

**REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, JANUARY 2, 2024 ~ 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 5:32 p.m. with Selectmen Jodiann Tenney, John Bongiorno, Jeffrey Zullo, and Denise Raap in attendance. Dan Morosani arrived at 5:35 p.m.

Approval of Minutes: **Motion:** J. Zullo moved to approve the regular meeting minutes of December 19, 2023, and J. Bongiorno seconded. All voted aye and the motion carried.

Public Requests/Comments: Jack and Joanne Healy, 9 Naser Road, spoke about an ongoing problem since August with their neighbor's barking and aggressive dogs. They have contacted the Animal Control Officer, the Police and the First Selectmen and have found that these dogs have not been vaccinated or registered with the Town and do roam from their property. D. Raap said that Trooper Holm will be accompanying the ACO to the owner's home to issue tickets. The ACO asked for an incident log and video to use as evidence in a potential case, which the Healys have done. J. Zullo asked for an update at the next meeting on the process the ACO has laid out. D. Raap will follow up on the issuance of the infractions.

Selectmen's Requests: J. Tenney, in receipt of the "Guidelines for Municipalities Developing an Automated Traffic Enforcement Safety Device Plan," suggested D. Raap contact Town Counsel about getting samples of other ordinances ahead of us developing one. The Traffic Committee will discuss this document at its next meeting. This will also be on the special January 23rd meeting agenda.

First Selectman's Update Report: D. Raap reported the bottle bill is in effect, with \$.10 for each bottle deposited now. She then announced the birth of her new granddaughter, born Friday night.

Resignations: None

Interviews, Appointments & Reappointments: None

Liaison Reports/Commission-Committee Minutes: 12/13/23 Inland Wetlands Commission

Sustainable Litchfield Update: J. Zullo announced there was no meeting today, and the next meeting will be held on Tuesday of next week.

WPCA Liaison Update: J. Bongiorno reported that there will be a meeting on January 11th. He has been receiving constant updates from Ted on invoices that resulted in being less than expected. J. Zullo added everything is in process on the WPCA solar project.

Vacancies: The list of current appointed vacancies with term expirations is as follows:

Beautification Commission: 2 regular member 2/2025, 2/2026; 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
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: Not everyone had the tax refunds, so the approval was tabled to the next meeting.

Transfers: None

Old Business

a) First Responders Recruitment and Retention Update - D. Morosani: Mr. Morosani said they are making progress on gathering the data and he hopes to have the numbers soon on how much everyone would get on tax abatement, with a maximum of 100 calls. The process on the pension side is also moving along.

b) EV Car Charger Contract: J. Zullo reported a meeting with DEEP, he and Brett Seamans. They reviewed the project and submitted a report on the status of the grant. The DEEP was pleased with our recommendations, and we are now proposing 3 chargers in the municipal lot, one at the Town Hall, one at the easement of the Public Works on the Greenway and one at the Town Annex. They decided to relocate the two from LHS and LIS to the heavier areas of Town where there would be more usage. For the Town's in-kind contribution, Raz Alexe and Brett Seamans estimated the civil work based on the State labor rates and felt the cost will be less than \$40,000. The \$25,000 in the budget (including \$10,000 ARPA funds) should be adequate. We will not go through the Capital process, either. We will fund the DEEP grants for which we will be reimbursed. This is a user-funded operation where the Town can only break even on expenses during the first three years, but then can see revenue after that period.

Motion: J. Zullo moved that the Board of Selectmen approve the EV charger proposal as submitted by Environmental Systems Co. in the total amount of \$286,738.49 to be funded by \$145,000 funding, with \$138,393 coming from the Board of Ed non-lapsing capital account, and \$6,607 from our existing appropriated ARPA \$10,000 funding for EV chargers and proceed to Board of Finance for its approval and then to Town Meeting for approval in January. J. Tenney seconded the motion.

