



**TOWN OF WINCHESTER**  
**BOARD OF SELECTMEN MEETING**  
Regular Meeting Agenda  
April 17, 2023-7:00PM

Streamed live on YouTube and Channel 194

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

**FILED**  
**CLERK'S OFFICE**

2. **PLEDGE OF ALLEGIANCE**

3. **AGENDA REVIEW**

APR 14 2023

4. **APPROVAL OF MINUTES**

- A) Minutes of Special Meeting on March 27, 2023
- B) Minutes of Special Meeting on March 28, 2023
- C) Minutes of Regular Meeting on April 03, 2023

**TOWN CLERK OF WINCHESTER**  
**WINSTED, CT**

5. **CITIZENS' COMMENTS**

The Board of Selectmen welcomes public comments, speakers will be limited to three (3) minutes or less and may speak only once. Please give your name and address.

6. **TOWN MANAGER'S REPORT**

7. **FINANCE DIRECTOR'S REPORT**

8. **CORRESPONDENCE**

9. **BOARDS AND COMMISSIONS**

10. **UNFINISHED BUSINESS**

- A) 23-09d Consider and possibly act on the final adoption process of the codified ordinances.(Town Manager Kelly)
- B) 23-11c Consider and possible act on tax abatement items (Town Manager Kelly)
- C) Consider and possibly act on the Town Manager's Proposed FY2024 budget.  
(Mayor Arcelaschi)

11. **NEW BUSINESS**

- A) 23-18 Consider and possibly act on the granting of driveway variance at 543 E. Wakefield Blvd.  
(Town Manager Kelly)
- B) Discussion on ordinances related to feral cats.
- C) 23-19 Proposed Line-Item Transfer (Town Manger Kelly)
- D) 23-20 Discussion and possible act on Fund 48-Beverly Pass Scholarship fund transfer (Town Manager Kelly)

12. **EXECUTIVE SESSION**

- A) Discussion on possible sale of Town-owned land
- B) Discussion on strategy and negotiations of contracts



**TOWN OF WINCHESTER  
BOARD OF SELECTMEN MEETING  
Regular Meeting Agenda  
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13. **CITIZENS' COMMENTS**

The Board of Selectmen welcomes public comments, speakers will be limited to three (3) minutes or less and may speak only once. Please give your name and address.

14. **SELECTMEN'S COMMENTS AND REPORTS**

15. **ADJOURNMENT**

**Town of Winchester**  
**Board of Selectmen**  
**Special Meeting – Held at Pearson School Cafeteria**  
**Monday, March 27<sup>th</sup>, 2023**

**Item 1 Call to Order**

Meeting called to order by Selectwoman Candy Perez at 7:05pm.

Attending Members	Candy Perez (Selectwoman)	Linda Groppo (Selectwoman)
	Candace Bouchard (Selectwoman)	Jack Bourque (Selectman)
	Steven Sedlack (Selectman)	Jonathan Morhardt (Selectman)

Staff Members            Josh Kelly (Town Manager)

Absent Member            Todd Arcelaschi (Mayor)

\*Selectman Steven Sedlack asks for a moment of silence for the Nashville, TN school shooting victims and families.

**Pledge of Allegiance**    The Pledge was recited by all.

**Item 2 Public Hearing for Proposed 2023-2024 Board of Education Budget**

\*Superintendent Melony Brady-Shanley and Head of The Gilbert School Greg Shugrue collaboratively presented an overview of the Winchester Public Schools proposed budget for July 1, 2023 thru June 30, 2024.

\*A 31 page booklet with presentation details was made available to meeting attendees.

**Item 3 Discussion/Possible Action regarding Proposed 2023-2024 Board of Education Budget**

\*Selectwoman Candy Perez opened the meeting for Board of Selectman and Public Comment.

\*The following Town elected officials spoke

Candace Bouchard	Jack Bourque (twice)	Linda Groppo	Candy Perez
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\*The following attendees also spoke

Frank Oliveri	Shayne Deschamps	Bryan Sundie	Thomas Mazzei	Aaron Richard
Luiza Martinez	Gerald Martinez	Tara Sundie		

**Item 4 Meeting Adjournment**

\*Motion to adjourn, Selectman Steven Sedlack. Second, Selectman Jonathan Morhardt.

Vote to approve – Unanimous. Meeting adjourned at 8:20pm.

Attest:

Lauren Dombrowski, Assistant Town Clerk

# Town of Winchester

Board of Selectmen

Special Meeting

Tuesday March 28, 2023

Item 1 **Call to Order**

Meeting called to order by Selectwoman Perez at 4:43pm

Attending Members	Todd Arcelaschi (Mayor) via Zoom	
	Candy Perez (Selectwoman)	Jack Bourque (Selectman)
	Candace Bouchard (Selectwoman)	Linda Groppo (Selectwoman)
	Steve Sedlack (Selectman)	Jonathan Morhardt (Selectman)
Staff Members	Josh Kelly (Town Manager)	
	Ann Marie Rheault (Finance Director)	
	Glenn Albanesius (Town Clerk)	

Item 2 **New Business -**

- A) Consider and Possibly Act on Proposed Town Managers FY23 - 24 Budget
- \* Finance Director Rheault and Town Manager Kelly distributed Budget Documents for the Boards review.
- \* Explanations were offered regarding Budget format changes.
- \* Board discussions covered a number of broad range of topics all aimed at going to referendum with a Budget that met the Towns needs at an affordable mill rate.
- \* No formal was taken.

Item 3 **Adjournment**

- \* Motion - Sel. Sedlack / Second - Sel. Bouchard
- To adjourn the meeting at 5:53PM
- Vote to approve - Unanimous

ATTEST:

Glenn Albanesius, Town Clerk

These Minutes are subject to formal approval at the next scheduled meeting. Any amendments, corrections or revisions will be noted in the next Meeting Minutes.

# Town of Winchester

Board of Selectmen

Regular Meeting

Monday April 3, 2023

Item 1 **Call to Order**

Meeting called to order by Mayor Todd Arcelaschi at 7:00pm

Attending Members	Todd Arcelaschi (Mayor)	Jonathan Morhardt (Selectman)
	Candy Perez (Selectwoman)	Linda Groppo (Selectwoman)
	Candace Bouchard (Selectwoman)	Jack Bourque (Selectman)
	Steve Sedlack (Selectman)	

Staff Members	Josh Kelly (Town Manager)
	Glenn Albanesi (Town Clerk)

Item 2 **Pledge of Allegiance** The Pledge was recited by all

Item 3 **Agenda Review** - Item (A) to be removed from "Unfinished Business". Sel. Bourque asked to add discussion of Resident Paula Jaworski's correspondence regarding feral cats to the agenda but Board consensus was to add it to the April 17th meeting.

Item 4 **Approval of Minutes**

\* Minutes of Regular Meeting on March 20, 2023

Motion - Sel. Perez / Second - Sel. Morhardt

Vote to accept minutes - Unanimous (7 - 0)

Item 5 **Citizens Comments** The following people addressed the Board

\* Stephen Kosinski

\* Dewees Yeager - Relaying EDC's support of Ted Shafer and continuing his employment in FY23 -24

\* Michael Goncalves - Regarding the Town's Dock and Mooring Ordinance 162

\* Selectwoman Perez - Regarding disparaging and untrue remarks aimed at her

\* David LaPointe

\* Frank Olivieri - Asked whether the Schools would be offering Student make up sessions lost to the Covid pandemic.

\* Bryan Sundie

Item 6 **Town Manager's Report** - Josh Kelly reported to the Board on the following topics. . .

\* On Thursday March 23rd the Town completed its Bond Sale, securing a True Cost Interest (TCI) rate of 3.37%. Our AA upgraded rating helped with the favorable TCI which came in lower than what was budgeted. This will save a significant amount over the 20 year life of the bond.

- \* A Town Realtor RFP was issued and since closed. This person will assist with the marketing and sale of Town owned properties and get them back on the Tax roll.
- \* A recent initiative to negotiate a lower Electricity cost for the Town has resulted in a \$10.57 cents/kilowatt hour rate. These savings will positively effect the budget and more savings may result as we proceed into the new fiscal year.
- \* Frontier Communications has completed installation of Fiber Optic cable to most of Winchester. Connections to homes will begin this month.
- \* A new Chief of Police was sworn in on Monday April 3rd. Chris Ciuci brings a robust resume of tenure and experience from the Berlin Police Department where he served for almost 29 years.
- \* The Town has a number of key positions open. Interested and qualified candidates are encouraged to visit the Towns website and apply.
- \* Winchester will be submitting a very comprehensive application for Sustainable CT certification.

Item 7 **Correspondence**

- \* The Economic Development Commission submitted a Letter of Support for Ted Shafer and his position as Winchester's Director of Economic Development. Twenty one signatures were gathered and turned over to the Board of Selectmen encouraging them to keep Ted's role intact in the FY23-24 budget.

Item 8 **Boards and Commissions** - Sel. Sedlack introduced the following actions.

- \* Paul Mitchell ( U ) was submitted for consideration as a member of the Zoning Bd of Appeals. His signed application was dated April 1, 2023.
- \* The following groups have position openings. Interested candidates are encouraged to apply!
  - Arch. Review Committee - 1 Permanent Seats and 2 Alternate Seats
  - Conservation Commission - 1 Permanent Seat
  - Laurel City Commission - 5 Permanent Seats
  - Inland Wetlands & Watercourses Commission - 2 Permanent Seats
  - Recreation Board - 1 Permanent Seat
  - Zoning Board of Appeals - 1 Permanent Seat and 2 Alternate Seats

Item 9 **Unfinished Business**

A) Consider and Possibly Act on 840 E. Wakefield Blvd 8-24 Referral from the Planning & Zoning Commission and establishing a Special Town Meeting date to approve the granting of a permanent easement. **THIS ITEM REMOVED FROM AGENDA**

B) 23-11B Consider and Possibly Act on Tax Abatement items.

John Noone, a Winsted resident interested in purchasing the Church building at 630 Main Street addressed the Board and outlined the Business Plan drafted for proposed use as a Performing Arts Center. Mr. Noone explained the reasoning behind his request for a Tax Abatement schedule. The Board had numerous questions and some concerns regarding completion timelines of the 3 projects that the Town has invested Grant money with Mr.Noone.

Motion Statement - I would move that we direct the Town Manager to draft an agreement in support of tax relief for 630 Main Street.

Motion - Sel. Sedlack / Second - Sel. Morhardt

Sel. Bourque requested that the motion include the statement that 630 Main Street was to become a Performing Arts Center.

Much discussion ensued with a request for clarification as to whether the vote was for a formal tax agreement or just a proposal that the Board could review and modify.

Vote to approve - Yes (4) Morhardt / Arcelaschi / Sedlack / Bourque No (2) Bouchard / Groppo

Abstain (1) Perez

C) 23-09C Consider and Possibly Act on proceeding with the adoption process for the Codified Ordinances.

Motion Statement - "I move that the Board of Selectmen move the Ordinance Codification Project along to the third and final step in its review process, to be considered and possibly acted upon at the regular meeting on April 17, 2023."

Motion - Sel. Bouchard / Second - Sel. Perez

Vote to approve - Unanimous (7 -0)

D) Consider and Possibly Act on the Town Manager's Proposed FY 2024 Budget

Motion statement - I move that the Board of Selectmen make the following alterations to the Town Managers original proposed budget.

1. That the Software/Licensing line in the Assessors Department (Line 0115-900-0001-0000) be reduced by \$17,535.00 to a new total of \$0.00 and
2. That the Total Line in the Maintenance of Lakes/Ponds Budget (Dept 126) reflect the correct total of \$54,238.00 and
3. That the Office Supplies Line in the Land Use Department (Line 0148-806-0000-0000) be reduced by \$504.00 to a new total of \$2496.00 and
4. That the Telephone/Internet Line in the Land Use department (0148-807-0000-0000) be increased by \$3000.00 to a new total of \$3000.00 and
5. That the Telephone/Internet Line in the Emergency Management Department (Line 0214-807-0000-0000) be increased by \$715.00 to a new total of \$715.00 and
6. That the FICA Line in the Animal Control Department (Line 0216-900-0001-0000) be reduced by \$2224.00 to a new total of \$0.00 and
7. That the Total Line in the Cemeteries Budget (Dept 313) reflect the correct total of \$105,700.00 and
8. That the Contracted Services Line in the Other Shared Costs Department (Line 0910-831-0000-0000 be increased by \$8,480.00 to a new totla of \$92,880.00 and
9. That the Software/Licensing Line in the Ther Shared Costs Department (Line 0910-898-0000-0000) be reduced by \$14,361.00 to a new total of \$201,547.00 and
10. That the Compensated Absences Line in the Employee Benefits Department (Line 0918-205-0000-0000) be adjusted to reflect the correct total of \$125,000.00 and lastly that
11. The Heart & Hypertension Line in the Employee Benefits Department (Line 0918-205-0000-0000) be adjusted to reflect the correct total of \$65,000.00



Motion - Sel. Bouchard / Second - Sel. Perez

Vote to approve - Unanimous (7 -0)

Item 10     **New Business -**

A) 23-16 Consider and possibly act on the granting of a Driveway Variance for 142 Danbury Quarter Road

Motion Statement - "I move that the Board of Selectmen grant a Driveway Variance to Mr. Maloney for 142 Danbury Quarter Road."

Motion - Sel. Perez / Second - Sel. Bouchard

Vote to approve - Unanimous (7 -0)

B) 23 -17 Refunds as recommended by the Collector of Revenues

Motion Statement - "I move that the Board of Selectmen authorize the refunds recommended by the Collector of Revenue in the amount of \$11,577.79."

Motion - Sel. Groppo / Second - Sel. Morhardt

Vote to approve - Unanimous (7 -0)

Item 11     **Citizens Comments**

\* Melanie Brady-Shanly

\* Davis LaPointe

\* Stephen Kosinski

\* Jerry Martinez

Item 12     **Selectmen's Comments and Reports**

\* Sel. Bouchard - Earth Day is scheduled for Saturday April 22nd at 9:30 on Main Street

\* Sel. Groppo - Reminded everyone about the upcoming Laurel Festival Activities

\* Sel. Perez - Listed and detailed past Public Comment protocol during Selectmen's meetings

Item 13     **Executive Session**

A) Enter into Executive Session on possible sale of Town Owned Property

B) Discussion on Strategy and Negotiations of Contracts

Motion Statement - "Motion to enter Executive Session to discuss possible sale of Town Owned Property and Strategy and Negotiations of Contracts, taking the Town Manager to be part of the meeting at 8:50pm."

Motion - Sel. Bouchard / Second - Sel. Morhardt

Vote to approve - Unanimous (7 - 0)

Item 14     **Executive Session Follow Up Actions**

A) Consider and Possibly Act on referring the Sale of 179/201 Pratt Street to the Planning & Zoning Commission for an 8-24 referral

The Board returned from Executive Session at 10:16pm with the following action taken.

Motion Statement - "I recommend that the Board of Selectmen move forward the Batcheller School purchase proposal by Northwest Senior Housing Corporation for an 8-24 referral to the Planning and Zoning Commission."

Motion - Sel. Sedlack / Second - Sel. Groppo

Vote to approve - Unanimous (7 - 0)

B) The Town has engaged a Realtor to assist efforts to get Town Owned properties back on the tax rolls.

Motion Statement - "I recommend that the Board of Selectmen give the Town Manager permission to work with the Realtor and put the home and property at 17 Front Street up for sale.

Motion - Sel. Bourque / Second - Sel. Morhardt

Vote to approve - Unanimous (7 - 0)

Item 15

**Adjournment**

\* Motion - Sel. Sedlack / Second - Sel. Morhardt

To adjourn the meeting at 10:18pm

Vote to approve - Unanimous (7 -0)

ATTEST:

Glenn Albanesius, Town Clerk

These Minutes are subject to formal approval at the next scheduled meeting. Any amendments, corrections or revisions will be noted in the next Meeting Minutes.



## TOWN OF WINCHESTER – CITY OF WINSTED

Town Hall – 338 Main Street

WINSTED, CONNECTICUT 06098

TO: Board of Selectmen  
FROM: Josh Kelly, Town Manager  
SUBJECT: Manager's Report  
MEETING DATE: April 17, 2023

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Below you will find a list of updates that highlight activities occurring around town since the Board last met and some reminders of activities that occurred in the prior month or that are coming soon. If you have any questions about these items or items that do not appear on this list, please email me at [townmanager@townofwinchester.org](mailto:townmanager@townofwinchester.org).

- **508 Main Street:** The Town is presently seeking quotes for different components of building restoration to determine how next steps may be feasible.
- **Batcheller School:** We are waiting to hear back about an 8-24 referral to Planning & Zoning on the proposed sale of the Batcheller School property.
- **Budget:** I have developed a series of recommendations on what alterations should and could be made to that proposed budget, which were first introduced to the Selectmen on Friday, April 14th. While they may require greater fine-tuning, I am confident that we have a path to achieve a mill rate of 26.50, as the Board has indicated it wishes to see.
- **Economic Development:** 17 Front Street was listed on the market on Friday, April 14, 2023. For the first 14 days that it is on the market, the Town will only accept offers from individuals who would plan to occupy the building after purchasing it.
- **Electricity:** The Town has successfully locked in an electricity supply rate at approximately \$10.8 cents per kWh for the Town, schools, and Water & Sewer Commission.
- **Fair Rent Committee:** Work on this project is ongoing.
- **Fiber Optic Internet:** In their most recent communication with the Town Manager's Office, Frontier has said that the majority of the Town has now had fiber optic cable installed to it, and connections into most homes will occur in April.
- **Grand List:** Board of Assessment Appeals meetings ended on April 11<sup>th</sup> with a total reduction of just over \$11.3 million.
- **Grants:** Since our last meeting, we have been notified of one award: the Town will receive a \$60,000 grant to complete the planning needed for the creation of the Mad River Recreation Area from CT DEEP with an understanding that completed planning documents will be used to authorize further funding for construction/implementation in the future. The Town submitted a series of small

grant requests, with no Town match required for any of them, to help support redevelopment at 10 Bridge Street. These applications were made to DECD for brownfields remediation, SHPO for state historic designation process funding, and the Northwest Community Bank Foundation to help replace the roof on the building. The Town received notification that its Draper Fund application to support the reuse of 44 Elm Street and its Community Investment Fund application to support the reuse of the same site were both declined.

- **Historic District:** The Director of Economic Development and I met with representatives from the State, Preservation CT, and the prospective new owner of one of the major mill buildings in the downtown area to discuss the possibility of creating a small industrial-focused historic district on the southern side of Main Street, which would allow the building owners in that area to take advantage of historic tax credits, making development at those sites more feasible. A grant is being sought to cover costs related with creating such a historic district.
- **Personnel:** The Town has found a Board Clerk to help cover Planning & Zoning and Inland Wetlands Commission meeting minute needs, Enforcement Officer interviews are being held, Assessor interviews are being held, seasonal staff is being sought for recreation, and we are now seeking a Land Use Administrative Assistant (internal only at this time). Please visit our website for more information about the job openings and how to apply. I expect that we will be posting to hire for two Police Department vacancies imminently. We also continue to have two vacancies on the Town's Public Works office and more on the Water & Sewer Commission's side of the Department of Public Works.
- **Senator Murphy:** We had a great visit from Senator Murphy and his staff on Thursday, April 13<sup>th</sup>, when he stopped by Town for two hours to see the Public Works facility, speak with town staff and officials about other Town needs, and speak with members of the Town's business community about the concerns they have pertaining to federal oversight and legislation. The event was a huge success, and we're very grateful to the Senator and his team both for the financial support they were able to win for us in 2022 and for the time they took to visit this past week.
- **Sustainable CT:** We have successfully submitted an application for Bronze Certification through the Sustainable CT statewide program.
- **Unions:** A date has been set for preliminary discussions around the Police Union negotiations.

**Here are a few upcoming events to mark on your calendars:**

- Tuesday, April 18, 2023 (5pm): Special Board of Selectmen Meeting on the Budget (if needed).
- Friday, April 21, 2023: Last day for Board of Selectmen Proposed Budget to be posted to the public and referred to the Annual Town Meeting.
- Monday, May 1, 2023 (7pm): Regular Board of Selectmen meeting.

- Monday, May 8, 2023 (7pm): Annual Town Meeting on the budget with adjournment to Budget Referendum to be held at the Gilbert School's Auditorium.
- Monday, May 15, 2023 (7pm): Regular Board of Selectmen meeting.

Respectfully submitted,

Joshua Steele Kelly  
Town Manager & CEO

**TOWN OF WINCHESTER**  
**MONTHLY BUDGET VS. ACTUAL SUMMARY**

7/01/2022	FY 2023										PROJECTED 6/30/2023			FY 2022			FY 2023 vs FY 2022 \$ Difference
	Amended Budget	Month to Date Expenditures	YTD Actual	Outstand. Encumbr.	YTD w/Encumbr.	YTD % w/Encumbr.	YTD Remain. Balance	Amended Budget	Projected 6/30/2023	\$ Difference	Amended Budget	YTD Actual	YTD %				
3/31/2023																	
9 MONTHS																	
75%																	
Revenues by Source																	
Current Property Taxes	25,505,771	267,345	25,246,641		25,246,641	98.98%	259,130	25,505,771	25,300,000	(205,771)	24,140,000	24,458,272	101.32%	788,369			
Past Due Property Taxes	300,000	13,651	332,709		332,709	110.90%	(32,709)	300,000	332,709	32,709	300,000	407,959	135.99%	(75,251)			
Current MV Supplemental Taxes	200,000	27,683	265,956		265,956	132.98%	(65,956)	200,000	265,956	65,956	-			265,956			
Interest and Liens	160,000	24,304	202,958		202,958	126.85%	(42,958)	160,000	212,958	52,958	150,000	201,037	134.02%	1,921			
State Grants/PILOT/Intergovernmental	8,821,104	44,675	4,901,336		4,901,336	55.56%	3,919,768	8,821,104	9,139,892	318,788	8,846,561	4,578,647	51.76%	322,689			
Charges for Services	287,850	22,739	255,751		255,751	88.85%	32,098	287,850	334,863	47,013	351,200	219,545	62.51%	36,205			
Licenses, Fees and Permits	236,000	25,417	228,598		228,598	96.86%	7,401	236,000	237,410	1,410	236,000	304,770	(76,171)	188,739			
Income on Investments	24,000	32,792	203,655		203,655	848.56%	(179,655)	24,000	203,655	179,655	12,000	14,916		10,212			
Other Revenue	52,000	7,795	62,822		62,822	120.43%	(10,622)	52,000	92,622	40,622	44,345	52,410		10,212			
Sewer and Water Debt Administration - Transfer	338,300	28,935	264,365		264,365	78.15%	73,935	338,300	338,300	-	496,552	265,835	53.54%	(1,471)			
Appropriation of Fund Balance	893,346	(15,698)	60,701		60,701	11.53%	67,648	893,346	893,346	-	229,000	-	0.00%	60,701			
Fund Balance - BOE Non Lapsing	526,520	479,638	32,025,293		32,025,293	85.76%	4,028,081	526,520	526,520	-	85,000	-	0.00%	1,521,900			
REVENUES - TOWN GENERAL FUND 999	37,344,891	479,638	32,025,293	-	32,025,293	85.76%	4,028,081	37,344,891	37,878,231	533,340	34,890,658	30,503,393	87.43%	1,521,900			
REVENUE TOTAL per Report GL216	36,053,374	479,638	32,025,293		32,025,293	88.83%	4,028,081				34,960,858	30,903,393	87.43%	1,521,900			
Expenditures by Department																	
Board of Selectmen 110	47,153	673	23,909	-	23,909	50.70%	23,244	47,153	47,588	435	67,155	37,769	56.24%	(13,860)			
Town Manager 111	239,610	25,771	174,327	-	174,327	73.68%	62,283	239,610	238,606	1,996	219,800	148,756	67.68%	25,571			
Probate Court 112	7,000	-	3,439	-	3,439	49.13%	3,561	7,000	7,000	-	6,860	-	0.00%	3,439			
Registrars 113	72,409	4,167	50,541	666	51,207	70.72%	21,202	72,409	72,409	-	71,518	36,219	50.64%	14,988			
Accounting 114	473,466	47,371	318,655	-	318,655	67.30%	154,811	473,466	473,799	333	493,722	331,258	67.09%	(12,603)			
Assessor 115	218,647	41,174	168,235	370	168,605	77.11%	50,042	218,647	219,899	1,252	208,077	141,230	67.87%	27,375			
Board Of Assessment Appeal 116	2,842	4,208	4,492	-	4,492	158.05%	(1,650)	2,842	4,674	1,832	2,841	1,972	69.42%	2,519			
Tax Collector 117	182,888	19,267	131,423	-	131,423	71.86%	51,465	182,888	204,210	21,322	183,094	126,020	68.83%	5,403			
Treasurer 118	49,907	4,122	37,086	-	37,086	74.33%	12,811	49,907	49,907	-	48,937	36,800	75.20%	296			
Legal Fees 119	125,000	7,567	70,405	-	70,405	56.32%	54,595	125,000	125,000	-	125,000	82,183	65.75%	(11,788)			
Town Clerk 120	205,547	25,668	143,950	9,065	153,915	74.88%	51,632	205,547	205,805	258	223,532	136,871	61.23%	17,044			
Laurel City Commission 121	15,000	40	40	19	59	0.39%	14,942	15,000	15,000	-	15,000	2,743	18.28%	(2,684)			
Planning & Zoning Commission 122	2,731	-	1,809	2,731	1,809	66.23%	922	2,731	2,731	-	6,688	2,462	36.81%	(653)			
Zoning Board Of Appeals 123	3,630	-	734	-	734	19.15%	3,096	3,630	3,630	-	3,230	1,650	51.08%	(916)			
Economic Development Commission 125	10,000	91	989	1,938	2,908	29.08%	7,092	10,000	10,000	-	8,500	798	9.39%	2,110			
Highland Lake 126	44,158	11,101	23,821	12,720	23,821	53.94%	20,337	44,158	44,235	77	44,158	20,191	45.72%	3,630			
Buildings - Town Hall 127	281,115	28,115	209,095	28,712	237,807	87.52%	33,911	271,718	314,764	43,046	229,558	185,350	80.74%	52,457			
Soldiers Monument Commission 129	6,700	307	2,142	272	2,414	36.03%	4,286	6,700	6,700	-	6,700	2,526	37.70%	(112)			
Northwest Conservation District 130	1,840	-	1,840	-	1,840	100.00%	-	1,840	1,840	-	1,840	1,840	100.00%	-			
Inlands Wetlands Commission 136	4,260	100	3,081	-	3,081	71.85%	1,199	4,260	4,330	70	3,660	4,886	133.77%	(1,835)			
Farmington River Watershed 142	1,229	-	1,229	-	1,229	100.00%	-	1,229	1,229	-	852	852	100.00%	377			
Purchasing/Data Processing 145	352,089	12,870	254,658	625	255,283	72.51%	96,806	352,089	357,118	5,029	270,352	218,709	80.90%	36,574			
Community Planning & Development 148	292,927	23,816	181,469	-	181,469	61.95%	111,458	292,927	293,381	454	180,948	120,544	66.62%	60,925			
Civil Service Commission 150	12,961	4,950	14,981	-	14,981	115.43%	(2,000)	12,961	16,812	3,851	20,765	1,899	8.18%	13,262			
Friends Of Main Street 152	9,000	-	9,000	-	9,000	100.00%	-	9,000	9,000	-	9,000	9,000	100.00%	-			
Building Department 213	203,431	20,055	126,973	2,437	129,409	63.61%	74,022	203,431	215,315	11,884	265,337	162,034	61.07%	(32,625)			
Printing 800	-	-	-	-	-	0.00%	-	-	-	-	5,000	4,722	94.45%	(4,722)			
Public Celebrations 811	5,000	-	2,389	-	2,389	47.77%	2,611	5,000	5,000	-	5,000	3,576	71.53%	(1,188)			
Rural Transit Authority 814	5,744	-	5,744	-	5,744	100.00%	-	5,744	5,744	-	2,397	2,397	100.00%	3,347			
Deferred Charges 911	140,000	89,524	120,006	-	120,006	85.72%	19,994	140,000	140,000	-	158,000	146,864	92.95%	(26,858)			
Retirement & Pension Contribution 918	497,656	15,390	439,948	-	439,948	88.40%	57,708	497,656	509,241	11,585	438,852	235,551	53.67%	204,396			

