



**TOWN OF WINCHESTER
BOARD OF SELECTMEN MEETING
Regular Meeting Agenda
January 18, 2022-7:00PM**

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 Regular Meeting on January 03, 2022
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. Call in number is 860-738-6958 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) Infrastructure Investment and Planning Presentation by Town Staff
11. **NEW BUSINESS**
A) 22-03 Refunds as Recommended by Collector of Revenues (Town Manager Kelly)
B) 22-04 Consider and possible act adopting the attached resolution and authorizing the Town Manager to sign the C-PACE agreement (Town Manager Kelly)
C) Discussion on Cannabis Zoning Regulations
12. **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.
13. **SELECTMEN'S COMMENTS AND REPORTS**
14. **ADJOURNMENT**

**FILED
CLERK'S OFFICE**

JAN 14 2022

**TOWN CLERK OF WINCHESTER
WINSTED, CT**

Winchester 250th Anniversary 1771-2021

Town of Winchester

Board of Selectmen

Regular Meeting

Conducted Remotely via Zoom

Monday, January 3, 2022

Item 1 **Call to Order**

Meeting called to order by Mayor Todd Arcelaschi at 7:01pm

Attending Members	Todd Archelaschi (Mayor)	Steve Sedlack (Selectman)
	Candy Perez (Selectman)	Jonathon Morhardt (Selectman)
	Candace Bouchard (Selectman)	Linda Groppo (Selectman)
Excused Member	Jack Borque (Selectman)	

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

Item 3 **Agenda Review** No changes

Item 4 **Approval of Minutes**

A) Minutes of Regular Meeting on December 20, 2021

Selectman Bouchard requested correction of Item 12 to reflect JB Appliance's help with Holiday Median lighting.

Motion - Selectman Sedlack / Second - Candy Perez

Vote to approve amended minutes - Unanimous

Item 5 **Citizens Comments**

Stew Jones's wife read 2 letters related to Zoning concerns effecting properties they owned and several surrounding business properties. Nine photo's related to these properties were also introduced.

Item 6 **Town Manager's Report** - Josh Kelly provided explanations and updates related to the following topics

- 1) Detailed review of Covid-19 statistics
- 2) 508 Main Street Project
- 3) Economic Development incentives and the search for an Economic Development Director
- 4) Supervisors Union Contract Negotiations

Item 7 **Correspondence**

Selectman Sedlack commented on a Residents letter critical of road conditions and repair efforts

Item 8

Boards and Commissions - Selectman Sedlack reviewed the following updates and related actions

- 1) Shayne Deschamps name was entered into consideration for a Board position to be determined
- 2) Charlene Lavoie was submitted for Re-Appointment as an Alternate Member to Planning & Zoning Commission with a term expiration of 10/26
Motion - Selectman Sedlack / Second - Selectman Perez
Vote to approve - Unanimous
- 3) Ronald Dew was submitted to replace Hal Wilkes as a Permanent Member from an Alternate Position on Zoning Board of Appeals with a term expiration of 12/26
Motion - Selectman Sedlack / Second - Selectman Bouchard
Vote to approve - Unanimous
- 4) Resignations were accepted with recognition of time and service for the following Board Members
Henry Centurelli (Architectural Bd of Review)
Hal Wilkes (Zoning Bd of Appeals)

Item 9

Unfinished Business - None

Item 10

New Business

- A) 22-01 Refunds as Recommended by the Collector of Revenue
Motion Statement - Board of Selectmen authorizes the refunds recommended by the Collector of Revenue in the amount of \$222.68
Motion - Selectman Perez / Second - Selectman Sedlack
Vote to approve - Unanimous
- B) 22-02 Approval of Resolution in Support of Communities Challenge Grant application.
Application to include the following list of projects.
 - * Main Street Signs and Placemaking
 - * Public Mural Creation
 - * 35 Willow Street Brownfield Remediation
 - * Downtown Walking Tour Educational Panels
 - * Essential Sidewalk Repair
 - * Bridge Street Intersection Redesign & Paving
 - * Tatro's Pond Essential Infrastructure Repair
 - * Sue Grossman Greenway Completion & Rowley Street Sewer Line Replacement
 - * North Main Street Water Main ReplacementMotion - Selectman Perez / Second - Selectman Bouchard
Vote to approve - Unanimous

Item 11

Citizens Comments

William Hester, Boyd Street - Spoke in favor of making road repair a top priority for the Town

Item 12

Selectman's Comments and Reports

Selectman Perez made the Board aware of a 10 year School Contract currently under discussion.

She suggested the Board of Finance consider drafting a position statement.

Selectman Perez also suggested the Board review local ordinances that would guide the process for allowing and locating State approved marijuana facilities in Winchester.

Selectman Sedlack spoke in recognition of Stew Jones Zoning concerns. He will appeal to the Planning and Zoning Board to seek an equitable and creative solution.

Selectman Arcelaschi detailed the State of Connecticut's recent proposed opioid settlements with 166 of 169 Towns signing approval. Todd will keep the Board posted with further developments.

Item 13

Meeting Adjournment

Motion - Selectman Sedlack / Second - Selectman Mohardt

To adjourn the meeting at 8:32pm

Vote to approve - Unanimous

ATTEST:

Glenn Albanesius, Town Clerk



TOWN OF WINCHESTER – CITY OF WINSTED

Town Hall – 338 Main Street

WINSTED, CONNECTICUT 06098

TO: Board of Selectmen
FROM: Josh Kelly, Town Manager
SUBJECT: Manager's Report
MEETING DATE: January 18, 2022
DATE AUTHORED: January 13, 2022 – 2:18 PM

Below you will find a list of updates that highlight activities occurring around town since the Board last met. If you have any questions about these items or items that do not appear on this list, please email me at townmanager@townofwinchester.org.

- **Cannabis:** new state law has more widely legalized the use, production, and sale of cannabis, but the placement of production and sale facilities in municipalities depends on local zoning regulations. At one of the next few Board of Selectmen meetings, I, possibly along with Planning & Zoning Commission members, will ask for your input on the matter.
- **Communities Challenge Grant:** As of the time this report was written, we are on-track to submit applications to cover all of the projects that were discussed at the last Board of Selectmen meeting.
- **COVID-19:** Hospitalizations and deaths around the state continue to rise. At the time that my last update was issued, on Thursday, December 30th, there were 1,113 hospitalizations around the state and a positivity rate of 17.78%. As of yesterday, Wednesday, January 12, hospitalizations were at 1,939 and the positivity rate was 21.24%. Hospitalizations and deaths around the state continue to rise, and positive COVID-19 cases have severely impacted Town and school operations this past month. Town Hall remains open only on an appointment-only basis at this time, and we will continue to keep that protocol in place until the positivity rate drops below 20% for at least three consecutive days.
- **COVID-19 Testing:** As was announced by the Governor a few weeks ago, municipalities have received shipments of COVID-19 home test kits for distribution to residents. In total, Winchester received only enough test kits to service less than 15% of the Town's population. The Town has done its best to get those test kits into the hands of people who are truly in need of those tests, and has distributed the test kits in this manner:

Winchester 250th Anniversary 1771-2021

- Hundreds of kits are expected to be distributed at a drive-thru event held at 44 Elm Street (the old Bank of America building) tonight (Thursday, January 13th) from 4:00 PM to 6:00 PM. Kits are limited to one per car/walk-up, are limited to Winsted/Winchester residents, and we ask that only those with known exposures or who are exhibiting symptoms come to collect a test kit so as to give everyone in need the opportunity to collect a test kit.
- The Winsted Senior Center received 200 test kits for distribution to residents age 55 and up, and still has test kits for distribution to that population.
- Winsted senior housing facilities collectively received 198 test kits for distribution to their residents.
- The Salvation Army received 100 test kits for distribution to their regular Food Pantry clients.
- The YMCA received 50 test kits for distribution to their staff and short-term residents.
- The Soup Kitchen received 30 test kits for distribution to their regular clients.
- Winsted Child Care received 25 test kits for distribution to at-risk staff and youth.
- The Fire Department received 50 test kits for use to protect our first responders.
- The Police Department received 50 test kits for use to protect our first responders.
- Winsted Ambulance Service received 50 test kits for use to protect our first responders.
- The Department of Public Works received 50 test kits for use to protect our essential personnel.
- Winchester schools received 50 test kits to help protect at-risk staff.

For anyone who has not been able to take advantage of one of these test kits, we encourage you to attend a walk-up testing event held in Winsted and Torrington by Community Health & Wellness, or please contact Town Hall for more guidance.

- **Economic Development Personnel:** I am very pleased to say that we have multiple highly credentialed and capable individuals who have applied for the position of part-time Director of Economic Development. That interview process is progressing.
- **Economic Development Press Conference:** First and foremost, I want to highlight for all of you that we will be holding a press conference this Friday, January 14th, at 3:00 PM at Town Hall where we will be launching the \$100,000 Business Start-Up Program (which you all approved the creation of through the ARPA fund allocations) and the \$150,000 Façade Improvement Program (which is funded through the Building Healthier Communities grant that we received some time ago from Charlotte Hungerford/Hartford Healthcare). All are welcome to attend in-person, but we will also livestream the event on YouTube in case you would prefer

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to watch that way or watch later in general. At the same time, we'll also announce that the Communities Challenge Grant applications have been submitted.

Here are a few upcoming events to mark on your calendars:

- Friday, January 14th: 3:00 PM Press Conference at Town Hall.
- Monday, January 17th: Martin Luther King Jr Day (Town Facilities Closed, No Meeting)
- Tuesday, January 18th: 7:00 PM Board of Selectmen Meeting
- Monday, January 31st: 7:00 PM Special Board of Selectmen Meeting (Road discussion; tentative)
- Monday, February 7th: 7:00 PM Board of Selectmen Meeting

Respectfully submitted,



Joshua Steele Kelly
Town Manager

CC: Terry Hall, Administrative Assistant

Winchester 250th Anniversary 1771-2021

TOWN OF WINCHESTER
B U D G E T R E P O R T - R E V E N U E
FROM 7/01/2021 TO 12/31/2021

FUND 001 000	GENERAL FUND		AMENDED	MONTH TO DATE	YEAR TO DATE	YTD	TO BE
DEPT/OBJ/PROG	DESCRIPTION	BUDGET	REVENUE	REVENUE	PERCENT	COLLECTED	
0999	REVENUES - TOWN GENERAL FUND						
0999-700-0000-0000	PROPERTY TAXES - CURRENT	24,140,000.00	2,235,233.95	16,340,077.06	67.69	7,799,922.94	
0999-700-0001-0000	PROPERTY TAXES - PAST DUE	300,000.00	30,901.99	341,203.86	113.73	41,203.86-	
0999-700-0011-0000	BOS SUPPLEMENTAL TAX 1/1/14			66.42		66.42-	
700 TAXES							
0999-701-0000-0000	INTEREST AND LIEN FEES	24,440,000.00	2,266,135.94	16,681,347.34	68.25	7,758,652.66	
0999-701-0001-0000	SUSPENSE INTEREST	150,000.00	16,044.84	127,530.32	85.02	22,469.68	
701 REVENUES							
0999-710-0007-0000	TAX RELIEF-THE ELDERLY & DISABLED			8,514.16		8,514.16-	
0999-710-0010-0000	TOWN AID - IMPROVED ROADS	299,812.00	2,508.92	136,044.48	90.70	13,955.52	
0999-710-0012-0000	PILOT - COLLEGES & HOSPITALS	65,642.00	2,508.92	2,508.92		2,508.92-	
0999-710-0013-0000	PEQUOT-MOHEGAN GRANT	49,474.00	16,491.33	149,677.57	49.92	150,134.43	
0999-710-0015-0000	STATE PROPERTY	144,006.00		65,641.78	100.00	22,469.68	
0999-710-0024-0000	TELECOMMUNICATIONS PROPERTY TAX	26,000.00		16,491.33	33.33	32,982.67	
0999-710-0125-0000	JUDICIAL PAYMENT 51-56A	1,000.00		144,006.22	100.00	22,469.68	
0999-710-0179-0000	STATE OF CT EMERGENCY PLANNING	5,000.00				26,000.00	
0999-710-0198-0000	MUNICIPAL STABILIZATION GRANT	105,432.00		1,183.75	118.38	183.75-	
0999-710-0199-0000	GRANTS FOR MUNICIPAL PROJECTS	306,204.00		105,432.00		5,000.00	
0999-710-0210-0001	TASK FORCE INCENTIVE	10,000.00					
710 STATE OF CONNECTICUT							
0999-720-0007-0000	EDUCATION EQUALIZATION (ECS)	1,012,570.00	19,000.25	2,341.39	23.41	306,204.00	
0999-740-0000-0000	ROAD OPENING PERMIT FEE	7,823,991.00		487,282.96	48.12	7,658.61	
0999-741-0000-0000	DRIVEWAY PERMIT FEE	1,000.00		1,955,998.00	25.00	5,867,993.00	
0999-742-0000-0000	POLICE PERMITS	5,000.00		950.00	95.00	50.00	
0999-742-0004-0000	POLICE - FEDERAL ASSET FORFEITURE	10,000.00		5,175.00		5,175.00-	
0999-742-0005-0000	POLICE - CT SNTF ASSET FORFEITURE			6,560.60	131.21	1,560.60-	
742 REVENUES							
0999-745-0000-0000	PARKING FINES	15,000.00		66.29		66.29-	
0999-746-0000-0000	BUILDING PERMITS	4,000.00	125.00	6,626.89	44.18	8,373.11	
0999-746-0001-0000	HOUSING INSPECTION FEES-RENTALS	110,000.00	19,265.00	275.00	6.88	3,725.00	
0999-746-0002-0000	PLANNING AND ZONING FEES	2,000.00		114,351.96	103.96	4,351.96-	
0999-746-0003-0000	ZONING BOARD OF APPEALS FEES	4,000.00	1,500.00	800.00	40.00	1,200.00	
0999-746-0004-0000	INLAND WETLANDS APPLICATION FEES	3,000.00	410.00	6,300.00	157.50	2,300.00-	
0999-746-0007-0000	PLANNING OFFICE REVENUE	3,000.00	215.00	4,920.00	164.00	1,920.00-	
0999-746-0009-0000	BUILDING DEPARTMENT COPIES	2,000.00	235.00	3,340.00	111.33	340.00-	
746 BUILDING DEPARTMENT FEES							
0999-747-0000-0000	CIRMA DISTRIBUTION	124,000.00	21,625.00	1,620.00	81.00	380.00	
0999-748-0000-0000	INCOME ON INVESTMENTS	15,000.00		30.00		30.00-	
0999-749-0000-0000	CEMETERIES	12,000.00	1,540.44	131,361.96	105.94	7,361.96-	
0999-750-0000-0000	GRAVE OPENINGS	15,000.00		36,494.00	143.29	21,494.00-	
0999-751-0000-0000	TOWN CLERK REVENUE	20,000.00	1,350.00	9,814.27	81.79	2,185.73	
0999-753-0000-0000	MISCELLANEOUS REVENUE - TOWN	200,000.00	55,265.67	4,500.00	30.00	10,500.00	
0999-753-0011-0000	LAND LEASE REVENUE	25,002.00	1,489.62	13,200.00	66.00	6,800.00	
0999-753-0034-0000	BURNING PERMITS-FIRE DEPARTMENT	2,343.00		210,037.49	105.02	10,037.49-	
753 MISCELLANEOUS REVENUE				11,374.23	45.49	13,627.77	
0999-754-0000-0000	SALE OF LAND AND EQUIPMENT	27,545.00	1,489.62	2,256.24	96.30	86.76	
0999-755-0000-0000	RECREATION REVENUE	100,000.00				200.00	
0999-755-0250-0000	WINCHESTER 250 REVENUE	20,000.00		13,630.47	49.48	13,914.53	
755 RECREATION ACCOUNTS							
0999-758-0000-0000	FIRE MARSHAL REVENUE	5,000.00		500.00	10.00	100,000.00	
0999-764-0000-0000	ANIMAL CONTROL REVENUE	25,000.00	120.00	325.00	2.00	20,000.00	
		1,000.00	60.00	330.00	32.50	4,500.00	
						24,500.00	
						675.00	
						330.00-	

