



TOWN OF WINCHESTER
BOARD OF SELECTMEN MEETING
Regular Meeting Agenda
May 17, 2021-7:00PM
Francis P. Hicks Room
Streamed live on YouTube and Channel 194

FILED
TOWN CLERK'S OFFICE

MAY 14 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 May 3, 2021
 - B) Minutes of the Annual Town Budget Meeting on May 10, 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 call 860-738-6958 to make a public comment when we reach this agenda item. 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) 21-19 Appointment of moderator for May 25th special town meeting
 - B) 21-20 Proposed Line- Item Transfers (Town Manager Kelly)
 - C) 21-21 Proposed Line- Item Transfers (Town Manager Kelly)
 - D) 21-22 Bid Waiver for Soldier's Monument Window Replacement (Town Manager Kelly)
 - E) 21-23 Municipal Suspense Tax List (Town Manager Kelly)
 - F) 21-24 Refunds as Recommended by the Collector of Revenue (Town Manager Kelly)
 - G) 21-25 Proposed Line-Item Transfers (Town Manager Kelly)
 - H) 21-26 508 Main Street Building Review Committee
 - I) 21-27 American Rescue Plan Funds Advisory Group
 - J) 21-28 Bid Waiver for Collection & Assessment Software

Winchester 250th Anniversary 1771-2021



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12. **EXECUTIVE SESSION**

A) Discussion regarding strategy and negotiation for all pending claims and litigation

13. **DISCUSSION POSSIBLE ACTIONS REGARDING EXECUTIVE SESSION**

A) Discussion regarding strategy and negotiation for all pending claims and litigation

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

15. **ADJOURNMENT**

Winchester 250th Anniversary 1771-2021

Town of Winchester
Board of Selectmen
Regular Meeting
May 3, 2021

Item 1. Call to Order:

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

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

Item 2. Pledge of Allegiance

The Pledge of Allegiance was recited.

Item 3. Agenda Review

Item 4. Approval of Minutes

A). Minutes of Special Meeting on April 15, 2021.

Motion by Sel. Bouchard, seconded by Sel. Bird

To approve the minutes of Special Meeting on April 15, 2021.

UNANIMOUS

B). Minutes of Regular Meeting on April 19, 2021.

Motion by Sel. Bird, seconded Sel. Groppo

To approve the minutes of the Regular Meeting on April 19, 2021 as amended.

UNANIMOUS

Sel. Groppo amendment pg. 2 Item 7. last line had an extra O in the date

C). Minutes of Special Meeting on April 26, 2021.

Motion by Sel. Groppo, seconded by Sel. Bird

To approve the minutes of the Special Meeting on April 26, 2021.

UNANIMOUS

Item 5. Citizens Comments. John Moore

Item 6. Town Manager's Report.

The Town Manager reviewed all meetings held between April 19 through April 30th. along with next week's updates and long-term plans. He also reviewed, for information, a number of documents including Town Hall Re-Opening Schedule, LOTCIP Commitment to Fund, Grossman Greenway Progress Report and Eversource Down Town Lighting Report. At this point he answered any questions that Board members have.

Item 7. Correspondence

No action was taken on a request from the President of the Board of Directors of the Winsted Phoenix on its grant request.

Item 8. Boards and Commissions.

Motion by Sel. Sedlack, seconded by Sel. Perez

I move that the Board support the re-appointment of Joseph Nichols (U) as a permanent member of the Civil Service Commission, term to expire May 2027, as recommended by the Town Manager.

UNANIMOUS.

Sel. Sedlack asked the Board to acknowledge the resignation of Christine Hunter as a member of the Inland Wetlands & Watercourse Commission as her term expired April 2021.

Item 9. Unfinished business.

A). Budget Discussion.

No discussion took place as the budget has already been adopted.

Item 10. New Business

A). 20-14 Proposed Line-Item Transfers (Town Manager Kelly).

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

I move that the Board of Selectmen approve the line-item transfer of \$12,000 from Street Department Salt (311-859-0000) to Bituminous (311-862-0000). Public Works
UNANIMOUS

B). 2015 Proposed Line-Item Transfers (Town Manager Kelly).

Motion by Sel. Bouchard, seconded by Sel.

I move that the Board of Selectmen approve the line-item transfer of \$10,000 from Administrative Salaries (211-190-0000) & \$20,000 Labor, Skilled & Professional (211-192-0000) to Maintenance of Equipment (211-826-0000) Fire Department.

UNANIMOUS

C). 21-16 Proposed Line-Item Transfers (Town Manager Kelly)

Motion by Sel. Sedlack, seconded by Sel. Bouchard.

I move that the Board of Selectmen approve the line-item transfer of \$1,300 from Vehicle Allowance (117-819-0000) to Office Supplies (117-806-0000). Tax Collector.
UNANIMOUS

D). 21-17 Resolution – Agreement EMPG Grant Program (Town Manager Kelly).

Motion by Sel. Bouchard, seconded by Sel. Groppo.

I move that the Board of Selectmen adopt Resolution No. 21-17
UNANIMOUS

RESOLVED, that the Board of Selectmen may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security, any and all documents which it deems to be necessary or appropriate.

FURTHER RESOLVED, that Steven J. Williams, as Emergency Manager Coordinator of the Town of Winchester, is authorized and directed to execute and deliver any and all documents on behalf of the Board of Selectmen and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents.

Item 11. Citizens' Comments - Shaw Isakson

Item 12. Selectmen's Comments and Reports.

Sel. Bouchard: Earth Day was a success and thanked everyone who offered to help and gave a report on COVID-19 vaccinations and testings that are taking place.

Sel. Arcelaschi: reported on the Auto Thefts that have taken place recently and reminded everyone to lock their cars, also gave a report on phone scams and warned everyone to be careful. He also reported on the Opioid Crisis Collation that we are dealing with.

Sel. Perez noted that the town will benefit from a food drive of 650 boxes of food donated by Friendly Hands.

Item 13. Adjournment

Motion by Sel. Sedlack, seconded by Sel. Bouchard.

To adjourn the meeting at 7:45 p.m.

ATTEST:

Sheila S. Sedlack, CCTC, CMC

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Town of Winchester
Annual Town Budget Meeting
May 10, 2021
7:00 p.m.

Pearson Middle School.
2 Wetmore Ave.
Winsted, CT 06098

Because of the Covid pandemic, protocols of masking and distancing were observed, and the meeting was available on ZOOM.

Item 1. Called to Order

The meeting was called to order at 7: 00 p.m. by Moderator, Debbie Angell.

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

The Moderator reviewed the rules that govern this meeting and asked the Town Clerk to read the call of the meeting.

The legal voters of the Town of Winchester and those entitled to vote in meetings of said Town are hereby warned and notified that the ANNUAL TOWN BUDGET MEETING of said Town will be held in Pearson Middle School, 2 Wetmore Avenue in the Cafeteria, Winsted, CT on May 10th , at 7:00 p.m. for the following Purpose:

“SHALL THE TOWN OF WINCHESTER ADOPT THE PROPOSED BUDGET FOR THE NEXT FISCAL YEAR COMMENCING JULY 1, 2021 AS PRESENTED BY THE BOARD OF SELECTMEN IN THE AMOUNT OF \$34,890,658?”

A motion was made, seconded, and carried,
To set a date of Saturday, May 29th. 2021 for a referendum at the Pearson Middle School from 8:00 a.m. to 8: p.m.

The Town Manager, Josh Kelly, presented a brief overview of the town budget and opened the meeting to any questions from the public.

Anthony Serio, Superintendent of The Gilbert School gave an overview of their budget and opened the meeting to any questions from the public.

Superintendent of the Winchester Public Schools gave an overview of her budget and the accomplishments made during the year. She also opened the meeting to any questions that the public may have.

The Moderator opened the meeting to anyone who wanted to speak to the motion regarding the date for the Referendum. None.

A motion was made, seconded, and carried

To adjourn the Town Meeting at 7:25 p.m. and send to Referendum on Saturday, May 29th. 2021 at the Pearson Middle School from 8:00 a.m. to 8:00 p.m.

ATTEST: Sheila S. Sedlack, CMC, CTCA
Town Clerk

IN-PERSON MEETING AND OPENED TO THE PUBLIC



TOWN OF WINCHESTER – CITY OF WINSTED

Town Hall – 338 Main Street

WINSTED, CONNECTICUT 06098

OFFICE OF THE TOWN MANAGER

DATE: May 14, 2021

TO: Board of Selectmen

FROM: Joshua Kelly
Town Manager

RE: Town Manager Update

WEEK OF (May 3-May7):

Monday:

- Western Region Annual ERP meeting
- Emergency round table on opioids
- On site with Director of Public Works regarding Water Main breaks

Tuesday:

- Candy Perez & I met with Mayor Carbone and ED director of Torrington
- Met with Selectmen Arcelaschi on opioid crisis
- Attended the EDC meeting

Wednesday:

- Bi-weekly meeting with superintendent
- Met with Selectmen Candace Bouchard regarding Main Street improvements
- Communication meeting with staff to expand our communications efforts
- Call with labor attorney regarding Secretary's union negotiations

Thursday:

- Met with Director of PW regarding upcoming road projects
- Met with tax collectors, assessors, and others regarding software
- Attended a Board of Assessment Appeals training

Friday:

- Attended Manufacturer's Coalition/legislative update session with NW Chamber of Commerce
- Met with Head of Gilbert school and toured the facility

WEEK OF (May 10-May 14):

Monday:

- Met with Recreation Director @ Holland Beach regarding beach safety concerns
- Reviewed new American Rescue Plan pending rules
- Met with Lodestar Energy concerning Platt Hill Solar project
- Present Town Budget at annual Town Meeting

Tuesday:

- Reviewed Beaver dam issue at the industrial park with Jim Rollins
- Met with Superintendent of PW, Marty Cormier
- Met with Kim Ahrens of payroll
- Met with Steve Sedlack regarding boards and commissions
- Attended BOE meeting and Water and Sewer meeting

Wednesday:

- Met with Colleen Garrity of Finance department
- Meeting PW Engineer Bart Clark
- Met with Jim Welton regarding EDC
- Met with Chief of police, Director Emergency Management, and Chief of the Fire Department
- Reviewed Zoning and Wetlands complaint on North Main Street

Thursday:

- NWCog meeting 10-12
- Software meeting with Finance department, presentation from vendor
- Fire Department tour with Chief Lagassie

Friday:

- Meeting with Senator Murphy and Governor Lamont @ NW Community Foundation
- Union meet and greet

NEXT WEEK (May 17-21):***LONG-TERM:***

May 25: Special Meeting for Bonding of Water Works projects @ Pearson School-7:00PM

May 29: Town Budget and Bonding Referendum



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: MAY 12, 2021
 Month Ending: APRIL 30, 2021

	<u>APRIL 2021</u>	<u>APRIL 2020</u>	<u>APRIL YTD 2021</u>
Tax Office/Electronic Transactions processed:	<u>1,585</u>	<u>1,107</u>	<u>40,051</u>
Total Funds Collected for month - ALL TAX TYPES:	<u>\$422,787</u>	<u>\$166,100</u>	<u>\$27,308,779</u>
Dollars collected on Suspense accounts:	<u>\$2,053</u>	<u>\$338</u>	<u>\$19,846</u>

Marshal Quinn

Dollars received this month from Marshal Quinn on past

due accounts:	<u>\$26,185</u>	Paid in Full:	<u>14</u>
FISCAL 2020 YTD dollars received:	<u>\$369,477</u>		

CURRENT YR Collection-TOWN SIDE (\$ / %) as of:

APRIL 30, 2021: \$24,036,745/97.90%

ALL YRS Collection (2005-2019)-TOWN SIDE (\$/%) as of:

APRIL 30, 2021: \$24,285,903/99.50%

PRIOR Fiscal YR Collection-TOWN SIDE (\$ / %) as of:

APRIL 30, 2020: \$23,711,639/97.99%

ALL YRS Collection (2003-2017)-TOWN SIDE (\$/%) as of:

APRIL 30, 2020: \$23,925,294/99.52%

Liens Released in Town Clerk's Office: 55

DELINQUENT TAXES

<u>TAX TYPE</u>	<u>TAX</u>	<u>INT</u>	<u>FEES</u>	<u>LIENS</u>	<u>BOND</u>	<u>TOTAL</u>
Real Estate	\$534,833	\$104,625	\$18	\$2,780		\$642,256
Water	\$153,657	\$20,434	\$71	\$2,040		\$176,202
Sewer	\$131,014	\$19,572		\$2,136		\$152,722
Assessment	\$7,195	\$4,508			\$3,703	\$15,406
Personal Prop	\$53,885	\$14,382	\$18			\$68,285
MV	\$315,024	\$92,647	\$10,562			\$418,233
TOTAL	\$1,195,608	\$256,168	\$10,669	\$6,956	\$3,703	\$1,473,104
DELINQUENT TAX TOTAL AS OF APRIL 30, 2021						\$1,473,104
DELINQUENT TAX TOTAL AS OF APRIL 30, 2020						\$1,420,209

INCREASE/DECREASE FROM PRIOR YEAR **\$52,895**

*** CORRECTION FROM MARCH'S REPORT**

CURRENT YR Collection-TOWN SIDE (\$ / %) as of: MARCH 31, 2021: \$23,901,959/97.34%

ALL YRS Collection (2004-2018)-TOWN SIDE (\$/%) as of: MARCH 31, 2021: \$24,139,394/99.45%

FUND 001 000	GENERAL FUND	DEPT/OBJ/PROG	DESCRIPTION	AMENDED		MONTH TO DATE		YEAR TO DATE		YTD	TO BE
				BUDGET	REVENUE	REVENUE	REVENUE	PERCENT	COLLECTED		
0999	REVENUES - TOWN GENERAL FUND										
0999-700-0000-0000	PROPERTY TAXES - CURRENT			23,850,000.00	134,770.16	24,063,598.17	100.90			213,598.17-	
0999-700-0001-0000	PROPERTY TAXES - EAST DUE			325,000.00	11,723.35	191,833.17	59.03			133,166.83	
0999-700-0011-0000	BOS SUPPLEMENTAL TAX 1/1/14					78.10				78.10-	
700 TAXES				24,175,000.00	146,493.51	24,255,509.44	100.33			80,509.44-	
0999-701-0000-0000	INTEREST AND LIEN FEES			200,000.00	12,668.10	121,865.68	60.93			78,134.32	
0999-701-0001-0000	SUSPENSE INTEREST				1,785.19	12,232.65-				12,232.65-	
701 REVENUES				200,000.00	14,453.29	134,098.33	67.05			65,901.67	
0999-710-0004-0000	DISTRESSED MUNICIPALITIES GRANT					12,719.09				12,719.09-	
0999-710-0007-0000	TAX RELIEF- THE ELDERLY & DISABLED					2,792.65				2,792.65-	
0999-710-0010-0000	TOWN AID - IMPROVED ROADS			300,021.00		299,811.71	99.93			209.29	
0999-710-0012-0000	PILOT - COLLEGES & HOSPITALS			27,324.00	16,491.33	27,324.00	66.67			16,491.34	
0999-710-0013-0000	PEQUOT-MOHEGAN GRANT			49,474.00		32,982.66				16,491.34	
0999-710-0015-0000	STATE PROPERTY			59,944.00	74.21	59,944.00	109.05			2,352.98-	
0999-710-0024-0000	TELECOMMUNICATIONS PROPERTY TAX			26,000.00		28,352.98				6,875.00-	
0999-710-0096-0000	STATE REVENUE - MISCELLANEOUS			140,000.00-	442.50	1,531.25	153.13			140,000.00-	
0999-710-0125-0000	JUDICIAL PAYMENT 51-56A			1,000.00		531.25				531.25-	
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				306,204.00	
0999-710-0199-0000	GRANTS FOR MUNICIPAL PROJECTS			306,204.00		686.75				686.75-	
0999-710-0200-0000	SOS COMPUTER EQUIPMENT GRANT 2020					825.10	46.33			5,367.34	
0999-710-0210-0001	TASK FORCE INCENTIVE			10,000.00		4,532.66	77.70			167,314.25	
710 STATE OF CONNECTICUT				750,399.00	17,833.14	583,084.75	100.50			38,982.00-	
0999-720-0007-0000	EDUCATION EQUALIZATION (EGS)			7,823,991.00	3,950,977.00	7,862,973.00				24,000.00-	
0999-739-0000-0000	PAYMENT RESTORATION FEE					24,000.00	120.00			200.00-	
0999-740-0000-0000	ROAD OPENING PERMIT FEE			1,000.00		300.00				300.00-	
0999-741-0000-0000	DRIVEWAY PERMIT FEE			5,000.00	25.00					7,655.85-	
0999-742-0000-0000	POLICE PERMITS			20,000.00		12,655.85	153.12			20,000.00	
0999-742-0004-0000	POLICE - FEDERAL ASSET FORFEITURE									2,347.52-	
0999-742-0005-0000	POLICE - CT SMTF ASSET FORFEITURE					2,347.52				9,996.63	
742 REVENUES				25,000.00		15,003.37	60.01			9,996.63	
0999-745-0000-0000	PARKING FINES			4,000.00		775.00	19.38			3,225.00	
0999-746-0000-0000	BUILDING PERMITS			110,000.00	24,686.93	130,676.45	118.80			20,676.45-	
0999-746-0001-0000	HOUSING INSPECTION FEES-RENTALS			2,000.00	175.00	47.50				1,050.00	
0999-746-0002-0000	PLANNING AND ZONING FEES			2,500.00	900.00	5,980.00	139.20			3,480.00-	
0999-746-0003-0000	ZONING BOARD OF APPEALS FEES			2,500.00	410.00	4,505.00	180.20			2,005.00-	
0999-746-0004-0000	INLAND WETLANDS APPLICATION FEES			3,000.00	1,375.00	12,630.00	121.00			9,630.00-	
0999-746-0007-0000	PLANNING OFFICE REVENUE			2,000.00		1,660.00	93.00			140.00	
746 BUILDING DEPARTMENT FEES				122,000.00	27,546.93	156,601.45	128.36			34,601.45-	
0999-747-0000-0000	CIRMA DISTRIBUTION			35,000.00		15,019.00	42.91			19,981.00	
0999-748-0000-0000	INCOME ON INVESTMENTS			75,000.00	1,788.09	12,743.77	16.99			62,256.23	
0999-749-0000-0000	CEMETERIES			10,000.00	1,100.00	20,625.00	106.25			10,625.00-	
0999-749-0002-0000	CEMETERY FOUNDATION INSPECTION FEE				25.00					225.00-	
749 CEMETARY				10,000.00	1,125.00	20,850.00	108.50			10,850.00-	
0999-750-0000-0000	GRAVE OPENINGS			20,000.00	2,650.00	14,925.00	74.63			5,075.00	
0999-751-0000-0000	TOWN CLERK REVENUE			137,000.00	18,364.25	251,304.64	183.43			114,304.64-	
0999-753-0000-0000	MISCELLANEOUS REVENUE - TOWN			1,000.00	687.69	22,293.06	129.31			21,293.06-	
0999-753-0011-0000	LAND LEASE REVENUE			2,343.00		2,256.24	96.30			86.76	
0999-753-0034-0000	BURNING PERMITS- FIRE DEPARTMENT			200.00		210.00	105.00			10.00-	
753 MISCELLANEOUS REVENUE				3,543.00	687.69	24,759.30	198.82			21,216.30-	

FUND	DEPT/OBJ/PROG	GENERAL FUND DESCRIPTION	AMENDED BUDGET	MONTH TO DATE REVENUE	YEAR TO DATE REVENUE	YTD PERCENT	TO BE COLLECTED
0999		REVENUES - TOWN GENERAL FUND					
0999-754-0000-0000		SALE OF LAND AND EQUIPMENT	150,000.00		100.00	.07	149,900.00
0999-755-0000-0000		RECREATION REVENUE	20,000.00				20,000.00
0999-755-0250-0000		WINCHESTER 250 REVENUE	6,350.00				6,350.00
		755 RECREATION ACCOUNTS	26,350.00				26,350.00
0999-758-0000-0000		FIRE MARSHAL REVENUE			1,120.00		1,120.00
0999-764-0000-0000		ANIMAL CONTROL REVENUE		110.00	305.00		305.00
0999-768-0000-0000		AMBULANCE REVENUE	55,000.00	15,756.54	58,947.68	107.18	3,947.68
0999-783-0000-0000		WINCHESTER HOUSING IN LIEU OF TAX	35,000.00		39,935.00	114.10	4,935.00
0999-796-0000-0000		SEWER-WATER ADMINISTRATION	260,000.00	21,663.00	216,674.00	83.34	43,326.00
0999-796-0002-0000		SEWER DEBT SERVICE	239,865.00	3,217.65	71,262.46	29.71	168,602.54
0999-796-0003-0000		EMPLOYEE MEDICAL CONTRIBUTIONS		499,865.00	287,936.46	57.60	211,928.54
		796 SEWER-WATER REVENUES		24,880.65			
0999		REVENUES - TOWN GENERAL FUND	34,148,148.00	4,222,691.09	33,761,491.19	98.87	386,656.81
		TOTAL REVENUE	34,148,148.00	4,222,691.09	33,761,491.19	98.87	386,656.81

