

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

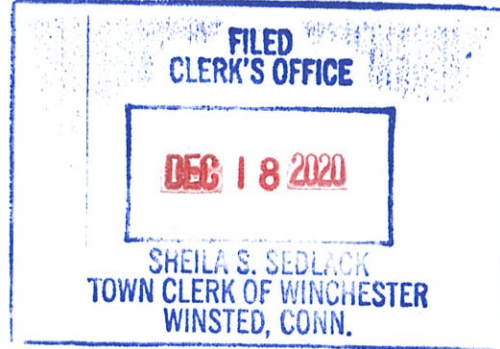
MONDAY, DECEMBER 21, 2020

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 7, 2020
5. CITIZENS' COMMENTS

The Board of Selectmen welcomes public comment, but 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) 20-058 Authorization to Sign Special Use License (Town Manager Geiger)
 - B) 20-059 Refunds as recommended by the Collector of Revenue (Town Manager Geiger)
 - C) 20-060 OPM COVID Relief Fund Submittal (Town Manager Geiger)
11. CITIZENS' COMMENTS

The Board of Selectmen welcomes public comments, but 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. EXECUTIVE SESSION:
 - A) Town Manager Search
13. DISCUSSION/POSSIBLE ACTION REGARDING EXECUTIVE SESSION:
 - A) Town Manager Search
14. SELECTMEN'S COMMENTS AND REPORTS
15. ADJOURNMENT



This meeting can be accessed remotely by selecting: ZOOM Meeting ID: 821 7618 5522 and Passcode: 121497

or link to YouTube <https://www.youtube.com/channel/UCT1ffiBjMTBQM5OEXSgKlqg/videos>

Board of Selectmen
Regular Meeting
December 7, 2020

THIS MEETING WAS HELD BY ZOOM ACCESS AND WAS AVAILABLE THROUGH
“LIVESTREAM” DUE TO CORONUS VIRUS.

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 Financial Director, Bruce Stratford. All in attendance by ZOOM.

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 November 16, 2020.

Motion by Sel. Bouchard, seconded by Sel. Bourque

To approve the minutes of the November 16, 2020 meeting.

UNANIMOUS

B). Minutes of Special Meeting on November 16, 2020.

Motion by Sel. Bourque, seconded by Sel. Bouchard.

To approve the minutes of the Special TOWN MEETING on November 16, 2020 meeting.

UNANIMOUS

C). Minutes of Special Meeting on November 19, 2020

Motion by Sel. Groppo, seconded by Sel. Bird.

To approve the minutes of the Special Meeting on November 19, 2020

UNANIMOUS

Item 5. Public Hearing/Special Presentation.

Introduction of Katie Vaill – Social Services Coordinator (Mayor Perez).

Introduction of Terry Hall – Administrative Assistant (Town Manager Geiger).

Town Manager, Bob Geiger, introduced Terry Hall as the newly hired Administrative Assistant and Katie Vaill as the newly hired Social Services Coordinator.

Item 6. Town Manager’s Report

The Town Manager, Bob Geiger, presented to the Board an accounting of all meetings held between November 23rd. through December 6th. including Long Term Meetings from December 7th. through December 31st.

Item 7. Citizen's Comments NONE

Item 8. Correspondence NONE

Item 9. Boards and Commissions.

Sel. Sedlack entered the name of Jeffrey Lippincott (R) for consideration as a member of the Inland Wetlands Watercourses Commission and his name will be placed into nomination at the next Board meeting on December 17, 2020.

Item 10. New Business.

A). 20-056 Board of Education Non-Lapsing Account (Town Manager Geiger).

Motion by Sel. Arcelaschi, seconded by Sel. Bird.

I move that the Board of Selectmen authorize a deposit of unexpended FY20 education appropriation funds of \$362,911.64 into a non-lapsing account for future use by the Board of Education.

UNANIMOUS

B). 20-057 Refunds as recommended by the Collector of Revenue (Town Manger Geiger.

Motion by Sel. Arcelaschi, seconded by Sel. Groppo

I move that the Board of Selectmen authorize the refunds recommended by the Collector of Revenue, Halaree Monnerat, in the amount of \$3,190.21.

UNANIMOUS

Item 11. Executive Session.

A). Town Manager Search.

Motion by Sel. Sedlack, seconded by Sel. Bourque

To enter Executive Session at 7:45 p.m.

UNANIMOUS

The Board Meeting reconvened at 8:05 p.m.

Item 12. Discussion Possible/possible action Regarding Executive Session.

A). Town Manger Search.

NO ACTION WAS TAKEN AT THIS TIME.

Item 13. Citizens' Comments. NONE

Item 14. Selectmen's Comments and Reports.

Sel. Bourque thanked Jeff Holmes for his services in repairing the Christmas Tree atop of the Soldiers' Monument for the upcoming Holidays.

Sel. Bouchard asked questions regarding the Tree Lights on the Median.

Sel. Perez reminded everyone about the Veterans project "Wreaths Across America" to be held at Forest View Cemetery on December 19th.

Sel. Sedlack thanked Sel. Bouchard for her indefatigable work at decorating Main Street. He also has information on focus groups regarding the Gilbert School Head of School search that he will forward to town officials.

Item 15. Adjournment.

Motion by Sel. Sedlack, seconded by Sel. Arcelaschi

To adjourn the meeting at: 8:22 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: December 18, 2020

TO: Board of Selectmen

FROM: Robert Geiger
Town Manager

RE: Town Manager Update

LAST WEEK (December 7-December 13):

Monday: Land Use office meeting regarding permit application, police chief updates, Zoom meeting with residents regarding future social demonstrations

Tuesday: Police Chief regarding COVID issues within the department and updates. Public works regarding maintenance of roads and Sucker Brook repairs

Wednesday: Public Works director regarding staffing issues, union discussion regarding Police contract with union representatives, Police chief meeting regarding staffing and union contract. Land Use office regarding Planning & Zoning applications, inspected lamp post outage, meeting with commercial business and residents regarding permits

Thursday: NWCog zoom meeting, meeting with labor attorney regarding finalization of police contract

Friday: Police chief regarding union contract, inspection of blighted property regarding clean up

THIS WEEK (December 14 – December 20):

Monday:

- Land Use office regarding permits
- Public works regarding Sucker Brook project and snow plowing
- Fire Marshal regarding resident conversation on code violations
- Finance Director regarding Hinsdale project
- Labor attorney regarding employee contract issues

Tuesday:

- Social Services Coordinator update
- Public Works regarding snowplow manning
- Emergency Director regarding storm planning

Wednesday:

- Police Chief regarding storm preparations
- Public Works regarding storm preparations
- Emergency Management Director regarding storm preparations
- Fire Chief regarding new hire for paid fireman
- Finance Department regarding end of month cash plans due to storm

The Town of Winchester is an equal opportunity provider, employer, and lender.

Thursday:

- Snow related issues

Friday:

- Public works storm update
- Emergency manager storm updates
- Library visits with Social Services Coordinator

Saturday:

- Gator Parade 5:00 p.m.

NEXT WEEK (December 21 - 25):

Monday: Board of Selectmen

LONG-TERM:

December 24: **Town Hall closed in Observation of Christmas**

December 25: **Town Hall closed in Observation of Christmas**

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

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

FUND	DEPT/ORG/PROG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE REVENUE	YEAR TO DATE REVENUE	PERCENT	TO BE COLLECTED
0999	0999-700-0000	REVENUES - TOWN GENERAL FUND	23,850,000.00	122,041.06	13,684,162.40	57.38	10,165,837.60
0999-700-0000-0000	PROPERTY TAXES - CURRENT		325,000.00	9,320.61	100,127.66	30.81	224,872.34
0999-700-0001-0000	PROPERTY TAXES - PAST DUE			25.11	56.49		56.49
0999-700-0011-0000	BOS SUPPLEMENTAL TAX 1/1/14		24,175,000.00	131,386.78	13,784,346.55	57.02	10,390,653.45
700 TAXES							
0999-701-0000-0000	INTEREST AND LIEN FEES		200,000.00	6,708.07	55,979.39	27.99	144,020.61
0999-701-0001-0000	SUSPENSE INTEREST			1,004.14	5,537.90		5,537.90
701 REVENUES			200,000.00	7,712.21	61,517.29	30.76	138,482.71
0999-710-0004-0000	DISTRESSED MUNICIPALITIES GRANT				4,740.79		4,740.79
0999-710-0010-0000	TOWN AID - IMPROVED ROADS		300,021.00		149,908.86	49.97	150,112.14
0999-710-0012-0000	PILOT - COLLEGES & HOSPITALS		27,324.00		27,324.00		
0999-710-0013-0000	PRODOT-MOHEGAN GRANT		49,474.00		59,944.00		49,474.00
0999-710-0015-0000	STATE PROPERTY		59,944.00				
0999-710-0024-0000	TELECOMMUNICATIONS PROPERTY TAX		26,000.00		6,875.00		26,000.00
0999-710-0090-0000	SOS COVID ELECTIONS REIMBURSEMENT						
0999-710-0096-0000	STATE REVENUE - MISCELLANEOUS		140,000.00-	345.00	696.25	69.63	140,000.00-
0999-710-0125-0000	JUDICIAL PAYMENT 51-56A		1,000.00				303.75
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		
0999-710-0199-0000	GRANTS FOR MUNICIPAL PROJECTS		306,204.00				306,204.00
0999-710-0210-0001	TASK FORCE INCENTIVE		10,500.00				
710 STATE OF CONNECTICUT			750,399.00	345.00	338,312.91	47.75	392,086.09
0999-720-0007-0000	EMUCATION EQUALIZATION (ECS)		7,823,991.00	1,955,998.00	1,955,998.00	25.00	5,867,993.00
0999-739-0000-0000	PAVEMENT RESTORATION FEE				24,000.00		24,000.00
0999-740-0000-0000	ROAD OPENING PERMIT FEE		1,000.00		1,100.00	110.00	1,000.00
0999-741-0000-0000	DRIVWAY PERMIT FEE				225.00		225.00
0999-742-0000-0000	POLICE PERMITS		5,000.00		4,353.00	87.06	647.00
0999-742-0004-0000	POLICE - FEDERAL ASSET FORFEITURE		20,000.00				20,000.00
742 REVENUES			25,000.00		770.21		770.21
0999-745-0000-0000	PARKING PINES		4,000.00	300.00	5,123.21	20.49	19,876.79
0999-746-0000-0000	BUILDING PERMITS		110,000.00	7,510.00	74,755.00	67.96	35,245.00
0999-746-0001-0000	HOUSING INSPECTION FEES-RENTALS		2,000.00		475.00	23.75	1,525.00
0999-746-0002-0000	PLANNING AND ZONING FEES		2,500.00	400.00	4,050.00	162.00	1,550.00-
0999-746-0003-0000	ZONING BOARD OF APPEALS FEES		2,500.00	1,230.00	3,270.00	130.80	770.00-
0999-746-0004-0000	INLAND WETLANDS APPLICATION FEES		3,000.00	860.00	8,115.00	170.50	5,115.00-
0999-746-0007-0000	PLANNING OFFICE REVENUE		2,000.00	235.00	940.00	47.00	1,060.00
746 BUILDING DEPARTMENT FEES			122,000.00	10,235.00	91,605.00	75.09	30,395.00
0999-747-0000-0000	CIRRA DISTRIBUTION		35,000.00		15,019.00	42.91	19,981.00
0999-748-0000-0000	INCOME ON INVESTMENTS		75,000.00	1,084.87	5,210.37	6.95	69,789.63
0999-749-0000-0000	CENETERIES		10,000.00	1,700.00	18,675.00	186.75	8,675.00-
0999-749-0002-0000	CENETERIA FOUNDATION INSPECTION FEE				200.00		200.00-
749 CENETERIA			10,000.00	1,700.00	18,875.00	188.75	8,875.00-
0999-750-0000-0000	GRAVE OPENINGS		20,000.00	975.00	9,650.00	48.25	10,350.00
0999-751-0000-0000	TOWN CLERK REVENUE		137,000.00	22,662.75	133,014.37	97.09	3,985.63
0999-753-0000-0000	MISCELLANEOUS REVENUE - TOWN		1,000.00	2,779.59	16,559.33	155.93	15,559.33-
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		80.00	40.00	120.00
753 MISCELLANEOUS REVENUE			3,543.00	2,779.59	18,895.57	133.32	15,352.57-
0999-754-0000-0000	SALE OF LAND AND EQUIPMENT		150,000.00				149,900.00
0999-755-0000-0000	RECREATION REVENUE		20,000.00		100.00	.07	20,000.00