TOWN OF WINCHESTER  
MONTHLY BUDGET VS. ACTUAL SUMMARY

7/01/2022 3/31/2023 9 MONTHS 75%	FY 2023							PROJECTED 6/30/2023			FY 2022			FY2023 vs FY2022	
	Amended Budget	Month to Date Expenditures	YTD Actual	Outstand. Encumbr.	YTD w/Encumbr.	YTD % w/Encumbr.	YTD Remain. Balance	Amended Budget	Projected 6/30/2023	\$ Difference	Amended Budget	YTD Actual	YTD %	\$ Difference	
Municipal Insurance 919	467,711	525	330,807	79,426	410,233	87.71%	57,478	467,711	467,711	-	456,422	418,152	91.52%	(7,919)	
Unemployment Compensation 920	18,000		2,550	-	2,550	14.16%	15,451	18,000	18,000	-	18,000	(312)	-1.73%	2,862	
Education Indirect Costs 912	57,270	6,628	29,531		29,531	51.56%	27,739	57,270	57,270	-	60,456	33,189	54.91%	(3,668)	
General Government	4,044,724	381,400	2,876,524	137,151	3,013,675	74.51%	1,031,049	4,044,724	4,148,148	103,424	3,861,251	2,688,831	68.85%	355,144	
Police 210	3,422,713	365,556	2,459,880	10,185	2,470,065	72.17%	952,648	3,422,713	3,441,518	18,805	3,276,667	2,351,124	71.75%	118,941	
Fire 211	436,592	48,529	277,848	45,877	323,725	74.15%	112,867	436,592	442,318	5,726	428,556	311,089	72.59%	12,636	
Emergency Management 214	12,693	847	7,454	1,669	9,123	71.87%	3,570	12,693	14,298	1,605	10,747	8,247	76.74%	876	
Ambulance 215	274,000	-	205,050	-	205,050	74.84%	68,950	274,000	274,000	-	91,000	68,250	75.00%	136,800	
Dog Account 216	46,230	3,848	32,125	2,550	34,675	75.00%	11,555	46,230	46,295	65	41,894	32,027	76.45%	2,647	
Winchester Fire Department 219	48,000	9,605	41,648	3,786	45,434	94.65%	2,566	48,000	48,838	838	48,000	47,468	98.89%	(2,034)	
Public Safety Dispatch 231	288,888	11,661	255,738	-	255,738	88.52%	33,150	288,888	289,239	351	284,765	259,297	91.08%	(3,559)	
Public Safety	4,529,116	440,047	3,279,743	64,067	3,343,810	73.83%	1,185,306	4,529,116	4,556,306	27,390	4,181,629	3,077,503	73.50%	266,307	
Highways 311	2,288,326	277,328	1,592,475	75,585	1,668,060	72.46%	630,266	2,288,326	2,330,310	41,984	2,257,387	1,607,543	71.21%	50,517	
Cemeteries 313	96,712	9,687	85,930	376	86,306	89.24%	10,406	96,712	109,312	12,600	99,615	63,358	63.60%	22,948	
Other Town Properties 325	21,500	19,742	68,704	612	69,317	322.40%	(47,817)	21,500	69,923	48,423	22,500	22,372	99.43%	46,945	
Street Lighting 320	140,000	30,692	125,183	58,858	184,042	131.46%	(44,042)	140,000	184,042	44,042	140,000	151,332	108.09%	32,710	
Public Works	2,546,538	337,449	1,862,293	135,432	1,997,725	78.45%	548,813	2,546,538	2,693,587	147,049	2,519,502	1,844,605	73.21%	153,119	
Waste Disposal And Recycling 314	215,188	-	161,391	-	161,391	75.00%	53,797	215,188	215,188	-	209,038	156,779	75.00%	4,613	
Health 410	149,512	8,500	127,868	-	127,868	85.52%	21,644	149,512	149,512	-	344,317	269,903	78.39%	(142,035)	
Senior Citizens/Family Services 813	205,470	27,164	142,034	10,574	152,608	74.27%	52,862	205,470	212,800	7,330	217,816	139,477	64.03%	13,131	
Social Services 510	4,764	41	767	-	767	16.10%	3,997	4,764	4,764	-	1,000	1,101	110.12%	(334)	
Health	359,746	35,705	270,669	10,574	281,243	78.18%	78,503	359,746	367,076	7,330	563,133	410,482	72.89%	(129,239)	
Libraries 710	240,990	20,083	200,825	-	200,825	83.33%	40,165	240,990	240,990	-	233,971	175,478	75.00%	25,347	
Parks 810	24,434	-	19,879	-	19,879	81.36%	4,555	24,434	24,434	-	23,254	12,050	51.82%	7,829	
Recreation 812	336,644	14,008	197,309	9,341	206,650	61.39%	129,994	336,644	336,851	207	316,596	215,144	67.96%	(8,495)	
Parks and Recreation	361,078	14,008	217,188	9,341	226,529	62.74%	134,549	361,078	361,285	207	339,850	227,194	66.86%	(666)	
Miscellaneous 910	2,814,701	174,760	1,363,017	1,338	1,364,356	48.47%	1,450,345	2,814,701	2,818,734	4,033	1,952,811	1,439,963	73.74%	(75,608)	
Debt Administration 913	1,033,777	27,435	498,342	-	498,342	48.21%	535,435	1,033,777	1,033,777	0	682,787	494,571	72.43%	3,771	
Board Of Education Expenditures	20,672,513	2,145,099	14,704,996	-	14,704,996	71.13%	5,967,517	20,672,513	20,672,513	-	20,261,686	14,725,790	72.68%	(20,793)	
BOE Sinking Fund Expenditures	526,520	(15,698)	60,701	-	60,701	11.53%	465,819	526,520	526,520	-	85,000	-	0.00%	60,701	
APPROPRIATION TOTAL	37,344,891	3,560,287	25,495,689	357,903	25,853,592	69.23%	11,491,299	37,344,891	37,634,324	289,433	34,890,658	25,210,895	72.26%	642,697	
APPROPRIATION TOTAL per report GL 216	36,053,374	3,560,287	25,495,689	357,903	25,853,592	71.71%	10,195,782	36,053,374	36,053,592	218	34,890,658	25,210,895	72.26%	642,697	
	1,291,517	0	BOE Encumbr	(0)	0	(0)	1,291,517				-	-	-	0	
YTD Net Income/(Loss)	6,529,604							Projected Net Income	243,907		w/encumbr	5,292,498			

# TOWN OF WINCHESTER REVENUE SUMMARY

Date Range:  
7/01/2022  
3/31/2023

001 GENERAL FUND

Description	Amended Budget	Month to Date Revenue	Year to Date Revenue	YTD Pct	To Be Collected
0999-700-0000-0000 PROPERTY TAXES - CURRENT	25,505,771.00	267,345.14	25,246,640.87	98.98	259,130.13
0999-700-0001-0000 PROPERTY TAXES - PAST DUE	300,000.00	13,650.76	332,708.53	110.90	-32,708.53
0999-700-0003-0000 MV SUPPLEMENTAL	200,000.00	27,682.79	265,956.25	132.98	-65,956.25
0999-701-0000-0000 INTEREST AND LIEN FEES	150,000.00	24,304.09	202,958.12	135.31	-52,958.12
0999-701-0001-0000 SUSPENSE INTEREST	10,000.00				10,000.00
0999-710-0004-0000 DISTRESSED MUNICIPALITIES GRANT			3,624.08		-3,624.08
0999-710-0007-0000 TAX RELIEF-THE ELDERLY & DISABLED	299,355.00		1,758.65		-1,758.65
0999-710-0010-0000 TOWN AID - IMPROVED ROADS	209,648.00		295,490.12	98.71	3,864.88
0999-710-0012-0000 PILOT	49,474.00		209,648.00	100.00	
0999-710-0013-0000 PEQUOT-MOHEGAN GRANT		16,491.33	32,982.66	66.67	16,491.34
0999-710-0019-0000 MUNICIPAL REVENUE SHARING			210,642.79		-210,642.79
0999-710-0024-0000 TELECOMMUNICATIONS PROPERTY TAX	26,000.00	28,183.55	28,183.55	108.40	-2,183.55
0999-710-0125-0000 JUDICIAL PAYMENT 51-56A	1,000.00		2,487.50	248.75	-1,487.50
0999-710-0179-0000 STATE OF CT EMERGENCY PLANNING			4,542.81		-4,542.81
0999-710-0198-0000 MUNICIPAL STABILIZATION GRANT	105,432.00		105,432.00	100.00	
0999-710-0199-0000 GRANTS FOR MUNICIPAL PROJECTS	306,204.00				306,204.00
0999-710-0215-0000 MUNICIPAL TRANSITION MV TAX CAP			93,544.00		-93,544.00
0999-720-0007-0000 EDUCATION COST SHARING (ECS)	7,823,991.00		3,911,996.00	50.00	3,911,995.00
0999-740-0000-0000 ROAD OPENING PERMIT FEE	1,000.00		600.00	60.00	400.00
0999-741-0000-0000 DRIVEWAY PERMIT FEE		50.00	300.00		-300.00
0999-742-0000-0000 POLICE PERMITS	12,500.00	1,665.00	7,980.10	63.84	4,519.90
0999-742-0002-0000 FIRE REPORTS			400.00		-400.00
0999-742-0005-0000 POLICE - CT SNITF ASSET FORFEITURE			1,004.15		-1,004.15
0999-745-0000-0000 PARKING FINES	1,150.00	625.00	1,125.00	97.83	25.00
0999-746-0000-0000 BUILDING PERMITS	140,000.00	16,119.40	157,854.18	112.75	-17,854.18
0999-746-0001-0000 HOUSING INSPECTION FEES-RENTALS	2,000.00	75.00	100.00	5.00	1,900.00
0999-746-0002-0000 PLANNING AND ZONING FEES	8,000.00	1,550.00	13,410.00	167.63	-5,410.00
0999-746-0003-0000 ZONING BOARD OF APPEALS FEES	6,000.00	1,700.00	9,080.00	151.33	-3,080.00
0999-746-0004-0000 INLAND WETLANDS APPLICATION FEES	3,000.00	950.00	6,735.00	224.50	-3,735.00
0999-746-0007-0000 PLANNING OFFICE REVENUE	2,000.00	795.00	3,825.00	191.25	-1,825.00
0999-746-0009-0000 BUILDING DEPARTMENT COPIES		33.00	330.00		-330.00
0999-747-0000-0000 CIRMA DISTRIBUTION	30,000.00				30,000.00
0999-748-0000-0000 INCOME ON INVESTMENTS	24,000.00	32,791.75	203,655.02	848.56	-179,655.02
0999-749-0000-0000 CEMETERIES	15,000.00	1,380.00	15,480.00	103.20	-480.00
0999-749-0002-0000 CEMETERY FOUNDATION INSPECTION FEE			300.00		-300.00
0999-750-0000-0000 GRAVE OPENINGS	20,000.00	2,000.00	13,000.00	65.00	7,000.00
0999-751-0000-0000 TOWN CLERK REVENUE	200,000.00	21,954.00	198,589.33	99.29	1,410.67
0999-753-0000-0000 MISCELLANEOUS REVENUE - TOWN	20,000.00	6,999.97	58,797.18	293.99	-38,797.18
0999-753-0034-0000 BURNING PERMITS-FIRE DEPARTMENT	200.00		230.00	115.00	-30.00
0999-754-0000-0000 SALE OF LAND AND EQUIPMENT			15,909.00		-15,909.00
0999-755-0000-0000 RECREATION REVENUE	20,000.00				20,000.00
0999-758-0000-0000 FIRE MARSHAL REVENUE	1,000.00		435.00	43.50	565.00



TOWN OF WINCHESTER  
REVENUE SUMMARY

Date Range:  
7/01/2022  
3/31/2023

001 GENERAL FUND		Amended Budget	Month to Date Revenue	Year to Date Revenue	YTD Pct	To Be Collected
Description						
0999-764-0000-0000 ANIMAL CONTROL REVENUE		55,000.00	55.00	595.00		-595.00
0999-768-0000-0000 AMBULANCE REVENUE		39,000.00		41,897.37	76.18	13,102.63
0999-783-0000-0000 WINCHESTER HOUSING IN LIEU OF TAX		128,349.00				39,000.00
0999-790-0003-0000 FUND BALANCE - BOE NONLAPSING		270,000.00	-15,698.34	60,701.06	47.29	67,647.94
0999-796-0000-0000 SEWER-WATER ADMINISTRATION		68,300.00	22,500.00	202,500.00	75.00	67,500.00
0999-796-0002-0000 SEWER DEBT SERVICE			6,435.32	61,864.59	90.58	6,435.41
REVENUES - TOWN GENERAL FUND 999		36,053,374.00	479,637.76	32,025,292.91	88.83	4,028,081.09
REVENUE TOTAL		36,053,374.00	479,637.76	32,025,292.91	88.83	4,028,081.09

# TOWN OF WINCHESTER APPROPRIATION SUMMARY

Date Range:  
7/01/2022  
3/31/2023

001 GENERAL FUND

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0110-190-0000-0000 ADMINISTRATIVE SALARIES	7,500.00	624.98	5,624.82	75.00		1,875.18	1,875.18
0110-811-0000-0000 TRAINING & EDUCATION			210.43			-210.43	-210.43
0110-814-0000-0000 MEMBERSHIP, DUES & SUBSCRIPTIONS			17,051.80	97.00		527.20	527.20
0110-814-0002-0000 NORTHWEST CT CHAMBER	17,579.00		225.00			-225.00	-225.00
0110-835-0000-0000 CONTINGENCY	20,000.00		350.00	1.75		19,650.00	19,650.00
0110-898-0000-0000 SOFTWARE AGREEMENT/SUPPORT	1,500.00					1,500.00	1,500.00
0110-900-0001-0000 FRINGE BENEFITS - FICA	574.00	47.84	446.66	77.82		127.34	127.34
BOARD OF SELECTMEN 110	47,153.00	672.82	23,908.71	50.70		23,244.29	23,244.29
0111-190-0000-0000 ADMINISTRATIVE SALARIES	125,000.00	14,423.07	94,024.68	75.22		30,975.32	30,975.32
0111-193-0000-0000 SECRETARIAL/SUPPORT STAFF	65,706.00	7,581.45	49,423.83	75.22		16,282.17	16,282.17
0111-385-0000-0000 ANNUAL REPORT AND BUDGET	500.00					500.00	500.00
0111-806-0000-0000 OFFICE SUPPLIES	750.00	136.84	785.17	104.69		-35.17	-35.17
0111-808-0000-0000 PURCHASE/MAINT OFFICE EQUIPMENT			41.39			-41.39	-41.39
0111-808-0000-0000 POSTAGE			1,919.35			-1,919.35	-1,919.35
0111-811-0000-0000 TRAINING & EDUCATION	9,150.00		3,196.56	34.94		5,953.44	5,953.44
0111-814-0000-0000 MEMBERSHIP,DUES & SUBSCRIPTIONS	1,529.00	25.00	220.00	14.39		1,309.00	1,309.00
0111-831-0005-0000 PUBLIC COMMUNICATIONS	4,000.00		682.36	17.06		3,317.64	3,317.64
0111-835-0011-0000 MISCELLANEOUS/OTHER	500.00	93.71	377.56	75.51		122.44	122.44
0111-900-0001-0000 FRINGE BENEFITS - FICA	14,666.00	1,535.79	11,060.92	75.42		3,605.08	3,605.08
0111-900-0002-0000 FRINGE BENEFITS-MEDICAL BENEFITS	14,809.00	1,974.76	12,595.20	85.05		2,213.80	2,213.80
TOWN MANAGER 111	236,610.00	25,770.62	174,327.02	73.68		62,282.98	62,282.98
0112-804-0000-0000 TRANSFER TO DISTRICT FOR EXPENSES	7,000.00		3,439.13	49.13		3,560.87	3,560.87
PROBATE COURT 112	7,000.00		3,439.13	49.13		3,560.87	3,560.87
0113-190-0000-0000 ADMINISTRATIVE SALARIES	25,222.00	2,888.95	16,930.32	67.13		8,291.68	8,291.68
0113-806-0000-0000 OFFICE SUPPLIES	600.00		60.16	11.69	9.98	529.86	539.84
0113-809-0000-0000 MAINTENANCE OF OFFICE EQUIPMENT	750.00					750.00	750.00
0113-811-0000-0000 TRAINING & EDUCATION	5,256.00	42.58	1,031.92	29.15	500.00	3,724.08	4,224.08
0113-819-0000-0000 VEHICLE ALLOWANCE	600.00		87.50	14.58		512.50	512.50
0113-837-0000-0000 ELECTIONS & REFERENDUMS	30,000.00		25,472.52	85.43	156.30	4,371.18	4,527.48
0113-838-0000-0000 VOTER CANVASSERS	6,306.00	939.24	4,372.44	69.34		1,933.56	1,933.56
0113-900-0001-0000 FRINGE BENEFITS - FICA	3,675.00	296.11	2,586.27	70.37		1,088.73	1,088.73
REGISTRARS 113	72,409.00	4,166.88	50,541.13	70.72	666.28	21,201.59	21,867.87
0114-190-0000-0000 ADMINISTRATIVE SALARIES	107,500.00	12,403.83	80,861.16	75.22		26,638.84	26,638.84
0114-191-0000-0000 ADMINISTRATIVE ASSISTANTS	116,432.00	13,959.06	87,575.35	75.22		28,856.65	28,856.65
0114-192-0000-0000 LABOR, SKILLED & PROFESSIONAL	80,000.00	6,923.07	39,936.22	49.92		40,063.78	40,063.78
0114-197-0000-0000 OVERTIME			332.98			-332.98	-332.98
0114-384-0000-0000 AUDIT FEE	29,500.00		29,000.00	98.31		500.00	500.00
0114-806-0000-0000 OFFICE SUPPLIES	2,300.00	449.99	2,163.05	94.05		136.95	136.95
0114-809-0000-0000 MAINTENANCE OFFICE EQUIPMENT	1,050.00					1,050.00	1,050.00
0114-811-0000-0000 TRAINING & EDUCATION	2,000.00	50.00	175.00	8.75		1,825.00	1,825.00
0114-814-0000-0000 MEMBERSHIP,DUES & SUBSCRIPTIONS	500.00					500.00	500.00

# TOWN OF WINCHESTER APPROPRIATION SUMMARY

Date Range:  
7/01/2022  
3/31/2023

001 GENERAL FUND

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0114-814-0001-0000 TRANSPORT FEES	2,500.00	257.45	1,960.16	78.41		539.84	539.84
0114-819-0000-0000 VEHICLE ALLOWANCE	500.00					500.00	500.00
0114-831-0000-0000 OUTSIDE SERVICES - ACTUARY	20,000.00		2,650.00	13.25		17,350.00	17,350.00
0114-898-0000-0000 SOFTWARE AGREEMENT/SUPPORT	1,000.00					1,000.00	1,000.00
0114-900-0001-0000 FRINGE BENEFITS - FICA	23,908.00	2,251.65	14,972.53	62.63		8,935.47	8,935.47
0114-900-0002-0000 FRINGE BENEFITS-MEDICAL BENEFITS	86,276.00	11,076.33	59,028.48	68.42		27,247.52	27,247.52
ACCOUNTING 114	473,466.00	47,371.38	318,654.93	67.30		154,811.07	154,811.07
0115-190-0000-0000 ADMINISTRATIVE SALARIES	146,517.00	30,512.34	115,936.32	79.13		30,580.68	30,580.68
0115-197-0000-0000 OVERTIME	2,500.00	58.88	58.88	2.36		2,441.12	2,441.12
0115-384-0000-0000 PERSONAL PROPERTY AUDITS	6,000.00	750.00	1,350.00	22.50		4,650.00	4,650.00
0115-806-0000-0000 OFFICE SUPPLIES	1,850.00	166.24	924.41	69.97	369.98	555.61	925.59
0115-811-0000-0000 TRAINING & EDUCATION	2,400.00	50.00	175.00	7.29		2,225.00	2,225.00
0115-812-0000-0000 DATA PROCESSING			41.01			-41.01	-41.01
0115-814-0000-0000 MEMBERSHIPS, DUES & SUBSCRIPTIONS	1,815.00	197.31	2,181.50	120.19		-366.50	-366.50
0115-817-0000-0000 CONTRACTED PRINTING	3,550.00					3,550.00	3,550.00
0115-819-0000-0000 VEHICLE ALLOWANCE	575.00		72.26	12.57		502.74	502.74
0115-898-0000-0000 SOFTWARE	15,940.00	975.00	12,390.00	77.73		3,550.00	3,550.00
0115-900-0001-0000 FRINGE BENEFITS - FICA	11,402.00	2,213.69	8,163.04	71.59		3,238.96	3,238.96
0115-900-0002-0000 FRINGE BENEFITS-MEDICAL BENEFITS	26,098.00	6,250.20	26,942.66	103.24		-844.66	-844.66
ASSESSOR 115	218,647.00	41,173.66	168,235.08	77.11	369.98	50,041.94	50,411.92
0116-192-0000-0000 LABOR, SKILLED & PROFESSIONAL	2,500.00	4,065.45	4,331.82	173.27		-1,831.82	-1,831.82
0116-819-0000-0000 VEHICLE ALLOWANCE	150.00					150.00	150.00
0116-900-0001-0000 FRINGE BENEFITS - FICA	192.00	142.27	159.90	83.28		32.10	32.10
BOARD OF ASSESSMENT APPEAL 116	2,842.00	4,207.72	4,491.72	158.05		-1,649.72	-1,649.72
0117-190-0000-0000 ADMINISTRATIVE SALARIES	71,115.00	8,172.42	57,608.39	81.01		13,506.61	13,506.61
0117-191-0000-0000 ADMINISTRATIVE ASSISTANT	57,716.00	4,618.29	16,376.98	28.38		41,339.02	41,339.02
0117-193-0001-0000 TEMP HELP			15,296.98			-15,296.98	-15,296.98
0117-197-0000-0000 OVERTIME	1,850.00	252.95	7,774.38	420.24		-5,924.38	-5,924.38
0117-806-0000-0000 OFFICE SUPPLIES	3,130.00	6.25	790.69	25.26		2,339.31	2,339.31
0117-808-0000-0000 POSTAGE	500.00		600.70	120.14		-100.70	-100.70
0117-809-0000-0000 MAINTENANCE OFFICE EQUIPMENT	670.00					670.00	670.00
0117-811-0000-0000 TRAINING & EDUCATION	1,895.00		563.00	29.71		1,332.00	1,332.00
0117-812-0000-0000 DMV MUNICIPAL ACCESS PROGRAM	350.00		250.00	71.43		100.00	100.00
0117-814-0000-0000 MEMBERSHIPS, DUES & SUBSCRIPTIONS	320.00	75.00	75.00	23.44		245.00	245.00
0117-817-0000-0000 CONTRACTED PRINTING	550.00		479.00	87.09		71.00	71.00
0117-819-0000-0000 VEHICLE ALLOWANCE	975.00					975.00	975.00
0117-900-0001-0000 FRINGE BENEFITS - FICA	10,446.00	865.16	7,099.61	67.96		3,346.39	3,346.39
0117-900-0002-0000 FRINGE BENEFITS-MEDICAL BENEFITS	33,371.00	5,277.26	24,508.04	73.44		8,862.96	8,862.96
TAX COLLECTOR 117	182,888.00	19,267.33	131,422.77	71.86		51,465.23	51,465.23
0118-190-0000-0000 ADMINISTRATIVE SALARIES	45,947.00	3,828.91	34,460.19	75.00		11,486.81	11,486.81
0118-811-0000-0000 TRAINING & EDUCATION	300.00					300.00	300.00

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**TOWN OF WINCHESTER  
APPROPRIATION SUMMARY**

Date Range:  
7/01/2022  
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001 GENERAL FUND

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0118-819-0000-0000 VEHICLE ALLOWANCE	145.00	292.91	2,636.20	75.00		145.00	145.00
0118-900-0001-0000 FRINGE BENEFITS - FICA	3,515.00	4,121.82	37,096.39	74.33		878.80	878.80
TREASURER 118	49,907.00					12,810.61	12,810.61
0119-815-0000-0000 LEGAL ADS & NOTICES	18,000.00	504.96	13,722.53	76.24		4,277.47	4,277.47
0119-845-0000-0000 LEGAL FEES - TOWN ATTORNEY	60,000.00	5,990.00	39,975.00	66.63		20,025.00	20,025.00
0119-845-0001-0000 LEGAL FEES - OUTSIDE LEGAL COUNSEL	20,000.00		9,492.40	47.46		10,507.60	10,507.60
0119-845-0002-0000 LEGAL FEES - LABOR COUNSEL	22,000.00	1,072.50	7,215.00	32.80		14,785.00	14,785.00
0119-845-0003-0000 LEGAL FEES - ENVIRONMENTAL COUNSEL	5,000.00					5,000.00	5,000.00
LEGAL FEES 119	125,000.00	7,567.46	70,404.93	56.32		54,595.07	54,595.07
0120-190-0000-0000 TOWN CLERK	63,579.00	9,041.91	59,262.08	93.21		4,316.92	4,316.92
0120-191-0000-0000 ASSISTANT TOWN CLERK	47,241.00	5,679.69	34,608.77	73.26		12,632.23	12,632.23
0120-192-0000-0000 CLERK, PART TIME * FLOATER	18,196.00					18,196.00	18,196.00
0120-197-0000-0000 COMPENSATORY TIME			69.87			-69.87	-69.87
0120-806-0000-0000 OFFICE SUPPLIES	2,810.00	253.92	1,230.91	56.27	350.19	1,228.90	1,579.09
0120-806-0005-0000 COPIER PAPER	405.00					405.00	405.00
0120-809-0000-0000 MAINTENANCE OF OFFICE EQUIPMENT	1,400.00	37.54	149.32	10.67		1,250.68	1,250.68
0120-809-0001-0000 MAINTENANCE OF BOOKS AND MAPS	750.00	630.85	758.11	101.08		-8.11	-8.11
0120-809-0002-0000 RESTORATION OF RECORDS	2,500.00		86.94	3.48		2,413.06	2,413.06
0120-811-0000-0000 TRAINING & EDUCATION	1,651.00	512.00	1,792.00	108.54		-141.00	-141.00
0120-814-0000-0000 MEMBERSHIPS/DUES/SUBSCRIPTIONS	290.00		260.00	89.66		30.00	30.00
0120-819-0000-0000 VEHICLE ALLOWANCE	467.00		130.13	27.87		336.87	336.87
0120-825-0000-0000 SUPPLIES & MATERIALS	440.00					440.00	440.00
0120-828-0002-0000 INDEXING SYSTEM	25,860.00	4,077.37	16,614.12	100.15	9,284.70	-38.82	9,245.88
0120-837-0000-0000 ELECTIONS PRINTING	1,025.00		896.33	87.45		128.67	128.67
0120-839-0000-0000 VITAL STATISTICS	330.00			100.00	330.00		330.00
0120-900-0001-0000 FRINGE BENEFITS - FICA	10,003.00	1,033.62	6,859.96	68.58		3,143.04	3,143.04
0120-900-0002-0000 FRINGE BENEFITS-MEDICAL BENEFITS	28,600.00	4,402.08	21,231.44	74.24		7,368.56	7,368.56
TOWN CLERK 120	205,547.00	25,668.98	143,949.98	74.88	9,964.89	51,632.13	61,597.02
0121-800-0000-0000 OPERATING EXPENSES	15,000.00	39.50	39.50	0.39	19.00	14,941.50	14,960.50
LAUREL CITY COMMISSION 121	15,000.00	39.50	39.50	0.39	19.00	14,941.50	14,960.50
0122-193-0000-0000 SECRETARY SALARY/SUPPORT STAFF	1,700.00		1,681.43	98.91		18.57	18.57
0122-811-0000-0000 TRAINING AND EDUCATION	900.00					900.00	900.00
0122-900-0001-0000 FRINGE BENEFITS - FICA	131.00		127.34	97.21		3.66	3.66
PLANNING & ZONING COMMISSION 122	2,731.00		1,808.77	66.23		922.23	922.23
0123-193-0000-0000 SECRETARIAL/SUPPORT STAFF	3,000.00		681.80	22.73		2,318.20	2,318.20
0123-811-0000-0000 TRAINING AND EDUCATION	600.00					600.00	600.00
0123-900-0001-0000 FRINGE BENEFITS - FICA	230.00		51.79	22.52		178.21	178.21
ZONING BOARD OF APPEALS 123	3,830.00		733.59	19.15		3,096.41	3,096.41
0125-811-0000-0000 TRAINING AND EDUCATION	500.00		-50.00	35.80	229.00	321.00	550.00
0125-814-0000-0000 MEMBERSHIPS DUES & SUBSCRIPTIONS	1,500.00			86.67	1,300.00	200.00	1,500.00

