# TOWN OF LITCHFIELD Special Town Meeting November 24, 2015

A Special Town Meeting of the Town of Litchfield was held on Tuesday, November 24, 2015 at the Litchfield Intermediate School Auditorium. Approximately 20 people were in attendance. Lisa A. Losee, Town Clerk, served as clerk. The meeting was called to order at 6:30 p.m. by First Selectman, Leo Paul, Jr.

A motion was made by Jon Torrant that Cleve Fuessenich preside as Moderator, seconded by Jennifer Paul. J. Torrant moved to close nominations, seconded by J. Paul. All were in favor. It was then voted unanimously by hand count in favor of having C. Fuessenich serve as Moderator. Motion carried.

The Moderator read the Call of the meeting. A copy was made available to all those present and is attached to these minutes as exhibit A.

The Moderator stated that the return of posting and publication thereof, on file and of record, states that said Notice, signed by a majority of the Selectmen, had been posted on the Town signpost on November 18, 2015 and that a copy thereof had been published in the Republican-American, a newspaper having substantial circulation in said Town, in its issue of November 19, 2015. It is attached to these minutes as exhibit B.

The Moderator stated that persons eligible to vote at Town Meetings are (i) any person who is an elector of the Town of Litchfield and (ii) any citizen eighteen years of age or more who, jointly or severally, is liable to the Town of Litchfield for taxes assessed against him or her on an assessment of not less than One Thousand Dollars on the last completed grand list of the Town, or who would be so liable if not entitled to an exemption under subdivision (17), (19), (22), (23), (25) or (26) of Section 12-81 of the General Statutes.

The Moderator read Item I: To appropriate a sum of \$85,000 to Account 60-9514-57953-0953 (Oil Tank Removal) the source of funds for such appropriation to be by way of transfer from Account 56-9501-58101 (Capital and Non-Recurring Fund), as recommended by the Board of Finance.

A copy of the transfer request was made available to all in attendance and is attached to these minutes as Exhibit C. J. Paul made motion to approve the transfer, seconded by John Bongiorno. There was no discussion. Diane Knox moved the question, seconded by J. Torrant. Vote was taken by hand count. 17 people were in favor and no one was opposed. Motion carried.

The Moderator read Item II: To accept the 2013-2014 Annual Report as presented.

J. Torrant made a motion to accept the Annual Report as presented, seconded by Jeff Zullo. There was no discussion. J. Torrant moved the question, seconded by D. Knox. Vote was taken by hand count. 16 people voted in favor and no one was opposed. Motion carried.

There being no further business to discuss a motion was made by J. Torrant and seconded by D. Knox to adjourn the meeting. The meeting adjourned at 6:41 p.m.

Respectively submitted,

Lisa A. Losee Town Clerk

Exhibit A

## NOTICE OF A SPECIAL TOWN MEETING TOWN OF LITCHFIELD TO BE HELD ON NOVEMBER 24, 2015

Notice is hereby given to the electors of the Town of Litchfield and those qualified taxpayers lawfully entitled to vote in Litchfield Town Meetings pursuant to Section 7-6 of the Connecticut General Statutes that a Special Town Meeting will be commenced on November 24, 2015, at 6:30 P.M., at the Litchfield Intermediate School Auditorium for the following purposes:

- I. To appropriate a sum of \$85,000 to Account 60-9514-57953-0953 (Oil Tank Removal) the source of funds for such appropriation to be by way of transfer from Account 56-9501-58101(Capital and Non-Recurring Fund), as recommended by the Board of Finance.
- II. To accept the 2013-2014 Annual Report as presented.

Dated at Litchfield, Connecticut this 17th day of November, 201

Diane Knox

∕eo∕Paul.

Jonathan, Torrant

Paul J. Parsons

Jeffrey Zullo

BOARD OF SELECTMEN TOWN OF LITCHFIELD

Any persons requiring special assistance should contact First Selectman Leo Paul, Jr. between the hours of 9:00a.m. and 4:30p.m. Monday through Friday at 860-567-7550.

