

TOWN OF LITCHFIELD
ANNUAL BUDGET MEETING MINUTES
MAY 7, 2014

The Annual Budget Meeting of the Town of Litchfield was held at the Litchfield Intermediate School Auditorium on Wednesday, May 7, 2014. Selectman Paul Parsons called the meeting to order at 7:08 p.m. Lisa A. Losee, Town Clerk, served as Clerk. There were approximately 74 people in attendance, not all of whom were eligible to vote.

Motion was made by David T. Wilson and seconded by Jonathan Tarrant that Cleve Fuessenich serve as Moderator. David W. Wilson made motion to close nomination, seconded by David Geiger and there were no other nominations. It was so voted unanimously by voice vote that C. Fuessenich preside as Moderator. Motion carried.

The Moderator read the call of the meeting, a copy of which was made available to all those in attendance and is attached as Exhibit A.

The Moderator stated that the Return of Posting and Publication thereof, on file and of record, states that said Notice, bearing the written signatures of all the Selectmen or a majority of them, had been posted on the Town's signpost or other exterior place near the office of the Town Clerk on April 16, 2014 and a copy thereof had been published in the Republican American, a newspaper having substantial circulation in said Town, in its issue of April 24, 2014.

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 of the call: To authorize the Board of Selectmen pursuant to C.G.S. §13a-49, to discontinue, as a public highway, the portion of South Lake Street which was closed to motor vehicle traffic in 1972 from the northerly terminus of the bridge over Tannery Brook to the intersection with Old South Road at the southeasterly corner of the Litchfield Country Club parking lot, a distance of 3,647 ± feet, as described on a map entitled "RIGHT OF WAY SURVEY PREPARED FOR TOWN OF LITCHFIELD SHOWING A PORTION OF SOUTH LAKE STREET TO BE DISCONTINUED LITCHFIELD, CONNECTICUT," prepared by Berkshire Engineering & Surveying LLC Scale: 1"=50', Date: 04/23/13, to be filed in the office of the Litchfield Town Clerk.

A motion to accept Item I was made by D. T. Wilson and seconded by Edward Weik. The floor was open to discussion. Two participants questioned whether the road would be re-opened if item not approved. Jack Healy explained that it would not as the first part of the road was already discontinued in 1975 and has reverted back to the land owners. It is no longer property of the Town and this action is to relieve the Town of liability. The item was then moved by D.T. Wilson, seconded by E. Weik and unanimously voted by voice vote to do so. A hand vote was then taken to adopt Item I. 43 people voted in favor and 1 person voted against. Motion passed.

The Moderator read Item II of the call: To approve the Town Budget as submitted by the Board of Finance.

J. Tarrant made motion to waive the reading of the entire resolution, seconded by D. T. Wilson. All were in favor. A copy was made available to all those in attendance and is attached as Exhibit B. Gayle Carr made motion to adopt the resolution, seconded by E. Weik. There was no discussion. D. T. Wilson then motioned to move the question, seconded by E. Weik. All were in favor. A vote was then taken by a showing of hands to adopt the proposed 2014-2015 Budget Resolution as submitted by the Board of Finance. 52 people voted in favor and 7 people were opposed. Motion carried, the Budget was passed.

The Moderator read Item III: To receive communication from the Board of Selectmen and Board of Finance with respect to, and to consider and act upon the resolution entitled "RESOLUTION APPROPRIATING \$3,095,000 FOR THE LITCHFIELD CAPITAL IMPROVEMENT PLAN 2014-2015 AND AUTHORIZING THE ISSUE OF \$3,020,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE".

Communications were received from the Board of Selectmen and the Board of Finance in respect to the resolution. They are incorporated into these minutes as Exhibits C and D.

The Moderator introduced the 2014-2015 CIP Bond Resolution on the call for consideration. A copy of the entire Resolution was made available to all in attendance and the full text is incorporated into these minutes as Exhibit E. Motion was made by J. Tarrant to adopt said Resolution, seconded by David W. Wilson. The floor was open to discussion but there was none. D.T. Wilson made motion to move the question, seconded by J. Tarrant. A vote was taken by a showing of hands. 47 people voted in favor and 1 person was opposed. The Moderator declared the 2014-2015 CIP Bond Resolution adopted.

There being no further business to discuss, J. Tarrant motioned to adjourn, seconded by D. T. Wilson and the meeting was adjourned at 7:32 p.m.

Respectively submitted,

A handwritten signature in black ink, appearing to read "Lisa A. Losee". The signature is fluid and cursive, with the first name "Lisa" and last name "Losee" clearly distinguishable.

