

FINALIZED

Borough of Litchfield
Board of Warden & Burgesses
Special Meeting Minutes
Tuesday, November 09, 2022

Present: Gayle Carr, Senior Burgess and Acting Warden; Lara Hillman, Burgess, Burgess; Cassandra Simoncelli, Borough Clerk

Also Present: Nancy Southard, Treasurer

I. Call to order: The meeting was called to order at 6:06 p.m. by G. Carr.

II. Approval of Minutes:

Approval of minutes for 10/11/2022 held over until next meeting.

III. Communications

Complaint from Devin Burkhart regarding the new light fixtures on the Green.
Card from Barbara Crowe in support of Ed Fabri's traffic suggestion.
Debbie Borougraud fall in front of Post Office. Looking for money for sunglasses.

IV. Public Participation:

- a. Applicants:
 - i. Michele Tetreault representing Litchfield Market Place looking to secure a date for their event. This event would replace Gallery on the Green event that traditionally took place Road Race weekend. Application being held over at this time until more information is gathered.
 - ii. Carole Lunt on behalf of Park and Rec- Holiday Stroll and Tree Lighting. Motion to approve application made by Lara Hillman, seconded by Gayle Carr. All in favor, motion passed.
- b. Public Comment

V. New Business:

- a. Approval of 2023 Meeting Schedule

Motion made by Lara Hillman to approve the Meeting Schedule subject to the time change from 4pm to 6pm, and moving the February meeting from the 14 of February to the 15 of February. Meetings will still be held at the Borough Office through June and thereafter at a location TBD pursuant to notice seconded by Gayle Carr. All in favor. Motion carries.
- c. Green Contract Services
 - i. Held over until next meeting.
- d. Documents from Town Committee
 - i. Held over until next meeting

VI. Old Business:

- a. ARPA- Working on changing point of contact with Federal Govt.
- b. Heritage Plan- Tabled to next meeting
- c. Amended Ordinance re: Marijuana- table to next meeting
- d. Preservation Aging records – held over to next meeting
- e. Borough Location during Renovation- Gayle reached out Ted Murphy to find a location.

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VII. Committee Updates:

- a. Budget- nothing to report at this time
- b. Sidewalks and Monument- Almost done for the season.
- c. Trees- Tabled.
- d. Beautification- Lara spoke with Jane Bailey. Confirmed trimmings for what is allowed/not allowed at Christmas Time.
- e. Website-
- f. Use of Green/Business Survey (Vendor's applications)- Special Meeting to be set up.

VIII. Acting Warden's Report and Requests-

Everything addressed within the construct of the meeting.

Meeting went into recess at 7:13pm

Meeting reinstated at 7:31pm.

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

Request for refund to Christopher Munday in the amount of \$117.04 for over payment. Motion to approve Lara Hillman, seconded by Gayle Carr. All in favor. Motion carried.

X. Treasurer's Report:

A Monthly Financial Statements, Payments of Bills, and Treasurer's request, if any.

Gayle Carr motioned to approve payment of the monthly bills in the amount of \$84,147.68. Lara Hillman seconded. All in favor. Motion carries.

XI. Adjournment.

Gayle Carr move adjourn at 7:47pm. Lara Hillman seconded. Motion unanimously carried.

Cassandra Simoncelli, Clerk