

**Board of Warden and Burgesses
Regular Meeting Aug 16, 2021
7:00 PM in Borough Hall
www.borough.stonington.ct.us**

To Join Zoom Meeting on Computer (muted on entry):

<https://us02web.zoom.us/j/82012375947>

Meeting ID: 820 1237 5947 Passcode: 216914

Dial by your location: +1 646 558 8656 US (New York/CT)

MEETING AGENDA

1. Call to Order
2. Approval of Minutes: meeting of 7/19/21 (V)
3. Report of Administrative Assistant
4. Correspondence – See Attachment
5. Report of Clerk-Treasurer
6. Review of Bills/YTD Financial Report – June & July
7. Warden’s Report
8. Commissioner Reports—(verbal summaries)
 - a. Streets and Sidewalks (Callahan)
 - b. Fire & Emergency Management (Nicholas/Hoadley)
 - c. Parks, Trees & Rights of Way (Barnes)
 - d. Public Buildings (Mastroianni)
 - e. Utilities & Sanitation (Rogers)
9. Public Comment
10. Unfinished Business
 - a. Status of COVID-19 in region and State
 - b. Resident survey results
 - c. Update on outdoor grill/fire pit ordinance
 - d. Lower Water Street/Borough traffic and parking
 - e. Update on public restrooms/ comfort station
11. New Business
 - a. Consider requests to use Borough property (C) (V): Salt Marsh Opera, Music at Lighthouse, August 22; Stonington Free Library, Additional open mic session at Wad Square, October 26; CT Special Olympics, Dinner/dance at Borough Firehouse, September 11.
 - b. Consider revising SBO-17, Planning & Zoning Commission & ZBA to eliminate term limits (A) (V)
 - c. Discuss potential uses of ARPA funds
 - d. Consider appropriating ARPA funds to Arts and to Ledge Light Health District (C) (V)
 - e. Consider traffic/parking study proposal (C) (V)
 - f. Consider appointing representatives to the SCWA advisory board (C) (V)
 - g. Discuss venue for future W&B meetings
12. Other Business and Discussion
13. Adjournment (V)

(A) = Attachment (C)= Correspondence (V) = Vote required

**MASKS
REQUIRED**

**Borough of Stonington
Board of Warden and Burgesses
Regular Monthly Meeting – July 19, 2021**

MINUTES

CALL TO ORDER

Warden Jeffrey Callahan called the monthly meeting of the Borough of Stonington Board of Warden and Burgesses to order at 7:00 p.m. The meeting was held at Borough Hall and also by way of Zoom conferencing video. Present were Burgesses Amy Nicholas, Kevin Rogers, Amanda Barnes, and Shaun Mastroianni. Clerk-Treasurer Lisa Coleman took minutes via Zoom.

APPROVAL OF THE MINUTES

On a motion by Burgess Rogers, seconded by Burgess Nicholas, the minutes of the regular meeting held on June 21, 2021, were unanimously approved with the following modification: the paragraph on page 4 regarding approval of Noah’s Restaurant proposal for outdoor dining now reads “The plan must address number and arrangement of tables, barriers, delivery trucks, timing, impacts on Church Street neighbors, etc.”

NEW BUSINESS (item b. moved up)

By unanimous consent, a resolution honoring Susan Cordeiro’s 40 years as a Borough employee, was unanimously approved and presented to Ms. Cordeiro. She was the first woman in the State of Connecticut to become a highway department leader.

REPORT OF ADMINISTRATIVE ASSISTANT

Continues to get mailing lists in order.

CORRESPONDENCE

BOROUGH PROPERTY USE REQUESTS:

Noah’s Restaurant – Revised outdoor dining plan.

Jeff Anderson – Battle of Stonington 5K race, Aug. 24 .

Emily Logan – (1) Ice Cream truck at PHGS, July 24; (2) sell ice cream at Point daily.

Fred Souza – Festival of the Holy Ghost procession, Sept. 5.

MEETINGS: NONE

OTHER:

Stonington Historical Society – Letter of appreciation for July Fourth support.

Peyton Horne – Concerns about linden tree at 75 Main Street.

SCCOG – Request to all SCCOG municipalities for allocation of 1% of ARPA county funds (Borough=\$1,700 over 4 years) to enable SCCOG to hire a regional recovery planner.

DEMHS Region 4 – Letter recommending allocation of ARPA funds to address societal issues.

Richard Easton – Email opposing closing a portion of Church Street.

Eric and Marybeth Bartholet – Letter and petition opposing closing a portion of Church Street.

OUTGOING: NONE

REPORT OF CLERK-TREASURER

None

REVIEW OF BILLS/YTD FINANCIAL REPORT

Bills for the period June 17, 2021, through July 16, 2021, totaled \$103,339. Net income as of July 16, 2021, is \$217,772.13. FY-21 ended with a surplus of about \$200,000.

WARDEN'S MONTHLY REPORT

Participated in Zoom with SCCOG and local health districts.

Monitoring development of new Borough website.

Worked on Waldron-Williams Funds merger. Borough Atty is in the process of filing for incorporation in CT.

Local Covid statistics: New London County hospitalizations have dropped to low single digits, while total deaths have risen very slightly to 451. Stonington Town deaths are 32 and total cases equal 1131. (Final Stonington report from LLHD).

Continued working with FEMA to resolve concerns about one resident's flood map revision request.

Survey of Wad Square completed.

Participated in second meeting about establishing a cultural district in the Borough.

First tranche of ARPA funds (\$131k) received and deposited in new special fund per auditor recommendation.

Harald Hefel finished repointing south-facing seawall at Wayland's Wharf.

BOROUGH CLOCK – None

COMMISSIONER REPORTS

STREET & SIDEWALKS (CALLAHAN)

Conducted monthly brush pickup.

Installed life ring at Wayland's Wharf dock.

Installed granite crosswalk stones in Union Street.

Mowed Borough parks.

Issued 2 dumpster permits .

FIRE & EMERGENCY MANAGEMENT (NICHOLAS/HOADLEY)

During the month of June 2021 there were 49 incidents in the police report for the Borough including 9 Motor Vehicle/Parking Complaints, 6 Medical Assists, 5 Animal Control/Issues, 5 Fire Related Calls, 3 Business/Building Checks, 3 Assist Citizen, 3 Burglar Alarms one of which was a false alarm, 2 Accidents No Injury, 2 911 Misdeal/Hang ups, and 2 Larceny calls. There was one incident each of Traffic Enforcement, Nuisance, Animal Bite, Marine Incident, Motor Vehicle Abandonment, Alarm Panic, Minor Traffic Service, Welfare Check and Motor Vehicle Stop.

The Motor Vehicle Stop resulted in an arrest.

Sbfd responded to 13 Alarms in June 2021, they were as follows:

- 6-2-21 4:23pm Water emergency 19 Diving St. (broken main coming into house)
- 6-5-21 11:45pm Lift assist with SAC 24 Main St. (person fallen & injured)
- 6-8-21 8:06am Alarm sounding Front & High St. (truck @ town dock)
- 6-9-21 7:26am Fire Alarm activation 48 Collins Rd. (Power surge in area)
- 6-12-21 3:15pm Kayaker in distress off Stonington Point (kayakers found, no issues)
- 6-17-21 7:55am Fire Alarm activation 13 East Grand St. (burned bacon)
- 6-19-21 8:25am Gas leak 28 Cutler St., Stonington Como (landscaper cut through propane line into Como, shut off tanks & called Spicer Gas to come repair)
- 6-21-21 7:12pm Fire Alarm activation 17 Hancox St. Sea Village Apts. (oven fire unit #9, potatoes)
- 6-26-21 7:58am Fire Alarm activation 5 Hampton St. Lord's Pt. (burned breakfast)
- 6-26-21 10:51am MVA IFO 325 North Main St. (moving truck into hedges)
- 6-27-21 7:33pm Lift assist with SAC 34 Shawondasse Dr. (person fallen & couldn't get up)
- 6-30-21 12:34pm Structure Fire 123 Elm St. (dryer fire)
- 6-30-21 4:55pm CO detector activation 166 Briar Patch Rd. (no readings or issues found)

PARKS, TREES & RIGHT OF WAY (BARNES)

None

PUBLIC BUILDINGS (MASTROIANNI)

Footbridge fence being replaced.

UTILITIES & SANITATION (ROGERS)

All the wires on the pole on the corner of Cannon and Water were removed. The pole is scheduled to be removed. Requested if anyone lives near one of the redundant poles, contact Burgess Rogers. Have gone through sections of the Borough and have given out 6 notices regarding putting out yellow bags the night before pickup. Burgess Barnes said that someone in Borough East asked in a survey if more trash bins can be put near the Velvet Mill.

PUBLIC COMMENT

None

UNFINISHED BUSINESS

Status of COVID-19 in region and State

See the Warden's report above.

Resident survey results

We had a good return. The Board has been given the tallies of the surveys. A decision will be made on how to include the public in the discussions. Warden Callahan asked that Burgess Rogers and Mastroianni organize the responses into common sections and come to the next meeting with bullet points for discussion.

Update on outdoor grill/fire pit ordinance

None

Lower Water Street/Borough traffic and parking

The warden and Burgess Rogers met with traffic consultant John Burke who has worked with other similar towns, including Stonington/Groton regarding Mystic traffic issues. He will provide a proposal to perform an analysis and recommendations for the Borough. Burgess Rogers to have Boundaries, LLC invoice the Phase One parking study.

Consider appointing a Public Restroom Building Committee

A motion by Warden Callahan, seconded by Burgess Barnes to approve the formation of a Public Restroom Building Committee to include Warden Callahan, Burgess Nicholas, Burgess Rogers, Jean Fiore, Janet McClendon, Jim Quinn, and Micayla Hall, was unanimously approved. A representative from the SBMA will be appointed by the warden.

NEW BUSINESS

Consider requests to use Borough property:

A motion by Burgess Nicholas, seconded by Burgess Mastroianni, to approve Jeff Anderson of Kelley's Pace to use Main Street, Water Street, Omega Street and Hancox Street and the Library Grounds, for the annual Battle of Stonington 5K road race on Tuesday August 24, 2021, from 5:45-7 pm, was unanimously approved.

A motion by Warden Callahan, seconded by Burgess Rogers, to approve Emily Logan's application for Mama Emily's Sweet Treats ice cream truck to park on Main Street outside the Portuguese Holy Ghost Society on July 24 from 5:00-9:00 pm passed unanimously.

