

FINALIZED

Borough of Litchfield
Board of Warden & Burgesses
Regular Meeting Minutes
Tuesday, August 08, 2023

Present: Gayl Carr, Warden; Stephan Krucker, Senior Burgess; Roberta Witty, Burgess; Lara Hillman, Burgess; Cassandra Simoncelli; Borough Clerk

Also Present: Nancy Southard, Treasurer

I. Call to order: The meeting was called to order at 6:04 p.m. by G. Carr.

II. Approval of Minutes:

- a. Motion to approve the Minutes from July 11, 2023 made by R. Witty with minor changes. Seconded by S. Krucker. All in favor. 1 abstention.

III. Communications

Email from Linda Shuhi expressing her support of a special yellow ribbon bench on the Center Green.

IV. Public Participation:

- a. Applicants
 - i. Susan B. Anthony Project requested the date of May 19, 2024 for the Walk a Mile in Her Shoes event with set up beginning at 7am and clean up at 12pm. Motion to approve made by L. Hillman and seconded by R. Witty. All in favor. Motion carried.
 - ii. Val and Leslie Caron- Yellow Ribbon Bench: continued discussion regarding the placement of the bench along with the type of bench that would be utilized and how it would need to tie into the Heritage Plan. Comment made regarding how this bench would fit in with the consistency of the proposed benches along with the consistency of any engravings or plaques. Further comments made that the board would like to be as plan-full as possible regarding the placement of the bench. Recommendation made to keep the application open for further discussion and planning.
- b. Public Comment
 - i. Burk Gibney- asked question if the concept from Ed Fabbri regarding the Traffic Committee meeting would be discussed. Suggestion made to have the Board go on the record regarding the addition of yellow lines on Prospect as well as not adding additional lines on other side roads.
 - ii. Dirk Patterson- Question about the painting of roads that are being paved such as what happened on Prospect with yellow lines and concern for other streets getting the same treatment.
 - iii. Linda Shuhi- comment made that the lines are for safety to help keep people on the road.
 - iv. Rich Morin- comment made that there are people other than the Carons that care about the yellow ribbons.

V. New Business:

- a. Update on Sidewalk Grant- S. Krucker provided an update that the sidewalk grant has been submitted looking for \$800,000 dollars. Wait time of 3 months before we

FINALIZED

hear anything. Met with First Selectman, Denise Raap, on what the Town would be willing to contribute towards the project. S. Krucker noted that D. Rapp, voiced her approval of being on board with the plan of doing the project in phases. Hoping that the grant would take care of first phase which would consist of East and West St. North St. and South St. would be broken up in Phase 2 and Phase 3. The grand total would be about \$4.8million. Further research will be needed to look into the possibility of bonding. Breakdown of funds would could be 1/3 grants, 1/3 town, 1/3 borough. This would be a long term plan to do this fully and thoroughly to standardize the crosswalks.

b. Follow up Re: Email Addresses from Residents- on tax bills request made from Borough residents to supply their email addresses so that we could contact them regarding updates in the Borough. Information has been coming in. Question regarding how the information should be saved and utilized.

VI. Old Business:

- a. ARPA- Lights have currently been paid from money we had set aside and could potentially utilize some of the money towards the lighting on the Green.
- b. Heritage Plan/Green Trust- G. Carr provided an update regarding the changing of the light posts for consistency along with the issue that has been happening with the lights blinking. Order for 13 fixture heads has been placed and delivery date is TBD. Suggestion made to reach out to the Litchfield Conservancy for help with funding the light fixtures, as well with different options that could be done with the light fixtures for the Board's consideration. Inquiry made if moving the poles now and asking how much it would cost to retrofit the poles would be the best option. Suggestion made to get a quote on how much each option would cost before a decision is made. In the interim, G. Carr will apply to the Litchfield Conservancy asking for assistance with paying for the difference for the lights on the Green.

VII. Committee Updates

- a. Budget- nothing to report at this time
- b. Sidewalks and Monument- J. Harrison from HLCS Excavation will be starting shortly again on East St. and then going on North St.
- c. Trees- Update provided regarding the trees on the Green with aerating and mulching around them to protect them for further damage. Removal of lower limbs on some of the trees that cause issues. Removal of the Maple tree next to the Information Booth that is dying. Total estimate is \$4,600.00. Two Ginko trees on the Green, one on the south side is on the decline. Inquiry made to either try to nurse it back to health, or to remove it and plant a new tree there. Motion made by L. Hillman to approve the removal of the Ginko tree Harwinton Tree Service for the estimated amount of \$4,600.00 with stump grinding seconded by S. Krucker. All in favor. Motion carried.
- d. Beautification- nothing to report at this time
- e. Website- nothing to report at this time
- f. Use of Green/Business Survey- meeting next month. Follow-up will continue regarding charging an application fee.

Motion to add Wardens report to the agenda made by L. Hillman and seconded by R. Witty. All in favor. Motion carried.

IV. Wardens Report

Opinion letter by Mike Ryback, town attorney distributed to the Consolidation Committee setting forth what they need to do in order to move forward with consolidating the Borough. G. Carr forwarded the letter to Borough Attorney Stephan Byrne for council.

V. Treasurer's Report

FINALIZED

Tax Collector's refund requests/recommendations: if any.
Nothing to report at this time.

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

Motion to approve the monthly bills in the amount of \$148,997.87 made by R. Witty seconded by S. Krucker. All in favor. Motion carried.

Motion to pay Cardinal Engineering in the amount of \$12,673.00 made by S. Krucker and seconded by L. Hillman. All in favor. Motion carried.

V. Adjournment.

Motion to adjourn made by R. Witty at 8:45pm and seconded by L. Hillman. All in favor, motion approved.

Cassandra Simoncelli, Clerk