

**BOROUGH OF NEWTOWN
NEWTOWN, CONNECTICUT**

Minutes of the regular meeting of the Borough of Newtown Board of Burgesses on **Tuesday, September 8, 2020**. The meeting was held remotely due to COVID-19 mandates and precautions. Warden Maher called the meeting to order at 7:43 p.m.

Present: Warden Jay Maher, Senior Burgess Chris Gardner, 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

Also Present: 2 members of the public.

Burgess Gaston made a motion to accept the July 14, 2020 regular meeting minutes,
seconded by Burgess Lucas. Motion passed.

Warden's Report: Warden Maher refreshed everyone on the 13 potential sidewalk projects that were prepared by the Ad Hoc Sidewalk Committee earlier this year (see attached). Warden Maher submitted the list to the Board of Burgesses in the hopes of agreeing to move the proposed list to Land Use Department and ultimately added to the master sidewalk plan as presented in the Policy of Conservation and Development. Burgess Gaston asked if the list was in order of priority. Warden Maher stated the list was in random order but a decision matrix has been created to assist in prioritizing the proposed projects by cost, number of residents served, etc.

Burgess Gaston made a motion to accept the list of sidewalk projects as presented by Ad Hoc Sidewalk Committee, seconded by Burgess Lucas and unanimously approved.

Burgess Gaston asked Zoning Officer Sibley if having this list on the Policy of Conservation and Development would help in securing grants. Zoning Officer Sibley confirmed this is exactly what grants would require in the application process.

Tree Warden's Report: Tree Warden McCulloch reported Main Street was affect by recent storms with the loss and damage of trees. He also reported downed and damaged trees on the island at Borough Lane, along with felled trees on Lincoln Road and Roosevelt Drive. Tree Warden McCulloch recommended postponing the pruning from this Fall to Spring given the limited availability of contractors due to recent storms. He also recommended postponing tree planting until the Spring. He will be meeting with the State to address a couple of trees on Main Street. Warden Maher asked if Tree Warden McCulloch would review a dilapidated tree at 2 Main Street on the corner of Glover Ave. Tree Warden McCulloch agreed to review the tree.

Tax Collector's Report: Tax Collector Enriquez reported the following for 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 June Year End report 2020.

Burgess Gaston made a motion to accept the Tax Collector's Report for June Year End report 2020, seconded by Burgess Eder and unanimously approved.

Tax Collector Enriquez reported the following for July 2020: Taxes Collectable \$161,936.06; Current Taxes: \$35,175.49; Back Taxes: \$0.00; Interest: \$0.00; Liens & Fees: \$0.00. Total Submitted to Treasurer to Date: \$0.00. Current Taxes Collected: \$35,175.49 representing 21.95%. Please review attached report for July 2020.

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

Tax Collector Enriquez reported the following for August 2020: Taxes Collectable \$161,937.72; Current Taxes: \$154,188.11; Back Taxes: \$0.00; Interest: \$0.00; Liens & Fees: \$0.00. Total Submitted to Treasurer to Date: \$147,500.00. Current Taxes Collected: \$154,068.11 representing 96.14%. Please review attached report for August 2020.

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

Treasurer Enriquez reported a double payment of taxes from resident Matthew Taylor, of 51 West Street and the mortgage company in the amount of \$141.34. Treasurer Enriquez also sent out a second billing to remind borough residents on October 1, 2020 all interest accrued will be due.

Burgess Gaston made a motion to approve a refund for \$141.34 to Matthew Taylor, of 51 West Street, seconded by Burgess Lucas.

Treasurer's Report: The July 2020 report presents: There were no deposits made from the Borough Zoning Office. A deposit of \$39,000.00 was made from Tax Collector, Jodie Enriquez. A transfer of 20,900.00 was made to cover last month's invoicing. A transfer of \$39,000.00 was transferred into the ISC Account from the Borough Operating Account. A transfer of \$20,900.00 was transferred from the ISC Account to the Borough Operating Account. Interest on the 12 mo. CD was \$118.71 making a total of \$78,402.82. Please review attached report for July 2020.

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

The August 2020 report presents: There were no deposits made from the Borough Zoning Office. A deposit of \$108,500.00 was made from Tax Collector, Jodie Enriquez. A transfer of 15,300.00

was made to cover last month's invoicing. A transfer of \$108,500.00 was transferred into the ISC Account from the Borough Operating Account. A transfer of \$15,300.00 was transferred from the ISC Account to the Borough Operating Account. Interest on the 12 mo. CD was \$118.89 making a total of \$78,521.71. Please review attached report for August 2020.

