

**REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, JANUARY 16, 2024 ~ 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 5:33 p.m. Selectmen present were Dan Morosani, John Bongiorno, Jodiann Tenney, Jeffrey Zullo and Denise Raap.

Approval of Minutes

a) Regular January 2, 2024: Motion: D. Morosani moved and J. Bongiorno seconded a motion to approve the regular meeting minutes of 1/2/24. D. Raap noted the adjournment time should be corrected to 6:57 p.m. **Amendment:** D. Morosani moved to add this change to the original motion, and J. Bongiorno seconded. All voted aye on the original motion as amended, and the motion carried.

b) Amend Motion in 11/21/23 minutes under Interviews k): Motion: J. Tenney moved to amend the motion in the 11/21/23 minutes under Interviews k) to appoint Ken Merz to the WPCA for a term ending January, 2024. J. Zullo seconded. All voted aye and the motion carried.

Public Requests/Comments: None

Selectmen's Requests: None

First Selectman's Update Report: D. Raap reported that the owner of the barking dogs came in to register his dogs, but they have been vaccinated since 2021. He still has fines of about \$800 to pay. She then shared that she had met with Chris Leone and the other three Region 6 First Selectmen on the subject of a pool. C. Leone had several parents who were interested in a community pool, so he brought it forward. Without real data at this point, the towns will wait for more information. D. Raap then said there has been an air compressor failure at the Annex that will cost \$23,000 to replace that and the dryer. The heating could be at risk without the compressor. He is trying to get a second quote. J. Zullo suggested using the Annex Fund. D. Raap then explained that the Board of Education has stopped paying on a lease three months ago since All Star Transportation has moved out of the building on the river because of mold. The owner has stated that the building just needs a good cleaning. C. Leone will pay until the end of the year, but there are two years left. The lease says the lessor is responsible for maintaining and repairs. D. Raap will talk to P&Z about this.

Resignations: None

Interviews, Appointments & Reappointments

a) Interview Kerry Burns for Litchfield Prevention Council, regular member, term 6/2025: K. Burns said she is on the Arts Council and would like to serve on the Prevention Council, as addiction has touched her life and she would like to help. **Motion:** J. Zullo moved to appoint Kerry Burns for the Litchfield Prevention Council for a term ending 6/2025. J. Tenney seconded, all voted aye and the motion carried.

b) Reappoint Ken Merz to the WPCA for Term Ending 1/2029: Motion: J. Zullo moved to reappoint Ken Merz to the WPCA for a term ending 1/2029. J. Tenney seconded, all voted aye and the motion passed.

c) Reappoint Anna Heys to Beautification Commission, term 2/2027

d) Reappoint Susan Kennedy to Beautification Commission, term 2/2027

Motion: J. Zullo moved to reappoint Anna Heys and Susan Kennedy to the Beautification Commission for a term ending 2/2027. J. Tenney seconded, all voted aye and the motion passed.

e) Reappoint Chez Liley to SMART Task Force, term 2/2027

f) Reappoint Leon Losee to SMART Task Force, term 2/2027

g) Reappoint David R. Wilson to SMART Task Force, term 2/2027

h) Reappoint Shawn Mullen to SMART Task Force, term 2/2027

Motion: J. Zullo moved to reappoint Chez Liley, Leon Losee, David R. Wilson, and Shawn Mullen to the SMART Task Force for a term ending 2/2027. J. Tenney seconded, all voted aye and the motion passed.

i) Reappoint Raz Alexe to Tree Warden, term 2/2025: **Motion:** J. Zullo moved to reappoint Raz Alexe to Tree Warden for a term ending 2/2025. J. Tenney seconded, all voted aye and the motion carried.

Liaison Reports/Commission-Committee Minutes: 1/8/24 Board of Finance

Sustainable Litchfield Update: J. Zullo said they met last week and have earned 430 points for gold, for a total of 750 points. The committee is organizing responsibilities and lining up people and groups for assignments.

