzula II 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 Senior Burgess Gardner and unanimously approved.

**Warden's Report:** Warden Maher invited Judit DeStefano, who is the Grant Specialist for the Newtown Public Schools, to make a presentation of items needed at the Hawley Elementary School and Middle School to purchase with possible ARPA funds from the Borough (see attached). The Board of Burgesses have invited Ms. Stefano to return in January to present to the entire Board of Burgesses and to offer priority of purchases requested.

Warden Maher reported the Newtown Village Cemetery had ARPA funds remaining after completing the dam spillway at Hawley Pond. They submitted a check in the amount of \$6,620.48 to the Board of Burgesses.

Warden Maher recently spoke with Bob Tait, Town Finance Director, and Bart Smith, president of the Newtown Forrest Association regarding funding the purchase of the Deep Brook Farm.

Warden Maher recently communicated with Doug Lord, of the Cyrenius Booth Library, asking if they had any further requests for projects that could benefit by ARPA funds.

**Tree Warden's Report:** Tree Warden McCulloch was absent, but submitted the following report: No work orders from the Town this past month. I had trees removed at the following locations this month that I had spotted though my travels: 2 dead Ash trees and 1 Maple on Hanover Rd; Dead Ash on Hall Lane; Dead Ash cluster on Martin St; Dead Cherry on Academy Lane; Dead Maple on The Old Rd; Dead Elm cluster on West St.

**Tax Collector's Report:** Tax Collector Enriquez reported that for the November 2023: Taxes Collectable \$226,783.50; Current Taxes: \$220,855.36; Back Taxes: \$315.35; Interest: \$645.75; Liens & Fees: \$48.00. Total Submitted to Treasurer to Date: \$220,000.00. Current Taxes Collected: \$219,885.35 representing 96.96%. Please review attached for November 2023.

**Burgess Gaston made a motion to accept the Tax Collector's Report for November 2023,** seconded by Senior Burgess Gardner and unanimously approved.

**Treasurer's Report:** The November 2023 report presents: A deposit of \$272.00 was made from the Borough Zoning Office. There were no deposits made from Tax Collector, Jodie Enriquez. A transfer of \$13,000.00 was made to cover last month's invoicing. There was a transfer of \$272.00 made into the ISC Account from the Borough Operating Account. A transfer of \$13,000.00 was transferred from the ISC Account to the Borough Operating Account. Interest on the 13 mo. CD was \$169.09 making a total of \$69,591.19. Please review attached report for November 2023.

**Senior Burgess Gardner made a motion to accept the Treasurer's Report for November 2023,** seconded by Burgess Madzula II and unanimously approved.

**Burgess Gaston made a motion to transfer \$100.00 from Contingency to Audit,** seconded by Senior Burgess Gardner and unanimously approved.

**Zoning Enforcement Officer's (ZOE) Report:** Due to Zoning Enforcement Officer Joe Chapman absence, he submitted the following report:

1. Church Hill Rd #11 – (previous non permitted apartments issue) Owner considering requesting a zone change to allow apartments.
2. Queen St. #6 – Bank of America lighting plan application has been submitted. Plan under review.
3. Main St #12 – Possible 30 x 30 garage application incoming. No setback issues.
4. Main St #4 – ZBA application for garage setback variance was denied. Owner considering reapplication.
5. Church hill Rd #22 – Is an apartment permitted above the existing deli? Already partially roughed out. Not permitted in that zone.
6. Boggs Hill Rd #3 – Owner considering a detached studio/accessory apartment there. No wetlands issues. Proposed location is setback compliant.
7. Knollwood Dr #9 – Application received for addition to dwelling structure. Revised application received. Addition has been relocated to rear of dwelling structure. Setbacks determined to be compliant using Newtown guidelines. Fee paid.
8. Church Hill Rd #27 – Construction underway. Dental building framed, sheathed, roofed and sided. There are still no interior rough inspections requested yet per Building Dept records.

**Historic District:** Due to Burgess Phillips absence nothing new was reported.

**Sidewalks:** Warden Maher reported he has met with Town Purchasing Agent to discuss the two projects – Queen St/Church Hill Rd intersection and the Sugar St. sidewalk.

**Streets & Parks:** Warden Maher had nothing new to report.

**New Business:** None

**Old Business:** None

**Public Participation:** Charles Zurkowski, of 4 Cornfield Ridge Road, reviewed the maps for Deep Brook and the property is roughly 20 feet from the Borough. He feels the property is worth protecting as it would be useful for trail connections and is well situated next to Dickenson Park.