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
0110			BOARD OF SELECTMEN							
0110-190-0000-0000			ADMINISTRATIVE SALARIES	7,500.00	624.98	6,249.80	83.33		1,250.20	1,250.20
0110-193-0000-0000			SECRETARIAL/SUPPORT STAFF	5,000.00		3,848.00	50.00		5,000.00	5,000.00
0110-814-0000-0000			C.C.M. MEMBERSHIP	7,696.00		8,524.00	99.22		3,848.00	3,848.00
0110-814-0001-0000			NW HILLS COUNCIL OF GOVT	8,591.00		225.00			67.00	67.00
0110-814-0002-0000			NORTHWEST CT CHAMBER	225.00						
814			MEMBERSHIP DUES & SUBSCRIPTIONS	16,512.00		12,597.00	76.29		3,915.00	3,915.00
0110-835-0000-0000			CONTINGENCY	20,000.00	7,000.00	7,000.00	35.00		13,000.00	13,000.00
0110-841-0001-0000			WINCHESTER 250 COMMITTEE	15,795.00		1,090.00	6.90	2,594.36	12,110.64	14,705.00
0110-898-0000-0000			SOFTWARE AGREEMENT/SUPPORT	1,500.00					1,500.00	1,500.00
0110-900-0001-0000			FRINGE BENEFITS - FICA	956.00	47.84	478.40	50.04		477.60	477.60
0110			BOARD OF SELECTMEN	67,263.00	7,672.82	27,415.20	40.76	2,594.36	37,253.44	39,847.80
0111			TOWN MANAGER							
0111-190-0000-0000			ADMINISTRATIVE SALARIES	124,848.00	16,620.01	106,826.19	85.56		18,021.81	18,021.81
0111-193-0000-0000			SECRETARIAL/SUPPORT STAFF	63,672.00	7,269.24	57,685.45	90.60		5,986.55	5,986.55
0111-385-0000-0000			ANNUAL REPORT AND BUDGET	500.00	248.51	248.51	49.70		251.49	251.49
0111-806-0000-0000			OFFICE SUPPLIES	500.00	248.51-	200.73	40.15	59.98	239.29	299.27
0111-814-0000-0000			MEMBERSHIP DUES & SUBSCRIPTIONS	1,100.00		494.91	44.91		606.00	606.00
0111-900-0001-0000			FRINGE BENEFITS - FICA	14,423.00	1,833.58	12,602.41	87.38		1,820.59	1,820.59
0111-900-0002-0000			FRINGE BENEFITS-MEDICAL BENEFITS	13,500.00	136.64	6,418.43	47.54		7,081.57	7,081.57
0111			900 FRINGE BENEFITS	27,923.00	1,970.22	19,020.84	68.12		8,902.16	8,902.16
0111			TOWN MANAGER	218,543.00	25,859.47	184,475.72	84.41	59.98	34,007.30	34,067.28
0112			PROBATE COURT							
0112-804-0000-0000			TRANSFER TO DISTRICT FOR EXPENSES	7,000.00	1,058.22	3,729.39	53.28		3,270.61	3,270.61
0113			REGISTRARS							
0113-190-0000-0000			ADMINISTRATIVE SALARIES	23,352.00	2,689.64	18,730.55	80.21		4,621.45	4,621.45
0113-806-0000-0000			OFFICE SUPPLIES	2,600.00		653.18	25.12	289.78	1,657.04	1,946.82
0113-809-0000-0000			MAINTENANCE OF OFFICE EQUIPMENT	600.00		600.00				
0113-811-0000-0000			TRAINING & EDUCATION	5,147.00	245.83	1,072.74	20.84	150.00	3,924.26	4,074.26
0113-819-0000-0000			VEHICLE ALLOWANCE	600.00					600.00	600.00
0113-837-0000-0000			ELECTIONS & REFERENDUMS	30,000.00	67.48	17,869.97	59.57	1,331.00	10,799.03	12,130.03
0113-838-0000-0000			VOTER CANVASSERS	6,228.00	561.28	4,514.33	72.48		1,713.67	1,713.67
0113-839-0000-0000			COVID19 ELECTION COSTS			2,783.42			2,783.42-	2,783.42-
0113-900-0001-0000			FRINGE BENEFITS - FICA	2,950.00	272.65	2,823.39	95.71		126.61	126.61
0113			REGISTRARS	71,477.00	3,836.88	49,047.58	68.62	1,770.78	20,658.64	22,429.42
0114			ACCOUNTING							
0114-190-0000-0000			ADMINISTRATIVE SALARIES	114,444.00	13,205.07	95,912.46	83.81		18,531.54	18,531.54
0114-191-0000-0000			ADMINISTRATIVE ASSISTANTS	126,008.00	13,318.98	103,694.47	82.29		22,313.53	22,313.53
0114-192-0000-0000			LABOR, SKILLED & PROFESSIONAL	43,250.00		16,344.29	37.79		26,905.71	26,905.71
0114-193-0001-0000			INTERN & TEMP HELP	30,000.00	5,040.00	23,352.00	77.84		6,648.00	6,648.00
0114-197-0000-0000			OVERTIME		110.99	110.99			110.99-	110.99-
0114-384-0000-0000			AUDIT FEE	30,250.00		28,400.00	93.88		1,850.00	1,850.00
0114-806-0000-0000			OFFICE SUPPLIES	2,000.00	25.33	1,550.82	77.54		449.18	449.18
0114-806-0001-0000			PURCHASE/MAINT. OFFICE EQUIPMENT	2,500.00		265.00	10.60		2,235.00	2,235.00
806			OFFICE SUPPLIES	4,500.00	25.33	1,815.82	40.35		2,684.18	2,684.18
0114-809-0000-0000			MAINTENANCE OFFICE EQUIPMENT	1,000.00		324.39	32.44		675.61	675.61
0114-811-0000-0000			TRAINING & EDUCATION	2,100.00					2,100.00	2,100.00
0114-814-0000-0000			MEMBERSHIP DUES & SUBSCRIPTIONS	500.00		415.00	83.00		85.00	85.00

FUND	DEPT/OB/PROG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
001	000	GENERAL FUND							
		ACCOUNTING							
0114	814-0001-0000	TRANSPORT FEES	3,000.00		985.86	32.86		2,014.14	2,014.14
0114	814-0000-0000	VEHICLE ALLOWANCE	3,500.00		1,400.86	40.02		2,099.14	2,099.14
0114	831-0000-0000	OUTSIDE SERVICES - ACTUARY	575.00	14,400.00	21,100.00	42.20	2,500.00	26,400.00	28,900.00
0114	898-0000-0000	SOFTWARE AGREEMENT/SUPPORT	1,000.00		375.94	37.59	1,080.00	455.94-	624.06
0114	900-0001-0000	FRINGE BENEFITS - FICA	24,457.00	1,929.01	16,368.89	66.93	8,088.11	8,088.11	8,088.11
0114	900-0002-0000	FRINGE BENEFITS - MEDICAL BENEFITS	65,527.00	1,918.24	25,783.17	39.35	39,743.83	39,743.83	39,743.83
0114	900-0000-0000	FRINGE BENEFITS	89,984.00	3,847.25	42,152.06	46.84	47,831.94	47,831.94	47,831.94
0114	901-0000-0000	BOE CONTRIBUTION FOR PR PROCESSING	66,987.00-		17,667.00-		49,320.00-	49,320.00-	49,320.00-
0114		ACCOUNTING	429,624.00	49,947.62	317,316.28	73.86	3,580.00	108,727.72	112,307.72
0115		ASSESSOR							
0115	190-0000-0000	ADMINISTRATIVE SALARIES	75,131.00	7,230.39	57,083.42	75.98		18,047.58	18,047.58
0115	191-0000-0000	ADMINISTRATIVE ASSISTANT	30,000.00	4,706.67	14,331.11	47.77		15,668.89	15,668.89
0115	197-0000-0000	OVERTIME	1,400.00	1,933.71	7,050.66	103.62		5,650.66-	5,650.66-
0115	384-0000-0000	PERSONAL PROPERTY AUDITS	4,300.00		2,865.99	66.65	1,500.00	65.99-	1,434.01
0115	806-0000-0000	OFFICE SUPPLIES	3,752.00	96.25	2,112.86	57.91	280.18	1,298.96	1,579.14
0115	811-0000-0000	TRAINING & EDUCATION	1,800.00	30.00	80.00	4.44		1,720.00	1,720.00
0115	812-0000-0000	DATA PROCESSING	480.00	40.01	360.09	75.02		119.91	119.91
0115	814-0000-0000	MEMBERSHIPS, DUES & SUBSCRIPTIONS	810.00		70.00	8.64		740.00	740.00
0115	817-0000-0000	CONTRACTED PRINTING	370.00		334.00	90.27		36.00	36.00
0115	819-0000-0000	VEHICLE ALLOWANCE	200.00		334.00	167.00		200.00	200.00
0115	898-0000-0000	SOFTWARE	13,338.00		9,978.00	74.81		3,360.00	3,360.00
0115	900-0001-0000	FRINGE BENEFITS - FICA	8,150.00	1,061.12	5,782.18	70.95		2,367.82	2,367.82
0115	900-0002-0000	FRINGE BENEFITS-MEDICAL BENEFITS	27,545.00	701.88-	21,152.49	76.79		6,392.51	6,392.51
0115	900-0000-0000	FRINGE BENEFITS	35,695.00	359.24	26,934.67	75.46		8,760.33	8,760.33
0115		ASSESSOR	167,276.00	14,396.27	121,260.80	72.49	1,780.18	44,235.02	46,015.20
0116		BOARD OF ASSESSMENT APPEAL							
0116	192-0000-0000	LABOR, SKILLED & PROFESSIONAL	2,500.00					2,500.00	2,500.00
0116	819-0000-0000	VEHICLE ALLOWANCE	150.00					150.00	150.00
0116	900-0001-0000	FRINGE BENEFITS - FICA	192.00					192.00	192.00
0116		BOARD OF ASSESSMENT APPEAL	2,842.00					2,842.00	2,842.00
0117		TAX COLLECTOR							
0117	190-0000-0000	ADMINISTRATIVE SALARIES	69,619.00	8,205.48	58,097.28	83.45		11,521.72	11,521.72
0117	191-0000-0000	ADMINISTRATIVE ASSISTANT	52,754.00	6,246.06	43,746.23	82.92		9,007.77	9,007.77
0117	197-0000-0000	OVERTIME	1,711.00		859.20	50.22		851.80	851.80
0117	806-0000-0000	OFFICE SUPPLIES	2,301.00	738.67	2,265.30	98.45	461.74	426.04-	35.70
0117	809-0000-0000	MAINTENANCE OFFICE EQUIPMENT	2,520.00		449.43	17.83	344.27	1,726.30	2,070.57
0117	811-0000-0000	TRAINING & EDUCATION	1,850.00	60.00	370.00	20.00		1,480.00	1,480.00
0117	812-0000-0000	DWV MUNICIPAL ACCESS PROGRAM	350.00		250.00	71.43		100.00	100.00
0117	814-0000-0000	MEMBERSHIPS, DUES & SUBSCRIPTIONS	220.00		225.00	102.27		5.00-	5.00-
0117	817-0000-0000	CONTRACTED PRINTING	750.00	750.00					
0117	819-0000-0000	VEHICLE ALLOWANCE	1,574.00	71.28	71.28	4.53		1,502.72	1,502.72
0117	900-0001-0000	FRINGE BENEFITS - FICA	9,492.00	1,020.21	7,311.77	77.03		2,180.23	2,180.23
0117	900-0002-0000	FRINGE BENEFITS-MEDICAL BENEFITS	31,455.00	1,628.99	22,989.58	73.09		8,465.42	8,465.42
0117	900-0000-0000	FRINGE BENEFITS	40,947.00	2,649.20	30,301.35	74.00		10,645.65	10,645.65
0117		TAX COLLECTOR	174,596.00	18,720.69	137,385.07	78.69	806.01	36,404.92	37,210.93

FUND	DEPT/OB/P/PROG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0117		TAX COLLECTOR							
0118		TREASURER							
0118-190-0000-0000		ADMINISTRATIVE SALARIES	44,163.00	3,680.25	36,802.50	83.33		7,360.50	7,360.50
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	3,378.00	281.54	2,815.40	83.35		562.60	562.60
0118		TREASURER	47,986.00	3,961.79	39,617.90	82.56		8,368.10	8,368.10
0119		LEGAL FEES							
0119-815-0000-0000		LEGAL ADS & NOTICES	24,000.00	1,108.96	12,890.64	53.71		11,109.36	11,109.36
0119-845-0000-0000		TOWN ATTORNEY	52,500.00	3,530.00	34,656.50	66.01		17,843.50	17,843.50
0119-845-0001-0000		LEGAL FEES - OUTSIDE LEGAL COUNSEL	10,000.00		2,694.25	26.94		7,305.75	7,305.75
0119-845-0002-0000		LEGAL FEES - LABOR COUNSEL	25,000.00		12,865.00	51.46		12,135.00	12,135.00
0119-845-0003-0000		LEGAL FEES - ENVIRONMENTAL COUNSEL	15,000.00		14,706.16	98.04		293.84	293.84
0119		LEGAL FEES	102,500.00	3,530.00	64,921.91	63.34		37,578.09	37,578.09
0119		LEGAL FEES	126,500.00	4,638.96	77,812.55	61.51		48,687.45	48,687.45
0120		TOWN CLERK							
0120-190-0000-0000		TOWN CLERK	58,869.00	6,792.60	49,327.22	83.79		9,541.78	9,541.78
0120-191-0000-0000		ASSISTANT TOWN CLERK	57,715.00	6,659.49	48,360.58	83.79		9,354.42	9,354.42
0120-192-0000-0000		CLERK, PART TIME * FLOATER	4,784.00	575.00	1,420.25	29.69		3,363.75	3,363.75
0120-806-0000-0000		OFFICE SUPPLIES	2,639.00	229.49	1,802.33	68.30	3.19	833.48	836.67
0120-806-0005-0000		COPIER PAPER	495.00	27.27	134.97	27.27	58.99	301.04	360.03
0120		806 OFFICE SUPPLIES	3,134.00	229.49	1,937.30	61.82	62.18	1,134.52	1,196.70
0120-809-0000-0000		MAINTENANCE OF OFFICE EQUIPMENT	1,200.00		82.32	6.86		1,117.68	1,117.68
0120-809-0001-0000		MAINTENANCE OF BOOKS AND MAPS	250.00					250.00	250.00
0120-809-0002-0000		RESTORATION OF RECORDS	3,000.00		973.45	32.45	54.00	1,972.55	2,026.55
0120		809 MAINTENANCE OF OFFICE EQUIPMENT	4,450.00		1,055.77	23.73	54.00	3,340.23	3,394.23
0120-811-0000-0000		TRAINING & EDUCATION	1,530.00	70.00	155.00	10.13		1,375.00	1,375.00
0120-814-0000-0000		MEMBERSHIPS/DUES/SUBSCRIPTIONS	425.00		397.00	93.41		28.00	28.00
0120-819-0000-0000		VEHICLE ALLOWANCE	331.00					331.00	331.00
0120-825-0000-0000		SUPPLIES & MATERIALS	458.00	46.03	315.75	68.94		142.25	142.25
0120-828-0002-0000		INDEXING SYSTEM	25,064.00		18,988.59	75.76	9,905.41	3,830.00	6,075.41
0120-837-0000-0000		ELECTIONS PRINTING	1,800.00					1,800.00	1,800.00
0120-839-0000-0000		VITAL STATISTICS	655.00		306.81	46.84	38.99	309.20	348.19
0120-900-0001-0000		FRINGE BENEFITS - FICA	8,919.00	994.12	7,087.58	79.47		1,831.42	1,831.42
0120-900-0002-0000		FRINGE BENEFITS-MEDICAL BENEFITS	32,245.00	2,209.28	27,245.04	84.49		4,999.96	4,999.96
0120		900 FRINGE BENEFITS	41,164.00	3,203.40	34,332.62	83.40		6,831.38	6,831.38
0120		TOWN CLERK	200,379.00	17,576.01	156,596.89	78.15	10,060.58	33,721.53	43,782.11
0121		LAUREL CITY COMMISSION							
0121-800-0000-0000		OPERATING EXPENSES	15,000.00		2,629.33	17.53		12,370.67	12,370.67
0122		PLANNING & ZONING COMMISSION							
0122-193-0000-0000		SECRETARY SALARY/SUPPORT STAFF	6,213.00	380.54	3,345.61	53.85		2,867.39	2,867.39
0122-900-0001-0000		FRINGE BENEFITS - FICA	475.00	28.94	261.46	55.04		213.54	213.54
0122		PLANNING & ZONING COMMISSION	6,688.00	409.48	3,607.07	53.93		3,080.93	3,080.93
0123		ZONING BOARD OF APPEALS							
0123-193-0000-0000		SECRETARIAL/SUPPORT STAFF	3,000.00	190.27	1,514.25	50.48		1,485.75	1,485.75
0123-900-0001-0000		FRINGE BENEFITS - FICA	230.00	14.47	128.74	55.97		101.26	101.26
0123		ZONING BOARD OF APPEALS	3,230.00	204.74	1,642.99	50.87		1,587.01	1,587.01

FUND 001 000	GENERAL FUND	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0123	ZONING BOARD OF APPEALS							
0125	ECONOMIC DEVELOPMENT COMMISSION	500.00					500.00	500.00
0125-811-0000-0000	TRAINING AND EDUCATION							
0125-831-0000-0000	OUTSIDE SERVICES	7,000.00		1,683.92	24.06	750.00	4,566.08	5,316.08
0125-831-0005-0000	MARKETING	1,000.00		745.00	74.50		255.00	255.00
831 MARKETING		8,000.00		2,428.92	30.36	750.00	4,821.08	5,571.08
0125	ECONOMIC DEVELOPMENT COMMISSION	8,500.00		2,428.92	28.58	750.00	5,321.08	6,071.08
0126	HIGHLAND LAKE							
0126-851-0004-0000	HERBICIDE TREATMENT	27,500.00		882.00	5.29		27,500.00	27,500.00
0126-851-0007-0000	WATER SAMPLING	16,658.00		882.00	2.00		15,776.00	15,776.00
851 ENGINEERING SERVICES		44,158.00		882.00	2.00		43,276.00	43,276.00
0126	HIGHLAND LAKE	44,158.00		882.00	2.00		43,276.00	43,276.00
0127	BUILDINGS - TOWN HALL							
0127-192-0000-0000	LABOR, SKILLED & PROFESSIONAL	55,183.00	6,367.24	43,297.25	78.46		11,885.75	11,885.75
0127-197-0000-0000	OVERTIME	3,716.00		596.95	16.06		3,119.05	3,119.05
0127-806-0000-0000	OFFICE SUPPLIES	100.00	79.36	79.36	79.36		20.64	20.64
0127-807-0000-0000	MOBILE TELEPHONE	1,224.00	41.16	371.85	30.38		852.15	852.15
0127-822-0000-0000	ELECTRICITY	47,916.00	4,113.18	36,603.99	80.57	7,922.13	1,389.88	9,312.01
0127-823-0000-0000	HEATING FUEL	11,942.00	1,280.02	9,377.13	78.52	2,768.58	203.71	2,564.87
0127-824-0000-0000	WATER AND SEWER RENT	4,646.00		3,185.80	68.57		1,460.20	1,460.20
0127-825-0000-0000	SUPPLIES & MATERIALS	5,568.00		2,720.84	48.87	168.08	2,679.08	2,847.16
0127-827-0000-0000	MAINTENANCE OF STRUCTURES	10,900.00	325.32	4,138.97	37.97	200.00	6,561.03	6,761.03
0127-831-0000-0000	CONTRACTED LABOR	38,482.00	546.81	37,594.33	96.83		1,230.67	1,230.67
0127-851-0000-0000	ENGINEERING SERVICES	1,000.00					1,000.00	1,000.00
0127-900-0001-0000	FRINGE BENEFITS - FICA	4,506.00	420.91	3,133.09	69.53		1,372.91	1,372.91
0127-900-0002-0000	FRINGE BENEFITS-MEDICAL BENEFITS	10,290.00	2,638.10	22,033.59	114.13		11,743.59	11,743.59
900 FRINGE BENEFITS		14,796.00	3,059.01	25,166.68	170.09		10,370.68	10,370.68
0127	BUILDINGS - TOWN HALL	195,816.00	15,792.10	165,133.15	84.33	11,058.79	19,624.06	30,682.85
0129	SOLDIERS MONUMENT COMMISSION							
0129-806-0000-0000	OFFICE SUPPLIES	1,000.00		176.00	17.60		824.00	824.00
0129-822-0001-0000	ELECTRICITY	1,200.00	57.82	504.77	42.06	695.23		695.23
0129-827-0000-0000	MAINTENANCE OF STRUCTURES	3,000.00		1,174.60	39.15	700.00	1,125.40	1,825.40
0129-827-0001-0000	EVENTS AND FUND RAISING	1,500.00					1,500.00	1,500.00
827 MAINTENANCE OF STRUCTURES		4,500.00		1,174.60	26.10	700.00	2,625.40	3,325.40
0129	SOLDIERS MONUMENT COMMISSION	6,700.00	57.82	1,855.37	27.69	1,395.23	3,449.40	4,844.63
0130	NORTHWEST CONSERVATION DISTRICT							
0130-805-0000-0000	TRANSFER TO OUTSIDE AGENCY	1,840.00		1,840.00				
0131	CONSERVATION COMMISSION							
0131-825-0000-0000	SUPPLIES AND MATERIALS	1.00					1.00	1.00
0136	INLANDS - WETLANDS COMMISSION							
0136-193-0000-0000	SECRETARY/SUPPORT STAFF	7,600.00	887.93	6,683.28	87.94		916.72	916.72
0136-814-0000-0000	MEMBERSHIP, DUES AND SUBSCRIPTIONS	75.00		507.92	90.70		75.00	75.00
0136-900-0001-0000	FRINGE BENEFITS - FICA	560.00	67.57	7,191.20	87.32		52.08	52.08
0136	INLANDS - WETLANDS COMMISSION	8,235.00	955.50	7,191.20	87.32		1,043.80	1,043.80
0142	FARMINGTON RIVER WATERSHED							
0142-814-0000-0000	MEMBERSHIP, DUES & SUBSCRIPTIONS	852.00		852.00				