DEPT/OBJ/PROG	GENERAL FUND DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED		UNEXPENDED	
							BALANCE		BALANCE	
0117	TAX COLLECTOR									
0118	TREASURER									
0118-190-0000-0000	ADMINISTRATIVE SALARIES	45,046.00	3,753.83	22,522.98	50.00		22,523.02		22,523.02	
0118-811-0000-0000	TRAINING & EDUCATION	300.00					300.00		300.00	
0118-819-0000-0000	VEHICLE ALLOWANCE	145.00					145.00		145.00	
0118-900-0001-0000	FRINGE BENEFITS - FICA	3,446.00	287.17	1,723.02	50.00		1,722.98		1,722.98	
0118	TREASURER	48,937.00	4,041.00	24,246.00	49.55		24,691.00		24,691.00	
0119	LEGAL FEES									
0119-815-0000-0000	LEGAL ADS & NOTICES	20,000.00	1,864.48	7,765.66	38.83		12,234.34		12,234.34	
0119-845-0000-0000	LEGAL FEES - TOWN ATTORNEY	60,000.00	6,340.00	27,645.54	46.08		32,354.46		32,354.46	
0119-845-0001-0000	LEGAL FEES - OUTSIDE LEGAL COUNSEL	10,000.00	11,349.25	19,186.79	191.87		9,186.79-		9,186.79-	
0119-845-0002-0000	LEGAL FEES - LABOR COUNSEL	30,000.00	2,437.50	5,411.25	18.04		24,588.75		24,588.75	
0119-845-0003-0000	LEGAL FEES - ENVIRONMENTAL COUNSEL	5,000.00					5,000.00		5,000.00	
845 LEGAL FEES		105,000.00	20,126.75	52,243.58	49.76		52,756.42		52,756.42	
0119	LEGAL FEES	125,000.00	21,991.23	60,009.24	48.01		64,990.76		64,990.76	
0120	TOWN CLERK									
0120-190-0000-0000	TOWN CLERK	63,579.00	4,890.70	29,266.44	46.03		34,312.56		34,312.56	
0120-191-0000-0000	ASSISTANT TOWN CLERK	43,869.00	5,107.94	9,349.29	21.31		34,519.71		34,519.71	
0120-192-0000-0000	CLERK, PART TIME * FLOATER	25,000.00		13,284.39	53.14		11,715.61		11,715.61	
0120-806-0000-0000	OFFICE SUPPLIES	2,895.00	175.55	423.81	14.64	404.01	2,067.18		2,471.19	
0120-806-0005-0000	COPIER PAPER	598.00					598.00		598.00	
806 OFFICE SUPPLIES		3,493.00	175.55	423.81	12.13	404.01	2,665.18		3,069.19	
0120-808-0000-0000	POSTAGE									
0120-809-0000-0000	MAINTENANCE OF OFFICE EQUIPMENT	1,575.00					1,575.00		1,575.00	
0120-809-0001-0000	MAINTENANCE OF BOOKS AND MAPS	1,000.00					1,000.00		1,000.00	
0120-809-0002-0000	RESTORATION OF RECORDS	3,000.00					3,000.00		3,000.00	
809 MAINTENANCE OF OFFICE EQUIPMENT		5,575.00					5,575.00		5,575.00	
0120-811-0000-0000	TRAINING & EDUCATION	2,170.00		740.00	34.10		1,430.00		1,430.00	
0120-814-0000-0000	MEMBERSHIPS/DUES/SUBSCRIPTIONS	450.00	150.00	270.00	60.00		180.00		180.00	
0120-819-0000-0000	VEHICLE ALLOWANCE	799.00					799.00		799.00	
0120-825-0000-0000	SUPPLIES & MATERIALS	593.00	120.00-	513.96	86.67		79.04		79.04	
0120-828-0002-0000	INDEXING SYSTEM	25,304.00	2,098.85	12,725.06	50.29	12,546.94	32.00		12,578.94	
0120-837-0000-0000	ELECTIONS PRINTING	1,350.00		193.40	14.33		1,156.60		1,156.60	
0120-839-0000-0000	VITAL STATISTICS	655.00		41.98	6.41		613.02		613.02	
0120-900-0001-0000	FRINGE BENEFITS - FICA	10,132.00	735.40	3,973.89	39.22		6,158.11		6,158.11	
0120-900-0002-0000	FRINGE BENEFITS-MEDICAL BENEFITS	40,563.00	1,772.51	14,007.30	34.53		26,555.70		26,555.70	
900 FRINGE BENEFITS		50,695.00	2,507.91	17,981.19	35.47		32,713.81		32,713.81	
0120	TOWN CLERK	223,532.00	14,810.95	84,789.52	37.93	12,950.95	125,791.53		138,742.48	
0121	LAUREL CITY COMMISSION									
0121-800-0000-0000	OPERATING EXPENSES	15,000.00					15,000.00		15,000.00	
0122	PLANNING & ZONING COMMISSION									
0122-193-0000-0000	SECRETARY SALARY/SUPPORT STAFF	6,213.00	332.97	1,672.80	26.92		4,540.20		4,540.20	
0122-900-0001-0000	FRINGE BENEFITS - FICA	475.00	25.28	131.91	27.77		343.09		343.09	
0122	PLANNING & ZONING COMMISSION	6,688.00	358.25	1,804.71	26.98		4,883.29		4,883.29	
0123	ZONING BOARD OF APPEALS									
0123-193-0000-0000	SECRETARIAL/SUPPORT STAFF	3,000.00	158.56	832.45	27.75		2,167.55		2,167.55	
0123-900-0001-0000	FRINGE BENEFITS - FICA	230.00	12.03	83.76	36.42		146.24		146.24	
0123	ZONING BOARD OF APPEALS	3,230.00	170.59	916.21	28.37		2,313.79		2,313.79	

FUND	001	000	GENERAL FUND	AMENDED	MONTH TO DATE	YEAR TO DATE	YTD	OUTSTANDING	UNENCUMBERED	UNEXPENDED
DEPT/OBJ/PROG	DESCRIPTION	BUDGET	EXPENDITURES	EXPENDITURES	PERCENT	PERCENT	ENCUMBERANCES	BALANCE	BALANCE	BALANCE
0210	POLICE									
0210-197-0004-0000	OVERTIME-SPECIAL EVENTS-PARADES	5,000.00		3,347.01	66.94			1,652.99	1,652.99	
0210-197-0011-0000	OVERTIME-DRUG INVESTIGATIONS	6,000.00						6,000.00	6,000.00	
0210-197-0012-0000	HOLIDAY PAY	100,000.00	20,979.02	75,124.48	75.12			24,875.52	24,875.52	
197	OVERTIME	311,000.00	54,692.25	230,685.59	74.18			80,314.41	80,314.41	
0210-806-0000-0000	OFFICE SUPPLIES	3,000.00	213.42	949.92	31.66		182.90	1,867.18	2,050.08	
0210-807-0000-0000	TELEPHONE	14,000.00	2,181.61	8,945.63	63.90		1,112.50	3,941.87	5,054.37	
0210-809-0000-0000	MAINTENANCE OF OFFICE EQUIPMENT	1,000.00						1,000.00	1,000.00	
0210-811-0000-0000	TRAINING AND EDUCATION	26,000.00	1,375.00	22,737.88	87.45		200.00	3,062.12	3,262.12	
0210-811-0001-0000	ARMORER & RANGE	12,500.00	97.98	517.91	4.14		716.50	11,265.59	11,982.09	
0210-811-0002-0000	FIRING RANGE REPAIRS	1,500.00	32.16	32.16	2.14			1,467.84	1,467.84	
0210-811-0003-0000	EMERGENCY RESPONSE TEAM	2,500.00						2,500.00	2,500.00	
811	TRAINING EDUCATION	42,500.00	1,505.14	23,287.95	54.80		916.50	18,295.55	19,212.05	
0210-814-0000-0000	MEMBERSHIP, DUES & SUBSCRIPTIONS	2,680.00	100.00	2,335.00	87.13			345.00	345.00	
0210-818-0000-0000	CLOTHING ALLOWANCE & EQUIPMENT	16,500.00	636.80	7,664.31	46.45		811.14	8,024.55	8,835.69	
0210-820-0000-0000	VEHICLE: GAS, OIL & GREASE	25,000.00	1,802.58	8,828.93	35.32			16,171.07	16,171.07	
0210-821-0000-0000	MAINTENANCE OF VEHICLES	19,000.00	428.80	3,418.05	17.99		2,762.79	12,819.16	15,581.95	
0210-825-0000-0000	SUPPLIES AND MATERIALS	9,000.00	1,745.80	3,448.82	38.32		668.46	4,882.72	5,551.18	
0210-825-0001-0000	TASER SUPPLIES AND PURCHASE	4,800.00						4,800.00	4,800.00	
0210-825-0006-0000	COMMUNICATION EQUIPMENT	8,000.00						8,000.00	8,000.00	
0210-825-0007-0000	OFFICER SAFETY EQUIPMENT	7,200.00		275.00	3.82			6,925.00	6,925.00	
825	SUPPLIES & MATERIALS	29,000.00	1,745.80	3,723.82	12.84		668.46	24,607.72	25,276.18	
0210-826-0000-0000	MAINTENANCE OF EQUIPMENT	3,000.00	500.00	1,506.00	50.20		396.00	1,098.00	1,494.00	
0210-829-0000-0000	MAINTENANCE OF UNIFORMS	6,150.00						6,150.00	6,150.00	
0210-830-0000-0000	CONTRACTED EQUIPMENT	23,500.00	860.07	13,250.01	56.38		2,895.71	7,354.28	10,249.99	
0210-834-0000-0000	PRISONER FOOD, EXTRAD. EXP., P. CASH	1,000.00	27.66	455.79	45.58			544.21	544.21	
0210-843-0000-0000	MARINE PATROL	5,500.00		3,664.89	66.63			1,835.11	1,835.11	
0210-843-0001-0000	BOAT REPAIRS & EQUIPMENT	2,500.00		1,259.77	50.39			1,240.23	1,240.23	
843	MARINE PATROL	8,000.00		4,924.66	61.56			3,075.34	3,075.34	
0210-844-0000-0000	NCIC TERMINAL	3,800.00						3,800.00	3,800.00	
0210-846-0000-0000	TIRES	3,400.00		3,033.68	89.23			366.32	366.32	
0210-898-0000-0000	SOFTWARE SUPPORT	27,000.00	250.00	16,334.00	60.50			10,666.00	10,666.00	
0210-900-0001-0000	FRINGE BENEFITS - FICA	153,796.00	13,022.15	79,454.72	51.66			74,341.28	74,341.28	
0210-500-0002-0000	FRINGE BENEFITS-MEDICAL BENEFITS	447,466.00	25,161.48	201,473.58	45.03			245,992.42	245,992.42	
0210-900-0005-0000	PENSION CONTRIBUTION-MERFB (POLICE)	432,461.00	37,054.66	230,465.41	53.29			201,995.59	201,995.59	
900	FRINGE BENEFITS	1,033,723.00	75,238.29	511,393.71	49.47			522,329.29	522,329.29	
0210-909-0000-0000	PHYSICAL FITNESS PROGRAM-YMCA	4,000.00		1,779.09	44.48			2,220.91	2,220.91	
0210	POLICE	3,276,667.00	263,562.06	1,621,816.67	49.50		9,746.00	1,654,104.33	1,654,850.33	
0211	FIRE									
0211-190-0000-0000	ADMINISTRATIVE SALARIES	76,500.00	5,884.60	37,367.21	48.85			39,132.79	39,132.79	
0211-192-0000-0000	LABOR, SKILLED & PROFESSIONAL	57,603.00	4,080.86	24,980.86	43.37			32,622.14	32,622.14	
0211-197-0000-0000	OVERTIME	2,400.00		516.48	21.52			1,883.52	1,883.52	
0211-204-0000-0000	MEDICAL EXAMS & PHYSICALS	15,550.00	683.00	3,548.00	22.82			12,002.00	12,002.00	
0211-204-0001-0000	PHYSICAL FITNESS PROGRAM	100.00						100.00	100.00	
204	OVERTIME	15,650.00	683.00	3,548.00	22.67			12,102.00	12,102.00	
0211-806-0000-0000	OFFICE SUPPLIES	450.00		45.00	10.00			405.00	405.00	
0211-807-0000-0000	TELEPHONE	7,880.00	1,098.76	3,994.08	50.69		2,368.56	1,517.36	3,885.92	
0211-808-0000-0000	POSTAGE	100.00						100.00	100.00	
0211-809-0000-0000	MAINTENANCE OF OFFICE EQUIPMENT	4,650.00						4,650.00	4,650.00	
0211-811-0000-0000	TRAINING AND EDUCATION	19,800.00	3,150.00	3,890.00	19.65		1,985.00	13,925.00	15,910.00	

