

**MEETING MINUTES**  
**REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN**  
**TUESDAY, JUNE 02, 2026 ~ 5:30 P.M.**  
**IN-PERSON AT BANTAM ANNEX, 80 DOYLE RD, BANTAM, 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 5:32 p.m. Selectmen present were Jeff Zullo, Jodiann Tenney, John Bongiorno, Dan Morosani and First Selectmen Denise Raap. Also present were Department of Public Works Director Raz Alexe, Sewer Superintendent Ted Donoghue, and WPCA Chairman Chris Levesque.

**Approval of Minutes:**

- a) **Board of Selectmen, regular meeting, 05/19/2026 Motion:** J. Zullo motioned to approve the Board of Selectmen 05/19/2026 regular meeting minutes. J. Bongiorno seconded the motion, all voted aye and the motion passed.
- b) **Board of Selectmen, special meeting, 05/19/2026 Motion:** J. Zullo motioned to approve the Board of Selectmen 05/19/2026 special meeting minutes. J. Tenney seconded the motion, all voted aye and the motion passed.

**Public Requests/Comments** none

**Selectmen's Requests** D. Morosani inquired whether the Connecticut Department of Transportation had provided any further communication regarding the study at Routes 254 and 118. D. Raap stated that there has been no communication but will follow up with the CTDOT. **Motion:** J. Zullo motioned to add two tax refunds totaling \$750.84. J. Tenney seconded the motion, all voted aye and the motion passed.

**First Selectman's Update Report** D. Raap provided several reminders, noting that Park & Recreation's Block Party will take place June 13th; the Litchfield Hills Road Race is June 14th; the Region 20 Board of Education election for the Litchfield representative is June 15 at 6:00 p.m. at Litchfield Intermediate School; construction on Route 63 (South Street) repaving will begin June 15th; Region 20's graduation is scheduled for June 19th; Household Hazardous Waste Day will be held June 20th in Falls Village, with tickets available on the Town's website; and the fireworks are scheduled for June 26th. D. Raap also noted that the Town received a stipend of \$750 to support activities of the America 250 group.

**Resignations** none

**Declining Reappoint**

- a) Albert Macchioni from the Economic Development, regular member, effective 06/01/2026, received and noted.

**Interviews, Appointments & Reappointments** none

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

**WPCA Presentation by WPCA Chairman** D. Raap introduced T. Donoghue and C. Levesque to speak on this agenda item. They presented the accomplishments of the WPCA for Fiscal Year 2026, the FY 2027 budget and objectives, and proposed policy changes. T. Donoghue reported that the two major projects for 2026 were the repairs to the sludge tank involved in the explosion and completion of the UV project. He noted that the current budget is under by \$200,000, including \$181,000 from a debt-service payment drop-off, resulting in a true \$36,000 under-budget position, and highlighted a renegotiation with

Torrington for a significantly lower rate. C. Levesque discussed changes to billing procedures based on water usage for industrial and commercial properties and outlined new rules and regulations, including collection and enforcement of WPCA sewer user charges, capital outlay and capital project authorization, and debt-service fund management. Proposed policies include collection and enforcement of WPCA sewer user charges and a fund balance and capital reserve policy. C. Levesque further noted that FY 2027 objectives include collection of outstanding sewer user charges (\$350,000), recruitment and retention of wastewater operators, and issuance of an RFQ/P for a sanitary sewer evaluation study.