# TOWN OF WINCHESTER APPROPRIATION SUMMARY

Date Range:  
7/01/2022  
3/31/2023

001 GENERAL FUND

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0125-831-0000-0000 OUTSIDE SERVICES	4,000.00	91.15	599.00	25.23	410.00	2,991.00	3,401.00
0125-831-0005-0000 MARKETING	4,000.00		419.86	10.50		3,580.14	3,580.14
ECONOMIC DEVELOPMENT COMMISSION 125	10,000.00	91.15	968.86	29.08	1,939.00	7,092.14	9,031.14
0126-825-0000-0000 SUPPLIES AND MATERIALS					76.72	-76.72	
0126-851-0004-0000 HERBICIDE TREATMENT	27,500.00		5,010.00	40.58	6,150.00	16,340.00	22,490.00
0126-851-0007-0000 WATER SAMPLING	16,658.00		6,091.00	75.54	6,493.00	4,074.00	10,567.00
HIGHLAND LAKE 126	44,158.00		11,101.00	53.94	12,719.72	20,337.28	33,057.00
0127-192-0000-0000 LABOR, SKILLED & PROFESSIONAL		429.66	429.66			-429.66	-429.66
0127-194-0000-0000 GENERAL LABOR	103,605.00	5,551.62	61,402.58	59.27	42,202.42	42,202.42	42,202.42
0127-197-0000-0000 OVERTIME	3,716.00	414.89	1,527.62	41.11	2,188.38	2,188.38	2,188.38
0127-806-0000-0000 OFFICE SUPPLIES	100.00				100.00	100.00	100.00
0127-807-0000-0000 MOBILE TELEPHONE	500.00	41.01	328.34	65.67	171.66	171.66	171.66
0127-822-0000-0000 ELECTRICITY	56,375.00	15,087.35	71,506.73	170.26	-39,607.16	-15,131.73	-15,131.73
0127-823-0000-0000 HEATING FUEL	11,942.00	1,984.98	10,024.65	83.94	1,917.35	1,917.35	1,917.35
0127-824-0000-0000 WATER AND SEWER RENT	5,046.00		3,744.27	74.20	1,301.73	1,301.73	1,301.73
0127-825-0000-0000 SUPPLIES & MATERIALS	8,221.00		2,279.11	28.20	5,902.63	5,941.89	5,941.89
0127-827-0000-0000 MAINTENANCE OF STRUCTURES	13,600.00	290.00	2,458.24	18.46	51.88	11,089.88	11,141.76
0127-831-0000-0000 CONTRACTED LABOR	29,452.00	3,503.58	27,978.92	109.07	4,145.73	-2,672.65	1,473.08
0127-832-0000-0000 CONTRACTED LABOR		336.25	336.25			-336.25	-336.25
0127-851-0000-0000 ENGINEERING SERVICES	1,000.00				1,000.00	1,000.00	1,000.00
0127-900-0001-0000 FRINGE BENEFITS - FICA	8,281.00	467.41	4,925.79	59.48	3,355.21	3,355.21	3,355.21
0127-900-0002-0000 FRINGE BENEFITS-MEDICAL BENEFITS	29,880.00	7.80	22,152.41	74.14	7,727.59	7,727.59	7,727.59
BUILDINGS - TOWN HALL 127	271,718.00	28,114.55	209,094.57	87.52	28,712.30	33,911.13	62,623.43
0129-806-0000-0000 OFFICE SUPPLIES	250.00	230.00	230.00	92.00	20.00	20.00	20.00
0129-822-0001-0000 ELECTRICITY	1,450.00	77.25	627.89	62.07	272.11	550.00	822.11
0129-827-0000-0000 MAINTENANCE OF STRUCTURES	3,500.00		560.14	16.00		2,939.86	2,939.86
0129-827-0001-0000 EVENTS AND FUND RAISING	1,500.00		724.00	48.27		776.00	776.00
SOLDIERS MONUMENT COMMISSION 129	6,700.00	307.25	2,142.03	36.03	272.11	4,285.86	4,557.97
0130-805-0000-0000 TRANSFER TO OUTSIDE AGENCY	1,840.00		1,840.00	100.00			
NORTHWEST CONSERVATION DISTRICT 130	1,840.00		1,840.00	100.00			
0136-193-0000-0000 SECRETARY/SUPPORT STAFF	3,050.00		2,716.03	89.05		333.97	333.97
0136-811-0000-0000 TRAINING AND EDUCATION	975.00		40.00	4.10		935.00	935.00
0136-900-0001-0000 FRINGE BENEFITS - FICA	235.00	100.00	304.85	129.72		-69.85	-69.85
INLANDS WETLANDS COMMISSION 136	4,260.00	100.00	3,060.88	71.85		1,199.12	1,199.12
0142-814-0000-0000 MEMBERSHIP, DUES & SUBSCRIPTIONS	1,229.00		1,229.00	100.00			
FARMINGTON RIVER WATERSHED 142	1,229.00		1,229.00	100.00			
0145-190-0000-0000 ADMINISTRATIVE SALARY	67,473.00	3,999.47	49,849.86	73.88	17,623.14	17,623.14	17,623.14
0145-197-0000-0000 OVERTIME	500.00		14.49	2.90	485.51	485.51	485.51
0145-806-0000-0000 OFFICE SUPPLIES	300.00	8.33	355.73	118.58	-55.73	-55.73	-55.73
0145-809-0000-0000 MAINTENANCE OF EQUIPMENT	87,480.00	1,175.00	54,820.38	63.38	625.00	32,034.62	32,659.62

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# TOWN OF WINCHESTER APPROPRIATION SUMMARY

Date Range:  
7/01/2022  
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001 GENERAL FUND

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0145-812-0000-0000 DATA PROCESSING	66,677.00	16.70	21,374.06	32.06		45,302.94	45,302.94
0145-812-0001-0000 WEB SITE	4,300.00		3,343.22	77.75		956.78	956.78
0145-814-0000-0000 MEMBERSHIP DUES & SUBSCRIPTIONS	100.00		100.00	100.00			
0145-898-0000-0000 SOFTWARE AGREEMENT/SUPPORT	97,083.00	3,825.00	102,056.72	105.12		-4,973.72	-4,973.72
0145-900-0001-0000 FRINGE BENEFITS - FICA	5,201.00	272.60	3,601.15	69.24		1,599.85	1,599.85
0145-900-0002-0000 FRINGE BENEFITS - MEDICAL BENEFITS	22,975.00	3,572.62	19,142.26	83.32		3,832.74	3,832.74
PURCHASING/DATA PROCESSING 145	352,089.00	12,869.72	254,657.87	72.51	625.00	96,806.13	97,431.13
0148-190-0000-0000 ADMINISTRATIVE SALARY	72,218.00	5,348.87	57,930.62	80.22		14,287.38	14,287.38
0148-190-0003-0000 TOWN PLANNER	85,000.00	5,385.61	32,318.66	38.02		52,681.34	52,681.34
0148-191-0000-0000 ADMIN ASSISTANT	57,716.00	6,979.53	44,477.41	77.06		13,238.59	13,238.59
0148-197-0000-0000 OVERTIME	2,626.00	263.72	2,629.11	100.12		-3.11	-3.11
0148-806-0000-0000 OFFICE SUPPLIES	3,000.00	104.97	1,726.54	57.55		1,273.46	1,273.46
0148-811-0000-0000 TRAINING AND EDUCATION	910.00	30.00	1,324.00	145.49		-414.00	-414.00
0148-814-0000-0000 MEMBERSHIP, DUES & SUBSCRIPTIONS	320.00		30.00	9.38		290.00	290.00
0148-819-0000-0000 VEHICLE ALLOWANCE		36.68	36.68			-36.68	-36.68
0148-830-0000-0000 OUTSIDE SERVICES	3,000.00		929.55	30.99		2,070.45	2,070.45
0148-898-0000-0000 SOFTWARE	7,600.00		4,900.00	64.47		2,700.00	2,700.00
0148-900-0001-0000 FICA	16,722.00	1,271.23	10,319.98	61.71		6,402.02	6,402.02
0148-900-0002-0000 MEDICAL BENEFITS	43,815.00	4,395.75	24,846.68	56.71		18,968.32	18,968.32
COMMUNITY PLANNING & DEVELOPMENT 148	292,927.00	23,816.36	181,469.23	61.95		111,457.77	111,457.77
0150-193-0000-0000 CLERICAL SERVICE/SUPPORT STAFF	1,250.00		562.50	45.00		687.50	687.50
0150-806-0000-0000 STATIONARY AND POSTAL SERVICES	600.00		216.00	36.00		384.00	384.00
0150-810-0000-0000 DUPLICATION SERVICE	250.00					250.00	250.00
0150-832-0000-0000 CHIEF EXAMINER/OUTSOURCE SERVICES	10,000.00	4,796.00	13,851.00	138.51		-3,851.00	-3,851.00
0150-900-0001-0000 FRINGE BENEFITS - FICA	861.00	154.15	331.46	38.50		529.54	529.54
CIVIL SERVICE COMMISSION 150	12,961.00	4,950.15	14,960.96	115.43		-1,999.96	-1,999.96
0152-805-0000-0000 TRANSFER TO OUTSIDE AGENCY	9,000.00		9,000.00	100.00			
FRIENDS OF MAIN STREET 152	9,000.00		9,000.00	100.00			
0210-190-0000-0000 ADMINISTRATIVE SALARIES	102,000.00		60,497.83	59.31		41,502.17	41,502.17
0210-192-0000-0000 LABOR, SKILLED & PROFESSIONAL	1,541,439.00	158,398.49	1,036,434.29	67.24		505,004.71	505,004.71
0210-192-0009-0000 SHIFT PREMIUM - OFFICERS	31,000.00	3,131.26	20,954.63	67.60		10,045.37	10,045.37
0210-192-0010-0000 HOLIDAY PAY	100,000.00	16,102.88	111,016.96	111.02		-11,016.96	-11,016.96
0210-192-0014-0000 TRAINING ACTIVITIES	28,000.00					28,000.00	28,000.00
0210-193-0000-0000 SECRETARIAL/SUPPORT STAFF	57,716.00	6,979.53	44,160.29	76.51		13,555.71	13,555.71
0210-193-0002-0000 EVIDENCE- PROP CLERK-COURT LIAISON	26,739.00	2,408.67	21,353.24	79.86		5,385.76	5,385.76
0210-197-0000-0000 OVERTIME	200,000.00	39,578.67	200,609.30	100.30		-609.30	-609.30
0210-197-0004-0000 OVERTIME-SPECIAL EVENTS-PARADES	5,000.00	829.08	2,661.62	53.23		2,338.38	2,338.38
0210-197-0010-0000 OVERTIME-HEAVY ACTIVITY			3,039.96			-3,039.96	-3,039.96
0210-197-0011-0000 OVERTIME-DRUG INVESTIGATIONS						6,000.00	6,000.00
0210-806-0000-0000 OFFICE SUPPLIES	6,000.00	366.01	1,945.11	67.76	87.61	967.28	1,054.89
0210-807-0000-0000 TELEPHONE	3,000.00						
	14,500.00	1,632.18	17,561.07	127.43	916.72	-3,977.79	-3,061.07

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# TOWN OF WINCHESTER APPROPRIATION SUMMARY

Date Range:  
7/01/2022  
3/31/2023

001 GENERAL FUND

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0210-809-0000-0000 MAINTENANCE OF OFFICE EQUIPMENT	1,000.00					1,000.00	1,000.00
0210-811-0000-0000 TRAINING AND EDUCATION	26,500.00	1,270.00	16,371.00	63.29	400.00	9,729.00	10,129.00
0210-811-0001-0000 ARMORER & RANGE	12,500.00		1,205.00	9.64		11,295.00	11,295.00
0210-811-0002-0000 FIRING RANGE REPAIRS	1,500.00					1,500.00	1,500.00
0210-811-0003-0000 EMERGENCY RESPONSE TEAM	2,500.00		2,730.00	101.11		2,500.00	2,500.00
0210-814-0000-0000 MEMBERSHIP,DUES & SUBSCRIPTIONS	2,700.00		17,555.44	87.70	3,932.25	3,012.31	6,944.56
0210-818-0000-0000 CLOTHING ALLOWANCE & EQUIPMENT	24,500.00	1,203.23	15,404.34	59.75	130.00	10,465.66	10,595.66
0210-820-0000-0000 VEHICLE: GAS,OIL & GREASE	26,000.00	1,817.72	21,652.84	90.41	950.00	2,397.16	3,347.16
0210-820-0000-0000 MAINTENANCE OF VEHICLES	25,000.00	1,662.15	6,393.42	71.29	22.27	2,584.31	2,606.58
0210-825-0000-0000 SUPPLIES AND MATERIALS	9,000.00	1,549.78	376.36	7.84		4,423.64	4,423.64
0210-825-0001-0000 TASER SUPPLIES AND PURCHASE	4,800.00		1,205.50	18.95	500.00	7,294.50	7,794.50
0210-825-0006-0000 COMMUNICATION EQUIPMENT	9,000.00		135.00	8.82	500.00	6,565.00	7,065.00
0210-825-0007-0000 OFFICER SAFETY EQUIPMENT	7,200.00		1,468.70	60.96	360.00	1,171.30	1,531.30
0210-828-0000-0000 MAINTENANCE OF EQUIPMENT	3,000.00		4,000.00	65.04		2,150.00	2,150.00
0210-829-0000-0000 MAINTENANCE OF UNIFORMS	6,150.00	1,000.00	45,026.02	67.20		21,973.98	21,973.98
0210-830-0000-0000 CONTRACTED EQUIPMENT	67,000.00					53.90	359.21
0210-834-0000-0000 PRISONER FOOD,EXTRAD.EXP.,P.CASH	1,000.00	170.73	640.79	94.61	305.31	2,818.60	2,818.60
0210-843-0000-0000 MARINE PATROL	5,500.00		2,681.40	48.75		866.35	866.35
0210-843-0001-0000 BOAT REPAIRS & EQUIPMENT	2,500.00		1,633.65	65.35		-86.92	783.08
0210-848-0000-0000 TIRES	5,000.00		4,216.92	101.74	870.00	25,654.10	26,455.10
0210-898-0000-0000 SOFTWARE SUPPORT	49,325.00	449.00	22,869.90	47.99	801.00	45,187.24	45,187.24
0210-900-0001-0000 FRINGE BENEFITS - FICA	161,180.00	16,680.86	115,992.76	71.96		75,180.78	75,180.78
0210-900-0002-0000 FRINGE BENEFITS-MEDICAL BENEFITS	385,449.00	59,582.91	310,268.22	80.50		120,831.01	120,831.01
0210-900-0005-0000 PENSION CONTRIBUTION-MERFB(POLICE)	465,015.00	50,389.29	344,183.99	74.02		-44.46	365.10
0210-908-0000-0000 PHYSICAL FITNESS PROGRAM-YMCA	4,000.00	353.55	3,634.90	101.11	409.56	952,647.83	962,832.55
POLICE 210	3,422,713.00	365,555.99	2,459,880.45	72.17	10,184.72		
0211-190-0000-0000 ADMINISTRATIVE SALARIES	78,222.00	9,038.73	59,053.04	75.49		19,168.96	19,168.96
0211-192-0000-0000 LABOR, SKILLED & PROFESSIONAL	60,167.00	7,154.89	45,209.66	75.14		14,957.34	14,957.34
0211-197-0000-0000 OVERTIME	2,100.00	134.16	1,530.91	72.90		569.09	569.09
0211-204-0000-0000 MEDICAL EXAMS & PHYSICALS	14,000.00	2,395.00	3,411.00	24.36		10,589.00	10,589.00
0211-204-0001-0000 PHYSICAL FITNESS PROGRAM	100.00					100.00	100.00
0211-806-0000-0000 OFFICE SUPPLIES	400.00					400.00	400.00
0211-807-0000-0000 TELEPHONE	7,640.00	768.32	7,247.39	116.09	1,621.68	-1,229.07	392.61
0211-809-0000-0000 MAINTENANCE OF OFFICE EQUIPMENT	4,500.00		2,838.33	67.50	199.00	1,462.67	1,661.67
0211-811-0000-0000 TRAINING AND EDUCATION	20,150.00	2,436.90	4,793.88	46.48	4,572.68	10,783.44	15,356.12
0211-811-0001-0000 FIRE SAFETY & PREVENTION	1,600.00		1,212.64	75.79		387.36	387.36
0211-812-0000-0000 COMPUTER AND SOFTWARE+	10,200.00	255.00	7,748.85	79.62	372.42	2,078.73	2,451.15
0211-814-0000-0000 MEMBERSHIP,DUES & SUBSCRIPTIONS	585.00		205.00	35.04		380.00	380.00
0211-820-0000-0000 VEHICLE:GAS,OIL & GREASE	5,110.00	332.42	3,983.35	77.95		1,126.65	1,126.65
0211-822-0000-0000 ELECTRICITY	13,750.00	1,217.21	12,264.88	106.37	2,361.10	-875.98	1,485.12
0211-823-0000-0000 HEATING FUEL	19,450.00	4,159.74	16,284.58	106.42	4,413.96	-1,248.54	3,165.42
0211-824-0000-0000 WATER AND SEWER RENT	3,700.00		2,654.12	71.73		1,045.88	1,045.88

# TOWN OF WINCHESTER APPROPRIATION SUMMARY

Date Range:  
7/01/2022  
3/31/2023

001 GENERAL FUND

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0211-825-0000-0000 SUPPLIES AND MATERIALS	1,930.00	4,813.00	882.45	71.37	495.00	552.55	1,047.55
0211-825-0002-0000 FIREFIGHTING EQUIPMENT	33,220.00	5,665.80	11,554.17	80.80	15,288.63	6,377.20	21,665.83
0211-826-0000-0000 MAINTENANCE OF EQUIPMENT	58,450.00	1,289.15	23,626.49	65.28	14,529.85	20,293.66	34,823.51
0211-827-0000-0000 MAINTENANCE OF STRUCTURES	13,800.00	1,083.05	8,053.63	65.24	950.00	4,796.37	5,746.37
0211-829-0000-0000 MAINTENANCE OF UNIFORMS	3,200.00		110.00	3.44		3,090.00	3,090.00
0211-831-0000-0000 CONTRACTED SERVICES	5,580.00	316.12	5,499.59	117.78	1,072.79	-992.38	80.41
0211-832-0000-0000 CONTRACTED LABOR	1,600.00					1,600.00	1,600.00
0211-846-0000-0000 TIRES	3,600.00					3,600.00	3,600.00
0211-849-0000-0000 MAINTENANCE OF FIRE ALARMS	100.00					100.00	100.00
0211-900-0001-0000 FRINGE BENEFITS - FICA	10,770.00	1,135.77	7,836.04	72.76		2,933.96	2,933.96
0211-900-0002-0000 FRINGE BENEFITS-MEDICAL BENEFITS	39,668.00	6,333.32	41,047.78	103.48		-1,379.78	-1,379.78
0211-900-0006-0000 PAY PER CALL	23,000.00		10,800.00	46.96		12,200.00	12,200.00
FIRE 211	436,592.00	48,528.58	277,847.78	74.15	45,877.11	112,867.11	158,744.22
0213-190-0001-0000 BUILDING OFFICIAL	73,490.00	6,234.90	32,575.51	44.33		40,914.49	40,914.49
0213-190-0005-0000 FIRE MARSHAL-FULL TIME POSITION	67,870.00	8,207.46	50,449.96	74.33		17,420.04	17,420.04
0213-193-0000-0000 SECRETARIAL/SUPPORT STAFF			8,740.57			-8,740.57	-8,740.57
0213-197-0000-0000 OVERTIME	4,500.00	127.02	1,308.29	29.07		3,191.71	3,191.71
0213-806-0000-0000 OFFICE SUPPLIES	1,500.00					1,500.00	1,500.00
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		180.00	9.00		1,820.00	1,820.00
0213-814-0000-0000 MEMBERSHIP,DUES & SUBSCRIPTIONS	1,010.00					1,010.00	1,010.00
0213-818-0000-0000 CLOTHING ALLOWANCE	550.00					550.00	550.00
0213-819-0000-0000 VEHICLE ALLOWANCE	300.00					300.00	300.00
0213-820-0000-0000 VEHICLE: GAS, OIL & GREASE	1,200.00	44.42	416.58	34.72		783.42	783.42
0213-821-0000-0000 MAINTENANCE OF VEHICLES	1,900.00					1,900.00	1,900.00
0213-825-0000-0000 SUPPLIES AND MATERIALS	5,580.00	203.05	1,625.18	72.79	2,436.60	1,518.22	3,954.82
0213-830-0001-0000 DEMOLITION OF BUILDINGS	5,000.00					5,000.00	5,000.00
0213-830-0002-0000 RELOCATION COSTS	4,000.00	750.95	7,143.38	178.58		-3,143.38	-3,143.38
0213-900-0001-0000 FRINGE BENEFITS - FICA	11,237.00	1,021.26	6,927.43	61.65		4,309.57	4,309.57
0213-900-0002-0000 FRINGE BENEFITS-MEDICAL BENEFITS	22,294.00	3,465.64	17,605.64	78.97		4,688.36	4,688.36
BUILDING DEPARTMENT 213	203,431.00	20,054.70	126,972.54	63.61	2,436.60	74,021.86	76,458.46
0214-190-0000-0000 ADMINISTRATIVE SALARIES	4,800.00	400.00	3,600.00	75.00		1,200.00	1,200.00
0214-807-0000-0000 TELEPHONE		46.92	883.61		650.39	-1,534.00	-883.61
0214-822-0000-0000 ELECTRICITY	1,375.00	116.45	1,395.94	101.52		-20.94	-20.94
0214-823-0000-0000 HEATING FUEL	1,750.00	253.47	781.29	102.86	1,018.71	-50.00	968.71
0214-824-0000-0000 WATER AND SEWER RENT	600.00		517.72	86.29		82.28	82.28
0214-826-0000-0000 MAINTENANCE OF EQUIPMENT	800.00					800.00	800.00
0214-826-0002-0000 COMMUNICATIONS EQUIPMENT	1,500.00					1,500.00	1,500.00
0214-827-0000-0000 MAINTENANCE OF STRUCTURES	1,500.00					1,500.00	1,500.00
0214-900-0001-0000 FRINGE BENEFITS - FICA	368.00	30.60	275.40	74.84		92.60	92.60
EMERGENCY MANAGEMENT 214	12,693.00	847.44	7,453.96	71.87	1,669.10	3,569.94	5,239.04



# TOWN OF WINCHESTER APPROPRIATION SUMMARY

Date Range:  
7/01/2022  
3/31/2023

001 GENERAL FUND

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0215-805-0000-0000 TRANSFER TO OUTSIDE AGENCY	85,000.00		63,750.00	75.00		21,250.00	21,250.00
0215-805-0001-0000 PARAMEDIC COST	183,000.00		136,800.00	74.75		46,200.00	46,200.00
0215-900-0005-0000 PENSION CONTRIBUTION	6,000.00		4,500.00	75.00		1,500.00	1,500.00
AMBULANCE 215	274,000.00		205,050.00	74.84		68,950.00	68,950.00
0216-192-0000-0000 LABOR, SKILLED & PROFESSIONAL	26,595.00	3,283.29	21,224.13	79.80		5,370.87	5,370.87
0216-820-0000-0000 VEHICLE GAS, OIL & GREASE	500.00					500.00	500.00
0216-821-0000-0000 MAINTENANCE OF VEHICLES	1,000.00		45.00	4.50		955.00	955.00
0216-825-0000-0000 SUPPLIES AND MATERIALS	500.00	121.26	221.26	44.25		278.74	278.74
0216-825-0001-0000 VETERINARY FEES	4,000.00	-678.83	1,042.97	26.07		2,957.03	2,957.03
0216-846-0000-0000 TIRES	500.00					500.00	500.00
0216-854-0000-0000 RENT	11,000.00	850.00	7,650.00	92.73	2,550.00	800.00	3,350.00
0216-855-0000-0000 DOG DISPOSAL FEES	100.00	20.00	165.00	165.00		-65.00	-65.00
0216-900-0001-0000 F.I.C.A.	2,035.00	252.70	1,776.18	87.28		258.82	258.82
DOG ACCOUNT 216	46,230.00	3,848.42	32,124.54	75.00	2,550.00	11,555.46	14,105.46
0219-848-0000-0000 WINCHESTER FIRE DEPT - REGULAR	10,000.00	2,500.00	10,838.09	108.38		-838.09	-838.09
0219-848-0001-0000 WINCHESTER FIRE DEPT - CONTRACT	25,000.00	6,250.00	25,000.00	100.00		1,214.00	5,000.00
0219-848-0004-0000 TURNOUT GEAR	5,000.00			75.72	3,786.00	2,189.89	2,189.89
0219-848-0009-0000 ANNUAL EQUIP TESTING/CERTIFICATION	5,000.00	855.32	2,810.11	56.20			
0219-900-0005-0000 PENSION CONTRIBUTION	3,000.00		3,000.00	100.00			
WINCHESTER FIRE DEPARTMENT 219	48,000.00	9,605.32	41,648.20	94.65	3,786.00	2,565.80	6,351.80
0231-192-0000-0000 LABOR SKILLED AND PROFESSIONAL	51,038.00	6,090.12	37,209.51	72.91		13,828.49	13,828.49
0231-192-0001-0000 SHIFT PREMIUM			10.71		-10.71	-10.71	-10.71
0231-192-0002-0000 HOLIDAY PAY	2,494.00	209.85	2,017.20	80.88		476.80	476.80
0231-197-0000-0000 OVERTIME	2,500.00	314.77	2,839.94	113.60		-339.94	-339.94
0231-806-0000-0000 OFFICE SUPPLIES	1,000.00		947.92	94.79		52.08	52.08
0231-811-0000-0000 TRAINING AND EDUCATION	500.00					500.00	500.00
0231-825-0000-0000 SUPPLIES AND MATERIALS	500.00		445.54	89.11		54.46	54.46
0231-826-0002-0000 CHARTER TOWER RENTAL	10,500.00					10,500.00	10,500.00
0231-826-0003-0000 NECS SERVICE AGREEMENT	2,200.00					2,200.00	2,200.00
0231-831-0001-0000 CONTRACTED SERVICES - LCD	185,500.00					0.36	0.36
0231-900-0001-0000 FICA	4,287.00	429.24	185,499.64	100.00		1,444.80	1,444.80
0231-900-0002-0000 MEDICAL BENEFITS	28,369.00	4,617.34	23,925.44	84.34		4,443.56	4,443.56
PUBLIC SAFETY DISPATCH 231	288,888.00	11,661.32	255,738.10	88.52		33,149.90	33,149.90
0311-190-0000-0000 ADMINISTRATIVE SALARIES	95,000.00	10,961.52	71,615.26	75.38		23,384.74	23,384.74
0311-192-0001-0000 ENGINEER	94,704.00	5,463.66	65,928.33	69.62		28,775.67	28,775.67
0311-193-0000-0000 SECRETARIAL/SUPPORT STAFF	65,961.00	7,976.61	50,577.53	76.68		15,383.47	15,383.47
0311-194-0000-0000 GENERAL LABOR	785,600.00	81,318.89	507,084.33	64.55		278,515.67	278,515.67
0311-194-0001-0000 W&S SNOW REMOVAL	8,761.00	2,288.19	2,288.19	26.12		6,472.81	6,472.81
0311-197-0000-0000 OVERTIME	100,000.00	46,901.85	117,064.45	117.06		-17,064.45	-17,064.45
0311-806-0000-0000 OFFICE SUPPLIES	2,634.00	65.96	1,307.42	52.94	86.98	1,239.60	1,326.58
0311-807-0000-0000 TELEPHONE	12,920.00	735.67	5,459.31	42.25		7,460.69	7,460.69