TOWN OF WINCHESTER
B U D G E T R E P O R T - E X P E N D I T U R E S
FROM 7/01/2021 TO 12/31/2021

FUND 001 000	GENERAL FUND		AMENDED	MONTH TO DATE	YEAR TO DATE	YTD	OUTSTANDING	UNENCUMBERED	UNENCUMBERED
DEPT/OBJ/PROG	DESCRIPTION	BUDGET	EXPENDITURES	EXPENDITURES	PERCENT	ENCUMBRANCES	BALANCE	BALANCE	BALANCE
0211	FIRE								
0211-811-0001-0000	FIRE SAFETY & PREVENTION	1,500.00		1,268.61	84.57		231.39	231.39	231.39
811	TRAINING EDUCATION	21,300.00	3,150.00	5,158.61	24.22	1,985.00	14,156.39	16,141.39	16,141.39
0211-812-0000-0000	COMPUTER AND SOFTWARE+	12,100.00	3,433.75	7,878.22	65.11		4,221.78	4,221.78	4,221.78
0211-814-0000-0000	MEMBERSHIP, DUES & SUBSCRIPTIONS	530.00		125.00	23.58		405.00	405.00	405.00
0211-820-0000-0000	VEHICLE: GAS, OIL & GREASE	3,475.00	449.10	2,205.44	63.47		1,269.56	1,269.56	1,269.56
0211-822-0000-0000	ELECTRICITY	11,000.00	805.76	4,804.47	43.68	6,195.53	6,195.53	6,195.53	6,195.53
0211-823-0000-0000	HEATING FUEL	17,050.00	3,019.85	4,898.79	28.73	7,472.49	4,678.72	12,151.21	12,151.21
0211-824-0000-0000	WATER AND SEWER RENT	3,500.00		1,606.14	45.89		1,893.86	1,893.86	1,893.86
0211-825-0000-0000	SUPPLIES AND MATERIALS	2,125.00		588.17	27.68	95.00	1,441.83	1,536.83	1,536.83
0211-825-0002-0000	FIRE FIGHTING EQUIPMENT	29,341.00		912.00	3.11	3,825.00	24,604.00	28,429.00	28,429.00
825	SUPPLIES & MATERIALS	31,466.00		1,500.17	4.77	3,920.00	26,045.83	29,965.83	29,965.83
0211-826-0000-0000	MAINTENANCE OF EQUIPMENT		84.25	22,263.66	44.73	15,325.02	12,186.32	27,511.34	27,511.34
0211-827-0000-0000	MAINTENANCE OF STRUCTURES	11,600.00	651.93	2,537.68	21.88	805.21	8,257.11	9,062.32	9,062.32
0211-829-0000-0000	MAINTENANCE OF UNIFORMS	3,180.00					3,180.00	3,180.00	3,180.00
0211-831-0000-0000	CONTRACTED SERVICES	6,440.00	280.49	3,526.45	54.76	1,315.00	1,598.55	2,913.55	2,913.55
0211-832-0000-0000	CONTRACTED LABOR	1,920.00					1,920.00	1,920.00	1,920.00
0211-846-0000-0000	TIRES	2,800.00		2,263.34	80.83		536.66	536.66	536.66
0211-849-0000-0000	MAINTENANCE OF FIRE ALARMS	100.00					100.00	100.00	100.00
0211-900-0001-0000	FRINGE BENEFITS - FICA	10,590.00	701.12	4,595.53	43.39	5,994.47	5,994.47	5,994.47	5,994.47
0211-900-0002-0000	FRINGE BENEFITS-MEDICAL BENEFITS	48,497.00	11,541.33	29,686.07	61.21		18,810.93	18,810.93	18,810.93
0211-900-0006-0000	PAY PER CALL	28,000.00					28,000.00	28,000.00	28,000.00
900	FRINGE BENEFITS	87,087.00	12,242.45	34,281.60	39.36		52,805.40	52,805.40	52,805.40
0211	FIRE	428,556.00	35,864.80	163,501.20	38.15	39,386.81	225,667.99	265,054.80	265,054.80
0213	BUILDING DEPARTMENT DIRECTOR								
0213-190-0001-0000	BUILDING OFFICIAL	74,960.00	5,653.06	35,856.55	47.83		39,103.45	39,103.45	39,103.45
0213-190-0005-0000	FIRE MARSHAL-FULL TIME POSITION	69,226.00	5,220.72	33,114.28	47.84		36,111.72	36,111.72	36,111.72
190	ADMINISTRATIVE SALARY	144,186.00	10,873.78	68,970.83	47.83		75,215.17	75,215.17	75,215.17
0213-193-0000-0000	SECRETARIAL/SUPPORT STAFF	40,800.00	2,620.20	20,695.93	50.73		20,104.07	20,104.07	20,104.07
0213-197-0000-0000	OVERTIME	6,000.00		881.51	14.69		5,118.49	5,118.49	5,118.49
0213-806-0000-0000	OFFICE SUPPLIES	2,000.00		370.97	18.55	97.98	1,531.05	1,629.03	1,629.03
0213-809-0000-0000	MAINTENANCE OF OFFICE EQUIPMENT	1,000.00					1,000.00	1,000.00	1,000.00
0213-811-0000-0000	TRAINING AND EDUCATION	2,000.00					2,000.00	2,000.00	2,000.00
0213-814-0000-0000	MEMBERSHIP, DUES & SUBSCRIPTIONS	1,000.00		45.00	4.50		955.00	955.00	955.00
0213-818-0000-0000	CLOTHING ALLOWANCE	550.00					550.00	550.00	550.00
0213-819-0000-0000	VEHICLE ALLOWANCE	300.00					300.00	300.00	300.00
0213-820-0000-0000	VEHICLE: GAS, OIL & GREASE	1,200.00	39.54	263.87	21.99		936.13	936.13	936.13
0213-821-0000-0000	MAINTENANCE OF VEHICLES	1,500.00					1,500.00	1,500.00	1,500.00
0213-825-0000-0000	SUPPLIES AND MATERIALS	5,000.00	203.17	1,016.48	20.33		3,983.52	3,983.52	3,983.52
0213-830-0001-0000	DEMOLITION OF BUILDINGS	5,000.00					5,000.00	5,000.00	5,000.00
0213-830-0002-0000	RELOCATION COSTS	4,000.00					4,000.00	4,000.00	4,000.00
830	CONTRACTED EQUIPMENT	9,000.00					9,000.00	9,000.00	9,000.00
0213-900-0001-0000	FRINGE BENEFITS - FICA	14,610.00	970.75	6,810.21	46.61	7,799.79	7,799.79	7,799.79	7,799.79
0213-900-0002-0000	FRINGE BENEFITS-MEDICAL BENEFITS	36,191.00	1,780.31	10,989.15	30.36		25,201.85	25,201.85	25,201.85
900	FRINGE BENEFITS	50,801.00	2,751.06	17,799.36	35.04		33,001.64	33,001.64	33,001.64
0213	BUILDING DEPARTMENT DIRECTOR	265,337.00	16,487.75	110,043.95	41.47	97.98	155,195.07	155,195.07	155,293.05
0214	CIVIL PREPAREDNESS								
0214-190-0000-0000	ADMINISTRATIVE SALARIES	4,800.00	400.00	2,400.00	50.00		2,400.00	2,400.00	2,400.00
0214-807-0000-0000	TELEPHONE								

TOWN OF WINCHESTER
BUDGET REPORT - EXPENDITURES
FROM 7/01/2021 TO 12/31/2021

FUND 001 000	GENERAL FUND	DEPT/OBJ/PROG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0214	CIVIL PREPAREDNESS									
0214-822-0000-0000	ELECTRICITY			1,100.00	78.90	374.27	34.02	725.73		725.73
0214-823-0000-0000	HEATING FUEL			1,400.00	173.04	527.66	37.69	900.31	27.97	872.34
0214-824-0000-0000	WATER AND SEWER RENT			580.00		301.03	51.90		278.97	278.97
0214-826-0000-0000	MAINTENANCE OF EQUIPMENT			500.00	222.50	614.79	122.96	556.25	671.04	114.79
0214-826-0002-0000	COMMUNICATIONS EQUIPMENT			1,500.00					1,500.00	1,500.00
826	MAINTENANCE OF EQUIPMENT			2,000.00	222.50	614.79	30.74	556.25	828.96	1,385.21
0214-827-0000-0000	MAINTENANCE OF STRUCTURES			500.00					500.00	500.00
0214-900-0001-0000	FRINGE BENEFITS - FICA			367.00	30.60	183.60	50.03	183.40	183.40	
0214	CIVIL PREPAREDNESS			10,747.00	905.04	4,401.35	40.95	2,182.29	4,163.36	6,345.65
0215	AMBULANCE									
0215-805-0000-0000	TRANSFER TO OUTSIDE AGENCY			85,000.00	21,250.00	42,500.00	50.00	42,500.00		42,500.00
0215-900-0005-0000	PENSION CONTRIBUTION			6,000.00	1,500.00	3,000.00	50.00	3,000.00		3,000.00
0215	AMBULANCE			91,000.00	22,750.00	45,500.00	50.00		45,500.00	45,500.00
0216	DOG ACCOUNT									
0216-192-0000-0000	LABOR, SKILLED & PROFESSIONAL			24,890.00	2,148.00	12,613.43	50.68		12,276.57	12,276.57
0216-820-0000-0000	VEHICLE GAS, OIL & GREASE			500.00					500.00	500.00
0216-821-0000-0000	MAINTENANCE OF VEHICLES			1,000.00					1,000.00	1,000.00
0216-825-0000-0000	SUPPLIES AND MATERIALS			500.00					500.00	500.00
0216-825-0001-0000	VETERINARY FEES			1,500.00	378.70	378.70	25.25		1,121.30	1,121.30
825	SUPPLIES & MATERIALS			2,000.00	378.70	378.70	18.94		1,621.30	1,621.30
0216-846-0000-0000	TIRES			500.00					500.00	500.00
0216-854-0000-0000	RENT			11,000.00	850.00	5,100.00	46.36		5,900.00	5,900.00
0216-855-0000-0000	DOG DISPOSAL FEES			100.00	20.00	100.00				
0216-900-0001-0000	F.I.C.A.			1,904.00	165.84	1,036.75	54.45		867.25	867.25
0216	DOG ACCOUNT			41,894.00	3,562.54	19,228.88	45.90		22,665.12	22,665.12
0219	WINCHESTER FIRE DEPARTMENT									
0219-848-0000-0000	WINCHESTER FIRE DEPT - REGULAR			10,000.00	2,500.00	8,124.40	81.24		1,875.60	1,875.60
0219-848-0001-0000	WINCHESTER FIRE DEPT - CONTRACT			25,000.00	6,250.00	18,750.00	75.00		6,250.00	6,250.00
0219-848-0004-0000	TURNOUT GEAR			5,000.00					5,000.00	5,000.00
0219-848-0009-0000	ANNUAL EQUIP TESTING/CERTIFICATION			4,000.00		1,102.83	27.57		2,897.17	2,897.17
848	WINCHESTER FIRE DEPARTMENT			44,000.00	8,750.00	27,977.23	63.58		16,022.77	16,022.77
0219-900-0005-0000	PENSION CONTRIBUTION			4,000.00		3,750.00	93.75		250.00	250.00
0219	WINCHESTER FIRE DEPARTMENT			48,000.00	8,750.00	31,727.23	66.10		16,272.77	16,272.77
0231	PUBLIC SAFETY DISPATCH									
0231-192-0000-0000	LABOR SKILLED AND PROFESSIONAL			49,882.00	3,729.68	23,195.30	46.50		26,686.70	26,686.70
0231-192-0001-0000	SHIFT PREMIUM								.34	.34
0231-192-0002-0000	HOLIDAY PAY			2,494.00	392.60	1,177.80	47.23		1,316.20	1,316.20
192	LABOR SKILLED & PROFESSIONAL			52,376.00	4,122.28	24,373.44	46.54		28,002.56	28,002.56
0231-197-0000-0000	OVERTIME			2,518.00	294.45	1,196.20	47.51		1,321.80	1,321.80
0231-806-0000-0000	OFFICE SUPPLIES			500.00		435.92	87.18		64.08	64.08
0231-811-0000-0000	TRAINING AND EDUCATION			500.00					500.00	500.00
0231-825-0000-0000	SUPPLIES AND MATERIALS			500.00						
0231-826-0000-0000	MAINT OF EQUIPMENT			500.00						
0231-826-0002-0000	CHARTER TOWER RENTAL									
0231-826-0003-0000	NECS SERVICE AGREEMENT			10,500.00	375.00	10,500.00	57.90		479.52	789.52
826	MAINTENANCE OF EQUIPMENT			2,200.00	375.00	375.00	17.05		1,825.00	1,825.00
				12,700.00	375.00	10,875.00	85.63		1,825.00	1,825.00