WPCA Liaison Update: Selectmen's Liaison member J. Bongiorno said they had no issues from the last storm event with the highest input of water, and Ted is doing a fantastic job. They are trying to settle the IMA with Torrington. We are overpaying and don't agree with what Torrington wants. He thinks by the next meeting they will have a decision. R. Alexe added that negotiations started 4 years ago. The solar project is coming along with drainage areas repaired and holding up to the heavy rains. The Litchfield Distillery is doing pretreatment to help its process. Plant employees continue to inspect the lines with CCTV cameras. Woodard & Curran has just completed its flood plain portion of the study.

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: 1 regular member; 6/2024, 2 alt. members 6/2026

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: 3 Tax Refunds, Total of \$1,022.47: **Motion:** J. Zullo moved to approve the 3 tax refunds in the amount of \$1,022.47. J. Tenney seconded, all voted aye and the motion carried.

Transfers

a) Transfer #5 - Electric Vehicle Chargers: **Motion:** J Zullo moved that the Board of Selectmen approve Transfer #5 in the amount of \$135,000 to fund the EV charger program and take it to Town Meeting. Source of funding comes from the Board of Ed Non-Lapsing Transfer Out account, 68-9101-47000-000 (\$100,000) and from Fund Balance Transfer Out account, 01-1001-47000-000 (\$35,000) . Of the \$135,000 for the chargers, there will be reimbursement per the DEEP grant. J. Tenney seconded the motion. J. Zullo had questions that were posed to D. Raap, and he provided answers as follows.

- Will the town have to front the \$145,000 cost and then get reimbursed?
- Yes, the town will need to fund the project and then be reimbursed \$138,383 by the DEEP grant (similar to our road and bridge projects) after the chargers are installed and the additional \$6,617 will be covered by the \$10,000 ARPA funds already appropriated.
- What will be the fiscal impact be in the current fiscal year and the next?
- The fiscal impact in this year's budget will be approximately <\$20,000 in DPW operating expenses to do the asphalt cutting, trenching, conduit installation and repaving - DPW has the operating funds in their budget. There is no fiscal impact after that.
- What Town official or agency will be responsible to make sure the units are working and track usage?
- DPW and Sustainable Litchfield will oversee the install and operation. The Town will have an annual Network Fee of \$4,000 and annual Operation and Maintenance contract from ESC contractor for ongoing O&M of \$2,500 that will apply after the 1 year Warranty. These fees will be covered by the usage charge applied to the EV user along with the Eversource electricity charge. After three years the town can add a "profit" charge to the charging per the DEEP VW settlement rules.
- What kWh rate will be charged.
- We will be installing (1) Dual Port ChargePoint DCFC fast charger that charges at 65KW rate or approx. 250 miles range per hour of charging; and (5) Dual Port ChargePoint Level 2 chargers that charge at a 7Kw rate or approx. 25 miles range per hour of charging
- There is a yearly fee to the Town to have these. When will the Town have to start paying the fees? Since no revenue will come to the town until after 3 years will revenue generated before that be used to pay these?
- The town will cover costs from day one so we will realize operational revenue to cover the network and O&M cost from the beginning. As stated above there is the \$4,000 annual network fee (ChargePoint cell network connection) plus the \$2,500 O&M fee (after the 1 year warranty) that will be built into the EV user charger cost which also will include the Eversource electricity charge. After 3 years the town can add an additional "profit" fee based on market rates. We are working with ESC to analyze the operating income from each charger based on usage.

R. Alexe asked when we should get the 8-24 and the site plan for P&Z done. J. Zullo thought February was a good time to get it on the P&Z agenda. He then asked if it is appropriate to go to Bantam P&Z for approval for the Annex charger, and it was agreed that it was a good idea to ask.