A motion by Warden Callahan, seconded by Burgess Nicholas, to approve Emily Logan's ice cream vending at The Point three weekdays per week, staying at the Point approximately thirty minutes each day, with no other stops in the Borough along the way, was approved by majority. Burgess Mastroianni opposed.

A motion by Burgess Rogers, seconded by Burgess Nicholas, to approve Noah's Restaurant's use of the Church Street sidewalk for three tables and Water Street sidewalk for two tables, (sixteen adult seats total) from August 1, 2021, through January 1, 2022, passed unanimously. The table arrangement must conform to the drawing submitted with the application, including creation of an ADA-compliant walkway adjacent to the curb on Church Street.

A motion by Warden Callahan, seconded by Burgess Rogers, to approve the Portuguese Holy Ghost Society's use of various streets for the annual Feast of the Holy Ghost procession on Sunday, September 5 from 10:15 am–12:00 pm, was unanimously approved.

Consider appropriating ARPA funds to Borough essential workers, SCCOG and Arts

A motion by Warden Callahan, seconded by Burgess Barnes, to recognize the Borough's essential workers by providing bonuses of \$500 each to full time employees (Chief Hoadley, Susan Cordeiro, Phoenix Grimes); bonuses of \$250 each to part time employees and those who worked in Borough Hall for a portion of the lockdown period (Tom Zanarini, Barbara Perry, Tiffany Cook, Ann Fiore); and bonuses of \$250 each to volunteer firefighters and EMTs (total of 40 people) for a total cost of \$12,500, was unanimously approved.

A motion by Warden Callahan, seconded by Burgess Mastroianni, to allocate \$860 (1% of Borough ARPA county funds) this year to SCCOG, was unanimously approved.

A motion by Warden Callahan, seconded by Burgess Mastroianni, to allocate \$5,000 from ARPA funds to the Cultural Coalition of SE CT, for support of arts organizations in the Borough, passed unanimously.

OTHER BUSINESS AND DISCUSSION -- None

ADJOURNMENT

On a motion by Burgess Nicholas, seconded by Burgess Barnes, adjournment of the meeting at 8:37 p.m., was unanimously approved.

Respectfully Submitted,
Lisa M. Coleman
July 28, 2021

CORRESPONDENCE

AUGUST 2021

BOROUGH PROPERTY USE REQUESTS:

- a. Salt Marsh Opera – Music at Lighthouse, August 22**
- b. Stonington Free Library – Additional Open Mic Session, October 26**
- c. CT Special Olympics – Dinner/Dance at Firehouse, September 11**

MEETINGS: NONE

OTHER:

- a. Stonington Free Library – Letter of appreciation for annual contribution**
- b. SE CT Water Authority – Request for appointment of Borough reps to SCWA Advisory Board**
- c. Ledge Light Health District-- Request to all LLHD municipalities for allocation of 1% of ARPA funds (Borough = \$2,616 over 2 years) to support ongoing Covid-19 activities**
- d. John Burke, consultant- Proposal for traffic and parking analysis services**
- e. Fred Souza, inviting warden & burgesses to participate in Holy Ghost procession on Sunday September 5th.**

OUTGOING: None.

**APPLICATION FOR USE OF STONINGTON BOROUGH PROPERTY
INCLUDING STREETS**

(REVISED APRIL 2018)

Borough property to be used: BOROUGH STREETS

Description of the event to be held: MUSIC CONCERT
AT THE LIGHTHOUSE MUSEUM

Date of the event: AUGUST 22, 2021

Time of the event:
From: 6:00 PM To: 7:30 PM

Contact Person:
JOHN DELMAREST
Name

860 705 4592
Phone Number(s)

173 ELM ST STONINGTON
Mailing Address

john @ saltmarsh opera.org
E-mail Address

In consideration for the use of Stonington Borough property listed above (agency/organization) SALT MARSH OPERA agrees that it will indemnify and hold harmless the *Borough* and its respective officers, agents, and employees from any loss, costs, damages, expenses, judgments and liability whatsoever kind or nature howsoever the same maybe caused resulting directly or indirectly by any act or omission of the agency/organization, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable resulting in bodily injury including sickness and death, personal injury or damage o property directly or indirectly, including the loss of use resulting there from as permitted by law unless and to the extent caused by the Borough's willful acts. Certificate of Insurance must be attached. Failure to comply with any conditions stated below may be grounds for rescinding permission.

John Delmar
Signature of Responsible Party

JULY 23, 2021
Date

JOHN R. DELMAREST
Printed Name of Responsible Party

Additional Conditions & Requirements: RAIN DATE AUGUST 29, 2021

Approved by the Borough of Stonington:

Name

Date



Policy Number: PHPK1680695

Date Entered: 7/23/2021

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/23/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Powell, Lathrop & Orkney, Inc. 530 Stonington Rd. # 104 P.O. Box 311 Stonington, CT 06378	CONTACT NAME: Gary M. Orkney	
	PHONE (A/C, No, Ext): (860) 535-1859	FAX (A/C, No): (860) 535-4819
	E-MAIL ADDRESS: powell-lathrop@ploginsurance.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED Salt Marsh Opera, Inc. 65 Cutler St. P.O. Box 227 Stonington, CT 06378	INSURER A: Philadelphia Insurance Companies	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO JECT <input type="checkbox"/> LOC OTHER:		<input checked="" type="checkbox"/>	PHPK1376431	8/29/2020	8/29/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 0 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		<input checked="" type="checkbox"/>	PHPK1376431	8/29/2020	8/29/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		<input type="checkbox"/>	N/A			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

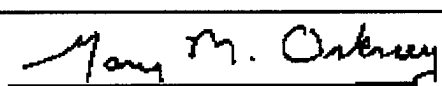
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 701, Additional Remarks Schedule, may be attached if more space is required)

Additional Insured: Borough of Stonington

Music at the Lighthouse / 7 Water St., Stonington, CT 06378 / August 22, 2021

CERTIFICATE HOLDER

CANCELLATION

Borough of Stonington 26 Church St. Stonington, CT 06378	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Gary M. Orkney 

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APPLICATION FOR USE OF STONINGTON BOROUGH PROPERTY INCLUDING STREETS

(REVISED APRIL 2018)

Borough property to be used: Wadawanuck Square

Description of the event to be held: Open-mic event where participants can share writing, poetry, and music.

Organized by Stonington Free Library.

Date of the event:
October 26

Time of the event:
From: 3:30pm To: 5:30pm
Extra time needed after the event for clean up and break down.

Contact Person:
Karla Umland

860-535-0658

Name

Phone Number(s)


P.O. Box 232, Stonington, CT 06378

karla@stoningtonfreelibrary.org

Mailing Address

E-mail Address

In consideration for the use of Stonington Borough property listed above (agency/organization) Stonington Free Library agrees that it will indemnify and hold harmless the *Borough* and its respective officers, agents, and employees from any loss, costs, damages, expenses, judgments and liability whatsoever kind or nature howsoever the same maybe caused resulting directly or indirectly by any act or omission of the agency/organization, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable resulting in bodily injury including sickness and death, personal injury or damage o property directly or indirectly, including the loss of use resulting there from as permitted by law unless and to the extent caused by the Borough's willful acts. Certificate of Insurance must be attached. Failure to comply with any conditions stated below may be grounds for rescinding permission.



Signature of Responsible Party

7/22/2021

Date

Karla Boeddinghaus Umland

Printed Name of Responsible Party

Additional Conditions & Requirements: _____

Approved by the Borough of Stonington:

Name

Date

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IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

Table with 2 main columns: PRODUCER (Starkweather & Shepley (WE) Insurance, Inc.) and CONTACT NAME (Ruth Leber), and INSURED (Stonington Free Library Association) and INSURER(S) AFFORDING COVERAGE (Twin City Fire Insurance Company, Hartford Fire Insurance Company).

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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Main table listing insurance coverages: COMMERCIAL GENERAL LIABILITY, AUTOMOBILE LIABILITY, UMBRELLA LIAB, and WORKERS COMPENSATION AND EMPLOYERS' LIABILITY. Includes columns for INSR LTR, TYPE OF INSURANCE, POLICY NUMBER, POLICY EFF, POLICY EXP, and LIMITS.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
EVENT: Community Open Mic on October 26 2021
The Warden and Burgesses, The Borough Hall are included as Additional Insured ATIMA as respects General Liability coverage, when required by written contract, as shown above.

CERTIFICATE HOLDER CANCELLATION

Table with 2 columns: CERTIFICATE HOLDER (The Warden and Burgesses) and CANCELLATION (SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF... AUTHORIZED REPRESENTATIVE signature).

**APPLICATION FOR USE OF STONINGTON BOROUGH PROPERTY
INCLUDING STREETS**

(REVISED APRIL 2018)

Borough property to be used: Firehouse

Description of the event to be held: 2021 Special Olympics CT Unified
Fall Festival Dinner/Dance at the Firehouse

Date of the event:
Saturday, September 11th 2021

Time of the event:
From: 2:00 pm To: 9:00 pm

Contact Person:
David Pellino
Name
2666 State St, Suite 1
Hamden, CT 06517
Mailing Address

203-236-1201 ext 277
Phone Number(s)
david.p@socet.org
E-mail Address

Special Olympics Connecticut, Inc. In consideration for the use of Stonington Borough property listed above (agency/organization) agrees that it will indemnify and hold harmless the Borough and its respective officers, agents, and employees from any loss, costs, damages, expenses, judgments and liability whatsoever kind or nature howsoever the same maybe caused resulting directly or indirectly by any act or omission of the agency/organization, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable resulting in bodily injury including sickness and death, personal injury or damage o property directly or indirectly, including the loss of use resulting there from as permitted by law unless and to the extent caused by the Borough's willful acts. Certificate of Insurance must be attached. Failure to comply with any conditions stated below may be grounds for rescinding permission.