FUND	DEPT/OBJ/PROG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0142	001 000	GENERAL FUND							
		FARMINGTON RIVER WATERSHED							
0145	190-0000-0000	ADMINISTRATIVE SALARY	66,150.00	7,632.15	55,424.30	83.79		10,725.70	10,725.70
0145	197-0000-0000	OVERTIME	1,000.00					1,000.00	1,000.00
0145	806-0000-0000	OFFICE SUPPLIES	100.00	8.34	112.30	112.30		12.30-	12.30-
0145	809-0000-0000	MAINTENANCE OF EQUIPMENT	78,000.00	9,065.00	69,433.40	89.02		8,566.60	8,566.60
0145	812-0000-0000	DATA PROCESSING	25,374.00	465.94	25,350.70	99.91		23.30	23.30
0145	812-0001-0000	WEB SITE	3,065.00		3,065.00				
	812 DATA PROCESSING		28,439.00	465.94	28,415.70	99.92		23.30	23.30
0145	816-0000-0000	EVICTIIONS	500.00		52.07	10.41		447.93	447.93
0145	898-0000-0000	SOFTWARE AGREEMENT/SUPPORT	46,304.00	1,559.64	30,760.92	66.43		15,543.08	15,543.08
0145	900-0001-0000	FRINGE BENEFITS - FICA	5,137.00	541.71	3,971.75	77.32		1,165.25	1,165.25
0145	900-0002-0000	FRINGE BENEFITS - MEDICAL BENEFITS	21,845.00	1,497.96	18,448.88	84.45		3,396.12	3,396.12
0145	900-0002-0000	FRINGE BENEFITS	26,982.00	2,039.67	22,420.63	83.09		4,561.37	4,561.37
0145		900 FRINGE BENEFITS	247,475.00	20,770.74	206,619.32	83.49		40,855.68	40,855.68
		PURCHASING/DATA PROCESSING							
0148		COMMUNITY PLANNING & DEVELOPMENT							
0148	190-0000-0000	ADMINISTRATIVE SALARY	64,141.00	1,950.00	14,462.50	22.55		49,678.50	49,678.50
0148	191-0000-0000	ADMIN ASSISTANT	57,715.00	6,659.49	48,360.58	83.79		9,354.42	9,354.42
0148	806-0000-0000	OFFICE SUPPLIES	3,000.00	47.40	434.34	14.48		2,565.66	2,565.66
0148	811-0000-0000	TRAINING AND EDUCATION	1,000.00		560.00	56.00		440.00	440.00
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		228.70	7.62		2,771.30	2,771.30
0148	898-0000-0000	SOFTWARE	7,600.00		6,470.00	85.13		1,130.00	1,130.00
0148	900-0001-0000	FICA	9,666.00	655.78	4,933.03	51.03		4,732.97	4,732.97
0148	900-0002-0000	MEDICAL BENEFITS	28,645.00	54.42	1,762.49	6.15		26,882.51	26,882.51
0148		900 FRINGE BENEFITS	38,311.00	710.20	6,695.52	17.48		31,615.48	31,615.48
0148		COMMUNITY PLANNING & DEVELOPMENT	175,842.00	9,367.09	77,211.64	43.91		98,630.36	98,630.36
0150		CIVIL SERVICE COMMISSION							
0150	193-0000-0000	CERICAL SERVICE/SUPPORT STAFF	1,500.00	100.00	343.75	22.92		1,156.25	1,156.25
0150	806-0000-0000	STATIONARY AND POSTAL SERVICES	600.00		154.95	25.83		445.05	445.05
0150	810-0000-0000	DUPLICATION SERVICE	250.00					250.00	250.00
0150	832-0000-0000	CHIEF EXAMINER/OUTSOURCE SERVICES	17,000.00		6,741.80	39.66		10,258.20	10,258.20
0150	900-0001-0000	FRINGE BENEFITS - FICA	1,415.00	7.65	26.30	1.86		1,388.70	1,388.70
0150		CIVIL SERVICE COMMISSION	20,765.00	107.65	7,266.80	35.00		13,498.20	13,498.20
0152		FRIENDS OF MAIN STREET							
0152	805-0000-0000	TRANSFER TO OUTSIDE AGENCY	9,000.00	2,250.00	9,000.00				
0210		POLICE							
0210	190-0000-0000	ADMINISTRATIVE SALARIES	95,500.00	11,004.24	78,863.72	82.58		16,636.28	16,636.28
0210	192-0000-0000	LABOR, SKILLED & PROFESSIONAL	1,433,800.00	222,295.09	1,250,349.96	87.21		183,450.04	183,450.04
0210	192-0009-0000	SHIFT PREMIUM - OFFICERS	31,000.00	3,088.64	23,672.28	76.36		7,327.72	7,327.72
	192 LABOR SKILLED & PROFESSIONAL		1,464,800.00	225,383.73	1,274,022.24	86.98		190,777.76	190,777.76
0210	193-0000-0000	SECRETARIAL/SUPPORT STAFF	58,292.00	6,659.49	48,360.58	82.96		9,931.42	9,931.42
0210	193-0002-0000	EVIDENCE- PROP CLERK-COURT LIAISON	25,700.00	2,835.32	22,786.64	88.66		2,913.36	2,913.36
	193 SECRETARIAL		83,992.00	9,494.81	71,147.22	84.71		12,844.78	12,844.78
0210	197-0000-0000	OVERTIME	200,000.00	54,348.28	219,531.71	109.77		19,531.71-	19,531.71-
0210	197-0004-0000	OVERTIME-SPECIAL EVENTS-PARADES	5,000.00					5,000.00	5,000.00
0210	197-0011-0000	OVERTIME-DRUG INVESTIGATIONS	6,300.00					6,300.00	6,300.00

FUND	DEPT/OBJ/PROG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
001	000	GENERAL FUND							
0210		POLICE							
0210-197-0012-0000		HOLIDAY PAY	100,000.00	8,356.52	123,398.66	123.40		23,398.66-	23,398.66-
0210-197-0012-0000		197 OVERTIME	311,300.00	62,704.80	342,930.37	110.16		31,630.37-	31,630.37-
0210-806-0000-0000		OFFICE SUPPLIES	3,000.00	168.91	1,375.99	45.87	60.12	1,563.89	1,624.01
0210-807-0000-0000		TELEPHONE	11,000.00	1,465.07	14,894.32	135.40		3,894.32-	3,894.32-
0210-809-0000-0000		MAINTENANCE OF OFFICE EQUIPMENT	1,000.00					1,000.00	1,000.00
0210-811-0000-0000		TRAINING AND EDUCATION	26,000.00	4,198.15	18,724.52	72.02	1,112.00	6,163.48	7,275.48
0210-811-0001-0000		ARMORER & RANGE	12,500.00	140.39	390.39	3.12	8,983.97	3,125.64	12,109.61
0210-811-0002-0000		FIRING RANGE REPAIRS	1,500.00		133.64	8.91		1,366.36	1,366.36
0210-811-0003-0000		EMERGENCY RESPONSE TEAM	2,500.00					2,500.00	2,500.00
0210-814-0000-0000		MEMBERSHIP, DUES & SUBSCRIPTIONS	42,500.00	4,338.54	19,248.55	45.29	10,095.97	13,155.48	23,251.45
0210-818-0000-0000		CLOTHING ALLOWANCE & EQUIPMENT	2,680.00		2,619.25	97.73		60.75	60.75
0210-820-0000-0000		VEHICLE: GAS, OIL & GREASE	20,000.00	551.45	11,735.22	58.68	7,896.32	368.46	8,264.78
0210-821-0000-0000		MAINTENANCE OF VEHICLES	30,000.00	402.50-	13,512.46	45.04	300.00	16,187.54	16,487.54
0210-825-0000-0000		SUPPLIES AND MATERIALS	19,000.00		13,494.66	71.02	1,992.50	3,512.84	5,505.34
0210-825-0001-0000		TASER SUPPLIES AND PURCHASE	9,000.00	600.92	5,912.96	65.70	393.15	2,693.89	3,087.04
0210-825-0006-0000		COMMUNICATION EQUIPMENT	4,800.00					4,800.00	4,800.00
0210-825-0007-0000		OFFICER SAFETY EQUIPMENT	8,000.00		1,175.35	14.69	398.05	6,426.60	6,824.65
825 SUPPLIES & MATERIALS			7,200.00	1,022.00	6,569.54	91.24		630.46	630.46
0210-826-0000-0000		MAINTENANCE OF EQUIPMENT	29,000.00	1,622.92	13,657.85	47.10	791.20	14,550.95	15,342.15
0210-829-0000-0000		MAINTENANCE OF UNIFORMS	6,150.00		813.00	27.10	389.00	1,798.00	2,187.00
0210-830-0000-0000		CONTRACTED EQUIPMENT	22,000.00	1,157.26	17,129.73	77.86	883.90	3,986.37	4,870.27
0210-834-0000-0000		PRISONER FOOD, EXTRAD. EXP., P. CASH	1,500.00	48.85	650.24	43.35		849.76	849.76
0210-843-0000-0000		MARINE PATROL	6,500.00		4,532.22	69.73		1,967.78	1,967.78
0210-843-0001-0000		BOAT REPAIRS & EQUIPMENT	3,000.00		1,558.27	51.94		975.81	1,441.73
843 MARINE PATROL			9,500.00		6,090.49	64.11	465.92	2,943.59	3,409.51
0210-844-0000-0000		NOIC TERMINAL	3,800.00					3,800.00	3,800.00
0210-846-0000-0000		TIRES	3,100.00		3,586.96	115.71		486.96-	486.96-
0210-898-0000-0000		SOFTWARE SUPPORT	25,257.00	449.00	18,818.95	74.51		6,438.05	6,438.05
0210-900-0001-0000		FRINGE BENEFITS - FICA	149,605.00	22,407.02	134,371.93	89.82	15,233.07	15,233.07	15,233.07
0210-900-0002-0000		FRINGE BENEFITS-MEDICAL BENEFITS	414,320.00	25,251.47	321,432.49	77.58	92,887.51	92,887.51	92,887.51
0210-900-0005-0000		PENSION CONTRIBUTION-MERFB (POLICE)	400,000.00	60,398.17	359,998.19	90.00		40,001.81	40,001.81
900 FRINGE BENEFITS			963,925.00	108,056.66	815,802.61	84.63	148,122.39	148,122.39	148,122.39
0210-909-0000-0000		PHYSICAL FITNESS PROGRAM-YWCA	4,000.00		1,988.00	49.70		2,012.00	2,012.00
0210		POLICE	3,156,004.00	426,043.74	2,725,381.83	86.36	22,874.93	407,747.24	430,622.17
0211		FIRE							
0211-190-0000-0000		ADMINISTRATIVE SALARIES	75,000.00	8,653.86	51,359.04	68.48		23,640.96	23,640.96
0211-192-0000-0000		LABOR, SKILLED & PROFESSIONAL	71,420.00	5,792.76	31,823.61	44.56		39,596.39	39,596.39
0211-197-0000-0000		OVERTIME	1,800.00	307.74	1,125.72	62.54		674.28	674.28
0211-204-0000-0000		MEDICAL EXAMS & PHYSICALS	14,200.00		3,979.00	28.02		10,221.00	10,221.00
0211-204-0001-0000		PHYSICAL FITNESS PROGRAM	100.00		100.00				
204 OVERTIME			14,300.00	661.00	4,079.00	28.52		10,221.00	10,221.00
0211-806-0000-0000		OFFICE SUPPLIES	450.00		106.98	23.77		343.02	343.02
0211-807-0000-0000		TELEPHONE	8,915.00	588.71	5,841.23	65.52		3,073.77	3,073.77
0211-808-0000-0000		POSTAGE	100.00					100.00	100.00
0211-809-0000-0000		MAINTENANCE OF OFFICE EQUIPMENT	500.00	139.98	259.42	51.88		240.58	240.58
0211-811-0000-0000		TRAINING AND EDUCATION	19,600.00	335.00	4,382.89	22.36	8,888.00	6,329.11	15,217.11
0211-811-0001-0000		FIRE SAFETY & PREVENTION	1,500.00		949.16	63.28	120.00	430.84	550.84
811 TRAINING EDUCATION			21,100.00	335.00	5,332.05	25.27	9,008.00	6,759.95	15,767.95

FUND	DEPT/DBD/PECOG	GENERAL FUND	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0214			CIVIL PREPAREDNESS	580.00		448.45	77.32		131.55	131.55
0214-824-0000-0000			WATER AND SEWER RENT	500.00		289.32	57.86		210.68	210.68
0214-826-0000-0000			MAINTENANCE OF EQUIPMENT	1,500.00		594.12	39.61		905.88	905.88
0214-826-0002-0000			COMMUNICATIONS EQUIPMENT	2,000.00		883.44	44.17		1,116.56	1,116.56
0214-827-0000-0000			MAINTENANCE OF STRUCTURES	500.00					500.00	500.00
0214-900-0001-0000			FRINGE BENEFITS - FICA	367.00	30.60	306.00	83.38		61.00	61.00
0214			CIVIL PREPAREDNESS	10,747.00	654.54	7,873.86	73.27	416.06	2,457.08	2,873.14
0215			AMBULANCE	85,000.00	19,978.25	79,913.00	94.02		5,087.00	5,087.00
0215-805-0000-0000			TRANSFER TO OUTSIDE AGENCY	6,000.00	1,312.50	5,250.00	87.50		750.00	750.00
0215-900-0005-0000			PENSION CONTRIBUTION	91,000.00	21,290.75	85,163.00	93.59		5,837.00	5,837.00
0215			AMBULANCE							
0216			DOG ACCOUNT	24,890.00	81.83	14,198.36	57.04	10,691.64	10,691.64	10,691.64
0216-192-0000-0000			LABOR, SKILLED & PROFESSIONAL	500.00		500.00	100.00		0.00	0.00
0216-820-0000-0000			VEHICLE GAS, OIL & GREASE	1,000.00		1,000.00	100.00		0.00	0.00
0216-821-0000-0000			MAINTENANCE OF VEHICLES	500.00		500.00	100.00		0.00	0.00
0216-825-0000-0000			SUPPLIES AND MATERIALS	1,700.00		254.68	14.98	1,445.32	1,445.32	1,445.32
0216-825-0001-0000			VETERINARY FEES	2,200.00		254.68	11.58	1,945.32	1,945.32	1,945.32
0216-846-0000-0000			TIRES	500.00				500.00	500.00	500.00
0216-854-0000-0000			RENT	11,000.00	850.00	8,500.00	77.27	2,500.00	2,500.00	2,500.00
0216-855-0000-0000			DOG DISPOSAL FEES	100.00		60.00	60.00		40.00	40.00
0216-900-0001-0000			F. I. C. A.	1,904.00	6.26	1,148.71	60.33	755.29	755.29	755.29
0216			DOG ACCOUNT	42,094.00	938.09	24,161.75	57.40	17,932.25	17,932.25	17,932.25
0219			WINCHESTER FIRE DEPARTMENT	10,000.00		10,900.00	109.00	900.00-	900.00-	900.00-
0219-848-0000-0000			WINCHESTER FIRE DEPT - REGULAR	25,000.00		25,000.00	100.00			
0219-848-0001-0000			WINCHESTER FIRE DEPT - CONTRACT	5,000.00		5,000.00	100.00			
0219-848-0004-0000			TURNOUT GEAR	4,000.00		1,070.77	26.77	2,929.23	2,929.23	2,929.23
0219-848-0009-0000			ANNUAL EQUIP TESTING/CERTIFICATION	44,000.00		41,970.77	95.39	2,029.23	2,029.23	2,029.23
0219-900-0005-0000			PENSION CONTRIBUTION	4,000.00		3,500.00	87.50	500.00	500.00	500.00
0219			WINCHESTER FIRE DEPARTMENT	48,000.00		45,470.77	94.73	2,529.23	2,529.23	2,529.23
0231			PUBLIC SAFETY DISPATCH	89,871.00	10,592.19	72,847.16	81.06	17,023.84	17,023.84	17,023.84
0231-192-0000-0000			LABOR SKILLED AND PROFESSIONAL	960.00	90.00	711.52	74.12	248.48	248.48	248.48
0231-192-0001-0000			SHIFT PREMIUM	3,000.00	352.57	4,039.01	134.63	1,039.01-	1,039.01-	1,039.01-
0231-192-0002-0000			HOLIDAY PAY	93,831.00	11,034.76	77,597.69	82.70	16,233.31	16,233.31	16,233.31
0231-197-0000-0000			PROFESSIONAL	2,500.00		6,102.02	244.08	3,602.02-	3,602.02-	3,602.02-
0231-197-0000-0000			OVERTIME	500.00	126.70	430.82	86.16	69.18	69.18	69.18
0231-806-0000-0000			OFFICE SUPPLIES	500.00				500.00	500.00	500.00
0231-811-0000-0000			TRAINING AND EDUCATION	1,000.00	89.08	660.01	66.00	326.94	13.05	339.99
0231-825-0000-0000			SUPPLIES AND MATERIALS							
0231-826-0000-0000			MAINT OF EQUIPMENT							
0231-826-0002-0000			CHARTER TOWER RENTAL	10,500.00		10,500.00	100.00			
0231-826-0003-0000			NECS SERVICE AGREEMENT	2,000.00		2,128.30	106.42	128.30-	128.30-	128.30-
0231-826-0001-0000			CONTRACTED SERVICES - LCD	182,000.00	14,925.88	149,258.80	82.01	32,741.20	32,741.20	32,741.20
0231-900-0001-0000			FICA	7,370.00	764.54	5,903.39	80.10	1,466.61	1,466.61	1,466.61

FUND	DEPT/OBJ/PROG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0231		PUBLIC SAFETY DISPATCH	28,645.00	2,589.16	31,467.04	109.85		2,822.04-	2,822.04-
0231-900-0002-0000		MEDICAL BENEFITS	36,015.00	3,353.70	37,370.43	103.76		1,355.43-	1,355.43-
0231-900-0002-0000		FRINGE BENEFITS	328,846.00	29,530.12	284,048.07	86.38	326.94	44,470.99	44,797.93
0231		PUBLIC SAFETY DISPATCH							
0311		HIGHWAYS							
0311-190-0000-0000		ADMINISTRATIVE SALARIES	90,924.00	10,491.33	76,237.00	83.85		14,687.00	14,687.00
0311-192-0001-0000		ENGINEER	87,567.00	10,103.88	73,421.53	83.85		14,145.47	14,145.47
0311-193-0000-0000		SECRETARIAL/SUPPORT STAFF	62,458.00	7,135.17	49,676.61	79.54		12,781.39	12,781.39
0311-194-0000-0000		GENERAL LABOR	756,672.00	82,661.25	521,680.64	68.94		234,991.36	234,991.36
0311-194-0001-0000		WAS SNOW REMOVAL	7,950.00	7,950.00	5,331.36	67.06		2,618.64	2,618.64
0311-194-0001-0000		GENERAL LABOR	764,622.00	82,661.25	527,012.00	68.92		237,610.00	237,610.00
0311-197-0000-0000		OVERTIME	77,500.00	2,841.11	99,620.85	128.54		22,120.85-	22,120.85-
0311-806-0000-0000		OFFICE SUPPLIES	1,782.00	1,782.00	1,659.76	93.14		122.24	122.24
0311-807-0000-0000		TELEPHONE	10,625.00	570.56	7,173.35	67.51	125.00	3,326.65	3,451.65
0311-808-0000-0000		POSTAGE	2,040.00				2,040.00	2,040.00	2,040.00
0311-811-0000-0000		TRAINING AND EDUCATION	6,125.00				6,125.00	6,125.00	6,125.00
0311-812-0000-0000		COMPUTER & SOFTWARE	2,619.00	819.50	2,314.50	88.37	950.00	304.50	304.50
0311-814-0000-0000		MEMBERSHIP, DUES & SUBSCRIPTIONS	12,425.00	200.00	3,560.11	28.65		8,864.89	8,864.89
0311-820-0000-0000		VEHICLE,GAS, OIL & GREASE	67,840.00	6,578.42	48,680.54	71.76	100.00	19,059.46	19,159.46
0311-822-0000-0000		ELECTRICITY	8,966.00	1,223.71	10,873.14	121.27		1,907.14-	2,008.99
0311-823-0000-0000		HEATING FUEL	21,045.00	3,084.67	19,036.01	90.45		2,008.99	2,008.99
0311-825-0000-0000		SUPPLIES AND MATERIALS	20,170.00	968.52	8,753.01	43.40	2,567.17	8,849.82	11,416.99
0311-826-0000-0000		MAINTENANCE OF EQUIPMENT	71,500.00	9,499.17	53,627.97	75.00	8,335.23	9,536.80	17,872.03
0311-826-0001-0000		FLEET REPAIRS	34,950.00	6,000.00	13,229.08	37.85	12,220.92	21,720.92	21,720.92
0311-827-0000-0000		MAINTENANCE OF STRUCTURES	106,450.00	15,499.17	66,857.05	62.81	17,835.23	21,757.72	39,592.95
0311-827-0000-0000		826 MAINTENANCE OF EQUIPMENT	11,450.00	237.18	7,740.10	67.60	3,223.54	486.36	3,709.90
0311-829-0000-0000		UNIFORMS & SAFETY CLOTHING	10,616.00	226.26	6,856.00	64.58	248.50	3,511.50	3,760.00
0311-830-0000-0000		CONTRACTED EQUIPMENT	15,080.00	228.84	11,084.54	73.50	2,000.00	1,995.46	3,995.46
0311-831-0000-0000		CONTRACTED SERVICES	97,690.00	3,065.63	57,264.30	58.62	18,232.32	22,193.38	40,425.70
0311-832-0000-0000		CONTRACT LABOR	1,600.00		1,000.00	62.50	600.00	600.00	600.00
0311-846-0000-0000		TIRES	9,920.00	353.00	6,434.34	64.86	791.00	2,694.66	3,485.66
0311-851-0000-0000		ENGINEERING SERVICES	32,000.00		3,375.00	10.55	28,625.00	28,625.00	28,625.00
0311-853-0000-0000		STREET & TRAFFIC SIGNS	10,000.00	436.00	6,196.00	61.96	2,428.00	1,376.00	3,804.00
0311-859-0000-0000		SALT	230,000.00	15,276.19	217,762.16	94.68	12,237.84	12,237.84	12,237.84
0311-860-0000-0000		SAND FOR ICE CONTROL	22,000.00		10,885.86	49.48	1,114.14	10,000.00	11,114.14
0311-862-0000-0000		BITUMINOUS CONCRETE	11,500.00		4,921.12	42.79	840.00	6,578.88	6,578.88
0311-865-0000-0000		PIPE & MANHOLES	24,500.00	4,477.36	11,191.32	45.68		12,468.68	13,308.68
0311-866-0000-0000		AGGREGATE MATERIALS	82,854.00	7,860.44	60,146.78	72.59	22,707.22	22,707.22	22,707.22
0311-900-0001-0000		FRINGE BENEFITS - FICA	323,217.00	20,215.71	205,032.71	63.44		118,184.29	118,184.29
0311-900-0002-0000		FRINGE BENEFITS-MEDICAL BENEFITS	406,071.00	28,076.15	265,179.49	65.30		140,891.51	140,891.51
0311-900-0002-0000		900 FRINGE BENEFITS	2,225,585.00	194,553.90	1,605,230.69	72.13	50,454.90	569,899.41	620,354.31
0311		HIGHWAYS							
0313		CEMENTERIES							
0313-194-0000-0000		GENERAL LABOR	28,923.00		13,510.34	46.71		15,412.66	15,412.66
0313-197-0000-0000		OVERTIME	3,820.00		1,564.51	40.96		2,255.49	2,255.49
0313-822-0000-0000		ELECTRICITY	600.00	55.16	463.51	77.25	136.49	576.19	136.49
0313-823-0000-0000		HEATING FUEL	1,725.00		1,148.81	66.60		576.19	576.19
0313-825-0000-0000		SUPPLIES AND MATERIALS	4,216.00	819.50	819.50	19.44	1,112.00	2,284.50	3,396.50
0313-827-0000-0000		MAINTENANCE OF STRUCTURES	2,900.00				2,900.00	2,900.00	2,900.00

