

FINALIZED

Borough of Litchfield
Board of Warden & Burgesses
Regular Meeting Minutes
Tuesday, February 13, 2024

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

Also Present: Nancy Southard, Treasurer, Rebecca Parilla.

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 January 23, 2024 made by P. Vermilyea with minor changes. Seconded by L. Hillman. All in favor. Motion carried.

III. Communications

None.

IV. Public Participation:

- a. Applicants-
 - i. Michael Lynn Cappello on behalf of the Park and Rec Department for the Annual Block Party Road Race weekend. Motion to approve as submitted made by P. Vermilyea and seconded by L. Hillman. All in favor. Motion carried.
 - ii. Michael Lynn Cappello on behalf of the Park and Rec Department for the Summer Concerts on the Green. Motion to approve application as submitted made by P. Vermilyea and seconded by L. Hillman. All in favor. Motion carried.
- b. Public Comment- None.

V. New Business:

- a. Appoint Rebecca Parilla as a Burgess. Motion made to appoint her as a new Burgess made by P. Vermilyea and seconded by L. Hillman. All in favor. Motion carried. Rebecca was sworn in and accepted. Her term will expire in 2025.

VI. Old Business:

- a. Budgeting for Police Presence October and November 2024- P. Vermilyea reached out to the State Police Troop L as well as the Resident Trooper to inquire about rates. \$82/hour for a Trooper but \$107/hour for a Sergeant. Rates vary dependent on who's on duty at the time. Contract will be expiring in May with a new one coming online which most likely includes slightly higher rates than current rates. Duration of shift does not matter. Further discussion regarding other options.
- b. Heritage Plan/Green Conservatory Committee- G. Carr reached out to Peter Vittero from Heritage. He is currently working on a different plan for the East Green and will be planning on attending either the March or April meeting.
- c. Codebook Review Section
 - a. Continued Discussion Blight Ordinance- L. Hillman and G. Carr found a Blight Ordinance as an example for adoption into the Code Book. Spoke to Stephen Byrne regarding options to adopt into the Code Book and what is the best avenue to take. One area to address is the enforcement of the Ordinance. Continued discussion will take place.

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- b. Prevention of Special Exception for Convenience Restaurants in Borough- The Zoning Board took up amendments to their zoning regulations and the Historic District which is essentially the Borough. Previously restaurants were ok and it has now changed to Restaurants/Convenience which specifically include fast food and drive thrus. G. Carr reached out to Stephen Byrne to ask how we could stop this from happening. Board could adopt an ordinance limiting or prohibiting this from happening due to undesirable uses. Further discussion on the best plan of action regarding this issue.

VII. Committee Updates

- a. Budget (Policing, Winter Decoration of Poles, Other changes to budget)- Policing discussed above. L. Hillman waiting to hear from John Acerbi regarding the quote for Winter Decoration of Poles.
- b. Sidewalks and Monument (Brick sidewalk replacement)- Discussion regarding what the future plan with the sidewalks looks like for budgeting purposes. G. Carr made a call for the bricks and will be following up again soon. Sidewalks have never been better in the winter. Board has been doing a great job at keeping them clear.
- c. Trees- nothing to report at this time.
- d. Beautification- nothing to report at this time.
- e. Website- nothing to report.
- f. Use of Green- Fee Structure and Applications- Nothing to report at this time.

VIII. Wardens Report & Requests (joint selectman meeting)

G. Carr reached out to Kathryn McKean at Segar- Insurance Company to inquire how much criminal acts that would cost for coverage under the Borough. Which would include forgery, impersonation, computer and funds transfer fraud, etc. Which could include coverage for accounts that have been hacked, ransomware.

G. Carr filled out inquires regarding lawsuit.

Attention brought up to the latest newspaper article regarding Consolidation of the Borough.

America 250- request to add a box to the applications to notate if the application is for America 250, as well as a decision tree to know who to apply for, for what, as well as a calendar for events that are happening on Green to know when it is booked for different events.

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 bill in the amount of \$7,000.00 to Down to Earth made by L. Hillman seconded by P. Vermilyea. All in favor. Motion carried.

Motion to approve the monthly bills in the amount of \$20,238.86 made by P. Vermilyea and seconded by L. Hillman. All in favor. Motion carried.

XI. Adjournment.

Motion to adjourn made by L. Hillman at 7:58pm and seconded by P. Vermilyea. All in favor, motion approved.

Cassandra Simoncelli, Clerk