

# DRAFT

**Borough of Litchfield  
BOARD OF WARDEN & BURGESSES  
Regular Meeting  
May 9, 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, May 9, 2017.**

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

Also present were Ann Kelly and Beth Murphy.

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

**Swearing in of elected Burgesses (terms expiring 2021):** Mr. Perusse, Mr. Patterson, Mr. Gay and Ms. Bauer were sworn in by the Clerk as Burgesses. Mr. Gay made a motion to appoint Mr. Perusse Senior Burgess and Mr. Patterson Next Senior Burgess. Ms. Bauer seconded the motion which was unanimously approved.

### **Public Comment**

1. Junior Women's Club, for Gallery on the Green: All paperwork except for Certificate of Insurance has been submitted. Mr. Patterson made a motion to approve the application, subject to receipt of Certificate of Insurance. Ms. Bauer seconded the motion which was unanimously approved.
2. Litchfield Road Race Committee: All paperwork except for Certificate of Insurance has been submitted. Mr. Perusse made a motion to approve the application, subject to receipt of Certificate of Insurance. Ms. Bauer seconded the motion which was unanimously approved.
3. Center School, for Flag Day Ceremony: All paperwork except for Certificate of Insurance has been submitted. Ms. Bauer made a motion to approve the application, subject to receipt of Certificate of Insurance. Mr. Patterson seconded the motion which was unanimously approved.
4. Litchfield Hills Rowing Club, for Ergathon on the Green: Ann Kelly reviewed the application with the Board. All paperwork has been received. Ms. Bauer made a motion to approve the application. Mr. Patterson seconded the motion which was unanimously approved.

### **Treasurer's Report**

Mr. Gay made a motion to approve the May expenditures of \$10,799.74. Mr. Perusse seconded the motion which was unanimously approved.

Mr. Gay made a motion to move \$500 from Contingency to HDC Legal Notices. Mr. Patterson seconded the motion which was unanimously approved.

# DRAFT

Mr. Patterson made a motion to move \$1,650 from the Borough Reserve Fund for Capital and Nonrecurring Expenditures to the West Street south sidewalk project. Mr. Perusse seconded the motion which was unanimously approved.

## Approval of Minutes

1. Mr. Perusse made a motion to approve the minutes of the April 10, 2017 Special Meeting. Mr. Patterson seconded the motion which was approved. Mr. Gay and Ms. Bauer abstained from the vote.
2. Ms. Bauer made a motion to approve the minutes of the April 11, 2017 Special Meeting. Mr. Gay the motion which was unanimously approved.
3. Ms. Bauer made a motion to approve the minutes of the April 11, 2017 Regular Meeting. Mr. Perusse seconded the motion which was unanimously approved.

**Discussion and/or action by Board regarding filling two vacant Burgess positions until the next Borough election in 2019:** Tabled to the next meeting.

## Borough Board acting as the Board of Finance

Mr. Patterson made a motion to recommend to the voters of the Borough of Litchfield to authorize a budget of \$355,542, and to recommend to the voters to authorize the transfer of \$70,000 from General Funds to the Reserve Fund for Capital and Nonrecurring Expenditures and to allocate such amount to Borough sidewalk projects as recommended by the Borough Board of Warden and Burgesses acting as the Borough's Board of Finance. Mr. Perusse seconded the motion which was unanimously approved.

## Committee Reports and Requests

1. Sidewalks: Mr. Patterson made a motion to authorize the Warden to hire Hrica Associates to survey the sidewalks on the greens, not to exceed \$2,000. Ms. Bauer seconded the motion which was unanimously approved.
2. Finance: Mr. Perusse made a motion to hire Clermont & Associates as Borough auditor, effective July 1, 2017. Mr. Patterson seconded the motion which was unanimously approved.

## Warden's Report and Requests

1. Trash in municipal parking lot, by compactor behind West Street Grill: No motion was made.
2. Dog feces: No motion was made.
3. Parking issues on South Street: No motion was made.

## New Business

1. The members of the Board were in support of installing 5 new Borough welcome signs. Design and locations will be reviewed further.
2. The Litchfield Historical Society is replacing the sidewalk along their property and has asked the Borough to share the cost. A detailed letter of intent from LHS and a copy of the contractor's proposal will be requested.

# DRAFT

## Old Business

1. Four new benches have been ordered for the Green.
2. New Borough letterhead was reviewed.
3. Discussion of newspaper legal notices: No motion was made.
4. Temporary signs: Notices addressing sign violations were reviewed.

## Executive Session

Mr. Patterson made a motion to go into executive session at 7:54pm. Ms. Bauer seconded the motion which was unanimously approved. Ms. Bauer made a motion to come out of executive session at 8pm. Mr. Gay seconded the motion which was unanimously approved.

Mr. Patterson made a motion that the Warden of the Borough be authorized to retain the law firm of Saxe, Doernberger & Vita, P.C. on terms he deems reasonable for the purpose of representing the Borough's interests with respect to insurance coverage provided by United National Insurance Company. Mr. Perusse seconded the motion which was unanimously approved.

## Adjournment

The meeting was adjourned at 8:01pm on a motion by Mr. Gay, seconded by Ms. Bauer and unanimously approved.

Alissa Bumstead, Clerk