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**Borough of Litchfield
Special Meeting of the Borough Legal Voters
April 11, 2017**

A **Special Meeting** of the Legal Voters of the Borough of Litchfield was held on **Tuesday, April 11, 2017** at 5:30 pm to take action on a recommendation to the Voters by the Borough Board of Warden & Burgesses acting as the Borough's Board of Finance. The recommendation was: that the entire current balance (approx. \$73,000) of the Borough's Reserve Fund for Capital and Non-Recurring Expenditures be allocated to: "Borough Sidewalk Projects".

The following Borough of Litchfield voters were in attendance: Elisa Bauer, Peter Gay, Lee Losee, Dirk Patterson, and Gerard Perusse. No other voters were present.

Warden Lee Losee called the meeting to order at 5:30pm.

Mr. Patterson made a motion to approve that the entire current balance (approximately \$73,000) of the Borough's Reserve Fund for Capital and Non-Recurring Expenses be allocated to "Borough Sidewalk Projects". Ms. Bauer seconded the motion which was unanimously approved.

A Motion was made and seconded to adjourn the meeting. Mr. Losee adjourned the meeting at 5:35pm.

**Borough of Litchfield
BOARD OF WARDEN & BURGESSES
Regular Meeting
April 11, 2017**

A Regular Meeting of The Board of Warden and Burgesses was held at the Borough Office and Meeting Center, 28 Russell Street, Litchfield, Connecticut on **Tuesday, April 11, 2017**.

Present were:	Lee Losee	Warden	Gerard Perusse	Senior Burgess
	Elisa Bauer	Burgess	Dirk Patterson	Burgess
	Peter Gay	Burgess	Nancy Southard	Treasurer

Also present was Michael Lamere.

Kim Murphy submitted her resignation as Borough Clerk and as Historic District Commission Recording Clerk, effective today.

Mr. Losee called the meeting to order at 5:45pm.

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Mr. Patterson made a motion to modify the agenda to add the following items and move them to the beginning of the agenda:

1. Motion to appoint Alissa Bumstead as Borough Clerk
2. Motion to appoint Alissa Bumstead as Historic District Commission Recording Clerk
3. Motion to set the compensation of the Borough Clerk to \$284 a month, effective immediately.
4. Motion to set the compensation of the Historic District Commission's Recording Clerk to \$432 a month, effective immediately.
5. Swearing in Ceremony.

Ms. Bauer seconded the motion which was unanimously approved.

Mr. Perusse made a motion to modify the agenda to add the following items under New Business:

1. Flag repair
2. Information booth
3. Christmas tree fertilization

Ms. Bauer seconded the motion which was unanimously approved.

Mr. Patterson made a motion to appoint Alissa Bumstead as Borough Clerk. Ms. Bauer seconded the motion which was unanimously approved.

Mr. Patterson made a motion to appoint Alissa Bumstead as Historic District Commission Recording Clerk. Ms. Bauer seconded the motion which was unanimously approved.

Mr. Patterson made a motion to set the compensation of the Borough Clerk to \$284 a month, effective immediately. Ms. Bauer seconded the motion which was unanimously approved.

Mr. Patterson made a motion to set the compensation of the Historic District Commission's Recording Clerk to \$432 a month, effective immediately. Ms. Bauer seconded the motion which was unanimously approved.

Alissa Bumstead was sworn in by Mr. Losee as Borough Clerk and Historic District Commission Recording Clerk.

Public Comment

A request was received from Jodiann Tenney for a peddler's license for an ice cream cart, to be located at Community Field during the week and special weekend events. The Board discussed the request and agreed that it would not be appropriate. No motion was made.

Approval of Minutes

Mr. Gay made a motion to approve the minutes of the March 21, 2017 Special Meeting. Ms. Bauer seconded the motion which was unanimously approved.

Committee Reports and Requests

1. Sidewalks
 1. West Street South: no update.
 2. The Litchfield Historical Society would like to redo the sidewalk extending from the driveway around the corner to the property line, and asked if the Borough would share the cost. Burlington Construction would do the work. This would

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be a replacement in kind. The Borough would like to know more details such as the length of the sidewalk.

2. Mr. Gay reported that the hydrant on East Street has been replaced.
3. Finance
 1. Possible new auditor discussion: tabled to the next meeting.
 2. The Board reviewed the proposed 2017-2018 budget.
 3. Insurance increase: Mr. Losee will find out more when the insurance agent is back in the office.
4. Temporary signs: Possible revision of the sign ordinance is being discussed with the Borough Attorney.

Warden's Report and Requests

Snow notification system: tabled to the next meeting.

New Business

1. Mr. Perusse made a motion to approve the purchase of four 5-foot Glenham teak benches, \$1,000 each, to be delivered and installed. Mr. Patterson seconded the motion which was unanimously approved.
2. Borough letterhead: tabled to the next meeting.
3. Newspaper legal ads: no motion was made.
4. Mr. Losee is working with Leo Paul and DOT regarding installation of a traffic sign at the Route 118 and 202 intersection.
5. The Board approved having Flagman repair a flag.
6. The information booth will not be open this year due to staffing.
7. Fertilization of the smaller Christmas tree on the Green was discussed.

Old Business

Michael Lamere has expressed interest in serving on the Borough Board. The Board would like a short written request.

Treasurer's Report

Ms. Southard stated that the \$100 taken from contingency for the auditor, Deleo & Company, was in error.

Mr. Patterson made a motion to approve the April expenditures of \$34,027.48. Mr. Perusse seconded the motion which was unanimously approved.

Adjournment

The meeting was adjourned at 7:25pm on a motion by Mr. Patterson, seconded by Mr. Perusse and unanimously approved.

Alissa Bumstead, Clerk