



**TOWN OF WINCHESTER
BOARD OF SELECTMEN MEETING**

Regular Meeting Agenda

July 06, 2026-7:00PM

Streamed live on YouTube and Channel 194

1. **CALL TO ORDER** (Turn your cell phones off)
2. **PLEDGE OF ALLEGIANCE**
3. **AGENDA REVIEW**
4. **APPROVAL OF MINUTES**
 - A) Minutes of the Regular Meeting on June 15, 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. **CORRESPONDENCE**
 - A) Economic Development Commission Letter of Support
8. **BOARDS AND COMMISSIONS**
9. **UNFINISHED BUSINESS**
10. **NEW BUSINESS**
 - A) Economic Development Commission updates (Chairman Tom Carter & Member Albert Petrunti)
 - B) Presentation Lead Service Line Project (Director of Public Works Jim Rollins & Engineer Bart Clark)
 - C) 26-04 Resolution for Service Line Inventory Project Bond Council (Town Manager Harrington)
 - D) 26-40 Set Special Town Meeting & Referendum Date for Lead Service Line (Town Manager Harrington)
 - E) 26-38 Proposed Line-Item Transfers by the Director of Finance (Town Manager Harrington)
 - F) 26-39 Bid Waiver for Rowley Playground Pavilion (Town Manager Harrington)
 - G) Gilbert Expansion and International Program take over (Selectmen Heffernan McGlynn & Selectmen Bishop)
 - H) Wallens Hill Discussion-Impact to School/Infrastructure
 - I) Executive Session-Wallens Hill Negotiations
 - J) Possible Action from Executive Session Negotiations
11. **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.
12. **SELECTMEN'S COMMENTS AND REPORTS**
13. **ADJOURNMENT**

RECEIVED
TOWN CLERK'S OFFICE

JUL 02 2026

TOWN OF WINCHESTER, CT

Town of Winchester

Board of Selectmen - Regular Meeting

Monday June 15, 2026

Winchester Town Hall - Hicks Room

Noticed in Town Clerks Office and on Towns Website

Item 1 **Call to Order**

Prior to calling the roll, Mayor Arcelaschi acknowledged the recent tragic passing of Carrie Stetson. A moment of silence was shared before Todd announced the establishment of the "Carrie Stetson Community Impact Award". This will be presented annually to an individual or business that reflects Carries legacy of community involvement. More details will be announced.

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

Attending Members	Todd Arcelaschi (Mayor)	Paul Marino (Selectman)
	William Hester (Selectman)	Kevin Bishop (Selectman)
	Troy Lamere (Selectman)	Cheryl Heffernan McGlynn (Selectwoman)
	William Pozzo (Selectman)	

Staff Members	Ann Marie Rheault (Finance Director)
	Jim Rollins (Public Works Director)
	Glenn Albanesius (Town Clerk)

Item 2 **Pledge of Allegiance** The Pledge was recited

Item 3 **Agenda Review** Town Manager Harrington requested 2 additions to the agenda

- 1) Assignment of a BOS observer to upcoming BOE Administrative Union negotiations
- 2) Additional Transfer of Funds Request (26-37)

A motion to add was offered
Motion - Sel. Marino / Sel. Hester
Vote to approve - Unanimous (7 - 0)

Item 4 **Approval of Minutes**

- * Minutes of Regular Meeting on June 1, 2026

Motion - Sel. Hester / Sel. Lamere
Vote to approve - Unanimous (7 - 0)

Item 5 **Citizens Comments** -
* Aubrey English

Town Manager Harrington asked the Boards indulgence to move New Business "Item A" to follow Public Comment as Gilson Theater owner Al Nero had come into attendance.

Mayor Arcelaschi praised Alan for his 40 years of entertaining the residents of Winsted and the surrounding communities. He was presented with a plaque and a standing ovation for his dedication to his business and the good will he passed along to everyone.

Alan expressed his gratitude and made a point of asking everyone to give the new owners of his property the same respect and consideration for their new venture as he got when he first started.

Item 6 **Town Manager's Report**

- * Demolition of the current building at 508 Main Street will soon commence as Eversource has confirmed that power has finally been disconnected.

- * WFD has executed a new Minimum Participation Standards Policy that sets guidelines for member involvement and participation. The goal of these new standards is to ensure response and operational preparedness. The policy also includes added flexibility for hardship circumstances that must be reviewed and approved by Chief Fields.
- * The approved Speed Camera Project is progressing towards installation. Meetings with the vendor and the Police Department are continuing. Mid July seems to be the anticipated go live timeframe.
- * Fiscal Year 2026 is in it's final closeout stage. The Finance Department closely monitors last minute orders and invoicing in preparation for our Annual audit.
- * Our new SS4A consultant, Tighe & Bond will hold a Public Information Session on Thursday June 25, at 5 pm in the Hicks Room. They will share the results of the recent survey as a formal Action Plan begins to take shape. The goal of this project is to identify and prioritize traffic locations that pose safety risks for motor vehicles and pedestrians.
- * A recent failure of a Wastewater Treatment Plant generator resulted in a potentially disastrous interruption of service. The Water and Sewer Commission acted quickly and funded a temporary fix that kept operations functional.
- * The Sue Grossman Greenway project is waiting for critical survey documents. Once these are received the Committee will begin to craft easement requests from abutting property owners. It is the goal to finalize the Greenway's path along Rowley Street into Winsted.

Item 7

Finance Director's Report

Revenues	Current FY - (YTD)		Last FY	
	Amount	%	Amount	%
Current Property Taxes	\$29,305,939.00	100.4	\$27,486,216.00	100.51
MV Supplemental	\$294,736.00	84.21	\$300,002.00	133.33
Past Due Taxes	\$336,721.00	96.21	\$375,277.00	62.55
Total Revenues	\$41,505,090.00	101.19	\$38,623,626.00	94.65
Total Exp. w/Encumber.	\$37,106,299.00	90.47	\$36,108,883.00	88.49
Municipal Aid Received	\$123,196.00	LOCIP Grant		
Cash Flow	\$22,756,628.00	in GF as of May 31, 2026		
Investments	\$460,086.00	NWCB SWEEP		
	\$2,654,625.00	STIF (State Investment Fund)		
	\$16,181,608.00	NWCB Money Market (9127)		
	\$19,296,319.00	Total		
May 2026 Cap. Exp's	\$1,500.00	Town Hall Repairs		
	\$2,175.00	Police Station Upgrades		
	\$4,500.00	NexGen Records Management System		
	\$23,978.00	Comm Challenge - Bridge St Inters.		
	\$4,715.00	Comm Challenge - Wayfinding Signs		
	\$9,558.00	Plow Truck #9		
	\$45,900.00	Wetland Flagging / Sue Grossman		
	\$10,220.00	Rockwell Street Drainage		
	\$13,999.00	Senior Center Repairs		
\$37,341.00	Senior Center Mechanical Repairs			

\$7,500.00	Holabird Ave - NON LOTCIP	Bond Funded
\$4,336.00	South Road	Bond Funded
\$88,521.00	Wahnee Road	Bond Funded
\$56,771.00	Spring Street	Bond Funded
\$20,266.00	West Wakefield Blvd (Phase 2)	Bond Funded
\$8,200.00	Drainage	Bond Funded

Item 8 **Correspondence** -

* Superintendent Luby submitted a letter asking for 2 Board of Selectmen members to act as observers of the upcoming Administrative Union negotiations.
The Board agreed that BOE Liaisons' Hester and Heffernan-McGlynn will act as observers.

Item 9 **Boards and Commissions** - No action taken

Item 10 **Unfinished Business** - None

Item 11 **New Business** -

A) Recognition of long time Winchester Business

Item moved to follow Public Comment

B) Charter Revision Commission Report

The Commission Chairwoman addressed the Board and distributed hard copies of the 2026 Charter Revision Commission Report. Candy Perez walked the Board members thru the report highlighting key elements and research that went into the (5) changes they wanted to advance for review. A Public Hearing was scheduled for July 6th seeking input from Town residents. Following this Public Hearing the Board of Selectmen have 15 days to accept the Commissions report or return it to the CRC for recommended changes. All accepted changes will be reviewed by the Town Attorney.