Michael B. Mason
Signature of Responsible Party

7/22/21
Date

Michael B. Mason
Printed Name of Responsible Party
Senior VP & CFO

Additional Conditions & Requirements: None

Approved by the Borough of Stonington:

Name

Date



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/20/2021

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PRODUCER		CONTACT NAME:	
American Specialty Insurance & Risk Services, Inc.		PHONE (A/C, No, Ext):	FAX (A/C, No):
7609 W. Jefferson Blvd., Suite 100 Fort Wayne IN 46804		E-MAIL ADDRESS:	
INSURED	INSURER(S) AFFORDING COVERAGE		NAIC #
Special Olympics, Inc. 1133 19th Street NW Washington DC 20036	INSURER A : Philadelphia Indemnity Insurance Company		18058
	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
	INSURER F :		

COVERAGES **CERTIFICATE NUMBER:** 1001893964 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			PHPK2221927	12/31/2020	12/31/2021	EACH OCCURRENCE \$ 1,000,000	
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000					
			MED EXP (Any one person) \$ Excluded					
			PERSONAL & ADV INJURY \$ 1,000,000					
	GEN'L AGGREGATE LIMIT APPLIES PER:		GENERAL AGGREGATE \$ 5,000,000					
	<input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC		PRODUCTS - COMP/OP AGG \$ 1,000,000					
	<input checked="" type="checkbox"/> OTHER: OTHER							
A	AUTOMOBILE LIABILITY				PHPK2221927	12/31/2020	12/31/2021	COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO			BODILY INJURY (Per person) \$				
	<input type="checkbox"/> OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS		BODILY INJURY (Per accident) \$				
	<input checked="" type="checkbox"/> HIRED AUTOS ONLY	<input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		PROPERTY DAMAGE (Per accident) \$				
								NON-OWNED/HIRED AUTO \$ 1,000,000
	UMBRELLA LIAB						EACH OCCURRENCE \$	
	EXCESS LIAB						AGGREGATE \$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N		N/A			E.L. EACH ACCIDENT \$	
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$	
							E.L. DISEASE - POLICY LIMIT \$	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

- Coverage applies to the following: SPECIAL OLYMPICS CONNECTICUT, 2666 STATE STREET, SUITE 1, HAMDEN, CT 06517.

- Named Insured (cont'd): All Special Olympics Accredited U.S. Programs

CERTIFICATE HOLDER	CANCELLATION
The Borough Of Stonington	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
26 Church Street	
Stonington CT 06378	
	AUTHORIZED REPRESENTATIVE
	<i>Drew Smith</i>

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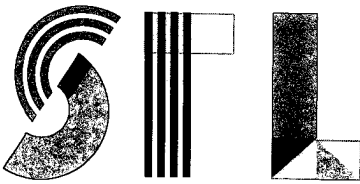
ADDITIONAL REMARKS SCHEDULE

AGENCY American Specialty Insurance & Risk Services, Inc.		NAMED INSURED Special Olympics, Inc. 1133 19th Street NW Washington, DC 20036	
POLICY NUMBER PHPK2221927		EFFECTIVE DATE: 12/31/2020	
CARRIER Philadelphia Indemnity Insurance Company	NAIC CODE 18058		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE - Certificate #1001893964

- The Hired Auto Physical Damage limit contains a \$1,000 collision deductible and a \$100 other than collision deductible (for commercially rented vehicles only). Nonowned and Hired Auto (NOHA) liability is excess of any valid and collectible insurance.
- Coverage for property you rent or occupy, property loaned to you and property in the care, custody, or control of the Insured, \$100,000 limit subject to a \$2,500 deductible per loss, excluding watercraft, aircraft, and autos.
- The Certificateholder is only an Additional Insured with respect to liability caused by the negligence of the Named Insured as per Form PI-AM-002-Additional Insured-Certificateholders, as respects to the SPECIAL OLYMPICS CONNECTICUT, UNIFIED SPORTS FALL FESTIVAL SAILING from September 10, 2021 through September 12, 2021.



The Warden and Burgesses
Borough of Stonington
PO Box 328
Stonington, CT 06378-0328

July 20, 2021

Dear Warden and Burgesses,

I am writing on behalf of the Board of Trustees and the staff of the Stonington Free Library to both thank you and request the disbursement of the Borough of Stonington's generous contribution of \$25,000 to the Library's 2021-2022 operating budget. We greatly appreciate the continued support of the Library by the Borough during an especially difficult year.

As we work to create a library for the 21st Century we depend on these donations to provide the services and programs that respond to the needs of our patrons in a rapidly changing world. The generous support that we receive each year from donors and local government is a powerful testimony to the special value that Stonington Free Library has in this community, an institution that we hold in trust for past, present and future generations.

With appreciation and gratitude,

Micayla

Micayla Hall
Library Director

*THANK YOU again
for your generous
and continued support.
It is deeply appreciated.*

RCVO 7/21/21

**Representative Advisory Board
to
Southeastern Connecticut Water Authority**

July 15, 2021

Mr. Jeffrey Callahan, Warden
Borough of Stonington
P.O. Box 328
Stonington, CT 06378

Dear Mr. Callahan:


The Borough of Stonington, along with all other southeastern Connecticut municipalities, has the responsibility to appoint two people to the Representative Advisory Board to Southeastern Connecticut Water Authority (SCWA). Appointments are made biennially, for two-year terms, and are due for consideration this year. Presently you are the only resident of your municipality who is a Representative Advisory Board member.

SCWA plays an important role in the planning and development of regional water policies, as well as, the efficient and economical delivery of good, clean water to its customers. I therefore encourage the Borough of Stonington to participate in this important work by appointing, or reappointing, members to the Representative Advisory Board who will actively represent its interests with regard to these important water policies. The attached fact sheet outlines the important functions of the Representative Advisory Board.

The standing committees of the Representative Advisory Board are: Finance Committee; Authority Appointments/Advisory Board Officers Nominating Committee; Customer Appeals Committee; Legislative Committee; Public Relations Committee. Every member is expected to be active on one or more of these committees.

The enclosed prepared appointment letter should assist you in this matter. The appointments would be valid until September 1, 2023 or until a successor is appointed. Please contact SCWA at 860-464-0232, should you desire any additional information concerning SCWA or the Representative Advisory Board.

Sincerely,


Josh Cansler, General Manager
Southeastern Connecticut Water Authority

SOUTHEASTERN CONNECTICUT WATER AUTHORITY
1649 Route 12, Gales Ferry Commons
P.O. Box 415
Gales Ferry, Connecticut 06335

Section 4 (a) of Special Act 206 (1969) of the Connecticut Legislature states "The representative advisory board to the Southeastern Connecticut Water Authority shall consist of **two electors from each town** within the district who shall be appointed by the board of selectmen or town council, as the case may be, on September 1, 1969, and whose successors shall be so appointed on or before September first biennially thereafter. One of such members of the advisory board from each town shall be appointed by the members of the board of selectmen or town council, as the case may be, of the political party having the greatest representation on such board or council and the other member of said advisory board shall be appointed by the members of the board of selectmen or town council of the political party having the next greatest representation. Members shall serve for a term of two years and until their successors are appointed and have qualified and shall serve without compensation."

Please indicate below the information regarding the **BOROUGH OF STONINGTON** representative to the SCWA Advisory Board and return the form to the SCWA office together with the certification by the town clerk that the minutes of the meeting appointing such members reflect that the legislative requirements have been met.

<u>NAME AND ADDRESS</u>	<u>DATE APPOINTED</u>	<u>TELEPHONE</u>
1. _____ _____ _____	_____ _____	(H) _____ (O) _____ Email: _____
2. _____ _____ _____	_____ _____	(H) _____ (O) _____ Email: _____

NOTE: INCUMBENTS SHOULD BE REAPPOINTED OR SUCCESSORS APPOINTED BEFORE OR DURING SEPTEMBER OF ODD-NUMBERED YEARS.

(Print Name)

(Print Office)

Duly Authorized

(Date Signed)

Southeastern Connecticut Water Authority
Representative Advisory Board
Fact Sheet

Legislative Reference: Connecticut Special Act 381 (1967), as amended.

Geographic District:

Eighteen municipalities and three boroughs within Southeastern Connecticut

History: Established in response to drought and growth conditions in the 1960's.

Powers and Duties:

General: Planning and development of regional water supplies.

Specific: Liaison between municipality represented and the Authority, appoint members of the Authority, conduct an annual audit of the financial records of the Authority, hold public hearings on changes in water rates for Authority customers, and have a committee to resolve customer problems.

Appointing Authority: Town Council or Board of Selectmen.

Term of Office: Two (2) years.

Membership:

Number: Two (2) members from each municipality within the district.

Requirements: As per Southeastern Connecticut Water Authority's enabling legislation, one member is appointed by the members of Town Council or Board of Selectmen of the political party having the greatest representation on such council or board, and the other member is appointed by members of such council or board having the next greatest representation.

Meeting Schedule and Location:

At least quarterly: January, April, July and October, usually the third Thursday in the month, at various public meeting locations.

Staff: Southeastern Connecticut Water Authority

Records:

Located at the Water Authority office. Meeting schedules and notices are sent to each town clerk within the district.

Further Information:

The Southeastern Connecticut Water Authority is located at 1649 Route 12, Gales Ferry. Mailing address: PO Box 415, Gales Ferry, CT 06335. Telephone: 860-464-0232.



Promoting
healthy
communities

Borough Warden Callahan,

August 3, 2021

As your local health department, Ledge Light Health District has been honored to lead COVID mitigation and response efforts in the Borough of Stonington and surrounding communities while simultaneously fulfilling out statutory obligations and addressing other public health issues, including the overdose epidemic. We have worked tirelessly to reduce the morbidity and mortality related to COVID-19, drawing on resources constricted by years of underfunding by the State, and further impacted by reduced revenues and increased costs because of COVID-19.

The American Rescue Plan Act of 2021 provides an opportunity for local government to further contain COVID-19, invest in infrastructure that will protect our communities in future public health emergencies, and build stronger and healthier communities. Unfortunately, as with the Coronavirus Response Funding, the funding mechanisms implemented do not contain a provision for direct funding to local health districts. Because there is continued need to implement public health activities in response to the on-going pandemic and to prepare for future public health emergencies, we are requesting that each of our member municipalities allocate 1% of their American Rescue Plan Act funding to Ledge Light Health District.

Throughout our more than 18 months of pandemic response activities, we have identified numerous areas for programmatic and operational improvement. This funding will allow us to carry out necessary and allowable activities that will prepare us for future public health emergencies, including:

1. Providing support for community members to isolate/quarantine
2. Supporting staffing and material asset allocation for community testing and vaccination events
3. Expanding our public health surveillance and epidemiological capacity
4. Expanding our public communication capacity
5. Expanding the breadth and depth of skills on our public health team, including the hiring of an additional full time public health nurse, additional community health workers, and community- based navigators
6. Purchasing a dedicated mass vaccination vehicle

The COVID-19 public health emergency continues to present challenges to our normal operations and restrict our ability to fully address the needs of our communities. The American Rescue Plan Act funding provides an opportunity for our member municipalities to support our efforts to continue our public health emergency response and rebuild from the last 18 months. Thank you for your consideration of our request.

