

**REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN  
TUESDAY, APRIL 1, 2008  
TOWN OFFICE BUILDING ~ 5:30 P.M.**

**Call To Order:** Leo Paul, Jr. called the meeting to order at 5:30 p.m. Also present were William Dranginis, Martha Bernstein, and Ernest Bunnell. Jack Healy arrived at 5:33 p.m.

**Approval Of Minutes:** **Motion:** Ernie Bunnell moved to approve the regular March 4, 2008 meeting minutes, and L. Paul seconded. Upon voting, E. Bunnell and L. Paul voted aye, and W. Dranginis and M. Bernstein abstained because of absence; motion carried.

**Public Requests/Comments:** None

**Selectmen's Requests:** In the First Selectmen's Report, Mr. Paul explained the 2008 General Obligation Bonds Issue, with the Town getting fabulous rates. The rate on bonds was 3.579 percent and the rate on BANS was 1.88 percent. Construction will begin soon on the High Bridge Road bridge, with anticipated finish date by Christmas 2008. He then related the news that two of the three STEAP grants applied for have been awarded to Litchfield; the \$90,000 Town Beach upgrade and boathouse, and the \$120,000 Playscape replacement. The grant for affordable housing will be rolled into the next round, possibly in October.

M. Bernstein asked about the greenway presentation. Mr. Paul said he met with the Bantam River Watershed Association regarding the \$30,000 grant for work in Bantam. They hope to get that revived so they can move forward with enough information so Mr. Paul can apply to OPM for an extension of the grant.

E. Bunnell asked about progress on the website, and L. Paul said he has met with John Worthington who is putting departmental information on the site.

**Northfield Firehouse Update:** M. Bernstein reported that many questions were gathered in response to LaRosa's presentation and will be discussed at the next meeting 4/2/08. L. Paul reported he is working on another deal with the fill where someone is willing to take it away with his truck, thus saving the Town money. This will be done very soon. E. Bunnell said the NU grant for energy efficient lighting (\$5,500) may be lost due to the time delay. Mr. Paul said he would make a phone call to NU to see if he can save it.

**School Building Committee Update – Jack Healy:** Mr. Healy said they are still going through the last group of change order requests. They are also paying off the remaining contracts. He will be meeting with O&G to review the punch lists. They will be evaluating retainage for each of the contractors. Contingency on unallocated funds is still between \$620,000 and \$680,000. They have a final design for the parking lot from CCA, and anticipate building the parking lot assuming contingency stays where it is.

**Town Hall Building Committee Update:** J. Healy said the Committee has put together a cost estimate and has scheduled three public sessions for May 19, 20, and 22 to present the findings to the citizens. W. Dranginis asked if the Committee would do a preliminary presentation to the Selectmen, and J. Healy said they want to go out to the public first for input and include those comments in the final report to the Selectmen. M. Bernstein said there will be feedback on the appearance of the building. J. Healy emphasized that this is a conceptual plan only, based on the municipal office space needs. If the project continues forward, the Committee will be working with an architect, and the façade and other areas could change many times.

**Resignations**

**a) Officer David Cooper from Litchfield Police Department, effective 4/2/08:** L. Paul said that upon the resignation of Officer Cooper, Cpl. Doyle has requested the Board of Selectman consider hiring a second resident trooper. L. Paul will need to get a letter to the State Police requesting a temporary duty officer in hopes of it working into a permanent second shift position. E. Bunnell asked if the budget would support this, and Mr. Paul said the funds were already in the budget.

b) **Charles Linsley from Economic Development Commission, Regular Board, effective 2/24/08:** Mr. Linsley would like to step down from the regular board and be appointed to the alternate board.

**Interviews, Appointments & Reappointments**

a) **Appoint Charles Linsley to Economic Development Commission, Alternate Board, term expiration 6/08:** **Motion:** W. Dranginis moved the above appointment, with a second by J. Healy. All voted aye and the motion carried.

b) **Reappoint Douglas Hatstat to Fire and EMS Commission, East Litchfield Rep., until 4/2009**

c) **Reappoint Teresa Berry to Fire and EMS Commission, Northfield Fire Rep., until 4/2009**

d) **Reappoint John Campbell to Fire and EMS Commission, Bantam Fire Rep., until 4/2009**

e) **Reappoint Robert Ebner, Jr. to Fire and EMS Commission, Litchfield Fire Rep., until 4/2009**

f) **Reappoint Sarah Curulla to Fire and EMS Commission, LVA Rep., until 4/2009**

g) **Reappoint Richard M. Ducci to Zoning Board of Appeals, term 3/2013**

h) **Reappoint Brian Donohue to Zoning Board of Appeals, term 3/2013**

i) **Reappoint Thomas O'Hare to Local Emergency Preparedness Committee, term 4/2010**

j) **Reappoint Roxanne Carroll to Local Emergency Preparedness Committee, term 4/2010**

**Motion:** W. Dranginis moved the above reappointments a) through j) and E. Bunnell seconded. Upon voting, all voted aye and the motion carried.

