MEETING MINUTES
REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, NOVEMBER 17, 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 5:32 p.m. Selectmen present were John Bongiorno, Anne Dranginis, and Denise Raap. Dan Morosani and Jeff Zullo joined the meeting remotely at 5:41 p.m.

Approval of Minutes:

A) **Board of Selectmen, regular meeting, 11/03/2026 Motion:** A. Dranginis motioned to approve the Board of Selectmen, regular meeting minutes of 11/03/2026. J. Bongiorno seconded the motion. All voted aye and the motion passed.

B) **Board of Selectmen, special meeting, 11/05/2026 Motion:** A. Dranginis motioned to approve the Board of Selectmen, special meeting minutes of 11/05/2026. J. Bongiorno seconded the motion, all voted aye and the motion passed.

Public Requests/Comments none

Selectmen's Requests none

First Selectman's Update Report D. Raap provided an update following the Board's special meeting with the Connecticut Department of Transportation (CT DOT). A formal request has been submitted to the Office of State Traffic Administration to evaluate reducing the Route 118 speed limit from 50 mph to 40 mph, with a traffic analysis pending. Following a recent pedestrian collision involving a horse, Raap also contacted CT DOT engineers regarding the potential installation of a Rectangular Rapid Flashing Beacon (RRFB). Since it would not be a state project, the Town would be required to fund the equipment and engineering.

D. Raap also reported a November 16, 2026, collision on Route 118 near East Litchfield Road involving an e-bike and a motor vehicle. In response, she contacted the CT DOT Commissioner requesting immediate removal and restriping of the climbing lane to improve roadway safety and prevent further conflicts. D. Raap expressed frustration with the State's delayed response, noting that she has been forwarding documented accident reports to state officials since August 2022 and continues to press for immediate action.

Resignations

A) Nancy Southard from the position of Republican Deputy Registrar of Voters, effective 11/6/2026. The Board of Selectmen thanked N. Southard for the decades of her dedicated public service to the Town of Litchfield.

Interviews, Appointments & Reappointments

A) **Interview Lisa Doyle for the Litchfield Arts Council as a regular member, term ending 8/1/2027 Motion:** J. Zullo motioned to appoint Lisa Doyle to the Litchfield Arts Council as a regular member, term ending 8/1/2027. A. Dranginis seconded the motion all voted aye and the motion passed.

B) **Reappoint Cleve Fussenich to the Conservation Commission, as a regular member, term ending 12/1/2029 Motion:** J. Zullo motioned to reappoint Cleve Fussenich to the Conservation Commission as a regular meeting, term ending 12/1/2029. J. Bongiorno seconded the motion, all voted aye and the motion passed.

Commission as a regular meeting, term ending 12/1/2029. J. Bongiorno seconded the motion, all voted aye and the motion passed.

C) **Reappoint Andrew Parker to the Sandy Beach Commission as a regular member, term ending 12/1/2029 Motion:** J. Zullo motioned to reappoint Andrew Parker to the Sandy Beach Commission as a regular member, term ending 12/1/2029. A. Dranginis seconded the motion, all voted aye and the motion passed.

D) **Reappoint Jordan Richards to the Conservation Commission as a regular member, term ending 12/1/2029 Motion:** J. Zullo motioned to reappoint Jordan Richards to the Conservation Commission as a regular member term ending 12/1/2029. J. Bongiorno seconded the motion, all voted aye and the motion passed.

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

Region 20 Update D. Raap updated that Stefan stepped down from direct participation on the teacher contract negotiation committee due to increased professional commitments. The District is transitioning to a tag-team approach for negotiations.

Advanced Tech Update J. Bongiorno reported that DocuSign forms for the site work contracts were returned for correction, as the vendor incorrectly listed the quantity as three rather than one for each property (WPCA, Community Field, and Town Garage). The engineering vendor is expected to conduct site evaluations at all three facilities within the following week.

WPCA Liaison Update Public Works Director Raz Alexe reported a public hearing and meeting were scheduled for the following evening to discuss issuing an RFP/RFQ for the selection of a specialized civil engineering firm to evaluate the municipal collection system.

Sustainable Litchfield Update none

Interlocal EMS Update D. Raap noted that committee members are actively coordinating schedules to have a formal meeting date in December.

Vacancies: The list of current appointed vacancies with term expirations is as follows:
Advanced Technology Commission: 2 alternate members 04/2028
Beautification Commission: 2 regular members 1-02/2029, 1-02/2027; 3 alternate members 02/2028
Board of Ethics: 1 regular member 06/2029; 1 alternate members 06/2029
Cable TV Advisory Council: 1 member 6/2027
Conservation Commission: 1 regular member 12/2027, 2 alternate members 12/2028
Economic Development Commission: 1 alternate member 06/2027
Inland Wetlands Commission: 2 alternate members 06/2027
Litchfield Arts Council: 1 regular member 08/2027
Litchfield Prevention Council: 2 regular members 06/2026, 3 alternate members 1-06/2026, 1-06/2027, 1-06/2028
Milton Historic District Commission: 1 regulars 01/2030; 3 alternate members 2-01/2027, 1-01/2028
Park & Recreation Commission: 1 regular member 06/2030, 1 alternate member 06/2030
Pension Commission: 1 regular member 02/2028, 2 alternate member 1-03/2028, 1-03/2030
Sandy Beach Commission: 2 regular members 12/2027, 12/2028
Sustainable Litchfield Committee: 2 alternate members 03/2028
Veterans' Advisory Committee: 1 regular member 08/2026; 1 alternate member 08/2027
Waste Reduction Committee: 1 regular member 02/01/2029
Water Pollution Control Authority (WPCA): 2 alternate members 01/2031
Western CT Coalition, CAC #22: 1 member 05/2027