**The regular meeting of the Board of Burgesses will be held on Tuesday, January 9, 2024 at 7:30p.m.**

**There being no further business, Senior Burgess Gardner made a motion to adjourn the meeting at 8:50 p.m.,** seconded by Burgess Madzula II and unanimously approved.

Respectfully submitted,

Ann Scaia  
Borough Clerk

## NEWTOWN BOROUGH TAX

MONTHLY REPORT THROUGH: NOVEMBER 2023

TOTAL TAXES DUE FOR GRAND LIST 2022:	\$226,830.85
LAWFUL CORRECTIONS:	
INCREASE	\$0.09
DECREASE	-\$47.44
TAXES COLLECTABLE:	\$226,783.50

### AMOUNTS COLLECTED TO DATE:

CURRENT TAX:	\$220,855.36
BACK TAX	\$315.35
INTEREST:	\$645.75
LIENS & FEES:	\$48.00
TOTAL COLLECTED TO DATE:	\$221,864.46

TOTAL SUBMITTED TO TREASURER TO DATE:	\$220,000.00
REFUND GIVEN FROM CURRENT YR TAX	\$0.00
REFUNDS FROM PRIOR YEARS	(\$123.58)
BOUNCED CHECKS	\$0.00
	\$219,876.42

### TAX COLLECTION SUMMARY:

GL 2022	TAXES COLLECTED	\$220,855.36	
	TAXES SUSPENDED	\$0.00	
	TRANSFERS	\$0.00	
	BOUNCED CHECKS	\$0.00	
	REFUNDS	-\$970.01	
	TOTAL CURRENT TAX COLLECTED	\$219,885.35	96.96%
	UNCOLLECTED TAXES	\$6,898.15	3.04%
	OVERPAYMENTS	-\$66.75	

### NOTE:

BACK TAXES OUTSTANDING FOR LIST 2020 AND PRIOR:	
UNCOLLECTED TAXES	\$1,412.32
OVERPAYMENTS FROM PRIOR YEARS	-\$101.10
ADJUSTMENTS	\$0.00
TRANSFER (TO CURRENT YEAR)	\$0.00
BOUNCED CHECK FROM BT PAID	\$0.00

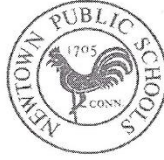
DATE:  
10-Dec-23

SIGN: Jodie Enriquez  
BOROUGH TAX COLLECTOR

			<b>BOROUGH OF NEWTOWN</b>					
			Treasurer's Report					
			Month Ending November 30, 2023					
			<b>ACCOUNT 673</b>	<b>ACCOUNT 2470-D</b>	<b>ACCOUNT 873</b>	<b>TOTAL</b>		
			Operating Account	Insured Cash Sweep	American Rescue Plan			
		<b>BEGIN 11/1/2023</b>	\$250,109.23	\$301,436.31	\$197,925.72	\$749,471.26		
		<b>Interest Transfer</b>	-\$109.23	\$109.23		\$0.00		
		<b>Transfer to Clerk's Account</b> Check #353	-\$13,000.00			-\$13,000.00		
		<b>Transfer in from ICS Account</b>	\$13,000.00	-\$13,000.00		\$0.00		
		<b>Deposit from Tax Collector</b> YTD:\$205,000	\$0.00	\$0.00		\$0.00		
		<b>Deposit Bldg/Zoning/Misc</b>	\$272.00			\$272.00		
		<b>Transfer out to ICS Acct.</b>	-\$272.00	\$272.00		\$0.00		
		<b>Interest Earned 11/30/23</b>	\$102.76	\$1,242.38	\$56.95	\$1,402.09		
		<b>ENDING BALANCE 11/30/2023</b>	\$250,102.76	\$290,059.92	\$197,982.67	\$738,145.35		

			<b>CD ACCOUNT 814</b>
			<b>matures 1/15/24</b>
		<b>BEGIN 11/1/2023</b>	\$69,422.10
		<b>Interest earned 11/30/2023</b> 3% APY	\$169.09
		<b>ENDING BALANCE 11/30/2023</b>	\$69,591.19

Respectfully submitted 12/12/2023



## Newtown Public Schools

3 Primrose Street  
Newtown, CT 06470  
Phone: (203) 270-4867 Fax: (203) 270-6110

### **Borough Grant Request Newtown Middle School and Hawley**

#### **Information**

Newtown Board of Education  
3 Primrose St.  
Newtown, CT 06470  
District EIN: 06-6001643

Grants Specialist Contact:  
Judit DeStefano  
203/426-7600 x 7505  
[destefanoj@newtown.k12.ct.us](mailto:destefanoj@newtown.k12.ct.us)

Business Director Contact:  
Tanja Vadas  
203/426-7600 x 7619  
[vadast@newtown.k12.ct.us](mailto:vadast@newtown.k12.ct.us)

#### **Project Request**

The Newtown Board of Education is requesting funding for furniture, materials, and equipment at Newtown Middle School and Hawley Elementary School.

