

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

MONDAY, MARCH 1, 2021

7:00 P.M.

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 February 16, 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. CORRESPONDENCE
8. BOARDS AND COMMISSIONS
9. NEW BUSINESS
 - A) Recreation Board ordinance changes-Selectmen Melissa Bird
 - B) Budget Calendar
10. 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.
11. EXECUTIVE SESSION:
 - A) Labor Contract
12. DISSCUSSION/POSSIBLE ACTION
13. SELECTMEN'S COMMENTS AND REPORTS
14. ADJOURNMENT

FILED
CLERK'S OFFICE

FEB 26 2021

TOWN CLERK OF WINCHESTER
WINSTED, CT

**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>**

Board of Selectmen
Regular Meeting
February 16, 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, 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 1, 2021

Motion by Sel. Bouchard, seconded by Sel. Groppo

To approve the minutes of the Regular Meeting February 1, 2021

UNANIMOUS

B) Minutes of Special Meeting on February 9, 2021.

Motion by Sel. Bourque, seconded by Sel. Arcelaschi

To approve the minutes of the Special Meeting on February 9, 2021.

UNANIMOUS

Item 5. Citizens' Comments NONE

Item 6. Town Manager's Report

The Town Manager presented to the Board a list of meetings held from February 2, 2021 through February 12th along with Next Week's meetings and Long Term Meetings.

Item 7. Finance Director's Report

The Finance Director report on Revenue and expenditures for the Fiscal Year 2020/2021

Item 8. Correspondence

Two letters of commendation were received by the Board of Selectmen regarding from the Winchester Police Department and the Social Service Coordinator.

Item 9. Boards and Commissions.

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

To Re-appoint Joel Stewart (U) as a member of the Board of Assessment Appeals term expire October 2023.

UNANIMOUS

Motion by Sel. Sedlack, seconded by Sel. Bouchard

To Re-appoint Sean McGlynn (D) as a member of the Recreation Board term to expire on April 2027.

UNANIMOUS

Motion by Sel. Sedlack seconded by Sel. Bird

To Re-appoint Jamie Duffy (R) as a member of the Recreation Board, term to expire on April 1, 2027

UNANIMOUS.

Item 10. Unfinished Business

A) Protocol for Boards and Commissions regarding agenda & meeting minutes.

Discussion took place – no action taken

Item 11. Introduction of New Fire Chief

A) Presentation

The Town Manager introduced the newly appointed Fire Chief, Jamie Lagassie, to the Board at which time Jamie spoke about his experiences in his past employment in the field of fire training.

Item 12. New Business

A) 21-03 Joining the Coalition for Sustainable Materials Management (CCSMM).

Motion by Sel. Groppo, seconded by Sel. Sedlack

That the Board sign on to the Coalition for Sustainable Materials Management.

YES (6)

ABSTAINED (1) Sel. Arcelaschi

B) 21-04 Refunds as Recommended by the Collector of Revenue (Town Manager Geiger).

Motion by Sel. Sedlack, seconded by Sel. Bird.

I move that the Board of Selectmen authorize the refunds recommended by the Collector of Revenue, Halaree Monnerat, in the amount of \$1,191.20.

UNANIMOUS

Item 13. Discussion Possible Actions NO ACTION NEEDED

Item 14. Citizens' Comments NONE

Item 15. Selectmen's Comments and Reports.

Sel. Bourque made recommendations for the Social Service Coordinator .

Sel. Bird updated the Board regarding the completion of the Ordinances changes.

Item 16. Executive Session NO MEETING SESSION SCHEDULED.

Item 17. Adjournment

Motion by Sel. Sedlack, seconded by Sel. Bird.