Tax Refunds none

Transfers none

Old Business

A) **Bantam Annex** The Board discussed legal requirements for developing a binding yes-or-no referendum question regarding the future of the Bantam Annex, including demolition or renovation while retaining the U.S. Post Office. Town Attorneys Mike Rybak and Mike Rybak Jr. advised that Connecticut law does not permit advisory or multiple-choice referendum questions. Any machine ballot must present a definitive proposal with a specific financial appropriation.

Attorney M. Rybak outlined the required steps before a referendum, including finalizing the project scope and cost estimates through an RFP, obtaining Board of Finance approval, completing the required Connecticut General Statutes § 8-24 referral to Planning and Zoning, resolving any jurisdictional questions, and warning a Special Town Meeting to adjourn the vote to a machine referendum. A potential State Historic Preservation Office review may also be required if state or federal grant funding is pursued.

J. Bongiorno suggested focusing initially on establishing the costs associated with demolition, including utility separation, oil tank remediation, site restoration, and ongoing property maintenance. He noted that renovation or housing alternatives would require more defined project costs and committed grant funding before a specific appropriation could be established.

J. Zullo requested that R. Alexe ensure the demolition RFP includes engineered separation of all utilities serving the Post Office, including independent water, sewer, electrical, and heating services. R. Alexe noted that stamped civil and mechanical/electrical/plumbing drawings would be required, adding to the project cost.

As next steps, the Board will circulate proposed referendum question concepts to the Town Attorneys for review. The attorneys will prepare draft ballot language for consideration at the December 1, 2026 meeting. The Board also awaits the results of a resident survey being conducted by the Borough of Bantam Planning and Zoning Commission.

B) **Town Constables** Attorney M. Rybak explained that establishing an appointed constable force requires a Town Meeting to adopt an ordinance outlining the appointment process and size of the force. New police accountability and POST certification requirements taking effect January 1, 2027, will require certified training, cameras, secure evidence storage, and ongoing compliance oversight.

The estimated annual program cost is 650, 000–700,000, including salaries, equipment, vehicles, insurance, and administration. D. Raap noted increased liability insurance costs, and the Board discussed the potential loss of town-trained constables to larger departments. An existing reserve for a potential third Resident State Trooper could help offset startup expenses.

The Board discussed gauging voter support before incurring planning and consulting costs. Attorney Rybak clarified that an advisory referendum is not permitted but confirmed that voters could consider a binding question on adopting an ordinance to establish a municipal constable program. An informational public hearing would be required to explain the financial and operational implications. Board members will submit proposed program concepts to Attorney M. Rybak for draft referendum language at the December 1, 2026 meeting.

C) **Update on Rte 209 flooding project by DPW in regards to the Bantam Wesson property** Public Works Director/Town Engineer Raz Alexe presented an update on the Route 209 drainage basin, which experiences recurring severe flooding affecting local businesses, roads, and the Bantam Cinema. The existing undersized drainage system has repeatedly collapsed beneath commercial building foundations. Following two and a half years of engineering analysis, R. Alexe presented a proposed high-capacity drainage system estimated to cost 1. 5–2 million. He is pursuing available FEMA flood mitigation and resiliency grants.

The proposed pipe alignment crosses two abandoned underground fuel tanks on the Bantam Wesson/Valiant Oil property. The property owner has agreed to assume responsibility for any environmental remediation but is requesting that the Town fund tank removal, estimated at $44,000. R. Alexe noted that rerouting the drainage system would compromise its efficiency and significantly increase construction costs. J. Bongiorno also raised concerns that potential contamination discovered during removal could delay the project pending state environmental review. The Board took the update under advisement; no appropriation was approved.

New Business

A) **2027 Meeting Schedule Motion:** J. Bongiorno motioned to approve the 2027 meeting schedule. A. Dranginis seconded the motion, all voted aye and the motion passed.

B) **Bid Award for LFC Engine 2 repairs Motion:** J. Bongiorno motioned to award the repair bid for LFC Engine #2 to Gowans-Knight Co. in the amount of $164,400.81. J. Zullo seconded the motion, all voted aye and the motion passed.

Correspondence

A) **Scott Parsons Letter**, D. Raap addressed S. Parson's inquiry regarding roadside cameras. She confirmed that the Town does not use Flock automated license plate readers. She contacted CT DOT regarding cameras at state intersections, which are believed to monitor traffic signals and vehicle volume. Written confirmation from CT DOT is pending.

B) **Michael Peloquin Letter**, received and noted.

Executive Session none

Adjournment Motion: J. Bongiorno motioned to adjourn the meeting at 6:37 p.m. A. Dranginis seconded the motion, all voted aye and the motion passed.

Denise Raap, First Selectman