### TOWN OF LITCHFIELD

# RETURN OF POSTING AND PUBLICATION OF NOTICE OF THE ANNUAL TOWN MEETING HELD NOVEMBER 24, 2015

I, Leo Paul, Jr., the duly elected, qualified and acting First Selectman of the Town of Litchfield, Connecticut, hereby certify that I caused a copy of the above Notice, attached hereto, of the Annual Town Meeting of the Town of Litchfield held November 24, 2015, to be published in the Republican American, a newspaper having a substantial circulation in the Town of Litchfield in its issue of November 19, 2015 which publication was at least five days prior to the holding of said Special Town Meeting (counting the date of publication but NOT the date of the meeting).

I FURTHER CERTIFY that I cause said Notice to be posted upon a signpost or other exterior place near the office of the Town Clerk and posted and filed in the Town Clerk's office and at all other places designated by the Town on November 18, 2015, not less than five days before such meeting.

Signed and sealed at Litchfield, Connecticut this 18th day of November, 2015.

First Selectman

[SEAL]

# Memorandum

Exhibit C

Date: October 28, 2015

To: Board of Selectman

Board of Finance

Town Meeting

From: Stacey Dionne, Assistant Finance Director

Re: Fiscal Year 2015/2016 Budget Transfer #2 for \$85,000

The Finance Department is requesting a budget transfer of \$85,000 to be transferred from Capital Non-recurring to Underground Fuel Tank account. The account already had \$665,000 transferred in but the funding needed for this project is \$745,000. This transfer is needed so that we can proceed with the project. (see memo from Public Works Department).

I recommend this transfer request be funded as follows:

# **Budget Transfer Requested:**

	Fund	Dept	Object		(Decrease) Debit	(Increase) Credit
FROM	56	9501	58101	Capital and Non-Recurring Fund	\$85,000	
ТО	60	9514	57953-0953	Oil Tank Removal		\$85,000

After this transfer is approved, the Capital and Nonrecurring Fund's fund balance will be \$192,204.

