

REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN

TUESDAY, FEBRUARY 21, 2023 ~ 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 5:34 p.m. with Jon Tarrant, Jodiann Tenney, and Denise Raap. Jeff Zullo (5:35 p.m.) all present. Christine Harding was absent.

**Approval of Minutes: Regular 2/7/23:** J. Tarrant moved and J. Tenney seconded a motion to approve the regular meeting 2/7/2023 meeting minutes. All voted aye and the motion carried.

**Public Requests/Comments:** None

**Selectmen's Requests:** Jodiann Tenney brought up the grant that was not awarded to the Traffic Safety Group and stated that she was trying to get feedback as to why the grant was not awarded. Jodiann Tenney reported that they were put on the list to set up a meeting to talk about it.

*5:35 p.m. Jeff Zullo joined the meeting.*

Jeff Zullo noted that he would be presenting the 24 tonight at the Planning and Zoning meeting for the WPCA solar project. Selectman Zullo Notes that they will be scheduling the Public Hearing for the solar project for the 20<sup>th</sup> of March. Denise Raap asked if the other Selectman were aware that the site of the solar project was changed, Jeff Zullo noted that he would update them during the Sustainable Litchfield portion of the meeting.

Selectman Raap announced that she would be meeting in the morning with the Finance Department to go over the final budget numbers. Denise was hopeful with the percentages that she had and stated that it was not as bad as she had thought. She also explained that Chris Leone was going to start presenting his budget and believed that the increase was going to be about 5%, as noted the Board of Finance Meeting, and she had received an email from Superintendent Chris Leone showing that the increase was in line with other Board of Educations in the state.

Denise Raap also wanted to update the Selectman on the Still Brook bridge update, explaining that the bridge is located from center of Bantam to Cathole Rd. and is scheduled for replacement during the summer of 2025. Denise Raap stated would cause a 10 week closure of that bridge. Selectman Raap brought awareness of the project to the First Responders, school personnel, Tom Weik, the First Selectman of Morris and Tim Brinton, the First Selectman of Washington because traffic will be redirected up Route 47 to Route 109 to Route 209.

Selectman Raap stated that Litchfield High School has started their food waste diversion program resulting in 7-9 gallon buckets of food waste, just from the High School and 6 bags of compostable trays, with a goal of moving toward using reusable trays rather than compostable trays.

Selectman Raap stated that she meet with the Sandy Beach Commission with Tom Weik so they could go over the White Memorial lease renewal for Sandy Beach. The original lease was signed in 1998 and

was a 25 year lease agreement. It is coming up for renewal in March of 2023. Denise and Tom had met with Lukas Hyder from White Memorial. Denise and Tom also wanted to get input from the Sandy Beach Commission, and to discuss the Inter local Agreement that was tabled at the last Town Meeting. Denise stated that there were questions, but she believes that it will be ready for the next Town Meeting.

Selectman Raap also informed the Board that she had meet with the LMEA Union last Thursday regarding the Park and Recreation/Human Services Assistant job description amendments and noted that it was sent to the union weeks prior to the recent meeting. The update was still pending however, she hoped to hear from the union this week so the position could be filled.

**First Selectman's Update Report Resignations:** NONE

**Interviews, Appointments & Reappointments:** NONE

**Liaison Reports/Commission-Committee Minutes:** 2/13/23 Board of Finance; 2/9/23 Borough/HDC Consolidation Study Committee; 2/8/23 Inland Wetlands Commission; 2/6/23 Planning & Zoning

**Sustainable Litchfield Update:** WPCA Project was reconfigured, as they were denied at Zoning. Jeff brought out a map and described that the new layout will be at the front entrance of the Sewer Plant, about 100 feet back from Stoddard Rd. He states that site is smaller but the wattage has been increased per panel. In an area without heritage pines, on a slope, and there will be the ability to repair, in the project, a drainage pipe that was not functional. Raz will be able to contribute pipe and material to assist in the project. Jeff expected a saving of 30-50k on the project. Inland Wetlands approved the project, tonight the Planning and Zoning meeting will occur and Jeff will speak about the project.

