

**Town Facilities Review Committee  
Litchfield, CT  
Regular Meeting Minutes**

Thursday, December 18, 2025 at 7:00 p.m.  
Bantam Town Hall Annex  
80 Doyle Road, Bantam, CT

**Members present:** Barbara Putnam, Chair, Sam Olmsted, , Jeff Zullo

**Members absent:** Chris Casiello, Vice Chair, Mike Eucalito.

**Others present:** Denise Raap, First Selectwoman, James Duncan

Having determined the presence of a quorum, Chair Barbara Putnam called the meeting to order at 7:15 p.m.

**Adoption of November 11, 2025, minutes:** : A motion by Jeff Zullo and seconded by Sam Olmsted to adopt the minutes as submitted passed unanimously.

**Public Comment:** None

**Old Business**

**Discuss our recommendations for the future of the Bantam building:**

TLBA's plan shows four larger apartments that use all the unused space in the building. The renovation of that space could be undertaken by a nonprofit organization such as the Litchfield Housing Authority that leases the space from the Town, and applies to the state for financial support.

**New Business**

**Review TLBArchitecture updated plan**

TLBA's plan shows the first phase of the work being the roof replacement, followed by upgrading the heating system. Renovations to the apartments have to wait for a new space being fitted out for the food pantry. The remaining offices would be renovated after the apartments.

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We agreed that we would take the plans to the Selectmen in January 20, 2026, offering two options:

1 – to add apartments to the unutilized space and phase in renovations to the rest of the building.

2 – to demolish the unutilized space and phase in renovations to the rest of the building.

In reviewing the bill from TLBA submitted in November, it appears that there is about \$10,000 remaining in the contract for public outreach, and that the programming and design budget is fully utilized. A motion by Jeff Zullo and seconded by Sam Olmsted to approve the current bill passed unanimously.

**Adjournment** - The meeting was adjourned at 8:04 p.m.

The next regular meeting is scheduled for January 15, 2025.