

**REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, OCTOBER 17, 2023 ~ 5:30 P.M.
IN-PERSON AT TOWN HALL ANNEX, 80 DOYLE RD., BANTAM, 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 5:31 p.m. Selectmen present were Jonathan Torrant, Christine Harding, Jodiann Tenney, and Jeffrey Zullo.

Approval of Minutes: **Motion:** J. Zullo moved to approve the regular meeting minutes of October 3, 2023. J. Torrant offered a change in spelling from "Jonathan" to "Jonathen" under Public Comment, and seconded the motion as amended. Upon voting all voted aye and the motion carried.

Public Requests/Comments: None

Selectmen's Requests: Jon Torrant said he's enjoyed the 11 years on the Board of Selectmen as he steps down in November. He reminded the Board that he will also be stepping down from BOS Liaison on the Board of Fire & EMS Commission, the Interlocal Advisory Board for the Bantam Lake Jambos, and the Bantam Lake Advisory Committee as a Board of Selectmen liaison, that deals with the DEEP and the boat launch at the marina. He will remain on the Borough/HDC Consolidation Study Committee. D. Raap thanked him and said she would always remember him signaling her to wrap up the meeting. C. Harding said her time on the Board has been a true pleasure, and she is also stepping down from the WPCA. J. Zullo thanked Jon and Christine, and said Jon's experience and help has been so valuable over the years. He then presented Jon and Christine and the others with a jar of his homemade maple syrup. Jodi Tenney echoed that she has learned so much from Jon's wise experience. She commended Christine for jumping in and learning so quickly. D. Raap also commended both for healthy debate and a high level of civility and respect for each other.

J. Tenney said she has talked to D. Raap about having an emergency vehicle parked in front of Center School at the start and dismissal times. D. Raap said J. Holm will be there every morning and Trooper Peterson in the afternoons.

First Selectman's Update Report: D. Raap said Silicon ranch will be starting work on the solar project November 6th. Next she shared that Lynn Kovack has started as the Assistant in the Building Official's office. She comes with 16 years experience in the Building Office in Newtown. Next, the Touch-A-Truck event will be held for children on Sunday at 10:00 a.m. which will include a chili cook-off. Lastly, Rocco Carting has applied to operate as a residential hauler in Town and has met all insurance criteria to operate in the Town, per letter from USA Hauling. R. Alexe has now sent a list of all criteria that the Town expects from them. She will send that list to Joe Rocco tomorrow to see if he can comply.

Resignations

a) **Burke Gibney from Town Facilities Review Committee, alternate member, effective 10/3/23:** received and noted

b) **Burke Gibney from Board of Ethics, alternate member, effective 10/3/23:** received and noted

c) **James Koser from WPCA and Capital Improvements Committee, effective 10/6/23:** received and noted

Declined Reappointment: Jonathan Torrant from Interlocal Advisory Board for Bantam Lake Jams: received and noted

Interviews, Appointments & Reappointments

a) Appoint Burke Gibney to Town Facilities Review Committee, regular member, term 3/2026: **Motion:** J. Zullo moved to appoint Burke Gibney as above, and J. Torrant seconded. All voted aye and the motion carried.

b) Appoint Burke Gibney to Board of Ethics, regular member, term 6/2026: **Motion:** J. Zullo moved to appoint Burke Gibney as above, and J. Torrant seconded. All voted aye and the motion passed. D. Raap noted that she will call a special meeting of the Board of Ethics to choose a chairman and review and update the code of ethics.

c) Interview Barbara Carr for Sustainable Litchfield Committee, alternate member, term 3/2024: Ms Carr has lived in Bantam for 39 years, has retired from working in Hartford and has more time to devote to this. She is interested in sustainability and would like to be part of Sustainable Litchfield, having already attended a meeting. **Motion:** J. Zullo moved to appoint Barbara Carr as above, and J. Torrant seconded. All voted aye and the motion carried.

d) Reappoint to Capital Improvements Committee for term 11/2025: Sean Fogarty, Raz Alexe, Denise Raap, John Morosani, Michael Kostecki, and Erich Marriott. **Motion:** J. Zullo moved to reappoint the above-named members to the Capital Improvements Committee for a term ending 11/2025. J. Torrant seconded, all voted aye and the motion carried.

Sustainable Litchfield Update: J. Zullo said he and Brett Seamans, Assistant Supervisor of Public Works, met last week with the contractors developing a proposal for the six EV car charges. They visited the six sites, and the only questionable location was at Town Hall because of the expense of the long trenching required. This project needs to get into Capital and look at funding sources, as it is a reimbursement program. He was pleased that Brett Seamans was very well studied and up to date on this project. The Town will do excavation work to offset the trenching costs and insure proper compaction.

WPCA Liaison Update

Woodard & Curran WPCF Project Update: D. Raap referred to the project update memo submitted by Woodard & Curran and asked if anyone had questions. D. Wilson said they are 70% done on the first of six phases of work. J. Tenney noted the planned final evaluation with Woodridge Lake as June of 2024, but was cautioned that it is a working document that could change.

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: 2 members, 1 BOE rep, both 6/2023

Conservation Commission: 1 alternate member 12/2024

Economic Development Commission: 2 regulars 6/2025, 6/2026

Inland Wetlands Commission: 2 alternate members 6/2024

Litchfield Arts Council: 1 regular member 8/2024

Litchfield Housing Authority: 2 members 8/2023, 8/2024

Litchfield Prevention Council: 1 regular member 6/2024; 3 alt. members 6/2026; 1 alt. 6/2025

Milton Historic District Commission: 1 regular 1/2023; 3 alternates; 2-1/2024, 1-1/2025

Park & Recreation Commission: 1 alternate member 6/2025

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
Town Facilities Review Committee: 1 BOF Member 3/2026; 1 BOE Member 3/2026; 2 alternates 3/2026
Traffic Safety Community Action Group: 1 regular member 1/2025
Veterans' Advisory Committee: 2 regular members 8/2023, 8/2025
Western CT Coalition, CAC #22 (formerly NW Regional Mental Health Board): 1 member 5/2023
Zoning Board of Appeals: 3 alternate members 3/2025

Tax Refunds: Motion: J. Torrant moved to approve the 16 tax refunds as submitted by the Town Tax Collector in the total amount of \$1,601.88. C. Harding seconded, all voted aye and the motion carried.

