

**TOWN OF LITCHFIELD
SPECIAL TOWN MEETING
SEPTEMBER 24, 2015**

A Special Town Meeting of the Town of Litchfield was held on Thursday, September 24, 2015 in the auditorium at the Litchfield Intermediate School. First Selectman, Leo Paul, Jr. called the meeting to order at 7.00p.m, There were approximately 14 people in attendance. L. Robyn Ryle, Ass't Town Clerk, served as Clerk.

A motion was made by ___Ann Combs_ and seconded by _Jennifer Paul_ that Cleve Fuessenich serve as Moderator. There were no other nominations. A vote was then taken by voice that C. Fuessenich reside as moderator. All voted in favor. Motion carried.

The moderator state 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 September 16, 2015 and that a copy thereof had been published in the Republican-American, a newspaper having substantial circulation in said Town of Litchfield, in its issue of September 17, 2015.

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 grants 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.

Edgar Auchincloss moved to waive the reading of the Call, seconded by Jennifer Paul A copy was made available to all those in attendance and is attached as Exhibit A. All in favor.

The Moderator read Item I: To consider and act on discontinuing as a public highway pursuant to C.G.S. §13a-49 that portion of Donahue Road beginning at a point marked by a pair of monuments located on the northerly and southerly sides of Donahue Road which point is located 512 feet more or less westerly from the intersection of Donahue Road with Cathole Road; thence continuing westerly 1,979 feet more or less to a point at the easterly end of Donahue Road Extension near SNET Pole 15-5873 marked by a pair of monuments located on the northerly and southerly sides of Donahue Road Extension, which point is located 1,659 feet more or less westerly from the intersection of Donahue Road Extension with Prospect Mountain Road marked by SNET Pole 2288.

Edgar Auchincloss moved to adopt Item 1, seconded by Diane Knox. Leo referred to a letter sent via email from a neighbor stating they were in favor of closing the road. Leo described how the road is overgrown with rocks protruding making it impossible to travel.

Yes_12__ No_0

The Moderator read Item II: To consider and act upon various line item transfers to adjust General Fund departmental budgets to be within approved spending limits for fiscal year 2014/15 in the total amount of \$149,284, as recommended by the Board of Finance.

David Wilson moved to adopt Item II, seconded by Nancy Southard. There was no discussion.

Yes___10 No___0_

There being no other business to discuss, Paul Parsons moved to adjourn the meeting, seconded by Diane Knox. The meeting adjourned at 7:13 p.m.

Respectively submitted,



L Robyn Ryle
Ass't Town Clerk

Memorandum

Date: August 1, 2015

To: Board of Selectman
Board of Finance/Town Meeting

From: Stacey Dionne, Assistant Finance Director

Re: Fiscal Year 2014/2015 Budget Transfer #9 for \$149,284

The Finance Department is requesting the following year-end transfer to adjust General Fund departmental budgets, including salaries, to be within approved spending limits. Note although some departments increases are less than the \$20,000 threshold that requires a Town Meeting, at year end, the Town consistently includes them in the final year end transfer. The total of \$149,284 is .5% of the original budget of 28,573,622.

FY 14/15 Budget Transfer Requested:

	Dept	Object	(Decrease) Debit	(Increase) Credit
TO	1102	51803	Mileage	629
TO	1201	52109	Professional Service	3,615
TO	1201	55102	Office Equipment	100
TO	1109	50102	Elected Officials	22
TO	1109	51401	Advertising	11
TO	1403	51401	Advertising	293
TO	1403	52105	Professional Service	7180
TO	1801	52105	Professional Service	652
TO	1804	52102	Professional Service	746
TO	3102	50103	Perm Full Time	10,148
TO	3102	50108	Overtime	11,839
TO	3102	50109	Overtime Winter	86,947
TO	3104	51105	Supplies Auto	18,440
TO	9101	56109-011N	Unemployment	8,662
FROM	1903	51703	Contingency	29,650
FROM	8101	56101	Workers Comp	37,341
FROM	8101	56103	Fica	38,782
FROM	3103	51301	Rd Maint Gravel	23,299
FROM	3106	51421	Delivery	18,650
FROM	3106	52303	Stumps, Logs & Disposal	1,562
TOTALS			149,284	149,284

Town of Litchfield
 End of Year Transfer
 2014-2015 June 30, 2015

To:

<u>Department</u>	<u>Account</u>	<u>Description</u>	<u>Amount</u>	<u>Reason</u>
Board of Selectman	01-1102-51803	Mileage	\$ 629.00	mileage
Finance	01-1201-52109	Professional Services	\$ 3,615.00	new payroll upgrade
Finance	01-1201-55102	Office Equip sm	\$ 100.00	new chair
Board of Tax Review	01-1109-50102	Elected Officials	\$ 22.00	appeal
Board of Tax Review	01-1109-51401	Advertising	\$ 11.00	ad
Wetlands	01-1403-51401	Advertising	\$ 293.00	Legal ad
Wetlands	01-1403-52105	Professional Services	\$ 7,180.00	Legal
Legal	01-1801-52105	Professional Service-Constable	\$ 652.00	counsel
Municipal Management	01-1804-52102	Professional Service	\$ 746.00	new hires
PW Operations	01-3102-50103	perm ft	\$ 10,148.00	pay out retired
PW Operations	01-3102-50108	Overtime	\$ 11,839.00	OT
PW Equipment	01-3102-50109	Overtime Winter	\$ 86,947.00	OT
Equipment	01-3104-51105	Supplies Auto	\$ 18,440.00	parts trucks
BOE Custodians	01-9101-56109-01in	Unemployment	\$ 8,662.00	empty left
TOTAL			\$ 149,284.00	

<u>From</u>	<u>Account</u>	<u>Description</u>	<u>Amount</u>	<u>Reason</u>
Contingency	01-1901-51703	Contingency	\$ 29,650.00	
Fringe Benefits	01-8101-56101	Workers Compt	\$ 37,341.00	rate came in less
Fringe Benefits	01-8101-56103	Fica	\$ 38,782.00	estimate was high
Highways	01-3103-51301	Rd Maint Gravel	\$ 23,299.00	Did not use
Solid Waste & Recycling	01-3106-52111	Delivery	\$ 18,650.00	Did not use
Solid Waste & Recycling	01-3106-52303	Stumps Log Disposal	\$ 1,562.00	Did not use
TOTAL			\$ 149,284.00	

Prepared by
 Stacey Dionne

7/31/2015