FUND/001 000	GENERAL FUND	DEPT/000/PROG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0313	CEMETERIES	0313-830-0000-0000	CONTRACTED EQUIPMENT	49,450.00		31,800.00	64.31	1,250.00	16,400.00	17,650.00
		0313-831-0000-0000	CONTRACTED SERVICES	2,250.00		2,250.00			2,250.00	2,250.00
		0313-851-0000-0000	ENGINEERING SERVICES	2,505.00		1,217.88	48.62		1,287.12	1,287.12
		0313-900-0001-0000	PRINCE BENEFITS - FICA	96,389.00		50,524.55	52.42	2,498.49	43,365.96	45,864.45
0314	WASTE DISPOSAL AND RECYCLING	0314-805-0000-0000	TRANSFER TO OUTSIDE AGENCY(REGULA)	202,950.00		202,950.00				
0320	STREET LIGHTING	0320-383-0000-0000	STREET LIGHTING EXPENDITURES	140,000.00	10,962.29	99,384.06	70.99	40,652.06	36.12-	40,615.94
0325	OTHER TOWN PROPERTIES	0325-822-0000-0000	ELECTRICITY	4,000.00	140.61	1,344.85	33.62	2,655.15		2,655.15
		0325-823-0000-0000	HEATING FUEL	1,000.00					1,000.00	1,000.00
		0325-824-0000-0000	WATER & SEWER RENT	1,500.00					1,500.00	1,500.00
		0325-827-0000-0000	MAINTENANCE OF GROUNDS	1,000.00					1,000.00	1,000.00
		0325-831-0000-0000	CONTRACTED SERVICES	20,000.00		2,282.00	11.41		17,718.00	17,718.00
0325	OTHER TOWN PROPERTIES	0325-878-0000-0000	OTHER TOWN PROPERTIES	27,500.00	140.61	3,626.85	13.19	2,655.15	21,218.00	23,873.15
0410	HEALTH	0410-870-0000-0000	FOOTHILLS VISITING NURSES	34,000.00	8,500.00	34,000.00				
		0410-871-0000-0000	CAMP MOE	2,250.00		2,250.00			2,250.00	
		0410-872-0000-0000	COMMUNITY MENTAL HEALTH AFFILIATES	4,500.00		4,500.00				
		0410-873-0000-0000	YOUTH SERVICE BUREAU	29,940.00		29,940.00				
		0410-876-0000-0000	TORRINGTON AREA HEALTH DISTRICT	58,389.00	14,597.25	58,389.00				
		0410-877-0000-0000	SUSAN B. ANTHONY PROJECT	5,000.00		5,000.00				
		0410-878-0000-0000	HVCASA	1,181.00		1,181.00				
		0410-879-0000-0000	N/W ELDERLY NUTRITION PROGRAM	13,157.00		13,157.00				
		0410-880-0000-0000	GEER/GATE WAY ADULT DAY CENTER	3,000.00	750.00	3,000.00				
		0410-881-0000-0000	PARAMEDIC COST	183,000.00	45,600.00	182,550.00	99.75		450.00	450.00
		0410-883-0000-0000	HELPING HANDS HOME CARE	6,000.00		6,000.00				
		0410-887-0000-0000	GREENWOODS COUNSELLING REFERRALS	5,000.00		5,000.00				
		0410-888-0000-0000	FISH	1,000.00		1,000.00				
		0410	HEALTH	346,417.00	69,447.25	345,967.00	99.87		450.00	450.00
0510	SOCIAL SERVICES	0510-806-0000-0000	OFFICE SUPPLIES	500.00		71.56	14.31		428.44	428.44
		0510-807-0000-0000	TELEPHONE	500.00	41.16	272.33	54.47		227.67	227.67
		0510	SOCIAL SERVICES	1,000.00	41.16	343.89	34.39		656.11	656.11
0710	LIBRARIES	0710-805-0000-0000	TRANSFER TO OUTSIDE AGENCY	229,383.00	19,115.25	191,152.50	83.33		38,230.50	38,230.50
0800	PRINTING	0800-817-0000-0000	CONTRACTED PRINTING	5,000.00		4,769.45	95.39		230.55	230.55
0810	PARKS	0810-825-0000-0000	SUPPLIES & MATERIALS	800.00					800.00	800.00
		0810-827-0000-0000	MAINTENANCE OF STRUCTURES	1,000.00					1,000.00	1,000.00
		0810-827-0001-0000	MAINTENANCE OF GROUNDS	1,000.00					1,000.00	1,000.00
		827	MAINTENANCE OF STRUCTURES	2,000.00					2,000.00	2,000.00
		0810-830-0000-0000	CONTRACTED SERVICES	17,100.00		2,500.00	14.62	7,035.00	7,565.00	14,600.00
0810	PARKS	0810	PARKS	19,900.00		2,500.00	12.56	7,035.00	10,365.00	17,400.00

FUND 001 000	GENERAL FUND	DEPT/OBJ/PRG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0810	PARKS									
0811	PUBLIC CELEBRATIONS									
0811-194-0000-0000	GENERAL LABOR			2,000.00					2,000.00	2,000.00
0811-596-0000-0000	HOLIDAY DISPLAYS-INSTALL/REMOVAL			1,500.00	275.00	275.00	18.33		1,225.00	1,225.00
0811-596-0001-0000	REPLACEMENT DISPLAYS			1,500.00		998.59	66.57		501.41	501.41
596	GENERAL LABOR			3,000.00	275.00	1,273.59	42.45		1,726.41	1,726.41
0811	PUBLIC CELEBRATIONS			5,000.00	275.00	1,273.59	25.47		3,726.41	3,726.41
0812	RECREATION									
0812-190-0000-0000	ADMINISTRATIVE SALARIES			37,682.00	4,309.79	30,921.81	82.06		6,760.19	6,760.19
0812-194-0000-0000	GENERAL LABOR			142,942.00	8,687.01	100,840.64	70.55		42,101.36	42,101.36
0812-197-0000-0000	OVERTIME			3,154.00	173.44	2,226.01	70.58		927.99	927.99
0812-806-0000-0000	OFFICE SUPPLIES			375.00	3.83	235.32	62.75	116.70	22.98	139.68
0812-807-0000-0000	TELEPHONE			2,382.00	172.85	1,618.43	67.94		763.57	763.57
0812-811-0000-0000	TRAINING AND EDUCATION			500.00					500.00	500.00
0812-814-0000-0000	MEMBERSHIP, DUES & SUBSCRIPTIONS			105.00		105.00	60.80		148.02	196.01
0812-818-0000-0000	CLOTHING ALLOWANCE			500.00		303.99	60.80	47.99	148.02	196.01
0812-819-0000-0000	VEHICLE ALLOWANCE			215.00		125.00	58.14		90.00	90.00
0812-820-0000-0000	VEHICLE:GAS,OIL & GREASE			2,825.00		2,352.58	83.28		472.42	472.42
0812-822-0000-0000	ELECTRICITY			13,900.00	717.84	10,565.44	76.01	3,184.95	149.61	3,334.56
0812-823-0000-0000	HEATING FUEL			2,150.00		1,288.55	59.93		861.45	861.45
0812-824-0000-0000	WATER AND SEWER RENT			19,150.00		18,207.65	95.08		942.35	942.35
0812-824-0001-0000	PROPERTY TAXES-WILLOW ST(CLEP)			900.00					900.00	900.00
824	HEATING FUEL			20,050.00		18,207.65	90.81		1,842.35	1,842.35
0812-825-0000-0000	SUPPLIES AND MATERIALS			5,250.00	316.33	3,237.96	61.68	1,155.00	857.04	2,012.04
0812-826-0000-0000	MAINTENANCE OF EQUIPMENT			9,450.00	1,540.00	8,762.80	92.73	300.00	387.20	687.20
0812-827-0000-0000	MAINTENANCE OF GROUNDS			42,750.00	1,154.74	27,837.99	65.12	10,498.75	4,413.26	14,912.01
0812-841-0000-0000	RECREATION CELEBRATIONS			2,800.00	100.00	2,780.95	99.32		19.05	19.05
0812-841-0001-0000	RECREATION ASSISTED PROGRAMS			3,000.00	2,000.00	2,000.00	66.67		1,000.00	1,000.00
841	SPECIAL PROGRAMS			5,800.00	2,100.00	4,780.95	82.43		1,019.05	1,019.05
0812-842-0000-0000	BACKGROUND CHECKS			300.00					300.00	300.00
0812-900-0001-0000	FRINGE BENEFITS - FICA			14,059.00	1,007.51	11,028.07	78.44		3,030.93	3,030.93
0812	RECREATION			304,389.00	20,183.34	224,438.19	73.73	15,303.39	64,647.42	79,950.81
0813	SENIOR CITIZENS/FAMILY SERVICES									
0813-190-0000-0000	ADMINISTRATIVE SALARIES			69,414.00	8,009.37	58,163.28	83.79		11,250.72	11,250.72
0813-192-0000-0000	LABOR,SKILLED AND PROFESSIONAL			30,441.00	1,297.50	14,434.28	47.42		16,006.72	16,006.72
0813-193-0000-0000	SECRETARIAL/SUPPORT STAFF			26,042.00	1,951.50	13,587.40	52.17		12,454.60	12,454.60
0813-197-0000-0000	OVERTIME			5,000.00					5,000.00	5,000.00
0813-800-0001-0000	HEALTHY AGING PROGRAMS			3,900.00		966.28	24.78		2,933.72	2,933.72
0813-806-0000-0000	OFFICE SUPPLIES			2,000.00		1,446.99	72.35		553.01	553.01
0813-806-0002-0000	COPIER			600.00		511.38	85.23		88.62	88.62
806	OFFICE SUPPLIES			2,600.00		1,958.37	75.32		641.63	641.63
0813-807-0000-0000	TELEPHONE			2,052.00	182.56	1,625.00	79.19		427.00	427.00
0813-808-0000-0000	POSTAGE			390.00		389.95	99.99		.05	.05
0813-811-0000-0000	TRAINING AND EDUCATION			100.00					100.00	100.00
0813-814-0000-0000	MEMBERSHIP, DUES & SUBSCRIPTIONS			200.00		140.84	70.42		59.16	59.16
0813-819-0000-0000	VEHICLE ALLOWANCE			200.00					200.00	200.00
0813-820-0000-0000	VEHICLE:GAS,OIL & GREASE			1,500.00		974.20	64.95	56.00	469.80	525.80
0813-821-0000-0000	MAINTENANCE OF VEHICLES			2,500.00		1,700.07	68.00		799.93	799.93
0813-822-0000-0000	ELECTRICITY			8,250.00	399.26	4,600.42	55.76	3,649.58		3,649.58

FUND	DEPT/OBJ/PRG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0813	001 000	GENERAL FUND							
		SENIOR CITIZENS/FAMILY SERVICES							
0813	823-0000-0000	HEATING FUEL	8,250.00	888.11	6,638.18	80.46	1,611.82	749.59	1,611.82
0813	824-0000-0000	WATER AND SEWER RENT	2,500.00		1,750.41	70.02		749.59	749.59
0813	827-0000-0000	MAINTENANCE OF STRUCTURES	14,000.00	387.72	3,296.50	23.55	145.00	10,558.50	10,703.50
0813	832-0000-0000	CONTRACTED LABOR	19,127.00	688.39	12,945.12	67.68	6,430.16	248.28-	6,181.88
0813	841-0000-0000	CELEBRATIONS	2,000.00		1,722.41	86.12		277.59	277.59
0813	846-0000-0000	TIRES	1,000.00		1,070.05	107.01		70.05-	70.05-
0813	900-0001-0000	FRINGE BENEFITS - FICA	10,014.00	858.18	6,766.62	67.57		3,247.38	3,247.38
0813	900-0002-0000	FRINGE BENEFITS-MEDICAL BENEFITS	1,100.00	7.80	1,078.00	98.00		22.00	22.00
0813	900 FRINGE BENEFITS		11,114.00	865.98	7,844.62	70.58		3,269.38	3,269.38
0813		SENIOR CITIZENS/FAMILY SERVICES	210,580.00	14,670.39	133,807.38	63.54	11,892.56	64,880.06	76,772.62
0814		RURAL TRANSIT AUTHORITY							
0814	805-0000-0000	TRANSFER TO OUTSIDE AGENCY	2,397.00		2,397.00				
0910		MISCELLANEOUS							
0910	201-0001-0000	HEART & HYPERTEN-POLICE MED BENEFIT	10,310.00	959.63	8,489.78	82.35		1,820.22	1,820.22
0910	201-0005-0000	MEDICAL BENEFITS - FIREMEN	23,210.00	2,610.01	26,100.10	112.45		2,890.10-	2,890.10-
0910	201 Blue Cross		33,520.00	3,569.64	34,589.88	103.19		1,069.88-	1,069.88-
0910	205-0000-0000	HEART & HYPERTENSION - EXISTING	65,500.00	5,026.84	55,295.24	84.42		10,204.76	10,204.76
0910	205-0002-0000	BLOOD/AIRBORNE PATHOGENS	4,000.00					4,000.00	4,000.00
0910	205-0003-0000	DRUG/ALCOHOL TESTING & PHYSICALS	4,000.00	167.50	2,933.94	73.35		1,066.06	1,066.06
0910	205-0005-0000	HEART & HYPERTENSION - FIREMEN							
0910	205 POST RETIREMENT BENEFITS		73,500.00	5,194.34	58,229.18	79.22		15,270.82	15,270.82
0910	388-0000-0000	UNNEGOTIATED SETTLEMENTS	95,000.00					95,000.00	95,000.00
0910	800-0009-0000	BANK FEES	12,000.00	11.00-	888.18	7.40		11,111.82	11,111.82
0910	804-0000-0000	TRANSFER OUT OTHER FUNDS	1,250,000.00	104,167.00	1,041,666.00	83.33		208,334.00	208,334.00
0910	804-0001-0000	TOWN SUPPORT FOR EDUCATION	480,000.00	55,429.00	376,843.32	78.51		103,157.68	103,157.68
0910	804 TRANSFER TO OTHER FUNDS		1,730,000.00	159,596.00	1,418,508.32	81.99		311,491.68	311,491.68
0910	807-0000-0000	TELEPHONE	29,000.00	3,246.36	27,169.41	93.69		1,830.59	1,830.59
0910	808-0000-0000	POSTAGE	21,000.00		18,024.95	85.83		2,975.05	2,975.05
0910	810-0000-0000	PHOTOCOPIING	30,000.00		19,595.43	65.32		10,404.57	10,404.57
0910	831-0001-0000	FRIENDS OF PARK POND	8,000.00	1,233.62	1,013.73	25.34		8,000.00	8,000.00
0910	877-0000-0000	OTHER EXPENDITURES	4,000.00		1,578,019.08	77.51	30.10	2,986.27	2,986.27
0910		MISCELLANEOUS	2,036,029.00	172,828.96	1,578,019.08	77.51		457,970.82	458,000.92
0911		DEFERRED CHARGES							
0911	202-0000-0000	SICK AND VACATION PAY ACCRUAL	110,000.00	8,916.85	194,624.66	176.93		84,624.66-	84,624.66-
0912		EDUCTN INDRCT COSTS CASSING GUARDS							
0912	192-0000-0000	LABOR,SKILLED AND PROFESSIONAL	50,700.00	7,704.00	43,965.00	86.72		6,735.00	6,735.00
0912	220-0000-0000	F. I. C. A.	3,880.00	589.30	3,363.05	86.68		516.95	516.95
0912		EDUCTN INDRCT COSTS CASSING GUARDS	54,580.00	8,293.30	47,328.05	86.71		7,251.95	7,251.95
0913		DEBT ADMINISTRATION							
0913	301-0000-0000	PRINCIPAL-BONDS JUNE 05 PROJECTS	392,000.00		392,000.00	100.00		-	-
0913	302-0000-0000	INTEREST-BONDS JUNE 05 PROJECTS	54,994.00		54,994.20	100.00		-	-
0913	304-0000-0000	SEWER REFPNDING PRINCIPAL	155,000.00					155,000.00	155,000.00
0913	304-0001-0000	CLEAN WATER PRINCIPAL	34,164.00	2,863.61	28,422.67	83.19		5,741.33	5,741.33
0913	304-0004-0000	SEWER REFPNDING INTEREST	14,294.00		7,146.88	50.00		7,147.12	7,147.12
0913	304-0006-0000	CLEAN WATER INTEREST	4,448.00	354.04	3,753.91	84.40		694.09	694.09
0913	304-0008-0000	SEWER PLANT/BERCH ROCK PRINCIPAL	28,000.00		28,000.00				
0913	304-0009-0000	SEWER PLANT/BERCH ROCK INTEREST	3,939.00		3,939.00				
0913		DEBT SWR-WTR	239,845.00	3,217.65	71,262.46	29.71		168,582.54	168,582.54
0913		DEBT ADMINISTRATION	686,839.00	3,217.65	518,256.66	75.46		168,582.34	168,582.34

FUND	DEPT/OBJ/PROG	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	12,485.00	1,615.83	10,739.25	86.02		1,745.75	1,745.75
0918-203-0000-0000		ANNUITY CONTRIBUTION-TOWN MGR		792.30	5,810.20	84.61		1,056.80	1,056.80
0918-203-0003-0000		ANNUITY FINANCE DIRECTOR	6,867.00	661.14	4,848.36	84.42		894.64	894.64
0918-203-0004-0000		ANNUITY - POLICE CHIEF	5,743.00	629.46	4,616.04	83.08		939.96	939.96
0918-203-0005-0000		ANNUITY PUBLIC WORKS DIRECTOR	5,556.00	606.23	4,444.91	84.60		809.09	809.09
0918-203-0006-0000		ANNUITY- ASST TOWN ENGINEER	5,254.00						
0918-203-0008-0000		ANNUITY - TOWN PLANNER	4,119.00						
		203 Blue Shield	40,024.00	4,304.96	30,458.76	76.10		4,119.00	4,119.00
0918-230-0000-0000		DEFINED BENEFIT PENSION CONTRIB	329,000.00	1,292.68	192,000.00	58.36		137,000.00	137,000.00
0918-230-0004-0000		DEFINED CONTRIBUTION - TOWN MATCH	35,000.00	1,292.68	28,443.37	81.27		6,556.63	6,556.63
		230 RETIREMENT	364,000.00	322.27	220,443.37	60.56		143,556.63	143,556.63
0918-900-0001-0000		ANNUITIES - ER FICA	3,060.00	322.27	2,011.84	65.75		1,048.16	1,048.16
0918		RETIREMENT & PENSION CONTRIBUTION	407,084.00	5,919.91	252,913.97	62.13		154,170.03	154,170.03
0919		MUNICIPAL INSURANCE	210,000.00	302.00	208,666.00	99.36		1,334.00	1,334.00
0919-381-0000-0000		MUNICIPAL INSURANCE	205,000.00	302.00	194,813.24	95.03		10,186.76	10,186.76
0919-381-0001-0000		WORKERS COMPENSATION	415,000.00	302.00	403,479.24	97.22		11,520.76	11,520.76
		381 MUNICIPAL INSURANCE	415,000.00	302.00	403,479.24	97.22		11,520.76	11,520.76
0920		UNEMPLOYMENT COMPENSATION	19,000.00		532.00	2.80		18,468.00	18,468.00
0920-250-0000-0000		UNEMPLOYMENT COMPENSATION EXPENSES	19,961,686.00	1,572,440.50	15,725,703.87	78.83		4,225,982.13	4,225,982.13
1000		BOARD OF EDUCATION EXPENDITURES	34,148,148.00	2,831,606.69	26,815,393.97	78.53		7,332,754.03	7,332,754.03
1000-100-1000-0000		BOARD OF EDUCATION EXPENDITURES							
		TOTAL EXPENDITURES							

Correspondence



WINCHESTER POLICE DEPARTMENT

Town of Winchester City of Winsted

338 Main Street

Winsted, Connecticut 06098

Telephone (860) 379-2721

FAX (860) 738-6957



William T. Fitzgerald, Jr.
Chief of Police

Excellence through Community Partnerships

International Chiefs of Police Association
Connecticut Chiefs of Police Association
Western Area Connecticut Chiefs of Police
National Association of Chief of Police Association
New England Chiefs of Police Association

May 10, 2021

Patrol Officer First Class Gregory Lopardo
Winchester Police Department

Dear Patrol Officer First Class Gregory Lopardo:

I received a letter from a Sam Alvarez of Winsted dated May 7th, 2021 concerning your demonstrated professionalism.