**Public Works** D. Raap introduced R. Alexe to speak on these agenda items.

- a) **BOS Recommendation to Award the Wigwam Road Reconstruction Project** R. Alexe stated that DPW recommends awarding the contract to the lowest bidder, Alibozak Construction, Inc., in the amount of \$959,804.20. He further explained this project involves drainage reconstruction for approximately 3,400 linear feet of road. **Motion:** J. Tenney motioned to award the reconstruction of Wigwam Road to Alibozak Construction in the amount of \$959,804.20. J. Bongiorno seconded the motion, all voted aye and the motion passed.
- b) **ARPA Discussion** R. Alexe updated the Board on the use of ARPA funds, explaining that the original federal goal was to improve safety, primarily for water and wastewater projects, but the program was later expanded to allow broader uses. He noted that the Town received \$120,000, which was allocated to two in-depth drainage studies based on data collected over the past 2–3 years regarding rainfall intensity and local flooding concerns. The scope of work includes identifying and assessing drainage structures, evaluating capacity and condition, and comparing flooding potential to State parameters. The two focus areas are Milton and Potash Road, and Old Mt. Tom Road.
- c) **Bantam Annex Discussion** D. Raap recalled that several years ago R. Alexe investigated mobile modular units that could be placed in the Town Hall parking lot if needed. She explained that the primary concern with the Bantam Annex is the unreliable heating system, which often fails in winter and cannot be repaired promptly. The building is poorly regulated, with some offices too hot and others too cold, burning over 100 gallons of oil per day in winter. D. Morosani suggested that residents be asked whether to keep and renovate the Bantam Annex at an estimated \$26–33 million or to demolish it and use modular offices temporarily until a long-term facility option is identified. J. Zullo noted that a phased capital plan could also address repairs. R. Alexe stated that, in his experience, constructing a new building would likely cost less than renovating the existing one, as the Bantam Annex’s core structure is severely compromised and remediation of the floors would be costly and time-consuming. He estimated demolition costs at \$800,000–\$900,000 and clarified that the attached USPS Post Office is a standalone structure that could remain. J. Zullo added that his main concern is the potential return of a school building from Region 20. J. Bongiorno expressed disappointment with Bantam Planning & Zoning’s rezoning decision, noting it limits the Town’s options. D. Raap explained that the current proposed modular unit includes six offices and a central conference space with plumbing and ramps, costing \$21,000 to install, \$4,100 per month to rent, and \$19,000 to remove, at a lower operating cost than the Bantam Annex. R. Alexe confirmed that the Annex costs roughly three times more to operate than the modular unit. D. Raap noted that the modular proposal would place all departments on one campus, which she views as a benefit. J. Zullo stated that the referendum format will need to be reviewed by Town Counsel. J. Tenney requested an estimate for constructing a new Park & Recreation and Post Office building at the Bantam Annex site and added that the cost of renovating the existing building does not appear to provide sufficient value.

### **New Business**

- a) **Planning & Zoning** D. Raap introduced Fran Carpentier to speak on these agenda items.
  - i) **Meetings** F. Carpentier asked about public participation at Planning & Zoning meetings, expressing concern that the current process is inefficient, as individuals seeking clarification

must submit a letter to the Commission or contact the Land Use Office to relay questions at the next meeting. He requested that the Board of Selectmen send a letter to Planning & Zoning asking them to consider adding public comment at the beginning of their agenda. D. Raap noted that public comment had previously been included but became contentious, with speakers exceeding time limits, and further explained that questions cannot be addressed if the item is not on the agenda. J. Zullo added that Planning & Zoning decisions include a public hearing process for input. **Motion:** J. Tenney motioned to ask First Selectman Denise Raap on behalf of the Board of Selectmen to draft a letter in which the Board of Selectmen request the Planning & Zoning to consider adding public comment to their agenda. J. Zullo seconded the motion, all voted aye and the motion passed.

- ii) **Right to Farm Ordinance** F. Carpentier noted that he had written a letter to Planning & Zoning in 2022 regarding roosters. He stated that several towns in Connecticut do not allow roosters and proposed limiting them to farms or properties with sufficient acreage so that neighboring residents would not be disturbed.
- iii) **Fines for Zoning Violations** F. Carpentier summarized his understanding of the zoning violation process, explaining that a complaint form is submitted to the Town, after which the Land Use Administrator determines whether to pursue the matter independently or refer it to the Planning & Zoning Commission. The next steps may include a phone call or letter to the property owner, followed by a cease-and-desist order and, if necessary, legal action. He presented the Town of Prospect ordinance outlining procedures that allow the Zoning Enforcement Officer to issue fines prior to initiating a lawsuit. D. Raap noted that the new Land Use Administrator/Zoning Enforcement Officer brings experience from Oxford and the Borough of Naugatuck and may be able to share insights from their practices.

**Motion:** J. Zullo motioned to move transfers to before Region 20 Update. J. Tenney seconded the motion, all voted aye and the motion passed.

### Transfers

- a) **Fiscal Year 2025/2026 Budget Transfer #6 for \$2,000 - Sandy Beach Commission** D. Raap introduced the Chair of the Sandy Beach Commission Ed Ryle to speak on this agenda item. E. Ryle reported that Sandy Beach has operated largely independently aside from funding received from Morris and Litchfield. He noted that in prior years, any surplus was placed in a renovation account. To begin each season, the Commission aims to have approximately \$8,000 in its account; however, due to recent capital expenses, it is starting this season with \$2,400. This request is intended to sustain operations through July. D. Raap added that she spoke with Finance regarding issuing the Town's payment in a single installment in July rather than splitting it into two payments. **Motion:** J. Tenney motions to approve the transfer of \$2,000 into the Sandy Beach fund from Fica. J. Zullo seconded the motion, all voted aye and the motion passed.

