



TOWN OF WINCHESTER
BOARD OF SELECTMEN MEETING
Regular Meeting Agenda
September 20, 2021-7:00PM
P. Francis Hicks Room
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 September 7, 2021
5. **CITIZENS' COMMENTS**
The Board of Selectmen welcomes public comments, speakers will be limited to three (3) minutes or less and may speak only once. Please give your name and address.
6. **TOWN MANAGER'S REPORT**
7. **FINANCE DIRECTOR'S REPORT**
8. **CORRESPONDENCE**
9. **BOARDS AND COMMISSIONS**
10. **UNFINISHED BUSINESS**
A) 21-57a Consider/Possibly Act on Proposed Amendments to Ordinance #18- "Anti blight Ordinance"
B) 21-58a Consider/Possibly Act on Proposed Amendments to Ordinance #195 "Noise Regulation"
11. **NEW BUSINESS**
A) 21-65 Refunds as Recommended by Collector of Revenues (Town Manager Kelly)
B) 21-66 Proposed Line-Item Transfers (Town Manager Kelly)
C) 21-67 Proposed Line-Item Transfers (Town Manager Kelly)
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
TOWN CLERK'S OFFICE

SEP 17 2021

SHEILA S. SEDLACK
TOWN OF WINCHESTER, CT

Winchester 250th Anniversary 1771-2021

Town of Winchester
Board of Selectmen
Regular Meeting
September 7, 2021

Item 1. Call to Order.

The meeting was called to order by Mayor Perez at 7:00p.m.

Attendance: Sel. Arcelaschi, Sel. Bird, Sel. Bouchard, Sel. Bourque, Sel. Groppo, Sel. Perez, Sel. Sedlack. Town Manager, Josh Kelly and Finance Director, Bruce Stratford.

Item 2. Pledge of Allegiance.

The Pledge of Allegiance was recited by all.

Item 3. Agenda Review. NONE

Item 4. Approval of Minutes.

A). Minutes of the Regular Meeting on August 16, 2021.

Motion by Sel. Bouchard, seconded by Sel. Arcelaschi

To approve the minutes of the August 16th regular meeting.

YES (6)

ABSTAINED (1) Sel. Bird

Item 5. Citizens, Comments.

William Lamoin

Item 6. Town Manager's Report.

The Town Manager presented to the board all meetings held between August 16, through September 3rd. along with Long Term meetings.

Item 7. Correspondence. NONE

Item 8. Boards and Commissions.

Sel. Sedlack placed into consideration Joseph Ulevicus (R) as a permanent member of the Conservation Commission term to end 5/2025.

Item 9. UNFINISHED BUSINESS.

A). 21-57a Consider/Possible Act on Proposed Amendments to Ordinance #180 "Anti-Blight Ordinance"

"Tabled until the next regularly scheduled meeting on September 20th 2021"

B). 21-58b Consider/Possible Act on Proposed Amendments to Ordinance Sec.195 "Noise Regulation"

"Tabled until the next regularly scheduled meeting on September 20th. 2021"

C). 21-59c. Consider/Possible Act on Proposed letter of support for Winchester Land Trust (WLT)

Motion by Sel. Bourque, seconded by Sel. Bird.

I move that the Board of Selectmen grant approval for the letter of support to be given to the Winchester Land Trust for the purchase of 60 acres of land located on the Old Waterbury Turnpike and Rugg Brook Road known as Rosgen Property.

UNANIMOUS

Item 10. NEW BUSINESS

A). 21-60 Referral of Easement Release at former subdivision site on Platt Hill Road

Motion by Sel. Sedlack, seconded by Sel. Groppo.

I move that the Board of Selectmen approve the scheduling of a Special Town Meeting, to be held in conjunction with the regular Board of Selectmen meeting on Monday, October 18, 2021, to authorize the release of the Declaration and Grant of Conservation Easement held by the Town of Winchester on file in Volume 366, Page 1124 of the Winchester Land Records and the release of the Drainage Easement held by the Town of Winchester on file in Volume 366, Page 1144 of the Winchester Land Records, and convey such interests back to Platt Hill Land, LLC.

UNANIMOUS

B). 21-61 Release of Surety Bond at former subdivision on Platt Hill Road.

Motion by Sel. Groppo, seconded by Sel. Bourque

I move that the Board of Selectmen approve the request of Platt Hill Land LLC to release the Surety Bond Agreement on file in Volume 366, Page 1157, of the Winchester Land Records, and authorize Zoning Agent Pam Colombie to implement said release and note such Release in the Winchester Land Records.

UNANIMOUS

C). 21-62 Proposed Line-Item Transfers (Town Manager Kelly)

Motion by Sel. Bouchard, Seconded by Sel. Bird

I move that the Board of Selectmen approve the line-item transfers from the Assessor Department of \$750 Training & Education (115-811-0000) to the Assessor Department \$750 for Membership, Dues & Subscriptions (115-814-0000).

UNANIMOUS

D). 21-63 Refunds as Recommended by Collector of Revenues (Town Manager Kelly)
Motion by Sel. Bird, seconded by Sel. Arcelaschi

I move that the Board of Selectmen authorize the refunds recommended by the Collector of Revenue, Halaree Monnerat, in the amount of \$5,385.60.

UNANIMOUS

E). 21-64 Authorization to Sign for Acceptance of Grant money (Town Manager Kelly).
Motion by Sel. Sedlack, seconded by Sel. Bouchard.

I move that the Board of Selectmen adopt Resolution No. 21-18, supporting the authorization for the Town Manager to sign documents for the Affordable Housing Plan Technical Grant money awarded to the Town of Winchester.

UNANIMOUS

RESOLVED, that Board of Selectmen does hereby endorse and authorize the Town Manager to sign documents on behalf of the Town of Winchester in order to accept the grant money totaling \$14,900 from the State of Connecticut Department of Housing for the development of an affordable housing plan.

Item 11. Citizens' Comments William Lamoin and John Wirada

Item 12. Selectmen's Comments

Sel. Arcelaschi reminded us all of September 11th next Saturday and talked about his desire to write grants for the Danbury Quarter Cemetery in seeking history designation along with another reminder of our 250 anniversary of the Town of Winchester Celebration.

Item 13. Adjournment

Motion by Sel. Sedlack, seconded by Sel. Arcelaschi

To adjourn the meeting at 8:20p.m.

UNANIMOUS

ATTEST:

Sheila S. Sedlack CCTC CMC



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 – Sept 20, 2021
DATE: September 20, 2021

Below you will read a summary of Town Hall events and activities from the past two weeks:

- **ARPA Advisory Group:** This group met on Thursday, September 16, 2021 in the afternoon to discuss proposals that have been brought forward for funding. While some proposed adjustments were made, and while more information needs to be provided regarding a couple of proposals, the general consensus by this group is that we have landed on a very positive and proactive list of projects for funding. A proposal for Phase 1 funding will be brought forward to the Board of Selectmen for consideration soon.
- **Case Avenue:** The public information session on the Case Avenue Bridge Repair was held this past Thursday. Individuals could attend in-person, watch on TV, or watch online. There were few questions. This project is part of the federal bridge program, with the federal government paying for 80% of the cost of the repair.
- **Economic Development:** This week I had the opportunity to meet with administrators from DRT Aerospace here in Winchester, as I continue my work to get to know the business community around town. This visit is one of several such visits that have been made to our local manufacturing companies, and those visits will continue until we have met with all manufacturers. The next area of focus for the Economic Development Commission meetings will be restaurants, which will kick off next week with a roundtable discussion between me, restaurant owners, and the EDC.
- **Housing Plan:** Now that the Town has received \$14,900 from the State to develop a Housing Plan, we will be executing a contract with the area Council of Governments to help us develop the plan. A small committee will be convened to help move that plan forward.
- **Infrastructure:** The Long-Range Planning Committee met last week to discuss roadways and other related infrastructure matters. The next meeting of that group will be in October.
- **Town Newsletter:** The fall newsletter has gone to print and should be delivered to households around town by early next week.

Winchester 250th Anniversary 1771-2021

- **Willow Street:** I completed a site walk near 35 Willow Street with the new owner, Joe Miller, and a representative from the Connecticut Department of Transportation to discuss possible physical improvements to be made to the property.
- **Other:** In addition to the items listed above, I also had two scheduled meetings with members of the public regarding property issues, several impromptu meetings with members of the public, and a meeting with an additional business owner. The Town staff's Leadership Team met, I attended an NHCOC regular meeting and a Northwestern Connecticut Economic Development Committee Executive Committee meeting, and I attended a CCM Legislative Committee Meeting.

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

- Monday, September 20: Board of Selectmen Meeting
- Monday, October 4: Board of Selectmen Meeting
- Saturday, October 9: Household Hazardous Waste Collection Day
- Saturday, November 13: Winchester 250 Opening Ceremony & *Winchester/Winsted: A Town of Resilience* Performance

Respectfully submitted,



Joshua Steele Kelly
Town Manager

CC: Terry Hall, Administrative Assistant

Winchester 250th Anniversary 1771-2021

FUND	DEPT/OBJ/PROG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE REVENUE	YEAR TO DATE REVENUE	YTD PERCENT	TO BE COLLECTED
0999	0999-700-0000-0000	REVENUES - TOWN GENERAL FUND					
	0999-700-0000-0000	PROPERTY TAXES - CURRENT	24,140,000.00	1,688,084.78	13,534,693.70	56.07	10,605,306.30
	0999-700-0001-0000	PROPERTY TAXES - PAST DUE	300,000.00	6,905.90	36,839.65	12.28	263,160.35
	0999-700-0011-0000	BOS SUPPLEMENTAL TAX 1/1/14			54.66		54.66-
	700 TAXES		24,440,000.00	1,694,990.68	13,571,588.01	55.53	10,868,411.99
	0999-701-0000-0000	INTEREST AND LIEN FEES	150,000.00	24,307.92	46,819.26	31.21	103,180.74
	0999-701-0001-0000	SUSPENSE INTEREST		2,007.40	2,634.90		2,634.90-
	701 REVENUES		150,000.00	26,315.32	49,454.16	32.97	100,545.84
	0999-710-0010-0000	TOWN AID - IMPROVED ROADS	299,812.00				150,134.43
	0999-710-0012-0000	PILOT - COLLEGES & HOSPITALS	65,642.00	49,474.00			65,642.00
	0999-710-0013-0000	PEQUOT-MOHEGAN GRANT	49,474.00				49,474.00
	0999-710-0015-0000	STATE PROPERTY	144,006.00				144,006.00
	0999-710-0024-0000	TELECOMMUNICATIONS PROPERTY TAX	26,000.00	149,677.57	149,677.57	49.92	26,000.00
	0999-710-0125-0000	JUDICIAL PAYMENT 51-56A	1,000.00		686.25	68.63	313.75
	0999-710-0179-0000	STATE OF CT EMERGENCY PLANNING	5,000.00				5,000.00
	0999-710-0198-0000	MUNICIPAL STABILIZATION GRANT	105,432.00				105,432.00
	0999-710-0199-0000	GRANTS FOR MUNICIPAL PROJECTS	306,204.00				306,204.00
	0999-710-0210-0001	TASK FORCE INCENTIVE	10,000.00	412.55	1,237.65	12.38	8,762.35
	710 STATE OF CONNECTICUT		1,012,570.00	150,090.12	151,601.47	14.97	860,968.53
	0999-720-0007-0000	EDUCATION EQUALIZATION (ECS)	7,823,991.00				7,823,991.00
	0999-740-0000-0000	ROAD OPENING PERMIT FEE	1,000.00	100.00	400.00	40.00	600.00
	0999-741-0000-0000	DRIVEWAY PERMIT FEE		5,025.00	5,100.00		5,100.00-
	0999-742-0000-0000	POLICE PERMITS	5,000.00				1,059.40
	0999-742-0004-0000	POLICE - FEDERAL ASSET FORFEITURE	10,000.00		3,940.60	78.81	10,000.00
	742 REVENUES		15,000.00	100.00	3,940.60	26.27	11,059.40
	0999-745-0000-0000	PARKING FINES	4,000.00	100.00	100.00	2.50	3,900.00
	0999-746-0000-0000	BUILDING PERMITS	110,000.00	12,080.00	50,990.00	46.35	59,010.00
	0999-746-0001-0000	HOUSING INSPECTION FEES-RENTALS	2,000.00		350.00	17.50	1,650.00
	0999-746-0002-0000	PLANNING AND ZONING FEES	4,000.00	500.00	1,800.00	45.00	2,200.00
	0999-746-0003-0000	ZONING BOARD OF APPEALS FEES	3,000.00	820.00	1,230.00	41.00	1,770.00
	0999-746-0004-0000	INLAND WETLANDS APPLICATION FEES	3,000.00	700.00	1,660.00	55.33	1,340.00
	0999-746-0007-0000	PLANNING OFFICE REVENUE	2,000.00	235.00	865.00	43.25	1,135.00
	0999-746-0009-0000	BUILDING DEPARTMENT COPIES			30.00		30.00-
	746 BUILDING DEPARTMENT FEES		124,000.00	14,335.00	56,925.00	45.91	67,075.00
	0999-747-0000-0000	CIRMA DISTRIBUTION	15,000.00	36,494.00	36,494.00	143.29	21,494.00-
	0999-748-0000-0000	INCOME ON INVESTMENTS	12,000.00	1,480.09	2,918.50	24.32	9,081.50
	0999-749-0000-0000	CEMETERIES	15,000.00		850.00	5.67	14,150.00
	0999-750-0000-0000	GRAVE OPENINGS	20,000.00	3,625.00	5,550.00	27.75	14,450.00
	0999-751-0000-0000	TOWN CLERK REVENUE	200,000.00	37,425.63	80,675.75	40.34	119,324.25
	0999-753-0000-0000	MISCELLANEOUS REVENUE - TOWN	25,002.00	1,072.16	2,639.16	10.56	22,362.84
	0999-753-0011-0000	LAND LEASE REVENUE	2,343.00				2,343.00
	0999-753-0034-0000	BURNING PERMITS-FIRE DEPARTMENT	200.00				200.00
	753 MISCELLANEOUS REVENUE		27,545.00	1,072.16	2,639.16	9.58	24,905.84
	0999-754-0000-0000	SALE OF LAND AND EQUIPMENT	100,000.00				100,000.00
	0999-755-0000-0000	RECREATION REVENUE	20,000.00				20,000.00
	0999-755-0250-0000	WINCHESTER 250 REVENUE	5,000.00				5,000.00
	755 RECREATION ACCOUNTS		25,000.00				25,000.00
	0999-758-0000-0000	FIRE MARSHAL REVENUE	1,000.00				1,000.00
	0999-764-0000-0000	ANIMAL CONTROL REVENUE		65.00	125.00		125.00-
	0999-768-0000-0000	AMBULANCE REVENUE	55,000.00	747.16	16,451.40	29.91	38,548.60
	0999-783-0000-0000	WINCHESTER HOUSING IN LIEU OF TAX	39,000.00				39,000.00