Sincerely,

Stephen Mansfield
Director, LLHD

**BOROUGH OF STONINGTON, CONNECTICUT
CONSULTING AGREEMENT**

This Agreement is made effective as of August ____, 2021, by and between the Borough of Stonington, Connecticut, whose address is: 26 Church Street, Stonington, CT 06378, and John Burke, Parking & Transit Consultant, whose address is PO Box 1177, Marion, MA 02738.

In this Agreement, the party who is contracting to receive services shall be referred to as "TOWN", and the party that will be providing the services shall be referred to as "CONSULTANT."

Recitals

1. CONSULTANT has extensive experience in public parking management and developing parking management strategies to address downtown parking problems and is willing to provide services to TOWN based on this background.
2. TOWN desires to have services provided by CONSULTANT.

Agreement

Therefore, the parties agree as follows:

1. Description of Services.

Beginning on or about September 1, 2021, and continuing through December 31, 2021, CONSULTANT will provide the Services as set forth in the Scope of Services provided in Exhibit "A" attached and incorporated herein and referred to collectively, the "Services".

2. Included and Excluded Services.

The services and estimated costs outlined in this contract include all professionally related services necessary to complete a parking and access evaluation of the TOWN as outlined in the Scope of Services. The scope of these planning services includes no parking surveys, collection of primary source data or engineering design services.

3. Performance of Services.

The manner in which the Services are to be performed and the specific hours to be worked by CONSULTANT shall be determined by CONSULTANT. TOWN will rely on CONSULTANT to work as many hours as may be reasonably necessary to fulfill CONSULTANT's obligations under this Agreement.

4. Payment.

TOWN will pay a fee to CONSULTANT a fixed fee of \$4,750.00 inclusive of any and all expenses for the Services. The fees shall be payable upon completion of the items listed in the scope of services. Upon termination of this Agreement, payments under this paragraph shall cease; provided, however, that CONSULTANT shall be entitled to payments for periods or partial periods of services that have been performed that occurred prior to the date of termination and for which CONSULTANT has not yet been paid. Any additional services requested by the TOWN beyond those listed in the Scope of Services herein shall be agreed upon in writing by the TOWN and the CONSULTANT in advance of said additional services commencing. Should such additional services be requested, CONSULTANT's hourly rate shall be \$150.00/hour.

5. Term and Termination.

This Agreement shall commence on its date of full execution and terminate on December 31, 2021. Either party may terminate this Agreement before the end of the term without penalty of any kind, upon providing thirty (30) days notice to the other party of its intent to terminate the Agreement.

6. Relationship of Parties.

It is understood by the parties that CONSULTANT is an independent contractor with respect to TOWN, and not an employee of TOWN. TOWN will not provide fringe benefits, including health insurance benefits, paid vacation, or any other employee benefit, for the benefit of CONSULTANT.

7. Notices and Representatives of the Parties.

The following persons are designated to represent the parties to this Agreement. All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, addressed as follows:

TOWN: Jeff Callahan, Warden
 Borough of Stonington
 26 Church Street
 Stonington, CT 06378

CONSULTANT: John Burke
 PO Box 1177
 Marion, MA 02738

Such address may be changed from time to time by either party by providing written notice to the other in the manner set forth above.

8. Entire Agreement.

This Agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the parties.

9. Amendment.

This Agreement may be modified or amended if the amendment is made in writing and is signed by both parties. The parties may execute an amended Scope of Services signed by both parties and attach the amended Scope of Services signed by both parties to this Agreement.

10. Choice of Law.

This Agreement shall be governed under the laws of the State of Connecticut.

11. Severability.

If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforces as so limited.

12. Waiver of Contractual Right.

The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of the party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

13. Insurance.

The CONSULTANT shall hold the insurance coverage limits listed below through the end of the project and provide a Certificate of Insurance (COI) delineating those coverages and limits, with the following exceptions that do not apply to the CONSULTANT on this project: Workers Compensation Insurance, Professional Services Liability Insurance (Errors & Omissions), Products Completed/ Operations and Personal and Advertising Injury.

The CONSULTANT shall provide copies of the insurance policy endorsements naming the TOWN as an additional insured for the specified coverages.

Automobile Liability	Bodily Injury/Property Damage	\$1,000,000/person \$2,000,000/accident
General Liability	Business Owner's	\$1,000,000/person \$2,000,000/gen. agg. limit

The parties execute this Agreement on the date set forth above.

TOWN:

CONSULTANT:

Borough of Stonington



Warden :

John M. Burke

Date

Date

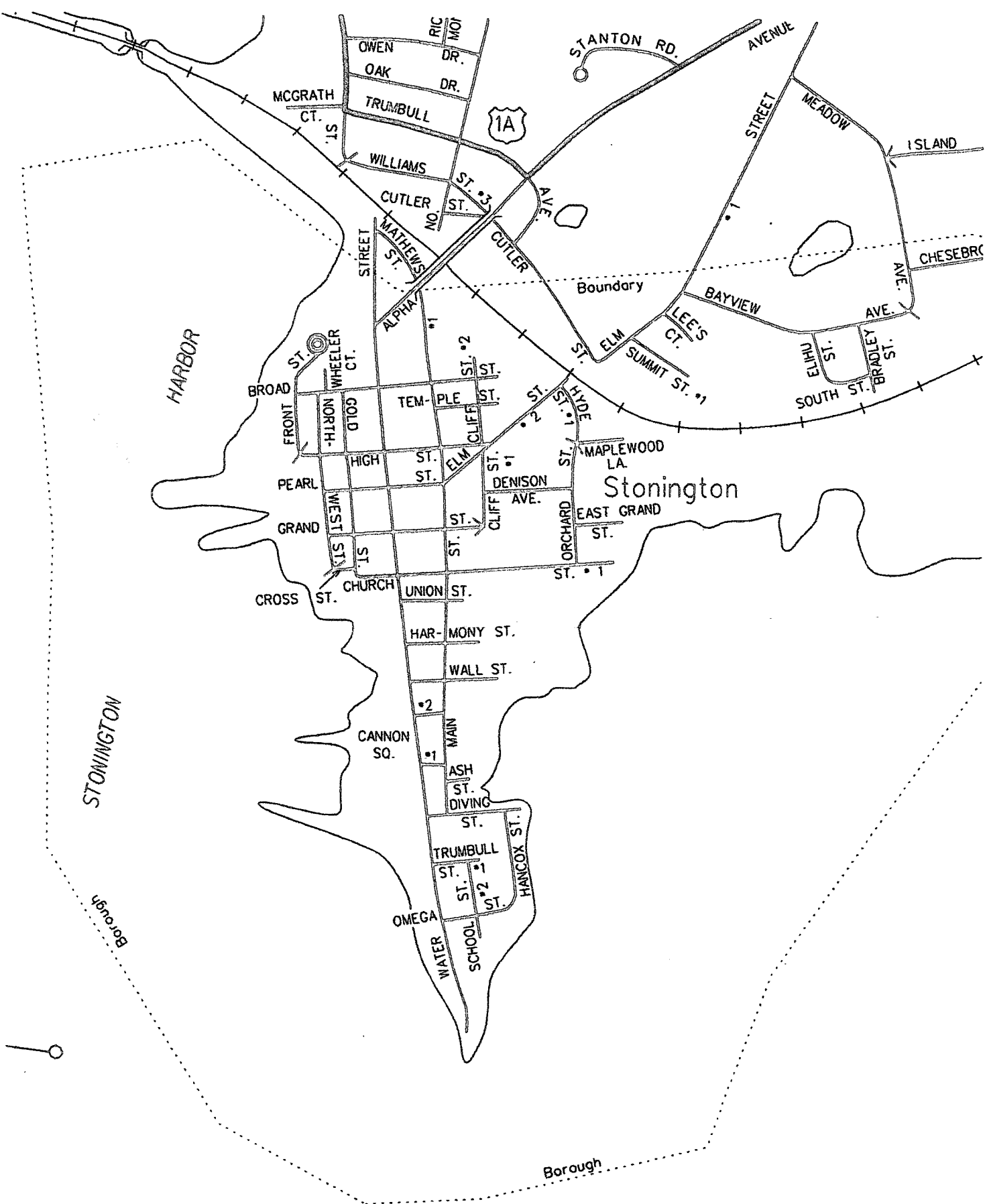
EXHIBIT "A"

SCOPE OF SERVICES

BOROUGH OF STONINGTON PARKING AND ACCESS EVALUATION

- TASK 1** Data, Document and Field Review: Conduct review of existing parking, traffic and related data, reports, and studies. Conduct field review of the Borough study area as depicted on attached map. Observe peak summer traffic ingress, egress, and parking occupancy loadings. Review current parking/traffic regulatory and wayfinding signage, pavement markings, on- and off-street public parking, one-way/two-way streets, and traffic circulation patterns.
- TASK 2** Conduct Key Officials/Stakeholders Interviews: Interview up to three (3) key officials/stakeholders identified by the Borough, who are most familiar with observed and community-reported parking/traffic access issues/concerns. Identify any additional parking/traffic access issues that were not observed/identified in the field review.
- TASK 3** Conduct Parking/Access Evaluation: Identify cost-effective strategies and actions for better managing peak summer parking and traffic access demand given the limited parking supply and carrying capacity of the street system. Such strategies may include, but are not limited to, reconfiguring on- and off-street parking, parking regulatory changes, improving regulatory/directional signage & striping, ensuring adequate parking clearances at intersections, crosswalks & fire hydrants, deploying dynamic electronic message boards, improving traffic ingress, egress and circulation to include potential conversion of two-way side streets to one-way.
- TASK 4** Final Report and Presentation: Prepare a written report that provides recommendations to the Town for better managing peak summer parking and traffic access demand in Stonington Borough and present the findings and recommendations to the Board of Warden and Burgesses.

STUDY AREA MAP



John M. Burke, CAPP **Parking, Transit & Downtown Development Consulting**

Professional Qualifications

Mr. Burke is a parking, transit, and downtown development consultant with over 30 years of experience in the parking and transportation industry. He holds a Bachelor of Science (BS) degree in Civil Engineering (BSCE) and a Master of Business Administration (MBA) degree with a concentration in public finance from the University of Massachusetts Amherst and Boston, respectively. He is a Registered Professional Engineer (PE) in the State of Maine, a Certified Administrator of Public Parking (CAPP) as designated by the International Parking & Mobility Institute (IPMI) and the University of Virginia, and a Fellow of the Institute of Transportation Engineers (ITE).