He states:

"Sometime last year I had an opportunity to ask officer Lopardo some questions about traffic law that I'd never had answers to. He took time out to answer every question. Even questions I had about his answers. Throughout our conversation he looked me straight in the eye and treated me with respect.

From start to finish I found officer Lopardo to be the perfect picture of a professional. I say hello every time I see him, and I'm glad he's on the force."

Your actions displayed a high degree of professionalism, dedication to duty and brought credit and distinction to yourself and the Winchester Police Department. Job Well Done!

Respectfully,

Chief William T. Fitzgerald, Jr.

Copy of Letter Attached, c/c file, **Town Manager**

May 7, 2021

Sam Alvarez
PO Box 782
Winsted, CT 06098

RECEIVED
MAY 10 2021
POLICE DEPARTMENT
OFFICE OF CHIEF OF POLICE

RECEIVED
MAY 10 2021
POLICE DEPARTMENT
TOWN OF WINCHESTER

Winchester Police Department
Chief William T. Fitzgerald, Jr.
338 Main St.
Winsted, CT 06098

Re: Commendation, Officer Lopardo.

Dear Chief Fitzgerald;

Sometime last year I had an opportunity to ask officer Lopardo some questions about traffic law that I'd never had answers to. He took time out to answer every question. Even questions I had about his answers. Throughout our conversation he looked me straight in the eye and treated me with respect.

From start to finish I found officer Lopardo to be the perfect picture of a professional. I say hello every time I see him, and I'm glad he's on the force.

Sincerely,

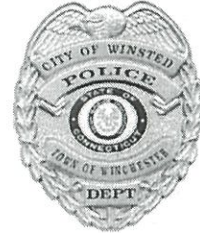


Sam Alvarez

Copy
OfficerLopardo



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: May 8, 2021
RE: Monthly Report – April 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
- Covid-19 pandemic continues to affect the operations of the Criminal Investigations Division as well as those of Patrol. Social distancing rules have limited face-to-face type interviews normally conducted.

Other Considerations:

5 arrests: 1 of which stemmed an assault case, 1 from a domestic violence case and 3 from serving arrest warrants.

Evening shift had a total of 264 calls for service.

There were **58** Medical Emergencies / Ambulance Request / well-being check calls, **3** Emergency committals, and **24** General Inquiries, and **4** Domestic Violence / Intimidation complaints. **2** Intrusion Alarms and **9** Disturbance calls.

Medical Drop Off Box

Total since Implementation:

- 788.1 lbs. Ave -Weekly 13.4 lbs.

Overdose Calls

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	10	4	6	
	<u>141</u>	<u>17</u>	<u>77</u>	

4/30/2021

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

- Whiteley- Blood borne pathogens

April 1, 2021:

- One policy was disseminated to the shift supervisors for review with their respective personnel. The policy was 1.1.31 Violations Technology (CJI) Criminal Justice Information- Disciplinary Policy.
- Police Officer Trainee Joy Mikulski completed on-line training involving IS-00100.c Introduction to Incident Command System, ICS-100 and IS-00700.b An Introduction to the National Incident Management System

April 2, 2021:

- Submitted training request to Ofc. Brandon Simmons to complete online COLLECT/NCIC recertification training.

- Bloodborne Pathogens training with instructor Sgt. Robert Varasconi. Those who received the training were Sgt. Kim Boyne, Sgt. Mark Blanchette, Ofc. Mike Roy, Ofc. Brandon Simmons, Officer Trainee Joy Mikulski.
- Airborne Pathogens training with instructor Sgt. Robert Varasconi. Those who received the training were Sgt. Kim Boyne, Sgt. Mark Blanchette, Ofc. Brandon Simmons and Officer Trainee Joy Mikulski.

April 4, 2021: Ofc. Brandon Simmons completed COLLECT/NCIC recertification training. His new certification will expire April 2022.

April 5-8, 2021: Ofc. Brandon Simmons completed Field Training Officer (FTO) training at the CT Police Academy.

April 7, 2021:

- Received notice from the CT Police Academy that Ofc. Dan Pietrafesa was accepted into the Police Engagement Program (PEP) at the CT Police Academy 4/28/21.
- A training opportunity was forwarded to personnel interested in becoming a Breath Alcohol Instructor for the department. The training is scheduled for June 15, 2021. Ofc. Justin Waltzer was the only person who expressed interest in the training. Ofc. Brandon Simmons is currently certified and serves as the lone trainer for the department.

April 9, 2021: Completed all required paperwork for Joy Mikulski's attendance in the Milford Regional Police Academy and forwarded same to the coordinator.

April 11, 2021: A notice was submitted to personnel for an "Advanced Roadside Impaired Driving Enforcement (ARIDE)" training opportunity being offered at the CT Police Academy **May 20-21, 2021. Ofc. Horton was the only officer who expressed interest in attending, however, he did not meet the prerequisite's cited for the class.**

April 12-16, 2021: Sgt. Mark Blanchette, Ofc. Mike Roy, Ofc. Brandon Simmons, Ofc. Bryan Failla, and Ofc. Joshua Blass attended Police Officer recertification training at the CT Police Academy.

April 13, 2021:

- Bloodborne Pathogens training with instructor Sgt. Robert Varasconi. Those who received the training were Sgt. Peter Delouis, Ofc. Greg Lopardo, Ofc. Scott Twombly, Ofc. Jessica Luzefski, Ofc. John Cummings, Evidence Officer Bruce Whiteley.
- Airborne Pathogens training with instructor Sgt. Robert Varasconi. Those who received the training were Sgt. Peter Delouis, Ofc. Greg Lopardo, Ofc. Scott Twombly, Ofc. Jessica Luzefski, Ofc. John Cummings, Evidence Officer Bruce Whiteley.

April 15, 2021: Officer Trainee Joy Mikulski began her first day at the Milford Regional Police Academy (Commuter class). Her anticipated graduation date is sometime during the first or second week of November 2021.

April 11, 2021: Registered Ofc. Scott Twombly in a Police Engagement Program (PEP) at the CT Police Academy May 19, 2021. I received notice on 4/27/21 that the class was cancelled due to a scheduling conflict and will be rescheduled at another date.

April 11, 2021: Registered Ofc. Dan Pietrafesa for a one day course entitled "Street Sourcing, Developing Community Sources of Information and Confidential Informants", hosted by Hartford PD May 21, 2021.

April 14, 2021: Registered Sgt. Kevin Kinahan for a one day course entitled "Death Investigations: An Overview of Cause and Manner of Death with Case Studies" with special Emphasis on Complicated & "Out of the Ordinary" hosted by Hartford PD June 24, 2021.

April 15, 2021: In response to an inquiry from Michael Lonergan, the Human Service Advocate with Western CT Mental Health Network Torrington Area (WCMHN-TA), Sgt. Mark Blanchette is scheduled to participate in an open discussion meeting with the Advocacy Action Board (AAB) of Western CT Mental Health Network Torrington Area (WCMHN-TA) on May 10th, 2021 (via Microsoft teams invitation).

April 17, 2021: A training notice was submitted to personnel for an Advanced Impaired Driving course hosted by the Waterford Police Department the week of April 26-29, 2021. Ofc. Josh Blass, Ofc. Justin Waltzer and Ofc. Anthony Horton expressed interest in attending. It was later learned that no seats were available due to an overwhelming response.

April 17, 2021: Registered Sgt. Robert Varasconi and Ofc. Justin Waltzer for mandatory recertification training May 10-14, 2021 at the CT. Police Academy.

April 20, 2021:

- Bloodborne Pathogens training with instructor Sgt. Robert Varasconi. Those who received the training were Sgt. Jason Hermenau and Ofc. Joshua Blass.
- Airborne Pathogens training with instructor Sgt. Robert Varasconi. Those who received the training were Sgt. Jason Hermenau and Ofc. Joshua Blass.

April 22, 2021: Ofc. Justin Waltzer was registered for Peer Support Training being held at Sacred Heart University on Wednesday May 19, 2021.

April 27, 2021: Chief William Fitzgerald and Sgt. Mark Blanchette took part in a training opportunity sponsored by the CT Police Chief's Association (CPCA) via the Zoom platform involving "The future of Police Training".

April 28, 2021: Ofc. Dan Pietrafesa attended a Police Engagement Program (PEP) at the CT Police Academy.

April 29, 2021: Approx one half of the department attended mandatory training as part of Chief Fitzgerald's "annual" training initiative. Training topics included OC recertification, Human Trafficking, DNA and GSR collection, and the Police Accountability act. Outside trainers and inhouse personnel assisted with the training needs. Naugatuck PD Training Officer Matthew DaSilva instructed oleoresin capsicum (OC) *spray*. Naugatuck Sergeant Alexia Castro conducted Human Trafficking training. Supervisory Assistant States Attorney David Shannon spoke about the Police Accountability Act and Sgt. Kevin Kinahan provided instruction on DNA and GSR collection. NOTE: POSTC has mandated that Human Trafficking training be an annual requirement for all officers to maintain their CT Police Officer certification.

In attendance were Sgt. Robert Varasconi, Sgt. Chris Roy, Ofc. Mike Roy, Ofc. Greg Lopardo, Ofc. Tom Smith. Ofc. Mike Gagne, Ofc. Jessica Luzefski, Ofc. Bryan Failla, Ofc. Brandon Simmons, Ofc. John Cummings

Additional Roll call training: Informational video viewed by shift personnel from the State Police Special Licensing and Firearms Unit regarding weapon seizures related to instances of domestic violence.

NOTES:

Sgt. Kevin Kinahan, Sgt. Kim Boyne, Sgt. Mark Blanchette and Dispatcher Shelley Fracasso have been registered for the following FBI audit training:

- FBI Information Technology Security (ITS) Audit training scheduled for 5/11/21. The audit will assess compliance with FBI CJIS Security Policy requirements as approved by the Advisory Policy Board (APB) and National Crime Prevention and Privacy Compact (Compact) Council. The FBI CJIS Security Policy provides a baseline of security requirements for current and planned services and sets a minimum standard for new initiatives.
- FBI NCIC Audit training scheduled for 5/18/21. The audit will assess compliance with the access, use, and dissemination of name-based criminal history checks from COLLECT/NCIC. This audit may include a review of records that have been entered into COLLECT/NCIC, COLLECT certifications, and criminal history queries.
- State Police Federal Fingerprint Audit Training (NIS/NGI) scheduled for 5/20/21. The FBI National Identity Services (NIS) Audit will assess compliance with the access, use, and dissemination of fingerprint-based criminal history checks. This audit will include a review of written policies related to fingerprint submissions, procedures regarding privacy rights and privacy act statement forms, and data protection.

ADDITIONAL NOTES:

Police Officer trainee Joy Mikulski continued her "indoctrination" program partaking in a host of activities and assignments (as noted below) pending her start date at the Milford Regional Police Training Academy April 15, 2021.

April 1, 2021: Completed on-line training involving IS-00100.c Introduction to Incident Command System, ICS-100 and IS-00700.b An Introduction to the National Incident Management System

April 2, 2021: Continued with criminal and motor vehicle law review and related procedures.

April 5, 2021: Met with State Attorney's Office representatives at Torrington Court for day long shadowing detail.

April 6, 2021: Met with Fire Chief James Lagassie for a tour of Elm Street fire station, Winchester fire station and apparatus.

April 7, 2021: Met with State Attorney's Office representatives at Torrington Court for day long shadowing detail.

April 8, 2021: Handgun and weapons familiarization at the range with Firearms Instructor Greg Lopardo. Reviewed use of force policies/practices. Familiarization with department less than lethal weapons.

April 9, 2021: Firearms – continued from 4/8/21.

April 12, 2021: Retrieved academy uniforms and required equipment from various vendors.

April 13, 2021: Continued with Criminal and motor vehicle law review and related procedures.

April 14, 2021: Attended hearing at Torrington Superior Court to witness hearing procedures and court room testimony.

April 15, 2021: Reported to Milford Regional Police Academy for orientation.

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:

Larceny/wire fraud involving a firearm.
Possible child abuse (Adult on child).
Untimely death, suspicious circumstances.

Function Status Update:

Sgt. Kinahan- Prepared arrest warrant in fatal MVA, same signed and served; continued background investigations on entry level candidates, two disqualified; Use of Force reviews (21-1760 & 21-2013); Assist E/O Whiteley with transporting gun to CSP for destruction; deliver new evidence to lab from fatal MVA; arrest warrant for accidental discharge of firearm case; presentation at 04/29/21 in-house training; warrant service on unlawful discharge of firearm; Policy review for additions/changes on GO 1.3.58, 1.1.11.; possible sexual assault of child by adult- closed, no disclosure; wire fraud involving out of state victim and local firearms. Manufacturer; untimely death on Spencer Street.

E/O Whitely- Evidence returns, processing. Collected drug box content: 15.4 lbs. (04/20/21) and 23.6 lbs.on 04/24/21 (Drug Take Back Day), 39 lbs. for month of April.

TRAFFIC

For the month of April 2021, the Winchester Police Department had a total of **44** motor vehicle stops. **11** infractions were issued, **9** written warnings, **12** verbal warnings and **7** misdemeanor summonses were issued. **2** DWI arrests.

There was a total of **13** motor vehicle crashes.

There was a total of 6 parking tickets issued.

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

Juvenile Unit Liaison- Nothing to report

Animal Control

Animal Complaints	11
Dog Bites	0
Quarantined Animals	0

Follow Up Investigations	0
Roaming Dogs	14
Wildlife Calls	0
Written Warning Issued	0
Verbal Warning Issued	0
Infractions Issued	0
Other- Dog vs Dog	0

Note- ACO Campbell has been out on sick leave due to surgery on FMLA for 12 weeks and currently on Light Duty status. Covered by Patrol Division.

Monthly Overtime Cost Analysis: Fiscal Year

2020-21 Month	Amount	HOLIDAYS	TRAINING	Marine Patrol	DUI Grant	Special Detail	Cover Dispatch	Cover LCD	COVID 19	ACTUAL OT
July	\$42,298.53	\$4,934.97	\$2,602.31	\$2,651.89	\$0.00	\$3,033.26	\$7,433.40	\$2,129.20	\$0.00	\$19,513.50
August	\$31,528.48	\$420.34	\$3,053.12	\$1,880.34	\$0.00	\$0.00	\$ -	\$0.00	\$2,876.73	\$23,297.95
September	\$28,446.82	\$5,195.57	\$2,606.96	\$966.27	\$799.91	\$259.12	\$4,900.02	\$0.00	\$0.00	\$13,718.97
October	\$31,898.99	\$3,734.45	\$3,694.93	\$0.00	\$0.00	\$1,993.96	\$4,900.02	\$0.00	\$0.00	\$17,575.63
November	\$18,806.64	\$5,994.94	\$4,586.15	\$0.00	\$0.00	\$567.41	\$0.00	\$0.00	\$0.00	\$7,658.14
December	\$23,904.78	\$9,923.05	\$873.33	\$0.00	\$0.00	\$15,921.00	\$0.00	\$0.00	\$4,643.00	(\$7,455.60)
January	\$28,904.36	\$20,178.98	\$873.33	\$0.00	\$0.00	\$489.35	\$836.99	\$0.00	\$200.16	\$6,325.55
February	\$20,965.14	\$5,436.34	\$709.58	\$0.00	\$0.00	\$467.25	\$1,424.37	\$436.66	\$0.00	\$12,490.94
March	\$21,550.44	\$5,609.53	\$2,353.38	\$0.00	\$0.00		\$499.10	\$0.00	\$0.00	\$13,088.43
April	\$27,040.14	\$4,272.90	\$1,401.83	\$0.00	\$0.00	\$517.23	\$2,760.46	\$0.00	\$1,409.21	\$16,678.51
May										
June										
	\$275,344.32	\$65,701.07	\$22,754.92	\$5,498.50	\$799.91	\$23,248.58	\$22,754.36	\$2,565.86	\$9,129.10	\$122,892.02
Ave	\$27,534.43	\$6,570.11	\$2,275.49	\$549.85	\$79.99	\$2,583.18	\$2,528.26	\$256.59	\$912.91	\$12,289.20

Majority of OT was due to use of holiday, replacement of non-work-related injuries and or COVID 19 quarantine protocols of officers and staff. Dispatcher out on non-work-related injury.

Calls For Service

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%
	2530	2601	3%

COVID 19 Monthly	Calls for Service 2019	All Shifts 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%
	2766	2621	-5%

Respectfully Submitted,



Chief William T. Fitzgerald, Jr.

Chief William Fitzgerald

Boards & Commissions

NOMINATIONS

Date	Name	Board/Commission	Permanent/ Alternate	Term Dates
5/17/2021	Alan Colavecchio	Economic Development Commission	Permanent	06/2026
5/17/2021	Ronald Dew	Zoning Board of Appeals	Permanent	6/2026

APPOINTMENTS

Date	Name	Board/Commission	Permanent/A lternate	Term Dates

RE-APPOINTMENTS

Date	Name	Board/Commission	Permanent/ Alternate	Next Term Exp

RESIGNATIONS

Date	Name	Board/Commission	Term Expiration Date

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:

Winchester Economic Development Commission

NAME: Alan Colavecchio

ADDRESS: 109 Highview Drive, Winsted, CT 06098

HOME PHONE #: 860.379.1356 CELL PHONE #: 860.921.6111 E-MAIL: alancolavecchio@gmail.com


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

PRIOR CIVIC INVOLVEMENT: Past: Winchester Charter Revision, Winchester Housing Authority, WL Gilbert Trust, Northwest CT Community Foundation, Friends of Main Street Winsted.

Current Board Involvement: Beardsley & Memorial Library, Winchester Land Trust, Visiting Nurse & Hospice of Litchfield County (Foothills VNA), Chamber of Commerce, United Way

SHORT SYNOPSIS OF EXPETISE AND/OR INTEREST: I am interested in using my experience in marketing, advertising, graphics and business ownership to participate in the work of the WEDC.

Have you contacted any current members or attended any meetings on the Board/Commission that interests you? Yes Name: Dennis Dressel and other commissioners

Signature:  Date: May 6, 2021

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

Terry Hall

From: ssedlack <ssedlack@charter.net>
Sent: Monday, May 10, 2021 5:13 PM
To: rdew277@yahoo.com
Cc: Terry Hall; Linda Groppo; Candace Bouchard
Subject: Re: Ron Dew - ZBA Appointment Consideration

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

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

Thank you for the email, Ron. If all goes as planned I will submit your name for membership on ZBA at the May 17th, Board of Selectmen's meeting with final nation to be taken at our June 7yh meeting. Thanks for puttig your name into consideration.

Steve Sedlack

On 5/10/2021 1:49 PM, rdew277@yahoo.com wrote:

Dear Steve,

I served on the ZBA for several years prior to 2013. My reason for resigning was moving out of state. I have returned to Winsted and would appreciate consideration for another appointment when available.

I feel my 25 years' experience as a home builder locally and 23 years' experience as a State of Connecticut Building Official would qualify me as a candidate.

Thank you for your consideration.

Ron Dew

174 Wallens Street, Unit E5
Winsted, CT 06098
860-307-4415

BOARD OF SELECTMEN ACTION REQUEST

No.: 21-19

Date: May 17, 2021

Topic: New Business (A)- Appointment of Special Town Meeting/Referendum Moderator

From: Joshua Kelly, Town Manager

Background: In accordance with the Town of Winchester By-Laws and Ordinances, Section 183, the Board of Selectmen shall choose a Moderator for the Special Town Meeting/Referendum. The Special Town meeting/Referendum is scheduled for 7:00 PM, May 25, 2021, at the Isabelle M. Pearson Middle School cafeteria.

Requested Action: The Board of Selectmen should choose a Moderator for the Special Town Meeting.

