

Litchfield Board of Finance  
Regular Meeting Minutes  
June 13, 2022 7:02p.m.  
Litchfield Firehouse

Chairman Erich Marriott called the meeting to order at 7:02p.m. with Patricia Dauten, James Stedronsky, Pat Donovan, Sam Olmstead (Alt.) and Matthew Tobin (Alt.) present.

Absent: Richard Quay and Elliot Fuessenich

Also Present: Denise Raap, Hellen Bunnell, Amaechi Obi, Raz Alexe, Chris Leone and Mathew Terzian

Chairman Erich Marriott appointed Sam Olmstead to be a full member in the absence of Richard Quay and Matthew Tobin as a full member in the absence of Elliot Fuessenich.

**Approval of the Regular Meeting minutes of May 9, 2022, to specifically address the minutes of April 28, 2022 and the Special Meeting of May 12, 2022.**

Chairman Erich Marriott said the minutes of the April 28 Special Meeting needed to be amended to reflect that the BOF did indeed vote on the Budget. (Elliot Fuessenich and Patricia Dauten voted Nay) The minutes of the May 9 minutes needed to be amended to accurately reflect and list out the updates that were made to the April 28 meeting.

The minutes of the amended May 9 meeting needed to be approved and the May 12 meeting minutes needed to be approved.

**Public Comment** There was no public comment.

**School Regionalization Q&A**

Chris Leone and Matthew Terzian answered several questions. Leone said everything is still tentative. All four towns must agree or it goes back to BOE.

**To approve an agreement with USA Hauling & Recycling, Inc. for municipal solid waste disposal and recycling services.**

Public Works Director Raz Alexe answered questions and said there was not much choice since the current hauling & recycling provider is going under.

**Motion:** James Stedronsky moved to approve the agreement with USA Hauling & Recycling for municipal solid waste disposal and recycling services. Patricia Dauten seconded the motion. All voted Aye and the motion carried.

**To approve a lease with the White Memorial Foundation, Inc. for land on Route 63 (South Plains) in Litchfield.**

Denise Raap said the parking and road improvements will provide for the installation of multiple asphalt parking lots, pavement striping and landscaping, to improve bicycle and pedestrian mobility,

**Motion:** Patricia Dauten moved to approve the lease with the White Memorial Foundation, Inc. for land on Route 63 (South Plains) in Litchfield. Pat Donovan seconded the motion. All voted Aye and the motion carried.

**To adopt an amendment to the Litchfield Code of Ordinances Re Chapter 4, "Animals", Section 4-1"Redemption of Impounded Dogs: Fee"**

**Motion:** Pat Donovan moved to adopt an amendment to the Litchfield Code of Ordinances Re Chapter 4, “Animals”, Section 4-1”Redemption of Impounded Dogs: Fee”. James Stedronsky seconded the motion. All voted Aye and the motion carried.

**To adopt an interlocal agreement with the town of Harwinton to share an animal control facility and animal control officer.**

**Motion:** Patricia Dauten moved to adopt an interlocal agreement with the town of Harwinton to share an animal control facility and animal control officer. Sam Olmstead seconded the motion. All voted Aye and the motion carried.

**To approve proceeding with the appropriation of funds for the White Woods Road parking project funded by the CT Department of Transportation Community Connectivity Grant.**

Raz Alexe said the Town of Litchfield town Engineer’s office completed its review of the bid packages submitted for three parking lots along Whites Woods Road and recommended Alibozak Construction LKC to get the contract. .

**Motion:** Patricia Dauten moved to approve proceeding with the appropriation of funds for the White Woods Road parking project funded by the CT Department of Transportation Community Connectivity Grant. Sam Olmstead seconded the motion. All voted Aye and the motion carried.

**To review a Litchfield parking permit policy (does not need approval, as minimal fiscal impact to budget per M. Rybak).**

Denise Raap said this ordinance was adopted by town meeting and will establish penalties for violations

**To approve the Plumb Hill Playing Fields Sublease Agreement.**

Denise Raap said that Plumb Hill Playing Fields, Inc ( PHPF) will have a term of use to end on June 21, 2034.

**Motion ;** Pat Donovan moved to approve the Plumb Hill Playing Fields Sublease Agreement. James Stedronsky seconded the motion. All voted Aye and the motion carried.

**To approve \$30,000 from the American Rescue Plan Act funds for the Economic Development Commission.**

**Motion:** James Stedronsky moved To approve \$30,000 from the American Rescue Plan Act funds for the Economic Development Commission. Sam Olmstead seconded the motion. All voted Aye and the motion carried.

**To approve \$10,000 from the American Rescue Plan Act funds for the CHORE Service.**

**Motion:** Patricia Dauten moved to approve \$10,000 from the American Rescue Plan Act funds for the CHORE Service. Sam Olmstead seconded the motion. All voted Aye and the motion carried.

**To approve \$30,000 from the American Rescue Plan Act funds for the Park & Recreation Department expanded programming.**

**Motion:** Sam Olmstead moved to approve \$30,000 from the American Rescue Plan Act funds for the Park & Recreation Department expanded programming. Patricia Dauten seconded the motion. All voted Aye and the motion carried.

**To approve \$5,000 from the American Rescue Plan Act funds for the Litchfield Arts Council.**

**Motion:** Patricia Dauten moved to approve \$5,000 from the American Rescue Plan Act funds for the Litchfield Arts Council. Pat Donovan seconded the motion. All voted Aye and the motion carried.

**To approve \$27,448 from the American Rescue Plan Act funds for the East Litchfield Fire Generator.**

**Motion:** Matthew Tobin moved to approve \$27,448 from the American Rescue Plan Act funds for the East Litchfield Fire Generator. Patricia Dauten seconded the motion. All voted Aye and the motion carried.

**Disposition of Police Vehicles**

Denise Raap said the BOS had voted to transfer use of police vehicles over to use by the East Litchfield Fire Co. and the Litchfield Volunteer Ambulance as First Responders.

**Motion:** Sam Olmstead moved to approve the Disposition of Police Vehicles. Matthew Tobin seconded the motion. All voted Aye and the motion carried.

**Suspense List**

Tax Collector Helen Bunnell discussed the Personal Property (\$7,823.54, total suspense) and Automobiles (\$15,584.57, total suspense).

**Motion:** Patricia Dauten moved to accept the Personal Property \$7,823.54, total suspense. Sam Olmstead seconded the motion. All voted Aye and the motion carried.

**Motion:** Pat Donovan moved to accept the Automobiles \$15,584.57, total suspense. Patricia Dauten seconded the motion. All voted Aye and the motion carried.

**Finance Director's Monthly Reports**

Amaechi Obi distributed reports for May, 2022 Expenditures and Revenue. There was discussion about the reports and Amaechi Obi answered questions. He said the Town is doing much better on Revenue, but not on Expenditures.

**Motion:** Patricia Dauten moved to accept the finance director's monthly reports for May, 2022. James Stedronsky seconded the motion. All voted aye and the motion carried.

**New Business**

- a. **Financial Transfers:** There were no transfers.
- b. **Correspondence:** There was no correspondence.
- c. **Payment of Bills:** There were no bills for payment.
- d. **Future Agenda Items:** There were no future agenda items.

## **Adjournment**

**Motion:** Sam Olmstead moved to adjourn the meeting at 8:26p.m. James Stedronsky seconded the motion. All voted aye and the motion carried.

Respectfully submitted,

Jo Ann Jaacks  
Recording Secretary