

**MEETING MINUTES**  
**REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN**  
**TUESDAY, DECEMBER 2, 2025 ~ 5:30 P.M.**  
**IN-PERSON AT LITCHFIELD FIREHOUSE, 258 WEST ST, LITCHFIELD, CT AND**  
**REMOTE MEETING BY LIVE INTERNET VIDEO STREAM AND TELEPHONE**

**Call to Order** First Selectman Denise Raap called the hybrid meeting to order at 5:33 p.m. Selectmen present were Dan Morosani, John Bongiorno, Jodiann Tenney, Jeff Zullo, and First Selectman Denise Raap.

**Approval of Minutes:**

- a) **Board of Selectmen, special meeting, 11/17/2025 Motion:** J. Zullo motioned to approve the 11/17/2025 Board of Selectmen special meeting. J. Tenney seconded the motion, all voted aye and the motion passed.
- b) **Board of Selectmen, regular meeting, 11/18/2025 Motion:** J. Zullo motioned to approve the 11/18/2025 Board of Selectmen regular meeting. J. Tenney seconded the motion, all voted aye and the motion passed.
- c) **Board of Selectmen, special meeting, 11/20/2025 Motion:** J. Zullo motioned to approve the 11/20/2025 Board of Selectmen special meeting. J. Tenney seconded the motion, all voted aye and the motion passed.

**Public Requests/Comments** Carol Bramley, Chair of Planning & Zoning, expressed her gratitude to the BOS for the joint meeting with P&Z on 12/01/2025. She requested that the BOS consider adopting an ordinance granting P&Z and the Land Use Administrator the authority to impose daily fines on individuals who are not in compliance with P&Z regulations or the Land Use office.

**Selectmen's Requests** J. Tenney reiterated her request for the school invoices originally sought in August 2025. J. Zullo informed the BOS that the next Region 20 Facilities Ad Hoc Committee meeting is scheduled for Thursday, December 11, 2025, and noted that Superintendent Dr. Villar has requested an in-depth analysis of the schools. He emphasized that a top priority is addressing the significant maintenance needs and renovations required at Lakeview High School, while another matter under discussion is the underutilization of all five elementary schools in the region.

**First Selectman's Update Report** D. Raap announced that the senior lunch will be held on December 4, 2025, at 12 p.m. at the Bantam Firehouse, and noted that the Town's Holiday Stroll will take place on December 7, 2025, with the parade beginning at 4 p.m. She also noted that she will attend a legislative breakfast with the Council of Government, she has requested legislators to consider establishing town oversight and authority over regional Boards of Education. J. Bongiorno expressed concern regarding the limited liabilities of regional Boards of Education, noting that the 2002 regional school statute lacks realistic guardrails for operations. D. Morosani and J. Zullo raised concerns about the voting structure of the current Region's Board of Education, where approval requires unanimous votes from each town's representative and each town is allotted three members despite Litchfield contributing 56% of the budget. D. Raap further expressed concern about labor negotiations, emphasizing that there are no penalties for failing to follow statutes and that participation in negotiations is limited to silent observation.

**Resignations** none

**Interviews, Appointments & Reappointments**

- a) **Interview Barbara Buono to the Litchfield Arts Council, regular member, term ending 8/2027 Motion:** J. Zullo motioned to appoint Barbara Buono to the Litchfield Arts Council as a

regular member with a term ending 8/2027. D. Morosani seconded the motion, all voted aye and the motion passed.

b) **Appoint Ann Combs to the Inland Wetlands Commission, regular member, ending 6/2026**  
**Motion:** J. Zullo motioned to appoint Ann Combs to the Inland Wetlands Commission as a regular member with a term ending 6/2026. J. Tenney seconded the motion, all voted aye and the motion passed.

**Liaison Reports/Commission-Committee Minutes:** On TownofLitchfield.org website

**Region 20 Update** Discussed in First Selectman's update.

**Advanced Tech Update** J. Bongiorno stated that the goal is to have the majority of phones rolled out prior to Christmas. He noted that the contract for WiFi on the Green has been updated, with the intention of beginning work before the end of the year, and further stated that the Commission will be setting up the conferencing system at the Litchfield Firehouse.

**WPCA Liaison Update** none

**Sustainable Litchfield Update** none

**Traffic Safety Update** The originally discussed date of January 6, 2026, for a public hearing had scheduling conflict with other meetings. The BOS agreed to hold the hearing in conjunction with the annual town meeting, which has a lighter agenda, and scheduled it for January 24, 2026.