Fiscal Implications: None

Recommended Motion: *I move that the Board of Selectmen appoint Debbie Angel to serve as the Moderator for the May 25, 2021 Special Town Meeting.*

TOWN OF WINCHESTER
NOTICE OF SPECIAL TOWN MEETING -- TUESDAY, MAY 25, 2021
REFERENDUM -- SATURDAY, MAY 29, 2021

A special town meeting of the electors and citizens qualified to vote in town meetings of the Town of Winchester, Connecticut, will be held at the Isabelle M. Pearson Middle School, 2 Wetmore Avenue, in Winsted, Connecticut, on Tuesday, May 25, 2021 at 7:00 P.M. for the following purposes:

1. To consider a resolution,

(a) to appropriate \$6,200,000, for costs related to replacements and improvements to water mains and water storage tanks of the Winsted Water Works, including the removal and replacement of watermains generally located at Thibault Avenue, Greenwoods Avenue, Center Street, Case Avenue and Holabird Avenue, replacement and removal of the water storage tank located on Wallens Hill, the addition of a water storage tank to be located at the Crystal Lake Water Treatment Plant. The appropriation may be spent for acquisition, design, construction and installation costs, equipment, furnishings, materials, utilities, relocation costs, engineering fees, consultants' fees, administrative costs, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project or its financing. The First Selectman and the Town Manager, or either of them, and the Chairman of the Water Sewer Commission are authorized to determine the scope and particulars of the project, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the project as so reduced or modified;

(b) to authorize the issue of bonds or notes of the Town in an amount not to exceed \$6,200,000 to finance in part the appropriation; to provide that the amount of bonds or notes authorized to be issued shall be reduced by any grants received for the project to the extent that such grants are not separately appropriated to pay additional project costs; and to authorize the issue of temporary notes of the Town in an amount not to exceed \$6,200,000 in anticipation of such bonds or notes and the receipt of grants; to authorize the First Selectman and the Town Manager, or either of them, and the Director of Finance of the Town to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes; to take such action to allow temporary advances of available funds which the Town reasonably expects will be reimbursed from the proceeds of borrowings; and to authorize a majority of the Selectmen and the Treasurer to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by the resolution if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years; and to authorize the First Selectman and the Town Manager, or either of them, and the Director of Finance to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes; and

(c) to authorize the First Selectman, the Town Manager, the Director of Finance and the Water Sewer Commission are authorized to apply for and accept or reject state grants for the project. The First Selectman, the Town Manager, the Director of Finance and the Water Sewer

Commission are authorized to file applications with the State, to execute grant agreements for the project, and to file such documents as may be required by the State to obtain grants for the costs of financing the project.; and to authorize the First Selectman, the Town Manager, the Director of Finance and officials of the Town to take all other action which is necessary or desirable to complete the project and to issue bonds and notes and obtain grants to finance the aforesaid appropriation.

2. Pursuant to Sections 305, 313, 916 and 1001 of the Town Charter, said town meeting shall be adjourned at its conclusion to submit the aforesaid resolution to be presented under item 1 of this notice to referendum vote between the hours of 8:00 A.M. and 8:00 P.M. on Saturday, May 29, 2021. Electors and persons qualified to vote in town meetings who are not electors shall vote at the following polling place:


Isabelle M. Pearson School
2 Wetmore Avenue
Winsted, Connecticut

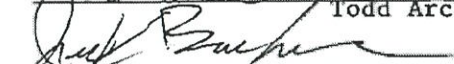
The resolution will be placed on the ballots under the following heading:

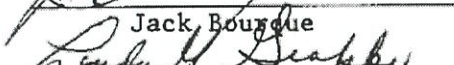
“SHALL THE TOWN OF WINCHESTER APPROPRIATE \$6,200,000 FOR COSTS RELATED TO REPLACEMENTS AND IMPROVEMENTS TO WATER MAINS AND WATER STORAGE TANKS OF THE WINSTED WATER WORKS SYSTEM; AND AUTHORIZE THE ISSUE OF BONDS AND NOTES TO FINANCE THE PORTION OF THE APPROPRIATION NOT DEFRAYED FROM GRANTS?”


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

Dated at Winchester, Connecticut, this 27 day of April, 2021.




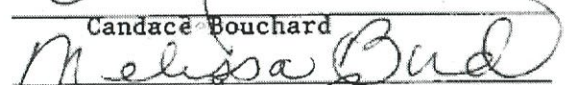
Todd Arcelaschi



Jack Bourque



Linda G. Groppo


Steven Sedlack



Candace Bouchard


Melissa Bird


A. Candy Perez
Selectmen


Sherita S. Swallow
Town Clerk

BOARD OF SELECTMEN ACTION REQUEST

No.: 21-20

Date: May 17, 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.

INTER-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: Town Manager (111) & Board of Selectmen (110)		
<u>Line</u>	<u>Description</u>	<u>Amount</u>
110-855-0000	Secretarial/ Support Staff	\$1,000
111-900-0002	Fringe Benefits-Medical	\$6,100
TO: Town Manager (111)		
<u>Line</u>	<u>Description</u>	<u>Amount</u>
111-190-0000	Administrative Salaries	\$2,000
111-193-0000	Secretarial/Support Staff	\$4,500
111-900-0001	Fringe Benefits-ER FICA	\$600

Recommended Motion: I move that the Board of Selectmen approve the line-item transfer of \$1,000 from Secretarial/Support Staff (110-855-0000) & \$6,100 from Fringe Benefits-Medical (111-900-0002) to Administrative Salaries (111-190-0000) in the amount of \$2000, Secretarial/Support Staff (111-193-0000) in the amount of \$4500 and Fringe Benefits-ER FICA (111-900-0001) in the amount of \$600.



In accordance with Section 915, Finance Director Bruce Stratford has requested a transfer of funds to cover charges for Administrative Salaries, Secretarial/Staff Support and Benefits.

Fiscal Implications: none

FUND TRANSFERS - TOWN OF WINCHESTER

1. DEPARTMENT REQUESTING TRANSFER

111 - Town Manager & 110 - Board of Selectmen

2. TOTAL AMOUNT & FISCAL YEAR OF TRANSFER

\$7,100

FY21

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

Secretarial/Support Staff		1	110	835	0000	\$1,000
Fringe Benefits - Medical		1	111	900	0002	\$6,100


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

Administrative Salaries		1	111	190	0000	\$2,000
Secretarial / Support Staff		1	111	193	0000	\$4,500
Fringe Benefits - ER FICA		1	111	900	0001	\$ 600

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

Overlap of new Town Manager with existing Town Manager causes budget shortfall.
 Overlap of new Executive Assistant with existing Exewcutive Assistant causes budget shortfall.
 Overlaps also cause budget shortfall in the Fringe Benefit - FICA account.
 Surplus in Fringe Benefit - Medical provides \$6,100 to fund shortfalls.
 Vacancy in Selectmen's Secretarial / Support Staff account (position is vacant) can provide remaining \$1,000.


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

 5/6/21

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

 5/6/21

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

 5/6/21

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

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 7/01/2020 TO 4/30/2021

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
0110			BOARD OF SELECTMEN							
0110-190-0000-0000			ADMINISTRATIVE SALARIES	7,500.00	624.98	6,249.80	83.33		1,250.20	1,250.20
0110-193-0000-0000			SECRETARIAL/SUPPORT STAFF	5,000.00					5,000.00	5,000.00
0110-814-0000-0000			C.C.M. MEMBERSHIP	7,696.00		3,848.00	50.00		3,848.00	3,848.00
0110-814-0001-0000			NW HILLS COUNCIL OF GOVT	8,591.00		8,524.00	99.22		67.00	67.00
0110-814-0002-0000			NORTHWEST CT CHAMBER	225.00		225.00				
814			MEMBERSHIP DUES & SUBSCRIPTIONS	16,512.00		12,597.00	76.29		3,915.00	3,915.00
0110-835-0000-0000			CONTINGENCY	20,000.00	7,000.00	7,000.00	35.00		13,000.00	13,000.00
0110-841-0001-0000			WINCHESTER 250 COMMITTEE	15,795.00		1,090.00	6.90	2,594.36	12,110.64	14,705.00
0110-898-0000-0000			SOFTWARE AGREEMENT/SUPPORT	1,500.00					1,500.00	1,500.00
0110-900-0001-0000			FRINGE BENEFITS - FICA	956.00	47.84	478.40	50.04		477.60	477.60
0110			BOARD OF SELECTMEN	67,263.00	7,672.82	27,415.20	40.76	2,594.36	37,253.44	39,847.80
0111			TOWN MANAGER							
0111-190-0000-0000			ADMINISTRATIVE SALARIES	124,848.00	16,620.01	106,826.19	85.56		18,021.81	18,021.81
0111-193-0000-0000			SECRETARIAL/SUPPORT STAFF	63,672.00	7,269.24	57,685.45	90.60		5,986.55	5,986.55
0111-385-0000-0000			ANNUAL REPORT AND BUDGET	500.00					500.00	500.00
0111-806-0000-0000			OFFICE SUPPLIES	500.00		449.24	89.85	59.98	9.22	50.76
0111-814-0000-0000			MEMBERSHIP, DUES & SUBSCRIPTIONS	1,100.00		494.00	44.91		606.00	606.00
0111-900-0001-0000			FRINGE BENEFITS - FICA	14,423.00	1,833.58	12,602.41	87.38		1,820.59	1,820.59
0111-900-0002-0000			FRINGE BENEFITS-MEDICAL BENEFITS	13,500.00	224.21	6,506.00	48.19		6,994.00	6,994.00
900			FRINGE BENEFITS	27,923.00	2,057.79	19,108.41	68.43		8,814.59	8,814.59
0111			TOWN MANAGER	218,543.00	25,947.04	184,563.29	84.45	59.98	33,919.73	33,979.71
			TOTAL EXPENDITURES	285,806.00	33,619.86	211,978.49	74.17	2,654.34	71,173.17	73,827.51

BOARD OF SELECTMEN ACTION REQUEST

No.: 21-21

Date: May 17, 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.

INTER-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: Miscellaneous (910)		
<u>Line</u>	<u>Description</u>	<u>Amount</u>
910-388-0000	Unnegotiated Settlements	\$91,000
TO: Police (210)		
<u>Line</u>	<u>Description</u>	<u>Amount</u>
210-192-0000	Labor Skilled & Professional	\$80,000
210-197-0012	Holiday Pay	\$4000
210-900-0001	Fringe Benefits-FICA	\$6500

Recommended Motion: I move that the Board of Selectmen approve the line-item transfer of \$91,000 from Unnegotiated Settlements (910-388-0000) to Labor Skilled & Professional (210-192-0000) in the amount of \$80,000, Holiday Pay (210-197-0000) in the amount of \$4000 and Fringe Benefits- FICA (210-900-0001) in the amount of \$6500.



In accordance with Section 915, Finance Director Bruce Stratford has requested a transfer of funds to cover charges for Labor Skilled & Professional, Holiday Pay and Benefits.

Fiscal Implications: none

FUND TRANSFERS - TOWN OF WINCHESTER

1. DEPARTMENT REQUESTING TRANSFER

210 - Police & 910 - Miscellaneous

2. TOTAL AMOUNT & FISCAL YEAR OF TRANSFER

\$95,000

FY18

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

ACCOUNT(S) TRANSFERRED FROM:	Fund:	DEPT#	OBJECT#	OBJECT#	AMOUNTS
Unnegotiated Settlements		1	910	388	0000 \$91,000

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

ACCOUNT(S) TRANSFERRED TO	Fund:	DEPT#	OBJECT#	SUB-OBJECT#	AMOUNTS
Labor Skilled and Professional		1	210	192	0000 \$80,500
Holiday Pay		1	210	197	0012 \$4,000
Fringe Benefits - FICA		1	210	900	0001 \$ 6,500

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

New Police contract required retro pay for prior year and higher pay rates for current year above what was budgeted. FY21 Unnegotiated Settlements budget estimated these pay increases, which were paid in March and April.

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

BB Stratford 5/6/21

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

BB Stratford 5/6/21

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

ORSE U 5/6/21

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

DATE 4/21/21
TIME 15.56.56

Town of Winchester
LABOR DISTRIBUTION

PAGE 1
PR0350

FUND - 001 GENERAL FUND

DEPT-OBJ-SUB -SFNC	EMP#		AMOUNT	
0210-192-0000-0000	1152	BLANCHETTE, MARK J.	2,244.45	4/23/2021
	1238	BLASS, JOSHUA	2,106.81	4/23/2021
	932	BOYNE, KIM H.	2,280.70	4/23/2021
	1253	CUMMINGS, III, JOHN T.	1,725.92	4/23/2021
	472	DELOUIS, PETER M.	2,299.57	4/23/2021
	1222	FAILLA, BRYAN	2,078.14	4/23/2021
	1150	GAGNE, MICHAEL D.	1,962.56	4/23/2021
	875	HERMENAU, JASON E.	2,280.70	4/23/2021
	1244	HORTON, ANTHONY W.	2,003.16	4/23/2021
	81	KINAHAN, KEVIN M.	2,369.28	4/23/2021
	64	LOPARDO, GREGORY S.	2,142.14	4/23/2021
	168	LUFZFSKI, JESSICA	2,092.15	4/23/2021
	39	MARCHI, JOHN D.	1,979.91	4/23/2021
	150	PIETRAFESA, DANIEL D.	2,222.35	4/23/2021
	92	ROY, CHRISTOPHER S.	2,244.03	4/23/2021
	26	ROY, MICHAEL C.	2,129.32	4/23/2021
	1227	SIMMONS, BRANDON	2,032.68	4/23/2021
	500	SMITH, THOMAS R.	2,148.28	4/23/2021
	873	TWOMBLY, SCOTT K.	2,154.97	4/23/2021
	20	VARASCONI, ROBERT W.	2,308.68	4/23/2021
	1239	WALTZER, JUSTIN	2,056.99	4/23/2021
		ACCOUNT TOTAL	44,862.79	*

0210-197-0000-0000	1152	BLANCHETTE, MARK J.	1,013.58	4/23/2021
	1238	BLASS, JOSHUA	407.71	4/23/2021
	932	BOYNE, KIM H.	846.08	4/23/2021
	1253	CUMMINGS, III, JOHN T.	447.80	4/23/2021
	472	DELOUIS, PETER M.	782.76	4/23/2021
	1222	FAILLA, BRYAN	412.68	4/23/2021
	1150	GAGNE, MICHAEL D.	438.13	4/23/2021
	875	HERMENAU, JASON E.	508.08	4/23/2021
	1244	HORTON, ANTHONY W.	426.17	4/23/2021
	81	KINAHAN, KEVIN M.	384.47	4/23/2021
	64	LOPARDO, GREGORY S.	210.85	4/23/2021
	168	LUFZFSKI, JESSICA	343.51	4/23/2021
	39	MARCHI, JOHN D.	140.58	4/23/2021
	150	PIETRAFESA, DANIEL D.	489.08	4/23/2021
	92	ROY, CHRISTOPHER S.	518.35	4/23/2021
	26	ROY, MICHAEL C.	385.61	4/23/2021
	1227	SIMMONS, BRANDON	770.38	4/23/2021
	500	SMITH, THOMAS R.	741.47	4/23/2021
	873	TWOMBLY, SCOTT K.	331.05	4/23/2021
	20	VARASCONI, ROBERT W.	625.77	4/23/2021
	1239	WALTZER, JUSTIN	388.15	4/23/2021
		ACCOUNT TOTAL	10,612.26	*

0210-197-0012-0000	1152	BLANCHETTE, MARK J.	166.62	4/23/2021
	1238	BLASS, JOSHUA	12.39	4/23/2021
	1253	CUMMINGS, III, JOHN T.	145.85	4/23/2021
	472	DELOUIS, PETER M.	55.97	4/23/2021
	1222	FAILLA, BRYAN	112.09	4/23/2021
	1150	GAGNE, MICHAEL D.	153.93	4/23/2021

DATE 4/21/21
TIME 15.56.56

Town of Winchester
LABOR DISTRIBUTION

PAGE 2
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FUND - 001 GENERAL FUND

DEPT-OBJ-SUB -SFNC EMP#

875	HERMENAU, JASON E.	167.90	4/23/2021
1244	HORTON, ANTHONY W.	110.11	4/23/2021
81	KINAHAN, KEVIN M.	157.00	4/23/2021
64	LOPARDO, GREGORY S.	64.14	4/23/2021
168	LUZEFSKI, JESSICA	145.89	4/23/2021
39	MARCHI, JOHN D.	148.16	4/23/2021
150	PIETRAFESA, DANIEL D.	134.69	4/23/2021
92	ROY, CHRISTOPHER S.	166.62	4/23/2021
26	ROY, MICHAEL C.	141.10	4/23/2021
1227	SIMMONS, BRANDON	148.73	4/23/2021
500	SMITH, THOMAS R.	153.93	4/23/2021
873	TWOMBLY, SCOTT K.	51.31	4/23/2021
20	VARASCONI, ROBERT W.	125.93	4/23/2021
1239	WALTZER, JUSTIN	49.58	4/23/2021

ACCOUNT TOTAL *

DEPARTMENT TOTAL **

57,886.99 **

FUND TOTAL ***

57,886.99 ***

DATE 3/25/21
TIME 12.35.21

Town of Winchester
LABOR DISTRIBUTION

PAGE 1
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FUND - 001 GENERAL FUND

DEPT-OBJ-SUB -SFNC EMP#

0210-192-0000-0000

1152 BLANCHETTE, MARK J.
1238 BLASS, JOSHUA
932 BOYNE, KIM H.
1253 CUMMINGS, III, JOHN T.
472 DELOUIS, PETER M.
1222 FAILLA, BRYAN
1150 GAGNE, MICHAEL D.
875 HERMENAU, JASON E.
1244 HORTON, ANTHONY W.
81 KINAHAN, KEVIN M.
64 LOPARDO, GREGORY S.
168 LUZEFSKI, JESSICA
39 MARCHI, JOHN D.
150 PIETRAFESA, DANIEL D.
92 ROY, CHRISTOPHER S.
26 ROY, MICHAEL C.
1227 SIMMONS, BRANDON
500 SMITH, THOMAS R.
873 TWOMBLY, SCOTT K.
20 VARASCONI, ROBERT W.
1239 WALTZER, JUSTIN

ACCOUNT TOTAL

AMOUNT

1,799.28
1,585.18
1,851.64
1,273.87
1,778.11
1,619.14
1,724.77
1,830.48
1,488.28
1,909.82
1,688.02
1,623.31
1,758.61
1,778.11
1,694.69
1,588.21
1,674.67
1,688.02
1,830.10
1,580.72
35,520.97 *

0210-197-0000-0000

1152 BLANCHETTE, MARK J.
1238 BLASS, JOSHUA
932 BOYNE, KIM H.
1253 CUMMINGS, III, JOHN T.
472 DELOUIS, PETER M.
1222 FAILLA, BRYAN
1150 GAGNE, MICHAEL D.
875 HERMENAU, JASON E.
1244 HORTON, ANTHONY W.
81 KINAHAN, KEVIN M.
64 LOPARDO, GREGORY S.
168 LUZEFSKI, JESSICA
39 MARCHI, JOHN D.
150 PIETRAFESA, DANIEL D.
92 ROY, CHRISTOPHER S.
26 ROY, MICHAEL C.
1227 SIMMONS, BRANDON
500 SMITH, THOMAS R.
873 TWOMBLY, SCOTT K.
20 VARASCONI, ROBERT W.
1239 WALTZER, JUSTIN

ACCOUNT TOTAL

750.56
392.14
444.19
266.52
569.59
425.79
408.58
497.27
276.51
252.42
354.45
194.65
155.44
542.01
357.02
206.31
516.91
571.32
448.07
558.77
271.12
8,459.64 *

0210-197-0012-0000

1152 BLANCHETTE, MARK J.
1238 BLASS, JOSHUA
1253 CUMMINGS, III, JOHN T.
472 DELOUIS, PETER M.
1222 FAILLA, BRYAN
1150 GAGNE, MICHAEL D.

98.78
37.93
54.94
21.17
76.49
13.21

DATE 3/25/21
TIME 12.35.21

Town of Winchester
LABOR DISTRIBUTION

PAGE 2
PR0350

FUND - 001 GENERAL FUND

DEPT-OBJ-SUB -SFNC EMP#

875	HERMENAU, JASON E.	93.73	3/26/2021
1244	HORTON, ANTHONY W.	52.54	3/26/2021
81	KINAHAN, KEVIN M.	103.94	3/26/2021
64	LOPARDO, GREGORY S.	53.38	3/26/2021
168	LUZEFSKI, JESSICA	90.82	3/26/2021
39	MARCHI, JOHN D.	98.09	3/26/2021
150	PIETRAFESA, DANIEL D.	91.08	3/26/2021
92	ROY, CHRISTOPHER S.	98.78	3/26/2021
26	ROY, MICHAEL C.	93.41	3/26/2021
1227	SIMMONS, BRANDON	88.76	3/26/2021
500	SMITH, THOMAS R.	93.41	3/26/2021
873	TWOMBLY, SCOTT K.	80.06	3/26/2021
20	VARASCONI, ROBERT W.	101.23	3/26/2021
1239	WALTZER, JUSTIN	69.55	3/26/2021
	ACCOUNT TOTAL	1,511.30 *	

DEPARTMENT TOTAL

45,491.91 **

0231-192-0000-0000

1090 FRACASSO, SHELLEY S.
ACCOUNT TOTAL

695.90
695.90 *

3/26/2021

0231-192-0002-0000

1090 FRACASSO, SHELLEY S.
ACCOUNT TOTAL

37.62
37.62 *

3/26/2021

0231-197-0000-0000

1090 FRACASSO, SHELLEY S.
150 PIETRAFESA, DANIEL D.
500 SMITH, THOMAS R.
ACCOUNT TOTAL

48.02
5.00
11.68
64.70 *

3/26/2021
3/26/2021
3/26/2021

DEPARTMENT TOTAL

798.22 **

FUND TOTAL

46,290.13 ***

RUN TOTAL

46,290.13 ****

BOARD OF SELECTMEN ACTION REQUEST

No.: 21-22

Date: May 17, 2021

Topic: New Business (D)- Bid Waiver Request- Replace and installation of windows at Soldier's monument

From: Josh Kelly, Town Manager

Background: The Soldiers' Monument Commission has been actively engaged in the renovation of the 130 years old structure on Crown Street since 1989. All-State Waterproofing, a New Hartford based craftsman (James Pedrolini) who has worked on stone structures similar to the monument, has been our principal contractor for all of the outside masonry work over the past four years. He was chosen by the Commission after several discussions with other contractors and after his bid was approved for the outside masonry work. His work has continued with the replacement of the windows on the first floor.

The replacement windows have been designed and engineering work for them has been done by TLB Architecture, LLC, a firm we have been using for more than 10 years as the designer and inspector of the Monument and Park's renovations. (One of the principles in the firm, Michael Fortuna, is a graduate of The Gilbert School and has provided the Commission exceptional work over the years with us often at no cost or at a discounted rate.)