To adjourn the meeting at 8:21 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: February 26, 2021
TO: Board of Selectmen
FROM: Robert Geiger
Town Manager
RE: Town Manager Update

LAST WEEK (February 15- February 19):

Monday:

- Town hall closed in observance of President's Day
- Zoom meeting HLWA regarding weed control

Tuesday:

- Police Chief regarding new labor contract and new officers
- Public Works Director regarding ice and roads
- Resident concerning blight resolution
- Easement discussion with resident regarding Hinsdale School
- Selectmen's meeting

Wednesday:

- Police Chief regarding overtime issues
- Public works regarding salt sharing with other towns
- A dozen calls regarding complaints, code issues, and blight

Thursday:

- Social Service Coordinator for updates
- Linda Groppo regarding senior apartment discussions
- Police Chief regarding personnel issues
- PT Assessor
- Neighbor issues

Friday:

- Senior apartment discussions with auditor, attorney, and real estate agent
- Labor Attorney regarding next round of contracts

THIS WEEK (February 22 – February 26):

Monday:

- Social Service Coordinator regarding resident assistance and housing
- Public Works Director regarding impending storm plans

- Emergency Managements Director regarding COVID and reopening plans
- Town Attorney regarding lien settlements
- Citizen conversations regarding tax bills and assessments

Tuesday:

- NW Foundation meeting
- Blight resolution meeting with Town attorney
- Citizen recruitment to Board of Assessment Appeals
- Recruited new candidate for Board or Assessment Appeals
- Emergency Manag & Fire Chief regarding Eversource Emergency Primary Contact

Wednesday:

- Public Workers Director regarding budget discussions
- Senior apartment's attorney
- Lake resident regarding tax bills

Thursday:

- Budget reviews
- Public works updates
- Site visit per resident request regarding blight
- Meeting by phone -resident regarding land use
- Zoom meeting with Retirement Board

Friday:

- Public Works regarding budget discussions

NEXT WEEK (March 1-5):

Monday: Board of Selectmen meeting via Zoom

LONG-TERM:

March 11: NWCoG meeting via Zoom

March 15: Board of Selectmen meeting via Zoom

Boards & Commissions

NOMINATIONS

Date	Name	Board/Commission	Vote	Term Dates
3/1/2021	Melissa Reagan	Board of Assessment Appeals		
3/1/2021	Glen Albanesius	Board of Assessment Appeals		

APPOINTMENTS

Date	Name	Board/Commission	Vote	Term Dates

RE-APPOINTMENTS

Date	Name	Board/Commission	Vote	Next Term Exp

RESIGNATIONS

Date	Name	Board/Commission	Term	Expiration Date

----- Forwarded message -----

From: **Duane Reagan** <dragyn_myrlin@yahoo.com>

Date: Wed, Feb 24, 2021 at 9:42 AM

Subject: Board of Assessment Appeals

To: mayorwinsted@gmail.com <mayorwinsted@gmail.com>

I am interested in being an alternate on the Assessment Board of Appeals. I have an associate degree in paralegal Studies from NVCC, graduating with highest honors. I have a bachelor's degree from UCONN in General Studies with a concentration in Legal Studies, graduating with highest honors. I have freelanced as a paralegal and worked in the court system for the State of CT. I am currently retired.

Melissa Reagan

Melissa Reagan

February 23, 2021

Town of Winchester
338 Main Street
Winsted, CT 06098

Att: Town Manager Geiger

Re: Appointment to the Board of Assessment Appeals

Dear Mr. Geiger,

My name is Glen Albanesius, and I would like to be considered to serve on the Board of Assessment Appeals for the Town of Winchester.

I am a Winsted resident and previously served as a Selectmen for the Town of Winchester. I have a vested interest in the town and its success.

Please let me know if there is a position available on the board now or in the future.

Sincerely,



Glen Albanesius

SEC. 41 PARKING IN MUNICIPAL PARKING LOTS REGULATED

Be it ordained by the Board of Selectmen of the Town of Winchester, Connecticut that Section 41 of the By-Laws and Ordinances is hereby amended as follows:

- a. When signs are erected giving notice thereof no persons shall park a motor vehicle in any municipally-owned parking lot within the limits of the Town of Winchester beyond the time limitations designated.
- b. Parking in areas adjacent to Town beaches and designated lots shall require a beach sticker. Beach stickers shall be issued only to residents of the Town of Winchester. The fee for issuance of such a sticker shall be \$15.00 or \$8.00 for residents age 65 or older.
- c. No person shall allow, permit or suffer any vehicle registered in his name to stand or park in violation of this ordinance.
- d. Any person in violation of this Ordinance shall be fined not more than \$25.00.

