



**TOWN OF WINCHESTER
BOARD OF SELECTMEN MEETING**

Regular Meeting Agenda

August 16, 2021-7:00PM

P. Francis Hicks Room

Streamed live on YouTube and Channel 194

FILED
TOWN CLERK'S OFFICE

AUG 12 2021

SHEILA S. SEDLACK
TOWN OF WINCHESTER, CT

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 August 2, 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. NEW BUSINESS
 - A) 21-56 Refunds as recommended by the Building Department (Town Manager Kelly)
 - B) 21-57 Consider/Possibly Act on Proposed Amendments to Ordinance #180 "Anti-Blight Ordinance"
 - C) 21-58 Consider/Possibly Act on Proposed Amendments to Ordinance #195 "Noise Regulation"
 - D) 21-59 Consider/Possibly Act on Proposed letter of support for Winchester Land Trust
11. CITIZENS' COMMENTS

The Board of Selectmen welcomes public comments, speakers will be limited to three (3) minutes or less and may speak only once. Please give your name and address.
12. SELECTMEN'S COMMENTS AND REPORTS
13. ADJOURNMENT

Winchester 250th Anniversary 1771-2021

Town of Winchester
Board of Selectmen
Regular Meeting
August 2, 2021

Item 1. Call to Order

Meeting called to order at 7:00 p.m. by Mayor Perez.

Attendance: Sel. Arcelaschi, Sel. Bourque, Sel. Groppo, Sel. Perez and Sel. Sedlack.

Absent: Sel. Bouchard and Sel. Bird Excused

Item 2. Pledge of Allegiance

The Pledge of Allegiance was recited.

Item 3. Agenda Review.

Sel. Sedlack suggested an agenda change – following the approval of minutes, Item 9a, 9e, be moved up on the agenda.

Item 4. Approval of Minutes.

A). Minutes of Regular Meeting on July 19, 2021.

Motion by Sel. Groppo, seconded by Sel. Sedlack

To approve the minutes of the July 19, 2021, meeting

YES (4)

ABSTAINED (1) Sel. Arcelaschi

Item 5. Citizens Comments NONE

Item 9A. Discussion Preliminary Draft of the Update of the Plan of Conservation
and Development.

PZC Chairman - George Closson addressed the Board about the draft of the POCD.

A Hearing will be held on August 23, 2021.

Item 9E. 21-55 Consider/Possibly Act on Winchester Police Department Proposal for Body Camera Acquisition.

Police Chief, William Fitzgerald and Officer, Joshua Blass addressed the Board regarding a proposal for Body Cameras and Dash Cameras.

A motion by Sel. Bourque, seconded by Sel. Sedlack

To waive the bid procedure and purchase the Body Cameras and Dash Cameras from Axon.

UNANIMOUS

Item 9C. 21-52 Consider/Possibly Act on Proposed Amendments to Ordinance #43 "Operation of Water aft at Highland Lake Regulated"

No Action Taken at This Time.

Item 6. Town Manager's Report.

The Town Manager, Josh Kelly, reported on all meetings held between July 19th through July 30th. along with Long-Term meetings. He opened the meeting for questions and answers at this time.

Item 7. Correspondence – A memorandum from Public Works regarding the Sue Grossman Trail/Still River Greenway Progress Report was received.

Item 8. Boards and Commissions.

Motion by Sel. Sedlack, seconded by Sel. Arcelaschi.

I move that we support the appointment of Eleanor Gunn (D) as a Permanent member of Civil Service Commission term to expire 5/2027 as recommended by Town Manager, Josh Kelly.

UNANIMOUS

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

To appoint Amanda Hill (U) as a Permanent Member of the Conservation Commission term to expire 5/2025.

UNANIMOUS

Motion by Sel. Sedlack, seconded by Sel. Arcelaschi.

To appoint Charlene Lavoie (U) as an Alternate Member to the Planning & Zoning Commission term to expire 10/2026.

YES (4)

ABSTAINED (1) Sel. Bourque.

Motion by Sel. Sedlack, seconded by Sel. Bourque

To appoint Kristen Dowler (R) as a Permanent Member of the Soldier's Monument Commission term to expire 6/2025.

UNANIMOUS

Sel. Sedlack placed into nomination Renata (Renee) Waldron (D) as a Permanent member of the Conservation Commission term to expire 5/2025.

UNANIMOUS

Sel. Sedlack placed into nomination Gary Paganelli (U) as a Permanent member of the Inland Wetland & Water Courses term to expire 10/2026.

Sel. Sedlack placed into nomination Feliks Vine (R) as an Alternate to the Planning & Zoning Commission term to expire 10/2026.

Item 9. New Business

A). Discussion Preliminary Draft of the Update of the Plan of Conservation and Development. - Moved up on the agenda

B). 21-52 Consider/Possibly Act on Proposed Amendments to Ordinance #43 Operation of Watercraft at Highland Lake Regulated".

Moved up on the agenda.