FUND	DEPT/ORG/PROG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE REVENUE	YEAR TO DATE REVENUE	YTD PERCENT	TO BE COLLECTED
0999	001 000	GENERAL FUND					
		REVENUES - TOWN GENERAL FUND					
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			840.00	1.93	840.00
0999-764-0000-0000		ANIMAL CONTROL REVENUE		100.00	195.00	114.10	195.00
0999-768-0000-0000		AMBULANCE REVENUE	55,000.00		1,059.67	41.68	53,940.33
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	250,000.00	21,663.00	108,359.00	41.68	151,641.00
0999-796-0002-0000		SEWER DEBT SERVICE	239,865.00	10,364.54	53,485.17	22.30	186,375.83
0999-796-0003-0000		EMPLOYEE MEDICAL CONTRIBUTIONS	499,865.00	32,027.54	161,844.17	32.38	338,020.83
796		SEWER-WATER REVENUES	34,148,148.00	2,167,306.74	16,687,166.11	48.87	17,460,981.89
0999		REVENUES - TOWN GENERAL FUND					
TOTAL REVENUE			34,148,148.00	2,167,306.74	16,687,166.11	48.87	17,460,981.89

DEPT/CBL/PROG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNREEXPENDED BALANCE
FUND 001 000	GENERAL FUND							
0110	BOARD OF SELECTMEN							
0110-190-0000-0000	ADMINISTRATIVE SALARIES	7,500.00	624.98	3,124.90	41.67		4,375.10	4,375.10
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	LITCHFIELD HILLS C.E.O.	8,591.00		8,524.00	99.22		67.00	67.00
0110-814-0002-0000	NORTHWEST CT CHANGER	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					20,000.00	20,000.00
0110-841-0001-0000	WINCHESTER 250 COMMITTEE	15,795.00		1,090.00	6.90		14,705.00	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	239.20	25.02		716.80	716.80
0110	BOARD OF SELECTMEN	67,283.00	837.82	17,051.10	25.35	7,435.00	42,776.90	50,211.90
0111	TOWN MANAGER							
0111-190-0000-0000	ADMINISTRATIVE SALARIES	124,848.00	9,603.70	51,791.38	41.48		73,056.62	73,056.62
0111-193-0000-0000	SECRETARIAL/SUPPORT STAFF	63,672.00	4,897.88	26,413.57	41.48		37,258.43	37,258.43
0111-385-0000-0000	ANNUAL REPORT AND BUDGET	500.00					500.00	500.00
0111-806-0000-0000	OFFICE SUPPLIES	500.00	22.87	28.75	5.75		471.25	471.25
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	1,088.22	5,978.48	41.45		8,444.52	8,444.52
0111-900-0002-0000	FRINGE BENEFITS-MEDICAL BENEFITS	13,500.00	804.49	4,937.08	36.57		8,562.92	8,562.92
500 FRINGE BENEFITS		27,923.00	1,892.71	10,915.56	39.09		17,007.44	17,007.44
0111	TOWN MANAGER	218,543.00	16,417.16	89,643.25	41.02		128,899.74	128,899.74
0112	PROBATE COURT							
0112-804-0000-0000	TRANSFER TO DISTRICT FOR EXPENSES	7,600.00		1,186.80	16.95		5,813.20	5,813.20
0113	REGISTRARS							
0113-190-0000-0000	ADMINISTRATIVE SALARIES	23,352.00	1,799.52	9,148.64	39.18		14,203.36	14,203.36
0113-806-0000-0000	OFFICE SUPPLIES	2,600.00	380.18	379.18	14.58	51.03	2,169.79	2,220.82
0113-809-0000-0000	MAINTENANCE OF OFFICE EQUIPMENT	600.00		600.00				
0113-811-0000-0000	TRAINING & EDUCATION	5,147.00		637.32	12.38		4,479.68	4,509.68
0113-819-0000-0000	VEHICLE ALLOWANCE	600.00					600.00	600.00
0113-837-0000-0000	ELECTIONS & REFERENDUMS	30,000.00	18,716.26	17,802.49	59.34	1,331.00	10,886.51	12,197.51
0113-838-0000-0000	VOTER CANVASSERS	6,228.00	449.88	2,197.98	35.29		4,030.02	4,030.02
0113-839-0000-0000	COVID19 ELECTION COSTS	2,950.00	728.74	2,783.42			2,783.42	2,783.42
0113-900-0001-0000	FRINGE BENEFITS - FICA	2,950.00	526.39	1,874.72	63.55		1,075.28	1,075.28
0113	REGISTRARS	71,477.00	14,600.97	35,423.75	49.56	1,412.03	34,641.22	36,053.25
0114	ACCOUNTING							
0114-190-0000-0000	ADMINISTRATIVE SALARIES	114,444.00	8,803.38	47,493.87	41.50		66,950.13	66,950.13
0114-191-0000-0000	ADMINISTRATIVE ASSISTANTS	126,008.00	8,879.32	54,858.21	43.54		71,149.79	71,149.79
0114-192-0000-0000	LABOR, SKILLED & PROFESSIONAL	68,250.00		16,444.29	23.95		51,905.71	51,905.71
0114-193-0001-0000	INTERN & TEMP HELP	5,000.00					5,000.00	5,000.00
0114-384-0000-0000	ADDIT FEE	30,250.00	7,000.00	21,000.00	69.42		9,250.00	9,250.00
0114-806-0000-0000	OFFICE SUPPLIES	2,000.00	82.33	413.41	20.67		1,486.61	1,586.59
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	82.33	678.41	15.08	99.98	3,721.61	3,821.59
0114-809-0000-0000	MAINTENANCE OFFICE EQUIPMENT	1,000.00					1,000.00	1,000.00
0114-811-0000-0000	TRAINING & EDUCATION	2,100.00					2,100.00	2,100.00
0114-814-0000-0000	MEMBERSHIP, DUES & SUBSCRIPTIONS	500.00					500.00	500.00
0114-814-0001-0000	TRANSPORT FEES	3,000.00	167.19	818.66	27.29		2,181.34	2,181.34
814 MEMBERSHIP DUES & SUBSCRIPTIONS		3,500.00	167.19	818.66	23.39		2,681.34	2,681.34

