



**TOWN OF WINCHESTER**  
**BOARD OF SELECTMEN MEETING**  
**Regular Meeting Agenda**  
**January 20, 2025-7:00PM**

FILED  
CLERKS OFFICE

1. **CALL TO ORDER** (Turn your cell phones off)
2. **PLEDGE OF ALLEGIANCE** JAN 16 2026
3. **AGENDA REVIEW**
4. **APPROVAL OF MINUTES**  
A) Minutes of Regular meeting on January 05, 2026
5. **CITIZENS' COMMENTS**  
The Board of Selectmen welcomes public comments, speakers will be limited to three (3) minutes or less and may speak only once. Please give your name and address.
6. **TOWN MANAGER'S REPORT**
7. **FINANCE DIRECTOR'S REPORT**
8. **CORRESPONDENCE**
9. **BOARDS AND COMMISSIONS**
10. **UNFINISHED BUSINESS**  
A) Charter Revision Applications
11. **NEW BUSINESS**  
A) Budget Priorities (Town Manager Harrington)  
B) Pearson school roof project  
C) Potential Pre-School expansion  
D) 26-01 Refunds as Recommended by the Collector of Revenue (Town Manager Harrington)
12. **EXECUTIVE SESSION**  
A) Discussion regarding 48 Bridge Street  
B) Discussion regarding Smolak Case  
C) Discussion regarding ratification of Union Contracts
13. **NEW BUSINESS**  
A) Discussion/possible action regarding Smolak Case  
B) Discussion/possible action regarding 48 Bridge Street,  
C) Discussion/ possible action regarding ratification of Union Contracts



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**14. CITIZENS' COMMENTS**

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**15. SELECTMEN'S COMMENTS AND REPORTS**

**16. ADJOURNMENT**

# Town of Winchester

Board of Selectmen - Regular Meeting

Monday January 5, 2026

Winchester Town Hall - Hicks Room

Noticed in Town Clerks Office and on Towns Website

Item 1 **Call to Order**

Meeting called to order by Mayor Todd Arcelaschi at 7:00pm

Attending Members	Todd Arcelaschi (Mayor)	William Hester (Selectman)
	Paul Marino (Selectman)	William Pozzo (Selectman)
	Kevin Bishop (Selectman)	

Absent Excused	Cheryl Heffernan McGlynn (Selectwoman)
	Troy Lamere (Selectman)

Staff Members	Paul Harrington (Town Manager)
	Glenn Albanesius (Town Clerk)

Item 2 **Pledge of Allegiance**

The Pledge was recited by all

Item 3 **Agenda Review** -

No Changes

Item 4 **Approval of Minutes**

\* Minutes of Regular Meeting on December 15, 2025

Motion - Sel. Hester / Second - Sel. Pozzo

Vote to approve - Unanimous (5 - 0)

Item 5 **Citizens Comments** - The following people addressed the Board

\* Terry Tanner - Read a prepared statement accusing the Town of willfully mishandling the care and placement of Sarah Smolek's impounded dogs.

Item 6 **Town Manager's Report** - Town Manager Paul Harrington reported on the following topics.

\* Our launch of the new "Winsted Cares" program has been greatly successful so far. December of 2025 recorded 62 clients in 74 encounters. Referrals to the service came from Social Media posts, family and local partners. The Program Coordinator is also connected with the PD, Ambulance Service and local Businesses and Organizations.

\* The FY2027 Budget process will become a primary focus over the coming weeks as the Town Manager's proposal is due on March 15th. The Budget office is currently seeking efficiencies and savings for electricity, telecommunications, software and shared service costs. Identification of project priorities is strongly encouraged and input from the Selectman will be part of the January 20th meeting.

\* EDC completed a rare Triple Ribbon Cutting Ceremony by welcoming Kawa & Company, Sacred Beauty Salon and The Zen Den to Winchester's Business Community.

\* Winchester has submitted an application to DEEP's Recreational Trails Grant Program. If awarded, the funds will be used to complete that last 2 phases of the Sue Grossman Greenway.

\* The Town's new IT Service recently completed an upgrade to all computers that need to run Windows 11 or have Windows 10 Security Extensions installed.

\* A Public Hearing was held on December 18th to discuss ramifications of installing Speed Camera's in Town. During the hearing a suggestion was made to increase the number of camera's to a total of 4. The decision was made to place a test unit along Main Street in front of Town Hall, however the analysis unit was recently damaged while gathering data in Norfolk.



*B) Appointment of Town Attorney*

Upon the recommendation of the Town Manager a motion to name Kevin Nelligan as the Town Attorney for the Town of Winchester was offered.

Motion - Sel. Marino / Second - Sel. Hester

Vote to approve - Unanimous (5 - 0)

*C) Police Revolving Fund for Police Acquisition*

Motion Statement - " I move to approve the expenditure of \$66,602.10 from the Police Revolving Fund for the purchase of one (1) 2026 Ford Police Interceptor, contingent upon availability and in accordance with State purchasing requirements."

Motion - Sel. Marino / Second - Sel. Pozzo

Vote to approve - Unanimous (5 - 0)

Item 11 **Citizens Comments** - The following people addressed the Board

\* Willie Platt - Explained that the Town Charter prevents Town Employees from serving on any Charter Revision Panel.

Item12 **Selectmen's Comments** -

Sel. Bishop - Attended a recent BOE sponsored Holiday luncheon at both Pearson and Hinsdale Schools and wanted to acknowledge the staff for all the extra duties they perform for events like this.  
Mayor Arcelaschi - Announced the early morning swearing in of Officer Peter Tiemann to the Winchester Police Department.

Item 13 **Adjournment**

Motion - Sel. Marino / Second - Sel. Hester

To adjourn the meeting at 8:00pm

Vote to approve - Unanimous (5 - 0)

ATTEST:

Glenn Albanesius, Town Clerk

These Minutes are subject to formal approval at the next scheduled meeting. Any amendments, corrections or revisions will be noted in the next Meeting Minutes.

**Town of Winchester  
Board of Selectman Report  
January 20, 2026**

**FY 2025 General Fund Results**

December 31, 2025

50% of the fiscal year

<b>Revenues</b>	<b>Current YTD</b>	<b>Prior Year</b>		
- Current Property Taxes	19,520,434	66.87%	16,651,827	60.89%
- MV Supplemental	2,793	0.80%	9,545	4.24%
- Past Due Taxes	237,289	67.80%	216,343	36.06%
<b>- Total Revenues</b>	<b>23,668,366</b>	<b>57.70%</b>	<b>20,199,812</b>	<b>49.50%</b>
<b>Expenditures</b>	<b>21,133,248</b>	<b>51.52%</b>	<b>20,146,293</b>	<b>49.37%</b>
<b>Municipal Aid Received</b>	Property Tax - Disabled	1,196		
	Propert tax - Veterans	4,930		
	Pequot - PILOT	16,491		
	Distressed Municipality	3,651		
	DWSRF Tank Reimbursements	22,000	final reimbursement	

<b>Cash Flow</b>	\$	22,634,279 in GF at November 30
		19,006,693 invested
	- NWCB Sweep	458,187
	- STIF	2,614,125
	-NWCB MM (9127)	15,934,381

## **CIP Report**

## December 2025 capital expenditures

### 1,249 Town Hall Repairs/Upgrades

## 84,924 Annual Road Maintenance

## 91,859 Chapel/Dayton Road Reclaim and Pave

236,677 Price Road Mill and Pave

## 299,189 PW Wheeled Excavator

112,745 Wahnee Road BOND

1,431 Hubbard Street BOND

Spring Street BOND

17,588 West Wakefield Blvd

26,138 Drainage - BOND

3,750 Pearson Root

**MONTHLY BUDGET VS. ACTUAL SUMMARY**  
12/31/2025

<b>FY 2025</b>						
Amended Budget	Month to Date Expenditures	YTD Actual	Outstand. Encumbr.	YTD w/Encumbr.	YTD % w/Encumbr	YTD Remain. Balance
<b>Revenues by Source</b>						
Current Property Taxes	29,189,861	2,901,947	19,520,434	19,520,434	66.87%	9,669,427
Past Due Property Taxes	350,000	13,495	237,289	237,289	67.80%	112,711
Current MV/Supplemental Taxes	350,000	2,793	2,793	2,793	0.80%	347,207
Interest and Liens	171,000	11,555	116,698	116,698	68.24%	54,302
State Grants/Pitt/OTIF/Intergovernmental	8,551,228	26,768	2,513,171	2,513,171	28.39%	6,338,057
Charges for Services	482,980	15,471	234,928	234,928	48.64%	8,821,966
Licenses, Fees and Permits	242,000	18,327	151,286	151,286	62.51%	248,022
Income on Investments	300,000	73,253	393,373	393,373	131.12%	90,714
Other Revenue	467,000	6,685	335,898	335,898	71.93%	(93,373)
Sewer and Water Administration - Transfers In	325,000	27,084	162,496	162,496	50.00%	162,504
Appropriation of Fund Balance	-	-	-	-	0.00%	2,050,000
Transfers In	288,100	-	-	-	0.00%	288,100
Fund Balance - BOD Non-lapsing	41,017,139	3,097,818	23,668,366	23,668,366	57.70%	17,348,773
<b>REVENUE TOTAL per Report GL216</b>	<b>41,017,139</b>	<b>3,097,818</b>	<b>23,668,366</b>	<b>23,668,366</b>	<b>57.70%</b>	<b>20,446,591</b>
<b>REVENUES - TOWN GENERAL FUND 999</b>						
REVENUE TOTAL per Report GL216	40,806,370	-	20,199,821	-	49.50%	40,806,370
						49.50%
<b>Expenditures by Department</b>						
Board of Selectmen 110	37,421	625	13,030	19	13.04%	24,372
Town Manager 111	225,718	17,910	107,620	-	47.68%	118,098
Probate Court 112	11,897	-	1,887	-	15.86%	10,100
Registrars 113	98,722	7,887	50,535	1,413	51.94%	46,774
Accounting 114	393,450	30,883	183,128	4,700	47.74%	205,621
Assessor 115	151,601	11,730	63,430	-	41.84%	89,171
Board Of Assessment Appeal 116	3,000	-	-	-	0.00%	3,000
Tax Collector 117	176,234	14,021	87,842	55	87.89%	49.87%
Treasurer 118	48,039	4,003	24,020	-	50.00%	24,020
Legal Fees 119	88,000	14,099	53,485	-	53.48%	34,515
Town Clerk 120	184,812	13,604	73,648	12,812	66.460	98,352
Planning & Zoning Commission 122	2,540	110	500	-	19.60%	2,540
Zoning Board Of Appeals 123	1,600	55	392	-	24.52%	1,208
Economic Development 125	9,550	-	1,597	-	16.72%	7,953
Maintenance of Lakes/Ponds 126	90,445	1,026	9,436	1,976	32.22%	81,303
Town Hall Building 127	244,823	16,191	88,279	53,982	142,261	56.11%
Soldiers Monument Commission 129	7,500	56	1,195	642	1,837	24.50%
Inlands Wetlands Commission 136	4,800	-	-	-	0.00%	4,800
Purchasing 145	44,850	3,338	20,705	-	20.705	46,121
Land Use 146	342,334	30,313	170,953	441	171,395	50.07%
Human Resources 150	14,660	2,120	4,721	-	32.20%	170,939
Friends Of Main Street 152	9,000	-	9,000	-	9,000	9,000
Printing 800	-	-	-	-	100.00%	-
Public Celebrations 811	37,000	850	5,230	-	5,230	30,770
Northwest CT Transit District 814	77,182	-	77,182	-	77,182	100.00%
Employee Benefits 918	2,986,500	180,531	1,161,946	1,161,946	50.48%	1,168,394
Municipal Insurance 919	515,000	361,144	-	-	361,144	153,856
Education Indirect Costs 912	744,360	62,085	313,56	-	313,56	475,000
<b>General Government</b>	<b>6,521,078</b>	<b>2,886,862</b>	<b>719,930</b>	<b>3,605,583</b>	<b>55.28%</b>	<b>2,915,486</b>
Police 210	3,084,276	342,461	1,644,191	1,644,191	53.64%	1,429,825
Fire 211	425,511	200,607	72,544	273,151	64.04%	153,360

Amended Budget	YTD Actual	YTD %	FY 2025	FY 2025	FY 2025 vs. FY 2025
					\$ Difference

**MONTHLY BUDGET VS. ACTUAL SUMMARY**  
12/31/2025

FY 2026						
Amended Budget	Month to Date Expenditures	YTD Actual	Outstand. Encumbr.	YTD w/Encumbr.	YTD % w/Encumbr	YTD Remain. Balance
12/31/2025 6 MONTHS 50%						
Emergency Management 214	12,340	7,41	4,020	2,139	5,160	49.92%
Ambulance 215	606,410	106,241	403,108	210,000	613,108	101.10%
Animal Control 216	12,200	-	22,200	-	22,200	181.97%
Winchester Fire Department 219	49,000	38,850	-	38,850	-	79.29%
Public Safety Communications 231						
Highways 311	2,131,554	162,665	781,019	343,112	1,124,131	52.74%
Cemeteries 313	111,285	8,207	44,636	5,114	49,750	44.71%
Other Town Properties 325	52,421	15,187	31,043	3,842	34,885	66.55%
Street Lighting 320	146,000	19,357	61,896	116,544	178,439	122.22%
Public Works 2441,260	205,415	916,594	488,612	1,387,205	56.82%	(32,439)
Waste Disposal And Recycling 314	242,624	-	120,534	122,080	242,624	100.00%
Health 410	152,793	-	135,793	117,000	152,793	100.00%
Senior Services 813	215,782	15,230	92,225	13,970	106,195	49.21%
Social Services 510	11,000	838	5,760	-	5,760	52.37%
Health 379,575	15,058	233,779	30,970	284,749	59.75%	114,826
Libraries 710	255,666	21,396	127,833	285,666	-	255,666
Parks 810	71,802	5,480	24,540	3,300	27,840	38.77%
Recreation 812	399,155	13,897	197,215	16,205	213,420	53.47%
Parks and Recreation 470,987	19,377	221,755	19,505	241,260	51.23%	229,891
Other Shared Costs 910	425,179	21,499	382,018	57,509	419,527	98.67%
Debt Administration 913	1,273,500	171,342	400,842	-	400,842	31.48%
Board Of Education Expenditures	23,993,885	2,464,986	11,294,674	11,294,674	11,294,674	47.07%
BOE Sinking Fund Expenditures	-	-	1,838	-	-	(1,838)
Operating Transfers Out 1001	822,698	68,558	411,350	-	411,350	50.00%
<b>APPROPRIATION TOTAL per report GL 216</b>	<b>41,017,139</b>	<b>3,891,981</b>	<b>19,291,855</b>	<b>1,841,393</b>	<b>21,133,248</b>	<b>51.52%</b>
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<b>APPROPRIATION TOTAL per report GL 216</b>	<b>41,017,139</b>	<b>3,891,981</b>	<b>19,291,855</b>	<b>1,841,393</b>	<b>21,133,248</b>	<b>51.52%</b>
<b>APPROPRIATION TOTAL per report GL 216</b>	<b>41,017,139</b>	<b>3,891,981</b>	<b>19,291,855</b>	<b>1,841,393</b>	<b>21,133,248</b>	<b>51.52%</b>
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<b>APPROPRIATION TOTAL per report GL 216</b>	<b>41,017,139</b>	<b>3,891,981</b>	<b>19,291,855</b>	<b>1,841,393</b>	<b>21,133,248</b>	<b>51.52%</b>
<b>APPROPRIATION TOTAL per report GL 216</b>	<b>41,017,139</b>	<b>3,891,981</b>	<b>19,291,855</b>	<b>1,841,393</b>	<b>21,133,248</b>	<b>51.52%</b>
<b>APPROPRIATION TOTAL per report GL 216</b>	<b>41,017,139</b>	<b>3,891,981</b>	<b>19,291,855</b>	<b>1,841,393</b>	<b>21,133,248</b>	<b>51.52%</b>
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<b>APPROPRIATION TOTAL per report GL 216</b>	<b>41,017,139</b>	<b>3,891,981</b>	<b>19,291,855</b>	<b>1,841,393</b>	<b>21,133,248</b>	<b>51.52%</b>
<b>APPROPRIATION TOTAL per report GL 216</b>	<b>41,017,139</b>	<b>3,891,981</b>	<b>19,291,855</b>	<b>1,841,393</b>	<b>21,133,248</b>	<b>51.52%</b>
<b>APPROPRIATION TOTAL per report GL 216</b>	<b>41,017,139</b>	<b>3,891,981</b>	<b>19,291,855</b>	<b>1,841,393</b>	<b>21,133,248</b>	<b>51.52%</b>
<b>APPROPRIATION TOTAL per report GL 216</b>	<b>41,017,139</b>	<b				