C). 21-53 Refunds as Recommended by Collector of Revenues (Town Manager Kelly).

Motion by Sel. Groppo, seconded by Sel. Sedlack

I move that the Board of Selectmen authorize the refunds recommended by the Collector of Revenue, in the amount of \$553.67.

UNANIMOUS

D). 21-54 Refunds as Recommended by collector of Revenues (Town Manager Kelly).

Motion by Sel. Sedlack, seconded by Sel. Groppo

I move that the Board of Selectmen authorize the refunds recommended by the Collector of Revenue, Halaree Monnerat, in the amount of \$10,920.30.

UNANIMOUS

E). 21-55 Consider/Possibly Act on Winchester Police Department Proposal for Body Camera Acquisition. Moved up on the agenda.

Item 10. Citizens' Comments NONE

Item 11. Selectmen's Comments and Report

Item 12. Adjournment.

Motion by Sel. Sedlack seconded by Sel. Groppo

To adjourn the meeting at 8:58p.m.

UNANIMOUS

ATTEST:

Sheila S. Sedlack, CCTC, CMC

Town of Winchester
Board of Selectmen
Special Meeting
August 7, 2021

Item 1. Call to Order

Meeting called to order at 9:00 AM in the Blue Room at Town Hall by Mayor Candy Perez.

Present: Todd Arcelaschi, Sel. Jack Bourque, Sel. Linda Groppo, Sel. Melissa Bird, Sel. Candace Bouchard and Sel. Steven Sedlack. Also in attendance was Town Manager Josh Kelly.

Item 2. Economic Development Strategy and Town Manager Goals

The board reviewed the Town of Winchester Strategic Plan dated December-January 2017. In a two-hour session, the board discussed numerous items including: growth, stability, inventory of town properties, Main Street as an historic district, blighted properties list, communication improvements, support for the mill buildings, comprehensive roads plan, electric vehicles for the town, training for members of boards and commissions, marketing the town, and a possible new position focusing on communications/planning/development.

Item 3. Discussion/possible action

The Strategic Plan will be updated to reflect the discussion at the meeting.

Item 4. Adjournment

Motion to adjourn the meeting by Sel. Sedlack, seconded by Sel. Arcelaschi; unanimously voted at 10:50 AM.

Respectfully submitted,

Steven Sedlack
Recorder



TOWN OF WINCHESTER – CITY OF WINSTED

Town Hall – 338 Main Street

WINSTED, CONNECTICUT 06098

OFFICE OF THE TOWN MANAGER

DATE: August 13, 2021
TO: Board of Selectmen
FROM: Joshua Kelly
Town Manager
RE: Town Manager Update

WEEK OF (August 2- August 7):

Monday:

- Phone call with labor attorney
- Met with Steve William & Mark Douglass regarding cyber security
- Worked on Submission of Internships
- Met with Jennifer Kelley regarding Senior Center Health requirements
- Worked on ARPA funds write-up
- Gathered materials for Social Services
- Wrote letter to Civil Service Commission regarding hiring of Budget Analyst/Grant Manager
- Completed Submission of Internships

Tuesday:

- Met with Mark Douglass regarding equipment for interns
- Prepared ARPA proposal for Staff review
- Developed Microsoft Excel Training
- Sent updated Blight Ordinance to Mayor Perez
- Spoke to Chief of Police about Main Street Landscaping
- Sent Final List of Internship Offerings to NWCCC
- Sent Marine Ordinances to the State for review
- Town Hall Energy Audit
- Met with Steve Williams regarding COVID 19
- Spoke with CTCMA members regarding COVID 19 precautions

Wednesday:

- Site visit at 508 Main Street
- Meeting with Pam regarding building department issues
- Met with CIRMA representative for member equity check distribution

Winchester 250th Anniversary 1771-2021

- Debris management service workshop-phone in
- 10 Bridge Street meeting
- Pets in the Park discussion-via zoom
- Supervisor's CBA with Labor Attorney-via Teams meeting

Thursday:

- Worked on ARPA proposal
- Meeting with owners of Laurel City Marine
- Met with Social Service Director
- Worked on the Noise ordinance
- Met with Homeowner and Jim Rollins at 88 Hubbard Street
- Hubbard street conversations
- ARPA meeting

Friday:

- Sent Noise Ordinance to Town Attorney
- Spoke to Area Elected leaders regarding COVID
- Spoke with NWCog and TAHD regarding COVID
- Prepared for goals session

Saturday:

- Board of Selectmen Special meeting
- Opening of Paws and Reflect @ 538 Main Street

WEEK OF (August 9 -August 13):

Monday:

- Spoke with Jim regarding Pratt Street
- Reviewed upcoming Board Agenda Items
- Worked on ARPA proposal
- Worked on Economic Vitality Plan
- Spoke with CTCMA Members regarding COVID masking
- Tour of Winsted Store fronts
- Reviewed application from Civil Service
- Met with Pete Marchand regarding Winchester Fire Department
- Met with Pam regarding building department
- Virtual Hinsdale meeting