#### **Project Need**

Newtown Middle School and Hawley Elementary School need books and shelving for their Library Media Centers. Newtown Middle School is also in need of equipment upgrades to its PE Fitness Room.

**Hawley Elementary School**, which was closed for HVAC renovations for the 2022/23 school year, needs funding to upgrade its book collection, as well as to purchase shelving suitable for picture books to capture the interest of the learning community's youngest readers.

With 287 students grades K-4, two mobile, double-sided shelving units will compete the enhancement of the Library Media Center. Funding for one is requested here. Current and relevant books are needed to continually reinvigorate the interest of budding readers during their formative years when reading habits are developing and young learners are inspired to become lifelong readers. During this seminal period it

is critical for readers to engage with age appropriate and accessible books. Schools can support reading by providing a wide array of materials covering diverse topics and spanning a range of reading levels.

According to the American Association of School Librarians, “over 21 state studies confirm that school libraries support students in academic achievement, lifelong learning, 21st century skills, and reading.” Further, “research consistently shows that when children have access to good libraries with plenty of good books and with adequate staffing, they read more, and thus do better on reading tests.” ([www.aasl.org](http://www.aasl.org))

**Newtown Middle School** serves 609 students grade 7 and 8. As growing adolescents, middle school students can struggle with managing strong emotions, coping with social and academic pressure, making good decisions, and building strong relationships with supportive adults. Nationwide, mental health issues such as anxiety and depression have been on the rise for adolescents.

Our Middle School students need shared learning experiences, opportunities to connect with each other and with school staff, and the time and space to engage on some of the difficult issues and topics that they face as young teens. Students also needed to reconnect with books and reading for learning and pleasure - and see the power of books to transport us to other worlds and experiences.

Newtown Middle School's library has undergone a transformation in recent years. With new furniture received through a grant from Steelcase, the space is now a model for the district as an Active Learning Center. The multi-use, flexible space is accommodating to classes when educators need an 'alternative classroom' and by students before and after school as well as during lunchtime. The check out rate of books has increased over the past three years as well; but the reading materials are in desperate need of an upgrade. Library staff strives to build a collection that is age and developmentally appropriate for students; diverse and multicultural in scope; addresses subjects of interest to the students served; and is reflective of current and classic literature.

In addition to updating the book collection, steel shelving and end panels are needed to house new materials in this vibrant space.

Newtown Middle School also seeks to upgrade equipment in its PE – Fitness Room. Per state mandate nearly all NMS students take PE class, with classes allotting time in the space approximately 4.5 months of the year. The CDC cites that “regular physical activity can help children and adolescents improve cardiorespiratory fitness, build strong bones and muscles, control weight, reduce symptoms of anxiety and depression, and reduce the risk of developing health conditions” ([cdc.gov](http://cdc.gov)) and Newtown Board of Education prioritizes the physical health and well being of its students.

Currently, during the fitness unit, classes must be split between the gym and the fitness room because the fitness room equipment cannot accommodate 25 students. With treadmills are being phased out due to safety concerns and the age of some equipment being 20+ years, funding is needed to upgrade the space with rowers and cross training machines.



## Description

### Hawley Elementary School

A mobile double-sided shelving unit with two levels of picture book browsing bins, with approximately 200 picture book capacity per unit will be purchased. The structure is 45"H x 36"W x 32"D configured in one row of five units with two end panels, one row of two units with two end panels, accommodating 12" picture book bin on top level and 15"D picture book bin on bottom level. End panels to be Wilsonart laminate construction. Books will be purchased.



### Newtown Middle School

In the library, books will be purchased, along with a new steel shelving unit and end panels to accommodate the expanded collection. In the Fitness Center, three Commercial Rowers and three LifeFitness/Precor full body cross trainer machines with arms and legs will provide additional access for increased student activity. Advantage Fitness, the preferred vendor for equipment, maximizes value by offering refurbished commercial equipment where possible.

## Budget

School	Item	Cost
Hawley	Book Budget	\$10,000
Hawley	Media Center Shelving	\$11,755
NMS	Book Budget	\$12,000
NMS	Media Center Shelving	\$11,087
NMS	Fitness Room Equipment	\$10,100
Total		\$54,942