Vote: Upon voting on Transfer #5, all voted aye and the motion carried.

b) A2 Survey for Schools: R. Alexe presented a 4-page survey that shows the Town owns Constitution Way and parts of White Woods Road. To ensure they remain under Town ownership, they will be

sectioned out along with the solar array at the high school, the air rights to the carport solar at LIS, and keeping Plumb Hill as an easement to have rights for plowing. They have put together what needs to be done and now have to create a site plan to present to the other attorney for the schools. He will get a quote from the surveyor and condense all these areas into one plan. The delineation will be west of the sidewalk on Constitution Way. **Motion:** J. Zullo moved that the Board of Selectmen approve the site plan and for Raz Alexe to get a quote from the surveyor in order to condense these areas into one site plan to present to the other attorney for the schools. J. Tenney seconded, all voted aye and the motion carried.

Old Business

a) Naser Road ACO/Trooper Visit: D. Raap said the infractions were given to the property owner, and he had the dogs registered today. We now have to continue working with the barking issues.

b) First Responders Recruitment and Retention Update: D. Morosani said the estimate for the pay-per-call proposal, if using \$20/call/member, would average about \$100/call with 1,500 - 2,000 calls per year. Up for discussion is tying the pay-per-calls to the points system to encourage members to go to training, schools, etc. in addition to meetings and drills to get points. One set of standardized Town point accumulation rules should govern all departments. The work of getting the pension analysis done is on hold, awaiting word if Hooker & Holcombe still has a service agreement with us and if we need to go out to bid if it's over \$20,000. D. Morosani felt that any proposals should come from the Fire & EMS Commission. D. Raap said we should be mindful of all this in the upcoming budget.

c) Town Tech Committee Resolution: J. Bongiorno said we will get information from Yucatech once we put the committee together. He would like to construct a document that has all components in it. The changes made at the last meeting are a final copy of the resolution that should be adopted. J. Zullo asked that a final copy be sent to the Board. **Motion:** J. Zullo moved to table action until the next meeting. J. Tenney seconded. J. Bongiorno does not have a list yet of potential committee members, but has a designation as to what environments they should come from. He would like to put together all the separate components into one document at the first meeting. Upon voting all voted aye and the motion carried.

d) Blight Ordinance Discussion: D. Raap said there are at least 12 properties in Town where Land Use Administrator Spencer Musselman has sent cease and desist letters. There can be no enforcement action, however, without an ordinance. D. Raap will get a couple copies of other towns' blight ordinances. She then announced that this item will be tabled.

New Business

a) Tree Update - Raz Alexe: R. Alexe has been aggressively taking care of the ash trees, while the maple trees are beginning to die. They cut 290 trees less in 2023 than in 2022 because of water conditions and focus on residential calls. This year is \$313/tree, still a very good price. The turn-around on residential calls is now less than 3 weeks. The oaks and the beeches are also starting to die. D. Raap said they used to put \$65,000 in the budget for trees years ago, and about 3 years ago we put an extra \$195,000 in for three years to get on top of the work. They need at least another year to be able to focus on corridors. R. Alexe added that Eversource has helped tremendously by taking down 400-500 trees per year in the first 3 years of the recent 5-year cycle. For trees not on Town property, R. Alexe said the homeowner should let the Town know if they have a tree in danger of coming down in the Town's right-of-way, and they will look at it.

b) Annex Multi-Generational Meeting Space - M. L. Cappello: D. Raap tabled this item to a future date, as Michael Lyn's mother-in-law passed away yesterday.

c) Sign Annual Town Meeting Call - 1/30/24: Motion: J. Zullo moved and J. Tenney seconded a motion to approve the Annual Town Meeting call as presented. All voted aye and the motion carried. All members were present to sign it.

Correspondence: None

Adjournment: Motion: J. Zullo moved and J. Tenney seconded a motion to adjourn at 6:48 p.m. All voted aye and the motion carried.

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

Denise Raap, First Selectman