Tuesday:

- Met with Chief Fitzgerald
- Called New Hartford FS
- Mad River Recreation Area Walk
- Called Fire Chief Lagassie
- Met with PW Director regarding mowing on Meadow Street
- Signed Documents and reviewed emails
- Finished Noise Ordinance Edits

Winchester 250th Anniversary 1771-2021

- Sue Grossman Trail-preapplication meeting
- Sent Economic Vitality Plan info to Staff

Wednesday:

- National Health Center week event @ Community Health
- Blight Committee meeting
- Meeting with Emily Olsen from the Register Citizen

Thursday:

- ARPA info sharing for NWCog Towns
- NWCog meeting on ARPA
- Leadership meeting
- Business owner/Eversource meeting
- Meeting with Recreation Director regarding playground safety
- Gilbert Trust meeting

Friday:

- Town Hall Selfie Day
- Meeting with Rob Phillips & Mayor Perez
- Discuss Local Covid Policies via Zoon

LONG-TERM:

- *August 25-28 Annual Winsted Fireman's Carnival*
- *September 6-Labor Day*
- *September 7 Board of Selectmen meeting*
- *September 20 Board of Selectmen meeting*

Winchester 250th Anniversary 1771-2021



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: August 3, 2021
 Month Ending: JULY 31, 2021

	<u>JULY 2021</u>	<u>JULY 2020</u>	<u>JULY YTD 2022</u>
Tax Office/Electronic Transactions processed:	<u>13,701</u>	<u>13,187</u>	<u>13,701</u>
Total Funds Collected for month - ALL TAX TYPES:	<u>\$12,110,954</u>	<u>\$11,700,103</u>	<u>\$22,110,954</u>
Dollars collected on suspense accounts:	<u>\$865</u>	<u>\$2,637</u>	<u>\$865</u>

MARSHAL QUINN

Dollars received this month from Marshal Quinn on past due accounts: \$88,123

Total Accounts Paid in Full: 13

FISCAL 2022 YTD dollars received: \$88,123

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

July 31, 2021: \$11,777,516/46.85%

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

July 31, 2021: \$11,876,607/95.62%

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

July 31, 2020: \$11,538,764/47.76%

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

July 31, 2020: \$11,567,385/95.75%

LIENS RELEASED IN TOWN CLERK'S OFFICE: 85

DELINQUENT TAXES

TAX TYPE	TAX	INT	FEES	LIENS	BOND	TOTAL
REAL ESTATE	\$372,131	\$82,481	\$18	\$4,992		\$459,622
WATER	\$97,053	\$17,287	\$571	\$5,568		\$120,479
SEWER	\$76,285	\$14,769		\$5,616		\$96,670
ASSESSMENT	\$12,937	\$4,957			\$5,103	\$22,997
PERSONAL PROP	\$43,263	\$14,695	\$18			\$57,976
MOTOR VEHICLE	<u>\$228,543</u>	<u>\$68,383</u>	<u>\$7,560</u>			<u>\$304,486</u>
TOTAL	\$830,212	\$202,572	\$8,167	\$16,176	\$5,103	\$1,062,230

DELINQUENT TAX TOTALS AS OF July 31, 2021

\$1,062,230

DELINQUENT TAX TOTALS AS OF July 31, 2020

\$1,045,812

INCREASE/DECREASE FROM PRIOR YEAR

\$16,418

Winchester 250th Anniversary 1771-2021

MONTHLY STATUS REPORT

Month Ending July 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:

INSPECTIONS:

- 11 Fire code inspections of apartments during rental C.O. inspections
- 1 Annual fire code inspection of 4-unit apartment building
- 1 Annual fire code inspection of 3 family home
- 3 Annual fire code inspections of public schools
- 1 Pre-opening inspection of new business 10 Bridge Street
- 1 Fire code inspection of apartment at 80 Chestnut Street through an administrative search warrant to gain access for inspection

ENFORCEMENT ACTION:

PLAN REVIEWS:

- 1 Plan review of new elevator installation at Chestnut Grove

REQUIRED INSERVICE TRAINING FOR FIRE MARSHAL CERITIFICATION:

- Credit hours have been updated by OEDM
- Current total credit hours for this cycle 86.0 out of 90.0 total hours
- Note the current cycle ends on 11/15/21. Prior to this I will be completing two additional in-service classes which will give me 6 more credit hours so that I will have completed the 90 hours of in-service credits prior to 11/15/21.

CURRENT STATUS OF OFFICE:

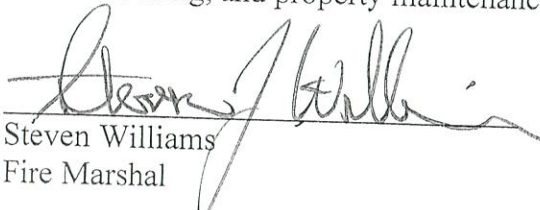
- The Fire Marshal's Office continues to work to complete required inspections within the time allotted for the office, giving preference to completing liquor license and annual licensing inspections in an expedient manner.

