

**Litchfield Board of Finance
Regular Meeting Minutes
January 8, 2024 ~ 7:00 p.m.
Litchfield Firehouse**

Call to Order: Chairman Erich Marriott called the regular meeting to order at 7:00 p.m.

Members Present: Erich Marriott, Patty Dauten, Elliot Fuessenich, Matt Dyer, Jennine Lupo (alternate). Chairman Marriott appointed Ms Lupo to be seated as a regular voting member.

Members Absent: Tom Terhaar (alternate), Sam Olmstead, Pat Donovan

Others Present: First Selectman Denise Raap, Town Treasurer Alan Landau, Selectman Jeffrey Zullo, Matt Tobin

Approval of the 12/11/23 Regular Meeting Minutes: Motion: E. Fuessenich moved to approve the regular meeting minutes of 12/11/23 as presented, and M. Dyer seconded. All voted aye and the motion carried.

Public Comment: None

Review and Action on Sandy Beach Lease (tabled 12/11/23): D. Raap explained the term of the lease was 25 years, from 1997 to 2023, and they have been negotiating the renewal for over a year. Sandy Beach runs its operating budget with revenue received from the towns of Morris and Litchfield and from beach passes and programs they offer. The lease remains very much the same with a slight escalator.

Motion: E. Fuessenich moved to approve the Sandy Beach lease as presented, and J. Lupo seconded. All voted aye and the motion carried.

Review and Action on EV Charger Proposal from ESC: E. Marriott said the funding will change a bit from what the Selectmen approved on Jan. 2. It was agreed to hold a special meeting on Jan. 16th at 6:30 at the Litchfield Firehouse to address this. D. Raap will provide a Zoom link as well. J. Zullo reported on the status of the EV charger proposal. He, B. Seamans, Assistant Supervisor at Public Works, and DEEP held a team meeting and made changes to keep more chargers in the center of Litchfield where most of the activity is. The LHS and LIS chargers will be relocated to the municipal lot to join one fast charger for a total of three chargers, one fast and two Level 2s, with five total charging ports available. There will also be one Level 2 charger at the Town Hall, one near the Greenway caboose on the Town easement on Russell Street and one at the Annex in Bantam. Fencing will be heavy duty timber, similar to the parking lots on White Woods Road, saving money compared to using bollards.

The total project is \$286,738, with \$138,393 confirmed from a DEEP Grant that is reimbursable when the project is complete. In the grant there is a payment in kind from participation by the Town of Litchfield of \$76,000 where we will use our Town civil services of about \$43,000 plus a network fee (that pays for the cellular service) for five years of \$20,000 that can be appropriated to that, and the Operation & Maintenance of \$2,500/year. These costs will add up to the \$76,000. These two recurring costs, the network fee and the O&M, will be funded by the use of the chargers. Those costs can be added to the cost of charging. The chargers will have a system fee to ChargePoint (the equipment provider), there will be a charge for the electricity from Eversource, and we will add our operating costs, and that total will add up to the DEEP's participation number. We also fully qualify for the Eversource rebates of \$100,000. On the Town's civil work, B. Seamans has used the State's numbers of \$43,000, but he and R. Alexe think they can do it for under \$20,000 from our current operating budget. The total project cost will not require any capital funding.

Funding sources now include \$145,000 of appropriated monies from the Town (amount to take to Town Meeting), \$100,000 Eversource money which is taken off the top at point of sale, \$100,000 from the Board of Ed non-lapsing capital account, and \$35,000 from Fund Balance, recalling that the \$138,393 is coming back to the Town in reimbursement to Fund Balance and the non-lapsing account. The remaining \$10,000 has already been appropriated and approved at Town Meeting from ARPA funds. The Town expenses will not be covered under this funding, but rather in the already appropriated Public Works operating budget.

In discussion, P. Dauten was skeptical about the chargers and asked about the bottom line. J. Zullo said we are effectively getting these chargers for free, and they will be funded by the users. The Town will be reimbursed by ChargePoint, who takes the user fees. For the first three years when the chargers are under warranty, we can only be reimbursed for our costs. After three years, under the DEEP guidelines, we can add a fee that will generate revenue for the Town. The average life of a charger is 15-20 years, after which we can proceed under our own discretion as with any other utility. The annual maintenance contract of \$2,500 covers maintenance like an extended warranty. J. Zullo said these chargers are covered by grants and rebates and will support our tax base and increase the benefits to us all. Treasurer Alan Landau was satisfied there was no capital cost and the Town portion was already in the operating budget. The revenue projection will be ready for the Annual Town Meeting.

Motion: M. Dyer moved and J. Lupo seconded a motion to table action on this item until the January 16th special meeting. E. Fuessenich asked and was confirmed by J. Zullo that the cost of the Town's civil work was already in this year's operating budget. He then asked about the pricing valid until Jan. 12th, and J. Zullo said he would get it extended. Upon voting, all voted aye and the motion carried.

Monthly Financial Report for December: E. Marriott said these reports are incomplete, as they were filed on 12/21/23 before the month was closed out. We will ask for December and January reports for the February meeting. **Motion:** M. Dyer moved and P. Dauten seconded a motion to table this item to the February meeting. All voted aye and the motion carried.

New Business

a. **Financial Transfers:** None

b. **Correspondence:** None

c. **Payment of Bills:** None

d. **Future Agenda Items:** None

Adjournment: **Motion:** E. Fuessenich moved to adjourn at 7:38 p.m. and M. Dyer seconded the motion. All voted aye and the motion carried.



Ann Combs, Recording Secretary