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 8/31/2021

FUND	DEPT/OBJ/PROG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0110	001 000	GENERAL FUND							
0110	190-0000-0000	BOARD OF SELECTMEN							
0110	190-0000-0000	ADMINISTRATIVE SALARIES	7,500.00	541.65	1,166.63	15.56		6,333.37	6,333.37
0110	193-0000-0000	SECRETARIAL/SUPPORT STAFF	5,000.00		7,696.00			5,000.00	5,000.00
0110	814-0000-0000	C. C. M. MEMBERSHIP	7,696.00						
0110	814-0001-0000	NW HILLS COUNCIL OF GOVT	8,483.00		8,483.20	100.00			
0110	814-0002-0000	NORTHWEST CT CHAMBER	225.00						
0110	835-0000-0000	814 MEMBERSHIP DUES & SUBSCRIPTIONS	16,404.00		16,179.20	98.63			
0110	835-0000-0000	CONTINGENCY	20,000.00						
0110	841-0001-0000	WINCHESTER 250 COMMITTEE	15,795.00		509.00	3.22	5,110.00		
0110	898-0000-0000	SOFTWARE AGREEMENT/SUPPORT	1,500.00						
0110	900-0001-0000	FRINGE BENEFITS - FICA	956.00	41.46	89.30	9.34		866.70	866.70
0110	900-0001-0000	BOARD OF SELECTMEN	67,155.00	1,092.11	17,944.13	26.72	5,110.00	44,100.87	49,210.87
0111		TOWN MANAGER							
0111	190-0000-0000	ADMINISTRATIVE SALARIES	120,000.00	9,230.78	17,011.01	14.18		102,988.99	102,988.99
0111	193-0000-0000	SECRETARIAL/SUPPORT STAFF	58,691.00	4,846.16	8,930.78	15.22		49,760.22	49,760.22
0111	806-0000-0000	ANNUAL REPORT AND BUDGET	500.00					500.00	500.00
0111	806-0000-0000	OFFICE SUPPLIES	500.00	48.33	77.31	15.46		422.69	422.69
0111	814-0000-0000	MEMBERSHIP, DUES & SUBSCRIPTIONS	1,100.00		225.00	20.45		875.00	875.00
0111	900-0001-0000	FRINGE BENEFITS - FICA	13,670.00	1,073.42	2,223.34	16.26		11,446.66	11,446.66
0111	900-0002-0000	FRINGE BENEFITS-MEDICAL BENEFITS	25,339.00	179.66	1,134.06	4.48		24,204.94	24,204.94
0111	900-0002-0000	FRINGE BENEFITS	39,009.00	1,253.08	3,357.40	8.61		35,651.60	35,651.60
0111		TOWN MANAGER	219,800.00	15,378.35	29,601.50	13.47		190,198.50	190,198.50
0112		PROBATE COURT							
0112	804-0000-0000	TRANSFER TO DISTRICT FOR EXPENSES	6,860.00					6,860.00	6,860.00
0113		REGISTRARS							
0113	190-0000-0000	ADMINISTRATIVE SALARIES	24,486.00	1,705.89	2,887.29	11.79		21,598.71	21,598.71
0113	806-0000-0000	OFFICE SUPPLIES	600.00	91.16	91.16	15.19		508.84	508.84
0113	809-0000-0000	MAINTENANCE OF OFFICE EQUIPMENT	675.00		675.00				
0113	811-0000-0000	TRAINING & EDUCATION	4,853.00	93.02	93.02	1.92		4,759.98	4,759.98
0113	819-0000-0000	VEHICLE ALLOWANCE	300.00					300.00	300.00
0113	837-0000-0000	ELECTIONS & REFERENDUMS	30,000.00	206.70	366.70	1.22		29,633.30	29,633.30
0113	838-0000-0000	VOTER CANVASSERS	6,119.00	344.93	559.70	9.15		5,559.30	5,559.30
0113	839-0000-0000	COVID19 ELECTION COSTS	2,000.00					2,000.00	2,000.00
0113	900-0001-0000	FRINGE BENEFITS - FICA	2,485.00	179.81	360.41	14.50		2,124.59	2,124.59
0113		REGISTRARS	71,518.00	2,621.51	5,033.28	7.04		66,484.72	66,484.72
0114		ACCOUNTING							
0114	190-0000-0000	ADMINISTRATIVE SALARIES	116,733.00	8,803.38	16,223.37	13.90		100,509.63	100,509.63
0114	191-0000-0000	ADMINISTRATIVE ASSISTANTS	118,327.00	8,879.32	16,363.32	13.83		101,963.68	101,963.68
0114	192-0000-0000	LABOR, SKILLED & PROFESSIONAL	75,000.00	2,057.69	2,057.69	2.74		72,942.31	72,942.31
0114	193-0001-0000	INTERM & TEMP HELP	5,000.00					5,000.00	5,000.00
0114	384-0000-0000	AUDIT FEE	30,550.00	7,000.00	7,000.00	22.91		23,550.00	23,550.00
0114	806-0000-0000	OFFICE SUPPLIES	2,000.00	642.12	650.46	32.52		1,349.54	1,349.54
0114	806-0001-0000	PURCHASE/MAINT. OFFICE EQUIPMENT	2,500.00					2,500.00	2,500.00
0114	806-0001-0000	806 OFFICE SUPPLIES	4,500.00	642.12	650.46	14.45		3,849.54	3,849.54
0114	809-0000-0000	MAINTENANCE OFFICE EQUIPMENT	1,000.00					1,000.00	1,000.00
0114	811-0000-0000	TRAINING & EDUCATION	2,100.00	100.00	100.00	4.76		2,000.00	2,000.00
0114	814-0000-0000	MEMBERSHIP, DUES & SUBSCRIPTIONS	500.00					500.00	500.00
0114	814-0001-0000	TRANSPORT FEES	2,400.00	190.43	362.04	15.09		2,037.96	2,037.96
0114	814-0001-0000	814 MEMBERSHIP DUES & SUBSCRIPTIONS	2,900.00	190.43	362.04	12.48		2,537.96	2,537.96

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 8/31/2021

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0118	001 000	TREASURER							
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	281.54	563.08	16.34		2,882.92	2,882.92
0118		TREASURER	48,937.00	3,961.79	7,923.58	16.19		41,013.42	41,013.42
0119		LEGAL FEES							
0119-815-0000-0000		LEGAL ADS & NOTICES	20,000.00	1,522.03	1,522.03	7.61		18,477.97	18,477.97
0119-845-0000-0000		LEGAL FEES - TOWN ATTORNEY	60,000.00	6,602.50	6,602.50	11.00		53,397.50	53,397.50
0119-845-0001-0000		LEGAL FEES - OUTSIDE LEGAL COUNSEL	10,000.00	500.00	500.00	5.00		9,500.00	9,500.00
0119-845-0002-0000		LEGAL FEES - LABOR COUNSEL	30,000.00					30,000.00	30,000.00
0119-845-0003-0000		LEGAL FEES - ENVIRONMENTAL COUNSEL	5,000.00					5,000.00	5,000.00
845		LEGAL FEES	105,000.00	6,602.50	7,102.50	6.76		97,897.50	97,897.50
0119		LEGAL FEES	125,000.00	8,124.53	8,624.53	6.90		116,375.47	116,375.47
0120		TOWN CLERK							
0120-190-0000-0000		TOWN CLERK	63,579.00	4,528.40	8,526.34	13.41		55,052.66	55,052.66
0120-191-0000-0000		ASSISTANT TOWN CLERK	58,869.00		887.93	1.51		57,981.07	57,981.07
0120-192-0000-0000		CLERK, PART TIME * FLOATER	10,000.00	3,268.28	4,810.70	48.11		5,189.30	5,189.30
0120-806-0000-0000		OFFICE SUPPLIES	2,895.00	18.19	24.44	.84	122.12	2,748.44	2,870.56
0120-806-0005-0000		COPIER PAPER	598.00					598.00	598.00
806		OFFICE SUPPLIES	3,493.00	18.19	24.44	.70	122.12	3,346.44	3,468.56
0120-808-0000-0000		POSTAGE		513.96	513.96			513.96	513.96
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	285.00	285.00	13.13		1,885.00	1,885.00
0120-814-0000-0000		MEMBERSHIPS/DUES/SUBSCRIPTIONS	450.00		120.00	26.67		330.00	330.00
0120-819-0000-0000		VEHICLE ALLOWANCE	799.00					799.00	799.00
0120-825-0000-0000		SUPPLIES & MATERIALS	593.00					593.00	593.00
0120-828-0002-0000		INDEXING SYSTEM	25,304.00	422.24	422.24	1.67	24,849.76	32.00	24,881.76
0120-837-0000-0000		ELECTIONS PRINTING	1,350.00					1,350.00	1,350.00
0120-839-0000-0000		VITAL STATISTICS	655.00	41.98	41.98	6.41		613.02	613.02
0120-900-0001-0000		FRINGE BENEFITS - FICA	10,132.00	566.97	1,179.78	11.64		8,952.22	8,952.22
0120-900-0002-0000		FRINGE BENEFITS-MEDICAL BENEFITS	40,563.00	5,318.44	4,926.69	12.15		35,636.31	35,636.31
900		FRINGE BENEFITS	50,695.00	5,885.41	6,106.47	12.05		44,588.53	44,588.53
0120		TOWN CLERK	223,532.00	14,963.46	21,739.06	9.73	24,971.88	176,821.06	201,792.94
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	293.33	483.60	7.78		5,729.40	5,729.40
0122-900-0001-0000		FRINGE BENEFITS - FICA	475.00	22.29	41.56	8.75		433.44	433.44
0122		PLANNING & ZONING COMMISSION	6,688.00	315.62	525.16	7.85		6,162.84	6,162.84
0123		ZONING BOARD OF APPEALS							
0123-193-0000-0000		SECRETARIAL/SUPPORT STAFF	3,000.00	214.06	214.06	7.14		2,785.94	2,785.94
0123-900-0001-0000		FRINGE BENEFITS - FICA	230.00	16.27	36.78	15.99		193.22	193.22
0123		ZONING BOARD OF APPEALS	3,230.00	230.33	250.84	7.77		2,979.16	2,979.16

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 8/31/2021

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
0145			PURCHASING/DATA PROCESSING	67,473.00	5,088.10	9,376.64	13.90		58,096.36	58,096.36
0145-190-0000-0000			ADMINISTRATIVE SALARY	741.00					741.00	741.00
0145-806-0000-0000			OFFICE SUPPLIES	300.00	8.33	16.66	5.55		283.34	283.34
0145-809-0000-0000			MAINTENANCE OF EQUIPMENT	75,240.00	7,075.00	14,150.00	18.81		61,090.00	61,090.00
0145-812-0000-0000			DATA PROCESSING	44,581.00	5,704.44	9,550.38	21.42		35,030.62	35,030.62
0145-812-0001-0000			WEB SITE	4,100.00	325.00	3,509.02	85.59		590.98	590.98
812			DATA PROCESSING	48,681.00	6,029.44	13,059.40	26.83		35,621.60	35,621.60
0145-814-0000-0000			MEMBERSHIP DUES & SUBSCRIPTIONS	100.00					100.00	100.00
0145-816-0000-0000			EVICIONS	200.00					200.00	200.00
0145-898-0000-0000			SOFTWARE AGREEMENT/SUPPORT	48,602.00	1,603.32	31,141.64	64.07		17,460.36	17,460.36
0145-900-0001-0000			FRINGE BENEFITS - FICA	5,218.00	361.14	722.28	13.84		4,495.72	4,495.72
0145-900-0002-0000			FRINGE BENEFITS - MEDICAL BENEFITS	23,797.00	4,464.06	4,096.74	17.22		19,700.26	19,700.26
900			FRINGE BENEFITS	29,015.00	4,825.20	4,819.02	16.61		24,195.98	24,195.98
0145			PURCHASING/DATA PROCESSING	270,352.00	24,629.39	72,563.36	26.84		197,788.64	197,788.64
0148			COMMUNITY PLANNING & DEVELOPMENT							
0148-190-0000-0000			ADMINISTRATIVE SALARY	65,000.00	5,557.76	7,353.59	11.31		57,646.41	57,646.41
0148-191-0000-0000			ADMIN ASSISTANT	58,869.00	4,439.66	8,181.66	13.90		50,687.34	50,687.34
0148-806-0000-0000			OFFICE SUPPLIES	3,000.00	527.38	533.63	17.79	385.26	2,081.11	2,466.37
0148-811-0000-0000			TRAINING AND EDUCATION	1,000.00	20.00	20.00	2.00		980.00	980.00
0148-814-0000-0000			MEMBERSHIP, DUES & SUBSCRIPTIONS	825.00					825.00	825.00
0148-819-0000-0000			VEHICLE ALLOWANCE	250.00					250.00	250.00
0148-830-0000-0000			OUTSIDE SERVICES	3,000.00					3,000.00	3,000.00
0148-898-0000-0000			SOFTWARE	7,600.00					7,600.00	7,600.00
0148-900-0001-0000			FICA	9,476.00	762.73	1,391.15	14.68		8,084.85	8,084.85
0148-900-0002-0000			MEDICAL BENEFITS	31,928.00	225.60	667.22	2.09		31,260.78	31,260.78
900			FRINGE BENEFITS	41,404.00	988.33	2,058.37	4.97		39,345.63	39,345.63
0148			COMMUNITY PLANNING & DEVELOPMENT	180,948.00	11,533.13	20,347.25	11.24	385.26	160,215.49	160,600.75
0150			CIVIL SERVICE COMMISSION							
0150-193-0000-0000			CLERICAL SERVICE/SUPPORT STAFF	1,500.00		50.00	3.33		1,450.00	1,450.00
0150-806-0000-0000			STATIONARY AND POSTAL SERVICES	600.00					600.00	600.00
0150-810-0000-0000			DUPLICATION SERVICE	250.00					250.00	250.00
0150-832-0000-0000			CHIEF EXAMINER/OUTSOURCE SERVICES	17,000.00					17,000.00	17,000.00
0150-900-0001-0000			FRINGE BENEFITS - FICA	1,415.00		8.62	.61		1,406.38	1,406.38
0150			CIVIL SERVICE COMMISSION	20,765.00		58.62	.28		20,706.38	20,706.38
0152			FRIENDS OF MAIN STREET							
0152-805-0000-0000			TRANSFER TO OUTSIDE AGENCY	9,000.00		4,500.00	50.00		4,500.00	4,500.00
0210			POLICE							
0210-190-0000-0000			ADMINISTRATIVE SALARIES	97,600.00	7,702.96	14,250.48	14.60		83,349.52	83,349.52
0210-192-0000-0000			LABOR, SKILLED & PROFESSIONAL	1,457,142.00	117,409.52	185,627.09	12.74		1,271,514.91	1,271,514.91
0210-192-0009-0000			SHIFT PREMIUM - OFFICERS	31,000.00	2,174.90	3,855.47	12.44		27,144.53	27,144.53
0210-192-0014-0000			TRAINING ACTIVITIES	28,000.00					28,000.00	28,000.00
192			LABOR SKILLED & PROFESSIONAL	1,516,142.00	119,584.42	189,482.56	12.50		1,326,659.44	1,326,659.44
0210-193-0000-0000			SECRETARIAL/SUPPORT STAFF	59,458.00	4,439.66	8,181.66	13.76		51,276.34	51,276.34
0210-193-0002-0000			EVIDENCE- PROP CLERK-COURT LIAISON	26,214.00	2,122.60	3,716.63	14.18		22,497.37	22,497.37
193			SECRETARIAL	85,672.00	6,562.26	11,898.29	13.89		73,773.71	73,773.71
0210-197-0000-0000			OVERTIME	200,000.00	23,472.53	36,284.84	18.14		163,715.16	163,715.16
0210-197-0004-0000			OVERTIME-SPECIAL EVENTS-PARADES	5,000.00					5,000.00	5,000.00