TOWN OF WINCHESTER
BUDGET REPORT - EXPENDITURES
FROM 7/01/2021 TO 12/31/2021

FUND 001 000	GENERAL FUND	DEPT/OBJ/PROG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0313	CEMETERIES									
0313-822-0000-0000	ELECTRICITY			600.00	58.06	245.13	40.86	354.87		354.87
0313-823-0000-0000	HEATING FUEL			1,725.00	714.74	714.74	41.43		1,010.26	1,010.26
0313-825-0000-0000	SUPPLIES AND MATERIALS			6,816.00		631.80	9.27	36.00	6,148.20	6,184.20
0313-826-0000-0000	MAINTENANCE OF EQUIPMENT									
0313-827-0000-0000	MAINTENANCE OF STRUCTURES			2,900.00		295.82	10.20	200.00	2,404.18	2,604.18
0313-831-0000-0000	CONTRACTED SERVICES			49,450.00	2,500.00	42,901.43	86.76		6,548.57	6,548.57
0313-851-0000-0000	ENGINEERING SERVICES			2,250.00					2,250.00	2,250.00
0313-900-0001-0000	FRINGE BENEFITS - FICA			2,549.00	130.92	655.69	25.72		1,893.31	1,893.31
0313	CEMETERIES			99,615.00	5,151.17	53,591.42	53.80	590.87	45,432.71	46,023.58
0314	WASTE DISPOSAL AND RECYCLING									
0314-805-0000-0000	TRANSFER TO OUTSIDE AGENCY (REGULA			209,038.00	52,259.50	156,778.50	75.00		52,259.50	52,259.50
0320	STREET LIGHTING									
0320-383-0000-0000	STREET LIGHTING EXPENDITURES			140,000.00	11,059.70	52,972.28	37.84	87,027.72		87,027.72
0325	OTHER TOWN PROPERTIES									
0325-822-0000-0000	ELECTRICITY			4,000.00	387.58	1,877.65	46.94	2,122.35		2,122.35
0325-823-0000-0000	HEATING FUEL			1,000.00				1,000.00	1,500.00	1,000.00
0325-824-0000-0000	WATER & SEWER RENT			1,500.00					1,500.00	1,500.00
0325-827-0000-0000	MAINTENANCE OF GROUNDS			1,000.00					1,000.00	1,000.00
0325-831-0000-0000	CONTRACTED SERVICES			15,000.00		11,699.38	78.00		3,300.62	3,300.62
0325	OTHER TOWN PROPERTIES			22,500.00	387.58	13,577.03	60.34	3,122.35	5,800.62	8,922.97
0410	HEALTH									
0410-870-0000-0000	FOOTHILLS VISITING NURSES			34,000.00	8,500.00	25,500.00	75.00		8,500.00	8,500.00
0410-871-0000-0000	CAMP MOE			3,000.00		3,000.00				
0410-872-0000-0000	COMMUNITY MENTAL HEALTH AFFILIATES			4,500.00		4,500.00				
0410-873-0000-0000	YOUTH SERVICE BUREAU			29,940.00		14,970.00	50.00		14,970.00	14,970.00
0410-876-0000-0000	TORRINGTON AREA HEALTH DISTRICT			58,110.00		29,055.00	50.00		29,055.00	29,055.00
0410-877-0000-0000	SUSAN B.ANTHONY PROJECT			5,000.00	1,250.00	3,750.00	75.00		1,250.00	1,250.00
0410-878-0000-0000	HV/CASA			1,610.00		1,610.00				
0410-879-0000-0000	N/W ELDERLY NUTRITION PROGRAM			13,157.00	2,318.55	6,955.65	52.87		6,201.35	6,201.35
0410-881-0000-0000	PARAMEDIC COST			183,000.00		91,200.00	49.84		91,800.00	91,800.00
0410-883-0000-0000	HELPING HANDS HOME CARE			6,000.00		6,000.00				
0410-887-0000-0000	GREENWOODS COUNSELLING REFERRALS			5,000.00		5,000.00				
0410-888-0000-0000	FISH			1,000.00		1,000.00				
0410	HEALTH			344,317.00	12,068.55	192,540.65	55.92		151,776.35	151,776.35
0510	SOCIAL SERVICES									
0510-806-0000-0000	OFFICE SUPPLIES			200.00					200.00	200.00
0510-807-0000-0000	TELEPHONE			504.00	41.05	205.46	40.77		298.54	298.54
0510-819-0000-0000	VEHICLE ALLOWANCE			296.00					296.00	296.00
0510	SOCIAL SERVICES			1,000.00	41.05	205.46	20.55		794.54	794.54
0710	LIBRARIES									
0710-805-0000-0000	TRANSFER TO OUTSIDE AGENCY			233,971.00	38,995.16	136,483.06	58.33		97,487.94	97,487.94
0800	PRINTING									
0800-817-0000-0000	CONTRACTED PRINTING			5,000.00		4,722.44	94.45		277.56	277.56
0810	PARKS									
0810-825-0000-0000	SUPPLIES & MATERIALS			1,214.00					1,214.00	1,214.00
0810-827-0000-0000	MAINTENANCE OF STRUCTURES			1,000.00					1,000.00	1,000.00

FUND 001 000 GENERAL FUND		AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
DEPT/OBJ/PROG	DESCRIPTION							
0810	PARKS							
0810-827-0001-0000	MAINTENANCE OF GROUNDS	1,920.00					1,920.00	1,920.00
827	MAINTENANCE OF STRUCTURES	2,920.00					2,920.00	2,920.00
0810-830-0000-0000	CONTRACTED SERVICES	19,120.00	5,550.00	12,050.00	63.02		7,070.00	7,070.00
0810	PARKS	23,254.00	5,550.00	12,050.00	51.82		11,204.00	11,204.00
0811	PUBLIC CELEBRATIONS							
0811-194-0000-0000	GENERAL LABOR	2,000.00					2,000.00	2,000.00
0811-596-0000-0000	HOLIDAY DISPLAYS-INSTALL/REMOVAL	1,500.00	329.18	329.18	21.95		1,170.82	1,170.82
0811-596-0001-0000	REPLACEMENT DISPLAYS	1,500.00		1,647.27	109.82		147.27-	147.27-
596	GENERAL LABOR	3,000.00	329.18	1,976.45	65.88		1,023.55	1,023.55
0811	PUBLIC CELEBRATIONS	5,000.00	329.18	1,976.45	39.53		3,023.55	3,023.55
0812	RECREATION							
0812-190-0000-0000	ADMINISTRATIVE SALARIES	38,433.00	2,955.84	17,649.19	45.92		20,783.81	20,783.81
0812-194-0000-0000	GENERAL LABOR	151,810.00	4,134.01	82,577.91	54.40		69,232.09	69,232.09
0812-197-0000-0000	OVERTIME	2,788.00		1,589.46	57.01		1,198.54	1,198.54
0812-806-0000-0000	OFFICE SUPPLIES	380.00		136.26	35.86		243.74	243.74
0812-807-0000-0000	TELEPHONE	2,382.00	172.74	1,013.39	42.54		1,368.61	1,368.61
0812-811-0000-0000	TRAINING AND EDUCATION	500.00					500.00	500.00
0812-814-0000-0000	MEMBERSHIP,DUES & SUBSCRIPTIONS	105.00		105.00				
0812-818-0000-0000	CLOTHING ALLOWANCE	500.00		41.39	8.28		458.61	458.61
0812-819-0000-0000	VEHICLE ALLOWANCE	196.00		75.00	38.27		121.00	121.00
0812-820-0000-0000	VEHICLE:GAS,OIL & GREASE	2,635.00	133.58	1,734.59	65.83		900.41	900.41
0812-822-0000-0000	ELECTRICITY	13,900.00	1,349.95	8,100.05	58.27	5,799.95		5,799.95
0812-823-0000-0000	HEATING FUEL	4,150.00	431.08	567.70	13.68		3,582.30	3,582.30
0812-824-0000-0000	WATER AND SEWER RENT	20,900.00		12,236.39	58.55		8,663.61	8,663.61
0812-824-0001-0000	PROPERTY TAXES-WILLOW ST(CI&P)	900.00					900.00	900.00
824	HEATING FUEL	21,800.00		12,236.39	56.13		9,563.61	9,563.61
0812-825-0000-0000	SUPPLIES AND MATERIALS	5,400.00	8.33	954.88	17.68		4,445.12	4,445.12
0812-826-0000-0000	MAINTENANCE OF EQUIPMENT	9,950.00	142.09	5,706.70	57.35	1,700.89	2,542.41	4,243.30
0812-827-0000-0000	MAINTENANCE OF GROUNDS	40,750.00	1,884.65	18,723.50	45.95	3,978.53	18,047.97	22,026.50
0812-841-0000-0000	RECREATION CELEBRATIONS	2,800.00	592.09	1,440.17	51.43	410.98	948.85	1,359.83
0812-841-0001-0000	RECREATION ASSISTED PROGRAMS	3,000.00		1,000.00	33.33		2,000.00	2,000.00
841	SPECIAL PROGRAMS	5,800.00	592.09	2,440.17	42.07	410.98	2,948.85	3,359.83
0812-842-0000-0000	BACKGROUND CHECKS	350.00					350.00	350.00
0812-900-0001-0000	FRINGE BENEFITS - FTCA	14,767.00	542.39	8,550.78	57.90		6,216.22	6,216.22
0812	RECREATION	316,596.00	12,346.75	162,202.36	51.23	11,890.35	142,503.29	154,393.64
0813	SENIOR CITIZENS/FAMILY SERVICES							
0813-190-0000-0000	ADMINISTRATIVE SALARIES	70,802.00	5,339.58	33,868.19	47.84		36,933.81	36,933.81
0813-192-0000-0000	LABOR,SKILLED AND PROFESSIONAL	31,200.00	1,668.20	10,350.66	33.18		20,849.34	20,849.34
0813-193-0000-0000	SECRETARIAL/SUPPORT STAFF	31,200.00	1,750.70	10,584.72	33.93		20,615.28	20,615.28
0813-197-0000-0000	OVERTIME	5,000.00	190.70	1,926.03	38.52		3,073.97	3,073.97
0813-800-0001-0000	HEALTHY AGING PROGRAMS	3,900.00	241.25	276.25	7.08		3,623.75	3,623.75
0813-806-0000-0000	OFFICE SUPPLIES	2,000.00	214.59	275.58	13.78		1,724.42	1,724.42
0813-806-0002-0000	COPIER	600.00					600.00	600.00
806	OFFICE SUPPLIES	2,600.00	214.59	275.58	10.60		2,324.42	2,324.42
0813-807-0000-0000	TELEPHONE	2,291.00	199.34	1,287.67	56.21	1,932.80	929.47-	1,003.33
0813-808-0000-0000	POSTAGE	429.00					429.00	429.00
0813-811-0000-0000	TRAINING AND EDUCATION	100.00					100.00	100.00

Boards & Commissions

CONSIDERATION

Date	Name	Board/Commission	Party Affiliation	Permanent/Alternate	Term Dates	Appointing Authority

NOMINATIONS

Date	Name	Board/Commission	Party Affiliation	Permanent/Alternate	Term Dates	Appointing Authority
01/18/2022	Shayne Deschamps	Recreation Board	D	Permanent	4/2028	BOS

APPOINTMENTS

Date	Name	Board/Commission	Party Affiliation	Permanent/Alternate	Term Dates	Appointing Authority

RE-APPOINTMENT

Date	Name	Board/Commission	Party Affiliation	Permanent/Alternate	Next Term Exp	Appointing Authority
01/18/2022	Allen Miller	Recreation Board	U	Permanent	4/2028	BOS
01/18/2022	Kurt Root	Recreation Board	U	Permanent	04/2028	BOS
01/18/2022	Brian Shaughnessy	Recreation Board	D	Permanent	04/2028	BOS

RESIGNATION

Date	Name	Board/Commission	Party Affiliation	Permanent/Alternate	Next Term Exp	Appointing Authority

APPLICATION FOR APPOINTMENT TO A BOARD/COMMISSION WINCHESTER, CONNECTICUT

338 Main St. Winsted CT 06098 860 379-2713
www.townofwinchester.org

If you are interested in the well-being and betterment of our community and are willing to put in the time to review appropriate material and attend meetings, this is an opportunity for you to apply to become a member of one of our Boards or Commissions. This application will be reviewed by the Board of Selectmen. The Board of Selectmen is responsible for making appointments for Board/Commission vacancies.

LIST THE BOARD/COMMISSION YOU ARE INTERESTED IN SERVING:

Recreation

NAME: Shayne Deschamps

ADDRESS: 150 Gilbert Ave, Winsted

HOME PHONE #: N/A CELL PHONE #: 860-933-5815 E-MAIL: deschampsshayne@gmail.com

ARE YOU A REGISTERED VOTER IN THE TOWN OF WINCHESTER? Yes

PRIOR CIVIC INVOLVEMENT: None

SHORT SYNOPSIS OF EXPERTISE AND/OR INTEREST:

I currently don't have any expertise as I'm new to civic involvement but have a great desire to make Winsted the great place it has the potential to be.

Have you contacted any current members or attended any meetings on the Board/Commission that interests you? Yes Name: Jamie Duffy

Signature: Shayne Deschamps Date: 12/27/2021

Please note that all Board/Commission members are subject to the Town of Winchester's Conflict of Interest Policy

Please Return To:
Town Manager
338 Main St.
Winsted CT 06098
townmanager@townofwinchester.org

Terry Hall

From: Tanya Risucci
Sent: Thursday, January 6, 2022 11:23 AM
To: Terry Hall
Subject: FW: recreation board member updates for website

See below for Allen Miller staying on the board.

From: Allen Miller <Miller@watertownct.org>
Sent: Thursday, January 6, 2022 9:06 AM
To: Tanya Risucci <trisucci@townofwinchester.org>; Pam Colombie <pcolombie@townofwinchester.org>
Cc: kurt williams <kurt_d_williams@bd.com>; alesia warner <awarner@totalmortgage.com>; Brian Shaughnessy <bshaughnessy75@outlook.com>
Subject: Re: recreation board member updates for website

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I plan on staying on! If you need anything else from me please let me know! Thank you

Al Miller
Chief Mechanic
Watertown Highway Dept.

From: Tanya Risucci <trisucci@townofwinchester.org>
Sent: Thursday, January 6, 2022 8:47:10 AM
To: Pam Colombie <pcolombie@townofwinchester.org>
Cc: kurt williams <kurt_d_williams@bd.com>; alesia warner <awarner@totalmortgage.com>; Allen Miller <Miller@watertownct.org>; Brian Shaughnessy <bshaughnessy75@outlook.com>
Subject: recreation board member updates for website

Pam,

If you can add the members below please, the dates are for Kurt. Kurt the following members show to expire April of this year Alesia, Allen and Brian. We will need to do a letter if they wish to rejoin. If the 3 of you can let us know and we will draft a letter for you and get it in.

