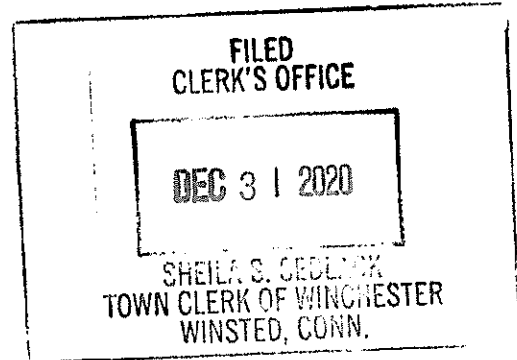


AGENDA
Town of Winchester
Meeting of the Board of Selectmen
P. Francis Hicks Room, 2nd Floor, Town Hall • 338 Main St., Winsted, CT

MONDAY, January 4, 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 December 21, 2020



5. PUBLIC HEARING/SPECIAL PRESENTATION
6. TOWN MANAGER'S REPORT
7. CITIZENS' COMMENTS

The Board of Selectmen welcomes public comment, 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.

8. CORRESPONDENCE
9. BOARDS AND COMMISSIONS
10. NEW BUSINESS

A) 21-01 Bid Waiver Request (Town Manager Geiger)

10. EXECUTIVE SESSION:
A) Town Manager Search
12. DISCUSSION POSSIBLE ACTION REGARDING EXECUTIVE SESSION:
A) Town Manager Search

13. CITIZENS' COMMENTS
The Board of Selectmen welcomes public comment, speakers will be limited to three (3) minutes or less and may speak only once. Phone number for public comment is 860-738-6958, please state your name when you call in.
14. SELECTMEN'S COMMENTS AND REPORTS
15. 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>**

Monthly
Meeting
Minutes

Town of Winchester
Board of Selectmen
Regular Meeting
December 21, 2020

Due to COVID-19 Pandemic this meeting was held as a ZOOM Meeting

Item 1. Call to Order

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

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 in December er 7, 2020.

Motion by Sel. Bouchard, seconded by Sel. Groppo

To approve the minutes of the Regular Meeting on December 7, 2020.

UNANIMOUS

Item 5. Citizens' Comments Sel. Sedlack asked questions on behalf of John Wiarda.

Item 6. Town Manager's Report.

The Town Manager gave an overview of various meetings held from December 7, through
December 24. Town Offices will be closed in observation of the Holidays on December 24th, 25th
31st and January 1st, 2021.

Item 7. Finance Director's Report

Reviewed revenues and expenditures through November 30th. Numbers are tracking closely
with the previous year. Regarding the Governor's Executive Order 7-S, the Board agreed to use
the same procedure as during the previous year no official action was needed.

Item 8. Correspondence NONE

Item 9. Boards and Commissions

Sel. Sedlack placed into Nomination Jeff Lippincott (R) as a member of the Inland
Wetland & Watercourses Commission to fill the vacancy left by Ric Nalette whose term would
have expired as of 4/2022. To be voted on at the next Board meeting.

Sel. Sedlack and the Board acknowledged the resignation of Ric Nalette from the Inland Wetlands and Watercourses and thanked him for his services.

Sel. Bourque placed Thomas Sullivan into consideration for membership on the Soldiers' Monument Commission.

Motion by Sel. Sedlack seconded by Sel. Bourque

To re-appoint John Cooney as a member of Planning & Zoning Commission term to expire 10/20205.

YES (6)

ABSTAINED (1) Sel. Perez

Item 10. New Business

A). 20-058 Authorization to Sign Special Use License (Town Manager Geiger).

Motion by Sel. Bourque, seconded by Sel. Groppo

I move that the Board of Selectmen adopt Resolution No. 20-09.

UNANIMOUS

WHEREAS, it is desirable and in the public interest that the Town of Winchester has requested permission from CTDEEP to use a small portion of land at the intersection of West Wakefield Boulevard and Sucker Brook Road.

THEN NOW, THEREFORE, BE IT RESOLVED, that Board of Selectmen hereby AUTHORIZES James Rollins, Director of Public Works of the Town of Winchester, to sign all the documents related to the Special Use License.

B). 20-059 Refunds as recommended by the Collector of Revenue. (Town Manager Geiger)

Motion by Sel. Arcelaschi, 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 \$1,588.30.

UNANIMOUS

C). 20-060 OPM COVID Relief Fund Submittal (Town Manager Geiger).

Motion by Sel. Bouchard, seconded by Sel. Sedlack

I move that the Board of Selectmen adopt Resolution No. 20-10.

UNANIMOUS

WHEREAS, The Federal Coronavirus Aid, Relief and Economic Security Act (CARES ACT) includes funds for Connecticut governments to pay costs incurred in responding to the COVID-19 pandemic,

WHEREAS, The Office of Policy and Management (OPM) has established the Municipal Coronavirus Relief Fund (CRF) Program to reimburse municipalities for such costs,

WHEREAS, OPM set December 18, 2020 as the Deadline for municipalities to file for allocation of CFR funding for eligible COVID-19 related expenditures incurred during the period from July 1 to December 30, 2020, and

WHEREAS, the Town's Finance Director identified \$101,602 of eligible COVID-19 related expenditures for that period.

