

# DRAFT

**Borough of Litchfield  
BOARD OF WARDEN & BURGESSES  
Regular Meeting  
June 13, 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, June 13, 2017**.

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

Also present were Ron Leal and Peggy Perusse.

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

## Public Comment

1. Request from the Litchfield Community Center to sell Raffle Tickets: Ron Leal and Peggy Perusse reviewed the request with the Board. Tickets would be sold June 17, June 24 and July 8, 2017 on the grassy area across from the Post Office.
2. Request from the Litchfield Historical Society to use the East Green for the following events:
  - July 4, 12:00-4:00pm, 13<sup>th</sup> Annual Turn of the Century Feat and Pet Parade
  - July 24-28, 9:00am-12:00pm, Civil War Experience
  - August 1-4, 9:00am – 12:00pm, Miss Pierce’s Academy

The Board would like more information about the July 24-28 and August 1-4 events. A certificate of insurance must be submitted for all three events.

## Treasurer’s Report

Mr. Perusse made a motion to approve the June expenditures of \$11,020.96. Mr. Patterson seconded the motion which was unanimously approved.

## Approval of Minutes

1. Ms. Bauer made a motion to approve the minutes of the May 9, 2017 Regular Meeting. Mr. Patterson seconded the motion which was approved.
2. Ms. Bauer made a motion to approve the minutes of the June 6, 2017 Special Meeting. Mr. Patterson the motion which was unanimously approved.

## Committee Reports and Requests

1. Finance:
  - a. Mr. Perusse made a motion to set Borough compensation rates as discussed, effective July 1, 2017. Ms. Bauer seconded the motion which was unanimously approved.
  - b. Mr. Perusse made a motion to set the Borough’s Mil Rate at 1.6 mills for the 2017 - 2018 Tax Year, and that said tax shall be due and payable July 1, 2017, and

# DRAFT

- to be delinquent as of August 1, 2017. Ms. Bauer seconded the motion which was unanimously approved.
- c. Mr. Perusse made a motion to authorize the Borough Tax Collector to forgive any tax bills that are under ten dollars for the 2017 - 2018 Tax Year, and to write-off any said tax amounts under ten dollars. Mr. Gay seconded the motion which was unanimously approved.
  - d. The Tax Warrant for the Borough Tax Collector was signed.
2. Mr. Perusse made a motion to authorize Mr. Losee to purchase a replacement flag with lifetime repair, for an amount not to exceed \$400. Mr. Patterson seconded the motion which was unanimously approved.

## Warden's Report and Requests

Discussion on Borough and Historic District Commission Board vacancies: no action taken.

## New Business

1. Mr. Patterson made a motion to approve the Litchfield Historical Society's July 4, 2017 event. Ms. Bauer seconded the motion which was unanimously approved. A special meeting will be held on Thursday, June 15, 2017 at 5pm to discuss the July 24-28 and August 1-4 events.
2. Mr. Patterson made a motion to appoint Lee Losee as Historic District Commission Enforcement Officer, effective immediately. Mr. Perusse seconded the motion which was unanimously approved.
3. Mr. Patterson made a motion to modify the agenda to add "Request from the Litchfield Community Center to sell Raffle Tickets" under New Business. Ms. Bauer seconded the motion which was unanimously approved.
4. Mr. Patterson made a motion to allow the Litchfield Community Center to sell raffle tickets on the grassy area across from the Post Office on June 17, June 24 and July 8, 2017. Ms. Bauer seconded the motion which was approved. Mr. Gay voted in favor, with prejudice.
5. Mr. Perusse made a motion to authorize Warden Losee to sign a letter of intent regarding financial participation in the Historical Society/Borough sidewalk project, as discussed. Mr. Patterson seconded the motion which was unanimously approved.
6. Main Street initiative: No action was taken.
7. Mr. Perusse made a motion to appoint the following for the 2017-2018 fiscal year:
  - Clerk: Alissa Bumstead
  - Treasurer: Nancy Southard
  - Assessor: Kathy Brown
  - Tax Collector: Judy Elliott
  - Auditor: Clermont and Associates
  - Attorney: H. James Stedronsky – Stedronsky and Meter, LLCMr. Gay seconded the motion which was unanimously approved.

## Old Business

# DRAFT

1. Mr. Patterson made a motion to modify the agenda to add “Discussion of cease and desist letter” under Old Business. Mr. Perusse seconded the motion which was unanimously approved.
2. A Cease and Desist letter was issued to the First Congregational Church by the Town of Litchfield Zoning Enforcement Officer.
3. Mr. Perusse stated that new benches have arrived and will be installed soon.
4. Possible designs and locations for Borough welcome signs were discussed. No motion was made.
5. Ms. Bauer made a motion to modify the agenda to add “Gallery on the Green” under Old Business. Mr. Gay seconded the motion which was unanimously approved.
6. A certificate of insurance was not received for the Gallery on the Green. This may jeopardize future permission.

## **Adjournment**

The meeting was adjourned at 7:35pm on a motion by Mr. Gay, seconded by Ms. Bauer and unanimously approved.

Alissa Bumstead, Clerk