C) Discussion regarding Naming of Town Streets / Facilities

Town Manager Harrington detailed the rules and regulations that come into play when renaming an existing street. He cautioned that any proposed changes must be very carefully scrutinized and reviewed. Discussion resulted in a directive by the Board to have Paul continue to research all the factors that need to be addressed should this initiative formally move forward.

D) Discussion of Wallens Hill / Mountainside property

Prior to this Item being opened for discussion the Board took a brief recess at 8:37pm and returned at 8:44pm.

Town Manager Harrington announced that the 3 Development Plans for Wallens Hill were now posted on the Towns website. Additionally a 10 page formal review by Goman and York is available. Paul suggested that a meeting be scheduled to have each Developer make a 15-20 minute pitch to the Board outlining their vision and answering any questions. He also suggested the Board ask for a one page outline of what Tax Abatements would be sought from the Town as this variable will become a critical component of any contract that would get written. The Board decided to schedule a question and answer Special meeting on July 1 at 6pm.

E) 26-29 Proposed Line Item Transfer

Motion Statement - "By recommendation of the Town Manager, I move that the Board of Selectmen approve the above Action Step 26-29 budget transfer 2026-19 totaling \$450.00"

Motion - Sel. Heffernan McGlynn / Second - Sel. Hester

Vote to approve - Unanimous (7 - 0)

F) 26-30 Proposed Line Item Transfer

Motion Statement - "By recommendation of the Town Manager, I move that the Board of Selectmen approve the above Action Step 26-30 budget transfer 2026-20 totaling \$56,276"

Motion - Sel. Marino / Second - Sel. Pozzo

Vote to approve - Unanimous (7 - 0)

G) 26-31 Proposed Line Item Transfer

Motion Statement - "By recommendation of the Town Manager, I move that the Board of Selectmen approve the above Action Step 26-31 budget transfer 2026-21 totaling \$810.00"

Motion - Sel. Hester / Second - Sel. Lamere

Vote to approve - Unanimous (7 - 0)

H) 26-32 Proposed Line Item Transfer

Motion Statement - "By recommendation of the Town Manager, I move that the Board of Selectmen approve the above Action Step 26-32 budget transfer 2026-22 totaling \$5,200.00"

Motion - Sel. Marino / Second - Sel. Pozzo

Vote to approve - Unanimous (7 - 0)

I) 26-33 Proposed Line Item Transfer

Motion Statement - "By recommendation of the Town Manager, I move that the Board of Selectmen approve the above Action Step 26-33 budget transfer 2026-23 totaling \$2,300.00"

Motion - Sel. Bishop / Second - Sel. Hester

Vote to approve - Unanimous (7 - 0)

J) 26-34 Proposed Line Item Transfer

Motion Statement - "By recommendation of the Town Manager, I move that the Board of Selectmen approve the above Action Step 26-34 budget transfer 2026-24 totaling \$5,000.00"

Motion - Sel. Hester / Second - Sel. Bishop

Vote to approve - Unanimous (7 - 0)

26-37 Proposed Line Item Transfer

Item added to the Agenda

Motion Statement - "By recommendation of the Town Manager, I move that the Board of Selectmen approve the above Action Step 26-37 budget transfer 2026-25 totaling \$8,112.00"

Motion - Sel. Heffernan McGlynn / Second - Sel. Marino

Vote to approve - Unanimous (7 - 0)

K) 26-35 Refunds as Recommended by the Collector of Revenue

Motion Statement - "I move that the Board of Selectmen authorize the refunds recommended by the Collector of Revenue in the amount of \$2,282.05."

Motion - Sel. Hester / Second - Sel. Heffernan McGlynn

Vote to approve - Unanimous (7 - 0)

L) 26-36 Municipal Suspense Tax List from the Collector of Revenue

In accordance with CT State Statutes the Town of Winchester's Tax Collector has submitted a Tax Suspense List for the Grand List years 2017 thru 2024.

Motion Statement - "I move that the Board of Selectmen approve the Town of Winchester's Tax Suspense List."

Motion - Sel. Heffernan McGlynn / Second - Sel. Marino

Vote to approve - Unanimous (7 - 0)

M) 26-03 Resolution Awarding Bridge Street Intersection Bid to Yield Industries, Inc.

Town Manager Harrington presented the Board with Resolution 26-03 requesting approval to award the Bridge street Intersection to Yield Industries Inc.

Motion - Sel. Heffernan McGlynn / Second - Sel. Marino

Vote to approve - Yes (6) - No (1) Sel. Lamere

Item 12 **Executive Session**

A) Town Manager Review

Motion to enter Executive Session taking Town Manager Harrington at 9:17pm.

Motion - Sel. Marino / Second - Sel. Hester

Vote to approve - Unanimous (7 - 0)

B) Tentative Agreement Police Contracts

The Board returned from Executive Session at 9:52pm

Item13 **New Business**

A) Discussion and Possible Action regarding Town Manager Review

Motion Statement - "I move that after conducting the Town Manager review, I move we accept the addendum to the Town Manager's contract effective April 22nd 2026.

Motion - Sel. Marino / Second - Sel. Hester

Vote to approve - Unanimous (7 - 0)

B) Discussion regarding Tentative Agreement Police Contracts

Town Manager Harrington explained that the Town agreed to a 1 year rollover with the Police Department highlighted by a 2.85% pay increase, an added Personal Day and premium Health Sharing to remain the same.

A motion to approve the tentative agreement between the Town of Winchester up to Unit number 330 was offered.

Motion - Sel. Lamere / Second - Sel. Pozzo

Vote to approve - Unanimous (7 - 0)

Item 14 **Citizens Comments** - None

Item14 **Selectmen's Comments** -

Sel. Lamere -	Congratulated the new Laurel Festival King and Queen and runner-up's
Sel. Bishop	Noted that the new Cultural Commission will hold their first meeting on June 25th.

Item 15 **Adjournment**

To adjourn the meeting at 9:56pm

Motion - Sel. Lamere / Second - Sel. Heffernan McGlynn

Vote to approve - Unanimous (7 - 0)

ATTEST:

Glenn Albanesi, 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.

June 29, 2026

Mayor Arcelaschi

Board of Selectmen

Town Manager Harrington

Re: Proposals for Wallens Hill Development Project

All –

The Winchester Economic Development Commission members have reviewed the proposals/qualifications submitted by the Garamil Development Group, Stoneleaf, and the Carabetta Team.

The WEDC has reached the consensus that the Garamil proposal is the most attractive and appropriate for the long term goals of the town. We feel that this proposal will provide the most vibrant community addition to Winchester with the least risk to the town.

This project could have a positive impact on our town that will generate further economic development and growth. The WEDC is very excited about this prospect for our town.

Thank you for your consideration.

Thomas Carter – Chairman

Winchester Economic Development Commission

TOWN OF WINCHESTER - BOARDS & COMMISSIONS

Action Report to Board of Selectmen

Monday, July 6, 2026

APPOINTMENT BY "OTHER" APPOINTING AUTHORITIES

(The Board of Selectmen to vote on the appointment of the following volunteer)

Date	Name	Board / Commission / Other	Party	Seat Type - Member / Alternate	Term End Date

RE-APPOINTMENT

(The Board of Selectmen to vote tonight on continued service by the following volunteers)

Date	Applicant Name	Board or Commission	Party	Seat Type - Member / Alternate	Term End Date
7/1/2026	Virginia Schultz-Charette	Soldiers Monument Commission	D	Member	6/2030

RESIGNATIONS

(The Board of Selectmen accept the resignations of the following Volunteers)

Date	Name	Board or Commission	Party	Seat Type - Member / Alternate
6/24/2026	Janet Perry	Planning & Zoning	D	Alternate
6/26/2026	Hamish Lutris	Historic Commission	Res	Member

Nominations / Appointments - Step 2 (Final)

(The Board of Selectmen will cast a separate vote on each of the following Nominated volunteers)

Date of App.	Applicant Name	Board or Commission	Party	Seat Type - Member / Alternate	Term End Date

Current Vacancies - As of this date (Announce at each Meeting)

