

**MEETING MINUTES**  
**REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN**  
**TUESDAY, FEBRUARY 3, 2026 ~ 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 5:31 p.m. Selectmen present were Jeff Zullo, John Bongiorno, Dan Morosani, and First Selectman Denise Raap. Jodiann Tenney was absent.

**Approval of Minutes:**

- a) **Board of Selectmen, regular meeting minutes, 01/20/2026 Motion:** J. Zullo motioned to approve the 01/20/2026 Board of Selectmen regular meeting minutes. J. Bongiorno seconded the motion, all voted aye and the motion passed.
- b) **Board of Selectmen, special meeting minutes, 01/24/2026 Motion:** J. Zullo motioned to approve the 01/24/2026 Board of Selectmen special meeting minutes. J. Bongiorno seconded the motion, all voted aye and the motion passed.
- c) **Board of Selectmen, public hearing, 01/24/2026 Motion:** J. Zullo motioned to approve the 01/24/2026 Board of Selectmen public hearing. J. Bongiorno seconded the motion, all voted aye and the motion passed.

**Public Requests/Comments** Seton O'Reilly, a resident of 36 years, spoke in support of funding the Oliver Wolcott Library. She spoke highly of the staff and their ability to meet the needs of the community, from young children to older residents. Joan Gill, a 47-year resident of Litchfield, also spoke in support of the Oliver Wolcott Library, stating that her family has enjoyed many of the services offered over the years. Mike Deleppo, a 15-year resident, expressed his support for the Oliver Wolcott Library and highlighted several programs that have benefited his family, emphasizing their importance to the community. Frank Jansky, a 19-year resident, stated his support for the Oliver Wolcott Library, noting that its resources played a significant role in helping both him and his son, who each have dyslexia, develop their reading skills. Greg Curtiss, a 21-year resident, also spoke in support of the Oliver Wolcott Library. He praised the Literacy and Letters for Character programs, noting that they were especially helpful for his youngest child, who has dyslexia, and emphasized that reading impacts every aspect of life.

Patricia Pfeiffer, a Litchfield resident, raised several questions regarding the proposed safety-camera program. She asked who would be responsible for signing the State's municipal self-certification document for automated traffic enforcement safety devices, which affirms that Sections 14-307b through 14-307h of the General Statutes have been reviewed and that all implementation requirements are understood. She also inquired about what assurances can be provided to ensure that personal information collected by the agencies would not be shared. In addition, she asked why conflicting speed-limit signs leading up to Litchfield Center School have not yet been addressed. Her final question concerned the management of Troopers stationed in front of the school and whether they could be encouraged to issue more infractions rather than verbal or written warnings.

**Selectmen's Requests** none

**First Selectman's Update Report** D. Raap thanked J. Bongiorno for serving on the Cyber Security Committee for Region 5. She announced that the Region 20 budget discussion meeting, where the public may ask questions, will be held on Thursday, February 5, 2026, at 5:30 p.m. D. Raap reported that she is working with Comptroller Sean Scanlon and thirteen other individuals to identify ways to rely less on property taxes and explore opportunities to reduce spending. She explained that the Homestead provision in Connecticut assesses primary residences at 60% and secondary homes or Airbnb properties at 70%.

She commended the Litchfield Volunteer Firefighters for volunteering to dig out fire hydrants throughout Town and reminded residents with hydrants on their property to assist by keeping them clear. She also noted that the Town is currently receiving applications for the Land Use Administrator position, with the posting closing on Friday, February 6, 2026. Finally, D. Raap offered an extra special thank-you to the Department of Public Works for their efforts during the recent storm, acknowledging the challenges of clearing roads, improving sight lines, and managing large snow piles.

### Resignations

- a) Chester Reed from the Conservation Commission, alternate member, effective 01/29/2026, received and noted

### Interviews, Appointments & Reappointments

- a) **Appoint Chester Reed to the Conservation Commission, regular member, term ending 12/2028** **Motion:** J. Zullo motioned to appoint Chester Reed to the Conservation Commission as a regular member with a term ending 12/2028. J. Bongiorno seconded the motion, all voted aye and the motion passed.

**Motion:** J. Zullo motioned to add a Fire Investigator approval under interviews, appointments & reappointments for a 6 month term for Patrick Scully. J. Bongiorno seconded the motion, all voted aye and the motion passed

- b) **Appoint Patrick Scully as a Fire Investigator for a period of 6 months** **Motion:** D. Morosani motioned to appoint Patrick Scully as a Fire Investigator for a period of 6 months. J. Zullo seconded the motion, all voted aye and the motion passed.