OPERATIVE MARCH 1, 1949, AMENDED DECEMBER 20, 1954, AUGUST 1, 1989, MAY 18, 1992 AND FURTHER AMENDED APRIL 7, 2003, PUBLISHED IN THE REPUBLICAN-AMERICAN ON APRIL 9, 2003 TO BE EFFECTIVE APRIL 24, 2003.

SEC. 65 ORDINANCE REGULATING HOURS OF PARKS AND BEACHES
AT HIGHLAND LAKE

- (a) Except for unusual and unforeseen emergencies all Town-owned parks and beaches at Highland Lake shall be closed to the public every day of the year between the hours of 10:00 p.m. and 8:00 a.m., and no person shall frequent any such park or beach or congregate thereat during such hours when the parks or beaches are so closed.
- (b) Any person violating any provision of this Ordinance shall be deemed guilty of a misdemeanor and upon conviction thereof shall be fined in an amount not exceeding one hundred dollars.

OPERATIVE AUGUST 1, 1967.

SEC. 128 REGULATION OF CONDUCT AT RECREATION FACILITIES

Section 1. Town Beaches

The following activities are prohibited on the Town Beaches known as Holland Beach and Resha Beach located at Highland Lake:

- a. Possession of or walking of dogs or other animals
- b. Possession or use of gasoline
- c. Starting or maintaining a fire without a permit from the Recreation Board
- d. Depositing or dumping garbage or refuse anywhere other than in trash receptacles
- e. Possession or use of glass containers
- f. Use of motor vehicles or bicycles by any party other than one in or on an authorized Town vehicle
- g. Launching of boats from the beach
- h. Fishing within fifty (50) feet of a designated swimming area

Section 2. Athletic Fields

The following activities are prohibited on the Town athletic fields except as hereinafter set forth:

- a. Possession or use of glass containers
- b. Bicycle riding on infield areas of athletic fields and bicycle riding while organized activities are in progress
- c. Use of metal detector devices
- d. Night crawling or digging for worms
- e. Practice of golfing
- f. Use of fields during the hours of one-half hour after sun-down to one-half hour before sun-up, except for lighted activities approved by the Town Recreation Director

Section 3. Town Tennis Courts

The following activities are prohibited on Town tennis courts:

- a. Any use other than tennis
- b. Possession or use of glass containers
- c. Playing of tennis in any shoes other than tennis sneakers or non-marking shoes
- d. Use of courts for private, paid tennis lessons
- e. Intentional throwing of rackets or striking of the tennis nets or court surfaces with the racket

Section 4. Penalties of Violations

Any person who violates any provision of this Ordinance shall be fined not more than one hundred (\$100) dollars.

EFFECTIVE AUGUST 9, 1982.

Sec. 41 Parking in Municipal Parking Lots Regulated

Be it ordained by the Board of Selectmen of the Town of Winchester, Connecticut, that Section 41 of the By-Laws and Ordinances is hereby amended as follows:

- (a) When signs are erected giving notice thereof, no person shall park a motor vehicle in any municipally owned parking lot within the limits of the Town of Winchester beyond the time limitations designated on said sign.
- (b) Parking in designated public lots adjacent to Town beaches shall require a Beach Parking Permit. A Beach Parking Permit is required between Memorial Day through Labor Day, **whenever lifeguards are on duty.**
- (c) No person shall allow, permit, or suffer, any vehicle registered in his/her name to stand or park in violation of this ordinance.
- (d) Any person in violation of this ordinance shall be fined no more than twenty-five dollars (\$25), and be subject to being towed at the owner's expense.

