

**AGENDA**  
**Town of Winchester**  
**Meeting of the Board of Selectmen**  
**P. Francis Hicks Room, 2<sup>nd</sup> Floor, Town Hall • 338 Main St., Winsted, CT**

MONDAY, MARCH 15, 2021

7:00 P.M.

1. CALL TO ORDER (Turn your cell phones off)

FILED  
TOWN CLERK'S OFFICE

2. PLEDGE OF ALLEGIANCE

MAR 12 2021

3. AGENDA REVIEW

4. APPROVAL OF MINUTES

SHEILA S. SEDLACK  
TOWN OF WINCHESTER, CT

A) Minutes of Regular Meeting on March 1, 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

A.) Updated 2021-2022 Budget Calendar

8. CORRESPONDENCE

9. BOARDS AND COMMISSIONS

10. NEW BUSINESS

A) 21-06 Refunds as Recommended by the Collector of Revenue (Town Manager Geiger)

11. CITIZENS' COMMENTS

The Board of Selectmen welcomes public comments, speakers will be limited to three (3) minutes or less and may speak only once. Please call 860-738-6958 to make a public comment when we reach this agenda item. Please give your name and address.

12. SELECTMEN'S COMMENTS AND REPORTS

13. ADJOURNMENT

**This meeting can be accessed remotely by selecting the "livestream" link  
on the Town of Winchester website or at  
<https://www.youtube.com/channel/UCT1ffiBjMTBQM5OEXSgKIqg/videos>**

Town of Winchester  
Board of Selectmen  
Regular Meeting  
March 1, 2021

*This meeting was held via ZOOM due to COVID-19 protocols.*

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, Bob Geiger and Finance Director, Bruce Stratford.

Item 2. Pledge of Allegiance.

The Pledge of Allegiance was recited.

Item 3. Agenda Review. NONE

Item 4. Approval of Minutes.

A). Minutes of Regular Meeting on February 16, 2021

Motion by Sel. Bouchard, seconded by Sel. Arcelaschi.

To approve the Minutes of the February 16, 2021 regular meeting.

UNANIMOUS

Item 5. Citizen's Comments

Jonathan Morhardt

Item 6. Town Manager Report.

The Town Manager reported to the Board all meetings held from February 15<sup>th</sup>. through February 26<sup>th</sup>. along with Next Week's meetings and Long-Term meetings.

Item 7. Correspondence - NONE

Item 8. Boards and Commissions.

Sel. Sedlack

Placed into nomination the name of Melissa Reagan (U) as a member of the Board of Assessment Appeals term to expire October 2023.

Sel. Sedlack

Placed into nomination the name of Glen Albanesius (R) as a member of the Board of Assessment Appeals term to expire October 2021.

Sel. Sedlack placed the name of Troy Lamere (R) for consideration as a member on the Planning & Zoning Commission.

Item 9. New Business

A). Recreation Board ordinance changes- Sel. Bird.

Sel. Bird moved that Ordinances Section 41, 65 and 128 be placed forward to step two in the Ordinance review process.

B). Budget Calendar.

Motion by Sel. Arcelaschi, seconded by Sel. Groppo

To accept the 2021/2022 Budget Timeline as presented.

UNANIMOUS

Item 10. Citizens Comments NONE

Item 11. Executive Session.

Motion by Sel. Bourque, seconded by Sel. Sedlack

To enter into Executive Session regarding Police Labor Contract. at 8:00 p.m.

UNANIMOUS

Meeting reconvened at 8:12 p.m.

Item 12. Discussion/Possible Action regarding Police Labor Contract.

Motion by Sel. Arcelaschi, seconded by Sel. Bird

That the Board accept the agreement between the Town of Winchester and the United Public Services Employees Union COPS Unite #330 effective from July 1<sup>st</sup>. 2019 through June 30<sup>th</sup>. 2022.

Item 13. Selectmen's Comments and Reports

Sel. Bourque asked about the status of the newly appointed Town Manager's contract.

Sel. Bouchard inquired about information about the terminal point of the Sue Grossman Greenway.

