

MEETING MINUTES
BOARD OF SELECTMEN JOINT SPECIAL MEETING AND
THE BOARD OF WARDEN & BURGESSES OF THE BOROUGH OF LITCHFIELD
TUESDAY JUNE 16, 2026 ~ 6:00 P.M.
IN-PERSON AT THE LITCHFIELD FIREHOUSE, 258 WEST ST, LITCHFIELD, CT

Call to Order First Selectman Denise Raap called the special meeting of the Board of Selectmen and the Board of Warden and Burgesses of the Borough of Litchfield to order at 6:02 p.m. Selectmen present were Jodiann Tenney, Jeff Zullo, John Bongiorno, and First Selectman Denise Raap. Selectman Dan Morosani was absent. Warden Gayle Carr was present, Burgesses present were Elisa Bauer, Dirk Patterson, Rebecca Parilla, William Buckley, and Wolf Boehme.

New Business

- a) **Connectivity Grant and Sidewalks** G. Carr noted that the Borough received a grant at least two years ago for sidewalk improvements within the Borough and stated that they are ready to go out to bid in July. W. Buckley noted that the sidewalks will be asphalt and, within the historic district, will be four feet wide as they were historically. He added that a waiver was granted regarding the slope of the sidewalks, meaning ramps will not be required every thirty feet. W. Buckley also stated that they are currently inventorying the square footage of sidewalks within the Borough to establish an annual maintenance and replacement budget. D. Raap noted that a new state law prohibits parking spaces near a crosswalk unless a bump-out is installed. She identified areas of concern near @ The Corner, Ollie's, and the sidewalks connecting the greens, and expressed concern that the CTDOT project moving forward could result in the loss of approximately thirty parking spaces. **Motion:** J. Zullo motioned to suspend the rules to invite a former Traffic Committee member Ed Fabbri into the conversation regarding parking on the Green. J. Tenney seconded the motion, all Board of Selectmen members voted aye and the motion passed. E. Fabbri spoke about the new law passed last year that prohibits parking within twenty feet of a crosswalk, stop sign, or intersection with a bump-out; if there is no bump-out, the distance increases to thirty feet. He noted that the parking spaces in front of Espresso 59 would be affected due to the proximity to Meadow Street and Meadow Street Extension along with the spaces mentioned by D. Raap. He also stated that the parking spaces in front of the Abner Hotel are located within the intersection, which is why those spaces were removed in the CTDOT presentation. E. Fabbri explained that the new law eliminates the grandfather provision but does not require the removal of existing usable spaces. However, if repaving or other work is done, the Town would be required to comply with the law. He strongly recommended installing bump-outs along the Green for safety and to allow for keeping of parking spaces. He noted that the crosswalk from @ The Corner to the Historical Society is approximately fifty feet long, and a bump-out would shorten the crossing distance and narrow the intersection, improving safety. G. Carr requested that Town Hall parking be identified on Google Maps to help mitigate the potential loss of parking spaces along West Street.
- b) **Policing** D. Raap noted that there are two Resident Troopers and that the budget includes funding for a third. She stated that the Public Safety Commissioner indicated a third trooper may be assigned depending on the number of retirements. She explained that the BOS's current plan is to revisit the constable program for part-time constables if a third Resident Trooper is not received

within the first six months of the fiscal year. She noted the additional expense and the need to hire staff to oversee the program due to the Police Accountability Bill. G. Carr noted that funds have been allocated to hire supernumeraries to assist on busy weekends because of increased traffic and safety concerns. W. Buckley expressed concern about vehicles parking in non-designated areas. It was agreed to explore an interlocal agreement allowing the Town to use the Borough of Litchfield's parking ordinance to enable parking enforcement through the Resident Troopers.

- c) **Farmer's Market** D. Raap stated that the recent move to the Litchfield Firehouse has been positive and that no further discussion is needed.
- d) **Community Field Oversight** W. Buckley clarified that the charter grants the Borough authority to enact ordinances but does not require it to maintain the property. D. Raap requested a clearer outline for upcoming major projects at Community Field, such as the process that would be followed if the fields were to be redone. G. Carr responded that any such work would need to go through the Historic District Commission and clarified that even routine maintenance must also be reviewed by the HDC.

Old Business

- a) **Signage** G. Carr noted that J. Tenney and R. Parilla conducted a survey of signage within the Borough. J. Tenney stated that some signs are wearing and that she spoke with Department of Public Works Director Raz Alexe regarding ordering replacements. His concern was the expense and the source of funding. She also noted that there is fifteen-minute parking in front of the Post Office and two-hour parking on South Street, and said it is at the Borough's discretion whether to keep those signs. G. Carr suggested requesting that the shoulder along Route 202, where "No Parking" signs are currently posted, be striped to allow removal of the signs. She requested that the Town ask DPW to remove any signs identified for removal. W. Buckley also requested that DPW install signs purchased by the Borough. D. Raap will follow up with DPW.
- b) **Parking Fees** R. Parilla noted that at the last joint meeting, parking fees were discussed. She stated that in Torrington she has parked easily using her phone and a QR code. D. Raap asked how drivers would know to pay for parking, and R. Parilla explained that signage and kiosks are used. J. Zullo suggested designating prime parking along West Street as paid parking while maintaining free parking areas, such as the Town Hall lot. R. Parilla also proposed implementing seasonal parking charges during high-tourist periods. **J. Bongiorno left the meeting at 7:16 p.m.* R. Parilla noted that a cost analysis should be conducted, taking into account the number of available parking spaces and recognizing that some spaces may be lost due to new state laws.

Both the BOS and BOL agreed to schedule another joint meeting on November 17, 2026 at 6 p.m.

Adjournment Motion: J. Tenney motioned to adjourn the joint meeting at 7:25 p.m. J. Zullo seconded the motion, all voted aye and the motion passed.



Denise Raap, First Selectman