

**BOROUGH OF NEWTOWN
NEWTOWN, CONNECTICUT**

Minutes of the regular meeting of the Borough of Newtown Board of Burgesses on **Tuesday, October 13, 2020**. The meeting was held remotely due to COVID-19 mandates and precautions.
Warden Maher called the meeting to order at 7:31p.m.

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

Absent: Burgess Anthony Baiad and Senior Burgess Chris Gardner.

Also Present: 2 members of the public.

A correction to the September 8, 2020 regular meeting minutes was requested. The minutes under the Streets & Parks sections should have read Burgess Eder rather than Warden Eder.

Burgess Eder made a motion to accept the September 8, 2020 regular meeting minutes with the change noted above, seconded by Burgess Lucas. Motion passed.

Warden's Report: Warden Maher took a moment to acknowledge Borough Zoning Officer Sibley's involvement and success in the special sidewalk project this past year.

Warden Maher regretted to announce Kathy Geckle was stepping down from the Borough Zoning Board of Appeals.

Burgess Gaston made a motion to appoint John Fletcher as Commission Member of the Borough Zoning Board of Appeals, seconded by Burgess Lucas and unanimously approved.

Warden Maher stated Main Street residents are relying on signage, social media and the Newtown Bee to get the message out for Halloween.

Warden Maher noticed there was a 180' gap in the tree line on South Main Street at Ram's Pasture and wishes to help the Newtown Cemetery Association restore the tree line. Tree Warden McCulloch suggested the new trees be planted inside the stonewall. He suggested we keep the species the same as the pre-existing maples on the property. Tree Warden confirmed the trees could be planted within the month.

Burgess Gaston made a motion to approved the installation of up to 4 trees of the same pre-existing species on South Main Street along Ram's Pasture for a cost up to \$500/tree, seconded by Second Senior Burgess Kenyon and unanimously approved.

Warden Maher also presented the topic of creating a fund balance. He has met with the Borough Auditor Glenn Nanavaty regarding this topic. Burgess Gaston suggested Warden Maher create a proposal and discuss it formally at the November Borough meeting.

Tree Warden's Report: Tree Warden McCulloch reported he continues clean up trees from the storm. Once it slows down, he would like to pursue projects with Borough Zoning Officer Sibley for clearing the area behind Marygold's on Main. Warden Maher was approached by a borough resident asking if the borough would consider replacing two fallen sycamores on The Boulevard. Tree Warden McCulloch stated he addresses stump removal once a list forms to make the cost more effective. He assured Warden Maher the stumps will be tended to. Tax Collector Enriquez also mentioned a hanging branch on Wendover. Tree Warden McCulloch stated he would look into the hangers.

Tax Collector's Report: Tax Collector Enriquez reported the following for Revised June Year End Report 2020: Taxes Collectable \$159,771.85; Current Taxes: \$160,648.06; Back Taxes: \$1,182.84; Interest: \$762.50; Liens & Fees: \$192.00. Total Submitted to Treasurer to Date: \$160,757.19. Current Taxes Collected: \$158,709.06 representing 99.25%. Please review attached report for Revised June Year End report 2020.

Burgess Gaston made a motion to accept the Tax Collector's Report for Revised June Year End report 2020 with the clarification of \$18.00 line item being a Bank OD Fee & Bank Deposit Error, seconded by Burgess Lucas and unanimously approved.

Tax Collector Enriquez reported the following for Revised August 2020: Taxes Collectable \$161,937.72; Current Taxes: \$153,658.75; Back Taxes: \$0.00; Interest: \$0.00; Liens & Fees: \$0.00. Total Submitted to Treasurer to Date: \$147,500.00. Current Taxes Collected: \$153,532.10 representing 95.80%. Please review attached report for Revised August 2020.

Burgess Gaston made a motion to accept the Tax Collector's Report for Revised August 2020 with the correction of \$151.33 in overpayments from prior years, seconded by Burgess Eder and unanimously approved.

Tax Collector Enriquez reported the following for September 2020: Taxes Collectable \$161,937.72; Current Taxes: \$155,961.11; Back Taxes: \$0.00; Interest: \$8.01; Liens & Fees: \$0.00. Total Submitted to Treasurer to Date: \$155,900.00. Current Taxes Collected: \$155,834.46 representing 97.24%. Please review attached report for September 2020.

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

Treasurer's Report: The September 2020 report presents: A deposit of \$530.00 was made from the Borough Zoning Office. A deposit of \$6,000.00 was made from Tax Collector, Jodie Enriquez. A transfer of 21,800.00 was made to cover last month's invoicing. A transfer of \$6,530.00 was transferred into the ISC Account from the Borough Operating Account. A transfer

of \$21,800.00 was transferred from the ISC Account to the Borough Operating Account. Interest on the 12 mo. CD was \$115.23 making a total of \$78,636.94. Please review attached report for September 2020.