Item 14. Adjournment

Motion by Sel. Sedlack, seconded by Sel. Arcelaschi

To adjourn the meeting at 8:15 p.m.

UNANIMOUS

ATTEST:

Sheila S. Sedlack, CCTC, CMC



# TOWN OF WINCHESTER – CITY OF WINSTED

Town Hall – 338 Main Street

WINSTED, CONNECTICUT 06098

## OFFICE OF THE TOWN MANAGER

**DATE:** March 12, 2021  
**TO:** Board of Selectmen  
**FROM:** Robert Geiger  
Town Manager  
**RE:** Town Manager Update

### *LAST WEEK (March 1-March 5):*

#### **Monday:**

- Public Works Director regarding staffing issues
- Site visit regarding resident issues with cars in shared driveway
- MIRA-budget issues-% increase
- BOE-budget discussions
- Fire Chief-updates on Friday house fire
- BOS meeting at 7:00pm

#### **Tuesday:**

- Public Works Director regarding power outages
- Public Works Director regarding \$128,00 Sucker brook culvert state claims
- Budget reviews with Finance Director
- Library site visit to review new lighting project-met with director

#### **Wednesday:**

- Budget reviews most of the day

#### **Thursday:**

- Budget review reviews with Public Works
- Police Chief regarding prior nights issues
- Discussions with Hartford hospital regarding ambulance service
- Phone meeting with Trinity

#### **Friday:**

- Public works director and engineer regarding Capitol projects
- 7 town negotiations with Trinity Ambulance
- Labor Attorney regarding next round of contracts

### *THIS WEEK (March 8- March 12):*

#### **Monday:**

- Police Chief regarding citizen complaints and actions

- EMT contract discussions with surrounding 6 towns and Trinity Health Care providers
- Discussions with finance director regarding long range financing issues

**Tuesday:**

- Police Chief -general updates regarding personnel and training
- Finance director regarding long term financing
- Meeting with President of Winsted ambulance

**Wednesday:**

- Public Works Director regarding water/sewer operations
- Jack Borque regarding updates
- Finance Director- budget discussion

**Thursday:**

- NW Cog Zoom meeting
- East End Park permit meeting
- Finance Committee meeting
- Fire chief-budget discussions

**Friday:**

- Public Works regarding budget discussions

**\*\*\*\*Public Works press release inspection of as part of annual watershed survey**

***NEXT WEEK (March 15-19):***

**Monday: Board of Selectmen meeting via Zoom**

***LONG-TERM:***

***March 29: Special Meeting Board of Selectmen-Public Hearing BOE budget***



**TOWN OF WINCHESTER**  
**CITY OF WINSTED**

Water and Sewer Commission  
Town Hall  
338 Main Street  
WINSTED, CONNECTICUT 06098

Press Release

The Winsted Water Department will be inspecting certain properties within the Mad River, Crystal Lake, and Rugg Brook Reservoir watersheds as part of the 2021 annual watershed survey. The intent of these surveys is to identify potential sources of pollution within public water-supply watersheds, including but not limited to failing septic systems, leaking fuel storage tanks, and runoff from large agricultural operations. The properties subject to inspection are located within the Crystal Lake and Rugg Brook Reservoir watersheds in Winchester and the Mad River watershed in Winchester and Norfolk. Lenard Engineering, Inc. will be conducting the inspections on behalf of the Winsted Water Department during March and April of 2021. The inspections involve routine examination of physical conditions on each property. Access to the inside of residential or commercial structures is not required. Lenard Engineering's inspection personnel will carry identification and a letter of explanation from the Winchester Water and Sewer Commission.