Old Business

a) MOU for WPCA Tax Collector Position: D. Raap referred to the draft MOU and said the WPCA can calculate the hours spent by the Tax office and pay them out separately as a stipend. D. Wilson said he would prefer it to be a 1099 job, and D. Raap said Town Counsel advises against it. An outside person working outside the Town offices with its own resources would be a better fit for a 1099. Another suggestion is to have an outside person work in the Tax office and use its equipment, with the Town charging them a usage fee. **Motion:** J. Torrant moved and C. Harding seconded a motion to table this discussion to a future meeting. Regarding the Town Tax Collector, J. Tenney said it is disconcerting that there are not set hours for the Tax Collector or a job description. She formally requested this be addressed at a future meeting. Upon voting on the motion, all voted aye and the motion passed.

b) Region 20 Transfer Update: D. Raap referred to the email from Mike Rybak, Town Counsel, but said we have not yet received a timeline. J. Zullo said he is working with Greg Muccilli of Shipman & Goodwin on a schedule. D. Raap said they plan to start talking about transfer of property in January. He said the EV chargers should be included, as they will be municipally funded and will become school property. Perhaps a ground lease? Regarding the Plumb Hill Playing Fields, J. Torrant felt it should be transferred to reduce liability to the Town. J. Zullo felt we should keep the land, as he thought some time in the future Region 20 will want to sell the Intermediate School back to the Town. We are indemnified. Ed Fabbri suggested transfer to Region 20 with a reversion clause, but J. Zullo said that would not be possible, as if it was transferred by Town Meeting and would have to be decided by Town Meeting. The parking lots need to be paved, and Raz advised putting it into the capital plan for the future. The buildings are in good upkeep and repair. **Motion:** J. Zullo moved to table this item, and J. Torrant seconded. All voted aye and the motion carried.

c) Litchfield Center Traffic Study Option - Ed Fabbri: J. Tenney said Ed Fabbri presented the plan at the last meeting, and the draft plan has been revised for submission to the State in order to be more comprehensive and include the Route 202 corridor farther west. The Traffic Committee will look at it again next Monday and hopefully endorse it. It was presented at the Borough meeting so it can ask questions and give feedback. The Committee will hold a public hearing and is keeping to its timeline, hoping to endorse it together with the Town and the Borough. C. Harding commended J. Tenney for all her work and said the traffic congestion is not bad compared to neighboring towns during busy times. J. Zullo noted the increased tickets issued last year of 160 by the Resident Troopers compared to 60 issued by the constables in 2021/22. D. Raap said they have reduced two speed limits in town in the last few months on Baldwin Hill Road and Goodhouse Road. People seem to appreciate the speed humps in the center of town. Ed Fabbri said he has visited many businesses who are all very happy about the proposed sketch. The application is in and the State is studying the parallel parking area across from the old jail.

New Business

a) Grant Writing Quote: Motion: J. Zullo moved to approve the \$1,500 expenditure for grant writing services for a FEMA Assistance to Firefighters Grant that will open in 2024 and would fund radio and

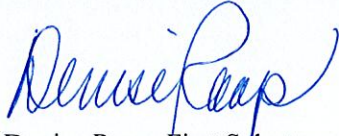
communications upgrades for all five departments, about \$1.5 million in grant money. J. Torrant said the \$1,500 expenditure can also be included in the grant if awarded, and the Town might have a matching grant of \$75,000 that could be funded down the road through Capital. **Motion:** J. Zullo moved to approve the \$1,500 grant writing expenditure and pay for it through Contingency. J. Tenney seconded. J. Zullo suggested we have a grant fund for future grant filings. Upon voting all voted aye and the motion passed.

b) Request to Redirect ARPA Funding for Post 27 American Legion: Motion: J. Zullo moved that the Board of Selectmen approve the reallocation of ARPA grant funds of \$50,000 for Post #27 Morgan Weir American Legion from elevator expense to architectural, electrical, mechanical, structural fees and general improvements. J. Torrant seconded the motion. The Board of Finance has approved this request, so now it will go for Town Meeting approval. D. Raap noted there is \$46,000 in investment income interest from the ARPA funds that will go back into ARPA. Upon voting all voted aye and the motion carried.

c) Award Bid for Exhaust Removal System for East Litchfield Fire - Art Schmidt: Art Schmidt explained how this system directs the vehicle exhaust outside the building. Both bids were within range with \$40,000 in Capital, and they selected the lower bidder, Air Cleaning Specialists of New England at \$24,380. Both Public Works and the Board of Fire & EMS Commission have approved it. **Motion:** J. Zullo moved that the Board of Selectmen approve the East Litchfield Firehouse exhaust system bid and award it to Air Cleaning Specialists of New England in the amount of \$24,380. J. Torrant seconded. C. Harding asked when the process would start and was told within 30 days of notification. Upon voting all voted aye and the motion carried.

Correspondence: None

Adjournment: **Motion:** J. Torrant moved to adjourn at 7:00 p.m. and C. Harding seconded the motion. All voted aye and the motion passed.



Denise Raap, First Selectman