

**BOROUGH OF NEWTOWN
NEWTOWN, CONNECTICUT**

Minutes of the regular meeting of the Borough of Newtown Board of Burgesses on **Tuesday, September 14, 2021** in the Old Court Room at Edmond Town Hall, Newtown, CT. Warden Maher called the meeting to order at 7:38p.m.

Present: Warden Jay Maher, Senior Burgess Chris Gardner, Burgess James Gaston, Burgess Anthony Baiad, Burgess Sarah Phillips, Burgess Jarod Modzelewski, Treasurer Paula Brinkman, Tax Collector Jodie Enriquez, Zoning Officer Rob Sibley and Clerk Ann Scaia.

Absent: Burgess Bill Lucas and Tree Warden Rob McCulloch.

Also Present: 1 member of the public.

Burgess Gaston made a motion to accept the July 13, 2021 regular meeting minutes,
seconded by Senior Burgess Gardner. Motion passed.

Warden's Report: Warden Maher introduced a discussion for possible reimbursement to Robin Lynch, of 32 Main Street, for the purchase of shrubbery with regard to fencing on her property. Robin Lynch gave a brief synopsis of the situation regarding the fence installed on her property and the resolution of purchasing and installing shrubbery in front of the fence. Warden Maher further mentioned the Borough's use of an historic landscape architect to offer solutions to the fence. Burgess Gaston reiterated a point of reimbursement, from previous Historic District meetings, as a depreciation of property if the fence had been moved back to adhere to Historic District regulations. However, the actual solution of placing shrubbery in front of the fence would in fact enhance the value of the property and necessarily would not constitute reimbursement. He went on to express a concern of setting a precedent of the Borough paying to enhance private property. Additionally, if the shrubbery were to fail on some level, would the Borough be approached again to pay for the maintenance of the shrubbery. Senior Burgess Gardner asked if the Historic District Commission mandate the shrubbery and the cost of the historic landscape architect. Burgess Gaston confirmed the Historic District Commission did mandate the shrubbery. Borough Clerk Scaia stated the historic landscape architect cost \$1,467.50. Burgess Gaston further clarified the expense of the historic landscape architect was drawn from the Borough Consulting line item of the 2020-2021 budget. Senior Burgess Gardner asked if any previous circumstances are similar to this situation. Burgess Gaston could not recall any like circumstances. He did mention the replacement of Sugar Maples along Main Street however the trees are mainly on the state property. Burgess Gaston also mentioned the Borough's practice paying for the mowing of the common area at the top of Castle Hill which is owned by a non-profit organization.

Senior Burgess Gardner made a motion to approve reimbursement of \$947.93 to Robin Lynch, of 32 Main Street, for the purchase of shrubbery, seconded by Burgess Gaston. The motion was defeated 4 no votes and 1 abstention.

Burgess Gaston made a motion to re-open the motion to approve reimbursement of \$947.93 to Robin Lynch, of 32 Main Street, for the purchase of shrubbery which failed, seconded by Senior Burgess Gardner and unanimously approved.

Senior Burgess Gardner made a motion to withdraw the motion he proposed to approve reimbursement of \$947.39 to Robin Lynch, of 32 Main Street, for the purchase of shrubbery, seconded by Burgess Gaston and unanimously approved.

Burgess Gaston made a motion to withdraw his second of the motion to approve reimbursement of \$947.39 to Robin Lynch, of 32 Main Street, for the purchase of shrubbery, seconded by Senior Burgess Gardner and unanimously approved.

Burgess Gaston made a motion to table the motion to approve reimbursement of \$947.39 to Robin Lynch, of 32 Main Street, for the purchase of shrubbery to next month's Borough meeting, seconded by Senior Burgess Gardner and unanimously approved.

Warden Maher moved onto the discussion of the use of American Rescue Package Act funds. He began by clarifying the four statutory categories of using American Rescue Package Act funds, as presented to him by Borough Auditor Nanavaty. They are:

1. To respond to the COVID-19 public health emergency or its negative economic impacts.
2. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to such eligible workers of the recipient, or by providing grants to eligible employers that have eligible workers who performed essential work.
3. For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency.
4. To make necessary investments in water, sewer or broadband infrastructure.

