

The Board of Warden & Burgesses of
The Borough of Litchfield
Special Meeting Minutes November 19, 2025 at 6:00 p.m.
at the Borough Office, Pilgrim House, 21 Torrington Road, Litchfield, CT.

Present: Gayle Carr, Warden; Wolf Boehme, Senior Burgess; William Buckley, Burgess; Dirk Patterson, Burgess; and Olga Rella, Clerk.

Absent: Elisa Bauer, Next Senior Burgess; Rebecca Parilla, Burgess; and Nancy Southard, Treasurer.

Agenda:

I. Call to Order.

The Meeting was called to order by G. Carr at 6:03 pm.

II. Approval of the Minutes:

A. Approve Minutes of October 14, 2025 Regular Meeting

W. Boehme moved to approve the Minutes of October 14, 2025 with corrections, D. Patterson second. All in favor, Motion approved.

III. Communications

a. Discussion of America 250

Alice Ridgeway sent an email with a request to leave the Betsy Ross version of the flag up after Memorial Day through Labor Day . The Board was ok with it.

She also asked about decorating the Borough for America 250 in 2026, the Board said they have never decorated before but can review an application.

Alice Ridgeway also asked for guidance about the 3X3 boulder for the Civil War Memorial and sent pictures. The Board liked the white colored boulder but said for Alice to pick it out, they trusted her.

Victoria Sansing spoke to the Board representing the America 250 Coordinating Committee about the America 250 Kick Off. She apologized for publicity preceding the meeting.

Victoria shared with the Board plans for a bonfire on North Street Extension. The idea is to have a fire in the middle of town, they would close the street and build a cauldron to contain the fire and protect the street. The Fire Marshall has been involved in the planning and a fire truck would be on the scene. She added that they would like the school band to play fife and drum, their goal is to have a dignified colonial celebration. The Board recommended that they get 1 day insurance and add the Borough as an additional insured.

a. Email Communication

G. Carr shared phone call and email from:

1. Anthony Sturben left a message in reference to placing clothing recycling collection bins in the Borough. The Board felt that they did not have an appropriate location for this, the Board denied approval.
2. Amy Sobek requested the Green on 11/1/2025 for "A Gathering for Truth and Healing". Application was withdrawn.

IV. Public Participation:

a. Applicants

b. Public Comment

- Patricia Peiffer-Spoke about the State DOT proposed changes. She objects to adding lanes and a light. She feels that DOT is not paying attention and being considerate of the Historic District. There was a discussion of the National Preservation Act, section 106, the Board

said it only applied to National Historic Landmarks. Gayle said that if there is any additional protection to please pursue it. Mrs. Peiffer shared that she will be sending the documentation and will speak to the HDC.

- David Peiffer-Spoke in support of his wife, Patricia Peiffer. He asked the Board to listen and consider developing a resolution referring to traffic changes to the Historic District.
- Martin Cook-Interested in joining the BOL Board. He became a citizen of the United States after living in Litchfield for 20 years. The Board will add it to the next meeting agenda.

V. New Business:

- a. Approval of 2026 Meeting Dates/Calendar
D. Patterson moved to approve the BOL 2026 Meeting Schedule, W. Boehme second. 2 in favor and 1 opposed. Motion approved.
- b. Code Book Review
D. Patterson would like to do an overview of the code book, highlight important parts and do revisions. W. Boehme will print 8 copies for the Board.
- c. Board Process and Procedures
W. Boehme suggested having a special meeting to address this.
- d. Seasonal Decorations of the Light Poles
Gayle shared that we have money allocated for decorating the light poles. John from Litchfield Nursery will do approximately 25 poles with greenery for \$2,700-\$3,000, less than last year.
- e. Review of Estimates and Approval of Tree Work
We received 3 bids and Harwinton Tree Service came in the best.
There was a discussion about comments on other bids on the state of 2 Elms and 2 Maple trees. Will speak to Harwinton Tree Service to sort it out.
W. Boehme moved a motion to accept Harwinton's estimate for \$9,700, W. Buckley second. All in favor, Motion Approved.
- f. Review of Estimate for Work in the vicinity of 73 North Street
W. Boehme shared that since the entire sidewalk is in need of repair, the owner is willing to pay \$5,000 of the cost of \$13,500 to get the whole sidewalks covering 2 driveways.
W. Buckley shared that a more comprehensive sidewalk repair/replacement program is needed.
W. Boehme moved to approve the estimate for \$13,500 as long as the owner pays \$5,000. There was no second, 1-yes and 2-opposed, Motion failed.

VI. Old Business:

- a. Heritage Plan/Green Conservatory Committee-No Update
- b. Benches
Policy Review at the next meeting, Olga to email Minutes from 3/11/2025, where it was discussed.
- c. Garden Club Lights-No Update
- d. Community Connectivity Grant
W. Buckley's update: Resubmitted to DOT for a technical variation on the ADA compliance.

VII. Committee Updates

- a. Budget
W. Boehme will meet with Nancy to start working on the Budget.
- b. Sidewalks
W. Boehme presented a Sidewalk Committee proposed responsibilities document. Will be sent to all BOL Board. W. Buckley agrees with it.

VIII. Warden's Report & Requests

G. Carr shared a request from Judy for a new office chair, the estimated cost between \$129-\$154. The Board felt she should choose it and she can spend up to \$250.

W. Boehme moved a Motion to have Judy choose a new chair and order it, not to exceed \$250, W. Buckley second. All in favor, Motion approved.

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

None

X. Treasurer's Report: a. Monthly Financial Statements, Payments of Bills, and Treasurer's requests, if any.

W. Boehme moved a Motion to pay the bills in the amount of \$82,427.61 subject to a \$3,000 holdback on HLC's future bill until remediation is done on the Northside of West Street, second by W. Buckley. second. All in favor, Motion approved.

W. Buckley moved a Motion to approve the Optimum bill in the amount of \$72.00, D. Patterson second. All in favor, Motion approved.

XI. Adjournment.

Adjournment: A Motion for adjournment was made by W. Boehme and second by W. Buckley. All in favor. Motion approved. Meeting Adjourned at 9:00 pm: G. Carr, Warden