

**BOROUGH OF NEWTOWN  
NEWTOWN, CONNECTICUT**

Minutes of the regular meeting of the Borough of Newtown Board of Burgesses on **Tuesday, January 13, 2015** in the Borough Office at Edmond Town Hall, Newtown, CT. Warden Gaston called the meeting to order at 7:40 p.m.

**Present:** Warden James Gaston, Second Senior Burgess Jay Maher, Burgess Anthony Baiad, Burgess Betsy Kenyon, Burgess Bill Lucas (7:50), Burgess Chris Gardner, Zoning Officer Jean St. Jean, Tax Collector Jodie Enriquez, Treasurer Paula Brinkman, Clerk Ann Benore

**Absent:** Senior Burgess Joan Crick, Tree Warden Rob McCulloch

**Also Present:** Auditor Glenn Nanavaty

**Burgess Kenyon made a motion to accept the December 9, 2014 regular meeting minutes,** seconded by Second Senior Burgess Maher, and unanimously approved.

**Public Participation:** None.

**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, 2014. Glenn commended Tax Collector Enriquez and Treasurer Brinkman for their good job of computerizing much of the records. It is required that within one week of receipt, it is required that a legal notice is published indicating that the report is complete and on file at the Borough. Glenn will send a copy to the State of Connecticut Office of Policy and Management.

He went over some highlights of the report. Total revenues were \$219,100 and total expenses were \$181,386 resulting in a General Fund Balance of \$279,477. This represents an Unassigned Fund Balance of 133% of next year's Budget. Glenn gave the percentages of other towns: Bantam (149%), Litchfield (100%), Danbury (29%), and Norwalk (15%). He stated that Newtown's figures are very favorable.

Referring to the Budgetary Comparison Schedule – General Fund (pgs. 21 & 22), Glenn indicated a \$16,907 Favorable Variance in Total Revenues and a \$45,933 Favorable Variance in Total Expenditures. Regarding Property Tax Levies and Collections (pg. 24), the Percent of Total Tax Collections to Adjusted Tax Levy was 102%. Uncollected taxes were very good at 5%. Glenn, once again, commended the Board for their accurate record keeping and good year.

**Burgess Kenyon made a motion to accept the Auditor's Report for Year Ended June 30, 2014 and the filing of the report with the Office of Policy and Management,** seconded by Burgess Baiad and unanimously approved.

**Warden's Report:** Warden Gaston reported that Newtown Hook & Ladder's application was approved with no conditions at the zoning meeting. However, it was suggested that it go the Police Commission for review as well. Police Commission Chairman Paul Mangiafico asked that a traffic study be done which would cost approximately \$12,000. However, both the Zoning Commission and Land Use have approved the application. Given that the Police Commission is only advisory, Warden Gaston contacted Borough Attorney Don Mitchell regarding the issue. Attorney Mitchell is preparing a legal opinion that the matter is already resolved and no traffic study is necessary. Warden Gaston will then send the letter to the Police Commission.

Warden Gaston also reported that Mr. Mangiafico would like a traffic study by the State of Connecticut with respect to the flagpole. In the past, the State has indicated they would like the flagpole to be taken down in order to put in a 4 lane highway. Warden Gaston said that if the State completes the study, the Borough and the Town could lose complete power of the situation. He reminded all that a study was done 8 years ago and it was determined the only possible suggestion would be a roundabout. First Selectman Pat Llodra, Warden Gaston, and Land Use Director George Benson were all in attendance at this Police Commission meeting. George Benson said he will look into other options such as more visible crosswalks.

As a result, Warden Gaston presented a letter he drafted to the Police Commission stating the Borough's position on the flagpole topic.

**Burgess Baiad made a motion to have Warden Gaston send a letter on behalf of the Board of Burgesses to the Police Commission regarding its position on the flagpole,** seconded by Burgess Lucas and unanimously approved.

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

**Tax Collector's Report:** Treasurer Jodie Enriquez presented the December 2014 report: Total Taxes Due for the List of 2013: \$190,363.81; Current Taxes: \$182,510.86; Back Taxes: \$2,378.94; Interest: \$2,113.85; Lien Fees: \$459.96; Refunds: (\$1,707.94). Total Submitted to Treasurer to Date: \$183,700.00. Current Taxes Collected: \$182,510.86.

**Burgess Gardner made a motion to accept the December 2014 Tax Collector's Report,** seconded by Second Senior Burgess Maher and unanimously approved.

**Treasurer's Report:** Treasurer Paula Brinkman read the report: A deposit of \$5,500.00 was made from Tax Collector Jodie Enriquez making a total of \$183,700.00. Capital Reserve is \$1,902.82 as of December 31, 2014. She also indicated that a couple of line items needed a transfer to cover invoices.

**Burgess Baiad made a motion to transfer \$200.00 from Contingency to Audit and \$29.66 from Contingency to Streets & Parks,** Burgess Lucas seconded and unanimously approved.

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

**Zoning Officer's Report:** Zoning Officer Jean St. Jean reported that she received complaints about the structure in front of Dr. Baum's Office (23 Church Hill Road). She told him that a temporary sign requires a permit which is only good for 7 days at which point the sign must be taken down or would be subject to a fine of \$100/day. He was advised that the signage/structure in front of his building needs to be taken down. Ms. St. Jean indicated that she contacted Borough Attorney Don Mitchell and Doug Nelson (Chairman, Borough Zoning Commission) about the situation. The matter will be discussed further at tomorrow's Zoning meeting, which Dr. Baum was invited to attend. Second Senior Burgess Maher reported that he has received several complaints about the large, green chair in front of My Place Restaurant. Ms. St. Jean will address that matter as well.

**Historic District:** Burgess Kenyon reported that the new signs will be put up very soon. She also reported that there will be an upcoming meeting regarding an application from Chris Spiro (32 Main Street) to replace windows.

**Sidewalks:** Second Senior Burgess Maher that the curbing is done for sidewalk on Church Hill Road and if weather allows the work will continue soon. He also reported that the owner of 33 Main Street is hoping to use the same fixture with new posts for lighting in front of the building. Mr. Maher would like to coordinate the lighting on the new sidewalk with that at 33 Main Street.

Mr. Maher also reported that the owner of buildings at intersection of Church Hill Road and Queen Street wanted clarification about the lampposts near the sidewalk. He did replace the bulbs but would like to confirm who is responsible for paying the electric bill. Ms. St. Jean said she will speak to Borough Zoning tomorrow and Warden Gaston said he will have someone contact CL&P.

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

**Old Business:** Burgess Kenyon reported that there was another large bonfire during December at 64 Main Street which is adjacent to her property. She is concerned about its proximity to her carriage house and the possibility of the fire spreading. Discussion followed.

**New Business:** Warden Gaston presented the List of Offices to be filled in the Borough's May 4, 2015 election. All members who are up for re-election agreed to run again.

**Public Participation:** None.

**A special meeting will be held on Tuesday, February 10, 2015 at 7:30 p.m. in the Borough Office in Edmond Town Hall, Newtown, CT for the purpose of placing into nomination the names of the candidates for elective office for the Borough Election on Monday, May 4, 2015 which will be followed by the regular meeting.**

**There being no further business, Burgess Baiad made a motion to adjourn the meeting at 9:05 p.m.,** seconded by Burgess Kenyon and unanimously approved.

Respectfully submitted,

Ann M. Benore  
Borough Clerk