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

Zoning Officer's Report: Zoning Officer Sibley reported great activity in the Borough for building and recently for tree repair. There will be a Borough Zoning Commission meeting on Wednesday, September 9, 2020 to discuss apartments in the Borough.

Historic District: Second Senior Burgess Kenyon report no further communication has come from the owners of 19 Main Street but said progress is being made on the restoration of the property. The name of the new restaurant at 19 Main Street will be called *Marygold on Main*.

Sidewalks: Warden Maher reported an RFP for the repair of the sidewalk at 35 Main Street will be submitted to the Bee for publication on September 18 and 25, 2020. The due date for bid submissions is October 2, 2020.

Streets & Parks: Warden Eder and Warden Maher met with Garrett Henchecliffe, of Paver Savers, to review the Soldiers & Sailors monument. They reviewed the pavers and the monument itself and discussed the bids Paver Savers submitted last year. Mr. Henchecliffe confirmed the estimates are still viable. As review, the hardscape restoration work includes cleaning the monument statue and granite for the cost of \$771.04. The paver restoration includes around and behind the monument making all pavers level and cleaned up for the cost of \$3,892.41.

Burgess Eder made a motion to accept Paver Savers quote and proceed with work on the Soldiers & Sailors Monument and pavers, seconded by Burgess Gaston and unanimously approved.

Burgess Eder clarified the quote does not include the cleaning of the existing mortar and repointing of the monument itself. Burgess Eder will pursue quotes for this particular work in the future.

New Business: Burgess Gaston proposed moving up the date of the second budgeted donation of \$4,000.00 to the Newtown Hook & Ladder given the limited fund raising events that can occur for the Newtown Hook & Ladder. The burgesses agreed to move the second donation to be paid in October.

Old Business: Charles Zukowski, of 4 Cornfield Ridge Road, suggested creating more redundancies in the electrical grid in the Borough. Warden Maher, along with Mr. Zukowski and Selectman Rosenthal will approach Eversource with this suggestion. Bob Geckle, of 35 Queen Street, requested the final expenditures vs. the projected budget for the 2019-2020 fiscal year. Warden Maher will follow up with Mr. Geckle with the report. Mr. Geckle also suggested the Borough create a spreadsheet comparing actual vs. projected monthly expenditures. He offered to share what the Cyrenius Booth Library presents monthly as an example. Warden Maher will follow up with Mr. Geckle regarding this suggestion.

Public Participation: None.

The regular meeting of the Board of Burgesses will be held on Tuesday, October 13, 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 8:42 p.m., seconded by Burgess Lucas and unanimously approved.

Respectfully submitted,
Ann Scaia
Borough Clerk

A recording of the meeting may be found here:

[https://us02web.zoom.us/rec/share/c5B1qeYRvQybZyvajxD7HShT2Ne10_wt7antO60GSJ7 - wOXpnSS99-V5hsDKKi.TTw-ivi336BADHHf?startTime=1599608614000](https://us02web.zoom.us/rec/share/c5B1qeYRvQybZyvajxD7HShT2Ne10_wt7antO60GSJ7-wOXpnSS99-V5hsDKKi.TTw-ivi336BADHHf?startTime=1599608614000)

NEWTOWN BOROUGH TAX

END OF FISCAL YEAR JUNE 2020

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

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: | ✓ <u>\$162,785.40</u> |

| | |
|--|------------------------------|
| 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 | ✓ <u>\$162,767.40</u> |
| TRANSFER? | <u>\$18.00</u> |
| | ✓ <u>\$162,785.40</u> |

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 | ✓ | <u>\$158,709.06</u> | 99.25% |
| | UNCOLLECTED TAXES | ✓ | <u>\$1,062.79</u> | 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> |
| CREDIT FROM PRIOR YEARS | ✓ | \$1,423.15 |

DATE:
5-Sep-20

SIGN: _____
BOROUGH TAX COLLECTOR

NEWTOWN BOROUGH TAX

MONTHLY REPORT FOR: **JULY 2020**

| | | |
|---|----------|-----------------------|
| TOTAL TAXES DUE FOR GRAND LIST 2019: | | \$160,258.65 |
| LAWFUL CORRECTIONS: | INCREASE | \$1,707.25 |
| | DECREASE | -\$29.84 |
| TAXES COLLECTABLE: | | ▼ <u>\$161,936.06</u> |