Please add

Mcgrane, Tim
Sundie, Bryan
Deschamps, Shayne

Liaison Jonathan Morhardt



TOWN OF WINCHESTER – CITY OF WINSTED

Town Hall – 338 Main Street
WINSTED, CONNECTICUT 06098

WINCHESTER RECREATION DEPARTMENT

TOWN OF WINCHESTER PARKS & RECREATION BOARD

The mission of the Town of Winchester Recreation Board is to provide the community with a variety of activities that are both progressive, and responsive to the needs of the Town, with the hopes of improving the quality of life for all residents. It is the Board's intention to build partnerships with all interested people, businesses, and organizations, as well as work towards achieving the leisure-related goals and aspirations of all population groups within the Town.

1/6/22

To: **Town Manager: Josh Kelley**

Re: **Reappointment to Board of Recreation**

Please be advised that I, Kurt Root whose current term will be expiring in April 2022 would like to be considered for reappointment to subject board by the Board of Selectman.

Thank You for your consideration.

Sincerely,

Kurt Root

Cc: **Rec Director: Tanya Risucci**

Board Chairman: Kurt Williams

Terry Hall

From: Tanya Risucci
Sent: Monday, January 10, 2022 12:13 PM
To: Terry Hall
Cc: kurt williams
Subject: FW: Sue Grossman Trail

Please see email below to continue Brain Shaghnassy term as a recreation member.

Thanks
Tanya Risucci

From: Brian Shaughnessy <BShaughnessy75@outlook.com>
Sent: Monday, January 10, 2022 12:11 PM
To: Tanya Risucci <trisucci@townofwinchester.org>
Subject: Re: Sue Grossman Trail

Caution! This message was sent from outside your organization.

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I would like to continue with another term on the Recreation Board

Get [Outlook for Android](#)

From: Tanya Risucci <trisucci@townofwinchester.org>
Sent: Monday, January 10, 2022 12:03:07 PM
To: Brian Shaughnessy <BShaughnessy75@outlook.com>
Subject: RE: Sue Grossman Trail

Brian

Did you see the emails about the board? you expire 4/22 can you please let us know if you plan to stay on. I know you mentioned yes for the time being. We would like to have you. If you can let us know so we can do the paperwork.

Thanks
Tanya Risucci

From: Brian Shaughnessy <BShaughnessy75@outlook.com>
Sent: Saturday, January 8, 2022 1:40 PM
To: kurt_d_williams@bd.com; Tanya Risucci <trisucci@townofwinchester.org>
Subject: Sue Grossman Trail

Good Saturday Afternoon

Hey guys,

Looks like our town did not put much effort into last year's concern and liability of our trail. What do you think we should do?

BOARD OF SELECTMEN ACTION REQUEST

No.: 22-03

Date: January 18, 2022

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

From: Josh Kelly, Town Manager

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 \$281.14

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 \$281.14.*

Attachment:

Grand List 2019 Refunds
Grand List 2020 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.

LIST #/GL YR	TAX TYPE	TAXPAYER	AMOUNT OF REFUND/REASON
30167 2020	MV CUSATI	ROBERT FRED 131 LOSAW RD WINSTED, CT 06098	\$195.24 C OF C
16901 2020	MV RIVERA	RENEE 441 E LITCHFIELD RD LITCHFIELD, CT 06759	\$76.90 C OF C
MV TOTAL REFUNDS BY TYPE			\$272.14
4241 2019	RE SCHIEB	HENRY 7-11 LAKE ST WINSTED, CT 06098	\$9.00 OVER PAYMENT
RE TOTAL REFUNDS BY TYPE			\$9.00
NUMBER OF REFUNDS		3	TOTAL REFUNDS \$281.14

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.

1/13/22

Date of Report


Halaree Monnerat, 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

BOARD OF SELECTMEN AGENDA ITEM SUMMARY

No.: 22-04

Date: January 18, 2022

Topic: New Business (B)- C-PACE Program Participation

From: Josh Kelly, Town Manager

Background & Information: C-PACE (Commercial Property Assessed Clean Energy) is a financing opportunity, provided by the Connecticut Green Bank, that helps make green energy upgrades accessible and affordable for building owners across Connecticut. C-PACE offers 100% financing for a wide range of energy improvements, so building owners can modernize their buildings, lower their energy costs, and increase their bottom line. Upgrades can be made in areas including heating, lighting, cooling, insulation, mechanicals, solar panels, and more. Nearly any type of commercial property is eligible to participate, including industrial, official, retail, agricultural, and nonprofit buildings. Due to the fact that the C-PACE financing opportunities rely on municipal tax collectors to establish voluntary benefit assessment payment programs, this program is only available to towns that specifically opt into the program. Connecticut Green Bank works directly with tax collectors to help facilitate and explain all aspects of C-PACE implementation and collection. Our Tax Collector has reviewed the program and has agreed that it would be easy to adopt and implement the program.

Joe Miller, the owner of 35 Willow Street in Winsted, has expressed interest in participating in this program if the Town would allow it. In order to allow for it, the town has to adopt the attached resolution and authorize the Town Manager to sign the attached agreement. The Town Attorney reviewed both of these documents in early December, and he has no concerns about the Town entering into this program.

To date, 140 municipalities across the state (out of 169 total) have entered into this program – that includes participation from Barkhamsted, New Hartford, Torrington, Norfolk, Litchfield, and many others in our area. The C-PACE program has been active since 2012, and it is a tried and true method to provide businesses with financing for energy-saving projects.

Requested Action: Consider and possibly act on adopting the attached resolution and authorizing the Town Manager to sign the C-PACE agreement.

Fiscal Implications: The Town would not spend any money on behalf of the C-PACE program; the only thing it may cost us to implement is time spent by the Tax Collector.

Manager's Recommendation: I recommend that the Board of Selectmen adopt the attached resolution and authorize me, as Town Manager, to sign the attached agreement

Recommended Motion: "I move that the Board of Selectmen adopt the attached resolution in support of joining the C-PACE program and authorize the Town Manager to sign and submit the C-PACE agreement to the Connecticut Green Bank."

Attachments: Resolution in Support of the C-PACE Program; C-PACE Participation Agreement.



TOWN OF WINCHESTER – CITY OF WINSTED

Town Hall – 338 Main Street

WINSTED, CONNECTICUT 06098

APPROVING RESOLUTION

TOWN OF WINCHESTER, CT RESOLUTION TO APPROVE COMMERCIAL PROPERTY ASSESSED CLEAN ENERGY (“C-PACE”) AGREEMENT

WHEREAS, Section 16a-40g, as amended, of the Connecticut General Statutes (the “Act”) established a program, known as the Commercial Property Assessed Clean Energy (C-PACE) program, to facilitate loan financing for clean energy improvements to commercial properties by utilizing a state or local assessment mechanism to provide security for repayment of the loans; and

WHEREAS, the Act authorizes the Connecticut Green Bank (the “Green Bank”), a public instrumentality and political subdivision of the State charged with implementing the C-PACE program on behalf of the State, to enter into a written agreement with participating municipalities pursuant to which the municipality may agree to assess and assign benefit assessments to the Green Bank in return for financing for energy improvements for benefited property owners within the municipality; and

WHEREAS, the Commercial Property Assessed Clean Energy (“C-PACE”) Agreement (the “C-PACE Agreement”) between the Town of Winchester and the Green Bank, as attached hereto, constitutes the written agreement authorized by the Act.

NOW, THEREFORE, BE IT RESOLVED:

(a) that we, the Board of Selectmen, constituting the legislative body of the Town of Winchester, CT, hereby approve the C-PACE Agreement, and

(b) that the Town Manager is hereby authorized and directed, on behalf of the City/Town, to execute and deliver the C-PACE Agreement, substantially in the form attached to this Resolution, for the purposes provided therein, together with such other documents as he or she may determine to be necessary and appropriate to evidence, secure and otherwise complete the C-PACE Agreement.

IN WITNESS WHEREOF, the undersigned has affixed his signature and the municipal seal of the Town of Winchester, Connecticut, on the day of 2022.

Glenn Albanesi, Town Clerk
Town of Winchester

**COMMERCIAL PROPERTY ASSESSED
CLEAN ENERGY ("C-PACE") AGREEMENT**

THIS AGREEMENT is made and entered into as of the ____ day of _____, 20__, by and between **TOWN OF WINCHESTER**, a municipal corporation organized and existing under the laws of the State of Connecticut (the "Municipality"), and the **CONNECTICUT GREEN BANK**, a quasi-public agency of the State of Connecticut (the "Green Bank").

RECITALS

WHEREAS, Commercial Property Assessed Clean Energy ("C-PACE") is a program to facilitate loan financing for clean Energy Improvements to commercial properties by utilizing a state or local assessment mechanism to provide security for repayment of the loans;

WHEREAS, section 16a-40g of the Connecticut General Statutes (as may be amended, the "Statute") established the C-PACE program in Connecticut;

WHEREAS, subsection (b)(1) of the Statute directs the Green Bank to establish a commercial sustainable energy program (the "C-PACE Program"). A C-PACE Program is a program that facilitates financing for certain improvements to eligible properties and utilizes a municipal benefit assessments authorized by the Statute as security for such financing;

WHEREAS, pursuant to the Statute, the Green Bank and the Municipality are authorized to enter into a written agreement, as approved by the Municipality's legislative body, pursuant to which the Municipality has agreed to assess, collect, remit and assign, benefit assessments to the Green Bank in return for Green Bank administering the C-PACE Program within the Municipality.

WHEREAS, this Agreement constitutes the written agreement authorized by the Statute.

NOW THEREFORE, for and in consideration of the mutual covenants and agreements set forth herein and in order to effectuate the purposes of the Statute, it is hereby agreed as follows:

Section 1 - Definitions. Capitalized terms not otherwise defined herein shall have the meaning ascribed to them in the Statute.

Section 2 - Obligations of the Green Bank.

(a) **Program Requirements.** Subject to Section 7(i) of this Agreement, the Green Bank:

(1) Shall develop program guidelines governing (as may be amended from time to time, the "Program Guidelines") the terms and conditions of the C-PACE Program;

(2) Shall receive and review applications submitted by Benefitted Property Owners within the Municipality for C-PACE Program financing, and approve or disapprove such applications in accordance with the Program Guidelines

(4) Shall establish the position of C-PACE Program liaison within the Green Bank;

(5) May establish a loan loss reserve or other credit enhancement program for the C-PACE Program;

(6) May use the services of one or more private, public or quasi-public third-party administrators to administer, provide support or obtain financing for the C-PACE Program; and

(7) Shall adopt standards to ensure that the energy cost savings of the Energy Improvements over the useful life of such improvements exceed the costs of such improvements.

(8) May encourage Third-Party Capital Providers to provide financing directly to Benefited Property Owners in lieu of or in addition to the Green Bank providing such financing.

(b) Project Requirements. If a Benefitted Property Owner requests C-PACE financing from the Green Bank or a Third-Party Capital Provider, the Green Bank shall require that such project meet all applicable requirements of the Statute and the Program Guidelines.

(c) Financing Agreement for Project. The Green Bank or a Third-Party Capital Provider may enter into a financing agreement with the property owner of Qualifying Commercial Real Property (the "Financing Agreement"). The Financing Agreement shall clearly state the estimated benefit assessment that will be levied against the Qualifying Commercial Real Property. The Green Bank or a Third-Party Capital Provider shall disclose to the property owner the costs and risks associated with participating in the C-PACE Program, including risks related to the failure of the property owner to pay the benefit assessment provided for in the Financing Agreement. The Green Bank or a Third-Party Capital Provider shall disclose to the property owner the effective interest rate on the benefit assessment, including fees charged by the Green Bank to administer the C-PACE Program, and the risks associated with variable interest rate financing, if applicable. The Green Bank or a Third-Party Capital Provider shall notify the property owner that such owner may rescind any Financing Agreement entered into not later than three business days after such Financing Agreement is executed by the property owner and delivered to the Green Bank or a Third-Party Capital Provider. The Financing Agreement shall provide for the consent of existing mortgage holders and for the Benefit Assessment Lien to be recorded and assigned by the Municipality, as required by the Statute and described herein.

(d) Determination of Estimated and Final Benefit Assessments and Payments.

(1) Upon execution of the Financing Agreement, the Green Bank or the Third-Party Capital Provider shall determine the total benefit assessment amount, including fees charged by the Green Bank to administer the C-PACE Program, and shall set a fixed or variable rate of interest for the repayment of the benefit assessment amount. C-PACE Program

(2) The benefit assessment installment payment shall be due at the same time as the installments of the Municipality's real property taxes. If the Municipality changes its practices concerning the billing of annual real property taxes as to the number of installments and their due dates, the Green Bank will change its, and will cause Third-Party Capital Providers to change their, practices to the extent possible to correspond with the Municipality's practices.

Section 3 - Obligations of the Municipality.