THEN BE IT RESOLVED, that the Board of Selectmen does hereby endorse and retroactively authorize the submission for reimbursement from the Municipal Coronavirus Relief Fund (CRF) Program a total of \$101,602 in eligible COVID-19 related expenditures.

Item 11. Citizens' Comments

On behalf of John Wiarda, Sel. Sedlack inquired about ECS Funds scheduled for the Board of Education for 2021 through 2022. The Finance Director will come back with more information.

Item 12. Executive Session

Town Manager Search

Motion by Sel. Bourque, seconded by Sel. Sedlack

To enter Executive Session for Personnel-Town Manager Search 7:41 p.m.

UNANIMOUS

Meeting reconvened at 7:59 p.m.

Item 13. Discussion/Possible Action Regarding Executive Session

A). Town Manager Search

NO ACTION NECESSARY AT THIS TIME.

Item 14. Selectmen's Comments and Reports

Sel. Perez thanked all who participated in the Wreaths Across America Program.

Item 15. Adjournment

Motion by Sel. Sedlack, seconded by Sel. Arcelaschi

To adjourn the meeting at 8:00 p.m.

ATTEST:

Sheila S. Sedlack, CCTA, CMC



TOWN OF WINCHESTER – CITY OF WINSTED

Town Hall – 338 Main Street

WINSTED, CONNECTICUT 06098

OFFICE OF THE TOWN MANAGER

DATE: December 31, 2020
TO: Board of Selectmen
FROM: Robert Geiger
Town Manager
RE: Town Manager Update

LAST WEEK (December 21-December 25):

Monday:

- Public Works regarding storm preparations
- Social Service Coordinator updates

Tuesday:

- AMP meeting

Wednesday:

- Public Works and Emergency Managers regarding storm preparedness

Thursday:

- **Town Hall closed in Observation of Christmas**

Friday:

- Toured storm effected areas, public works and Eversource work crews worked rapidly

THIS WEEK (December 28 – January 1):

Monday:

- Police chief updates
- Site visit to washed out on Newfield Road
- Visit to East Lake Street regarding real estate questions
- Discussion on various issues with Social Service Coordinator

Tuesday:

- Police Chief regarding personnel changes due to pending retirement
- Conversations with Lake residents regarding property improvements
- Town Manager interviews 2:30 and 4:30

Wednesday:

- Public works regarding Newfield Road, Stone house Road maintenance
- Police Chief regarding 2021 budget
- Emergency management directors regarding vaccination schedules

Thursday:

Friday:

➤ *Closed-New Year's Day*

NEXT WEEK (January 4-7):

Monday: Board of Selectmen

LONG-TERM:

December 31: Town Hall closing early in Observation of New Years' Day

January 1: Town Hall closed in Observation of New Years' Day

January 14: NWCoG meeting

January 18: Town Hall closed in Observation of Martin Luther King Day

January 19: Board of Selectmen

Boards & Commissions

NOMINATIONS

Date	Name	Board/Commission	Vote	Term Dates

APPOINTMENTS

Date	Name	Board/Commission	Vote	Term Dates
01/04/2021	Jeff Lippincott	Inland Wetland & Watercourses Commission		

RE-APPOINTMENTS

Date	Name	Board/Commission	Vote	Next Term Exp

RESIGNATIONS

Date	Name	Board/Commission	Term Expiration Date

BOARD OF SELECTMEN ACTION REQUEST

No.: 21-01

Date: October 19, 2020

Topic: New Business (B)- Bid Waiver Request- Donation of 2007 Van

From: Robert Geiger, Town Manager

Background: The Director of the Senior Center is requesting that we donate their 2007 Van that is currently not operational to Greenwoods Referrals, a non-profit organization that will help the citizens of Winchester/Winsted.

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

Requested Action: The Board of Selectmen should consider the requested bid waiver to donate the 2007 Van as is to Greenwoods Referrals.

Fiscal Implications: none


Manager's Recommendation: I recommend that the Board of Selectmen grant the bid waiver to the Winchester Senior Center

Recommended Motion: I move that the Board of Selectmen grant the bid waiver to the Winchester Senior Center

Attachment:

Correspondence, M. Douglass to R. Geiger, (12/23/2020)

Memo

To: Bob Geiger, Town Manager/Board of Selectmen
From: Mark Douglass, Purchasing Director 
Date: 12/23/2020
Re: Donation of Senior Center Van

I received a letter from Jennifer Kelley the Director of the Senior Center requesting that we donate our 2007 Van to Greenwoods Referrals a non-profit organization. The van is currently not working, and the Greenwoods Referrals will take the Van as is.

I respectfully ask that in the best interest of the Town of Winchester, a waive the bid process to sell the vehicle and donate it to a worthy organization that will help citizens of Winchester/Winsted.



Happy, Healthy & Safe
Adults Age 55+

80 Holabird Avenue, PO Box 676, Winsted, CT 06098, 860-379-4252

December 23, 2020

Dear Town of Winchester Selectman,

I am requesting permission to donate the Town's 2007 senior van to Greenwoods Referrals and Consulting, a non-profit organization. Greenwoods counselors are hoping to use the van to meet with their clients at locations such as Winsted's Open Door Soup Kitchen, which the building is closed because Covid. The van is not working, and Greenwoods is prepared to pay for the repairs.

Thank you.

A handwritten signature in cursive script that reads "Jennifer Kelley".

Jennifer Kelley
Senior Center Director & Municipal Agent