

**REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, DECEMBER 5, ~ 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 meeting to order at 5:32 p.m. with Selectmen Jodiann Tenney, John Bongiorno and Dan Morosani present and Jeffrey Zullo attending via Zoom.

Approval of Minutes: **Motion:** J. Zullo moved to approve the regular meeting minutes of 11/21/23 and J. Bongiorno seconded the motion. D. Morosani asked for an amendment under the Town Facilities Review Committee presentation to clarify the source of funds for the study and to include Mr. Olmstead's response to what was included in the \$40,000 for public outreach. **Amendment:** J. Zullo amended his motion to include the two clarifications, and J. Bongiorno seconded. Voting on the motion as amended, all voted aye with abstention by J. Tenney, and the motion carried.

Public Requests/Comments: Craig Miner, 230 East Chestnut Hill Road, handed out photos of "warning of stop sign" signs that had been erected by the DOT on Chestnut Hill Road approaching Route 118. He claimed this is not a problem of stop signs, it is a problem of speed on Route 118 with extensive crash data. The placement of these signs on a town road without contacting the Town would have never happened 30 years ago. The authorization for these signs should have come from the Board of Selectmen and the First Selectman's office. To use this sign placement as a crutch for the real problem is only going to cause more trouble. D. Morosani agreed that speeding on Route 118 is the problem and urged the First Selectman to address it with the DOT. Mr. Miner asked that he be notified when a future agenda item on this topic is scheduled.

Mr. Miner then addressed the item of the EV car chargers and had questions. He asked where the funding would come from and whether the chargers would be open to the public and if so, the cost. J. Zullo said they have all the information and noted that EV car chargers have been discussed in the selectmen's meetings for about three years. Details will be further elaborated on under the appropriate agenda item near the end of the meeting.

Selectmen's Requests: J. Bongiorno asked that a Public Safety Committee be formed to review police coverage, speeding and how to mitigate current and future issues, and the participation of the Borough to address speeding and parking in the center of town. J. Tenney said the Traffic Committee is looking at these items including enforcement and would welcome suggestions from the public and new members. She felt that a new committee doing similar work might be confusing. She said the Board of Selectmen should look into the possibility of more troopers and associated costs. D. Morosani felt we should have a public safety committee to deal with crime and staffing of troopers and/or constables, parking enforcement and other items that should be separate from traffic safety. J. Zullo said we do have a public safety committee, and it is the Board of Selectmen, not the responsibility of a committee. It can develop agenda items to act on in this regard. D. Morosani asked that there be an agenda item for the next meeting on this topic with data from the Trooper available, and D. Raap agreed. J. Bongiorno asked that there be a breakdown of how the Troopers' time is spent. J. Zullo mentioned the quarterly data report that has been done by the Trooper and discussed at the Selectmen's meetings. He suggested waiting until after the next report in January, so that we can discuss the data and request further information as required. J. Bongiorno would like enforcement ordinances and will put together an outline of questions to be discussed. J. Tenney would like to see a new cost analysis of a State Trooper's cost similar to what was done by Troop L a while back. J. Tenney also asked to review the Constables' contract. D. Raap asked that all items and

questions on this topic be sent to her, and she will combine and forward them to Jim Holm for presentation at the first meeting in January.

J. Bongiorno then said the Town definitely needs a tech committee. D. Raap did say she spoke to John MacDonald at Frontier, as we have had many problems with our phones. **Motion:** J. Zullo moved to nominate John Bongiorno to chair a subcommittee of the Board of Selectmen to do a Town technology analysis. John will write a mission statement. D. Morosani asked for clarification on Transfer #2, end of year cleanup of accounts, and D. Raap explained.

Motion: J. Tenney moved to add to Interviews d), "Appoint James Koser to Board of Fire & EMS Commission, Litchfield Fire rep, for term 4/2024." J. Bongiorno seconded, all voted aye and the motion passed.