**Region 20 Update** J. Bongiorno reported that Matt Tobin expressed interest in serving on the committee reviewing invoices from the last fiscal year of Litchfield Public Schools. He noted that the Region 20 auditor identified a \$2.9 million deficit. D. Raap stated she is awaiting responses from the other three towns regarding a joint review of Region 6 invoices alongside Litchfield's. She also discussed the \$6 million OPEB liability for teachers who retire early and pay 100% of their health insurance, clarifying that Region 20 is not funding this liability. J. Zullo expressed concern that Region 20 is paying the Region 6 bond without the bondholders' awareness. D. Raap noted that Region 20 plans to use part of its surplus to reduce the deficit from \$2.9 million to \$2.7 million, the amount agreed upon by the four towns, and that \$400,000 will be allocated for a new 80-car parking lot at Lakeview High School. J. Zullo recommended that the Board of Finance appoint one of its members to participate in Region 20's upcoming contract negotiations.

**Motion:** J. Tenney motioned to table old business items. J. Bongiorno seconded the motion, all voted aye and the motion passed.

**Advanced Tech Update** J. Bongiorno reported that the access points on the Green have been completed. He noted that if the DPW trenches from the pole at Community Field to the snack shack, Frontier will install fiber at no cost to install the fiber. He added that similar opportunities exist on Stoddard Road and Russell Street. He stated that the Town is currently paying for Optimum service at DPW and Sewer Department.

**Sustainable Litchfield Update** none

**Interlocal EMS Committee Update** D. Morosani reported that Litchfield Volunteer Ambulance's John Pudlinski and Bantam Fire Company Chief Ryan Litwin will study pricing for various ambulance staffing options. He outlined three potential approaches: continuing to operate LVA and Bantam Ambulance as all-volunteer organizations with supplemental staffing as needed; proactively developing a staffing plan with a full profit-and-loss analysis; or transitioning to two fully staffed ambulances operating 24 hours a day. He noted that Bantam and LVA are expected to consolidate volunteer scheduling, as LVA shifted to paid staffing several years ago, particularly during daytime hours, due to volunteer shortages, which Bantam is now experiencing. D. Raap expressed concern regarding management of paid employees and coverage for absences due to illness or time off.

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

Advanced Technology Commission: 1 regular member 02/2028; 2 alternate members 2/2028  
Beautification Commission: 2 regular members 1-02/2029, 1-02/2027; 3 alternate members 2/2028  
Board of Ethics: 1 alternate members 06/2029  
Cable TV Advisory Council: 1 member 6/2025  
Conservation Commission: 1 regular member 12/2028, 1 alternate member 12/2028  
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: 1 regular member 06/2026, 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 regular member 06/2030, 1 alternate member 06/2030  
Pension Commission: 2 alternate member 1-3/2028, 1-3/2030  
Sandy Beach Commission: 1 regular member 12/2028  
Sustainable Litchfield Committee: 1 alternate members 3/2028  
Veterans' Advisory Committee: 1 regular member 8/2026; 1 alternate member 8/2027  
Water Pollution Control Authority (WPCA): 1 alternate member 1/2031  
Western CT Coalition, CAC #22: 1 member 5/2027  
Zoning Board of Appeals: 3 alternate members 3/2027

**Tax Refunds**

- a) **Two Tax Refunds, Totaling \$750.84** **Motion:** J. Zullo motioned to approve the two tax refunds totaling \$750.84. J. Bongiorno seconded the motion, all voted aye and the motion passed.

**Old Business**

- a) **Response from Connecticut Department of Transportation** tabled
- b) **Homestead Exemption Discussion** tabled

**Correspondence**

- a) Application of The Connecticut Light and Power Company d/b/a Eversource Energy to Amend its Rate Schedules - Notice of Intent, received and noted.

**Executive Session**

- a) **Personnel, Department of Public Works** All BOS members and R. Alexe went into executive session at 7:53 p.m. on the subject of personnel, Department of Public Works. All members came out of executive session 8:04 p.m. no motion, no action.

**Adjournment Motion:** J. Bongiorno motioned to adjourn the meeting at 8:23 p.m. J. Zullo seconded the motion, all voted aye and the motion passed.



Denise Raap, First Selectman