**TOWN OF WINCHESTER  
R E V E N U E   S U M M A R Y**

Date Range:  
7/01/2025  
12/31/2025

001 GENERAL FUND

Description	Amended Budget	Month to Date Revenue	Year to Date Revenue	YTD Pct	To Be Collected
0999-700-0001-0000 PROPERTY TAXES - CURRENT	29,189,861.00	2,901,947.45	19,520,434.26	66.87	9,669,426.74
0999-700-0003-0000 MV SUPPLEMENTAL	350,000.00	13,494.54	237,288.81	67.80	112,711.19
0999-701-0000-0000 INTEREST AND LIEN FEES	350,000.00	2,792.76	2,792.76	0.80	347,207.24
0999-701-0001-0000 SUSPENSE INTEREST	170,000.00	11,555.25	116,698.10	68.65	53,301.90
0999-710-0004-0000 DISTRESSED MUNICIPALITIES GRANT	1,000.00	3,650.79	3,650.79	121.69	1,000.00
0999-710-0007-0000 TAX RELIEF-THE ELDERLY & DISABLED	3,000.00	6,125.80	6,125.80	204.19	-650.79
0999-710-0010-0000 TOWN AID - IMPROVED ROADS	295,707.00	197,040.64	197,040.64	66.63	-3,125.80
0999-710-0012-0000 PILOT	215,420.00	216,056.90	216,056.90	100.30	98,666.36
0999-710-0013-0000 PEQUOT-MOHEGAN GRANT	49,474.00	16,491.33	16,491.33	33.33	-636.90
0999-710-0019-0000 MUNICIPAL REVENUE SHARING	105,432.00	107,076.52	107,076.52	101.56	32,982.67
0999-710-0024-0000 TELECOMMUNICATIONS PROPERTY TAX	35,000.00	35,000.00	35,000.00	-1,644.52	-1,644.52
0999-710-0125-0000 JUDICIAL PAYMENTS	8,000.00	500.00	6,875.00	85.94	1,125.00
0999-710-0179-0000 STATE OF CT EMERGENCY PLANNING	6,000.00	3,856.06	6,875.00	64.27	2,143.94
0999-710-0198-0000 GRANTS FOR MUNICIPAL PROJECTS	306,204.00	3,856.06	306,204.00	1,955,998.00	5,867,993.00
0999-740-0000-0000 EDUCATION COST SHARING (ECS)	7,823,991.00	7,823,991.00	7,823,991.00	25.00	-200.00
0999-741-0000-0000 DRIVEWAY PERMIT FEE	1,000.00	50.00	1,200.00	120.00	-50.00
0999-742-0000-0000 POLICE PERMITS	500.00	50.00	550.00	110.00	-50.00
0999-745-0000-0000 PARKING FINES	11,000.00	1,370.55	4,541.40	41.29	6,458.60
0999-746-0000-0000 BUILDING PERMITS	1,150.00	25.00	25.00	2.17	1,125.00
0999-746-0001-0000 HOUSING INSPECTION FEES-RENTALS	285,000.00	10,510.53	143,853.38	50.47	141,146.62
0999-746-0002-0000 PLANNING AND ZONING FEES	2,000.00	240.00	4,080.00	204.00	-2,080.00
0999-746-0003-0000 ZONING BOARD OF APPEALS FEES	10,000.00	690.00	-176.00	-1.76	10,176.00
0999-746-0004-0000 INLAND WETLANDS APPLICATION FEES	5,000.00	2,257.00	45.14	2,743.00	-10,897.00
0999-746-0007-0000 PLANNING OFFICE REVENUE	4,000.00	600.00	14,897.00	372.43	72.00
0999-746-0009-0000 BUILDING DEPARTMENT COPIES	2,000.00	1,315.00	1,928.00	96.40	266.00
0999-748-0000-0000 INCOME ON INVESTMENTS	500.00	2.00	234.00	46.80	-93,372.87
0999-749-0000-0000 CEMETERIES	300,000.00	73,253.16	393,372.87	131.12	16,550.00
0999-750-0002-0000 CEMETERY FOUNDATION INSPECTION FEE	20,000.00	50.00	3,450.00	17.25	-400.00
0999-750-0000-0000 GRAVE OPENINGS	20,000.00	1,950.00	17,250.00	86.25	2,750.00
0999-751-0000-0000 TOWN CLERK REVENUE	240,000.00	18,724.63	149,301.72	62.21	90,698.28
0999-753-0000-0000 MISCELLANEOUS REVENUE - TOWN	465,000.00	5,120.00	30,120.00	6.48	434,880.00
0999-754-0000-0000 SALE OF LAND AND EQUIPMENT	200.00	250.00	303,850.00	-303,850.00	200.00
0999-755-0000-0000 RECREATION REVENUE	35,000.00	35,000.00	35,000.00	35,000.00	35,000.00
0999-758-0000-0000 FIRE MARSHAL REVENUE	500.00	500.00	500.00	500.00	500.00
0999-764-0000-0000 ANIMAL CONTROL REVENUE	100.00	100.00	100.00	100.00	100.00
0999-768-0000-0000 AMBULANCE REVENUE	50,000.00	44,350.46	88.70	5,649.54	39,000.00
0999-783-0000-0000 WINCHESTER HOUSING IN LIEU OF TAX	39,000.00	27,084.00	162,496.00	50.00	162,504.00
0999-799-0001-0000 TRANSFERS IN - ECONOMIC STABILIZAT	325,000.00	250,000.00	250,000.00	250,000.00	250,000.00

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TOWN OF WINCHESTER  
REVENUE SUMMARY

Date Range:  
7/01/2025  
12/31/2025

001 GENERAL FUND

Description	Amended Budget	Month to Date Revenue	Year to Date Revenue	YTD Pct	To Be Collected
0999-799-0002-0000 TRANSFERS IN - OPIOID SETTLEMENT	27,500.00	10,600.00	10,600.00	27,500.00	
0999-799-0004-0000 TRANSFERS IN - BLIGHT - FUND 50					
REVENUES - TOWN GENERAL FUND 999	41,017,139.00	3,097,817.79	23,668,365.80	57.70	17,348,773.20
REVENUE TOTAL	41,017,139.00	3,097,817.79	23,668,365.80	57.70	17,348,773.20

**TOWN OF WINCHESTER  
APPROPRIATION SUMMARY**

Date Range:  
7/01/2025  
12/31/2025

001 GENERAL FUND

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0110-190-0000-0000 ADMINISTRATIVE SALARIES	7,500.00	624.98	3,749.88	50.00	3,750.12	3,750.12	3,750.12
0110-814-0000-0000 MEMBERSHIP, DUES & SUBSCRIPTIONS	18,421.00		8,871.00	48.16	9,550.00	9,550.00	9,550.00
0110-835-0000-0000 CONTINGENCY	10,000.00		409.18	4.28	9,572.13	9,590.82	9,590.82
0110-898-0000-0000 SOFTWARE AGREEMENT/SUPPORT	1,500.00				1,500.00	1,500.00	1,500.00
					24,372.25	24,390.94	24,390.94
0111-190-0000-0000 ADMINISTRATIVE SALARIES	139,000.00		11,513.08	70,902.41	51.01	68,097.59	68,097.59
0111-193-0000-0000 SECRETARIAL/SUPPORT STAFF	73,500.00		5,653.84	35,033.24	47.66	38,466.76	38,466.76
0111-385-0000-0000 ANNUAL REPORT AND BUDGET	500.00				500.00	500.00	500.00
0111-806-0000-0000 OFFICE SUPPLIES	750.00		29.98	288.54	38.47	461.46	461.46
0111-807-0000-0000 TELEPHONE	504.00		38.14	193.66	38.42	310.34	310.34
0111-811-0000-0000 TRAINING & EDUCATION	8,164.00				8,164.00	8,164.00	8,164.00
0111-814-0000-0000 MEMBERSHIP DUES & SUBSCRIPTIONS	1,300.00				1,128.40	1,128.40	1,128.40
0111-833-0011-0000 MISCELLANEOUS/OTHER					-294.19	-294.19	-294.19
					1,264.00	1,264.00	1,264.00
					118,098.36	118,098.36	118,098.36
0112-804-0000-0000 TRANSFER TO DISTRICT FOR EXPENSES	225,718.00		17,910.04	107,619.64	47.68		
						10,010.10	10,010.10
0113-190-0000-0000 ADMINISTRATIVE SALARIES	11,897.00			1,886.90	15.86	10,010.10	10,010.10
0113-806-0000-0000 OFFICE SUPPLIES	35,605.00		3,800.94	13,836.45	38.86	21,768.55	21,768.55
0113-809-0000-0000 MAINTENANCE OF OFFICE EQUIPMENT	600.00			600.00	600.00	600.00	600.00
0113-811-0000-0000 TRAINING & EDUCATION	900.00			900.00	900.00	900.00	900.00
0113-837-0000-0000 ELECTIONS & REFERENDUMS	7,305.00		513.76	3,268.97	55.70	3,236.03	4,036.03
0113-838-0000-0000 VOTER CANVASSERS	47,191.00		3,331.43	29,439.73	63.68	612.87	17,751.27
	7,121.00		240.68	3,989.76	56.03		3,131.24
	98,722.00		7,886.81	50,534.91	52.62	1,412.87	46,774.22
							48,187.09
0114-190-0000-0000 ADMINISTRATIVE SALARIES	126,000.00		9,692.30	60,057.68	47.66	65,942.32	65,942.32
0114-191-0000-0000 ADMINISTRATIVE ASSISTANTS	87,455.00		9,719.06	58,135.65	66.47	29,319.35	29,319.35
0114-192-0000-0000 LABOR, SKILLED & PROFESSIONAL	89,250.00		6,865.38	42,540.73	47.66	46,709.27	46,709.27
0114-193-0001-0000 INTERN & TEMP HELP	500.00			500.00	500.00	500.00	500.00
0114-197-0000-0000 OVERTIME	1,000.00		367.64	36.76	632.36	632.36	632.36
0114-384-0000-0000 AUDIT FEE	38,850.00		3,900.00	15,550.00	40.03	23,300.00	23,300.00
0114-800-0000-0000 BANK FEES	1,000.00		-100.00	-10.00	1,100.00	1,100.00	1,100.00
0114-806-0000-0000 OFFICE SUPPLIES	2,200.00		264.98	12.04	1,935.02	1,935.02	1,935.02
0114-809-0000-0000 MAINTENANCE EQUIPMENT	320.00				320.00	320.00	320.00
0114-811-0000-0000 TRAINING & EDUCATION	5,125.00		1,924.24	37.55	3,200.76	3,200.76	3,200.76
0114-814-0000-0000 MEMBERSHIP, DUES & SUBSCRIPTIONS	1,150.00		80.00	6.96	1,070.00	1,070.00	1,070.00
0114-814-0001-0000 TRANSPORT FEES	8,500.00		706.15	4,276.18	105.60	-476.42	4,223.82
0114-831-0000-0000 VEHICLE ALLOWANCE	100.00				100.00	100.00	100.00
0114-833-0000-0000 OUTSIDE SERVICES - ACTUARY	32,000.00				31,968.75	31,968.75	31,968.75
0115-190-0000-0000 ADMINISTRATIVE SALARIES	393,450.00		30,882.89	183,128.35	47.74	4,700.24	210,321.65
	133,008.00		9,415.20	59,447.57	44.69		73,560.43

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**TOWN OF WINCHESTER  
APPROPRIATION SUMMARY**

Date Range:  
7/01/2025  
12/31/2025

001 GENERAL FUND		Amended Budget	Month to Date Expenditures	Year to Date Expenditures	Outstanding YTD Pct	Encumbrances	Unencumbered Balance	Unexpended Balance
0115-384-0000-0000 OVERTIME		1,250.00		245.63	19.65		1,004.37	1,004.37
0115-806-0000-0000 OFFICE SUPPLIES		10,000.00	1,600.00	1,600.00	16.00	8,400.00	8,400.00	8,400.00
0115-811-0000-0000 TRAINING & EDUCATION		1,450.00				1,608.00	1,608.00	1,608.00
0115-814-0000-0000 MEMBERSHIPS, DUES & SUBSCRIPTIONS		1,765.00	715.00	965.00	54.67	1,450.00	1,450.00	1,450.00
0115-817-0000-0000 CONTRACTED PRINTING		2,320.00	200.00	1,172.27	50.53	200.00	800.00	800.00
0115-819-0000-0000 VEHICLE ALLOWANCE	ASSESSOR 115	151,601.00		11,730.20	63,430.47	41.84	88,170.53	88,170.53
0116-192-0000-0000 LABOR, SKILLED & PROFESSIONAL		2,500.00				2,500.00	2,500.00	2,500.00
0116-193-0000-0000 SECRETARIAL/SUPPORT STAFF		250.00				250.00	250.00	250.00
0116-811-0000-0000 TRAINING & EDUCATION		250.00				250.00	250.00	250.00
BOARD OF ASSESSMENT APPEAL 116		3,000.00				3,000.00	3,000.00	3,000.00
0117-190-0000-0000 ADMINISTRATIVE SALARIES		78,114.00	6,008.78	37,447.67	47.94	40,666.33	40,666.33	40,666.33
0117-191-0000-0000 ADMINISTRATIVE ASSISTANT		63,397.00	6,008.78	32,199.51	50.79	31,197.49	31,197.49	31,197.49
0117-193-0001-0000 TEMP HELP			1,878.81	4,677.23		-4,677.23	-4,677.23	-4,677.23
0117-197-0000-0000 OVERTIME				96.57	4.83	1,903.43	1,903.43	1,903.43
0117-806-0000-0000 OFFICE SUPPLIES		2,000.00	428.78	23.81		1,546.63	1,601.22	1,601.22
0117-808-0000-0000 POSTAGE		2,030.00	5,907.21	43.10		7,797.79	7,797.79	7,797.79
0117-811-0000-0000 TRAINING & EDUCATION		1,430.00				1,430.00	1,430.00	1,430.00
0117-812-0000-0000 DMV/MUNICIPAL ACCESS PROGRAM		250.00	250.00	100.00				
0117-814-0000-0000 MEMBERSHIPS, DUES & SUBSCRIPTIONS		175.00	125.00	71.43		50.00	50.00	50.00
0117-817-0000-0000 CONTRACTED PRINTING		15,033.00	6,709.94	44.63		8,323.06	8,323.06	8,323.06
0117-819-0000-0000 VEHICLE ALLOWANCE		100.00				100.00	100.00	100.00
TAX COLLECTOR 117		176,234.00	14,021.37	87,841.91	49.87	54.59	88,337.50	88,337.50
0118-190-0000-0000 ADMINISTRATIVE SALARIES	TREASURER 118	48,039.00	4,003.25	24,019.50	50.00	24,019.50	24,019.50	24,019.50
0118-815-0000-0000 LEGALADS & NOTICES		48,039.00	4,003.25	24,019.50	50.00	24,019.50	24,019.50	24,019.50
0119-845-0000-0000 LEGAL FEES, TOWN ATTORNEY		12,000.00	1,397.65	6,564.11	54.70	5,435.89	5,435.89	5,435.89
0119-845-0001-0000 LEGAL FEES, OUTSIDE LEGAL COUNSEL		50,000.00	3,977.50	21,994.00	43.99	28,006.00	28,006.00	28,006.00
0119-845-0002-0000 LEGAL FEES - LABOR COUNSEL		6,000.00	2,536.50	12,102.00	201.70	-6,102.00	-6,102.00	-6,102.00
LEGAL FEES 119		20,000.00	6,187.50	12,825.00	64.13	7,175.00	7,175.00	7,175.00
0120-190-0000-0000 TOWN CLERK		88,000.00	14,099.15	53,485.11	60.78	34,514.89	34,514.89	34,514.89
0120-191-0000-0000 ASSISTANT TOWN CLERK		72,317.00	5,562.84	34,469.27	47.66	37,847.73	37,847.73	37,847.73
0120-806-0000-0000 OFFICE SUPPLIES		79,247.00	5,799.56	32,323.12	40.79	46,923.88	46,923.88	46,923.88
0120-809-0000-0000 MAINTENANCE OF OFFICE EQUIPMENT		2,344.00	43.59	1,339.72	57.16	1,004.28	1,004.28	1,004.28
0120-809-0002-0000 RESTORATION OF RECORDS		1,000.00	55.00	435.12	43.51	564.88	564.88	564.88
0120-811-0000-0000 TRAINING & EDUCATION		400.00				400.00	400.00	400.00
0120-825-0000-0000 MEMBERSHIPS/DUES/SUBSCRIPTIONS		730.00				730.00	730.00	730.00
0120-825-0000-0000 SUPPLIES & MATERIALS		1,060.00	445.00	41.98		615.00	615.00	615.00
		235.00	225.00	95.74		10.00	10.00	10.00
		185.00				324.00	324.00	324.00

**TOWN OF WINCHESTER  
A P P R O P R I A T I O N S U M M A R Y**

Date Range:  
7/01/2025  
12/31/2025

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0120-838-0002-0000 INDEXING SYSTEM	26,530.00	1,958.00	4,380.90	64.81	12,812.10	9,337.00	22,149.10
0120-839-0000-0000 VITAL STATISTICS	175.00	450.00	29.60	16.91		145.40	145.40
0122-193-0000-0000 SECRETARY SALARY/SUPPORT STAFF	184,812.00	13,603.99	73,647.73	46.78	12,812.10	98,352.17	111,164.27
0122-811-0000-0000 TRAINING AND EDUCATION	2,040.00	110.00	390.00	19.12		1,650.00	1,650.00
PLANNING & ZONING COMMISSION	500.00	110.00	110.00	22.00		390.00	390.00
0123-193-0000-0000 SECRETARIAL/SUPPORT STAFF	2,540.00	500.00	500.00	19.69		2,040.00	2,040.00
0125-811-0000-0000 TRAINING AND EDUCATION	1,200.00	337.34	28.11			862.66	862.66
ZONING BOARD OF APPEALS	400.00	55.00	55.00	13.75		345.00	345.00
0125-831-0005-0000 OUTSIDE SERVICES	1,600.00	55.00	392.34	24.52		1,207.66	1,207.66
ECONOMIC DEVELOPMENT COMMISSION	300.00	300.00	300.00	100.00		300.00	300.00
0126-194-0000-0000 GENERAL LABOR	4,500.00	750.00	750.00	16.72		4,500.00	4,500.00
0126-825-0000-0000 SUPPLIES AND MATERIALS	4,000.00	1,597.18	1,597.18			2,402.82	2,402.82
0126-851-0004-0000 HIGHLAND - HERBICIDE TREATMENT	9,550.00	13,080.00	80.40	100.50		7,952.82	7,952.82
0126-851-0007-0000 HIGHLAND - WATER SAMPLING	18,447.00	43,838.00	7,304.00	37.78	9,259.00	27,275.00	36,534.00
0126-852-0004-0000 PARK POND - HERBICIDE TREATMENT	15,000.00	1,026.00	2,052.00	67.76	10,447.00	5,948.00	16,395.00
MAINTENANCE OF LAKES/PONDS	90,445.00	1,026.00	9,436.40	32.22	19,706.00	15,000.00	15,000.00
0127-194-0000-0000 GENERAL LABOR	113,848.00	7,373.49	30,671.92	26.94		61,302.60	81,008.60
0127-197-0000-0000 OVERTIME	4,000.00	417.55	1,056.30	26.41		83,176.08	83,176.08
0127-806-0000-0000 OFFICE SUPPLIES	100.00	100.00	2,943.70			2,943.70	2,943.70
0127-807-0000-0000 MOBILE TELEPHONE/INTERNET	493.00	38.14	193.66	39.28	100.00	100.00	100.00
0127-822-0000-0000 ELECTRICITY	57,000.00	6,300.45	27,645.07	109.44	34,734.16	29,354.93	29,354.93
0127-823-0000-0000 HEATING FUEL	14,000.00	1,531.28	3,571.28	100.00	10,428.72	10,428.72	10,428.72
0127-824-0000-0000 WATER AND SEWER USAGE	5,000.00	13,278.61	265.57			-8,278.61	-8,278.61
0127-825-0000-0000 SUPPLIES & MATERIALS	7,150.00	438.38	4,134.76	62.02	300.00	2,715.24	3,015.24
0127-827-0000-0000 MAINTENANCE OF STRUCTURES	11,450.00	72.82	0.64			11,377.18	11,377.18
0127-831-0000-0000 CONTRACTED LABOR	31,782.00	91.86	7,654.86	50.89	8,519.25	15,607.89	24,127.14
TOWN HALL BUILDING	244,823.00	16,191.15	88,279.28	58.11	53,982.13	102,561.59	156,543.72
0129-806-0000-0000 OFFICE SUPPLIES	250.00	250.00	250.00	100.00		250.00	250.00
0129-822-0001-0000 ELECTRICITY	700.00	56.14	257.71	100.00	442.29	442.29	442.29
0129-827-0001-0000 MAINTENANCE OF STRUCTURES	1,850.00	937.47	61.48			712.53	912.53
0129-827-0001-0000 EVENTS AND FUND RAISING	4,700.00					4,700.00	4,700.00
SOLDIERS MONUMENT COMMISSION	7,500.00	56.14	1,195.18	24.50	642.29	5,662.53	6,304.82
0136-811-0000-0000 SECRETARY/SUPPORT STAFF	4,000.00					4,000.00	4,000.00
0136-811-0000-0000 TRAINING AND EDUCATION	800.00					800.00	800.00