Warden Maher went on to convey a letter from Sarah Finley, of 9 Lovells Lane, requesting funds from the American Rescue Package Act be utilized to run a water line on Lovells Lane due to many old wells on properties and no convenient access to fire hydrants. Zoning Officer Sibley clarified there are water lines on Queen Street and South Main Street in which laterals could be run to residents on Lovells Lane designating Lovells Lane as a water district. Zoning Officer Sibley will contact Sarah Finley to further this discussion. Warden Maher moved onto letters from Alyssa Tiedemann and Katherine & Brandon Adams, both of Smoke Rise Ridge which is a private road in Newtown. They requested the possible use of American Rescue Package Act funds to offset their portion of material costs to repave Smoke Rise Ridge and to be added to the town sewer system. Zoning Officer Sibley conveyed Smoke Rise Ridge is currently not a sewer district which would need to occur before sewer lines can be considered. He suggested the residents contact the Water Pollution Control Authority of Newtown.

Tree Warden's Report: In the absence of Tree Warden McCulloch, Warden Maher mentioned the demolition of dead trees in the Borough, two in particular, 6 Lorraine Drive and 28 Church Hill Road. He will contact Tree Warden McCulloch to address the demolition of these trees. He went onto discuss the possible planting of new trees in the Fall in the Borough. He asked people to convey suggestions of demolition and/or plantings of trees to Tree Warden McCulloch.

Tax Collector's Report: Tax Collector Enriquez reported the following for August 2021: Taxes Collectable \$163,367.21; Current Taxes: \$155,784.84; Back Taxes: \$981.14; Interest: \$632.33; Liens & Fees: \$96.00. Total Submitted to Treasurer to Date: \$157,000.00. Current Taxes Collected: \$155,412.50 representing 95.13%. Please review attached report for August 2021.

Burgess Gaston made a motion to accept the Tax Collector's Report for July 2021,
seconded by Burgess Baiad and unanimously approved.

Senior Burgess Gardner made a motion to accept the Tax Collector's Report for August 2021,
seconded by Burgess Gaston and unanimously approved.

Tax Collector Enriquez asked the Board for permission to attend the Northeast Regional Tax Collectors and Treasurer Conference which costs \$440.00.

Burgess Gaston made a motion to approve the request to appropriate \$440.00 for the Northeast Regional Tax Collectors and Treasurers Conference, seconded by Burgess Phillips and unanimously approved.

Treasurer's Report: The July 2021 report presents: A deposit of \$655.00 was made from the Borough Zoning Office. A deposit of \$110,000.00 made from Tax Collector, Jodie Enriquez. A transfer of \$46,600.00 was made to cover last month's invoicing. A transfer of \$110,655.00 was transferred into the ISC Account from the Borough Operating Account. A transfer of \$46,600.00 was transferred from the ISC Account to the Borough Operating Account. Interest on the 12 mo. CD was \$16.84 making a total of \$79,309.22. Please review attached report for July 2021.

Burgess Gaston made a motion to accept the Treasurer's Report for July 2021, seconded by Senior Burgess Gardner and unanimously approved.

The August 2021 report presents: There were no deposits made from the Borough Zoning Office. A deposit of \$34,000.00 made from Tax Collector, Jodie Enriquez. A deposit of \$390.00 was made from an overpayment at The Bee Publishing. A transfer of \$16,000.00 was made to cover last month's invoicing. A transfer of \$34,390.00 was transferred into the ISC Account from the Borough Operating Account. A transfer of \$16,000.00 was transferred from the ISC Account to the Borough Operating Account. Interest on the 12 mo. CD was \$16.84 making a total of \$79,326.06. Please review attached report for August 2021.

Senior Burgess Gardner made a motion to accept the Treasurer's Report for August 2021,
seconded by Burgess Phillips and unanimously approved.

Senior Burgess Gardner made a motion to transfer \$1,226.77 from Legal Fees to Streets & Parks for the 2020-2021 fiscal budget, seconded by Burgess Baiad and unanimously approved.

Treasurer Brinkman reported the CD is due for renewal in September. She presented the following rate for renewal: 6 months @ .20% APY.

Senior Burgess Gardner made a motion to renew the CD in the amount of \$79,326.06 for a 6-month term at .25% APY, seconded by Burges Lucas.

