

**SPECIAL TOWN MEETING
TOWN OF LITCHFIELD
DECEMBER 6, 2023**

A second Special Meeting of the Town of Litchfield was held on Wednesday, December 6, 2023 at the Litchfield Intermediate School Auditorium. There were approximately 44 people left in attendance. First Selectman, Denise Raap called the meeting to order at 8:25 pm. Lisa A. Losee, Town Clerk, served as Clerk.

J. Zullo made a motion that Cleve Fuessenich remain as Moderator. It was seconded by Joseph Scott. There were no other nominations. Motion was made and seconded to close nominations. All were in favor. It was then unanimously voted by voice that Cleve Fuessenich remain as Moderator. Motion carried.

A motion was made by David Wilson, seconded by J. Zullo, to waive the entire reading of the Call. All voted in favor. Motion carried. A copy was made available to all in attendance and is attached to these minutes as Exhibit A. The Certificate of Posting is attached as Exhibit B.

Item 1. To consider and act upon various line item transfers to adjust General Fund departmental budgets to be within approved spending limits for fiscal year 2022/23 in the total amount of \$160,920.00, as recommended by the Board of Finance in Budget Transfer #5.

J. Zullo made motion to approve said transfer for General Fund adjustments for 2022/23 as stipulated, seconded by J. Bongiorno. J. Zullo requested that First Selectman, D. Raap give a brief explanation. D. Raap read the transfer request from the Finance Department. It is attached to these minutes as Exhibit C. There was no discussion.

David T. Wilson moved the question, seconded by J. Bongiorno. All voted in favor. Vote was taken by voice. All voted in favor of approval with the exception of 1 nay vote. Motion carried.

Item 2. To redirect ARPA funding for Post 27 American Legion.

The letter of request from Jim Amrich, Treasurer of Morgan Weir Post #27, was made available to all in attendance and is attached to these minutes as Exhibit D.

J. Zullo made motion to approve Item 2, seconded by J. Bongiorno. There was no discussion.

D. T. Wilson moved the question, seconded by J. Bongiorno. It was unanimously voted to approve Item 2. Motion carried.

D. T. Wilson made motion to adjourn, seconded by J. Bongiorno. All were in favor. The meeting was adjourned at 8:30 pm.

Respectfully submitted,



Lisa A. Losee
Town Clerk

Exhibit A

**TOWN OF LITCHFIELD
NOTICE OF SPECIAL TOWN MEETING
TO BE HELD DECEMBER 6, 2023**

Notice is hereby given to the electors of the Town of Litchfield pursuant to Section 7-3 of the Connecticut General Statutes that a Special Town Meeting will be convened on December 6, 2023, at 7:30 p.m. at the Litchfield Intermediate School, 35 Plumb Hill Rd., Litchfield, CT for the following purpose:

1. To consider and act upon various line item transfers to adjust General Fund departmental budgets to be within approved spending limits for fiscal year 2022/23 in the total amount of \$160,920.00, as recommended by the Board of Finance in Budget Transfer #5.
2. To redirect ARPA funding for Post 27 American Legion.

Dated at Litchfield, Connecticut this 21st day of November, 2023.


Denise Raap

John Bongiorno

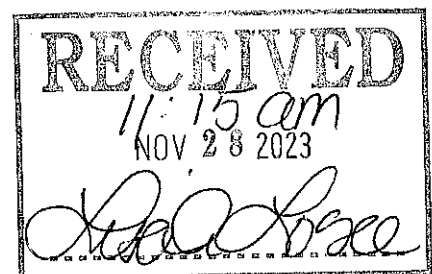

Dan Morosani

Jodiann Tenney


Jeffrey Zillo

**BOARD OF SELECTMEN
TOWN OF LITCHFIELD**

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



POSTING CERTIFICATE
NOTICE OF SPECIAL TOWN MEETING
TO BE HELD DECEMBER 6, 2023

Exhibit B

I, Lisa A. Losee, the duly elected Town Clerk of the Town of Litchfield, Connecticut, hereby certify that there has been posted in the office of the Town Clerk, on the Town website, and all other places designated by the Town on November 28, 2023, the Warning of Special Town Meeting to be held on December 6, 2023 at 7:30 pm at the Litchfield Intermediate School, that which was caused to be published in the Republican-American, a newspaper having a substantial circulation in the Town of Litchfield, in its issue of November 28, 2023; which publication was at least five days prior to the holding of said Town Meeting (counting the date of publication but not the date of the meeting).