Goulet Glass, Inc, DBA Sullivan's Glass of Winsted, has been our contractor for repairs to the windows over the past 20+ years and has worked closely with us on the choices and installation of the windows on the first floor. Goulet Glass using the specs provided by TLB, has put the windows out to various contractors for pricing and, considering the most recent advancing costs for materials, has been able to achieve a price from a Marvin Window supplier that meets with TLB's specifications.

The total cost for the 18 windows and the installation work is \$122,051. The windows from Marvin were quoted with a special discount to the Soldiers' Monument Commission at \$88,851. The installation work from Sullivan's Glass covers the remaining \$33,200

The Commission members have voted unanimously to continue working with Sullivan's Glass and to accept the \$122,051 proposal. The Soldiers' Monument Restoration account, primarily secured through donations, and revenue from the Capital Improvement Budget should be able to cover the quote from Sullivan's Glass.

So that the work can begin as soon as possible, since the price from Marvin was prior to increase cost now being seen for construction material, we need to sign-off on the bid as soon as possible to ensure that we do not face higher prices for the windows and installation.

Therefore, as Chairman of the Soldiers' Monument Commission, in accordance with the unanimous vote of the 9-member Commission, request waiving a formal bid process and seek authorization to provide Sullivan's Glass a purchase order in the amount of \$122,051 so that his company can begin ordering the windows and prepare for installation. The Commission's is requesting this action now to ensure that the installation can be completed by early September.

Mr. Mark Douglass, Purchasing Director, has attached a memo indicating his support for the bid waiver.

BOARD OF SELECTMEN ACTION REQUEST

No.: 21-22

Date: May 17, 2021

Topic: New Business (D)- Bid Waiver Request- Replace and installation of windows at Soldier's monument

From: Josh Kelly, Town Manager

Requested Action: The Board of Selectmen should consider the requested bid waiver to replace and install 18 windows at Soldier's Monument, Crown Street, Winsted.

Manager's Recommendation: I recommend that the Board of Selectmen grant the bid waiver to Goulet Glass Inc. dba Sullivan's Glass to replace and install 18 windows at Soldier's Monument on Crown Street in Winsted, CT.

Recommended Motion: I move that the Board of Selectmen grant the bid waiver to Goulet Glass Inc. dba Sullivan's Glass to replace and install 18 windows at Soldier's Monument on Crown Street in Winsted, CT

Attachment:

Quote from Goulet Glass, Inc. DBA Sullivan's Glass of Winsted
Correspondence, M. Douglass to Josh Kelly, Board of Selectmen (May 17, 2021)

GOULET GLASS INC. DBA SULLIVAN'S GLASS
12 LOOMIS ST
WINSTED, CT 06098

PH:(860) 379-0728 FAX:(860) 379-9889

Federal Tax ID: 061231373

P/O#: _____
Cust State Tax ID:
Cust Fed Tax ID:
Taken By: Erin
Installer:
SalesRep: _____
Ship Via:
Adv. Code:

Quote: Q014956
Date: 5/5/2021
Time: 12:24 PM

Bill To: Town Of Winchester

Town Of Winchester
338 Main Street
Winsted, CT 06098

Sold To: Town Of Winchester

Winchester Soldiers' Monument
Crown St
WINSTED, CT 06098

86037969944 Fax: 8607387053

Qty	Part Number	Description	List	Disc%	Sell	Total
1	MISC	18 Custom Marvin windows	\$88,851.10	0	\$88,851.10	\$88,851.10
1	MISC	Hardware & Caulk	\$4,000.00	0	\$4,000.00	\$4,000.00
1	MISC	Lift	\$3,600.00	0	\$3,600.00	\$3,600.00
1	Install Labor	Installation Labor	\$25,600.00	0	\$25,600.00	\$25,600.00
1	MISC	18 Kolbe & Kolbe custom windows	\$0.00	0	\$0.00	\$0.00
		SEE NOTES BELOW!!!				

Thank you for your business!
Check us out at Facebook/SullivansPremierGlass

As requested I sent out for an additional window quote from another supplier, Kolbe & Kolbe as they were referenced on the job specs under wood windows. Their price came in much higher and the window finish was not as specified. They quoted a primed interior finish which is less expensive than a clear finish. The Kolbe price came in at \$139,736.00.

Total:

Sub Total: \$122,051.10

Tax: \$0.00

Total: \$122,051.10

Memo

To: Josh Kelly, Town Manager/Board of Selectmen
From: Mark Douglass, Purchasing Director 
Date: 5/11/2021
Re: Bid waiver Window Replacement Soldier's Monument

I received the attached email from Jack Bourque Chairman of the Soldier's Monument Commission on a Bid Waiver Request. He is requesting a waiver for Sullivan's Glass to do this replacement project. In his letter he has stated the work of Sullivan's Glass on the Monument in the past. The Commission voted on Sullivan's Glass doing the work. They are very confident that Sullivan's knows of the historical preservation of the monument. They are also a Winsted based vendor. Based on the extensive work that has gone into this project and confidence of Sullivan's Glass to perform this work, I respectfully asked that we waive the bid process and award this work to Sullivan's Glass.

Therefore, I believe a bid waiver would be in the best interest for the Town of Winchester.

BOARD OF SELECTMEN ACTION REQUEST

No.: 21-23

Date: May 17, 2021

Topic: New Business (E)- Municipal Suspense Tax List (with attachment)

From: Josh Kelly, Town Manager

Background: In accordance with the Connecticut State Statute §12-165:

Each municipality shall have a suspense tax book [list]. At least once in each year each collector of taxes in each municipality shall deliver to the board of finance or other similar board by whatever name called or, if no such board exists, to the board of selectmen if a town not consolidated with a city or borough, to the common council or board of aldermen if a city, to the warden and burgesses if a borough and to the governing board if any other municipality, a statement giving by rate bill: (1) The name and address of the person against whom each uncollectible tax was levied, and (2) the reason why such collector believes each such tax is uncollectible. At the end of such statement, the tax collector shall certify that, to the best of his knowledge and belief, each tax contained in such statement has not been paid and is uncollectible.

Ms. Halaree Monnerat, Town Tax Collector, has deemed the attached taxes from, Grand List 2009, Grand List 2010, Grand List 2011, Grand List 2012, Grand List 2013, Grand List 2014, Grand List 2015, Grand List 2016, Grand List 2017, Grand List 2018, Grand List 2019, Grand List 2021 and Grand List 2021 as uncollectible.

Requested Action: The Board of Selectmen should consider the Town of Winchester Suspense List.

Fiscal Implications: The amount of the suspended taxes is \$64,462.03.

Manager's Recommendation: I recommend that the Board of Selectmen approve the Town's Suspense List.

Recommended Motion: I move that the Board of Selectmen approve the Town of Winchester Suspense List.

Attachment:

Correspondence, H. Monnerat to J. Kelly



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: Joshua Steele Kelly, Town Manager

CC: Bruce Stratford, Finance Director

MEMO FROM: Halaree Monnerat
Collector of Revenues

DATED: May 11, 2021

SUBJECT: Suspense Tax List

Pursuant to Connecticut General Statute 12-165, I submit herewith the following lists of uncollected taxes. These taxes are deemed 'uncollectible' for one or more of the following reasons: Taxpayer cannot be located, and tax bills have been returned by the U.S. Postal Service as undeliverable; taxpayer is out of business; taxpayer is deceased; the Town of Winchester has taken ownership of the property.

I hereby certify, to the best of my knowledge and belief, that these taxes are uncollectible, and respectfully request that the Board transfer these items to the Suspense Tax Book, in accordance with CGS 12-165. The total dollar amount (principal) included in this request for transfer to suspense is **\$64,462.03**. This amount includes: \$24,411.04 real estate taxes and \$40,050.99 in motor vehicle taxes.

Our suspense history are as follows:

2021: \$64,462.03 * Proposed	2014: \$92,608.60
2020: \$108,771.81	2013: \$144,723.19
2019: \$85,933.04	2012: \$48,380.43
2018: \$7,610.43	2011: \$41,850.09
2017: \$87,003.07	2010: \$83,339.73
2016: \$106,758.35	2009: \$103,069.23
2015: \$83,300.08	

This year, we are requesting a transfer of 369 items. Accounts that are transferred to suspense are still collectible in certain cases and remain on our tax software system for fifteen years from the due date.

Winchester 250th Anniversary 1771-2021

The transfer to suspense is an efficiency measure and serves to relieve the Town from having to continue to attempt to bill accounts for which we have no valid address. We do collect in cases where our State Marshal is able to locate the taxpayer through skip-tracing and other methods, or in cases when the taxpayer ultimately moves back to Connecticut and attempts to register a vehicle at the Department of Motor Vehicles. Accordingly, the transfer to suspense does not mean the Town 'gives up' on collecting; it merely means we are able to use our resources more efficiently. If at any time these accounts become active, the taxes will be collected with interest at the rate of 18% per year in accordance with Connecticut State Statutes.

A detailed listing of accounts follows.

Thank you very much for your consideration of this request.

Respectfully submitted:



Halaree Monnerat, CCMC
Collector of Revenues



Joshua Steele Kelly, Town Manager

TO: Collector of Revenues

ON: _____, 2021, The Winchester Board of Selectman approved and accepted the attached list of outstanding taxes due that will be placed in Suspense as presented.

Winchester 250th Anniversary 1771-2021

TOWN OF WINCHESTER
 Edit Suspense for Batch - 58
 Detail Report in Sequential Order
 Posting Date 5/11/21

<u>List</u>	<u>Year</u>	<u>TY</u>	<u>Name</u>	<u>Reason</u>	<u>Amount</u>
10028	2016	S	ALTMAN RYAN MICHAEL	CANNOT LOCATE-ML RET	28.38
20006	2016	S	BADGER DENISE S	CANNOT LOCATE-ML RET	41.60
20028	2016	S	BARTOW DONALD G	CANNOT LOCATE-ML RET	41.82
20070	2016	S	BEST ELBERT LEE	CANNOT LOCATE-ML RET	54.56
20096	2016	S	BLOOM SEBASTIAN L	CANNOT LOCATE-ML RET	88.99
20143	2016	M	ALTMAN RYAN MICHAEL	CANNOT LOCATE-ML RET	65.28
20149	2016	S	BURGOS MARION	CANNOT LOCATE-ML RET	12.02
20219	2016	M	ANGERAI DEAN J	CANNOT LOCATE-ML RET	219.84
20270	2016	M	AREL HECTOR R	CANNOT LOCATE-ML RET	312.32
30015	2016	S	CAMMILLETTI JEREMY A	CANNOT LOCATE-ML RET	86.62
30019	2016	M	BAGOLY CATHY	CANNOT LOCATE-ML RET	103.36
30027	2016	S	CARLSON KAREN K	CANNOT LOCATE-ML RET	54.02
30049	2016	S	CENTRELLA GEORGE E	CANNOT LOCATE-ML RET	53.60
30060	2016	S	CHARETTE DAVID J	CANNOT LOCATE-ML RET	42.56
30097	2016	S	COLABELLA STEVEN JOSEPH	CANNOT LOCATE-ML RET	98.56
30101	2016	S	COLLINS DONALD A	CANNOT LOCATE-ML RET	166.40
30102	2016	S	COLLINS DONALD A	CANNOT LOCATE-ML RET	137.02
30117	2016	S	CONNELL GREGORY J	CANNOT LOCATE-ML RET	36.35
30130	2016	M	BARSTOW LUCIA A	CANNOT LOCATE-ML RET	136.00
30147	2016	S	CROCCO DENISE L	CANNOT LOCATE-ML RET	204.26
30151	2016	M	BARTOW DONALD G	CANNOT LOCATE-ML RET	117.44
30152	2016	M	BARTOW DONALD G	CANNOT LOCATE-ML RET	109.76
30153	2016	M	BARTOW DONALD G	CANNOT LOCATE-ML RET	51.84
30165	2016	M	BASS CYNTHIA J	CANNOT LOCATE-ML RET	114.56
30216	2016	M	BAZZANO ELIZABETH A	CANNOT LOCATE-ML RET	9.60
30240	2016	M	BEAULIEU REBECCA L	CANNOT LOCATE-ML RET	74.24
30248	2016	M	BECKER SHAWN P	CANNOT LOCATE-ML RET	86.08
30272	2016	M	BEEMAN BROOKE E	CANNOT LOCATE-ML RET	6.60
30371	2016	M	BERGMANN ALISON E	CANNOT LOCATE-ML RET	96.83
30372	2016	M	BERGMANN ALISON E	CANNOT LOCATE-ML RET	109.57
30386	2016	M	BERROA WELLINGTON A	CANNOT LOCATE-ML RET	96.32
30512	2016	M	BLOUIN KATELYN MARIE	CANNOT LOCATE-ML RET	61.44
30563	2016	M	BORJA ANGEL A	CANNOT LOCATE-ML RET	41.28
30716	2016	M	BRIDGES KATIE JEAN	CANNOT LOCATE-ML RET	128.00
30756	2016	M	BROOKS COREY T	CANNOT LOCATE-ML RET	65.28
30792	2016	M	BUBENICEK JOSEPH W	CANNOT LOCATE-ML RET	59.20
30793	2016	M	BUCCHERI SALVATORE M	CANNOT LOCATE-ML RET	78.40
40043	2016	M	CALLERY BRIAN RICHARD	CANNOT LOCATE-ML RET	60.48
40049	2016	S	DEWEY WAYNE A	CANNOT LOCATE-ML RET	55.46
40053	2016	S	DIAZ KIVAN M	CANNOT LOCATE-ML RET	37.76
40064	2016	M	CAMPBELL CHRISTOPHER M	CANNOT LOCATE-ML RET	150.08
40065	2016	M	CAMPBELL CHRISTOPHER M	CANNOT LOCATE-ML RET	62.08
40068	2016	S	DINORCIA FRANCIS DENNIS	CANNOT LOCATE-ML RET	291.07
40079	2016	M	CANDELARIA EDWIN J	CANNOT LOCATE-ML RET	63.04
40162	2016	M	CARLE ORCUTT C	CANNOT LOCATE-ML RET	157.76
40169	2016	M	CARLSON KAREN K	CANNOT LOCATE-ML RET	57.60
40170	2016	M	CARLSON KAREN K	CANNOT LOCATE-ML RET	217.60
40171	2016	M	CARLSON KAREN K	CANNOT LOCATE-ML RET	109.76
40175	2016	M	CARLUCCI DIANE E	CANNOT LOCATE-ML RET	136.00
40209	2016	M	CARROZZO MARY M	CANNOT LOCATE-ML RET	179.20
40245	2016	M	CASSESE CHRISTOPHER H	CANNOT LOCATE-ML RET	62.72
40278	2016	M	CAVE JAMES A	CANNOT LOCATE-ML RET	214.40
40503	2016	M	COCHRANE JUSTIN T	CANNOT LOCATE-ML RET	50.88
40525	2016	M	COLE RIVER TRANSPORTATN LLC	CANNOT LOCATE-ML RET	93.12

TOWN OF WINCHESTER
 Edit Suspense for Batch - 58
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<u>List</u>	<u>Year</u>	<u>TY</u>	<u>Name</u>	<u>Reason</u>	<u>Amount</u>
80425	2016	M	GRACIANO ANTHONY DEJESUS	CANNOT LOCATE-ML RET	289.28
80451	2016	M	GRAVES TERENCE ALEXANDER	CANNOT LOCATE-ML RET	49.28
90084	2016	M	HALL PHILIP J	CANNOT LOCATE-ML RET	322.56
90088	2016	M	HALL TIFFANY JOYCE	CANNOT LOCATE-ML RET	201.60
90108	2016	M	HANLON RYAN ANDREW	CANNOT LOCATE-ML RET	80.00
90113	2016	M	HANSEN THOMAS R	CANNOT LOCATE-ML RET	434.88
90114	2016	M	HANSEN THOMAS R	CANNOT LOCATE-ML RET	334.72
90150	2016	M	HART LORRAINE F	CANNOT LOCATE-ML RET	72.64
90170	2016	M	HATCH ZACHARY STEVEN	CANNOT LOCATE-ML RET	50.24
90201	2016	M	HAZZARD CORINNE J	CANNOT LOCATE-ML RET	381.76
90202	2016	M	HDB INC	CANNOT LOCATE-ML RET	90.59
90231	2016	M	HENSLER TINA MARIE	CANNOT LOCATE-ML RET	50.24
90290	2016	M	HILLS JOHN	CANNOT LOCATE-ML RET	221.76
90311	2016	M	HITTNER POLLY	CANNOT LOCATE-ML RET	289.92
90423	2016	M	HOPKINS CEDRIC J	CANNOT LOCATE-ML RET	142.08
90491	2016	M	HUDSON CAROL L	CANNOT LOCATE-ML RET	164.48
90493	2016	M	HUDSON PETER J	CANNOT LOCATE-ML RET	100.80
90494	2016	M	HUDSON PETER J	CANNOT LOCATE-ML RET	41.60
90520	2016	M	HUGMAN COMPANY, INC.	CANNOT LOCATE-ML RET	393.60
90532	2016	M	HUNDT CONNOR MEYER	CANNOT LOCATE-ML RET	50.24
90585	2016	M	HUSSEY JAMES A	CANNOT LOCATE-ML RET	166.08
100025	2016	S	JOHNSON VINCENT EDWARD	CANNOT LOCATE-ML RET	259.84
110013	2016	S	KEARNES CHERYL L	CANNOT LOCATE-ML RET	244.16
110031	2016	M	JACQUES ADAM P	CANNOT LOCATE-ML RET	166.08
110033	2016	S	KENT KENNETH E	CANNOT LOCATE-ML RET	8.00
110089	2016	M	JEANNETTE AMY D	CANNOT LOCATE-ML RET	42.56
110110	2016	M	JEROSKI DAVID W	CANNOT LOCATE-ML RET	240.00
110119	2016	M	JESUS-BAEZ SCARLY M	CANNOT LOCATE-ML RET	118.72
110183	2016	M	JOHNSON VINCENT EDWARD	CANNOT LOCATE-ML RET	250.24
110287	2016	M	JUDSON MATTHEW M	CANNOT LOCATE-ML RET	77.76
110288	2016	M	JUDSON MATTHEW M	CANNOT LOCATE-ML RET	649.60
120015	2016	S	LAMMLIN MADISON TEARESA	CANNOT LOCATE-ML RET	21.73
120043	2016	M	KALLAY DAKOTA A	CANNOT LOCATE-ML RET	82.88
120089	2016	S	LOWE ROBERT	CANNOT LOCATE-ML RET	103.36
120148	2016	M	KEMP CHRISTOPHER B	CANNOT LOCATE-ML RET	180.80
120170	2016	M	KENT KENNETH E	CANNOT LOCATE-ML RET	137.60
120273	2016	M	KLEBE JARRETT OLIVER	CANNOT LOCATE-ML RET	80.00
120290	2016	M	KLIES JOSHUA PETER	CANNOT LOCATE-ML RET	572.16
120298	2016	M	KNIGHT BRANDON T	CANNOT LOCATE-ML RET	154.88
130008	2016	S	MACINTYRE JESSICA KATHLEEN	CANNOT LOCATE-ML RET	99.68
130015	2016	S	MADSEN DAWN M	CANNOT LOCATE-ML RET	70.66
130030	2016	M	LAFRANCE ROBERT A	CANNOT LOCATE-ML RET	16.00
130079	2016	S	MAZZIOTTO BRITTANY LYNN	CANNOT LOCATE-ML RET	40.29
130080	2016	M	LAMOTHE KARISSA L	CANNOT LOCATE-ML RET	89.92
130149	2016	S	MINELLI LISA A	CANNOT LOCATE-ML RET	118.72
130380	2016	M	LEVASSEUR MARY KAREN	CANNOT LOCATE-ML RET	63.68
130496	2016	M	LOCKWOOD MARIBETH	CANNOT LOCATE-ML RET	58.27
130545	2016	M	LOVETERE SALLY J	CANNOT LOCATE-ML RET	26.24
130553	2016	M	LOZIER MARC W	CANNOT LOCATE-ML RET	113.60
130568	2016	M	LUNDY GEORGE L	CANNOT LOCATE-ML RET	39.71
140003	2016	M	MACBURNAY JAMES SIDNEY	CANNOT LOCATE-ML RET	56.64
140018	2016	S	NEBIOGLU AHMET A	CANNOT LOCATE-ML RET	308.83
140031	2016	S	NEWMAN ROY A	CANNOT LOCATE-ML RET	98.56
140044	2016	M	MACINTYRE JESSICA KATHLEEN	CANNOT LOCATE-ML RET	82.88