Board or Commission	Position	Openings	Meets On	Appointing Authority
Ad Hoc Water Level Committee	Member	1 Member	As Needed	Board of Selectmen
Architectural Review Committee	Mem / Alt	2 Members / 2 Alternates	As Needed	Planning & Zoning Commission
Conservation Commission	Mem / Alt	2 Alternates	Monthly - 2nd Thur	Board of Selectmen
Cultural District Commission	Member		To Be Determined	Board of Selectmen
Economic Development Commission	Alternate	1 Member	First / Third Tue	Town Manager
Ethics Commission	Member	2 Members	As Needed	
Historic Commission	Member	2 Members	Monthly - 1st Thur	Board of Selectmen
Housing Authority	Member	1 Resident Member	Monthly - 4th Mon.	Board of Selectmen
Laurel City Commission	Member	Multiple Openings	TBD January - June	Board of Selectmen
Planning & Zoning	Alternate	1 Alternate	Second /4th Mon	Board of Selectmen
Recreation Board	Member	1 Member	Monthly - 1st Wed	Board of Selectmen
Zoning Board of Appeals	Member	2 Members / 1 Alternate	Monthly - 1st Wed	Board of Selectmen

Town of Winchester – City of Winsted

Winchester Town Hall
338 Main Street
Winchester, CT 06098



Phone 860-379-2713
Fax 860-738-7053
www.townofwinchester.org

Office of the Town Manager

26-04 RESOLUTION OF BOARD OF SELECTMEN

RESOLVED, that the Board of Selectmen of the Town of Winchester hereby adopts the resolution presented to this meeting approving an appropriation of \$1,565,000, for costs related to the Service Line Inventory Project, utilizing various approaches to determine the composition of every water service line, and determine which service lines need to be replaced. The appropriation may be spent for engineering fees, consultants' fees, testing and other equipment, materials, administrative costs, legal fees, net interest on borrowings and other financing costs, and all other expenses related to the project or its financing, and approving an authorization to issue bonds, notes or obligations in the amount of \$1,565,000 to finance the appropriation. A copy of the resolution shall be attached to the minutes of this meeting and made a part thereof.

FURTHER RESOLVED, that the Board of Selectmen of the Town of Winchester hereby approves the setting of the dates for a Special Town Meeting and referendum to act on the appropriation and borrowing authorization approved above, as reflected in the notice of such Special Town Meeting and referendum presented to this meeting, which notice, to the extent of its references to the aforesaid appropriation and borrowing authorization, is hereby approved. A copy of the notice shall be attached to the minutes of this meeting and made a part thereof.

FURTHER RESOLVED, that, in her discretion, the Town Clerk is authorized to prepare and distribute a concise explanatory text regarding the referendum question on the appropriation and borrowing authorization approved above, and that, in his discretion, the Town Manager is authorized to prepare and distribute additional explanatory materials regarding such question, such texts and explanatory material to be subject to the approval of the Town Attorney and to be prepared and distributed in accordance with Section 9-369b of the General Statutes of Connecticut, Revision of 1958, as amended.

The resolution will be placed on the ballots under the following heading:

“SHALL THE TOWN OF WINCHESTER APPROPRIATE \$1,565,000 FOR COSTS RELATED TO THE SERVICE LINE INVENTORY PROJECT; AND AUTHORIZE THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE THE PORTION OF THE APPROPRIATION NOT DEFRAYED FROM GRANTS?”

Voters approving the resolution will vote “Yes” and those opposing said resolution will vote “No.” Absentee ballots will be available from the Town Clerk’s office.

Town of Winchester – City of Winsted

Winchester Town Hall
338 Main Street
Winchester, CT 06098



Phone 860-379-2713
Fax 860-738-7053
www.townofwinchester.org

Office of the Town Manager

26-40 Motion to Set Special Town Meeting and Referendum

Motion:

I move that the Board of Selectmen set a **Special Town Meeting** for **Tuesday, August 4, 2026, at 5:30 p.m.** in the **Hicks Room at Winchester Town Hall, 338 Main Street, Winsted, Connecticut**, for the purpose of considering the proposed appropriation and bonding authorization for the **2026 Service Line Inventory Project**.

I further move that, pursuant to Sections 305, 313, 916, and 1001 of the Winchester Town Charter, the Special Town Meeting be adjourned to a **referendum to be held on Tuesday, August 11, 2026**, with the polls open from **8:00 a.m. to 8:00 p.m.** at **Isabelle M. Pearson School, 2 Wetmore Avenue, Winsted, Connecticut**, for eligible electors and qualified voters to vote on the proposed appropriation and bonding authorization.

I further move that the Town Clerk be directed to prepare, post, and publish the required notices of the Special Town Meeting and Referendum in accordance with the Winchester Town Charter and the Connecticut General Statutes.



Glenn G. Rybacki
90 State House Square
Hartford, CT 06103-3702
p 860 424 4391
f 860 424 4370
grybacki@pullcom.com

June 26, 2026

Via E-Mail to arheault@townofwinchester.org

Ms. Ann Marie Rheault
Director of Finance
Town of Winchester
Town Hall
338 Main Street
Winsted, Connecticut 06098

Re: \$1,565,000 2026 Service Line Inventory Project

Dear Ann Marie:

Pursuant to our conversations and information that you provided, accompanying are the documents listed below in connection with the appropriation and financing authorization for the Service Line Inventory Project. If there are any suggested changes to the Bond Resolution or any of the other accompanying draft documents, please contact me so that they can be incorporated prior to the Board of Selectmen's action.

Also accompanying is a Checklist of Proceedings and Bond Transcript Documents. We will need original or certified copies of all the documents listed in the Checklist to prepare the authorization transcript for the Town. Our files indicate that the Town Charter was last amended on November 5, 2019. Please contact us at your earliest convenience if there have been subsequent amendments to the Charter, or if amendments are currently being contemplated.

The attached draft documents reflect the following authorization proceedings schedule and locations, which should be confirmed by the Town prior to action by the Board of Selectmen.

<u>Action</u>	<u>Date</u>
Board of Selectmen approves Bond Resolution, and sets Town Meeting and Referendum dates	July 6

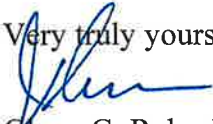
ACTIVE/82265.1/GRYBACKI/21159808v1

Ms. Ann Marie Rheault
June 26, 2026
Page 2

Notice of Town Meeting and Referendum posted and published at least 30 clear days before the Referendum date (do not count day of publication or of Referendum)	Not later than July 10
Town Meeting held at 5:30 p.m. in the Hicks Room in Winchester Town Hall, 338 Main Street, in Winsted	August 4
Referendum held from 8:00 a.m. to 8:00 p.m. in Winchester Town Hall, 338 Main Street, in Winsted	August 11

Please note that the actions of the Board of Selectmen in connection with the approval of the Bond Resolution should clearly reflect the full text of the resolutions prepared by us (either by inclusion of the full text in the minutes or by reference to a recorded attachment containing the full text), and the Board’s action on that resolution. Please remind the Board that they must comply with the various requirements of the Freedom of Information Act, including the inclusion of action on the resolutions in the posted notice/agenda of the meeting, and the prompt filing of a record of votes and the meeting minutes. The Town Clerk’s certificate prepared by us for the their meetings reflect a number of these Freedom of Information Act concerns.

After your review, please contact me if you have any questions or suggestions.

Very truly yours,

Glenn G. Rybacki

Encls.

cc (w/enc.):

Paul Harrington, Town Manager (to pharrington@townofwinchester.org)
Glenn S. Albanesi, Town Clerk (to galbanesi@townofwinchester.org)
Kevin F. Nelligan, Esq. (to kevin@nelliganlaw.com)

**TOWN OF WINCHESTER
CHECKLIST OF PROCEEDINGS
AND BOND TRANSCRIPT DOCUMENTS
SPECIAL APPROPRIATIONS AND BOND AUTHORIZATIONS**

\$1,565,000 2026 Service Line Inventory Project

- A. **ORGANIZATION PROCEEDINGS** - Due incorporation of Town, adoption of home-rule charter, and establishment of Planning and Zoning Commission, and (if applicable) Water and Sewer Commission.

