



**TOWN OF WINCHESTER
BOARD OF SELECTMEN MEETING
Regular Meeting Agenda
August 21, 2023-7:00PM**

Streamed live on YouTube and Channel 194

**FILED
CLERK'S OFFICE**

AUG 17 2023

**TOWN CLERK OF WINCHESTER
WINSTED, CT**

1. **CALL TO ORDER** (Turn your cell phones off)
2. **PLEDGE OF ALLEGIANCE**
3. **AGENDA REVIEW**
4. **APPROVAL OF MINUTES**
A) Minutes of Regular Meeting on August 07, 2023
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. **NEW EMPLOYEE INTRODUCTIONS:**
A) Geoff Green (Enforcement Officer)
B) Shane Whynott (Land Use Admin Assistant)
C) Jamie Duffy (Rec Program Coordinator)
D) Don Murelli (Purchasing Agent)
E) Alexa Hinton (Communications Coordinator)
7. **TOWN MANAGER'S REPORT**
8. **FINANCE DIRECTOR'S REPORT**
9. **CORRESPONDENCE**
10. **BOARDS AND COMMISSIONS**
11. **UNFINSHIED BUSINESS**
A) Consider and possibly act on the issuance of a driveway permit at 543 E Wakefield Blvd.
B) 23-54b Consider and possibly act on the adoption of a new ordinance regarding the creation of a Historical Commission (3rd discussion).
C) Consider and possibly act on the revision of hiring policies.
12. **NEW BUSINESS**
A) Consider and possibly act on approving a resolution in support of the Town submitting an Urban Garden Grant (Town Manager Kelly)



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13. EXECUTIVE SESSION (to include Town Manager Kelly)

- A)** To discuss the Sale of Town -Owned Land.
- B)** To Discuss Contract Negotiations.

14. 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.

15. SELECTMEN'S COMMENTS AND REPORTS

16. ADJOURNMENT

Town of Winchester

Board of Selectmen
Regular Meeting
Monday, August 7, 2023

Item 1 **Call to Order**

Meeting called to order by Mayor Todd Arcelaschi at 7:03pm

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

Absent Excused	Steve Sedlack (Selectman)
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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** - The following additions were requested

* Motion Statement - Add Discussion of Fluoride Survey as Item B under New Business

Motion - Sel. Bourque / Second - Sel. Groppo

Vote to approve - Unanimous (6 - 0)

* Motion Statement - Add Discussion / Possible Action regarding Driveway Ordinance at 543

Wakefield Blvd. as Item C under Unfinished Business

Motion - Mayor Arcelaschi / Second - Sel. Morhardt

Vote to approve - Unanimous (5 - 0 - 1) Sel. Perez Abstained

Item 4 **Approval of Minutes**

* Minutes of Regular Meeting on July 17, 2023

Motion - Sel. Morhardt / Second - Sel. Bouchard

Discussion regarding the recap of Item 13 (A) resulted in TABLEING of approval.

The following is a revised summary subject to Board approval.

"At the request of the Board of Selectmen, Lance Hanson Town Planner and Ted Shafer Economic Development Director had a discussion with the Board of Selectmen about how they would move forward and identify development opportunities along the entire Rte. 800 corridor recognizing that would be important for the Grand List growth for the Town. Members of the EDC offered additional input and explanations of their mission and discussed two properties on the corridor. They were asked questions by the Board and requested to come back to the Board and report on their progress."

- Item 5 **Citizens Comments** The following residents addressed the board.
- * Stephen Kosinski
 - * David LaPointe
 - * Deb Kessler
- Item 6 **New Employee Introduction**
- A) Jamie Duffy
- * Was unable to attend tonight's meeting - will be rescheduled for a future date
- Item 7 **Town Manager's Report** - Josh Kelly reported to the Board on the following topics. . .
- * An effort is underway to have portions of downtown Winsted designated as a "Cultural District". If this initiative is successful it will increase the Towns access to State resources.
 - * Two new businesses have opened on Main Street. The Curious Cat bookstore and Home & Cake now call downtown Winsted as home. An announcement will be forthcoming regarding a new lease occupant in the old Wendy's location.
 - * STEAP and Brownfield grant applications are being finalized.
 - * Grant funding is being sought to help cover costs to establish a new Historic District. Such a district could make tax credits available and further incentivize development.
 - * Don Murelli has been hired to be the Towns new Purchasing Agent. Alexa Hinton has onboarded as our new Communications and Technology Coordinator.
 - * A Fall Job Fair is in the planning stages and expected to be held in October.
 - * A second RFP seeking development proposals for Mountainside Drive has been issued. Responses are due by 9am on September 22, 2023.
 - * Recent meetings with Chief Ciuci have yielded some definitive suggestions to address Main Street parking concerns.
 - * Town Hall staff will be part of a formal Training Exercise on Friday August 11th. Most offices will be closed with the exception of Public Works, Police and the Senior Center.
 - * Negotiations with the Police Union are ongoing.
- Item 8 **Correspondence** - None
- Item 9 **Boards and Commissions** - Sel. Groppo introduced the following actions.
- 1) John Noone (U) is submitted for Consideration as a Member of the Soldiers Monument Commission with a term to expire in 6/2027
 - 2) Esther Dew (R) is submitted for Nomination as a Member of the Soldiers Monument Commission with a term to expire in 6/2027
- * The following groups have position openings. Interested candidates are encouraged to apply!
 - Board of Assessment Appeals - 1 Alternate Seat
 - Arch. Review Committee - 1 Permanent Seats and 2 Alternate Seats
 - Conservation Commission - 1 Permanent Seat
 - Economic Development Commission - 3 Alternate Seats
 - Laurel City Commission - 4 Permanent Seats
 - Inland Wetlands & Watercourses Commission - 2 Permanent Seats
 - Recreation Board - 1 Permanent Seats
 - Zoning Board of Appeals - 2 Alternate Seats

Item 10

Unfinished Business

A) 23-53b Consider and Possibly Act on removal of Chapter 12 (Civil Service Board) from the Code of Ordinances

* Josh Kelly read a letter addressed to the Town Manager from the Chairman of the Civil Service Commission

* A recap of the proposed elimination of Chapter 12 from the Code of Ordinances was discussed by Board. Town Manager Kelly stood by his recommendation that the Board choose a more nimble and efficient process for hiring new Town employees.

Motion Statement - "I'll move that the Board of Selectmen remove Chapter 12 of the Town Ordinance from the Code of Ordinances as recommended and presented by the Town Manager."

Motion - Sel. Bourque / Second - Sel. Perez

Vote to approve - Yes (5) - No (1) Sel. Morhardt

Motion Statement - "I make a motion to approve the hiring and appointment policies provided by the Town Manager contingent upon the changes, striking the Ethics Commission from Page 13 and replacing it with a 3 member Standing Board made up of Selectmen (Hiring Practice Review Committee) removing all references to the Ethics Commission on pages 15 through 100 and replacing it with Hiring Practice Review Committee."

Motion - Mayor Arcelaschi / Second - Sel. Bouchard

Vote to approve - Unanimous (6 -0)

B) 23-54a Consider and Possibly act on the proposed Historical Commission ordinance

Motion Statement - "I move that the Board of Selectmen formally acknowledge their consideration of adopting the newly proposed ordinance and further consider it in a third instance at the next Regular meeting on August 21, 2023."

C) 23-18 Driveway Ordinance Variance Request for 543 East Wakefield Blvd. (Agenda add on)

Atty. David Torrey representing property owner Mr. Serkey offered a detailed position that the driveway work done at 543 East Wakefield Blvd did NOT meet the threshold of the Towns ordinance requiring a Driveway Permit. Public Works Director Jim Rollins held firmly to his opinion that reconstruction had occurred and a Variance Request must now be filed for approval.

After much discussion this Item was tabled until Board members could personally view the site and be better able to render an informed decision.

Item 11

New Business -

A) Refunds as recommended by 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 \$2,440.75."

Motion - Sel. Bouchard / Second - Sel. Perez

Vote to approve - Unanimous (6 - 0)

B) Discussion of Fluoride Survey by Winsted's Water and Sewer Commission (Agenda add on)

Sel. Bourque read a prepared statement questioning the motivation, purpose and cost of the survey.

Item 12 **Executive Session**

A) Concerning the possible Sale of Town-Owned land

Motion Statement - "Motion to enter Executive Session to discuss the Sale of Town-Owned land taking the Town Manager to be part of the meeting at 9:35pm

Motion - Mayor Arcelaschi / Second - Sel. Bouchard

Vote to approve - Unanimous (6 - 0)

The Board returned from Executive Session at 10:25pm

Item 13 **Post Executive Session Business**

A) Consider and Possibly Act on referring Town owned property at locations to include -

*47 Orchard Street

*508 Main Street

Motion Statement - "I move that the Board of Selectmen authorize the Town Manager to solicit 3 bids for a new roof at 508 Main Street."

Motion - Sel. Bouchard / Second - Sel. Bourque

Vote to approve - Unanimous (6 - 0)

Item 14 **Citizens Comments** The following residents addressed the board.

* Stephen Kosinski

* David LaPointe

Item 15 **Selectmen's Comments and Reports** -

Mayor Arcelaschi - Suggested that a Plaque honoring John Wiarda be placed at the new EV Charging Station at Rowley Street once it's been installed.

Sel. Bouchard - Announced that the Fall Foliage Street Festival will be held on September 30th with a rain date of October 1st. This years event will also include a Car Show and remote parking with shuttles to the event.

Item 16 **Adjournment**

* Motion - Sel. Morhardt / Second - Sel. Groppo

To adjourn the meeting at 10:32pm

Vote to approve - Unanimous (6 - 0)

ATTEST:

Glenn Albanesi, 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
REVENUE SUMMARY