- (a) Levy of Benefit Assessment. Upon receiving written notice from the Green Bank of the benefit assessment as provided in Section 2(c) herein, the Municipality shall promptly levy the benefit assessment against the Qualifying Commercial Real Property to be benefited by the project financed by the Green Bank or Third-Party Capital Provider and described in the Financing Agreement, and shall place a lien on the Qualifying Commercial Real Property to secure payment of the benefit assessment in the form of the attached Exhibit A ("Benefit Assessment Lien"). The Benefit Assessment Lien may have two attachments: (1) the legal description of the Qualifying Commercial Real Property and, if available, (2) the payment schedule associated with such Benefit Assessment Lien. As provided in the Statute, the benefit assessments levied pursuant to this Agreement and the interest, fees and any penalties thereon shall constitute a lien against the Qualifying Commercial Real Property on which they are made until they are paid. The Green Bank will reimburse the Municipality the cost charged by the Town Clerk for recording the Benefit Assessment Lien. Such Benefit Assessment Lien shall be levied and collected in the same manner as the property taxes of the Municipality on real property, including, in the event of default or delinquency, with respect to any penalties, fees and remedies and lien priorities as provided by the Statute.
- (b) Recording and Release of Lien. As provided in the Statute, each Benefit Assessment Lien shall be recorded and released in the manner provided for property tax liens, subject to the consent of existing mortgage holders, and shall take precedence over all other liens or encumbrances except a lien for taxes of the Municipality on real property, which lien for taxes shall have priority over such Benefit Assessment Lien.
- (c) Assignment of Benefit Assessment Lien. Upon the written request of the Green Bank, the Municipality shall assign, in the form of the attached Exhibit B, to the Green Bank any and all Benefit Assessment Liens filed by the Municipality's tax collector, as provided in this Agreement. The Green Bank may sell or assign, for consideration, any and all Benefit Assessment Liens received from the Municipality. The assignee or assignees of such Benefit Assessment Liens shall have and possess the same powers and rights at law or in equity as the Municipality and its tax collector would have had if the Benefit Assessment Lien had not been assigned with regard to the precedence and priority of such lien, the accrual of interest and the fees and expenses of collection. The assignee shall have the same rights to enforce such Benefit Assessment Liens as any private party holding a lien on real property, including, but not limited to, foreclosure and a suit on the debt. Costs and reasonable attorneys' fees incurred by the assignee as a result of any foreclosure action or other legal proceeding brought pursuant to the assignment and directly related to the proceeding shall be taxed in any such proceeding against each person having title to any property subject to the proceedings. Such costs and fees may be collected by the assignee at any time after demand for payment has been made by the assignee.
- (d) Amendment of the Benefit Assessment Lien. Pursuant to the Financing Agreement, the final amount of the benefit assessment may be adjusted after the levy of the Benefit Assessment Lien. Such an adjustment may be, but is not limited to, the result of a change in the energy improvement service contract amount during the construction period, a change in the amount of capitalized interest, or an amendment to the Financing Agreement. In the event that the final benefit assessment amount or payment schedule needs to be adjusted at the completion of the project, or any other time, the Green Bank or Third-Party Capital Provider shall amend the Benefit Assessment Lien to reflect such adjustment by recording an amendment in the form of the attached Exhibit C. Any such amendment of the Benefit Assessment Lien shall meet the requirements of

the Statute and the Program Guidelines. The Green Bank will reimburse the Municipality the cost charged by the Town Clerk for amending the Benefit Assessment Lien.

- (e) Billing and Collection; Payment to the Green Bank. Green Bank and Municipality agree that the Municipality shall have no obligation to bill or collect benefit assessments. Green Bank shall bill and collect such benefit assessments in the same manner as real property taxes in the Municipality and in accordance with the Program Guidelines.

- (f) Collection of Delinquent Payments.

(1) The Municipality shall have no obligation to collect delinquent benefit assessment payments. Notwithstanding the forgoing, if the Green Bank makes a written request to the Municipality for its assistance in the collection of delinquent benefit assessments and related charges, the Municipality, in its sole discretion, and the Green Bank may enter into a separate agreement for those services, which agreement shall provide for compensation to be paid to the Municipality for its collection services. The agreement may provide for the Municipality to pursue the collection of any delinquent benefit assessments with the same diligence it employs in the collection of the Municipality's real property taxes, including the commencement of foreclosure proceedings to the extent provided by the then-current statutes of the State of Connecticut, and to take such actions that are required to preserve the Benefit Assessment Lien securing the delinquent benefit assessments.

(2) The Municipality will provide written notice to the Green Bank of any sale or assignment of its real property taxes or any institution of a judicial foreclosure or other proceeding against any real property for delinquent real property taxes if such real property is subject to a lien securing a delinquent benefit assessment. Similarly, the Green Bank shall provide written notice to the Municipality of the institution of a judicial foreclosure or other proceeding against any qualified commercial real property for a delinquent benefit assessment.

- (g) Promotion of Program; Assistance for Green Bank Financing. The Municipality shall use good faith efforts to assist the Green Bank in local marketing efforts and outreach to the local business community to encourage participation in the C-PACE Program, such as including C-PACE Program information on the Municipality's website, distributing an informational letter from chief elected official to local businesses regarding the program, and conducting one or more business roundtable event(s).

Section 4 - Indemnification.

The Green Bank agrees that it will protect, defend, indemnify and hold harmless the Municipality and its officers, agents and employees to the extent of available proceeds derived from the benefit assessments from and against all claims, demands, causes of action, damages, judgments, losses and expenses, including reasonable attorney's fees, arising out of or in connection with the actions of the Green Bank's officers, employees and agents under this Agreement. This provision shall survive termination of this Agreement.

Section 5 - Term.

The term of this Agreement shall commence upon the date first written above. This Agreement shall be in full force and effect until all of the benefit assessments have been paid in full or deemed no

longer outstanding. The Municipality may opt-out of continuation in the program at any time on sixty (60) days advance notice to the Green Bank, provided that the provisions of this Agreement shall continue with regard to benefit assessments assessed prior to such termination date until those benefit assessments have been paid in full or are no longer outstanding.

Section 6 - Default.

Each party shall give the other party written notice of any breach of any covenant or agreement under this Agreement and shall allow the defaulting party 30 days from the date of its receipt of such notice within which to cure any such default or, if it cannot be cured within the 30 days, to commence and thereafter diligently pursue to completion, using good faith efforts to effect such cure and to thereafter notify the other party of the actual cure of any such default. The parties shall have all other rights and remedies provided by law, including, but not limited to, specific performance, provided however, in no event shall either party have the right to terminate this Agreement prior to the expiration of the Term, except as provided in accordance with Section 7(c) of this Agreement.

Section 7 - Miscellaneous Provisions.

- (a) Assignment or Transfer. Except as provided in Section 3(c) hereof, a party may not assign or transfer its rights or obligations under this Agreement to another unit of local government, political subdivision or agency of the State of Connecticut or to a private party or entity without the prior written consent of the other party..
- (b) Severability. If any clause, provision or section of this Agreement is held to be illegal or invalid by any court, the invalidity of the clause, provision or section will not affect any of the remaining clauses, provisions or sections, and this Agreement will be construed and enforced as if the illegal or invalid clause, provision or section has not been contained in it.
- (c) Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, and all of which together shall constitute but one and the same instrument.
- (d) Notices. All notices, requests, consents and other communications shall be in writing and shall be delivered, mailed by first class mail, postage prepaid, or overnight delivery service, to the parties, as follows:

If to the Municipality:

338 Main Street
Winsted, CT 06098
Attention: Town Manager's Office

If to the Green Bank:

Connecticut Green Bank
75 Charter Oak Avenue
Suite 1-103
Hartford, CT 06106
Attention: Legal Department

- (e) Amendment and Waivers. Except as otherwise set forth in this Agreement, any amendment to or waiver of any provision of this Agreement must be in writing and mutually agreed to by the Green Bank and the Municipality.
- (f) Applicable Law and Venue. This Agreement and its provisions shall be governed by and construed in accordance with the laws of the State of Connecticut. In any action, in equity or law, with respect to the enforcement or interpretation of this Agreement, venue shall be in the State of Connecticut.
- (g) Entire Agreement. This instrument constitutes the entire agreement between the parties and supersedes all previous discussions, understandings and agreements between the parties relating to the subject matter of this Agreement.
- (h) Headings. The headings in this Agreement are solely for convenience, do not constitute a part of this Agreement and do not affect its meaning or construction.
- (i) Conflict of Terms. Except as otherwise provided in this Agreement, if any provision or defined terms contained in this Agreement conflicts with any provisions or defined terms in the Statute, the provision contained in this Statute shall govern and control.

IN WITNESS WHEREOF, the Municipality and the Green Bank have each caused this Agreement to be executed and delivered as of the date indicated above:

TOWN OF WINCHESTER

By: _____
Joshua Steele Kelly, Town Manager

CONNECTICUT GREEN BANK

By: _____
Bryan T. Garcia, President

EXHIBIT A

CERTIFICATE OF LEVY AND LIEN OF BENEFIT ASSESSMENT

The undersigned Tax Collector of the TOWN OF WINCHESTER ("Municipality"), for and on behalf of the Connecticut Green Bank (the "Green Bank"), formerly known as the Clean Energy Finance and Investment Authority, pursuant to the Commercial Property Assessed Clean Energy Program established under Connecticut General Statutes Section 16a-40g, as amended (the "Act"), and the Municipal Agreement between the Municipality and Green Bank dated [Muni Agrmt Date], HEREBY LEVIES A BENEFIT ASSESSMENT AGAINST AND LIEN UPON certain real property commonly referred to as [Property Address] and described more particularly in the attached **Exhibit A** (the "Property"), situated in the Municipality and owned on the date hereof in whole or in part by [BORROWER IN CAPS] (the "Property Owner"), said levy and lien shall secure the repayment of financing for energy improvements made or to be made to the Property pursuant to that certain Financing Agreement between Property Owner and Green Bank dated [Financing Agreement Date], as may be amended (the "Financing Agreement"). This levy and lien are subject to the terms and conditions of the Financing Agreement and are made in accordance with the Financing Agreement. Upon the transfer or conveyance of the Property, each subsequent owner of the Property, by accepting title to the Property, assumes and agrees to perform all of the obligations and covenants set forth herein and in the Financing Agreement and each other document referenced therein, including, but not limited to, making the installment payments described below, from and after the date such owner acquires title to the Property. The amount and repayment of said levy and lien, as determined by Green Bank and provided to Municipality, are as follows: an installment payment plan is in effect for payment of the benefit assessment, and is based on the principal amount of the benefit assessment of \$[Lien Amount], with interest thereon at a fixed rate equal to [Rate#]% per annum, plus any additional fees and expenses pursuant to the Financing Agreement, with installments of principal and interest due and payable pursuant to the Financing Agreement[, all as set forth in the attached **Exhibit B**][the final installment payment plan and maturity date of this levy and lien shall be provided to the Municipality by Green Bank and filed on the Land Records of the Municipality]. In the event that any such installment shall remain unpaid for thirty days after the same shall become due and payable, interest and other charges shall be charged upon the unpaid installment(s) at the rate of 18% per annum, as provided by the Act and by law. At such time as the principal and interest payments of the benefit assessment have been satisfied and paid in full, a release of this Certificate shall be filed in the Land Records of the Municipality evidencing such release.

This Certificate constitutes a certificate of lien and is filed pursuant to the provisions of the Act to evidence a lien for the benefit assessment levied upon the Property for the special benefits conferred upon said Property by the renovation or retrofitting for energy improvements related thereto. Pursuant to the Act, this lien shall take precedence over all other liens or encumbrances except a lien for taxes of the Municipality on real property, which lien for taxes shall have priority over this lien. For the purposes of this lien, the Green Bank and any future successors, assigns or heirs of such lien shall be bound by and irrevocably subordinated to any environmental land use restriction recorded on the land records of the Municipality pursuant to Conn. Gen. Stat. § 22a-133o after this lien is filed on the land records of the Municipality.

The portion of this Certificate which constitutes a levy of benefit assessment and notice of installment payment of benefit assessments is filed pursuant to the provisions of the Act and the Connecticut General Statutes, as amended. This Certificate and the levy and lien set forth herein shall run with the land and shall be binding upon Property Owner and its heirs, executors, administrators, successors and assigns.

By order of the Tax Collector of the Town of Winchester, CT.

Dated this _____ day of _____, 202__.

Name:

Title:

EXHIBIT B

ASSIGNMENT OF BENEFIT ASSESSMENT LIEN

KNOW ALL PERSONS BY THESE PRESENTS, that the CITY/TOWN OF _____, a Connecticut municipal corporation (hereinafter referred to as "Assignor"), acting herein by _____, its Tax Collector, duly authorized pursuant to a Municipal Agreement dated _____, 20____, between the Assignor and the Connecticut Green Bank (hereinafter referred to as "Assignee"), in consideration of One Dollar (\$1.00) and other valuable consideration paid to Assignor by the Assignee, the receipt of which is hereby acknowledged, hereby quit-claims, grants, bargains, sells, conveys, assigns, transfers and sets over unto Assignee, without warranty covenants and without recourse, all of its right, title and interest in and to that certain benefit assessment lien and the debts secured thereby together with such interest, fees, and expenses of collection as may be provided by law, filed by the _____ Tax Collector on the _____ Land Records, on property owned on the date hereof in whole or in part by _____ and as described on **Exhibit A** and also commonly referred to as _____, attached hereto and made a part hereof (the "Lien"), to have and to hold the same unto the said Assignee, its successor and assigns forever.

This Assignment is made, given and executed pursuant to the authority granted to Assignor as a municipality by Connecticut General Statutes Section 16a-40g, as amended.

By execution of this Assignment, the Assignor assigns to Assignee, and the Assignee assumes, all of the rights at law or in equity, obligations powers and duties as the Assignor and the Assignor's Tax Collector would have with respect to the Lien, if the Lien had not been assigned with regard to precedence and priority of such lien, the accrual of interest, charges, fees and expenses of collection, pursuant to Connecticut General Statutes Section 16a-40g, as amended.

This Assignment by the Assignor is absolute and irrevocable and the City/Town shall retain no interest, reversionary or otherwise, in the Lien.

IN WITNESS WHEREOF, we have hereunto set our hands and seal this ____ of _____, 20____.

Assignor

By _____
Tax Collector

STATE OF CONNECTICUT)

ss.: _____

COUNTY OF _____)

On this the ____ day of _____, 20____, before me _____, the undersigned officer, personally appeared _____, Tax Collector, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument and acknowledged that he/she executed the same for the purposes therein contained and that he/she acknowledged the same to be his/her free act and deed, before me, in his/her capacity as said Tax Collector.

EXHIBIT C

CONFIRMATION AND AMENDMENT OF BENEFIT ASSESSMENT LIEN AND PAYMENT SCHEDULE

[Connecticut Green Bank, a body politic and corporate constituting a public instrumentality and political subdivision of the State of Connecticut ("CGB")] and _____, a _____ (the "Borrower") are parties to that certain Financing Agreement dated as of _____, 20____, (as the same may be amended from time to time, the "Financing Agreement").