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

Zoning Officer's Report: Zoning Officer Sibley reported great activity in the Borough for applications, building and purchasing/selling of houses. There will be a Borough Zoning Commission meeting on Wednesday, October 28, 2020, to discuss a text amendment to apartments for residential houses in the Borough.

Historic District: Warden Maher have been discussing with Second Senior Burgess Kenyon on how weather and thievery has impacted historic signs. Warden Maher reported the sign at the base of Mt. Pleasant has been stolen. Warden Maher replaced it with an older historic sign for the time being. He reported a historic sign is down on Currituck Road and the historic sign is missing on West Street. Warden Maher suggested the installation of new posts and new historic signs should occur come Spring of 2021.

Sidewalks: Warden Maher reported we secured three (3) bids for the RFP for the replacement of the sidewalk at 35 Main Street. Unfortunately, all three bids were over our line item by significance. The lowest bid was with Titan Enterprises of Ansonia for \$12,800.00. Connecticut Bomanite came in at \$13,567.00 and last was Reliable Excavating for \$13,750.00. (see attached) Warden Maher and the Board of Burgesses agreed to reject the bids and re-bid at a future date with the intention of staying within the budgeted line item. Warden Maher will contact the contractors thanking them for their bid and would alert them at the time of re-bidding the project.

Burgess Gaston made a motion to reject the three bids for reasons of them being over budget by significance,
seconded by Second Senior Burgess Kenyon and unanimously approved.

Streets & Parks: Burgess reported the Soldiers & Sailors monument has been sprayed and bleached. Burgess Eder did report a ghosting affect where the mold/mildew once was. Garrett Henchecliffe, of Paver Savers, suggested we wait until Spring to see if the ghosting subsides. Burgess Eder went onto report the pavers have been reset and sealed and the invoice has been processed for payment. An associate of Mr. Henchecliffe, submitted an estimate for the removal of grout at the base and up rights of the monument and repoint them for \$1,800. Burgess Eder will inquire if this includes the cost of removing all the existing concrete grout. Warden Maher reached out to Rob at Connor Landscaping to discuss the monument. Warden Maher will follow up on this conversation at the November Borough meeting. Burgess Eder conveyed to Mr. Henchecliffe that the project is on hold until further details and their costs can be confirmed. Warden Maher's goal is to have this project wrapped up by Thanksgiving.

New Business: Burgess Eder noted an article in The Bee regarding the Ram's Pasture Pond and the growing algae. Burgess Eder asked if perhaps the Borough would like to consider financially supporting the efforts to clear the pond.

Old Business: Second Senior Burgess Kenyon inquired if the annual donation to the Ram's Pasture Holiday Lighting Festival will be made soon. Borough Clerk Scaia stated the payment is designated for payment in November. Second Senior Burgess Kenyon will email Borough Clerk Scaia with the correct recipient name for the check. Burgess Gaston requested Second Senior Burgess Kenyon asks if the committee will return to candles rather than battery operated lights.

Public Participation: None.

The regular meeting of the Board of Burgesses will be held on Tuesday, November 10, 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 8:38 p.m., seconded by Burgess Eder and unanimously approved.

Respectfully submitted,
Ann Scaia
Borough Clerk

A recording of the meeting may be found here:

https://us02web.zoom.us/rec/share/ADCiQ4GptfCqaypqA9dC2hXQUFzDEv81-0xTIFk3dhu2dTVCM-FW-3zGMP3OxZg.qTRmms_Fg5r7uJM?startTime=1602631894000

NEWTOWN BOROUGH TAX

END OF FISCAL YEAR JUNE 2020 - FINAL

TOTAL TAXES DUE FOR GRAND LIST 2018:		\$159,909.80
LAWFUL CORRECTIONS:	INCREASE	\$9.83
	DECREASE	<u>-\$147.78</u>
TAXES COLLECTABLE:		\$159,771.85

AMOUNTS COLLECTED TO DATE:

CURRENT TAX:	\$160,648.06
BACK TAX	\$1,182.84
INTEREST:	\$762.50
LIENS & FEES:	<u>\$192.00</u>
TOTAL COLLECTED TO DATE:	\$162,785.40

TOTAL SUBMITTED TO TREASURER TO DATE:	\$160,757.19
REFUND GIVEN FROM CURRENT YR TAX	\$1,542.81
REFUND GIVEN DUE FROM PRIOR YR	\$0.00
BOUNCED CHECKS	<u>\$467.40</u>
TOTAL COLLECTIONS	\$162,767.40
BANK OD FEE & BANK DEPOSIT ERROR	<u>\$18.00</u>
	\$162,785.40