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

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	26,581,034.00	1,573,711.08	1,573,711.08	5.92	25,007,322.92
0999-700-0001-0000 PROPERTY TAXES - PAST DUE	300,000.00	23,030.30	23,030.30	7.68	276,969.70
0999-700-0003-0000 MV SUPPLEMENTAL	200,000.00				200,000.00
0999-701-0000-0000 INTEREST AND LIEN FEES	155,000.00	7,442.31	7,442.31	4.80	147,557.69
0999-701-0001-0000 SUSPENSE INTEREST	13,000.00				13,000.00
0999-710-0010-0000 TOWN AID - IMPROVED ROADS	295,490.00	147,828.94	147,828.94	50.03	147,661.06
0999-710-0012-0000 PILOT	224,661.00				224,661.00
0999-710-0013-0000 PEQUOT-MOHEGAN GRANT	49,474.00				49,474.00
0999-710-0019-0000 MUNICIPAL REVENUE SHARING	105,432.00				105,432.00
0999-710-0024-0000 TELECOMMUNICATIONS PROPERTY TAX	26,000.00				26,000.00
0999-710-0045-0000 LAKE INVASIVE SPECIES GRANT	14,952.00				14,952.00
0999-710-0125-0000 JUDICIAL PAYMENT 51-56A	1,000.00	2,895.00	2,895.00	289.50	-1,895.00
0999-710-0199-0000 GRANTS FOR MUNICIPAL PROJECTS	306,204.00				306,204.00
0999-710-0215-0000 MUNICIPAL TRANSITION MV TAX CAP	121,765.00				121,765.00
0999-710-0510-0000 SOCIAL SERVICES GRANT - BUILDING H	50,000.00				50,000.00
0999-720-0007-0000 EDUCATION COST SHARING (ECS)	7,823,991.00				7,823,991.00
0999-740-0000-0000 ROAD OPENING PERMIT FEE	1,000.00				1,000.00
0999-741-0000-0000 DRIVEWAY PERMIT FEE		50.00	50.00		-50.00
0999-742-0000-0000 POLICE PERMITS	12,500.00	1,433.75	1,433.75	11.47	11,066.25
0999-745-0000-0000 PARKING FINES	1,150.00	100.00	100.00	8.70	1,050.00
0999-746-0000-0000 BUILDING PERMITS	150,000.00	13,431.53	13,431.53	8.95	136,568.47
0999-746-0001-0000 HOUSING INSPECTION FEES-RENTALS	2,000.00	125.00	125.00	6.25	1,875.00
0999-746-0002-0000 PLANNING AND ZONING FEES	8,000.00	700.00	700.00	8.75	7,300.00
0999-746-0003-0000 ZONING BOARD OF APPEALS FEES	6,000.00	410.00	410.00	6.83	5,590.00
0999-746-0004-0000 INLAND WETLANDS APPLICATION FEES	3,000.00	645.00	645.00	21.50	2,355.00
0999-746-0007-0000 PLANNING OFFICE REVENUE	2,000.00	320.00	320.00	16.00	1,680.00
0999-746-0009-0000 BUILDING DEPARTMENT COPIES		108.00	108.00		-108.00
0999-748-0000-0000 INCOME ON INVESTMENTS	60,000.00	57,408.48	57,408.48	95.68	2,591.52
0999-749-0000-0000 CEMETERIES	15,000.00				15,000.00
0999-749-0002-0000 CEMETERY FOUNDATION INSPECTION FEE		50.00	50.00		-50.00
0999-750-0000-0000 GRAVE OPENINGS	20,000.00	1,150.00	1,150.00	5.75	18,850.00
0999-751-0000-0000 TOWN CLERK REVENUE	250,000.00	26,524.88	26,524.88	10.61	223,475.12
0999-753-0000-0000 MISCELLANEOUS REVENUE - TOWN	60,000.00	6,918.57	6,918.57	11.53	53,081.43
0999-753-0034-0000 BURNING PERMITS-FIRE DEPARTMENT	200.00				200.00
0999-754-0100-0000 SALE OF TOWN OWNED/FORCLOSED PROP		90,893.09	90,893.09		-90,893.09
0999-755-0000-0000 RECREATION REVENUE	20,000.00				20,000.00
0999-758-0000-0000 FIRE MARSHAL REVENUE	1,000.00				1,000.00
0999-764-0000-0000 ANIMAL CONTROL REVENUE		15.00	15.00		-15.00
0999-768-0000-0000 AMBULANCE REVENUE	55,000.00				55,000.00
0999-783-0000-0000 WINCHESTER HOUSING IN LIEU OF TAX	39,000.00				39,000.00
0999-790-0000-0000 ALLOCATION OF FUND BALANCE FOR 179	1,093,346.00				1,093,346.00
0999-796-0000-0000 SEWER-WATER ADMINISTRATION	325,000.00	27,076.00	27,076.00	8.33	297,924.00

TOWN OF WINCHESTER
REVENUE SUMMARY

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

001 GENERAL FUND		Amended	Month to Date	Year to Date	To Be
Description	Budget	Revenue	Revenue	YTD Pct	Collected
0999-796-0002-0000 SEWER DEBT SERVICE	67,175.00				67,175.00
0999-799-0001-0000 TRANSFERS IN - ECONOMIC STABILIZAT	663,629.00				663,629.00
0999-799-0002-0000 TRANSFERS IN - OPIOID SETTLEMENT	11,000.00				11,000.00
REVENUES - TOWN GENERAL FUND 999	39,134,003.00	1,982,266.93	1,982,266.93	5.07	37,151,736.07
REVENUE TOTAL	39,134,003.00	1,982,266.93	1,982,266.93	5.07	37,151,736.07

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

TOWN OF WINCHESTER
APPROPRIATION SUMMARY

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	624.98	8.33		6,875.02	6,875.02
0110-814-0000-0000 MEMBERSHIP, DUES & SUBSCRIPTIONS	17,579.00	16,094.60	16,094.60	91.56		1,484.40	1,484.40
0110-835-0000-0000 CONTINGENCY	20,000.00					20,000.00	20,000.00
0110-898-0000-0000 SOFTWARE AGREEMENT/SUPPORT	1,500.00					1,500.00	1,500.00
BOARD OF SELECTMEN 110	46,579.00	16,719.58	16,719.58	35.90		29,859.42	29,859.42
0111-190-0000-0000 ADMINISTRATIVE SALARIES	128,437.00	8,076.93	8,076.93	6.29		120,360.07	120,360.07
0111-193-0000-0000 SECRETARIAL/SUPPORT STAFF	67,349.00	3,885.51	3,885.51	5.77		63,463.49	63,463.49
0111-385-0000-0000 ANNUAL REPORT AND BUDGET	500.00					500.00	500.00
0111-806-0000-0000 OFFICE SUPPLIES	750.00	33.38	33.38	4.45		716.62	716.62
0111-811-0000-0000 TRAINING & EDUCATION	8,164.00	1,980.94	1,980.94	24.26		6,183.06	6,183.06
0111-814-0000-0000 MEMBERSHIP, DUES & SUBSCRIPTIONS	1,560.00					1,560.00	1,560.00
0111-831-0005-0000 PUBLIC COMMUNICATIONS	10,000.00					10,000.00	10,000.00
0111-835-0011-0000 MISCELLANEOUS/OTHER	2,000.00					2,000.00	2,000.00
TOWN MANAGER 111	218,760.00	13,976.76	13,976.76	6.39		204,783.24	204,783.24
0112-804-0000-0000 TRANSFER TO DISTRICT FOR EXPENSES	11,000.00					11,000.00	11,000.00
PROBATE COURT 112	11,000.00					11,000.00	11,000.00
0113-190-0000-0000 ADMINISTRATIVE SALARIES	26,851.00	964.09	964.09	3.59		25,886.91	25,886.91
0113-806-0000-0000 OFFICE SUPPLIES	600.00					600.00	600.00
0113-809-0000-0000 MAINTENANCE OF OFFICE EQUIPMENT	750.00					750.00	750.00
0113-811-0000-0000 TRAINING & EDUCATION	4,738.00					4,738.00	4,738.00
0113-837-0000-0000 ELECTIONS & REFERENDUMS	50,764.00					50,764.00	50,764.00
0113-838-0000-0000 VOTER CANVASSERS	6,713.00	258.18	258.18	3.85		6,454.82	6,454.82
REGISTRARS 113	90,416.00	1,222.27	1,222.27	1.35		89,193.73	89,193.73
0114-190-0000-0000 ADMINISTRATIVE SALARIES	110,725.00	6,465.52	6,465.52	5.84		104,259.48	104,259.48
0114-191-0000-0000 ADMINISTRATIVE ASSISTANTS	124,319.00	7,741.47	7,741.47	6.23		116,577.53	116,577.53
0114-192-0000-0000 LABOR, SKILLED & PROFESSIONAL	61,800.00	3,565.38	3,565.38	5.77		58,234.62	58,234.62
0114-197-0000-0000 OVERTIME	500.00					500.00	500.00
0114-384-0000-0000 AUDIT FEE	38,300.00	9,000.00	9,000.00	83.94	23,150.00	6,150.00	29,300.00
0114-800-0009-0000 BANK FEES	10,000.00					10,000.00	10,000.00
0114-806-0000-0000 OFFICE SUPPLIES	2,510.00	60.79	60.79	2.42		2,449.21	2,449.21
0114-811-0000-0000 TRAINING & EDUCATION	1,600.00					1,600.00	1,600.00
0114-814-0000-0000 MEMBERSHIP, DUES & SUBSCRIPTIONS	1,600.00					1,600.00	1,600.00
0114-814-0001-0000 TRANSPORT FEES	3,500.00					3,500.00	3,500.00
0114-819-0000-0000 VEHICLE ALLOWANCE	300.00					300.00	300.00
0114-831-0000-0000 OUTSIDE SERVICES - ACTUARY	24,000.00					24,000.00	24,000.00
0114-898-0000-0000 SOFTWARE/LICENSING	500.00					500.00	500.00
ACCOUNTING 114	379,654.00	26,833.16	26,833.16	13.17	23,150.00	329,670.84	352,820.84
0115-190-0000-0000 ADMINISTRATIVE SALARIES	154,032.00	11,283.22	11,283.22	7.33		142,748.78	142,748.78
0115-197-0000-0000 OVERTIME	2,500.00					2,500.00	2,500.00
0115-384-0000-0000 PERSONAL PROPERTY AUDITS	6,000.00					6,000.00	6,000.00

TOWN OF WINCHESTER
APPROPRIATION SUMMARY

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

001 GENERAL FUND

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0115-806-0000-0000 OFFICE SUPPLIES	1,850.00					1,850.00	1,850.00
0115-811-0000-0000 TRAINING & EDUCATION	3,596.00					3,596.00	3,596.00
0115-814-0000-0000 MEMBERSHIPS, DUES & SUBSCRIPTIONS	1,815.00	250.00	250.00	85.45	1,301.00	264.00	1,565.00
0115-817-0000-0000 CONTRACTED PRINTING	3,905.00					3,905.00	3,905.00
0115-819-0000-0000 VEHICLE ALLOWANCE	400.00					400.00	400.00
ASSESSOR 115	174,098.00	11,533.22	11,533.22	7.37	1,301.00	161,263.78	162,564.78
0116-192-0000-0000 LABOR, SKILLED & PROFESSIONAL	2,500.00					2,500.00	2,500.00
BOARD OF ASSESSMENT APPEAL 116	2,500.00					2,500.00	2,500.00
0117-190-0000-0000 ADMINISTRATIVE SALARIES	76,209.00	4,396.68	4,396.68	5.77		71,812.32	71,812.32
0117-191-0000-0000 ADMINISTRATIVE ASSISTANT	61,851.00	3,568.29	3,568.29	5.77		58,282.71	58,282.71
0117-197-0000-0000 OVERTIME	2,000.00	362.07	362.07	18.10		1,637.93	1,637.93
0117-806-0000-0000 OFFICE SUPPLIES	3,500.00					3,500.00	3,500.00
0117-809-0000-0000 MAINTENANCE OFFICE EQUIPMENT	670.00					670.00	670.00
0117-811-0000-0000 TRAINING & EDUCATION	1,900.00					1,900.00	1,900.00
0117-812-0000-0000 DMV MUNICIPAL ACCESS PROGRAM	380.00					380.00	380.00
0117-814-0000-0000 MEMBERSHIPS, DUES & SUBSCRIPTIONS	340.00					340.00	340.00
0117-817-0000-0000 CONTRACTED PRINTING	550.00					550.00	550.00
0117-819-0000-0000 VEHICLE ALLOWANCE	500.00					500.00	500.00
TAX COLLECTOR 117	147,900.00	8,327.04	8,327.04	5.63		139,572.96	139,572.96
0118-190-0000-0000 ADMINISTRATIVE SALARIES	46,981.00	3,915.06	3,915.06	8.33		43,065.94	43,065.94
0118-811-0000-0000 TRAINING & EDUCATION	250.00					250.00	250.00
TREASURER 118	47,231.00	3,915.06	3,915.06	8.29		43,315.94	43,315.94
0119-815-0000-0000 LEGAL ADS & NOTICES	18,000.00	327.12	327.12	1.82		17,672.88	17,672.88
0119-845-0000-0000 LEGAL FEES - TOWN ATTORNEY	55,000.00					55,000.00	55,000.00
0119-845-0001-0000 LEGAL FEES - OUTSIDE LEGAL COUNSEL	18,000.00					18,000.00	18,000.00
0119-845-0002-0000 LEGAL FEES - LABOR COUNSEL	12,000.00					12,000.00	12,000.00
0119-845-0003-0000 LEGAL FEES - ENVIRONMENTAL COUNSEL	5,000.00					5,000.00	5,000.00
LEGAL FEES 119	108,000.00	327.12	327.12	0.30		107,672.88	107,672.88
0120-190-0000-0000 TOWN CLERK	65,009.00	4,375.12	4,375.12	6.73		60,633.88	60,633.88
0120-191-0000-0000 ASSISTANT TOWN CLERK	71,270.00	2,903.73	2,903.73	4.07		68,366.27	68,366.27
0120-806-0000-0000 OFFICE SUPPLIES	2,562.00					2,562.00	2,562.00
0120-806-0005-0000 COPIER PAPER	348.00					348.00	348.00
0120-809-0000-0000 MAINTENANCE OF OFFICE EQUIPMENT	1,250.00					1,250.00	1,250.00
0120-809-0000-0000 MAINTENANCE OF BOOKS AND MAPS	750.00					750.00	750.00
0120-809-0002-0000 RESTORATION OF RECORDS	2,500.00					2,500.00	2,500.00
0120-811-0000-0000 TRAINING & EDUCATION	1,730.00	500.00	500.00	28.90		1,230.00	1,230.00
0120-814-0000-0000 MEMBERSHIPS/DUES/SUBSCRIPTIONS	230.00					230.00	230.00
0120-825-0000-0000 SUPPLIES & MATERIALS	455.00					455.00	455.00
0120-828-0002-0000 INDEXING SYSTEM	25,740.00					25,740.00	25,740.00
0120-837-0000-0000 ELECTIONS PRINTING	1,180.00					1,180.00	1,180.00