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	UNREEXPENDED BALANCE
0114			ACCOUNTING	575.00					575.00	575.00
0114-819-0000-0000			VEHICLE ALLOWANCE	50,000.00					50,000.00	50,000.00
0114-831-0000-0000			OUTSIDE SERVICES - ACTUARY	1,000.00	136.94	136.94	13.56	1,320.00	455.94	864.06
0114-898-0000-0000			SOFTWARE AGREEMENT/SUPPORT	24,457.00	1,288.00	9,138.77	37.37	15,318.23	15,318.23	15,318.23
0114-900-0001-0000			FRINGE BENEFITS - FICA	65,527.00	2,220.12	13,007.85	19.85	52,519.15	52,519.15	52,519.15
0114-900-0002-0000			FRINGE BENEFITS-MEDICAL BENEFITS	89,984.00	3,508.12	22,146.62	24.61	67,837.38	67,837.38	67,837.38
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	28,576.28	145,809.00	33.94	1,419.98	282,195.02	283,815.00
0115			ASSESSOR							
0115-190-0000-0000			ADMINISTRATIVE SALARIES	75,131.00	5,779.34	31,167.16	41.48	43,963.84	43,963.84	43,963.84
0115-191-0000-0000			ADMINISTRATIVE ASSISTANT	30,000.00	680.00	2,438.00	8.10	27,570.00	27,570.00	27,570.00
0115-197-0000-0000			OVERTIME	1,400.00	546.97	546.97	39.07	853.03	853.03	853.03
0115-284-0000-0000			PERSONAL PROPERTY AUDITS	4,300.00		765.99	17.81	1,034.01	3,534.01	3,534.01
0115-806-0000-0000			OFFICE SUPPLIES	3,752.00	105.44	352.12	9.38	3,390.09	3,399.88	3,399.88
0115-811-0000-0000			TRAINING & EDUCATION	1,800.00				1,800.00	1,800.00	1,800.00
0115-812-0000-0000			DATA PROCESSING	480.00	40.01	160.04	33.34	319.96	319.96	319.96
0115-814-0000-0000			MEMBERSHIPS, DUES & SUBSCRIPTIONS	810.00				810.00	810.00	810.00
0115-817-0000-0000			CONTRACTED PRINTING	370.00				370.00	370.00	370.00
0115-819-0000-0000			VEHICLE ALLOWANCE	200.00				200.00	200.00	200.00
0115-898-0000-0000			SOFTWARE	13,338.00				3,600.00	3,600.00	3,600.00
0115-900-0001-0000			FRINGE BENEFITS - FICA	8,150.00	492.15	2,417.37	29.66	5,732.63	5,732.63	5,732.63
0115-900-0002-0000			FRINGE BENEFITS-MEDICAL BENEFITS	27,545.00	2,164.98	15,365.42	55.78	12,179.58	12,179.58	12,179.58
0115			900 FRINGE BENEFITS ASSESSOR	167,276.00	9,808.89	62,943.07	37.63	2,509.79	101,823.14	104,332.93
0116			BOARD OF ASSESSMENT APPEAL							
0116-192-0000-0000			LABOR, SKILLED & PROFESSIONAL	2,500.00				2,500.00	2,500.00	2,500.00
0116-819-0000-0000			VEHICLE ALLOWANCE	150.00				150.00	150.00	150.00
0116-900-0001-0000			FRINGE BENEFITS - FICA	192.00				192.00	192.00	192.00
0116			BOARD OF ASSESSMENT APPEAL	2,842.00				2,842.00	2,842.00	2,842.00
0117			TAX COLLECTOR							
0117-190-0000-0000			ADMINISTRATIVE SALARIES	69,619.00	5,206.20	28,020.54	40.25	41,598.46	41,598.46	41,598.46
0117-191-0000-0000			ADMINISTRATIVE ASSISTANT	52,754.00	3,888.42	21,011.35	39.83	31,742.65	31,742.65	31,742.65
0117-197-0000-0000			OVERTIME	1,711.00		693.14	40.51	1,017.86	1,017.86	1,017.86
0117-806-0000-0000			OFFICE SUPPLIES	2,301.00	151.06	635.41	27.61	1,642.61	1,665.59	1,665.59
0117-809-0000-0000			MAINTENANCE OFFICE EQUIPMENT	2,520.00	199.90	426.45	16.92	1,727.20	1,727.20	2,093.55
0117-811-0000-0000			TRAINING & EDUCATION	1,850.00				1,850.00	1,850.00	1,850.00
0117-812-0000-0000			DMV MUNICIPAL ACCESS PROGRAM	350.00		250.00	71.43	100.00	100.00	100.00
0117-814-0000-0000			MEMBERSHIPS, DUES & SUBSCRIPTIONS	220.00	50.00	50.00	22.73	170.00	170.00	170.00
0117-817-0000-0000			CONTRACTED PRINTING	750.00				750.00	750.00	750.00
0117-819-0000-0000			VEHICLE ALLOWANCE	1,574.00				1,574.00	1,574.00	1,574.00
0117-900-0001-0000			FRINGE BENEFITS - FICA	9,492.00	638.87	3,564.20	37.55	5,927.80	5,927.80	5,927.80
0117-900-0002-0000			FRINGE BENEFITS-MEDICAL BENEFITS	31,455.00	2,091.45	12,994.79	41.31	18,460.21	18,460.21	18,460.21
0117			900 FRINGE BENEFITS TAX COLLECTOR	40,947.00	2,730.32	16,558.99	40.44	24,388.01	24,388.01	24,388.01
0117			TAX COLLECTOR	174,596.00	12,225.90	67,645.88	38.74	389.33	106,560.79	106,950.12
0118			TREASURER							
0118-190-0000-0000			ADMINISTRATIVE SALARIES	44,163.00	3,680.25	18,401.25	41.67	25,761.75	25,761.75	25,761.75

FUND 001 000 GENERAL FUND

DEPT/ORG/PROG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0118	TREASURER	300.00					300.00	300.00
0118-811-0000-0000	TRAINING & EDUCATION	145.00					145.00	145.00
0118-819-0000-0000	VEHICLE ALLOWANCE	3,378.00	281.54	1,407.70	41.67		1,970.30	1,970.30
0118-900-0001-0000	FRINGE BENEFITS - FICA	47,986.00	3,961.79	19,808.95	41.28		28,177.05	28,177.05
0119	LEGAL FEES	24,000.00	1,578.56	6,458.96	26.91		17,541.04	17,541.04
0119-815-0000-0000	LEGAL ADS & NOTICES	67,500.00		16,470.00	24.40		51,030.00	51,030.00
0119-845-0000-0000	TOWN ATTORNEY	10,000.00		430.90	4.31		9,569.10	9,569.10
0119-845-0001-0000	LEGAL FEES - OUTSIDE LEGAL COUNSEL	25,000.00	2,042.50	7,746.25	30.99		17,253.75	17,253.75
0119-845-0002-0000	LEGAL FEES - LABOR COUNSEL			14,706.16			14,706.16	14,706.16
0119-845-0003-0000	LEGAL FEES - ENVIRONMENTAL COUNSEL	102,500.00	2,042.50	39,353.31	38.39		63,146.69	63,146.69
0119	LEGAL FEES	126,500.00	3,621.06	45,812.27	35.22		80,687.73	80,687.73
0120	TOWN CLERK	58,869.00	4,528.40	24,421.02	41.48		34,447.98	34,447.98
0120-190-0000-0000	TOWN CLERK	57,715.00	4,439.66	23,942.45	41.48		33,772.55	33,772.55
0120-191-0000-0000	ASSISTANT TOWN CLERK	4,784.00		845.25	17.67		3,938.75	3,938.75
0120-192-0000-0000	CLERK, PART TIME * FLOATER	2,639.00	6.25	735.49	27.87	272.71	1,630.80	1,903.51
0120-806-0000-0000	OFFICE SUPPLIES	495.00		109.98	22.22	58.99	326.03	385.02
0120-806-0005-0000	COPIER PAPER	3,134.00	6.25	845.47	26.98	331.70	1,956.83	2,288.53
0120-809-0000-0000	MAINTENANCE OF OFFICE EQUIPMENT	250.00					250.00	250.00
0120-809-0001-0000	MAINTENANCE OF BOOKS AND MAPS	3,600.00					3,600.00	3,600.00
0120-809-0002-0000	RESTORATION OF RECORDS	4,450.00					4,450.00	4,450.00
0120-811-0000-0000	TRAINING & EDUCATION	1,530.00					1,530.00	1,530.00
0120-814-0000-0000	MEMBERSHIPS/DUES/SUBSCRIPTIONS	425.00		195.00	45.88		230.00	230.00
0120-819-0000-0000	VEHICLE ALLOWANCE	331.00					331.00	331.00
0120-825-0000-0000	SUPPLIES & MATERIALS	458.00		94.72	20.68	363.28		363.28
0120-828-0002-0000	INDEXING SYSTEM	1,800.00		10,580.26	42.21	1,586.01		14,483.74
0120-837-0000-0000	ELECTIONS PRINTING	655.00		38.99	5.95	577.02		615.01
0120-839-0000-0000	VITAL STATISTICS	8,915.00	633.42	3,559.78	39.91	5,359.22		5,359.22
0120-900-0001-0000	FRINGE BENEFITS - FICA	32,245.00	2,567.42	15,122.52	46.90	17,122.48		17,122.48
0120-900-0002-0000	FRINGE BENEFITS-MEDICAL BENEFITS	41,164.00	3,200.84	18,682.30	45.39	22,481.70		22,481.70
0120	TOWN CLERK	200,379.00	16,005.15	79,645.46	39.75	16,810.44	103,923.10	120,733.54
0121	LAUREL CITY COMMISSION	15,000.00		2,629.33	17.53		12,370.67	12,370.67
0121-800-0000-0000	OPERATING EXPENSES	6,213.00	491.54	1,625.24	26.16		4,587.76	4,587.76
0122	PLANNING & ZONING COMMISSION	475.00	37.37	130.67	27.51		344.33	344.33
0122-193-0000-0000	SECRETARY SALARY/SUPPORT STAFF	6,688.00	528.91	1,755.91	26.25		4,932.09	4,932.09
0122-900-0001-0000	FRINGE BENEFITS - FICA							
0122	PLANNING & ZONING COMMISSION							
0123	ZONING BOARD OF APPEALS	3,000.00	277.48	697.66	23.25		2,302.34	2,302.34
0123-193-0000-0000	SECRETARIAL/SUPPORT STAFF	230.00	21.10	66.67	28.99		163.33	163.33
0123-900-0001-0000	FRINGE BENEFITS - FICA	3,230.00	298.58	764.33	23.66		2,465.67	2,465.67
0125	ECONOMIC DEVELOPMENT COMMISSION	500.00					500.00	500.00
0125-811-0000-0000	TRAINING AND EDUCATION							