**TOWN OF WINCHESTER  
A P P R O P R I A T I O N S U M M A R Y**

001 GENERAL FUND

Date Range:  
7/01/2025  
12/31/2025

Description	INLANDS WETLANDS COMMISSION 136	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	Outstanding YTD Pct	Encumbrances	Unencumbered Balance	Unexpended Balance
0145-190-0000-0000 ADMINISTRATIVE SALARY		4,800.00					4,800.00	4,800.00
0145-197-0000-0000 OVERTIME		43,391.00	3,337.80	20,694.70	47.69		22,696.30	22,696.30
0145-806-0000-0000 OFFICE SUPPLIES		500.00					500.00	500.00
0145-814-0000-0000 MEMBERSHIP DUES & SUBSCRIPTIONS		499.00		10.29	2.06		488.71	488.71
PURCHASING 145		500.00					500.00	500.00
0148-190-0000-0000 ASST TOWN PLANNER/ENFORCEMENT OFC		44,890.00	3,337.80	20,704.99	46.12		24,185.01	24,185.01
0148-190-0001-0000 BUILDING OFFICIAL		69,846.00	5,945.80	36,842.70	52.75		33,003.30	33,003.30
0148-190-0005-0000 FIRE MARSHAL - FULL TIME POSITION		56,231.00	7,235.59	30,685.17	54.57		25,545.83	25,545.83
0148-191-0000-0000 ADMIN ASSISTANT		85,197.00	6,753.60	40,544.40	47.59		44,652.60	44,652.60
0148-197-0000-0000 OVERTIME		55,525.00	4,876.20	30,215.30	54.42		25,309.70	25,309.70
0148-806-0000-0000 OFFICE SUPPLIES		3,000.00	184.32	1,228.80	40.96		1,771.20	1,771.20
0148-814-0000-0000 TRAINING AND EDUCATION		2,500.00	635.63	1,045.88	41.84		1,454.12	1,454.12
0148-818-0000-0000 CLOTHING ALLOWANCE		2,200.00	144.46	1,255.66	49.83		1,264.34	1,264.34
0148-820-0000-0000 GAS AND DIESEL		650.00	90.00	175.00	6.09		4,010.00	4,095.00
0148-821-0000-0000 MAINTENANCE OF VEHICLES		800.00	190.10	100.00	15.38		-1,245.00	-1,245.00
0148-825-0000-0000 SUPPLIES AND MATERIALS		2,000.00	-77.17	723.16	53.40		-143.63	-143.63
0148-830-0000-0000 OUTSIDE SERVICES		395.00	134.58	248.53	65.84		932.08	1,276.84
0148-830-0002-0000 RELOCATION COSTS		55,200.00	4,200.00	23,500.00	42.57		134.93	146.47
LAND USE 148		342,334.00	30,313.11	170,953.23	50.07		31,700.00	31,700.00
0150-205-0003-0000 DRUG/ALCOHOL TESTING & PHYSICAL		9,660.00	2,083.50	4,684.50	48.49		4,975.50	4,975.50
0150-806-0000-0000 OFFICE SUPPLIES		500.00	36.53	36.53	7.31		463.47	463.47
0150-832-0000-0000 CHIEF EXAMINER/OUTSOURCE SERVICES		4,500.00					4,500.00	4,500.00
HUMAN RESOURCES 150		14,660.00	2,120.03	4,721.03	32.20		9,938.97	9,938.97
0152-805-0000-0000 TRANSFER TO OUTSIDE AGENCY		9,000.00		9,000.00	100.00			
FRINEDS OF MAIN STREET 152		9,000.00		9,000.00	100.00			
0210-190-0000-0000 ADMINISTRATIVE SALARIES		125,000.00	9,615.38	54,807.89	43.85		70,192.11	70,192.11
0210-192-0000-0000 LABOR, SKILLED & PROFESSIONAL		1,764,983.00	125,727.18	796,034.76	45.10		968,948.24	968,948.24
0210-192-0009-0000 SHIFT PREMIUM - OFFICERS		30,000.00	2,239.01	7,413.74	24.71		22,586.26	22,586.26
0210-192-0010-0000 HOLIDAY PAY		150,000.00	12,962.88	61,055.35	40.70		88,944.65	88,944.65
0210-193-0000-0000 EDUCATION/TUITION INCENTIVE		5,000.00					5,000.00	5,000.00
0210-193-0002-0000 SECRETARIAL/SUPPORT STAFF		120,580.00	9,275.34	56,610.25	46.95		63,969.75	63,969.75
0210-193-0002-0000 EVIDENCE-PROPL CLERK-COURT LIAISON		29,944.00	2,795.86	16,582.76	55.38		13,361.24	13,361.24
0210-197-0000-0000 OVERTIME		250,000.00	30,604.90	179,797.70	71.92		70,202.30	70,202.30
0210-204-0003-0000 SELECTION AND RECRUITMENT		5,000.00		875.00	17.50		4,125.00	4,125.00
0210-806-0000-0000 OFFICE SUPPLIES		3,500.00	74.85	759.50	24.41		2,645.77	2,740.50
0210-807-0000-0000 TELEPHONE/INTERNET		15,000.00	1,034.46	5,307.01	35.38		9,692.99	9,692.99
0210-809-0000-0000 MAINTENANCE OF OFFICE EQUIPMENT		500.00					500.00	500.00

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**TOWN OF WINCHESTER  
APPROPRIATION SUMMARY**

Date Range:  
7/01/2025  
12/31/2025

001 GENERAL FUND

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0210-81-0001-0000 TRAINING AND EDUCATION	28,200.00	8,050.15	19,312.27	68.48	8,887.73	8,887.73	8,887.73
0210-81-0002-0000 ARMORER & RANGE	5,000.00	1,486.10	3,311.28	78.17	597.20	1,091.52	1,688.72
0210-81-0003-0000 FIRING RANGE REPAIRS	1,000.00	208.29	842.34	84.23		157.66	157.66
0210-81-0004-0000 MEMBERSHIP, DUES & SUBSCRIPTIONS	4,110.00	150.00	3,788.00	93.33		274.00	322.00
0210-81-0005-0000 CLOTHING ALLOWANCE & EQUIPMENT	32,400.00	963.97	14,232.61	45.66	561.00	17,606.39	18,167.39
0210-82-0000-0000 GAS AND DIESEL	38,400.00	3,795.75	27,054.40	70.45		11,345.60	11,345.60
0210-82-0001-0000 MAINTENANCE OF VEHICLES	21,000.00	6,108.01	13,359.01	63.61		7,640.99	7,640.99
0210-82-0002-0000 SUPPLIES AND MATERIALS	9,500.00	588.46	3,937.00	52.89	1,087.39	4,475.61	5,563.00
0210-82-0003-0000 TRAFFIC EQUIPMENT	1,900.00					1,900.00	1,900.00
0210-82-0006-0000 COMMUNICATION EQUIPMENT	10,000.00	360.00	5,314.45	59.14	600.00	4,085.55	4,685.55
0210-82-0007-0000 OFFICER SAFETY EQUIPMENT	7,000.00	1,892.52	3,041.72	43.45		3,958.28	3,958.28
0210-82-0009-0000 MAINTENANCE OF EQUIPMENT	7,000.00	63.43	1,139.41	29.03	892.79	4,967.80	5,860.59
0210-82-0002-0000 CHARTER TOWER RENTAL	14,440.00		9,375.93	64.93		5,064.07	5,064.07
0210-82-0000-0000 MAINTENANCE OF UNIFORMS	6,360.00		2,100.00	100.00	4,260.00	4,260.00	4,260.00
0210-83-0001-0000 CONTRACTED SERVICES - LCD	93,600.00		70,142.53	74.94		23,457.47	23,457.47
0210-83-0001-0000 PRISONER FOOD, EXTRAD EXP., PCASH	247,814.00	123,906.78	247,813.56	100.00	0.44	0.44	0.44
0210-83-0001-0000 BOAT REPAIRS & EQUIPMENT	500.00		211.10	58.12	79.51	209.39	288.90
0210-84-0000-0000 NCIC TERMINAL	2,000.00					2,000.00	2,000.00
0210-84-0000-0000 TIRES	2,000.00					2,000.00	2,000.00
0210-89-0000-0000 SOFTWARE/LICENSING	6,000.00	40.00	2,156.00	35.93		3,844.00	3,844.00
0210-90-0000-0000 PHYSICAL FITNESS PROGRAM, YMCA	36,705.00	250.00	35,061.23	99.61	1,500.00	143.77	1,643.77
0210-90-0000-0000 PHYSICAL FITNESS PROGRAM, YMCA	9,840.00	185.00	2,754.00	33.48	540.00	6,546.00	7,086.00
0211-19-0000-0000 ADMINISTRATIVE SALARIES	3,084,276.00	342,460.85	1,644,190.80	53.64	10,260.62	1,429,824.58	1,440,085.20
0211-19-0000-0000 LABOR, SKILLED & PROFESSIONAL	90,000.00	6,923.08	41,480.22	46.09		48,519.78	48,519.78
0211-19-0000-0000 OVERTIME	61,547.00	4,734.36	28,169.34	45.77		33,377.66	33,377.66
0211-20-0000-0000 MEDICAL EXAMS & PHYSICALS	3,000.00		1,309.68	43.66		1,690.32	1,690.32
0211-20-0001-0000 PHYSICAL FITNESS PROGRAM	13,800.00	3,530.00	3,815.00	72.46	6,185.00	3,800.00	9,985.00
0211-80-0000-0000 OFFICE SUPPLIES	100.00				100.00	100.00	100.00
0211-80-0001-0000 TELEPHONE/INTERNET	200.00	9.06	184.42	92.21	15.58	15.58	15.58
0211-80-0000-0000 MAINTENANCE OF OFFICE EQUIPMENT	6,061.00	641.37	3,236.22	53.39	2,824.78	2,824.78	2,824.78
0211-81-0000-0000 TRAINING AND EDUCATION	3,460.00	255.00	1,020.00	29.48		2,440.00	2,440.00
0211-81-0001-0000 FIRE SAFETY & PREVENTION	19,050.00	5,950.00	10,222.37	70.33	3,176.05	5,651.58	8,827.63
0211-81-0002-0000 MEMBERSHIP, DUES & SUBSCRIPTIONS	1,300.00	563.28	563.28	43.33		736.72	736.72
0211-82-0000-0000 GAS AND DIESEL	6,613.00	984.58	5,851.37	88.48	270.00	785.00	1,055.00
0211-82-0001-0000 MAINTENANCE OF VEHICLES	675.00	79.49	79.49	11.78		761.63	761.63
0211-82-0002-0000 ELECTRICITY	11,000.00	704.88	5,005.44	100.00	5,994.56	5,994.56	5,994.56
0211-82-0003-0000 HEATING FUEL	21,000.00	3,316.60	4,904.00	99.85	16,065.40	30.60	16,096.00
0211-82-0004-0000 WATER AND SEWER USAGE	4,000.00		2,145.80	53.65		1,854.20	1,854.20
0211-82-0005-0000 SUPPLIES AND MATERIALS	2,300.00	512.00	60.91		889.00	899.00	1,788.00
0211-82-0006-0000 FIREFIGHTING EQUIPMENT	40,205.00	12,216.27	16,441.61	99.10	23,400.73	362.66	23,763.39
0211-82-0007-0000 MAINTENANCE OF EQUIPMENT	62,770.00	1,420.91	96.15		15,935.72	2,418.14	18,353.86

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**TOWN OF WINCHESTER  
APPROPRIATION SUMMARY**

001 GENERAL FUND

Date Range:  
7/01/2025  
12/31/2025

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0211-827-0000-0000 MAINTENANCE OF STRUCTURES	12,300.00	628.36	9,763.20	84.48	627.90	1,908.90	2,536.80
0211-831-0000-0000 MAINTENANCE OF UNIFORMS	5,790.00		861.63	14.88		4,928.37	4,928.37
0211-832-0000-0000 CONTRACTED SERVICES	5,610.00	170.78	1,608.68	28.68		4,001.32	4,001.32
0211-832-0000-0000 CONTRACTED LABOR	1,000.00		650.00	65.00		350.00	350.00
0211-846-0000-0000 TIRES	11,130.00		3,398.80	30.54		7,731.20	7,731.20
0211-849-0000-0000 MAINTENANCE OF FIRE ALARMS	250.00					250.00	250.00
0211-898-0000-0000 SOFTWARE/LICENSING	14,970.00					326.71	326.71
0211-900-0006-0000 PAY PER CALL	27,000.00						
0214-190-0000-0000 ADMINISTRATIVE SALARIES	426,511.00	42,640.02	200,606.98	46.04	72,544.36	153,359.66	225,904.02
0214-807-0000-0000 TELEPHONE/INTERNET	5,000.00	400.00	2,400.00	48.00		2,600.00	2,600.00
0214-822-0000-0000 ELECTRICITY	1,020.00	78.16	141.43	13.87		878.57	878.57
0214-823-0000-0000 HEATING FUEL	1,100.00	54.17	403.66	100.00	696.34		696.34
0214-824-0000-0000 WATER AND SEWER USAGE	2,000.00	208.90	697.05	107.01	1,443.12	-140.17	1,302.95
0214-826-0002-0000 COMMUNICATIONS EQUIPMENT	720.00		378.00	52.50		342.00	342.00
0214-827-0000-0000 MAINTENANCE OF STRUCTURES	1,000.00					1,000.00	1,000.00
EMERGENCY MANAGEMENT 214	1,500.00					1,500.00	1,500.00
0215-805-0000-0000 TRANSFER TO OUTSIDE AGENCY	12,340.00	741.23	4,020.14	49.92	2,139.46	6,180.40	8,319.86
0215-805-0001-0000 PARAMEDIC COST	420,000.00	105,000.00	210,000.00	100.00	210,000.00		210,000.00
0215-820-0000-0000 GAS AND DIESEL	180,410.00		180,408.90	100.00		1.10	1.10
0215-900-0005-0000 PENSION CONTRIBUTION	6,000.00	1,241.19	6,698.66		-6,698.66		-6,698.66
AMBULANCE 215	606,410.00	106,241.19	403,107.56	101.10	210,000.00	-6,697.56	203,302.44
0216-831-0000-0000 CONTRACTED SERVICES	12,000.00		22,000.00	183.33		-10,000.00	-10,000.00
0216-854-0000-0000 RENT	200.00		200.00	100.00		-10,000.00	-10,000.00
ANIMAL CONTROL 216	12,200.00		22,200.00	181.97			
0219-848-0004-0000 WINCHESTER FIRE DEPT - REGULAR	10,000.00		10,000.00	100.00			
0219-848-0001-0000 WINCHESTER FIRE DEPT - CONTRACT	5,000.00		5,000.00	100.00			
0219-848-0009-0000 ANNUAL EQUIP TESTING/CERTIFICATION	25,000.00		25,000.00	100.00			
0219-900-0006-0000 PAY PER CALL	3,000.00						
WINCHESTER FIRE DEPARTMENT 219	49,000.00	38,849.99	79.29			10,150.01	10,150.01
0311-190-0000-0000 ADMINISTRATIVE SALARIES	111,395.00	8,568.84	53,126.79	47.69		58,268.21	58,268.21
0311-192-0001-0000 ENGINEER	109,383.00	8,666.46	53,732.26	49.12		55,650.74	55,650.74
0311-193-0000-0000 SECRETARIAL/SUPPORT STAFF	72,453.00	5,573.32	34,424.11	47.51		38,028.89	38,028.89
0311-193-0001-0000 INTERN/TEMP HELP	2.00		4,766.03	3,301.50		-4,764.03	-4,764.03
0311-194-0000-0000 GENERAL LABOR	853,827.00	63,008.60	371,880.97	43.55		481,946.03	481,946.03
0311-194-0001-0000 W&S SNOW REMOVAL	4,000.00	776.46	776.46	19.41		3,223.54	3,223.54
0311-197-0000-0000 OVERTIME	137,512.00	15,883.05	40,608.29	29.53		96,903.71	96,903.71
0311-400-0000-0000 ON CALL STIPEND	2,600.00	200.00	1,192.86	45.88		1,407.14	1,407.14
0311-806-0000-0000 OFFICE SUPPLIES	2,662.00	327.05	740.21	27.81		1,921.79	1,921.79