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 8/31/2021

FUND	DEPT/OBJ/PROG	GENERAL FUND DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0211	0211-812-0000-0000	FIRE COMPUTER AND SOFTWARE+	12,100.00	4,444.47	4,444.47	36.73		7,655.53	7,655.53
	0211-814-0000-0000	MEMBERSHIP, DUES & SUBSCRIPTIONS	530.00					530.00	530.00
	0211-820-0000-0000	VEHICLE: GAS, OIL & GREASE	3,475.00	517.89	816.71	23.50		2,658.29	2,658.29
	0211-822-0000-0000	ELECTRICITY	11,000.00	1,114.68	1,114.68	10.13	9,885.32	7,550.00	9,885.32
	0211-823-0000-0000	HEATING FUEL	17,050.00	260.55	260.55	1.53	9,239.45	2,701.63	16,789.45
	0211-824-0000-0000	WATER AND SEWER RENT	3,500.00	798.37	798.37	22.81		1,975.00	2,701.63
	0211-825-0000-0000	SUPPLIES AND MATERIALS	2,125.00	75.00	150.00	7.06		1,975.00	1,975.00
	0211-825-0002-0000	FIREFIGHTING EQUIPMENT	29,341.00	912.00	912.00	3.11	3,825.00	24,604.00	28,429.00
	825 SUPPLIES & MATERIALS		31,466.00	987.00	1,062.00	3.38	3,825.00	26,579.00	30,404.00
	0211-826-0000-0000	MAINTENANCE OF EQUIPMENT	49,775.00	1,402.74	1,402.74	2.82	5,205.00	43,167.26	48,372.26
	0211-827-0000-0000	MAINTENANCE OF STRUCTURES	11,600.00	73.02	73.02	.63	250.00	11,276.98	11,526.98
	0211-829-0000-0000	MAINTENANCE OF UNIFORMS	6,440.00	1,595.49	2,684.98	41.69	1,315.00	3,180.00	3,180.00
	0211-831-0000-0000	CONTRACTED SERVICES	1,920.00					2,440.02	3,755.02
	0211-832-0000-0000	CONTRACTED LABOR	2,800.00	1,961.32	1,961.32	70.05		1,920.00	1,920.00
	0211-846-0000-0000	TIRES	100.00					838.68	838.68
	0211-849-0000-0000	MAINTENANCE OF FIRE ALARMS	10,590.00	684.38	1,381.29	13.04	9,208.71	100.00	100.00
	0211-900-0001-0000	FRINGE BENEFITS - FICA	48,497.00	7,349.72	7,609.60	15.69	40,887.40	28,000.00	40,887.40
	0211-900-0002-0000	FRINGE BENEFITS-MEDICAL BENEFITS	28,000.00					28,000.00	28,000.00
	0211-900-0006-0000	PAY PER CALL	87,087.00	8,034.10	8,990.89	10.32	78,096.11	351,835.36	384,805.13
0211	900 FRINGE BENEFITS		428,556.00	31,869.42	43,750.87	10.21	32,969.77		
	0211	FIRE							
0213	BUILDING DEPARTMENT DIRECTOR								
	0213-190-0001-0000	BUILDING OFFICIAL	74,960.00	5,653.06	10,417.78	13.90		64,542.22	64,542.22
	0213-190-0005-0000	FIRE MARSHAL-FULL TIME POSITION	69,226.00	5,220.72	9,621.04	13.90		59,604.96	59,604.96
	190 ADMINISTRATIVE SALARY		144,186.00	10,873.78	20,038.82	13.90	124,147.18	124,147.18	124,147.18
	0213-193-0000-0000	SECRETARIAL/SUPPORT STAFF	40,800.00	2,885.77	5,307.76	13.01	35,492.24	35,492.24	35,492.24
	0213-197-0000-0000	OVERTIME	6,000.00	232.18	232.18	3.87		5,767.82	5,767.82
	0213-806-0000-0000	OFFICE SUPPLIES	2,000.00					2,000.00	2,000.00
	0213-809-0000-0000	MAINTENANCE OF OFFICE EQUIPMENT	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
	0213-814-0000-0000	MEMBERSHIP, DUES & SUBSCRIPTIONS	1,000.00					1,000.00	1,000.00
	0213-818-0000-0000	CLOTHING ALLOWANCE	550.00					550.00	550.00
	0213-819-0000-0000	VEHICLE ALLOWANCE	300.00					300.00	300.00
	0213-820-0000-0000	VEHICLE: GAS, OIL & GREASE	1,200.00	16.00	47.76	3.98		1,152.24	1,152.24
	0213-821-0000-0000	MAINTENANCE OF VEHICLES	1,500.00					1,500.00	1,500.00
	0213-825-0000-0000	SUPPLIES AND MATERIALS	5,000.00	203.44	203.44	4.07		4,796.56	4,796.56
	0213-830-0001-0000	DEMOLITION OF BUILDINGS	5,000.00					5,000.00	5,000.00
	0213-830-0002-0000	RELOCATION COSTS	4,000.00					4,000.00	4,000.00
	830 CONTRACTED EQUIPMENT		9,000.00					9,000.00	9,000.00
	0213-900-0001-0000	FRINGE BENEFITS - FICA	14,610.00	1,008.92	2,118.21	14.50	12,491.79	12,491.79	12,491.79
	0213-900-0002-0000	FRINGE BENEFITS-MEDICAL BENEFITS	36,191.00	3,946.04	4,060.62	11.22	32,130.38	32,130.38	32,130.38
	900 FRINGE BENEFITS		50,801.00	4,954.96	6,178.83	12.16	44,622.17	44,622.17	44,622.17
0213	BUILDING DEPARTMENT DIRECTOR		265,337.00	19,166.13	32,008.79	12.06	233,328.21	233,328.21	233,328.21
0214	CIVIL PREPAREDNESS								
	0214-190-0000-0000	ADMINISTRATIVE SALARIES	4,800.00	400.00	800.00	16.67		4,000.00	4,000.00
	0214-807-0000-0000	TELEPHONE	1,100.00	75.98	75.98	6.91	1,024.02		1,024.02
	0214-822-0000-0000	ELECTRICITY	1,400.00	81.86	81.86	5.85	1,318.14		1,318.14
	0214-823-0000-0000	HEATING FUEL							

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 8/31/2021

DEPT/OBJ/PROG	FUND 001 000	GENERAL FUND	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0231			PUBLIC SAFETY DISPATCH							
0311			HIGHWAYS							
0311-190-0000-0000			ADMINISTRATIVE SALARIES	92,742.00	7,134.00	13,197.90	14.23		79,544.10	79,544.10
0311-192-0001-0000			ENGINEER	90,194.00	6,938.00	12,835.30	14.23		77,358.70	77,358.70
0311-193-0000-0000			SECRETARIAL/SUPPORT STAFF	67,961.00	4,756.78	8,752.47	12.88		59,208.53	59,208.53
0311-194-0000-0000			GENERAL LABOR	762,935.00	61,709.79	95,025.83	12.46		667,909.17	667,909.17
0311-194-0001-0000			M&S SNOW REMOVAL	8,761.00					8,761.00	8,761.00
194			GENERAL LABOR	771,696.00	61,709.79	95,025.83	12.31		676,670.17	676,670.17
0311-197-0000-0000			OVERTIME	77,500.00	3,523.18	4,336.20	5.60		73,163.80	73,163.80
0311-806-0000-0000			OFFICE SUPPLIES	2,582.00	41.48	161.45	6.25	43.26	2,377.29	2,420.55
0311-807-0000-0000			TELEPHONE	10,625.00	1,207.66	1,285.58	12.10		9,339.42	9,339.42
0311-808-0000-0000			POSTAGE	540.00					540.00	540.00
0311-811-0000-0000			TRAINING AND EDUCATION	6,125.00	335.00	335.00	5.47	500.00	5,290.00	5,290.00
0311-812-0000-0000			COMPUTER & SOFTWARE	3,000.00				1,810.00	1,190.00	3,000.00
0311-814-0000-0000			MEMBERSHIP, DUES & SUBSCRIPTIONS	20,275.00	622.83	622.83	3.07		19,652.17	19,652.17
0311-820-0000-0000			VEHICLE:GAS,OIL & GREASE	62,840.00	1,377.55	7,531.49	11.99		70,371.49	70,371.49
0311-822-0000-0000			ELECTRICITY	11,506.00	805.29	805.29	7.00	10,700.71	10,700.71	10,700.71
0311-823-0000-0000			HEATING FUEL	21,045.00					21,045.00	21,045.00
0311-825-0000-0000			SUPPLIES AND MATERIALS	20,170.00	1,877.74	2,028.46	10.06	10,088.00	8,053.54	18,141.54
0311-826-0000-0000			MAINTENANCE OF EQUIPMENT	65,000.00	3,722.78	4,363.94	6.71	8,241.92	52,394.14	60,636.06
0311-826-0001-0000			FLEET REPAIRS	35,000.00	2,465.95	2,465.95	7.05	10,406.00	22,128.05	32,534.05
826			MAINTENANCE OF EQUIPMENT	100,000.00	6,188.73	6,829.89	6.83	18,647.92	74,522.19	93,170.11
0311-827-0000-0000			MAINTENANCE OF STRUCTURES	11,450.00	39.93	39.93	.35	1,400.00	10,010.07	11,410.07
0311-829-0000-0000			UNIFORMS & SAFETY CLOTHING	10,616.00	192.41	192.41	1.81	117.76	10,305.83	10,423.59
0311-830-0000-0000			CONTRACTED EQUIPMENT	25,685.00	79.41	79.41	.31	10,252.00	15,353.59	25,605.59
0311-831-0000-0000			CONTRACTED SERVICES	102,690.00	2,841.53	5,086.16	4.95	1,345.00	96,258.84	97,603.84
0311-832-0000-0000			CONTRACT LABOR	1,600.00					1,600.00	1,600.00
0311-844-0000-0000			MAIN STREET MAINTENANCE	25,000.00				300.00	24,700.00	25,000.00
0311-846-0000-0000			TIRES	16,520.00	632.24	632.24	3.83	1,917.60	13,970.16	15,887.76
0311-851-0000-0000			ENGINEERING SERVICES	32,000.00				250.00	31,750.00	32,000.00
0311-853-0000-0000			STREET & TRAFFIC SIGNS	10,000.00	960.00	960.00	9.60	3,285.00	5,755.00	9,040.00
0311-859-0000-0000			SALT	205,000.00				141,410.00	63,590.00	205,000.00
0311-860-0000-0000			SAND FOR ICE CONTROL	22,000.00					22,000.00	22,000.00
0311-862-0000-0000			BITUMINOUS CONCRETE	11,500.00	4,294.08	4,838.08	42.07	5,332.32	1,329.60	6,661.92
0311-865-0000-0000			PIPE & MANHOLES	24,500.00				1,910.00	22,590.00	24,500.00
0311-866-0000-0000			AGGREGATE MATERIALS	84,158.00	5,923.01	11,371.20	13.51	72,786.80	72,786.80	72,786.80
0311-900-0001-0000			FRINGE BENEFITS - FICA	315,867.00	48,432.93	62,649.61	19.83	253,217.39	253,217.39	253,217.39
0311-900-0002-0000			FRINGE BENEFITS-MEDICAL BENEFITS	400,025.00	54,355.94	74,020.81	18.50	326,004.19	326,004.19	326,004.19
900			FRINGE BENEFITS	2,257,387.00	157,079.06	224,533.75	9.95	209,309.57	1,823,543.68	2,032,853.25
0311			HIGHWAYS							
0313			CEMETERIES							
0313-194-0000-0000			GENERAL LABOR	29,505.00	1,368.14	1,368.14	4.64		28,136.86	28,136.86
0313-197-0000-0000			OVERTIME	3,820.00	140.03	380.97	9.97		3,439.03	3,439.03
0313-822-0000-0000			ELECTRICITY	600.00	47.44	47.44	7.91	552.56		552.56
0313-823-0000-0000			HEATING FUEL	1,725.00					1,725.00	1,725.00
0313-825-0000-0000			SUPPLIES AND MATERIALS	6,816.00	492.36	492.36	7.22		6,323.64	6,323.64
0313-826-0000-0000			MAINTENANCE OF EQUIPMENT	2,900.00	295.82	295.82	10.20		2,604.18	2,604.18
0313-827-0000-0000			MAINTENANCE OF STRUCTURES	49,450.00	8,100.00	8,100.00	16.38	4,444.50	36,905.50	41,350.00
0313-831-0000-0000			CONTRACTED SERVICES	2,250.00					2,250.00	2,250.00

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 8/31/2021

FUND	DEPT/OBJ/PROG	GENERAL FUND DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0811	596	PUBLIC CELEBRATIONS	5,000.00					5,000.00	5,000.00
0811	596	GENERAL LABOR	3,000.00					3,000.00	3,000.00
0811	596	HOLIDAY DISPLAYS-INSTALL/REMOVAL	1,500.00					1,500.00	1,500.00
0811	596	REPLACEMENT DISPLAYS	1,500.00					1,500.00	1,500.00
0812	807	RECREATION	38,433.00	2,898.62	4,471.89	11.64		33,961.11	33,961.11
0812	807	ADMINISTRATIVE SALARIES	151,810.00	36,624.75	56,538.26	37.24		95,271.74	95,271.74
0812	807	GENERAL LABOR	2,788.00	378.94	872.82	31.31		1,915.18	1,915.18
0812	807	OVERTIME	380.00				129.26	250.74	380.00
0812	807	OFFICE SUPPLIES	2,382.00	356.75	356.75	14.98		2,025.25	2,025.25
0812	807	TELEPHONE	500.00					500.00	500.00
0812	811	TRAINING AND EDUCATION	105.00	105.00	105.00				
0812	811	MEMBERSHIP, DUES & SUBSCRIPTIONS	500.00	41.39	41.39	8.28		458.61	458.61
0812	811	CLOTHING ALLOWANCE	196.00					196.00	196.00
0812	819	VEHICLE ALLOWANCE	2,635.00	279.44	749.60	28.45		1,885.40	1,885.40
0812	820	VEHICLE:GAS, OIL & GREASE	13,900.00	1,177.25	1,177.25	8.47	12,722.75	4,150.00	12,722.75
0812	822	ELECTRICITY	4,150.00					4,150.00	4,150.00
0812	823	HEATING FUEL	20,900.00	7,102.57	7,102.57	33.98		13,797.43	13,797.43
0812	824	WATER AND SEWER RENT	900.00					900.00	900.00
0812	824	PROPERTY TAXES-WILLOW ST (CL&P)	21,800.00	7,102.57	7,102.57	32.58		14,697.43	14,697.43
0812	824	HEATING FUEL	5,400.00	8.33	145.66	2.70	900.00	4,354.34	5,254.34
0812	825	SUPPLIES AND MATERIALS	9,950.00	4,229.39	4,713.64	47.37	484.64	4,751.72	5,236.36
0812	826	MAINTENANCE OF EQUIPMENT	40,750.00	3,829.19	4,670.76	11.46	12,431.42	23,647.82	36,079.24
0812	827	MAINTENANCE OF GROUNDS	2,800.00		300.00	10.71		2,500.00	2,500.00
0812	841	RECREATION ASSISTED PROGRAMS	3,000.00		300.00			3,000.00	3,000.00
0812	841	RECREATION PROGRAMS	5,800.00		300.00	5.17		5,500.00	5,500.00
0812	841	SPECIAL PROGRAMS	350.00					350.00	350.00
0812	842	BACKGROUND CHECKS	14,767.00	3,052.50	5,495.88	37.22		9,271.12	9,271.12
0812	900	FRINGE BENEFITS - FICA	316,596.00	60,084.12	86,741.47	27.40	26,668.07	203,186.46	229,854.53
0812		RECREATION							
0813	130	SENIOR CITIZENS/FAMILY SERVICES	70,802.00	5,339.58	9,840.08	13.90		60,961.92	60,961.92
0813	130	ADMINISTRATIVE SALARIES	31,200.00	1,725.15	2,742.34	8.79		28,474.66	28,474.66
0813	130	LABOR, SKILLED AND PROFESSIONAL	31,200.00	1,596.53	2,569.66	8.24		28,630.34	28,630.34
0813	130	SECRETARIAL/SUPPORT STAFF	5,000.00	467.20	657.90	13.16		4,342.10	4,342.10
0813	130	OVERTIME	3,900.00					3,900.00	3,900.00
0813	130	HEALTHY AGING PROGRAMS	2,000.00				54.00	1,946.00	2,000.00
0813	130	OFFICE SUPPLIES	600.00					600.00	600.00
0813	130	COPIER	2,600.00				54.00	2,546.00	2,600.00
0813	130	OFFICE SUPPLIES	2,291.00	217.45	561.45	24.51	1,879.82	150.27	1,729.55
0813	130	TELEPHONE	429.00					429.00	429.00
0813	130	POSTAGE	100.00					100.00	100.00
0813	130	TRAINING AND EDUCATION	200.00					200.00	200.00
0813	130	MEMBERSHIP, DUES & SUBSCRIPTIONS	200.00					200.00	200.00
0813	130	VEHICLE ALLOWANCE	4,000.00	100.70	238.04	5.95		3,761.96	3,761.96
0813	130	VEHICLE:GAS, OIL & GREASE	5,000.00		59.99	1.20	40.01	4,900.00	4,940.01
0813	130	MAINTENANCE OF VEHICLES	8,415.00	1,097.48	1,097.48	13.04	7,317.52	7,317.52	7,317.52
0813	130	ELECTRICITY	8,415.00	185.77	185.77	2.21	8,229.23	8,229.23	8,229.23
0813	130	HEATING FUEL	2,750.00	432.05	432.05	15.71		2,317.95	2,317.95
0813	130	WATER AND SEWER RENT							