**Liaison Reports/Commission-Committee Minutes:** 3/25/08 Conservation Commission minutes; 2/27/08, 3/5/08, 3/10/08 BOE minutes (drafts); 1/30/08 BOE Finance Sub-Committee minutes; 2/5/08 BOE Special Programs and Personnel Sub-Committee minutes; 2/6/08 BOE Special Policy Sub-Committee minutes; 3/5/08 BOE Finance Sub-Committee minutes; 3/5/08 BOE Special Programs and Personnel Sub-Committee minutes; 3/5/08 Northfield Firehouse Building Committee agenda; 3/5/08 and 3/19/08 Northfield Firehouse Building Committee minutes; 2/28/08 Economic Development Commission minutes

**Vacancies:** The list of current appointed vacancies is as follows:

Bantam Lake Authority: One member, 12/2008

Bantam District Committee: Three members, two 3/2007, 1 3/2007

Beautification Commission: One regular member, 2/2008

Capital Improvements Committee: One member 11/2007

Conservation Commission: One alternate member 12/2009

Economic Development Commission: One alternate member 6/2008

Board of Ethics: One regular member 6/2008 and two alternate members 6/2007, 6/2008

Inland Wetlands Commission: One regular member, 6/2008

Litchfield Housing Authority: One member, 8/2011

Litchfield Housing Partnership: Six regular members, indefinite term

Litchfield Prevention Council: Five regular members: one 6/2007, three 6/2008, one 6/2006 and four alternate members: two 6/2007, and two 6/2008

Milton Historic District Commission: 3 regular members, 1/2011, 1/2012, 1/2013

Northwest Regional Tourism District: 1 member, 9/2009

Northwest Regional Transit District: 1 alternate member 5/2010

Northwest Regional Mental Health Board, Catchment Area council #22: One member, 5/2009

Pension Commission: Two alternate members, both 3/2010

Recycling Committee: Three regular members, two 2/2009, one 2/2008

Sandy Beach Commission: Two regular members, 12/2006

Town Hall Building Committee: Two alternate members 10/09

Veteran's Advisory Committee: Two regular members; one 8/2009, one 8/2007; Two alternate members 8/2009

Water Pollution Control Authority: Two alternate members; 1/2010, 1/2011

**Tax Refunds:** **Motion:** W. Dranginis moved to approve the eight tax refunds, for a total of \$983.00, and E. Bunnell seconded the motion. All voted aye and the motion carried.

**Old Business:** a) **POCAD Maps Review:** Matt Speck, Land Use Administrator, was on hand to explain the maps in hopes of developing a new parcel map for the Town with the help of the GIS program. The

maps are complete at this time with the exception of the sewer service boundary map, which is being negotiated between P&Z and the WPCA. J. Healy asked if there were any designations that would impact anyone's current use of their property. Mr. Speck said no, that site specific data always dictates. He hoped to get a favorable endorsement from the First Selectman, then on to the regional planner, Rick Lynn, then a P&Z public hearing. The maps are supplements to the POCAD document. The selectmen asked for the changes from the old maps to the new maps, and L. Paul said he would add it to the next agenda.

#### New Business

**a) Grand List for October 1, 2007:** L. Paul said the grand list has gone up 1.5% which would translate to increased revenue and a very small increase in taxes this year.

**b) Readopt *Fair Housing Resolution:* Motion:** W. Dranginis moved to dispense with the reading of the resolution, and E. Bunnell seconded. All voted aye and the motion carried. **Motion:** W. Dranginis moved to adopt the *Fair Housing Resolution* and E. Bunnell seconded. All voted aye and the motion carried. The resolution follows:

### **TOWN OF LITCHFIELD** **FAIR HOUSING RESOLUTION**

Whereas, All American citizens are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and

Whereas, State and Federal Fair Housing laws require that all individuals, regardless of race, color, religion, sex, national origin, ancestry, marital status, age, mental or physical disability, lawful source of income, sexual orientation, familial status, be given equal access to rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and

Whereas, The Town of Litchfield is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice.

NOW THEREFORE, BE IT RESOLVED, That the Board of Selectmen of the Town of Litchfield hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase and obtain financing for adequate housing of their choice on a non-discriminatory basis: and

BE IT FURTHER RESOLVED, That the First Selectman, of the Town of Litchfield or his/her designated representative is responsible for responding to and assisting any person who alleges to be the victim of any illegal discriminatory housing practices in the Town of Litchfield.

**c) Readopt *Fair Housing Policy Statement:* Motion:** J. Healy moved to dispense with the reading of the *Fair Housing Policy Statement*, and W. Dranginis seconded. All voted aye and the motion carried. **Motion:** W. Dranginis moved to adopt the *Fair Housing Policy Statement* and E. Bunnell seconded. All voted aye and the motion carried.

**d) Readopt *Title VI Equal Opportunity Statement:* Motion:** W. Dranginis moved to dispense with the reading of the *Compliance with Title VI of the Civil Rights Act of 1964*, and J. Healy seconded. All voted aye and the motion carried. **Motion:** W. Dranginis moved to adopt the *Compliance with Title VI of the Civil Rights Act of 1964*, and E. Bunnell seconded. All voted aye and the motion carried.

