

**REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN  
TUESDAY, SEPTEMBER 6, 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. with Selectmen Jeffrey Zullo, Christine Harding, and J. Tenney present. J. Torrant arrived at 5:55 p.m.

**Approval of Minutes:** **Motion:** J. Zullo moved and J. Tenney seconded a motion to adopt the regular August 16, 2022 minutes. All voted aye and the motion passed.

**Public Requests/Comments:** Kate Honan asked why the CT DOT was looking at the intersection of Milton Road and Route 202. D. Raap deferred to R. Alexe, who said it is possible they are following up on a problem with the signal. Stephan Krucker commended the Republican Town Committee for taking the lead in securing the 10% required (600 signatures) for the cannabis question to go to ballot in November.

**Selectmen's Requests:** J. Zullo asked on behalf of the Prevention Council why they were denied a request to display a four-foot banner in front of the Town Hall. D. Raap will ask about it. J. Tenney then reported that the Traffic Committee's public hearing was well received, with about 50 people attending.

**First Selectman's Update Report:** D. Raap said there will be a 9-11 first responders breakfast and ceremony on September 11th at the American Legion Post 27. Everyone is welcome to come. She then said she and Jon Torrant presented Monsignor Tucker a proclamation Sunday upon his retirement. She is presenting another proclamation to James Gavell tonight at the Bantam Fire Co. for his 50 years of service. She thanked Raz Alexe for the beautiful results of the three parking lots in White's Woods after five years of working on it. Praise was also given to Mitch Alibozak, the contractor, and to Dennis McMorrow, the engineer. They also thanked White Memorial and St. Anthony's cemetery for their generous cooperation.

**Resignations**

- a) John Morosani from Sustainable Litchfield Committee, effective 8/17/22
- b) John Morosani from Town Facilities Review Committee, effective 8/17/22
- c) Ben Buck from Sustainable Litchfield Committee, effective 8/30/22
- d) Kathy Weiser from Deputy Registrar, effective 8/16/22 (appointed by the Registrar)

All above resignations were received and noted.

**Interviews, Appointments & Reappointments**

**a) Interview Lara Hillman for Traffic Safety Community Action Group, regular member, term 1/2023:** Ms Hillman said she is also on the Zoning Board of Appeals and on the Borough Board of Warden and Burgesses. She is very concerned with the speed and other traffic issues in town, and would like to help the Traffic Safety Group. **Motion:** J. Zullo moved and C. Harding seconded a motion to appoint Lara Hillman to the Traffic Safety Community Action Group as a regular member, with term expiration of 1/2023. All voted aye and the motion carried.

**Liaison Reports/Commission-Committee Minutes:** 7/26/22 Conservation Commission

**Sustainable Litchfield Update:** J. Zullo said they have canceled their September meeting but plan to meet in October. He said they have recently lost two members and are soliciting interested parties.

**WPCA Liaison Update:** After learning the WPCA had canceled its meeting for September 8th, C. Harding urged the WPCA to move forward with its knowledgeable members working together with Ted Donoghue.

**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

Sustainable Litchfield Committee: one regular member 3/2024; 1 alternate 2024

Town Facilities Review Committee: 1 BOF Member 3/2023; 1 BOE 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:** **Motion:** J. Tenney moved to approve the tax refunds in the amount of \$1,062.08 and J. Zullo seconded. All voted in favor and the motion carried. **Motion:** J. Tenney then moved to approve an additional \$98.26 in tax refunds and J. Zullo seconded. All voted aye and the motion carried.

**Old Business:** None

### **New Business**

**a) Set Public Hearing for 9/13/22 for ARPA Funds Consideration:** D. Raap explained that the public hearing will be held at the Litchfield Firehouse so the public can be heard for suggestions for ARPA funds. **Motion:** J. Tenney moved to set the public hearing for 9/13/22 at 6:00 p.m. on September 13, 2022, for ARPA consideration, with Zoom remote access included. C. Harding seconded, all voted aye and the motion passed.