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 8/31/2021

FUND	DEPT/OBJ/PROG	GENERAL FUND DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0913		DEPT ADMINISTRATION							
0918		RETIREMENT & PENSION CONTRIBUTION							
	0918-203-0000-0000	ANNUITY CONTRIBUTION-TOWN MGR	12,734.00	830.76	1,246.14	9.79		11,487.86	11,487.86
	0918-203-0003-0000	ANNUITY FINANCE DIRECTOR	7,004.00	528.20	792.30	11.31		6,211.70	6,211.70
	0918-203-0004-0000	ANNUITY - POLICE CHIEF	5,856.00	539.20	858.02	14.65		4,997.98	4,997.98
	0918-203-0005-0000	ANNUITY PUBLIC WORKS DIRECTOR	5,565.00	428.04	642.06	11.54		4,922.94	4,922.94
	0918-203-0006-0000	ANNUITY- ASST TOWN ENGINEER	5,359.00	416.28	624.42	11.65		4,734.58	4,734.58
	0918-203-0009-0000	ANNUITY - FIRE CHIEF	4,590.00					4,590.00	4,590.00
	203	Blue shield	41,108.00	2,742.48	4,162.94	10.13		36,945.06	36,945.06
	0918-230-0000-0000	DEFINED BENEFIT PENSION CONTRIB	335,000.00					335,000.00	335,000.00
	0918-230-0004-0000	DEFINED CONTRIBUTION - TOWN MATCH	39,600.00	2,552.59	2,552.59	6.45		37,047.41	37,047.41
	230	RETIREMENT	374,600.00	2,552.59	2,552.59	.68		372,047.41	372,047.41
	0918-900-0001-0000	ANNUITIES - ER FICA	3,144.00	204.72	408.61	13.00		2,735.19	2,735.19
	0918-939-0000-0000	POLICE VERA CONTRIBUTION	20,000.00					20,000.00	20,000.00
0918		RETIREMENT & PENSION CONTRIBUTION	438,852.00	5,499.79	7,124.34	1.62		431,727.66	431,727.66
0919		MUNICIPAL INSURANCE							
	0919-381-0000-0000	MUNICIPAL INSURANCE	225,765.00	58,523.50	183,653.50	81.35		42,111.50	42,111.50
	0919-381-0001-0000	WORKERS COMPENSATION	230,657.00		195,674.04	84.83		34,982.96	34,982.96
381		MUNICIPAL INSURANCE	456,422.00	58,523.50	379,327.54	83.11		77,094.46	77,094.46
0919		MUNICIPAL INSURANCE	456,422.00	58,523.50	379,327.54	83.11		77,094.46	77,094.46
0920		UNEMPLOYMENT COMPENSATION							
	0920-250-0000-0000	UNEMPLOYMENT COMPENSATION EXPENSES	18,000.00		245.00-	1.36-		18,245.00	18,245.00
1000		BOARD OF EDUCATION EXPENDITURES							
	1000-100-1000-0000	BOARD OF EDUCATION EXPENDITURES	20,261,686.00	1,445,061.93	2,446,027.81	12.07		17,815,658.19	17,815,658.19
	TOTAL EXPENDITURES		34,890,658.00	2,992,395.99	5,315,026.38	15.23	574,539.55	29,001,091.47	29,575,631.02



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: September 7, 2021
RE: Monthly Report – August 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 319 calls for service.

13 arrests: 2 DWI (1 of which stemmed from a DUI crash), 2 from a domestic violence case, 2 Violation of Protective Order, 2 stemming from a Motor Vehicle stop (m/v misdemeanor offenses), 1 Interring/Resisting Officer, and 4 from serving arrest warrants.

Case 21-4755 Water Rescue
Case 21-5127 Person Found Dead

There were **52** Medical Emergencies / Ambulance Request / well-being check calls, **6** Emergency committal, and **38** General Inquiries, and **2** Domestic Violence / Intimidation complaints. **8** Intrusion Alarms, **18** Suspicious calls, **18** Disturbance/Loud Noise complaints.

Medical Drop Off Box

Total since Implementation:

- 854.9 lbs. Ave -Weekly 13.8 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	17	4	12	9/3/2021
	148	17	83	

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%
	2530	2601	3%

COVID 19 Monthly	Calls for Service		All Shifts
	2019	2020	
March	716	575	-20%
April	747	673	-10%
May	809	798	-1%
June	932	896	-4%
July	988	962	-3%
August	902	943	5%
September	901	815	-10%
October	895	777	-13%
November	736	739	0%
December	851	658	-23%
	8477	7836	-8%

	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%
	2766	2621	-5%

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

August 2, 2021: Submitted training notice to Kathy Venezia regarding mandatory CJIS Security Awareness recertification training she must complete by 08/31/21.

August 3, 2021:

- Kathy Venezia completed CJIS Security Awareness recertification training online (new certification will expire 8/3/23).
- Ofc. Scott Twombly and Ofc. Anthony Horton attended Glock armorer training at Tactical Arms in Torrington, CT. Both are now newly certified Armorer for department issued Glock duty weapons.

August 4, 2021: Chief William Fitzgerald and Sgt. Mark Blanchette participated in remote training session #3 with onboarding specialist Daniel Jessup regarding the rollout of the Power DMS management software program.

August 8, 2021: One (1) department policy was distributed to the shift supervisors for review with their respective personnel. That policy was 1.1.30 CJI Personal Owned System.

August 9, 2021: Recruit Abdullah Danvranmakel was sized for uniforms at Security Uniform in New Britain.

August 13, 2021:

- A notification was sent to POSTC informing them that we did not have a viable candidate for the second reserved seat in the 373rd recruit training class slated to begin 9/10/21.
- A Glock duty weapon and 600 rounds of practice ammo was delivered to Milford Police Academy for recruit Joy Mikulski for her firearms practical and qualification training.

August 17, 2021:

- Chief William Fitzgerald and Sgt. Mark Blanchette participated in remote training session #4 with onboarding specialist Daniel Jessup regarding the rollout of the Power DMS management software program.
- An Officer Departure form (POSTC 57) was completed notifying POSTC of Ofc. Mike Roy's retirement effective 7/6/21. The form as well as Ofc. Roy's Police Officer POSTC certification card was mailed to POSTC.

August 19, 2021: Probationary Police Officer Abdullah Davranmakel failed the 1.5 mile run portion of the physical assessment for precertification. The assessment occurred at POSTC and was proctored by POSTC staff and associates. Davranmakel will have one last opportunity to pass the assessment on September 9, 2021 at POSTC.

August 23, 2021:

- Notification was received from POSTC that only one seat was available in the Youth Mental Health training scheduled for Sept 1st. I had previously requested two seats, one for Ofc. Tom Smith and the second for Ofc. Jessica Luzefski. Ofc. Smith will be attending this training. Ofc. Luzefski will be scheduled for the next available training on a day yet to be determined.
- Per Milford Police Academy coordinator, an additional 1000 rounds of practice ammo was needed for each recruit from participating agencies. The ammo was delivered to POSTC on 8/24/21.

August 24, 2021: All required POSTC paperwork associated with Abdullah Davranmakel's attendance in the 373rd recruit training session was delivered to POSTC.

August 25-27, 2021: Ofc. John Cummings attended Emergency Medical Responder (EMR) recertification training at Waterbury Police Academy.

ADDITIONAL NOTES: Police Officer Trainee Joy Mikulski continues her training at the Milford Regional Police Academy and is progressing as inspected. Her graduation date will likely be during the first or second week of November 2021.

Functions Assigned:

Patrol Commander / Final Report Review: 875
Fleet: 92

Function Status Update:

Patrol Commander: No significant information during reporting period.

FLEET: No issues

Functions Assigned:

(932)- Communications

(932)- Scheduling

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- On-line introductory training on basic use of PowerDMS

Whiteley- N/A

Special Considerations:

Kinahan- Eleven (11) days of authorized leave time used.

Whiteley- Six (6) days of authorized leave time used.

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 Whiteley- Evidence, property management.

New Cases Assigned:

Six (6) pre-employment background investigations for entry/certified level police officers.

Five (5) use of force reviews

Three (3) policy reviews (Use of Force update, Juvenile Update, Special Ops)

Assist New Hampshire State Police with search warrant return on Winsted resident (21-5206).

Function Status Update:

Kinahan- Five (5) use of force evaluations; two (2) requests from State’s Attorney’s Office on case file preparation (video, 911 calls, evidence, medical records for 21-3538, 20-6609, 20-1364); close out 20-6516 (sex assault) and 21-1581 (sex assault); warrant for 21-1305 (sexual assault/furnishing liquor to minors); recovered medical records (Hartford Hospital) of victim for 21-3538; assisted New Hampshire State Police with search warrant service process; assist only on 21-4984 (person found dead- medical causes).

E/O Whitely- Evidence returns, processing; compliance orders to court. Drug Box Cleanout- 20.6 lbs.

TRAFFIC

For the month of August,2021, the Winchester Police Department had a total of **60** motor vehicle stops. There were **5** Misdemeanor Summons issued, **6** infractions issued, **8** written warnings, **37** verbal warnings and the rest were no action.

There was a total of **24** motor vehicle crashes. **3** of those crashes resulted in a D.U.I. arrests.

(932)- 1033 Program- Inventory performed

- 1033- Sgt. Boyne Inventory performed

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

Juvenile Unit Liaison- Nothing to report

Animal Control

Animal Complaints	12
Dog Bites	0
Quarantine Animals	0
Follow Up Investigations	4
Roaming Dogs	19
Wildlife Calls	2
Written Warning Issued	0

Verbal Warning Issued	4
Infractions Issued	0

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	Diff%
Month											
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	197%
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	-465%
September											
October											
November											
December											
January											
February											
March											
April											
May											
June											
	\$66,347.88	\$5,296.40	\$3,215.38	\$3,664.88	\$0.00	\$3,497.92	\$768.01	\$0.00	\$0.00	\$49,905.29	-33%
Ave	\$33,173.94	\$2,648.20	\$1,607.69	\$1,832.44	\$0.00	\$1,748.96	\$384.01	\$0.00	\$0.00	\$24,952.65	10%

Majority of OT was due to use prisoner watch and prisoner watch at hospital for several weekends- this overtime is mandated by the courts until the next available court date for

arraignment. Replace of covid sick personnel for replacement of non-work-related injuries and replacement for officer vacations and sick leave.

Calls For Service- Calendar Year

	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					
October					
November					
December					
	2638	2105	1147	5890	1963.3

<i>Calls for Service</i>					
Monthly Ave	329.8	263.1	143.4	490.8	1963.3
Weekly Ave	82.4	65.8	35.8	122.7	490.8
Daily Ave	10.3	8.2	4.5	15.3	61.4
Per Off Shift	3.4	2.7	1.5	5.1	20.5
Meal break	1	1	1	1.7	6.8
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				
	8				

Respectfully Submitted,



Chief William T. Fitzgerald, Jr

Chief William Fitzgerald

MONTHLY STATUS REPORT

Month Ending August 31, 2021
Function: Fire Marshal's Office
Function Head: Steven J. Williams Fire Marshal
Hours per Week: 35
Finances: YTD Budget: Under Building Dept. Budget

FIRE DEPARTMENT RESPONSES/ INVESTIGATIONS:

- 155 Mathew Road stove fire
- 85 Lake Street stove fire

INSPECTIONS:

- 8 Fire code inspections of apartments during rental C.O. inspections
- 1 Annual fire code inspection of 6-unit apartment building
- 1 Annual fire code inspection of 4 family home
- 2 Annual fire code inspections of public schools
- 2 Pre-opening inspections of new businesses 450 Main & 210 St. Onge
- 1 Annual inspection of Winsted Senior Center
- 1 Annual inspection for liquor license renewal Rowley Grill and Tap
- 1 Inspection of class 2 hood installation Henny Penny
- 1 Inspection of underground oil tank removal
- 3 Fire code complaint inspections/re-inspections
- 1 Annual inspection of fireworks site and equipment for WFD Carnival Fireworks

ENFORCEMENT ACTION:

PLAN REVIEWS:

REQUIRED INSERVICE TRAINING FOR FIRE MARSHAL CERTIFICATION:

- Construction Fire Safety 3 credit hours not yet added to total hours by OEDM
- Current total credit hours for this cycle 86.0 out of 90.0 total hours

CURRENT STATUS OF OFFICE:

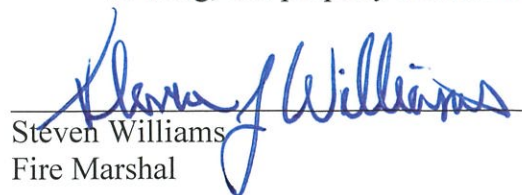
- The Fire Marshal's Office continues to work to complete required inspections within the time allotted for the office, giving preference to completing liquor license and annual licensing inspections in an expedient manner.

NEXT STEPS:

- The office continues inspections of residential occupancies of 3 family or more for 2021.
- The office continues inspections for liquor license renewals and other licensing inspections.

ISSUES (WITH SUPPORTED RESOLUTION):

- The Housing Inspector position needs to be filled to handle rental C.O. inspections, housing, and property maintenance complaints the office receives.