Mr. Burke is the former Parking & Transportation Director for the cities of Portsmouth, New Hampshire and Evanston, Illinois. He has drafted many Downtown Parking Master Plans; managed large municipal parking programs; conducted parking & traffic impact reviews of new downtown development; and overseen the design & construction of several new downtown parking and transit facilities.

For the past ten (12) years, he has provided New England clients with cost-competitive, independent consulting and freelance staffing-support services specializing in parking, transit, and downtown development. He has assisted numerous New England communities with the planning and implementation of new paid parking programs, services, capital programs and projects. A select number of current and recent consultant assignments are briefly described below.

Select Current and Recent New England Projects

Camden, ME – Conducting a Downtown Parking Study for the Town of Camden, Maine that will focus on parking management strategies and improvements to address seasonal and year-round parking supply and demand concerns downtown. (2021 to present)

Narragansett, RI – Conducting an update to a 2011 Downtown Parking Master Plan in the Narragansett Pier Area of Town. (2021 to present)

Town of Manchester, CT – Assisting the Downtown Manchester Special Services District implement a mobile payment app to allow customers to pay for and extend on- and off-street parking sessions. The parking solution will allow the Town to better manage and enforce its parking system and regulations. (2020 to present)

City of Worcester, MA – Assisting the City with optimizing parking services and technology in their Canal District prior to the May 2021 opening of Polar Park - the new Red Sox Triple A-Affiliate 10,000 seat baseball stadium. Improvements include pay station, pay-by-phone & merchant validation services; demand-based pricing capability; parking availability monitoring and reservation systems; restructured employee/resident parking permit programs; shared-lot parking agreements; expanded on-street parking through restriping and better regulation; and planning for the opening of its 6th downtown public parking garage. (2018 to present)

Mystic, CT – Completed a Downtown Parking Study for the Towns of Groton and Stonington, CT in conjunction with a joint-town study advisory committee with input from a standing parking stakeholder committee and public meetings. Recommendations include implementing paid public parking on-street, expanding off-street public parking through lot reconfigurations and shared-lot parking agreements, expanding time-zone parking areas, implementing an employee permit parking and valet parking

program, re-introducing a seasonal parking shuttle from peripheral attractions/ available parking. Implementation phase meetings will begin in July 2021. (2020 -2021)

Town of Exeter, NH – Developed a paid parking master plan for the Exeter Train Station - served by the Amtrak Downeaster - and the retail district surrounding it. Received approvals at Town Meeting. (2019 to 2020)

Town of Bar Harbor, ME – Assisted the Town in implementing a new pay-for-parking program downtown to include new back-end management software, enforcement, pay-by-phone, meter and pay station specifications, location, vendor selection, pricing review/negotiation and other implementation services. The Town generated over \$1.5 Million in parking revenue in its first season and is now using these revenues to fund its downtown LED streetlights program and more. (2018 to 2020)

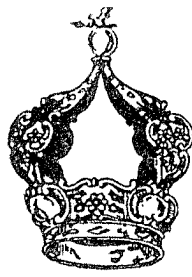
References

Cornell Knight, Town Manager
Town of Bar Harbor, ME
207-288-4098
manager@barharbormaine.gov

Mark Kostovski, Parking Manager
City of Worcester, MA
508-929-1300 ext. 4160
KostovskiM@worcesterma.gov

Michael Stankovich, Public Works Director
City of Haverhill, MA
978-374-2360
MSTANKOVICH@cityofhaverhill.com

Jonathan Reiner, Planning/Dev. Dir.
Town of Groton, CT
860-446-5980
JReiner@groton-ct.gov



Sociedade Portuguesa

do Divino Espirito Santo

I N C O R P O R A T E D

26 MAIN STREET STONINGTON CONNECTICUT

Telephone (860)535-3855

August 9, 2021

Jeffrey Callahan-Warden
Borough of Stonington Warden & Burgesses
P.O. Box 328
Stonington, CT 06378

Dear Jeff and Burgesses,

I am writing to formally invite you and the Burgesses to participate in the Holy Ghost procession on September 5, 2021. As is usually the case, the procession will begin in front of the Holy Ghost Society grounds at approximately 10:10 and march to the 10:30 Mass at St. Mary Church. Then, following Mass (approximately 11:15 if some of you would prefer to join us then), we will parade through the Borough along our usual route as we return the Club for the annual traditional meal. The meal will not include the traditional *sopas* because it will be served outside in the courtyard area due to Covid concerns, but it will include the traditional roasted beef and potatoes.

I look forward to seeing as many of you as would like to join us in this uniquely Portuguese religious celebration, and I thank you for everything else you have done and continue to do to support us in so many ways.

I am including a copy of our schedule of events which also appears on our website and Facebook page for you and your members if they would like to refer to the rest of the events of the weekend. If you or any of your fellow burgesses have any questions, please contact me personally.

Thank you,

A handwritten signature in cursive script that reads "Fred".

Fred Souza

860-535-2670

fjs06378@gmail.com

Borough of Stonington
Bills for Review
July 16 through August 12, 2021

Name	Class	Amount
Jul 16 - Aug 12, 21		
Air Cleaning Specia...	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:317 Repairs & Maintenance	1,204.00
AMERICAN RESU...	GENERAL GOVERNMENT:CONTRIBUTIONS:194 Council of Governments	940.00
Ann F. Fiore	OTHER FUNDS:ARPA	250.00
Ann F. Fiore	GENERAL GOVERNMENT:ADMINISTRATIVE:109 Health Insurance Deductible	1,000.00
Aquarion Water Co...	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:314 Water & Sewer	125.57
Aquarion Water Co...	BOROUGH HALL/HWY GARAGE:GENERAL EXPENSES:504 Water & Sewer	19.15
Aquarion Water Co...	PARKS, TREES & RIGHTS OF WAY:GENERAL EXPENSES:804 Park Utilities	14.62
Aquarion Water Co...	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:314 Water & Sewer	47.57
Atlantic Broadband	506 Internet/Phones	367.25
Barbara Perry	OTHER FUNDS:ARPA	250.00
Bartlett Tree Experts	PARKS, TREES & RIGHTS OF WAY:GENERAL EXPENSES:802 Tree Maintenance	556.00
Bartlett Tree Experts	PARKS, TREES & RIGHTS OF WAY:GENERAL EXPENSES:802 Tree Maintenance	2,175.00
Blunt White	OTHER FUNDS:ARPA	250.00
Boundaries, LLC	GENERAL GOVERNMENT:ADMINISTRATIVE:105 Professional Services	1,155.00
Brian Meadows	OTHER FUNDS:ARPA	250.00
Bulldog Fire Appara...	FIRE DEPARTMENT:GENERAL EXPENSES:304 Maintenance of Trucks/Equip	7,236.84
Cardmember Service	OTHER FUNDS:WAYLAND'S WHARF	340.00
Cardmember Service	GENERAL GOVERNMENT:OFFICE:125 Telecommunications	750.00
Cardmember Service	GENERAL GOVERNMENT:ADMINISTRATIVE:106 Special Mailings	600.00
Cardmember Service	BOROUGH HALL/HWY GARAGE:GENERAL EXPENSES:509 Repairs & Maintenance	800.00
Cardmember Service	GENERAL GOVERNMENT:OFFICE:124 Supplies	45.98
Cash True Value H...	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:315 Supplies	74.97
Cash True Value H...	STREET DEPARTMENT:GENERAL:605 Supplies	69.88
Cash True Value H...	STREET DEPARTMENT:GENERAL:605 Supplies	69.88
Cherenzia & Associ...	GENERAL GOVERNMENT:ADMINISTRATIVE:105 Professional Services	4,200.00
Common Cents EM...	FIRE DEPARTMENT:GENERAL EXPENSES:304 Maintenance of Trucks/Equip	346.50
ConnRi Paper & Su...	BOROUGH HALL/HWY GARAGE:GENERAL EXPENSES:505 Supplies	68.90
Deborah Hoadley	GENERAL GOVERNMENT:ADMINISTRATIVE:109 Health Insurance Deductible	1,000.00
ESO Solutions, Inc.	FIRE DEPARTMENT:GENERAL EXPENSES:306 Telecommunications	641.84
Everett A Ponte	OTHER FUNDS:ARPA	250.00
Eversource	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:311 Electricity	895.75
Eversource	BOROUGH HALL/HWY GARAGE:GENERAL EXPENSES:501 Electricity	186.43
Eversource	PARKS, TREES & RIGHTS OF WAY:GENERAL EXPENSES:804 Park Utilities	44.57
Fire Protection Test...	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:317 Repairs & Maintenance	175.00
Frontier Communic...	FIRE DEPARTMENT:GENERAL EXPENSES:306 Telecommunications	280.45
Gloria Wyatt	OTHER FUNDS:WILLIAM WILLIAMS FUND	360.00
Harold Mitchell	OTHER FUNDS:ARPA	250.00
Hastedt Brothers, L...	OTHER FUNDS:Infrastructure Reserve	3,500.00
Hefel Masonry, LLC	OTHER FUNDS:WAYLAND'S WHARF	20,000.00
Henry R Palmer	OTHER FUNDS:ARPA	250.00
Jeffrey Hoadley	GENERAL GOVERNMENT:ADMINISTRATIVE:109 Health Insurance Deductible	1,000.00
Jeffrey Hoadley	OTHER FUNDS:ARPA	500.00
John R. Delmhorst	OTHER FUNDS:ARPA	250.00
Julia M Leeming Ar...	GENERAL GOVERNMENT:ADMINISTRATIVE:105 Professional Services	937.50
Julia M. Stoner	OTHER FUNDS:ARPA	250.00
Lawrence + Memori...	FIRE DEPARTMENT:PERSONNEL EXPENSES:342 Medical	95.00
Marc Ainsworth	OTHER FUNDS:ARPA	250.00
Mastro Electric Sup...	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:317 Repairs & Maintenance	3.97
Michael J Ruffin	OTHER FUNDS:ARPA	250.00
Milone & Macbroom...	GENERAL GOVERNMENT:ADMINISTRATIVE:105 Professional Services	80.00
Ms. Tiffany Cook	OTHER FUNDS:ARPA	250.00
NFPA	FIRE DEPARTMENT:GENERAL EXPENSES:307 Fire Marshal Equipment	175.00
O'Connor Davies, L...	GENERAL GOVERNMENT:ADMINISTRATIVE:101 Audit & Accountant	3,000.00
Patrick J. Cassidy	OTHER FUNDS:ARPA	250.00
Phoenix J Grimes	GENERAL GOVERNMENT:ADMINISTRATIVE:109 Health Insurance Deductible	1,000.00
Phoenix J Grimes	OTHER FUNDS:ARPA	500.00
Printing Plus	BOARDS & COMMISSIONS:PLANNING & ZONING COMMISSION:202 Printing	219.81
R.P.E. Waste Servi...	SANITATION:GENERAL EXPENSES:909 Miscellaneous	325.00
Rachael A. Jones	OTHER FUNDS:ARPA	250.00
Rachel Fogle	GENERAL GOVERNMENT:TAX COLLECTOR:145 Tax Refunds	42.84
Rhode Island Harve...	STREET DEPARTMENT:GENERAL:605 Supplies	45.98
Rhode Island Harve...	STREET DEPARTMENT:GENERAL:602 Equipment R&M/Upgrading	65.29
Richard R. Hanratty	OTHER FUNDS:ARPA	250.00
Robert E Hersh	OTHER FUNDS:ARPA	250.00
Shipman's Fire Equi...	FIRE DEPARTMENT:GENERAL EXPENSES:304 Maintenance of Trucks/Equip	76.75
Shipman's Fire Equi...	FIRE DEPARTMENT:GENERAL EXPENSES:304 Maintenance of Trucks/Equip	53.50
Shipman's Fire Equi...	FIRE DEPARTMENT:GENERAL EXPENSES:305 Tools & Equipment	1,907.51