Jim Rollins  
Director of Public Works

## **2021-2022 Budget Calendar**

**Monday, March 15, 2021:** Town Manager to submit written budget proposal to the Board of Selectmen as required by Charter with a cover letter (draft published March 16 on website )

**Monday March 29, 2021:** Board of Selectmen Public Hearing on proposed 2018-2019 Board of Education Budget Pearson School, 2 Wetmore Avenue: (Location change and/or Hybrid format to be determined based on COVID protocols. Broadcasted on Town Livestream)

**Monday, April 5, 2021 – 7:15 PM:** Board of Selectmen Public Hearing on proposed 2021-2022 Town Budget ( Hicks Room Town Hall: Location change and/or Hybrid format to be determined based on COVID protocols. Broadcasted on Channel 194/Town Livestream)

**Friday April 23, 2021:** Last date for BOS decision: 15 days prior to Town Meeting. Budget filed with the Town Clerk and published in the newspaper

**Monday, May 10, 2021 – 7:00 PM:** Annual Town Budget Meeting (Gilbert School, 200 Williams Avenue: (Location change and/or Hybrid format to be determined based on COVID protocols. Broadcasted on Channel 194/Town Livestream); Vote on date of referendum (14-21 days from Town Meeting)

**Date to be Determined at Annual Town Meeting: (14-20 days after Annual Town Budget Meeting)** Budget Referendum 8:00AM-8:00PM Pearson School, 2 Wetmore Avenue: (Location change to be determined based on COVID protocols)

*\*Dates and times are subject to change*

# Boards & Commissions

## NOMINATIONS

| Date      | Name        | Board/Commission                | Vote | Term Dates |
|-----------|-------------|---------------------------------|------|------------|
| 3/15/2021 | Troy Lamere | Planning & Zoning<br>Commission |      |            |
|           |             |                                 |      |            |

## APPOINTMENTS

| Date      | Name            | Board/Commission            | Vote | Term Dates |
|-----------|-----------------|-----------------------------|------|------------|
| 3/15/2021 | Melissa Reagan  | Board of Assessment Appeals |      |            |
| 3/15/2021 | Glen Albanesius | Board of Assessment Appeals |      |            |

## RE-APPOINTMENTS

| Date | Name | Board/Commission | Vote | Next Term Exp |
|------|------|------------------|------|---------------|
|      |      |                  |      |               |
|      |      |                  |      |               |
|      |      |                  |      |               |
|      |      |                  |      |               |

## RESIGNATIONS

| Date | Name | Board/Commission | Term | Expiration Date |
|------|------|------------------|------|-----------------|
|      |      |                  |      |                 |

## BOARD OF SELECTMEN ACTION REQUEST

No.: 21-06

Date: March 15, 2021

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

**From:** Robert Geiger, Town Manager

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*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 \$231.58

*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 \$231.58

*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       |
|--------------------------|---------------------|---|-------------------------------|
| 40222                    | 2019 MV<br>BROCHU   | JOSEPH<br>P O BOX 123<br>WINSTED, CT 06098                  | \$17.60<br>C OF C             |
| 140480                   | 2019 MV<br>LOGAN    | TERENCE<br>208 OLD NEW HARTFORD RD<br>WINSTED, CT 06098     | \$31.83<br>C OF C             |
| 170055                   | 2019 MV<br>OLEARY   | JOHN<br>101 WHITING ST APT G3<br>WINSTED, CT 06098          | \$134.26<br>C OF C            |
| 200479                   | 2019 MV<br>ROSSETER | FRANK<br>868 W WAKEFIELD BLVD<br>WINSTED, CT 06098          | \$14.16<br>C OF C             |
| <b>MV</b>                |                     | <b>TOTAL REFUNDS BY TYPE</b>                                | <b>\$197.85</b>               |
| 2378                     | 2019 RE<br>HAGUE    | EDWARD OR NANCY<br>817 E WAKFIELD BLVD<br>WINSTED, CT 06098 | \$33.73<br>OVER PAYMENT       |
| <b>RE</b>                |                     | <b>TOTAL REFUNDS BY TYPE</b>                                | <b>\$33.73</b>                |
| <b>NUMBER OF REFUNDS</b> |                     | <b>5</b>  | <b>TOTAL REFUNDS \$231.58</b> |

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.

3/10/2021

Date of Report

Halaree Monnerat, Collector of Revenue

APPROVED FOR PAYMENT:

DATED: \_\_\_\_\_

\_\_\_\_\_  
Town Manager

I have received from Town Accountant the above checks to cover the refunds as stated above.

Date: \_\_\_\_\_

\_\_\_\_\_  
Collector of Revenue