

**BOROUGH OF NEWTOWN
NEWTOWN, CONNECTICUT**

Minutes of the regular meeting of the Borough of Newtown Board of Burgesses on **Tuesday, January 14, 2014** in the Borough Office at Edmond Town Hall, Newtown, CT. Warden Gaston called the meeting to order at 7:30 p.m.

Present: Warden James Gaston, Senior Burgess Joan Crick, Second Senior Burgess Jay Maher, Burgess Anthony Baiad, Burgess Betsy Kenyon, Zoning Officer Jean St. Jean, Treasurer Paula Brinkman, Clerk Ann Benore

Absent: Burgess Bill Lucas, Burgess Kim D'Amico, Tax Collector Jodie Enriquez, Tree Warden Rob McCulloch

Also Present: Auditor Glenn Nanavaty, George Benson (Director of Planning & Land Use), Joseph Draper

Burgess Kenyon made a motion to accept the December 10, 2014 regular meeting minutes, seconded by Burgess Baiad and unanimously approved.

Public Participation: Warden Gaston welcomed George Benson and Joseph Draper who were there to present the sidewalk project. Mr. Draper has donated \$200,000 toward the project to complete the sidewalk on Church Hill Road from The Newtown Bee to the flagpole. The Board thanked Mr. Draper for his generosity and thanked Mr. Benson for all his efforts with respect to pedestrian safety and applying for grants to be used for the project.

Mr. Benson presented a draft Request for Proposal for the Church Hill Road Sidewalk Project. He stated they are looking for someone to offer a feasibility study of installing sidewalks either on both sides of Church Hill Road, installing sidewalks on one side, and which side would be best. The Design & Construction Phase would follow after the feasibility study. Discussion followed.

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, 2013. Glenn commended the Borough for a good job of monitoring the budget at monthly meetings. He stated that the audit is in draft form and went over some highlights of the report. It is required that within one week of receipt, we are required to publish a legal notice that the report is complete and on file at the Borough. Glenn will also send a copy to the State of Connecticut Office of Policy and Management.

Net assets of the governmental activities increased by \$46,501 or 13% (\$394,591 compared to \$348,090) in 2013. Unrestricted net position, the part that can be used to finance day-to-day operations without constraints, increased 18% (\$310,724 compared to \$263,037). The decrease in unrestricted net assets was the result of planned expenses in excess of revenues, offset by depreciation.

Overall, revenues for the year have increased over the prior year. The mill rate remained at .61 which resulted in a similar amount of property tax revenues, while building and zoning fees were higher than the prior year. General government expenses were similar to the prior year. Public works expenses were lower than the prior year due to \$18,000 in tree maintenance work last year.

Total general revenues were \$181,832. The general fund's balance increased by \$45,292. Revenues from charges for services were higher than anticipated in the final budget by \$8,459. Expenditures of \$152,604 were higher than the prior year by \$42,881 and lower than the final budget by \$50,586. The only activity in the special revenue fund was investment earnings of \$335.

Burgess Kenyon made a motion to accept the Auditor's Report for Year Ended June 30, 2013, seconded by Burgess Baiad and unanimously approved.

Warden's Report: Warden Gaston received an email from St. Rose Church asking how the building fees paid to the Borough were allocated. He told them that they are used toward salaries for the zoning officer, engineer, building official, and consulting fees. He also stated that the building fees are supplemented by taxes paid by Borough property owners.

Tree Warden: No report due to Rob McCulloch's absence.

Tax Collector's Report: Warden Gaston presented the November 2013 report: Total Taxes Due for the List of 2012: \$192,172.81; Current Taxes: \$185,220.10; Back Taxes: \$3,823.25; Interest: \$3,312.92; Lien Fees: \$687.25; Write-Offs: \$54.98; Refunds: (\$4,515.65). Total Submitted to Treasurer to Date: \$190,000.00. Current Taxes Collected: \$185,220.10.

Warden Gaston also presented the December 2013 report: Total Taxes Due for the List of 2012: \$192,172.81; Current Taxes: \$185,612.26; Back Taxes: \$3,823.25; Interest: \$3,330.62; Lien Fees: \$687.25; Write-Offs: \$54.98; Refunds: (\$4,515.65). Total Submitted to Treasurer to Date: \$190,000.00. Current Taxes Collected: \$185,612.26.

Burgess Kenyon made a motion to accept the November 2013 Tax Collector's Report, seconded by Burgess Baiad and unanimously approved.

Burgess Kenyon made a motion to accept the December 2013 Tax Collector's Report, seconded by Burgess Baiad and unanimously approved.

Treasurer's Report: Treasurer Paula Brinkman read the report: No deposit was made from Tax Collector Jodie Enriquez making a total of \$190,000.00. Capital Reserve is \$1,901.87 as of December 31, 2013.

Senior Burgess Crick made a motion to accept the Treasurer's Report, seconded by Burgess Kenyon and unanimously approved.

Zoning Officer's Report: Zoning Officer Jean St. Jean reported that the St. Rose project is moving along nicely. The work at the former Lexington Gardens site is expected to break ground in the spring. Newtown Savings Bank will be constructing their building separately using the plans already drawn up for the project. Dr. Beck has put in his foundation and construction is progressing.

Historic District: Burgess Kenyon had nothing new to report.

Sidewalks: Second Senior Burgess Maher had nothing new to report.

Streets & Parks: Second Senior Burgess Maher had nothing new to report.

Old Business: None.

New Business: Warden Gaston presented the schedule for the Board of Burgesses meetings for 2014.

Burgess Baiad made a motion to approve the Board of Burgesses meeting schedule for 2014, seconded by Burgess Kenyon and unanimously approved.

Warden Gaston also reported that he received a letter of resignation from Burgess Kim D'Amico. Burgess Lucas sent an email to Warden Gaston regarding a possible candidate, Chris Gardner, for the Burgess position. Warden Gaston will invite Mr. Gardner to attend next month's meeting.

Burgess Kenyon informed the Board of a proposal which will expand the Housatonic Railroad to include a passenger line in New York City with a stop in Newtown. Should anyone be in favor of this project, they should write a letter of support to Elizabeth Esty, our District 5 Congresswoman.

Public Participation: None.

A regular meeting the Board of Burgesses will be held on Tuesday, February 11, 2014 at 7:30 p.m. in the Borough Office in Edmond Town Hall, Newtown, CT

There being no further business, Second Senior Burgess Maher made a motion to adjourn the meeting at 9:31 p.m., seconded by Burgess Kenyon and unanimously approved.

Respectfully submitted,

Ann M. Benore
Borough Clerk