

FINALIZED

Borough of Litchfield
Board of Warden & Burgesses
Regular Meeting Minutes
Tuesday, July 11, 2023

Present: Stephan Krucker, Senior Burgess; Roberta Witty, Burgess; Peter Vermilyea, 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 S. Krucker.

II. Approval of Minutes:

- a. Motion to approve the Minutes from June 13, 2023 made by Roberta Witty with noted changes/corrections. Seconded by Stephan Krucker. Motion carried with yeas from S. Krucker and R. Witty subject to note changes. Motion carried. 1 abstention.

- b. Motion to approve the Annual Meeting minutes from June 1, 2023 with minor changes made by Peter Vermilyea and seconded by Roberta Witty. All in favor with noted changes. Motion carried.

II. Communications

- a. Special events application from Michael Coogan on behalf of the life style fashion brand known as SEQS LLC for a photoshoot to take place on the Green for two-days 7/18-7/20. The Borough requested more information.
- b. Email sent to Peter and Gayle from a concerned citizen noting sidewalks that are in need of repair.

IV. New Business:

- a. Cardinal Sidewalk Survey Results and Possible Action- Update provided stating that if we were to do all the sidewalk work all at once it would be around 3.9 million dollars. If the work is segmented it would cost 4.8 million dollars. Stephan will be working on a community plan to present to the Selectman to come up with a management plan to work together to complete the sidewalk work. Suggestion made to look into bonding, continue into looking into different types of grants, potential to ask taxpayers. At the current moment not sure how to fund the rest of this, and what sections should be done next. Stephan asked the Board to review the plan again to think about a strategy going forward to figure out where we should start and where the money would come from. Different perspective to think of is what areas are the most high traffic areas. Dirk Paterson provided insight on Borough history regarding sidewalks.
- b. Electrical/Lighting Issues- flickering of lights in town due to a shortage. Most likely due to the car that hit the pole. Working on resolving the issue.
- c. Minute Book Preservation- Discussion on what the next steps should be. Suggestion made to see what the final product to the first book looks like before going forward with the others. But would like to continue to preserving them digitally.
- d. Information Booth-Termite Damage- Estimate needed to see what the repair to the damaged wood would be and as well as an exterminator. Roberta will follow-up with her contacts for a carpenter and exterminator.

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V. Committee Updates:

a. Sidewalks and Monument- Peter provided an update regarding the sidewalks and their various states. Biggest issues are on North Street- needs immense repairs and should also be moved, East Street, Woodruff, West Street (specifically the north side of West St.). Long stretch of East needs to be done from Holly House to Karl St. as well as the other side of East Street. Woodruff is in need of being widened and repaired. Suggestion made to do all of East Street as well as finish off Woodruff, Wolcott and North Street. Peter met with Jim Harrison and walked the streets to discuss where the priorities are and ready to start repairing on North Street and prioritizing what the bigger issues are to tackle first.

Monuments: Peter will be attending a meeting next Monday to discuss where to move the monument and the type of base that will be utilized. Tree Monument on East Green still has not been fixed. Sign near East Green posted that should not be there.

c. Trees- Nothing to report at this time.

7:11pm Motion made to enter recess by Stephan Krucker and seconded by Roberta Witty. All in favor, motion carried.

7:24 meeting resumed.

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

Nothing to report at this time.

XI. Treasurer's Report:

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

Motion to approve the monthly bills in the amount of \$30,292.97 made by Peter Vermilyea seconded by Roberta Witty. All in favor. Motion carries.

Motion to pay Cardinal Engineering in the amount of \$9,600.00 made by Peter Vermilyea and seconded by Roberta Witty. All in favor. Motion carried.

XII. Adjournment.

Motion to adjourn made by Roberta Witty at 7:37pm seconded by Peter Vermilyea. All in favor, motion approved.

Cassandra Simoncelli, Clerk