TAX COLLECTION SUMMARY:

GL 2018	TAXES COLLECTED	\$160,648.06	
	SUSPENDED CURRENT TAX	\$17.59	
	TRANSFERS	\$27.16	
	BOUNCED CHECKS	-\$440.94	
	REFUNDS	<u>-\$1,542.81</u>	
	TOTAL CURRENT TAX COLLECTED	\$158,709.06	99.25%
	UNCOLLECTED TAXES	\$1,062.79	0.66%
	OVERPAYMENTS	<u>\$15.43</u>	
		\$1,078.22	

NOTE:

BACK TAXES OUTSTANDING FOR LIST 2017 AND PRIOR:		
	UNCOLLECTED TAXES	\$1,277.79
	SUSPENDED BACK TAX	-\$11.88
	OVERPAYMENTS FROM PRIOR YEARS	<u>\$157.24</u>
		\$1,423.15

DATE:

5-Sep-20
9/18/2020 - FINAL

SIGN: *Jodie Enriquez*
BOROUGH TAX COLLECTOR

NEWTOWN BOROUGH TAX

MONTHLY REPORT FOR: AUGUST 2020 - CORRECTED

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:	\$153,658.75
BACK TAX	\$0.00
INTEREST:	\$0.00
LIENS & FEES:	\$0.00
TOTAL COLLECTED TO DATE:	\$153,658.75

TOTAL SUBMITTED TO TREASURER TO DATE:	\$147,500.00
REFUND GIVEN FROM CURRENT YR TAX	\$147.99
REFUND GIVEN DUE FROM PRIOR YR	\$0.00

TAX COLLECTION SUMMARY:

GL 2018	TAXES COLLECTED	\$153,658.75	
	TAXES SUSPENDED	\$0.00	
	TRANSFERS	\$21.34	
	BOUNCED CHECKS	\$0.00	
	REFUNDS	-\$147.99	
	TOTAL CURRENT TAX COLLECTED	\$153,532.10	95.80%
	UNCOLLECTED TAXES	\$8,405.62	5.25%
	OVERPAYMENTS	\$0.00	

NOTE:

BACK TAXES OUTSTANDING FOR LIST 2018 AND PRIOR:	
UNCOLLECTED TAXES	\$2,501.37
OVERPAYMENTS FROM PRIOR YEARS	(\$151.33)
ADJUSTMENTS	\$0.00
TRANSFER (TO CURRENT YEAR)	-\$21.34

DATE:

8-Sep-20
10/13/2020- CORR

SIGN: Indie Enriquez
BOROUGH TAX COLLECTOR

NEWTOWN BOROUGH TAX

MONTHLY REPORT FOR: SEPTEMBER 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:	\$155,961.11
BACK TAX	\$0.00
INTEREST:	\$8.01
LIENS & FEES:	\$0.00
TOTAL COLLECTED TO DATE:	\$155,969.12

TOTAL SUBMITTED TO TREASURER TO DATE:	\$155,900.00
REFUND GIVEN FROM CURRENT YR TAX	\$147.99
REFUND GIVEN DUE FROM PRIOR YR	\$0.00

TAX COLLECTION SUMMARY:

GL 2018	TAXES COLLECTED	\$155,961.11	
	TAXES SUSPENDED	\$0.00	
	TRANSFERS	\$21.34	
	BOUNCED CHECKS	\$0.00	
	REFUNDS	-\$147.99	
	TOTAL CURRENT TAX COLLECTED	\$155,834.46	97.24%
	UNCOLLECTED TAXES	\$6,103.26	3.81%
	OVERPAYMENTS	\$0.00	

NOTE:

BACK TAXES OUTSTANDING FOR LIST 2018 AND PRIOR:	
UNCOLLECTED TAXES	\$2,501.37
OVERPAYMENTS FROM PRIOR YEARS	-\$151.33
ADJUSTMENTS	\$0.00
TRANSFER (TO CURRENT YEAR)	-\$21.34

DATE:
13-Oct-20

SIGN: Jodie Enriquez
BOROUGH TAX COLLECTOR

BOROUGH OF NEWTOWN

Treasurer's Report Month Ending September 30 ,2020

	ACCOUNT 673 Operating Account	ACCOUNT 2470-D Insured Cash Sweep	TOTAL
BEGIN 9/1/2020	\$250,009.91	\$393,182.60	\$643,192.51
Interest Transfer	-\$9.91	\$9.91	\$0.00
Transfer to Clerk's Account	check #293 -\$21,800.00		-\$21,800.00
Transfer in from ICS	\$21,800.00	-\$21,800.00	\$0.00
Deposit from Bldg/Zoning	\$530.00	\$0.00	\$530.00
Deposit from Tax	YTD:\$153,500 \$6,000.00		\$6,000.00
Transfer out to ICS Acct.	-\$6,530.00	\$6,530.00	\$0.00
Interest earned 9/30/2020	\$10.24	\$24.70	\$34.94
ENDING BALANCE 9/30/2020	\$250,010.24	\$377,947.21	\$627,957.45