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# TOWN OF WINCHESTER APPROPRIATION SUMMARY

Date Range:  
7/01/2022  
3/31/2023

001 GENERAL FUND

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0311-811-0000-0000 TRAINING AND EDUCATION	6,125.00		975.00	28.96	799.00	4,351.00	5,150.00
0311-812-0000-0000 COMPUTER & SOFTWARE	3,000.00		55.64	7.05	156.00	2,788.36	2,944.36
0311-814-0000-0000 MEMBERSHIP, DUES & SUBSCRIPTIONS	24,345.00		1,895.00	7.78		22,450.00	22,450.00
0311-820-0000-0000 VEHICLE, GAS, OIL & GREASE	67,840.00	33,221.67	83,423.62	122.97		-15,583.62	-15,583.62
0311-822-0000-0000 ELECTRICITY	15,265.00	3,564.73	13,507.23	160.25	10,954.17	-9,196.40	1,757.77
0311-823-0000-0000 HEATING FUEL	24,245.00	5,189.48	18,140.08	74.82		6,104.92	6,104.92
0311-825-0000-0000 SUPPLIES AND MATERIALS	31,070.00	5,932.66	17,579.82	75.97	6,025.33	7,464.85	13,490.18
0311-826-0000-0000 MAINTENANCE OF EQUIPMENT	86,450.00	13,419.59	72,025.03	95.80	10,796.56	3,628.41	14,424.97
0311-828-0001-0000 FLEET REPAIRS	35,000.00		23,523.82	92.35	8,800.00	2,676.18	11,476.18
0311-827-0000-0000 MAINTENANCE OF STRUCTURES	19,200.00	1,060.39	6,149.38	28.89	-603.02	13,653.64	13,050.62
0311-829-0000-0000 UNIFORMS & SAFETY CLOTHING	10,976.00	240.00	7,599.23	73.19	433.62	2,943.15	3,376.77
0311-830-0000-0000 CONTRACTED EQUIPMENT	25,685.00	3,725.62	13,996.71	66.76	3,150.33	8,537.96	11,688.29
0311-831-0000-0000 CONTRACTED SERVICES	77,995.00	1,525.93	32,594.66	65.96	18,854.19	26,546.15	45,400.34
0311-832-0000-0000 CONTRACT LABOR	800.00		500.00	62.50		300.00	300.00
0311-844-0000-0000 MAIN STREET MAINTENANCE	25,000.00		12,748.18	92.21	10,303.65	1,948.17	12,251.82
0311-846-0000-0000 TIRES	13,920.00	105.00	11,150.62	83.30	445.00	2,324.38	2,769.38
0311-851-0000-0000 ENGINEERING SERVICES	32,000.00		5,616.91	19.06	483.09	25,900.00	26,383.09
0311-853-0000-0000 STREET & TRAFFIC SIGNS	10,000.00	587.00	5,422.00	66.27	1,205.00	3,373.00	4,578.00
0311-859-0000-0000 SALT	205,000.00		152,373.24	74.43	208.60	52,418.16	52,626.76
0311-860-0000-0000 SAND FOR ICE CONTROL	19,500.00		19,486.65	100.72	153.35	-140.00	13.35
0311-865-0000-0000 PIPE & MANHOLES	18,000.00		6,073.75	46.54	2,304.00	9,622.25	11,926.25
0311-866-0000-0000 AGGREGATE MATERIALS	22,500.00	782.50	6,315.05	32.64	1,029.25	15,155.70	16,184.95
0311-900-0001-0000 FRINGE BENEFITS - FICA	87,615.00	10,761.18	61,118.32	69.76		26,496.68	26,496.68
0311-900-0002-0000 FRINGE BENEFITS-MEDICAL BENEFITS	261,215.00	41,500.12	188,880.31	72.31		72,334.69	72,334.69
HIGHWAYS 311	2,288,326.00	277,328.22	1,582,475.07	72.46	75,585.10	630,265.83	705,850.93
0313-194-0000-0000 GENERAL LABOR	30,316.00	6,207.70	40,181.12	132.54		-9,865.12	-9,865.12
0313-197-0000-0000 OVERTIME	2,635.00	1,092.91	3,513.45	133.34		-878.45	-878.45
0313-822-0000-0000 ELECTRICITY	750.00	99.25	602.98	104.00	177.02	-30.00	147.02
0313-823-0000-0000 HEATING FUEL	1,875.00	960.99	2,604.60	138.91		-729.60	-729.60
0313-825-0000-0000 SUPPLIES AND MATERIALS	4,216.00	810.00	1,010.74	28.70	199.26	3,006.00	3,205.26
0313-827-0000-0000 MAINTENANCE OF STRUCTURES	2,900.00		34,600.00	77.84		2,900.00	2,900.00
0313-831-0000-0000 CONTRACTED SERVICES	44,450.00					9,850.00	9,850.00
0313-851-0000-0000 ENGINEERING SERVICES	7,250.00					7,250.00	7,250.00
0313-900-0001-0000 FRINGE BENEFITS - FICA	2,320.00					-1,097.08	-1,097.08
CEMETERIES 313	96,712.00	515.96	3,417.08	147.29		10,405.75	10,782.03
0314-805-0000-0000 TRANSFER TO OUTSIDE AGENCY(REGULA)	215,188.00	9,686.81	85,929.97	89.24	376.28	53,797.00	53,797.00
WASTE DISPOSAL AND RECYCLING 314	215,188.00		161,391.00	75.00		53,797.00	53,797.00
0320-383-0000-0000 STREET LIGHTING EXPENDITURES	140,000.00	30,692.29	125,183.48	131.46	58,858.09	-44,041.57	14,816.52
STREET LIGHTING 320	140,000.00	30,692.29	125,183.48	131.46	58,858.09	-44,041.57	14,816.52
0325-822-0000-0000 ELECTRICITY	4,000.00	648.34	11,681.88	307.36	612.32	-8,294.20	-7,681.88
0325-823-0000-0000 HEATING FUEL	1,000.00	17.00	393.57	39.36		606.43	606.43

**TOWN OF WINCHESTER  
APPROPRIATION SUMMARY**

Date Range:  
7/01/2022  
3/31/2023

001 GENERAL FUND									
Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance		
0325-824-0000-0000 WATER & SEWER RENT	1,500.00	19,074.60	22,674.91	1,511.66		-21,174.91	-21,174.91		
0325-827-0000-0000 MAINTENANCE OF GROUNDS			1,273.15			-1,273.15	-1,273.15		
0325-831-0000-0000 CONTRACTED SERVICES	15,000.00	2.00	32,680.88	217.87		-17,680.88	-17,680.88		
OTHER TOWN PROPERTIES 325	21,500.00	19,741.94	68,704.39	322.40	612.32	-47,816.71	-47,204.39		
0410-870-0000-0000 FOOTHILLS VISITING NURSES	34,000.00	8,500.00	34,000.00	100.00					
0410-873-0000-0000 YOUTH SERVICE BUREAU	30,539.00		22,904.25	75.00		7,634.75	7,634.75		
0410-876-0000-0000 TORRINGTON AREA HEALTH DISTRICT	56,038.00		42,028.50	75.00		14,009.50	14,009.50		
0410-877-0000-0000 SUSAN B.ANTHONY PROJECT	5,000.00		5,000.00	100.00					
0410-879-0000-0000 NW ELDERLY NUTRITION PROGRAM	11,935.00		11,935.00	100.00					
0410-883-0000-0000 HELPING HANDS HOME CARE	6,000.00		6,000.00	100.00					
0410-887-0000-0000 GREENWOODS COUNSELLING REFERRALS	5,000.00		5,000.00	100.00					
0410-888-0000-0000 FISH	1,000.00		1,000.00	100.00					
HEALTH 410	149,512.00	8,500.00	127,867.75	85.52		21,644.25	21,644.25		
0510-806-0000-0000 OFFICE SUPPLIES	200.00		73.77	36.89		126.23	126.23		
0510-807-0000-0000 TELEPHONE	504.00	41.01	328.34	65.15		175.66	175.66		
0510-811-0000-0000 TRAINING AND EDUCATION	1,610.00		45.00	2.80		1,565.00	1,565.00		
0510-819-0000-0000 VEHICLE ALLOWANCE	200.00		40.00	20.00		160.00	160.00		
0510-829-0000-0000 Uniform & Safety Clothing	250.00					250.00	250.00		
0510-830-0000-0000 EVICTIONS	2,000.00		280.00	14.00		1,720.00	1,720.00		
SOCIAL SERVICES 510	4,764.00	41.01	767.11	16.10		3,996.89	3,996.89		
0710-805-0000-0000 TRANSFER TO OUTSIDE AGENCY	240,990.00	20,082.50	200,825.00	83.33		40,165.00	40,165.00		
LIBRARIES 710	240,990.00	20,082.50	200,825.00	83.33		40,165.00	40,165.00		
0810-825-0000-0000 SUPPLIES & MATERIALS	1,214.00		74.00	7.40		1,214.00	1,214.00		
0810-827-0000-0000 MAINTENANCE OF STRUCTURES	1,000.00		785.00	40.89		926.00	926.00		
0810-827-0001-0000 MAINTENANCE OF GROUNDS	1,920.00		19,020.00	93.69		1,135.00	1,135.00		
0810-830-0000-0000 CONTRACTED SERVICES	20,300.00		19,879.00	81.36		1,280.00	1,280.00		
PARKS 810	24,434.00					4,555.00	4,555.00		
0811-194-0000-0000 GENERAL LABOR	2,000.00					2,000.00	2,000.00		
0811-596-0000-0000 HOLIDAY DISPLAYS-INSTALL/REMOVAL	1,500.00		1,500.00	100.00					
0811-596-0001-0000 REPLACEMENT DISPLAYS	1,500.00		888.74	59.25		611.26	611.26		
PUBLIC CELEBRATIONS 811	5,000.00		2,388.74	47.77		2,611.26	2,611.26		
0812-190-0000-0000 ADMINISTRATIVE SALARIES	37,683.00	4,676.85	30,551.71	81.08		7,131.29	7,131.29		
0812-194-0000-0000 GENERAL LABOR	156,375.00	4,830.25	72,282.78	46.22		84,092.22	84,092.22		
0812-194-0001-0000 HOLIDAY PAY	1,250.00		1,452.00	116.16		-202.00	-202.00		
0812-197-0000-0000 OVERTIME	2,818.00		928.86	32.96		1,889.14	1,889.14		
0812-806-0000-0000 OFFICE SUPPLIES	390.00		237.96	61.02		152.04	152.04		
0812-807-0000-0000 TELEPHONE	2,400.00	41.01	1,120.11	46.67		1,279.89	1,279.89		
0812-811-0000-0000 TRAINING AND EDUCATION	500.00					500.00	500.00		
0812-814-0000-0000 MEMBERSHIP ,DUES & SUBSCRIPTIONS	105.00		110.00	104.76		-5.00	-5.00		
0812-818-0000-0000 CLOTHING ALLOWANCE	500.00	288.00	453.00	90.60		47.00	47.00		

# TOWN OF WINCHESTER APPROPRIATION SUMMARY

Date Range:  
7/01/2022  
3/31/2023

001 GENERAL FUND

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0812-819-0000-0000 VEHICLE ALLOWANCE	205.00	32.83	93.80	45.76		111.20	111.20
0812-820-0000-0000 VEHICLE GAS,OIL & GREASE	3,020.00	139.10	2,027.00	67.12		993.00	993.00
0812-822-0000-0000 ELECTRICITY	17,835.00	986.11	15,602.18	87.48		2,232.82	2,232.82
0812-823-0000-0000 HEATING FUEL	4,490.00	373.60	2,502.95	89.15	1,500.00	487.05	1,987.05
0812-824-0000-0000 WATER AND SEWER RENT	22,330.00		18,710.68	83.79		3,619.32	3,619.32
0812-825-0000-0000 SUPPLIES AND MATERIALS	5,675.00	471.63	5,044.82	90.96	117.40	512.78	630.18
0812-826-0000-0000 MAINTENANCE OF EQUIPMENT	9,540.00	238.57	8,295.21	89.91	281.94	962.85	1,244.79
0812-827-0000-0000 MAINTENANCE OF GROUNDS	27,500.00	474.10	15,795.48	62.16	1,299.12	10,405.40	11,704.52
0812-830-0000-0000 CONTRACTED EQUIPMENT	500.00		136.00	27.20		364.00	364.00
0812-831-0000-0000 OUTSIDE SERVICES	9,220.00		3,104.94	72.64	3,592.47	2,522.59	6,115.06
0812-832-0000-0000 CONTRACTED LABOR	13,000.00	729.00	6,466.85	69.36	2,550.00	3,983.15	6,533.15
0812-841-0000-0000 RECREATION CELEBRATIONS	2,800.00		2,627.32	93.83		172.68	172.68
0812-841-0001-0000 RECREATION ASSISTED PROGRAMS	3,000.00		1,000.00	33.33		2,000.00	2,000.00
0812-842-0000-0000 BACKGROUND CHECKS	350.00					350.00	350.00
0812-900-0001-0000 FRINGE BENEFITS - FICA	15,158.00	727.31	8,765.03	57.82		6,392.97	6,392.97
RECREATION 812	336,644.00	14,008.36	197,308.68	61.39	9,340.93	129,994.39	139,335.32
0813-190-0000-0000 ADMINISTRATIVE SALARIES	69,415.00	8,394.30	56,629.52	81.58		12,785.48	12,785.48
0813-192-0000-0000 LABOR,SKILLED AND PROFESSIONAL	24,218.00	1,917.35	13,210.95	54.55		11,007.05	11,007.05
0813-193-0000-0000 SECRETARIAL/SUPPORT STAFF	20,567.00	2,755.61	16,515.17	80.30		4,051.83	4,051.83
0813-197-0000-0000 OVERTIME	4,500.00		60.07	1.33		4,439.93	4,439.93
0813-800-0001-0000 HEALTHY AGING PROGRAMS	3,900.00	240.00	1,401.15	35.93		2,498.85	2,498.85
0813-806-0000-0000 OFFICE SUPPLIES	2,000.00		1,952.78	97.64		47.22	47.22
0813-806-0002-0000 COPIER	600.00					600.00	600.00
0813-807-0000-0000 TELEPHONE	2,560.00	277.64	1,747.24	91.15	586.11	226.65	812.76
0813-808-0000-0000 POSTAGE	500.00		498.60	99.72		1.40	1.40
0813-811-0000-0000 TRAINING AND EDUCATION	100.00		40.00	16.00		100.00	100.00
0813-814-0000-0000 MEMBERSHIP,DUES & SUBSCRIPTIONS	250.00					210.00	210.00
0813-819-0000-0000 VEHICLE ALLOWANCE	200.00					200.00	200.00
0813-820-0000-0000 VEHICLE GAS,OIL & GREASE	4,000.00	144.08	967.46	24.19		3,032.54	3,032.54
0813-821-0000-0000 MAINTENANCE OF VEHICLES	5,000.00		708.05	14.16		4,291.95	4,291.95
0813-822-0000-0000 ELECTRICITY	10,519.00	1,185.83	11,590.38	110.19		-1,071.38	-1,071.38
0813-823-0000-0000 HEATING FUEL	10,519.00	1,261.22	6,434.08	91.26	3,165.92	919.00	4,084.92
0813-824-0000-0000 WATER AND SEWER RENT	3,025.00		1,390.58	45.97		1,634.42	1,634.42
0813-827-0000-0000 MAINTENANCE OF STRUCTURES	10,000.00	2,222.42	4,223.01	68.04	2,581.34	3,195.65	5,776.99
0813-832-0000-0000 CONTRACTED LABOR	17,531.00	1,751.71	9,773.72	79.94	4,240.18	3,517.10	7,757.28
0813-841-0000-0000 CELEBRATIONS	2,000.00	250.00	400.00	20.00		1,600.00	1,600.00
0813-846-0000-0000 TIRES	1,110.00					1,110.00	1,110.00
0813-900-0001-0000 FRINGE BENEFITS - FICA	11,862.00	904.95	7,139.00	60.18		4,723.00	4,723.00
0813-900-0002-0000 FRINGE BENEFITS-MEDICAL BENEFITS	1,094.00	5,858.64	7,352.69	672.09		-6,258.69	-6,258.69
SENIOR CITIZENS/FAMILY SERVICES 813	205,470.00	27,163.75	142,034.45	74.27	10,573.55	52,862.00	63,435.55
0814-805-0000-0000 TRANSFER TO OUTSIDE AGENCY	5,744.00		5,744.00	100.00			

# TOWN OF WINCHESTER APPROPRIATION SUMMARY

Date Range:  
7/01/2022  
3/31/2023

001 GENERAL FUND

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
RURAL TRANSIT AUTHORITY 814	5,744.00		5,744.00	100.00			
0910-201-0005-0000 MEDICAL BENEFITS - FIREMEN	35,855.00	5,399.62	26,998.10	75.30		8,856.90	8,856.90
0910-205-0000-0000 HEART & HYPERTENSION - EXISTING	65,500.00	6,283.55	49,011.69	74.83		16,488.31	16,488.31
0910-205-0002-0000 BLOOD/AIRBORNE PATHOGENS	4,000.00					4,000.00	4,000.00
0910-205-0003-0000 DRUG/ALCOHOL TESTING & PHYSICALS	4,000.00	1,181.50	3,659.00	91.48		341.00	341.00
0910-388-0000-0000 UNNEGOTIATED SETTLEMENTS	90,000.00	900.00	32,997.18	36.66		57,002.82	57,002.82
0910-800-0009-0000 BANK FEES	12,000.00	487.48	3,872.66	34.36	250.29	7,877.05	8,127.34
0910-804-0000-0000 TRANSFER OUT OTHER FUNDS	1,020,000.00	85,000.00	765,000.00	75.00		255,000.00	255,000.00
0910-804-0001-0000 TOWN SUPPORT FOR EDUCATION	601,000.00	69,993.45	415,096.24	69.07		185,903.76	185,903.76
0910-807-0000-0000 TELEPHONE	30,000.00	1,418.59	17,659.08	60.65	535.20	11,805.72	12,340.92
0910-808-0000-0000 POSTAGE	22,000.00	1,200.00	13,909.90	63.23		8,090.10	8,090.10
0910-810-0000-0000 SERVICE CONTRACTS	25,000.00	2,824.11	22,762.09	93.26	552.89	1,685.02	2,237.91
0910-831-0001-0000 FRIENDS OF PARK POND	8,000.00		9,524.00	119.05		-1,524.00	-1,524.00
0910-877-0000-0000 OTHER EXPENDITURES	4,000.00		18.62	0.47		3,981.38	3,981.38
0910-900-0001-0000 FICA/MCR		71.68	2,508.79			-2,508.79	-2,508.79
MISCELLANEOUS 910	1,921,355.00	174,759.98	1,363,017.35	71.01	1,338.38	556,999.27	558,337.65
0911-202-0000-0000 SICK AND VACATION PAY ACCRUAL	140,000.00	89,524.04	120,005.75	85.72		19,994.25	19,994.25
DEFERRED CHARGES 911	140,000.00	89,524.04	120,005.75	85.72		19,994.25	19,994.25
0912-192-0000-0000 LABOR - CROSSING GUARDS	53,200.00	5,292.00	27,564.56	51.81		25,635.44	25,635.44
0912-220-0000-0000 F.I.C.A.	4,070.00	336.35	1,966.44	48.32		2,103.56	2,103.56
EDUCATION INDIRECT COSTS 912	57,270.00	5,628.35	29,531.00	51.56		27,739.00	27,739.00
0913-301-0000-0000 PRINCIPAL-BONDS JUNE 05 PROJECTS	392,000.00		392,000.00	100.00			
0913-302-0000-0000 INTEREST-BONDS JUNE 05 PROJECTS	23,477.00		23,477.20	100.00		-0.20	-0.20
0913-302-0009-0000 INTEREST-2022 INFRASTRUCTURE BOND	400,000.00	21,000.00	21,000.00	5.25		379,000.00	379,000.00
0913-304-0001-0000 CLEAN WATER PRINCIPAL	35,557.00	5,955.80	29,581.64	83.19		5,975.36	5,975.36
0913-304-0006-0000 CLEAN WATER INTEREST	3,055.00	479.52	2,594.95	84.94		460.05	460.05
0913-304-0008-0000 SEWER PLANT/PERCH ROCK PRINCIPAL	28,000.00		28,000.00	100.00			
0913-304-0009-0000 SEWER PLANT/PERCH ROCK INTEREST	1,688.00		1,688.00	100.00			
0913-804-0000-0000 TRANSFER OUT TO DEBT SERVICE FUND	150,000.00					150,000.00	150,000.00
DEBT ADMINISTRATION 913	1,033,777.00	27,435.32	498,341.79	48.21		535,435.21	535,435.21
0918-203-0000-0000 ANNUITY CONTRIBUTION-TOWN MGR	12,500.00	1,442.31	9,615.40	76.92		2,884.60	2,884.60
0918-203-0003-0000 ANNUITY FINANCE DIRECTOR	6,450.00	744.24	4,961.60	76.92		1,488.40	1,488.40
0918-203-0004-0000 ANNUITY - POLICE CHIEF	5,682.00	429.30	4,748.30	83.57		933.70	933.70
0918-203-0005-0000 ANNUITY PUBLIC WORKS DIRECTOR	7,419.00	657.69	4,384.60	59.10		3,034.40	3,034.40
0918-203-0006-0000 ANNUITY- ASST TOWN ENGINEER	5,682.00	655.65	4,371.00	76.93		1,311.00	1,311.00
0918-203-0008-0000 ANNUITY - TOWN PLANNER	5,100.00					5,100.00	5,100.00
0918-203-0009-0000 ANNUITY - FIRE CHIEF	6,311.00					6,311.00	6,311.00
0918-230-0000-0000 DEFINED BENEFIT PENSION CONTRIB	335,000.00		343,822.00	102.63		-8,822.00	-8,822.00
0918-230-0004-0000 DEFINED CONTRIBUTION - TOWN MATCH	90,000.00	10,398.03	61,769.58	68.63		28,230.42	28,230.42
0918-900-0001-0000 ANNUITIES - ER FICA	3,512.00	1,063.11	6,275.03	178.67		-2,763.03	-2,763.03

TOWN OF WINCHESTER  
APPROPRIATION SUMMARY

Date Range:  
7/01/2022  
3/31/2023

001 GENERAL FUND									
Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance		
0918-939-0000-0000 POLICE VEBA CONTRIBUTION	20,000.00					20,000.00	20,000.00		
RETIREMENT & PENSION CONTRIBUTION 918	497,656.00	15,390.33	439,947.51	88.40		57,708.49	57,708.49		
0919-381-0000-0000 MUNICIPAL INSURANCE	237,054.00	525.00	188,759.03	98.14	43,880.40	4,414.57	48,294.97		
0919-381-0001-0000 WORKERS COMPENSATION	230,657.00		142,047.69	76.99	35,545.91	53,063.40	88,609.31		
MUNICIPAL INSURANCE 919	467,711.00	525.00	330,806.72	87.71	79,426.31	57,477.97	136,904.28		
0920-250-0000-0000 UNEMPLOYMENT COMPENSATION EXPENSES	18,000.00		2,549.50	14.16		15,450.50	15,450.50		
UNEMPLOYMENT COMPENSATION 920	18,000.00		2,549.50	14.16		15,450.50	15,450.50		
1000-100-1000-0000 BOARD OF EDUCATION EXPENDITURES	20,672,513.00	2,145,098.63	14,704,996.42	71.13		5,967,516.58	5,967,516.58		
1000-100-1100-0000 BOE SINKING FUND EXPENDITURES	128,349.00	-15,698.34	60,701.06	47.29		67,647.94	67,647.94		
BOARD OF EDUCATION EXPENDITURES 1000	20,800,862.00	2,129,400.29	14,765,697.48	70.99		6,035,164.52	6,035,164.52		
APPROPRIATION TOTAL	36,053,374.00	3,560,287.31	25,495,689.36	71.71	357,902.77	10,199,781.87	10,557,684.64		

