REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, AUGUST 16, 2022
NORTHFIELD FIRE HOUSE -- 5:30 P.M.
12 KNIFE SHOP RD, NORTHFIELD CT 06778

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. with Selectmen Jeffrey Zullo, Jonathan Torrant, Christine Harding, and Denise Raap present. Jodiann Tenney entered the meeting at 5:34 p.m. via Zoom. Raz Alexe, Public Works Director was present via Zoom, and David R. Wilson, WPCA Chairman, and Dave Carroll, Northfield Fire, were there in person.

Approval of Minutes
a) Tuesday August, 2, 2022 Board of Selectmen Meeting: Motion: J. Zullo moved and J. Torrant seconded a motion to approve the 8/2/22 regular Selectmen’s minutes. All voted aye and the motion carried.

Public Requests/Comments: Kate Honan, Beach Street, complained that again the WPCA has canceled its meeting. Also there have been no approved minutes since November of last year, and she finds this unacceptable and she feels the public has been kept in the dark.

Selectmen’s Requests: C. Harding announced that she again has the petition for referendum for the cannabis establishments question. If the required number of signatures are secured, the question will appear on the November ballot. She then asked for an update on ways we can keep the community better informed on municipal topics. D. Raap said there is no money in the budget for marketing, so she will consider it for next year. She also suggested putting it into the second round of ARPA requests. C. Harding said the public is asking for a direct weekly mailing via email. [J. Tenney joined in via Zoom here.]

Motion: J. Zullo moved to add to the agenda a Sustainable Litchfield Update to fall after the WPCA Liaison Update. J. Torrant seconded, all voted aye and the motion carried.

Motion: J. Torrant moved and J. Zullo seconded a motion to move New Business Item d) to a), a) to b), b) to c), table Item c), and move e) to d). All voted aye and the motion carried.

J. Torrant said the Borough/HDC Consolidation Study Committee has not met yet, but he will arrange a meeting in September.

First Selectman’s Update Report: D. Raap said she is serving on the Board of the Northwest Transit District. They were losing a lot of money, and Michael Criss of Harwinton has stepped in with some others to get it back into operating in the black. We are applying for a “Safe Streets for All” grant to help with speeding and safety. There will be a memorandum of understanding that the NHCOG will help facilitate for the State DOT. D. Raap emphasized, contrary to rumor, that there is no rotary proposed for the east green or anywhere in town. The ARPA public hearing will be Sept. 13th, 6:00 p.m. at the Litchfield Firehouse. The discussion will be for the use of the next tranche of funds not yet received, but ideas for the use of the funds will be entertained. There will be a public informational meeting on Aug. 30th presented by the Traffic Safety Committee at 6 p.m. at the Litchfield Firehouse regarding the “Safe Streets for All” grant. D. Raap then announced she has received the check from Eversource for $44,000 for overpayment on the High School account for last fiscal year. It will, however, have to be deposited into this new fiscal year, as the last fiscal year has been closed out. Lastly she commended the fire
departments for the well-run operations at mutual aid calls. She witnessed a house fire and was inspired by the skill and professionalism demonstrated by the firefighters.

**WPCA Liaison Update:** D. Raap said the WPCA meeting was canceled this week and there is still no contract signed with Woodard and Curran. The WPCA has not moved forward with any facility plan upgrade. C. Harding said Chairman Wilson is waiting for more movement on the MOU before holding another meeting. Ms Raap met with the Town’s labor attorney and town attorney yesterday. The labor attorney, Nick Zaino, felt we do not need to have an MOU. She is planning another meeting with all involved to come to a clear understanding and move ahead. J. Zullo asked Mr. Wilson, WPCA Chairman, why they are not holding meetings, and he said members are concerned about the chain of command. He said he has 3 or 4 members who would not be a part of the WPCA if this all comes out wrong. They are waiting for a satisfactory MOU. J. Zullo said we have to balance the requirements of the union contract, State Statutes, and the authority of the WPCA and the Board of Selectmen. Mr. Zullo said this should not exclude them from holding meetings to take care of operational items and encouraged Mr. Wilson to hold meetings.

