

Borough of Litchfield
Board of Warden & Burgesses
Regular Meeting Minutes
Tuesday, December 12, 2023

Present: Gayle Carr, Warden; Lara Hillman, Burgess; Peter Vermilyea, Burgess; Stephan Krucker, Burgess; Cassandra Simoncelli; Borough Clerk

Also Present: Nancy Southard, Treasurer, Dirk Patterson, Dave Cappelletti.

I. Call to order: The meeting was called to order at 6:00 p.m. by G. Carr.

II. Approval of Minutes:

- a. Motion to approve the Minutes from November 14, 2023 made by P. Vermilyea with noted changes. Seconded by S. Krucker. All in favor. 2 abstentions.

III. Communications

Smith Reynolds letter regarding state of sidewalks.

IV. Public Participation:

- a. Applicants
Michele Murelli on behalf of Art Tripping submitted an application for June 14, 2024. The application has been denied due to the date already being committed to another organization.
- b. Public Comment
Paul Rosenberg- Question regarding the proposed traffic plan that would infringe on the Green and the Boroughs stance on it.

V. New Business:

- a. Audit Report- Clermont Associates representative Dave Cappelletti: provided a breakdown on the Boroughs budget and the status of the accounts along with the activities of the accounts. Financial advice was also provided on how to move forward with bonding for upcoming projects if necessary specifically regarding the sidewalks.
- b. Lease Renewal (and shared fiber connection)- email received from the Church offering to extend the Boroughs lease. Suggestion made to request a multiple year lease if available. Motion made by S. Krucker to renew the lease and request a multiyear lease if available and seconded by P. Vermilyea. All in favor. Motion carried. Church also asked if the Borough would need fiber for phone connection. Decision made to not move to fiber options as it is not deemed necessary at this time.
- c. Litchfield Patriots Re: Beecher Monument Placement- Presented on the proposed new site for the Beecher Monument. A letter of agency was requested from the Litchfield Patriots to move forward with this project on the Boroughs behalf as needed to move forward with the Historic District Commission. Discussion on whether or not this decision is premature given the significant amount of work that needs to be done to the soil and drainage on East Green. Motion made by L. Hillman to approve a letter of agency be given to the Litchfield Patriots on the location of the monument. Seconded by S. Krucker. All in favor. Motion carried.

VI. Old Business:

- a. Lights on Green- NovaVentures: Brian Malarky provided an update regarding the light fixtures along the Green. Motion made by P. Vermilyea and seconded by S. Krucker to replace the heads on the light fixtures along Center Green. All in favor.

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Motion carried. Issue raised regarding decorating of the light poles for the Holidays which should fall on the Borough and not the Businesses to foot the bill. Suggestion to put into the Green Maintenance line within the budget for next year.

- b. Budgeting for Police Presence October and November- nothing to report at this time.
- c. Hydrology Study Update- Five core samples were conducted on the East Green. With the findings stating that the top 6-7 feet of the soil on the Green consists of silt. Report is being drafted to submit to the Heritage Plan for their consideration.
- d. Heritage Plan/Green Conservatory Committee- nothing to report at time.
- e. Codebook Review Section- nothing to report at this time.

VII. Committee Updates

- a. Budget- nothing to report at this time.
- b. Sidewalks and Monument (Brick sidewalk replacement)- P. Vermilyea provided an update regarding the sidewalks and the discussion to ensure that they are ADA compliant.
- c. Trees- nothing to report at this time.
- d. Beautification- nothing to report at this time.
- e. Website- the 1818 Minute book has been posted to the website.
- f. Use of Green- Fee Structure and Applications- nothing to report at this time.

VIII. Wardens Report & Requests (joint selectman meeting)

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

Nothing to report at this time.

X. 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 \$31,366.74 made by P. Vermilyea seconded by L. Hillman. All in favor. Motion carried.

XI. Adjournment.

Motion to adjourn made by P. Vermilyea at 8:30pm and seconded by L. Hillman. All in favor, motion approved.

Cassandra Simoncelli, Clerk