

**Borough of Stonington  
Board of Warden and Burgesses  
Regular Monthly Meeting – November 16, 2020**

**MINUTES**

**1. CALL TO ORDER**

Warden Jeffrey Callahan called the regular meeting of the Borough of Stonington Board of Warden and Burgesses to order, by way of Zoom conferencing video, at 7:03 p.m. Participating were Burgesses Amy Nicholas, Kevin Rogers, Amanda Barnes, Bergin O'Malley, and Shaun Mastroianni. Warden Callahan took minutes.

**2. APPROVAL OF THE MINUTES**

On a motion by Warden Callahan and seconded by Burgess Nicholas, the minutes of the regular meeting held on October 19, 2020 were approved as submitted.

**3. REPORT OF THE ADMINISTRATIVE ASSISTANT**

Property taxes received from Town: \$7,488.  
Processed quarterly payroll taxes.

**4. CORRESPONDENCE**

Borough property use requests: None

Meetings: None

Other:

Kevin Bowdler- Request for curb cut at 39 Gold Street

R. Revell Horsey- CV and email of interest for position on Planning & Zoning Commission

Outgoing: None

**5. REPORT OF CLERK-TREASURER: None**

**6. REVIEW OF BILLS/YTD FINANCIAL REPORT**

Bills for period October 19 through November 10 totaled \$14,909.

Revenue to date totals \$1,420,846 compared to budgeted annual income of \$1,356,269.

Expenses to date total \$672,493.

**7. WARDEN'S REPORT**

**November 16, 2020 (11.11.2020)**

1. Participated in Zoom COVID-19 updates with SCCOG and local health districts

2. Attended Town Hall department head monthly meeting

3. Drafted admin assistant position description
4. Tracked Governor's executive orders (80 and counting) and local Covid statistics; New London County hospitalizations have significantly increased (33), and total deaths have risen to 155 from 129 last month. Stonington Town deaths have been revised downward to 1.
5. Continued working on FEMA concerns about one resident's flood map revision request.

**BOROUGH CLOCK** – Adjusted clock and light controls for return to standard time.

## **8. COMMISSIONER REPORTS**

### **a. Streets & Sidewalks**

1. Elm Street drainage project underway
2. Paving completed on Elm and Summit
3. Continued fall leaf clean up
4. Monthly brush pickup
5. Issued 2 dumpster permits

### **b. Fire & Emergency Management**

There were seven alarms in October 2020, they were as follows:

- 1) 10-2-20 5:27pm Car Fire IFO 1 Northwest St. (steam from radiator hose leak)
- 2) 10-5-20 3:35am Wires Sparking & Arcing IFO 3 Gold St. (called EVERSOURCE)
- 3) 10-12-20 3:48pm Outside Fire 39 Shawondassee Dr. (brush fire, no permit)
- 4) 10-16-20 12:39pm Structure Fire 49 Trumbull Ave. (burnt food)
- 5) 10-17-20 2:34am Fire Alarm Activation 70 Water St. (defective detector)
- 6) 10-18-20 8:54am Boat overturned behind Stonington lighthouse 7 Water St. (happened at Latimer light, much confusion)
- 7) 10-29-20 1:06pm Fire Alarm Activation 9 Oak St. Lord's Pt. (shower steam)

Chief Hoadley also discussed the Fire Department's weapons policy, which prohibits department members and visitors (with a few very limited exceptions) bringing firearms or other weapons onto fire house property or in department vehicles. The Chief suggested that the Borough adopt a similar policy or ordinance.

### **c. Parks, Trees & Rights of Way**

Commissioner Barnes noted that the Tree Risk Assessment Report had been received from Brad Painter.

### **d. Public Buildings – Nothing to report**

### **e. Public Information**

Commissioner O'Malley stated that she is working with Warden Callahan on posting the admin assistant position description.

**f. Police & Sanitation**

Commissioner Nicholas presented the monthly incident report generated by SPD:

During the month of October 2020 there were 41 incidents in the police report for the Borough including 7 Burglar Alarms 5 of which were false, 6 Accidents including 3 Hit and Runs, 5 Medical Assists, 4 911 Misdials/Hang ups, 4 Parking/Motor Vehicle Complaints, 3 Welfare Checks, 2 Fire related calls, 2 Check Building/Business Checks, 2 Assist Other Agency, and 2 Assist Citizen. There was one incident each of Suspicious Activity, Keys in Vehicle, Found Item and Animal Control. There was one arrest related to one of the hit and run accidents.

There was nothing to report regarding sanitation.

**9. PUBLIC COMMENT**

Pam Mola asked about the possibility of creating a list of Borough resident emails to expedite distributing information. Warden Callahan stated that such a list would be very useful, but it's not a simple task. Burgess Nicholas mentioned that the SPD has a list for the Town, but they are not able to provide the Borough section to Borough government out of concern that it will be used too much. Pam said she would think about an alternative way to develop a list for the Borough.

**10. UNFINISHED BUSINESS**

Items a through d: No update

e. Elm Street Barricade. Burgess Mastroianni moved that the Borough accept the proposal from Curran & Heyniger Construction to construct a new barrier using an "historic" fence façade for \$4,000, not including paint. Burgess Barnes seconded. Motion passed 5 to 1, with Callahan voting no. Mastroianni will seek a contribution from the SVIA. Construction will take place next spring.

f. SBO-12 revision. Tabled until early next year when FY-22 budget is under development.

**11. NEW BUSINESS**

a. Requests to use Borough property: None. Warden Callahan reported that he had been told that SVIA does intend to light the tree on Wad Square, but there will be no choral sing or ceremony.

b. Curb cut at 39 Gold Street. Warden Callahan moved approval, Burgess Rogers seconded. Mr. Bowdler stated that none of his neighbors had expressed concerns. The surface of the driveway will be stone, not asphalt. Approved unanimously.

c. P&Z Commission appointment. Warden Callahan moved to appoint Mr. Revell Horsey to a three-year term as an alternate member of the Planning & Zoning Commission, with term ending December 31, 2023. Burgess Mastroianni seconded. Passed unanimously.

d. Stonington Borough Tree Risk Assessment Report. Received on Thursday from consultant Brad Painter. Given its length and detail, discussion will be deferred until December in order to give the Board a chance to read it. A quick review finds only one public tree (on Wad Square) rated as high risk.

e. Admin Assistant position. Warden Callahan opened the discussion by noting that the Borough's long-serving admin assistant, Barbara Perry, had decided to retire as of the end of November. Her dedication to and knowledge of the Borough and its residents will be difficult to replace. Barbara has offered to come in occasionally to assist in the transition to a new assistant. Callahan said there are three issues to be resolved in order to proceed: the revised position description; the benefit package; and the search process. On the first two points, the Board agreed to use the position description that the warden had drawn up and to offer the same benefit package that had been given to the recent street department hire. After some discussion, the Board decided to use the search application "Indeed" to post and manage the search. Burgess O'Malley will post the search and assist in the management process. Burgesses Mastroianni, Rogers, and Barnes along with Warden Callahan will serve as search committee and will conduct interviews.

**12. OTHER BUSINESS AND DISCUSSION-- None**

**13. ADJOURNMENT**

On a motion by Burgess O'Malley, seconded by Burgess Nicholas, adjournment of the meeting at 8:03 p.m. was unanimously approved.

Respectfully Submitted,  
Jeffrey Callahan  
November 19, 2020