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Borough of Litchfield
Board of Warden & Burgesses
Special Meeting Minutes
Wednesday, March 27, 2024

Present: Gayle Carr, Warden, Stephan Krucker, Peter Vermilyea, Lara Hillman, Rebecca Parilla, Burgesses

Invited to Participate: Nicole Byrne, Esq.

Call to order: Meeting Called to Order at 5: 37 p.m.

1. Discussion: Blight Ordinance:

- a. Discussion commenced of details regarding the Litchfield Borough Blight Ordinance
- b. Details included:
 - i. Timing of notice and where to find the ordinance posted on the website
 - ii. Purpose to be amended and reflect details from Town of Salem re: “historic value”
 - iii. Scope to be amended to include “agricultural”, wetlands to remain in narrative
 - iv. Discussion of blight related to, but not limited to:
 1. definition of debris
 2. vehicles (specified as those that are inoperable, unregistered)
 3. fire or “damage caused by fire” (action: added to ‘E’)
 4. graffiti (action: to remove from ordinance)
 - v. “Director of Health” to be TAHD liaison
 - vi. Neighborhood defined as “the Borough”
 - vii. 36-5 B. ‘HDC’ to replace “Litchfield Historic District”
 1. Action of blight ordinance to be stayed pending business in front of HDC
 - viii. Fees Enforcement
 1. Fees can be amended upon compliance
 2. Fees will be amended to be in alignment with similar towns
 3. Appeal language discussed and clarified for when fees can be waived; acknowledgement of disability or elderly status accepted
 - ix. Update to the Blight List
 1. Determined that list will be updated at the “commission’s discretion” but not less than annually

2. Restaurant Ordinance

- a. Discussion commenced regarding the restaurant ordinance with minor edits including:
 - i. Lighting to be installed through approval only

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- ii. 'seasonal' to be defined (May through Columbus Day weekend)
- iii. Under 'B' (For ADA compliance) '4 ft' will be amended to read '6 ft'
- iv. Reapplication will occur annually; permit will only be allowed for one season and reapplication will be required

3. Budget

- a. Two versions of the budget (1.7 and 1.8 mill rate) were presented
 - b. 1.8 mill rate version presented as the recommended budget
 - c. Budgets designed to offset impact of new town assessment (leading to increase in taxes of 35% on average)
 - d. Details included:
 - i. Discussion of sidewalk cost as capital expense
 - ii. Fire Marshall request for thermal imaging cameras (\$8,000)
 - e. Will follow up at next meeting with more discussion and motion to pay for request from Fire Marshall
4. Meeting adjourned 6:57 pm EST