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**TOWN OF WINCHESTER  
APPROPRIATION SUMMARY**

Date Range:  
7/01/2025  
12/31/2025

001 GENERAL FUND

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0311-807-0000-0000 TELEPHONE/INTERNET	6,766.00	430.81	2,425.78	35.85		4,340.22	4,340.22
0311-820-0000-0000 GAS AND DIESEL	6,900.00		300.00	52.17	3,300.00	3,300.00	6,600.00
0311-822-0000-0000 ELECTRICITY	51,805.00		17,119.74	20.445.54	112.47	37,821.54	-6,462.08
0311-823-0000-0000 HEATING FUEL	11,000.00		1,416.99	4,308.49	112.04	8,015.64	-1,324.13
0311-825-0000-0000 SUPPLIES AND MATERIALS	19,803.00		648.15	420.72	67.29	12,904.70	6,477.58
0311-826-0000-0000 MAINTENANCE OF EQUIPMENT	36,814.00		8,112.95	12,210.13	40.07	2,539.64	22,064.23
0311-827-0001-0000 MAINTENANCE OF STRUCTURES	144,866.00		17,219.97	80,302.71	80.97	36,990.30	24,603.87
0311-830-0000-0000 CONTRACTED EQUIPMENT	44,500.00		3,295.54	32.60		11,212.00	64,563.29
0311-831-0000-0000 CONTRACTED SERVICES	14,050.00		712.13	2,401.40	34.21	2,404.66	41,204.46
0311-832-0000-0000 CONTRACT LABOR	92,420.00		3,270.00	6,001.74	52.24	1,613.79	11,548.60
0311-846-0000-0000 TIRES	500.00		500.00	500.00		500.00	500.00
0311-851-0000-0000 ENGINEERING SERVICES	20,640.00		143.00	1,888.29	33.37	5,000.00	18,751.71
0311-853-0000-0000 STREET & TRAFFIC SIGNS	31,150.00		1,724.23	33.24	8,629.75	20,796.02	29,425.77
0311-859-0000-0000 SALT	10,495.00		2,292.00	24.90	2,630.00	5,573.00	8,203.00
0311-860-0000-0000 SAND FOR ICE CONTROL	190,000.00		2,256.79	98.11	184,157.21	3,586.00	187,743.21
0311-865-0000-0000 PIPE & MANHOLES	30,250.00		1.98	600.00		29,650.00	30,250.00
0311-866-0000-0000 AGGREGATE MATERIALS	23,400.00		3,555.76	14,044.90	63.65	849.69	9,355.10
0311-898-0000-0000 SOFTWARE/LICENSING	23,500.00		2,086.30	18,757.97	98.98	4,502.88	4,742.03
	35,745.00		13,399.40	37.49		23,345.60	22,345.60
			781,018.76	52.74	343,112.25	1,007,422.99	1,350,535.24
0313-194-0000-0000 GENERAL LABOR	32,561.00		683.62	3,223.72	9.90	29,337.28	29,337.28
0313-197-0000-0000 OVERTIME	4,650.00		76.91	1,464.01	31.48	3,185.99	3,185.99
0313-822-0000-0000 ELECTRICITY	700.00		47.53	225.51	100.00	474.49	474.49
0313-823-0000-0000 HEATING FUEL	2,250.00		8.65	8.65	188.89	-2,000.00	2,241.35
0313-825-0000-0000 SUPPLIES AND MATERIALS	4,664.00		390.00	1,965.14	50.67	398.31	2,698.86
0313-827-0000-0000 MAINTENANCE OF STRUCTURES	3,900.00		546.46	14.01		3,353.54	3,353.54
0313-831-0000-0000 CONTRACTED SERVICES	62,560.00		7,000.00	37,202.38	59.47	5,114.15	25,357.62
	111,285.00		8,206.71	44,635.87	44.71		61,534.98
0314-805-0000-0000 TRANSFER TO OUTSIDE AGENCY(REGULA)	242,624.00		120,534.00	100.00	122,090.00		122,090.00
WASTE DISPOSAL AND RECYCLING 314	242,624.00		120,534.00	100.00	122,090.00		122,090.00
0320-383-0000-0000 STREET LIGHTING EXPENDITURES							
0320-822-0000-0000 ELECTRICITY	146,000.00		19,356.78	61,895.93	116.08	8,958.95	-8,958.95
STREET LIGHTING 320	146,000.00		19,356.78	61,895.93	122.22	107,584.59	-23,480.52
0325-822-0000-0000 ELECTRICITY	5,500.00		286.51	1,658.41	100.00	3,841.59	84,104.07
0325-823-0000-0000 HEATING FUEL	1,210.00						
0325-824-0000-0000 WATER & SEWER USAGE	1,931.00						
0325-827-0000-0000 MAINTENANCE OF GROUNDS	1,200.00						
0325-831-0000-0000 CONTRACTED SERVICES	15,330.00						
0325-844-0000-0000 MAIN STREET MAINTENANCE	27,250.00						
	11,300.00						
	3,600.00						
	10,149.61						
	66.21						
	5,180.39						
	500.00						
	8,714.81						
	8,714.81						

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**TOWN OF WINCHESTER  
APPROPRIATION SUMMARY**

Date Range:  
7/01/2025  
12/31/2025

**001 GENERAL FUND**

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	Outstanding YTD Pct	Encumbrances	Unencumbered Balance	Unexpended Balance
0410-870-0000-0000 FOOTILLS VISITING NURSES	52,421.00	15,186.51	31,043.21	66.55	3,841.59	17,536.20	21,377.79
0410-873-0000-0000 YOUTH SERVICE BUREAU			34,000.00	17,000.00	100.00		17,000.00
0410-876-0000-0000 TORRINGTON AREA HEALTH DISTRICT			31,772.00	31,772.00	100.00		
0410-877-0000-0000 SUSAN B. ANTHONY PROJECT			56,093.00	56,093.28	100.00		-0.28
0410-879-0000-0000 N/W ELDERLY NUTRITION PROGRAM			2,500.00	2,500.00	100.00		-0.28
0410-883-0000-0000 HELPING HANDS HOME CARE			14,928.00	14,928.00	100.00		
0410-887-0000-0000 GREENWOODS COUNSELLING REFERRALS			5,000.00	5,000.00	100.00		
0410-888-0000-0000 FISH			7,500.00	7,500.00	100.00		
0510-194-0000-0000 GENERAL LABOR			1,000.00	1,000.00	100.00		
0510-807-0000-0000 TELEPHONE			152,793.00	135,793.28	100.00		
0510-830-0000-0000 EVICTIONS			10,000.00	837.88	33.05	5,027.22	50.27
0710-805-0000-0000 TRANSFER TO OUTSIDE AGENCY			1,000.00	837.88	70.00	5,760.27	52.37
0810-825-0000-0000 SUPPLIES & MATERIALS			11,000.00	700.00	70.00		
0810-827-0000-0000 MAINTENANCE OF STRUCTURES			255,666.00	21,305.50	100.00	127,833.00	
0810-830-0000-0000 CONTRACTED SERVICES			255,666.00	21,305.50	100.00	127,833.00	
0811-596-0000-0000 HOLIDAY DISPLAYS-INSTALL/REMOVAL			3,981.00	3,981.00	3,000.00	3,981.00	3,981.00
0811-596-0001-0000 REPLACEMENT DISPLAYS			3,000.00	2,620.00	11.32	300.00	3,000.00
0811-827-0000-0000 LAUREL CITY COMMISSION			25,801.00	21,920.00	63.86	3,000.00	22,881.00
PARKS 810			39,020.00	5,480.00	14,100.00	14,100.00	23,181.00
0812-190-0000-0000 ADMINISTRATIVE SALARIES			71,802.00	5,480.00	24,540.00	38.77	43,962.00
0812-193-0001-0000 INTERN/TEMP HELP			20,000.00	850.00	850.00	42.50	17,100.00
0812-194-0000-0000 GENERAL LABOR			15,000.00	5,380.00	26.90		11,500.00
0812-194-0001-0000 HOLIDAY PAY			37,000.00	850.00	6,230.00	16.84	30,770.00
0812-197-0000-0000 OVERTIME			41,391.00	3,341.05	19,083.08	46.10	22,307.92
0812-806-0000-0000 OFFICE SUPPLIES			5,741.00	4,055.00	4,055.00	70.63	1,686.00
0812-807-0000-0000 TELEPHONE/INTERNET			215,594.00	125,240.85	58.09	90,353.15	90,353.15
0812-811-0000-0000 TRAINING AND EDUCATION			1,300.00	1,050.17	80.78	249.83	249.83
0812-814-0000-0000 MEMBERSHIP, DUES & SUBSCRIPTIONS			1,300.00	524.58	40.35	775.42	775.42
0812-818-0000-0000 CLOTHING ALLOWANCE			400.00	109.54	134.06	33.52	265.94
0812-820-0000-0000 GAS AND DIESEL			2,938.00	234.42	1,285.64	43.76	1,652.36
0812-821-0000-0000 MAINTENANCE OF VEHICLES			1,000.00	120.00	3.16		1,000.00
0812-822-0000-0000 ELECTRICITY			3,800.00	283.91	40.27	3,680.00	3,680.00
0812-823-0000-0000 HEATING FUEL			705.00	218.55	2,621.22	58.24	421.09
0812-824-0000-0000 WATER AND SEWER USAGE			16,500.00	683.64	160.90	11.10	1,879.78
			3,500.00	8,559.23	99.73	7,896.77	1,879.78
			23,000.00	337.86	824.26	75.14	44.00
				6,915.02	30.07	1,805.47	870.27
						16,084.98	2,675.74

**TOWN OF WINCHESTER  
APPROPRIATION SUMMARY**

Date Range:  
7/01/2025  
12/31/2025

001 GENERAL FUND

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0812-825-0000-0000 SUPPLIES AND MATERIALS MAINTENANCE OF EQUIPMENT	2,515.00	679.46	27.02	1,835.54	1,835.54	
0812-827-0000-0000 MAINTENANCE OF GROUNDS	13,100.00	198.65	1,659.07	24.55	9,883.83	11,440.93
0812-830-0000-0000 CONTRACTED EQUIPMENT	27,900.00	359.34	14,670.09	56.64	1,131.87	12,098.04
0812-831-0000-0000 CONTRACTED LABOR	350.00		75.00	21.43		275.00
0812-832-0000-0000 RECREATION CELEBRATIONS	12,570.00	414.40	4,811.08	65.37	3,406.00	4,352.92
0812-841-0000-0000 RECREATION ASSISTED PROGRAMS	14,200.00	184.35	3,285.15	23.13	408.00	10,914.85
RECREATION 812	3,800.00	608.68	1,177.39	41.72		2,214.61
	1,600.00					2,622.61
0813-190-0000-0000 ADMINISTRATIVE SALARIES	399,155.00	13,896.61	197,215.16	53.47	16,205.21	185,734.63
0813-192-0000-0000 LABOR,SKILLED AND PROFESSIONAL SECRETARIAL/SUPPORT STAFF	76,247.00	5,865.18	36,510.67	47.88	39,736.33	39,736.33
0813-193-0000-0000 SECRETARIAL/SUPPORT STAFF	30,296.00	1,365.00	8,910.34	29.41	21,385.66	21,385.66
0813-197-0000-0000 OVERTIME	28,155.00	2,204.33	14,695.27	52.19		13,459.73
0813-800-0001-0000 HEALTHY AGING PROGRAMS	2,000.00				2,000.00	
0813-806-0000-0000 OFFICE SUPPLIES	10,000.00	1,365.00	7,401.96	74.02	2,598.04	2,598.04
0813-808-0000-0000 POSTAGE	2,905.00	319.09	950.05	32.70	1,954.95	1,954.95
0813-806-0001-0000 TYPEWRITER	400.00	-50.52	630.00	43.75	400.00	400.00
0813-807-0000-0000 TELEPHONE/INTERNET	584.00		583.00	99.83	1.00	1.00
0813-811-0000-0000 TRAINING AND EDUCATION	100.00				100.00	100.00
0813-814-0000-0000 MEMBERSHIP,DUES & SUBSCRIPTIONS	425.00				294.40	294.40
0813-819-0000-0000 VEHICLE ALLOWANCE	100.00				100.00	100.00
0813-820-0000-0000 GAS AND DIESEL	2,460.00	114.51	969.81	39.42	1,490.19	1,490.19
0813-821-0000-0000 MAINTENANCE OF VEHICLES	5,450.00	1,693.39	1,693.39	36.58	3,456.61	3,756.61
0813-822-0000-0000 ELECTRICITY	11,000.00	976.97	6,864.67	100.00		4,135.33
0813-823-0000-0000 HEATING FUEL	10,500.00				10,500.00	10,500.00
0813-824-0000-0000 WATER AND SEWER USAGE	1,650.00				1,650.00	716.09
0813-827-0000-0000 MAINTENANCE OF STRUCTURES	10,000.00				10,000.00	10,000.00
0813-832-0000-0000 CONTRACTED LABOR	17,870.00	1,377.40	8,951.53	96.85	8,354.76	563.71
0813-840-0000-0000 SENIOR BUS TRIPS	3,000.00				3,000.00	8,918.47
0813-841-0000-0000 CELEBRATIONS	1,200.00				1,200.00	
0814-805-0000-0000 TRANSFER TO OUTSIDE AGENCY	215,782.00	15,230.35	92,225.20	49.21	13,969.95	1,200.00
NORTHWEST CT TRANSIT DISTRICT 814	77,182.00		77,182.00	100.00	77,182.00	123,556.80
0821-827-0000-0000 *** Unknown ***	77,182.00					
*** Unknown ***						
0910-806-0000-0000 OFFICE SUPPLIES	1,000.00				1,000.00	
0910-807-0000-0000 TELEPHONE	22,330.00	3,064.73	19,781.99	88.59	2,548.01	2,548.01
0910-808-0000-0000 POSTAGE	22,000.00	700.00	9,218.80	99.98	4.36	12,781.20
0910-810-0000-0000 SERVICE CONTRACTS	36,700.00	2,711.02	16,338.28	94.78	1,915.60	20,361.72
0910-812-0001-0000 WEB SITE	5,400.00	5,670.00	105.00		-270.00	-270.00
0910-814-0000-0000 MEMBERSHIP,DUES & SUBSCRIPTIONS	1,299.00				1,299.00	1,299.00

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**TOWN OF WINCHESTER  
APPROPRIATION SUMMARY**

Date Range:  
7/01/2025  
12/31/2025

001 GENERAL FUND

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0910-832-0000-0000 CONTRACTED SERVICES	88,424.00	752.54	108,752.42	139.03	14,184.10	-34,512.52	-20,328.42
0910-898-0000-0000 CONTRACTED LABOR	18,250.00		18,250.00	100.00			
0910-898-0000-0000 SOFTWARE/LICENSING							
OTHER SHARED COSTS 910	229,776.00	8,601.13	184,006.44	85.35	12,101.90	33,667.66	45,769.56
0912-192-0000-0000 LABOR - CROSSING GUARDS	21,499.42		362,017.93	98.67	57,508.96	5,652.11	63,161.07
0912-804-0001-0000 TOWIN SUPPORT FOR EDUCATION	47,088.00		18,900.60	40.14		28,187.40	28,187.40
EDUCATION INDIRECT COSTS 912	4,054.80		294,855.87	42.29		402,416.13	402,416.13
0913-301-0015-0000 PRINCIPAL-2022 INFRASTRUCTURE BOND	57,999.80		62,054.60			430,603.53	430,603.53
0913-302-0009-0000 INTEREST-2022 INFRASTRUCTURE BOND	287,272.00					370,000.00	370,000.00
0913-302-0015-0000 INTEREST - HINSDALE SCHOOL	744,360.00					205,000.00	205,000.00
0913-999-0000-0000 DEBT ISSUANCE COSTS	370,000.00					144,300.00	144,300.00
205,000.00						78,658.33	78,658.33
0918-202-0000-0000 COMPENSATED ABSENCES - RETIRE	288,600.00		171,341.67			79,950.00	79,950.00
0918-230-0000-0000 HEART & HYPERTENSION - EXISTING	159,900.00		171,341.67			872,658.33	872,658.33
0918-230-0001-0000 DEFINED BENEFIT PENSION CONTRIB	1,273,500.00		171,341.67			400,841.67	31.48
0918-230-0004-0000 RETIREMENT - POLICE CMERS PLAN	110,000.00		6,901.10			5,250.00	-5,250.00
0918-250-0000-0000 DEFINED CONTRIBUTION- TOWN MATCH	325,000.00		36,295.23	51.85			
0918-250-0000-0000 UNEMPLOYMENT COMPENSATION	590,000.00		-39,097.82	-12.03			
0918-388-0000-0000 UNNEGOTIATED SETTLEMENTS	160,000.00		336,546.10	57.04			
0918-900-0001-0000 FICA	7,500.00		68,113.22	42.57			
0918-900-0002-0000 HEALTH INSURANCE	85,000.00					91,886.78	91,886.78
0918-900-0003-0000 RETIREE HEALTH INSURANCE	470,000.00		127.67	0.15		7,500.00	7,500.00
0919-381-0001-0000 MUNICIPAL INSURANCE	1,085,000.00		32,930.66	200,890.94	42.74		
0919-381-0001-0000 WORKERS COMPENSATION	54,000.00		80,163.61	536,597.00	105.32		
EMPLOYEE BENEFITS 918	2,956,500.00		3,338.40	22,473.54	78.72		
MUNICIPAL INSURANCE 919	275,000.00		180,531.05	1,161,945.88	60.48		
1000-100-1000-0000 BOARD OF EDUCATION EXPENDITURES	240,000.00		236,255.55	85.91			
100-100-1100-0000 BOE NON LAPSING EXPENDITURES	515,000.00		124,888.26	52.04			
BOARD OF EDUCATION EXPENDITURES 100	23,993,865.00		361,143.81	70.13			
1001-179-0000-0000 TRANSFER TO CAPITAL- GENERAL FUND	2,464,906.17		11,294,674.29	47.07			
OPERATING TRANSFERS OUT 1001	68,558.00		1,838.16				
3100-910-0000-0000 INSURANCE CLAIM CLEARING ACCOUNT	822,698.00		11,296,512.45	47.08			
ACCOUNTS PAYABLE & ACCRUED EXPNS. 3100	68,558.00		411,350.00	50.00			
APPROPRIATION TOTAL	41,017,139.00		3,891,961.14	19,291,854.57	51.52	1,841,393.30	19,883,891.13
							21,725,284.43

### Potential Committee Members

### Charter Committee

Last Name	First Name	Email	Party Affiliation
Hudock	William		D
Herman	John	johns@vatoreherman@yahoo.com	U
Plumlee	Stephen	stephen.plumlee@gmail.com	D
Smith	Lisa	lisa.renee1065@gmail.com	R
Farrell	Michael	103xo301@gmail.com	U
Perez	Candy	perezcandywinsted@gmail.com	D
Cassaday	Holly	hollycassaday216@gmail.com	U

## Town of Winchester – City of Winsted

Winchester Town Hall  
338 Main Street  
Winchester, CT 06098



Phone 860-379-2713  
Fax 860-738-7053  
[www.townofwinsted.org](http://www.townofwinsted.org)

### Office of the Town Manager

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Dear Members of the Board of Selectmen,

As we begin development of the FY27 budget, the Budget Office has been maintaining a running list of major factors influencing revenues, expenditures, and long-term financial planning. I wanted to share a current snapshot of items affecting the FY27 outlook as of January 2026 and to seek your early input as we move forward with this process.

There are several areas that present potential savings or new revenue opportunities for the Town:

- **Electricity Supply Savings:** The Town recently executed a new electricity supply contract that reduced the kWh rate from \$0.10817 to \$0.10220. This is expected to result in utility savings across departments, with the most significant impact anticipated in the Water and Sewer budgets.
- **Town Aid Roads Increase:** In September 2025, the Governor announced a 33% increase in Town Aid Roads grants. Applying this increase to our FY25 allocation of \$295,658 results in an estimated FY27 total of approximately \$393,225—an increase of about \$97,567. There is also the potential for additional state funding increases as the gubernatorial election approaches.
- **IT Services Contract:** While FY27 figures are still being finalized, the new IT partner contract is expected to generate approximately \$85,000 in savings over the three-year term.
- **DDS Senior Enrichment Contract:** New contract terms are being finalized regarding building use and administrative reimbursement, which are expected to increase Town revenue.
- **Fuel Savings:** Based on current projections, gas and diesel costs are anticipated to be approximately \$12,000 lower in FY27.
- **Investment Income:** With the Town having received several million dollars in reimbursements, cash balances remain strong. As a result, investment income is performing well and may be increased in the FY27 budget.
- **NWCTD Savings:** Following extended discussions regarding routes and traffic patterns, we anticipate approximately \$7,000 in transit savings in FY27.
- **Projected Fund Balance Injection:** Due to insurance savings and continued, rigorous cost-containment efforts, we may be able to maintain—and potentially increase—the \$725,000 fund balance injection currently used to support capital projects.