Sec. 65 Ordinance Regulating the Hours Beaches Are Open at Highland Lake

- (a) Except for unusual and unforeseen emergencies, all Town owned beaches at Highland Lake are open to the public every day from Memorial Day through Labor Day, between dawn to dusk. No person shall frequent any of these beaches, or congregate there, during such times when the beaches are closed.
- (b) The Town has the authority to close the beaches at any time deemed necessary.
- (c) Town Beaches are not maintained or staffed from Labor Day through Memorial Day the following year. All winter events, or other special events, require proper permits to use the beaches during this period. Hours in the off season are also dawn to dusk, with usage at one's own risk.
- (d) Any person violating any provision of this Ordinance shall be fined in the amount of Ninety-nine dollars (\$99.00).

SEC 128. REGULATION OF CONDUCT AT RECREATION FACILITIES

Section 1. Town Beaches

The following activities are prohibited on the Town Beaches known as Holland Beach and Resha Beach located at Highland Lake:

- a. Possession of, or walking of, dogs or other animals
- b. Possession or use of gasoline
- c. Starting or maintaining a fire without a permit from the Recreation Board
- d. Depositing or dumping garbage or refuse anywhere other than in trash receptacles
- e. Use of motor vehicles or bicycles by any persons other than those utilizing an authorized Town vehicle
- f. Launching of motorized or non-motorized boats from the beach
- g. Fishing with fifty (50) feet of designated swimming areas
- h. Indecent exposure and/or nudity
- i. Use of inflatable toys and/or swimming devices
- j. Swimming beyond the swim area buoys
- k. Hanging on the lifelines or buoys
- l. Feeding of birds
- m. Possession or use of glass containers
- n. The possession of, and/or drinking of, alcoholic beverages
- o. Smoking a cigarette or cigar, vaping, or use other tobacco-related products, on or within any beach, and disposing of cigarette butts, cigar butts, or any tobacco-related waste
- p. The use of beaches for private, paid lessons, unless given prior approval by the recreation director.

Section 2. Athletic Fields

The Following activities are prohibited on the Town athletic fields:

- a. Bicycle riding on infield areas of athletic fields, and bicycle riding while organized activities are in progress
- b. Use of metal detector devices
- c. Catching nightcrawlers or digging for worms
- d. Practice of golfing
- e. Use of fields one-half hour after sun-down until one-half hour before sun-up, except for lighted activities approved by the Town Recreation Director
- f. Use of motor vehicles by any persons other than those utilizing an authorized Town vehicle
- g. Possession or use of glass containers

- h. The possession of, and/or drinking of, alcoholic beverages
- i. Smoking a cigarette or cigar, vaping, or use other tobacco-related products, on or within any beach, and disposing of cigarette butts, cigar butts, or any tobacco-related waste
- j. Use of snowmobiles, ATVs, quads, or similar, on any field or park
- k. Unauthorized maintenance to the field, including, but not limited to, installing stakes, adding dirt, clay, or sod, removing water from infield, mowing grass, or similar
- l. Unleashed dogs, and/or failing to clean up after one's dog
- m. The use of town fields for private, paid lessons, unless given prior approval by the recreation director.

Section 3. Town Tennis Court/Pickleball Court

The following activities are prohibited on the Town Tennis Courts:

- a. Any use other than tennis or pickle ball
- b. Playing of tennis in any shoes other than tennis sneakers or non-marking shoes
- c. Intentional throwing of rackets, or striking of the tennis nets or court surfaces with the rackets
- d. Use of bicycles, skateboards, rollerblades, roller skates, or similar
- e. Possession of, or walking of, dogs or other animals
- f. Possession or use of glass containers
- g. The possession of, and/or drinking of, alcoholic beverages
- h. Smoking a cigarette or cigar, vaping, or use other tobacco-related products, on or within any beach, and disposing of cigarette butts, cigar butts, or any tobacco-related waste
- i. The use of Town courts for private, paid lessons, unless given prior approval by the recreation director
- j. Marking and putting tape on lines, and/or marking the court surface