Steven Williams
Fire Marshal



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: September 16, 2021
Month Ending: August 31, 2021

	<u>AUG 2021</u>	<u>AUG 2020</u>	<u>AUG YTD 2022</u>
Tax Office/Electronic Transactions processed:	<u>5,321</u>	<u>5,540</u>	<u>19,022</u>
Total Funds Collected for month - ALL TAX TYPES:	<u>\$2,264,571</u>	<u>\$2,085,915</u>	<u>\$14,375,525</u>
Dollars collected on suspense accounts:	<u>\$887</u>	<u>\$425</u>	<u>\$1,753</u>

MARSHAL QUINN

Dollars received this month from Marshal Quinn on past due accounts: \$ 48,838 Total Accounts Paid in Full: 14
 FISCAL 2022 YTD dollars received: \$136,962

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

AUG 31, 2021: \$13,439,252/55.51%

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

AUG 31, 2021: \$13,583,034/96.25%

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

AUG 31, 2020: \$12,991,600/53.74%

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

AUG 31, 2020: \$13,049,543/96.20%

LIENS RELEASED IN TOWN CLERK'S OFFICE: 85

DELINQUENT TAXES

TAX TYPE	TAX	INT	FEES	LIENS	BOND	TOTAL
REAL ESTATE	\$626,551	\$93,100	\$18	\$4,728		\$724,398
WATER	\$84,211	\$17,388	\$371	\$4,508		\$106,478
SEWER	\$62,350	\$14,639		\$4,416		\$81,405
ASSESSMENT	\$12,296	\$5,110			\$5,036	\$22,442
PERSONAL PROP	\$240,333	\$39,781	\$18			\$280,132 ***
MOTOR VEHICLE	\$752,630	\$83,171	\$18,900			\$854,701
TOTAL	\$1,778,371	\$253,190	\$19,307	\$13,652	\$5,036	\$2,069,556

DELINQUENT TAX TOTALS AS OF AUG 31, 2021 \$2,069,556

***PZ delinquent balance is the result of audits conducted on B & D Landscaping and KJ Fracasso Industries Inc

Winchester 250th Anniversary 1771-2021



Winchester Public Schools

338 Main Street, P.O. Box 648 Winsted, CT 06098

Telephone: 860-379-0706; Fax: 860-738-0638

Melony M. Brady-Shanley – Superintendent of Schools

TO: Joshua Kelly

FROM: Melony Brady-Shanley

CC: Nancy O'Dea-Wyrick

DATE: September 15, 2021

RE: Board of Education Quarterly Financial Reports Transmittal

Please see the attached reports per the legislation and know that it is also posted on the Board of Education website.

Winchester Public Schools

FY2021 Appropriated Budget Year End September 8, 2021

Object	Description	Adopted Budget	Expended to Date	Encumbered	Balance	Estimated Adjustments	Year-End
0-100	Wages	\$ 6,583,923	6,746,949	\$ -	\$ (163,026)	\$ -	\$ (163,026)
200	Employee Benefits	1,959,084	1,883,530	-	75,554	-	75,554
	Subtotal Personnel Expense	\$ 8,543,007	\$ 8,630,478	\$ -	\$ (87,471)	\$ -	\$ (87,471)
300	Professional Technical Services	\$ 241,010	\$ 131,228	\$ -	109,782	\$ -	\$ 109,782
400	Property Services	167,871	167,169	-	702	-	702
51X	Pupil Transportation	1,458,530	1,250,553	-	207,977	-	207,977
560	Special Ed Out of District Tuition	1,824,026	1,591,917	-	232,109	-	232,109
563	Gilbert School Tuition	7,059,242	7,059,242	-	-	-	-
5XX	All Other Purchased Services	495,500	500,475	-	(4,975)	-	(4,975)
600	Supplies	74,500	221,668	-	(147,168)	-	(147,168)
700	Equipment & S/W	80,000	113,405	-	(33,405)	-	(33,405)
800	Dues & Fees & Other Objects	18,000	17,237	-	763	-	763
	Subtotal Non-Personnel Expense	\$ 11,418,679	\$ 11,052,893	\$ -	\$ 365,786	\$ -	\$ 365,786
	TOTAL FY2021	\$ 19,961,686	\$ 19,683,371	\$ -	\$ 278,315	\$ -	\$ 278,315

Fund 5 Medicaid Reimbursements	\$ 43,775	\$ 32,300	-	11,475	-	-
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Winchester Public Schools

FY2021 Summary Operating Budget Year End September 8, 2021

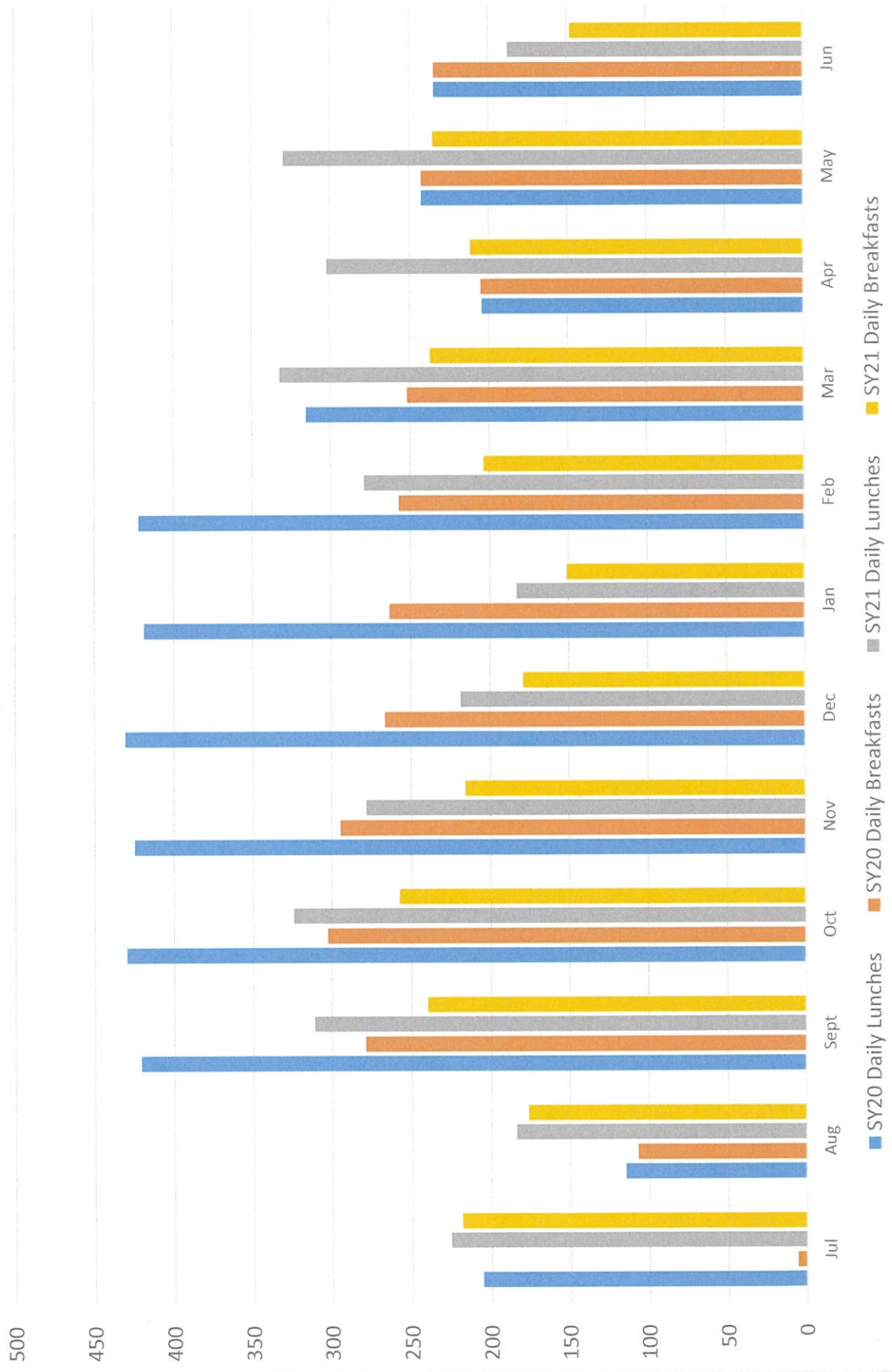
Object Description	TOWN APPROPRIATION					TOWN SUPPORT FOR EDUCATION					TOTAL
	Town Appropriated Budget	Expended to Date	Encumbered	Estimated Adjustments	Year-End	Fund 6 Budget	Expended to Date	Encumbered	Estimated Adjustments	Year-End	
0-100 Wages	\$ 6,583,923	\$ 6,746,949	\$ -	\$ -	\$ (163,026)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (163,026)
200 Employee Benefits	1,959,084	1,883,530	-	-	75,554	-	-	-	-	-	75,554
Subtotal Personnel Expense	\$ 8,543,007	\$ 8,630,478	\$ -	\$ -	\$ (87,471)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (87,471)
300 Professional Technical Services	\$ 241,010	\$ 131,228	\$ -	\$ -	\$ 109,782	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 109,782
400 Property Services	167,871	167,169	-	-	702	154,213	124,059	-	-	30,154.00	30,856
500 Purchased Services	10,837,298	10,402,187	-	-	435,111	42,150	49,685	-	-	(7,535.00)	427,576
600 Supplies	74,500	221,668	-	-	(147,168)	280,100	303,941	-	(1,222)	(22,619.00)	(169,787)
700 Equipment & Capital	80,000	113,405	-	-	(33,405)	-	-	-	-	-	(33,405)
800 Dues, Fees & Other Objects	18,000	17,237	-	-	763	-	-	-	-	-	763
900 Special Items	-	-	-	-	-	-	-	-	-	-	-
Subtotal Non-Personnel Expense	\$ 11,418,679	\$ 11,052,893	\$ -	\$ -	\$ 365,786	\$ 476,463	\$ 477,685	\$ -	\$ (1,222)	\$ -	\$ 365,786
TOTAL FY2021	\$ 19,961,686	\$ 19,683,371	\$ -	\$ -	\$ 278,315	\$ 476,463	\$ 477,685	\$ -	\$ (1,222)	\$ -	\$ 278,315

Winchester Public Schools

FY2021 Grant Budget Year End September 8, 2021

Location	Description	FY 2020-22 Grant Award	Funds Received	Spent Prior Year	FY2021 Budget	Expended to Date	Encumbered	Balance	Estimated Adjustments	Year-End
634	IDEA 611	299,237	183,600		299,237	136,243	-	162,994	-	162,994
653	IDEA 611 Carryover	300,934	300,934	183,601	117,333	117,333	-	-	-	-
635	IDEA 619 Preschool	13,763	9,000		13,763	6,575	-	7,188	-	7,188
652	IDEA 619 Preschool Carryover	13,743	13,743	11,682	2,061	2,061	-	-	-	-
636	Title I	214,960	187,000		214,960	183,544	-	31,416	-	31,416
654	Title I Carryover	231,383	231,383	183,065	48,318	48,318	-	-	-	-
637	Title II	32,601	5,000		32,601	2,843	-	29,758	-	29,758
655	Title II Carryover	39,627	39,627	11,364	28,263	28,263	-	-	-	-
668	CRF Carryover	152,255	152,255		152,255	152,255	-	-	-	-
674	ESSER Carryover	191,756	175,000	70,815	120,941	102,879	-	18,062	-	18,062
638	Title III	5,284	5,284		5,284	5,284	-	-	-	-
672	Student Support Title IV	16,676	4,000		16,676	4,948	-	11,728	-	11,728
675	Student Support Title IV Carryover	14,853	14,853	9,272	5,581	5,581	-	-	-	-
627	Family Resource Center	101,530	101,530		101,530	101,530	-	-	-	-
629	School Readiness	275,763	275,763		275,763	275,763	-	-	-	-
630	Alliance Carryover	200,966	200,966	193,772	7,194	7,194	-	-	-	-
631	Health Services	11,077	11,077		11,077	11,077	-	-	-	-
632	Champs	127,245	127,245		127,245	127,245	-	-	-	-
633	Quality Enhancement School Readiness	3,881	3,881		3,881	3,881	-	-	-	-
639	ECS Alliance	200,966	200,966		200,966	200,966	-	-	-	-
640	Security Grant Carryover	72,487	72,487		72,487	-	-	72,487	-	72,487
644	Winsted Family Alliance FRC	500	500	335	165	-	-	165	-	165
645	Winsted Family Alliance Critical Needs	600	600		600	2	-	598	-	598
656	Excess Cost Grant	568,099	568,099		568,099	568,099	-	-	-	-
658	Adult Education	9,049	9,049		9,049	9,049	-	-	-	-
662	Critical Needs Fund	1,000	1,000		1,000	551	-	449	-	449
666	Pearson Commissioner's Network	275,000	275,000		275,000	275,000	-	-	-	-
670	Alliance School Buildings	477,600	477,600		477,600	418,771	-	58,829	-	58,829
671	IT Bond LPS	156,150	156,150		156,150	149,551	-	6,599	-	6,599
676	Unified Champion Schools	1,000	1,000	18	982	-	-	982	-	982
677	Batcheller Commissioner's Network	225,000	225,000		225,000	225,000	-	-	-	-
TOTAL FY2021										\$ 401,255
		\$4,234,985	\$4,029,592	\$663,924	\$ 3,571,061	\$ 3,169,806	\$ -	\$ 401,255	\$ -	\$ 401,255

FY2021 Daily Meal Volumes



Winchester Public Schools

FY2021 Food Service Budget
Year End FY2021

Description	Budget	Year-End
INCOME		
Lunch Receipts	\$ 7,000	\$ 9,029
NSLP Reimbursement	347,137	418,200
HeadStart	20,000	14,484
Catering	100	-
Donations - Other	1,000	-
Total Income	375,237	441,713
EXPENSE		
Wages	160,087	204,844
Benefits	5,100	8,935
Management Services	52,000	52,000
Equipment Repairs	1,000	-
Purchased Services	350	-
Supplies	154,600	171,348
Equipment	2,000	1,854
Total Expense	375,137	438,981
Net Profit/(Loss)	\$ 100	\$ 2,732

Begin Balance

Boards & Commissions

NOMINATIONS

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

APPOINTMENTS

Date	Name	Board/Commission	Party Affiliation	Permanent/Alternate	Term Dates	Appointing Authority
9/20/2021	Joseph Ulevicus	Conservation Commission	R	Permanent	5/2025	BOS

RE-APPOINTMENTS

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

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:

Conservation Commission

NAME: Joseph Ulevicus

ADDRESS: 44 John Street, Winsted CT 06098

HOME PHONE #: 860-379-5268 __ CELL PHONE #: 203-994-9943 __ E-MAIL: ulevicus5@gmail.com or julevicus@fce.com

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

PRIOR CIVIC INVOLVEMENT: None; that being said, part of my job includes interaction with regulatory agencies and town committees

SHORT SYNOPSIS OF EXPERTISE AND/OR INTEREST:

I have 30 years of Environmental Health & Safety Experience. My current role at my organization is Director of EH&S and Plant Engineering, where I am responsible for corporate regulatory compliance, upkeep of building and utility infrastructure and managing people. I have been a resident of Winsted for 10 years and would like to be involved with town matters and community improvement

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

Signature:

Joseph Ulevicus

Date: August 24, 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

BOARD OF SELECTMEN ACTION REQUEST

No.: 21-57a

Date: September 7, 2021

Topic:

Unfinished Business (A)- Amendment of Ordinance Sec. 180, Anti-Blight Ordinance

From: Joshua Kelly, Town Manager

Background: The Town Attorney has recommended amending the current ordinances Sec. 180, The amended ordinance changes to Sec. 180 will have to be published to the public for the 2-week period required by section 3030 of the Town Charter.