08/11/21

Borough of Stonington
Bills for Review
July 16 through August 12, 2021

Name	Class	Amount
Southeast Electric, ...	BOROUGH HALL/HWY GARAGE:GENERAL EXPENSES:509 Repairs & Maintenance	329.59
Southeastern CT C...	OTHER FUNDS:ARPA	511.00
Southeastern CT C...	GENERAL GOVERNMENT:CONTRIBUTIONS:194 Council of Governments	429.00
Southeastern CT E...	GENERAL GOVERNMENT:CONTRIBUTIONS:193 SeCTer	325.15
Steven W. Telsey	OTHER FUNDS:ARPA	250.00
Stonington Ambula...	OTHER FUNDS:ARPA	5,750.00
Stonington Borough...	FIRE DEPARTMENT:PERSONNEL EXPENSES:341 Fire Companies & Department	1,250.00
Stonington Borough...	FIRE DEPARTMENT:PERSONNEL EXPENSES:345 Uniforms	462.79
Stonington Borough...	FIRE DEPARTMENT:PERSONNEL EXPENSES:341 Fire Companies & Department	1,250.00
Stonington Free Lib...	GENERAL GOVERNMENT:CONTRIBUTIONS:191 Stonington Free Library	25,000.00
Susan Cordeiro	OTHER FUNDS:ARPA	500.00
Susan M Cordeiro (...)	GENERAL GOVERNMENT:ADMINISTRATIVE:109 Health Insurance Deductible	30.00
Susan M Cordeiro (...)	GENERAL GOVERNMENT:ADMINISTRATIVE:109 Health Insurance Deductible	1,000.00
Thames Eye Group...	GENERAL GOVERNMENT:ADMINISTRATIVE:108 Health Insurance	224.00
Theresa A Hersh	OTHER FUNDS:ARPA	250.00
Thomas Zanarini	OTHER FUNDS:ARPA	250.00
Town of Stonington	BOROUGH HALL/HWY GARAGE:GENERAL EXPENSES:504 Water & Sewer	45.63
Town of Stonington	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:314 Water & Sewer	45.63
Town of Stonington	FIRE DEPARTMENT:GENERAL EXPENSES:301 Fuel	92.00
Town of Stonington	STREET DEPARTMENT:GENERAL:601 Gas & Oil	129.72
Traffic Safety & Sig...	CONTINGENCY EXPENSE:1301 Contingency Expense	2,771.00
Ty A. Alberti	OTHER FUNDS:ARPA	250.00
Uncas Gas	FIRE DEPARTMENT:FIREHOUSE - 100 MAIN STREET:312 Propane	371.35
United Healthcare	GENERAL GOVERNMENT:ADMINISTRATIVE:108 Health Insurance	2,948.68
Verizon Wireless	FIRE DEPARTMENT:GENERAL EXPENSES:306 Telecommunications	140.05
VFIS	FIRE DEPARTMENT:INSURANCE:321 Accidental Death Insurance	194.88
Wescon	STREET DEPARTMENT:GENERAL:604 Street Repairs	85.80
William K. Schmeelk	OTHER FUNDS:ARPA	250.00
Jul 16 - Aug 12, 21		<u>108,455.57</u>

Borough of Stonington
Income & Expenses Budget vs. Actual
July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
GRANTS & REIMBURSEMENTS			
1 Town of Stonington	267,828	267,828	0
2 State of Connecticut			
Grants	15,178	5,000	10,178
LoCIP	0	1,000	-1,000
2 State of Connecticut - Other	26	0	26
Total 2 State of Connecticut	15,204	6,000	9,204
Total GRANTS & REIMBURSEMENTS	283,032	273,828	9,204
FIRE PROTECTION FEES			
21 Stonington Fire District	67,203	66,549	654
22 Wamphassuc	29,360	29,074	286
23 Lord's Point	27,532	27,053	479
Total FIRE PROTECTION FEES	124,095	122,676	1,419
OTHER INCOME			
61 Planning & Zoning Fees, Etc.			
Applications	3,035	4,000	-965
61 Planning & Zoning Fees, Etc. - Other	2,785	0	2,785
Total 61 Planning & Zoning Fees, Etc.	5,820	4,000	1,820
62 Interest on Investments	945	500	445
65 Telephone Property Tax	663	500	163
69 Miscellaneous			
Dumpster Permit Fees	5,900	0	5,900
69 Miscellaneous - Other	2,372	2,000	372
Total 69 Miscellaneous	8,272	2,000	6,272
Total OTHER INCOME	15,700	7,000	8,700
PROPERTY TAXES			
81-Real Estate	883,014	857,738	25,276
81-Vehicles	23,110	0	23,110
81-Other	18,075	0	18,075
81 Collections-Refunds	-7		
Total PROPERTY TAXES	924,193	857,738	66,455
RESERVE TRANSFER			
91 Acc Rev Fund Bal Des Budget	95,027	95,027	0
Total RESERVE TRANSFER	95,027	95,027	0
Total Income	1,442,047	1,356,269	85,778
Gross Profit	1,442,047	1,356,269	85,778
Expense			
GENERAL FUND OPERATING EXPENSE			
GENERAL GOVERNMENT			
Administrative			
101 Audit	21,012	22,000	-988
103 Election	4,611	4,000	611
104 Insurance			
Surety Bonds	0	500	-500
CIRMA LAP	17,870	20,500	-2,630
Worker's Comp (CIRMA)	21,187	23,000	-1,813
104 Insurance - Other	1,027		
Total 104 Insurance	40,084	44,000	-3,916
105 Professional Services	11,575	15,000	-3,425
106 Special Mailings	0	1,000	-1,000

Borough of Stonington
Income & Expenses Budget vs. Actual
July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget
107 Community Affairs	1,449	600	849
108 Health Insurance	44,449	60,000	-15,551
109 Health Insurance Deductible	4,153	8,000	-3,847
110 Travel Reimbursement	43	1,000	-957
Administrative - Other	88		
Total Administrative	127,464	155,600	-28,136
Office			
121 Legal Notices	1,915	500	1,415
122 Equipment R&M/Upgrading	2,480	2,000	480
123 Postage	1,046	1,000	46
124 Supplies	1,022	800	222
125 Technology	5,776	6,500	-724
126 Bank Fees	1,270	500	770
129 Miscellaneous	972	500	472
130 Administrative Assistant	26,833	32,413	-5,581
Total Office	41,314	44,213	-2,899
Tax Collector			
141 Legal Notices	0	200	-200
142 Liens	0	100	-100
143 Postage	0	300	-300
144 Collection Expenses	3,490	6,000	-2,510
145 Tax Refunds	231	2,000	-1,769
149 Miscellaneous	396		
Total Tax Collector	4,117	8,600	-4,483
Salaries			
161 Assessor	660	1,000	-340
162 Burgesses	2,750	5,400	-2,650
163 Clerk-Treasurer	3,688	3,500	188
165 Warden	10,000	10,000	-0
168 Payroll Taxes	26,370	27,702	-1,332
170 Commissioner Stipends	2,791	4,000	-1,209
Total Salaries	46,259	51,602	-5,343
Contributions			
191 Stonington Free Library	25,000	25,000	0
192 Stonington Ambulance	10,000	10,000	0
193 seCTer	325	325	0
194 SE CT Council of Government	861	511	350
195 CT Conf of Municipalities	1,000	1,000	0
196 Bicent/July 4th	3,000	1,500	1,500
197 Stonington COMO	5,000	5,000	0
Total Contributions	45,186	43,336	1,850
GENERAL GOVERNMENT - Other	280		
Total GENERAL GOVERNMENT	264,620	303,351	-38,731
BOARDS & COMMISSIONS			
Planning & Zoning Commission			
201 Legal Notices	489	2,000	-1,511
202 Printing	0	1,000	-1,000
203 Books & Training	0	500	-500
205 Prof Svcs - Legal	0	3,000	-3,000
206 Prof Svcs- Planner/Engineer	1,544	1,000	544
Total Planning & Zoning Commission	2,033	7,500	-5,467
Shared PZC & ZBA			
221 Postage	162	500	-338
222 State Conservation Fund	3,190	1,500	1,690
257 Zoning Officer Salary	15,375	19,000	-3,625