**OWL Presentation** Oliver Wolcott Library Director Ann Marie White spoke about her 25 years of experience at OWL, noting that the library continually reviews data to determine which programs are effective and discontinues those that are not. She stated that out of the 176 public libraries in Connecticut, OWL ranks near the top for adult circulation, typically first or second, and among libraries of similar size it ranks #1. She reported that 46% of the community holds library cards, which is a significant achievement given that cards must be renewed every four years and do not auto-renew. She noted that OWL works diligently to secure private support, with taxpayers funding 38% of the budget. On a per-capita expense basis, OWL ranks 67 out of 176 libraries.

Ann Marie White highlighted the library's aggressive pursuit of grants and donations. She stated that during her tenure she has overseen \$1 million in capital improvement projects, while taxpayers contributed \$121,377 toward capital expenses in that same period. She emphasized the transparency OWL provides to the BOS, consistently presenting detailed budgets. She also explained that when nonresidents borrow physical items, the State reimburses the library, and that digital items may only be borrowed by Litchfield residents.

J. Zullo asked what percentage of the endowment is drawn down annually; Ann Marie White responded that it is 5%. He asked what the operating income consists of, and she stated it includes revenue from copies, fax services, and the conscience box. He asked whether the 3% increase in payroll was due to hiring or incremental adjustments; she stated it reflects cost-of-living adjustments and performance-based increases. He asked about the slight decrease in utilities, and she explained that joining the Town's consortium for oil purchasing resulted in savings. She also noted OWL's ongoing efforts to improve efficiency, citing the significant improvement achieved after insulating the 1799 house. J. Zullo referenced last year's capital request for a new roof, noting it was not included this year, and asked when it should be expected. Ann Marie White stated that after the project was denied, they re-evaluated the roof and determined that although it is nearing the end of its expected life, it remains in good condition, and they anticipate delaying the project for a few years.

D. Morosani asked about the increase in benefits, wondering if there had been a policy change. She stated that benefits simply continue to rise in cost and that while they review other health-care options, increases are occurring across the board.

D. Raap asked where surplus funds go and how deficits are handled. Ann Marie White stated that their budget typically comes within 1–2% of projections, that they have not had a deficit in many years, and that they have not requested additional funds from the Town. When there is a surplus, they draw less from the endowment.

D. Raap thanked Ann Marie White for her presentation and noted that the BOS will continue reviewing the budget at the next meeting, with OWL being the first department to present.

**Liaison Reports/Commission-Committee Minutes:** On TownofLitchfieldct.gov website

**Region 20 Update** D. Raap noted that the Superintendent’s Region 20 budget presentation reflected a 4.27% increase for Litchfield. She stated that if the Region 20 Board of Education does not move forward with establishing a Regional Board of Finance, an elected body created through town meeting, then they may instead consider forming an appointed ad hoc committee. J. Bongiorno requested that State Legislators, during the upcoming Legislative Session, review and update the 2003 State Regionalization Document, noting that it remains the primary reference for regionalization and contains significant gaps, as evidenced during this regionalization process. Matt Tobin, member of the AdHoc Region 20 Invoice, stated that invoices provided by the Region contained duplicate bills. M. Tobin also noted that transportation costs accounted for a quarter of the over-budget amount. He also stated that the Region 20 Chief Financial Officer reported the previous budget did not include contracts that were already in hand. J. Bongiorno stated that no additional invoices from 2022–2024 should be paid, noting that Litchfield Public Schools had closed and that this was publicly reported. He stated that businesses should have collected payment at that time rather than submitting invoices now. J. Bongiorno stated that because of all of this he would strongly encourage the BOE to create the Regional BOF.

**Motion:** J. Zullo motioned that the Board of Selectmen strongly encourage the Region 20 Board of Education to form this Finance Committee per statute because of the concerns that the Board of Selectmen has based on our subcommittee that has been investigating invoices. J. Bongiorno seconded the motion, all voted aye and the motion passed.

**Advanced Tech Update** No update.

**WPCA Liaison Update** J. Bongiorno reported that the tank involved in the explosion is fixed and repaired.

**Sustainable Litchfield Update** No update.

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

Advanced Technology Commission: 2 alternate members 2/2026

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

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

Veterans' Advisory Committee: 1 regular member 8/2026; 1 alternate member 8/2027  
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) **Eight Refunds, Totaling \$2,029.15 Motion:** J. Zullo motioned to approve eight tax refunds totaling \$2,029.15. J. Bongiorno seconded the motion, all voted aye and the motion passed.