First Selectman's Update Report: D. Raap reported that the gift of land on Pitch Road has had a favorable review from P&Z and will now be inspected so it can be title-searched. After that it will go to Town Meeting. There will be two town meetings tomorrow night as approved at the last meeting. She then thanked Park & Rec for the Jingle Bell Run and a successful Holiday Stroll. Donors for decorations on 17 lampposts in town were thanked. She then congratulated Raz Alexe for the award he received from the Litchfield Preservation Trust for creating the parking lots on White Woods Road. Finally, she thanked Ann Combs, her Assistant, who has been filling in for the Executive Assistant, filling in the gap with new hires, benefits, etc. We will be working Thursday on a new job posting for that position.

Interviews, Appointments & Reappointments

a) Appoint Alan Landau to Capital Improvements Committee as Treasurer, term 11/2025: Motion: J. Bongiorno moved and D. Morosani seconded a motion to appoint Alan Landau to the Capital Improvements Committee as above. All voted aye and the motion carried.

b) Interview Robert Kwalick for Litchfield Arts Council, regular, term 8/2024: R. Kwalick said he is the former arts department chair for Forman School and a career arts educator. He is now the inaugural Executive Director of the Bantam Cinema and Arts Center in Bantam. He would like to see Litchfield grow as an arts hub and is very interested in joining the work of the Arts Council. J. Tenney spoke highly of him in his role. **Motion:** J. Zullo moved and J. Tenney seconded a motion to appoint Robert Kwalick to the Litchfield Arts Council until 8/2024. All voted aye and the motion carried.

c) Interview Jeffrey Miller for Board of Ethics, alternate member, term 8/2024: Mr. Miller said was on the Ethics Board in Wilton before moving here and had very little that came before them. He would like to help here and get to know more about our town. D. Raap told him there will be a meeting of the Board of Ethics on 12/14/23 at 6:00 p.m. in her office. **Motion:** J. Bongiorno moved and J. Tenney seconded a motion to appoint Jeffrey Miller to the Board of Ethics as an alternate member for term 8/2024. All voted aye and the motion carried.

d) Appoint James Koser to Board of Fire & EMS Commission, Litchfield Fire rep, term 4/2024: Motion: J. Tenney moved to appoint James Koser as above for term 4/2024. D. Morosani seconded, all voted aye and the motion carried.

Sustainable Litchfield Update: J. Zullo reported there are still some questions about the gold certification requirements, and they are working to get more clarity. D. Raap added that Litchfield was noted at the CCM Convention as one of only six towns who hold the climate leader designation. She also said the only city that has the gold now is New Haven.

WPCA Liaison Update: 2022 WPCA Annual Report - Ted Donoghue: Ted donohue was present to present the draft of the 2022 WPCA Annual Report. It is a living document including goals, achievements, and challenges. They are also in the midst of an engineering evaluation of the plant that was last updated in 2003. The flood resiliency study also has to be done.

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 Housing Authority: 2 members 8/2023, 8/2024
Litchfield Prevention Council: 2 regular members 6/2024, 6/2025; 3 alt. members; 2 6/2026, 1 6/2025
Milton Historic District Commission: 2 regulars 1/2024, 1/2028; 3 alternates; 2-1/2024, 1-1/2025
Park & Recreation Commission: 1 alternate member 6/2025
Pension Commission: 1 regular 2/2024; 1 alternate member 3/2025
Sandy Beach Commission: 1 regular member 12/2025
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 alternate 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: None

Transfers

a) Transfer #3 - \$150,000 for Architectural Services for Town Facilities: Motion: J. Bongiorno moved to adopt Transfer #3 for \$150,000 for architectural services for Town facilities. J. Tenney seconded the motion. Upon question by Mr. Bongiorno, it was explained that the money is coming from the \$250,000 given back to the Town by the Board of Ed for the capital non-lapsing account and is going into the Bantam Annex Fund. Clarification was also given that the focus of this project is programming analysis for the Annex building only. D. Raap said she reached out to the chairman, Barbara Putnam, for confirmation. This is the first study of the Annex to be done. The architects will use the townwide survey done three years ago as a guide to what the residents want in the Annex. J. Bongiorno then asked why we are spending \$40,000 on a website, and J. Zullo said it was also for public outreach in the form of public meetings and programming that will bring the public into developing how we are going to use this building and build consensus. The study should take about six months. Environmental Phase I, II and III testing have also been done per Raz Alexe. **Vote:** Upon voting, all voted aye and the motion carried.