At the same time, there are several significant cost pressures and uncertainties that will factor heavily into FY27 planning:

- **Pearson School Roof Project:** This project carries a total cost nearing \$3 million, with the Town expected to bond approximately \$800,000. While the bond terms are still to be determined, this will create a multi-year debt service obligation.
- **NRES Revenue Cliff:** The Town will not receive another \$400,000 in one-time Non-Residential Renewable Energy Solutions (NRES) revenue that is currently supporting FY26 capital projects. This creates a funding gap that will need to be addressed in FY27 and beyond.
- **Insurance Costs:** Preliminary discussions with our insurance broker indicate the Town is currently a loss for the carrier, creating the potential for a health insurance increase.
- **Public Demand for Paving:** Residents continue to express strong interest in increased paving and road maintenance. For context, adding \$1 million for paving would equate to approximately a 1-mill increase if funded exclusively through capital.
- **Other Capital Needs:** The Town continues to face infrastructure challenges, including building needs, technology upgrades, and vehicle fleet replacement, all of which may drive future capital requests.
- **Union Contracts:** The DPW and Police Department union contracts both expire on June 30, 2026. While terms are still unknown, wage and benefit increases are possible, particularly as we address retention concerns.

Finally, with respect to the Grand List, current assumptions suggest it will remain largely stagnant, or potentially decline slightly in certain areas, limiting the Town's ability to offset cost increases through growth.

Overall, the FY27 outlook presents a mixed picture, with several positive developments alongside notable risks. Staff is actively working to develop a responsible FY27 budget, with particular focus on identifying savings in utilities, commodities, and service contracts. Ultimately, however, the Board of Education request will be the determining factor in whether the FY27 budget can be balanced within acceptable parameters.

I look forward to discussing this overview at our next meeting and would appreciate your guidance and input on priorities you would like to emphasize as we develop the FY26/27 budget.

Respectfully,

Paul Harrington



# THE GARLAND COMPANY, INC.

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HIGH-PERFORMANCE BUILDING ENVELOPE SOLUTIONS

3800 EAST 91ST. STREET • CLEVELAND, OHIO 44105-2197  
p. (216) 641-7500 • f. (216) 641-0633 • 800-321-9336 • [www.garlandco.com](http://www.garlandco.com)

**Prepared for:** Dr. Julie Luby, Superintendent, Winchester Public Schools  
and Mr. Paul Harrington, Town Manager (Chief Executive Officer for the town)

**Prepared by:** Chris Fleming, Employee Owner - Area Manager, The Garland Company Inc.

**Date:** December 7, 2025

**RE:** Project Overview, Findings, and Recommended Construction Budget for Isabelle M. Pearson  
School Roof and Building Envelope Replacement and Restoration

## Isabelle M. Pearson School Roof & Envelope Executive Summary

### **Project Overview and Key Findings**

A comprehensive assessment of the Isabelle M. Pearson School, located at 2 Wetmore Avenue, Winsted, CT, was recently completed. The evaluation included a visual inspection (RAMP Report), an Infrared (IR) Roof Moisture Survey, and pre-renovation asbestos testing. The collective findings indicate that the **existing roofing system and elements of the building envelope have reached the end of their useful life** and require immediate, full replacement to ensure occupant safety, watertight integrity, and energy efficiency.

### **Roof Condition and Moisture Intrusion**

The total roof area is approximately **49,130 square feet**. The existing system consists of a modified bitumen membrane installed over fiberboard and polyiso insulation, on a gypsum plank deck. The roof is estimated to be 26 years old.

- **Widespread Saturation:** The IR roof moisture survey detected **36 areas of subsurface moisture**, totaling **10,193 square feet (21% of the total roof area)**, confirming substantial water infiltration in the insulation. This entrapped moisture can lead to structural damage, added weight, energy loss, mold, and a shorter roof lifespan.
- **Systemic Failures:** The membrane exhibits extensive cracking, granule loss, blistering ("mole runs"), and widespread patch fatigue, with past repairs having failed to prevent leaks.
- **Drainage and Flashing Issues:** Multiple drains are surrounded by ponding water and emergency mastic repairs, often missing protective strainers. Flashing heights are excessively low (3"-5"), which is well below the minimum 8" standard required by NRCA and CT State code.



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### Building Envelope and Asbestos

Deficiencies extend beyond the roof membrane to the masonry envelope:

- **Masonry Deterioration:** Efflorescence, spalling, and biological staining are visible on vertical walls, confirming moisture infiltration through compromised joints. Failed and open joint sealant conditions are consistent around windows, expansion joints, control joints, and glazing sealant.
- **Clogged Weep Holes:** Masonry weep holes are clogged, which will retain moisture within wall systems and cause premature throughwall flashing failure.
- **Asbestos Detection:** Pre-renovation testing found that the **flashing materials around the drain bowls contain 10% Chrysotile asbestos**. All drain bowls must therefore be handled as asbestos-containing material during removal and disposal.

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### Recommended Scope of Work

Given the extent of moisture saturation, membrane failure, and the need to address the asbestos-containing material, a **full rip and replacement** is recommended. The new system will be designed for long-term durability and will bring the facility up to current energy and building codes.

System Component	Scope of Work
Roof Removal	Full tear-off (rip and replace) of the existing roof system down to the deck. Remove all asbestos-containing material (drain bowl flashing) in accordance with all safety and regulatory protocols.
Roof Assembly	Install a new high-performance roofing system, including an <b>SBS Modified Bitumen</b> system on the low-slope sections. The new system will incorporate a vapor barrier, fire-rated coverboard, and a new tapered insulation system to achieve a minimum <b>R-30 insulation value</b> required by code.
Metal/Steep Slope	Install a durable <b>structural standing seam metal roofing system</b> on the steep-slope sections.
Roof Decking	Replace any gypsum plank decking that has been substantially damaged by wet insulation. Remove all abandoned mechanical units (obsolete dunnage) and install new structural decking in their place.
Drains & Flashing	Install new, properly sized drains and flashing, ensuring all vertical wall flashing heights meet the <b>minimum 8-inch code requirement</b> .



# THE GARLAND COMPANY, INC.

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## HIGH-PERFORMANCE BUILDING ENVELOPE SOLUTIONS

3800 EAST 91ST. STREET • CLEVELAND, OHIO 44105-2197  
p. (216) 641-7500 • f. (216) 641-0633 • 800-321-9336 • [www.garlandco.com](http://www.garlandco.com)

System Component	Scope of Work
Building Envelope	Repoint deteriorated brick façade, install wall paneling on the chimney to address moisture retention issues, and clean and re-open clogged weep holes to allow for proper moisture mitigation.

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### Construction Budget

Based on the required comprehensive scope of work, the estimated construction budget for the 49,130 square foot project is as follows:

Project Scope	Estimated Cost for the Town of Winsted after 70% reimbursement	Total Project Budget Range (49,130 sq ft)
Full Rip & Replace	\$840,123 - \$869,601	\$2,800,410 - \$2,898,670



**MOISTURE SURVEY RESULTS**

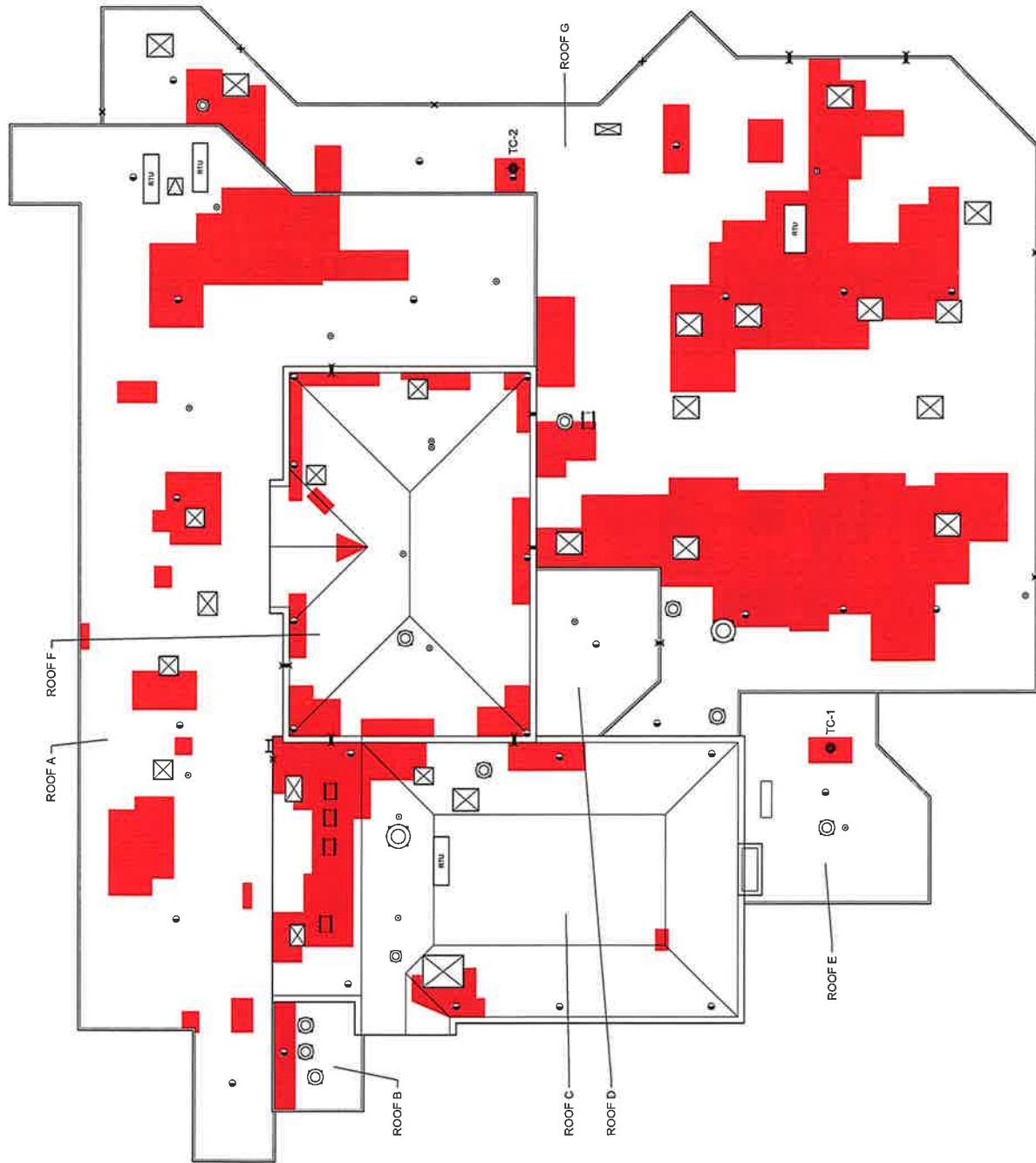
ROOF SECTION	APPROX. SIZE (SF)	NUMBER OF WET AREAS	APPROX. NET AREAS (SF)	PERCENTAGE WET
ROOF A'	13,355	11	1,678	14%
ROOF B'	604	1	126	21%
ROOF C'	7,365	4	1,133	15%
ROOF D'	1,132	-	-	-
ROOF E'	2,040	1	60	3%
ROOF F'	5,873	10	731	13%
ROOF G'	19,060	9	6,245	33%
<b>TOTAL</b>	<b>49,179</b>	<b>36</b>	<b>10,139</b>	<b>21%</b>

**LEGEND**



**GENERAL NOTES:**

- 1) IT IS THE ROOFING CONTRACTOR'S RESPONSIBILITY TO FAMILIARIZE THEMSELVES WITH ALL DETAILS INVOLVED IN THE ROOFING CONTRACT.
- 2) ALL DRAWINGS ARE GRAPHIC REPRESENTATION OF APPROXIMATE LOCATIONS OF SYSTEMS. OWNER IS NOT RESPONSIBLE FOR CONTRACTORS' RESPONSIBILITY TO VERIFY ALL EXISTING CONDITIONS PRIOR TO COMMENCEMENT OF WORK.
- 3) THE ROOFING CONTRACTOR TO PROTECT ALL ADJACENT SURFACES NOT SCHEDULED FOR WORK AND TO REPAIR ANY DAMAGED AREAS AS A RESULT OF CONTRACTOR WORK AT NO ADDITIONAL COST TO THE OWNER.
- 4) THE ROOFING CONTRACTOR SHALL BE RESPONSIBLE TO MAINTAIN WATER TIGHTNESS AND PROVIDE PROTECTION AT ANY WALL OPENINGS IN THE ROOF LEFT AT THE END OF EACH CONSTRUCTION DAY.
- 5) CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS, CONDITIONS AND QUANTITIES.



**WINCHESTER PUBLIC SCHOOLS**

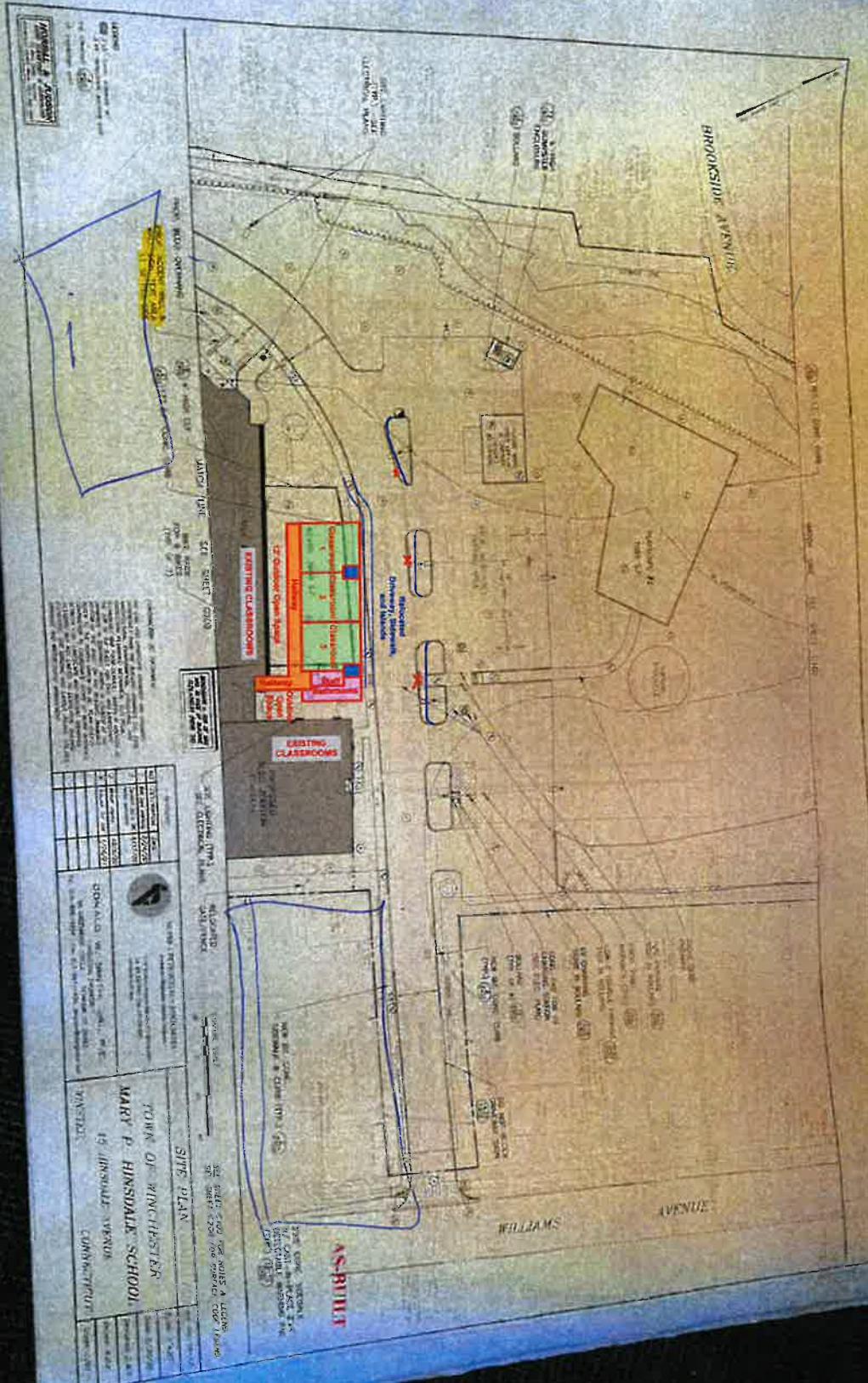
ISABELLE M. PEARSON  
MIDDLE SCHOOL  
2 Walcott Avenue  
Winfield, CT 06098

SCALE: AS NOTED  
DATE: 11/08/2025  
PROJ #: \_\_\_\_\_  
DRAWN BY: \_\_\_\_\_

**SYMBOLS LEGEND**

	STANDARD CURB		EXHAUST FAN
	STANDOFF UNIT		FOOT LADDER
	COOLING UNIT		PITCH POCKET
	AC ON SLEEPER		ELECTRICAL CONDUIT
	CAPPED CURB		PIPE VENT
	CHIMNEY		SCUPPER
	ROOF DRAIN		SKYLIGHT
	ROOF HATCH		SATELLITE
	HOT PIPE		SUPPORT

NOTE: PENETRATIONS ARE APPROXIMATE IN SIZE AND LOCATION. TO BE USED AS REFERENCE POINTS ONLY.



## BOARD OF SELECTMEN ACTION REQUEST

No.: 26-01

Date: January 20, 2026

**Topic:** New Business (D)- Refunds as Recommended by the Collector of Revenue (with attachments)

**From:** Paul Harrington, Town Manager

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**Background:** The Town Collector of Revenue has recommended that the refunds described in the attached correspondence be authorized in accordance with Connecticut General Statutes Section 12-129.

**Requested Action:** The Board of Selectmen should authorize the Town Manager to approve the described refunds.

**Fiscal Implications:** The described refunds total \$947.57.

**Manager's Recommendation:** I recommend that the Board of Selectmen authorize the refunds recommended by the Collector of Revenue.

**Recommended Motion:** *I move that the Board of Selectmen authorize the refunds recommended by the Collector of Revenue in the amount of \$947.57.*

**Attachment:**

Grand List 2024 Refunds



The attached list represents taxes that have been corrected by authority of the provision of Section 12-129 of the General Statutes, and by the Assessor or Public Works Director of the Town of Winchester. The taxes/water and/or sewer amounts shown below have been paid and requests received for refunds of the same.