FUND 001 000	GENERAL FUND	DEPT/ORG/PROG	DESCRIPTION	AMENDED BUDGET	MONTHLY EXPENDITURES	MONTH TO DATE	YEAR TO DATE	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	ENERGY PERIOD BALANCE
0125	ECONOMIC DEVELOPMENT COMMISSION										
0125-831-0000-0000	OUTSIDE SERVICES			7,000.00	1,683.92	1,683.92	1,683.92	24.06	750.00	4,566.08	5,316.08
0125-831-0005-0000	MARKETING			1,000.00	45.00	45.00	45.00	4.50	955.00	955.00	955.00
0125-831-0005-0000	MARKETING			8,000.00	1,728.92	1,728.92	1,728.92	21.61	750.00	5,521.08	6,271.08
0125	ECONOMIC DEVELOPMENT COMMISSION			8,500.00	1,728.92	1,728.92	1,728.92	20.34	750.00	5,021.08	6,771.08
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			16,458.00			882.00	2.00		15,776.00	15,776.00
0126	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	4,244.83	4,244.83	21,860.87	39.62	33,322.13	33,322.13	33,322.13
0127-197-0000-0000	OVERTIME			3,716.00	119.39	119.39	238.78	6.43	3,477.22	3,477.22	3,477.22
0127-806-0000-0000	OFFICE SUPPLIES			100.00			166.15	13.57	100.00	1,057.85	1,057.85
0127-807-0000-0000	MOBILE TELEPHONE			1,224.00	41.11	41.11	166.15	3.35	1,057.85	1,057.85	1,057.85
0127-822-0000-0000	ELECTRICITY			47,916.00	3,377.84	3,377.84	16,525.71	34.49	30,000.41	31,390.29	31,390.29
0127-823-0000-0000	HEATING FUEL			11,942.00	737.35	737.35	2,051.92	17.18	9,890.08	9,890.08	9,890.08
0127-824-0000-0000	WATER AND SEWER RENT			4,646.00	1,202.48	1,202.48	2,232.16	48.04	2,413.84	2,413.84	2,413.84
0127-825-0000-0000	SUPPLIES & MATERIALS			5,568.00	46.25	46.25	1,182.22	21.23	200.00	4,185.78	4,385.78
0127-827-0000-0000	MAINTENANCE OF STRUCTURES			10,990.00	841.13	841.13	2,460.72	22.58	503.97	7,935.31	8,439.28
0127-831-0000-0000	CONTACTED LABOR			38,825.00	11,195.81	11,195.81	23,677.91	60.99	15,147.09	15,147.09	15,147.09
0127-851-0000-0000	ENGINEERING SERVICES			1,000.00			1,661.85	36.88	1,000.00	2,844.15	2,844.15
0127-900-0001-0000	FRINGE BENEFITS - FICA			4,506.00	288.20	288.20	6,504.15	63.21	2,844.15	3,785.85	3,785.85
0127-900-0002-0000	FRINGE BENEFITS-MEDICAL BENEFITS			10,290.00	967.43	967.43	8,166.00	55.19	6,630.00	6,630.00	6,630.00
0127	500 FRINGE BENEFITS BUILDINGS - TOWN HALL			14,796.00	1,255.63	1,255.63	8,166.00	55.19	6,630.00	6,630.00	6,630.00
0127	BUILDINGS - TOWN HALL			195,916.00	23,061.82	23,061.82	78,562.44	40.12	40,594.46	76,659.10	117,253.56
0129	SOLDIERS MONUMENT COMMISSION										
0129-806-0000-0000	OFFICE SUPPLIES			1,000.00			220.89	19.41	979.11	1,000.00	1,000.00
0129-822-0001-0000	ELECTRICITY			1,200.00	58.42	58.42	860.00	28.67	700.00	1,440.00	2,140.00
0129-827-0000-0000	MAINTENANCE OF STRUCTURES			3,000.00	560.00	560.00	860.00	28.67	1,500.00	1,500.00	1,500.00
0129-827-0001-0000	EVENTS AND FUND RAISING			1,500.00			860.00	19.11	700.00	2,940.00	3,640.00
0129	827 MAINTENANCE OF STRUCTURES SOLDIERS MONUMENT COMMISSION			4,500.00	560.00	560.00	860.00	19.11	700.00	2,940.00	3,640.00
0129	SOLDIERS MONUMENT COMMISSION			5,700.00	618.42	618.42	1,080.89	16.13	1,679.11	3,940.00	5,619.11
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	1.00
0136	INLANDS - WETLANDS COMMISSION										
0136-193-0000-0000	SECRETARY/SUPPORT STAFF			3,400.00	761.08	761.08	3,726.15	109.59	326.15-	326.15-	326.15-
0136-814-0000-0000	MEMBERSHIP, DUES AND SUBSCRIPTIONS			75.00	57.87	57.87	282.99	108.84	75.00	75.00	75.00
0136-900-0001-0000	FRINGE BENEFITS - FICA			260.00			4,009.14	107.34	22.99-	22.99-	22.99-
0136	INLANDS - WETLANDS COMMISSION			3,735.00	818.95	818.95	4,009.14	107.34	274.14-	274.14-	274.14-
0142	FARMINGTON RIVER WATERSHED										
0142-814-0000-0000	MEMBERSHIP, DUES & SUBSCRIPTIONS			852.00			852.00				
0145	PURCHASING/DATA PROCESSING										
0145-190-0000-0000	ADMINISTRATIVE SALARY			66,150.00	5,088.10	5,088.10	27,439.75	41.48	38,710.25	38,710.25	38,710.25

FUND	DEPT/OBJ/PROG	GENERAL FUND DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNREEXPENDED BALANCE
0145	197-0000-0000	PURCHASING/DATA PROCESSING OVERTIME	1,000.00	37.32	78.97	78.97	1,000.00	21.03	1,000.00
0145	806-0000-0000	OFFICE SUPPLIES	100.00	7,575.00	31,637.40	40.56	46,362.60	14,989.50	46,362.60
0145	809-0000-0000	MAINTENANCE OF EQUIPMENT	25,374.00	1,107.00	10,384.50	40.93	14,989.50		14,989.50
0145	812-0000-0000	DATA PROCESSING	3,065.00		3,065.00				
0145	812-0001-0000	WEB SITE	28,439.00	1,107.00	13,449.50	47.25	14,989.50		14,989.50
0145	812-0001-0000	812 DATA PROCESSING	500.00		52.07	10.41	447.93		447.93
0145	816-0000-0000	ELECTIONS	46,304.00		26,100.00	56.37	20,204.00		20,204.00
0145	888-0000-0000	SOFTWARE AGREEMENT/SUPPORT	5,137.00	361.14	1,985.48	38.65	3,151.52		3,151.52
0145	900-0001-0000	FRINGE BENEFITS - FICA	21,845.00	1,681.62	10,224.44	46.80	11,620.56		11,620.56
0145	900-0002-0000	FRINGE BENEFITS - MEDICAL BENEFITS	26,982.00	2,042.76	12,205.92	45.25	14,772.08		14,772.08
0145	900-0002-0000	500 FRINGE BENEFITS	247,475.00	15,850.18	110,967.61	44.84	136,507.39		136,507.39
0145	900-0002-0000	PURCHASING/DATA PROCESSING							
0148	190-0000-0000	COMMUNITY PLANNING & DEVELOPMENT	68,641.00	2,050.00	7,037.50	10.25	61,603.50		61,603.50
0148	191-0000-0000	ADMINISTRATIVE SALARY	57,715.00	4,439.66	23,942.45	41.48	33,772.55		33,772.55
0148	806-0000-0000	OFFICE SUPPLIES	3,000.00	47.36	203.65	6.79	2,796.35		2,796.35
0148	811-0000-0000	TRAINING AND EDUCATION	1,000.00		1,000.00		1,000.00		1,000.00
0148	814-0000-0000	MEMBERSHIP, DUES & SUBSCRIPTIONS	825.00		825.00		825.00		825.00
0148	819-0000-0000	VEHICLE ALLOWANCE	250.00		108.70	3.62	5,800.00		2,891.30
0148	830-0000-0000	OUTSIDE SERVICES	3,000.00	2,500.00	6,470.00	85.13	1,130.00		1,130.00
0148	898-0000-0000	SOFTWARE	7,500.00	494.40	2,470.22	25.56	7,195.78		7,195.78
0148	900-0001-0000	FICA	9,566.00	83.61	873.63	3.05	27,771.37		27,771.37
0148	900-0002-0000	MEDICAL BENEFITS	28,645.00	578.01	3,343.85	8.73	34,967.15		34,967.15
0148	900-0002-0000	500 FRINGE BENEFITS	38,311.00	578.01	3,343.85	8.73	34,967.15		34,967.15
0148	900-0002-0000	COMMUNITY PLANNING & DEVELOPMENT	180,342.00	5,615.03	41,106.15	22.79	5,800.00		139,235.85
0150	193-0000-0000	CIVIL SERVICE COMMISSION	1,500.00		125.00	8.33	1,375.00		1,375.00
0150	806-0000-0000	CLERICAL SERVICE/SUPPORT STAFF	600.00		150.00	25.00	450.00		450.00
0150	810-0000-0000	STATIONARY AND POSTAL SERVICES	250.00		250.00		250.00		250.00
0150	832-0000-0000	CHIEF EXAMINER/OUTSOURCE SERVICES	17,000.00	4,200.00	12,800.00	24.71	12,800.00		12,800.00
0150	900-0001-0000	FRINGE BENEFITS - FICA	1,415.00	9.57	9.57	.68	1,405.43		1,405.43
0150	900-0001-0000	CIVIL SERVICE COMMISSION	20,765.00	4,484.57	4,484.57	21.60	16,280.43		16,280.43
0152	805-0000-0000	FRIENDS OF MAIN STREET	9,000.00	2,250.00	4,500.00	50.00	4,500.00		4,500.00
0152	805-0000-0000	TRANSFER TO OUTSIDE AGENCY							
0210	190-0000-0000	ADMINISTRATIVE SALARIES	95,500.00	7,336.16	38,514.84	40.33	56,985.16		56,985.16
0210	192-0000-0000	LABOR, SKILLED & PROFESSIONAL	1,433,800.00	108,961.62	565,556.90	39.44	868,243.10		868,243.10
0210	193-0000-0000	SHIFT PREMIUM - OFFICERS	31,000.00	2,004.75	12,056.54	38.89	18,943.46		18,943.46
0210	193-0000-0000	LABOR SKILLED & PROFESSIONAL	1,464,800.00	110,966.37	577,613.44	39.43	887,186.56		887,186.56
0210	193-0002-0000	SECRETARIAL/SUPPORT STAFF	58,292.00	4,439.66	23,942.45	41.07	34,349.55		34,349.55
0210	193-0002-0000	EVIDENCE-PROP CLERK-COURT LIAISON	25,700.00	2,080.98	11,081.19	43.12	14,618.81		14,618.81
0210	197-0000-0000	SECRETARIAL	83,992.00	6,520.64	35,023.64	41.70	48,968.36		48,968.36
0210	197-0000-0000	OVERTIME	200,000.00	18,397.18	117,482.25	58.73	82,537.75		82,537.75
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
0210	197-0012-0000	HOLIDAY PAY	100,000.00	4,906.11	34,817.07	34.82	65,182.93		65,182.93
0210	197-0012-0000	197 OVERTIME	311,300.00	23,298.29	152,279.32	48.92	159,020.68		159,020.68