Attachment

# **ADDITIONAL COSTS FOR ABOVE GROUND TANKS**

Excavale for rew concrete pad         Bantan         RIVCO         Company         Labor Outside Co.         Material         Total Costs           Prep, form for new concrete pad         Remove 10,000 gallon AST in Bantan from existing pad and relocate to new pad         Bantan         RIVCO         RIVCO         RIVCO         RIVCO           Sew cut asphalt parking lost         Remove all dispose of spokal         Remove all dispose of spokal         RIVCO         RIVCO         RIVCO           Excavale for underground fuel piping and make connections         Bantan         RIVCO         RIVCO         RIVCO           Install induction from the piping and make connections         Bantan         RIVCO         S.325,12.00         S.325,12.00           Reckfill and restore areas disturbed during excavation         Bantan         RIVCO         S.325,12.00         S.325,12.00           Reckfill and restore areas disturbed buring excavation         Bantan         RIVCO         S.325,12.00         S.325,12.00           Reckfill and restore areas disturbed buring excavation         Bantan         RIVCO         S.325,12.00         S.325,12.00           Reckfill and restore areas disturbed buring excavation         Bantan         RIVCO         S.325,12.00         S.325,00.00           Install claim stall and buring excavation to decentrial and pareasure.         Linstall claim stall and to protecti							
tam from existing pad and relocate to new pad         Bantam         RIVCO           sing         Bantam         RIVCO           ding         Bantam         RIVCO           def make connections         Bantam         RIVCO           ded uning excavation         Bantam         RIVCO           ro double wall stainless steel Omegaflex         Bantam         RIVCO           g valve under Diesel pumps as required to         PW         RIVCO           g valve under Diesel pumps as required to         PW         RIVCO           g valve under Diesel pumps as required to         PW         RIVCO           of Public Works for meter located in garage         PW         RIVCO           of Public Works for meter update         PW         RIVCO           of protection bollards         All New Tanks         PWD           of protection bollards         All New Tanks         PWD           of protection bollards         Bantam         Bantam Fuel         \$2,100.00           def more and removal of tank         Bantam         Bantam Fuel         \$6,500.00           All New Tanks         Outside company         \$4,000.00         \$6,500.00	Description	Location	Company	Labor PW	Labor Outside Co.	Material	Total Costs
Bantam         RIVCO           Bantam         RIVCO           Bantam         RIVCO           Ding         Bantam         RIVCO           Bantam         RIVCO         RIVCO           Indid         Bantam         RIVCO         RIVCO           Indid         Bantam         RIVCO         RIVCO           Indid         Bantam         RIVCO         RIVCO           Buttam         RIVCO         RIVCO         RIVCO           Buttam         RIVCO         RIVCO         RIVCO           Buttam         RIVCO         RIVCO         RIVCO           Buttam         RIVCO         RIVCO         RIVCO           Check valves at dispensers         PW         RIVCO         RIVCO           Check valves at dispensers         PW         RIVCO         RIVCO           Of Dublic Works for meter located in garage         PW         RIVCO         RIVCO           Of Public Works for meter update         PW         RIVCO         RIVCO         RIVCO           Of protection bollards         All New Tanks         RIVCO         RIVCO         RIVCO         RIVCO           Of protection bollards         Bantam         Bantam Fuel         S4,000.00							
tame from existing pad and relocate to new pad         Bantam         RIVCO           ling         RIVCO         RIVCO           ling         Ling         RIVCO           ling         Ling         RIVCO           ling         Ling         RIVCO           ling         RIVCO         RIVCO           ling         Rivin         RIVCO           ling         Rivin         Rivin           ling         Rivin         Rivin           ling         Rivin         Rivin     <	Excavate for new concrete pad	Bantam	RIVCO				
tam from existing pad and relocate to new pad         Bantam         RIVCO           bing         Bantam         RIVCO           ling         Bantam         RIVCO           ad during excavation         Bantam         RIVCO           ad during excavation         Bantam         RIVCO           ar to double wall stainless steel Omegaflex         Bantam         RIVCO           g valve under Diesel pumps as required to         PW         RIVCO           grablic Works for meter located in garage         PW         RIVCO           of Public Works for meter update         PW         RIVCO           r gasoline tank to meet update         All New Tanks         RIVCO           r f protection bollards         All New Tanks         RIVCO           r f protection bollards         All New Tanks         Rantam Fuel         \$5,100.00           r f mantam Annex and removal of tank         Bantam         Bantam Fuel         \$6,500.00           R mantam         Bantam Fuel         \$6,000.00         \$6,500.00	Prep, form for new concrete pad	Bantam	RIVCO				
Bantam         RIVCO           def make connections         Bantam         RIVCO           nd make connections         Bantam         RIVCO           nd during excavation         Bantam         RIVCO           ad during excavation         Bantam         RIVCO           g valve under Diesel pumps as required to         pw         RIVCO           g valve under Diesel pumps as required to         pw         RIVCO           problic Works for meter located in garage         pw         RIVCO           of Public Works for meter located in garage         pw         RIVCO           of Public works for meter located in garage         pw         RIVCO           of Public works for meter located in garage         pw         RIVCO           of Public works for meter located in garage         pw         RIVCO           of Public works for meter located in garage         pw         RIVCO           of protection bollards         All New Tanks         RIVCO         \$2,100.00           not protection bollards         Bantam Fuel         \$2,100.00           Bantam Annex and removal of tank         Bantam Eul         \$2,000.00           Bantam Bantam         Bantam Fuel         \$2,000.00           Bantam Bantam         Bantam Fuel         \$2,000.00	Remove 10,000 gallon AST in Bantam from existing pad and relocate to new pad	Bantam	RIVCO				