Discussion: J. Zullo confirmed to J. Bongiorno that the money paid from the non-lapsing account will go right back into that account upon reimbursement, by two to three months after. It is not part of the operating budget, so it will not fall off into fund balance at the end of the fiscal year. He then fielded other questions. Revenue realized after the first three years has no restriction on use. We also have an Operations and Maintenance contract that will cover maintenance of the units, and any vandalism is insured by the Town's policy. The life expectancy now of an EV charger is 15-20 years. If the power goes out, like any other utility, there is no backup generator for these units. The units are designed to withstand outdoor conditions and are designed not to overheat. Just like any parking area, there should be monitoring and maintenance to avoid dumping and safety bollards to avoid collisions. From here approvals will be sought from the Board of Finance, Town Meeting, and then to the Historic District Commission and Zoning on February 4th for their reviews.

Vote: All voted aye, and D. Raap announced the motion carried.

New Business

a) Amend Resolution Establishing a Traffic Safety Community Action Group to Increase Alternates to 3

Motion: J. Zullo moved to amend the Resolution Establishing a Traffic Safety Community Action Group and to increase the number of alternate members to three. J. Tenney seconded the motion. All voted aye and the motion carried. The amended resolution follows:

TOWN OF LITCHFIELD

BOARD OF SELECTMEN

**JANUARY 22, 2021
Rev. 1, 1/2/24**

**RESOLUTION ESTABLISHING A
TRAFFIC SAFETY COMMUNITY ACTION GROUP**

SECTION 1. ESTABLISHMENT: The Board of Selectmen of the Town of Litchfield, acting pursuant to Connecticut General Statutes, Section 7-148(c)(3) and (c)(6), hereby establishes a Traffic Safety Community Action Group.

SECTION 2. MEMBERSHIP: The Committee shall be composed of seven (7) regular members and three (3) alternate members who shall be electors of the Town of Litchfield and appointed by the Board of Selectmen. The Director of Public Works shall serve in a non-voting advisory capacity.

SECTION 3. APPOINTMENTS, TERM AND VACANCIES: The Board of Selectmen shall appoint the initial members and alternate members upon the adoption of this resolution to serve for a term of two (2) years. Vacancies shall be filled by the Board of Selectmen for the remainder of the term. An alternate member shall be designated to act in the absence of a member. Unexcused absence from three (3) consecutive meetings shall constitute a resignation, and upon declaring the position vacant the Board of Selectmen may appoint a replacement member or appoint an alternate member to fill the vacancy and then appoint a new alternate.

SECTION 4: MISSION: The Mission of the Traffic Safety Community Action Group shall be to increase driver, pedestrian, and cyclist safety in the Town of Litchfield through structural improvements, strategic use of resources, community input, and community education.

SECTION 5: APPLICABLE LAWS: The Committee shall be subject to the provisions of the Freedom of Information Act, Connecticut General Statutes Section 1-200, *et seq.* and the provisions concerning minority political representation, Section 9-167a.

b) Town Tech Committee - J. Bongiorno: J. Bongiorno passed out a draft of his outline of what he would like to call the "Advanced Technology Commission." He proposed membership of 7 regular members and 3 alternates. He went through the mission statement and the primary committee initiatives, explaining his reasoning. We currently have four completely separate systems in the Town Hall. D. Raap said she was glad he is proposing a total inventory of technical equipment. J. Zullo confirmed that this includes all inclusive information technology processing systems equipment such as computers, copy machines, laptops, servers, etc. All processes will be written down so employees can never be left without support. J. Zullo questioned if three consecutive unexcused absences can constitute a resignation, as our Town Counsel said the Town cannot force a resignation. D. Raap asked if seven members and three alternates might be a bit ambitious in ensuring a quorum. He agreed to go to five regulars and two alternates. J. Zullo also asked him to consider what would be needed for a startup budget. Further he suggested liaison positions in the membership. J. Bongiorno will update the resolution, and discussion will be continued at the next meeting.

c) Consider Blight Ordinance: D. Raap said S. Musselman, Land Use, asked the Board to look into developing a blight ordinance. He says the Town currently has at least 12 blighted properties and cannot impose fines. This discussion will be continued at the next meeting.

Correspondence: None

Adjournment: **Motion:** J. Zullo moved to adjourn at 7:57 p.m. and J. Tenney seconded. All voted aye and the motion carried.



Denise Raap, First Selectman