

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 7, 2020

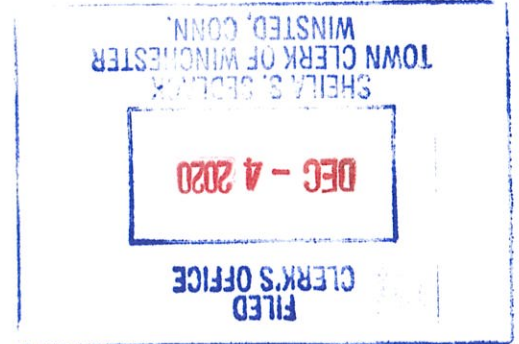
7:00 P.M.

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 November 16, 2020
 - B) Minutes of Special Meeting on November 16, 2020
 - C) Minutes of Special Meeting on November 19, 2020
5. PUBLIC HEARING/SPECIAL PRESENTATION

Introduction of Katie Vaill - Social Services Coordinator (Mayor Perez)
Introduction of Terry Hall – Administrative Assistant (Town Manager Geiger)
6. TOWN MANAGER’S REPORT
7. 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.
8. CORRESPONDENCE
9. BOARDS AND COMMISSIONS
10. NEW BUSINESS
 - A) 20-056 Board of Education Non-Lapsing Account (Town Manager Geiger)
 - B) 20-057 Refunds as Recommended by the Collector of Revenue (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 comments but speakers will be limited to three (3) minutes or less and may speak only once.
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>**

**Board of Selectmen
Regular Meeting
Minutes
November 16, 2020**

This meeting was held as a ZOOM meeting with the public able to join the meeting from home.
Due to the pandemic

Item 1. Call to Order

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

Attendance: Sel. Arcelaschi, Sel. Bird, Sel. Bouchard, Sel. Bourque, Sel. Groppo, Sel. Perez and Sel. Sedlack. Town Manager Bob Geiger and Financial Director, Bruce Stratford.

Item 2. Pledge of Allegiance

The Pledge of Allegiance was recited.

Item 3. Agenda Review NONE

Item 7. Town Manger's Report

The Town Manager presented to the Board an accounting for all meetings held from November 2nd through November 22nd along with Department Updates and long-term meetings.

Item 4. Adjourn to Special Meeting.

The Special Meeting referred to is a Special Town Meeting.

Motion by Sel. Bouchard, seconded by Sel. Bourque

To pause the Board meeting and enter into the Special Town Meeting at 7:15 p.m.

UNANIMOUS

Meeting reconvened at 7:23 p.m.

Item 6. Citizen Comments NONE

Item 8. Finance Director

The Finance Director, Bruce Stratford, presented to the Board an accounting of Revenue and Expenditures for the period of July 1, 2020 through October 31, 2020.

Item 9. Correspondence None

Item 10. Boards and Commissions

Motion by Sel. Sedlack seconded by Sel. Groppo

To appoint Carrie Esposito as a member of the Inland Wetland & Water Courses. Term to expire 12/2023.

UNANIMOUS

Sel. Sedlack reminded that a vacancy in the Inland Wetland Watercourses Commission has occurred with the resignation of Anita Garnette.

Item 11. New Business

A). 20-055 Refunds as Recommended by the Collector of Revenue (Town
Manager Geiger)

Motion by Sel. Sedlack, seconded by Sel. Bourque

To approve the refunds as recommended by the Collector of Revenue,
Halaree Monnerat, in the amount of \$635.18.

UNANIMOUS

Item 12. Citizens' Comments NONE

Item 13. Selectmen's Comments and Reports.

Sel. Bourque informed everyone that the Christmas Tree on top of the Monument was damaged during last night's storm should be working by the week-end.

Item 14. Adjournment

Motion by Sel. Sedlack, seconded by Sel. Arcelaschi

To adjourn the meeting at 7:40 p.m.

UNANIMOUS

ATTEST:

Sheila S. Sedlack, CCTC, CMC

Special Town Meeting
November 16, 2020
P. Francis Hicks' Room
7:15 p.m.

Item 1. Call to Order

The meeting was called to order at 7:15p.m. by Mayor Perez

Mayor Perez acted as Moderator

Item 2. Discussion/possible action regarding Donation of Request for the Donation of Town-Owned Land to Winchester Land Trust,

Discussion Took Place.

Motion by Sel. Bourque, seconded by Sel. Sedlack

To approve the donation of this 6.5 acres landlocked property on South Road to the Winchester Land Trust.