TOWN OF WINCHESTER  
REVENUE SUMMARY

Date Range:  
7/01/2018  
3/31/2023

179 CAPITAL IMPROVEMENT PROGRAM 05

Description	Amended Budget	Month to Date Revenue	Year to Date Revenue	YTD Pct	To Be Collected
0999-100-1000-2001 HINSDALE RENOVATION REFERENDUM	820,000.00				820,000.00
0999-110-0000-2016 FY16 GF COMMIT BALANCE TRANSFER	186,000.00				186,000.00
0999-110-0000-2017 FY17 GF COMMIT BALANCE TRANSFER	250,000.00				250,000.00
0999-110-0000-2018 FY18 GF COMMIT BALANCE TRANSFER	81,000.00				81,000.00
0999-110-0000-2019 FY19 GF COMMIT BALANCE TRANSFER	183,012.00				183,012.00
0999-110-0000-2020 FY20 GF COMMIT BALANCE TRANSFER	800,000.00		800,000.00	100.00	
0999-110-0000-2021 FY21 GF COMMIT BALANCE TRANSFER	516,601.00		516,601.00	100.00	
0999-110-0000-2022 FY22 GF COMMIT BALANCE TRANSFER	623,581.00		623,581.00	100.00	
0999-110-0000-2023 FY23 GF COMMIT BALANCE TRANSFER	893,346.00				893,346.00
0999-148-0100-1702 SUE GROSSMAN GREENWAY GRANT	1,437,385.90		175,257.87	12.19	1,262,128.03
0999-148-0100-1901 BRIDGE ST INTERSECT ENGINEERING	100,000.00		59,531.94	59.53	40,468.06
0999-148-0100-1902 WHITING STREET REPAIRS			6,900.00		-6,900.00
0999-210-0100-2201 GF APPROP - PD REPAIRS/RENOVATION	20,000.00				20,000.00
0999-311-0100-1403 SUCKER BROOK RD BRIDGE DOT 80%			609,316.24		-609,316.24
0999-311-0100-1907 LANSON DRIVE CULVERT - DOT 50%			500,452.63		-500,452.63
0999-311-1901-0000 WHITING ST RENOVATE - STATE GRANT	500,000.00				
0999-311-1910-0000 FY19 LOCIP FUNDED ROAD REPAIRS	103,640.00				
0999-311-2006-0000 CASE AVE BRIDGE DOT 80%	232,700.00		570,988.23	114.19	-70,988.23
0999-311-2017-0000 FY20 LOCIP FUNDED ROAD REPAIRS	100,000.00				
0999-311-2111-0000 FY21 LOCIP FUNDED ROAD REPAIRS	87,442.00		114,065.68	49.02	103,640.00
0999-311-2112-0000 OLD NEW HARTFORD ROAD REPAIRS					118,634.32
0999-311-2206-0000 FY22 LOCIP FUNDED ROAD REPAIRS	87,442.00		24,000.00		100,000.00
0999-311-2301-0000 FY23 LOCIP FUNDED ROAD REPAIRS	87,295.00				87,442.00
0999-748-0000-0000 INCOME ON INVESTMENTS					87,295.00
0999-771-0000-0000 STATE OF CONNECTICUT					-40,712.22
0999-813-0100-2201 GF APPROP-SENIOR CTR A/C SYSTEM	7,500.00		40,712.22		-425,737.28
0999-910-0804-2018 FY18 GF APPROPRIATION TRANSFER	135,090.00				7,500.00
0999-910-0804-2019 FY19 GF APPROPRIATION TRANSFER	1,394,000.00				135,090.00
0999-910-0804-2020 FY20 GF APPROPRIATION TRANSFER	1,150,000.00		1,462,000.00	127.13	1,394,000.00
0999-910-0804-2021 FY21 GF APPROPRIATION TRANSFER	1,250,000.00		1,250,000.00	100.00	-312,000.00
0999-910-0804-2022 FY22 GF APPROPRIATION TRANSFER	1,075,000.00		1,075,000.00	100.00	
0999-910-0804-2023 FY23 APPROPRIATION TRANSFER	1,020,000.00		765,000.00	75.00	255,000.00
0999-915-0148-0000 LOCIP			184,883.00		-184,883.00
0999-915-0148-0001 OPERATING TRANSFER IN GF			2,843,012.00		-2,843,012.00
*** Unknown ***			12,047,019.09	91.67	1,094,015.81
REVENUE TOTAL	13,141,034.90	85,605.78	12,047,019.09	91.67	1,094,015.81

# TOWN OF WINCHESTER APPROPRIATION SUMMARY

Date Range:  
7/01/2018  
3/31/2023

179 CAPITAL IMPROVEMENT PROGRAM 05

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0113-100-2301-0000 REPLACEMENT OF VOTING BOOTHS *** Unknown ***	7,000.00 7,000.00		6,963.14 99.47 6,963.14 99.47		36.86 36.86	36.86 36.86
0114-100-1601-0000 SOFTWARE	131,000.00		42,389.00 35.21	3,738.00	84,873.00	88,611.00
0114-100-1901-0000 INFRASTRUCT FINANCING-NONBONDABLE	400,000.00		400,000.00 100.00			
0115-100-1801-0000 GRAND LIST REVALUATION - OCT 2022 *** Unknown ***	531,000.00		442,389.00 84.02	3,738.00	84,873.00	88,611.00
0115-100-1801-0000 GRAND LIST REVALUATION - OCT 2022 *** Unknown ***	180,000.00 180,000.00	16,785.00 16,785.00	73,964.65 41.09 73,964.65 41.09		106,035.35 106,035.35	106,035.35 106,035.35
0127-100-2101-0000 TOWN HALL BOILERS	50,000.00		63,000.00 126.00		-13,000.00	-13,000.00
0127-100-2102-0000 TOWN HALL POLICE DEPT PLUMBING	30,000.00		8,900.00 29.67		21,100.00	21,100.00
0127-100-2103-0000 TOWN HALL SECURITY SYSTEM	20,000.00		19,995.85 99.98		4.15	4.15
0127-100-2104-0000 TH ROOF CUPOLA & ELEVATOR TOWER	20,000.00			4,217.33	20,000.00	20,000.00
0127-100-2301-0000 TOWN HALL ANNUAL REPAIRS/RENOVAT	15,000.00		5,000.00 52.07	8,017.33	10,782.67	15,000.00
0127-100-2302-0000 TOWN HALL EXTER & ATTIC BRICK WORK *** Unknown ***	25,000.00 160,000.00		96,895.85 68.21	12,234.66	11,982.67	20,000.00
0129-100-2001-0000 SOLDIERS MONUMENT WINDOWS	125,000.00		124,699.84 100.00	299.99	0.17	300.16
0129-100-2301-0000 SOLDIERS MONUMENT BUILDING UPGRADE *** Unknown ***	25,000.00 150,000.00		124,699.84 83.33	299.99	25,000.00 25,000.17	25,000.00 25,300.16
0145-100-2101-0000 COMPUTER & SWITCH UPGRADES	75,000.00		74,886.30 99.85		113.70	113.70
0145-100-2301-0000 ANNUAL COMPUTER REPLACEMENT PROG *** Unknown ***	16,000.00 91,000.00		4,375.00 27.34 79,261.30 87.10		11,625.00 11,738.70	11,625.00 11,738.70
0148-100-1702-0000 SUE GROSSMAN GREENWAY GRANT	1,437,385.90	329.40	1,490,393.96 105.47	25,611.62	-78,619.68	-53,008.06
0148-100-1901-0000 BRIDGE ST INTERSECT ENGINEERING *** Unknown ***	100,000.00 1,537,385.90	329.40	60,231.94 60.23 1,550,625.90 102.53		39,768.06 -38,851.62	39,768.06 -13,240.00
0210-100-1601-0000 POLICE VEHICLE DODGE CHARGER	-3,918.00				-3,918.00	-3,918.00
0210-100-1701-0000 POLICE SEDAN AWD AND EQUIP	7,174.00		10,087.00 140.60		-2,913.00	-2,913.00
0210-100-1702-0000 POLICE EXPEDITION 4 X 4 AND EQUIP	15,931.00		14,465.82 90.80		1,465.18	1,465.18
0210-100-1801-0000 DODGE CHARGER POLICE VEH W/EQUIP	20,894.00				20,894.00	20,894.00
0210-100-1901-0000 DODGE CHARGER POLICE VEH W/EQUIP	40,000.00		35,992.00 89.98		4,008.00	4,008.00
0210-100-1902-0000 2 CHEV TAHOE POLICE VEH W/EQUIP	81,000.00		80,237.66 99.06		762.34	762.34
0210-100-2101-0000 2020 CHEVY TAHOE POLICE VEHICLE	45,000.00		45,022.39 100.05		-22.39	-22.39
0210-100-2102-0000 RADIOS	49,000.00				49,000.00	49,000.00
0210-100-2103-0000 DISPATCH EDP RACK	5,000.00				5,000.00	5,000.00
0210-100-2201-0000 2 POLICE CRUISERS	90,000.00		87,935.47 97.71		2,064.53	2,064.53
0210-100-2202-0000 BODY CAMERA EXPENSES			66,995.33		-66,995.33	-66,995.33
0210-100-2301-0000 POLICE STATION UPGRADES	20,000.00		22,264.46 111.32		-2,264.46	-2,264.46
0210-100-2302-0000 FY 2023 POLICE VEHICLE *** Unknown ***	56,000.00 426,081.00		39,111.00 97.31 402,111.13 97.98	15,380.00 15,380.00	1,509.00 8,589.87	16,889.00 23,969.87
0211-100-1608-0000 NEEDS SURVEY	41,500.00		42,607.60 103.93	525.00	-1,632.60	-1,107.60
0211-100-1609-0000 BUILDING IMPROVEMENTS TBD	55,590.00				55,590.00	55,590.00



# TOWN OF WINCHESTER APPROPRIATION SUMMARY

Date Range:  
7/01/2018  
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179 CAPITAL IMPROVEMENT PROGRAM 05

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0211-100-1901-0000 FIRE TRUCK REPLACEMENT - SF	400,000.00			152.17	608,684.00	-208,684.00	400,000.00
0211-100-2101-0000 FIRE CHIEF PICKUP TRUCK	38,000.00		37,069.00	97.55		931.00	931.00
0211-100-2301-0000 STATION REPAIRS AND UPGRADES-SF	30,000.00					30,000.00	30,000.00
0211-100-2302-0000 AIR COMPRESSOR (FEMA MATCH) - SF	30,000.00					30,000.00	30,000.00
0211-200-2301-0000 BOND - AERIAL LADDER TRUCK	595,090.00		779,548.50	639.75	2,338,645.50	-3,118,194.00	-779,548.50
*** Unknown ***			859,225.10		2,947,854.50	-3,211,989.60	-264,135.10
0213-100-2301-0000 LAND USE/BUILDING SHARED VEHICLE	40,000.00	40,000.00	40,000.00	100.00			
*** Unknown ***	40,000.00	40,000.00	40,000.00	100.00			
0311-100-1402-0000 WEST ROAD BRIDGE ENGINEERING	-2,942.00		894,873.80		193,338.82	-2,942.00	-2,942.00
0311-100-1403-0000 SUCKER BROOK RD BRIDGE TOTAL COSTS	26,212.00		26,212.00	100.00		-1,088,212.62	-894,873.80
0311-100-1601-0000 ROADSIDE MOWER	70,200.00		179,600.61	255.84		-109,400.61	-109,400.61
0311-100-1602-0000 TWO PLOW TRUCKS			1,202,722.47		-588,030.26	-614,692.21	-1,202,722.47
0311-100-1701-0000 ROAD MAINTENANCE 16-17	-6,000.00					-6,000.00	-6,000.00
0311-100-1704-0000 FLORENCE ST RETAINING WALL	2,942.00		296,363.74	3,086.42	378.63	-293,800.37	-293,421.74
0311-100-1801-0000 SALT SHED	103,804.00		103,803.75	100.00		0.25	0.25
0311-100-1802-0000 JCB 100C EXCAVATOR	800,000.00		634,906.74	193.86	915,962.06	-750,868.80	165,093.26
0311-100-1901-0000 WHITING STREET RENOVATION			24,682.85			-24,682.85	-24,682.85
0311-100-1901-1000 WHITING ST RENOVATION-RETAINAGE	161,715.00		161,716.48	100.00		-1.48	-1.48
0311-100-1902-0000 PLOW TRUCK #3	114,246.00		114,246.90	100.00		-0.90	-0.90
0311-100-1903-0000 BACKHOE / BUCKET LOADER	54,500.00		54,500.00	118.35	10,000.00	-10,000.00	
0311-100-1904-0000 BRUSH CHIPPER	27,228.00		27,228.00	100.00			
0311-100-1905-0000 BUILDING MAINTAINER PICKUP TRUCK	65,595.00		65,595.00	100.00			
0311-100-1906-0000 SIDEWALK MAINTAINER MACHINE	445,000.00		799,686.59	185.47	25,649.31	-380,335.90	-354,686.59
0311-100-1907-0000 LANSON DRIVE CULVERT	45,000.00	17,917.75	82,816.25	203.81	8,897.75	-46,714.00	-37,816.25
0311-100-1908-0000 ELM STREET RECONSTRUCTION	25,000.00		25,152.00	100.61		-152.00	-152.00
0311-100-1909-0000 STREET SIGNS	103,640.00					103,640.00	103,640.00
0311-100-1910-0000 FY19 LOCIP FUNDED ROAD REPAIRS	400,000.00					400,000.00	400,000.00
0311-100-1911-0000 FY19 SHIM CRACK CHIP SEAL	400,000.00					400,000.00	400,000.00
0311-100-2000-0000 FY20 SHIM CRACK CHIP SEAL	-25,928.00					400,000.00	400,000.00
0311-100-2001-0000 FY20 ROAD MAINTENANCE	178,322.00		305,900.19	1,592.49	107,001.05	-438,829.24	-331,828.19
0311-100-2002-0000 PLOW TRUCK #4	149,809.00		178,321.56	100.00		0.44	0.44
0311-100-2003-0000 PLOW TRUCK #5	293,620.00		149,809.00	100.00			
0311-100-2004-0000 CATCHBASIN MAINT TRUCK	35,000.00		293,620.00	100.00			
0311-100-2005-0000 SINGLE DRUM ROLLER	328,700.00		35,000.00	100.00			
0311-100-2006-0000 CASE AVE BRIDGE	22,000.00		237,933.54	90.00	57,880.21	32,886.25	90,766.46
0311-100-2007-0000 SMITH HILL ROAD CULVERT	80,000.00		11,300.00	109.55	12,800.00	-2,100.00	10,700.00
0311-100-2008-0000 TAYLOR BROOK CULVERT - W WAKEFIELD	333,942.00		77,034.50	257.81	129,215.50	-126,250.00	2,965.50
0311-100-2009-0000 SUCKER BROOK CULVERT - W WAKEFIELD	75,000.00		342,380.31	106.22	12,328.97	-20,767.28	-8,438.31
0311-100-2010-0000 MARSHALL STREET RENOVATION	116,920.00	931.74	38,156.31		-667.51	-37,488.80	-38,156.31
0311-100-2011-0000 SCHUEMAN ROAD FY20 PROJECT			79,941.46	106.59		-4,941.46	-4,941.46
0311-100-2012-0000 REACHING HILL FY20 PROJECT			101,464.39	92.70	6,920.00	8,535.61	15,455.61

# TOWN OF WINCHESTER APPROPRIATION SUMMARY

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7/01/2018  
3/31/2023

179 CAPITAL IMPROVEMENT PROGRAM 05

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0311-100-2013-0000 STOWE RD 2			5,251.05		-5,251.05	-5,251.05
0311-100-2014-0000 OVERLOOK ROAD	426,000.00		445,062.96	13,044.62	-32,107.58	-19,062.96
0311-100-2015-0000 SUCKERBROOK RD PAVING			42,920.99	1,687.30	-44,608.29	-42,920.99
0311-100-2017-0000 FY20 LOCIP FUNDED ROAD REPAIRS	100,000.00		308,344.54		100,000.00	100,000.00
0311-100-2101-0000 FY21 ROAD MAINTENANCE	400,000.00		181,945.96		91,655.46	91,655.46
0311-100-2102-0000 FLOW TRUCK #6	140,973.00		25,000.00		-40,972.96	-40,972.96
0311-100-2103-0000 PAVING BOX	30,000.00		117,651.86		5,000.00	5,000.00
0311-100-2104-0000 TWO F550 TRUCKS W PLOWS	118,000.00		14,836.25	112,000.00	-111,651.86	348.14
0311-100-2106-0000 HIGHLAND LAKE WW STORM DRAINS	300,000.00		47,917.42	14,988.75	270,175.00	285,163.75
0311-100-2107-0000 PRATT ST CULVERT & SIDEWALK	30,000.00		57,900.00	24,514.77	-42,432.19	-17,917.42
0311-100-2108-0000 HOLABIRD AVE - COLONY TO FLORENCE	102,000.00	1,150.00	24,959.93	2,169.00	44,100.00	44,100.00
0311-100-2109-0000 ESOURCE-ALLN, GLBRT, LVLY, OAK, WETMOR	108,000.00		8,600.00	8,500.00	80,871.07	83,040.07
0311-100-2110-0000 RYAN FIELD DRIVEWAY	22,000.00			32,900.00	4,900.00	13,400.00
0311-100-2111-0000 FY21 LOCIP FUNDED ROAD REPAIRS	87,295.00		500,346.15		-346.15	-346.15
0311-100-2201-0000 FY22 ANNUAL ROAD MAINTENANCE	500,000.00		53,719.60	3,223.60	-26,943.20	-23,719.60
0311-100-2202-0000 CASE AVE - MAIN ST TO GAY ST	30,000.00		5,516.50	1,250.00	123,233.50	124,483.50
0311-100-2203-0000 UPLAND ROAD	130,000.00		29,966.00		34.00	34.00
0311-100-2204-0000 PW DIRECTOR PICKUP TRUCK	30,000.00		210,712.38		-101,802.38	-99,602.38
0311-100-2205-0000 PAYLOADER	111,110.00		315,292.56		46,630.71	84,707.44
0311-100-2301-0000 FY 2023 ANNUAL ROAD MAINTENANCE	400,000.00			38,076.73	125,000.00	125,000.00
0311-100-2302-0000 SMITH HILL BRIDGE MAINTENANCE	125,000.00				115,000.00	115,000.00
0311-100-2303-0000 WINCHESTER CENTER CEMETARY EXPANS	115,000.00				30,000.00	30,000.00
0311-100-2304-0000 FOREST VIEW-SHED ROAD AND CHAPEL	30,000.00				150,000.00	150,000.00
0311-100-2305-0000 PW FACILITY - STAGING AREA	150,000.00				60,000.00	60,000.00
0311-100-2306-0000 PW FACILITY - ROOF REPLACEMENT	60,000.00				-1,335.01	-342.83
0311-100-2307-0000 FLOW TRUCK #7 - 6 YR LEASING PROG	43,000.00		43,342.83	992.18	200,000.00	200,000.00
0311-100-2308-0000 COMMUNITIES CHALLENGE GRANT-MATCH	200,000.00				-1,000.00	-594.15
0311-200-1601-0000 ROAD IMPROVEMENTS 15-16			594.15	405.85	-6,900.00	
0311-200-2304-0000 BOND - CASE AVENUE				6,900.00	-2,564,798.00	
0311-200-2306-0000 BOND - CASE AVENUE BRIDGE					-8,750.00	
0311-200-2312-0000 BOND - W WAKEFIELD/TAYLOR BRK BRDG			1,250.00	2,564,798.00	-1,828.00	-1,250.00
0311-200-2319-0000 BOND- GRANTVILLE RD MAD RIVER BRDG			1,828.00	7,500.00	-1,828.00	-1,828.00
*** Unknown ***	8,211,903.00	19,999.49	8,987,927.57	3,726,825.33	-4,502,849.90	-776,024.57
0812-100-2101-0000 ZERO TURN MOWER					1,151.00	1,151.00
0812-100-2201-0000 WALKER FIELD DUGOUT	7,900.00		6,749.00	85.43	5,588.32	6,533.32
0812-100-2301-0000 PARK/REC - NEW MOWER	65,000.00		58,466.68	91.40	-199.00	-199.00
0812-100-2302-0000 WALKER FIELD-SCOREBOARD ELEC REP	9,850.00		10,049.00	102.02	4,060.40	4,060.40
0812-100-2303-0000 PARK/REC-TRACTOR W/LOADER ATTACH	8,000.00		3,939.60	49.25	-1,350.00	27,750.00
*** Unknown ***	27,750.00		79,204.28	104.86	9,250.72	39,295.72
0813-100-2201-0000 SENIOR CENTER VAN VIA GRANT	118,500.00			30,045.00	12,000.00	12,000.00
0813-100-2203-0000 SR CNTR-A/C SYST COMPRESSOR REPL	12,000.00		7,500.00	100.00		

# TOWN OF WINCHESTER APPROPRIATION SUMMARY

Date Range:  
7/01/2018  
3/31/2023

179 CAPITAL IMPROVEMENT PROGRAM 05

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0915-148-0000-0000 MAIN STREET PROJECT	19,500.00		7,500.00	38.46		12,000.00	12,000.00
0915-311-0001-0000 HOLABIRD AVE ENGINEERING	*** Unknown ***		10,397.11			-10,397.11	-10,397.11
			4,844.16		-15,000.00	10,155.84	-4,844.16
			15,241.27		-15,000.00	-241.27	-15,241.27
1000-100-1701-0000 MOTHBALL HINSDALE SCHOOL	100,000.00		153,575.00	100.00		100,000.00	100,000.00
1000-100-1901-0000 HINSDALE ENGINEERING -NOT BONDABLE	153,575.00					710,000.00	710,000.00
1000-878-0000-0000 HINSDALE SCHOOL-ARCHITECT DESIGN	710,000.00					110,000.00	110,000.00
1000-878-0001-0000 HINSDALE SCHOOL-OTHER PROFESS FEES	110,000.00		153,575.00	14.31		920,000.00	920,000.00
*** Unknown ***	1,073,575.00						
APPROPRIATION TOTAL	13,141,034.90	77,113.89	12,919,584.03	149.66	6,746,989.10	-6,525,538.23	221,450.87

# Boards & Commissions

## 1 CONSIDERATION

*(STEP 1 FOR NEW APPOINTMENTS - TO BE RECOGNIZED AT TONIGHT'S MEETING)*

Date	Name	Board/Commission	Party	Permanent/ Alternate	Term Ends

## NOMINATIONS

*(STEP 2 FOR NEW APPOINTMENTS - TO BE VOTED INTO NOMINATION AT TONIGHT'S MEETING)*

Date	Name	Board/Commission	Party	Permanent/ Alternate	Term Ends

## APPOINTMENTS

*(FINAL STEP FOR NEW APPOINTMENTS - TO BE VOTED ON FOR APPOINTMENT AT TONIGHT'S MEETING)*

Date	Name	Board/Commission	Party	Permanent/ Alternate	Term Ends
04/17/2023	Ellie Gunn	Zoning Board of Appeals	D	Move from Alternate to Permanent (repl. Philip Allen)	12/2028
4/17/2023	Paul Mitchell	Zoning Board of Appeals	U	Alternate (repl. Sandy Griswold)	12/2026

## RE-APPOINTMENT

*(TO BE VOTED ON FOR RE-APPOINTMENT AT TONIGHT'S MEETING)*

Date	Name	Board/Commission	Party	Permanent/ Alternate	Term Ends
0/17/2023	Dennis Dressel	EDC	R	Member	4/2028
4/17/2023	Shane Dechamps	EDC	R	Member	4/2028
4/17/2023	Russell Davenport	IWWC	U	Member	4/2026
4/17/2023	Frank Oliveri	IWWC	R	Member	4/2026

## RESIGNATION

*(TO BE MENTIONED AT TONIGHT'S MEETING)*

## Boards & Commissions

Date	Name	Board/Commission	Party	Permanent/ Alternate	Term Ends
04/17/2023	David Sartirana	Economic Development Commission	R	Alternate	4/2027

### APPOINTMENTS BY OTHER APPOINTING AUTHORITIES

*(TO BE MENTIONED AT TONIGHT'S MEETING)*

Date	Name	Board/Commission	Party	Permanent/ Alternate	Term Ends	Appointing Authority

### CURRENT VACANCIES

*(TO BE MENTIONED AT TONIGHT'S MEETING)*

Board/Commission	Position	Openings	Meets On	Appointing Authority
<u>Architectural Review Committee</u>	Member & Alternate	1 & 2 Alternates	As needed	Planning and Zoning Commission
<u>Board of Assessment Appeals</u>	Alternate Member	1	TBD March/September	Board of Selectmen
<u>Laurel City Commission</u>	Regular	5	TBD but monthly	Board of Selectmen
<u>Inland Wetlands &amp; Watercourses Commission</u>	Member	2	3 <sup>rd</sup> Wednesday of each month	Board of Selectmen
<u>Recreation Board</u>	Member	1	1 <sup>st</sup> Wednesday of each month	Board of Selectmen
<u>Zoning Board of Appeals</u>	Member & Alternate	2 Alternates	4 <sup>th</sup> Tuesday of each month	Board of Selectmen

**APPLICATION FOR APPOINTMENT TO A BOARD/COMMISSION**  
**WINCHESTER, CONNECTICUT**

338 Main St. Winsted CT 06098 860 379-2713  
[www.townofwinchester.org](http://www.townofwinchester.org)

If you are interested in the well-being and betterment of our community and are willing to put in the time to review appropriate material and attend meetings, this is an opportunity for you to apply to become a member of one of our Boards or Commissions. This application will be reviewed by the Board of Selectmen. The Board of Selectmen is responsible for making appointments for Board/Commission vacancies.

**LIST THE BOARD/COMMISSION YOU ARE INTERESTED IN SERVING:**

Zoning Board of Appeals  
NAME: Paul Mitchell

ADDRESS: 127 Shore Drive, Winsted CT


HOME PHONE #: \_\_\_\_\_ CELL PHONE #: 860-689-0907 E-MAIL: Pgmitchell198@gmail.com

ARE YOU A REGISTERED VOTER IN THE TOWN OF WINCHESTER? Yes

PRIOR CIVIC INVOLVEMENT: None

SHORT SYNOPSIS OF EXPERTISE AND/OR INTEREST: Business owner, Home owner.  
Would like to see town flourish with new ideas. Stay and improve  
area to be a safe + clean place to live and work

Have you contacted any current members or attended any meetings on the Board/Commission that interests you? \_\_\_\_\_ Name: None

Signature:  Date: 4-1-23

Please note that all Board/Commission members are subject to the Town of Winchester's Conflict of Interest Policy

Please Return To:  
Town Manager  
338 Main St.  
Winsted CT 06098  
[townmanager@townofwinchester.org](mailto:townmanager@townofwinchester.org)

04/13/2023

Josh S. Kelly  
Town Manager  
Town of Winchester  
338 Main St  
Winsted CT 06098

Josh

I am writing to announce my resignation from the Town of Winchester's Economic Development Commission, effective at 12:01 a.m. April 14, 2023. It has been brought to my attention that the Town Charter calls for members of the commission to be residents. At the time of my appointment, I was a resident but have since moved my family to Colebrook.

I have enjoyed being part of this highly dedicated group and will continue to support them by attending meetings and bringing my expertise to the table through public comment.

Sincerely

A handwritten signature in black ink, appearing to read "David L. Sartirana", written in a cursive style.

David L. Sartirana

## BOARD OF SELECTMEN ACTION REQUEST

**No.:** 23-09d

**Date:** April 17, 2023

**Topic:** Unfinished Business ( A ) – Ordinance Codification Project (Step 3 of 3)

**From:** Joshua Kelly, Town Manager

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**Background:** Over the past 2+ years, the Town has been busy working with the vendor General Code to codify the Town's ordinances and regulations and get them posted online in a searchable format. This process has included General Code's legal team, the Town Attorney, the Town Manager, members of the Board of Selectmen, and members of the Town's staff reviewing the ordinances for inconsistencies and outdated information and making corrections in those areas.

We are now at a point in this process where the corrections have been made, and a draft of the codified ordinances has been made available for the public's review since February. While many ordinances have been updated, there will continue to be work needed on other ordinances into the future. This codified set of ordinances and regulations have been posted on the Town's website for public viewing and consideration.