ning         Bantam         RIVCO           Ind make connections         Bantam         RIVCO           Ind make connections         Bantam         RIVCO           Eduting excavation         Bantam         RIVCO           Eduting excavation         Bantam         RIVCO           g valve under Diesel pumps as required to         PW         RIVCO           check valves at dispensers         PW         RIVCO           of Public Works for meter located in garage         PW         RIVCO           of Public Works for meter update         PW         RIVCO           of protection bollards         All New Tanks         RIVCO           of protection bollards         All New Tanks         PWD           d protection bollards         All New Tanks         PWD           Bantam         Bantam Fuel         \$2,100.00           Bantam         Bantam Fuel         \$2,000.00           Bantam         Bantam Fuel         \$4,000.00           Bantam         Bantam Fuel         \$2,000.00           Bantam         Bantam Fuel         \$2,000.00           Bantam         Bantam Fuel         \$2,000.00	saw cut asphalt parking lot	Bantam	RIVCO				
ning         Bantam         RIVCO         RIVCO <th< td=""><td>Remove and dispose of asphalt</td><td>Bantam</td><td>RIVCO</td><td></td><td></td><td></td><td></td></th<>	Remove and dispose of asphalt	Bantam	RIVCO				
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ng         Bantam         RIVCO         RIVCO           ed during excavation         Bantam         RIVCO         PW           g valve under Diesel pumps as required to         PW         RIVCO         PW           check valves at dispensers         PW         RIVCO         PW           check valves at dispensers         PW         RIVCO         PW           check valves at dispensers         PW         RIVCO         PW           of Public Works for meter located in garage         PW         RIVCO         PW           of Public Works for meter update         All New Tanks         RIVCO         \$8,410.00           r of protection bollards         All New Tanks         PWD         \$2,100.00           ntam Annex and removal of tank         Bantam         Bantam Fuel         \$2,100.00           ntam Annex and removal of tank         Bantam         \$4,000.00         \$6,500.00           All New Tanks         Outside company         \$4,000.00         \$6,500.00           All New Tanks         All New Tanks         PW         Total	nstall underground fuel piping and make connections	Bantam	RIVCO				
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check valves at dispensers  check valves at dispensers  check valves at dispensers  of Public Works for meter located in garage  pw RIVCO  of Public Works for meter update  pw RIVCO  All New Tanks  All New Tanks  Bantam Fuel  Bantam Annex and removal of tank  Bantam  Bantam Fuel  All New Tanks  Bantam  Bantam Fuel  Bantam  Bantam Fuel  All New Tanks  Bantam  Bantam Fuel  Bantam  Bantam Fuel  Bantam  Bantam Fuel  Bantam  Bantam Fuel  S2,100.00  \$6,500.00  Total	.nange piping system from copper to double wall stainless steel Omegaflex	Bantam	RIVCO				\$9,000,000
check valves at dispensers  of Public Works for meter located in garage  r gasoline tank to meet update  lof protection bollards  lof protection bollards  All New Tanks  Bantam Annex and removal of tank  Bantam  Ba	nstall vacuum actuated regulating valve under Diesel pumps as required to	Μd	RIVCO				no noncorrect
check valves at dispensers  of Public Works for meter located in garage  r gasoline tank to meet update  All New Tanks  of protection bollards  of protection bollards  Intam Annex and removal of tank  Bantam  Bantam  Bantam Fuel  Bantam	old back head pressure.						00 000
of Public Works for meter located in garage PW RIVCO  If gasoline tank to meet update PW RIVCO  All New Tanks RIVCO  Of protection bollards  Intam Annex and removal of tank  Bantam Bantam Fuel S2,100.00  All New Tanks Outside company \$4,000.00 \$6,500.00  All New Tanks Outside company \$4,000.00 \$6,500.00	istall (2) new pump breakaway check valves at dispensers	Md	RIVCO				\$1,200.00
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of protection bollards         All New Tanks         RIVCO         \$8,410.00           ntam Annex and removal of tank         Bantam         Bantam Fuel         \$2,100.00           Bantam         Bantam Fuel         \$2,100.00           All New Tanks         Outside company         \$4,000.00         \$6,500.00           Total         Total	auges for each Oil tank	AA	NINCO				\$1,500.00
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Intam Annex and removal of tank         Bantam         Bantam Fuel         \$2,100.00           Bantam         Bantam Fuel         \$2,100.00           All New Tanks         Outside company         \$4,000.00         \$6,500.00           Total         Total	The second control of protection boilding	All New Tanks	PWD			\$8,410.00	\$8,400.00
Bantam         Bantam Fuel         \$2,100.00           All New Tanks         Outside company         \$4,000.00         \$6,500.00           Total         Total	emp installation of oil tank at Bantam Annex and removal of tank	Bantam	Bantam Fuel			\$2 100 00	\$2 100 00
All New Tanks Outside company \$4,000.00 \$6,500.00 Total	emove temp tank and feed lines	Bantam	Bantam Fuel			\$2 100 00	00.00.1
Total	proximate Fencing costs	All New Tanks	Outside company		ÇA DOD DO	20,000,00	32,100.00
			Airpdillon anima		00,000,40	26,500.00	\$10,500.00
						Total	\$79,812