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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
0120-839-0000-0000 VITAL STATISTICS	305.00					305.00	305.00
	173,329.00	7,778.85	7,778.85	4.49		165,550.15	165,550.15
0122-193-0000-0000 SECRETARY SALARY/SUPPORT STAFF							
0122-811-0000-0000 TRAINING AND EDUCATION	2,040.00					2,040.00	2,040.00
	800.00					800.00	800.00
0123-193-0000-0000 SECRETARIAL/SUPPORT STAFF							
0123-811-0000-0000 TRAINING AND EDUCATION	2,840.00					2,840.00	2,840.00
	1,200.00					1,200.00	1,200.00
	600.00					600.00	600.00
0125-811-0000-0000 TRAINING AND EDUCATION	1,800.00					1,800.00	1,800.00
	500.00					500.00	500.00
0125-814-0000-0000 MEMBERSHIPS DUES & SUBSCRIPTIONS	1,500.00					1,500.00	1,500.00
0125-831-0000-0000 OUTSIDE SERVICES	4,000.00					4,000.00	4,000.00
0125-831-0005-0000 MARKETING	4,000.00					4,000.00	4,000.00
	10,000.00					10,000.00	10,000.00
0126-825-0000-0000 SUPPLIES AND MATERIALS	80.00					80.00	80.00
0126-851-0004-0000 HIGHLAND - HERBICIDE TREATMENT	27,500.00					27,500.00	27,500.00
0126-851-0007-0000 HIGHLAND - WATER SAMPLING	16,658.00					16,658.00	16,658.00
0126-852-0004-0000 PARK POND - HERBICIDE TREATMENT	8,000.00					8,000.00	8,000.00
	52,238.00					52,238.00	52,238.00
0127-194-0000-0000 GENERAL LABOR							
0127-197-0000-0000 OVERTIME	108,362.00	1,893.32	1,893.32	1.75		106,468.68	106,468.68
0127-806-0000-0000 OFFICE SUPPLIES	3,400.00					3,400.00	3,400.00
0127-807-0000-0000 MOBILE TELEPHONE/INTERNET	100.00					100.00	100.00
0127-822-0000-0000 ELECTRICITY	493.00					493.00	493.00
0127-823-0000-0000 HEATING FUEL	56,374.00	4,670.13	4,670.13	8.28		51,703.87	51,703.87
0127-824-0000-0000 WATER AND SEWER USAGE	16,822.00					16,822.00	16,822.00
0127-825-0000-0000 SUPPLIES & MATERIALS	5,200.00					5,200.00	5,200.00
0127-827-0000-0000 MAINTENANCE OF STRUCTURES	7,621.00				448.90	7,172.10	7,621.00
0127-831-0000-0000 CONTRACTED LABOR	11,300.00				-3,650.00	14,950.00	11,300.00
0127-851-0000-0000 ENGINEERING SERVICES	31,284.00	1,494.76	1,494.76	36.40	9,892.92	19,896.32	29,789.24
	1,000.00					1,000.00	1,000.00
	241,956.00	8,058.21	8,058.21	6.10	6,691.82	227,205.97	233,897.79
0129-806-0000-0000 OFFICE SUPPLIES							
0129-822-0001-0000 ELECTRICITY	250.00					250.00	250.00
0129-827-0000-0000 MAINTENANCE OF STRUCTURES	730.00					730.00	730.00
0129-827-0001-0000 EVENTS AND FUND RAISING	4,000.00					4,000.00	4,000.00
	1,300.00					1,300.00	1,300.00
0136-193-0000-0000 SECRETARY/SUPPORT STAFF	6,280.00					6,280.00	6,280.00
0136-811-0000-0000 TRAINING AND EDUCATION							
0136-814-0000-0000 MEMBERSHIP, DUES AND SUBSCRIPTIONS	6,000.00					6,000.00	6,000.00
	1,035.00					1,035.00	1,035.00
	60.00					60.00	60.00
	7,095.00					7,095.00	7,095.00

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0142-814-0000-0000 MEMBERSHIP, DUES & SUBSCRIPTIONS FARMINGTON RIVER WATERSHED 142		1,229.00	1,229.00			-1,229.00	-1,229.00
0145-190-0000-0000 ADMINISTRATIVE SALARY	32,173.00					32,173.00	32,173.00
0145-197-0000-0000 OVERTIME	500.00					500.00	500.00
0145-806-0000-0000 OFFICE SUPPLIES	300.00					300.00	300.00
0145-812-0000-0000 DATA PROCESSING		16.70	16.70			-16.70	-16.70
0145-814-0000-0000 MEMBERSHIP DUES & SUBSCRIPTIONS PURCHASING 145	500.00					500.00	500.00
	33,473.00	16.70	16.70	0.05		33,456.30	33,456.30
0148-190-0000-0000 ASST TOWN PLANNER/ENFORCEMENT OFC	61,308.00	3,370.59	3,370.59	5.50		57,937.41	57,937.41
0148-190-0001-0000 BUILDING OFFICIAL	60,955.00	3,701.39	3,701.39	6.07		57,253.61	57,253.61
0148-190-0003-0000 TOWN PLANNER	74,970.00	4,360.19	4,360.19	5.82		70,609.81	70,609.81
0148-190-0005-0000 FIRE MARSHAL - FULL TIME POSITION	72,732.00	4,196.07	4,196.07	5.77		68,535.93	68,535.93
0148-191-0000-0000 ADMIN ASSISTANT	46,718.00	2,696.30	2,696.30	5.77		44,021.70	44,021.70
0148-193-0000-0000 CONSERVATION COMMISSION - CLERICAL	600.00					600.00	600.00
0148-197-0000-0000 OVERTIME	5,000.00	510.95	510.95	10.22		4,489.05	4,489.05
0148-806-0000-0000 OFFICE SUPPLIES	5,296.00	96.70	96.70	2.58	40.00	5,199.30	5,199.30
0148-807-0000-0000 TELEPHONE/INTERNET	3,000.00					3,000.00	3,000.00
0148-809-0000-0000 MAINTENANCE OF OFFICE EQUIPMENT	1,000.00					1,000.00	1,000.00
0148-811-0000-0000 TRAINING AND EDUCATION	730.00					730.00	730.00
0148-814-0000-0000 MEMBERSHIP, DUES & SUBSCRIPTIONS	4,424.00	1,840.00	1,840.00	41.59		2,584.00	2,584.00
0148-818-0000-0000 CLOTHING ALLOWANCE	400.00					400.00	400.00
0148-820-0000-0000 VEHICLE GAS OIL & GREASE	1,200.00					1,200.00	1,200.00
0148-821-0000-0000 MAINTENANCE OF VEHICLES	2,000.00					2,000.00	2,000.00
0148-830-0000-0000 OUTSIDE SERVICES	6,750.00					6,750.00	6,750.00
0148-830-0002-0000 RELOCATION COSTS	4,000.00					4,000.00	4,000.00
	351,083.00	20,772.19	20,772.19	5.93	40.00	330,270.81	330,310.81
0150-193-0000-0000 CLERICAL SERVICE/SUPPORT STAFF	750.00					750.00	750.00
0150-205-0002-0000 BLOOD/AIRBORNE PAT	4,000.00					4,000.00	4,000.00
0150-205-0003-0000 DRUG/ALCOHOL TESTING & PHYSICAL	4,000.00					4,000.00	4,000.00
0150-806-0000-0000 STATIONARY AND POSTAL SERVICES	600.00					600.00	600.00
0150-810-0000-0000 DUPLICATION SERVICE	250.00					250.00	250.00
0150-832-0000-0000 CHIEF EXAMINER/OUTSOURCE SERVICES	10,000.00					10,000.00	10,000.00
	19,600.00					19,600.00	19,600.00
0152-805-0000-0000 TRANSFER TO OUTSIDE AGENCY	9,000.00	4,500.00	4,500.00	100.00	4,500.00		4,500.00
	9,000.00	4,500.00	4,500.00	100.00	4,500.00		4,500.00
FRIENDS OF MAIN STREET 152							
0210-190-0000-0000 ADMINISTRATIVE SALARIES	203,750.00	6,634.62	6,634.62	3.26		197,115.38	197,115.38
0210-192-0000-0000 LABOR, SKILLED & PROFESSIONAL	1,450,000.00	46,758.33	46,758.33	3.22		1,403,241.67	1,403,241.67
0210-192-0009-0000 SHIFT PREMIUM - OFFICERS	31,000.00	1,085.38	1,085.38	3.50		29,914.62	29,914.62
0210-192-0010-0000 HOLIDAY PAY	148,000.00	9,528.16	9,528.16	6.44		138,471.84	138,471.84
0210-192-0014-0000 TRAINING ACTIVITIES	28,000.00					28,000.00	28,000.00