On February 21, 2023, the Board of Selectmen discussed an adoption process for these codified ordinances. At the Board's request, information about this process was posted on all of the Town's social media channels and an ad was posted in the paper to make sure that this process is well known to the public. The Board of Selectmen has discussed this matter at their meeting on March 20<sup>th</sup> and again on April 3<sup>rd</sup>.

The final step in the process is for the Board of Selectmen to vote on whether they should be adopted. Per our Town Attorney, a single motion may be made to adopt all amended ordinances as presented. That motion may be made and voted on at tonight's meeting. The codified ordinances will go into effect 15 days after adoption, per the Charter.

Zoning regulations and Inland Wetland regulations will be reviewed and adopted by the Planning & Zoning Commission and by the Inland Wetlands Commission respectively, not by the Board of Selectmen. These codified regulations can still be found on the Town's website for public review. The new codified ordinances and regulations will be made public on the website following adoption by all three agencies.

**Requested Action:** I ask that the Board of Selectmen consider adopting the codified ordinances at tonight's meeting.

**Fiscal Implications:** None.

**Recommended Motion:** I move that the Board of Selectmen adopt the codified ordinances as presented, replacing the ordinances as they currently stand.

**Attachments:** Please see the Town's website to review the full set of codified ordinances and regulations at <https://www.townofwinchester.org/subpages/ordinance-codification-project>.



## BOARD OF SELECTMEN ACTION REQUEST

No.: 23-11c

Date: April 17, 2023

Topic: New Business (B) – Structured Tax Plan for 630 Main Street

From: Joshua Kelly, Town Manager

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**Background:** Winsted resident John Noone is prepared to close on the old church building located at 630 Main Street and turn it into a performing arts center. Currently, the building is not on the tax rolls, as it is used for tax-exempt purposes. If John buys the property, it will be taxable. He has approached the Town with this information because he would like to proceed with the purchase of the property, but he needs some level of tax relief in order to be able to afford to open the space up as a performing arts center in the next few years.

At the last meeting, John was in attendance and spoke to you more about his vision, plans, business plan, and request.

The Connecticut General Statutes allow towns to offer certain types of tax agreements that would bring the property onto the tax rolls in a gradual manner. Any tax abatement offered by a town has to be specifically enabled by one or more of the general statutes.

Working with the Town Attorney and the Assessor's Office, we have found that the Town is able to enter into an agreement to provide a fixed assessment to certain properties for economic development purposes over the course of a period of time not to exceed 10 years.

**Sec. 12-65b. Agreements between municipality and owner or lessee of real property or air space fixing the assessment of such property or air space. (a)(1) Any municipality may, by affirmative vote of its legislative body or, pursuant to subdivision (2) of this subsection, by its board of selectmen, enter into a written agreement, for a period of not more than ten years, with any party owning or proposing to acquire an interest in real property in such municipality, or with any party owning or proposing to acquire an interest in air space in such municipality, or with any party who is the lessee of, or who proposes to be the lessee of, air space in such municipality in such a manner that the air space leased or proposed to be leased shall be assessed to the lessee pursuant to section 12-64, fixing the assessment of the real property or air space which is the subject of the agreement, and all improvements thereon or therein and to be constructed thereon or therein, subject to the provisions of subsection (b) of this section. For purposes of this section, "improvements to be constructed" includes the rehabilitation of existing structures for retail business use.**

(2) In the case of a municipality where the legislative body is a town meeting and such town meeting has adopted an ordinance delegating to the board of selectmen the authority to enter into an agreement described in subdivision (1) of this subsection, such board of selectmen may enter into such agreement.

(b) The provisions of subsection (a) of this section shall only apply if the improvements or improvements to be constructed are for at least one of the following: (1) Office use; (2) retail use; (3) permanent residential use in connection with a residential property consisting of four or more dwelling units; (4) transient residential use in connection with a residential property consisting of four or more dwelling units; (5) manufacturing use; (6) warehouse, storage or distribution use; (7) structured multilevel parking use necessary in connection with a mass transit system; (8) information technology; (9) recreation facilities; (10) transportation facilities; (11) mixed-use development, as defined in section 8-13m; or (12) use by or on behalf of a health system, as defined in section 19a-508c.

At the last Board of Selectmen meeting, there was a vote to have me draft a proposed tax abatement motion/agreement to be considered at tonight's meeting. You will find the recommended motion below.

**Requested Action:** I ask that the Board of Selectmen consider this option and let me know if they would like to see such an agreement drawn up in support of tax relief for 630 Main Street if it is to be developed as a performing arts center.

**Fiscal Implications:** Presently, the Town receives no taxes from this property. Our understanding is that the Town will likely not receive taxes if this sale does not occur, as other offers on the property come from tax-exempt organizations. Therefore, this sale going through will bring the taxes up from \$0 to a substantial annual amount.

Anticipating a 26.50 mill rate and no change in the value of the property for the next five years, the Board of Selectmen adopting this tax abatement plan would result in the following incomes for the Town:

FY 2024: \$2,322.09 (90% abatement)  
FY 2025: \$11,610.45 (50% abatement)  
FY 2026: \$17,415.67 (25% abatement)  
FY 2027: \$23,220.89 (no abatement applied)  
FY 2028: \$23,220.89 (no abatement applied)

**Recommended Motion:** "I move that the Board of Selectmen adopt the attached resolution as presented."

**Attachments:**        *Approving resolution.*

**APPROVING RESOLUTION**

**(Draft dated 4/12/2023)**

**TOWN OF WINCHESTER, CT  
RESOLUTION TO APPROVE  
TAX ABATEMENT FOR 630 MAIN STREET**

**WHEREAS**, Section 12-65b, as amended, of the Connecticut General Statutes permits municipalities to fix the assessed value of properties to provide tax abatement for new recreational facilities to be opened; and

**WHEREAS**, the Board of Selectmen has duly considered this matter and finds reason to believe that the Town's tax base will benefit, in the long-term, from approving this abatement and that the prospective owner of the business has assured the Town that the property will remain taxable so long as the property remains in his possession; now therefore be it

**RESOLVED:**

- (a) that we, the Board of Selectmen, fix the assessed value of the property located at 630 Main Street in accordance with Schedule A (attached); and
- (b) that the assessed value of the property shall be redetermined, under routine procedures, by the Assessor's Office following the completion of the fixed assessed value schedule; and
- (c) that this agreement fixing the assessed values shall be terminated if a limited liability corporation (LLC) established and operated by John Noone transfers ownership of the property or if the property is no longer a recreational facility.
- (d) This agreement will begin upon an LLC established and operated by John Noone taking title to 630 Main Street, Winchester, Connecticut.

**Schedule A**

<b>Effective Date</b>	<b>Fixed Assessed Value</b>	<b>Effective Tax Abatement*</b>
July 1, 2023	\$87,626.00	90%
July 1, 2024	\$438,130.00	50%
July 1, 2025	\$657,195.00	25%
July 1, 2026	\$876,260.00	0%

*\*Based on \$876,260 assessed value as generated by the October 1, 2022 Revaluation.*

**From:** [John Noone](#)  
**To:** [Josh Kelly](#)  
**Subject:** Project timelines  
**Date:** Friday, April 14, 2023 9:04:59 AM

---

Caution! This message was sent from outside your organization.

[Allow sender](#) | [Block sender](#)

Josh,

Timelines are predicated on Planning/Zoning, Building & Fire code requirements, Accomplishments of those requirements can't be predicted at this time because of the several contracted entities involved. Given my discussions with the building inspector and fire marshal this week regarding two of the projects, my best estimate for time to open them is as follows:

Redman's Building (Laurel City Dance Hall); 1 year  
United Methodist Church (Laurel City Playhouse and Concert Hall); 1 year  
Greenhouse BnB; August 1st, 2023

The goal will be to open as soon as possible, but accurate timelines can't be predicted currently because of the many factors related. Updates to completion times can be better predicted as the work and requirements become more evident. Hope this helps a bit. Sorry for the lack of accuracy.

Regards,  
John N.

## BOARD OF SELECTMEN ACTION REQUEST

**No.:** 23-18

**Date:** April 17, 2023

**Topic:** New Business (A)- SEC.142-Driveway Ordinance-Variance Request-543 E. Wakefield Blvd

**From:** Joshua Kelly, Town Manager

---

**Background:** Mr. Serkey built a home at 543 East Wakefield Blvd. The Public Works director did not receive an application for a driveway permit which is required by the ordinance.

**Requested Action:** *I request that the Board of Selectmen allow for a driveway variance at 543 East Wakefield Blvd.*

**Recommended Motion:** *I move that the Board of Selectmen grant a driveway variance to Mr. Serkey for 543 East Wakefield Blvd.*

**Attachments:**

- SEC. 142 Driveway Ordinance
- PW Directors correspondence and recommendation
- Pictures of old and new driveways

## Driveway Permit INSPECTION check list

1. Driveway Permit application Number #310  
Address 543 E. Wakefield Blvd.  
Contractor  
Owner Randy Serkey
2. Does the installed driveway meet the road at an angle of less than 75 degrees for a distance of 40 feet from the centerline of the road? Yes, this is okay.
3. Does the installed driveway maintain a slope of not more than 4% for a distance of 40 feet from the centerline of the road? **NO, 14%-18%**
4. Is there any section of the installed driveway that exceeds 14% along the driveway's length?  
**Yes, up to 18%.**
5. Is there any section of the installed driveway that exceeds 5% across its width? No. this is okay.
6. Does the installed driveway cause or continue runoff which previously had drained thereon **only** as a natural condition? **The property is a watercourse, no provisions to improve existing conditions were implemented.**  
Was a culvert or drainage structure installed? **No, it would have benefited gutter flows.**  
If yes, is it at least 18' long or 2' wider than the driveway on each side?
7. Did construction prevent roadway runoff from entering the main portion of the driveway? Yes, this is okay.
8. Is the installed driveway at least 14 feet wide where it joins the road? Yes, 23', this is okay.  
Does the entire driveway maintain at least a minimum width of 10 feet? Yes, 14' min., this is okay.  
Is the installed apron at least 12 feet in from the edge of the road? Yes, this is okay.  
Is the installed apron at least 2 ½ inches thick? Probably.
9. Does this public or commercial driveway exceed 30 feet wide at the curb cut? No, this is okay.  
If yes, does it have a special approval from P&Z?
10. Are the sight lines adequate for the speeds of the roadway? Yes, 250'+ north & 350' + south, this is okay.
11. Is the installed driveway located within 20 feet of an intersection? No, this is okay  
Is the installed driveway located within 20 feet of a marked crosswalk? No, this is okay.
12. If the installed driveway joins a State road, does it have a DOT permit? N/A
13. Are the erosion and sedimentation controls adequate? The site is currently stable, this is okay.
14. Are the earth slopes and disturbed soils stabilized? Yes, this is okay.
15. Has the \$25 application fee been paid? Yes.
16. Is this a new driveway? Yes, there is new base aggregate and new asphalt pavement for the entire length of the driveway.  
Is this a Substantial Reconstruction? Yes, the entire driveway was reconstructed.
17. Does this driveway comply with the BOS Variances? **To be determined.**  
Is this variance in harmony with the general purpose and intent of the Ordinance?  
Has it conserved **public**: health, safety, convenience, welfare, and property values?  
Does a literal enforcement of the ordinance result in exceptional hardship? **Ledge or boulders may have contributed to the slope nonconformity.**
18. Have any of these terms of the Ordinance, Permit or Variance been violated? **As built, the driveway does not conform to the ordinance.**

DPW recommendations to the Board of Selectmen, regarding the variance request by the Serkey's, 543 East Wakefield Blvd.

There is zero doubt in my mind that the work done to the driveway at 543 E. Wakefield Blvd. required a Driveway Permit. 100% of the old gravel driveway was reconstructed and paved. The footprint changed, the contours changed, the base aggregate was regraded and supplemented with new aggregate. It is a new driveway.

The new driveway does not comply with the Driveway Ordinance, see sections #3, #4 & #6, comments in red.

#3 & #4 --- Ledge or boulders **may** have been a contributing factor to why the driveway slope exceeds 4% in the first 40 feet as measured from the center line of the road, and why the slope exceeds the ordinance maximum of 14%.

Although not ideal, this steep driveway is more of a nuisance to the owners than a safety issue to the general public, so approving a variance for these two items wouldn't be a terrible decision.

#6 --- This parcel is essentially a watercourse. During the extensive sitework on this property there was significant stormwater diversion and drainage work done. The newly constructed stormwater discharges towards Wakefield Blvd. just south of the driveway. No provisions were made to keep this water off of the town road. It is impounded by the driveway, and then runs out into the roadway causing icing issues during the winter.

When development discharges stormwater it is their responsibility to keep it from becoming a problem off their property. When they created their drainage system, they took ownership of their discharge. It is their responsibility to abate the nuisance.

There are multiple possible solutions to prevent their storm water from impacting the public right of way. The Serkeys need to propose a solution that is acceptable to Public Works to abate the nuisance. This should be a requirement/condition of any variance granted by the Board of Selectmen.

JIM ROLLINS



**SEC. 142     DRIVEWAY ORDINANCE**

Be it ordained by the Board of Selectmen of the Town of Winchester, Connecticut:

1. No driveway shall be constructed connecting to a Town road prior to the issuance of a Driveway Permit by the Director of Public Works or his designated representative (Superintendent of Streets). No building permit will be issued until such time as applicant secures a Driveway Permit.
2. Every driveway shall meet the edge of the highway pavement at an angle of no less than 75 degrees and shall adhere to this angle to a distance of 40 feet, measured from the centerline of the highway.
3. Every driveway shall have an area extending from the edge of the highway pavement to a distance of 40 feet, measured from the centerline of the highway, that is not more than 4 percent grade.
4. No driveway shall contain any portion having a grade greater than 14 percent along its length.
5. No driveway shall contain any portion having a grade of more than 5 percent across its width.
6. No driveway shall be constructed or maintained so as to discharge water into any roadway, or gutterline of any roadway, except water which previously had drained thereon as a natural condition. Driveways entering Town roads may require a culvert, or more extensive drainage structures, depending on runoff conditions. The size, type and dimensions of culverts and drainage structures will be subject to review by the Public Works Director or his designated representative prior to the issuance of a Driveway Permit. All culverts required by the Public Works Director shall be a minimum of 18 feet in length or 2 feet wider than the driveway on each side.
7. No driveway shall be constructed or maintained so as to allow roadway water to enter the main portion of the driveway.
8. All driveways shall have a minimum width of at least 10 feet and shall be at least 14 feet across where joining any highway. A bituminous concrete apron at least 2 ½ inches thick will be constructed from the edge of the adjoining Town road for a length of at least 12 feet.
9. No public or commercial driveway of over thirty (30) feet in width shall be permitted without special approval of the Planning and Zoning Commission.
10. Adequate site lines, as determined by the Public Works Director shall be established and maintained.
11. No driveway shall be located within 20 feet of an intersection or within 20 feet of a regularly constituted crosswalk.
12. All driveways entering State highways must conform to the current specifications as set forth by the Department of Transportation, and must be approved by the State Department of Transportation.
13. Every reasonable precaution shall be exercised by Owner throughout the construction of the driveway to prevent, control and abate siltation, sedimentation and pollution of all waters, underground water systems and inland wetlands. Unless a specific type of sedimentation control system is ordered by the Director of Public Works, the type of system will be at the contractors option. Hay bale systems will be allowed to remain in the

toe-of-slope areas unless ordered removed by the Director of Public Works. The permittee will immediately remove any siltation accumulating in a Town road.

14. All earth slopes and areas of disturbed soil produced in the process of driveway construction shall be stabilized to the satisfaction of the Director of Public Works.
15. Applicants for driveway permits shall pay a permit fee of \$25 to the Town of Winchester.
16. This ordinance shall apply only to new construction of driveways and to substantial reconstruction of existing driveways. Substantial reconstruction, for the purposes of this section, shall mean any reconstruction of 50% or more of the length of a driveway.
17. Variances. Determinations. The effect of this Ordinance may be determined and varied as follows:
  - a) The Board of Selectmen shall serve as the Board which may grant variances or determine the effect of this ordinance.
  - b) It shall be the duty of the Board of Selectmen to determine and vary the application of the Driveway Ordinance in harmony with its general purpose and intent and with due consideration for conserving the public health, safety, convenience, welfare and property values solely with respect to a parcel of land where, owing to conditions especially affecting such parcel but not affecting generally the district in which it is situated, a literal enforcement of such Driveway Ordinance would result in exceptional difficulty or unusual hardship so that substantial justice will be done and the public safety and welfare secured.
  - c) A simple majority vote is required to grant a variance or make a determination. No public hearings are required, although variances and determinations must be made at a public meeting. No notice or publication will be necessary beyond those required for regular commissions by the Freedom of Information Commission respecting posting of meetings and filing of minutes.
  - d) An application to vary this ordinance or to determine the effect of this ordinance shall be made in writing at least two weeks prior to a meeting of the Board of Selectmen; this requirement may be waived by the Board of Selectmen for good cause. The application must set forth the reasons for which a variance or a determination is sought, including any hardship resulting from a literal enforcement of this ordinance. The application shall provide the location of the property, the name of the owner, the name of the applicant and any other information which may be helpful to the Board of Selectmen. The application fee shall accompany the application.
  - e) The application fee shall be \$25.00.
18. Any person who violates any of the terms thereof shall be subject to a fine of not more than one hundred (\$100) dollars and each day that a violation thereof continues shall constitute a separate offense. INITIAL ORDINANCE OPERATIVE FEBRUARY 26, 1986, AS AMENDED EFFECTIVE AUGUST 4, 1988 AND NOVEMBER 24, 1988.



**PUBLIC WORKS DEPARTMENT  
TOWN OF WINCHESTER**

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

November 20, 2019

Randy Serkey  
72 Laurel Rd.  
Harwinton, CT 06791

**Re: Stormwater discharge onto Town Property from 543 E. Wakefield Blvd.**

Dear Randy:

The Department of Public Works recently reviewed your request to discharge stormwater from the footing drains and gutter downspouts onto Town Property. This review was conducted at your request, partially due to "after the fact" building permit requirements and an "after the fact" driveway permit application.

DPW observed the site conditions on 11/19/19 as well as reviewed the Peter Keefe A-2 survey dated 9/5/19 and an engineering report from Laurel Engineering dated 9/23/19.

DPW has no philosophical objections to this stormwater being discharged on to the East Wakefield Blvd. right of way however, there are concerns. First off and easiest, proper erosion controls and scour protection needs to be designed and installed at the pipe outlets. Of more significant concern is where the water will run once it exits the outlets. Will it pond and migrate its way onto the road and freeze causing a public hazard and/or increased maintenance? Will it travel along the edge of the road and pond and/or freeze in front of a neighbor's property causing them a hardship or increased maintenance?

Other stormwater from the 8" pipe on the south side of the property may have similar issues.

DPW's recommendation is to issue a conditional approval to discharge and then observe the conditions over this upcoming winter and spring seasons and then hold Mr. Serkey responsible for permanent solutions to issues observed and documented by DPW throughout the winter/spring seasons.

The Driveway Permit Application will not be acted upon by this office until enough information is gathered through observing the winter/spring seasons, which may be cause for additional conditions of approval or denial.

Best regards,

Jim Rollins  
*Director of Public Works*



**PUBLIC WORKS DEPARTMENT  
TOWN OF WINCHESTER**

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

April 20, 2021

Randy Serkey  
72 Laurel Rd.  
Harwinton, CT 06791

**Re: Driveway Permit Application**

Mr. Serkey

Per your request I am revisiting your Driveway Permit Application dated 10/22/2019. The application was not approved in 2019 because it was unknown at the time if it complied with the requirements of the Driveway Ordinance # 142. See the enclosed letter dated 11/20/2019.

In 2019, rather than just issuing a denial for the driveway which had already been fully constructed prior an application, I elected to observe the impacts of the stormwater on the public roadway to determine the extent of drainage improvements that needed to be made in order to abate likely nuisance in the public way. See the enclosed photos.

**Sec. 142 Driveway Ordinance**

**142-1 After the fact**

The whole point of applying for a driveway permit before construction is to comply with the ordinance intent if not it's literal enforcement, and avoid these exact issues while they can be designed in harmony with the applicants vision for the use of the property and not require re-work at possibly significant cost.

**142-3 4% max for 40' 14% max**

4% max slope within the 40' distance from the roadway centerline is intended to provide a safe relatively flat transition into the public way for safety reasons, vehicles can stop on slippery driveways before sliding into the roadway and creating a hazard for other motorists.

**142-6 Stormwater discharge into a roadway**

Discharging stormwater into the roadway is likely to cause seasonal icing of the public roadway, which can be a hazard and an additional expense to the municipality. A culvert and/or other more substantial drainage structures should have been proposed.

**142-16 Substantial reconstruction of existing vs. New**





1917 1514



Name of Applicant: Samuel  
Address of Applicant: 328 E

April 22, 1997

Linchester granted the following variance:

4a.2 South side  
front yard  
to construct a  
which replaces  
structure and

Location (Street & Number) of

335 East W

Application Section & Paragraph

Effective Date: 4-22-97

RECEIVED: 4-23

19\_\_ AT 8:36

AND RECORDED BY ME.

[Signature]  
Town Clerk



751 2100

Zoning Board of Appeals... and specifying the nature of such variance, special exception, or other authority under which the variance is granted, including the zoning bylaw, ordinance or regulation which is varied in the application, and stating the name of the owner of record, is to which a special exception is granted, and stating the name of the owner of record, is recorded in the land records of the town in which such premises are located. The Town Clerk shall index the same in the grantor's index under the name of the then record owner and the record owner shall pay for such recording.



2018





2018





2018









# LAUREL ENGINEERING, LLC

48 CENTER STREET  
WINSTED, CONNECTICUT 06098

CIVIL ♦ STRUCTURAL ♦ SEISMIC CONSULTANTS

PHONE: (860) 379-6898  
FAX: (860) 738-2798  
E-MAIL: laureleng@earthlink.net

December 12, 2019

Randy Serkey  
72 Laurel Road  
Harwinton, CT. 06791-2807

**Re: *Engineering Services for Rear Yard Drainage System***  
***543 E. Wakefield Blvd, Winsted, CT.***

Mr. Serkey,

Laurel Engineering, LLC (LE) reviewed the drainage for your back yard at the above address. We visited the site and walked the watershed contributing to your property. We found that a 4.2 acre watershed drains to the backyard area between the house and the retaining wall. We understand that you want to put a yard drain grate in your patio area that will feed the installed 8" drainage pipe which discharges to the drainage swale to the south of your property.

LE analyzed your back yard area for a 2-yr return frequency storm (rainfall intensity 3"/hr) and designed the catch basin sizes to capture the design storm without overtopping. We found that a square 24" CB grate is needed at the 8" pipe. Due to the limited capacity of the existing 8" inch pipe, we recommend adding a second 24" square yard drain connected to your 6" inch roof leader system. The grading shown on the drainage plan (sheet 1) shows the patio draining back to the proposed wall at a 2% pitch from the house. This pitch will allow ponding over the catch basins to maximize the inlet capacity. Please refer to the grades shown on the site plan dated 11/17/19 submitted for wetlands application IWWC #19-43 as a modification of IWWC #18-06.

We have analyzed the swale at the 8" outlet and found the steep portion will require standard riprap to resist erosion. The sizes of the existing stones fulfill this requirement, however we recommend chinking the areas of exposed soil in between the large stones with modified riprap to prevent erosion. We have also analyzed the grassed swale exiting the stone channel and found a Class A Vegetative Lining will withstand the velocities of the design storm. A Class A lining is defined as uncut grass kept at a 30" height. Due to the intermittent flow of your outlet swale, If you allow the grass to grow higher than the predicted flow depth of 0.47-ft, you will achieve the same results by keeping the grass height at a 6" minimum.

Please understand that higher intensity storms will overflow this system and drain in the same manner as they had previous to these improvements. LE analyzed

the effect of a 100-yr return frequency storm (4.9"/hr intensity rainfall event) on the patio drainage system. During this event the excess storm water runoff will pond in the patio area until it overflows on the north side yard of the house. Weir calculations for the edge of the patio show the height of water runoff at the patio edge at a height of 1 1/2-inches.

In addition to the above drainage analysis, LE performed a pre/post development analysis of your property boundaries using the mapping provided to us by Keefe Land Surveying entitled; "Map Showing Land of Craig and Janet Closson, 543 E Wakefield Blvd, dated Nov. 2003 and revised Oct. 2019" and "Map Prepared for Joann Serkey, 543 E Wakefield Blvd, Dated Sept. 2019". LE has determined that the proposed site development with the permeable paver patio will reduce the net drainage runoff coefficient from the property from 0.46 to 0.41 which will result in a 11% reduction of storm drainage runoff from the property to the Town Road.

Please refer to the supporting calculations and mapping attached to this letter for details. If you have any questions please feel free to call us.

We hope the information provided is useful to you in your endeavors.  
LE thanks you for the opportunity to assist you with your project needs.

Respectfully Submitted  
**Laurel Engineering, LLC**

A handwritten signature in black ink, appearing to read 'Michel Sherman', written over a horizontal line.

Michel Sherman, P.E.  
**Project Engineer**

**THE LAW OFFICE OF  
DAVID S. TORREY, LLC**

Attorneys & Counselors at Law

Tel: (860) 738-3525

Fax: (860) 288-2788

Cell: (860) 459-7090

10 Schoolhouse Road

Norfolk, CT 06058

**David S. Torrey, Esq.**

[torrevlaw@comcast.net](mailto:torrevlaw@comcast.net)

(admitted in NY & CT)

February 23, 2023

Michael Stankov  
Zoning Enforcement Officer  
Town of Winchester  
338 Main Street  
Winsted, CT 06098

RE: <sup>543</sup> 345 E. Wakefield Blvd – Driveway Permit & Certificate of Occupancy


Dear Ms. Stankov:

Thank-you for meeting with me and Mr. Serkey (property owner) last Friday and yesterday's follow up email concerning Mr. Rollins' refusal to sign off on Mr. Serkey's certificate of occupancy.

We hereby request an appeal to the Board of Selectmen of the determination by Mr. Rollins that the resurfacing of less than half of a pre-existing gravel driveway at the above address constitutes "reconstruction" under Winchester's §142 Driveway Ordinance. Should the Board of Selectmen deny this appeal, we ask in the alternative that the Board of Selectmen grant Mr. Serkey a variance.

Mr. Rollins stated at last Friday's meeting that he would support a variance, but on the condition that Mr. Serkey undertake to construct drainage improvements to E. Wakefield Blvd even though the drainage issues pre-existed the resurfacing of the driveway and, notwithstanding photographic evidence, have remained unchanged for many years. If such a condition is imposed, Mr. Serkey will not consider the matter resolved and reserves the right to appeal the entire matter to Superior Court.

Yours, etc.,

  
David S. Torrey

/dst



**PAULA M. JAWORSKI**  
133 Holabird Avenue  
Winsted, Connecticut 06098  
Home (860) 379-0103  
Cell (860) 309-5557

March 30, 2023

Board of Selectmen  
Town of Winchester  
338 Main Street  
Winsted, Connecticut 06098

Re: Ordinance Consideration - C.G.S.A. §22-339d

Dear Board of Selectmen:

My family and I have resided in Winsted since April of 2004. We take pride in our community and, in particular, our home. In this regard, I write to respectfully request that the captioned ordinance be considered with respect to a feral cat population that has evolved in the neighborhood over the last several years.