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.

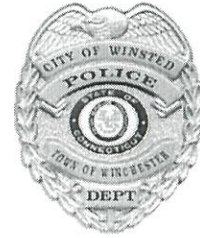
ISSUES (WITH SUPPORTED RESOLUTION):

- 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
POLICE DEPARTMENT
338 Main St., Winsted Connecticut 06098



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

8 arrests: 1 of which stemmed from a DUI crash, 3 from a domestic violence case and 4 from serving arrest warrants.

Evening shift had a total of 292 calls for service.

There were **35** Medical Emergencies / Ambulance Request / well-being check calls, **1** Emergency committal, and **32** General Inquiries, and **5** Domestic Violence / Intimidation complaints. **14** Intrusion Alarms, **20** Suspicious calls and **30** Firework complaints

Medical Drop Off Box

Total since Implementation:

- 834.3 lbs. Ave -Weekly 13.6 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	14	4	8	
	145	17	79	

7/7/2021

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%

Roll Call Training

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

Training Unit

Kinahan- CCHRS On-line Training, CPR recertification
Whiteley- N/A

July 1, 2021: Submitted training notice to Ofc. Josh Blass, Ofc. Justin Waltzer & Ofc. Greg Lopardo to complete COLLECT / NCIC recertification by 07/29/21. Their current certification was to expire 08/01/21.

July 3, 2021: One (1) department policy was distributed to the shift supervisors for review with their respective personnel. That policy was **1.1.32 CJI Physical Protection**.

July 4, 2021: Ofc. Joshua Blass completed COLLECT / NCIC recertification training on-line. His new certification will expire July 1, 2023.

July 6, 2021: Sgt. Robert Varasconi participated in Rifle Instructor Pre-test at the CT. Police Academy. Passing the Pre-test is one of the prerequisites for attending the Patrol Rifle Instructor class.

July 6-9, 2021: Ofc. Joshua Blass successfully completed Field Training Officer (FTO) training at the CT. Police Academy.

July 7, 2021: Chief William Fitzgerald and Sgt. Mark Blanchette participated in remote training with an onboarding specialist of the new Power DMS policy management software program.

July 7, 2021: Ofc. Greg Lopardo completed COLLECT / NCIC recertification. His new expiration date is July 1, 2023.

July 17, 2021: A POSTC-52 form was submitted to CJ McGuffey, Field Program Consultant at the CT Police Academy, attesting to the fact that the named officers completed all recertification requirements established in Public Act 20-1 and all training requirements as required by the Police Officer Standards and Training Council Regulations 7-294e. Those officers are Sgt. Robert Varasconi, Sgt. Mark Blanchette, Ofc. Mike Roy, Ofc. Bryan Failla, Ofc. Brandon Simmons, Ofc. Joshua Blass, Ofc. Justin Waltzer.

July 21, 2021: A training opportunity was disseminated to Field Training Officer's (FTO's) seeking their interest with assisting the Milford Police academy staff with a Practical skills day for the current recruit training class August 13th, 2021. Topics to be covered will involve Juveniles, Domestic Violence and Mental Health, and possibly more. Ofc. Dan Pietrafesa, Ofc. Brandon Simmons and Ofc. Josh Blass expressed interest.

July 21, 2021: Enrolled Ofc. John Cummings in an (Emergency Medical Responder (EMR) recertification class being conducted by Waterbury PD at their training classroom August 25, 26, 27, 2021.

July 22, 2021: Chief William Fitzgerald and Sgt. Mark Blanchette participated in a second remote training session with an onboarding specialist for the new Power DMS policy management software program.

July 23, 2021: Ofc. Justin Waltzer completed COLLECT / NCIC recertification. His new expiration date is 7/1/2023.

ADDITIONAL NOTES: Police Officer Trainee Joy Mikulski continues her training at the Milford Regional Police Academy. 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

Functions Assigned:

Sgt.Kinahan- Supervision, pre-employment background investigations, case management, case assignment; Internal Affairs investigations, policy/use of force review.
2nd Detective Position- Unfilled.
E/O Whitely- Evidence, property management.

New Cases Assigned:

Assist with burglary investigation (Kent Pizza search warrant)
Larceny/possible wire fraud
Use of Force reviews (five)
Policy reviews

Function Status Update:

Sgt. Kinahan- Search warrant for dwelling in burglary investigation at Kent Pizza; larceny and possible wire fraud referred from patrol (21-3474); five (5) use of force reviews; two policy reviews/rewrites- GO 1.2.26, GO 1.2.8 (rewrite); prepare, delivered five (5) video/audio recordings for SAO cases; completed background investigation for prospective officer candidate; deliver/retrieve items from State Lab; follow up on untimely death investigation (21-2440)- ATL suspect; cellphone search warrants; review cellphone data from fatal motor vehicle collision (21-2732); cellphone data review from untimely death (21-4206).