Pursuant to the Financing Agreement, the Borrower has renovated or retrofitted the property located at _____, Connecticut (the "Property"), with energy improvements (the "Project") in accordance with the requirements of the Commercial Property Assessed Clean Energy Program (the "Program") established under Connecticut General Statutes Section 16a-40g, as amended, and [CGB] has provided the financing for such Project in the amount of \$_____ (the "Benefit Assessment Advance"), the repayment of which is provided for under a Benefit Assessment Lien (as hereinafter defined) recorded against the Property; and

The Borrower is obligated to make benefit assessment payments required by the Certificate of Levy and Lien of Benefit Assessment (the "Benefit Assessment Lien") dated _____, 20__ and filed by the City/Town of _____, Connecticut (the "Municipality") and recorded in the Land Records of the Municipality in Volume/Book ____ at Page ____; which Benefit Assessment Lien was assigned by the Municipality to CGB pursuant to that certain Assignment of Benefit Assessment Lien dated _____, 20____ and recorded in the Land Records of Municipality in Volume/Book ____ at Page ____; which Benefit Assessment Lien was further assigned by CGB to [Entity] pursuant to that certain Assignment of Benefit Assessment Lien dated _____, 20__ and recorded in the Land Records of Municipality in Volume/Book ____ at Page ____].

Borrower has completed the Project and [CGB] has advanced the Benefit Assessment Advance to Borrower in accordance with the Program and the Financing Agreement. Pursuant to the Financing Agreement, the Benefit Assessment Lien shall be repaid in accordance with the installment payment plan attached hereto as Schedule 1 (the "Payment Schedule"). The Payment Schedule is based on the principal amount of the benefit assessment of \$_____ (the "Benefit Assessment Amount"), including any capitalized interest or any additional fees and expenses pursuant to the Financing Agreement, with interest thereon at the rate set forth in the Financing Agreement and with equal installments of principal and interest coming due as set forth in the Payment Schedule. To the extent the Payment Schedule and Benefit Assessment Amount differ from any payment schedule or benefit assessment amount set forth in the Benefit Assessment Lien, the Benefit Assessment Lien is hereby amended to incorporate the attached Payment Schedule and the Benefit Assessment Amount.

Except as amended and modified hereby, the Financing Agreement and the Benefit Assessment Lien shall continue unmodified and in full force and effect and each is hereby ratified and confirmed.

(Signature appears on following page)

Dated this ____ day of _____, 20____.

WITNESSES:

[CONNECTICUT GREEN BANK]

Name: By: _____

Name: _____

Name: Title: _____

STATE OF CONNECTICUT)
) ss. _____, 20____
COUNTY OF _____)

Personally appeared _____, the _____ of [Connecticut Green Bank, a body politic and corporate constituting a public instrumentality and political subdivision of the State of Connecticut], signer and sealer of the foregoing instrument and acknowledged the same to be his/her free act and deed and the free act and deed of said body politic and corporate, before me.

Commissioner of the Superior Court
Notary Public
My Commission Expires:_____

To: Board of Selectmen

From: Planning and Zoning Commission

Date: January 10, 2022

Re: Rezoning issue

The Planning & Zoning Commission would like to clarify recent discussion about the rezoning of Industrial Properties to Residential.

- Existing uses are grandfathered. This means that until the property owner formally abandons the existing use, it is grandfathered. Abandonment is not automatic nor occurs on the death of a property owner or the transfer of title to a property. See, Attached March 6, 2021 “Connecticut Land Use For Municipal Land Use Agencies, Boards, and Commissions” Pages 3-4.
- Zoning decisions based upon the reputation and history of particular property owners is not in the best interest of a community. Zoning must provide a macro view of the community and reflect current trends such as set forth in the Plan of Conservation and Development.
- The intent of rezoning industrial properties within residential neighborhoods is to better define these two distinct uses keeping in mind heavy truck traffic within neighborhoods that have children and pets utilizing the same road systems. Such rezoning is not an effort to eliminate industry in the community. Rather, it recognizes the historical change in industry and its role in communities. Winsted acknowledged this many years ago with the establishment of industrial parks, which concentrates industry in areas that provide the appropriate infrastructure and also protects residential neighborhoods from potential hazards, contamination, noise and heavy truck traffic.
- The Planning & Zoning Commission has, during the past year, discovered errors in the Zoning Map that were created by a previous town planner who acted without the knowledge of the Commission. Recent activities by the PZC to correct these errors were made in the spirit of the adopted zoning regulations and the Plan of Conservation and Development, which acknowledge the macro role of planning and zoning to improve the community for the benefit of all while reflecting changes in business and industry trends and need for residential expansion.

not the issuance of cease and desist order, served to avoid statute's protection); Adamski v. Bristol Zoning Board of Appeals, CV 93-0456996S, 1994 Conn. Super. LEXIS 2297 (Sept. 9, 1994). Section 8-13a(a) for many years applied only to buildings, but was amended in 2013 to apply also to "structures". The statutory amendment also included a definition of "structures". Conn. Gen. Stat. § 8-13a(b) provides a much narrower protection for a use of land or building (1) on fifteen (15) acres or more of land, (2) that falls within certain enumerated SIC codes, (3) that violates local zoning requirements, (4) that was established and continued based on "reasonable reliance" on town actions, (5) that existed for twenty (20) years prior to July 8, 1997, and against which no court action was initiated. Conn. Gen. Stat. § 13a(b).

III. Burden of Proof, General Rules and Policies:

There are a number of general rules to bear in mind when dealing with nonconforming uses. Key among them is the issue of who bears the burden of proof. A property owner, not the town, has the burden of proving the existence of a nonconforming use. Pleasant View Farms v. Zoning Board of Appeals, 218 Conn. 265 (1991); Taylor v. Zoning Board of Appeals, 65 Conn. App. 687 (2001); Roux v. Lebanon Zoning Board of Appeals, 2003 Conn. Super LEXIS 2480 (Aug. 19, 2003). However, the town has the burden of proving an illegal extension or expansion of such a use. Cummings v. Tripp, 204 Conn. 67 (1987).

To establish the existence of a nonconforming use, the property owner must demonstrate that the use actually existed at a time when such use was legal, and was known in the neighborhood (i.e., apparent). In addition, the use cannot be something that is planned or merely contemplated, rather the property has to be "irrevocably committed" to the use. Francini v. Zoning Board of Appeals, 228 Conn. 785 (1994). See Helicopter Associates, Inc. v. Stamford, 201 Conn. 700, 713 (1986) (showing that the property was used for five commercial flights from a heliport in approximately one year was enough to establish a nonconforming commercial use of the property).

IV. Abandonment of a Valid Nonconformity:

Section 8-2(a) of the Connecticut General Statutes provides, in pertinent part: "Such [zoning] regulations shall not prohibit the continuance of any nonconforming use, building or structure existing at the time of the adoption of such regulations or require a special permit or special exception for any such continuance. Such regulations shall not provide for the termination of any nonconforming use solely as a result of nonuse for a specified period of time without regard to the intent of the property owner to maintain that use. Such regulations shall not terminate or deem abandoned a nonconforming use, building or structure unless the property owner of such use, building or structure voluntarily discontinues such use, building or structure and such discontinuance is accompanied by an intent to not reestablish such use, building or structure. The demolition or deconstruction of a nonconforming use, building or structure shall not by itself be evidence of such property owner's intent to not reestablish such use, building or structure." NOTE: Much of this language in Section 8-2(a) was added by the General Assembly in 2017. Therefore, those cases cited below as to "abandonment" may be decided differently after the adoption of the 2017 amendment.

CONNECTICUT LAND USE LAW
FOR MUNICIPAL LAND USE
AGENCIES, BOARDS, AND
COMMISSIONS

Saturday, March 6, 2021

via Zoom Video



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Planning and Zoning Section

In addressing the issues of abandonment, elimination or reduction of nonconformities, "[i]t is a general principle in zoning that nonconforming uses should be abolished or reduced to conformity as quickly as the fair interest of the parties will permit. In no case should they be allowed to increase." Hyatt v. Zoning Board of Appeals, 163 Conn. 379, 383-384 (1972). However, local regulation can allow for exceptions to this rule. Raymond v. Zoning Board of Appeals, 76 Conn. App. 222 (2003) (holding that wording of local regulation allowed vertical expansion of nonconforming deck). For this reason, it is essential for practitioners to carefully review local regulations to determine what latitude, if any, the regulations give to the expansion of nonconformities.

Towns have developed a few tools to further the policy of abolishing or reducing nonconformities. These tools are amortization, registration of nonconforming uses, abandonment, and limitations on replacements in the event of property casualty. Here in Connecticut, amortization is a nonstarter because Conn. Gen. Stat. § 8-2 specifically prohibits that technique. See James J. F. Loughlin Agency, Inc. v. Town of West Hartford, 166 Conn. 305 (1974); Bisecco v. Norwalk Zoning Commission, CV 950147133, 1997 Conn. Super. LEXIS 1061 (Apr. 17, 1997) (holding that it was unlawful to require by ordinance that nonconforming adult video stores and adult clubs close within two years). In addition, requiring elimination of a nonconformity as a condition of an approval is also barred. Horelick v. Planning & Zoning Commission, CV0201919030, 2003 Conn. Super. LEXIS 3217 (Dec. 1, 2003) (holding that commission could not require relocation or destruction of nonconforming house as condition of subdivision approval.).

Requiring property owners to register nonconforming uses, on the other hand, is an accepted means of preventing the expansion of such uses. Helbig v. Zoning Commission of Noank, 185 Conn. 294 (1981) (but holding that such a registration requirement must contain reasonably precise criteria for proving such nonconforming uses). Under this approach, a town can adopt a regulation that requires property owners to register a nonconforming use in accordance with specified procedural and evidentiary requirements.

A property owner may always expressly abandon a nonconforming use, but mere nonuse is insufficient to establish abandonment because state law provides that zoning regulations. See Section 8-2(a) provision addressing zoning nonconformities. See also Dubitzky v. Liquor Control Commission, 160 Conn. 120 (1970) (a property owner must show intent to permanently abandon the nonconforming use); and Hoagland v. Zoning Board of Appeals of Noank Fire District, 1 Conn. App. 285 (1984).

Intent to abandon, or not to abandon, can be demonstrated through explicit as well as implicit means. Whether there is abandonment or not is fact driven on a case-by-case basis. In addition, when addressing the issue of the abandonment of a zoning nonconformity, one must always refer to Section 8-2(a) of the Connecticut General Statutes, as recently amended in 2017.



TOWN OF WINCHESTER – CITY OF WINSTED
Office of the Collector of Revenue
Town Hall – 338 Main Street
WINSTED, CONNECTICUT 06098

www.townofwinchester.org

Phone: (860) 379-4474 Fax: (860) 738-6597

Memo To: Josh Kelly, Town Manager

From: January 7, 2021

Month Ending: December 31, 2021

	<u>DEC 2021</u>	<u>DEC 2020</u>	<u>DEC YTD 2022</u>
Tax Office/Electronic Transactions processed:	<u>2,450</u>	<u>2,317</u>	<u>28,050</u>
Total Funds Collected for month - ALL TAX TYPES:	<u>\$2,418,183</u>	<u>\$2,490,943</u>	<u>\$18,575,323</u>
Dollars collected on suspense accounts:	<u>\$3,252</u>	<u>\$728</u>	<u>\$7,741</u>

MARSHAL QUINN

Dollars received this month from Marshal Quinn on past due accounts: \$ 77,247 Total Accounts Paid in Full: 62
FISCAL 2022 YTD dollars received: \$329,603

CURRENT YR COLLECTION – TOWN SIDE (\$/%) AS OF:

DEC 31, 2021: \$16,363,257/66.01%

ALL YRS COLLECTION (2005-2019) - TOWN SIDE (\$/%) AS OF:

DEC 31, 2021: \$16,708,675/97.06%

PRIOR FISCAL YR COLLECTION – TOWN SIDE TOWN SIDE (\$/%) AS OF:

DEC 31, 2020: \$15,952,107/65.10%

ALL YRS COLLECTION (2004-2018) - TOWN SIDE (\$/%) AS OF:

DEC 31, 2020: \$16,143,072/97.05%

LIENS RELEASED IN TOWN CLERK'S OFFICE: 19

DELINQUENT TAXES

TAX TYPE	TAX	INT	FEES	LIENS	BOND	TOTAL
REAL ESTATE	\$330,774	\$96,950	\$18	\$4,056		\$431,798
WATER	\$168,244	\$19,432	\$3,071	\$2,544		\$193,291
SEWER	\$130,721	\$17,975	\$1,400	\$2,616		\$152,712
ASSESSMENT	\$8,910	\$5,248			\$4,537	\$18,695
PERSONAL PROP	\$75,795	\$18,679	\$18			\$94,492
MOTOR VEHICLE	\$408,838	\$89,712	\$12,180			\$510,730
TOTAL	\$1,123,282	\$247,996	\$16,687	\$9,216	\$4,537	\$1,401,718

DELINQUENT TAX TOTALS AS OF DEC 31, 2021 \$1,401,718

DELINQUENT TAX TOTALS AS OF DEC 31, 2020 \$1,563,025

INCREASE/DECREASE FROM PRIOR YEAR -\$161,307

Winchester 250th Anniversary 1771-2021



Town of Winchester~ City of Winsted
POLICE DEPARTMENT
338 Main St., Winsted Connecticut 06098



TO: Josh S. Kelly, Town Manager
FROM: William T. Fitzgerald, Jr., Chief of Police
DATE: January 6, 2022
RE: Monthly Report – December 2021

I have the following are the monthly activities as to goals and accomplishment achieved by the police department:

Department Special Considerations:

- Vacation house check locations and updated weekly listing
- House checks directed patrols and walking patrols when time permits.
- Directed Patrols
- Walking Patrols
- Speed enforcement on Main Street and N. Main Street. Highland Lake

Other Considerations:

Evening shift had a total of 274 calls for service.

14 arrests: **6** from serving arrest warrants; **4** domestic violence cases; **1** Violation of Protective Order; **1** Harassment/Threatening; **1** DWI (stemming from M/V crash); and **1** Misdemeanor Summons for Breach of Peace stemming from a disturbance complaint.