FUND 001 000	GENERAL FUND	DEPT/OBJ/PROG	DESCRIPTION	AMENDED BUDGET	MONTHLY EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNREXPENDED BALANCE
0210	POLICE	0210-806-0000-0000	OFFICE SUPPLIES	3,500.00		781.65	26.06	121.69	2,096.66	2,218.35
0210-807-0000-0000	TELEPHONE			11,000.00	1,289.23	6,692.92	60.84		4,307.08	4,307.08
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	25.00	11,745.45	45.17	759.35	13,495.20	14,254.55
0210-811-0001-0000	ARMORER & RANGER			12,500.00		250.00	2.00		12,250.00	12,250.00
0210-811-0002-0000	PIRING 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
0210-811-0003-0000	EMERGENCY RESPONSE TEAM			42,500.00	25.00	12,129.09	28.54	759.35	29,611.56	30,370.91
0210-814-0000-0000	MEMBERSHIP, DUES & SUBSCRIPTIONS			2,680.00		2,108.50	78.68		571.50	571.50
0210-818-0000-0000	CLOTHING ALLOWANCE & EQUIPMENT			20,000.00	1,191.59	5,407.41	27.04	5,434.64	9,157.95	14,592.59
0210-820-0000-0000	VEHICLE: GAS, OIL & GREASE			30,000.00	3,993.69	5,493.70	18.31	24,506.30	24,506.30	24,506.30
0210-821-0000-0000	MAINTENANCE OF VEHICLES			19,000.00	282.46	5,243.94	27.66	3,950.00	9,886.06	13,755.06
0210-825-0000-0000	SUPPLIES AND MATERIALS			9,000.00	464.76	1,945.15	21.61	323.55	6,731.30	7,054.85
0210-825-0001-0000	FASER SUPPLIES AND PURCHASE			4,800.00		4,800.00			4,800.00	4,800.00
0210-825-0006-0000	COMMUNICATION EQUIPMENT			8,000.00	410.70	793.69	9.92	509.80	6,696.51	7,206.31
0210-825-0007-0000	OFFICER SAFETY EQUIPMENT			7,200.00	316.50	1,899.29	26.30	1,022.00	4,284.71	5,306.71
0210-826-0000-0000	MAINTENANCE OF EQUIPMENT			3,000.00	1,191.96	4,632.13	15.97	1,855.35	2,217.52	24,367.87
0210-826-0000-0000	MAINTENANCE OF EQUIPMENT			29,000.00				813.00	2,187.00	3,000.00
0210-829-0000-0000	MAINTENANCE OF UNIFORMS			6,150.00	840.01	12,720.33	57.82	2,212.40	6,150.00	6,150.00
0210-830-0000-0000	CONTRACTED EQUIPMENT			22,000.00		375.10	25.01		7,067.27	9,279.67
0210-834-0000-0000	PRISONER FOOD, EXTRAD. EXP., P. CASR			1,500.00	66.46	4,532.22	69.73	1,124.90	1,124.90	1,124.90
0210-843-0000-0000	MARINE PATROL			6,500.00		1,558.27	51.94	1,441.73	1,967.78	1,967.78
0210-843-0001-0000	BOAT REPAIRS & EQUIPMENT			3,000.00		6,096.49	64.11		1,441.73	1,441.73
0210-844-0000-0000	NEIC TERMINAL			3,800.00					3,409.51	3,409.51
0210-846-0000-0000	TREES			3,100.00	1,032.00	3,123.96	100.77	300.00	323.96-	23.96-
0210-898-0000-0000	SOFTWARE SUPPORT			25,257.00	250.00	16,132.45	63.87	9,124.55	85,296.13	9,124.55
0210-900-0001-0000	FRINGE BENEFITS - FICA			149,505.00	10,824.21	64,308.87	42.99	85,296.13	85,296.13	85,296.13
0210-900-0002-0000	FRINGE BENEFITS-MEDICAL, BENEFITS			414,320.00	30,136.48	180,142.55	43.48	234,177.45	234,177.45	234,177.45
0210-900-0005-0000	PENSION CONTRIBUTION-MERPB(POLICE)			400,000.00	28,110.25	173,039.19	43.26	226,960.81	226,960.81	226,960.81
0210-909-0000-0000	PHYSICAL FITNESS PROGRAM-YMCA			963,925.00	69,070.94	417,490.61	43.31	546,434.39	546,434.39	546,434.39
0210	POLICE			4,000.00		1,988.00	49.70		2,012.00	2,012.00
				3,156,004.00	227,354.80	1,303,841.52	41.31	15,446.43	1,836,716.05	1,852,162.48
0211	FIRE									
0211-190-0000-0000	ADMINISTRATIVE SALARIES			75,000.00	5,769.24	19,628.22	26.17		55,371.78	55,371.78
0211-192-0000-0000	LABOR, SKILLED & PROFESSIONAL			71,420.00	250.00	16,376.25	22.93		55,043.75	55,043.75
0211-197-0000-0000	OVERTIME			1,800.00		600.76	33.38		1,199.24	1,199.24
0211-204-0000-0000	MEDICAL EXAMS & PHYSICALS			14,200.00	608.00	1,634.00	11.51		12,566.00	12,566.00
0211-204-0001-0000	PHYSICAL FITNESS PROGRAM			100.00					100.00	100.00
0211-204-0002-0000	OFFICE SUPPLIES			450.00	608.00	1,634.00	11.43		12,666.00	12,666.00
0211-807-0000-0000	TELEPHONE			8,915.00		2,828.36	31.73		6,086.64	6,086.64
0211-808-0000-0000	POSTAGE			100.00	618.44				100.00	100.00
0211-809-0000-0000	MAINTENANCE OF OFFICE EQUIPMENT			500.00		20.11	4.02		479.89	479.89
0211-811-0000-0000	TRAINING AND EDUCATION			19,600.00	200.00	1,107.25	5.65	1,250.00	17,242.75	18,492.75
0211-811-0001-0000	FIRE SAFETY & PREVENTION			1,500.00	200.00	949.16	63.28	120.00	430.84	550.84
0211-811-0001-0000	COMPUTER AND SOFTWARE+			21,100.00	200.00	2,056.41	9.75	1,370.00	17,673.59	19,043.59
0211-812-0000-0000	MEMBERSHIP, DUES & SUBSCRIPTIONS			10,220.00	4,360.86	4,360.86	42.67		5,859.14	5,859.14
0211-814-0000-0000	MEMBERSHIP, DUES & SUBSCRIPTIONS			510.00		50.00	9.80		460.00	460.00

FUND	DEPT/OBJ/FROS	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0211		FIRE							
0211-820-0000-0000		VEHICLE:GAS, OIL & GREASE	4,325.00	337.50	1,408.95	32.58		2,916.05	2,916.05
0211-822-0000-0000		ELECTRICITY	11,200.00	790.80	4,078.94	36.42	7,121.06		7,121.06
0211-823-0000-0000		HEATING FUEL	17,200.00	743.06	2,695.91	15.67	6,172.01	8,332.58	14,504.59
0211-824-0000-0000		WATER AND SEWER RENT	4,000.00	791.50	1,591.68	39.79		2,408.32	2,408.32
0211-825-0000-0000		SUPPLIES AND MATERIALS	1,925.00	25.00	175.00	9.09		1,750.00	1,750.00
0211-825-0002-0000		FIREFIGHTING EQUIPMENT	26,775.00		918.00	3.43		25,857.00	25,857.00
0211-825-0000-0000		SUPPLIES & MATERIALS	28,700.00	25.00	1,093.00	3.81		27,607.00	27,607.00
0211-826-0000-0000		MAINTENANCE OF EQUIPMENT	48,925.00	15,538.22	19,443.01	38.92	12,182.95	17,699.04	29,881.99
0211-827-0000-0000		MAINTENANCE OF STRUCTURES	13,000.00	499.21	3,964.38	30.50	800.00	8,235.62	9,035.62
0211-829-0000-0000		MAINTENANCE OF UNIFORMS	2,785.00					2,785.00	2,785.00
0211-831-0000-0000		CONTRACTED SERVICES	5,500.00	1,262.91	3,404.98	61.91		2,095.02	2,095.02
0211-832-0000-0000		CONTRACTED LABOR	4,200.00	627.48	1,680.75	40.02		2,519.25	2,519.25
0211-846-0000-0000		TIRES	800.00					800.00	800.00
0211-849-0000-0000		MAINTENANCE OF FIRE ALARMS	150.00					150.00	150.00
0211-900-0001-0000		FRINGE BENEFITS - FICA	11,339.00	471.25	2,908.60	25.65		8,430.40	8,430.40
0211-900-0002-0000		FRINGE BENEFITS-MEDICAL BENEFITS	55,103.00	2,164.98	12,588.34	22.85		42,511.66	42,511.66
0211-900-0006-0000		PAY PER CALL	28,000.00					28,000.00	28,000.00
0211-900-0006-0000		PAY PER CALL	94,433.00	2,636.23	15,495.94	16.41		78,942.06	78,942.06
0211		FRINGE BENEFITS	439,539.00	35,018.45	102,013.01	23.21	27,646.02	309,879.97	337,525.99
0211		FIRE							
0213		BUILDING DEPARTMENT DIRECTOR							
0213-199-0001-0000		BUILDING DEPARTMENT OFFICIAL	73,490.00	5,653.06	30,485.15	41.48		43,003.85	43,003.85
0213-199-0005-0000		PIRE MARSHAL- FULL TIME POSITION	67,863.00	5,220.72	28,154.59	41.48		39,714.41	39,714.41
0213-199-0005-0000		199 ADMINISTRATIVE SALARY	141,359.00	10,873.78	58,640.74	41.48		82,718.26	82,718.26
0213-193-0000-0000		SECRETARIAL/SUPPORT STAFF	40,000.00	3,670.64	19,645.45	49.11		20,354.55	20,354.55
0213-197-0000-0000		OVERTIME	6,000.00	307.95	1,082.22	18.04		4,917.51	4,917.51
0213-866-0000-0000		OFFICE SUPPLIES	2,000.00	133.98	436.04	21.80		1,563.96	1,563.96
0213-809-0000-0000		MAINTENANCE OF OFFICE EQUIPMENT	1,000.00					1,000.00	1,000.00
0213-811-0000-0000		TRAINING AND EDUCATION	2,000.00					2,000.00	2,000.00
0213-814-0000-0000		MEMBERSHIP, DUES & SUBSCRIPTIONS	1,010.00		250.00	24.75		760.00	760.00
0213-818-0000-0000		CLOTHING ALLOWANCE	550.00					550.00	550.00
0213-919-0000-0000		VEHICLE ALLOWANCE	300.00		116.73	38.91		183.27	183.27
0213-820-0000-0000		VEHICLE: GRS, OIL & GREASE	1,200.00		51.41	4.28		1,148.59	1,148.59
0213-821-0000-0000		MAINTENANCE OF VEHICLES	1,900.00	1,900.00	711.99	37.47		1,188.01	1,188.01
0213-825-0000-0000		SUPPLIES AND MATERIALS	5,580.00	162.24	652.38	11.59		4,927.62	4,927.62
0213-830-0001-0000		DEMOLITION OF BUILDINGS	15,000.00					15,000.00	15,000.00
0213-830-0002-0000		RELOCATION COSTS	4,000.00					4,000.00	4,000.00
0213-830-0002-0000		830 CONTRACTED EQUIPMENT	19,000.00					19,000.00	19,000.00
0213-900-0001-0000		FRINGE BENEFITS - FICA	17,087.00	1,060.81	5,937.36	34.75		11,149.64	11,149.64
0213-900-0002-0000		FRINGE BENEFITS-MEDICAL BENEFITS	28,645.00	1,689.42	11,730.16	40.95		16,914.84	16,914.84
0213-900-0002-0000		900 FRINGE BENEFITS	45,732.00	2,750.23	17,667.52	38.63		28,064.48	28,064.48
0213		BUILDING DEPARTMENT DIRECTOR	257,631.00	17,898.82	99,254.75	37.09		168,376.25	168,376.25
0214		CIVIL PREPAREDNESS							
0214-190-0000-0000		ADMINISTRATIVE SALARIES	4,800.00	400.00	2,000.00	41.67		2,800.00	2,800.00
0214-807-0000-0000		TELEPHONE	97.98		97.98			97.98	97.98
0214-822-0000-0000		ELECTRICITY	1,100.00	71.59	303.36	27.58		796.64	796.64
0214-823-0000-0000		HEATING FUEL	1,400.00	84.97	441.58	31.54		958.42	958.42
0214-824-0000-0000		WATER AND SEWER RENT	580.00	150.45	299.45	51.63		280.55	280.55
0214-826-0000-0000		MAINTENANCE OF EQUIPMENT	500.00					500.00	500.00