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0210-193-0000-0000 SECRETARIAL/SUPPORT STAFF	61,850.00	4,173.18	4,173.18	6.75		57,676.82	57,676.82
0210-193-0002-0000 EVIDENCE- PROP CLERK-COURT LIAISON	28,780.00	1,569.69	1,569.69	5.45		27,210.31	27,210.31
0210-197-0000-0000 OVERTIME	200,000.00	10,756.45	10,756.45	5.38		189,243.55	189,243.55
0210-197-0004-0000 OVERTIME-SPECIAL EVENTS-PARADES	5,000.00					5,000.00	5,000.00
0210-197-0011-0000 OVERTIME-DRUG INVESTIGATIONS	6,000.00					6,000.00	6,000.00
0210-806-0000-0000 OFFICE SUPPLIES	3,000.00					3,000.00	3,000.00
0210-807-0000-0000 TELEPHONE/INTERNET	18,000.00	0.28	0.28	0.00		17,999.72	17,999.72
0210-809-0000-0000 MAINTENANCE OF OFFICE EQUIPMENT	1,000.00	192.50	192.50	19.25		807.50	807.50
0210-811-0000-0000 TRAINING AND EDUCATION	31,500.00	10,799.00	10,799.00	36.27	625.00	20,701.00	20,701.00
0210-811-0001-0000 ARMORER & RANGE	12,500.00					12,500.00	12,500.00
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					2,500.00	2,500.00
0210-814-0000-0000 MEMBERSHIP, DUES & SUBSCRIPTIONS	2,340.00		1,800.00	76.92		540.00	540.00
0210-818-0000-0000 CLOTHING ALLOWANCE & EQUIPMENT	30,000.00	35.00	35.00	33.45	10,000.00	19,965.00	29,965.00
0210-820-0000-0000 VEHICLE: GAS, OIL & GREASE	28,000.00	1,958.37	1,958.37	6.99		26,041.63	26,041.63
0210-821-0000-0000 MAINTENANCE OF VEHICLES	20,000.00	2,245.03	2,245.03	54.38	8,631.39	9,123.58	17,754.97
0210-825-0000-0000 SUPPLIES AND MATERIALS	9,000.00	212.31	212.31	64.96	5,633.97	3,153.72	8,787.69
0210-825-0001-0000 TASER SUPPLIES AND PURCHASE	4,800.00					4,800.00	4,800.00
0210-825-0006-0000 COMMUNICATION EQUIPMENT	19,579.00					19,579.00	19,579.00
0210-825-0007-0000 OFFICER SAFETY EQUIPMENT	7,000.00					7,000.00	7,000.00
0210-826-0000-0000 MAINTENANCE OF EQUIPMENT	3,000.00			1.63	48.90	2,951.10	3,000.00
0210-829-0000-0000 MAINTENANCE OF UNIFORMS	6,200.00			96.77	6,000.00	200.00	6,200.00
0210-830-0000-0000 CONTRACTED EQUIPMENT	55,375.00		37,249.59	67.27		18,125.41	18,125.41
0210-834-0000-0000 PRISONER FOOD, EXTRAD EXP., P. CASH	1,000.00			40.00	400.00	600.00	1,000.00
0210-843-0000-0000 MARINE PATROL	5,500.00					5,500.00	5,500.00
0210-843-0001-0000 BOAT REPAIRS & EQUIPMENT	2,500.00			12.00	300.00	2,200.00	2,500.00
0210-844-0000-0000 NCIC TERMINAL	3,800.00					3,800.00	3,800.00
0210-846-0000-0000 TIRES	5,000.00			14.00	700.00	4,300.00	5,000.00
0210-898-0000-0000 SOFTWARE/LICENSING	37,003.00	26,874.25	26,874.25	121.13	17,949.00	-7,820.25	10,128.75
0210-900-0005-0000 PENSION CONTRIBUTION-MERFB(POLICE)		31,868.38	31,868.38			-31,868.38	-31,868.38
0210-909-0000-0000 PHYSICAL FITNESS PROGRAM-YMCA	4,000.00	3,523.80	3,523.80	88.10		476.20	476.20
POLICE 210	2,476,477.00	197,264.32	197,264.32	10.00	50,288.26	2,228,924.42	2,279,212.68
0211-190-0000-0000 ADMINISTRATIVE SALARIES	85,000.00	4,903.83	4,903.83	5.77		80,096.17	80,096.17
0211-192-0000-0000 LABOR, SKILLED & PROFESSIONAL	69,840.00	2,438.64	2,438.64	3.49		67,401.36	67,401.36
0211-197-0000-0000 OVERTIME	2,300.00	45.72	45.72	1.99		2,254.28	2,254.28
0211-204-0000-0000 MEDICAL EXAMS & PHYSICALS	15,500.00					15,500.00	15,500.00
0211-204-0001-0000 PHYSICAL FITNESS PROGRAM	1,000.00					1,000.00	1,000.00
0211-806-0000-0000 OFFICE SUPPLIES	400.00			25.00	99.99	300.01	400.00
0211-807-0000-0000 TELEPHONE/INTERNET	9,030.00					9,030.00	9,030.00
0211-809-0000-0000 MAINTENANCE OF OFFICE EQUIPMENT	4,000.00					4,000.00	4,000.00
0211-811-0000-0000 TRAINING AND EDUCATION	20,550.00					20,550.00	20,550.00
0211-811-0001-0000 FIRE SAFETY & PREVENTION	1,900.00					1,900.00	1,900.00

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0211-814-0000-0000 MEMBERSHIP DUES & SUBSCRIPTIONS	1,660.00					1,660.00	1,660.00
0211-820-0000-0000 VEHICLE GAS, OIL & GREASE	9,377.00					8,861.04	8,861.04
0211-822-0000-0000 ELECTRICITY	10,974.00		515.96	5.50		10,974.00	10,974.00
0211-823-0000-0000 HEATING FUEL	25,175.00					25,175.00	25,175.00
0211-824-0000-0000 WATER AND SEWER USAGE	4,100.00					4,100.00	4,100.00
0211-825-0000-0000 SUPPLIES AND MATERIALS	2,600.00	82.50	82.50	3.17		2,517.50	2,517.50
0211-825-0002-0000 FIREFIGHTING EQUIPMENT	34,600.00					34,600.00	34,600.00
0211-826-0000-0000 MAINTENANCE OF EQUIPMENT	63,805.00	-162.24	-162.24	2.65	1,850.00	62,117.24	63,967.24
0211-827-0000-0000 MAINTENANCE OF STRUCTURES	14,900.00	320.00	320.00	54.14	7,747.00	6,833.00	14,580.00
0211-829-0000-0000 MAINTENANCE OF UNIFORMS	3,230.00					3,230.00	3,230.00
0211-831-0000-0000 CONTRACTED SERVICES	6,120.00	2,134.00	2,134.00	61.83	1,650.00	2,336.00	3,986.00
0211-832-0000-0000 CONTRACTED LABOR	1,600.00					1,600.00	1,600.00
0211-846-0000-0000 TIRES	1,100.00					1,100.00	1,100.00
0211-849-0000-0000 MAINTENANCE OF FIRE ALARMS	250.00					250.00	250.00
0211-898-0000-0000 SOFTWARE/LICENSING	5,800.00					-600.00	5,800.00
0211-900-0006-0000 PAY PER CALL	25,000.00					25,000.00	25,000.00
	419,811.00	10,278.41	10,278.41	6.68	17,746.99	391,785.60	409,532.59
FIRE 211							
0213-820-0000-0000 VEHICLE: GAS, OIL & GREASE		84.64	84.64			-84.64	-84.64
BUILDING DEPARTMENT 213		84.64	84.64			-84.64	-84.64
0214-190-0000-0000 ADMINISTRATIVE SALARIES	4,800.00					4,400.00	4,400.00
0214-807-0000-0000 TELEPHONE/INTERNET	715.00					715.00	715.00
0214-822-0000-0000 ELECTRICITY	946.00					946.00	946.00
0214-823-0000-0000 HEATING FUEL	2,590.00					2,590.00	2,590.00
0214-824-0000-0000 WATER AND SEWER USAGE	850.00					850.00	850.00
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
EMERGENCY MANAGEMENT 214	13,701.00	400.00	400.00	2.92		13,301.00	13,301.00
0215-805-0000-0000 TRANSFER TO OUTSIDE AGENCY	180,000.00					-6,000.00	180,000.00
0215-805-0001-0000 PARAMEDIC COST	180,410.00					180,410.00	180,410.00
0215-900-0005-0000 PENSION CONTRIBUTION	6,000.00					6,000.00	6,000.00
AMBULANCE 215	366,410.00					366,410.00	366,410.00
0216-192-0000-0000 LABOR, SKILLED & PROFESSIONAL	29,070.00	1,119.05	1,119.05	3.85		27,950.95	27,950.95
0216-820-0000-0000 VEHICLE GAS, OIL & GREASE	500.00					500.00	500.00
0216-821-0000-0000 MAINTENANCE OF VEHICLES	1,000.00					1,000.00	1,000.00
0216-825-0000-0000 SUPPLIES AND MATERIALS	500.00					500.00	500.00
0216-825-0001-0000 VETERINARY FEES	4,000.00	-24.45	-24.45	-0.61		4,024.45	4,024.45
0216-846-0000-0000 TIRES	500.00					500.00	500.00
0216-854-0000-0000 RENT	11,000.00	850.00	850.00	92.73	9,350.00	800.00	10,150.00
0216-855-0000-0000 DOG DISPOSAL FEES	150.00					150.00	150.00

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ANIMAL CONTROL 216	46,720.00	1,944.60	1,944.60	24.18	9,350.00	35,425.40	44,775.40
0219-848-0000-0000 WINCHESTER FIRE DEPT - REGULAR	10,000.00	2,500.00	2,500.00	100.00	7,500.00		7,500.00
0219-848-0001-0000 WINCHESTER FIRE DEPT - CONTRACT	25,000.00	6,250.00	6,250.00	100.00	18,750.00		18,750.00
0219-848-0004-0000 TURNOUT GEAR	5,000.00					5,000.00	5,000.00
0219-848-0009-0000 ANNUAL EQUIP TESTING/CERTIFICATION	4,000.00	1,965.73	1,965.73	49.14		2,034.27	2,034.27
0219-900-0006-0000 PAY PER CALL	4,000.00					4,000.00	4,000.00
WINCHESTER FIRE DEPARTMENT 219	48,000.00	10,715.73	10,715.73	77.01	26,250.00	11,034.27	37,284.27
0231-192-0000-0000 LABOR SKILLED AND PROFESSIONAL	55,788.00	1,939.13	1,939.13	3.48		53,848.87	53,848.87
0231-192-0002-0000 HOLIDAY PAY	2,494.00	214.57	214.57	8.60		2,279.43	2,279.43
0231-197-0000-0000 OVERTIME	2,500.00					2,500.00	2,500.00
0231-806-0000-0000 OFFICE SUPPLIES	1,500.00					1,500.00	1,500.00
0231-811-0000-0000 TRAINING AND EDUCATION	500.00					500.00	500.00
0231-825-0000-0000 SUPPLIES AND MATERIALS	500.00					500.00	500.00
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	253,931.00	126,914.58	126,914.58	49.98		127,016.42	127,016.42
PUBLIC SAFETY COMMUNICATIONS 231	329,913.00	129,068.28	129,068.28	39.12		200,844.72	200,844.72
0311-190-0000-0000 ADMINISTRATIVE SALARIES	103,000.00	5,942.31	5,942.31	5.77		97,057.69	97,057.69
0311-192-0001-0000 ENGINEER	99,440.00	5,736.93	5,736.93	5.77		93,703.07	93,703.07
0311-193-0000-0000 SECRETARIAL/SUPPORT STAFF	70,678.00	4,078.05	4,078.05	5.77		66,599.95	66,599.95
0311-194-0000-0000 GENERAL LABOR	802,834.00	28,775.10	28,775.10	3.58		774,058.90	774,058.90
0311-194-0001-0000 W&S SNOW REMOVAL	10,478.00					10,478.00	10,478.00
0311-197-0000-0000 OVERTIME	100,000.00	4,476.92	4,476.92	4.48		95,523.08	95,523.08
0311-400-0000-0000 ON CALL STIPEND		100.00	100.00			-100.00	-100.00
0311-806-0000-0000 OFFICE SUPPLIES	3,099.00	119.75	119.75	6.96	95.99	2,883.26	2,979.25
0311-807-0000-0000 TELEPHONE/INTERNET	14,321.00	70.00	70.00	0.49		14,251.00	14,251.00
0311-811-0000-0000 TRAINING AND EDUCATION	4,125.00	175.00	175.00	84.24	3,300.00	650.00	3,950.00
0311-812-0000-0000 COMPUTER & SOFTWARE	1,300.00			6.24	81.06	1,218.94	1,300.00
0311-814-0000-0000 MEMBERSHIP, DUES & SUBSCRIPTIONS	2,150.00			407.95	8,770.88	-6,620.88	2,150.00
0311-820-0000-0000 VEHICLE, GAS, OIL & GREASE	113,092.00	2,493.37	2,493.37	214.42	240,000.00	-129,401.37	110,598.63
0311-822-0000-0000 ELECTRICITY	12,733.00	1,149.57	1,149.57	9.03		11,583.43	11,583.43
0311-823-0000-0000 HEATING FUEL	28,745.00					28,745.00	28,745.00
0311-825-0000-0000 SUPPLIES AND MATERIALS	35,280.00	251.14	251.14	27.11	9,313.69	25,715.17	35,028.86
0311-826-0000-0000 MAINTENANCE OF EQUIPMENT	118,800.00	1,615.82	1,615.82	23.19	25,937.35	91,246.83	117,184.18
0311-826-0001-0000 FLEET REPAIRS	41,500.00	-1,725.00	-1,725.00	19.10	9,650.00	33,575.00	43,225.00
0311-827-0000-0000 MAINTENANCE OF STRUCTURES	17,423.00	845.60	845.60	31.48	4,640.00	11,937.40	16,577.40
0311-829-0000-0000 UNIFORMS & SAFETY CLOTHING	11,624.00	4,440.00	4,440.00	38.20		7,184.00	7,184.00
0311-830-0000-0000 CONTRACTED EQUIPMENT	28,522.00	31.23	31.23	8.14	2,290.00	26,200.77	28,490.77
0311-831-0000-0000 CONTRACTED SERVICES	81,885.00	3,431.80	3,431.80	23.98	16,201.60	62,251.60	78,453.20
0311-832-0000-0000 CONTRACT LABOR	1,600.00					1,600.00	1,600.00
0311-844-0000-0000 MAIN STREET MAINTENANCE	25,000.00	5,364.69	5,364.69	57.08	8,905.00	10,730.31	19,635.31