Requested Action: The Board of Selectmen should, if desired, approve to amend Town of Winchester Ordinance Sec. 180.

Fiscal Implications: None.

Manager's Recommendation: I recommend that the Board of Selectmen approve to notice the proposed changes to Ordinance Sec. 180

Recommended Motion: *I move that the Board of Selectmen approve the noticing of amendments to ordinance Sec.180.*

Attachments:

Proposed changes to ordinances Sec 180.

Step for Amending or Repealing By-Laws/Ordinances

SEC. 180 ANTI-BLIGHT ORDINANCE

Be it ordained by the Board of Selectmen of the Town of Winchester, Connecticut,

A. Declaration of Policy

This ordinance is authorized pursuant to Connecticut General Statutes 7-148 (c) (7) (H) (XV). It is hereby found and declared that there exists within the Town of Winchester, a number of taxable and tax-exempt real properties containing vacant, blighted buildings and that the existence of such vacant and blighted buildings contributes to the decline of neighborhoods. It is further found that the existence of vacant and blighted buildings adversely affects the economic well-being of the Town and is inimical to the health, safety and welfare of the residents of the Town. It is further found that many of the vacant and blighted buildings can be rehabilitated, reconstructed and reused so as to provide decent, safe and sanitary housing and ancillary commercial facilities, and that such rehabilitation, reconstruction and reuse would eliminate, remedy and prevent the adverse conditions described above.

B. Declaration of Purpose

The purpose of this ordinance is to protect the public health, safety and welfare as follows:

1. By establishing minimum standards governing the maintenance, appearance and condition of residential and non-residential premises.
2. By authorizing and establishing procedures for enforcement, inspection and penalties, including a means by which the record owner of real property used as a dwelling may obtain relief from enforcement upon a showing of good faith efforts to take corrective measures or upon a showing that a certain hardship exists.

C. Definitions

For the purposes of this section, the following words and terms shall have meanings respectively described as follows:

1. Abandoned Property. Any real property on which there is a vacant structure on which:
 - (a) Real property taxes have been delinquent for one year or more;
 - (b) The owner has declared it abandoned in writing to the Building Blight Official.
2. ~~Blighted Premises.~~ Any building ~~or~~ structure or ~~exterior any parcel of land in~~ which at least one of the following conditions exists shall be considered blighted:
 - (a) ~~It is not being maintained. The following factors may be considered in determining whether a structure or building is not being maintained: missing or boarded windows or doors; collapsing or missing walls, roof or floor; siding that is seriously damaged or missing; fire damage; foundation that is structurally faulty; garbage or trash situated on the premises; overgrown grass or weeds at least one foot in length becoming dilapidated as defined herein.~~
 - (b) ~~The building or structure is deteriorating. It is not being maintained as defined herein.~~
 - (c) ~~The building is becoming dilapidated. It is a fire hazard as determined by the Fire Marshal or documented by the Fire Department or the Building Department.~~
 - (d) ~~The property is attracting illegal activity. It is unsanitary as determined by report of the Department of Health that existing conditions constitute a life-threatening hazard or a hazard that puts at risk the health or safety of the citizens of the Town.~~

- (e) The property is a fire hazard. It is a factor creating a substantial and unreasonable interference with the reasonable and lawful use and enjoyment of other space within the neighborhood.
 - (f) The property is seriously depreciating property values in the neighborhood. It is a substantial factor causing serious depreciation of the property values in the neighborhood.
 - (g) The property is creating a substantial and unreasonable interference with the reasonable and lawful use and enjoyment of other space within the building or premises or within the neighborhood. There exists at the property conditions promoting rodent harborage and/or infestation.
 - (h) There exist at the property overgrown shrubs, brush or weeds.
 - (i) Parking lots/areas are left in a state of disrepair or abandonment and/or are used to store abandoned or unregistered vehicles.
 - (j) Chimneys and similar appurtenances are in a state of disrepair.
 - (k) Overhanging extensions, including but not limited to canopies, marquees, signs, awnings, stairways, fire escapes, standpipes, and exhaust ducts, contain rust or other decay.
 - (l) It is a factor creating the cancellation of insurance on proximate properties.
 - (m) Graffiti exists at the premises.
 - (n) Garbage on the property is not stored in standard container and/or scattered throughout the yard.
 - (o) The property contains dead, decayed, diseased, or damaged trees that constitute a hazard or danger or are objectionable to adjacent premises or the occupants thereof to public property or persons lawfully there.
 - (p) Noxious plants such as poison ivy, poison sumac, poison oak, or ragweed are allowed to grow unchecked on the property.
 - (q) There exists on the property stagnant or unsanitary water in which mosquitoes may breed; garbage, sewage, excrement, manure, or other foul, decayed, putrid, unwholesome, deleterious or offensive thing or substance; animal carcasses or parts thereof; or trash, rubbish, rubble, tires, brush, used materials or discharged items of little or no value.
 - (r) Refuse or filth is discharged from the property into a stream, well, spring, brook, ditch, pond, river, or other inland waters within the Town, or such substances are placed on the property in such position that high water or natural seepage will carry the same such waters.
3. Blight Official. The person designated by the Town Manager to enforce this Ordinance.
 4. Citation. A written statement of the relevant conditions and facts giving rise to the specified violation, including a reference to the specific section of the ordinance which has been violated and the amount prescribed as a fine for the violation(s).
 5. Debris. Material which is incapable of immediately performing the function for which it was designed, including but not limited to abandoned, discarded, or unused objects, junk or collections of equipment such as automobiles, boats and recreation vehicles which are missing parts, not complete in appearance and in an obvious state of disrepair; and parts of automobiles, furniture, appliances, cans, boxes, scrap metal, tires, batteries, containers, and garbage.
 - (g)6. Decay. A wasting or wearing away; a gradual decline in strength, soundness or quality; to become decomposed or rotten.

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- ~~3-7.~~ Deterioration. The condition of a building or part thereof characterized by substantial holes, breaks, rot, crumbling, peeling, rusting or other evidence of physical decay or neglect, lack of maintenance or excessive use as determined by the Blight~~building~~ Official.
- ~~4-8.~~ Dilapidated. A building is considered dilapidated if any of the following conditions exist:
- ~~(a) For unoccupied buildings or structures, any dwelling unit or non-residential space or property in physically deteriorating condition causing unsafe, unsanitary conditions and a nuisance to the general public as determined by all applicable State and local codes, laws, ordinances and regulations. The structure is unable to provide shelter or to serve the purpose for which it was constructed due to poor conditions.~~
 - ~~(b) Any walls, supports, floors, or foundations appear to be poorly maintained or in disrepair to the extent that presents a safety concern.~~
 - ~~(c) Damage exists from fire, wind, or other causes so tht the building is unsightly and no longer provides shelter from the elements and has become dangerous to the life, safety, or general health and welfare of the occupants or the residents of the Town.~~
 - ~~(d) There are missing, broken, or improperly boarded windows or doors.~~
 - ~~(b) For partially unoccupied buildings or structures, any dwelling unit that does not meet minimum applicable Code standards and, in the case of non-residential space, space that does not conform to the standard as determined by this section of the Winchester Code of Ordinances.~~
- ~~5-9.~~ Dwelling Unit. Any room or group of rooms located within a dwelling and forming a single habitable unit with facilities which are used or intended to be used for living, sleeping, cooking and/or eating. Said dwelling unit shall be maintained clean and free of debris and secured against entry. All openings to the first floor and cellar basement shall be secured. All upper floors shall comply with all State and local fire safety codes, laws, ordinances and regulations.
- ~~10.~~ Equivalent Amount of Non-Residential Space. Each increment of one thousand five hundred (1500) square feet or less shall be the equivalent of a dwelling unit for purposes of this section of the Winchester Code of Ordinances.
- ~~6-11.~~ Exempt Property. Land dedicated as public or semipublic open space, land preserved in its natural state through conservation easements, or areas designated as inland wetlands and watercourses shall be exempted from this chapter. Properties acquired by the Town of Winchester through foreclosure, etc., shall be exempted from this chapter for a period of nine months post acquisition.
- ~~12.~~ Legal Occupancy. The human habitation of the dwelling unit that is legal by virtue of compliance with State and local building and fire safety codes, local zoning, State and local housing codes and all other pertinent codes, laws, statutes and regulations and the supplying of proof of occupancy evidenced through a bonafide lease agreement, rent receipt or utilities statement.
- ~~7-13.~~ Litter. Any discarded, used, or unconsumed substance or waste material, whether made of aluminum, glass, plastic, rubber, paper, or other natural or synthetic material, or any combination thereof, including but not limited to any bottle, jar, or can or any top, cap, or detachable tab of any bottle, jar, or can; any unlighted cigarette, cigar, match, or any flaming or glowing material; or any garbage, trash, refuse, debris, rubbish, grass clippings or other lawn or garden waste, newspaper, magazine, glass, metal, plastic, or

paper containers or other packaging or construction material, which has not been deposited in a receptacle.

8-14. Exposed to Public View. Any premises or part thereof or any building or any part thereof which may be lawfully viewed by the public.

9-15. Exterior of the Premises. Open space on the premises outside of any building thereon.

10-16. Garbage. Putrescible animal and vegetable waste resulting from the handling, preparation, cooking and consumption of food, or the keeping of pets or other animals.

17. Neighborhood. An area of the Town of Winchester with characteristics that distinguish it from other areas of the Town of Winchester and which may include but not be limited to distinct ethnic and/or economic characteristics, schools and/or social clubs, and/or boundaries defined by physical barriers including but not limited to major highways and/or railroads and/or natural features including but not limited to rivers and/or streams.

18. Not being maintained. A structure is not being maintained if any of the following conditions apply:

(a) Siding, roofing, or gutters are damaged, missing, or show signs of disrepair.

(b) Windows or doors are missing or improperly boarded over.

(c) Garbage, trash, litter, rubbish, or debris are situated on the premises.

(d) Abandoned, wrecked, or junked motor vehicles are stored on the premises.

(e) Lawns, landscaping, or driveways are deteriorating or unkempt.

(f) Trees, shrubs, hedges, grass, or plants block or interfere with any road sign or obstruct any walkway, driveway, or street.

19. Parcel. A unit of land.

20. Premises. Any parcel of land or plot of land, either occupied or unoccupied by any dwelling or nondwelling structure, and includes any such building, accessory structure, or other structure thereon, or any part thereof. The term "premises," where the context requires shall be deemed to include any buildings, dwellings, parcels of land, or structures contained within the scope of this chapter.

21. Public View. Visible from any public right-of-way or neighboring property.

22. Rubbish. Any nonputrescible waste materials, except ashes, including but not limited to paper, cardboard, tin cans, wood, glass, bedding, furniture, appliances, junk automobiles, demolition material, tree limbs, and industrial wastes.

23. Structure. Any building, dwelling, fence, swimming pool, or similarly constructed object.

11-24. Unit. Any space within a building that is or can be rented by or to a single person or entity for his or its sole use and is intended to be a single and district space.

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D. Prohibiting the Creation or Maintaining of Blighted Premises

1. No owner of any building or structure in the Town of Winchester shall cause blighted premises to be created or maintained.

E. Enforcement

1. Any individual affected by the action or inaction of an owner of a dwelling unit or other space subject to the provisions of this chapter, any civic organization, and any appropriate municipal agency may file, in writing, a complaint of violation of any of these sections with the Blight Chief Building Official.
2. If the Blight Chief Building Official has reason to believe that an owner has violated the provisions of this Ordinance, the Blight Chief Building Official shall serve a notice of

violation and an order to correct such violation on the owner of record of the property. The order shall require the owner to comply with the requirements of this article in the manner specified in said order within fourteen (14) days. A copy of the order shall be filed with the Town Clerk, and any subsequent purchaser of the property shall be subject to such order.

3. The ~~Blight~~Chief-Building Official shall submit to the Town Manager a monthly report listing the notice of violations served in the previous month.
4. Any owner who is aggrieved as the result of being served with a notice of violation in accordance with this article may, within ten (10) days of receipt of the notice, appeal for revocation of the notice to the Board of Selectmen.
5. The Board shall submit its decision to the ~~Blight~~Chief-Building Official within ten (10) days of the hearing held on the Notice of Violation and order to correct issued by the ~~Blight~~Chief-Building Official.

F. Penalties

1. Violation of the provisions of this Article shall be punished by a penalty of not more than \$99.00 for each dwelling unit or for the equivalent amount of other space. Each day a dwelling unit or equivalent amount of other space is in violation of this Article shall constitute a separate offense.

2. Citation; lien on property.

a. ~~The provision of this chapter may be enforced by citation, in addition to other remedies, in accordance with § 7-152c of the Connecticut General Statutes. Town of Winchester code enforcement officials have authority to issue citations.~~

~~1-b.~~ Unpaid fine to constitute lien. Any unpaid fine imposed pursuant to the foregoing anti-blight citation hearing procedure shall constitute a lien upon the real property against which the fine was imposed from the date of such fine in accordance with § 7-148aa of the Connecticut General Statutes. Said lien shall be continued, recorded, released, and enforced as provided for in §7-148aa of said statutes.

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~~2.3.~~ If any violation remains unabated after ~~seven (7)~~ days, any police officer, the Zoning Enforcement Officer, ~~Blight Officials, building officials,~~ Fire Marshal or other person authorized by the Town Manager is hereby authorized to issue a citation to the violator in accordance with this chapter.

~~3.4.~~ A citation shall be in writing and include:

- (a) A description of the real estate sufficient for identification, specifying the violation which is alleged to exist and the remedial action required;
- (b) Detailed information regarding the contents of the notice letter (which may be a copy of such notice letter) and the failure of the owner/occupier to take the corrective actions specified therein;
- (c) The amount of the fines, penalties, costs or fees due for noncompliance; and
- ~~(d)~~ A statement that the owner/occupier may contest his liability and request a hearing before the Citation Hearing Board by delivering in person or by mail written notice of objection within ~~ten (10)~~ days of the date of the citation.

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~~4.~~ 5. Such penalty shall exist as a lien against the premises wherein said violation exists and may be recorded upon the land records of the Town of Winchester. Such lien shall be perfected and be in effect in accordance with the provisions of the Connecticut General Statutes as

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~~amended relating to the collection of taxes on real estate~~Such lien shall be continued, recorded, released, and enforced as provided in C.G.S. §7-148aa of the Connecticut General Statutes as amended.- Each lien shall take precedence over all other liens and encumbrances filed after September 1, 2012, except for taxes. Each lien may be enforced in the same manner as property tax liens, including, the foreclosure of the real property.

~~§.~~ 6. If after the Notice of Violation has been issued or a lien placed on the property, the property is transferred to a bonafide purchaser, the new owner of the premises shall have a period of thirty (30) days to bring the property into compliance with the Notice of Violation previously issued without penalty.

G. Citation Procedures

1. The procedures established in the ordinance entitled "Ordinance Establishing a Hearing Procedure for Citations" will apply to citations issued under this chapter, as well as the provisions of C.G.S. §7-152c.
2. The final period for the uncontested payment of any citation under this chapter shall be ten (10) days of the date of the citation.