FUND 001 000	GENERAL FUND	DEPT/980/PROG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNREEXPENDED BALANCE
0214	CIVIL PREPAREDNESS	0214-826-0002-0000	COMMUNICATIONS EQUIPMENT	1,500.00		384.97	25.66		1,115.03	1,115.03
		826	MAINTENANCE OF EQUIPMENT	2,000.00		384.97	19.25		1,615.03	1,615.03
0214		0214-827-0000-0000	MAINTENANCE OF STRUCTURES	500.00					500.00	500.00
0214		0214-900-0001-0000	FRINGE BENEFITS - FICA	367.06		153.00	41.69		214.00	214.00
0214			CIVIL PREPAREDNESS	10,747.00		3,680.94	34.25	1,755.06	5,311.60	7,066.66
0215	AVIANCE	0215-805-0000-0000	TRANSFER TO OUTSIDE AGENCY	85,000.00	19,978.25	39,956.50	47.01		45,043.50	45,043.50
0215		0215-900-0005-0000	PENSION CONTRIBUTION	6,000.00	1,312.50	2,625.00	43.75		3,375.00	3,375.00
0215			AMBULANCE	91,000.00	21,290.75	42,581.50	46.79		48,418.50	48,418.50
0216	DOG ACCOUNT	0216-192-0000-0000	LABOR, SKILLED & PROFESSIONAL	24,890.00	2,058.06	11,040.80	44.36		13,849.20	13,849.20
0216		0216-820-0000-0000	VEHICLE GAS, OIL & GREASE	500.00					500.00	500.00
0216		0216-821-0000-0000	MAINTENANCE OF VEHICLES	1,000.00					1,000.00	1,000.00
0216		0216-825-0000-0000	SUPPLIES AND MATERIALS	500.00					500.00	500.00
0216		0216-825-0001-0000	VETERINARY FEES	1,700.00	90.20	404.68	23.80		1,295.32	1,295.32
0216		825	SUPPLIES & MATERIALS	2,200.00	90.20	404.68	18.39		1,795.32	1,795.32
0216		0216-846-0000-0000	TIRES	500.00					500.00	500.00
0216		0216-854-0000-0000	RENT	11,000.00	850.00	4,250.00	38.64		6,750.00	6,750.00
0216		0216-855-0000-0000	DOG DISPOSAL FEES	100.00	45.00	60.00	60.00		40.00	40.00
0216		0216-900-0001-8000	P.I.C.A.	1,904.00	151.55	907.16	47.64		996.84	996.84
0216			DOG ACCOUNT	42,094.00	3,214.91	16,662.64	39.58		25,431.36	25,431.36
0219	WINCHESTER FIRE DEPARTMENT	0219-848-0000-0000	WINCHESTER FIRE DEPT - REGULAR	10,000.00	2,500.00	7,500.00	75.00	900.00	1,600.00	2,500.00
0219		0219-848-0001-0000	WINCHESTER FIRE DEPT - CONTRACT	25,000.00	6,250.00	18,750.00	75.00		6,250.00	6,250.00
0219		0219-848-0004-0000	TURNOUT GEAR	5,000.00		5,000.00				
0219		0219-848-0009-0000	ANNUAL EQUIP TESTING/CERTIFICATION	4,000.00	795.44	1,070.77	26.77		2,929.23	2,929.23
0219		848	WINCHESTER FIRE DEPARTMENT	44,000.00	5,545.44	32,320.77	73.46	900.00	10,779.23	11,679.23
0219		0219-900-0005-0000	PENSION CONTRIBUTION	4,000.00		3,500.00	87.50		500.00	500.00
0219			WINCHESTER FIRE DEPARTMENT	48,000.00	5,545.44	35,820.77	74.63	900.00	11,279.23	12,179.23
0231	PUBLIC SAFETY DISPATCH	0231-192-0000-0000	LABOR SKILLED AND PROFESSIONAL	89,871.00	6,644.42	34,632.70	38.54		55,238.30	55,238.30
0231		0231-192-0001-0000	SHIFT PREMIUM	960.00	75.60	358.94	37.39		601.06	601.06
0231		0231-192-0002-0000	HOLIDAY PAY	3,000.00	348.81	1,716.68	57.22		1,283.32	1,283.32
0231		192	LABOR SKILLED & PROFESSIONAL	93,831.00	7,068.83	36,708.32	39.12		57,122.68	57,122.68
0231		0231-197-0000-0000	OVERTIME	2,500.00	835.56	4,106.92	164.28		1,606.92	1,606.92
0231		0231-806-0000-0000	OFFICE SUPPLIES	500.00		304.12	60.82		195.88	195.88
0231		0231-811-0000-0000	TRAINING AND EDUCATION	500.00					500.00	500.00
0231		0231-825-0000-0000	SUPPLIES AND MATERIALS	1,000.00		570.93	57.09		429.07	429.07
0231		0231-826-0000-0000	CHARTER TOWER RENTAL	10,500.00		10,500.00				
0231		0231-826-0003-0000	NECS SERVICE AGREEMENT	2,000.00	177.80	2,128.30	106.42		128.30	128.30
0231		826	MAINTENANCE OF EQUIPMENT	12,500.00	177.80	12,628.30	101.03		128.30	128.30
0231		0231-831-0001-0000	CONTRACTED SERVICES - LCD	182,000.00	14,926.88	74,629.40	41.01		107,370.60	107,370.60
0231		0231-900-0001-0000	PICA	7,370.00	551.60	2,514.64	39.55		4,455.36	4,455.36
0231		0231-900-0002-0000	MEDICAL BENEFITS	28,645.00	2,911.09	17,233.52	60.16		11,411.48	11,411.48
0231		900	FRINGE BENEFITS	36,015.00	3,462.69	20,148.16	55.94		15,866.84	15,866.84
0231			PUBLIC SAFETY DISPATCH	328,846.00	26,470.70	149,096.15	45.34		179,749.85	179,749.85