Case 21-7655 Motor Vehicle Theft
Case 21-7904 Person Found Dead
Case 21-8245 Untimely

There were **57** Medical Emergencies / Ambulance Request / well-being check calls; **7** Emergency committal/Emotionally Disturbed Person; **33** General Inquiries; **4** Domestic Violence / Intimidation complaints; **13** Intrusion Alarms; **28** Suspicious calls; and **4** Disturbance/Loud Noise complaints.

Medical Drop Off Box

Total since Implementation:

- 939.7 lbs. Ave -Weekly 13.8 lbs.
- Total for 2021- 216.8 lbs.

Overdose Calls

Calendar Year	OD Calls	Fatal	Narcan Used	
2014	1	0	0	
2015	16	0	0	
2016	25	1	11	36%
2017	31	4	18	19%
2018	14	1	12	-121%
2019	16	2	11	13%
2020	28	5	19	43%
2021	23	4	17	-22%
2022				
	154	17	88	

COVID 19 Week	2020	2021	
1/3-1/9	176	133	-32%
1/10-1/16	208	129	-61%
1/17-1/23	174	146	-19%
1/24-1/30	92	162	43%
1/31-2/6	179	144	-24%
2/7-2/13	169	137	-23%
2/14-2/20	168	130	-29%
2/21-2/27	188	173	-9%
2/28-3/6	182	149	-22%
3/7-3/13	149	158	6%
3/14-3/20	112	157	29%
3/21-3/27	114	169	33%
3/28-4/3	132	164	20%
4/4-4/10	162	177	8%
4/11-4/17	144	142	-1%
4/18-4/24	181	177	-2%
4/25-5/1	150	154	3%

5/2-5/8	156	166	6%
5/9-5/15	155	165	6%
5/16-5/22	193	202	4%
5/23-5/29	193	177	-9%
5/30-6/5	252	199	-27%
6/6-6/12	199	224	11%
6/13-6/19	200	193	-4%
6/20-6/26	237	193	-23%
6/27-7/3	204	172	-19%
7/4-7/10	215	200	-8%
7/11-7/17	221	188	-18%
7/18-7/24	233	189	-23%
7/25-7/31	206	178	-16%
8/1-8/7	273	189	-44%
8/8-8/14	222	234	5%
8/15-8/21	225	175	-29%
8/22-8/28	162	163	1%
8/29-9/4	167	161	-4%
9/5-9/11	209	153	-37%
9/12-9/18	192	159	-21%
9/19-9/25	178	159	-12%
9/26-10/2	174	185	6%
10/3-10/9	175	190	8%
10/10-10/16	169	198	15%
10/17-10/23	172	159	-8%
10/24-10/30	188	150	-25%
10/31-11/6	218	95	-129%
11/7-11/13	154	159	3%
11/14-11/20	179	149	-20%
11/21-11/27	151	177	15%
11/28-12/4	152	184	17%
12/5-12/11	133	192	31%
12/12-12/18	158	185	15%
12/19-12/25	146	177	18%
12/26-1/1/2022	149	135	-10%
1/2-1/8			
	8068	7417	-9%

	2020	2021	
January	820	626	-24%
February	698	578	-17%
March	575	708	23%
April	673	709	5%
May	798	764	-4%
June	896	870	-3%
July	962	825	-14%
August	943	822	-13%
September	815	693	-15%
October	748	793	6%
November	739	728	-1%
December	658	776	18%
	7928	7388	-7%

Accomplishments:

- Officers continue to show enthusiasm and diligent work ethic during calls for service and case work. Excellent professionalism, proficiency, dedication to duty, and teamwork.

Roll Call Training

- Monthly policy review
- Monthly policy reviews completed as directed.

Training Unit

December 1-3, 2021: Sgt. Mark Blanchette attended Emergency Medical Responder (EMR) recertification training at Waterbury Police Dept. training facility. The renewal is good for two years.

December 5, 2021: Notified Ofc. Anthony Horton of COLLECT/NCIC recertification is due and must be completed by 12/28/21.

December 7, 2021: One (1) department policy was distributed to the shift supervisors for review with their respective personnel. That policy was Alarm Response 1.3.18.

December 7, 2021: Sgt. Kevin Kinahan attended “*Statement Analysis Interviewing Techniques*” training at Wethersfield Police Dept.

December 7-9, 2021: Ofc. Anthony Horton attended a “*Basic Crime Scene Investigation*” training class at Wallingford Police Dept.

December 10, 2021: ACO Alicia Campbell attended “*Aggression in Dogs*” training in West Hartford, CT.

December 13, 2021: Sent out training opportunity to officers interested becoming a Drug Abuse Resistance Education (DARE) officer. No responses were returned.

December 13, 2021: Sent out training opportunity to officers interested in becoming a Firearm's Instructor for the department. No responses were returned.

December 16, 2021: Chief William Fitzgerald, Sgt. Kevin Kinahan, and Sgt. Peter Delouis attended CT. Police Chief's Association (CPCA) winter meeting which included training involving: *Leadership and Team Building under Difficult Conditions. Leadership and the Media: The Good, the Bad and the Ugly*"

December 18, 2021: A seat request was submitted to Joann Peterson at the CT Police Academy (POSTC) requesting two seats each in two upcoming basic training sessions beginning 6/3/22 (375th session) and 9/23/22 (376th session).

December 19, 2021: Registered Ofc. Justin Waltzer for an *Advance Roadside Impaired Driving Enforcement* training (ARIDE) class scheduled for January 27 & 28, 2022 at the CT Police Academy.

December 19, 2021: Registered Ofc. Anthony Horton for a *Method of Instruction* (MOI) class scheduled for April 18, 2022 through April 22, 2022 at New Britain PD. The training is being done through Spector Training.

December 20, 2021: The name for our entry level recruit candidate (Rudy David) was provided to the CT Police Academy for inclusion into the 374th basic training session which is scheduled to begin January 21, 2022.

December 20, 2021: Notification was sent to the CT Police Academy that we had no viable candidate to fill the second seat reserved for us in the 374th training session, therefore we would have to relinquish the seat.

December 22, 2021: Provided notice to Ofc. Dan Pietrafesa that he is scheduled to attend Emergency Medical Responder (EMR) recertification training at Waterbury Police training facility February 16-18, 2022.

December 26, 2021: Ofc. Anthony Horton completed COLLECT/NCIC recertification training. His new certification will expire 12/26/23.

December 26, 2021: Submitted request to Kevin Webb, Communications Manager at Litchfield County Dispatch (LCD), requesting shadowing opportunity for Recruit Abdullah Davranmakel, during Davranmakel's two-week release from recruit training in January.

December 27, 2021: Axon Professional Services Manager, Gary Sirin, lead a 1-day of onsite training class for the newly acquired Axon body cams. The training covered Administration training, train-the-trainer, and redaction features among other things. Chief Fitzgerald, Sgt. Kinahan, Sgt. Hermenau, Sgt. Blanchette, Sgt. Delouis, A/S Twombly, and Evidence Officer Bruce Whiteley attended.

December 27, 2021: Contacted Mark Pugleilli, an Investigator with the Torrington Superior Court State Attorney's office, regarding the possibility of Recruit Abdullah Davranmakel, shadowing a prosecutor or investigator, during Davranmakel's two-week release from recruit training in January.

December 28, 2021: Contacted Jerry Tilbor, Operations Manager for the Blue Line Mobil Firearms Training Range, regarding his availability with the trailer in February and March 2022.

December 30, 2021: Notice of a training opportunity was sent out to officers interested in becoming a certified department instructor in handcuffing, Oleoresin Spray (OC) and Police Baton (Fixed or Expandable). A five (5) day "Triple Certification Instructor Training program, meant to develop instructors, is being offered March 28-April 1, 2022, by The Department of Emergency Services and Public Protection, Police Officer Standards and Training Council's (POSTC) Field Services Training Division in cooperation with the New Britain Police Department.

NOTES: Firearms training

- Department firearms training that begun in November concluded in December. The training occurred at the Police Department range with Firearms Instructor Sgt. Robert Varasconi. Training consisted of shot gun qualification, less lethal (Bean Bag) familiarity exercises, and practical skill exercises with the duty weapon. Individual participation, as listed below, occurred on the dates listed.

December 6, 2021: Sgt. Kim Boyne, Ofc. Anthony Horton, and Ofc. Josh Blass

December 8, 2021: Sgt. Mark Blanchette, Sgt. Peter Delouis, Ofc. Tom Smith, and Ofc. Dan Pietrafesa

ADDITIONAL NOTES:

- Probationary Police Officer Joy Mikulski continued her on the job training with Field Training Officer (FTO) Josh Blass, working the midnight shift. She is progressing through the training program as expected.
- Police Officer Trainee Abdullah Davranmakel continues his training at the CT Police Academy (POSTC) and is progressing as expected. His graduation date is expected to be in the week of April 1, 2022.

Functions Assigned:

Patrol Commander / Final Report Review: 875
Fleet: 92

Function Status Update:

Patrol Commander: No significant information during reporting period.

FLEET: Car 29- exhaust leak

Functions Assigned:

(932)- Communications

(932)- Scheduling

-Officer Cummings assigned to evening shift

-Officer Pietrafesa assigned to evening shift on an as needed basis.

Function Status Update:

(932)- Communications- -Continuing to improve relations between PD and LCD.

Continuing to improve relations between PD and LCD.

Functions Assigned: 2nd shift patrol command / school functions and safety programs /DARE / Medical Coordination and training.

Function Status Update: Medical supplies restocked, bags gone through. for cars.

CID

Kinahan- Statement analysis; CPCA Training

Whiteley- CPCA Training

Special Considerations:

None

Functions Assigned:

Sgt.Kinahan- Supervision, pre-employment background investigations, case management,

case assignment; Internal Affairs investigations, policy/use of force review.

2nd Detective Position- Unfilled.

E/O Whitely- Evidence, property management.

New Cases Assigned:

Untimely deaths- Reynold (fall); Dunham (overdose); Christensen (medical, possible OD)

Assist with initial investigation of overdose/suicide on West Lake St. (turned over to WDMC)

Use of force review 21-6831.

Function Status Update:

Policy review 1.1.13, SAO requests: 21-6316, 18-772, 21-7495 (24 hour booking), 21-6974, 21-5913 (photos); assist Homeland Security with station house interview; four untimely death call outs; continued pre-employment backgrounds; drug evidence destruction in Bridgeport with E/O Whiteley.

E/O Whiteley- Evidence returns, processing; compliance orders to court. Drug Box Cleanout- 22.4 lbs.(total).

TRAFFIC

For the month of December 2021, the Winchester Police Department had a total of **55** motor vehicle stops. **1** misdemeanor summons issued, **7** infractions, **1** written warning, **42** verbal warnings and the rest were no action taken. **1** motor vehicle stop resulted in a **D.U.I. arrest**. There was a total of **22** motor vehicle crashes for the month of December. **1** crash resulted in a **D.U.I. arrest**. **1** parking ticket was issued.

DARE/Crime Prevention- Sgt.Varasconi and Off. Pietrafesa instructors schools closed no DARE.

Juvenile Unit Liaison- Nothing to report

Animal Control

Animal Complaints	16
Dog Bites	0
Quarantine Animals	0
Follow Up Investigations	3
Barking/Roaming Dogs Complaints	19
Wildlife Calls	1
Written Warning Issued	2
Verbal Warning Issued	2
Infractions Issued	1

Monthly Overtime Cost Analysis: Fiscal Year

FY 2021-2022	Amount	HOLIDAYS	TRAINING	Marine Patrol	DUI Grant	Special Detail	Cover Dispatch	Cover LCD	COVID 19	ACTUAL OT
Month					Click it Ticket					
July	\$33,804.04	\$4,875.84	\$2,486.09	\$1,790.33	\$0.00	\$1,364.10	\$560.74	\$0.00	\$0.00	\$22,726.94
August	\$32,543.84	\$420.56	\$729.29	\$1,874.55	\$0.00	\$2,133.82	207.27	\$0.00	\$0.00	\$27,178.35
September	\$24,355.97	\$4,405.43	\$1,292.24	\$762.77	\$0.00	\$0.00	\$3,406.35	\$0.00	\$0.00	\$14,489.18
October	\$35,259.26	\$5,657.33	\$1,413.18	\$0.00	\$0.00	\$1,297.16	\$0.00	\$0.00	\$0.00	\$26,891.59
November	\$33,488.99	\$7,485.63	\$2,954.42	\$0.00	\$0.00	\$1,799.55	\$477.35	\$0.00	\$0.00	\$20,772.04
December	\$48,187.04	\$14,653.47	\$12,250.11	\$0.00	\$1,249.64	\$528.86	\$891.86	\$0.00	\$605.71	\$18,613.10
	\$207,639.14	\$37,498.26	\$21,125.33	\$4,427.65	\$1,249.64	\$7,123.49	\$5,543.57	\$0.00	\$605.71	\$130,671.20
Ave	\$34,606.52	\$6,249.71	\$3,520.89	\$737.94	\$208.27	\$1,187.25	\$923.93	\$0.00	\$100.95	\$21,778.53

Majority of OT was due to use cover vacation, sick leave due to COVID and retirements.

Calls For Service- Calendar Year

Calls for Service	Days	Evening	Mid	Total	Ave
2021					
January	308	199	119	626	209
February	283	197	98	578	193
March	332	258	118	708	236
April	349	254	95	698	233
May	325	270	169	764	255
June	377	316	177	870	290
July	341	292	192	825	275
August	323	319	179	821	274
September	317	221	156	694	231
October	353	296	154	803	268
November	364	216	148	728	243
December	333	274	169	776	258.7
	4005	3112	1774	8891	2963.7

Calls for Service					
Monthly Ave	333.8	259.3	147.8	740.9	2963.7
Weekly Ave	83.4	64.8	37.0	185.2	740.9
Daily Ave	10.4	8.1	4.6	23.2	92.6
Per Off Shift	3.5	2.7	1.5	7.7	30.9
Meal break	1	1	1	2.6	10.3
Shift Hrs	8	8	8	8	8

Free time	1
Est Call Time Per	3
Proactive Time	1
Report Time est	1
Prelim Invest	2
	<u>8</u>

Respectfully Submitted,



Chief William T. Fitzgerald, Jr.

Chief William Fitzgerald