Documents:

- (1) Town Clerk's Charter Certificate.*

- B. **BOARD OF SELECTMEN** - The Board of Selectmen adopts appropriation and bond and note authorization resolution, and call town meeting and referendum. For referendum not held in conjunction with an election, minimum poll hours are 12:00 noon to 8:00 p.m., unless Board votes an earlier poll opening time (but not earlier than 6:00 a.m.). C.G.S. Section 7-9b. (Note, annual budget referendum hours are from 8:00 a.m. to 8:00 p.m. Charter Section 1102C).

Documents:

- (1) Copy of minutes of **07/06/2026** Board of Selectmen meeting, including text of resolution adopting Bond Resolution and calling Town Meeting and Referendum.
- (2) Town Clerk's Certificate as to minutes.*
- Copy of annual regular meeting schedule as filed.
 - Copy of posted meeting notice/agenda.*

- C. **NOTICE OF SPECIAL TOWN MEETING** - When the proceedings of the Board of Selectmen described in B are complete, the Notice of Town Meeting must be posted and published at least thirty clear days prior to the referendum (and at least five days prior to the meeting), and the Return of Notice must be filed with Town Clerk. Publication must be in a newspaper having a general and substantial circulation in the Town. Do not include day of referendum or the day of publishing and posting the notice in calculating the notice period. Notice should indicate referendum date and particulars of voting required at adjourned Town Meeting. Charter Section 102D, C.G.S. Sections 7-3, 7-4, 7-9c.

Documents:

- (1) Copy of Notice of Special Town Meeting and Referendum. (To be posted and published ***not later than 07/10/2026***).*
- (2) Return of Notice,* with Town Clerk's Certificate as to Notice and Return.*

(3) Newspaper's affidavit as to publication of Notice with copy of clipping attached.

- D. **SPECIAL TOWN MEETING** – The Special Town Meeting is held with the Mayor or a moderator designated by a majority vote of the Board of Selectmen presiding; the full resolution authorizing the appropriation, the issuance of bonds and notes, etc. is read (or if the full resolution text is made available to attendees, reading may be waived), and then moved, seconded and discussed; the ballot heading of the referendum question is announced and the meeting is adjourned to a referendum vote to be held within one week of the Special Town Meeting. Charter Section 305C, 313; C.G.S. Sections 7-6, 7-7. Absentee ballots must be provided for the referendum. C.G.S. Sections 9-135, 9-1(n), 9-369c. Prohibition on municipal advocacy in connection with the referendum question commences. C.G.S. Section 9-369b.

Documents:

- (1) Copy of **08/04/2026** Special Town Meeting minutes, with full text of Bond Resolution.*
- (2) Town Clerk's Certificate as to minutes.*

- E. **RECONVENED SPECIAL TOWN MEETING/REFERENDUM** - The resolution shall be voted upon by referendum at a reconvened Special Town Meeting held within one week after consideration of the resolution at the Special Town Meeting. The resolution will then become effective if approved at referendum by a majority of those persons voting who are qualified to vote. Charter Sections 305C, 1001. Absentee ballots must be provided. C.G.S. Sections 9-135, 9-1(n), 9-369c.

Documents:

- (1) *Optional* Copy of Courtesy Notice of Reconvened Town Meeting Referendum.*
- (2) Certificate of **08/11/2026** Referendum Results signed by the Moderator and the Town Clerk,* with a copy of the Moderator's Return attached.

*Bond counsel will supply draft forms on request.

Special Provisions (summarized):

1. Proposals to undertake any public work or improvement, purchase any implement or machinery, construct any building or buildings or appurtenances thereof, or additions thereto, or any ordinance or resolution proposing a special appropriation, which action involves expenditures exceeding 0.09% of "Total Expenditures" in the latest approved Town budget in any fiscal year and which exceeds the amount provided for in the budget or for which an appropriation has not been included in the budget, must be submitted to the electors of the Town at Special Town Meeting for purposes of calling a referendum, to be held within one week of the Special Town Meeting. Charter Section 305C.

2. Where a resolution is introduced at a Special Town Meeting to authorize the issuance of any bonds or notes, the meeting shall be adjourned after an opportunity for discussion to a referendum to be held within one week after the Special Town Meeting. Charter Section 313.
3. Additional appropriations over and above the total budget may be made by resolution of the Board of Selectmen, and, if to be funded by borrowing by the Town, only by the Town acting by referendum upon both the appropriation and the means of funding it. Charter Section 916.
4. The issuance of bonds and notes shall be authorized by resolution of the Board of Selectmen, which shall be approved by a referendum vote or by a majority vote at the Annual Town Budget Meeting (except for emergency borrowing as provided in Charter Section 913). Charter Section 1001.
5. Legislative body of the Town is a combination of the Town Meeting and the Board of Selectmen. The Chief Executive Officer of the Town is the Town Manager. The First Selectman of the Town also bears the title of "Mayor." Charter Sections 102.A, 102.B, 102.C, 501.
6. "Elector" includes a Town elector or a property owner 18 years old or older, who, jointly or severally, is liable to the Town for taxes on an assessment of not less than \$1,000 on the last completed Grand List, or who would be so liable if not entitled to a statutory exemption. Charter Section 1708.
7. Dates of regular meetings of Board of Selectmen to be fixed by ordinance. Charter Section 309.B; *see* Code of Ordinances Section 33. Notice requirements for special meetings of the Board of Selectmen. Charter Section 309.C. Quorum of 4 members for transaction of business. Charter Sec. 309.E. Minutes of Board of Selectmen meetings. Charter Section 309.G.
8. Expenditures may not be made, or contracts which involve expenditures of money entered into, in excess of the amounts appropriated therefore; provided that provision shall prevent the making of contracts or the spending of money for capital improvements to be financed in whole or part by the issuance of bonds, nor the making of lease or service contracts for a period exceeding the budget year in which such contract is made, when such contract is permitted by law. Charter Section 905.
9. Emergency appropriations and borrowing to meet emergency appropriations. Charter Sections 912, 913.
10. Appropriations for capital improvements lapse only when the project is completed or "removed" by Town referendum. All other appropriations (whether financed from current revenues or from bond issues), except for departmental capital sinking funds, lapse at end of budget year to the extent then unexpended or unencumbered. Charter Section 906.

11. Ordinances and resolutions adopted by the Board of Selectmen are subject to approval or rejection by the electors at referendum on petition of 5% or more of the total number of qualified electors. Charter Sections 305A, 305B. Ordinances making a special appropriation of less than 0.09% of "Total Expenditures" in the latest approved Town budget in any fiscal year, and any emergency ordinances as defined in the Charter, are excluded from electoral challenge. Charter Section 305D.
12. All contracts, deeds, bonds and other instruments requiring assent of the Town shall be signed by the First Selectman or the Town Manager as designated by resolution of the Board of Selectmen. Charter Section 105. The Director of Finance approves all contracts, orders and other documents by which the Town incurs financial obligations. Charter Section 904B. The Director of Finance supervises receipt and delivery of Town bonds and notes for transfer, registration or exchange in a manner directed by the Town Treasurer. Charter Section 902K.
13. No Town contributions to any organization or private corporation exceeding \$500 shall be made unless the Town is represented on its board by one or more members nominated thereto by the Board of Selectmen. Charter Section 1703.
14. Sale of Town-owned property. Code of Ordinances Section 176.
15. Water and Sewer Commission. Charter Section 605.
16. Winsted Water Division finances and revenue bond issues. Charter Article XIV, Sections 1403, 1404.

RESOLUTION APPROPRIATING \$1,565,000 FOR COSTS RELATED TO THE SERVICE LINE INVENTORY PROJECT; AND AUTHORIZING THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE THE PORTION OF THE APPROPRIATION NOT DEFRAID FROM GRANTS

RESOLVED,

1. That the Town of Winchester appropriate ONE MILLION FIVE HUNDRED SIXTY-FIVE THOUSAND DOLLARS (\$1,565,000), for costs related to the Service Line Inventory Project, utilizing various approaches to determine the composition of every water service line, and determine which service lines need to be replaced. The appropriation may be spent for engineering fees, consultants' fees, testing and other equipment, materials, administrative costs, legal fees, net interest on borrowings and other financing costs, and all other expenses related to the project or its financing. The First Selectman and the Town Manager, or either of them, and the Chairman of the Water Sewer Commission are authorized to determine the scope and particulars of the project, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the project as so reduced or modified.