<b>LIST #/GL YR</b>	<b>TAX TYPE</b>	<b>TAXPAYER</b>	<b>AMOUNT OF REFUND/REASON</b>
59916	2023 MV	ALLY FINANCIAL PO BOX 7119 CHARLOTTE, NC 28272-1119	\$72.65 COC
18981	2024 MV	KEITH LAUZIER 105 OLD NORTH RD. WINSTED, CT 06098	\$129.28 COC
17717	2024 MV	CODY POCIASK PO BOX 83 CORNWALL BRIDGE, CT 06754	\$87.67 OVERPAYMENT
13715	2024 MV	PATRICIA REYNOLDS PO BOX 174 WINCHESTER CENTER, 06904	\$6.91 COC
<b>MV</b>		<b>TOTAL REFUNDS BY TYPE</b>	<b>\$296.51</b>
403510	2024 PP	CARLTON ROBERTS 12 MEETING HOUSE RD. BARKHAMSTED, CT 06063	\$651.06 OVERPAYMENT
<b>PP</b>		<b>TOTAL REFUNDS BY TYPE</b>	<b>\$651.06</b>
<b>NUMBER OF REFUNDS</b>		<b>TOTAL REFUNDS</b>	<b>\$947.57</b>

It is recommended that refunds in the amount as stated above be made to the taxpayers listed, in accordance with the provisions of said General Statutes, Section 12-129.

1/14/2026

Date of Report

*Ashley Kelsey*

Ashley Kelsey, Collector of Revenue

APPROVED FOR PAYMENT:

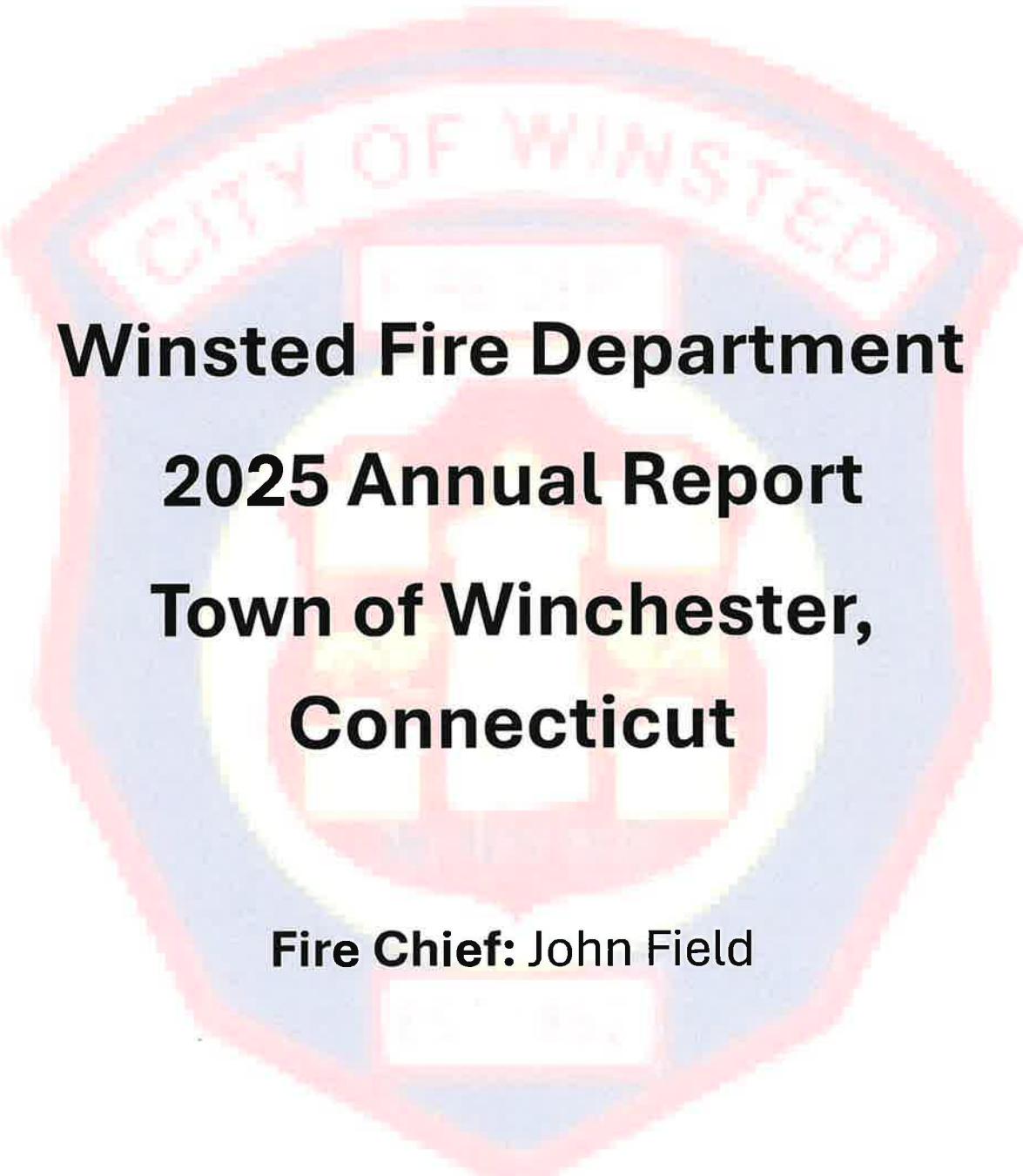
DATED:

\_\_\_\_\_  
Town Manager

I have received from Town Accountant the above checks to cover the refunds as stated above.

Date:

\_\_\_\_\_  
Collector of Revenue

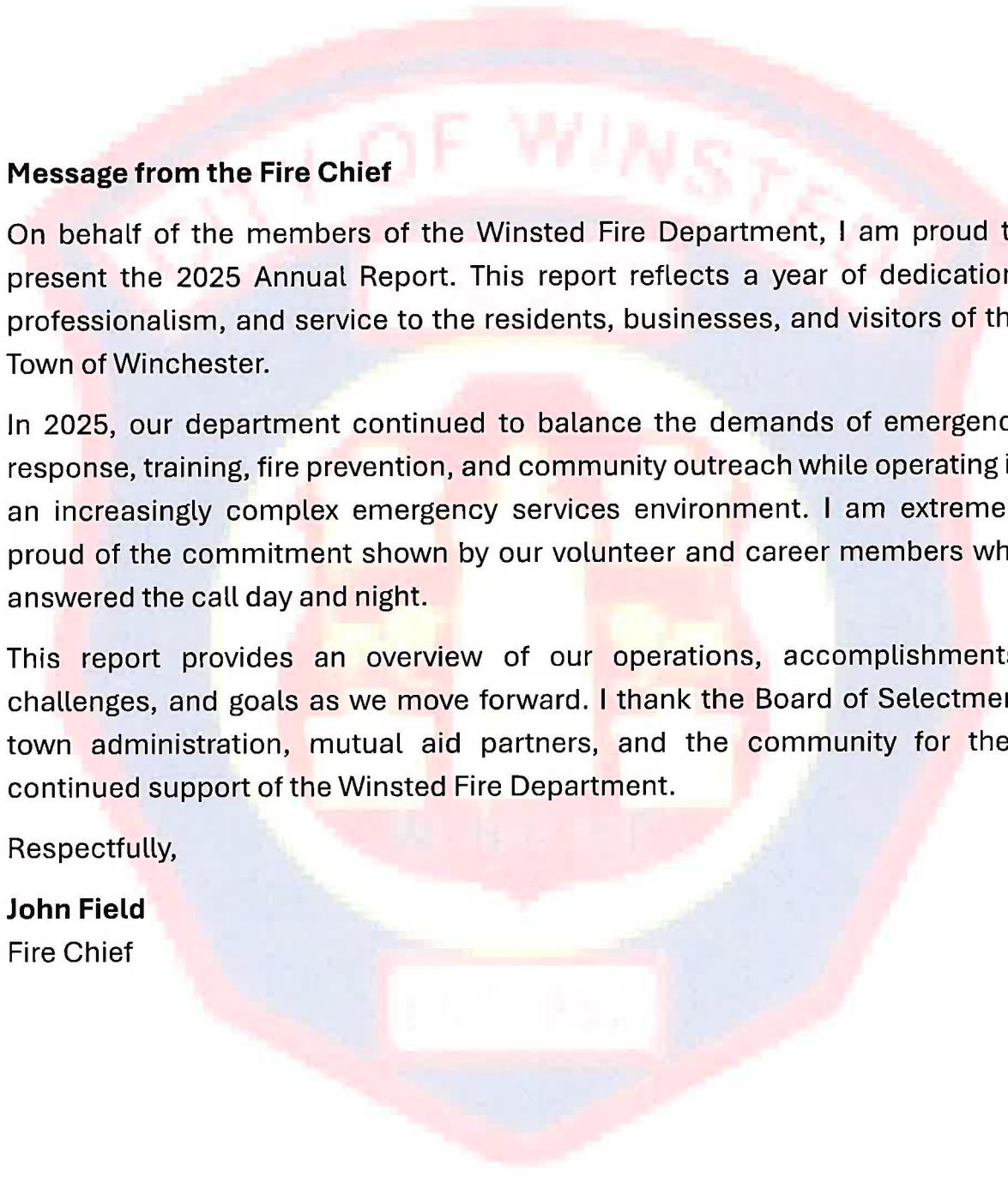


# **Winsted Fire Department**

## **2025 Annual Report**

### **Town of Winchester, Connecticut**

**Fire Chief:** John Field



### **Message from the Fire Chief**

On behalf of the members of the Winsted Fire Department, I am proud to present the 2025 Annual Report. This report reflects a year of dedication, professionalism, and service to the residents, businesses, and visitors of the Town of Winchester.

In 2025, our department continued to balance the demands of emergency response, training, fire prevention, and community outreach while operating in an increasingly complex emergency services environment. I am extremely proud of the commitment shown by our volunteer and career members who answered the call day and night.

This report provides an overview of our operations, accomplishments, challenges, and goals as we move forward. I thank the Board of Selectmen, town administration, mutual aid partners, and the community for their continued support of the Winsted Fire Department.

Respectfully,

**John Field**

Fire Chief

## Department Overview

The Winsted Fire Department provides fire suppression, rescue, supplemental first responder medical response, hazardous materials response, and fire prevention services to the Town of Winchester. The department operates as a combination department, utilizing both volunteer members and municipal employees to ensure effective and timely emergency response.

## Mission Statement

The mission of the Winsted Fire Department is to protect the lives, property, and well-being of the residents and visitors of the Town of Winchester through dedicated volunteer service, fire suppression, rescue operations, emergency medical assistance, and proactive public education.

We are committed to excellence, teamwork, integrity, and continual training to ensure the highest level of preparedness and professionalism in every response. Our members proudly serve with honor, courage, and compassion to safeguard our community—day and night.

## Vision Statement

The Winsted Fire Department strives to be a model of volunteer service, respected for our professionalism, trusted by our community, and recognized for our commitment to innovation, safety, and continuous improvement.

We vision a department that empowers its members through training, leadership, and mutual respect, ensuring that every response reflects our dedication to protecting and enhancing the quality of life in the Town of Winchester.

## Core Values

- *Service*

We place the needs of our community above all else, responding with dedication, compassion, and pride.

- *Teamwork*

We operate as one team, supporting one another and working together to achieve our mission safely and effectively.

- *Professionalism*

We hold ourselves to the highest standards of conduct, competence, and accountability in every action we take.

- *Preparedness*

We commit to continuous training, education, and readiness to meet the evolving challenges of emergency response.

- *Integrity*

We act with honesty, fairness, and respect, maintaining the trust and confidence of the community we serve.

- *Safety*

We prioritize the safety of our members and the public in all that we do, ensuring that every operation is conducted with care and diligence.

## **Fire Department Organization**

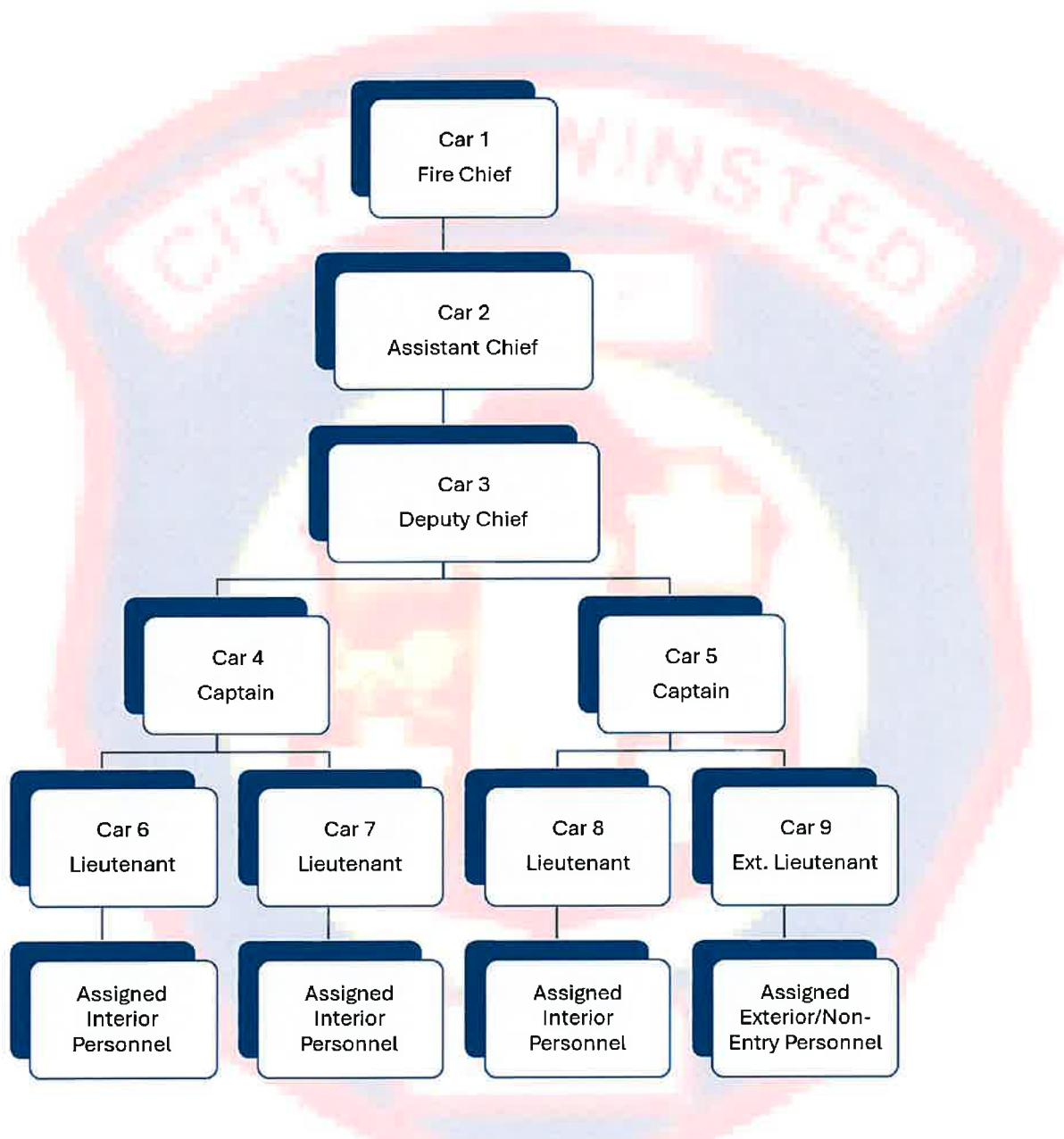
In 2025, the Winsted Fire Department implemented a strategic change to its organizational structure to enhance operational effectiveness, supervision, and safety on the fireground. A fourth Lieutenant position (Exterior) was added to provide dedicated leadership and oversight of exterior and support functions during emergency incidents.

The Exterior Lieutenant is responsible for the coordination, accountability, and supervision of personnel assigned to exterior operations, including but not limited to water supply, apparatus staging, scene safety, utilities control, rehabilitation, and other critical support functions. This role ensures that exterior operations receive focused command attention equal to interior and suppression activities.

As part of this organizational improvement, the former Support Services Company was realigned under the authority of the Exterior Lieutenant. This change clarifies the chain of command, improves accountability, and strengthens the integration of support operations into the overall incident management system.

This restructuring reflects the department's commitment to modern incident command principles, firefighter safety, and efficient resource management. By clearly defining leadership roles and responsibilities, the Winsted Fire Department is better positioned to manage complex incidents while maintaining a high standard of operational readiness.

## Organizational Chart



## Personnel

### Membership Summary (2025)

This year we added fourteen (14) members to our ranks; six (6) new members, two (2) new Junior Firefighter members, 1 Junior Firefighter to full Firefighter status, and five (5) members returning to active status.

- Total Active Members: **Fifty-Two (61)**
  - **Two (2) – Paid Personnel (Admin/FF)**
  - **Fourteen (14) - Support Services**
  - **Four (8) - Exterior Firefighters**
  - **Thirty-Four (37) - Interior Firefighters**
- Volunteer Firefighters: **Fifty (59)**
- Career/Municipal Employees: **Two (2)**

---

## **Training & Professional Development**

In 2025, the Winsted Fire Department placed a strong emphasis on training and professional development to ensure that all personnel are fully prepared to respond safely and effectively to a wide variety of emergency situations. Recognizing that continuous learning is essential to operational readiness, the department conducted comprehensive training programs covering all aspects of fire suppression, emergency medical response, rescue operations, and incident command.

Key training accomplishments for the year include:

- **Firefighter Certification and Skills Advancement:** Members successfully completed Firefighter I and II courses, ensuring compliance with NFPA standards and reinforcing foundational firefighting skills. Specialized training in ventilation, search and rescue, and fire behavior enhanced operational effectiveness on the fireground.

Winsted Fire Department had members completed the following certification programs:

- Firefighter 1 – 1
- Firefighter 2 – 2
- Introduction to the Fire Service – 1
- Fire Service Instructor – 2
- Fire Officer 1 – 2
- Incident Safety Officer – Fire Suppression - 1

- **Emergency Medical Response Training:** Personnel maintained and upgraded emergency medical certifications, including CPR, First Aid, and advanced EMS skills, ensuring rapid, professional care for patients in the field.
- **Incident Command and Leadership Development:** Officers and senior personnel participated in ICS (Incident Command System) and leadership courses, improving decision-making, coordination, and safety during complex incidents.
- **Specialized Operations:** Training in hazardous materials awareness and operations, confined space rescue, vehicle extrication, and firefighter survival / mayday procedures strengthened preparedness for non-routine emergencies.
- **Driver and Pump Operations:** Fire apparatus drivers and pump operators completed advanced courses to ensure safe and efficient vehicle operations and water supply management during emergency responses.
- **Joint and Interagency Exercises:** Members engaged in multi-department drills and cooperative exercises with mutual aid partners, enhancing coordination, communication, and regional operational readiness.

In total, department personnel logged 838 personnel attended, 824 actual hours of training for a total of **7477** hours of documented instruction received in 2025, reflecting a substantial investment in skill development and professional growth. These efforts directly contribute to safer, more effective emergency response, reduce operational risk, and ensure the department remains compliant with NFPA standards and best practices.

The Winsted Fire Department remains committed to fostering a culture of continuous learning and professional excellence, recognizing that ongoing training is fundamental to the safety of our personnel and the community we serve.

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### **Emergency Response Activity**

During 2025, the Winsted Fire Department complied with Federal requirements and switched from NFIRS to the new NERIS firefighting data management. Effective December 1, 2025, Winsted Fire Department worked with Alpine Software and NOVIS Insight to make this transition well before the January 31, 2026, deadline.