Lisa A. Losee
Town Clerk

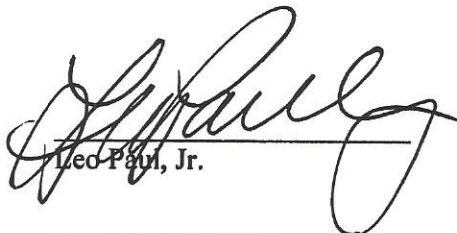
**LEGAL NOTICE
TOWN OF LITCHFIELD
NOTICE OF ANNUAL BUDGET MEETING**

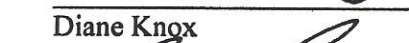
Notice is hereby given to the electors of the town of Litchfield and those qualified taxpayers lawfully entitled to vote in Litchfield Town Meetings pursuant to Section 7-6 of the Connecticut General Statutes the Annual Budget Meeting will be held on May 7, 2014, at 7:00p.m. at Litchfield Intermediate School Auditorium, Plumb Hill Road, Litchfield, CT for the following purposes:


- I. To authorize the Board of Selectmen pursuant to C.G.S. §13a-49, to discontinue, as a public highway, the portion of South Lake Street which was closed to motor vehicle traffic in 1972 from the northerly terminus of the bridge over Tannery Brook to the intersection with Old South Road at the southeasterly corner of the Litchfield Country Club parking lot, a distance of 3,647 ± feet, as described on a map entitled "RIGHT OF WAY SURVEY PREPARED FOR TOWN OF LITCHFIELD SHOWING A PORTION OF SOUTH LAKE STREET TO BE DISCONTINUED LITCHFIELD, CONNECTICUT," prepared by Berkshire Engineering & Surveying LLC Scale: 1" = 50', Date: 04/23/13, to be filed in the office of the Litchfield Town Clerk.
- II. To approve the Town Budget as submitted by the Board of Finance
- III. To receive communication from the Board of Selectmen and Board of Finance with respect to, and to consider and act upon the resolution entitled "RESOLUTION APPROPRIATING \$3,095,000 FOR THE LITCHFIELD CAPITAL IMPROVEMENT PLAN 2014-2015 AND AUTHORIZING THE ISSUE OF \$3,020,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE".

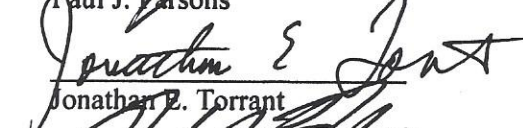
The full text of the aforesaid resolution is on file, open to public inspection, in the office of the Town Clerk.

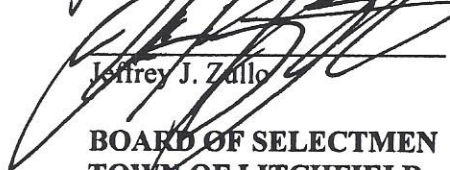
Dated at Litchfield, Connecticut, this 16th day of April 2013.


Leo Paul, Jr.


Diane Knox


Paul J. Parsons


Jonathan E. Tarrant


Jeffrey J. 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.

**RESOLUTIONS FOR THE MAY 7, 2014 ANNUAL BUDGET MEETING IN
PASSING UPON THE 2014-15 BUDGET RECOMMENDED BY THE
BOARD OF FINANCE APRIL 23, 2014**

BE IT RESOLVED that the recommendations of the Board of Finance as contained in said Proposed Budget filed in the Office of the Town Clerk and submitted at this meeting of the voters of the Town of Litchfield be and the same hereby are approved as the Appropriations for the ensuing Fiscal Year 2014-15. Real estate and personal property taxes shall be due and payable in two equal installments on July 1, 2014 and January 1, 2015, with a single installment for amounts not in excess of \$100 due and payable July 1, 2014. Motor Vehicle taxes shall be due and payable in a single installment due and payable July 1, 2014. The Total **General Fund Appropriations of \$28,573,622** for requests are as described below.

	2014/15
	<u>Recommended</u>
Selectmen's Operating	\$ 8,640,731
Board of Education Operating	\$ 16,580,641
Capital Expenditures	\$ 25,000
Transfer Out	\$ 50,000
Debt	<u>\$ 3,277,250</u>
TOTAL RECOMMENDED BUDGET	\$ 28,573,622



TOWN OF LITCHFIELD

OFFICE OF THE FIRST SELECTMAN

74 West St. • P.O. Box 488

Litchfield, Connecticut 06759-0488

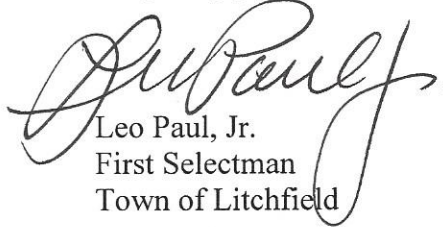
Phone: (860) 567-7550 • Fax: (860) 567-7552

