

**REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, SEPTEMBER 20, 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 Jonathan Tarrant and Jeffrey Zullo also present. Selectman Christine Harding was present via Zoom (5:31 p.m.) as well as Public Works Director Raz Alexe. Selectman Jodiann Tenney arrived in person at 5:39 p.m.

Approval of Minutes

a) 9/6/22 Public Hearing (Affordable Housing Plan): Motion: J. Zullo moved and J. Tarrant seconded a motion to approve the 9/6/22 Public Hearing. All voted aye except J. Tarrant, who abstained because of absence, and the motion passed.

b) 9/6/22 Regular Meeting: Motion: J. Zullo moved and J. Tarrant seconded a motion to approve the regular 9/6/22 meeting minutes. On question by J. Tarrant, D. Raap said she would follow up with the Borough on permission to display a Town-related banner on Town Hall property. Upon voting on the motion, all voted aye and the motion carried.

c) 9/13/22 Public Hearing (ARPA Grant): Motion: J. Zullo moved and J. Tarrant seconded a motion to approve the 9/13/22 Public Hearing. All voted aye and the motion carried.

Public Requests/Comments: None

Selectmen's Requests: J. Tarrant said that following the Goodhouse Road speeding discussion at the last meeting and permission from the State to set the limit at 30 mph, he and J. Zullo decided to make a motion to set it at 25 mph. **Motion:** J. Tarrant moved and J. Zullo seconded a motion to set the speed limit at 25 mph on Goodhouse Road north of Mike Road to the Goshen town line. D. Raap said the letter from the State says that compared to other local roads, 30 mph is appropriate. R. Alexe suggested that D. Raap write a strong email to the State explaining our request to reduce the speed limit from the approved 30 to 25 mph in that section since it is a safety concern, and she agreed. *[J. Tenney arrived here at 5:39 p.m.]* Upon voting on the motion, all voted aye and the motion carried. **Motion:** J. Tarrant moved to withdraw his motion, and J. Zullo withdrew his seconded so that this item could be correctly addressed under Old Business d). J. Zullo seconded, all voted aye and the motion carried. The item was added to the agenda.

First Selectman's Update Report: D. Raap announced receipt of a \$500,000 STEAP grant from the State for the reconstruction of Marsh Road between School House Road and Campville Road, and Reder Road. The Town is matching \$669,000. We have also received \$350,000 in Federal and State funding for STP Rural Collector to the addition of the \$500,000 that was already awarded to complete the section of the Campville Road segment between Mason Hill Road and Hopkins Road. J. Tenney submitted the "Safe Streets for All" grant application for the \$1.6 million project which is 80% Federally funded. We are waiting to hear from the CT Dept. of Housing on the submission of a grant application for renovation of Bantam Falls in the amount of \$1 million. D. Raap will host a "Chair Share" tomorrow to have all the Town Committee chairmen speak and be able to network with each other. D. Raap then introduced Desiree Peterson as our new second Resident State Trooper, serving on the evening shift. Trooper Peterson spoke briefly and shared her prior work history and said she was excited to take this position. She is very passionate about motor vehicle safety on the highways. The Board of Selectmen welcomed her. R. Alexe asked her to share her email with him so he can report concerns to her.

Resignations

- a) Lara Hillman from Zoning Board of Appeals, effective 9/6/22: received and noted
- b) Jonathan Zwick from ZBA (alternate), effective 9/13/22: received and noted

Interviews, Appointments & Reappointments

a) **Appoint Jonathan Zwick to Zoning Board of Appeals, regular member, term 3/2025: Motion:** J. Zullo moved to appoint Jonathan Zwick to the ZBA with term expiration 3/2025. J. Tarrant seconded, all voted aye and he motion carried.

b) **Interview Melissa Lafferty for Economic Development Commission, alternate member, term 6/2025:** Ms Lafferty said she has recently moved to town and is a small business owner and looking to get involved in the town. **Motion:** J. Zullo moved to appoint Melissa Lafferty to the EDC as an alternate member for term ending 6/2025. J. Tarrant seconded, all voted aye and the motion carried.

Liaison Reports/Commission-Committee Minutes:9/8/22 Organizational meeting of the Borough/HDC Consolidation Study Committee; 8/18/22 Sandy Beach Commission

Sustainable Litchfield Update: J. Zullo said there has been no meeting since the last report.

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: 1 regular 6/2025 and 1 alternate members 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; 1alternate 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, 3/2026; 2 alternate members 3/2025

Tax Refunds: **Motion:** J. Tarrant moved to approve the 12 tax refunds, as recommended by the Town Tax Collector, in the total amount of \$2,974.16. J. Zullo seconded, all voted aye and the motion passed.

Old Business

a) **Recommendation for Purchasing of Heavy-Duty Dump Truck Bodies:** R. Alexe said he recommends the purchase of three Everest all-season dump truck bodies based on the Sourcewell contract for a total of \$148,104.08. The savings using this national database contract vs. current dealer pricing for this vendor are \$16,456.00. **Motion:** J. Zullo moved to approve the purchase of three Everest all-season

bodies and award the contract to Everest in the amount of \$148,104.08. J. Torrant seconded. R. Alexe confirmed these costs will be covered by Capital funds. All voted aye and the motion carried.