E/O Whitely- Evidence returns, processing; compliance orders to court. Drug Box Cleanout- 19.8 lbs.

TRAFFIC

For the month of July 2021, the Winchester Police Department had a total of **56** motor vehicle stops. **11** infractions were issued, **6** written warnings, **30** verbal warnings and **6** misdemeanor summonses were issued.

There was a total of **29** motor vehicle crashes. 1 crash resulted in a D.U.I. arrest.

There was a total of 5 parking tickets issued.

(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	25	
Dog Bites	0	
Quarantine Animals	0	
Follow Up Investigations	2	
Roaming Dogs	8	
Wildlife Calls	3	
Written Warning Issued	0	
Verbal Warning Issued	3	
Infractions Issued	0	
Other- Dog vs Dog	1	

FY 2021-2022	Amount	HOLIDAYS	TRAINING	Marine Patrol	DUI Grant	Special Detail	Cover Dispatch	Cover LCD	COVID 19	ACTUAL OT
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
August										
September										
October										
November										
December										
January										
February										
March										
April										

May

June

	\$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
Ave	\$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

Monthly Overtime Cost Analysis: Fiscal Year

Majority of OT was due to use of sick personnel for replacement of non-work-related injuries and or COVID 19 quarantine protocols of officers and staff. Replacement for officer vacations and sick leave. Holiday pay was major cost expense for this month. In House training was conducted highlighted new police accountability law enacted.

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	275.0
August					
September					

October
November
December

	2315	1786	968	5069	1689.7
<i>Calls for Service</i>					
Monthly Ave	330.7	255.1	138.3	422.4	1689.7
Weekly Ave	82.7	63.8	34.6	105.6	422.4
Daily Ave	10.3	8.0	4.3	13.2	52.8
Per Off Shift	3.4	2.7	1.4	4.4	17.6
Meal break	1	1	1	1.5	5.9
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

Town of Winchester CT

Savings Report by Month

6/30/2021 12:00:00 AM -

2019	Year Total:	100	53	\$5,148.22	\$51.48	\$1,915.77	\$19.16	27%
2020	Jan-20	13	6	\$532.00	\$40.92	\$329.73	\$25.36	38%
2020	Feb-20	8	6	\$391.95	\$48.99	\$260.54	\$32.57	40%
2020	Mar-20	9	4	\$377.92	\$41.99	\$143.34	\$15.93	27%
2020	Apr-20	9	6	\$341.05	\$37.89	\$109.82	\$12.20	24%
2020	May-20	9	5	\$367.22	\$40.80	\$232.64	\$25.85	39%
2020	Jun-20	12	5	\$349.04	\$29.09	\$116.56	\$9.71	25%
2020	Jul-20	10	3	\$231.12	\$23.11	\$99.59	\$9.96	30%
2020	Aug-20	8	4	\$181.74	\$22.72	\$51.99	\$6.50	22%
2020	Sep-20	11	3	\$332.63	\$30.24	\$128.67	\$11.70	28%
2020	Oct-20	6	3	\$149.14	\$24.86	\$36.81	\$6.14	20%
2020	Nov-20	9	4	\$222.71	\$24.75	\$45.33	\$5.04	17%
2020	Dec-20	13	4	\$347.79	\$26.75	\$127.49	\$9.81	27%
2020	Year Total:	117	53	\$3,824.31	\$32.69	\$1,682.51	\$14.38	31%
2021	Jan-21	7	3	\$164.89	\$23.56	\$39.06	\$5.58	19%
2021	Feb-21	13	5	\$354.11	\$27.24	\$53.98	\$4.15	13%
2021	Mar-21	16	5	\$483.36	\$30.21	\$182.21	\$11.39	27%
2021	Apr-21	11	5	\$251.36	\$22.85	\$90.30	\$8.21	26%
2021	May-21	11	5	\$344.55	\$31.32	\$97.85	\$8.90	22%
2021	Jun-21	16	6	\$582.27	\$36.39	\$242.28	\$15.14	29%
2021	Year Total:	74	29	\$2,180.54	\$29.47	\$705.68	\$9.54	24%
Total		2,875	1,631	\$126,948.65	\$44.16	\$115,950.86	\$40.33	48%

Boards & Commissions

NOMINATIONS

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

Date	Name	Board/Commission	Party Affiliation	Permanent/Alternate	Term Dates	Appointing Authority
08/16/2021	Renata(Renee) Waldron	Conservation Commission	D	Permanent	05/2025	BOS
08/16/2021	Gary Paganelli	Inland Wetland & Water Courses	U	Permanent	05/2025	BOS
08/16/2021	Feliks Vine	Planning & Zoning	R	Alternate	10/2026	BOS

RE-APPOINTMENTS

Date	Name	Board/Commission	Party Affiliation	Permanent/Alternate	Next Term Exp	Appointing Authority
08/16/2021	Norman Kelly	Retirement Administration Board	R	Permanent	7/2025	BOS

RESIGNATION

Date	Name	Board/Commission	Party Affiliation	Permanent/Alternate	Next Term Exp	Appointing Authority
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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 fill out the application below. This application will be reviewed by the Board of Selectmen. The Board of Selectmen is responsible for making appointments whenever a vacancy occurs in the area of your interest.