Zoning Officer's Report: Zoning Officer Sibley reported at the last Zoning Commission meeting, they moved on two text amendments which were publicly noticed. First amendment, state statute requiring zoning decisions associated with cannabis distribution centers. The commission voted to prohibit the activity as a zoning use and added definition as required by the state statute. The second amendment, a use of temporary process called "granny pods" which was rendered mute by the new apartment and housing standards that are being adopted statewide. The statute that was passed last year required that the zoning agency endorse or prohibit these activities. They voted to prohibit these activities. The next Zoning Commission meeting updates to their accessory apartments.

Historic District: Warden Maher reported an application of appropriateness was submitted to the Historic District, which is on the agenda to present the proposed "Welcome" sign on September 30th. The Booth Library has also submitted an application of appropriateness to put a new roof on the building.

Sidewalks: Warden Maher reported the Ad Hoc Sidewalk Committee will reconvene on October 4th at 7:00pm in the Borough Office to review the Sugar Street project and other possible projects. Burgess Modzelewski has noted the discrepancies in sidewalks across town. He also noted overgrowth between the rehab facility and Hawley Elementary School. He went onto report the area has since been cleared. Warden Maher proposed a scope of work be created for expenditures not to exceed \$5,000.00 for the repair of Queen Street sidewalks. Burgess Gaston suggested sidewalks be reviewed on Queen Street and assess the repair and cost associated with it and revisit this possible project at the Borough October meeting.

Streets & Parks: Warden Maher reported bulbs were replaced at the flagpole.

New Business: None.

Old Business: None.

Public Participation: None.

The regular meeting of the Board of Burgesses will be held on Tuesday, October 12, 2021 at 7:30p.m. in the Old Court Room in Edmond Town Hall, Newtown, CT.

There being no further business, Senior Burgess Gardner made a motion to adjourn the meeting at 8:57 p.m., seconded by Burgess Baiad and unanimously approved.

Respectfully submitted,

Ann Scaia
Borough Clerk

NEWTOWN BOROUGH TAX

MONTHLY REPORT FOR: **JULY 2021**

TOTAL TAXES DUE FOR GRAND LIST 2020:		\$163,367.21
LAWFUL CORRECTIONS:	INCREASE	\$0.00
	DECREASE	\$0.00
TAXES COLLECTABLE:		<u>\$163,367.21</u>

AMOUNTS COLLECTED TO DATE:

CURRENT TAX:		\$124,158.29
BACK TAX		\$480.57
INTEREST:		\$137.28
LIENS & FEES:		\$48.00
TOTAL COLLECTED TO DATE:		<u>\$124,824.14</u>

TOTAL SUBMITTED TO TREASURER TO DATE:		\$144,000.00
REFUND GIVEN FROM CURRENT YR TAX		\$0.00
REFUND GIVEN DUE FROM PRIOR YR		<u>\$0.00</u>
		\$144,000.00

TAX COLLECTION SUMMARY:

GL 2020	TAXES COLLECTED	\$124,158.29	
	TAXES SUSPENDED	\$0.00	
	TRANSFERS	\$0.00	
	BOUNCED CHECKS	-\$141.09	
	REFUNDS	<u>\$0.00</u>	
	TOTAL CURRENT TAX COLLECTED	\$124,017.20	75.91%
	UNCOLLECTED TAXES	\$39,350.01	24.09%
	OVERPAYMENTS	-\$935.92	

NOTE:

BACK TAXES OUTSTANDING FOR LIST 2019 AND PRIOR:		
	UNCOLLECTED TAXES	\$564.99
	OVERPAYMENTS FROM PRIOR YEARS	-\$151.33
	ADJUSTMENTS	\$0.00
	TRANSFER (TO CURRENT YEAR)	\$0.00

DATE:
3-Sep-21

SIGN: *Jodie Enriquez*
BOROUGH TAX COLLECTOR

NEWTOWN BOROUGH TAX

MONTHLY REPORT THRU: **AUGUST 2021**

TOTAL TAXES DUE FOR GRAND LIST 2020:		\$163,367.21
LAWFUL CORRECTIONS:	INCREASE	\$0.00
	DECREASE	<u>\$0.00</u>
TAXES COLLECTABLE:		✔ <u>\$163,367.21</u>

AMOUNTS COLLECTED TO DATE:

CURRENT TAX:		\$155,784.84
BACK TAX		\$981.14
INTEREST:		\$632.33
LIENS & FEES:		<u>\$96.00</u>
TOTAL COLLECTED TO DATE:		✔ <u>\$157,494.31</u>