Borough of Stonington
Income & Expenses Budget vs. Actual
July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget
259 Miscellaneous/Office	462	500	-38
Total Shared PZC & ZBA	19,189	21,500	-2,311
Zoning Board of Appeals			
241 Legal Notices	0	500	-500
242 Books & Training	0	100	-100
243 Prof Services - Legal	0	5,000	-5,000
Total Zoning Board of Appeals	0	5,600	-5,600
Total BOARDS & COMMISSIONS	21,222	34,600	-13,378
FIRE DEPARTMENT			
Operating Expenses			
301 Fuel	975	3,000	-2,025
302 Maintenance of Alarms	545	0	545
303 Maintenance of Radios	1,195	2,000	-805
304 Maintenance Trucks & Equip	26,121	25,000	1,121
305 New Tools & Equipment	35,980	36,000	-20
306 Telecommunications	8,213	9,000	-787
307 Fire Marshal Expenses	1,733	2,500	-767
309 Miscellaneous	326	500	-174
310 Fire Truck Leases	30,000	30,000	0
Total Operating Expenses	105,088	108,000	-2,912
Firehouse - 100 Main Street			
311 Electricity	12,600	11,000	1,600
312 Propane	11,523	11,000	523
314 Water & Sewer	2,169	2,000	169
315 Supplies	1,411	2,000	-589
317 Repairs & Maintenance	37,991	37,000	991
566 Janitorial - Firehouse	5,390	6,000	-610
Total Firehouse - 100 Main Street	71,085	69,000	2,085
Insurance			
321 Accidental Death	937	2,500	-1,563
324 LAP-Liability/Auto/Prop	29,157	30,000	-843
Total Insurance	30,094	32,500	-2,406
Personnel Expenses			
341 Companies & Department	11,172	10,000	1,172
342 Medical	5,177	7,000	-1,823
343 Length of Service Program	32,393	35,000	-2,607
344 Training	1,290	4,000	-2,711
345 Uniforms	891	3,000	-2,109
346 Pay-per-Call Incentive Prog	14,997	15,000	-3
347 Deferred Compensation	6,275	5,000	1,275
Total Personnel Expenses	72,194	79,000	-6,806
Salaries			
361 Chief	91,833	88,432	3,401
362 Deputy Chief	9,363	9,363	0
363 Assistant Chief	1,015	6,090	-5,075
364 Fire Marshal	10,804	10,404	400
365 Company Officers	5,688	5,640	48
Total Salaries	118,703	119,929	-1,226
FIRE DEPARTMENT - Other	1,354		
Total FIRE DEPARTMENT	398,518	408,429	-9,911
HYDRANTS			
General Expenses			

Borough of Stonington
Income & Expenses Budget vs. Actual
July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget
401 Rental of Hydrants & Pipe	51,631	48,000	3,631
Total General Expenses	51,631	48,000	3,631
Total HYDRANTS	51,631	48,000	3,631
BOROUGH HALL - 26 CHURCH ST			
Borough Hall/Highway Garage			
501 Electricity	1,845	3,000	-1,155
502 Heating Oil	2,581	4,500	-1,919
504 Water & Sewer	275	400	-125
505 Supplies	339	1,000	-661
509 Repairs & Maintenance	8,837	8,000	837
Total Borough Hall/Highway Garage	13,877	16,900	-3,023
Salaries			
565 Janitorial - Borough Hall	2,147	4,364	-2,217
Total Salaries	2,147	4,364	-2,217
Total BOROUGH HALL - 26 CHURCH ST	16,023	21,264	-5,241
STREET DEPARTMENT			
General			
601 Gas & Oil	1,791	3,000	-1,209
602 Equipment R&M/Upgrading	2,804	5,000	-2,196
604 Street Repairs	3,753	5,000	-1,247
605 Supplies	6,545	8,000	-1,455
609 Telephone & Miscellaneous	1,330	2,000	-670
610 Snow Removal	5,398	10,000	-4,602
611 Sidewalk Repairs	2,600	7,000	-4,400
612 Stormwater Management	2,060	1,000	1,060
Total General	26,280	41,000	-14,720
Wages & Salaries			
656 Labor - Regular	116,656	123,875	-7,219
657 Labor - Overtime	14,544	17,000	-2,456
658 Labor - Temporary	10,042	10,500	-458
666 Deferred Comp Matching	1,445	6,000	-4,555
667 Street Commissioner	5,500	5,500	0
Total Wages & Salaries	148,187	162,875	-14,688
Total STREET DEPARTMENT	174,468	203,875	-29,407
PARKS, TREES, & RIGHTS OF WAY			
General Expenses			
801 Grounds Maintenance	3,915	3,000	915
802 Tree Maintenance	10,265	20,000	-9,735
804 Park Utilities	646	750	-104
805 Signs, Surveys & ROW	806	1,000	-194
Total General Expenses	15,632	24,750	-9,118
Total PARKS, TREES, & RIGHTS OF WAY	15,632	24,750	-9,118
SANITATION			
General Expenses			
909 Miscellaneous	2,088	3,500	-1,412
Total General Expenses	2,088	3,500	-1,412
Total SANITATION	2,088	3,500	-1,412
CONTINGENCY EXPENSE			
1301 Contingency	2,300	4,000	-1,700
Total CONTINGENCY EXPENSE	2,300	4,000	-1,700

Borough of Stonington
Income & Expenses Budget vs. Actual
July 2020 through June 2021

	<u>Jul '20 - Jun 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Total GENERAL FUND OPERATING EXPENSE	946,502	1,051,769	-105,267
SPECIAL REVENUE & TRUST FUNDS			
1501 Deposits to Funds	276,500	304,500	-28,000
Total SPECIAL REVENUE & TRUST FUNDS	276,500	304,500	-28,000
Payroll Expenses	569	0	569
Total Expense	1,223,570	1,356,269	-132,699
Net Ordinary Income	218,476	0	218,476
Net Income	<u>218,476</u>	<u>0</u>	<u>218,476</u>

Borough of Stonington
Income & Expenses Budget vs. Actual
July 1 through August 11, 2021

	Jul 1 - Aug 11, 21	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
GRANTS & REIMBURSEMENTS			
1 Town of Stonington	251,583	251,583	0
2 State of Connecticut			
LoCIP	0	1,000	-1,000
2 State of Connecticut - Other	0	10,000	-10,000
Total 2 State of Connecticut	0	11,000	-11,000
Total GRANTS & REIMBURSEMENTS	251,583	262,583	-11,000
FIRE PROTECTION FEES			
21 Stonington Fire District	0	68,547	-68,547
22 Wamphassuc	0	29,947	-29,947
23 Lord's Point	0	28,083	-28,083
Total FIRE PROTECTION FEES	0	126,577	-126,577
OTHER INCOME			
61 Planning & Zoning Fees, Etc.	660	3,000	-2,340
62 Interest on Investments	0	1,000	-1,000
65 Telephone Property Tax	0	500	-500
69 Miscellaneous			
Dumpster Permit Fees	2,000	0	2,000
69 Miscellaneous - Other	2,349	2,000	349
Total 69 Miscellaneous	4,349	2,000	2,349
Total OTHER INCOME	5,009	6,500	-1,491
PROPERTY TAXES			
81-Real Estate	778,989	886,397	-107,408
Total PROPERTY TAXES	778,989	886,397	-107,408
RESERVE TRANSFER			
91 Acc Rev Fund Bal Des Budget	0	9,326	-9,326
Total RESERVE TRANSFER	0	9,326	-9,326
Total Income	1,035,581	1,291,383	-255,802
Gross Profit	1,035,581	1,291,383	-255,802
Expense			
GENERAL FUND OPERATING EXPENSE			
GENERAL GOVERNMENT			
Administrative			
101 Audit	3,000	22,000	-19,000
104 Insurance			
Surety Bonds	0	500	-500
CIRMA LAP	19,800	20,600	-800
Worker's Comp (CIRMA)	20,613	22,000	-1,387
Total 104 Insurance	40,413	43,100	-2,687
105 Professional Services	6,373	20,000	-13,628
106 Special Mailings	600	1,000	-400
107 Community Affairs	0	1,600	-1,600
108 Health Insurance	3,173	45,000	-41,827
109 Health Insurance Deductible	5,030	6,000	-970
110 Travel Reimbursement	0	1,000	-1,000
Total Administrative	58,588	139,700	-81,112
Office			
121 Legal Notices	0	1,000	-1,000
122 Equipment R&M/Upgrading	0	5,000	-5,000

Borough of Stonington
Income & Expenses Budget vs. Actual
 July 1 through August 11, 2021

	Jul 1 - Aug 11, 21	Budget	\$ Over Budget
123 Postage	0	2,000	-2,000
124 Supplies	46	800	-754
125 Technology	750	2,000	-1,250
126 Bank Fees	16	500	-484
129 Miscellaneous	0	1,000	-1,000
130 Administrative Assistant	3,513	30,450	-26,937
Total Office	4,325	42,750	-38,425
Tax Collector			
141 Legal Notices	0	200	-200
142 Liens	0	200	-200
143 Postage	0	100	-100
144 Collection Expenses	0	5,000	-5,000
145 Tax Refunds	43	1,000	-957
Total Tax Collector	43	6,500	-6,457
Salaries			
161 Assessor	125	1,500	-1,375
162 Burgesses	500	6,000	-5,500
163 Clerk-Treasurer	333	4,000	-3,667
165 Warden	1,250	15,000	-13,750
168 Payroll Taxes	2,835	27,097	-24,262
169 Direct Deposit Fees	0	300	-300
170 Commissioner Stipends	167	2,000	-1,833
Total Salaries	5,210	55,897	-50,687
Contributions			
191 Stonington Free Library	25,000	25,000	0
192 Stonington Ambulance	0	10,000	-10,000
193 seCTer	325	325	0
194 SE CT Council of Government	429	511	-82
195 CT Conf of Municipalities	0	1,000	-1,000
196 Bicent/July 4th	0	2,000	-2,000
197 Stonington COMO	0	5,000	-5,000
Total Contributions	25,754	43,836	-18,082
Total GENERAL GOVERNMENT	93,920	288,683	-194,763
BOARDS & COMMISSIONS			
Planning & Zoning Commission			
201 Legal Notices	0	1,500	-1,500
202 Printing	220	1,000	-780
203 Books & Training	0	200	-200
205 Prof Services - Legal	0	5,000	-5,000
206 Prof Svcs- Planner/Engineer	0	2,000	-2,000
Total Planning & Zoning Commission	220	9,700	-9,480
Shared PZC & ZBA			
221 Postage	0	500	-500
222 State Conservation Fund	0	1,500	-1,500
257 Zoning Officer Salary	1,417	20,000	-18,583
259 Miscellaneous/Office	0	1,000	-1,000
Total Shared PZC & ZBA	1,417	23,000	-21,583
Zoning Board of Appeals			
241 Legal Notices	0	500	-500
242 Books & Training	0	100	-100
243 Prof Services - Legal	0	2,500	-2,500
Total Zoning Board of Appeals	0	3,100	-3,100
Total BOARDS & COMMISSIONS	1,636	35,800	-34,164
FIRE DEPARTMENT			