2. That the Town issue bonds, notes or obligations in an amount not to exceed ONE MILLION FIVE HUNDRED SIXTY-FIVE THOUSAND DOLLARS (\$1,565,000) to finance in part the appropriation for the project. The amount of bonds, notes or obligations authorized to be issued shall be reduced by the amount of grants received by the Town for the project to the extent that such grants are not separately appropriated to pay additional project costs. The bonds, notes or obligations shall be issued pursuant to Sections 7-369, Chapter 102 or Sections 22a-475 to 22a-483 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds, notes or obligations shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

3. That the Town issue and renew temporary notes or interim funding obligations from time to time in anticipation of the receipt of the proceeds from the sale of the bonds, notes or obligations for the project or the receipt of grants for the project. The amount of the notes or interim funding obligations outstanding at any time shall not exceed ONE MILLION FIVE HUNDRED SIXTY-FIVE THOUSAND DOLLARS (\$1,565,000). The notes or interim funding obligations shall be issued pursuant to Section 7-378 or Sections 22a-475 to 22a-483 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Sections 7-378a and 7-378b of the General Statutes with respect to any temporary notes that do not mature within the time permitted by said Sections 7-378, and the Town shall comply with the provisions of Section 22a-479(c) with respect to any interim funding obligations.

4. That the First Selectman and the Town Manager, or either of them, and the Director of Finance of the Town shall sign the bonds, notes, obligations, temporary notes or interim funding obligations by their manual or facsimile signatures. The law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the bonds, notes, obligations, temporary notes or interim funding obligations. The First Selectman and the Town Manager, or either of them, and the Director of Finance are authorized to determine the amounts, dates, interest rates,

maturities, redemption provisions, form and other details of the bonds, notes, obligations, temporary notes or interim funding obligations; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes, obligations, temporary notes or interim funding obligations; to provide for the keeping of a record of the bonds, notes, obligations, temporary notes or interim funding obligations; to designate a financial advisor to the Town in connection with the sale of the bonds, notes, obligations, temporary notes or interim funding obligations; to sell the bonds, notes, obligations, temporary notes or interim funding obligations at public or private sale; to deliver the bonds, notes, obligations, temporary notes or interim funding obligations; and to perform all other acts which are necessary or appropriate to issue the bonds, notes, obligations, temporary notes or interim funding obligations.

5. That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The First Selectman and the Town Manager, or either of them, and the Director of Finance are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes, obligations, temporary notes or interim funding obligations authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

6. That the First Selectman and the Town Manager, or either of them, and the Director of Finance are authorized to make representations and enter into written agreements for the benefit of holders of the bonds, notes, obligations, temporary notes or interim funding obligations to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes, obligations, temporary notes or interim funding obligations.

7. That the First Selectman, the Town Manager, the Director of Finance and the Water Sewer Commission are authorized to apply for and accept or reject state grants for the project. The First Selectman, the Town Manager, the Director of Finance and the Water Sewer Commission are authorized to file applications with the State, to execute grant agreements for the project, and to file such documents as may be required by the State to obtain grants for the costs of financing the project. Any grant proceeds may be used to pay project costs or principal and interest on bonds, notes, obligations, temporary notes or interim funding obligations.

8. That the First Selectman, the Town Manager, the Director of Finance, the Water Sewer Commission and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes, obligations, temporary notes or interim funding obligations and obtain grants to finance the aforesaid appropriation.

AGENDA ITEM FOR BOARD OF SELECTMEN MEETING

Item __. To consider and act upon a proposed \$1,565,000 appropriation and borrowing authorization for costs related to the Service Line Inventory Project, utilizing various approached to determine the composition of every water service line, and determine which service lines need to be replaced. The appropriation may be spent for engineering fees, consultants' fees, testing and other equipment, materials, administrative costs, legal fees, net interest on borrowings and other financing costs, and all other expenses related to the project or its financing; to call a Town Meeting and referendum to act on such increase to the appropriation and borrowing authorization; and to make various determinations in connection therewith.

RESOLUTION OF BOARD OF SELECTMEN

Item __.

RESOLVED, that the Board of Selectmen of the Town of Winchester hereby adopts the resolution presented to this meeting approving an appropriation of \$1,565,000, for costs related to the Service Line Inventory Project, utilizing various approached to determine the composition of every water service line, and determine which service lines need to be replaced. The appropriation may be spent for engineering fees, consultants' fees, testing and other equipment, materials, administrative costs, legal fees, net interest on borrowings and other financing costs, and all other expenses related to the project or its financing, and approving an authorization to issue bonds, notes or obligations in the amount of \$1,565,000 to finance the appropriation. A copy of the resolution shall be attached to the minutes of this meeting and made a part thereof.

FURTHER RESOLVED, that the Board of Selectmen of the Town of Winchester hereby approves the setting of the dates for a Special Town Meeting and referendum to act on the appropriation and borrowing authorization approved above, as reflected in the notice of such Special Town Meeting and referendum presented to this meeting, which notice, to the extent of its references to the aforesaid appropriation and borrowing authorization, is hereby approved. A copy of the notice shall be attached to the minutes of this meeting and made a part thereof.

FURTHER RESOLVED, that, in her discretion, the Town Clerk is authorized to prepare and distribute a concise explanatory text regarding the referendum question on the appropriation and borrowing authorization approved above, and that, in his discretion, the Town Manager is authorized to prepare and distribute additional explanatory materials regarding such question, such texts and explanatory material to be subject to the approval of the Town Attorney and to be prepared and distributed in accordance with Section 9-369b of the General Statutes of Connecticut, Revision of 1958, as amended.

Attachments to Board of Selectmen minutes:

- 1. Bond Resolution**
- 2. Notice of Special Town Meeting/Referendum**

TOWN OF WINCHESTER
NOTICE OF SPECIAL TOWN MEETING -- TUESDAY, AUGUST 4, 2026
REFERENDUM -- TUESDAY, AUGUST 11, 2026

A special town meeting of the electors and citizens qualified to vote in town meetings of the Town of Winchester, Connecticut, will be held in the Hicks Room in Winchester Town Hall, 338 Main Street, in Winsted, Connecticut, on Tuesday, August 4, 2026 at 5:30 P.M. for the following purposes:

1. To consider a resolution,

(a) to appropriate \$1,565,000 for costs related to the Service Line Inventory Project, utilizing various approaches to determine the composition of every water service line, and determine which service lines need to be replaced. The appropriation may be spent for engineering fees, consultants' fees, testing and other equipment, materials, administrative costs, legal fees, net interest on borrowings and other financing costs, and all other expenses related to the project or its financing. The First Selectman and the Town Manager, or either of them, and the Chairman of the Water Sewer Commission are authorized to determine the scope and particulars of the project, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the project as so reduced or modified; and

(b) to authorize \$1,565,000 for the issuance of bonds, notes or obligations of the Town to finance in part the appropriation; to provide that the amount of bonds, notes or obligations authorized to be issued shall be reduced by any grants received for the project to the extent that such grants are not separately appropriated to pay additional project costs; and to authorize \$1,565,000 for the issuance of temporary notes of the Town in anticipation of such bonds or notes and the receipt of grants; to authorize the First Selectman and the Town Manager, or either of them, and the Director of Finance of the Town to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds, notes or obligations; and to perform all other acts which are necessary or appropriate to issue the bonds or notes; to take such action to allow temporary advances of available funds which the Town reasonably expects will be reimbursed from the proceeds of borrowings; and to authorize a majority of the Selectmen and the Treasurer to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or obligations authorized by the resolution if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years; and to authorize the First Selectman and the Town Manager, or either of them, and the Director of Finance to make representations and enter into written agreements for the benefit of holders of the bonds, notes or obligations to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes or obligations.