UNANIMOUS

Item 3. Adjourn to Regular Board of Selectmen's Meeting.

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

To adjourn this meeting and reconvene to the Regular Board Meeting at 7:23 p.m.

UNANIMOUS

ATTEST:

Sheila S. Sedlack, CCTC,CMC

Town of Winchester
Board of Selectmen
Special Meeting
November 19, 2020
Minutes

1. Call to Order

The meeting was called to order at 5:02 PM via Zoom by Mayor Candy Perez. Selectmen in attendance were Candace Bouchard, Linda Groppo, Jack Bourque, Todd Arcelaschi, Melissa Bird and Steven Sedlack. Also present were Search Committee members Town Manager Robert Geiger, Administrative Assistant Laurie Bessette and Superintendent of Schools Melony Brady-Shanley. Also present were CCM Manager Andy Merola and a Town Manager Candidate.

2. Interview

Members of the Search Committee conducted an interview with the Town Manager Candidate. No action was taken pending further interviews in the search process.

3. Adjournment

A motion by Sel. Sedlack, seconded by Sel. Perez, "to adjourn the meeting" was unanimously approved at 6:21 PM.

Respectfully submitted,

Steven Sedlack
Recorder



TOWN OF WINCHESTER – CITY OF WINSTED

Town Hall – 338 Main Street

WINSTED, CONNECTICUT 06098

OFFICE OF THE TOWN MANAGER

DATE: December 4, 2020

TO: Board of Selectmen

FROM: Robert Geiger
Town Manager

RE: Town Manager Update

LAST WEEK (November 23 - 29):

Monday: Chief Fitzgerald regarding COVID absenteeism; resident regarding their tenant issues; Attorney Ryan regarding finalization of Police Contract

Tuesday: Hazmat Mitigation meeting; telephone conference with Andy Merola of CCM regarding Town Manager Search

Wednesday: Discussion with K. Vaill; Public Works regarding Sucker Brook construction; Police Department regarding cleaning cruisers and personnel issues

Thursday: **Town Hall closed in Observation of Thanksgiving**

Friday: **Town Hall closed in Observation of Thanksgiving**

Saturday: Lake residents regarding building issues

THIS WEEK (November 30 – December 6):

Monday:

- T. Risucci regarding cancellations due to COVID (Christmas tree lighting & Freezin' for a Reason)
- Resident to discuss personnel issues
- Attorney Ryan regarding employee issue
- Public Works regarding Lake resident drainage issue
- Personnel issues – COVID related

Tuesday:

- Blight site inspection on Chestnut Avenue for citizens assistance
- Discussion of same with Fire Marshal
- Meeting/discussion with K. Vaill regarding various issues

Wednesday:

- Planning Department regarding permits & lake property repairs
- Blight site visit to 61 Holabird Avenue – owner contacted
- Telephone conference with NWCoG regarding small business assistance

Thursday:

- Planning office regarding Inland Wetlands/Zoning issue and rules for work at the Lake
- Attorney Ryan regarding finalization of Police Contract
- Attorney Nelligan regarding real estate liens on various properties

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

- Northwest Connecticut Community College meeting
- Beardsley Memorial Library meeting

Friday:

- Land use office regarding ECAD and lake residents/discussions.

NEXT WEEK (December 7 - 13):

Monday: Board of Selectmen

LONG-TERM:

December 7: **Board of Selectmen**

December 10: **NWCoG**

December 21: **Board of Selectmen**

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**

Correspondence



WINCHESTER POLICE DEPARTMENT

Town of Winchester City of Winsted
338 Main Street
Winsted, Connecticut 06098
Telephone (860) 379-2721
FAX (860) 738-6957



William T. Fitzgerald, Jr.
Chief of Police

"Excellence through Community Partnerships"

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

November 23, 2020

Robin Cattey
111 Tarringford Street Unit 28
Winsted, Connecticut 06098

Dear Ms. Cattey:

I would like to take this opportunity to recognize your assistance to our police officers that responded on November 19th, 2020 to 111 Tarringford Street, Condo #33 for the reported male in cardiac arrest. Upon arrival, Officers made contact with a neighbor, Robin Cattey, who was standing next to a male seated on the couch. Cattey stated that the male's name was Franklin (Franklin Hall) and Hall's wife (Maryanne Hall) who was seated across the room and stated he had just come out of the bathroom when he had just sat down and went unresponsive on the couch. It was also revealed that Mr. Hall had a cardiac history.

Officer Simmons and Ms. Cattey assisted with maneuvering Mr. Hall to the floor to start performing CPR until medic 6 arrived on scene. Mr. Hall was later transported to the hospital.