**Transfers** none

**Old Business**

- a) **LVA - CL&P Easement - 77 West Street Motion:** J. Zullo motioned that the Board of Selectmen approve the Eversource Easement for the Litchfield Volunteer Ambulance facility and authorize our First Selectman to sign. J. Bongiorno seconded the motion, all voted aye and the motion passed. **Motion:** J. Zullo motioned to approve the Certificate of Corporate Resolution. J. Bongiorno seconded the motion, all voted aye and the motion passed. J. Zullo read the resolution into the minutes:

RESOLVED: That this Company grant and convey to The Connecticut Light and Power Company dba Eversource Energy a corporation chartered by the General Assembly of the State of Connecticut and having its principal office in the Town of Berlin, in the State of Connecticut, its successors and assigns, permanent rights for the installation, maintenance and repair of electric (and gas) lines over, under and across land of the Company situated in the City/Town of **Litchfield** and State of Connecticut, as set forth in the proposed easement presented to this meeting, which is hereby ordered filed with the records of this meeting; and

RESOLVED: That Denise Raap, the First Selectman of this Municipal Corporation be and he hereby is authorized to execute and deliver in the name of the Municipal Corporation an easement presented to this meeting and to do any and all other acts to effectuate the foregoing.

I FURTHER CERTIFY that the form of easement attached hereto is an exact copy of the aforesaid proposed easement presented at said meeting.

I DO FURTHER CERTIFY that the foregoing resolutions are still in full force and effect as of this date.

IN WITNESS WHEREOF, I have caused the corporate seal of this Company to be hereunto affixed, duly attested by me this 3rd day of February 2026.

- b) **U.S.A. Re: Extension Proposal for Town of Litchfield's MSW and Recyclables** Eric Fredericksen from USA Recycling spoke to the Board of Selectmen regarding a previously raised question about the annual maximum recycling fee 'cap.' He explained that increases in the out years are necessary to close the risk gap. He noted that the contract presented would save the Town \$10,000 per year and proposed that, in the interest of moving forward, USA Recycling would recalculate the savings foregone during the first seven months of the contract, which would have begun on July 1, 2025, and apply that amount as a credit within the current fiscal year.

D. Raap asked whether the contract would begin on July 1, 2025, or upon the expiration of the current contract in 2027. E. Fredericksen stated he would follow up but believed it would begin in 2025 and run through 2035.

D. Morosani asked whether contracts exist that spread recycling costs rather than using a fixed future price. Eric Fredericksen stated that there is an effective spread because the fixed cost represents the 'cap', and the spread becomes the value of the material. In response to a question from J. Bongiorno, he stated that language could be drafted into the contract to include a right-to-match provision.

J. Zullo asked about the incremental increases in the recycling fee and how the out-year calculation, prior year plus CPI for the final five years, is envisioned. E. Fredericksen clarified that this applies to the 'cap', not the cost of recycling. He noted that USA Recycling is currently absorbing the cost; however, with increases to the 'cap', they could adjust to a 3% increase from 2031–2035. He added that the step-out exceeds CPI because it remains well below where the 'cap' would otherwise be.

J. Zullo asked how the proposed contract compares to those in other municipalities. E. Fredericksen stated that the agreement is similar to those offered to other towns in the region.

**Motion:** J. Bongiorno motioned that the Board of Selectmen accept the 10 year USA contract pending updated verbiage and retroactive savings. J. Zullo seconded the motion, all voted aye and the motion passed.

**c) Town Facilities Review Presentation Discussion and Possible Dissolution of the Town Facilities Review Committee** J. Zullo stated that the decision before the Board is whether to accept the Committee's reports and take action. He noted that the next step would be to hold a public hearing, and that the architectural firm has budgeted for one additional hearing. He reported that he met with the Housing Authority, which expressed interest in leasing the back portion of the building and pursuing State funding for renovations.

D. Morosani recommended returning to Bantam Planning & Zoning to request a reversal of the recent zone change in order to allow for more market-rate housing rather than being limited to the four units permitted under the current zoning. J. Zullo noted that an 8-30g application could allow for additional units; however, those units would be affordable housing rather than market-rate. He further stated that if the Town does not wish to use the unused space for housing, the alternative would be to demolish that portion of the building, as maintaining it is a financial burden on taxpayers.

R. Alexe stated that the building is at a tipping point, noting that the courthouse fund is depleted, the baseline cost is \$200,000, and the unknowns and associated risks continue to increase. The Board of Selectmen agreed to hold a public hearing in mid-April.