LIST THE BOARD/COMMISSION YOU ARE INTERESTED IN SERVING:

Conservation Commission

NAME: Renata (Renee) Waldron

ADDRESS: 111 Standard Ave., Winsted

HOME PHONE #: _____ CELL PHONE #: (860)309-4808 E-MAIL: waldronjrs@gmail.com

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

PRIOR CIVIC INVOLVEMENT: Girl Scout Leader, WACCC Board of Directors

SHORT SYNOPSIS OF EXPERTISE AND/OR INTEREST:

As a resident of Winsted for 20 years I've always had an interest in serving the community and I felt that now is the right time. For the past 30 years I have worked as an educator in Torrington first as a paraprofessional, then as a teacher. Currently I am pursuing a position in the area of educational administration. Over the years I've raised three children in Winsted and my goal is to build a thriving community for future generations.

Have you contacted any current members or attended any meetings on the Board/Commission that interests you? No Name: _____



Signature: _____ Date: 7/13/2021

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

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:

Inland Wetlands & watercourses

NAME: Gary B. Paganelli

ADDRESS: 856 W. Wakefield Blvd - Box 1055 Winsted, CT 06096

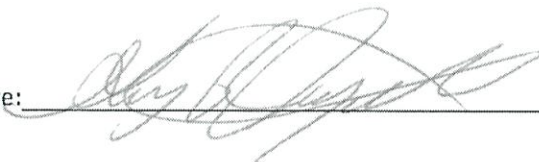
HOME PHONE #: _____ CELL PHONE #: 860-205-1147 E-MAIL: gpaganelli@paganelliconstruction.com

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

PRIOR CIVIC INVOLVEMENT: Saffield Police Commissioner

SHORT SYNOPSIS OF EXPERTISE AND/OR INTEREST:

Have you contacted any current members or attended any meetings on the Board/Commission that interests you? NO Name: _____

Signature:  Date: 07/13/2021

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

Gary R. Paganelli
856 W. Wakefield Blvd.
PO Box 1055
Winsted, Connecticut 06098

July 13, 2021

Inland Wetlands and Watercourses Commission

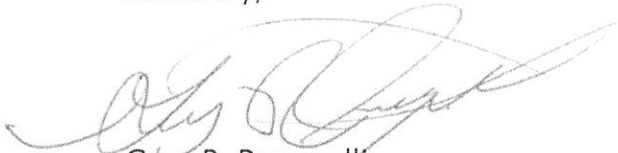
To Whom It May Concern:

My expertise in this area was developed by the fact that I own and operate a Construction Company. I have been involved in every aspect of construction for the past forty years. Within that scope, I have been general contractor on multiple environmental projects working directly with the DEEP; many of those projects we worked within the water course. I have an excellent understanding of site plans and specifications.

My wife and I have owned a vacation home at Highland Lake for the past twelve years: in January of 2020 we moved to 856 W. Wakefield Blvd full time making Winsted our town of residence.

I look forward to volunteering my time on this commission.

Sincerely,



Gary R. Paganelli

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:

Wetlands / Planning + Zoning

NAME: Feliks Viner

ADDRESS: 262 Perch Rock Trail, Winsted CT 06098

HOME PHONE #: _____ CELL PHONE #: 860-916-1312 E-MAIL: fviner@firstworld.com

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

PRIOR CIVIC INVOLVEMENT: 2nd VP of CT Mortgage Bankers Assoc.
Co-Chairman of The Kids of Summer Foundation

SHORT SYNOPSIS OF EXPERTISE AND/OR INTEREST:

As a mortgage executive I specialize in Real Estate + development as well as financing. My personal interests = spending time w/ family at Highland Lake where I reside full time

Have you contacted any current members or attended any meetings on the Board/Commission that interests you? Wetlands Name: Pam Columbu self.

Signature: [Signature] Date: 7/13/21

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

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

Terry Hall

From: Josh Kelly
Sent: Monday, August 2, 2021 8:43 AM
To: Terry Hall
Subject: FW: Retirement Administration Board

Hi Terry,

Just FYI –

*Joshua Steele Kelly
Town Manager & CEO
Town of Winchester, CT*

*Connect with the Town online:
[Facebook](#) | [Nextdoor](#) | [YouTube](#)
[Instagram](#) | [Twitter](#) | [LinkedIn](#)*

From: normankelly@charter.net <normankelly@charter.net>
Sent: Friday, July 30, 2021 3:00 PM
To: Josh Kelly <jskelly@townofwinchester.org>
Subject: Retirement Administration Board

Warning! This message was sent from outside your organization and we are unable to verify the sender.