Officer Simmonds stated " Ms. Cattey was on scene upon my arrival and was integral in assisting me with starting lifesaving CPR. Ms. Cattey was professional, polite and provided much needed assistance as EMS was not yet on scene. Without Ms. Cattey's assistance it would have been hard to properly administer care to the victim who was unresponsive and in cardiac arrest. Officer Simmons further writes that he highly recommends that Ms. Cattey be recognized for going above and beyond the call to assist first responders in a critical incident. Without her assistance, lifesaving care would have been severely delayed.

This unselfish act clearly demonstrates your commitment of community and reinforces our motto of "*Excellence through Community Partnerships*". Thank you for your assistance and demonstrated professionalism.

Respectfully,

Chief William T. Fitzgerald, Jr.

Cc: Personnel file

Town Manager

Please print for selectmen

-----Original Message-----

From: Martin Cormier <mcormier@townofwinchester.org>

Sent: Tuesday, November 17, 2020 7:26 AM

To: Steven Marcus <stevenmarcusneg@gmail.com>

Cc: Jim Rollins <jrollins@townofwinchester.org>; Robert Geiger <rgeiger@townofwinchester.org>

Subject: RE: Kudos to Shane and Mike

Renee and Steve,

Thank you so much for sending these kind words! Mike and Shane truly represent Winsted Water Works ideology through their exemplary attitudes and workmanship, we are truly lucky to have such dedicated employees. Bob Geiger and Jim Rollins who are respectively our Town Manager and Public Works Director support a culture of professionalism which seems to be taking a firm hold here at Public Works, I have Cc'd the two of them in my response. Thank you again and may your grinder pump remain silent!!

P.S. Shane is 26 and wants to know who Bon Jovi is 😊

Sincerely,

Winsted Water Works

Marty Cormier

Superintendent Distribution/ Collection

mcormier@townofwinchester.org

860-379-4101

860-309-0695 (cell)

869-738-3509 (fax)

-----Original Message-----

From: Steven Marcus <stevenmarcusneg@gmail.com>

Sent: Monday, November 16, 2020 2:44 PM

To: Martin Cormier <mcormier@townofwinchester.org>

Subject: Kudos to Shane and Mike

Dear Mr. Cormier,

I want to formally thank two members of your department. Shane and Mike are rock stars. Move over Bon Jovi, these guys are coming for you!

We had some issues with a bad grinder pump right before the power outage in August at our home on Highland Lake. Shane came and replaced it in a timely manner. Shane impressed me. A kind, thoughtful man with a great work ethic. Fast forward a few days and we are now in the throws of a power outage. Our pump failed again. Initially we thought the generator went bad. Shane came back later that night with a generator truck. He never quit trying. I had mentioned we were hosting a graduation party at our home on Thursday and wanted to cancel. Shane assured me we would be fine! Well, he was right. Looks like we just had some bad luck with bad pumps.

Shane also called in Mike for assistance. Truly the town of Winchester is lucky to have both Shane and Mike representing us. Both of these men exemplify what a great employee should be! I just wanted you to know how much we appreciated their efforts and kindness.

Respectfully,

Renee and Steve Marcus

653 East Wakefield Blvd.

Boards & Commissions

NOMINATIONS

Date	Name	Board/Commission	Vote	Term Dates

APPOINTMENTS

Date	Name	Board/Commission	Vote	Term Dates

None at this time

RE-APPOINTMENTS

Date	Name	Board/Commission	Vote	Next Term Exp

RESIGNATIONS

Date	Name	Board/Commission	Term Expiration Date

November 23, 2020

Winchester Town Hall
Attn: Bob Geiger
338 Main Street
Winsted, CT 06098

Dear Mr. Geiger,

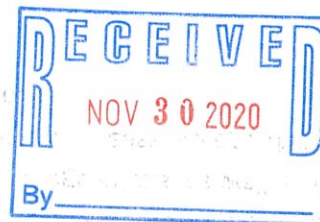
It is my understanding that there is an opening on the town of Winchester's Inland Wetlands & Watercourse Commission. I have been a taxpayer in Winsted for over forty years, and have a strong commitment to the future of Winsted. In addition, I have owned lake front property in excess of forty years, and appreciate the valuable resource the lake is to the town. I would like to join the commission and use my experience and knowledge to maintain the wetlands regulations, as well as to assist in the development and maintenance of Winsted's watershed property. Please accept this as my official request to join the Inland Wetlands & Watercourses Commission.