TOWN OF WINCHESTER
APPROPRIATION SUMMARY

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

001 GENERAL FUND

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0311-846-0000-0000 TIRES	16,051.00					16,051.00	16,051.00
0311-851-0000-0000 ENGINEERING SERVICES	32,000.00			3.72	1,190.00	30,810.00	32,000.00
0311-853-0000-0000 STREET & TRAFFIC SIGNS	10,500.00			19.05	2,000.00	8,500.00	10,500.00
0311-859-0000-0000 SALT	180,000.00			101.30	182,340.00	-2,340.00	180,000.00
0311-860-0000-0000 SAND FOR ICE CONTROL	30,250.00					30,250.00	30,250.00
0311-865-0000-0000 PIPE & MANHOLES	23,400.00					23,400.00	23,400.00
0311-866-0000-0000 AGGREGATE MATERIALS	26,950.00	1,290.00	1,290.00	8.50	1,000.00	20,400.00	23,400.00
	2,046,780.00	68,662.28	68,662.28	28.70	518,715.57	1,459,402.15	25,660.00
0313-194-0000-0000 GENERAL LABOR	30,993.00	1,192.00	1,192.00	3.85		29,801.00	1,978,117.72
0313-197-0000-0000 OVERTIME	2,635.00	134.10	134.10	5.09		2,500.90	29,801.00
0313-822-0000-0000 ELECTRICITY	699.00					699.00	2,500.90
0313-823-0000-0000 HEATING FUEL	2,250.00					2,250.00	699.00
0313-825-0000-0000 SUPPLIES AND MATERIALS	4,842.00					4,842.00	2,250.00
0313-827-0000-0000 MAINTENANCE OF STRUCTURES	3,900.00					3,900.00	4,842.00
0313-831-0000-0000 CONTRACTED SERVICES	53,080.00			67.45	35,800.00	17,280.00	3,900.00
0313-851-0000-0000 ENGINEERING SERVICES	7,250.00					7,250.00	53,080.00
	105,649.00	1,326.10	1,326.10	35.14	35,800.00	68,522.90	7,250.00
0314-805-0000-0000 TRANSFER TO OUTSIDE AGENCY(REGULA)	215,188.00	53,797.00	53,797.00	100.00	161,391.00		104,322.90
0320-383-0000-0000 STREET LIGHTING EXPENDITURES	137,617.00	11,711.24	11,711.24	8.51	161,391.00		161,391.00
STREET LIGHTING 320	137,617.00	11,711.24	11,711.24	8.51			125,905.76
						125,905.76	125,905.76
0325-822-0000-0000 ELECTRICITY	7,000.00					7,000.00	7,000.00
0325-823-0000-0000 HEATING FUEL	1,100.00					1,100.00	1,100.00
0325-824-0000-0000 WATER & SEWER USAGE	6,500.00					6,500.00	6,500.00
0325-827-0000-0000 MAINTENANCE OF GROUNDS	1,273.00					1,273.00	1,273.00
0325-831-0000-0000 CONTRACTED SERVICES	26,510.00	287.81	287.81	81.38	21,285.00	4,937.19	26,222.19
OTHER TOWN PROPERTIES 325	42,383.00	287.81	287.81	50.90	21,285.00	20,810.19	42,095.19
0410-870-0000-0000 FOOTHILLS VISITING NURSES	34,000.00	17,000.00	17,000.00	100.00	17,000.00		17,000.00
0410-873-0000-0000 YOUTH SERVICE BUREAU	30,539.00	15,269.50	15,269.50	100.00	15,269.50		15,269.50
0410-876-0000-0000 TORRINGTON AREA HEALTH DISTRICT	56,038.00	13,997.29	13,997.29	100.00	42,040.71		42,040.71
0410-877-0000-0000 SUSAN B. ANTHONY PROJECT	5,000.00	5,000.00	5,000.00	100.00			
0410-879-0000-0000 N/W ELDERLY NUTRITION PROGRAM	11,935.00	9,990.88	9,990.88	83.71		1,944.12	1,944.12
0410-883-0000-0000 HELPING HANDS HOME CARE	6,000.00	6,000.00	6,000.00	100.00			
0410-887-0000-0000 GREENWOODS COUNSELLING REFERRALS	6,000.00	6,000.00	6,000.00	100.00			
0410-888-0000-0000 FISH	1,000.00	1,000.00	1,000.00	100.00			
HEALTH 410	150,512.00	74,257.67	74,257.67	98.71	74,310.21		76,254.33
0510-194-0000-0000 GENERAL LABOR	72,751.00					72,751.00	72,751.00
0510-806-0000-0000 OFFICE SUPPLIES	220.00					220.00	220.00
0510-807-0000-0000 TELEPHONE	504.00					504.00	504.00
0510-811-0000-0000 TRAINING AND EDUCATION		125.00	125.00			-125.00	-125.00

TOWN OF WINCHESTER
APPROPRIATION SUMMARY

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

001 GENERAL FUND

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0510-830-0000-0000 EVICTIONS	1,500.00					1,500.00	1,500.00
SOCIAL SERVICES 510	74,975.00	125.00	125.00	0.17		74,850.00	74,850.00
0710-805-0000-0000 TRANSFER TO OUTSIDE AGENCY	248,220.00	20,685.00	20,685.00	100.00	227,535.00		227,535.00
LIBRARIES 710	248,220.00	20,685.00	20,685.00	100.00	227,535.00		227,535.00
0810-825-0000-0000 SUPPLIES & MATERIALS	2,061.00					2,061.00	2,061.00
0810-827-0000-0000 MAINTENANCE OF STRUCTURES	1,000.00					1,000.00	1,000.00
0810-827-0001-0000 MAINTENANCE OF GROUNDS	1,920.00			205.73	3,950.00	-2,030.00	1,920.00
0810-830-0000-0000 CONTRACTED SERVICES	44,250.00			32.54	14,400.00	29,850.00	44,250.00
PARKS 810	49,231.00			37.27	18,350.00	30,881.00	49,231.00
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	1,500.00
0811-596-0001-0000 REPLACEMENT DISPLAYS	1,500.00					1,500.00	1,500.00
0811-800-0000-0000 LAUREL CITY COMMISSION	15,000.00					15,000.00	15,000.00
PUBLIC CELEBRATIONS 811	20,000.00					20,000.00	20,000.00
0812-190-0000-0000 ADMINISTRATIVE SALARIES	40,382.00	1,553.14	1,553.14	3.85		38,828.86	38,828.86
0812-194-0000-0000 GENERAL LABOR	168,253.00	22,900.01	22,900.01	13.61		145,352.99	145,352.99
0812-194-0001-0000 HOLIDAY PAY	1,500.00	759.40	759.40	50.63		740.60	740.60
0812-197-0000-0000 OVERTIME	1,765.00	708.32	708.32	40.13		1,056.68	1,056.68
0812-806-0000-0000 OFFICE SUPPLIES	440.00			8.96	39.44	400.56	440.00
0812-807-0000-0000 TELEPHONE/INTERNET	3,207.00	84.98	84.98	2.65		3,122.02	3,122.02
0812-811-0000-0000 TRAINING AND EDUCATION	350.00					350.00	350.00
0812-814-0000-0000 MEMBERSHIP, DUES & SUBSCRIPTIONS	115.00	120.00	120.00	104.35		-5.00	-5.00
0812-818-0000-0000 CLOTHING ALLOWANCE	575.00					575.00	575.00
0812-820-0000-0000 VEHICLE, GAS, OIL & GREASE	5,520.00	326.95	326.95	5.92		5,193.05	5,193.05
0812-822-0000-0000 ELECTRICITY	15,523.00					15,523.00	15,523.00
0812-823-0000-0000 HEATING FUEL	5,250.00	212.49	212.49	4.05		5,037.51	5,037.51
0812-824-0000-0000 WATER AND SEWER USAGE	26,000.00					26,000.00	26,000.00
0812-825-0000-0000 SUPPLIES AND MATERIALS	5,770.00	121.95	121.95	3.72	92.55	5,555.50	5,648.05
0812-826-0000-0000 MAINTENANCE OF EQUIPMENT	11,555.00	7,047.96	7,047.96	75.14	1,633.93	2,873.11	4,507.04
0812-827-0000-0000 MAINTENANCE OF GROUNDS	27,900.00			21.41	5,973.80	21,926.20	27,900.00
0812-830-0000-0000 CONTRACTED EQUIPMENT	450.00			14.44	65.00	385.00	450.00
0812-831-0000-0000 CONTRACTED SERVICES	10,835.00	537.80	537.80	71.99	7,262.20	3,035.00	10,297.20
0812-832-0000-0000 CONTRACTED LABOR	13,500.00			9.69	1,308.00	12,192.00	13,500.00
0812-841-0000-0000 RECREATION CELEBRATIONS	3,450.00					3,450.00	3,450.00
0812-841-0001-0000 RECREATION ASSISTED PROGRAMS	3,000.00					3,000.00	3,000.00
0812-842-0000-0000 BACKGROUND CHECKS	350.00					350.00	350.00
RECREATION 812	345,690.00	34,373.00	34,373.00	14.68	16,374.92	294,942.08	311,317.00
0813-190-0000-0000 ADMINISTRATIVE SALARIES	74,388.00	4,291.59	4,291.59	5.77		70,096.41	70,096.41
0813-192-0000-0000 LABOR, SKILLED AND PROFESSIONAL	27,060.00	644.31	644.31	2.38		26,415.69	26,415.69
0813-193-0000-0000 SECRETARIAL/SUPPORT STAFF	21,184.00	828.46	828.46	3.91		20,355.54	20,355.54