Signed and sealed at Litchfield, Connecticut this 28th day of November, 2023

A handwritten signature in cursive script, appearing to read 'Lisa A. Losee', written in dark ink.

Lisa A. Losee,
Town Clerk

Memorandum

Date: August 1, 2023

Exhibit C

To: Board of Selectman 8/1/23
8/14/23 Board of Finance/Town Meeting
From: Amaechi Obi, Finance Director
Re: Fiscal Year 2022/2023 Budget Transfer #5

The Finance Department is requesting the following year-end transfer to adjust General Fund departmental budgets, including salaries, to be within approved spending limits. Note although some departments increases are less than the \$20,000 threshold that requires a Town Meeting, at year end, the Town consistently includes them in the final year end transfer. The total of \$160,920.00 is .498% of the original budget of \$32,300.014

FY 22/23 Budget Transfer Requested:

			(Decrease) Debit	(Increase) Credit
TO	1105	50101 Wages		\$268
TO	1105	50103 Wages		\$1,990
TO	1105	51401 Advertising		\$944
TO	1105	51410 Doc maint		\$1,432
TO	1108	50106 Wages		\$505
TO	1108	51103 Misc. supplies		\$460
TO	1108	51402 Printing		\$1,940
TO	1201	52109 Other services		\$2,359
TO	1401	51401 Adversting		\$1,556
TO	1401	51805 Membership dues		\$400
TO	1401	52105 prof service		\$878
TO	1401	52111 Other Services		\$147
TO	1405	50103 Wages		\$1,323
TO	1502	55102 Office equip		\$2,861
TO	1502	52111 Other prof services		\$2,115
TO	1701	53101 Electric		\$4,097
TO	1701	53101 BOE Electric		\$33,963
TO	1802	52401 Insurance		\$18,101
TO	1804	50103 Wages		\$400
TO	2101	52107 Resident Trooper		\$59,592
TO	2101	52108 Over Time		\$1,312
TO	2202	52102 Physicals		\$775
TO	3103	51304 RD Maint		\$3,973
TO	3105	51106 Supplies Misc.		\$6,495
TO	3105	51201 Repairs Building		\$1,246
TO	3106	51415 Solid Waste		\$9,005
TO	3107	50103 Wages		\$2,090
TO	4301	54105 Torrington Area Health		\$30
To	7101	55304 Bond Interest		\$663

FY 22/23 Budget Transfer Requested:

Dept	Object		(Decrease) Debit	(Increase) Credit
FROM 1903	51703	Contingency	\$42,500	
FROM 2102	50103	Wages FT	\$118,420	
		TOTALS	\$160,920	\$160,920



Fwd: Morgan Weir Post #27 American Legion Memorial Home Inc. ARPA grant

1 message

1st Selectman <1stselectman@townoflitchfield.org>
To: Ann Combs <ACombs@townoflitchfield.org>

Mon, Oct 2, 2023 at 2:07 PM

FYI
Denise Raap
Litchfield First Selectman
(860) 567-7550
email: Draap@townoflitchfield.org

----- Forwarded message -----

From: James Amrich [REDACTED]
Date: Mon, Oct 2, 2023 at 1:34 PM
Subject: Morgan Weir Post #27 American Legion Memorial Home Inc. ARPA grant
To: Denise Denise Raap <draap@townoflitchfield.org>

Denise,

Per our conversation this morning, regarding the ARPA Grant of \$50,000. for the American Legion Memorial Home Inc. Morgan Weir Post #27, I would like to change the funding distribution to the following.

- a. The original request was approximately \$47,500 for an elevator/lift and balance for general construction.

The request to be considered is for Architectural, Electrical, Mechanical and Structural fees of approximately \$30,000. with balance for general construction funds for our ADA compliant renovation.

We have applied for a USDA grant of \$77,500. and part of their funding will only go towards equipment etc. vs. general contracting costs, so I will be using Elevator/lift and mechanical equipment in this funding request.

If you have any question or need more information, please advise.

Thank you and The Town of Litchfield for all your past and future support in serving our Veterans and community needs.

Jim Amrich Treasurer
Morgan Weir Post #27
American Legion Memorial Home Inc.

Redirect ARPA Funding for Post 27 Amer. Legion
Approved BOS 10/17
BOF 10/16