AMOUNTS COLLECTED TO DATE:

| | | |
|---------------------------------|--|----------------------|
| CURRENT TAX: | | \$35,175.49 |
| BACK TAX | | \$0.00 |
| INTEREST: | | \$0.00 |
| LIENS & FEES: | | \$0.00 |
| TOTAL COLLECTED TO DATE: | | ▼ <u>\$35,175.49</u> |

| | |
|--|------------------------|
| TOTAL SUBMITTED TO TREASURER TO DATE: | \$0.00 |
| REFUND GIVEN FROM CURRENT YR TAX | \$0.00 |
| REFUND GIVEN DUE FROM PRIOR YR | \$0.00 |
| TOTAL COLLECTIONS | ▼ <u>\$0.00</u> |

TAX COLLECTION SUMMARY:

| | | | |
|---------|------------------------------------|------------------------------|--------|
| GL 2018 | TAXES COLLECTED | ▼ \$35,175.49 | |
| | TAXES SUSPENDED | \$0.00 | |
| | TRANSFERS | \$0.00 | |
| | BOUNCED CHECKS | \$0.00 | |
| | REFUNDS | \$0.00 | |
| | TOTAL CURRENT TAX COLLECTED | ▼ <u>\$35,175.49</u> | 21.95% |
| | UNCOLLECTED TAXES | ▼ <u>\$126,760.57</u> | 79.10% |
| | OVERPAYMENTS | -\$443.63 | |

NOTE:

| | | | |
|--|--------------------------------|--|-------------------|
| BACK TAXES OUTSTANDING FOR LIST 2018 AND PRIOR: | | | |
| | UNCOLLECTED TAXES | | \$2,501.37 |
| | OVERPAYMENTS FROM PRIOR YEARS | | \$157.24 |
| | REFUND FROM PRIOR YEARS | | 0 |
| | TRANSFER FROM PRIOR TO CURRENT | | 0 |
| | CREDIT FROM PRIOR YEARS | | <u>\$157.24</u> |

DATE:
14-Jul-20

SIGN: _____
BOROUGH TAX COLLECTOR

NEWTOWN BOROUGH TAX

MONTHLY REPORT FOR: **AUGUST 2020**

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

AMOUNTS COLLECTED TO DATE:

| | | |
|---------------------------------|--|---------------------|
| CURRENT TAX: | | \$154,188.11 |
| BACK TAX | | \$0.00 |
| INTEREST: | | \$0.00 |
| LIENS & FEES: | | \$0.00 |
| TOTAL COLLECTED TO DATE: | | <u>\$154,188.11</u> |

| | |
|--|---------------------|
| TOTAL SUBMITTED TO TREASURER TO DATE: | \$147,500.00 |
| REFUND GIVEN FROM CURRENT YR TAX | \$141.34 |
| REFUND GIVEN DUE FROM PRIOR YR | \$0.00 |

TAX COLLECTION SUMMARY:

| | | | |
|---------|------------------------------------|-----------------------|--------|
| GL 2018 | TAXES COLLECTED | ✓ \$154,188.11 | |
| | TAXES SUSPENDED | \$0.00 | |
| | TRANSFERS | \$21.34 | |
| | BOUNCED CHECKS | \$0.00 | |
| | REFUNDS | -\$141.34 | |
| | TOTAL CURRENT TAX COLLECTED | <u>✓ \$154,068.11</u> | 96.14% |
| | UNCOLLECTED TAXES | ✓ \$7,869.61 | 4.91% |
| | OVERPAYMENTS | \$0.00 | |

NOTE:

| | |
|---|-------------------|
| BACK TAXES OUTSTANDING FOR LIST 2018 AND PRIOR: | |
| UNCOLLECTED TAXES | \$2,501.37 |
| OVERPAYMENTS FROM PRIOR YEARS | \$157.24 |
| REFUND FROM PRIOR YEARS | \$0.00 |
| TRANSFER | -\$21.34 |
| CREDIT FROM PRIOR YEARS | <u>✓ \$135.90</u> |

DATE:
8-Sep-20

SIGN: _____
BOROUGH TAX COLLECTOR

BOROUGH OF NEWTOWN

Treasurer's Report Month Ending July 31, 2020

| | ACCOUNT 673 Operating Account | ACCOUNT 2470-D Insured Cash Sweep | TOTAL |
|--|----------------------------------|--------------------------------------|--------------|
| BEGIN 7/1/2020 | \$250,010.25 | \$281,811.53 | \$531,821.78 |
| Interest Transfer | -\$10.25 | \$10.25 | \$0.00 |
| Transfer to Clerk's Account | check #290 -\$19,400.00 | | -\$19,400.00 |
| | check #291 -\$1,500.00 | | -\$1,500.00 |
| Transfer in from ICS | \$20,900.00 | -\$20,900.00 | \$0.00 |
| Deposit from Bldg/Zoning | \$0.00 | \$0.00 | \$0.00 |
| Deposit from Tax | YTD: \$39,000 \$39,000.00 | | \$39,000.00 |
| Transfer out to ICS Acct. | -\$39,000.00 | \$39,000.00 | \$0.00 |
| Interest earned 7/31/2020 | \$11.27 | \$24.88 | \$36.15 |
| ENDING BALANCE 7/31/2020 | \$251,511.27 | \$299,946.66 | \$551,457.93 |