April 4, 2014

To the Legal Voters
of the Town of Litchfield:

At a meeting of the Board of Selectmen held , April 1, 2014 the following resolution was adopted: **RESOLUTION APPROPRIATING \$3,095,000 FOR THE LITCHFIELD CAPITAL IMPROVEMENT PLAN 2014-2015 AND AUTHORIZING THE ISSUE OF \$3,020,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE**

Very truly yours,



Leo Paul, Jr.
First Selectman
Town of Litchfield





TOWN OF LITCHFIELD

P.O. BOX 488
LITCHFIELD, CONNECTICUT 06759

April 10, 2014

To the Legal Voters of the Town of Litchfield:

At a special meeting of the Board of Finance held on April 10, 2014, the following resolution was adopted:

RESOLUTION APPROPRIATING \$3,095,000 FOR THE LITCHFIELD CAPITAL IMPROVEMENT PLAN 2014-2015 AND AUTHORIZING THE ISSUE OF \$3,020,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

Very truly yours,

A handwritten signature in black ink, appearing to read "David W. Wilson", is written over a horizontal line.

David W. Wilson
Vice Chairman, Board of Finance
Town of Litchfield

RESOLUTION APPROPRIATING \$3,095,000 FOR THE LITCHFIELD CAPITAL IMPROVEMENT PLAN 2014-2015 AND AUTHORIZING THE ISSUE OF \$3,020,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

Section 1. The sum of \$3,095,000 is appropriated for the planning, acquisition and construction of the Town of Litchfield Capital Improvement Plan 2014-2015, as adopted and amended by the Board of Selectmen from time to time, and including: (i) Board of Education; (ii) Board of Fire Commissioners and EMS; (iii) Police (iv) Parks and Recreation; (v) Public Works Department; (vi) Land Use; and (vii) debt administration, and for appurtenances, equipment and services related thereto, or so much thereof as may be accomplished within such appropriation, including administrative, advertising, printing, legal and financing costs to the extent paid therefrom. The Board of Selectmen may by resolution transfer funding herein authorized among projects within the 2014-2015 CIP. See Attachment A.

Section 2. LOCIP and other grant funds received and expended on the above purposes shall be included in and applied against this appropriation and bond authorization. It is expected that Grant funding will be received in the amount of \$481,137, other funds \$75,000, and bonds of the Town will finance \$2,538,863.

Section 3. To meet said appropriation \$3,020,000 bonds of the Town or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the twentieth year after their date. Said bonds may be issued in one or more series as determined by the First Selectman and the Treasurer (hereafter the Town Officials), and the amount of bonds of each series to be issued shall be fixed by the Town Officials. Said bonds shall be issued in the amount not be less than an amount which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the administrative, printing and legal costs of issuing the bonds. Capital project revenues, including bid premiums and investment income derived from investment of bond proceeds (and net investment income derived from note proceeds) are authorized to be credited by the Director of Finance to the project account and expended to pay project expenses customarily paid there from. The remaining appropriation and bond authorization shall be reduced by the amount of capital project revenues so credited. The bonds shall be in the denomination of \$1,000 or a whole multiple thereof, or, be combined with other bonds of the Town and such combined issue shall be in the denomination per aggregate maturity of \$1,000 or a whole multiple thereof, be issued in bearer form or in fully registered form, be executed in the name and on behalf of the Town by the manual or facsimile signatures of the Town Officials, bear the Town seal or a facsimile thereof, be certified by a bank or trust company designated by the Town Officials, which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company designated by the Town Officials, and be approved as to their legality by Joseph Fasi LLC, Attorneys-at-law, Bond Counsel of Hartford. They shall bear such rate or rates of interest as shall be determined by the Town Officials. The bonds shall

be general obligations of the Town and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon. The aggregate principal amount of the bonds to be issued, the annual installments of principal, redemption provisions, if any, the date, time of issue and sale and other terms, details and particulars of such bonds, shall be determined by the Town Officials, in accordance with the General Statutes of the State of Connecticut, as amended.

Section 4. Said bonds shall be sold by the Town Officials, in a competitive offering or by negotiation, in their discretion. If sold at competitive offering, the bonds shall be sold upon sealed proposals, auction, or similar competitive process at not less than par and accrued interest on the basis of the lowest net or true interest cost to the Town. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds. If the bonds are sold by negotiation, the provisions of purchase agreement shall be subject to approval of the Town Council.

