

**REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, AUGUST 2, 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 present were Christine Harding, Jodiann Tenney, Jonathan Tarrant, and Jeffrey Zullo participated via Zoom (5:35 pm.).

Approval of Minutes

a) Special 7/18/22: Motion: J.Tarrant moved and J. Tenney seconded a motion to approve the special 7/18/22 minutes. All voted aye and the motion carried.

b) Regular 7/19/22: Motion: J.Tarrant moved and J. Tenney seconded a motion to approve the regular 7/19/22 minutes. All voted aye and the motion carried.

c) Clarification to 6/21/22 Minutes under WPCA Liaison Update: Motion: J. Tarrant moved to approve the clarification to the 6/21/22 minutes, and J. Tenney seconded. The third sentence should read, "J. Zullo said the frustration expressed earlier was also felt by the Board of Selectmen." Upon voting, all voted aye and the motion carried.

Public Requests/Comments: None

Motion: J. Tarrant moved and J. Tenney seconded a motion to add to the agenda under New Business c) the election of Region 20 Board of Education members. All voted aye and the motion passed. *[J. Zullo entered the meeting here.]*

Selectmen's Requests: C. Harding said she has a petition for referendum on the cannabis question to be on the ballot in November. They will be going door to door to get more signatures.

First Selectman's Update Report: D. Raap reported the solar meter mistake by Eversource on the LHS account will give us a credit of \$43,000 that will go into the 2021/22 fiscal year. The Veterans lunch was today at the Annex, with over 120 attendees, and D. Raap thanked Michael Lyn Cappello, Social Services Coordinator, for all her work in setting this up. The lunch was from Patty's Restaurant. She is planning a Sept. 13 public hearing at 6:00 p.m. at the LFD for input for the second tranche of the ARPA funds. Sept. 21 will be the "Chair Share" event with all our chairmen of Town committees, commissions and boards, as well as local non-profits on hand to talk about what they do and share ideas. It will be held as a happy hour at the Community Center. Ms Raap thanked Dennis Tobin on his departure from town employment as our Land Use Official for 12 years. He always served in a professional manner and she wished him well. C. Harding said her dealings with him were a tremendous asset to her as a small business owner. Marty Connor will be filling in until we conduct interviews in September. J.Zullo said that a candidate with a planning background would be attractive.

Resignations

a) Barbara Ellis from the Traffic Safety Community Action Group, effective 7/25/22: received and noted.

Declining Reappointment: Lauren Sage from Veterans' Advisory Committee: received and noted.

Interviews, Appointments & Reappointments

a) Maria Ziello for Litchfield Prevention Council, alternate member, term 6/2025: Ms Ziello said she has lived in Litchfield for 35 years and worked as a clinical social worker at the UCONN Health Center, where she supervised the staff. She thought she could be useful to the Prevention Council. **Motion:** J. Torrant moved and C. Harding seconded a motion to appoint Maria Ziello to the Litchfield Prevention Council as an alternate member, with term ending 6/2025. All voted aye and the motion carried.

Liaison Reports/Commission-Committee Minutes: 6/28/22 Conservation Commission; 7/13/22 Inland Wetlands Commission; 6/9/22 Board of Education

Sustainable Litchfield Update: J. Zullo reported that he attended the EV charger program in order to fill out the application due in September. The funding should be released at the beginning of next year.

WPCA Liaison Update: C. Harding has sent an email to the chairman asking how they can move forward with their meetings, but she has not yet had a response. She will follow up with a call. She felt they should meet, even if the chairman cannot be there.

Vacancies: 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: 1 alternate member 12/2024

Economic Development Commission: 2 regulars and one alternate member 6/2024

Inland Wetlands Commission: 1 alternate member 6/2023

Litchfield Arts Council: 1 regular member 8/2024

Litchfield Prevention Council: 3 alt. members: 1-6/25, 2-6/23

Milton Historic District Commission: 1 regular 1/2023; 3 alternates; 2-1/2024, 1-1/2025

Park and Recreation Commission: 1 alternate member 6/2026

Pension Commission: 1 alternate member 3/2025

Sandy Beach Commission: 1 regular member 12/2022

Social Services Board: one regular member 2/2025

Town Facilities Review Committee: 1 BOF Member 3/2023

Traffic Safety Community Action Group: 1 regular 1/2023; 1 alt. member 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

a) Transfer #7 - \$176,192 End of Year Account Reconciliation: Motion: J. Torrant moved and J. Tenney seconded a motion to approve the FY 2021/22 Budget Transfer #7 in the amount of \$176,192 for end of year account adjustments. All voted aye and the motion carried. J. Zullo expressed interest in finding what the final 21/22 expenditure was for BOE electric minus the \$43,000 Eversource credit.