**Vacancies:** The list of current appointed vacancies with term expirations is as follows:

Advanced Technology Commission: 2 alternate members 2/2026

Beautification Commission: 3 regular members 1-02/2026, 1-02/2027, 1-2/2028; 3 alternate members 2/2028

Cable TV Advisory Council: 1 member 6/2025

Conservation Commission: 1 regular member 12/2028, 1 alternate member 12/2025

Economic Development Commission: 1 alternate member 6/2027

Inland Wetlands Commission: 2 alternate members 6/2027

Litchfield Arts Council: 2 regular members 8/2027

Litchfield Prevention Council: 3 alternate members 1-6/2026, 1-6/2027, 1-6/2028

Milton Historic District Commission: 1 regulars 1/2030; 3 alternate members 2-1/2027, 1-1/2028

Park & Recreation Commission: 1 alternate member 6/2029

Pension Commission: 2 alternate member 1-3/2028, 1-3/2030

Sandy Beach Commission: 1 regular member 12/2028

Sustainable Litchfield Committee: 1 regular member 3/2026, 1 alternate members 3/2026

Town Facilities Review Committee: 4 regular members 3/2026; 2 alternates 3/2026

Veterans' Advisory Committee: 1 regular member 8/2026; 1 alternate member 8/2027

Waste Reduction Committee: 1 regular member 02/2026

Water Pollution Control Authority (WPCA): 1 alternate member 1/2026

Western CT Coalition, CAC #22: 1 member 5/2027

Zoning Board of Appeals: 3 alternate members 3/2027

**Tax Refunds**

a) **11 Tax Refunds, Totaling \$3,145.70 Motion:** J. Zullo motioned to approve the 11 tax refunds totaling \$3,145.70. J. Bongiorno seconded the motion, all voted aye and the motion passed.

**Transfers** none

**Old Business**

- a) **Resident Trooper vs. Constables Discussion** D. Morosani presented three pro forma constable staffing options, each based on an assumption of a total salary/benefits cost of \$110,000 per full-time officer per year, \$50 per hour for part-time officers, and \$75 per hour for overtime. Option A includes one full-time officer working 40 hours per week and one part-time officer working 20 hours per week, providing coverage Monday through Friday from 9 a.m. to 5 p.m. and Saturday and Sunday from 9 a.m. to 7 p.m., with five hours of weekly overtime, for a total cost of \$175,000 in wages and benefits. Option B consists of one full-time officer and three part-time officers, with coverage Monday through Wednesday from 6 a.m. to 7 p.m., Thursday from 6 a.m. to 11 p.m., Friday from 6 a.m. to 12 a.m., Saturday from 9 a.m. to 12 a.m., and Sunday from 9 a.m. to 10 p.m., totaling 114 service hours and 12 hours of weekly overtime, at a cost of \$302,400 in wages and benefits. Option C proposes four full-time officers plus 20 hours of overtime, providing coverage from 6 a.m. to 12 a.m. daily with two officers on duty Monday through Friday from 9 a.m. to 5 p.m., at an annual cost of \$518,000 in wages and benefits. None of the aforementioned options would include the ongoing cost of resident troopers, at least one of which would be required in order for the Town to employ constables. Per the guidance previously provided by Troop L officers, the total first year start-up cost per officer, excluding patrol vehicles, is estimated in the \$20-25,000/year range, while the cost per new patrol vehicle is estimated at \$75,000-80,000. Additionally, operating costs such as gasoline, vehicle maintenance, body camera data storage, and so on need to be added to the model for a full understanding of operating and capital expenses. There was a discussion of whether Litchfield's needs could be met by a constable force made entirely of part-time officers, and it was agreed that this is an option worth exploring and that preferences among the eligible pool of hireable public safety officers would be an important factor in any future decision by the Town as to whether to hire constables on a part-time vs. full-time basis. It was agreed that an updated, more fleshed-out model will be presented by D. Morosani and discussed at the upcoming 12/16 BoS meeting, and that a discussion of this topic will be included in the public hearing scheduled for January 24, 2026.
- b) **Adopt Authorizing Resolution for CT DEEP NPS Grant Motion:** J. Zullo made a motion that the Board of Selectmen adopt the following resolution:
 

**RESOLVED**, that Denise Raap, the First Selectman, be and hereby is authorized to execute on behalf of the Town of Litchfield a Personal Services Agreement with the State of Connecticut for Financial Assistance in the amount of \$53,000.00 for the **Connecticut Department of Energy and Environmental Protection (DEEP) Nonpoint Source (NPS) Grant funds for the Litchfield Town Beach Stormwater Improvement Project**.

**Second:** J. Bongiorno seconded the motion, all voted aye and the motion passed.
- c) **Hardware Maintenance and Software License, Maintenance and Support Services Agreement Between Election Systems & Software, LLC and the Town for Litchfield Motion:** J. Zullo motioned to table this agenda item. J. Bongiorno seconded the motion, all voted aye and the motion passed.

**New Business**

- a) **Local Capital Improvement Program LoCIP Project Authorization Request Motion:** J. Zullo motioned that the Board of Selectmen accept the LoCIP program project funding and authorize the First Selectman to execute the agreement. J. Tenney seconded the motion, all voted aye and the motion passed.

**Correspondence**

- a) **CTDOT RE: Wider Edge Line Pavement Markings**, received and noted.

**Motion:** J. Tenney motioned to add a letter from Tri-Town. J. Zullo seconded the motion, all voted aye and the motion passed.

b) Tri-Town Letter, received and noted

**Executive Session** none

**Adjournment Motion:** J. Tenney motioned to adjourn at 6:48 p.m. J. Zullo seconded the motion, all voted aye and the motion passed.



Denise Raap, First Selectman