

**SPECIAL TOWN MEETING
TOWN OF LITCHFIELD
JUNE 1, 2016**

A Special Town Meeting of the Town of Litchfield was held on Wednesday, June 1, 2016 at the Litchfield Firehouse. First Selectman Leo Paul, Jr. called the meeting to order at 7:05 p.m. There were five people present. Lisa A. Losee, Town Clerk, served as Clerk.

A motion was made by Jonathan Tarrant and seconded by Diane Knox that Cleve Fuessenich serve as moderator. J. Tarrant moved to close nominations, seconded by D. Knox. All voted in favor that C. Fuessenich preside as moderator and the motion carried.

J. Tarrant made motion to waive the reading of the call, seconded by D. Knox. All voted in favor. A copy was made available to all those in attendance and is attached to these minutes as Exhibit A.

The return of posting is attached to these minutes as Exhibit B.

The Moderator read Item I of the call: To appropriate a sum of \$35,000 to Account 60-9514-57322 (Town Hall Feasibility Study) the source of funds for such appropriation to be by way of transfer from Account 56-9501-58101 (Capital and Non-Recurring Fund), as recommended by the Board of Finance.

J. Tarrant made motion to approve Item I, seconded by D. Knox. A copy of the transfer request was made available to all those in attendance and is attached to these minutes as Exhibit C. There was no discussion. All voted in favor, motion carried.

The Moderator read Item II: To approve a five-year copier lease agreement for the Town Office Building; as recommended by the Board of Finance.

J. Tarrant made motion to approve Item II, seconded by D. Knox. There was no discussion. All voted in favor, motion carried.

The Moderator read Item III: To approve a three-year lease agreement for a wide format imaging system to be shared with the Public Works Department and the Town Clerk's Office; as recommended by the Board of Finance.

D. Knox made motion to approve Item III. L. Paul explained that due to a clerical error made in the call, it is actually a four-year lease that has been approved by both the Board of Selectmen and the Board of Finance. D. Knox moved to amend her motion to approve a four-year lease agreement for a wide format imaging system to be shared with the Public Works Department and the Town Clerk's Office; as recommended by the Board of Finance; seconded by J. Tarrant. All voted in favor. J. Tarrant moved the question seconded by D. Knox. There was no further discussion. All voted in favor and the motion carried.

The Moderator read Item IV: To approve a four-year copier lease agreement for the Public Works Department; as recommended by the Board of Finance. J. Tarrant made motion to approve the lease agreement, seconded by D. Knox. There was no discussion. All voted in favor and the motion carried.

There being no further business to discuss, J. Tarrant moved to adjourn the meeting, seconded by D. Knox. All were in favor. The meeting was adjourned at 7:11 p.m.

Respectfully submitted,



Lisa A. Losee
Town Clerk
Town of Litchfield

Exhibit A.

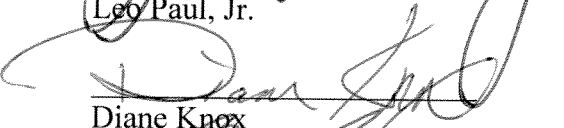
**NOTICE OF A SPECIAL TOWN MEETING
TOWN OF LITCHFIELD
TO BE HELD ON JUNE 1, 2016**

Notice is hereby given to the electors of the Town of Litchfield and those qualified taxpayers lawfully entitled to vote in Litchfield Town Meetings pursuant to Section 7-6 of the Connecticut General Statutes that a Special Town Meeting will be commenced on June 1, 2016, at 7:00 P.M., at the Litchfield Firehouse, 258 West St., Litchfield for the following purposes:


- I. To appropriate a sum of \$35,000 to Account 60-9514-57322 (Town Hall Feasibility Study) the source of funds for such appropriation to be by way of transfer from Account 56-9501-58101(Capital and Non-Recurring Fund), as recommended by the Board of Finance.
- II. To approve a five-year copier lease agreement for the Town Office Building; as recommended by the Board of Finance.
- III. To approve a three-year lease agreement for a wide format imaging system to be shared with the Public Works Department and the Town Clerk's Office; as recommended by the Board of Finance.
- IV. To approve a four-year copier lease agreement for the Public Works Department; as recommended by the Board of Finance.

Dated at Litchfield, Connecticut this 24th day of May, 2016.


Leo Paul, Jr.


Diane Knox


Paul Parsons


Jonathan Tarrant


Jeffrey Zullo

**BOARD OF SELECTMEN
TOWN OF LITCHFIELD**

Any persons requiring special assistance should contact First Selectman Leo Paul, Jr. between the hours of 9:00a.m. and 4:30p.m. Monday through Friday at 860-567-7550.

Exhibit B.

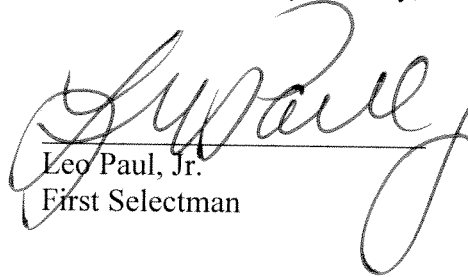
TOWN OF LITCHFIELD

RETURN OF POSTING AND PUBLICATION OF
NOTICE OF A SPECIAL TOWN MEETING HELD JUNE 1, 2016

I, Leo Paul, Jr., the duly elected, qualified and acting First Selectman of the Town of Litchfield, Connecticut, hereby certify that I caused a copy of the above Notice, attached hereto, of A Special Town Meeting of the Town of Litchfield held June 1, 2016, to be published in the Republican American, a newspaper having a substantial circulation in the Town of Litchfield in its issue of May 26, 2016 which publication was at least five days prior to the holding of said Special Town Meeting (counting the date of publication but NOT the date of the meeting).

I FURTHER CERTIFY that I cause said Notice to be posted upon a signpost or other exterior place near the office of the Town Clerk and posted and filed in the Town Clerk's office and at all other places designated by the Town on May 25, 2016, not less than five days before such meeting.

Signed and sealed at Litchfield, Connecticut this 24th day of May, 2016.


Leo Paul, Jr.
First Selectman

[SEAL]

Exhibit C.

Memorandum

Date: April 15, 2016

To: Board of Selectman
Board of Finance
Town Meeting

From: Stacey Dionne, Assistant Finance Director

Re: Fiscal Year 2015/2016 Budget Transfer #4 for \$35,000

The Finance Department is requesting a transfer in the amount of \$35,000. This transfer will go into the Town Hall Feasibility Study line Item (60-9514-57322) on behalf of the First Selectman.

I recommend this transfer request be funded as follows:

Budget Transfer Requested:

	Fund	Dept	Object		(Decrease) Debit	(Increase) Credit
FROM	56	9501	58101	Capital Non- Recurring Fund	35,000	
TO	60	9514	57322	Town Hall Feasibility Study		35,000

After this transfer is approved, the Capital and Non-Recurring fund will have a balance of \$162,204.00.