TOWN OF WINCHESTER
APPROPRIATION SUMMARY

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

001 GENERAL FUND

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0813-197-0000-0000 OVERTIME	4,500.00					4,500.00	4,500.00
0813-800-0001-0000 HEALTHY AGING PROGRAMS	3,900.00					3,900.00	3,900.00
0813-806-0000-0000 OFFICE SUPPLIES	2,000.00					2,000.00	2,000.00
0813-806-0002-0000 COPIER	600.00					600.00	600.00
0813-807-0000-0000 TELEPHONE/INTERNET	2,560.00	94.99	94.99	3.71		2,465.01	2,465.01
0813-808-0000-0000 POSTAGE	500.00					500.00	500.00
0813-811-0000-0000 TRAINING AND EDUCATION	100.00					100.00	100.00
0813-814-0000-0000 MEMBERSHIP, DUES & SUBSCRIPTIONS	250.00					250.00	250.00
0813-819-0000-0000 VEHICLE ALLOWANCE	200.00					200.00	200.00
0813-820-0000-0000 VEHICLE: GAS, OIL & GREASE	4,000.00	2,573.99	2,573.99	64.35		1,426.01	1,426.01
0813-821-0000-0000 MAINTENANCE OF VEHICLES	5,000.00			16.20	810.00	4,190.00	5,000.00
0813-822-0000-0000 ELECTRICITY	9,571.00					9,571.00	9,571.00
0813-823-0000-0000 HEATING FUEL	14,240.00					14,240.00	14,240.00
0813-824-0000-0000 WATER AND SEWER USAGE	2,000.00					2,000.00	2,000.00
0813-827-0000-0000 MAINTENANCE OF STRUCTURES	10,000.00			46.21	4,621.00	5,379.00	10,000.00
0813-832-0000-0000 CONTRACTED LABOR	17,882.00	933.20	933.20	45.42	7,189.10	9,759.70	16,948.80
0813-841-0000-0000 CELEBRATIONS	2,000.00					2,000.00	2,000.00
0813-846-0000-0000 TIRES	1,110.00					1,110.00	1,110.00
SENIOR SERVICES 813	203,045.00	9,366.54	9,366.54	10.83	12,620.10	181,058.36	193,678.46
0814-805-0000-0000 TRANSFER TO OUTSIDE AGENCY	64,744.00			100.00	64,744.00	64,744.00	64,744.00
NORTHWEST CT TRANSIT DISTRICT 814	64,744.00			100.00	64,744.00	64,744.00	64,744.00
0910-192-0000-0000 LABOR SKILLED AND PROFESSIONAL	32,173.00					32,173.00	32,173.00
0910-205-0000-0000 HEART & HYPERTENSION - EXISTING		5,026.84	5,026.84			-5,026.84	-5,026.84
0910-388-0000-0000 UNNEGOTIATED SETTLEMENTS		150.00	150.00			-150.00	-150.00
0910-800-0009-0000 BANK FEES		159.80	159.80			-159.80	-159.80
0910-804-0001-0000 TOWN SUPPORT FOR EDUCATION		127,774.44	127,774.44			-127,774.44	-127,774.44
0910-807-0000-0000 TELEPHONE	29,050.00	2,004.05	2,004.05	21.54	4,252.20	22,793.75	27,045.95
0910-808-0000-0000 POSTAGE	22,000.00					22,000.00	22,000.00
0910-810-0000-0000 SERVICE CONTRACTS	30,500.00	4,172.72	4,172.72	13.68		26,327.28	26,327.28
0910-812-0001-0000 WEB SITE	4,300.00					4,300.00	4,300.00
0910-814-0000-0000 MEMBERSHIP, DUES & SUBSCRIPTIONS	1,300.00					1,300.00	1,300.00
0910-831-0000-0000 CONTRACTED SERVICES	84,400.00					84,400.00	84,400.00
0910-877-0000-0000 OTHER EXPENDITURES		73.83	73.83		605.00	-678.83	-73.83
0910-888-0000-0000 SOFTWARE/LICENSING	215,908.00	101,789.02	101,789.02	127.39	173,265.19	-59,146.21	114,118.98
OTHER SHARED COSTS 910	419,631.00	241,150.70	241,150.70	99.91	178,122.39	357.91	178,480.30
0912-192-0000-0000 LABOR - CROSSING GUARDS	45,000.00	16.00	16.00	0.04		44,984.00	44,984.00
0912-804-0001-0000 TOWN SUPPORT FOR EDUCATION	697,272.00					697,272.00	697,272.00
EDUCATION INDIRECT COSTS 912	742,272.00	16.00	16.00	0.00		742,256.00	742,256.00
0913-301-0000-0000 PRINCIPAL-BONDS JUNE 05 PROJECTS	388,000.00					388,000.00	388,000.00
0913-301-0009-0000 PRINCIPAL-2022 INFRASTRUCTURE BOND	370,000.00					370,000.00	370,000.00
0913-301-0015-0000 PRINCIPAL - HINSDALE SCHOOL	205,000.00					205,000.00	205,000.00

TOWN OF WINCHESTER
APPROPRIATION SUMMARY

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

001 GENERAL FUND

Description	Amended Budget	Month to Date Expenditures	Year to Date Expenditures	YTD Pct	Outstanding Encumbrances	Unencumbered Balance	Unexpended Balance
0913-301-0200-0001 PRINCIPAL - CLEAN WATER FUND	36,275.00					36,275.00	36,275.00
0913-302-0000-0000 INTEREST-BONDS JUNE 05 PROJECTS	7,799.00					7,799.00	7,799.00
0913-302-0009-0000 INTEREST-2022 INFRASTRUCTURE BOND	321,982.00					321,982.00	321,982.00
0913-302-0015-0000 INTEREST - HINSDALE SCHOOL	178,396.00					178,396.00	178,396.00
0913-304-0008-0000 SEWER PLANT/PERCH ROCK PRINCIPAL	28,000.00					28,000.00	28,000.00
0913-304-0009-0000 SEWER PLANT/PERCH ROCK INTEREST	563.00					563.00	563.00
0913-304-0200-0001 INTEREST - CLEAN WATER FUND	2,337.00					2,337.00	2,337.00
DEBT ADMINISTRATION 913	1,538,352.00					1,538,352.00	1,538,352.00
0918-202-0000-0000 COMPENSATED ABSENCES - RETIRE	155,000.00					155,000.00	155,000.00
0918-205-0000-0000 HEART & HYPERTENSION - EXISTING	65,000.00					65,000.00	65,000.00
0918-230-0000-0000 DEFINED BENEFIT PENSION CONTRIB	320,000.00					320,000.00	320,000.00
0918-230-0001-0000 RETIREMENT - POLICE CMERS PLAN	525,000.00	-1,630.66	-1,630.66	-0.31		526,630.66	526,630.66
0918-230-0004-0000 DEFINED CONTRIBUTION - TOWN MATCH	154,911.00	6,920.88	6,920.88	4.47		147,990.12	147,990.12
0918-250-0000-0000 UNEMPLOYMENT COMPENSATION	15,000.00					15,000.00	15,000.00
0918-388-0000-0000 UNNEGOTIATED SETTLEMENTS	100,000.00					100,000.00	100,000.00
0918-400-0000-0000 ON-CALL PHONE		300.00	300.00			-300.00	-300.00
0918-900-0001-0000 FICA	449,680.00	32,397.81	32,397.81	7.20		417,282.19	417,282.19
0918-900-0002-0000 HEALTH INSURANCE	1,065,173.00	180,492.05	180,492.05	110.06	991,857.00	-107,176.05	884,680.95
0918-900-0003-0000 RETIREE HEALTH INSURANCE - FIRE	33,630.00					33,630.00	33,630.00
0918-939-0000-0000 POLICE VEBA CONTRIBUTION	20,000.00					20,000.00	20,000.00
EMPLOYEE BENEFITS 918	2,903,394.00	218,480.08	218,480.08	41.69	991,857.00	1,693,056.92	2,684,913.92
0919-381-0000-0000 MUNICIPAL INSURANCE	225,000.00	113,559.98	113,559.98	98.31	107,644.98	3,795.04	111,440.02
0919-381-0001-0000 WORKERS COMPENSATION	220,000.00	50,243.54	50,243.54	91.35	150,721.83	19,034.63	169,756.46
MUNICIPAL INSURANCE 919	445,000.00	163,803.52	163,803.52	94.87	258,366.81	22,829.67	281,196.48
1000-100-1000-0000 BOARD OF EDUCATION EXPENDITURES	21,504,910.00	1,510,424.76	1,510,424.76	7.02		19,994,485.24	19,994,485.24
BOARD OF EDUCATION EXPENDITURES 1000	21,504,910.00	1,510,424.76	1,510,424.76	7.02		19,994,485.24	19,994,485.24
1001-179-0000-0000 TRANSFER TO CAPITAL - GENERAL FUND	947,200.00	78,937.00	78,937.00	8.33		868,263.00	868,263.00
1001-179-0001-0000 TRANSFER TO CAPITAL - FUND BALANCE	893,346.00					893,346.00	893,346.00
1001-179-0002-0000 TRANSFER TO CAPITAL - BOE FUND BAL	200,000.00					200,000.00	200,000.00
OPERATING TRANSFERS OUT 1001	2,040,546.00	78,937.00	78,937.00	3.87		1,961,609.00	1,961,609.00
APPROPRIATION TOTAL	39,134,003.00	2,962,368.84	2,962,368.84	15.45	3,085,200.07	33,086,434.09	36,171,634.16

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

TOWN OF WINCHESTER
REVENUE SUMMARY

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
0999-110-0000-2024 FY24 GF COMMIT BALANCE TRANSFER	1,093,346.00				1,093,346.00
0999-148-0100-1702 SUE GROSSMAN GREENWAY GRANT	1,437,385.90		1,489,561.60	103.63	-52,175.70
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		570,968.23	114.19	-70,968.23
0999-311-2006-0000 CASE AVE BRIDGE DOT 80%	232,700.00				103,640.00
0999-311-2017-0000 FY20 LOCIP FUNDED ROAD REPAIRS	100,000.00		114,065.68	49.02	118,634.32
0999-311-2111-0000 FY21 LOCIP FUNDED ROAD REPAIRS	87,442.00				100,000.00
0999-311-2112-0000 OLD NEW HARTFORD ROAD REPAVE			24,000.00		87,442.00
0999-311-2206-0000 FY22 LOCIP FUNDED ROAD REPAIRS	87,442.00				-24,000.00
0999-311-2301-0000 FY23 LOCIP FUNDED ROAD REPAIRS	87,295.00				87,442.00
0999-311-2401-0000 FY24 LOCIP FUNDED ROAD REPAIRS	85,000.00				87,295.00
0999-748-0000-0000 INCOME ON INVESTMENTS			43,102.57		85,000.00
0999-771-0000-0000 STATE OF CONNECTICUT			399,989.79		-43,102.57
0999-813-0100-2201 GF APPROP-SENIOR CTR A/C SYSTEM	7,500.00	607.81			-399,989.79
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	-312,000.00
0999-910-0804-2021 FY21 GF APPROPRIATION TRANSFER	1,250,000.00		1,250,000.00	100.00	
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		1,020,000.00	100.00	
0999-910-0804-2024 FY24 APPROPRIATION TRANSFER	947,200.00		78,937.00	8.33	868,263.00
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 ***	15,266,580.90	79,544.81	13,671,902.68	89.55	1,594,678.22
REVENUE TOTAL	15,266,580.90	79,544.81	13,671,902.68	89.55	1,594,678.22

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TOWN OF WINCHESTER
APPROPRIATION SUMMARY

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 6,963.14	99.47 99.47		36.86 36.86	36.86 36.86
0114-100-1601-0000 SOFTWARE SYSTEM UPGRADES	161,000.00		42,389.00	28.65	3,738.00	114,873.00	118,611.00
0114-100-1901-0000 INFRASTRUCT FINANCING-NONBONDABLE	400,000.00		400,000.00	100.00			
0114-100-2401-0000 DESIGNATED MATCHING GRANT CAP FUND *** Unknown ***	50,000.00 611,000.00		442,389.00	73.02	3,738.00	50,000.00 164,873.00	50,000.00 168,611.00
0115-100-1801-0000 GRAND LIST REVALUATION - OCT 2022	180,000.00		86,029.65	47.79		93,970.35	93,970.35
0115-100-2401-0000 GRAND LIST REVAL AND PROP DATA MGT *** Unknown ***	46,875.00 226,875.00		86,029.65	37.92		46,875.00 140,845.35	46,875.00 140,845.35
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					20,000.00	20,000.00
0127-100-2301-0000 TOWN HALL ANNUAL REPAIRS/RENOVAT	57,000.00				3,800.00	57,000.00	57,000.00
0127-100-2302-0000 TOWN HALL EXTER & ATTIC BRICK WORK *** Unknown ***	75,000.00 252,000.00		5,000.00 96,895.85	11.73 39.96	3,800.00 3,800.00	66,200.00 151,304.15	70,000.00 155,104.15
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		11,347.86 86,234.16	70.92 94.76		4,652.14 4,765.84	4,652.14 4,765.84
0148-100-1702-0000 SUE GROSSMAN GREENWAY GRANT	1,437,385.90		1,487,643.96	105.28	25,611.62	-75,869.68	-50,258.06
0148-100-1901-0000 BRIDGE ST INTERSECT ENGINEERING *** Unknown ***	100,000.00 1,537,385.90		60,231.94 1,547,875.90	60.23 102.35		39,768.06 -36,101.62	39,768.06 -10,490.00
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 CHEVY 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		88,121.46	97.91		1,878.54	1,878.54
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		22,078.47	110.39		-2,078.47	-2,078.47
0210-100-2302-0000 FY 2023 POLICE VEHICLE	56,000.00		54,491.00	110.92	7,624.43	-6,115.43	-1,509.00
0210-100-2401-0000 CRUISER REPLACEMENT	58,000.00					58,000.00	58,000.00
0210-100-2402-0000 ANIMAL CONTROL VEHICLE	25,000.00					25,000.00	25,000.00