**Sustainable Litchfield Update:** J. Zullo said they are focusing on the climate leadership certification. They went out to bid for the WPCA solar array and received two bids; however, the new inflation reduction act that was signed today changes the tax credits from 26% to 30%. He would like to cancel the bid and review and create a new bid that would take advantage of the new energy credits. **Motion:** J. Torrant moved to cancel the current bid and proceed with a second bid. J. Zullo seconded, all voted aye and the motion carried. J. Zullo then said he and R. Alexe will work on the applications for the EV chargers at the municipal lot and the schools that are due by the end of September. The grant comes from the Volkswagen settlement.

**Fire Commission Update - New Supplemental Insurance Discussion:** D. Raap said Dave Carroll of Northfield would like to discuss the supplemental policy that the firehouses would like to purchase to cover items not covered in the Town’s existing policy. He said the rates are not comparable between CIRMA and this proposed policy. They struggled to get a defined list as to what was and was not covered. They pursued the supplemental policy as gap coverage from feedback they have received as coverage for duties of a firefighter. The supplemental policy they researched provides coverage to folks that volunteer, deputies, adds AD&D to the policy and other work-related things. It works out to between $70 - $75 per firefighter and adds a significant amount of coverage for all departments. He would like to have a list from CIRMA showing exactly what their coverage includes. Although CIRMA does have a supplemental policy, it is handled by another carrier, the Hartford. They were ready to sign a contract for the preferred policy but discovered that the funds had been removed from the Fire Commission’s budget. He has requested an explanation of the coverage that can be sent to D. Raap and Liz Callahan to turn into CIRMA to see if we are covered by them as well. He maintains there is compatibility but also areas where there is not. D. Raap said the Town already pays for the CIRMA supplemental coverage, so she urged caution, as it comes out of their operating budget, which is taxpayer money. Mr. Carroll said 70% of other companies are also pursuing this supplemental coverage. They agreed to have a meeting with the Hartford with questions prepared in order to see if additional coverage is needed.

**Tax Refunds:** None

**Old Business**

a) **Interlocal Agreement for Operation of Sandy Beach - tabled from 7/19/22:** D. Raap informed the Board that it was recently changed as of 7/20/22 that the Towns of Litchfield and Morris are responsible for the liability insurance on the Sandy Beach property. Also, per “Ordinance Concerning Interlocal Agreements,” the Board of Selectmen shall provide an opportunity for public comment. **Motion:** J. Zullo moved that the Board of Selectmen approve the Interlocal Agreement by and between the Town of
**Litchfield and Morris and the Sandy Beach Commission Concerning the Operation of Sandy Beach,** and forward this to Town Meeting for public hearing and approval. J. Torrant seconded the motion, all voted aye and the motion carried.

**b) Food Truck Ordinance - Public Comment:** D. Raap said she posted this on the website for the public to view and did receive questions. C. Harding reached out to restaurants, and everyone was in favor as long as it was for a special event and limited in time. There will be a list of approved food trucks on our website. If they are not an approved vendor, they must have a CT registered vehicle, be approved by Torrington Area Health District, and then approved by the local Fire Marshal. The permit can then be obtained in the office of the First Selectman for $120/year. The permit allows for 3 times per year per residential or commercial property for up to 3 days each event. Public comment was entertained and questions were answered. **Motion:** J. Zullo moved that the Board of Selectmen approve an Ordinance Amending the Code of Ordinances of the Town of Litchfield, Chapter 8 “Licenses and Miscellaneous Business Regulations”, Article II “Peddlers, Hawkers and Solicitors” otherwise known as the Food Truck Ordinance, and forward it to a special town meeting for its approval. C. Harding seconded, all voted aye and the motion carried.