[Allow sender](#) | [Block sender](#)

Josh,

I just received your letter of July 28th. I am happy to be considered for re-appointment,

Regards,

Norman Kelly

BOARD OF SELECTMEN ACTION REQUEST

No.: 21-56

Date: August 16, 2021

Topic: New Business (A)- Refunds as Recommended by the Building Department (with attachments)

From: Joshua Kelly, Town Manager

Background: The building department has recommended that the refunds described in the attached correspondence be authorized.

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

Fiscal Implications: The described refunds total \$160.00

Manager's Recommendation: I recommend that the Board of Selectmen authorize the refunds recommended by the Building Department.

Recommended Motion: *I move that the Board of Selectmen authorize the refunds recommended by the Building Department in the amount of \$160.00.*

Attachment:

Building department email requesting refund.

Terry Hall

From: Pam Colombie
Sent: Wednesday, August 4, 2021 6:09 PM
To: Terry Hall; Peter D'Addeo; jmills@ccimcsr.com
Subject: FW: Special Permit application with Planning & Zoning Commission

Terry,

Can Mr. D'Addeo's request for reimbursement of his \$160 filing fee for a Planning and Zoning Commission application be processed? Is it an item that gets brought before the Board of Selectmen or something that can be done administratively through the Finance Department?

Peter/John:

Terry Hall is the Town Manager's Administrative Assistant. I am just making sure that the refund is in the process of being issued.

Just for context – Peter D'Addeo had submitted an application to the Planning and Zoning Commission for a site plan modification which has a fee of \$160. The proper venue was the Zoning Board of Appeals, which unfortunately, has an application fee of \$410. As the Planning and Zoning Commission application is withdrawn, he is seeking reimbursement for that fee of \$160.

Let me know if you need any additional information.

Thanks,

Pam

From: Peter D'Addeo <pdaddeo@ccimcsr.com>
Sent: Tuesday, August 3, 2021 12:06 PM
To: Pam Colombie <pcolombie@townofwinchester.org>
Cc: John Mills <jmills@ccimcsr.com>
Subject: RE: Special Permit application with Planning & Zoning Commission

Caution! This message was sent from outside your organization.

[Block sender](#)

Yes, I was unaware that we had an application before zoning

Per your e-mail, where you indicated that we make application to the wrong board, and that we could only proceed with direction of the Town Attorney

Our initial application before Zoning, was directed by staff, and after your e-mail that this was not correct, we corrected this application to go before the ZBA, which we did, and received approval

So, to follow up on your questions, yes we would like to withdraw this zoning board application and receive a return of our application fee, (which I have already requested per Marc Melanson

Peter D D'Addeo, CCIM
Commercial Services Realty
156 New Britain Avenue
Rocky Hill, CT 06067

Phone 860-721-0005 fax 860-563-3315
Cell 860-983-5146 pdaddeo@ccimcsr.com

From: Pam Colombie <pcolombie@townofwinchester.org>
Sent: Tuesday, August 3, 2021 7:06 AM
To: Peter D'Addeo <pdaddeo@ccimcsr.com>
Subject: Special Permit application with Planning & Zoning Commission

Good morning Peter:

Please confirm that after having received your Special Permit site plan approval from the Zoning Board of Appeals that you would like to withdraw your application before the Planning and Zoning Commission. Please recall that there may be an opportunity for the application fee reimbursement. That would be coordinated through the Town Manager's office.

Thanks,

Pam Colombie, Land Use
Office of Community Planning and Development
Town of Winchester
338 Main Street, Winsted, CT 06098
phone: (860) 738-6593 cell phone: (860) 960-7003

BOARD OF SELECTMEN ACTION REQUEST

No.: 21-57

Date: August 16, 2021

Topic:

New Business (B)- 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 Blight Official.
2. Blight. Any building or structure or any parcel of land which at least one of the following conditions exists shall be considered blighted:
 - (a) It is becoming dilapidated as defined herein.
 - (b) It is not being maintained as defined herein.
 - (c) It is a fire hazard as determined by the Fire Marshal or documented by the Fire Department or the Building Department.
 - (d) 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) 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) It is a substantial factor causing serious depreciation of the property values in the neighborhood.
 - (g) There exist 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 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.
 6. Decay. A wasting or wearing away; a gradual decline in strength, soundness or quality; to become decomposed or rotten.
 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 Official.
 8. Dilapidated. A building is considered dilapidated if any of the following conditions exists:
 - (a) 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 that 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.
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.
 11. Exempt property. Land dedicated as a 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.
 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.
 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.
 15. Exterior of the Premises. Open space on the premises outside of any building thereon.
 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, crockery, appliances, junk automobiles, demolition material, tree limbs, and industrial wastes.
23. Structure. Any building, dwelling, fence, swimming pool, or similarly constructed object.
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 distinct space.