1 YEAR CD
Account 814
matures 3/2/21

| | |
|---|----------------------|
| BEGIN 7/1/2020 | \$78,284.11 |
| Interest earned 7/31/2020 | 1.80 APY \$118.71 |
| ENDING BALANCE 7/31/2020 | \$78,402.82 |

Respectfully submitted 8/11/2020
(presented 9/8/2020)

BOROUGH OF NEWTOWN

Treasurer's Report Month Ending August 31, 2020

| | ACCOUNT 673 Operating Account | ACCOUNT 2470-D Insured Cash Sweep | TOTAL |
|--|----------------------------------|--------------------------------------|--------------|
| BEGIN 8/1/2020 | \$250,011.27 | \$299,946.66 | \$549,957.93 |
| Interest Transfer | -\$11.27 | \$11.27 | \$0.00 |
| Transfer to Clerk's Account | check #292 -\$15,300.00 | | -\$15,300.00 |
| Transfer in from ICS | \$15,300.00 | -\$15,300.00 | \$0.00 |
| Deposit from Bldg/Zoning | \$0.00 | \$0.00 | \$0.00 |
| Deposit from Tax | \$76,000.00 | | \$76,000.00 |
| | YTD:\$147,500 \$32,500.00 | | \$32,500.00 |
| Transfer out to ICS Acct. | -\$108,500.00 | \$108,500.00 | \$0.00 |
| Interest earned 8/31/2020 | \$9.91 | \$24.67 | \$34.58 |
| ENDING BALANCE 8/31/2020 | \$250,009.91 | \$393,182.60 | \$643,192.51 |

1 YEAR CD
Account 814
matures 3/2/21

| | |
|---|----------------------|
| BEGIN 8/1/2020 | \$78,402.82 |
| Interest earned 8/31/2020 | 1.80 APY \$118.89 |
| ENDING BALANCE 8/31/2020 | \$78,521.71 |

Respectfully submitted 9/8/2020

Borough of Newtown
Established 1824

To: The Board of Burgesses

From: The Borough Sidewalk Ad Hoc Committee

Re: The submittal of sidewalk sections within the Borough of Newtown to be considered for future potential installation. If accepted by the Burgesses, these proposed sections will be join the Town of Newtown's sidewalk masterplan and be adopted to the Policy of Conservation and Development.

1. Citgo Gap: 47 and 49 Churchill Rd. 270' Estimated @ \$24,300.00
2. Currituck Connector: North Main St at monument through to 74 Main St. 400'
Estimated @\$50,000.00
3. Sugar St. Extension:
Part A: From new bridge to Juniper Rd.
Part B: Juniper to Baldwin Estimated total cost @ \$150,000
4. Queen St. Entrance:
Part A: At corner of Queen and Church Hill 180' Estimated @ \$22,000.00
Part B: Sidewalk section on south side from intersection to existing at Carlucci's
5. Pleasance Gap; Sidewalk installation at 1 and 3 Main St. Pleasance and Police station. 325'
Estimated @\$40,600.00
6. Boulevard Branch; Sidewalk installation on the west side of The Blvd. 1950' Estimated @
\$195,000.00
7. Queen St. Extension:
Part A From Middle School on east side to Grand Place
Part B From Grand Place to Borough Lane 2350' Estimated \$235,000.00
8. Johnny Cake Link; West side of Main St. at Whelan residence to Martin St. and from Martin to
Johnny Cake. 1200' Estimated at \$120,000.00
9. Post Office Shortcut; The south side of Church Hill at St. Rose to the train bridge 535'
Estimated at \$58,000 + retaining walls.
10. West St. Hedge Bypass South side of West Street from flagpole to intersection of Castle Hill Rd.
763' Estimated at \$68,670.00
11. Dickinson Park Access Sidewalk on Hawley Lane to provide passage to Dickinson Park. 566'
Estimated at \$50,940.00
12. Firehouse Gap South side of Church Hill from Newtown Hook and Ladder to flagpole.
13. Reservoir Extension Sidewalk section from Johnnie Cake to Reservoir Rd.

Prepared and submitted by;

Charles Zukowski

William Eder

Chris Gardner

Lynne Farrah

Jay Maher