**Motion:** J. Zullo motioned that the Board of Selectmen hereby dissolve the Town Facilities Review Committee in support of scheduling a public hearing on the Town Bantam Annex facility and request Committee members support the Town in that hearing. D. Morosani seconded the motion, all voted aye and the motion passed.

**d) Speed Cameras Discussion** D. Raap noted that a public hearing was held regarding speed cameras, and afterward an individual who was unable to attend contacted her to say they were preparing a petition in support of speed cameras. She stated that she has not yet received the petition. She added that she remains neutral on whether the Town should pursue speed cameras and that public sentiment at the hearing appeared to be evenly divided.

J. Bongiorno stated that he believed many of the residents who spoke in favor were primarily interested in having cameras placed on their own roads rather than the proposed locations. He also stated that he is opposed to speed cameras at this time because the State dictates how the revenue must be spent, and he would prefer that such funds be available to support Police services.

D. Raap addressed P. Pfeiffer's public comment regarding encouraging Troopers to issue more tickets, noting that the State of Connecticut does not allow towns to instruct Troopers to meet quotas, as that could be considered targeting.

J. Zullo stated that he is also neutral on the issue but supports allowing residents to make the decision. He expressed support for placing an ordinance on the November ballot.

D. Morosani addressed the three questions raised by P. Pfeiffer. Regarding compliance with State statutes, he stated that the Town would comply and consult with Town Counsel. Regarding personal information and data storage, he stated that this is not a concern because the information would be stored on a secure, government-rated cloud platform, and he does not believe that type of storage is the vulnerability to focus on. However, he agreed that clarification is needed regarding the level of access insurance companies may have to this information. He also agreed that the speed-limit signage is inconsistent and noted that discussions with CTDOT are underway to address the issue.

D. Morosani added that he shares J. Bongiorno's concern about placing cameras on smaller roads. However, he stated that installing them at busy intersections and high-volume locations would be effective, as slowing even a few drivers in those areas reduces overall traffic speeds. He emphasized that the intent is not to place cameras on back roads, but rather to use them on major routes such as 118 and 254, where slowing traffic would reduce the need for police presence at those intersections and allow officers to focus on smaller roads.

D. Raap clarified that all camera locations would require CTDOT approval. P. Pfeiffer requested that before an ordinance is drafted, the Board of Selectmen review the data, guidelines, and statutes.

**Motion:** J. Zullo motioned to table this agenda item. D. Morosani seconded the motion, all voted aye and the motion passed.

- e) **Constables Discussion** D. Raap stated that the Trooper budget request was submitted at \$500,000 for the three Resident Troopers and that she has resent a request to the Lieutenant at Troop L for the third Resident Trooper. J. Zullo noted that the budget should not be viewed in isolation but as part of the overall Town budget, citing the 4.27% increase in the Region 20 Board of Education's proposed budget.

D. Morosani stated that there needs to be a clearer understanding of facilities costs, noting that while \$100,000 is currently budgeted, the actual amount may differ. He added that, based on comments heard at the public hearing, the option of hiring a constable should be presented to the citizens.

It was agreed that, while reviewing the budget, a constable line item would be included, with startup costs calculated for one constable beginning six months into the fiscal year. The estimated additional cost was noted to be approximately \$300,000–\$350,000.

### New Business

- a) **Fiscal Year 2026/2027 Capital Improvement Projects Tabled**
- b) **Hawkers & Peddlers Discussion** D. Raap stated that many residents have contacted the First Selectman's Office regarding Hawkets & Peddlers, expressing concerns about individuals knocking on their doors late at night with limited identification. She asked whether the BOS is interested in considering a prohibition on door-to-door solicitation for sales. **Motion:** D. Morosani motioned to continue the development of the Hawkets & Peddlers ordinance to be drafted to not allow individuals to go door-to-door selling items. J. Zullo seconded the motion, all voted aye and the motion passed.
- c) **DEEP Resolution Re: Sustainable Materials Management Program** J. Zullo read the resolution into the minutes **Motion:** J. Zullo motioned that the Board of Selectmen approve the following resolution:

**RESOLVED**, that the Town of Litchfield accepts grant funds from the State Department of Energy and Environmental Protection's Sustainable Materials Management Program not to exceed \$99,556 for the purpose of establishing a pilot program in the Town's Recycling Center; and be it

**FURTHER RESOLVED**, that the pilot program will establish a process for food/organics separation and unit-based-pricing (UBP) to allow the Town of Litchfield to reduce costs to residents, increase recycling, and enhance service equity; and be it

**FURTHER RESOLVED**, that Denise Raap as First Selectman of the Town of Litchfield is authorized and directed to execute and deliver any and all documents on behalf of the Town of Litchfield and to do and perform all acts and things which she deems necessary or appropriate to carry out the terms of such documents.