**b) Broadband Bid Recommendation:** John Bongiorno was present to explain the two bids received to service the Town Hall, Litchfield Firehouse, Bantam Firehouse, Northfield Firehouse and soon the East Litchfield Firehouse with WIFI. This will insure that each facility will have the same internal and outside equipment. East Litchfield and Litchfield Volunteer Ambulance will be taken out of the bid now, so the low bidder, Soundworks, would come in at \$53,164. As the allocation is \$50,000, the overage could come from the next round of ARPA funds. **Motion:** J. Zullo moved that the Board of Selectmen award the broadband service project to Soundworks in the amount of \$53,164, with East Litchfield and LVA removed from the original bid of \$74,756 and taking the balance from the existing overage in the first

round of ARPA funds. J. Tenney seconded. Timing is up to three weeks to get all the equipment, but J. Bongiorno will talk with Soundworks for more clarity. He also suggested getting all firehouses together for a manageable maintenance plan. *[J. Torrant entered the meeting here, at 5:55 p.m.]* Upon voting all voted aye except J. Torrant, who abstained, and the motion carried.

**c) Adopt Affordable Housing Plan: Motion:** J. Zullo moved to table this item to the 9/20/22 meeting. J. Tenney seconded, all voted aye and the motion passed.

**d) Adopt Incident Response Plan - Cowbell Cyber Security:** D. Raap said the Town has purchased an outside cyber security policy with Cowbell Cyber. One of the requirements is that in case of a cyber attack we would know who is responsible for needed actions. This will be submitted to the insurance company. **Motion:** J. Zullo moved to adopt the Incident Response Plan under the Cowbell Cyber proposal. J. Tenney seconded, all voted aye and the motion passed.

**e) Endorse Grant Letter for Safe Streets for All:** J. Tenney explained the grant and requirements. The local authority has to endorse the grant and commit to a goal of zero fatalities. This had been edited out but J. Tenney noted that it must be specified in the grant letter, so it will be added back in. **Motion:** J. Zullo moved that the Board of Selectmen endorse the grant letter for *Safe Streets for All* as modified by the First Selectman. J. Torrant seconded, all voted aye and the motion carried.

**f) Accept Petition and Approve the Cannabis Question to be Put on the November Ballot:** D. Raap presented the petition that has been certified by the Town Clerk. **Motion:** J. Tenney moved to accept the petition and approve the cannabis question to be put on the November ballot. J. Zullo seconded. C. Harding said this was a fabulous job initiated by the LRTC to make sure the petition got the required signatures in time to get it on the November ballot. Upon voting all voted aye and the motion passed.

**g) Approve Warning for Cannabis Question: Motion:** J. Zullo moved to set the legal notice warning a referendum on November 8, 2022 with the question, "*Shall the sale of recreational marijuana be allowed in the Town of Litchfield?*" as specified in the call. D. Raap then read the call aloud. J. Tenney seconded the motion, all voted aye and the motion carried. All Selectmen signed the call.

**h) Use Sourcewell National Contracts Database to Purchase Stainless Steel All Season Dump Truck Bodies:** Raz Alexe said the bid has been awarded and work done in house, saving a significant amount of money. But he will be needing more money for another truck. He can save money by getting a manufacturer price from Sourcewell. He recommended our procurement policy be amended to include bids from the State and/or Sourcewell. This would allow him to get a bid from Everest for the 10-wheeler and the 6-wheeler via Sourcewell. He could request bids this way and not have to go out to bid as with the State of Connecticut. **Motion:** J. Zullo moved to authorize the Public Works Director to use the Sourcewell National Contracts Database for purchasing public works equipment going forward, and to add it to our Purchasing Policy. J. Torrant seconded, all voted aye and the motion carried.

### **Correspondence**

**a) 8/15/22 Letter from Don Light Re Speed Humps:** J. Tenney said speed humps have been talked about a lot in the Traffic Safety meetings. They are not federally recognized, and Raz Alexe was afraid of liability. Also, maintenance falls on the town. They would also require cars to almost come to a stop to drive over them. J. Tenney said she trusts the information shared by R. Alexe. J. Torrant said something has to be done about the speed on Goodhouse Road. R. Alexe said that road is a minor collector and is under State jurisdiction, so we can only make the request to lower the speed limit. We have submitted a request to the State, but have not yet received a response. Raz said he would ask for a detailed response with data including speeds, number of tickets issued, etc. It was requested to have more enforcement on that road.

**Adjournment:** **Motion:** J. Tarrant moved to adjourn at 6:50 p.m. and J. Zullo seconded. All voted aye and the motion carried.

A handwritten signature in black ink, reading "Denise Raap". The signature is written in a cursive, flowing style with a large initial 'D'.

Denise Raap, First Selectman