b) Transfer #8 - \$5,816.49 for Flood Cleanup of LVA Building by ServPro: [This is Transfer #4 now in the amount of \$9,000.] D. Raap explained that the total has been amended, as ServPro took off the tax and gave a 10% discount, for a total of \$5,816.49. With loss of supplies of over \$3,000, the cost came to just under \$9,000. **Motion:** J. Bongiorno moved to approve Transfer #4 for payment to ServPro for flooding cleanup and in reimbursement to LVA for loss of supplies in the amount of \$9,000, with funds coming from 01-1903-51703 Contingency and going to 01-4201-54125 LVA. D. Morosani seconded the motion. In discussion J. Bongiorno asked about the insurance and D. Raap said there is a \$50,000 deductible for flooding. Upon voting all voted aye and the motion carried.

Old Business: None

New Business

a) Approve Use of Roads for Milton Resolution Road Race 1/1/24: **Motion:** J. Tenney moved and D. Morosani seconded a motion to approve the use of roads for the 1/1/24 Milton Resolution Road Race. All voted aye and the motion carried.

b) Discuss Quote for Survey of 62 West Street: Raz Alexe explained that Mr. Stedronsky owns 6 ft. into the driveway, and would like to donate that to the Town if he could have use of the Town parking lot for his business. The Town would pay for the A-2 survey, get the stones moved so that the back edge of the stones will be the revised property line. Mr. Stedronsky would also like the tree stumps abutting the grass to be put on the old survey. The plan is that this road would be suitable for two-way traffic. **Motion:** J. Tenney moved to approve the quote from Berkshire Surveying, LLC for \$1,490 for the survey of 62 West Street, using Contingency funds. J. Bongiorno seconded. All voted aye and the motion carried.

c) Reallocate ARPA Funds for Borough Sidewalks (\$75,000) to Town Hall HVAC Project and A-2 Survey for Region 20 Merger: D. Raap explained that originally the Borough wanted to use its ARPA money and grant money to fund the Borough sidewalks without ARPA help from the Town. So the \$75,000 the Town had for Borough sidewalks was taken back and reallocated to the Town Hall HVAC project and the A-2 survey for the Region 20 merger. R. Alexe took advantage of rebates available for the building work. **Motion:** J. Bongiorno moved to reallocate the \$75,000 from the Borough sidewalks to the Town Hall HVAC and the A-2 survey for the Region 20 merger, so we can pay half, \$16,000. D. Morosani seconded the motion. Upon voting all voted aye and the motion passed.

d) Appropriate Funding for EV Car Chargers: J. Zullo explained the history of the grant funding request to DEEP, with \$140,000 awarded to us for 6 charger locations along with Eversource grant funding that covers the cost of the units and rebates at point of installation to fund the trenching and connections. They chose a national charging company, ChargePoint. We should have about 90% of the cost covered. They are waiting for the final proposal. After 3 years, we can apply a profit margin so there will be a municipal revenue stream rather than a break even. They should be able to start work in April or May. We are hoping the funding can be approved at the next meeting, with Town Meeting approval in January. Craig Miner asked and was told the Town is not paying for any of the electric cost of the chargers. It is a user-based system. He felt that if the State goes to all electric by 2035, these chargers will not be enough, but this is a basis for expansion.

Adjournment: **Motion:** J. Tenney moved and D. Morosani seconded a motion to adjourn at 7:03 p.m. All voted aye and the motion passed.

Denise Raap, First Selectman