Denise Raap noted that the PILOT payments that were left unpaid over the last four years from the solar Array at Wamogo was in fact paid this year. .

Jon Torrant made a motion to add the Capital Improvement Budget discussion to Item c.) Under Old Business, J. Zullo seconded the motion. All were in favor and the Motion carried.

**WPCA Liaison Update:** Christine Harding was not present for an update, but since Jeff Zullo was at WPCA meeting for the solar project, he noted that they WPCA Board had approved the Woodward and Curran contract, item 6 was still on the contract, so WPCA would not approve that part of the contract. Denise Raap stated that Selectmen still needed to receive a copy of the contract so they could sign it and the BOS could approve the contract. John Torrant request to have Kate Honan present when the BOS approved the contract.

**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 1/2025  
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; 1 alternate 6/2023  
Inland Wetlands Commission: 1 alternate member 6/2023  
Litchfield Arts Council: 1 regular member 8/2024  
Litchfield Housing Authority: 1 member 8/2023  
Litchfield Prevention Council: 1 regular member 6/2024; 2 alternate members 6/2023  
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 (BOE) 3/2024; 1 alternate 3/2024  
Town Facilities Review Committee: 1 BOF Member 3/2023; 1 BOE Member 3/2023  
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: 3 alternate members 3/2025

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**Tax Refunds Transfers:** NONE

#### **Old Business**

a) **Real Estate Offer:** Denise explained that Mike Rybak represents John and Marion Gay as well as the Town and he wanted approval from the BOS for dual representation. J. Zullo made a motion that the BOS authorize our counsel, Mike Rybak to review the real estate offer and act on behalf of the Town. J. Tarrant seconded. All voted aye and the motion carried.

b) **Complete Streets Policy:** Raz and Margaret went through the complete Streets policy and both are comfortable with it. J. Zullo made a motion to approve the Complete Streets Policy as reviewed by the Director of Public Works. J. Tarrant seconded the motion. All voted aye and the motion carried.

c.) **Capital Improvement Budget:** Denise Raap noted that the truck wash was removed and bridges were lowered to \$25,000 for this year from \$295,000. J. Zullo, Denise Raap, and Amaechi Obi discussed splitting up the cost of the Northfield Fire Truck in 2 different budget years. The Truck will take 2 years to build it. Mr. Obi explained that they can approve the funding now and since they were using Fund Balance, the money would be spent as they needed it and it would not be bonded. Amaechi encouraged the BOS to approve the truck and reiterated that they could pay half this year and half next year out of fund balance.

D. Raap reported changes in the Capital Budget, Bridges from \$293,500 to \$25,000, Major Road Improvement from \$1,562,917 to 1,272,140 (down 300 thousand dollars) and DPW from 2,722,297 to 2,100,000.

J. Zullo asked Amaechi Obi, Finance Director, including the changes what the final amount would be. Some discussion regarding this with the final number being 3,404,000. Denise asked for agreement on

moving the DPW truck wash out of the capital budget. J. Zullo made a motion to remove 350k from the Capital Budget for the DPW Truck Wash. J. Tenney seconded the motion. All voted aye and the motion carried.

J. Zullo made a motion to approve the Capital Budget for 23/24 in the amount of \$3,404,339. J. Torrant seconded the motion. All voted aye and the motion carried.

Discussion ensued regarding where the funding would come from, the amount to be bonded, the amount to use from Fund Balance and the self-insurance fund. Ultimately, Amaechi Obi explained that the Board of Finance is the entity that decides how to fund the budget.

**New Business:** NONE

**Correspondence:** NONE

**Executive Session:** J. Zullo made a motion to move into Executive Session. J. Torrant seconded. All voted aye and the motion carried. Executive Session began at 6:13 p.m.

Executive Session ended at 6:53 p.m. with no motions and no votes.

a) Pending Litigation b) Personnel Matter

**Adjournment:** J. Zullo made a motion to adjourn at 6:53 p.m. J. Torrant seconded, all voted aye and the motion carried.

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

Denise Raap, First Selectman