

TOWN OF LITCHFIELD
Special Town Meeting
November 24, 2015

A Special Town Meeting of the Town of Litchfield was held on Tuesday, November 24, 2015 at the Litchfield Intermediate School Auditorium. Approximately 20 people were in attendance. Lisa A. Losee, Town Clerk, served as clerk. The meeting was called to order at 6:30 p.m. by First Selectman, Leo Paul, Jr.

A motion was made by Jon Tarrant that Cleve Fuessenich preside as Moderator, seconded by Jennifer Paul. J. Tarrant moved to close nominations, seconded by J. Paul. All were in favor. It was then voted unanimously by hand count in favor of having C. Fuessenich serve as Moderator. Motion carried.

The Moderator read the Call of the meeting. A copy was made available to all those present and is attached to these minutes as exhibit A.

The Moderator stated that the return of posting and publication thereof, on file and of record, states that said Notice, signed by a majority of the Selectmen, had been posted on the Town signpost on November 18, 2015 and that a copy thereof had been published in the Republican-American, a newspaper having substantial circulation in said Town, in its issue of November 19, 2015. It is attached to these minutes as exhibit B.

The Moderator stated that persons eligible to vote at Town Meetings are (i) any person who is an elector of the Town of Litchfield and (ii) any citizen eighteen years of age or more who, jointly or severally, is liable to the Town of Litchfield for taxes assessed against him or her on an assessment of not less than One Thousand Dollars on the last completed grand list of the Town, or who would be so liable if not entitled to an exemption under subdivision (17), (19), (22), (23), (25) or (26) of Section 12-81 of the General Statutes.

The Moderator read Item I: To appropriate a sum of \$85,000 to Account 60-9514-57953-0953 (Oil Tank Removal) 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.

A copy of the transfer request was made available to all in attendance and is attached to these minutes as Exhibit C. J. Paul made motion to approve the transfer, seconded by John Bongiorno. There was no discussion. Diane Knox moved the question, seconded by J. Tarrant. Vote was taken by hand count. 17 people were in favor and no one was opposed. Motion carried.

The Moderator read Item II: To accept the 2013-2014 Annual Report as presented.

J. Tarrant made a motion to accept the Annual Report as presented, seconded by Jeff Zullo. There was no discussion. J. Tarrant moved the question, seconded by D. Knox. Vote was taken by hand count. 16 people voted in favor and no one was opposed. Motion carried.

There being no further business to discuss a motion was made by J. Tarrant and seconded by D. Knox to adjourn the meeting. The meeting adjourned at 6:41 p.m.

Respectively submitted,

A handwritten signature in cursive script, appearing to read "Lisa A. Losee".

Lisa A. Losee
Town Clerk

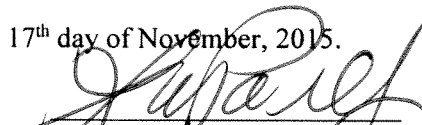
Exhibit A

**NOTICE OF A SPECIAL TOWN MEETING
TOWN OF LITCHFIELD
TO BE HELD ON NOVEMBER 24, 2015**


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 November 24, 2015, at 6:30 P.M., at the Litchfield Intermediate School Auditorium for the following purposes:

- I. To appropriate a sum of \$85,000 to Account 60-9514-57953-0953 (Oil Tank Removal) 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 accept the 2013-2014 Annual Report as presented.


Dated at Litchfield, Connecticut this 17th day of November, 2015.



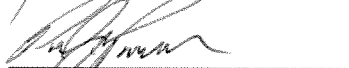
Leo Paul, Jr.



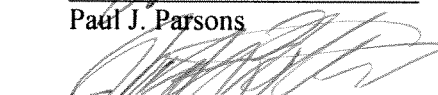
Diane Knox



Jonathan Torrant



Paul J. Parsons



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

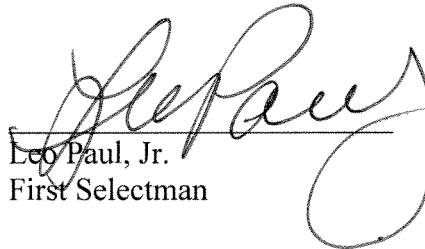
TOWN OF LITCHFIELD

RETURN OF POSTING AND PUBLICATION OF
NOTICE OF THE ANNUAL TOWN MEETING HELD NOVEMBER 24, 2015

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 the Annual Town Meeting of the Town of Litchfield held November 24, 2015, to be published in the Republican American, a newspaper having a substantial circulation in the Town of Litchfield in its issue of November 19, 2015 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 November 18, 2015, not less than five days before such meeting.

Signed and sealed at Litchfield, Connecticut this 18th day of November, 2015.


Leo Paul, Jr.
First Selectman

[SEAL]

Memorandum

Exhibit C

Date: October 28, 2015

To: Board of Selectman
Board of Finance
Town Meeting ✓

From: Stacey Dionne, Assistant Finance Director

Re: Fiscal Year 2015/2016 Budget Transfer #2 for \$85,000

The Finance Department is requesting a budget transfer of \$85,000 to be transferred from Capital Non-recurring to Underground Fuel Tank account. The account already had \$665,000 transferred in but the funding needed for this project is \$745,000. This transfer is needed so that we can proceed with the project. (see memo from Public Works Department).

I recommend this transfer request be funded as follows:

Budget Transfer Requested:

Fund	Dept	Object		(Decrease) Debit	(Increase) Credit
FROM 56	9501	58101	Capital and Non-Recurring Fund	\$85,000	
TO 60	9514	57953-0953	Oil Tank Removal		\$85,000

After this transfer is approved, the Capital and Nonrecurring Fund's fund balance will be \$192,204.

Attachment

ADDITIONAL COSTS FOR ABOVE GROUND TANKS

Description	Location	Company	Labor PW	Labor Outside Co.	Material	Total Costs
Excavate for new concrete pad	Bantam	RIVCO				
Prep, form for new concrete pad	Bantam	RIVCO				
Remove 10,000 gallon AST in Bantam from existing pad and relocate to new pad	Bantam	RIVCO				
Saw cut asphalt parking lot	Bantam	RIVCO				
Remove and dispose of asphalt	Bantam	RIVCO				
Excavate for underground fuel piping	Bantam	RIVCO				
Install underground fuel piping and make connections	Bantam	RIVCO				
Install electrical for tank monitoring	Bantam	RIVCO				
Backfill and restore areas disturbed during excavation	Bantam	RIVCO				\$28,512.00
Change piping system from copper to double wall stainless steel Omegaflex	Bantam	RIVCO				\$9,000.00
Install vacuum actuated regulating valve under Diesel pumps as required to hold back head pressure.	PW	RIVCO				\$1,200.00
Install (2) new pump breakaway check valves at dispensers	PW	RIVCO				\$1,500.00
Extra run of electrical at the Dept of Public Works for meter located in garage	PW	RIVCO				\$3,000.00
Vapor Recovery system needed for gasoline tank to meet update	PW	RIVCO				\$1,500.00
Gauges for each Oil tank	All New Tanks	RIVCO				\$12,000.00
Material and Labor for Installation of protection bollards	All New Tanks	PWD			\$8,410.00	\$8,400.00
Temp installation of oil tank at Bantam Annex and removal of tank	Bantam	Bantam Fuel			\$2,100.00	\$2,100.00
Remove temp tank and feed lines	Bantam	Bantam Fuel			\$2,100.00	\$2,100.00
Aproximate Fencing costs	All New Tanks	Outside company		\$4,000.00	\$6,500.00	\$10,500.00
					Total	\$79,812