H. Remediation

1. The Town Manager may, but shall not be required to, take such remedial action to secure and/or improve the premises to protect public health and safety and/or property values of the surrounding neighborhood remediation as permitted under Court order, other applicable law or this Ordinance.
2. The Town Manager may, but shall not be required to, remediate blighted properties, which entry shall only be commenced after the provisions of §E have been followed without remedial action having been taken and the appeal period under §E shall have expired.
3. Remediation shall only be authorized by the Town Manager if the estimated cost of such remediation is duly appropriated in the applicable fiscal year budget or by special appropriation.
4. If a right of entry is authorized by the Town Manager it shall give notice of such authorization to the owner. Notice to the owner(s) shall be sufficient if sent by both regular and certified mail return receipt requested to the last known address for the owner and/or posted in a conspicuous place in or about the dwelling effect by the notice. Such notice shall be set forth in writing and shall contain the following:
 - (i) A statement that the Town Manager has authorized designated agents of the Town to enter the Premises during reasonable hours for the purpose of remediating the Blighted Premises.
 - (ii) A date by which the violation(s) must be corrected in order to avoid entry by designated agents of the Town pursuant to this ordinance. Such compliance date shall not be less than ~~fifteen~~ (15) days from date of the notice.
 - (iii) A statement that the authorization may be appealed to the Board of Selectmen within ten (10) days from date of the notice.
5. No agent or agents of the Town shall enter any dwelling house or structure for the purposes of remediating blighted conditions. Entry and remediation shall only be during weekday daylight hours.
6. The owner of the blighted premises shall be liable for the costs of remedial actions taken pursuant to this section. Such costs shall exist as a lien against said premises and may be

recorded upon the land records of the Town of Winchester and may be enforced in the same manner as property tax liens.

I. Alternate Remedies

In addition to all other remedies and any fines imposed herein, the provisions of this ordinance may be enforced by civil proceedings in Superior Court including injunctive relief. The Town may recover from such owner/occupier or other responsible person any and all costs and fees, including reasonable attorneys' fees, expended by the Town in enforcing the provisions of this ordinance.

J. Severability

In the event that any part or portion of this code is declared invalid or any reason, all the other provisions of this code shall remain in full force and effect.

K. Minimum Standards

1. The provisions in this chapter shall not be construed to prevent the enforcement of the other statutes, codes, ordinances or regulations which prescribe standards other than are provided in this ordinance.
2. This ordinance is not intended to affect violations of any other ordinances, codes or regulations existing prior to the effective date of this code, and any such violations may be governed and continue to be punishable under the provisions of those ordinances, codes, or regulations in effect at the time the violation was committed as well as this ordinance.
3. In any case where a provision of this ordinance is found to be in conflict with a provision of any zoning, building, fire, safety or health ordinance, regulation or other code of the Town or State, the provision which establishes the higher standard for the promotion and protection of the health and safety of the public and/or the property values in the Town of Winchester shall prevail.

OPERATIVE SEPTEMBER 25, 2001, EFFECTIVE OCTOBER 10, 2001; AMENDED OCTOBER 18, 2004, EFFECTIVE NOVEMBER 26, 2004; AMENDED AUGUST 20, 2012; PUBLISHED AUGUST 24, 2012 AND EFFECTIVE SEPTEMBER 17, 2012.

BOARD OF SELECTMEN ACTION REQUEST

No.: 21-58a

Date: September 7, 2021

Topic:

Unfinished Business (B)- Amendment of Ordinance Sec. 195, Noise Regulation

From: Joshua Kelly, Town Manager

Background: The Town Attorney has recommended amending the current ordinances Sec. 195, The amended ordinance changes to Sec. 195 will have to be published to the public for the 2-week period required by Section 303 of the Town Charter.

Requested Action: The Board of Selectmen should, if desired, approve to amend Town of Winchester Ordinance Sec. 195.

Fiscal Implications: None.

Manager's Recommendation: I recommend that the Board of Selectmen approve to notice the proposed changes to Ordinance Sec. 195

Recommended Motion: *I move that the Board of Selectmen approve the noticing of amendments to ordinance Sec.195.*

Attachments:

Proposed changes to ordinances Sec 195.

Step for Amending or Repealing By-Laws/Ordinances

Section 195

Noise

§ 270-1 **Purpose of article.**

~~It is recognized that people have a right to and should be ensured an environment free from excessive sound, vibration and other activities that may jeopardize their health, safety or welfare or degrade the quality of life. This article is enacted to protect, preserve and promote the health, safety, welfare and quality of life for the residents of the Town; the intention of this article to carry out and effectuate the public policy of the State of Connecticut, the federal government, and the Town of Winchester concerning the regulation of those activities causing measurably excessive noise and noise disturbance within the Town of Winchester. It is recognized that excessive noise is a serious hazard to health, welfare, and quality of life for all citizens and that each person has a right to an environment free from noise that may jeopardize their health, safety, or welfare.~~

§ 270-2 **Construction activities**~~Definitions.~~

~~A. — No person shall engage in any activity related to the erection, excavation, demolition, alteration or repair of any building, or the excavation of streets and highways, nor in the operation of trucks, tractors, bulldozers, payloaders, compressors, or other heavy equipment other than between the hours of 7:00 a.m. and 8:00 p.m., Monday through Saturday, and other than between the hours of 9:00 a.m. and 6:00 p.m. on Sundays and legal holidays, except in case of urgent necessity in the interest of public safety, and then only with a permit from the director of public works, which permit may be granted for a period of not to exceed three days while the emergency continues, and which permit may be renewed for periods of three days or less while the emergency continues.~~

The following definitions shall apply in the interpretation and enforcement of this article:

Background Noise: Noise which exists at a point as a result of the combination of many distant sources. Individually indistinguishable. In statistical terms, it is the level which is exceeded 90% of the time (L90) in which the measurement is taken.

Commercial Zone: Those areas designated for commercial use in the Zoning Regulations of the Town of Winchester, also known as “Highland Lake Business District,” “Town Center,” and “Town Gateway” Zones.

Daytime Hours: Hours between 7:00 AM and 9:59 PM, Monday through Saturday, and the hours between 9:00 AM and 9:59 PM on Sundays and federal and state holidays.

Decibel: A unit of measurement of sound levels.

Emergency: Any occurrence involving actual or imminent danger to persons or damage to property which demands immediate action or any occurrence involving prolonged power outages.

Excessive Noise: Any sound, the intensity of which exceeds the standard set forth in Section 3 of this article.

Impulse Noise: Noise of short duration, usually less than one second, with an abrupt onset and rapid decay.

Section 195 – Noise Ordinance – Revised August 2021

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Industrial Zone: Those areas designated for industrial use in the Zoning Regulations of the Town of Winchester, also known as "Production & Innovation" Zones.

Intrusion Alarm: A device with an audible signal which, when activated, indicates intrusion by an unauthorized person. Such alarm may be attached to, or within, a building, structure, property, or vehicle.

Lawn Care & Maintenance Equipment: All engine or motor-powered garden or maintenance tools intended for occasional use in residential districts, typically capable of being used by a homeowner, including, but not limited to, lawn mowers, riding tractors, snowblowers, and including equipment intended for infrequent service work in inhabited areas, typically requiring skilled operators, including but not limited to chainsaws, log chippers, or paving rollers.

Motor Vehicle: Shall be given that meaning which is provided for by Connecticut General Statutes § 14-1(a)(47).

Nighttime Hours: Any hours not designated as "Daytime Hours," as defined above.

Person: Any individual, firm, partnership, association, syndicate, company, trust, corporation, municipality, agency, or political or administrative subdivision of the State or other legal entity of any kind.

Premises: Any building, structure, land, or portion thereof, including all appurtenances, and shall include yards, lots, courts, inner yards, and real properties without buildings or improvements owned or controlled by a person.

Property Line: That real or imaginary line along the ground surface and its vertical extension which separates real property owned or controlled by any person from contiguous real property owned or controlled by another person, and separates real property from the public right-of-way.

Residential Zone: Those areas designated for residential use in the Zoning Regulations of the Town of Winchester, also known as "Highland Lake District," "Rural Residential," "Town Center Residential," and "Town Single Family" Zones.

Sound: A transmission of energy through solid, liquid, or gaseous media in the form of vibrations which constitute alterations in pressure or position of the particles in the medium and which, in air, evoke physiological sensations, including, but not limited to, an auditory response when impinging on the ear.

Sound Level Meter: An instrument, including a microphone, an amplifier, an output meter, and frequency weighting networks for the measurement of sound levels. The sound level meter shall conform to the ANSI Specifications for Sound Level Meters, S1.2-1971.

B. — The Director of Public Works, in deciding whether to issue or renew any such permit shall consider the following criteria:

(1) — The reasons for the requested permit as they relate to the public health and safety:

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- (2) ~~The requested hours for construction activities;~~
- (3) ~~The type of construction activities to take place and the type of construction equipment to be utilized;~~
- (4) ~~The noise reasonably likely to be generated from the construction activities and equipment;~~
- (5) ~~The area where the construction activities are to be performed, with consideration to residential versus commercial uses, density of population, and the number of people to be affected by the activities and noise;~~
- (6) ~~The number of days for which the permit or renewal is requested.~~

§ 270-3 ~~Mobile loudspeakers.~~ Noise levels and guidelines.

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~~A. No person shall use, play or operate, for any purpose whatever, any loudspeaker or sound amplifying device including, but not limited to radios, tape decks, musical instruments, compact disc players, or public address systems, in or attached to or on any vehicle moving or standing on any highway or public place in the Town, or in any place where the sound therefrom is cast directly upon any of the highways or public places in the Town, or in any place where the sound therefrom is cast directly upon any of the highways or public places, without first obtaining a permit from the Chief of Police or his designee; provided, however, that:~~

- ~~A. Permits shall not be granted for advertising or commercial use;~~
- ~~B. Such device shall only be operated from 9:00 a.m. to 6:00 p.m. on weekdays and from 10:00 a.m. to 5:00 p.m. on Saturdays, Sundays and legal holidays;~~
- ~~C. Such device shall not be operated in the vicinity of hospitals, convalescent or nursing homes or schools while in session, or churches while services are being conducted. Nothing in this article shall prohibit the use of such devices on vehicles of the Town while engaged in necessary public business, or on emergency vehicles. Noise zones within the Town of Winchester shall be classified according to the zoning applicable to the parcel or tract of land from which noise is emitted and the surrounding parcels or tracts on which noise is received, provided that any parcel whose use is lawfully nonconforming to its zone at the time this article is enacted shall be classified for noise emission purposes according to the zone appropriate for the nonconforming use. It shall be unlawful for any person to emit or cause to be emitted any noise beyond the boundaries of their premises in excess of the noise levels established in this section. Measurements shall be taken at a point that is located approximately one foot beyond the boundary of the emitter's premises within the receptor's premises. The emitter's premises includes their individual unit of land or ground or contiguous parcels under the same ownership, as indicated by the public land records.~~

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<u>Zone in which</u>	<u>Zone in which Receptor is Located (all measurements in dBA).</u>
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<u>Emitter is Located</u>				
	<u>Production & Innovation</u>	<u>Highland Lake Business District</u> <u>Town Center</u> <u>Town Gateway</u>	<u>Highland Lake District</u> <u>Rural Residential</u> <u>Town Center Residential</u> <u>Town Single Family</u>	
			<u>Daytime Hours</u>	<u>Nighttime Hours</u>
<u>Production & Innovation</u>	<u>70</u>	<u>66</u>	<u>61</u>	<u>51</u>
<u>Highland Lake Business District</u> <u>Town Center</u> <u>Town Gateway</u>	<u>62</u>	<u>62</u>	<u>55</u>	<u>45</u>
<u>Highland Lake District</u> <u>Rural Residential</u> <u>Town Center Residential</u> <u>Town Single Family</u>	<u>62</u>	<u>55</u>	<u>55</u>	<u>45</u>

B. No person shall cause or allow the emission of impulse noise in excess of 80 decibels' peak sound pressure level during Nighttime Hours to any residential zone. No person shall cause or allow the emission of impulse noise in excess of 100 decibels' peak sounds pressure level at any time to any zone.

C. A person conducting sound measurements shall have been trained in the techniques and principles of sound measuring equipment and instrumentation. Instruments used to determine sound level measurements shall be sound level meters as defined by this article.

§ 270-4 Fixed Loudspeakers, High Background Noise Areas

~~No person shall use, play or operate any loudspeaker or sound amplifying device including, but not limited to radios, tape decks, musical instruments, compact disc players, or public address systems, in or attached from-~~

Section 195 – Noise Ordinance – Revised August 2021

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~~any stand, platform or any other structure or part of any structure which abuts or is adjacent to a public place or street, or to use, play or operate a loud speaker or sound amplifying device which is attached to the outside of any building or premises abutting or adjacent to a public place or street, without first obtaining a permit from the Chief of Police or his designee and paying an annual permit fee of \$100, except for public functions or emergency use. The permit obtained shall list specific days and hours of operation as determined by the Chief of Police or his designee considering the needs of the applicant and the comfort of the public. In those individual cases where the background noise levels caused by sources not subject to this article exceed the standards contained herein, a source shall be considered to cause excessive noise if the noise emitted by such source exceeds the background noise level by five dBA, provided that no source subject to the provisions of Section 3 of this article shall emit noise in excess of 80 dBA at any time, and provided that this section does not decrease the permissible levels set forth in any other section of this article.~~

§ 270-5 Residential activities. Exclusions.

~~No person shall engage in the operation of lawn mowers, chain saws, lawn tractors or similar devices except between the hours of 7:00 a.m. and 9:00 p.m. Monday through Saturday and between the hours of 9:00 a.m. and 9:00 p.m. on Sunday or any legal holiday. No person shall use, play or operate any radio, phonograph, tape player, musical instruments, compact disc player, loudspeaker or other sound amplifying device at a volume which shall disturb the occupants of adjacent residences or units at any time. Maximum noise levels established in Section 3 of this article shall not apply to any noise emitted or related to:~~

- ~~A. Natural phenomena.~~
- ~~B. Any bell or chime from any building clock, school, or church.~~
- ~~C. Any siren, whistle, or bell lawfully used by emergency vehicles or any other alarm system used in an emergency situation. This exclusion does not include, however, intrusion alarms attached to any building, structure, or property that does not terminate within 30 minutes after being activated or any intrusion alarm attached to a vehicle not terminating within 10 minutes after being activated. The repetition of activation of the audible signal of an intrusion alarm due to malfunction, lack of proper maintenance, or lack of reasonable care should be considered excessive noise.~~
- ~~D. Warning devices required by OSHA or other state or federal safety regulations.~~
- ~~E. Noise created as a result of an emergency, including, but not limited to, the use of personal or commercial electrical generators.~~
- ~~F. Noise created by lawn care and maintenance equipment utilized during daytime hours, as that term is defined in this article, provided that noise discharge from exhausts is adequately muffled to prevent loud and/or explosive noises therefrom.~~
- ~~G. Activities specially licensed under permit from the Town of Winchester, including, but not limited to, parades, sporting events, and firework displays. This exclusion applies only if noise discharged from exhausts is adequately muffled to prevent loud and/or explosive noise therefrom. Moreover, patriotic or other public celebrations may not extend longer than one calendar day.~~
- ~~H. Noise from snow removal equipment, provided that such equipment shall be maintained in good repair so as to minimize noise, and noise discharged from exhausts shall be adequately muffled to prevent loud and/or explosive noises therefrom.~~

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I. Utility maintenance, including, but not limited to, the removal of fallen trees and the installation and repair of utility wires and poles.

J. Town of Winchester construction, road repair, and tree removal operations.

K. The repair of buildings owned by the Town of Winchester.

L. Activities conducted by the Town of Winchester in a governmental capacity or by the State of Connecticut or by the federal government of the United States of America.