2. Pursuant to Sections 305, 313, 916 and 1001 of the Town Charter, said town meeting shall be adjourned at its conclusion to submit the aforesaid resolution to be presented under item 1 of this notice to referendum vote between the hours of 8:00 A.M. and 8:00 P.M. on Tuesday, August 11, 2026. Electors and persons qualified to vote in town meetings who are not electors shall vote at the following polling place:

Isabelle M. Pearson School

RESOLUTION APPROPRIATING \$1,565,000 FOR COSTS RELATED TO THE SERVICE LINE INVENTORY PROJECT; AND AUTHORIZING THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE THE PORTION OF THE APPROPRIATION NOT DEFRAID FROM GRANTS

RESOLVED,

1. That the Town of Winchester appropriate ONE MILLION FIVE HUNDRED SIXTY-FIVE THOUSAND DOLLARS (\$1,565,000), for costs related to the Service Line Inventory Project, utilizing various approached to determine the composition of every water service line, and determine which service lines need to be replaced. The appropriation may be spent for engineering fees, consultants' fees, testing and other equipment, materials, administrative costs, legal fees, net interest on borrowings and other financing costs, and all other expenses related to the project or its financing. The First Selectman and the Town Manager, or either of them, and the Chairman of the Water Sewer Commission are authorized to determine the scope and particulars of the project, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the project as so reduced or modified.

2. That the Town issue bonds, notes or obligations in an amount not to exceed ONE MILLION FIVE HUNDRED SIXTY-FIVE THOUSAND DOLLARS (\$1,565,000) to finance in part the appropriation for the project. The amount of bonds, notes or obligations authorized to be issued shall be reduced by the amount of grants received by the Town for the project to the extent that such grants are not separately appropriated to pay additional project costs. The bonds, notes or obligations shall be issued pursuant to Sections 7-369, Chapter 102 or Sections 22a-475 to 22a-483 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds, notes or obligations shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

3. That the Town issue and renew temporary notes or interim funding obligations from time to time in anticipation of the receipt of the proceeds from the sale of the bonds, notes or obligations for the project or the receipt of grants for the project. The amount of the notes or interim funding obligations outstanding at any time shall not exceed ONE MILLION FIVE HUNDRED SIXTY-FIVE THOUSAND DOLLARS (\$1,565,000). The notes or interim funding obligations shall be issued pursuant to Section 7-378 or Sections 22a-475 to 22a-483 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Sections 7-378a and 7-378b of the General Statutes with respect to any temporary notes that do not mature within the time permitted by said Sections 7-378, and the Town shall comply with the provisions of Section 22a-479(c) with respect to any interim funding obligations.

4. That the First Selectman and the Town Manager, or either of them, and the Director of Finance of the Town shall sign the bonds, notes, obligations, temporary notes or interim funding obligations by their manual or facsimile signatures. The law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the bonds, notes, obligations, temporary notes or interim funding obligations. The First Selectman and the Town Manager, or either of them, and the Director of Finance are authorized to determine the amounts, dates, interest rates,

maturities, redemption provisions, form and other details of the bonds, notes, obligations, temporary notes or interim funding obligations; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes, obligations, temporary notes or interim funding obligations; to provide for the keeping of a record of the bonds, notes, obligations, temporary notes or interim funding obligations; to designate a financial advisor to the Town in connection with the sale of the bonds, notes, obligations, temporary notes or interim funding obligations; to sell the bonds, notes, obligations, temporary notes or interim funding obligations at public or private sale; to deliver the bonds, notes, obligations, temporary notes or interim funding obligations; and to perform all other acts which are necessary or appropriate to issue the bonds, notes, obligations, temporary notes or interim funding obligations.

5. That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The First Selectman and the Town Manager, or either of them, and the Director of Finance are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes, obligations, temporary notes or interim funding obligations authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

6. That the First Selectman and the Town Manager, or either of them, and the Director of Finance are authorized to make representations and enter into written agreements for the benefit of holders of the bonds, notes, obligations, temporary notes or interim funding obligations to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes, obligations, temporary notes or interim funding obligations.

7. That the First Selectman, the Town Manager, the Director of Finance and the Water Sewer Commission are authorized to apply for and accept or reject state grants for the project. The First Selectman, the Town Manager, the Director of Finance and the Water Sewer Commission are authorized to file applications with the State, to execute grant agreements for the project, and to file such documents as may be required by the State to obtain grants for the costs of financing the project. Any grant proceeds may be used to pay project costs or principal and interest on bonds, notes, obligations, temporary notes or interim funding obligations.

8. That the First Selectman, the Town Manager, the Director of Finance, the Water Sewer Commission and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes, obligations, temporary notes or interim funding obligations and obtain grants to finance the aforesaid appropriation.

2 Wetmore Avenue
Winsted, Connecticut

The resolution will be placed on the ballots under the following heading:

“SHALL THE TOWN OF WINCHESTER APPROPRIATE \$1,565,000 FOR COSTS RELATED TO THE SERVICE LINE INVENTORY PROJECT; AND AUTHORIZE THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE THE PORTION OF THE APPROPRIATION NOT DEFRAID FROM GRANTS?”

Voters approving the resolution will vote “Yes” and those opposing said resolution will vote “No.” Absentee ballots will be available from the Town Clerk’s office.

Dated at Winchester, Connecticut, this ____ day of _____, 2026.

Selectmen

Town Clerk

**RETURN OF NOTICE OF
AUGUST 4, 2026 SPECIAL TOWN MEETING
AND AUGUST 11, 2026 REFERENDUM**

I HEREBY CERTIFY that on _____, 2026 I left a duplicate of the attached warning and notice of a special town meeting and referendum of the Town of Winchester, Connecticut, with Glenn S. Albanesius, its Town Clerk.

I FURTHER CERTIFY that I caused a copy of said warning and notice to be published in _____, a newspaper having a general and substantial circulation in said Town, on _____, 2026.

I FURTHER CERTIFY that on _____, 2026, I caused to be set upon the signpost or other exterior place nearest the office of the Town Clerk and at all other places and signposts designated by the Town a written copy of said warning and notice signed by the Selectmen.

I FURTHER CERTIFY that all of the above acts were done at least five days before the holding of said town meeting on Tuesday, August 4, 2026 and at least thirty days before the holding of said referendum on Tuesday, August 11, 2026.

Name:
Title:

SAMPLE FOR DRAFTING GUIDANCE ONLY

MINUTES OF SPECIAL TOWN MEETING
OF THE TOWN OF WINCHESTER
HELD TUESDAY, AUGUST 4, 2026

A special town meeting of the electors and citizens qualified to vote in town meetings of the Town of Winchester, Connecticut, was held in the Hicks Room in Winchester Town Hall, 2 338 Main Street, in Winsted, Connecticut on Tuesday, August 4, 2026 at 5:30 P.M.

The Mayor [M _____], the moderator designated by the Board of Selectmen, acted as clerk.

The Clerk read [The reading of] the notice for the meeting, as published in _____ on July __, 2026, and as recorded in these records immediately preceding these minutes [was waived].

* * * * *

The Moderator stated that since the Charter requires a referendum vote on the resolution to be presented under item __ of the Notice, it will be necessary to order a referendum on the items and adjourn to referendum this meeting after the introduction of and reasonable discussion on the resolution to be presented.

The Moderator entertained a motion to waive the reading into the minutes of the resolution to be presented under item 1 of the Notice. The Moderator noted that copies of the complete text of the resolution to be presented had been made available to all those in attendance at the Town Meeting.

M _____ presented the following motion which was seconded by M _____:

“I move that the reading of the resolution to be presented under item 1 of the Notice be waived and the full text of the resolution be incorporated into the minutes of this meeting.”

The foregoing motion was approved by [voice vote] the following vote:

Number of “Yes” votes _____
Number of “No” votes _____

* * * * *

Item 1.

The Moderator recognized M _____, who presented the resolution under item 1 of the Notice, which resolution was seconded by M _____.

The report of the Board of Selectmen was presented recommending the adoption of a resolution appropriating \$1,565,000 for costs relating to the Service Line Inventory Project, utilizing various approached to determine the composition of every water service line, and determine which service lines need to be replaced. The appropriation may be spent for engineering fees, consultants' fees, testing and other equipment, materials, administrative costs, legal fees, net interest on borrowings and other financing costs, and all other expenses related to the project or its financing.

The Moderator stated that the meeting was open for discussion of the foregoing resolution. The following comments were made:

Item 2.