The undersigned further certifies that Denise Raap now holds the office of First Selectman and that she has held office since November 19, 2019.

**IN WITNESS WHEREOF**: The undersigned has executed this certificate this 3rd day of February, 2026.

**Vote**: J. Bongiorno seconded the motion, all voted aye and the motion passed.

- d) **DEEP Resolution Re: Litchfield Town Beach Stormwater Improvement Project** J. Zullo read the resolution into the minutes **Motion**: J. Zullo motioned that the Board of Selectmen approve the following resolution:

**BE IT RESOLVED** that it is in the best interests of the Town of Litchfield to enter into contracts with the Connecticut Department of Energy & Environmental Protection and sign any and all documents relating to the Litchfield Town Beach Stormwater Improvement project.

**IN FURTHERANCE OF THIS RESOLUTION**, Denise Raap the First Selectman is duly authorized to enter into and sign said contracts on behalf of the Town of Litchfield. Denise Raap currently holds the First Selectman office and has held that position since November 19, 2019. The First Selectman is further authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contracts and to execute any amendments, rescissions, and revisions thereto.

**IN WITNESS WHEREOF**: The undersigned has executed this certificate this 3rd day of February, 2026.

**Vote**: J. Bongiorno seconded the motion, all voted aye and the motion passed.

- e) **Update of Litchfield Code 9-1 D**. Raap explained that residents of Prospect Street have requested speed bumps. However, the Department of Public Works and the Fire Commission & EMS have all expressed that they do not support installing speed bumps because they delay emergency response, the fire departments multi-million-dollar equipment would be affected by them, and maintenance would add an additional burden. She also noted that the current ordinance does not allow the Board of Selectmen to install speed bumps.

R. Alexe explained that Farmington, CT is currently in the process of removing its speed bumps. He further stated that speed bumps are not included in the Manual on Uniform Traffic Control Devices, which means the Town would be responsible for liability and coverage for any accidents, and maintenance would be a significant issue. He also reiterated his belief that emergency response would be hindered by speed bumps.

R. Alexe added that the speed bumps on West Street are treated differently because it is a high-traffic, high-pedestrian area due to the number of businesses, unlike a residential

neighborhood. He noted that those speed bumps are nearing the end of their expected life after three years.

**Motion:** J. Zullo motioned that the Board of Selectmen incorporate speed bumps, or the lack thereof, into the next ordinance that is put together for safety devices, including the speed cameras, for a referendum in the fall. D. Morosani seconded the motion, all voted aye and the motion passed.

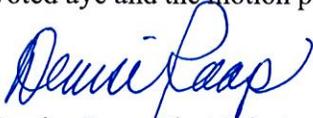
- f) **Litchfield Planning & Zoning Commission Totaling \$8,430 Re: Ephatori LLC, Northfield Preserve Land Trust, and Bantam River Appeal Motion:** J. Bongiorno motioned to approve an additional \$15,000 legal blanket for Litchfield Planning & Zoning for legal fees and approve the payment of \$8,430. J. Zullo seconded the motion, all voted aye and the motion passed.

**Correspondence**

- a) **Notice of Intent of Aquarion Water Company of Connecticut to File Amended Rate Schedules** Received and noted.
- b) **Update Regarding the Silicon Ranch Petition No. 1442 Request to Extend Construction** Received and noted.
- c) **Mashantucket Pequot Mohegan Grants Funds discontinued as of 2019** D. Raap explained that she reached out to Martin Heft, the Undersecretary, to ask why Litchfield was one of the 44 towns whose funding from the Mashantucket Pequot Mohegan Grant was discontinued as of 2019. She further explained that it was the State Legislature that stopped funding Litchfield, which amounted to approximately \$17,000. She stated that she is working to restore the funding.
- d) **Use of Graphics Created by Artificial Intelligence on Town Platforms** Received and noted.

**Executive Session Motion:** J. Zullo motioned that the Board of Selectmen enter executive session on the subject of legal matters at 7:59 p.m. J. Bongiorno seconded the motion, all voted aye and the motion passed. All members came out of executive session at 8:12 p.m., no motion no action.

**Adjournment Motion:** J. Zullo motioned to adjourn at 8:12 p.m. J. Bongiorno seconded the motion, all voted aye and the motion passed.



Denise Raap, First Selectman