Old Business

a) Interlocal Agreement for Operation of Sandy Beach - tabled from 7/19/22: D. Raap said she proposes that the Sandy Beach Chairman report back to the Board of Selectmen twice a year on its

operations, including its expenses and revenue. J. Zullo said a financial statement should be prepared and stated explicitly in the agreement. D. Raap said one change to be made is that the Towns are responsible for liability insurance, not the Commission as stated on page 8. **Motion:** J. Torrant moved to table this item until the agreement has been amended. J. Zullo seconded, all voted aye and the motion carried.

b) Food Truck Ordinance - tabled from 7/19/22: D. Raap reported that the new, simplified version of this ordinance calls for the following requirements for a food truck to obtain a one-year permit of \$120.00 from the First Selectman's Office. 1) They must first be registered with the CT DMV; 2) must be approved by the Torrington Area Health District; 3) must be inspected by the Town Fire Marshal; and 4) must submit its events to the Fire Marshal in advance of the event. The permit allows for residents or commercial property owners to hold up to 3 food truck events per year on their property, with up to 3 food trucks total and up to 3 days maximum. The food truck holds the permit, not the property owner. J. Tenney suggested the Town post a list of approved food trucks in town for residents' use. **Motion:** J. Torrant moved to table this item until the next meeting so it can be posted on the website and people can comment at the next meeting. J. Tenney seconded the motion, all voted aye and the motion passed.

New Business

a) Review Sewer Ordinances: D. Raap said the WPCA was adopted in 1967, and the ordinance went into effect in 1996. She pointed out the gray area is Sec.16-32, (b)(4), "the commission shall...generally oversee and manage all sewage disposal within the Town of Litchfield, including personnel needed for such purpose." In the MOU it states the Town wants to continue with the Public Works Director overseeing the Plant Superintendent. The WPCA oversees what happens at the plant, but it should also have some oversight over personnel. The MOU is currently with the Superintendent's Union for review. They thought the Town was taking away the responsibility of oversight from the Public Works Director, which is not the case. J. Tenney said there is no reference in the ordinance for removal of WPCA members by the Board of Selectmen and felt they should have that power if needed. J. Zullo said our Town Counsel said it is implied that if the Selectmen can appoint members, they can also remove members, but he thought it would be a good idea to state it explicitly. D. Raap will bring this to the labor attorney. **Motion:** J. Torrant moved to table this item, and J. Zullo seconded. All voted in favor, and the motion carried.

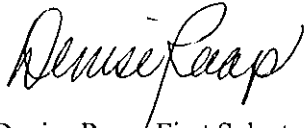
b) Litchfield Housing Trust Grant Request: Jill Musselman, Executive Director of the Litchfield Housing Trust, explained all the work involved in the extensive renovation of its property at 48 Torrington Road, spending over \$56,000 so far. They would like to request a \$25,000 Small Cities grant to be repaid when the property is sold. D. Raap said there is enough money in the Small Cities program (\$59,000) to allow this request, but the Board of Selectmen must approve it. **Motion:** J. Tenney moved to approve the grant request from Litchfield Housing Trust for \$25,000 for renovation of 48 Torrington Road, to come from the Small Cities Loan program, and contingent upon repayment when the property is sold. C. Harding seconded the motion and all voted in favor except for J. Zullo, who abstained because of membership in the Litchfield Housing Trust, and the motion carried.

c) Election of Region 20 Board of Education Members: Region 20 board member John Morosani said that the Board's first meeting was held and they decided to go back to the Boards of Selectmen to determine the election terms for its members. To remain within the confines of CGA Statute 10-46, the terms must be four years, and at least half of the 12 board members must be elected within a two-year time period. There were three alternative scenarios presented by the Superintendent of Schools, two of which were palatable, and the third did not fulfill the statutory requirement of at least half being elected within the two-year time frame. Denise Raap came up with a fourth option (3B) that complies with the statute. For example, in two towns, two members would be up in 2023, the third in 2025. Then the first two would come up again in 2027, and the third again in 2029. Two towns would follow this pattern, and the other two towns would elect every two years as well but with one elected in years where the other two

towns elected two. If this method is adopted after talking with the other three towns, the Towns to go first and second would be determined by lot. Each town will also determine which two members will go first and which one will go third. J. Tenney liked the idea of an election every other year that this option provides. J. Morosani said that these elections will be held in all towns by Town Meeting, and there may be some surprises with nominations permitted from the floor. **Motion:** J. Torrant moved to endorse this Option 3B for election of Region 20 Board of Education members. J. Tenney seconded the motion. All voted aye and the motion carried.

Correspondence: None

Adjournment: **Motion:** J. Torrant moved to adjourn at 6:30 p.m. and C. Harding seconded. All voted aye and the motion passed.

A handwritten signature in cursive script, reading "Denise Raap".

Denise Raap, First Selectman