TOWN OF WINCHESTER
 Edit Suspense for Batch - 58
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<u>List</u>	<u>Year</u>	<u>TY</u>	<u>Name</u>	<u>Reason</u>	<u>Amount</u>
180006	2016	S	RAE-SKITROMO SHEENA M	CANNOT LOCATE-ML RET	88.16
180017	2016	S	RAYMOND JASMIN IRENE	CANNOT LOCATE-ML RET	98.18
180022	2016	S	REEVES DEREK T	CANNOT LOCATE-ML RET	29.09
180069	2016	S	ROIG MARYANN E	CANNOT LOCATE-ML RET	22.37
190019	2016	M	RAE-SKITROMO SHENNA M	CANNOT LOCATE-ML RET	83.84
190027	2016	M	RAMSAY THOMAS LEE	CANNOT LOCATE-ML RET	209.28
190061	2016	M	RAPUANO DENISE J	CANNOT LOCATE-ML RET	91.20
190070	2016	S	SIERRA RONALD A	CANNOT LOCATE-ML RET	51.36
190071	2016	M	RAYDENBOW ALLYN H	CANNOT LOCATE-ML RET	68.16
190072	2016	M	RAYDENBOW DONNA G	CANNOT LOCATE-ML RET	178.56
190074	2016	M	RAYMOND JASMIN IRENE	CANNOT LOCATE-ML RET	77.76
190078	2016	S	SKUTT SARAH M	CANNOT LOCATE-ML RET	25.54
190101	2016	M	REEVE RACHEL LYNN	CANNOT LOCATE-ML RET	69.44
190102	2016	M	REEVE RACHEL LYNN	CANNOT LOCATE-ML RET	72.00
190107	2016	S	SPEAR MARK ALLEN	CANNOT LOCATE-ML RET	263.04
190117	2016	S	START SUSAN M	CANNOT LOCATE-ML RET	68.32
190271	2016	M	RIEL JASON MICHAEL	CANNOT LOCATE-ML RET	244.48
190272	2016	M	RIEL SHANNON E	CANNOT LOCATE-ML RET	170.24
190313	2016	M	RIVES SARAH JANE JANE	CANNOT LOCATE-ML RET	329.28
190385	2016	M	RODRIGUEZ JENNIFER A	CANNOT LOCATE-ML RET	100.16
190404	2016	M	ROIG MARYANN E	CANNOT LOCATE-ML RET	60.48
190422	2016	M	ROMANO SHELLY A	CANNOT LOCATE-ML RET	44.22
190423	2016	M	ROMANO SHELLY A	CANNOT LOCATE-ML RET	73.92
190551	2016	M	RUNION MICAH J	CANNOT LOCATE-ML RET	9.28
190552	2016	M	RUNION MICAH J	CANNOT LOCATE-ML RET	65.60
200015	2016	M	SALOIS STEPHEN G	CANNOT LOCATE-ML RET	69.76
200016	2016	S	TKACZUK ALEXANDER M	CANNOT LOCATE-ML RET	261.22
200046	2016	S	TRUAX DONALD HOWARD	CANNOT LOCATE-ML RET	47.36
200047	2016	S	TRUAX DONALD HOWARD	CANNOT LOCATE-ML RET	19.84
200078	2016	M	SARASIN DALTON A	CANNOT LOCATE-ML RET	56.64
200079	2016	M	SARASIN DALTON A	CANNOT LOCATE-ML RET	95.04
200089	2016	M	SARTIRANA DONALD M	CANNOT LOCATE-ML RET	158.40
200134	2016	M	SCHERER CHRISTOPHER T	CANNOT LOCATE-ML RET	123.20
200179	2016	M	SCHOONMAKER LINDA L	CANNOT LOCATE-ML RET	69.76
200272	2016	M	SERAFINI JACOB D	CANNOT LOCATE-ML RET	119.04
200273	2016	M	SERAFINI JACOB D	CANNOT LOCATE-ML RET	59.52
200301	2016	M	SEVERSON MARCIA M	CANNOT LOCATE-ML RET	318.40
200314	2016	M	SHAMPER DAWN M	CANNOT LOCATE-ML RET	113.60
200371	2016	M	SHOOK BRAD ROBERT	CANNOT LOCATE-ML RET	409.28
200398	2016	M	SILKEY MICHAEL E	CANNOT LOCATE-ML RET	14.44
200472	2016	M	SKUTT SARAH M	CANNOT LOCATE-ML RET	47.04
200473	2016	M	SKUTT SARAH M	CANNOT LOCATE-ML RET	69.76
200528	2016	M	SMITH LESLIE B	CANNOT LOCATE-ML RET	51.52
200616	2016	M	SPEAR MARK ALLEN	CANNOT LOCATE-ML RET	20.48
200617	2016	M	SPEAR MARK ALLEN	CANNOT LOCATE-ML RET	69.76
200618	2016	M	SPEAR MARK ALLEN	CANNOT LOCATE-ML RET	121.92
200619	2016	M	SPEAR MARK ALLEN	CANNOT LOCATE-ML RET	12.48
200620	2016	M	SPEAR MARK ALLEN	CANNOT LOCATE-ML RET	59.52
200621	2016	M	SPEAR MARK ALLEN	CANNOT LOCATE-ML RET	88.32
200625	2016	M	SPEZIAL MICHELLE	CANNOT LOCATE-ML RET	99.52
200684	2016	M	START SUSAN M	CANNOT LOCATE-ML RET	61.44
200712	2016	M	STELLA JOSEPH A	CANNOT LOCATE-ML RET	40.96
200713	2016	M	STELLA JOSEPH A	CANNOT LOCATE-ML RET	19.84
200714	2016	M	STELLA JOSEPH A	CANNOT LOCATE-ML RET	126.40

TOWN OF WINCHESTER
Edit Suspense for Batch - 58
Totals by Year/Type/Dist
Posting Date 5/11/21

<u>Year</u>	<u>TYPE</u>		<u>Amount</u>
2016	M MOTOR VEHICLE	257 Account(s)	34,657.63
2016	S SUPPLEMENTAL MVD	56 Account(s)	5,393.36
2016 TOTAL		313 Account(s)	40,050.99
		313 Account(s)	40,050.99

TOWN OF WINCHESTER
Edit Suspense for Batch - 60
Detail Report in Sequential Order
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<u>List</u>	<u>Year</u>	<u>TY</u>	<u>Name</u>	<u>Reason</u>	<u>Amount</u>
2311	2018	R	HONRADEZ INVESTMENTS LLC	TOWN OWNED	2,608.41
2311	2019	R	HONRADEZ INVESTMENTS LLC	TOWN OWNED	2,608.41
2938	2017	R	NEVES TEIXEIRA SALVADOR	TOWN OWNED	1,340.60
2938	2018	R	NEVES TEIXEIRA SALVADOR	TOWN OWNED	1,340.59
2938	2019	R	NEVES TEIXEIRA SALVADOR	TOWN OWNED	1,340.59
3585	2019	R	MCCANN & ZEOLLA REAL ESTATE INVEST	TOWN OWNED	7,219.49

TOWN OF WINCHESTER
Edit Suspense for Batch - 60
Totals by Year/Type/Dist
Posting Date 5/11/21

<u>Year</u>	<u>TYPE</u>		<u>Amount</u>
2017	R REAL ESTATE	1 Account(s)	1,340.60
2017 TOTAL		1 Account(s)	1,340.60
2018	R REAL ESTATE	2 Account(s)	3,949.00
2018 TOTAL		2 Account(s)	3,949.00
2019	R REAL ESTATE	3 Account(s)	11,168.49
2019 TOTAL		3 Account(s)	11,168.49
		6 Account(s)	16,458.09

TOWN OF WINCHESTER
 Edit Suspense for Batch - 61
 Detail Report in Sequential Order
 Posting Date 5/11/21

<u>List</u>	<u>Year</u>	<u>TY</u>	<u>Name</u>	<u>Reason</u>	<u>Amount</u>
615	2019	R	ANDL MARGARET M PRICE	CANNOT LOCATE-ML RET	136.17
1481	2019	R	CROSTHWAITE CLINTON W	CANNOT LOCATE-ML RET	145.56
1492	2019	R	CURTIS LAWRENCE	CANNOT LOCATE-ML RET	129.13
1745	2019	R	DOVE ARCHIE HENRY EST	CANNOT LOCATE-ML RET	1,035.38
1785	2019	R	DWYER JOHN K	CANNOT LOCATE-ML RET	126.78
2310	2019	R	GRIFFIN FRANCIS P	CANNOT LOCATE-ML RET	129.13
2473	2019	R	HIGHLAND LAKE COMPANY	CANNOT LOCATE-ML RET	61.04
2513	2019	R	HOLZHAUSEN RICHARD	CANNOT LOCATE-ML RET	138.52
2699	2019	R	WILLIAMSON JOYCE E & THERESA M	CANNOT LOCATE-ML RET	126.78
2706	2019	R	JORDAN JOHN & EDWARD & ANGELIN	CANNOT LOCATE-ML RET	126.78
2833	2019	R	DELUCA JOAN K	CANNOT LOCATE-ML RET	136.17
2855	2019	R	WOOD MARCUS	CANNOT LOCATE-ML RET	124.43
3019	2019	R	ASHTON JAMES	CANNOT LOCATE-ML RET	51.65
3077	2019	R	LYNNE DONALD D & FLORENCE V	CANNOT LOCATE-ML RET	147.91
3136	2019	R	MALAHAN EDWARD W	CANNOT LOCATE-ML RET	117.39
3255	2019	R	MAYER JESSE & JOAN & KAREN & JOHN	CANNOT LOCATE-ML RET	136.17
3419	2019	R	MOTT CHARLES A & MARIE	CANNOT LOCATE-ML RET	138.52
3426	2019	R	MUDANO F R & C C & M A & M A &	CANNOT LOCATE-ML RET	124.43
3427	2019	R	MUDANO F R & C C & M A & M A &	CANNOT LOCATE-ML RET	126.78
3449	2019	R	MUTO JOHN SR & MARY	CANNOT LOCATE-ML RET	112.69
3561	2019	R	HOLTMAN RICHARD P	CANNOT LOCATE-ML RET	112.69
3841	2019	R	PHELPS STANLEY G	CANNOT LOCATE-ML RET	126.78
3842	2019	R	PHELPS STANLEY G	CANNOT LOCATE-ML RET	112.69
4005	2019	R	DAVIS SCOTT & JAMIE	CANNOT LOCATE-ML RET	21.13
4220	2019	R	KLANESKI ALEX AND LASER	CANNOT LOCATE-ML RET	129.13
4276	2019	R	SEAMAN RUTH W & GEORGE &	CANNOT LOCATE-ML RET	112.69
4448	2019	R	SODERBERG BERTIL &	CANNOT LOCATE-ML RET	11.74
4504	2019	R	SPRING REALTY CORP	CANNOT LOCATE-ML RET	72.78
4698	2019	R	THOMPSON WALTER ESTATE OF	CANNOT LOCATE-ML RET	126.78
5046	2019	R	FOREST AVE ASSOCIATION INC	CANNOT LOCATE-ML RET	426.29
5047	2019	R	FOREST AVE ASSOCIATION INC	CANNOT LOCATE-ML RET	122.09
5053	2019	R	FOREST AVE ASSOCIATION INC	CANNOT LOCATE-ML RET	361.56
5054	2019	R	FOREST AVE ASSOCIATION INC	CANNOT LOCATE-ML RET	429.65
5056	2019	R	FOREST AVE ASSOCIATION INC	CANNOT LOCATE-ML RET	971.99
5087	2019	R	AMMERMAN THOMAS W JR	CANNOT LOCATE-ML RET	126.78
9374	2019	R	GOULET PAUL D & ALUZON MARIE	CANNOT LOCATE-ML RET	164.35
103125	2019	R	HIGHLAND LAKE COMPANY	CANNOT LOCATE-ML RET	70.43
103126	2019	R	HIGHLAND LAKE COMPANY	CANNOT LOCATE-ML RET	68.09
103127	2019	R	HIGHLAND LAKE COMPANY	CANNOT LOCATE-ML RET	42.26
103128	2019	R	HIGHLAND LAKE COMPANY	CANNOT LOCATE-ML RET	61.04
103129	2019	R	HIGHLAND LAKE COMPANY	CANNOT LOCATE-ML RET	58.70
103130	2019	R	HIGHLAND LAKE COMPANY	CANNOT LOCATE-ML RET	63.39
103131	2019	R	HIGHLAND LAKE COMPANY	CANNOT LOCATE-ML RET	49.30
103132	2019	R	HIGHLAND LAKE COMPANY	CANNOT LOCATE-ML RET	159.65
103133	2019	R	HIGHLAND LAKE COMPANY	CANNOT LOCATE-ML RET	72.78
103134	2019	R	HIGHLAND LAKE COMPANY	CANNOT LOCATE-ML RET	39.91
103135	2019	R	HIGHLAND LAKE COMPANY	CANNOT LOCATE-ML RET	39.91
103178	2019	R	SPRING REALTY CORP	CANNOT LOCATE-ML RET	72.78
103379	2019	R	ANDL MARGARET M PRICE	CANNOT LOCATE-ML RET	126.78
103652	2019	R	KUMANDURI RAMANUJACHARY AND	CANNOT LOCATE-ML RET	227.40

TOWN OF WINCHESTER
Edit Suspense for Batch - 61
Totals by Year/Type/Dist
Posting Date 5/11/21

<u>Year</u>	<u>TYPE</u>		<u>Amount</u>
2019	R REAL ESTATE	50 Account(s)	7,952.95
2019 TOTAL		50 Account(s)	7,952.95
		50 Account(s)	7,952.95

BOARD OF SELECTMEN ACTION REQUEST

No.: 21-24

Date: May 17, 2021

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

From: Josh Kelly, Town Manager

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

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

Fiscal Implications: The described refunds total \$57.09

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 \$57.09*

Attachment:

Grand List 2019 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
220022	2019 SUPP TORRES	ALEXANDER SAUL 140 STATON AVE WINSTED, CT 06098	\$57.09 DUPLICATE PAYMENT
SUPP TOTAL REFUNDS BY TYPE			\$57.09
NUMBER OF REFUNDS	1	TOTAL REFUNDS	\$57.09

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.

5/11/2021

Date of Report

Halaree Mannerat, 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.: 21-25

Date: May 17, 2021

Topic: New Business (G)- 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.

INTER-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: Recreation (812)			
<u>Line</u>		<u>Description</u>	<u>Amount</u>
812-194-0000	General Labor		\$9,000
TO: Recreation (812)			
<u>Line</u>		<u>Description</u>	<u>Amount</u>
812-826-0000	Equipment		\$5200
812-827-0000	Grounds		\$3800

Recommended Motion: I move that the Board of Selectmen approve the line-item transfer of \$9,000 from General Labor (812-194-0000) to Equipment (812-826-0000) in the amount of \$5200, and Grounds (812-827-0000) in the amount of \$3800.



In accordance with Section 915, Finance Director Bruce Stratford has requested a transfer of funds to cover charges for Equipment and Grounds.

Fiscal Implications: none


FUND TRANSFERS - TOWN OF WINCHESTER

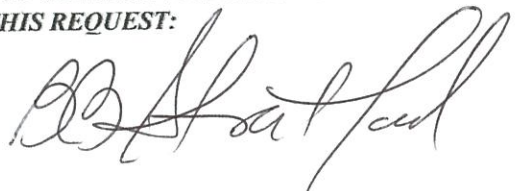
1. DEPARTMENT REQUESTING TRANSFER Recreation
 2. TOTAL AMOUNT & FISCAL YEAR OF TRANSFER \$9000.00


ACCOUNT(S) TRANSFERRED FROM:	DEPT#	OBJECT#	OBJECT#	AMOUNTS
812-194-0000 General Labor				\$9000.00

ACCOUNT(S) TRANSFERRED TO	DEPT#	OBJECT#	SUB-OBJECT#	AMOUNTS
812-826-0000 Equipment				\$5200.00
812-827-0000 Grounds				\$3800.00

3. REASON FOR REQUEST AND HOW SOURCE ACCOUNT CAN WITHSTAND TRANSFER:
 (ANTICIPATED ITEMIZED EXPENDITURE WHICH REQUIRES INCREASE FUNDING)
 1 Maintainer was out sick a some hours and low lifeguard staff for June hrs. Fix electrical wires pole at park. Purchase spreader for fields

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:
 5/13/21

6. TOWN MANAGER'S APPROVAL AND RECOMMENDATION:
 (PER SECTIONS 914 AND 915 OF TOWN CHARTER) FURTHER COMMENTS:
 5/13/21

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 AGENDA ITEM SUMMARY

No.: 21-26

Date: May 17, 2021

Topic: New Business (H)- 508 Main Street Building Review Committee

From: Josh Kelly, Town Manager

Background & Information: As a part of the Town's blight enforcement processes, the Town came to possess the building and grounds located at 508 Main Street. That property is currently vacant and is not generating either business or tax revenue.

I would like to begin a process to make use of this space once again. I plan to assemble a small advisory ad hoc committee to accomplish this task. Over the next few months, this group will be responsible for reviewing the site, collecting information from the public about possible highest and best uses for the space, and presenting final recommendations to the Board of Selectmen for your consideration. The ad hoc committee will be comprised of no more than twelve individuals, including myself, staff members, a member of the Economic Development Commission, the owners of businesses surrounding 508 Main Street, and a limited number of residents. Members of the Board of Selectmen will be invited to attend and participate in discussions along the way and will ultimately receive a final recommendation from this committee, at which time the Board will have another opportunity to give direct input and make a decision on that recommendation.

Requested Action: None at this time.

Fiscal Implications: No money will be spent as a part of the review process; the Board of Selectmen will be informed of the ad hoc committee's recommendations on how to best redevelop or otherwise reuse the site.

Manager's Recommendation: I ask for your feedback on my plan, as presented above, before I proceed with assembling an ad hoc committee on this subject.

Recommended Motion: None.

Attachments: An image of the remaining building at 508 Main St, circa 2015.



BOARD OF SELECTMEN AGENDA ITEM SUMMARY

No.: 21-27

Date: May 17, 2021

Topic: New Business (I)- American Rescue Plan Funds Advisory Group

From: Josh Kelly, Town Manager

Background & Information: In early 2021, Congress passed legislation, known as the “American Rescue Plan Act,” which aims to help stimulate the economy and provide needed services to citizens. In total, the Town expects to receive approximately \$3 million from this act, and the US Department of Treasury released its guidelines for the way in which this money may be spent on May 10th.

In order to determine how the funds should best be use, I plan to assemble a small advisory ad hoc committee. Over the next few months, this group will be responsible for reviewing all the possible uses for those funds as outlined by the Department of Treasury, considering different ways that the funds could be specifically applied in Winchester, and presenting final recommendations to the Board of Selectmen for their consideration. The ad hoc committee will be comprised of no more than ten individuals, including myself, the Director of Public Works, the Social Services Coordinator, the Director of Recreation, the Emergency Management Director, the Director of Finance, a member of the Economic Development Commission, and three members of the public. Members of the Board of Selectmen will be invited to attend and participate in discussions along the way and will ultimately receive a final recommendation from this committee, at which time the Board will have another opportunity to give direct input and make a decision on that recommendation.

Requested Action: None at this time.

Fiscal Implications: No money will be spent as a part of the planning process; the Board of Selectmen will be informed of the ad hoc committee’s recommendations on how to spend the approximate \$3 million, and money from this initiative will not be spent without general Board approval.

Manager’s Recommendation: I ask for your feedback on my plan, as presented above, before I proceed with assembling an ad hoc committee on this subject.

Recommended Motion: None.

Attachments: None. For more information about the Department of Treasury’s guidelines for use of these funds, please visit: <https://home.treasury.gov/system/files/136/FRF-Interim-Final-Rule.pdf>

BOARD OF SELECTMEN ACTION REQUEST

No.: 21-28

Date: May 17, 2021

Topic: New Business (J)- Bid Waiver Request- Collection & Assessment Software

From: Josh Kelly, Town Manager

Background:

The need to assess the functionality of our software is all the more important now than it has been in recent years due to the town undergoing revaluation in the coming fiscal year. This process has the capacity to fully analyze and grow our grand list, but our staff needs software that works for them, not against them, in order to make that happen. This makes our evaluation of the R. Walsh and other softwares time-sensitive, as the Assessors need to get to work as soon as possible in order to ensure every facet of the town's development is well documented and represented within the grand list.

Given that there are many aspects of and nuances to a software's functionality that greatly matter to the ability of our staff members to be productive, and given that this evaluation is time-sensitive in nature, we do not feel that going out to bid for this service is wise. We ask that the Board waive the bid process and give the Town Manager authority to enter into a contract with a collection and assessment software company for the years spanning FY 2022 – 2024

Requested Action: The Board of Selectmen should consider the requested bid waiver for Collection and Assessment Software.

Manager's Recommendation: I recommend that the Board of Selectmen grant the bid waiver for Collection and Assessment Software.

Recommended Motion: I move that the Board of Selectmen grant the bid waiver and give the Town Manager authority to enter into a contract with a Collection and Assessment Software company for the years spanning FY 2022-2024.

Attachment:

Correspondence, M. Douglass and Josh Kelly, Board of Selectmen (May 17, 2021)



TOWN OF WINCHESTER – CITY OF WINSTED

Town Hall – 338 Main Street

WINSTED, CONNECTICUT 06098

TO: Board of Selectmen
FROM: Josh Kelly, Town Manager
Mark Douglass, Purchasing Agent
SUBJECT: Bid Waiver: Collection & Assessment Software
DATE: May 17, 2021

At the present time, the Town of Winchester makes use of collection and assessment software (known as “GEMS”) from a company called R. Walsh. This software has been used by the town for years, and we are overdue for a standard review of its capabilities and cost. Beyond this, with the onboarding of our new Assessors, the Town Manager’s Office has received reports that the R. Walsh software is not presently able to provide them with the functionality that they need to succeed at their jobs. Upon further investigation of these reports, further issues with the software were brought forward by our utility collectors within the Department of Public Works. It is for these reasons that the Town is currently undergoing a comprehensive review of its collection and assessment software to determine what the best and most cost-effective path forward for the town will be.

The need to assess the functionality of our software is more important now than it has been in recent years due to the town undergoing revaluation in the coming fiscal year. This process has the capacity to fully analyze and grow our grand list, but our staff needs software that works for them, not against them, in order to make that happen. This makes our evaluation of the R. Walsh and other softwares time-sensitive, as the Assessors need to get to work as soon as possible in order to ensure every facet of the town’s development is well documented and represented within the grand list.

Given that there are many aspects of and nuances to a software’s functionality that greatly matter to the ability of our staff members to be productive, and given that this evaluation is time-sensitive in nature, we do not feel that going out to bid for this service is wise. We ask that the Board waive the bid process and give the Town Manager authority to enter into a contract with a collection and assessment software company for the years spanning FY 2022 – 2024.

Respectfully submitted,

Josh Kelly

Town Manager

Mark Douglass

Purchasing Agent

Winchester 250th Anniversary 1771-2021