After the close of reasonable discussion on the resolution presented under item 1, the Moderator recognized M _____, who presented the following resolution which were seconded by M _____:

“RESOLVED, That this town meeting adjourn and the resolution presented under item 1 of the Notice of this meeting, as recommended by the Board of Selectmen, be submitted to vote at referendum to be held on Tuesday, August 11, 2026 between the hours of 8:00 A.M. and 8:00 P.M. in accordance with the Notice of this meeting.”

The foregoing resolution was approved by [voice vote] the following vote:

Number of “Yes” votes _____

Number of “No” votes _____

]

The Moderator stated that in accordance with the aforesaid resolution, the resolution considered pursuant to item 1 of the Notice would be submitted to referendum vote on Tuesday, August 11, 2026, between the hours of 8:00 A.M. and 8:00 P.M. in accordance with the Notice, to which time and place this meeting would adjourn at its conclusion tonight.

The town meeting adjourned at _____ P.M. for a referendum vote on the resolution presented under item 1 of the Notice of the meeting. Said resolution was placed upon the voting the ballots under heading set out below.

The referendum was held in accordance with the Notice of the meeting on Tuesday, August 11, 2026, between the hours of 8:00 A.M. and 8:00 P.M. and the Moderator announced that the question had been approved by the following vote:

“SHALL THE TOWN OF WINCHESTER APPROPRIATE \$1,565,000 FOR COSTS RELATED TO THE SERVICE LINE INVENTORY PROJECT; AND AUTHORIZE THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE THE PORTION OF THE APPROPRIATION NOT DEFRAIDED FROM GRANTS?”

Number of “Yes” votes _____

Number of “No” votes _____

Clerk

Attachment to minutes: Bond Resolution

TOWN OF WINCHESTER
TUESDAY, AUGUST 4, 2026 SPECIAL TOWN MEETING PROCEDURE

1. Mayor (or moderator) opens Special Town Meeting.
2. Unless waived by vote of the Town Meeting, Clerk reads notice of meeting as published and posted.
3. The Mayor (or moderator) indicates that since the Charter requires a referendum vote on the resolution to be presented, it will be necessary to order a referendum and adjourn the Special Town Meeting after introduction and discussion of the resolution to be presented.
4. The Mayor (or moderator) entertains a motion to present and to waive the reading of the resolution to be presented under item 1 of the Notice, which resolution is moved, seconded and adopted by Town Meeting: **“I move that the reading of the resolution to be presented to this Special Town Meeting under item 1 of the Notice be waived and that the full text of the resolution be incorporated into the minutes of this meeting.”**
5. The Mayor (or moderator) indicates that Special Town Meeting will consider resolution to be presented under item 1 of the Notice, **and entertains motion and second on the Bond Resolution to be presented under item 1.** No vote is taken on the motion.
6. Following motion and second, the Mayor (or moderator) may recognize members of the Board of Selectmen or other Town representatives to present any reports on the resolution.
7. Mayor (or moderator) opens meeting for general discussion of the Bond Resolution.
8. Following the close discussion of the Bond Resolution presented under item 1 of the Notice, the Mayor (or moderator) entertains a motion to adjourn, which is read, moved, seconded and voted:

“RESOLVED, That this town meeting adjourn and the resolution presented under item 1 of the Notice of this meeting, as recommended by the Board of Selectmen, be submitted to vote at referendum to be held on Tuesday, August 11, 2026 between the hours of 8:00 A.M. and 8:00 P.M. in accordance with the Notice of this meeting.”
9. Following adoption of adjournment motion, Mayor (or moderator) announces: **“This meeting is adjourned to referendum vote on Tuesday, August 11, 2026 between the hours of 8:00 A.M. and 8:00 P.M. to consider the resolution presented under item 1 of the Notice.”**

CERTIFICATES TO BE INCLUDED IN THE AUTHORIZATION TRANSCRIPT

CHARTER CERTIFICATE

I, Glenn S. Albanesius, Town Clerk of the Town of Winchester, Connecticut hereby certify as follows:

1. The Town of Winchester, Connecticut was formed in May, 1771. Colonial Records of Connecticut, Vol. XIII, p. 500.

2. The Town has a home rule charter which was adopted pursuant to Chapter 99 of the Connecticut General Statutes at the election held on April 23, 1960 and which became effective on October 2, 1961. Said charter was most recently revised November 5, 2019. No amendment or change has been approved since that date and said Charter has been in full force and effect since that date.

3. The Town has a Planning and Zoning Commission established pursuant to, and to exercise the powers granted by, Chapter 126 of the Connecticut General Statutes and the Town Charter.

4. Except for provisions in the Town's Charter and in Section 33 of the Town's Code of Ordinances, there are no ordinances or other regulations of the Town pertaining to procedures for meetings of the Board of Selectmen, or for approving appropriations or bond or note authorizations, or pertaining to procedures for the warning or holding of special town meetings; nor are there any ordinances or regulations of the Town limiting its taxing power, or limiting the amount the Town may approve for any item in its annual budget, or limiting the extent to which it may approve special appropriations.

The above facts were true on June 1, 2026 and at all times to the date of this certificate.

Signed and sealed at Winchester, Connecticut this ____ day of _____, 2026.

[SEAL]

Glenn S. Albanesius
Town Clerk
Winchester, Connecticut

TOWN CLERK: CERTIFICATE AS TO BOARD OF SELECTMEN MINUTES

I, Glenn S. Albanesi, Town Clerk of the Town of Winchester, Connecticut, hereby certify as follows:

1. Attached hereto is a true and complete copy of that portion of the minutes of the meeting of the Board of Selectmen of the Town of Winchester, Connecticut held on July 6, 2026, pertaining to the introduction, discussion and action on a resolution approving an appropriation for the Service Line Inventory Project and the issue of bonds or notes and temporary notes to finance said appropriation, and calling a Special Town Meeting and referendum to act on such resolutions.

2. The minutes are duly recorded in the records of the Town and were filed with the Town Clerk within 7 days of the meeting. The vote of each member present was reduced to writing and made available for public inspection within 48 hours after the meeting, exclusive of any Saturday, Sunday or legal holiday, and also recorded in the minutes. The minutes were available for public inspection within 7 days after such meetings. The minutes of the meeting were presented to the next following meeting of the Board for approval, and within 24 hours following such approval were recorded by the Town Clerk in the record book of the Board's proceedings and certified by the Town Clerk to be a true and accurate record.

3. The Board of Selectmen consists of seven (7) members; a quorum of the Board consists of four (4) members; and the number of members present and voting on each resolution constitutes a quorum.

4. The minimum number of affirmative votes required to adopt the resolution was _____ (____), and _____ (____) members voted affirmatively on the resolution.

5. The entire meeting exclusive of executive sessions was open to the public and no one was excluded from the portion of the meeting pertaining to the consideration and adoption of said resolution.

6. Notice of the meeting was mailed at least one week prior to the meeting by first class mail, where practicable, to every person who had filed a written request for such notice.

7. The meeting was (check one):

a. A regular meeting, held at a date, time and place designated in the schedule of regular meetings filed in the office of the Town Clerk 30 days prior to the meeting and on or before January 31, 2026. The agenda of the meeting included the business concerning each resolution. The agenda was available to the public and was filed not less than 24 hours before the meeting at the Board's regular office or, if there is no such regular office, at the office of the Town Clerk.

b. A special meeting, and notice of the date, time, place and the business concerning each resolution was posted in the office of the Town Clerk at least 24 hours before the meeting. Written notice of the special meeting

was served upon or mailed to each member of the Board at least 24 hours before the meeting, except where all the members of the Board were present at the meeting and none objected to such lack of service, and was delivered to the usual place of abode of each member of the Board so that it was received prior to the meeting, except where such delivery was properly waived under the provisions of Section 1-225 of the General Statutes.

8. In determining the time within which or by when any notice, agenda or other information was given, made available, posted or filed as certified in paragraphs 2, 6 and 7 above, there was excluded Saturdays, Sundays, legal holidays and any day on which the office of the Town Clerk or the office of the Board, as applicable, was closed.

9. All provisions of the Freedom of Information Act (C.G.S. Sections 1-200 to 1-241) as amended and all regulations adopted by the Board for the conduct of its meetings which were in full force and effect on the date of the meeting referred to in the attached minutes were complied with in connection with the meeting.