Section 4: Skate Park and Parking Lot

The Skate park and parking lot are open from March 15th through November 14th, weather permitting. The skate park is open from dusk to dawn. The Skate park is open to the public. Children under the age of 13 must be accompanied by a parent or adult guardian. The Skate park and parking lot, once closed off by a barrier, are closed for the winter. Entering is considered trespassing. The following activities are prohibited at the Skate Park:

- a. Possession or use of glass containers
- b. The possession of and/or drinking of alcoholic beverages

- c. Smoking a cigarette or cigar, vaping, or use other tobacco-related products, on or within any beach, and disposing of cigarette butts, cigar butts, or any tobacco-related waste
- d. Dumping of refuse
- e. The use of skatepark for private, paid lessons, unless given prior approval by the recreation director.

Section 5 Basketball courts

Town basketball courts known as Manor Park Court and Rowley Street Courts. The courts are open to the public at no charge. They are open for play approximately April 1st to October 31st depending on weather conditions. Lighted, evening play will be available on a scheduled basis as determined by the Recreation board. The policies are:

- a. Courts to be used for intended sports only. The use of bicycles, skateboards, rollerblades, roller skates, or similar is prohibited. Street hockey is also prohibited
- b. Recreation department activities take preference over all other court usage
- c. Courts will be available on first come first serve basis
- d. Play is limited to one hour per playing group
- e. The use of Town courts for private, paid lessons is prohibited unless given prior approval by the recreation director
- f. Players must wear basketball shoes or other non-marking athletic shoes
- g. Possession of, or use of, glass containers is prohibited
- h. The possession of and/or drinking of alcoholic beverages is prohibited
- i. No person shall smoke a cigarette, cigar, vape, or other tobacco-related product, or dispose of cigarette butts, cigar butts, or any tobacco-related waste

Section 6 Playscapes

The policies are:

- a. Playscape opens at sunrise and closes at 10:00pm
- b. Playscape is open to all children up to 13 years of age with a parent or adult guardian
- c. The use of bicycles, skateboards, rollerblades, roller skates, or similar is prohibited.
- d. The use of equipment by an appropriate number of persons should always be observed
- e. The gate must be kept closed
- f. Possession of, or use of, glass containers is prohibited
- g. The possession of and/or drinking of alcoholic beverages is prohibited

- h. No person shall smoke a cigarette, cigar, vape, or other tobacco-related product, or dispose of cigarette butts, cigar butts, or any tobacco-related waste

Section 7 Tatros Pond

Tatros Pond is open from dusk to dawn. The following are prohibited:

- a. Dumping of refuse
- b. Possession of, or use of, glass containers
- c. The possession of and/or drinking of alcoholic beverages
- d. Smoking a cigarette or cigar, vaping, or use other tobacco-related products, on or within any beach, and disposing of cigarette butts, cigar butts, or any tobacco-related waste

Section 8 Penalty

Any person in violation of this Ordinance shall be fined in the amount of Ninety-nine Dollars (\$99.00)

2021-2022 Budget Calendar*

Thursday, January 14, 2021: Department Budgets packets to Department Heads.

Monday, February 1, 2021: All Department Budgets to Budget Analyst.

February, 2021: Town Manager meets with major Department Heads to adjust their Budget Requests.

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 town website.)

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

Monday, April 12, 2021, 7:00 PM: Board of Selectmen Public Hearing on proposed 2021-2022 Board of Education Budget at Pearson School, 2 Wetmore Avenue. (Location change and/or Hybrid format to be determined based on COVID protocols. Broadcasted on Town Livestream.)

Friday, April 23, 2021, 7:00 PM: Last date for Board of Selectmen 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 at The 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: (14-20 days after Annual Town Budget Meeting) Budget Referendum 8:00AM-8:00PM at Pearson School, 2 Wetmore Avenue: (Location change to be determined based on COVID protocols.)

**Dates and times are subject to change*