NFIRS (National Fire Incident Reporting System) is the long-standing national system used by fire departments to report fire, EMS, and other incident data to the federal government for statistical analysis and policy development. NEIRS (National Emergency Incident Reporting

System) is the newer, modernized system being developed to replace NFIRS, offering improved data accuracy, streamlined reporting, enhanced analytics, and better integration with current fire department records management systems. NEIRS is designed to be more user-friendly and reflective of today's all-hazards fire service operations.

Due to different type categories the data collection systems will be separated.

## **2025 NFIRS**

### **Incident Response Summary**

During 2025, according to NFIRS, the Winsted Fire Department responded to **751** incidents, including:

- Fires: **39**
- Overpressure Rupture, Explosion, Overheat (No fire): **0**
- Rescue & Emergency Medical Service Incidents: **179**
- Hazardous Condition (No Fire): **139**
- Service Calls: **75**
- Good Intent Calls: **143**
- False Alarm/False Call: **172**
- Severe Weather/Natural Disaster: **4**
- Special Incident Type: **0**

## **2025 NERIS (starting 12/1/2025)**

### **Incident Response Summary**

During 2025, according to NERIS, the Winsted Fire Department responded to **41** incidents, including:

- Fires: **0**
- Hazardous Situation: **9**
- Law Enforcement Support: **0**
- Medical: **6**
- No Emergency: **13**
- Public Service: **13**
- Rescue: **0**

There were also **18** incident reports not completed, unknown incident type/attendance.

Total Incidents for 2025: **810**

These incidents highlight the complexity of modern emergency response and the professionalism of department members.

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## Apparatus & Equipment

In 2025, the Winsted Fire Department conducted a review of its apparatus maintenance and service program to ensure compliance with industry standards and to maintain the highest level of operational readiness. As a result of this evaluation, the department identified the need to transition to a new apparatus maintenance vendor.

The change was made after determining that prior service arrangements did not consistently meet the department's operational, preventive maintenance, and reliability requirements for emergency response vehicles. Ensuring that all apparatus are properly maintained, inspected, and ready for service is critical to firefighter safety and effective emergency operations.

The newly selected maintenance provider offers specialized fire apparatus expertise, improved service capabilities, and adherence to recommended maintenance schedules and testing standards. This transition strengthens the department's commitment to apparatus reliability, reduced out-of-service time, and long-term asset protection.

## Apparatus Fleet

- Engine 2  
2001 Smeal Pumper/Tanker 1500 GPM Pump with 2000 gallons of water
- Engine 3  
2006 Smeal Pumper 1500 GPM Pump with 1000 gallons of water
- Engine 14  
2023 Smeal Pumper 1500 GPM Pump with 1000 gallons of water
- Squad 5  
2010 Smeal Pumper/Rescue 1500 GPM Pump with 500 gallons of water

- Truck 11  
2024 Smeal 100' Mid-Mount Tower 2000 GPM Pump with 300 gallons of water

## **Fire Department Vehicles**

- Car 1  
2021 Ford F150 Crew Cab with enclosed rear bed
- Fire Police  
2003 Ford F350 with box truck body
- Tac 8  
2007 Ford F550 with Utility Body
- Utility 19  
2022 Ford Explorer

## **Other Mobile Equipment**

- ATV & UTV & trailer  
ATV (Quad) – 2018 Polaris 570ESP  
Trailer – Ringo dual-axle  
UTV – 2007 Polaris Ranger 4 WD
- Boat & Trailer  
Boat – 2015 AB Inflatable Boat A14S  
Motor – 2014 30 HP Evinrude Outboard Jet Drive  
Trailer – 2015 Load Rite 14F1000W
- Foam Trailer  
2006 State of CT Foam Trailer

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## **Equipment & Capital Improvements**

In 2025, the department focused on maintaining and upgrading critical equipment, including:

- With the assistance of a cooperative Federal Fire Act Grant, the Winsted Fire Department was provided the opportunity to replace all Self-Contained Breathing Apparatus (SCBA) in 2025. Through a regional partnership with the Town of Norfolk, the department replaced 35 SCBA units and acquired an additional spare air cylinder for each unit. This upgrade significantly enhances firefighter safety, operational readiness, and compliance with current respiratory protection standards.
- Annually required hose and ladder testing and inspections were completed in 2025 by a qualified third-party vendor, with no hoses or ladders requiring replacement or major repairs. This testing was conducted cooperatively with neighboring fire departments, allowing for cost-sharing while ensuring compliance with applicable safety and performance standards.
- The annual inspection of personal protective equipment (PPE) conducted in 2025 identified several sets that had exceeded the maximum service life established by NFPA standards, which require replacement within ten years of the date of manufacture. Using a combination of capital and operating funds, the department purchased ten (10) new sets of interior structural firefighting PPE. In addition, a structured replacement plan was implemented to acquire five (5) new sets of PPE each fiscal year, allowing the department to maintain a proactive seven- to eight-year replacement cycle and ensure continued compliance, firefighter safety, and operational readiness.
- With the assistance of a federal grant, the Town of Winchester afforded the replacement of all emergency services and public works radio equipment in 2025. The new tri-band, 800 MHz radios represent current public safety communications technology and improve reliability, interoperability, and operational effectiveness. Implementation of this system is ongoing, with continued programming, training, and optimization planned to complete the transition.

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## Facilities

The Winsted Fire Department continued to maintain and operate its three (3) fire station(s) to support emergency response, training, and administrative functions. Facility improvements and maintenance in 2025 included:

- In 2025, the main roof at Station 1 was replaced following a water intrusion issue that resulted in interior damage. Addressing this condition was prioritized to protect the facility, preserve critical infrastructure, and ensure the continued safe operation of the station.
- In 2025, site improvement work was completed at Station 3 to address property maintenance and facility protection concerns. Trees encroaching on the building were removed to mitigate potential structural risks, and invasive brush and shrubs were cleared. Additional work included weeding of landscaped areas and the removal of accumulated trash and debris, improving overall safety, appearance, and long-term property maintenance.

## **Community Outreach**

Community engagement remains an important part of our mission. In 2025, the department participated in:

- During 2025, the Winsted Fire Department conducted fire prevention and life safety education programs at Hinsdale School (Pre-K through 2nd grade), Highlander Transition Academy, and Winsted Senior Housing. These outreach efforts were tailored to each audience and reinforced age-appropriate fire safety practices, emergency preparedness, and community risk reduction.
- In 2025, the Winsted Fire Department supported community engagement and education by providing a station tour at Station 2 for the Winsted Area Child Care Center and hosting a tour and question-and-answer session for a local high school civics camp. Department members also visited Gilbert School to review and tour the school's newly installed solar panel system, reinforcing collaboration and awareness of emerging technologies within the community.
- In 2025, the Winsted Fire Department participated in numerous community parades and public events, earning multiple awards in recognition of members' dedication and presentation. These activities not only strengthened community relationships but also served as a positive morale booster for department members and highlighted their pride in service and teamwork.
- In 2025, the Winsted Fire Department once again hosted its annual community carnival, an event that has become a highly anticipated tradition for local residents. The carnival attracted strong community participation and provided an opportunity to engage with residents, promote fire safety awareness, and strengthen the department's connection with the community.

These efforts strengthen trust and promote fire safety awareness throughout Winchester.

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## **Mutual Aid & Regional Cooperation**

The Winsted Fire Department continues to maintain strong collaboration with surrounding fire departments, Litchfield County Dispatch, law enforcement, and EMS providers. Mutual aid agreements and automatic aid responses enhance both local and regional emergency response capabilities and ensure sufficient resources for large-scale incidents. Increasing reliance on mutual aid has become a necessary measure to address growing call volumes and the challenges posed by limited local volunteer staffing, ensuring that community safety is consistently maintained.

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## **Challenges & Looking Ahead**

Like many fire departments, the Winsted Fire Department continues to face several ongoing challenges that impact operations and long-term planning:

- **Volunteer Recruitment and Retention**  
Attracting and retaining dedicated volunteer firefighters remains a significant challenge. Demands on personal time, competing work and family obligations, and the physical and emotional requirements of firefighting contribute to reduced volunteer availability. Ensuring a robust and sustainable volunteer base is critical to maintaining rapid response capabilities and operational readiness.
- **Increasing Call Volume and Complexity**  
The department has experienced a steady increase in both the number and complexity of emergency calls. Incidents now often involve multi-agency coordination, specialized rescue operations, hazardous materials response, and medical emergencies. These evolving demands require heightened preparedness, flexible staffing, and rapid decision-making under pressure.
- **Aging Infrastructure and Apparatus**  
Station facilities and firefighting apparatus continue to age, leading to increased maintenance needs and potential service interruptions. Aging buildings can create safety and operational challenges, while older vehicles and equipment may require more frequent repair and replacement, impacting budget planning and long-term asset management.

- **Training Demands and Regulatory Requirements**

Meeting current training standards and regulatory requirements places significant demands on personnel and resources. Members must maintain certifications in firefighting, emergency medical response, hazardous materials, and incident command systems. Continuous professional development is essential to ensure compliance with NFPA standards, local regulations, and best practices, while balancing operational availability and staffing limitations.

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## **Goals for 2026**

### **Enhance Recruitment and Retention Efforts**

The department will implement targeted strategies to attract new volunteers and retain current members. Initiatives will include community outreach campaigns, mentorship programs, and engagement with local schools and civic organizations. Emphasis will be placed on highlighting the benefits of service, fostering a supportive departmental culture, and reducing barriers to participation to maintain a strong and sustainable volunteer force.

### **Continued Modernization of Apparatus and Equipment**

Winsted Fire Department will continue to evaluate and update its fleet and equipment to ensure operational readiness, reliability, and compliance with current NFPA standards. Planned initiatives include replacement of aging apparatus, acquisition of specialized tools, ongoing maintenance programs, and integration of new technologies to enhance safety, efficiency, and response capabilities.

### **Expand Training Opportunities**

The department will expand training programs to meet evolving operational demands and regulatory requirements. This includes advanced firefighter and officer development, emergency medical and rescue training, hazardous materials operations, incident command and leadership exercises, and interagency drills. The goal is to maintain highly skilled personnel capable of safely and effectively responding to complex incidents.

### **Strengthening Community Risk Reduction Initiatives**

Winsted Fire Department will enhance programs aimed at reducing risk and improving safety within the community. Efforts will include expanded fire prevention education, public

awareness campaigns, targeted outreach to vulnerable populations, safety inspections, and proactive engagement with schools, businesses, and senior facilities. These initiatives aim to prevent emergencies before they occur and foster a culture of preparedness throughout the community.

### **Continue to Update and Maintain Facilities for Longevity and Operational Readiness**

The Winsted Fire Department recognizes that well-maintained facilities are essential for safe, efficient, and reliable emergency operations. In 2026, the department plans to continue facility improvements to ensure longevity, functionality, and readiness across all stations. Key initiatives include completing the remaining roof replacement at Station 1, painting the interior and exterior of all three stations to protect structures and improve working conditions, and performing comprehensive exterior site work at each station to enhance safety, accessibility, and overall appearance. These projects are part of a proactive facilities management strategy designed to preserve critical infrastructure, support operational efficiency, and provide a safe and professional environment for personnel and the community.

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### **Acknowledgements**

The Winsted Fire Department extends its sincere appreciation to the many individuals and organizations whose support is vital to our continued success and the safety of our community:

- **The Town of Winchester Leadership** – For providing guidance, resources, and support that enable the department to operate effectively and meet the evolving needs of the community.
- **The Board of Selectmen** – For their continued commitment to public safety, oversight, and strategic direction that ensures the department is properly funded, staffed, and equipped.
- **Town Administration and Staff** – For their collaborative efforts, logistical support, and dedication that contribute to the smooth day-to-day operations of the department and emergency services.
- **Mutual Aid Partners** – For their unwavering assistance during emergency responses, training exercises, and large-scale incidents, reinforcing regional safety and operational efficiency.

- **Our Families** – For their patience, encouragement, and understanding, which allow our members to dedicate time and energy to serving the community.
- **The Residents of Winchester** – For their trust, cooperation, and engagement, which inspire our members to provide the highest level of service and foster a strong sense of community partnership.

These acknowledgements reflect the collaborative effort required to maintain a high-performing, responsive, and community-focused fire department.

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## **Conclusion**

The 2025 Annual Report highlights the dedication, professionalism, and unwavering commitment of the members of the Winsted Fire Department. Throughout the year, our personnel demonstrated courage, teamwork, and expertise in responding to a wide range of emergency incidents, while also engaging in proactive training, community outreach, and fire prevention initiatives.

This report also reflects the department's ongoing efforts to modernize equipment, enhance operational readiness, maintain facilities, and implement organizational improvements, all aimed at ensuring the highest level of service to the residents of Winchester.

Looking forward, the Winsted Fire Department remains steadfast in its mission to protect life, property, and the environment. We are committed to continuous improvement through professional development, strategic planning, and collaboration with mutual aid partners and the community. The dedication of our members, combined with the support of town leadership, families, and residents, ensures that the department will continue to meet the challenges of today and the evolving needs of tomorrow.

**Respectfully Submitted,**

**The Winsted Fire Department**

**Chief Officers:**

- Fire Chief John Field
- Assistant Chief Phil Bascetta
- Deputy Chief Ben Ludwig

W I N S T E D

# Active Aging

S E N I O R   C E N T E R

80 Holabird Avenue, Winsted, CT 06098, 860-379-4252

To: Board of Selectmen  
From: Jennifer Kelley, Director & Municipal Agent  
Subject: Director's Report

## December 2025

Listed below you will find a list of program and services that were provided by the Winsted Active Aging Senior Center during December 2025. If you have any questions, please email me at [jkelley@townofwinchester.org](mailto:jkelley@townofwinchester.org).

**Finances:**

<u>Budget:</u>	\$215,782
<u>YTD Expended:</u>	\$92,111
<u>Percentage Spent:</u>	49.2%

**Celebrations:** 88 members attended our Holiday lunch at Greenwoods Country Club and Elvis and 50 members attended our Holiday lunch at the center and stayed for holiday music.

**Craft Class:** 15 members socialized and make holiday decorations.

**Fitness Classes:** 310 people members participated in 35 classes.

**Friday BINGO:** 49 people attended our weekly games on 3 afternoons.

**Friendly Hands Food Bags:** 70 bags were distributed to the 6 elderly housing sites, the Y shelter and Winsted Senior Center.

**Holiday Bazaar:** We successfully hosted the 1st Annual Senior Enrichment Program fund raiser where members and friends shopped for holiday items.

**Lunches Served:** 482 lunches on 19 days.

**Senior Center Van:** 228 rides were provided on 17 days.

**Teaching Kitchen:** 8 members attended the class and made and tasted nutritious pre-New Year's Eve treats together.

**Tips For Managing Weight Class:** 8 people attended the class.

**Trips:** 27 travelers enjoyed a delicious lunch at the Aqua Turf and then enjoyed swinging holiday music of the 50s and 60s. 12 travelers enjoyed an early dinner at 99 Restaurant and then toured the local holiday lights.

**Director:** Attended zoom FallsFree CT meeting, zoom LiveWell Finger Study information session, zoom NCOA (National Counsel on Aging) Food & Nutrition Programs of Excellence presentation, Helping Hands board meeting.

**Building Update:** A backflow preventer on the sprinkler system was replaced. Asbestos insulation was removed from hot water tank.

**2024 Van Vandalized:** the van was driven to TASCA Ford, in Berlin for additional repair work.

Respectfully,



Jennifer Kelley



BARKHAMSTED, COLEBROOK,  
NEW HARTFORD

NORFOLK,  
WINSTED-WINCHESTER

SINCE 2006

January 6, 2026

Mr. Paul Harrington  
Winchester Town Manager  
Town Hall, 338 Main Street  
Winsted, CT 06098

Subj: Helping Hands Chore Service - Funding Request  
Town of Winchester FFY2027 (07/01/2026 - 06/30/2027)

Dear Town Manager Harrington,

Helping Hands has prepared this letter to respectfully request funding of \$8,000 from the Town of Winchester for approval in your budget for FY2027.

#### Organization's History

Helping Hands is a 501(c)(3) nonprofit, community-based, home care agency founded in 2006. Our program services are designed to improve the quality of life of older adults and persons with disabilities who would not be able to remain safe and independent at home without help. Services include housekeeping, grocery shopping, meal preparation, personal care, medical transportation, companionship, and respite for family caregivers. Our service area covers the towns of Barkhamsted, Colebrook, New Hartford, Norfolk, and Winsted/Winchester.

#### Program Development

In 2024-2025, Helping Hands successfully maintained expansion efforts and operations with a staff of 10 dedicated caregivers who provided a total of 11,468 service hours to 100 clients, age 60 and over. In 2026, we anticipate a 5% increase in growth and demand for services due to the massive baby boomer generation (1946-1964) entering the senior population. These numbers will steadily grow as the need for home care assistance is permanent.

Moving forward, Helping Hands will continue to face financial challenges due to high inflation, cuts in government social service programs for the elderly, increases in insurance premiums and payroll expenses. These issues will affect our capacity to remain competitive

with basic wages, supplies and mileage reimbursement for caregivers. Seniors on fixed incomes are especially vulnerable to higher costs for food, prescriptions and the basic necessities that deplete their income so quickly. Therefore, to sustain our program expansion efforts and provide a higher standard of care for community seniors, we will pursue grant opportunities and fundraiser initiatives to bring in revenue. Unfortunately, the funding that we receive from grants, client donations, and our annual appeal, does not cover the full cost of providing services. Therefore, we're asking the Town of Winchester for \$8,000 to help support our mission and enable us to:

- Provide ***affordable*** home care services, ***regardless of income***, and **free** medical transportation to doctor appointments and outpatient facilities.
- Reach more seniors who are at-risk due to age or illness, lonely, homebound with limited family support, or living alone in rural areas.
- Offer individualized services and support to help clients remain at home rather than having to move to a nursing facility.
- Administer companionship and comfort to home hospice clients and respite for family caregivers.

### **Staff Development**

Helping Hands currently employs 10 experienced part-time caregivers who live locally. They are bonded, insured, and undergo a thorough background check. We anticipate an increase for home care services to grow as new clients, and those on our waitlist, enroll in our program. Therefore, to meet demand, we will hire two more employees by the fall of 2026.

### **Grants**

Helping Hands pursued grants and revenue-building projects in 2025 to financially support our mission. Below is a list of grants received:

- \$1,500 Annual Grant, Torrington Savings Bank Foundation covering costs for extra service hours needed to help clients remain at home.
- \$5,150 Cycle 2 Draper Foundation Grant in support of capacity building, staff retention, and medical transportation.
- \$3,000 Cycle 2 Grant, Northwest Community Bank Foundation in support of program development and capacity building.
- \$1,800 Critical Needs Grant, Northwest Connecticut Community Foundation in support of food assistance for low-income clients facing tough economic times.
- \$4,125 Archbishop's Annual Appeal to support medical transportation and provide service hours for clients returning home from rehab or hospital visits.
- 2,000 William Barclay Fund to assist Winsted residents with emergency-related expenses, such as medical, nutrition, rent, utility bills, mortgage assistance, auto maintenance, home care services, and personal care. Grant applicants must reside in Winsted for 5+ years to qualify for funding.