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 Official.
2. If the Blight Official has reason to believe that an owner has violated the provisions of this Ordinance, the Blight 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 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 Official within ten (10) days of the hearing held on the Notice of Violation and order to correct issued by the Blight 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.
 - (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.
3. If any violation remains unabated after 7 days, any police officer, the Zoning Enforcement Officer, Blight 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.
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 10 days of the date of the citation.
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 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 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 G.G.S. §7-152c..

2. The final period for the uncontested payment of any citation under this chapter shall be 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 Manger if the estimated cost of such remediaton 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 authorizatoin may be appealed to the Board of Selectmen within (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 liaible 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; PULBIC AUGUST 24, 2012 AND EFFECTICT SEPTEMBER 17, 2012

STEPS FOR AMENDING, ADOPTING OR REPEALING BY-LAWS/ORDINANCES:

 Step 1: The Board of Selectmen must discuss at a public meeting – as an agenda item – and agree that the ordinance needs to be created, amended or repealed. This often will then go to the Town Attorney for his draft, opinion or research.

 Step 2: The item must then be noticed for two (2) weeks prior to the Board of Selectmen meeting as a **Notice of Intent**. This must be published on the Town of Winchester web site under legal notices, two (2) weeks in a row before action on the ordinance takes place with the date of the meeting at which the Board of Selectmen intend to amend, adopt or repeal the ordinance at.

Step 3: The Board of Selectmen meeting takes place. If the Board of Selectmen agree to amend, adopt or repeal the ordinance it then goes to Step 4.

Step 4: The ordinance book must be updated.

Step 5: The amended ordinance and, if needed, an updated index, are distributed.

** This step sometimes may take a while especially if it has to go to the Town attorney for his opinion/research.

BOARD OF SELECTMEN ACTION REQUEST

No.: 21-58

Date: August 16, 2021

Topic:

New Business (C)- 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

SEC. 195 NOISE REGULATION

Be it ordained by the Board of Selectmen of the Town of Winchester:

Sec. 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.

Sec. 2 - Construction Activities

- 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.
- 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;
 - 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.

Sec. 3 - Mobile Loudspeakers

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.

Sec. 4 - Fixed Loudspeakers

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 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 \$100.00, 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.

Sec. 5 - Residential Activities

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.

Sec. 6 - Enforcement

- A. The Chief of Police or his designee shall enforce the provisions of this article.
- 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 \$100.00. Each act of violation and each day a violation occurs or continues constitutes a separate offense.

Sec. 7 - Exemptions

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.


Sec. 8 - Severability

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.

ADOPTED BY THE BOARD OF SELECTMEN ON AUGUST 19, 2013;
PUBLISHED AUGUST 22, 2013 AND EFFECTIVE SEPTEMBER 6, 2013.

STEPS FOR AMENDING, ADOPTING OR REPEALING BY-LAWS/ORDINANCES:

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BOARD OF SELECTMEN ACTION REQUEST

No.: 21-59

Date: August 16, 2021

Topic: New Business (D)- Letter of Support for Winchester Land Trust to purchase and preserve 60 acres of land

From: Josh Kelly, Town Manager

Background: As indicated in the attached correspondence, the Winchester Land Trust (WLT)) has prepared a grant to purchase 60 acres that abuts both the Town Water Company and the preserved WLT Property.

The WLT is requesting a letter of support from the Town of Winchester.

Requested Action: The Board of Selectmen should consider a letter supporting the grant application for the Winchester Land Trust to purchase and preserve 60 acres of land.

Manager's Recommendation: I recommend that the Board of Selectmen grant approval for the letter of support to the Winchester Land Trust for the purchase of 60 acres of land.

Recommended Motion: *I move that the Board of Selectmen* grant approval for a letter of support to be given to the Winchester Land Trust for the purchase of 60 acres of land.

Attachments:

Email requesting a letter of support

From: jennifer perga <jen_perga@yahoo.com>

Sent: Friday, August 6, 2021 10:00 AM

To: Josh Kelly <jskelly@townofwinchester.org>; Candy Perez <perezcandywinsted@gmail.com>

Subject: Letter of Support - Winchester Land Trust

Caution! This message was sent from outside your organization.

[Allow sender](#) | [Block sender](#)

To: Town Manager Kelly, Mayor Perez & Board of Selectmen

From: Winchester Land Trust (WLT)

Dear Josh and Candy,

WLT has the opportunity to preserve a 60 acre parcel that abuts both Town Water Company Land and preserved WLT property. The 60 acres is part of a N/S wildlife corridor and comes with a detailed list from a wildlife biologist (who has visited the land for decades) of species inhabiting the land.

WLT is preparing a grant to purchase the property and a letter of support from the Town of Winchester is an important part of our application.

Could you please add a "request for a letter of support" to the August 16, 2021 BOS meeting agenda?

WLT will provide details about the project to include in the letter.

Thank you, on behalf of the Winchester Land Trust board.

Jennifer Perga, President
Winchester Land Trust