**New Business**

**a) Award Bid for LVA Ambulance (CIP):** John Pudlinski, Chief of Litchfield Volunteer Ambulance, explained the bid and said they received only one bid which met all specifications. He recommended the bid be awarded to Bulldog Fire Apparatus for a Demers EX Sprinter Type II Ambulance at $169,445.00. There may be a 20% - 30% increase in price by the time of delivery, 18-24 months. The Fire & EMS Commission voted to authorize LVA to purchase this vehicle with $120,000 from Capital, and $49,445 from LVA. **Motion:** J. Zullo moved that the Board of Selectmen approve the purchase of a Demers EX Sprinter Type II Ambulance for LVA and award the bid to Bulldog Fire Apparatus in the amount of $169,445.00 with Town funding of $120,000 from Capital 2022/23 and remainder of $49,445 by LVA. J. Torrant seconded, all voted aye and the motion carried.

**b) WPCA Plant Superintendent presenting recommendation on Polymer Mixing Station (approved ARPA Funding):** Superintendent Ted Donoghue explained the $18,000 request for the polymer mixing station that thickens the biosolids for disposal at a facility in Naugatuck. This part of the process is the most expensive at the plant, almost 10% of the operating costs, or $1.2 million. He got four quotes, the lowest being $12,650, and comparable to the current one. This is not ideal because it does not have two-stage mixing. The most expensive was almost $22,000, over the threshold for a competitive quote. He is recommending purchase of the ProMinent at $18,500. His concerns about the supply chain may delay delivery for 2-3 months, complicated by lack of WPCA meetings being held. D. Wilson said the WPCA could hold a special meeting to discuss and approve it. **Motion:** J. Zullo moved to approve the purchase of the ProMinent ProMix MSG1200X2 system, a two-stage polymer mixing station for the WPCA for the Water Treatment Plant, in the total contract amount of $18,500.00, with $500 covered from the WPCA operating budget, and $18,000 covered by the Town from ARPA Funds. C. Harding seconded the motion. J. Zullo asked for confirmation that a quick special meeting approval can get the equipment ordered and delivered within 2-3 months. T. Donoghue said he would have to check with the vendor again, as orders are moving slowly in the supply chain. The vendor will work with us to provide training. **Vote:** Upon voting, all voted aye and the motion carried.

**c) Discussion about Litchfield’s Tipping Fees:** D. Raap said the SMART Task Force is asking the Board of Selectmen to consider moving the Town’s tipping fees to the non-residential users who comprise about 50% of the users. This would incentivize them to reduce the weight of their trash. J. Zullo said that now, the residential users are subsidizing the cost of entities such as Forman School and Wamogo. He suggested creating an ordinance to transfer the cost of the commercial side and those entities. That would result in a tax reduction, as our savings would be up by $350,000. D. Raap noted that food waste
composting is available at the Recycling Center for all to take advantage of, which can reduce tonnage dramatically. J. Zullo asked that Town Counsel Mike Rybak do a review and write an ordinance to transfer the commercial side. Upon question by J. Tenney, it was noted that USA Hauling can weigh the dumpsters before and after dumping to determine the weight of the trash. J. Zullo noted that other towns are doing this now. He also asked for an analysis of the tonnage of residential vs non-residential as a means to incentivize reduction of waste. We will have an update at a future meeting after speaking with Town Counsel.

c) Safe Streets for All - Public Informational Meeting – Traffic Safety Group - tabled

d) Award Bid for Public Works - Cab and Chassis for the Two (2) large dump trucks (6 and 10 wheeler): Raz Alexe spoke about the two bids received and recommended Allegiance Trucks, only up 20% from the last round three years ago. The bid was $224,921.41. Motion: J. Zullo moved that the Board of Selectmen approve the two dump trucks, a six and a ten-wheeler, and award the bid to Allegiance Trucks for a total of $224,921.41. J. Torrant seconded. J. Zullo said the budget was $190,000 per truck and this works out to $112,000 per truck, so with the other components will we have enough money? R. Alexe confirmed that we would, between the current capital and the previous year. They had one truck in the previous year, so they are buying two trucks for the price of three. Components are standardized with our other International trucks. Lead time on delivery will be 12 -18 months. Vote: Upon voting, all voted aye and the motion carried.

Adjournment: Motion: J. Zullo moved to adjourn at 7:11 p.m. and J. Torrant seconded. All voted in favor and the motion carried.

Denise Raap
First Selectman