**Goals**

- Helping Hands sponsors Client Appreciation every October to recognize our valued clients and thank them for their patronage and support. We offer them a free lunch at the Winsted, Colebrook, or New Hartford Senior Centers. See attached.
- Helping Hands conducts an annual appeal in November to include local businesses and major individual donors as a source of added revenue.
- Helping Hands offers yearly training for staff. Education is key to enhancing the employee's job performance and personal growth. They gain a better understanding of how to recognize the many complexities of the aging process and how to interact with older adults. See attached.
- Helping Hands sends out a Quality Assurance Survey to clients in March asking for feedback on caregiver job performance and quality of services. The survey results are analyzed by the Director and shared with the Board of Directors. The results provide valuable feedback to help us evaluate the efficacy and safety of our program services. See attached.
- For almost 20 years, Helping Hands has been registered with the CT Department of Consumer Protection as a Home Care Service Provider in the Northwest Corner. Our mission continues today to serve the basic needs of older adults with quality services that are ***affordable to all***, regardless of income level.

Please contact me if you have any questions about our request for town funding. My office hours are Monday through Friday, 9:00am–4:00pm, office: 860-379-4900, or email: [iconnole@winstedhealthcenter.org](mailto:iconnole@winstedhealthcenter.org).

Thank you for your consideration. We appreciate all the financial support we have received from the Town of Winchester.

Sincerely,

  
\_\_\_\_\_  
Irene Connole  
Director

cc: **Board of Selectmen - Town of Winchester**  
Finance Director Ann Marie Rheault – Town of Winchester  
Board of Directors – Helping Hands Chore Service

Att:	Caregiver Annual Training	2024-990s
	Client Appreciation	Connecticut-DCP Certificates
	Q.A. Survey Results	Brochures

***Helping Hands***  
***Funding Request-Town of Winchester-1/6/2026***

STATE OF CONNECTICUT ♦ DEPARTMENT OF CONSUMER PROTECTION

1056903

Be it known that

**HELPING HANDS CHORE SERVICE INC**

PO BOX 888  
WINSTED, CT 06098

has satisfied the qualifications required by law and is hereby registered as a

**HOMEMAKER COMPANION AGENCY**

Registration #: HCA.0000201

Effective Date: 11/01/2024

Expiration Date: 10/31/2025

verify online at [www.license.ct.gov](http://www.license.ct.gov)



Bryan T. Cafferelli, Commissioner

STATE OF CONNECTICUT ♦ DEPARTMENT OF CONSUMER PROTECTION

1047101

Be it known that

**HELPING HANDS CHORE SERVICE, INC.**

115 SPENCER ST  
WINSTED, CT 06098-1140

is certified by the Department of Consumer Protection as a registered

**PUBLIC CHARITY**

Registration #: CHR.0051193

Effective Date: 12/01/2024

Expiration Date: 11/30/2025

FEIN: 01-0853068

Fiscal Year End: December 31

Verify online at [www.license.ct.gov](http://www.license.ct.gov)



Bryan T. Cafferelli, Commissioner



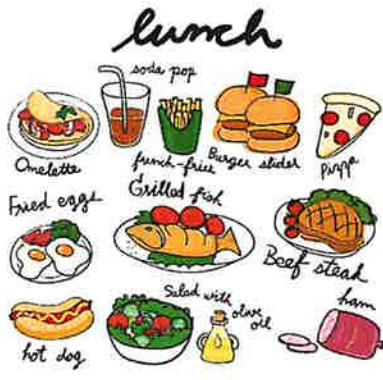
Barkhamsted, Colebrook, New Hartford, Norfolk, Winsted-Winchester

TO: Our Valued Clients

DATE: October 1, 2025

## OCTOBER CLIENT APPRECIATION

Helping Hands has reserved the month of October to acknowledge our clients' patronage and support. One way we can show our appreciation is to offer you a free lunch and an ice cream sundae during **Client Appreciation**. So, from October 1 through October 31, 2025, you're invited to have a free lunch at either the Colebrook or Winsted Senior Center where you can enjoy a nutritious meal and some friendly hospitality. Also, enjoy a refreshing ice cream sundae at the Railway Café on us. The Railway Café is located at 580 Main Street, Winsted, 860-238-7677.



Lunch is served Monday through Friday at 11:45am at the **Winsted Senior Center**. To make a reservation, call 860-379-4252 x2. Call in your lunch order by 11:30am the day before you plan to go to the Center.

Lunch is served on Thursdays only at 12:00pm at the **Colebrook Senior Center**. To make a reservation, call 860-738-9521. Call in your lunch order by 2:00pm on Tuesday of that week. Please specify if you are eating lunch there or prefer to do takeout. If takeout, your caregiver can pick up your meal if you give 2 days' notice.

- 👉 Sign your name on the back of the attached voucher and hand it to the lunch attendant at the Senior Center the day you go for lunch.
- 👉 If you participate in the Nutrition Program, advise the lunch attendant and you will be given credit for that week.
- 👉 If you receive Meals on Wheels, call 860-482-4151 to cancel your lunch for that day.

## Railway Café Ice Cream Shop

You can stop by the Café any day Wednesday through Saturday from 11:00am to 2:00pm for an ice cream sundae. Your choice of 2 scoops of ice cream, hot fudge, whipped cream and nuts. In October, the Café will also offer pumpkin and apple pie ice cream!

## A GIFT FOR YOU

Please accept the enclosed 2026 "Remember When" calendar as a gift for jotting down doctor appointments, telephone numbers and important events.

## IN GRATITUDE

Helping Hands established Client Appreciation Month to recognize your loyalty and donations. Some of you have helped to bring awareness of our services to other local seniors through referrals. Our agency has grown because of your help in spreading the word to others. Thank you for your referrals and we hope they keep coming in.



Let's celebrate the season by going outdoors and enjoying the fresh air and beautiful foliage. It's a perfect time of year to take a walk, exercise, attend local fairs, or visit a friend who you haven't seen in a while.

Please give me a call if you have any questions regarding Client Appreciation, or if I can be of service to you. We, at Helping Hands, wish you continued good health and wellness.

Sincerely,

  
\_\_\_\_\_  
Irene Connole, Director

Enc: Reading material, flu shot schedule, Guide to Emergency Preparedness

## **SENIOR CENTER PARTNERS**

Helping Hands extends a special thank you to the Colebrook and Winsted Senior Centers for participating in this year's October Client Appreciation. The two Centers have agreed to accommodate our lunch reservations in October so that you can enjoy a special meal and socialize with friends. If you would like to learn more about the Colebrook or Winsted Senior Centers regarding memberships, activities, and newsletters, see the contact information below:

**Director Jennifer Kelley**

Winsted Senior Center  
80 Holabird Avenue, Winsted 06098  
860-379-4252  
jkelley@townofwinchester.org

**Co-Directors Serena Brainard, Dana Towers**

Colebrook Senior & Community Center  
2 School House Road, Colebrook 06021  
860-738-9521  
seniordirector@colebrooktownhall.org

## HELPING HANDS

### **OCTOBER CLIENT APPRECIATION** **2025**

#### Free Lunch Voucher

This voucher entitles the holder to one free lunch at either the Colebrook or Winsted Senior Center on any weekday during Client Appreciation from October 1 - October 31, 2025.

Please check the location of the Senior Center where you will be having lunch:  
Winsted \_\_\_\_\_ Colebrook \_\_\_\_\_

Issue Date: 10-01-2025      Senior Center Director: please return vouchers to  
Expiration Date: 10-31-2025      Irene, Helping Hands, PO Box 888, Winsted, CT

## HELPING HANDS

### **OCTOBER CLIENT APPRECIATION** **2025**

#### Free Sundae Voucher

This voucher entitles the holder to one free ice cream sundae at the Railway Café on any Wednesday thru Saturday from 11:00pm to 2:00pm during Client Appreciation from October 1 - October 31, 2025.

Please sign the back of the voucher and leave it with the attendant when you stop in for your sundae.

Issue Date: 10-01-2025      Railway Café Attendant: please return vouchers to  
Expiration Date: 10-31-2025      Irene, Helping Hands, PO Box 888, Winsted, CT

**Helping Hands**  
**Annual Training for Professional Caregivers**  
**Friday, September 26, 2025**  
**Winsted Health Center, 5th Floor Conference Room**  
**115 Spencer Street, Winsted, CT 06098**

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***Message from the Director***

*For almost 20 years, Helping Hands has provided affordable home care services to local seniors and disabled persons, regardless of income. We focus on helping seniors remain at home for as long as possible. We offer individualized services that support safety and independence, including housekeeping, grocery shopping, meal preparation, personal care, fall prevention, medical transportation, medication reminders, light yard work, companionship, and respite for family caregivers.*

*Helping Hands currently employs ten part-time caregivers who are fully trained, bonded, and insured. Each caregiver brings a unique skill set to our agency and plays a key role in maintaining the health and wellness of our senior clients. Caregivers include Karen Bertrand PCA, June Coon, Sheila Decker CNA, April Grey CNA, William Huse PCA, Margaret Mobilia CNA, Christine Rodgers, Donna Sitter PCA, Rebecca Testa PCA, April Thomsen.*

*Yearly training is designed to enhance the education and personal growth of our Caregivers so that we, as a team, can continue to provide high-quality, cost-effective, home care assistance to community seniors. Helping Hands will continue to offer training classes every year.*

***Irene Connole***

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**Presenters-Class of 2025:**

Jennifer LaBrie, Dementia Care Consultant - Alzheimer's Association CT Chapter  
Angela Root, Medical Social Worker - Visiting Nurse & Hospice of Litchfield County

Suan Armstrong – Healer & Teacher – Zhineng Qigong  
Irene Connole, Director - Helping Hands Chore Service



**Attendees:**

Karen Bertrand, June Coon, Sheila Decker, April Grey, William Huse,  
Margaret Mobilia, Christine Rodgers, Donna Sitter,  
Rebecca Testa, April Thomsen

**Helping Hands**  
**Annual Training for Professional Caregivers**  
**Friday, September 26, 2025**  
**8:30am – 1:00pm**



**Presentations by:**

Suan Armstrong will be our first presenter and weave together vocal and instrumental sound with **Zhineng Qigong**, movements, meditations and visualizations to balance, awaken and enhance the natural healing ability of the body, mind, and spirit. **8:45am-9:45am**

Jennifer LaBrie will be our second presenter and talk about **Supporting Independence**. Each person living with dementia is unique with different strengths and abilities. Dementia also affects people in different ways. Each person's level of independence will vary and change over time. As a caregiver, you can help the person stay as independent as possible by providing just the right amount of support. **10:00am-11:00am**

Angela Root will be our third presenter and talk about the **Pandemic of Loneliness** that addresses the pervasive issue of loneliness and isolation among older adults. She will illustrate how it impacts their social health, mental and physical well-being. Angela will also discuss **Universal Precautions**. **11:15am-12:15pm**

**Helping Hands**  
**Annual Training for Professional Caregivers**  
**Friday, September 26, 2025**

**AGENDA**

<b><u>Time</u></b>	<b><u>Topic</u></b>	<b><u>Presenter</u></b>
8:30am	<b>Meet and Greet</b>	Caregivers
8:45am-9:45am	<b>Zhineng Qigong</b> Movements, Meditations, Visualizations	Suan Armstrong
9:45am-10:00am	<b>Coffee Break</b>	
10:00am-11:00am	<b>Supporting Independence</b> Dementia Effects People in Different Ways	Jennifer LaBrie
11:15am-12:15pm	<b>Pandemic of Loneliness</b> Among Older Adults & Universal Precautions Review	Angela Root
12:15pm-1:00pm	<b>Reviews:</b> Policies & Procedures, Elder Abuse Policy, HIPPA, Performance Appraisals	Irene Connole
1:00pm	<b>Lunch &amp; Q&amp;A</b>	Caregivers
1:30pm	<b>Conclusion</b>	



**HELPING HANDS CHORE SERVICE**  
**CLIENT QUALITY ASSURANCE SURVEY - MARCH 2025**



**SUMMARY RESULTS**

<b>Q: How long have you been a client of ours and used our services?</b>	<b>8 Yrs</b> 2	<b>6 Yrs</b> 1	<b>5 Yrs</b> 2	<b>4 Yrs</b> 1	<b>3 Yrs</b> 4	<b>2 Yrs</b> 7	<b>1 Yr or less</b> 7
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(based on 24 responses)

Client's average # of years with Helping Hands: 3.5 years

**Q: Are you satisfied with the services?**

100% of clients were satisfied with services	<b>Yes*</b> 24	<b>No</b> 0
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\*If yes, why?

**Responses Given:**

June is great, she does a good job!  
 She cooks and takes care of me  
 She's perfect for me with your help  
 Karen is just so perfect and so are you Irene  
 They are pleasant and efficient. I consider June a friend  
 My helper does well, and we get along  
 Karen is a wonderful and caring. I look forward to her weekly visits  
 April does my laundry, dishes, and if there is anything else, she is willing to help  
 April has a good disposition  
 Karen is a good companion, good communication, hardworking, positive outlook  
 Takes care of my household needs, goes the extra mile and picks up my prescriptions  
 She takes time for me which I really need sometimes. She's understanding  
 My helper does a good job with cleaning and shopping  
 The girls that come to my home do a excellent job and make sure I'm ok  
 My helper is very easy to get along with and does a thorough job  
 My present helper is a delight! She is naturally nice  
 Karen helps with projects I have trouble with  
 Shows up on time, does her job, polite  
 Good job, happy person  
 Our present cleaner is Super Good  
 She is wonderful, caring, compassionate. Also does an excellent job with housework  
 April is a treasure, does whatever she is asked  
 Billy is awesome  
 Caregivers are cooperative with every task given to them at my request

**Q: Are there any other services you would like to see offered?**

8% of clients would like to see more services	<b>Yes</b> 2	<b>No</b> 22
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\*If yes, what are they?

**Responses Given:**

Window washing  
 CNA to come 2X a week who can help in the a.m. and bedtime

**Q: Do you limit the amount of time you use our service because of cost?**

33% of clients limit services due to costs	<b>Yes</b> 8	<b>No</b> 16
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# HELPING HANDS CHORE SERVICE

## CLIENT QUALITY ASSURANCE SURVEY - MARCH 2025



**Q: Are trips to medical appointments timely?**

**Do you feel safe riding with your caregiver to appointments?**

100% of clients said trips were timely	<u>Yes</u>	<u>No</u>
100% of clients said they felt safe	13	0
(based on 13 responses)		

**Q: Are you pleased with your caregiver's job performance in the home?**

100% of clients were pleased with caregivers'	<u>Yes</u>	<u>No</u>
job performance	24	0
(based on 24 responses)		

**Q: If a visit is canceled, does your caregiver reschedule services within a reasonable time?**

**Is your caregiver punctual?**

100% of clients were satisfied with caregiver's	<u>Yes</u>	<u>No</u>
scheduling and punctuality	24	0
(based on 24 responses)		

**Q: Is your caregiver respectful to your individual needs? Is it a good match?**

100% of clients found caregivers to be	<u>Yes*</u>	<u>No</u>
respectful and a good match	24	0
(based on 24 responses)		

**\*If yes, can you comment further?**

**Responses Given:**

I'm very pleased with my caregivers  
Wonderful person  
April does things I ask her to  
Karen goes above and beyond and is always attentive to every detail  
Run out of words to tell you how much I love and need you. Irene you the perfect team, yes indeed  
She's a great match for me. She's open and takes pride in her job helping us

**Q: Would you recommend Helping Hands to a friend?**

100% of clients would recommend our services to	<u>Yes</u>	<u>No</u>
others	24	0
(based on 24 responses)		

**Q: General Comments**

(based on 11 responses)

**Responses Given:**

Thank you so much!  
Satisfied  
She is a good worker and makes life better for me  
Since both of us have arthritis and painful backs, we need help most in the morning and at bedtime  
Your service is a life saver  
I would very much recommend your services to friends, family and neighbors which I have in the past  
I am so fortunate to have Karen helping me. She is so patient, kind and trustworthy, Thank you  
Very, Very happy  
I think Helping Hands provides an excellent, much needed service to seniors  
Thank you Irene for spearheading such a wonderful organization  
I am very pleased with your crew, how everyone is so helpful

# HELPING HANDS CHORE SERVICE

## CLIENT QUALITY ASSURANCE SURVEY - MARCH 2025



### Survey Analysis

For 15 consecutive years, Helping Hands has achieved a rating of **100% in client satisfaction** with program services and caregivers' job performance. **100% of clients polled would recommend our services to friends.**

For 9 consecutive years, Helping Hands has received a rating of **100% in providing safe and timely medical transportation services.**

For 9 consecutive years, Helping Hands has received a rating of **100% for caregivers' scheduling practices and punctuality.**

Clients' feedback from the survey helps the Director monitor caregivers' job performance, client interactions, scheduling ability and adherence to agency protocols. The data also helps to evaluate the overall efficacy and safety of our program services. ***The survey did not indicate any client concerns that would necessitate corrective action by the Director.***

### Recognition

Helping Hands wishes to acknowledge our 24 senior clients who took the time to participate in the [2025 Quality Assurance Survey](#). Their valued responses will help us improve the quality of our services so we can better care for their basic needs at home.

### Concerns

33% of clients polled limit services due to costs. The 33% response can be attributed to the high number of clients who are on fixed incomes. Many of them can't afford more than 2-3 service hours per week. Therefore, to help offset the rising costs for senior home care, the Director actively pursues federal, state and local grants. She also engages in fundraising efforts to help generate added revenue to support the program. Helping Hands was founded in 2006 and our mission remains the same today, provide older adults with **quality, cost-effective, home care assistance, regardless of income.**

### About Us

Helping Hands Chore Service, Inc. (Helping Hands) is a nonprofit 501(c)(3) organization and registered by the State of Connecticut Department of Consumer Protection HCA.0000201. Helping Hands is partially funded through a grant from the Western Connecticut Area Agency on Aging, made possible through the Older Americans Act and State funding, and support from the Winsted Health Center Foundation, individual donors and town funding.

Helping Hands is committed to enhancing the daily living and quality of life of our senior clients, providing affordable home care services so they can live safely and independently at home.

### *Mission Statement*

#### **Contact Info:**

Director Irene Connole  
115 Spencer Street, P.O. Box 888  
Winsted, CT 06098  
860-379-4900  
iconnole@helpinghandschoreservice.org  
www.helpinghandschoreservice.org

Submitted by: Irene Connole

Date: July 2025