FUND 001 000 GENERAL FUND

DEPT/COD/PROG	DESCRIPTION	AMENDED BUDGET	MONTHLY EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0812	RECREATION							
0812-197-0000-0000	OVERTIME	3,154.00	6.94	2,952.57	65.08		1,101.43	1,101.43
0812-806-0000-0000	OFFICE SUPPLIES	375.00	84.11	84.11	22.43		290.89	290.89
0812-807-0000-0000	TELEPHONE	2,382.00	172.67	753.80	31.65		1,628.20	1,628.20
0812-811-0000-0000	TRAINING AND EDUCATION	500.00					500.00	500.00
0812-814-0000-0000	MEMBERSHIP, DUES & SUBSCRIPTIONS	105.00		105.00				
0812-818-0000-0000	CLOTHING ALLOWANCE	500.00		303.99	60.80		196.01	196.01
0812-819-0000-0000	VEHICLE ALLOWANCE	215.00		75.00	34.88		140.00	140.00
0812-820-0000-0000	VEHICLE: GAS, OIL & GREASE	2,825.00	523.24	1,508.39	53.39		1,316.61	1,316.61
0812-822-0000-0000	ELECTRICITY	13,900.00	1,885.08	6,193.08	44.55		7,706.92	7,706.92
0812-823-0000-0000	HEATING FUEL	4,150.00	66.45	342.01	8.24		3,807.99	3,807.99
0812-824-0000-0000	WATER AND SEWER RENT	19,150.00	11,286.92	18,047.45	94.24		1,102.55	1,102.55
0812-824-0001-0000	PROPERTY TAXES- WILLOW ST(CU&P)	900.00					900.00	900.00
824	HEATING FUEL							
0812-825-0000-0000	SUPPLIES AND MATERIALS	20,050.00	11,286.92	18,047.45	90.01		2,002.55	2,002.55
0812-826-0000-0000	MAINTENANCE OF EQUIPMENT	5,250.00	8.33	306.64	5.84		4,943.36	4,943.36
0812-827-0000-0000	MAINTENANCE OF GROUNDS	9,450.00	126.45	5,875.40	62.17		2,602.01	3,574.60
0812-841-0000-0000	RECREATION CELEBRATIONS	40,750.00	2,411.28	18,862.34	46.29		17,346.79	21,887.66
0812-841-0001-0000	RECREATION ASSISTED PROGRAMS	2,800.00		1,579.41	56.41		309.82	1,220.59
841	SPECIAL PROGRAMS							
0812-842-0000-0000	BACKGROUND CHECKS	5,800.00		1,579.41	27.23		3,309.82	4,220.59
0812-900-0001-0000	FRINGE BENEFITS - FICA	300.00					300.00	300.00
0812	RECREATION	14,059.00	676.67	8,370.82	59.54		5,688.18	5,688.18
0812	RECREATION	304,389.00	25,046.64	161,660.28	53.11	14,251.54	128,477.18	142,728.72
0813	SENIOR CITIZENS/FAMILY SERVICES							
0813-190-0000-0000	ADMINISTRATIVE SALARIES	69,414.00	5,339.58	28,795.59	41.48		40,618.41	40,618.41
0813-192-0000-0000	LABOR, SKILLED AND PROFESSIONAL	30,441.00	1,372.50	8,374.28	27.51		22,066.72	22,066.72
0813-193-0000-0000	SECRETARIAL/SUPPORT STAFF	26,042.00	1,125.50	6,694.90	25.71		19,347.10	19,347.10
0813-197-0000-0000	OVERTIME	5,000.00					5,000.00	5,000.00
0813-800-0001-0000	HEALTHY AGING PROGRAMS	3,900.00		3,900.00				
0813-806-0000-0000	OFFICE SUPPLIES	2,000.00	314.79	1,010.56	50.53		989.44	989.44
0813-806-0002-0000	COPIER	600.00					600.00	600.00
0813-807-0000-0000	TELEPHONE	2,600.00	314.79	1,010.56	38.87		1,589.44	1,589.44
0813-808-0000-0000	POSTAGE	2,052.00	117.22	691.79	33.71		1,360.21	1,360.21
0813-811-0000-0000	TRAINING AND EDUCATION	390.00		389.95	99.99		.05	.05
0813-814-0000-0000	MEMBERSHIP, DUES & SUBSCRIPTIONS	100.00		140.84	70.42		100.00	100.00
0813-819-0000-0000	VEHICLE ALLOWANCE	200.00					200.00	200.00
0813-820-0000-0000	VEHICLE: GAS, OIL & GREASE	4,000.00	240.48	609.83	15.25	56.00	3,334.17	3,390.17
0813-821-0000-0000	MAINTENANCE OF VEHICLES	5,000.00					5,000.00	5,000.00
0813-822-0000-0000	ELECTRICITY	8,250.00	378.34	2,412.84	29.25	5,837.16		5,837.16
0813-823-0000-0000	HEATING FUEL	8,250.00	448.94	2,084.71	25.27	6,165.29		6,165.29
0813-824-0000-0000	WATER AND SEWER RENT	2,500.00	408.18	1,424.37	56.97	1,075.63		1,075.63
0813-827-0000-0000	MAINTENANCE OF STRUCTURES	9,000.00	799.31	2,998.78	32.32	145.00	5,946.22	6,091.22
0813-832-0000-0000	CONTRACTED LABOR	19,127.00	864.39	8,036.17	42.01	11,157.11		11,090.83
0813-841-0000-0000	CELEBRATIONS	2,000.00	1,150.99	1,692.99	84.65		307.01	307.01
0813-846-0000-0000	TIRES	1,000.00	305.21	305.21	30.52	774.84		774.84
0813-900-0001-0000	FRINGE BENEFITS - FICA	10,014.00	597.51	3,502.24	34.97	5,511.76		5,511.76
0813-900-0002-0000	FRINGE BENEFITS-MEDICAL BENEFITS	1,100.00	7.80	539.00	49.00		561.00	561.00
900	FRINGE BENEFITS	11,114.00	605.31	4,041.24	36.36		7,072.76	7,072.76
0813	SENIOR CITIZENS/FAMILY SERVICES	210,580.00	13,460.74	69,514.05	33.06	24,135.40	116,030.55	140,965.95

Correspondence

From the Desk of

Laurie Bessette

Selectmen All:

Thank you for the opportunities you have provided me over the years. It's truly been a pleasure to work with each of you. I will proudly utilize

the amazing vase in my new home. Best wishes to each of you & please don't hesitate to reach out.

820 806 0186

laurie.bessette@yahoo.com



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

December 7, 2020

Patrol Officer Brandon Simmons
Winchester Police Department

Dear Patrol Officer Simmons:

I received a letter from a Ms. Robin L. Cattey of 111 Tarringford Street, Unit 28, expressing her admiration and professionalism that you displayed on November 19th, 2020 for a cardiac arrest patient. She commented on the team work with other responders and how all demonstrated true empathy to the patient, striving for the best outcome. She further stated that the community in general needs to be aware of the great professionals (first responders) that the community has, as she witnessed that day.

A copy of her letter is attached.

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

Respectfully,

Chief William T. Fitzgerald, Jr.

Letter attached

Enclsoure

Copy- file

Town Manager

BOARD OF SELECTMEN ACTION REQUEST

No.: 20-058

Date: December 21, 2020

Topic: New Business (A)- Proposed Resolution No. 20-09: Authorization to Sign Special Use License (with attachments)

From: Robert Geiger, Town Manager

Background: The Public Works has requested permission from the CTDEEP to use a small portion of land at the intersection of West Wakefield Boulevard and Sucker Brook Rd for temporarily staging construction materials and equipment for a culvert rehabilitation project under West Wakefield Blvd. The land is immediately adjacent to Sucker Brook. The DEEP uses a "Special Use License" as a mechanism to grant permission for these types of requests.

Public Works has applied for this License with the assistance of Cardinal Engineering. We have a copy of the Special Use License in hand that is ready to be signed. We had Jim Rollins sign the document and they requested that we provide a resolution from the Selectman granting Jim Rollins the Authority to sign the License.

Requested Action: The Board of Selectmen should consider proposed Resolution 20-09, authorizing Jim Rollins to sign the documents associated with the requested Special Use License.

Fiscal Implications: None

Manager's Recommendation: I recommend that the Board of Selectmen adopt proposed Resolution No. 20-09.

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

Attachments:

Proposed Resolution No. 20-09
Correspondence, B. Clark to R. Geiger (12/11/2020)
Special Use License

CERTIFIED RESOLUTION 20-09

I, Sheila S. Sedlack, Town Clerk of the Town of Winchester, SO HEREBY CERTIFY that the following resolution is a true and correct copy of a resolution duly adopted by the Board of Selectmen of the Town of Winchester at a meeting duly convened and held on December 21, 2020, and that such motion has not been modified, rescinded, or revoked and is at present in full force and effect.

Motion by Sel. _____, seconded by Sel. _____, to approve the following resolution:

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.

IN WITNESS WHEREOF, the undersigned has affixed her signature and the municipal seal of the Town of Winchester, Connecticut, on the 21st day of December, 2020.

YES:

NO:

ABSENT:

Sheila S. Sedlack, CCTC, CMC
Town Clerk – Town of Winchester

SEAL



Town of Winchester
Public Works Department

189 Rowley Street
Winsted, CT 06098
Phone: (860) 379-4101
Fax: (860) 738-3509

M E M O R A N D U M

Date: December 11, 2020

To: Robert Geiger, Town Manager

From: Bart Clark

Re: West Wakefield Boulevard, Sucker Brook Culvert Rehabilitation
Resolution from Selectman to Sign Special Use License from State of Connecticut

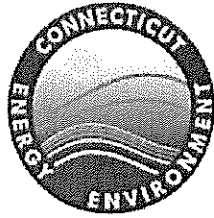
The Public Works has requested permission from the CTDEEP to use a small portion of land at the intersection of West Wakefield Boulevard and Sucker Brook Rd. The land is immediately adjacent to Sucker Brook. The DEEP uses a "Special Use License" as a mechanism to grant permission for these types of requests.

Public Works has applied for this License with the assistance of Cardinal Engineering. We have a copy of the Special Use License in hand that is ready to be signed. We had Jim Rollins sign the document and they requested that we provide a resolution from the Selectman granting Jim the Authority to sign the License. They also feel that if the Town Manager signed this License the same type of resolution would be needed.

The Resolution needs to be officially executed with signatures of the Mayor and having the Town Seal imprinted on the resolution.

Can we get this item added as an Agenda Item and have the Selectman consider this resolution in the near future?

Attached is a copy of the License that is ready for signature once the Selectman Authorize it.