In accordance with the definitions of C.G.S.A. §22-339d, feral cat "colonies" exist among two neighboring homes on Holabird Avenue, complete with feral cat "keepers". While I cannot speak as to whether or not the keepers implement methods for sterilization and/or vaccination, I can as to the following:

- Access to a carriage house, garage and several makeshift shelters with feeding/watering stations exist thus creating a foraging invitation for other animals including, but not limited to, bears, raccoons, opossums, skunks, fox and a distinctive turkey vulture population
- Feral cats constantly roam our property to dig and defecate in our gardens thus creating unsanitary conditions
- Feral cats frequently traverse our front porch and back deck areas spraying - and at times vomiting - on our outdoor furniture and exterior of home
- Dirty food containers are occasionally dragged (or blown due to weather) onto our property from feeding stations which our dog (who is licensed and safely contained in the yard by means of a pet fence) has unfortunately located at times

Over the years, there has been no recourse to defend our right to reasonably and rightfully enjoy our home in the absence of feral cats. To this extent, we have had to replace two front screen doors due to clawing damage, not allow our children when younger to run barefoot in the yard, and regrettably, the need to confront our neighbors on several occasions to remove a shelter and feeding station brazenly placed on our property.

Board of Selectmen  
Town of Winchester  
March 30, 2023  
Page Two

Historically, feral cats (and keepers) have not fit neatly into the common law definitions of animal ownership - that is, until now. A quick internet search yielded ordinances implemented by the municipalities of Newington, New Britain and Stamford which I strongly urge you to consider in your collective decision-making process. Abstracts of the language adopted by the aforementioned municipalities is enclosed for your reference.

Please be assured that I am not insensitive to the intended goodness being extended to the feral cat population. However, simply put, such goodness has become blurred over the years resulting in a spiraling nuisance with a blatant disregard for property of others and simple neighborhood courtesies.

While the backstory and examples provided herein are specific to our property and the Holabird neighborhood, the adoption of this ordinance would unequivocally benefit the entire community and support the trajectory of the Town being a terrific place to not only visit, but reside.

Your time and consideration is appreciated.

Sincerely,



Paula M. Jaworski

Enclosures (abstracts):  
C.G.S.A. §22-339d  
Chapter 153 Town of Newington  
Article 1, Section 6-0 City of New Britain  
Section 111-7 City of Stamford

cc: Joshua Steele Kelly, Town Manager  
Glenn S. Albanesi, Town Clerk

## CHAPTER 435\*

# DOGS AND OTHER COMPANION ANIMALS. KENNELS AND PET SHOPS

\*Cited. 36 CS 156.

### Table of Contents

Sec. 22-327. Definitions.

Sec. 22-328. Enforcement. Animal control officers. Expenses. Training of animal control officers. Reimbursement. Training program curriculum. Issuance of certificate. Continuing education requirement.

Sec. 22-329. Prevention of cruelty to dogs and other animals.

Sec. 22-329a. Seizure and custody of neglected or cruelly treated animals. Vesting of ownership of animal. Animal abuse cost recovery account.

Sec. 22-329b. Reporting of neglected or cruelly treated animals.

Sec. 22-330. Authority of officers issuing summons.

Sec. 22-331. Municipal animal control officers. Assistants.

Sec. 22-331a. Regional animal control officers. Pounds.

Sec. 22-332. Impoundment and disposition of roaming, injured or mistreated animals. Authority to spay or neuter unclaimed dog. Liability for provision of veterinary care to injured, sick or diseased impounded animal.

Sec. 22-332a. Use of dogs for medical research restricted.

Sec. 22-332b. License for use of dogs.

Sec. 22-332c. Penalty.

Sec. 22-332d. Impoundment and disposition of certain cats. Authority to spay or neuter unclaimed cat.

Sec. 22-332e. Regional or municipal dog pound contract with animal rescue organization for veterinary treatment of injured, sick or diseased animal. Contract requirements. Department of Agriculture complaint. Maintenance of list of animal rescue organizations.

Sec. 22-333. Redemption of impounded dog, cat or other animal.



Sec. 22-334. Municipal animal control officer's fees.

Sec. 22-335. Removal of municipal animal control officer. Complaint against municipal animal control officer.

Sec. 22-336. Towns to provide pounds or other suitable facilities. Regulations. Enforcement.

Sec. 22-337. Notice of licensing requirements.

Sec. 22-338. Licensing of dogs. Fees. Rabies certificate. Exemptions.

Sec. 22-339. Licensing of dogs which are six months of age or older by new owners. Fees.

Sec. 22-339a. Town clerks may deputize agents for the issuance of licenses. Licensing of dogs acquired from dog pounds. Fees. Rabies certificate.

Sec. 22-339b. Rabies vaccination required for dogs and cats. Exemption from rabies vaccination. Rabies vaccination exemption certificate. Veterinarian appeal. Penalty.

Sec. 22-339c. Certificate of rabies vaccination.

Sec. 22-339d. Municipal control of feral cats.

Sec. 22-340. Town clerk to provide licenses and tags.

Sec. 22-341. Tag or plate to be attached to dog collar or harness. Cost.

Sec. 22-342. Kennel licenses. Certain breeders to be licensed. Inspection of kennel facilities. Penalties.

Sec. 22-343. Temporary placing of dog.

Sec. 22-344. Licensing of commercial kennel, pet shop, training facility or grooming facility. Advertising by commercial kennels. Registration of animal importer. Fees. Humane treatment of animals. Registration of animal shelters. Inspection. Fines. Conformance to zoning regulations.

Sec. 22-344a. Euthanasia of animals by pet shops.

Sec. 22-344b. Pet shop required to have dogs and cats examined by veterinarian. Replacement or refund. Statement of customer rights. Penalty.

Sec. 22-344c. Licensure of breeding facilities by towns. Standard of care for breeders of cats or dogs.

Sec. 22-344d. Signs required in pet shops selling dogs. Penalty.

Sec. 22-344e. License required for procurement of dog or cat for resale. Exception. Penalty.

Sec. 22-344f. Veterinarian examination of cat or dog imported into state by animal importer or person operating or maintaining animal shelter. Records of veterinary services rendered. Fines.

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Sec. 22-339c. Certificate of rabies vaccination. (a) A certificate of rabies vaccination shall be (1) a form approved by the National Association of Public Health Veterinarians, (2) any form approved by the State Veterinarian, or (3) any form that has the following information regarding the vaccinated animal: (A) The name and address of its owner; (B) a description of the animal which specifies its species, breed, age, color or markings and sex; (C) the date of the vaccination, the duration of the immunity provided by the vaccination, the producer of the vaccine and the vaccine serial number; (D) the rabies tag number; and (E) the signature and license number of the veterinarian administering the vaccination. Such certificate shall be the official proof of rabies vaccination submitted to a town clerk in accordance with the provisions of section 22-338 or 22-339a.

(b) The owner or keeper of a dog or cat shall keep a certificate, or copy thereof, stating that such dog or cat has been vaccinated against rabies and shall make such certificate or copy available to any animal control officer, regional animal control officer or municipal animal control officer of any municipality for inspection.

(c) An antirabies clinic, upon request of any municipal animal control officer or animal control officer, shall submit to such officer a copy of any such certificate issued. Such copy shall be used by the officer to search for unlicensed dogs in accordance with the provisions of section 22-349.

(P.A. 85-167, S. 4; P.A. 86-45, S. 2, 3; P.A. 91-46, S. 3, 12; 91-59, S. 11; P.A. 93-435, S. 44, 95; P.A. 98-12, S. 12, 22; P.A. 06-105, S. 3.)

History: P.A. 86-45 added Subsec. (a)(3) specifying information required on form to qualify for rabies certificate; P.A. 91-46 amended Subsec. (a) to change “dog” to “animal” and to provide for official proof of rabies vaccination, amended Subsec. (b) to include vaccinations for cats and added Subsec. (c) concerning provision of rabies certificates by antirabies clinics; P.A. 91-59 replaced references to “warden” and “regional canine control officer” with references to “municipal animal control officer” and “regional animal control officer”, respectively; P.A. 93-435 made certain technical and grammatical revisions, effective June 28, 1993; P.A. 98-12 changed “canine control officer” to “animal control officer”, effective July 1, 1998; P.A. 06-105 deleted reference to “Form 50” and made technical changes in Subsec. (a).

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Sec. 22-339d. Municipal control of feral cats. (a) A municipality may adopt an ordinance requiring the registration, within one year of the adoption of such ordinance, of keepers of feral cats in residential or commercial areas. Such ordinance shall require that any such keeper shall register with the animal control officer for such municipality who shall provide information to the registrant regarding the proper care and management of feral cats. For purposes of this section, “feral cat” means a free-roaming domestic cat which is not owned and “keeper” means any person or organization, harboring, regularly feeding or having in his or its possession any feral cat. Refusal to permit any animal control officer to impound a feral cat shall be deemed evidence of keeping. Such ordinance shall require that such keepers shall provide for the vaccination of such cats against rabies and the sterilization of such cats. Such keeper shall be considered an eligible owner for purposes of the animal population control program established under sections 22-380e to 22-380m, inclusive, provided such cats are adopted from a municipal pound.



(b) A municipality may adopt an ordinance providing that no person owning or keeping any cat shall permit such animal to (1) substantially damage property other than the property of the owner or keeper or (2) cause an unsanitary, dangerous or unreasonably offensive condition. Violation of such provision shall be an infraction.

(P.A. 96-243, S. 1.)

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Sec. 22-340. Town clerk to provide licenses and tags. (a) Each person complying with the provisions of section 22-338, 22-339 or 22-342 shall receive from the town clerk a license on a form prescribed by the commissioner, which license shall contain a description of the dog and the number under which such dog is licensed. The town clerk shall issue to such person a tag or plate of material prescribed by the commissioner, upon which shall be distinctly marked the name of the town in which such dog is licensed, the license number and the year of license. No town clerk shall issue such license or tag to any person for any neutered male or spayed female dog not previously licensed as such unless the person causing the dog to be licensed exhibits to the town clerk a certificate from a licensed veterinarian stating that such veterinarian has neutered or spayed the dog or that, after examining the dog, he finds that the dog has been neutered or spayed.

(b) The town clerk shall provide for the issuance and renewal through the mail of licenses issued under sections 22-338 and 22-339. The town clerk may make applications for such licenses available at such facilities as kennels, pet stores, veterinarian offices, humane society offices and pet grooming establishments.

(1949 Rev., S. 3386; 1953, S. 1824d; 1963, P.A. 613, S. 12; P.A. 77-420, S. 2, 3; 77-604, S. 19, 84; P.A. 89-161, S. 4; P.A. 93-435, S. 45, 95.)

History: 1963 act rephrased provision re veterinarian's statement that dog has been spayed; P.A. 77-420 and 77-604 made provisions previously applicable to spayed dogs applicable to neutered dogs as well; P.A. 89-161 made the existing section Subsec. (a), added Subsec. (b) and amended Subsec. (a) to remove a requirement that the town clerk record on the license form the name of the veterinarian who neutered or spayed the dog; P.A. 93-435 made certain technical and grammatical revisions, effective June 28, 1993.

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Sec. 22-341. Tag or plate to be attached to dog collar or harness. Cost. (a) Each owner or keeper of a licensed dog shall keep around its neck or body a collar or harness of leather or other suitable material, to which shall be securely attached a tag or plate issued to such person by the town clerk. If any such tag or plate is lost, the owner or keeper of such dog shall forthwith secure a substitute tag or plate from the town clerk, at a cost of fifty cents.

(b) The town clerk of each town shall order a sufficient number of such tags or plates from the commissioner, who shall furnish the same at a cost of five cents each, which cost shall be paid by the town on the approval of the town clerk. Any balance of the moneys received by the commissioner after deducting the cost of the tags, the expenses incidental to their distribution to the town clerks and the expenses incidental to the enforcement of the provisions of this chapter, shall be accounted for by the commissioner to the Comptroller.

Town of Newington, CT  
Thursday, March 23, 2023

## Chapter 153. Animals

### Article III. Feral and Domestic Cats

[Adopted 5-27-1997 by Ord. No. 9597-10 (§§ 4 3/4-11 to 4 3/4-16 of the 1974 Code)]

#### § 153-11. Statutory authority; purpose.

In accordance with Public Act No. 96-243, C.G.S. § 22-339d, the Town of Newington enacts this article to regulate the keeping of feral cats and to establish procedures for the Animal Control Officer to follow incident to his duties with respect thereto. The purpose of this article is to promote the public health and welfare relating to the control of the spread of the rabies virus, animal overpopulation, and property damage as it relates to domestic and feral cats.

#### § 153-12. Definitions.

As used in this article the following terms shall have the meanings indicated:

**FERAL CAT**

A free-roaming domestic cat which is not owned.

**KEEPER**

Any person or organization harboring, regularly feeding or having in his or its possession any feral cat. Refusal to permit any Animal Control Officer to impound a feral cat shall be deemed evidence of keeping.

#### § 153-13. Requirements.

- A. Within one year of the adoption of this article, a keeper of feral cats within the Town shall register with the Animal Control Officer for the Town.
- B. When a keeper registers with the Animal Control Officer, the Animal Control Officer shall provide information to the keeper regarding the proper care and management of feral cats.
- C. A keeper of feral cats shall provide for the vaccination of such cats against rabies pursuant to C.G.S. § 22-339b.
- D. A keeper of feral cats shall provide for the sterilization of such cats. A keeper shall be considered an eligible owner for purposes of the animal population control program established

under C.G.S. §§ 22-380c to 22-380m, inclusive, provided that such cats are adopted from a municipal pound.

## § 153-14. Protection of property.

No person owning or keeping any cat shall permit such animal to:

- A. Substantially damage property other than the property of the owner or keeper; or
- B. Cause an unsanitary, dangerous or unreasonably offensive condition.

## § 153-15. Impoundment.

- A. The Animal Control Officer may take into custody any cat found to be damaging the property other than property of its owner or keeper or causing an unsanitary, dangerous or unreasonably offensive condition unless such cat can be identified as under the care of its owner or a registered keeper of feral cats.
- B. The Animal Control Officer shall impound a cat that he has taken into custody at the Town pound unless, in the opinion of a licensed veterinarian, the cat is so injured or diseased that it should be destroyed immediately, in which case the Animal Control Officer may cause the cat to be mercifully killed by a licensed veterinarian or disposed of as the State Veterinarian may direct.
- C. The Animal Control Officer shall immediately notify the owner or keeper of any cat so taken, if known, of its impoundment. If the owner or keeper of any such cat is unknown, the Animal Control Officer shall immediately tag or employ such other suitable means of identification of the cat as may be approved by the Chief Canine Control Officer and shall promptly cause a description of such cat to be published once in the lost and found column of a newspaper having a circulation in the Town.
- D. If such cat is not claimed by and released to the owner or keeper within seven days after the date of publication, the Animal Control Officer, upon finding such cat to be in satisfactory health, may sell such cat to any person who satisfies such Officer that he is purchasing it as a pet and that he can give it a good home and proper care. The Animal Control Officer may retain possession of such cat for such additional period of time as he may deem advisable in order to place such cat as a pet.
- E. If, within such period, any cat is not claimed by and released to the owner or keeper or purchased as a pet, the Animal Control Officer shall cause such cat to be mercifully killed by a licensed veterinarian or disposed of as the State Veterinarian may direct.
- F. Any cat captured or impounded under the provisions of Subsection **A** of this section shall be redeemed by the owner or keeper thereof, or the agent of such owner or keeper, upon proper identification and presentation to the Animal Control Officer of a license, tag or other means of identification for such cat, and upon the payment by such owner or keeper or his agent of:
  - (1) A redemption fee of \$15; and
  - (2) The cost of advertising incurred under the provisions of Subsection **C** of this section.

- G. When the owner or keeper of any such impounded cat fails to redeem such cat within 24 hours after receiving notification to do so, or, where the owner was unknown, within 24 hours after notification was effected by means of publication in a newspaper, such owner or keeper shall pay, in addition to such redemption fee and the cost of advertising, the amount determined by the Animal Control Officer to be the full cost of detention and care of such impounded cat.

## § 153-16. Penalties for offenses.

- A. Any person who has violated § **153-14** of this article shall be fined \$25 for each violation. Such fine is in addition to any fees collected as provided in § **153-15** of this article. Each day that a violation occurs or continues shall constitute a separate offense. The Animal Control Officer or his agent shall issue a notice of violation to the violator. Such notice of violation shall state the nature of the violation, the amount of the fine to be paid, and an answer date by which the fine must be paid. Unless a plea of not guilty is entered by the answer date given on the notice of violation, failure to pay the fine by the date provided in the notice shall cause the amount of the fine to triple. Payment shall be made to the Town of Newington.
- B. Any owner or keeper of any impounded cat who fails to redeem such cat within 120 hours after receiving notification to do so pursuant to this article shall be in violation of this article and shall be fined and issued a notice of violation in conformance with the procedure for a violation of § **153-14**, as set forth in Subsection **A** above.
- C. No person who destroys a cat pursuant to § **153-15B** and **E** of this article shall be held criminally or civilly liable therefor.

## ARTICLE I. - IN GENERAL

New Britain

## Sec. 6-0. - Definitions.

[The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:]

*Animal hoarder* means any person who:

- (1) Possesses a collection of animals which they are unable to provide veterinary and general care for;
- (2) Fails to or is unable to provide adequate food, potable water, and/or sanitary environment; or
- (3) Keeps the animals in an overcrowded environment; and/or
- (4) Exhibits material disregard for the conditions under which the animals are living and the harmful impact they have on the health and well-being of the animals and general public.

*Colony* means a population of feral cats which live in a specific area.

*Distressed cat* means any cat which is sick or injured.

*Ear tipped* means the straight-line culling of the tip of the left ear of a cat while it is anesthetized.

*Feeding station* means any place where food or water is provided to stray or feral cats.

*Feral cat* means free roaming domestic cat which is not owned. (May be friendly or fearful of humans.)

*House* means to provide living quarters.

*Keeper* means any person or organization harboring, regularly feeding, or having in his/her possession any feral cat.

*Microchip implant* means a passive electronic device that is injected into an animal by means of a pre-packaged sterilized implanting device to identify and/or assist in the recovery of such animal by its owner.

*Owner* means person or persons who claim ownership of and financial responsibility for a cat, who primarily keep the cat on their property and in their home.

*Person* means an individual, group of individuals, firm, business, partnership, association, corporation, limited liability company or other entity.

*Roaming cat* means any cat which is owned by and cared for by a human and is allowed to roam freely outdoors.

*Shelter* means any place giving temporary protection for feral or stray cats from bad weather or danger.

*TNVR* means a method of humanely trapping feral cats for the purpose of spay/neuter and vaccination for rabies, and return to the colony.

*Unit* means individual living quarters within a multi-family dwelling or one (1) single-family dwelling.

(Res. No. 34182-2, 12-18-18)

Sec. 6-1. - Director of health and the New Britain Police Department to have duty of enforcement.

The director of health or his agent and/or the New Britain Police Department shall take such measures as are necessary and proper for the enforcement of the provisions of this chapter. Additionally, the director of health or his agent and the New Britain Police Department may refer complaints to one another and/or collaborate when deemed necessary.

(Code 1970, § 6-1; Res. No. 34182-2, 12-18-18)

Sec. 6-2. - Keeping animals in a manner detrimental to human health.

- (a) No person shall keep any animal in any place or in any manner which is detrimental to human or animal health or that may constitute a health hazard to the animal or jeopardizes the safety of the animal, or which will create a nuisance.
- (b) No person shall keep any animal in or about a building or other structure, or any portion thereof, on any property that creates unsafe conditions for a person or animal. No person shall house any animal on any vacant or abandoned structure or property, common hallway, or common area.
- (c) No person shall maintain any household or unit where ammonia levels are found to be at or above twenty-five (25) parts per million (PPM) as required per the Occupational Health and Safety Administration (OSHA) and the National Institute for Occupational Safety and Health (NIOSH) Standards.

(Code 1970, § 6-2; Res. No. 34182-2, 12-18-18)

Sec. 6-3. - Keeping of swine.

No person shall keep swine or make or maintain any pigpen.

(Code 1970, § 6-4)

Sec. 6-4. - Lost or stray animals.

- (a) Any person who finds and takes into their possession a domestic animal they believe to be stray or lost must report that animal to the police department within twenty-four (24) hours.
- (b) The animal shall be turned over to the police department upon request for purposes of microchip scanning, photographs, and advertising in an attempt to locate the owner.
- (c) If the animal goes unclaimed, the finder may adopt the animal from the police department following proper adoption protocols including the purchase of a state voucher for mandatory spay/neuter.



(d) Refusal to turn such animal over to the rightful owner shall constitute Larceny in violation of G.S. § 53a-125b.

(Res. No. 34182-2, 12-18-18)

Sec. 6-5. - Animal abandonment.

No person shall abandon or cause to be abandoned any animal in, on, or about any public or private premises, structure, or other location within the city limits.

(Res. No. 34182-2, 12-18-18)

Sec. 6-6. - Feral cats.

- (a) Feral cats without acceptable identification which have been impounded or trapped may be transferred to partnering animal welfare organizations for adoption based on the cats' demeanor and health.
- (b) A cat identified as an existing feral cat which is not adoptable due to its demeanor may be immediately returned to the feral cat colony provided such cat has been spayed/neutered and vaccinated for rabies and is in good health and is not a nuisance.

(Res. No. 34182-2, 12-18-18)

Sec. 6-7. - Animal hoarding.

No person shall engage in animal hoarding as defined in this chapter.

(Res. No. 34182-2, 12-18-18)

Sec. 6-8. - Responsibilities of owners of domesticated cats.

- (a) All domesticated cats shall be spayed/neutered by age six (6) months unless a breeders permit has been obtained and approved by the City of New Britain Animal Control.
- (b) Owners of domesticated cats shall provide appropriate and adequate food, water and shelter for their cats.
- (c) The owner of a domesticated cat shall exercise reasonable care to guard against the cat creating a nuisance.
- (d) Owners of domesticated cats shall abide by section 6-9.
- (e) An owner shall not abandon a domesticated cat.

(Res. No. 34182-2, 12-18-18)

Sec. 6-9. - Roaming cats.

- (a) No cat owner or keeper shall allow their cat to roam freely outdoors unless the following criteria have

been met:

- (1) The cat must be fully vaccinated for rabies and feline distemper.
  - (2) The cat must be altered (spayed/neutered).
  - (3) The cat shall have identification which includes owners information (collar and tag).
- (b) Any owner or keeper of any unaltered or unvaccinated cat who intentionally or unintentionally allows their cat to roam shall be guilty of violating this section.

(Res. No. 34182-2, 12-18-18)

#### Sec. 6-10. - Keeper of feral cats.

- (a) Any persons or organizations who regularly provide food for feral cat colonies (the keeper) must comply with the following:
- (1) Any organizations or individuals who wish to become eligible for funds raised by the New Britain Animal Welfare Commission towards the medical cost/care of feral cats in the City of New Britain including TNR shall register with the Animal Welfare Commission. Registration shall include the organizations or individuals name, preferred contact (phone number or email) location of colony, approximate number of cats within the colony, estimated number of cats previously altered within the colony. Registered parties shall be considered in compliance with (a)(2) of this section.
  - (2) The keeper will be responsible for having cats within the colony spayed/neutered and vaccinated for rabies. Assistance in this process may be sought through animal welfare organizations. The City of New Britain will not be a direct financial resource for the purpose of spay/neuter of feral cat colonies. A keeper shall be considered in compliance with this section of the ordinance as long as there is ongoing assistance sought for this purpose and efforts are being made to have the cats altered or vaccinated. Registration with the Animal Welfare Commission for funds shall deem the keeper in compliance with this section.
  - (3) All feral cats that are trapped for the purpose of spay/neuter shall be ear tipped during surgery prior to their return to the colony.
  - (4) Any kittens which are observed within a feral cat colony shall be reported to the New Britain Animal Control or New Britain Health Department.
  - (5) All feeding stations shall be kept in a clean sanitary manner. All empty cans, bags, and feeding trays shall be properly disposed of and not left near or around the feeding stations. Food may only be placed out between the hours of dawn and dusk. No food shall be left out overnight.
  - (6) Any cats which appear to be sick or injured shall be trapped and removed from the colony.
  - (7) Cat colonies are not to be relocated and new cats are not to be introduced into existing colonies.
  - (8) Fines shall be suspended for violations of sections 6-1, 6-2, 6-4, 6-5—6-10 for a period of one (1) year from the date of adoption for the purposes of public education.

## Sec. 111-7. - Stray and feral/community cats.

Stamford

A. *Definitions.* For the purposes of this section, the following definitions shall apply:

*Feral Cats.* Any free roaming cat that exhibits feral (wild) tendencies and is associated with family groups referred to as "colonies". These cats may also be called community cats.

*Colony.* A population of feral cats that live together in a specific location and use a common food source.

*Roaming Cat.* Any owned cat that moves freely outside its owner's property.

*Stray Cat.* Any cat that appears in distress, sick or injured and is determined to be unwanted.

*Neuter.* To sterilize a male animal.

*Spay.* To sterilize a female animal.

*Keeper.* Anyone who provides shelter and/or regularly feeds feral cats/colonies.

*TNVR.* A method of humanely trapping feral cats, to spay or neuter, vaccinate for rabies and then return to their colonies to live out their lives.

B. *Roaming Cats.*

- (1) No cat owner/keeper shall permit such cat(s) to run free outside his/her property unless said cat(s) has been:
  - (a) Neutered or spayed;
  - (b) Immunized against rabies in compliance with CT law; and
  - (c) Appropriately micro-chipped or otherwise identifiable.
- (2) No person shall knowingly desert or abandon a cat that the person owns/keeps.

C. *Stray Cats.*

- (1) No person shall feed and/or keep any stray cat unless he/she has notified SACCC within twenty-four (24) hours from the time such cat came into his/her possession. Upon receiving such notice, an Animal Control Officer may take such cat and place it in the animal shelter for the purpose of advertising in an effort to reunite it with its owner.
- (2) It shall be unlawful for any person to refuse to surrender any such stray cat to an authorized representative of the SACCC upon demand of such representative.

D. *Feral Cats.*

- (1) No person shall provide food, water, or other forms of sustenance or care to a feral cat or feral cat colony/colonies unless that person is willing to:
  - (a) Provide a clean feeding area for the cats and takes care to avoid leaving their food out at night when raccoons and other wild animals are around.
  - (b) Prevent feeding activities from creating a nuisance or public health issue for neighbors.

- (2) The Animal Control Officer shall investigate any feral cat colony where there is reason to believe that the animals there are in imminent danger.
- (3) No person having the care and control of any feral cats shall abandon said animals anywhere in the city, or introduce animals from outside the city into any existing Feral Cat Colony inside the city. Trap-Neuter-Vaccinate-Release (TNVR) protocol does not constitute abandonment.

E. *Ordinance Enforcement and Trapping Protocol.*

- (1) Nothing in this Ordinance shall interfere with the right of the Municipality or an Animal Control Officer to investigate any nuisance complaint allegedly caused by a feral or stray cat or feral cat colony.
- (2) If keepers of feral cats have not complied with their assumed responsibilities, the ACO will order the keeper to comply with this Ordinance and will provide the keeper with a list of animal welfare organizations that can assist with TNVR protocol.
- (3) Animal welfare organizations that carry out the TNVR protocol should maintain records, to all possible extent, of the feral cats that they had neutered and vaccinated.