TOTAL SUBMITTED TO TREASURER TO DATE:	\$157,000.00
REFUND GIVEN FROM CURRENT YR TAX	\$0.00
REFUND GIVEN DUE FROM PRIOR YR	<u>\$0.00</u>
	✔ <u>\$157,000.00</u>

TAX COLLECTION SUMMARY:

GL 2020	TAXES COLLECTED	✔ \$155,784.84	
	TAXES SUSPENDED	\$0.00	
	TRANSFERS	\$0.00	
	BOUNCED CHECKS	-\$372.34	
	REFUNDS	<u>\$0.00</u>	
	TOTAL CURRENT TAX COLLECTED	✔ <u>\$155,412.50</u>	95.13%
	UNCOLLECTED TAXES	✔ <u>\$7,954.71</u>	4.87%
	OVERPAYMENTS	-\$1,446.37	

NOTE:

BACK TAXES OUTSTANDING FOR LIST 2019 AND PRIOR:		
	UNCOLLECTED TAXES	\$544.99
	OVERPAYMENTS FROM PRIOR YEARS	-\$171.33
	ADJUSTMENTS	\$0.00
	TRANSFER (TO CURRENT YEAR)	\$0.00
	BOUNCED CHECK FROM BT PAID	-\$665.85

DATE:
9-Sep-21

SIGN: *Jodie Enriquez*
BOROUGH TAX COLLECTOR

BOROUGH OF NEWTOWN

Treasurer's Report Month Ending July 31, 2021

	ACCOUNT 673 Operating Account	ACCOUNT 2470-D Insured Cash Sweep	ACCOUNT 873 American Rescue Plan opened 7/14/21	TOTAL
BEGIN 7/1/2021	\$250,010.27	\$304,718.37	\$274,728.50	\$829,457.14
Interest Transfer	-\$10.27	\$10.27		\$0.00
Transfer to Clerk's Account	check #308 -\$37,600.00			-\$37,600.00
	check #309 -\$9,000.00			-\$9,000.00
Transfer in from ICS	\$46,600.00	-\$46,600.00		\$0.00
Deposit from Bldg/Zoning	\$655.00	\$0.00		\$655.00
Deposit from Tax	YTD:\$110,000 \$110,000.00	\$0.00		\$110,000.00
Transfer out to ICS Acct.	-\$110,655.00	\$110,655.00		\$0.00
Interest earned 7/31/2021	\$10.96	\$12.21	\$7.53	\$30.70
ENDING BALANCE 7/31/2021	\$250,010.96	\$368,795.85	\$274,736.03	\$893,542.84

6 MONTH CD Account 814 matures 9/10/2021

BEGIN 7/1/2021	\$79,292.38
Interest earned 7/31/2021	.25 APY \$16.84
ENDING BALANCE 7/31/2021	\$79,309.22

Respectfully submitted 8/10/21

BOROUGH OF NEWTOWN

Treasurer's Report Month Ending August 31, 2021

	ACCOUNT 673 Operating Account	ACCOUNT 2470-D Insured Cash Sweep	ACCOUNT 873 American Rescue Plan	TOTAL
BEGIN 8/1/2021	\$250,010.96	\$368,795.85	\$274,736.03	\$893,542.84
Interest Transfer	-\$10.96	\$10.96		\$0.00
Transfer to Clerk's Account	check #310 -\$16,000.00			-\$16,000.00
Transfer in from ICS	\$16,000.00	-\$16,000.00		\$0.00
Deposit from Bldg/Zoning	Bee refund \$390.00	\$0.00		\$390.00
Deposit from Tax	YTD:\$144,000 \$34,000.00	\$0.00		\$34,000.00
Transfer out to ICS Acct.	-\$34,390.00	\$34,390.00		\$0.00
Interest earned 8/31/2021	\$10.27	\$16.34	\$11.29	\$37.90
ENDING BALANCE 8/31/2021	\$250,010.27	\$387,213.15	\$274,747.32	\$911,970.74

6 MONTH CD Account matures 9/10/2021

BEGIN 8/1/2021	\$79,309.22
--------------------------	-------------

Interest earned 8/31/2021	.25 APY	\$16.84
---	---------	---------

ENDING BALANCE 8/31/2021	\$79,326.06
--	-------------

Respectfully submitted 9/14/2021