

**REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN  
TUESDAY, MARCH 1, 2022 ~ 5:30 P.M.  
IN-PERSON AT LITCHFIELD FIREHOUSE, 258 WEST ST. AND  
REMOTE MEETING BY LIVE INTERNET VIDEO STREAM AND TELEPHONE**

**Call to Order:** First Selectman Denise Raap called the hybrid meeting to order at 5:30 p.m. Selectmen in attendance were Jeffrey Zullo, Jonathan Tarrant, Jodiann Tenney and Christine Harding.

**Approval of Minutes**

**a) 2/15/22 Regular: Motion:** J. Tarrant moved to adopt the 2/15/22 meeting minutes with one change. Under the Regional School District Study committee report, "building inefficiencies" should be changed to "removing inefficiencies" toward the end of the item. J. Zullo seconded, all voted aye and the motion carried.

**b) 2/16/22 Special: Motion:** J. Tarrant moved to approve the 2/16/22 special meeting minutes, and J. Zullo seconded. All voted aye except C. Harding, who abstained because of absence, and the motion carried.

**Public Requests/Comments:** None

**Selectmen's Requests: Motion:** J. Tarrant moved to add to Correspondence recent correspondence from Don Light regarding speeding on Goodhouse Road. J. Zullo seconded, all voted in favor, and the motion passed.

**First Selectman's Update Report:** D. Raap urged people to attend the school consolidation study committee meetings.

**Resignations:** None

**Interviews, Appointments & Reappointments**

- a) Reappoint John Post to Sustainable Litchfield Committee, term 3/2024**
- b) Reappoint Jeffrey Zullo to Sustainable Litchfield Committee, term 3/2024**
- c) Reappoint Carolyn Szwed to Sustainable Litchfield Committee, term 3/2024**
- d) Reappoint Dean Birdsall to Sustainable Litchfield Committee, term 3/2024**
- e) Reappoint Diane Field to Sustainable Litchfield Committee, term 3/2024**
- f) Reappoint Margaret Hunt to Sustainable Litchfield Committee, term 3/2024**
- g) Reappoint John Morosani to Sustainable Litchfield Committee, term 3/2024**
- h) Reappoint Benjamin Buck to Sustainable Litchfield Committee, term 3/2024**
- i) Reappoint James Keithan to Sustainable Litchfield Committee, term 3/2024**

**Motion:** J. Tarrant moved to reappoint Sustainable Litchfield members as noted above in a) through i) above for a term ending 3/2024. J. Zullo seconded, all voted aye and the motion passed.

**j) Appoint Marty Connor to Inland Wetlands Commission, term 3/2024: Motion:** J. Tarrant moved to appoint Martin Connor to the Inland Wetlands Commission as a regular member for a term ending 3/2024. J. Zullo seconded and welcomed him back, as he was previously the Land Use Administrator in Litchfield. Mr. Connor was present and said he is retired and wants to help the Town and would also be happy to assist with planning issues as well. Upon voting, all voted aye and the motion carried.

**Liaison Reports/Commission-Committee Minutes:** 2/14/22 Board of Finance; 2/9/22 Inland Wetlands Commission; 2/10/22 WPCA

**Temporary Regional School District Study Committee Update:** J. Torrant said he agrees with D. Raap's report and is sorry that recent letters have thrown a monkey wrench into the savings involved, as the savings is secondary to the improved education that will result. J. Tenney said some members are concerned about the representation numbers and don't want this discussion to cause it to fail. C. Harding said the weighted vote makes it fair. J. Tenney urged care in not making this off putting to the other towns involved.

**Sustainable Litchfield Update:** J. Zullo reported plans being finalized for Earth Day at the High School on April 23rd from 1-3 p.m. It will coincide with the Smart Task Force trash pick up that morning, with luncheon after. This event is a launch, although later than desired, for the Sustainable Litchfield Committee combined with participation of nonprofits, committees and boards that have been partners in the success of the committee. There will be a presentation discussion and a talk by the Executive Director of the Sustainable CT group. There will be a table display and other attractions tied into Earth Day. Sustainable Litchfield has already attained the bronze and silver certifications in two years. Any next attainable steps are undetermined at this point.

**WPCA Liaison Update - Christine Harding:** Ms Harding said there is nothing new to report, as there has not been a meeting. D. Raap said she met with Raz Alexe and Ted Donoghue for a tour of the sewer plant and explanation of processes yesterday. WPCA Chairman Dave Wilson was invited but did not make it. She contacted him today to request a special WPCA/BOS meeting to firm up mutual understandings. The contract with Woodard and Curran has not yet been signed, and will need to be approved by the Board of Selectmen.

**Vacancies:** D. Raap said that Christine Harding has agreed to try to solicit people to fill vacancies on the boards and commissions. Those interested can also go directly to the Town's website. The list of current appointed vacancies with term expirations is as follows:

- Beautification Commission: 1 regular member 2/2025; 2 alternate members 2/2025
- Broadband Commission: 1 alternate member 1/2023
- Cable TV Advisory Council: 1 BOE members 6/2023
- Capital Improvements Committee: 1 Citizen at Large 11/2023
- Conservation Commission: 2 alternate members 12/2024
- Inland Wetlands Commission: 1 alt. member 6/2022
- Litchfield Arts Council: 1 regular member 8/2024; 1 alt. member 8/2024
- Litchfield Housing Authority: 1 member 8/2025
- Litchfield Prevention Council: 4 alt. members: 2-6/22, 2-6/23
- Milton Historic District Commission: 3 alternates; 2-1/2024, 1-1/2025
- Northwestern CT Transit District: 2 members, both 5/2022
- Pension Commission: 1 alternate member 3/2025
- Sandy Beach Commission: 1 regular member 12/2024
- Social Services Board: one regular member 2/2025
- Sustainable Litchfield Committee: 1 alternate 3/2024
- Town Facilities Review Committee: 1 BOF Member 3/2023
- Traffic Safety Community Action Group: 2 alt. members 1/2023
- Veterans' Advisory Committee: 1 regular member 8/2023; 1 alternate member 8/2024
- Western CT Coalition, CAC #22 (formerly NW Regional Mental Health Board): 1 member 5/2023
- Zoning Board of Appeals: 2 regular members 3/2023, 3/2025; 1 alternate member 3/2025

**Tax Refunds:** None

**Transfers:** None

**Old Business**

**a) Final approval for Litchfield ARPA Funds for Town Meeting Scheduled for 3-3-2022**

**Motion:** J. Zullo moved that the Board of Selectmen approve the Litchfield ARPA funds for approval of the first tranche to be submitted for final approval at the Town Meeting on 3/3/22 in the amount of \$893,000. J. Torrant seconded the motion. D. Raap explained changes since the last meeting. The Greenway was decreased by \$30,000, the social media/website updates will be \$30,000 this year to help EDC on the VisitLitchfieldCT website, the traffic study will be added for \$50,000 (C. Harding asked if we could get the blue parking sign up for the municipal parking lot), and the Police body/car cameras will also be considered. C. Harding asked about another location for the Litchfield Volunteer Ambulance, as the building is so antiquated. Chief John Pudlinski said they are working on it and on regionalization as well.

Resident State Trooper Jim Holm then explained that all municipal police officers and constables must have body cameras and in-car cameras by July 1, 2022. The State Police will not allow us to use their server for storage, and the initial cost of equipment and server is \$85,000. We are working on a grant for 25%. In order to adjust for this addition, it was determined that social media can wait until next year, and the Greenway trail development and mental health services can wait as well. **Amended Motion:** J. Zullo moved to remove the Greenway development (\$30,000), the social media/community development (\$30,000), and the mental health services (\$30,000) and move them into the next tranche, and add in the body/dash cameras and software for the Litchfield Constables (\$85,000). The new total is now \$888,000, or \$5,000 less, with a carryover of \$23,000. J. Torrant seconded the motion. J. Tenney suggested a consortium purchase on the camera equipment with other towns, but J. Holm said the vendor is already the lowest bidder and on the State bid. The spare set of cameras will be purchased with a grant or in the next tranche of ARPA funds. Upon voting on the amendment, all voted aye and the motion carried. Voting on the original motion as amended, all voted aye and the motion carried.

**New Business**

**a) Approve Recommended Capital Improvements Budget 2022/23:** Capital Improvements Committee Chairman Fran Carpentier explained the entire proposed budget and answered questions. The total requests are \$3,337,609 to be bonded. They will potentially further reduce this amount by \$500,000 from the self-insurance fund and possibly another \$600,000 from excess fund balance. This could bring us to potential bonding of \$2,247,609, which falls in line with the range requested by the Board of Finance. With this trend continuing we are significantly reducing our bonding debt. They then reviewed the summary and moved the \$50,000 traffic impact analysis from “net town cost” to the “ARPA Funds” column, reducing the amount to be bonded to \$3,287,609. **Motion:** J. Zullo moved that the Board of Selectmen approve the 2022/23 Capital budget in the amount of \$3,287,609 as prepared by our Capital Improvements Committee. J. Torrant seconded. All voted aye and the motion carried.

**b) Approve Selectmen’s Budget 2022/23:** J. Torrant asked to discuss the high points and low points and approve the budget on March 15th. Finance Director Amaechi Obi asked that they approve it before the Board of Finance’s meeting on March 14th. J. Tenney suggested a special meeting just for the budget. D. Raap shared that the initial department requests totaled \$9,187,336, which they reduced to \$8,954,222, or just over 6% higher than the current operating budget. *[J.Tenney left the meeting here.]* Drivers of expenses are trash removal, fringe benefits, salaries/positions, and dead tree removal. Raz will submit an organizational chart of the Public Works Department as requested. The Selectmen agreed to hold a special meeting to finalize the selectmen’s budget on Thursday, March 10th at 5:00 p.m.

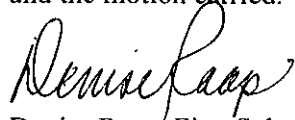
c) **LVA Request for \$4000 for garage door - ARPA funds:** J. Pudlinski described the details of the garage door. **Motion:** J. Zullo moved to approve the \$4,000 for LVA's garage door to come from the first tranche of ARPA funds. J. Torrant seconded, all voted aye and the motion passed.

**Correspondence**

a) **2/18/22 Email from Ron Viola Re Silicon Ranch Solar Project:** received and noted

b) **Correspondence from Don Light Regarding Speeding on Goodhouse Road:** D. Raap said a letter has been sent to OSTA to reduce the speed limit, but they have not yet responded. It was noted that even though the light on the speed sign is not flashing, it is still recording the data. **Motion:** J. Torrant moved to table this discussion until March 15th, and J. Zullo seconded. All voted in favor and the motion carried.

**Adjournment:** **Motion:** J. Torrant moved to adjourn at 7:28 p.m. and J. Zullo seconded. All voted aye and the motion carried.



Denise Raap, First Selectman