

The Board of Warden & Burgesses of
The Borough of Litchfield
Regular Meeting Minutes February 10, 2026 at 6:00 p.m.
at the Borough Office, Pilgrim House, 21 Torrington Road, Litchfield, CT.

Present: Gayle Carr, Warden; Wolf Boehme, Senior Burgess; Elisa Bauer, Next Senior Burgess; William Buckley, Burgess; Rebecca Parilla, Burgess (via zoom); Olga Rella; Clerk and Nancy Southard, Treasurer.

Absent: Dirk Patterson, Burgess

Agenda:

I. Call to Order.

The Meeting was called to order by G. Carr at 6:07 pm.

II. Approval of the Minutes:

A. Approve Minutes of January 13, 2026 Regular Meeting

Motion: W. Boehme moved to approve the Minutes of January 13, 2026 with corrections, W. Buckley second. All in favor, Motion approved.

III. Communications

a. Request by America 250 to Fly the Betsy Ross flag from Memorial Day until Labor Day this year in honor of the 250th.

Received email Communication from the American Legion Post 27 that they would be honored to install the Betsy Ross flag.

b. G. Carr emailed Mr. Correia and Mr. McKernan of DOT on behalf of the Borough requested to be added as a consulting party to any of the proposed Connecticut Department of Transportation recommendations for changes to Route 202, 63, 118 and East Street. Mr. Correia replied that the project is still in the concept phase, and the design and construction of the project have not yet been funded, and the applicability of Section 106 has not yet been established.

c. G. Carr received an email from Sheila Klapper inquiring about a copy of the "Code of the Borough of Litchfield CT". W. Boehme will bring a copy to the Oliver Wolcott Library.

d. Sent a Letter of Agency for the installation of the America 250 Revolutionary War Monument stone with plaque on the Center Green of the Litchfield Green.

e. Complaint letters have been sent to property owners at 37 Torrington Rd, 59 North Street, and 26 North Street in reference to removal of obstructions and encumbrances from their property that prevent safe public travel on the Borough's sidewalks.

IV. Public Participation:

a. Applicants

1. America 250

- Application from Alice Ridgeway, representing Litchfield Patriots, for the Revolutionary War Monument Dedication on 9/12/2026 from 9am to 3 pm (set-up from 8 am and clean-up until 5 pm), on West Green across North Street Extension briefly and Center Green.

Motion: W. Buckley moved and W. Boehme second to approve the application for 9/12/2026 as presented subject to provisions of a certificate of insurance listing the Borough as additional insured. All in favor, Motion approved.

- Application from Alice Ridgeway, representing Litchfield Patriots, for the Independence Day Celebration on 7/4/2026 from 10 am to 3 pm (set-up at 9 am and clean-up until 4 pm), on Center Green and East Green.

Motion: W. Buckley moved and W. Boehme second to approve the application for 7/4/2026 as presented subject to provisions of a certificate of insurance listing the Borough as additional insured. All in favor, Motion approved.

- Application from Lara Hillman on behalf of the Fife and Drum Corps for Fife and Drum Performance on 6/27/2026 from 1 pm to 3:30 pm (set-up at 12:30 pm and clean-up until 4 pm), on West Green.

Motion: W. Buckley moved and W. Boehme second to approve the application from Laura Hillman for 6/27/2026 as presented. All in favor, Motion approved.

2. Litchfield Garden Club

- Application from Litchfield Garden Club from May to October of 2026 for hanging flower baskets for our 250th celebration. Winterberry Gardens is the nursery that will grow and maintain the baskets throughout the summer growing season on the lamp posts with crossbars on the business side.

Motion: W. Buckley moved and W. Boehme second to approve the application from the Litchfield Garden Club that will cover initial expense and maintenance of 18 flower baskets. Subject to the Garden Club furnishing and maintaining the flower baskets. All in favor, Motion approved.

b. Public Comment

None

V. New Business:

- a. Derwin-Borough Property Boundaries and Splits

The Board needs more time to investigate.

- b. Penalties of Snow Removal

The Board will follow up next month. W. Boehme will draft a letter to include with the Tax Bill to communicate clear expectations of sidewalk snow removal..

VI. Old Business:

- a. ARPA Funds

Done with funds

- b. Codebook Review

No Update

- c. Committee Updates

No Update

- d. Budget

- e. Sidewalks

W. Buckley reported that he responded to all the State comments. W. Boehme met with Raz Alexes and will work on getting unit pricing from contractors and will work in collaboration with the Town to get better pricing on supplies and materials.

- f. Trees

No Update

- g. Beautification

No Update

h. Website
No Update

VII. Warden's Report & Requests (Police, Info Booth Repair)

- G. Carr reported that Robyn Ryle from HDC will need her computer updated. The board supported the cost for her to update their computer.
- G. Carr discussed the date for the meeting with the 1st Selectman after May 12th,

VIII. Tax Collector's refund requests/recommendations: if any.

None

IX. Treasurer's Report: a. Monthly Financial Statements, Payments of Bills, and Treasurer's requests, if any.

W. Buckley moved a Motion to pay the bills in the amount of \$20,187.30, second by W. Boehme. All in favor, Motion approved.

X. Adjournment.

Adjournment: A Motion for adjournment was made by W. Buckley and second by E. Bauer. All in favor, Motion approved. Meeting Adjourned at 8:26 pm: G. Carr, Warden