Sincerely,



Jeffrey Lippincott
860-307-4756

jlippincott@lippincottvanlines.com





TOWN OF WINCHESTER - CITY OF WINSTED

Town Hall - 338 Main Street
WINSTED, CONNECTICUT 06098

November 30, 2020

Mr. John Cooney
P.O. Box 683
Winsted, CT 06098

Re: Membership on the Planning and Zoning Commission

Dear Mr. Cooney,

According to our records your term on the Planning and Zoning Commission expired in October 2020 (you filled a vacant position last year with this termination date). If you are interested in being considered for re-appointment to this board, please notify my office at 860-738-6962 indicating your willingness to serve again.

Sincerely,

Robert Geiger
Town Manager

c: Board of Selectmen
Chairman

BOARD OF SELECTMEN ACTION REQUEST

No.: 20-056

Date: December 7, 2020

Topic: New Business (A)- Board of Education Non-Lapsing Account

From: Robert Geiger, Town Manager

Background: Connecticut General Statutes §10-248a, as amended July 1, 2019, permits the Board of Selectmen to “deposit into a non-lapsing account any unexpended funds from the prior fiscal year from the budgeted appropriation for education for the town, provided (1) such deposited amount does not exceed two percent of the total budgeted appropriation for education for such prior fiscal year, (2) each expenditure from such account shall be made only for educational purposes, and (3) each such expenditure shall be authorized by the local Board of Education for such town.”

Additional Information: For the 2013-2014 and 2014-2015 fiscal years, the Town agreed to establish and deposit funds from any unexpended educational appropriations into a non-lapsing account in accordance with Connecticut General Statutes §10-248a as resolution to a complaint initiated by the Superintendent and Board of Education of Winchester Schools.

New Information: The Superintendent and Business Manager for the Winchester School District are now requesting the Board of Selectmen authorize a deposit of unexpended FY20 education appropriation funds (account #1000-100-1000-0000) not to exceed \$399,233.72 (2% of the FY20 appropriation) into a non-lapsing account for future use by the Board of Education. The Director of Finance has determined the exact amount to be deposited to be \$362,911.64.

Requested Action: The Board of Selectmen should consider re-establishing the non-lapsing account for the Winchester School District.

Fiscal Implications: The non-lapsing account balance may be used by the Board of Education for future needs including non-bondable Hinsdale renovation costs.

Manager's Recommendation: I recommend that the Board of Selectmen authorize a deposit of unexpended FY20 education appropriation of \$362,911.64 into a non-lapsing account for future use by the Board of Education

Recommended Motion: 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.

BOARD OF SELECTMEN ACTION REQUEST

No.: 20-057

Date: December 7, 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 \$3,190.21

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 \$3,190.21.

Attachment:

Grand List 2017 - 2019 Refunds



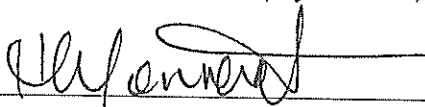
The attached list represents taxes that have been corrected by authority of the provision of Section 12-129 of the General Statutes, and by the Assessor or Public Works Director of the Town of Winchester. The taxes/water and/or sewer amounts shown below have been paid and requests received for refunds of the same.

LIST #/GL YR	TAX TYPE	TAXPAYER	AMOUNT OF REFUND/REASON
120228	2019 MV		
	JP MORGAN	P O BOX 901076 FORT WORTH, TX 76101-9810	C OF C \$263.92
10279	2018 MV		
	LAPOINTE	DAVID 11 HILLSIDE AVE WINSTED, CT 06098	C OF C (INTEREST) \$18.23
MV TOTAL REFUNDS BY TYPE			\$282.15
2177	2019 RE		
	RYDER ROBERT M	C/O CAROL CARON ADMIN 6770 E CARONDELET DR #115 TUCSON, AZ 85710	DUPLICATE PAYMENT \$755.99
2178	2019 RE		
	RYDER ROBERT M	C/O CAROL CARON ADMIN 6770 E CARONDELET DR #115 TUCSON, AZ 85710	DUPLICATE PAYMENT \$2,141.19
RE TOTAL REFUNDS BY TYPE			\$2,897.18
120032	2017 SUPP		
	LAPOINTE	DAVID 11 HILLSIDE AVE WINSTED, CT 06098	C OF C (INTEREST) \$10.88
SUPP TOTAL REFUNDS BY TYPE			\$10.88
NUMBER OF REFUNDS	5	TOTAL REFUNDS	\$3,190.21

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.

12/2/2020

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