Section 5. The Town Officials, are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be executed in the name and on behalf of the Town by the manual or facsimile signatures of the Town Officials, bear the Town seal or a facsimile thereof, be payable at a bank or trust company designated by the Town Officials, be approved as to their legality by Joseph Fasi LLC, Attorneys-at-law, Bond Counsel, of Hartford, and be certified by a bank or trust company designated by the Town Officials, pursuant to Section 7-373 of the General Statutes of Connecticut, as amended. They shall be issued with maturity dates which comply with the provisions of the General Statutes governing the issuance of such notes, as the same may be amended from time to time. The notes shall be general obligations of the Town and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the project. Upon the sale of said bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 6. Resolution of Official Intent to Reimburse Expenditures with Borrowings. The Town (the "Issuer") hereby expresses its official intent pursuant to §1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and after the date of passage of this ordinance in the maximum amount and for the capital project defined in Section 1 with the proceeds of bonds, notes, or other obligations ("Bonds") authorized to be issued by the Issuer. The Bonds shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the

substantial completion of the project, or such later date the Regulations may authorize. The Issuer hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Director of Finance or his designee is authorized to pay project expenses in accordance herewith pending the issuance of reimbursement bonds, and to amend this declaration.

Section 7. The Town Officials, are hereby authorized to exercise all powers conferred by section 3-20e of the general statutes with respect to secondary market disclosure and to provide annual information and notices of material events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this ordinance.

Section 8. It is hereby found and determined that it is in the public interest to issue all, or a portion of, the Bonds, Notes or other obligations of the Town authorized to be issued herein as qualified private activity bonds, or with interest that is includable in gross income of the holders thereof for purposes of federal income taxation. The Town Officials are hereby authorized to issue and utilize without further approval any financing alternative currently or hereafter available to municipal government pursuant to law, including but not limited to any "tax credit bond," or "Build America Bonds" including Direct Payment and Tax Credit Versions.

Attachment A
TOWN OF LITCHFIELD - CAPITAL BUDGET 2014/2015

as of April, 2014

**BOARD OF SELECTMEN FEBRUARY 25, 2014
RECOMMENDATION**

Dept.	Project Description	Proposed Total Cost	Less Grant/Other Funding	Net Town Cost	Bond Authorization
BOARD OF EDUCATION					
	Security Camera/DVR Expansion	\$ 30,000	\$ -	\$ 30,000	\$ 30,000
	LCS - Phone System	\$ 30,000	\$ -	\$ 30,000	\$ 30,000
	Total Board of Education	\$ 60,000	\$ -	\$ 60,000	\$ 60,000
BOARD OF FIRE COMMISSIONERS & EMS					
	Bantam Roof Replacement Add'l. Funding	\$ 110,000	\$ -	\$ 110,000	\$ 110,000
	Apparatus Sinking Fund	\$ 264,000	\$ -	\$ 264,000	\$ 264,000
	East Litchfield Building Improvement	\$ 75,000	\$ -	\$ 75,000	\$ 75,000
	Townwide Airpack Replacement (SCBA)	\$ 100,000	\$ -	\$ 100,000	\$ 100,000
	Fire Ponds	\$ 2,500	\$ -	\$ 2,500	\$ 2,500
	Total Board of Fire Commissioners & EMS	\$ 551,500	\$ -	\$ 551,500	\$ 551,500
POLICE					
	Replace 2002 Cruiser	\$ 32,000	\$ -	\$ 32,000	\$ 32,000
	Total Police	\$ 32,000	\$ -	\$ 32,000	\$ 32,000
PARK AND RECREATION					
	Community Field Upgrades (drainage, bleachers)	\$ 65,000	\$ -	\$ 65,000	\$ 65,000
	Total Park and Recreation	\$ 65,000	\$ -	\$ 65,000	\$ 65,000
DEPARTMENT OF PUBLIC WORKS					
	Bridge Program-Clark Road Bridge	\$ 150,000	\$ -	\$ 150,000	\$ 150,000
	Vehicles & Equipment	\$ 380,000	\$ -	\$ 380,000	\$ 380,000
	Town Aid Grant Funding	\$ 382,097	\$ 382,097	\$ -	\$ 382,097
	Major Road Projects	\$ 748,606	\$ 99,040	\$ 649,566	\$ 748,606
	Public Facilities	\$ 585,000	\$ -	\$ 585,000	\$ 585,000
	Public Works Software	\$ 42,000	\$ -	\$ 42,000	\$ 42,000
	Total Department of Public Works	\$ 2,287,703	\$ 481,137	\$ 1,806,566	\$ 2,287,703
LAND USE					
	Revision of Regulations	\$ 75,000	\$ -	\$ 75,000	\$ -
	Total Land Use	\$ 75,000	\$ -	\$ 75,000	\$ -
DEBT ADMINISTRATION					
		\$ 23,797		\$ 23,797	\$ 23,797
	TOTAL CAPITAL PROJECT REQUESTS	\$ 3,095,000	\$ 481,137	\$ 2,613,863	\$ 3,020,000