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§ 270-6 Enforcement. Motor vehicle noise.

A. All motor vehicles operated on public roads within the limits of the Town of Winchester shall be subject to the noise standards and decibel levels act set forth by the Connecticut General Statutes, §§ 14-80 and 14-80a, and the regulations issued thereunder. The Chief of Police or his designee shall enforce the provisions of this article.

A.

B. No sound-amplifying devices on or within motor vehicles shall emit noise in excess of the noise levels as specified in Section 3 hereof.

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B. Civil remedies. This article may be enforced by injunction, action for abatement, or other appropriate civil remedy. The Town may recover from such violation any and all costs and fees, including reasonable attorney fees expended by the Town in enforcing the provisions of this ordinance.

C. Criminal penalties. Every person who violates any provision of this article shall be fined not more than \$100. Each act of violation and each day a violation occurs or continues constitutes a separate offense.

§ 270-7 Exemptions.

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The following are exempt from the provisions of this article:

A. Sanding and snow removal operations by state, municipal or private contractors;

B. Noises made by alarm systems;

C. Any public address system allowed under the Town of Winchester zoning regulations.

§ 270-78 Severability. Enforcement and penalties.

If, for any reason, any word, clause, paragraph, or subsection of this Ordinance shall be held to make the same unconstitutional or superceded by any State law or regulation, this Ordinance shall not thereby be invalidated and the remainder of the Ordinance shall continue in effect.

The Winchester Police Department shall enforce the provisions of this article pertaining to the measurement of noise levels and the issuance of notices of violation. Any person in violation of any section of any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be fined in an amount not to exceed \$100. In lieu of arrest and issuance of a summons, the Winchester Police Department may serve upon a violator an infraction notice which shall be known as a noise ticket. Payment

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of the fine prescribed by such noise ticket within the time limit and to the address specified thereon shall constitute a plea of nolo contendere and shall save the violator harmless from prosecution for the offense cited. Each day a violation continues after the time for correction of the violation has been given in a written order, or after the issuance of a summons or infraction notice, shall constitute a continuing, separate violation and the amount of the fine shall be doubled for each day said violation continues, said fine not to exceed four hundred dollars (\$400) per day. In the event payment of the fine is not made and an appeal has not been taken as provided herein, the violator shall be responsible for any and all costs of collection, including attorneys' fees. The imposition of any fine hereunder shall not prevent the enforced abatement of any unlawful condition by the Town and the Town shall have the right to pursue any remedy allowed under law.

§ 270-8 Appeal process.

Whenever a fine is imposed under this Ordinance, the person fined may, within ten (10) days from the date of issuance of the noise ticket, appeal by filing a written notice of appeal with the Winchester Chief of Police. The filing of an appeal shall stay any fine imposed until such time as a decision is rendered by a Town Citation Hearing Board in accordance with the procedure for hearings set forth.

The provisions of this Ordinance may be enforced by citation and hearing as permitted by Conn. Gen. Stat. Section 7-152(c).

In the event a decision on an appeal is rendered in favor of the Town and, if permitted by law, the Town shall be entitled to recover its costs incurred in defending such matter, including attorneys' fees.

§ 270-9 Variances.

A. Any person living or doing business in Winchester may apply to the Chief of Police for a variance from one or more of the provisions of this Ordinance, which are more stringent than the Connecticut Department of Environmental Protection regulations for the control of noise, provided the applicant supplies all of the following information to the Chief of Police at least twenty (20) days before the start of such activity:

- a. The location and nature of the activity;
- b. The time period and hours of operation of such activity;
- c. The nature and intensity of the noise that will be generated; and
- d. Any other information required by the Chief of Police.

B. No variance from this Ordinance shall be issued unless it has been demonstrated that:

- a. The proposed activity will not violate any provisions of the Connecticut Department of Environmental Protection regulations;
- b. The noise levels generated by the proposed activity will not constitute a danger to the public health; and
- c. Compliance with the regulations constitutes an unreasonable hardship on the applicant;

C. The application for variance shall be reviewed and either approved or rejected at least five (5) days before the proposed start of such activity. The approval or rejection shall be in writing and shall state the condition of approval, if any, or the reasons for rejection.

A-D. All registered businesses legally operating within the Town of Winchester at the time of the

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ordinance adoption shall be automatically granted a variance for noise-emitting equipment and machinery they possess that is strictly necessary for the operation of that business at the time that this ordinance is originally adopted. Any change in size, quantity or use of said equipment or machinery, or any change in the business' location, hours of operation, or ownership shall require that business to apply for a separate variance as outlined in § 270-9 (A).

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BOARD OF SELECTMEN ACTION REQUEST

No.: 21-65

Date: September 20, 2021

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

From: Joshua 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 \$474.20

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 \$474.20.*

Attachment:

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
14057	2020 MV CLOSSON	CRAIG 504 W WAKEFIELD BLVD WINSTED, CT 06098	\$43.47 C OF C
12562	2020 MV JP MORGAN	P O BOX 901076 FORT WORTH, TX 76101-9810	\$129.33 C OF C
18058	2020 MV REIN	ISABELLE MACY 81 WALNUT ST WINSTED, CT 06098	\$50.82 C OF C
11540	2020 MV VAULT TRUST	P O BOX 23950 NASHVILLE, TN 37202-9913	\$199.13 C OF C
MV		TOTAL REFUNDS BY TYPE	\$422.75
104027	2020 RE MILES	CAROL 174 WALLENS ST UNIT H2 WINSTED, CT 06098	\$51.45 OVER PAYMENT
RE		TOTAL REFUNDS BY TYPE	\$51.45
NUMBER OF REFUNDS	5	TOTAL REFUNDS	\$474.20

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.

9/16/2021

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 ACTION REQUEST

No.: 21-66

Date: September 20, 2021

Topic: New Business (B)- Proposed Line-Item Transfers (with attachments)

From: Joshua Kelly, Town Manager

Background: The Town of Winchester Charter (as amended) provides for the intra-departmental transfer of funds:

Section 915.

INTRA-DEPARTMENTAL TRANSFER OF APPROPRIATIONS Upon the request of the Manager, but only within the last three (3) months of the fiscal year, the Board of Selectmen may, by resolution, transfer any unencumbered appropriation, balance, or portion thereof, from one department, commission, board, or office to another. No transfer shall be made from any appropriation for debt service and other statutory charges. Notwithstanding the above, no transfer shall be made from any appropriation for an uncompleted capital improvement or from a department sinking fund without approval of the Town acting by referendum.

Requested Action: The Board of Selectmen should consider the proposed line- item transfers.

In accordance with Section 915, Finance Director Bruce Stratford has requested a transfer of funds to cover FY21 year-end deficits.

Fiscal Implications:

FROM: Various		<u>Description</u>	<u>Amount</u>
<u>Line</u>			
1-110-193-0000	Secretarial		\$3000
1-115-900-0002	Medical Benefits		\$7000
1-117-900-0002	Medical Benefits		\$4000
1-148-190-0000	Administrative		\$45000
1-148-900-0002	Medical Benefits		\$25000
1-211-900-0002	Medical Benefits		\$15000
1-213-830-0001	Demolition of Buildings		\$14000
1-213-830-0002	Relocation Costs		\$3000
1-213-900-0002	Medical Benefits		\$4000
1-813-192-0000	General Labor		\$5000
TO: Various		<u>Description</u>	<u>Amount</u>
<u>Line</u>			
1-210-197-0000	Overtime		\$60000
1-213-193-0000	Secretarial		\$12000
1-911-202-0000	Sick & Vacation Pay		\$3000
1-918-939-0000	Police VERA Contribution		\$20000
1-919-381-0001	Workers Comp Insurance		\$30000

Recommended Motion: I move that the Board of Selectmen approve the line-item transfers from the Various Departments of \$3000 Secretarial (110-193-0000), \$7000 Medical Benefits (115-900-0002) \$4000 Medical Benefits(117-900-0002), \$450000 Administrative (148-190-0000) \$25000 Medical Benefit (148-900-0002), \$15000 Medical Benefits

(211-900-0002, \$14000 Demolition of Buildings (213-830-0001), \$3000 Relocation Cots (213-830-0002), \$4000 Medical Benefits(213-900-0002), \$5000 General Labor \$5000 (813-192-0000), transfer to Various departments including \$60000 Overtime (210-197-0000), \$12000 Secretarial (213-193-0000, \$3000 Sick & Vacation Pay Accrual (911-202-0000), \$20000 Police VEBA Contribution (918-939-0000), and \$30000 Workers Comp Insurance (919-381-0001).



In accordance with Section 915, Finance Director Bruce Stratford has requested a transfer of funds to cover charges in various departments

Fiscal Implications: none

FUND TRANSFERS - TOWN OF WINCHESTER

1. DEPARTMENT REQUESTING TRANSFER

Various

2. TOTAL AMOUNT & FISCAL YEAR OF TRANSFER

\$125,000

FY21

ACCOUNT(S) TRANSFERRED FROM:

Fund:

DEPT#

OBJECT#

OBJECT#

AMOUNTS

Secretarial		1	110	193	0000	\$3,000
Medical Benefits		1	115	900	0002	\$7,000
Medical Benefits		1	117	900	0002	\$4,000
Administrative		1	148	190	0000	\$45,000
Medical Benefits		1	148	900	0002	\$25,000
Medical Benefits		1	211	900	0002	\$15,000
Demolition of Buildings		1	213	830	0001	\$14,000
Relocation Costs		1	213	830	0002	\$3,000
Medical Benefits		1	213	900	0002	\$4,000
General Labor		1	813	192	0000	\$5,000

ACCOUNT(S) TRANSFERRED TO

DEPT#

OBJECT#

SUB-

OBJECT#

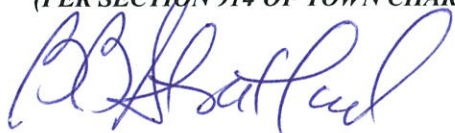
AMOUNTS

Overtime		1	210	197	0000	\$60,000
Secretarial		1	213	193	0000	\$12,000
Sick & Vacation Pay Accrual		1	911	202	0000	\$3,000
Police VEBA Contribution		1	918	939	0000	\$20,000
Workers Comp Insurance		1	919	381	0001	\$30,000


3. REASON FOR REQUEST AND HOW SOURCE ACCOUNT CAN WITHSTAND TRANSFER:
(ANTICIPATED ITEMIZED EXPENDITURE WHICH REQUIRES INCREASE FUNDING)

Workers' Comp Admin Board May 2021 decision communicated in August requires transfer of budget funds to authorize payment. Final accrual of various expenditures reveals need to resolve Police dept, Police VEBA and Sick and Vacation pay deficits. Surplusses in the Selectmen's, Assessor, Tax Collector, Planning, Fire, Building and Senior Center depts provide funds to resolve the deficit.

4. REQUESTING DEPARTMENT HEAD SIGNATURE:
(PER SECTION 914 OF TOWN CHARTER) FURTHER COMMENTS:

 9/15/21

5. DIRECTOR OF FINANCE VERIFICATION OF FUNDING SOURCE'S ABILITY TO FUND THIS REQUEST:

 9/16/21

6. TOWN MANAGER'S APPROVAL AND RECOMMENDATION:
(PER SECTIONS 914 AND 915 OF TOWN CHARTER) FURTHER COMMENTS:

 9/17/21

7. DATE SUBMITTED TO BOARD OF SELECTMEN

8. DATE APPROVED BY BOARD OF SELECTMEN

CC: Town Manager, Director of Finance, Purchasing Director, Department Requesting Fund Transfer

BOARD OF SELECTMEN ACTION REQUEST

No.: 21-67

Date: September 20, 2021

Topic: New Business (C)- Proposed Line-Item Transfers (with attachments)

From: Joshua Kelly, Town Manager

Background: The Town of Winchester Charter (as amended) provides for the intra-departmental transfer of funds:

Section 915.

INTRA-DEPARTMENTAL TRANSFER OF APPROPRIATIONS Upon the request of the Manager, but only within the last three (3) months of the fiscal year, the Board of Selectmen may, by resolution, transfer any unencumbered appropriation, balance, or portion thereof, from one department, commission, board, or office to another. No transfer shall be made from any appropriation for debt service and other statutory charges. Notwithstanding the above, no transfer shall be made from any appropriation for an uncompleted capital improvement or from a department sinking fund without approval of the Town acting by referendum.

Requested Action: The Board of Selectmen should consider the proposed line- item transfers.

In accordance with Section 915, Finance Director Bruce Stratford has requested a transfer of funds to cover FY22 year-end deficits.

Fiscal Implications:

FROM: Contracted Labor (127-831-0000)		
<u>Line</u>	<u>Description</u>	<u>Amount</u>
1-127-831-0000	Contracted Labor	\$20000
TO: Custodian Position-Part Time (1-127-192-0001)		
<u>Line</u>	<u>Description</u>	<u>Amount</u>
1-210-197-0000	Overtime	\$60000

Recommended Motion: I move that the Board of Selectmen approve the line-item transfers from \$20000 Contracted Labor (127-831-0000) to \$20000 Custodian Position-Part time (127-192-0001).



In accordance with Section 915, Finance Director Bruce Stratford has requested a transfer of funds to cover charges in Custodian Position-part time.

Fiscal Implications: none

FUND TRANSFERS - TOWN OF WINCHESTER

1. DEPARTMENT REQUESTING TRANSFER

127-Town Hall

2. TOTAL AMOUNT & FISCAL YEAR OF TRANSFER

\$20,000

FY22

ACCOUNT(S) TRANSFERRED FROM: Fund: DEPT# OBJECT# OBJECT# AMOUNTS

ACCOUNT(S) TRANSFERRED FROM:	Fund:	DEPT#	OBJECT#	OBJECT#	AMOUNTS
Contracted Labor	1	127	831	0000	\$20,000

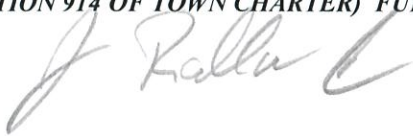
ACCOUNT(S) TRANSFERRED TO Fund: DEPT# OBJECT# SUB-OBJECT# AMOUNTS

ACCOUNT(S) TRANSFERRED TO	Fund:	DEPT#	OBJECT#	SUB-OBJECT#	AMOUNTS
Custodian Position - Part Time	1	127	192	0001	\$20,000

3. REASON FOR REQUEST AND HOW SOURCE ACCOUNT CAN WITHSTAND TRANSFER:
(ANTICIPATED ITEMIZED EXPENDITURE WHICH REQUIRES INCREASE FUNDING)

The town hired a part time custodian directly instead of using an outside agency. This transfer will re-classify the expenditures to the appropriate line for the remainder of the year.

4. REQUESTING DEPARTMENT HEAD SIGNATURE:
(PER SECTION 914 OF TOWN CHARTER) FURTHER COMMENTS:



5. DIRECTOR OF FINANCE VERIFICATION OF FUNDING SOURCE'S ABILITY TO FUND THIS REQUEST:



6. TOWN MANAGER'S APPROVAL AND RECOMMENDATION:
(PER SECTIONS 914 AND 915 OF TOWN CHARTER) FURTHER COMMENTS:



7. DATE SUBMITTED TO BOARD OF SELECTMEN

8. DATE APPROVED BY BOARD OF SELECTMEN

CC: Town Manager, Director of Finance, Purchasing Director, Department Requesting Fund Transfer