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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
0211-100-1608-0000 NEEDS SURVEY	509,081.00		417,491.13	83.51	7,624.43	83,965.44	91,589.87
0211-100-1609-0000 BUILDING IMPROVEMENTS TBD	41,500.00		42,607.60	103.93	525.00	-1,632.60	-1,107.60
0211-100-1901-0000 FIRE TRUCK REPLACEMENT - SF	55,590.00					55,590.00	55,590.00
0211-100-1901-0000 FIRE CHIEF PICKUP TRUCK	400,000.00					-208,684.00	400,000.00
0211-100-2101-0000 STATION REPAIRS AND UPGRADES-SF	38,000.00		37,069.00	152.17	608,684.00	931.00	931.00
0211-100-2301-0000 AIR COMPRESSOR (FEMA MATCH) - SF	30,000.00					30,000.00	30,000.00
0211-100-2302-0000 SINKING FUND - FIRE STATION PAVING	30,000.00					30,000.00	30,000.00
0211-100-2401-0000 AERIAL LADDER TRUCK	45,000.00					45,000.00	45,000.00
0211-200-2301-0000 BOND - AERIAL LADDER TRUCK	100,068.00		779,548.50	3,116.08	2,338,645.50	-3,018,126.00	-679,480.50
0213-100-2301-0000 LAND USE/BUILDING SHARED VEHICLE	740,158.00		859,225.10	514.36	2,947,854.50	-3,066,921.60	-119,067.10
0311-100-1402-0000 WEST ROAD BRIDGE ENGINEERING	40,000.00		40,000.00	100.00			
0311-100-1403-0000 SUCKER BROOK RD BRIDGE TOTAL COSTS	40,000.00		40,000.00	100.00			
0311-100-1601-0000 ROADSIDE MOWER	-2,942.00		894,873.80		193,338.82	-2,942.00	-2,942.00
0311-100-1602-0000 TWO PLOW TRUCKS	26,212.00		26,212.00	100.00		-1,088,212.62	-894,873.80
0311-100-1701-0000 ROAD MAINTENANCE 16-17	70,200.00		179,600.61	255.84		-109,400.61	-109,400.61
0311-100-1704-0000 FLORENCE ST RETAINING WALL			1,202,722.47		-588,030.26	-614,692.21	-1,202,722.47
0311-100-1801-0000 SALT SHED	-6,000.00					-6,000.00	-6,000.00
0311-100-1802-0000 JCB 100C EXCAVATOR	2,942.00		296,363.74	1,086.42	378.63	0.25	0.25
0311-100-1901-0000 WHITING STREET RENOVATION	103,804.00		103,803.75	100.00		-293,800.37	-293,421.74
0311-100-1901-1000 WHITING ST RENOVATION-RETAINAGE	800,000.00		1,624,596.61	257.68	436,869.32	-1,261,465.93	-824,596.61
0311-100-1902-0000 PLOW TRUCK #3			76,656.82			-76,656.82	-76,656.82
0311-100-1903-0000 BACKHOE / BUCKET LOADER	161,715.00		161,716.48	100.00		-1.48	-1.48
0311-100-1904-0000 BRUSH CHIPPER	114,246.00		114,246.90	100.00		-0.90	-0.90
0311-100-1905-0000 BUILDING MAINTAINER PICKUP TRUCK	54,500.00		54,500.00	118.35	10,000.00	-10,000.00	
0311-100-1906-0000 SIDEWALK MAINTAINER MACHINE	27,228.00		27,228.00	100.00			
0311-100-1907-0000 LANSON DRIVE CULVERT	65,595.00		65,595.00	100.00			
0311-100-1908-0000 ELM STREET RECONSTRUCTION	445,000.00		799,686.59	185.47	25,649.31	-380,335.90	-354,686.59
0311-100-1909-0000 STREET SIGNS	45,000.00		84,908.75	203.81	6,805.25	-46,714.00	-39,908.75
0311-100-1910-0000 FY19 LOCIP FUNDED ROAD REPAIRS	25,000.00		25,152.00	100.61		-152.00	-152.00
0311-100-1911-0000 FY19 SHIM CRACK CHIP SEAL	103,640.00					103,640.00	103,640.00
0311-100-2000-0000 FY20 SHIM CRACK CHIP SEAL	400,000.00					400,000.00	400,000.00
0311-100-2001-0000 FY20 ROAD MAINTENANCE	400,000.00					400,000.00	400,000.00
0311-100-2002-0000 PLOW TRUCK #4	-25,928.00		305,900.19	1,326.30	37,983.25	-369,811.44	-331,828.19
0311-100-2003-0000 PLOW TRUCK #5	178,322.00		178,321.56	100.00		0.44	0.44
0311-100-2004-0000 CATCHBASIN MAINT TRUCK	149,809.00		149,809.00	100.00			
0311-100-2005-0000 SINGLE DRUM ROLLER	293,620.00		293,620.00	100.00			
0311-100-2006-0000 CASE AVE BRIDGE	35,000.00		35,000.00	100.00			
0311-100-2007-0000 SMITH HILL ROAD CULVERT	328,700.00		253,334.92	89.54	40,967.58	34,397.50	75,365.08
0311-100-2008-0000 TAYLOR BROOK CULVERT - W WAKEFIELD	22,000.00		11,300.00	109.55	12,800.00	-2,100.00	10,700.00
	80,000.00		681,305.05	1,070.74	175,283.95	-776,589.00	-601,305.05

TOWN OF WINCHESTER
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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
0311-100-2009-0100 CONTRACT RETAINAGE - TAYLOR BROOK	333,942.00		30,622.38	106.22	12,328.97	-30,622.38	-30,622.38
0311-100-2009-0000 SUCKER BROOK CULVERT - W WAKEFIELD			342,380.31			-20,767.28	-8,438.31
0311-100-2010-0000 MARSHALL STREET RENOVATION			38,156.31		-667.51	-37,488.80	-38,156.31
0311-100-2011-0000 SCHUEMAN ROAD FY20 PROJECT	75,000.00		79,941.46	106.59		-4,941.46	-4,941.46
0311-100-2012-0000 REACHING HILL FY20 PROJECT	116,920.00		101,464.39	92.70	6,920.00	8,535.61	15,455.61
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	107.54	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					100,000.00	100,000.00
0311-100-2101-0000 FY21 ROAD MAINTENANCE	400,000.00		369,993.29	92.50		30,006.71	30,006.71
0311-100-2102-0000 PLOW TRUCK #6	181,946.00		181,945.96	100.00		0.04	0.04
0311-100-2103-0000 PAVING BOX	30,000.00		25,000.00	83.33		5,000.00	5,000.00
0311-100-2104-0000 TWO F550 TRUCKS W PLOWS	118,000.00		117,651.86	194.62	112,000.00	-111,651.86	348.14
0311-100-2106-0000 HIGHLAND LAKE WW STORM DRAINS	300,000.00		14,836.25	9.94	14,988.75	270,175.00	285,163.75
0311-100-2107-0000 PRATT ST CULVERT & SIDEWALK	30,000.00		47,917.42	241.44	24,514.77	-42,432.19	-17,917.42
0311-100-2108-0000 HOLABIRD AVE - COLONY TO FLORENCE	102,000.00		57,900.00	56.76		44,100.00	44,100.00
0311-100-2109-0000 ESOURCE-ALLN, GLBRT, LVLY, OAK, WETMOR	108,000.00		24,959.93	25.12	2,169.00	80,871.07	83,040.07
0311-100-2110-0000 RYAN FIELD DRIVEWAY	22,000.00		8,600.00	77.73	8,500.00	4,900.00	13,400.00
0311-100-2201-0000 FY21 LOCIP FUNDED ROAD REPAIRS	172,295.00		30,660.00	19.10	2,240.00	139,395.00	141,635.00
0311-100-2202-0000 FY22 ANNUAL ROAD MAINTENANCE	500,000.00		500,346.15	100.07		-346.15	-346.15
0311-100-2202-0000 CASE AVE - MAIN ST TO GAY ST	30,000.00		53,719.60	5,556.48	1,613,223.60	-1,636,943.20	-23,719.60
0311-100-2203-0000 UPLAND ROAD	130,000.00		5,516.50	5.21	1,250.00	123,233.50	124,483.50
0311-100-2204-0000 PW DIRECTOR PICKUP TRUCK	30,000.00		29,966.00	99.89		34.00	34.00
0311-100-2205-0000 PAYLOADER	180,555.00		210,712.38	117.92	2,200.00	-32,357.38	-30,157.38
0311-100-2301-0000 FY 2023 ANNUAL ROAD MAINTENANCE	400,000.00		339,133.22	88.31	14,118.94	46,747.84	60,866.78
0311-100-2302-0000 SMITH HILL BRIDGE MAINTENANCE	125,000.00					125,000.00	125,000.00
0311-100-2303-0000 WINCHESTER CENTER CEMETARY EXPANS	115,000.00					115,000.00	115,000.00
0311-100-2304-0000 FOREST VIEW SHED ROAD AND CHAPEL	30,000.00					30,000.00	30,000.00
0311-100-2305-0000 PW FACILITY - STAGING AREA	150,000.00		4,920.00	7.67	6,580.00	138,500.00	145,080.00
0311-100-2306-0000 PW FACILITY - ROOF REPLACEMENT	60,000.00					60,000.00	60,000.00
0311-100-2307-0000 FLOW TRUCK #7 - 6 YR LEASING PROG	86,686.00		43,342.83	51.14	992.18	42,350.99	43,343.17
0311-100-2308-0000 COMMUNITIES CHALLENGE GRANT-MATCH	200,000.00					200,000.00	200,000.00
0311-100-2401-0000 GENERAL ANNUAL ROAD REPAIR - SHIM	400,000.00	12,170.76	12,170.76	94.96	367,656.51	20,172.73	387,829.24
0311-100-2402-0000 TANDEM PLOW TRUCK - LEASE	60,000.00					60,000.00	60,000.00
0311-100-2403-0000 2024 FORD F-550 UTILITY TRUCK	90,000.00			100.01	90,010.69	-10.69	90,000.00
0311-100-2404-0000 ENGINEERS VEHICLE	45,000.00			88.22	39,700.30	5,299.70	45,000.00
0311-100-2405-0000 DRAINAGE IMPROVEMENTS	6,000.00					6,000.00	6,000.00
0311-100-2407-0000 HURLBUT ST AND BIRDSALL ST INTERSE	10,000.00					10,000.00	10,000.00
0311-100-2408-0000 RESHA BEACH INTERSECTION REDESIGN	10,000.00					10,000.00	10,000.00
0311-100-2409-0000 RETAINING WALL 824 E WAKEFIELD BLV	256,000.00					256,000.00	256,000.00
0311-100-2410-0000 TATROS POND DAM	85,000.00					85,000.00	85,000.00
0311-100-2411-0000 PUBLIC WORKS FACILITY UPGRADE	50,000.00					50,000.00	50,000.00