b) Affordable Housing Plan Presentation - Jocelyn Ayer: Jocelyn Ayer, Director, Litchfield County Center for Housing Opportunity, is the Planner for the Litchfield Affordable Housing Steering Committee. She discussed the highlights of the Affordable Housing Plan. All municipalities in the State must now adopt a plan that details how to increase the amount of affordable housing. A grant was awarded by the State to fund the cost of creating the plan. The Steering Committee has been working with her over the last 10 months to gather information and create the plan. Jill Musselman, Litchfield Housing Trust, and Jim Simoncelli of the Litchfield Housing Authority have also been instrumental in representing their groups. Surveys brought in data used to create targeted goals and strategies to meet the needs identified. They held informational and feedback meetings and went to the Planning and Zoning Commission, who said the plan was consistent with the Town's Plan of Conservation and Development. The goal is to create 30 new housing opportunities over the next five years. The four goals are 1) increasing affordable home buyer options; 2) expanding rental opportunities for young adults and seniors; 3) helping meet the needs of those who work and volunteer in the town; and 4) preserving what we have now. The next step is for the Selectmen to adopt the plan. It does not have to be approved at Town Meeting, but D. Raap felt it should go before the Town Meeting. There were no questions, but a general discussion ensued on the Litchfield County Center for Housing Opportunities' operations and grants.

Motion: J. Zullo moved that the Board of Selectmen approve and adopt the Town of Litchfield Housing Affordability Plan 2022 - 2027, as presented by Jocelyn Ayer, and move it to Town Meeting. J. Tenney seconded. Then followed a discussion about whether it should go to Town Meeting, and J. Ayer said that two out of 14 towns in the NHCOC decided to take it to Town Meeting. The legislation just says, "the Town shall adopt", so she recommended doing whatever the Board is comfortable with. J. Tenney seconded the motion. J. Zullo withdrew his motion, and J. Tenney, her second.

Motion: J. Zullo moved that the Board of Selectmen approve and adopt the Town of Litchfield Housing Affordability Plan 2022 - 2027, as presented by Jocelyn Ayer and the Committee that prepared the Plan. J. Tenney seconded, all voted aye and the motion passed.

c) WPCA Status: D. Raap stated there was no September meeting. C. Harding will reach out to the Chairman and ask for monthly meetings. J. Zullo stressed the need for the full board to meet to conduct business. R. Alexe then requested that the WPCA should look into shadowing the current finance person who does the books for them. He has not met her but understands it is a long-distance position. He felt there is a need for the books to be done in town, as blurry lines exist with people who are in debt and need to recover. There should be more transparency. There is also the question of who will take over if something happens with the current person who also uses a bank in Vermont. We need to plan for the future. J. Zullo asked that the auditors do a deep dive into this process. Christine will follow up.

d) Speed Limit Change on Goodhouse Road: Motion: J. Torrant moved that the First Selectman send a letter to the CT DOT respectfully asking that we set the Goodhouse Road speed limit from the intersection of Goodhouse Road and Mike Road north to the junction of Goodhouse Road and Newcomb Road at 25 mph rather than the approved 30 mph. J. Zullo seconded, all voted aye and the motion passed.

New Business

a) Open Space Fund Re Milde Property - Chez Liley, Kay Winter: D. Raap explained that there is a group that is working to protect the 652-acre Milde property from development. It is now listed for \$6.9 million. We also want to address putting a percentage of the conveyance tax money into the open space fund for future property purchase. J. Zullo also noted that the fund balance is overfunded, and that resource should be used elsewhere. Since the presenters were not in attendance, it was agreed to table this

item. **Motion:** J. Zullo moved to table Item a) New Business, and J. Torrant seconded. All voted aye and the motion carried.

b) Tipping Fees - Commercial vs Residential Discussion: D. Raap said USA Hauling serves 2,300 residential customers with 3,400 households in town. She noted that perhaps the condos are considered commercial. There are 400 commercial users. In FY 2020, commercial tonnage collected was 2,210 tons of solid waste, or 52%, and 2,016 tons for residential, or 48%. In FY 2021 the percentages were the same, and in FY 2022 commercial was 54% and residential was 46%. Litchfield taxpayers are paying for any commercial entity's tipping fees within Litchfield, including Wamogo, with estimated tipping fees from food waste at \$4,500/year. We should work with Town Counsel to update the Municipal Solid Waste ordinance to move the commercial user tipping fee July 1, 2023. J. Zullo asked if we could isolate and track a full quarter of the non-profits and commercial enterprises. Reducing food waste tonnage is an incentive to the food industry to reduce and compost its waste. The SMART Task Force is working on talking with the restaurants to help. There are grants available to support pilot programs to pick up and take food waste to the composting area of the recycling center. All agreed to have the First Selectman speak with the Town Attorney to update the ordinance.

c) ARPA Requests: D. Raap said there were two entities who did not present at the public hearing, so she had them come to this meeting. First, Lucas Hyder of White Memorial Conservation Center explained that a study resulted in the discovery that there was not adequate air changes or air filtration in the museum and carriage house. They got a couple quotes for needed work. Next, Jim Amrich presented for the American Legion Post 27 and explained the need for ADA-compliant elevator/lift and ADA bathrooms in the upper and lower levels of the building. They have permits in place and are writing a grant and seeking other funding. They are requesting \$50,000. The whole planned project is estimated at \$375,000 - \$450,000. J. Zullo said the request would have to have a definite defined use along with associated cost.

J. Tenney asked if there would be another public hearing, and D. Raap suggested holding it at 5:00 p.m. before the next Selectmen's meeting. This item will appear again on the next meeting agenda after the public hearing. At that time they will also have the ARPA Committee look at the submissions. All money does not have to be allocated right away, as we have until 2024 to decide. The gazebo could be put to the side for now.

Correspondence: None

Adjournment: **Motion:** J. Torrant moved to adjourn at 7:01 p.m. and J. Zullo seconded. All voted aye and the motion passed.



Denise Raap, First Selectman