

**REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, OCTOBER 18, 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 regular hybrid meeting to order at 5:43 p.m. with Selectmen Jeffrey Zullo, Jonathan Tarrant, Jodiann Tenney and Christine Harding also present.

Approval of Minutes

a) 10/4/22 Special (ARPA): J. Tenney said that “Kennedy Cogan” should be changed to “Betsy Cowette”. **Motion:** J. Zullo moved to approve the special meeting minutes of 10/4/22 with the one correction, and C. Harding seconded. All voted aye and the motion carried.

b) 10/4/22 Regular: Motion: J. Zullo moved to approve the regular 10/4/22 meeting minutes and J. Tarrant seconded. All voted aye and the motion carried.

Public Requests/Comments: Kate Honan asked if there will be regular WPCA meetings. In her questions put to the WPCA regarding I&I, she takes no comfort in the answers to her questions. When she asked why collection system analysis is not in the Woodard & Curran study, she was told that they know the flows. She is uncomfortable that this is not an independent analysis and is cynical about how the project will be handled. Second, she asked why DEEP did not force Woodridge Lake Sewer District to go to Torrington. Third, she asked if DEEP ever offered to finance that project to go to Torrington with Clean Water Funds. J. Zullo asked D. Raap if the letter from her to DEEP was ever sent, and she said no, that the WPCA did not want to sign it. C. Harding asked Ms Honan to email her directly if she had questions or concerns and she can bring them forward to the WPCA.

Bill Honan said he is chairman of the Development Committee at the OWL, and asked why the library’s request was lowered on the priority list. C. Harding said they were already over budget and had asked questions to determine where to cut back. She also said nothing has been finalized yet. He will send a memo to the First Selectman defending the generator request. J. Tenney said that emergency wifi capability will not fall on the OWL, as the Broadband Commission is working for more wifi hubs.

Selectmen’s Requests: None

First Selectman’s Update Report: The State has denied the Town’s request to reduce the speed limit on Goodhouse Road on the northern section, so D. Raap asked if we could do it ourselves. They said yes, but we would have to do all the roads and hire an engineer. The test they did showed that the curve in question was okay for 30 mph. J. Tarrant said that our police were running radar there. D. Raap said they did a food waste audit at Center School and collected two full 5-gallon buckets of food and a lot of trash. Tomorrow we are having CPR/AED training for Town Hall employees, and we intend to do the training at our other municipal locations to become a heart-safe community.

Resignations

Declining Reappointment: Karen Terhaar from Conservation Commission: received and noted

Sustainable Litchfield Update: No update per J. Zullo other than working on the climate leadership program. The solar bid has been re-issued for the WPCA project. He questioned whether they should meet independently with Eversource before responding to a consultant on the make-ready program.

WPCA Liaison Update: C. Harding said there has not yet been a meeting in October, and Chairman D. Wilson was asked why. Ms Harding will discuss with Mr. Wilson to set meeting dates for October and November.

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 regular member 12/2025; 1 alternate member 12/2024

Economic Development Commission: 1 regular 6/2025

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: 2 regular members 2/2024, 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, 3/2026; 2 alternate members 3/2025

Tax Refunds: **Motion:** J. Tarrant moved to approve the 7 tax refunds, as submitted by the Town Tax Collector, in the amount of \$1,476.47. J. Zullo seconded, all voted aye and the motion carried.

Old Business: None

New Business

a) Consider Amendment to Purchasing and Bidding Policy: R. Alexe said that in light of what other towns are doing and the need to find the best prices, this amendment was added so that we may use the State of Connecticut bids as well as any other national or statewide cooperative purchasing database, service, platform or website deemed reputable and reliable and advantageous to the Town. that was discussed with the Town Attorney. **Motion:** J. Zullo moved that the Board of Selectmen amend its purchasing and bidding policy as stipulated on page 9 of the Purchasing and Bidding Policy of the Town of Litchfield, Section XIV State Bids for Goods and Services; Purchasing Databases/Websites. J. Tenney seconded the motion. Per Town Attorney, this policy can be amended by the Board of Selectmen and does not have to go to Town Meeting. All Board of Selectmen members signed the amendment dated 10/18/22.

b) Award Bid for Roofs at Public Works and Town Hall: R. Alexe said there were seven bids and the prices came back exceptionally low. The HVAC has been deferred, although he is going to bid it just to see the prices. They will do an air quality assessment at Town Hall and decide if the HVAC would make a difference. The roof job will be done immediately if approved. **Motion:** J. Tarrant moved to approve replacement of roofs at the Town Hall and Public Works Department and award the bid to New Britain Roofing for \$74,000, to be funded from the DPW/Facilities area of the Capital Funds 2022/23. J. Zullo seconded the motion, all voted in favor and the motion passed.

c) Review Woodard & Curran Engineering Contract: J. Torrant thought the comments by WPCA Attorney Mike Rybak, Jr. all made sense. D. Raap said there was a comment in Section 2 for a provision for timely and ongoing meetings between the client and the consultant that can be in person, via telephone or Zoom. J. Zullo asked if a clause should be added that would add content such as I&I analysis. The Board of Selectmen can suggest adding scope to the contract. D. Wilson said that Woodard & Curran said the price will be going up to more than \$400,000. J. Zullo asked that they add an I&I analysis. D. Wilson said they have three other I&I studies done previously and have plenty of information available. He has discovered that there are more inflow problems than infiltration from rainwater or construction projects done incorrectly. J. Zullo asked if this contract will identify the needs of Litchfield as a standalone system going forward. D. Wilson said it would identify deficiencies. He said there is no growth in Litchfield. Sewers are made to last forever. D. Raap asked if information in 6.1 is subject to Freedom of Interest requests, and M. Rybak Sr. said it was, as that was the intent. **Motion:** J. Zullo moved that the Board of Selectmen approve the Woodard & Curran contract with the addition of Town Counsel's comments for finalization and execution. C. Harding seconded. R. Alexe said this is a solid consultant and he sees no issues, although the price will go up. He did not see any issues with adding analysis points. D. Wilson said consultants are the bureaucratic organizations that write guidelines for plant construction. They got together about four years ago and decided that global warming demands designs for the 500-year study + 2-3 ft. depending on the nature of the project. **Vote:** Upon voting, all voted aye and the motion passed.

Executive Session

a) Litigation: Motion: J. Zullo moved to go into executive session at 6:44 p.m. on the subject of litigation, inviting the Board and the Town Attorney. J. Torrant seconded, all voted aye and the motion carried. Out of executive session at 7:05 p.m. **Motion:** J. Torrant moved that the Board of Selectmen authorize Town counsel to sign the *Stipulation and Order Regarding the Counterclaim Defendant Tax Collector for the Town of Litchfield's Involvement in the Case* involving Citibank, N.A. v. United States of America and Linda E. Ansanelli, et al. J. Zullo seconded the motion. All voted aye and the motion carried.

Adjournment: Motion: J. Torrant moved to adjourn at 7:06 p.m. and J. Zullo seconded. All voted aye and the motion carried.



Denise Raap, First Selectman