F. *Violation and Penalty.*

- (1) The Stamford Animal Control Manager, or his/her assistants, shall issue a notice of violation to any person in violation of this section. Persons who violate any provision of this section shall be subject to a fine per violation.
- (2) If the violation is not remedied within thirty (30) days, a fine of one hundred dollars (\$100.00) shall be collected. After thirty (30) days, each additional day a violation exists shall constitute a separate violation.

## BOARD OF SELECTMEN ACTION REQUEST

No.: 23-19

Date: April 17, 2023

**Topic:** New Business (C)- Proposed Line-Item Transfers (with attachment)

**From:** Joshua Kelly, Town Manager

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**Background:** The Town of Winchester Charter (as amended) provides for the intra-departmental transfer of funds:

**Section 914.**

**INTRA-DEPARTMENTAL TRANSFER OF APPROPRIATIONS** Upon the request of the Manager, but only within the last three (3) months of the fiscal year, the Board of Selectmen may, by resolution, transfer any unencumbered appropriation, balance, or portion thereof, from one department, commission, board, or office to another. No transfer shall be made from any appropriation for debt service and other statutory charges. Notwithstanding the above, no transfer shall be made from any appropriation for an uncompleted capital improvement or from a department sinking fund without approval of the Town acting by referendum.

**Requested Action:** The Board of Selectmen should consider the proposed line- item transfers.

In accordance with Section 914, Finance Director Ann Marie Rheault has requested a transfer of funds to cover FY23 year-end deficits.

**Fiscal Implications:**

<b>FROM: Winchester</b> Fire Department (211)		
<u>Line</u>	<u>Description</u>	<u>Amount</u>
211-811-0000	Training and Education	\$980.00
<b>TO: Winchester</b> Fire Department (211)		
<u>Line</u>	<u>Description</u>	<u>Amount</u>
211-814-0000	Membership dues	\$980.00

*Recommended Motion: I move that the Board of Selectmen approve the line-item transfer of \$980.00 from Training and Education (211-811-0000) to Membership Dues (211-814-0000) in the amount of \$980.00.*



In accordance with Section 914, Finance Director Ann Marie Rheault has requested a transfer of funds to cover charges for Membership dues.

**Fiscal Implications:** none

# FUND TRANSFERS - TOWN OF WINCHESTER

1. DEPARTMENT REQUESTING TRANSFER

Fire

2. TOTAL AMOUNT & FISCAL YEAR OF TRANSFER

\$980 2023

ACCOUNT(S) TRANSFERRED FROM:

DEPT#

OBJECT#

OBJECT#

AMOUNTS

Training and Education			211	811	0000	\$980.00

ACCOUNT(S) TRANSFERRED TO

DEPT#

OBJECT#

SUB-

OBJECT#

AMOUNTS

Membership Dues			211	814	0000	\$980.00


3. REASON FOR REQUEST AND HOW SOURCE ACCOUNT CAN WITHSTAND TRANSFER:

(ANTICIPATED ITEMIZED EXPENDITURE WHICH REQUIRES INCREASE FUNDING)

BoyScouts Explorer Post annual dues. Training account has sufficient funds.

4. REQUESTING DEPARTMENT HEAD SIGNATURE:

(PER SECTION 914 OF TOWN CHARTER) FURTHER COMMENTS:



5. DIRECTOR OF FINANCE VERIFICATION OF FUNDING SOURCE'S ABILITY TO FUND THIS REQUEST:

 4/11/2023

6. TOWN MANAGER'S APPROVAL AND RECOMMENDATION:

(PER SECTIONS 914 AND 915 OF TOWN CHARTER) FURTHER COMMENTS:

7. DATE SUBMITTED TO BOARD OF SELECTMEN

8. DATE APPROVED BY BOARD OF SELECTMEN

CC: Town Manager, Director of Finance, Purchasing Director, Department Requesting Fund Transfer

## BOARD OF SELECTMEN AGENDA ITEM SUMMARY

No.: 23-20

Date: April 17, 2023

**Topic:** FUND 48-Beverly Pass Scholarship fund transfer

**From:** Joshua Kelly, Town Manager

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**Background:** Fund 48- The Town Treasurer is unable to determine origination of this fund, but it was before 1990. Available accounting records indicate annual distribution of approximately \$300.00. These presumably would be for scholarships. This activity ceased after 1995.

The balance pf \$8600.00 is in a CD at Northwest Community Bank. Now in a Money Market account at Northwest Community Bank.

Beverly Pass was a pediatrician in Winsted who died tragically at a young age. It is likely some of her patients, family and friends started this scholarship fund in her memory. No documentation is available regarding criteria for the awarding of scholarships from this fund.

**Requested Action:** I ask that the Board of Selectmen approve the distribution of these funds to the Greenwoods Scholarship Foundation.

**Fiscal Implications of this Action:** None.

**Recommended Motion:** I move that the Board of Selectmen approve the distribution of these funds to the Greenwoods Scholarship Foundation.

**Attachments:** Communication from the Town Treasurer  
Check Request paperwork.  
Balance Sheet



## TOWN OF WINCHESTER – CITY OF WINSTED

338 Main Street  
Winsted, Connecticut 06098  
(860) 738-6962

TO: Bruce Stratford, Finance Director  
Board of Selectmen  
Town Manager

DATE: February 13, 2020

FROM: Cynthia Rines, Treasurer

RE: FUND 48-Beverly Pass Scholarship Fund

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### PURPOSE OF FUND: Scholarship Fund

HISTORY: Unable to determine origination, but it was before 1990. Available accounting records indicate annual distributions of approximately \$300. These presumably would be for scholarships. Activity ceased after 1995.

The balance of \$8611 is in a CD at Northwest Community Bank. *Now in MM account at NW Bank.*

Beverly Pass was a pediatrician in Winsted who died tragically at a young age. It is likely some of her patients, family and friends started this scholarship fund in her memory. No documentation is available regarding criteria for the awarding of scholarships from this fund.

RECOMMENDATION: Contribute the funds to another entity that can use the funds for the promotion of pediatric medicine, either directly or for scholarship purposes, e.g. Northwest Community College.

Presented to Board of selectmen at Feb 2020 finance meeting. Mayor Perez suggest contacting Louise Van Alstyne, President of the Greenwoods Scholarship Fund. (860-379-9243). I contacted Louise in Feb 2020 and she was amenable to having GSF manage these funds. Shortly after, the pandemic hit and there has been no communication since then.

*Update*

Louise and I spoke on Monday April 3, 2023 and would like to move forward with this idea. Upon approval of the BOS, I will execute the distribution of the funds to GFS.



Date: 4/5/2023

**CHECK REQUEST**  
(NOT A PURCHASE ORDER)

DEPARTMENT Beverly Pass Trust Fund

APPROVED BY \_\_\_\_\_

DEPARTMENT HEAD

FOR APPROPRIATION NO. 48-1000-100-1000

NO.	ITEMS	AMOUNT
	Distribute cash balance of fund 48 to Greenwoods	
	Scholarship Foundation in accordance with	
	Board of Selectmen directive/approval attached <i>to provide</i>	
	TOTAL	

Check payable to: Greenwoods Scholarship Foundation  
PO Box 834Winsted, CT 06098\_\_\_\_\_  
DIRECTOR OF FINANCE APPROVAL**NOTE:**



**TOWN OF WINCHESTER – CITY OF WINSTED**

338 Main Street  
Winsted, Connecticut 06098  
(860) 738-6962

*Draft*

April 5, 2023

Ms. Louise Val Alstyne, President  
Greenwoods Scholarship Foundation  
PO Box 834  
Winsted, CT 06098

Dear Louise;

On behalf of the Town of Winchester I am happy to enclose a check for \$8,747.63 representing the balance of funds in the Beverly Pass Scholarship Fund.

It is expected that the purpose of these funds will be to provide scholarships to local students who are pursuing an education in the medical field, especially but not limited to, the field of pediatric medicine.

We are pleased that these funds which have been in the care of the Town for many years will now be used for what we believe was their intended purpose.

Very truly yours,

Cynthia Rines  
Treasurer

TOWN OF WINCHESTER  
Trial Balance

Date Range:  
7/01/2022  
3/31/2023

048 BEVERLY PASS TRUST FUND

Account	Description	Debit	Credit
048-2000-001-0000-0000	CASH - CHECKING (CBT)	8,747.63	
ASSETS	TOTALS	8,747.63	
048-0253-000-0000-0000	FUND BALANCE		8,535.03
048-0292-000-0000-0000	REVENUE CONTROL		57.19
	UNCLOSED FUND BALANCE		155.41
EQUITY	TOTALS		8,747.63
048 BEVERLY PASS TRUST FUND	TOTALS	8,747.63	8,747.63

48-1000-100-1000

# REPORT TO BOARD OF SELECTMEN

April 2023

## Department - TOWN CLERK

### Staff

Name	Position	Term
Glenn Albanesius	Town Clerk	Elected November 2021 - 2 yr term
Lauren Dombrowski	Assistant Town Clerk	Hired November 1, 2021 (full time)
Pam Prevuznak	Part Time Assistant Town Clerk	Hired January 2022 (16 hrs / week)

### Stats

<i>Office Space</i>	Front Office	330 sq feet
	Vitals Vault	50 sq feet
	Land Recording Vault	50 sq feet
	Back Office	337 sq feet
	<b>Total</b>	<b>767 sq feet</b>

<i>Town Office Equipment (OWNED)</i>	Copier	1
	Typewriters	2
	Hard Drive	3
	Monitors	3
	Printer	1

<i>COTT Office Equipment (LEASED)</i>	Hard Drive	3
	Monitors	3
	Printers	2
	Scanner	1

*Responsibilities*

- Land Recordings
- Vital Statistics - Birth / Death / Marriage
- Election - Management and Oversight
- Licensing - Sports and Dogs
- Notary Services
- Meeting Agendas and Minutes Storage
- BOS Minutes
- Trade Names / Liquor Permits
- Receptionist for most random inbound phone calls

### Revenue

Monthly 2022	July	August	Sept	October	November	December
	\$30,099.00	\$29,467.00	\$29,350.00	\$40,342.85	\$24,312.15	\$23,887.50
	January	February	March			
	\$32,928.20	\$ 29,467.00	\$ 27,261.50			
Fiscal Year	2022 YTD	2021	2020	2019	2018	2017
	\$267,115.20	\$507,299.00	\$376,247.00	\$304,308.00	\$281,625.00	\$275,305.00

## Overview

The Town Clerk is an elected official, serving two year terms. The office is governed by the Winchester Town Charter and Connecticut State Statutes and acts as the Clerk to the Board of Selectmen as well as Registrar of Vital Records. Responsible for a variety of municipal functions, General Statutes directly guide duties of the office, standards and procedures for restoration and storage of all valuable records. Service fees are established and regulated by the State of Connecticut. Legislative and Freedom of Information Laws are strictly followed as well as rules written by the State Elections Enforcement Office.

## FY 2022 - 2023 Initiatives & Accomplishments

	In Process	Completed
* Initiated a "Kaizen" workplace philosophy		XXX
* Refresh front office and highlight services offered - (All labor, paint, curtains and wall art paid for personally by Glenn)		XXX
* Added Part Time Assistant to optimally staff department		XXX
* Enabled scanning feature on existing copier to avoid purchase of separate equipment		XXX
* Reduced annual budget by 8%		XXX
* Organize and Neaten office Bulletin Board		XXX
* Revamp Map Storage System - used State grant funds to purchase 2 Hanging Style Map Cabinets		XXX
* Transition Existing Maps into New Mobile Storage Cabinets - (Moved about 500 of 2300)	XXX	
* Compile a Master Inventory Location List of all stored items in Town Clerks office	XXX	
* Build a detailed and comprehensive SOP (Standard Operating Procedures) Guide		XXX
* Update, Refresh and Reformat most all of the forms the office uses		XXX
* Sequentially number all Vital Record Books to eliminate misfiling		XXX
* Cut the cost of Vital Record Paper in half		XXX
* Extensively research information improvements and formatting for the new Town Clerk website		XXX
* Replaced worn front office entrance carpet runner and added cushioned standing mats		XXX
* Winchester Town Clerk team hosted the 2022 LCTCA's Annual Meeting at American Mural Project		XXX
* Implemented a new On-Line Dog Licensing program		XXX
* Town Clerk and Assistant Town Clerk attended the SOCT "Records Management" class at CCSU		XXX
* Researched vendors & submitted to Finance Dept a request to accept Credit Card Payments		XXX
* Successfully discharged department duties and responsibilities for Nov 3rd State election		XXX
* Received application for the State Public Library FY24 Targeted Grant (increased to \$6,000)	XXX	
* Received a partial credit from Cott Systems for down time - Pushed back and received a full month \$1915 credit!		XXX
* Researched and designing a "Town Clerk Services Provided" Retractable Banner for Main Corridor.	XXX	
* Initiating a full review of the Hicks Room Audio Visual equipment and layout by SOCT contract approved consultants	XXX	
* Requested and received a comprehensive LAND RECORD MANAGEMENT SYSTEM proposal from IQS	XXX	
* For the second year in a row I was able to reduce the Town Clerk Budget for FY23-24. This time by 15.47%		XXX
* Decided not to Renew our New England Town Clerks Association membership		XXX
* Decided to put new Boards & Commissions organizational software program on HOLD		XXX
* Decided to put a hold on efforts to modernize Town Clerk PAYMENT OPTIONS to include credit & debit cards		XXX
* Lauren Dombrowski will sit for her Town Clerk Certification Test in May		XXX
* Glenn will attend CTCA's Spring Training Conference in New Haven from April 19th thru the 21st		XXX

## Department Capital Improvement

- \* Winchester's overflow Land Record storage area is out of compliance with the State of CT storage environment requirements.
- \* Existing, approved vault space for Vital and Land Records has been exceeded. Hard copy records currently not stored in the vaults are technically at risk.
- \* We have enlisted the guidance of Ron Keith from Dupont Systems to help develop a floor plan and expandable storage system that will serve the Town's needs for the next 50 years.
- \* There appears to be available funding to complete this project.
- \* Discussion of this initiative was part of my October 17th meeting with the Town Manager. (Waiting for Finance review of funding)
- \* Received VERBAL approval from LeAnn Power at the CT State Library to move forward with above project!!!!!!

## Major Concerns

- \* Current Recording Software - COTT SYSTEMS has fallen well behind competitors functionality and ease of use. We are in year 2 of a 5 year contract and hoping that service and program improvements are implemented as soon as possible. IQS has met with our office and established that their system advancements puts Winchester at clear disadvantage. Assistant TC Lauren Dombrowski visited Torrington and determined that IQS does indeed have a superior platform.
- \* On December 26th COTT SYSTEMS reported a system wide failure of its Software Program. Several days later we were informed that the FBI was investigating a Ransomware attack. After 3 weeks with no access to our contracted Recording Service an alert was posted that COTT would be phasing clients back to functionality. It took almost a month for us to get our Marriage and Dog Licensing programs back and usable. It is my team's opinion Winchester informs COTT that we want to be released from our contract. Both Kevin Nelligan and Josh Kelly have been made aware of this issue.
- \* Related to the above situation, our office has been in contact with Matt Abert from Info. Quick Systems Inc. IQS offers a superior recording system for Land Records, Dog Licensing and Marriage Licenses. We received a formal quote that I will review with the Town Manager and Town Attorney to decide if we can break our contract with COTT and if it makes fiscal sense.
- \* The State of CT has begun to study the feasibility of taking over Licensing of Dogs from local Town Clerks. Reports are due this year which will determine the direction of this initiative.
- \* There is also a rumor that the State may begin to play a role in Land Recording's. Once the Legislature reviews this we expect more detailed explanations as to what this might look like.



Record #	Record Type	Fee Label	Amount Paid	Account	Date Paid	Method
B-23-213	Building Permit	Permit Fee	162.14	1-000-0999-746-0000-(	3/30/2023	12:16 Credit Carc
B-23-213	Building Permit	State Fee	2.86		3/30/2023	12:16 Credit Carc
B-23-214	Building Permit	Permit Fee	235.84	1-000-0999-746-0000-(	3/30/2023	13:24 Credit Carc
B-23-214	Building Permit	State Fee	4.16		3/30/2023	13:24 Credit Carc
Z-23-52	Zoning Permit	Application Fee	40	1-000-0999-746-0002-(	3/30/2023	16:44 Credit Carc
Z-23-52	Zoning Permit	State Fee	60		3/30/2023	16:44 Credit Carc
B-23-215	Building Permit	Permit Fee	44.22	1-000-0999-746-0000-(	3/30/2023	17:16 Credit Carc
B-23-215	Building Permit	State Fee	0.78		3/30/2023	17:16 Credit Carc
			<b>550</b>	<b>4/3/2023</b>		
B-23-217	Building Permit	Permit Fee	29.48	1-000-0999-746-0000-(	4/1/2023	18:43 Credit Carc
B-23-217	Building Permit	State Fee	0.52		4/1/2023	18:43 Credit Carc
B-23-216	Building Permit	Permit Fee	869.66	1-000-0999-746-0000-(	4/3/2023	14:02 Credit Carc
B-23-216	Building Permit	State Fee	15.34		4/3/2023	14:02 Credit Carc
B-23-218	Building Permit	Permit Fee	29.48	1-000-0999-746-0000-(	4/3/2023	18:54 Credit Carc
B-23-218	Building Permit	State Fee	0.52		4/3/2023	18:54 Credit Carc
B-23-219	Building Permit	Permit Fee	44.22	1-000-0999-746-0000-(	4/3/2023	20:06 Credit Carc
B-23-219	Building Permit	State Fee	0.78		4/3/2023	20:06 Credit Carc
			<b>990</b>	<b>4/5/2023</b>		
B-23-221	Building Permit	Permit Fee	530.64	1-000-0999-746-0000-(	4/4/2023	20:25 Credit Carc
B-23-221	Building Permit	State Fee	9.36		4/4/2023	20:25 Credit Carc
B-23-222	Building Permit	Permit Fee	58.96	1-000-0999-746-0000-(	4/5/2023	0:24 Credit Carc
B-23-222	Building Permit	State Fee	1.04		4/5/2023	0:24 Credit Carc
B-23-224	Building Permit	Permit Fee	29.48	1-000-0999-746-0000-(	4/5/2023	14:21 Credit Carc
B-23-224	Building Permit	State Fee	0.52		4/5/2023	14:21 Credit Carc
			<b>90</b>	<b>4/7/2023</b>		
B-23-225	Building Permit	Permit Fee	221.1	1-000-0999-746-0000-(	4/6/2023	1:14 Credit Carc
B-23-225	Building Permit	State Fee	3.9		4/6/2023	1:14 Credit Carc
B-23-226	Building Permit	Permit Fee	117.92	1-000-0999-746-0000-(	4/6/2023	1:22 Credit Carc
B-23-226	Building Permit	State Fee	2.08		4/6/2023	1:22 Credit Carc
B-23-227	Building Permit	Permit Fee	265.32	1-000-0999-746-0000-(	4/6/2023	17:59 Credit Carc
B-23-227	Building Permit	State Fee	4.68		4/6/2023	17:59 Credit Carc

B-23-228 B-23-228 Z-23-53 Z-23-53 B-23-229 B-23-229	Building Permit	Permit Fee	<b>615</b>	<b>4/10/2023</b>	4/7/2023 15:25 Credit Carc
	Building Permit	State Fee	221.1	1-000-0999-746-0000-(	4/7/2023 15:25 Credit Carc
	Zoning Permit	Application Fee	3.9		4/7/2023 15:25 Credit Carc
	Zoning Permit	State Fee	40	1-000-0999-746-0002-(	4/7/2023 16:52 Credit Carc
	Building Permit	Permit Fee	60		4/7/2023 16:52 Credit Carc
B-23-230 B-23-230 B-23-230 B-23-230	Building Permit	State Fee	692.78	1-000-0999-746-0000-(	4/7/2023 18:03 Credit Carc
	Building Permit	State Fee	12.22		4/7/2023 18:03 Credit Carc
	Building Permit	Permit Fee	<b>1030</b>	<b>4/11/2023</b>	
	Building Permit	State Fee	147.4	1-000-0999-746-0000-(	4/8/2023 11:58 Credit Carc
	Building Permit	State Fee	2.6		4/8/2023 11:58 Credit Carc
B-23-231 B-23-231 B-23-232 B-23-232	Building Permit	Certificate of Occupancy Fee	30	1-000-0999-746-0000-(	4/8/2023 11:58 Credit Carc
	Building Permit	Permit Fee	<b>180</b>	<b>4/12/2023</b>	
	Building Permit	State Fee	58.96	1-000-0999-746-0000-(	4/10/2023 12:59 Credit Carc
	Building Permit	State Fee	1.04		4/10/2023 12:59 Credit Carc
	Building Permit	Permit Fee	60	<b>4/12/2023</b>	
B-23-237 B-23-237 B-23-238 B-23-238	Building Permit	Permit Fee	737	1-000-0999-746-0000-(	4/10/2023 14:27 Credit Carc
	Building Permit	State Fee	13		4/10/2023 14:27 Credit Carc
	Building Permit	Permit Fee	<b>750</b>	<b>4/12/2023</b>	
	Building Permit	State Fee	368.5	1-000-0999-746-0000-(	4/10/2023 19:21 E-Check
	Building Permit	State Fee	6.5		4/10/2023 19:21 E-Check
B-23-239 B-23-239 B-23-240 B-23-240	Building Permit	Permit Fee	29.48	1-000-0999-746-0000-(	4/10/2023 20:38 Credit Carc
	Building Permit	State Fee	0.52		4/10/2023 20:38 Credit Carc
	Building Permit	Permit Fee	<b>30</b>	<b>4/12/2023</b>	
	Building Permit	State Fee	206.36	1-000-0999-746-0000-(	4/11/2023 9:37 Credit Carc
	Building Permit	State Fee	3.64		4/11/2023 9:37 Credit Carc
B-23-243 B-23-243 B-23-243 B-23-243	Building Permit	Permit Fee	29.48	1-000-0999-746-0000-(	4/11/2023 11:54 Credit Carc
	Building Permit	State Fee	0.52		4/11/2023 11:54 Credit Carc
	Building Permit	Permit Fee	176.88	1-000-0999-746-0000-(	4/11/2023 15:59 Credit Carc
	Building Permit	State Fee	3.12		4/11/2023 15:59 Credit Carc
	Building Permit	Application Fee	40	1-000-0999-746-0002-(	4/11/2023 16:04 Credit Carc
B-23-254 B-23-254 B-23-233 B-23-233	Zoning Permit	State Fee	60		4/11/2023 16:04 Credit Carc
	Zoning Permit	Permit Fee	353.76	1-000-0999-746-0000-(	4/11/2023 16:06 Credit Carc
	Building Permit	State Fee	6.24		4/11/2023 16:06 Credit Carc
	Building Permit	Permit Fee			
	Building Permit	State Fee			

B-23-234	Building Permit	Permit Fee	147.4	1-000-0999-746-0000-(	4/11/2023	16:08	Credit Carc
B-23-234	Building Permit	State Fee	2.6		4/11/2023	16:08	Credit Carc
Z-23-56	Zoning Permit	Application Fee	40	1-000-0999-746-0002-(	4/11/2023	16:09	Credit Carc
Z-23-56	Zoning Permit	State Fee	60		4/11/2023	16:09	Credit Carc
B-23-242	Building Permit	Permit Fee	206.36	1-000-0999-746-0000-(	4/11/2023	16:12	Credit Carc
B-23-242	Building Permit	State Fee	3.64		4/11/2023	16:12	Credit Carc
B-23-241	Building Permit	Permit Fee	471.68	1-000-0999-746-0000-(	4/11/2023	16:14	Credit Carc
B-23-241	Building Permit	State Fee	8.32		4/11/2023	16:14	Credit Carc
Z-23-57	Zoning Permit	Application Fee	40	1-000-0999-746-0002-(	4/11/2023	19:25	Credit Carc
Z-23-57	Zoning Permit	State Fee	60		4/11/2023	19:25	Credit Carc
B-23-244	Building Permit	Permit Fee	235.84	1-000-0999-746-0000-(	4/11/2023	19:29	Credit Carc
B-23-244	Building Permit	State Fee	4.16		4/11/2023	19:29	Credit Carc
			750		4/11/2023		
B-23-245	Building Permit	Permit Fee	29.48	1-000-0999-746-0000-(	4/12/2023	12:50	Credit Carc
B-23-245	Building Permit	State Fee	0.52		4/12/2023	12:50	Credit Carc
B-23-250	Building Permit	Permit Fee	147.4	1-000-0999-746-0000-(	4/12/2023	18:02	Credit Carc
B-23-250	Building Permit	State Fee	2.6		4/12/2023	18:02	Credit Carc
Z-23-58	Zoning Permit	Application Fee	40	1-000-0999-746-0002-(	4/13/2023	13:45	Credit Carc
Z-23-58	Zoning Permit	State Fee	60		4/13/2023	13:45	Credit Carc
B-23-249	Building Permit	Permit Fee	147.4	1-000-0999-746-0000-(	4/13/2023	13:51	Credit Carc
B-23-249	Building Permit	State Fee	2.6		4/13/2023	13:51	Credit Carc
B-23-248	Building Permit	Permit Fee	324.28	1-000-0999-746-0000-(	4/13/2023	15:36	Credit Carc
B-23-248	Building Permit	State Fee	5.72		4/13/2023	15:36	Credit Carc



Happy, Healthy & Safe Adults Age 55+

80 Holabird Avenue, Winsted, CT 06098, 860-379-4252

To: Board of Selectmen  
From: Jennifer Kelley, Winsted Senior Center Director & Municipal Agent  
Subject: **Director's Report**  
Meeting Date: April 3, 2023

---

Listed below you will find a list of program and services that were provided by the Winsted Senior Center during March 2023. If you have any questions, please email me at [jkelly@townofwinchester.org](mailto:jkelly@townofwinchester.org).

## March 2023

### Finances:

<u>Budget:</u>	\$205,470
<u>YTD Actual:</u>	\$141,890
<u>Percentage Spent:</u>	74.2%

**Building:** Lock Box for building key for fire department was attached to the building at the Holabird Avenue entrance.

**Celebrations:** 44 people attended a St. Patrick's luncheon and BINGO at Crystal Peak along with senior center members from Barkhamsted, Colebrook and New Hartford. 46 people enjoyed their corned beef and cabbage at the Center.

**Drumming Circle:** 33 people participated in four classes.

**Fitness Classes:** 41 classes were held with 287 members participating.

**Friday BINGO:** 130 people attended our weekly Friday afternoon games on 5 afternoons.

**Friendly Hands Food Bags:** 134 bags were distributed to the 6 elderly housing sites, the Y shelter and Winsted Senior Center.

**Hartford HealthCare Neighborhood Health Clinic:** 1 member and community residents were seen for various medical services including Covid vaccines, flu shots, shingles, tetanus and pneumonia shots.

**Healthy Cooking Classes:** our instructor had Covid so we did not have class this month.

**Lunches Served:** 519 Grab & Go and Sit-Down lunches were served on 22 days.

**Membership:** 284 older adults age 55+ have paid dues or are lifetime members this year.

**Senior Center Van:** 313 rides were provided on 20 days.

**Trips:** 42 members traveled to Washington DC and enjoyed an incredible tour of our nation's capital.

**Update:** Director was informed that she completed all of the qualifications to graduate as a Certified Connecticut Municipal Official (CCMO). After an experience earlier in the month with Pearson School, director prepared an Armed Intruder Plan for the Center. Director attended Aging CT Summit planning committee meeting, Helping Hands board meeting and CHWC board meeting.

Respectfully,

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

Jennifer Kelley