Special Use License

State of Connecticut
 Department of Energy &
 Environmental Protection

Under the authority of Connecticut General Statutes sections 22a-6(a)(2) and 23-11 this License is hereby granted by the Department of Energy and Environmental Protection under the following terms and conditions to:

LICENSEE	Town of Winchester and its Contractors		
For The Purpose Of	Temporarily staging construction materials (pipe and excavated streambed material) and equipment (excavator and smaller equipment) for a culvert rehabilitation project under West Wakefield Boulevard. The areas to be used are a staging area measuring 7,345 square feet and a tracking pad area measuring 485 square feet. Staging area and tracking pad area are depicted on PLA-01/Sheet 3 of Exhibit A, attached.	Contact Person:	Gary Giroux, Cardinal Engineering Associates, Inc.
		Mailing Address:	180 Research Pkwy Meriden, CT 06450
		Contact Information:	(203) 238-1969 gary@cardinal-engineering.com
On:	From Execution by Licensor to 4/28/21		
Activity Hours:	Will vary based on the nature of the construction work being performed.		
License Fee:	N/A		
<u>DEEP Distribution:</u> FILE: A-2020-060	LAND/OPPD: Nicole Lugli Lindsay Suhr NDDB: Dawn McKay DAMS: Bill Coleman Dan Biron WILDLIFE: Pete Picone LWRD: Jeff Caiola Bill Sigmund Farrah Ashe	LICENSEE: Town of Winchester	
		Issued By: _____ Date: _____ James Rollins, Director of Public Works	
		LICENSOR: Department of Energy and Environmental Protection (DEEP)	
		Issued By: _____ Date: _____ Graham Stevens, Chief Bureau of Water Protection & Land Reuse	

TERMS AND CONDITIONS

- **SPECIAL CONDITIONS:** The LICENSEE:
 - Shall seek and obtain any and all necessary Federal, State and local permits and approvals, including those from the LICENSOR, and shall abide by all such permit and approval conditions.
 - Shall comply with the conditions outlined in the Natural Diversity Data Base Determination Letter Number 201914062 dated June 23, 2020 from Dawn McKay, Wildlife Biologist at the State of Connecticut Department of Energy and Environmental Protection and addressed to Gary Giroux at Cardinal Engineering Associates, Inc., a copy of which is attached hereto as Exhibit B.
 - Shall comply with all erosion control measures listed in Exhibit A, attached.
 - Shall coordinate with DEEP Wildlife Biologist, Peter Picone, to determine appropriate native grass and wildflower mixes for re-seeding. His contact information is (860) 916-0963, peter.picone@ct.gov
 - Shall return the site to before construction conditions, which includes grading and seeding, as well as, replacing boulders to their original positions to prevent vehicle access.
 - Shall not allow the storage of any hazardous materials at the premises.
- **DATES & TIMES:** The LICENSEE may begin using State property not earlier than the date of execution of this License by the LICENSOR. The LICENSEE must be finished using the State property and removing any and all materials and equipment from the site herein authorized for use no later than 5:00 p.m. on May 28, 2021.
- **APPROVED AREAS:** The LICENSEE is granted temporary permission to use areas that have been approved in advance by the LICENSOR's Land Acquisition and Management Unit, shown as staging area and tracking pad area on sheet PLA-01/Sheet 3 in Exhibit A, attached.
- **COMMERCIAL GENERAL LIABILITY INSURANCE:** The LICENSEE shall obtain at their own cost and for the duration of this License commercial general liability insurance in the amount of \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. Coverage shall include Premises and Operations, Independent Contractors, Products and Completed Operations, Contractual Liability and Broad Form Property Damage coverage. If a general aggregate is used, the general aggregate limit shall apply separately to the project or the general aggregate limit shall be twice the occurrence limit. The LICENSEE shall provide the LICENSOR with a Certificate of Insurance naming the 'State of Connecticut, DEEP' as an Additional Insured for the date and location covered by this License. The coverage shall contain no special limitations on the scope of protection afforded to the State. The LICENSEE shall assume any and all deductibles in the described insurance policies. The LICENSEE contractors' insurer shall have no right of recovery or subrogation against the State and the described insurance shall be the primary coverage. Any failure to comply with the claim reporting provisions of the policy shall not affect coverage provided to the State. The insurance policy shall not be suspended, voided, cancelled or reduced, except after 30 days prior written notice by certified mail has been given to the State.
- **INDEMNITY:** The LICENSEE shall indemnify, defend and hold harmless the State of Connecticut and its officers, representatives, agents, servants, employees, successors and assigns from and against any and all (a) claims arising, directly or indirectly, in connection with this license, including the acts of commission or omission (collectively, the "Acts") of the LICENSEE or by any third parties associated with the LICENSEE; and (b) liabilities, damages, losses, costs and expenses, including, but not limited to, attorneys' and other professionals' fees, arising, directly or indirectly, in connection with claims, Acts or this License. The LICENSEE shall use counsel reasonably acceptable to the State in carrying out its obligations under this section. The LICENSEE shall reimburse the State for any and all damages to the real or personal property of the State caused by the acts of the

LICENSEE or by any third parties associated with the LICENSEE. The State shall give the LICENSEE reasonable notice of any such claims. The rights provided in this section for the benefit of the State shall encompass the recovery of attorneys' and other professionals' fees expended in pursuing a claim against a third party. This section shall survive the revocation, cancellation or expiration of the License, and shall not be limited by reason of any insurance coverage.

- **ASSIGNIBILITY:** The LICENSEE shall not assign this License.
- **SAFETY:** The LICENSEE shall make every reasonable effort to protect the health and safety of the public and its agents and design and implement controls that provide for the safe use of State property for the duration of the project.
- **EXCLUSIVITY:** The LICENSEE is advised that this License does not grant the LICENSEE exclusive use of any area except in accordance with the Special Condition section of this License. This License conveys no property rights in real estate or material nor any exclusive privileges, and is further subject to any and all public and private rights. This License does not convey approval or indication of future approval to use any land owned or controlled by the LICENSOR.
- **PROPERTY DAMAGE:** The LICENSEE shall insure that its actions and the actions of its agents and members shall not cause damage to State property. The LICENSEE shall leave the area in the same condition or better than it was found prior to the project.
- **OTHER PERMITS:** The LICENSEE shall be responsible for seeking and securing any other licenses, permits, or approvals required by the federal government, State of Connecticut, including those from the LICENSOR, or local government.
- **COMPLIANCE:** The LICENSEE shall comply with any reasonable order, oral or written, by an employee of the LICENSOR or the State Environmental Conservation Police. The LICENSEE agrees to comply with all sections of this License. Failure to comply with any section in this License will be considered in the LICENSOR's determination of whether future license requests by the LICENSEE will be granted.
- **REVOCABILITY:** This License is revocable immediately, upon oral or written notice by the LICENSOR.
- **CLEAN-UP/GARBAGE:** The LICENSEE shall be responsible for clean-up of the site and shall remove all trash, debris and temporary structures such as fencing, gates and signage resulting from the activity and use of State property by the expiration of this License.
- **LAW ENFORCEMENT:** Law enforcement services necessary for the activity, if any, shall only be provided through the LICENSOR and no outside law enforcement personnel shall be retained by the LICENSEE for any purpose unless authorization is obtained in advance from the Director of the DEEP State Environmental Conservation Police Division.
- **STAFF REIMBURSEMENT:** The LICENSEE agrees to reimburse the LICENSOR's actual personnel costs for staffing outside of normal State property hours of operation and for any additional personnel deemed necessary by the LICENSOR to facilitate the project, including law enforcement personnel provided in accordance with the LAW ENFORCEMENT section of this License. The LICENSOR reserves the right to assign additional staffing should unanticipated circumstances arise.

BOARD OF SELECTMEN ACTION REQUEST

No.: 20-059

Date: December 21, 2020

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

From: Robert Geiger, 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 \$1588.30

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 \$1588.30.

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.

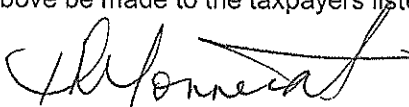


LIST #/GL YR	TAX TYPE	TAXPAYER	AMOUNT OF REFUND/REASON
120228 2019	MV	TANYA	\$1,588.30
	MONGITOR	328 WINCHESTER RD	DUPLICATE PAYMENT
	E	WINSTED, CT 06098	
MV TOTAL REFUNDS BY TYPE			\$1,588.30
NUMBER OF REFUNDS	1	TOTAL REFUNDS	\$1,588.30

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.

12/16/2020

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

BOARD OF SELECTMEN ACTION REQUEST

No.: 20-060

Date: December 21, 2020

Topic: New Business (C)- Proposed Resolution No. 20-10: OPM COVID Relief Fund Submittal

From: Robert Geiger, Town Manager

Background: On October 28, 2020, the Board of Selectmen approved a resolution requesting \$40,562.84 for reimbursement for eligible COVID 19 related expenditures incurred during the period from March 1 to June 30, 2020.

The Office of Policy and Management (OPM) has streamlined the payment of the remaining Coronavirus Relief Funds allocated to the Town of Winchester in the amount of \$101,602 for the period of July 1, 2020 to December 30, 2020.

Requested Action: The Board of Selectmen should consider proposed Resolution 20-10, authorizing the request for payment of the remaining CRF allocation to the Town of Winchester of \$101,602.

Fiscal Implications: These funds have been allocated to the Town of Winchester by OPM. If the Town did not request these funds by December 18, 2020, they would not be available for use by the Town. As part of the funding request, the Finance Director certified to OPM that the Board of Selectmen would retroactively approve this funding request. If the Selectmen do not approve the funding request, then the Town will need to return the \$101,602 to OPM. These funds defray COVID costs already incurred by the Town.

Manager's Recommendation: I recommend that the Board of Selectmen adopt proposed Resolution No. 20-10.

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

Attachments:

Proposed Resolution No. 20-10



TOWN OF WINCHESTER – CITY OF WINSTED
338 Main Street
Winsted, Connecticut 06098
T:(860)738-6962 F:(860)738-6595
Office of the Town Clerk and Registrar of Vital Statistics

CERTIFIED RESOLUTION 20-10

I, Sheila S. Sedlack, Town Clerk of the Town of Winchester, SO HEREBY CERTIFY that the following resolution is a true and correct copy of a resolution duly adopted by the Board of Selectmen of the Town of Winchester at a meeting duly convened and held on December 21, 2020, and that such motion has not been modified, rescinded, or revoked and is at present in full force and effect.

Motion by Sel. _____, seconded by Sel. _____, to approve the following resolution:

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 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.

IN WITNESS WHEREOF, the undersigned has affixed her signature and the municipal seal of the Town of Winchester, Connecticut, on the 21st day of December 2020.

YES:
NO:
ABSENT:

Sheila S. Sedlack, CCTC, CMC
Town Clerk – Town of Winchester

SEAL