1 YEAR CD
Account 814
matures
3/2/21

BEGIN 9/1/2020	\$78,521.71
Interest earned 9/30/2020	1.80 APY \$115.23
ENDING BALANCE 9/30/2020	\$78,636.94

Respectfully submitted 10/13/2020



PROPOSAL

Phone: 203-778-5719
Fax: 203-778-5242

DATE: September 22, 2020

TELEPHONE:
203-744-4430

JOB: Sidewalks at 35 Main Street
Newtown, CT

TO: Jay Maher
Warden
Borough of Newtown

Email: Jaymaher1@yahoo.com

WE, CONNECTICUT BOMANITE SYSTEMS, INC., propose to furnish labor, materials, and equipment to install stamped colored concrete walkways.

1. **Estimated Square Feet..... 405**
2. **Depth 4"**
3. **System.....Bomacron**
4. **Pattern..... English Sidewalk Slate**
5. **Color.....Shale Gray/Steel Blue**
6. **Other.....Wash & Seal with two coats Waterproof & Cure Sealer**

BASE PRICE:

405 square feet @ \$33.50 per sf = \$13,567.50

MATERIAL AND LABOR TO PERFORM THE FOLLOWING:

1. Permit
2. Pull out and remove asphalt
3. 6"-8" ¾" stone base material
4. Form up,
5. # 6 6" x 6" wire mesh reinforcement,
6. 4,000 PSI Concrete,
7. Cutting for crack control where necessary,
8. Color hardener & release agent/liquid release
9. Pattern & Texture
10. Wash & Seal with cure and seal to complete process.
11. Clean up, topsoil, and plant grass.

NOTE: To Be Done By Others:

1. Testing of concrete
2. Traffic control

Reliable Excavating Co., Inc.

GENERAL CONTRACTORS

15 Bates Place, Unit 1, Danbury, CT 06810

PH: 203-743-4856 FAX: 203-743-7316

E-mail: reliableco@sbcglobal.net

TO: Borough of Newtown
P.O. Box 164
Newtown, CT 06470
Ph: 203-431-2720
E-mail: annscaia22@gmail.com

LETTER OF TRANSMITTAL

DATE: October 2, 2020
JOB NO:
ATTENTION: Ann Scaia
Borough Clerk
RE: Installation of New Concrete
Sidewalks at 35 Main Street
Newtown, CT

☒ Please review
☐ For Your Information
☐ Please advise
☐ Approved as submitted
☐ Resubmit as noted
☐ Request for Information
☐ Make corrections as noted
☐ Request for Proposal
Other ☐ sent via E-mail only

COPIES	DATE	NO.	DESCRIPTION
1	10/2/2020	1	Letter of Transmittal
1	9/18/2020	3	Legal Notice: Invitation to Bid - Borough of Newtown
1	10/2/2020	3	Proposal #169
1	9/30/2020	1	Certificate of Liability Insurance
Total pages sent:		8	

FOR BIDS DUE: Friday, October 2, 2020 at 3:00 PM via E-mail

REMARKS: Ann,

Please accept attached proposal for your review.

Thanks,
Nelson

COPY TO: Angelo W. Grossi Sr. -President

SIGNED: Nelson S. Rebo
Nelson S. Rebo
Chief Engineer



Builder • Developer • Contractor
Titan Enterprises Inc.
540 Main Street ~ Ansonia, CT. 06401
PH: 203.395.1692



HIC # 0560087

TitanEnterprisesInc@yahoo.com

Proposal 201152 – Concrete Sidewalks at 35 Main St Newtown

October 2, 2020

Ann Scaia
Borough of Newtown
3 Primrose Street
Newtown, CT 06470

Scope of Work:

Installation of new concrete sidewalks at 35 Main St according to Invitation to Bid.
To include:

- Securing of permit from State of Connecticut, Department of Transportation.
- Removal of existing asphalt sidewalk measuring approximately 81 linear feet.
- Compaction of subgrade and installation of 4" of clean stone.
- Installation of a minimum of 4" thick, #4000 concrete sidewalk with a stamped pattern of bluestone, similar to existing sidewalks on Main St.
- Steel reinforcement shall be 6-gauge wire mesh.
- New sidewalk to measure 81' x 5'. Sidewalks shall be sealed upon completion.
- Work shall include restoration of adjacent grass area.

\$ 12,800.

Respectfully submitted,
Mike Esposito
Titan Enterprises Inc.