Borough of Stonington
Income & Expenses Budget vs. Actual
July 1 through August 11, 2021

	Jul 1 - Aug 11, 21	Budget	\$ Over Budget
Operating Expenses			
301 Fuel	92	2,500	-2,408
302 Maintenance of Alarms	0	1,000	-1,000
303 Maintenance of Radios	0	2,000	-2,000
304 Maintenance Trucks & Equip	1,927	25,000	-23,073
305 New Tools & Equipment	9,144	25,000	-15,856
306 Telecommunications	1,062	8,000	-6,938
307 Fire Marshal Expenses	675	2,000	-1,325
309 Miscellaneous	0	1,000	-1,000
310 Fire Truck Leases	0	30,000	-30,000
Total Operating Expenses	12,900	96,500	-83,600
Firehouse - 100 Main Street			
311 Electricity	896	11,000	-10,104
312 Propane	371	9,000	-8,629
314 Water & Sewer	219	2,000	-1,781
315 Supplies	75	2,500	-2,425
317 Repairs & Maintenance	1,383	25,000	-23,617
566 Janitorial - Firehouse	0	6,000	-6,000
Total Firehouse - 100 Main Street	2,944	55,500	-52,556
Insurance			
321 Accidental Death	195	800	-605
324 LAP-Liability/Auto/Prop	30,392	32,000	-1,608
Total Insurance	30,587	32,800	-2,213
Personnel Expenses			
341 Companies & Department	2,500	10,000	-7,500
342 Medical	95	8,000	-7,905
343 Length of Service Program	0	35,000	-35,000
344 Training	0	3,000	-3,000
345 Uniforms	463	2,500	-2,037
346 Pay-per-Call Incentive Prog	0	15,000	-15,000
347 Deferred Compensation	825	7,000	-6,175
Total Personnel Expenses	3,883	80,500	-76,617
Salaries			
361 Chief	10,357	91,104	-80,747
362 Deputy Chief	833	10,000	-9,167
363 Assistant Chief	0	6,000	-6,000
364 Fire Marshal	1,200	10,560	-9,360
365 Company Officers	0	5,725	-5,725
Total Salaries	12,391	123,389	-110,998
Total FIRE DEPARTMENT	62,704	388,689	-325,985
HYDRANTS			
General Expenses			
401 Rental of Hydrants & Pipe	0	46,000	-46,000
Total General Expenses	0	46,000	-46,000
Total HYDRANTS	0	46,000	-46,000
BOROUGH HALL - 26 CHURCH ST			
Borough Hall/Highway Garage			
501 Electricity	186	2,500	-2,314
502 Heating Oil	0	4,500	-4,500
504 Water & Sewer	65	300	-235
505 Supplies	69	1,500	-1,431
506 Internet/Phones	367	5,000	-4,633
509 Repairs & Maintenance	1,130	6,000	-4,870
Total Borough Hall/Highway Garage	1,817	19,800	-17,983

Borough of Stonington
Income & Expenses Budget vs. Actual
July 1 through August 11, 2021

	<u>Jul 1 - Aug 11, 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Salaries			
565 Janitorial - Borough Hall	0	4,000	-4,000
Total Salaries	<u>0</u>	<u>4,000</u>	<u>-4,000</u>
Total BOROUGH HALL - 26 CHURCH ST	1,817	23,800	-21,983
STREET DEPARTMENT			
General			
601 Gas & Oil	130	3,000	-2,870
602 Equipment R&M/Upgrading	65	10,000	-9,935
604 Street Repairs	86	5,000	-4,914
605 Supplies	1,226	6,000	-4,774
610 Snow Removal	0	10,000	-10,000
611 Sidewalk Repairs	0	8,000	-8,000
612 Stormwater Management	0	15,000	-15,000
Total General	<u>1,507</u>	<u>57,000</u>	<u>-55,493</u>
Wages & Salaries			
656 Labor - Regular	14,211	122,661	-108,450
657 Labor - Overtime	488	17,000	-16,512
658 Labor - Temporary	0	7,500	-7,500
666 Deferred Comp Matching	145	3,000	-2,855
667 Street Commissioner	542	6,500	-5,958
Total Wages & Salaries	<u>15,385</u>	<u>156,661</u>	<u>-141,276</u>
Total STREET DEPARTMENT	16,892	213,661	-196,769
PARKS, TREES, & RIGHTS OF WAY			
General Expenses			
801 Grounds Maintenance	0	3,000	-3,000
802 Tree Maintenance	2,731	15,000	-12,269
804 Park Utilities	59	750	-691
805 Signs, Surveys & ROW	0	1,500	-1,500
Total General Expenses	<u>2,790</u>	<u>20,250</u>	<u>-17,460</u>
Total PARKS, TREES, & RIGHTS OF WAY	2,790	20,250	-17,460
SANITATION			
General Expenses			
909 Miscellaneous	325	3,000	-2,675
Total General Expenses	<u>325</u>	<u>3,000</u>	<u>-2,675</u>
Total SANITATION	325	3,000	-2,675
CONTINGENCY EXPENSE			
1301 Contingency	2,771	20,000	-17,229
Total CONTINGENCY EXPENSE	<u>2,771</u>	<u>20,000</u>	<u>-17,229</u>
Total GENERAL FUND OPERATING EXPENSE	182,857	1,039,883	-857,026
SPECIAL REVENUE & TRUST FUNDS			
1501 Deposits to Funds	251,500	251,500	0
Total SPECIAL REVENUE & TRUST FUNDS	<u>251,500</u>	<u>251,500</u>	<u>0</u>
Total Expense	<u>434,357</u>	<u>1,291,383</u>	<u>-857,026</u>
Net Ordinary Income	<u>601,225</u>	<u>0</u>	<u>601,225</u>
Net Income	<u><u>601,225</u></u>	<u><u>0</u></u>	<u><u>601,225</u></u>

BOROUGH ACCOUNT BALANCES
As of August 11, 2021

General Fund Balance: \$1,131,980.73

Dime Bank Checking \$1,601,368.11
Due to/from Other Funds (Details Below) \$ 469,387.38**

ARPA \$118,049.16

Cannon Fund \$ 2,828.33
Due from General Fund \$ 2,828.33

Capital & Nonrecurring Fund Balance: \$ 58,508.00***
Due from General Fund \$ 58,508.00

Fire Dept. Major Expense Balance: \$104,274.00
Due from General Fund \$104,274.00

Clock Fund Balance: \$ 999.00
Due from General Fund \$ 999.00

Infrastructure Reserve Fund Balance: \$80,423.55
Due to General Fund \$80,423.55

LoCip Fund Balance: \$ 5,481.00
Available from State of Connecticut \$ 5,481.00

Robinson Burial Ground Fund \$ 725.35
Due from General Fund \$ 725.35

Wadawanuck Square Fund \$ 372.00
Due from General Fund \$ 372.00

Waldron Fund Balance: (Restricted Funds- \$1,000) \$138,756.90
Dime Bank Checking Account \$ 61,591.09
Dime Bank CD #3 \$ 39,536.69
Dime Bank CD #4 \$ 37,629.13

Wayland's Wharf Fund Balance: \$ 21,484.86
Due from General Fund \$ 21,484.86

William Williams Fund Balance: (Restricted Funds-\$10,524) \$ 81,723.13
Due from General Fund \$ 81,723.13

***Capital & Nonrecurring Accounts
Building Fund \$ 40,116

Truck Fund \$ 18,392
\$ 58,508

**Due to Other Funds

ARPA \$118,049.16
Capital & Nonrecurring Fund \$ 58,508.00
Fire Dept. Major Expense \$104,274.00
Clock Fund` \$ 999.00
Infrastructure Reserve \$ 80,423.55
Wayland's Wharf \$ 21,484.86
Wadawanuck Square Fund \$ 372.00
Robinson Burial Ground \$ 725.35
Williams Fund \$ 81,723.13
Cannon Fund \$ 2,828.33
\$ 469,387.38

Due from Other Funds

3. There shall be a Zoning Board of Appeals of the Borough of Stonington consisting of five regular members and three alternate members who shall be electors of the Borough of Stonington holding no salaried Borough office, who shall serve without compensation and in accordance with Chapter 124 of the General Statutes of the State of Connecticut, Revision of 1958, as amended. Members and alternates of the Zoning Board of Appeals shall be appointed by the Board of Warden and Burgesses, and unexpired terms shall be filled in the same manner. Regular members and alternate members appointed subsequent to the effective date of this amendment shall serve for terms of three years, with current members serving until successors are appointed.

4. No regular or alternate member of the Planning and Zoning Commission or the Zoning Board of Appeals shall be appointed to serve more than two consecutive full three year terms, whether in the capacity as a regular member, alternate, or both. The filling of an unexpired term does not count toward the limit on terms. Any person who has served two consecutive, full three year terms in any capacity or capacities may be appointed again only after one year of non-membership, with the exception that in the event that in any one year three regular members are subject to term limitation, one of them may be appointed for an additional term.

5. Administrative Procedures. Both the Planning & Zoning Commission and the Zoning Board of Appeals shall select their own chair persons from among the regular members. Alternate members may not vote on matters brought before either body, except when they have been seated by the chair in the absence of, recusal of, or disqualification of one or more regular members. The chair shall indicate for the record at the beginning of each meeting which alternate(s), if any, is seated for that meeting. The Planning & Zoning chair shall seat alternates in rotation so that, to the extent possible, they participate an equal number of times. State statute (CGS Chapter 124) dictates that regular members of Zoning Board of Appeals should designate one of the alternates to be seated in their place when they expect to be absent. If the regular member fails to designate his replacement, the chair shall do it at the beginning of the meeting. A quorum of the P&Z Commission is four; a quorum of the Zoning Board of Appeals is three. Seated alternates count for purposes of determining whether a quorum is present.

6. Any member of the Planning and Zoning Commission or of the Zoning Board of Appeals may be removed for cause by the Board of Warden and Burgesses.

Passed October 1, 1975, revised 1982, 1985, 1990, December 1, 1993, and May 16, 2005

Passed January 7, 1998. Revised September 6, 2000; Re-passed July 19, 2010; Revised January 19, 2016