10. Attached hereto are true and complete copies of the following:

- a. Schedule of dates, times and places for holding regular meetings of the Board as filed with the Town Clerk by January 31, 2026.
- b. Ordinance fixing dates for regular meetings of the Board.
- c. Notice and agenda for the meeting referred to in the attached minutes.

Signed and sealed at Winchester, Connecticut, this ____ day of _____, 2026.

[SEAL]

Glenn S. Albanesi
Town Clerk
Town of Winchester

**TOWN CLERK'S CERTIFICATE
AS TO NOTICE AND RETURN OF NOTICE OF AUGUST 4, 2026 SPECIAL TOWN
MEETING AND AUGUST 11, 2026 REFERENDUM**

I HEREBY CERTIFY that the attached warning and notice and the foregoing Return of Notice are duly recorded in the records of the Town of Winchester, Connecticut, and that the following persons were the duly elected Selectmen of the Town on the date the attached warning and notice was signed: Todd Arcelaschi, William Hester, Troy Lamare, Paul Marino, Cheryl Heffernan McGlynn, William Pozzo and Kevin Bishop.

Signed and sealed at Winchester, Connecticut this ____ day of _____, 2026.

[SEAL]

Glenn S. Albanesius
Town Clerk
Winchester, Connecticut

TOWN CLERK'S CERTIFICATE

I HEREBY CERTIFY that the foregoing is a true, correct and complete extract from minutes of a Special Town Meeting of the electors and citizens qualified to vote in town meetings of the Town of Winchester held on Tuesday, August 4, 2026, and of the adjournment of such Special Town Meeting for a referendum vote held Tuesday, August 11, 2026, so far as the same pertain to adoption of a resolution approving an appropriation for the Service Line Inventory Project and authorizing the issue of bonds or notes and temporary notes of the Town in the same amount to finance said appropriation, and that the foregoing minutes are duly recorded in the records of the Town.

Signed and sealed at Winchester, Connecticut, this ____ day of _____, 2026.

[SEAL]

Glenn S. Albanesius
Town Clerk
Town of Winchester

CERTIFICATE OF REFERENDUM VOTE

We, Glenn S. Albanesi, Town Clerk of Winchester Connecticut, and _____, Moderator of the referendum held pursuant to Sections 305, 313, 916 and 1001 of the Town Charter, in the Town of Winchester, Connecticut on Tuesday, August 11, 2026, hereby certify that a referendum vote of the electors and citizens qualified to vote in Town Meetings of said Town was held at the normal polling places of said Town on Tuesday, August 11, 2026 between the hours of 8:00 A.M. and 8:00 P.M.; that the question submitted to referendum vote was placed on the ballots under the following heading and that the result of said referendum vote was as follows:

“SHALL THE TOWN OF WINCHESTER APPROPRIATE \$1,565,000 FOR COSTS RELATED TO THE SERVICE LINE INVENTORY PROJECT; AND AUTHORIZE THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE THE PORTION OF THE APPROPRIATION NOT DEFRAYED FROM GRANTS?”

Number of “Yes” votes

Number of “No” votes

Attached hereto is a true and complete copy of the Moderator’s return for such referendum vote.

Dated at Winchester, Connecticut this ____ day of _____, 2026.

Town Clerk

Moderator

Town of Winchester General Fund Budget Transfer Request

FY2026-26

BoS Action Step Number: 26-38 **Fiscal Year (FY):** FY 2026 **Date Prepared:** 6/29/2026

Requested By: Senior Services **Total Transfer Request Amount:** \$ 2,000

Intra-departmental and/or **Inter-departmental**
Anytime of Year (per TC § 914) *Only After April 1 (per TC § 915)*

Transferred From:	Account Name	Account Number	Amount
Senior Services	Maintenance of Vehicles	1-813-821-0000-0000	2,000
Total			\$ 2,000

Transferred To:	Account Name	Account Number	Amount
Senior Services	Maintenance of Structures	1-813-827-0000-0000	2,000
Total			\$ 2,000

Reason for Request and Confirmation of Sufficient Funding Source:

Insurance reimbursements have offset a portion of vehicle-related expenses, making funds available for reallocation in the Maintenance of Vehicles line. The Director of Senior Services requests that these available funds be transferred to Maintenance of Structures to fund the required deposit for exterior painting.

Requesting Department Head (or designee) Approval:



Signature

 6-29-26
Date


Director of Finance (or designee) Verification of Sufficient Funds:



Signature

 6/29/2026
Date

Town Manager (or designee) Approval and Recommendation of Transfer:



Signature

 6/29/26
Date

Town Manager (or designee) Recommended Action to the Board of Selectmen:

"By recommendation of the Town Manager, I move that the Board of Selectmen approve the above Action Step 26-38, budget transfer 2026-26 totaling \$2,000"

_____ *Date Submitted to the Board of Selectmen*

_____ *Date Approved by the Board of Selectmen*

BOARD OF SELECTMEN ACTION REQUEST

No.: 26-39

Date: July 6, 2026

Topic: New Business - Bid Waiver for Rowley Playground Pavilion

From: Paul Harrington, Town Manager

Background: The Town of Winchester Recreation Department owns and maintains the recreational facilities at Rowley Field on Rowley Street. To enhance the playground without burdening taxpayers, the Town sought outside funding for the construction of a 25' x 25' pavilion that will provide a shaded area for recreation, gatherings, lunches, and other activities.

The Town has secured a commitment from the Winsted Playground Association to fully fund the project. The funding request was based on a quote provided by NorthEast Shed Builders, and it is in the Town's best interest to continue working with that vendor to ensure the project proceeds as presented and funded. Soliciting alternative proposals could alter the scope or cost of the project and jeopardize the funding commitment. Therefore, the Town seeks authorization to contract directly with NorthEast Shed Builders for the construction of the pavilion.

Requested Action: I ask that the Board of Selectmen waive the bid process and give the Town Manager the authority to enter into an agreement(s) with NorthEast Shed Builders.

Fiscal Implications: The total project cost is \$38,885.00. The Town has received a commitment to fully fund the pavilion purchase and assembly from President Craig Schroeder of the Winsted Playground Association on a reimbursement basis. Costs related to future maintenance responsibilities reside with the Winsted Recreation Department's annual operating budget.

Manager's Recommendation: I recommend that the Board of Selectmen authorize a bid waiver for the purchase and assembly of the Rowley Playground Pavilion through NorthEast Shed Builders.

Recommended Motion: *"I move that the Board of Selectmen waive the Town's standard bidding and procurement requirements in the best interest of the Town and authorize the Town Manager to execute an agreement with NorthEast Shed Builders."*

Attachments: Quote from NorthEast Shed Builders and commitment to fund.

Tom Heuschkel

From: Tanya Risucci
Sent: Monday, June 15, 2026 2:48 PM
To: Tom Heuschkel
Subject: FW: Winsted Playground Association Commitment

Tanya Risucci
Winsted Recreation Director
<https://winstedct.myrec.com>
860-738-6964

From: Craig Schroeder <schroeder379@hotmail.com>
Sent: Sunday, June 14, 2026 9:59 AM
To: Tanya Risucci <trisucci@townofwinchester.org>
Subject: Winsted Playground Association Commitment

EXTERNAL EMAIL - This email was sent by a person from outside your organization.

Tanya, The members of the WPA voted unanimously to contribute \$38,885.00 for the purchase and installation of the 25 X 25 ft Pavilion with the metal roof at the Rowley Playground. As per the quote you provided, all the work will be done by North East Shed Builders. As has always been our agreement, we will send you our contribution upon receiving the town's paid invoices. Thank you for all you do to enhance the recreational programs for the people of Winsted.

Sincerely, Craig Schroeder
Winsted Playground Association President



**Town of Winchester
City of Winsted
Office of the Fire Marshal**
338 Main Street
Winsted, CT 06098
Tel. (860) 379-8771

**Fire Marshal Report
April 2026**

May 19, 2026

Fire Marshal Fire Code Inspections:

18 Fire code inspections
Apartment building- 130 Meadow Street 9 units

Housing Inspections:

7 Housing inspections

Follow Up Inspections:

4 Follow up inspections

Complaints:

1 Fire code complaint

After Hours Call In

None

Sincerely

James Lagassie
Fire Marshal