

The Board of Warden & Burgesses of
The Borough of Litchfield
Meeting Minutes September 9, 2025 at 6:00 p.m.
at the Borough Office, Pilgrim House, 21 Torrington Road, Litchfield, CT.

Present: Gayle Carr, Warden; Wolf Boehme, Senior Burgess; Elisa Bauer, Next Senior Burgess; Willia, Buckley, Burgess; Rebecca Parilla, Burgess; Dirk Patterson, Burgess; Olga Rella, Clerk and Nancy Southard, Treasurer.

Agenda:

I. Call to Order.

The Meeting was called to order by G. Carr at 6:06 pm.

II. Approval of the Minutes:

- a. Approve Minutes of August 12, 2025 Regular Meeting.
Approve Minutes of August 12, 2025 Regular Meeting. R. Parilla moved a Motion to Approve the August 12, 2025 Minutes with corrections, E. Bauer second, W. Buckley abstained. All in favor, Motion approved.

III. Communications

- a. Discussion of America 250
Keep as an Agenda item to review as the planning progresses. Need submission 1 month before. Is there a project plan?

IV. Public Participation:

- a. Applicants
James Amrich applied on behalf of the American Legion for the Veteran's Day Ceremony on 11/11/2025 from 11 am to 12 pm on the Center Green. W. Boehme moved a Motion to approve the application and W. Buckley second. All in favor, Motion approved.
- b. Public Comment
Alice Ridgeway, Chairperson the America 250 Committee, inquired about having Colonial Dancers with a dance floor on the Green, the BOL Board said no to a dance floor, they can dance on the grass. A Project Plan with what every individual group is doing will need to be submitted to the BOL prior to approval. It was discussed for the Committee not to approve anything unless it is approved by the BOL first. A. Ridgeway asked to please attach the application form on the website.

V. New Business:

VI. Old Business:

- a. Heritage Plan/Green Conservatory Committee - Excavation Update
 - i. Invited: Mat Wheeler-M. Wheeler said he did not encounter large roots and showed pictures of the buried asphalt, gravel, sand and clay during the excavation, he filled every available pocket and he will seed the area when trees are removed. He also added that he will plan for tree trimming to help the health of the trees.
- b. Benches
The benches are on the Green. D. Patterson asked to remove the application on the website for the bench plaques.
- c. Garden Club Lights
Brian Malarky installed a pole on Center Green, light will be put in this week. Soon a light will be installed in front of the Post Office.
- d. Community Connectivity Grant

VII. Committee Updates

- a. Budget

There was a discussion about the renovation of the Ambulance Building to house the Borough of Litchfield offices in conjunction with affordable housing. W. Boehme shared that he did not think using tax payers money for the renovation is appropriate. D. Patterson suggested figuring out what was needed for the project and the shared cost after Grant application.

b. Sidewalks

There was a discussion of 3 change orders from Cardinal. There was a discussion over the supervision of this project. The BOL Board decided to have W. Buckley and W. Boehme supervise the project. W. Buckley moved a Motion and D. Patterson second, to approve the 3 Change Orders, one dated 7/15/2025 and two dated 8/15/2025, not to exceed the total of \$17,500 and to authorize cardinal to do the work outlined subject to be expanded to include to finalize the plans to the level of construction and bid documents to satisfy HDC and DOT approvals. All in favor, Motion approved.

The Sinkhole on West Street by Village Restaurant has been repaired by Jim.

c. Trees

G. Carr shared that Brian Roe will remove 2-3 trees on the East Green. He will charge \$750 to take both trees down and there will be an additional charge for stumps removal. Will be following the Heritage Plan to plant 6 more trees in the Spring.

d. Beautification

e. Website (Forms)

Add the application from the America 250 Committee.

VIII. Warden's Report & Requests

G. Carr shared that a notice was sent to Steve Burns from West Street Grill, that only 2 tables were approved for outdoor dining. A letter was also sent to 51 Meadow Street to trim overgrown greens extending over the sidewalk. A letter was also sent to 71c Meadow Street to remove 4 tires.

W. Buckley moved a Motion to pay to the State of CT a \$100 fine for not submitting the M1 Report on time, D. Patterson second. All in favor, Motion approved.

IX. Tax Collector's refund requests/recommendations: if any.

None

X. Treasurer's Report: a. Monthly Financial Statements, Payments of Bills, and Treasurer's requests, if any.

R. Parilla moved a Motion to pay the bills in the amount of \$52,263.59, D. Patterson second. All in favor, Motion approved.

R. Parilla moved a Motion and W. Boehme second, to to close out the contract with Mat Wheeler for \$57,500 for the work on East Green coming out of ARPA funds. All in favor, Motion approved.

XI. Adjournment.

Adjournment: A Motion for adjournment was made by W. Buckley and second by D. Patterson. All in favor. Motion approved. Meeting Adjourned at 8:56 pm: G. Carr, Warden