**e) Award 2008 Small Cities Preparation and Implementation Services to L. Wagner & Associates:** W. Dranginis inquired about the administrator's fee and L. Paul said it is a designated percentage by the State that comes out of the grant. **Motion:** W. Dranginis moved to award the bid to L. Wagner and Associates and J. Healy seconded. All voted aye and the motion carried.

**f) Adopt Resolution for Historic Document Preservation Grant: Motion:** W. Dranginis moved to adopt the resolution, and J. Healy seconded. All voted aye and the motion carried. The resolution follows:

**RESOLVED:**

That Lisa A. Losee, Town Clerk, is empowered to execute and deliver in the name of and on behalf of this municipality, an application and contract with the State Library for an Historic Document Preservation Grant.

**g) Capital Project Proposal – Oliver Wolcott Library:** L. Paul explained that when the budgets were done, a motion was made and approved by the Board of Finance that the Board of Selectmen offer the Oliver Wolcott Library the opportunity to apply for a capital expenditure through our capital budgeting this year. The library provided the Selectmen with the proposal totaling \$18,900. Robert Petricone and Ann Marie White from the library were on hand to explain the project to upgrade the children's room. J. Healy suggested they might approach Northeast Utilities for an energy efficient lighting grant, and Mr. Petricone said they are planning to pursue that. E. Bunnell said he is hesitant to approve something that circumvented the Capital Improvements Committee. L. Paul agreed, but said it was a request by the Board of Finance. **Motion:** E. Bunnell moved to approve the request with the understanding that he is opposed to this kind of request. W. Dranginis seconded the motion. All voted aye except M. Bernstein, as she is a library board member. Motion carried.

**h) Award Tractor Bid & Approve Capital Expenditure: Motion:** W. Dranginis moved to approve the bid award to R & S Rentals and Sales for \$46,129.00, as recommended by J. Koser. E. Bunnell seconded the motion. All voted aye and the motion carried.

**i) Award Mowing and Grounds Maintenance Bid:** L. Paul explained that the present contract gives the right to extend it to the current contractor for three years if desired. **Motion:** J. Healy moved to award the contract extension for three years to the current contractor, Maple Ridge LLC & Village Grounds Maintenance. W. Dranginis seconded. All voted aye and the motion carried.

**j) Consider Road Closures for 6/8/08 Road Race: Motion:** W. Dranginis moved to approve the road closures for the June 8<sup>th</sup> Litchfield Hills Road Race, and M. Bernstein seconded. All voted aye and the motion carried.

**k) Discontinue Portion of Old Forge Hollow Road:** L. Paul explained this is further to the discussion a few years ago, and should be approved before the Town Meeting. **Motion:** W. Dranginis moved to discontinue the remainder of Old Forge Hollow Road, starting at a point 7200 feet north of the intersection of Old Mount Tom Road and Old Forge Hollow for a distance of 790 feet north from the end of the improved road to the Marshepaug Forest including the piece that was deeded to the Town as a turnaround in 1965, and forward the same to a Town Meeting, per CT General Statute 13a-49. J. Healy seconded the motion. All voted aye and the motion carried.

**l) Discontinue Portion of Richards Road:** L. Paul said this is being revisited after there was further discussion with Dr. Schildgen. J. Healy asked about the resolution to providing access to Dr. Schildgen's son's driveway. L. Paul said they agreed to make it more accessible by laying down a bed of millings. E. Bunnell said he is still opposed to giving up the right of way, and a lot of Northfield people agree, saying it would cut off 1.5 miles for an ambulance to get through. His main concern, however, was that once it is given up, the Town can never get it back again. **Motion:** W. Dranginis moved to discontinue a portion of Richards Road, approximately 900 feet east of Route 254, Northfield Road, approximately 1000 feet to a point 670 feet west of McBride Road and forward the same to a Town Meeting, per CT General Statute 13a-49. J. Healy seconded the motion. All voted aye except E. Bunnell, who voted nay, and the motion carried.

**m) Sign Town Meeting Call for 4/15/08: Motion:** W. Dranginis moved to dispense with the reading of the call. J. Healy seconded. All voted aye and the motion carried. **Motion:** J. Healy moved to approve the Notice of the Special Town Meeting for April 15, 2008 at the Litchfield Firehouse at 7:00 p.m. W. Dranginis seconded, all voted aye and the motion carried.

**Correspondence**

- a) **3/14/08 Letter from B. Mason Re Proposed School Parking Lot:** Received and noted.
- b) **3/25/08 Letter from D. Williams Re Development:** Received and noted.
- c) **3/20/08 Letter from B. Glassman Re Wetlands Permits:** Received and noted.

**Motion:** W. Dranginis moved to adjourn at 6:55 p.m. and J. Healy seconded. All voted aye and the motion carried.

Leo Paul, Jr., First Selectman