TOWN OF WINCHESTER
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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
0311-200-1601-0000 ROAD IMPROVEMENTS 15-16			594.15		405.85	-1,000.00	-594.15
0311-200-2303-0000 BOND - MARSHALL STREET			7,757.08		896.02	-8,653.10	-7,757.08
0311-200-2304-0000 BOND - CASE AVENUE			6,900.00			-6,900.00	-6,900.00
0311-200-2305-0000 BOND - WHITING STREET - PHASE 2			4,324.19			-4,324.19	-4,324.19
0311-200-2306-0000 BOND - CASE AVENUE BRIDGE			696,268.67		1,848,474.97	-2,544,743.64	-696,268.67
0311-200-2312-0000 BOND - W WAKEFIELD/TAYLOR BRK BRDG			8,796.50			-8,796.50	-8,796.50
0311-200-2319-0000 BOND- GRANTVILLE RD MAD RIVER BRDG			1,828.00			-1,828.00	-1,828.00
0311-300-0001-0000 COMM CHAL - CASE AVE - MAIN TO GAY					250,000.00	-250,000.00	
0311-300-2301-0000 COMM CHALLENGE-PEDESTRIAN EXPR					250,000.00	-250,000.00	
*** Unknown ***	9,463,007.00	25,246.55	11,538,014.83	175.14	5,035,280.81	-7,110,288.64	-2,075,007.83
0812-100-2101-0000 ZERO TURN MOWER	7,900.00		6,749.00	85.43		1,151.00	1,151.00
0812-100-2201-0000 WALKER FIELD DUGOUT	65,000.00		58,466.68	91.40	945.00	5,588.32	6,533.32
0812-100-2301-0000 PARK/REC - NEW MOWER	24,850.00		10,049.00	40.44		14,801.00	14,801.00
0812-100-2302-0000 WALKER FIELD-SCOREBOARD ELEC REP	8,000.00		3,939.60	49.25		4,060.40	4,060.40
0812-100-2303-0000 PARK/REC-TRACTOR W/LOADER ATTACH	27,750.00		29,100.00	104.86		-1,350.00	-1,350.00
0812-100-2401-0000 WALKER FIELD - BACKSTOP REPLACEMENT	10,000.00					10,000.00	10,000.00
0812-100-2402-0000 HOLLAND BEACH PARKING LOT IMPROVEM	5,000.00					5,000.00	5,000.00
0812-100-2403-0000 RECREATION BUILDING ADDITION	6,600.00					6,600.00	6,600.00
*** Unknown ***	155,100.00		108,304.28	70.44	945.00	45,850.72	46,795.72
0813-100-2201-0000 SENIOR CENTER VAN VIA GRANT	12,000.00					12,000.00	12,000.00
0813-100-2203-0000 SR CNTR-A/C SYST COMPRESSOR REPL	7,500.00		7,500.00	100.00			
0813-100-2401-0000 SENIOR CENTER REPAIRS AND UPGRADES	33,899.00					33,899.00	33,899.00
0813-100-2402-0000 SENIOR CENTER MECHANICAL REPAIRS	137,000.00					137,000.00	137,000.00
*** Unknown ***	190,399.00		7,500.00	3.94		182,899.00	182,899.00
0910-100-2401-0000 ANNUAL COMPUTER REPLACEMENT PROGRA	20,000.00					20,000.00	20,000.00
*** Unknown ***	20,000.00					20,000.00	20,000.00
0915-148-0000-0000 MAIN STREET PROJECT			10,397.11			-10,397.11	-10,397.11
0915-311-0001-0000 HOLABIRD AVE ENGINEERING			4,844.16		-15,000.00	10,155.84	-4,844.16
*** Unknown ***			15,241.27		-15,000.00	-241.27	-15,241.27
1000-100-1701-0000 MOTHBALL HINSDALE SCHOOL	100,000.00					100,000.00	100,000.00
1000-100-1901-0000 HINSDALE ENGINEERING -NOT BONDABLE	153,575.00		153,575.00	100.00			
1000-100-2401-0000 GILBERT ROOF REPLACEMENT	200,000.00	114,000.00	114,000.00	57.00		86,000.00	86,000.00
1000-878-0000-0000 HINSDALE SCHOOL-ARCHITECT DESIGN	710,000.00					710,000.00	710,000.00
1000-878-0001-0000 HINSDALE SCHOOL-OTHER PROFESS FEES	110,000.00					110,000.00	110,000.00
*** Unknown ***	1,273,575.00	114,000.00	267,575.00	21.01		1,006,000.00	1,006,000.00
APPROPRIATION TOTAL	15,266,580.90	139,246.55	15,644,439.15	154.94	8,010,154.35	-8,388,012.60	-377,858.25

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
08/21/2023	John Noone	Soldiers Monument	U	Member	6/2027

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
08/21/2023	Esther Dew	Soldiers Monument	R	Member	06/2027(Rpl Thomas Sullivan)

RE-APPOINTMENT

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

Date	Name	Board/Commission	Party	Permanent/ Alternate	Term Ends

RESIGNATION

(TO BE MENTIONED AT TONIGHT'S MEETING)

Date	Name	Board/Commission	Party	Permanent/ Alternate	Term Ends
08/21/2023	Brian Shaughnessy	Recreation Board	D	Member	4/2028

APPOINTMENTS BY OTHER APPOINTING AUTHORITIES

(TO BE MENTIONED AT TONIGHT'S MEETING)

Boards & Commissions

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>Conservation Commission</u>	Member	1	2 nd Thursday of each month	Board of Selectmen
<u>Economic Development Commission</u>	Member & Alternate	3 Alternates	1 st & 3 rd	Board of Selectmen
<u>Laurel City Commission</u>	Regular	4	TBD January-June	Board of Selectmen
<u>Inland Wetlands & Watercourses Commission</u>	Member	2	3 rd Wednesday of each month	Board of Selectmen
<u>Recreation Board</u>	Member	1	1 st Wednesday of each month	Board of Selectmen
<u>Zoning Board of Appeals</u>	Member & Alternate	2 Alternates	4 th 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

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:

Soldiers' Monument Commission

NAME: Esther Dew

ADDRESS: 114 Old Robertsville Rd Winsted CT 06098

HOME PHONE #: _____ **CELL PHONE #:** 860 480 4063 **E-MAIL:** esdew38@gmail.com

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

PRIOR CIVIC INVOLVEMENT: volunteer for Soldiers' Monument events

SHORT SYNOPSIS OF EXPERTISE AND/OR INTEREST: Resident of Winsted - 45 years
member of CT Civil War Round Table for many years
Have volunteered at several events hosted by Soldier's
Monument and volunteer at the monument regularly.

Have you contacted any current members or attended any meetings on the Board/Commission that interests you? yes **Name:** _____

I have attended some meetings and have spoken with
all current commission members of the Soldiers' monument.

Signature: Esther Dew **Date:** 7/13/2023

Please note that all Board/Commission members are subject to the Town of Winchester's Conflict of Interest Policy. The Board of Selectmen is responsible for making appointments for Board/Commission Vacancies. This application will be reviewed by the Board of Selectmen. If the Selectmen vote to seat you, you will be notified of your appointment by the Second Selectman with a copy to the Chairman of the Board/Commission. This process can take up to three weeks after your application has been initially submitted due to meeting schedules. Once notified, you will need to make an appointment to be sworn in by the Town Clerk before taking up your position. In the interim, we encourage you to continue to attend the meetings of the board you have applied for until sworn in.

Please Return To:

Town Manager

338 Main St.

Winsted CT 06098

townmanager@townofwinchester.org

APPLICATION FOR APPOINTMENT TO A BOARD/COMMISSION
WINCHESTER, CONNECTICUT

338 Main St. Winsted CT 06098 860 379-2713

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

This application will be reviewed by the Board of Selectmen. The Board of Selectmen is responsible for making appointments for

LIST THE BOARD/COMMISSION YOU ARE INTERESTED IN SERVING:

Commission of The Soldiers Monument & Memorial Park

NAME: John Noone

ADDRESS: 21 Fairview Ave, Winsted, CT 06098

HOME PHONE #: NA **CELL PHONE #:** 203-733-1736 **E-MAIL:** ja.noone@yahoo.com

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

PRIOR CIVIC INVOLVEMENT: none

SHORT SYNOPSIS OF EXPERTISE AND/OR INTEREST: Served in both the CT Army National Guard and NY Air National Guard for 42 years. Retired a Master Sergeant in 2021. I feel I can be a positive force for the Soldiers Monument Commission

Have you contacted any current members or attended any meetings on the Board/Commission that interests you? yes **Name:** Steve Dew, Debbie & Lynn Kessler

Signature:  **Date:** July 16, 2023

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

John Noone
21 Fairview Ave.
Winsted, CT 06098

Mr. Steve Dew
Soldiers Monument and Memorial Park
84 Crown St.
Winsted, CT. 06098

Dear Steve,

I would like to be considered for an open position on the commission that you head up in Winchester, namely The Soldiers Monument Commission. I like the many functions your Commission supports and the enthusiasm that your events generate for the Town of Winchester.

Given that the main focus of your commission is to maintain and bring awareness to the monument dedicated to Soldiers from Winchester that fought and sometimes died in all the wars since the Civil War, I feel I can be a positive addition to your dedicated team of Commissioners. My military service spans 42 years to our CT Army National Guard, and the NY Air National Guard. During my military service to these two organizations I've acquired a good amount of knowledge of military related operations and procedures, as well as Soldiering. I feel I may be able to be an asset to your commission, and help to further its goals and aspirations.

Please consider me for the position that currently exists within your commission. Thank you for your time.

Sincerely,

 6-16-2023

John Noone
MSG CTARNG (retired)

Terry Hall

From: Tanya Risucci
Sent: Monday, August 7, 2023 9:25 AM
To: Terry Hall; Glenn Albanesius
Cc: Brian Shaughnessy
Subject: recreational board members

Please take off Brian Shaughnessy from the recreational board, as he moved out of town and let the board know in the aug 2nd meeting.

Thank you

Tanya Risucci
Winsted Recreation Director
<https://winstedct.myrec.com/info/default.aspx>
860-738-6964



**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

Requiring a permit for substantial reconstruction is appropriate because it causes the opportunity improve driveways that do not meet modern standards.

As DPW Director, I have the authority to grant driveway permits that meet the ordinance. Per discussion on past driveway variance applications, the BOS has communicated that when no reasonable option is available that a variance need not be applied for and that the Director may permit an activity. All of the above issues were easy to design around, but without proposing a driveway plan, Public Works was not afforded the opportunity for input or guidance.

Today, 4/20/2021, 2:15pm, upon trying to determine if 142-3 is compliant, a hostile and irate Mrs. Serkey demanded we leave the property, therefor I cannot verify that it meets or does not meet the requirements.

I am forced to deny the application.
Primarily because of lack of stormwater management and slope.
They need to re-apply with an engineers plan showing resolution of their stormwater effecting the public way.

Feel free to contact the Department of Public Works should you have any questions or require additional information. Thank you.

Best regards,

Jim Rollins
Director of Public Works

JR/sp

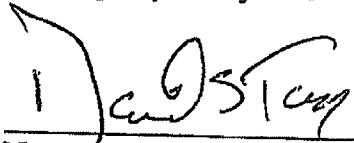
The Town of Winchester is an equal opportunity provider, employer and lender.



9. More recently I had a conversation with Mr. Rollins in which we discussed my work at 345 E. Wakefield Blvd. I advised Mr. Rollins that I did not reconstruct Mr. Serkey's driveway prior to it being resurfaced.


Paul Sokolik

Subscribed and sworn to before me
this 29th day of July 2023



Notary Public/Commissioner of Superior Court



MOTION: Mr. Nalette, Mr. Davenport second, to refer Application IWWC#19-41 Applicant/Owner: Kevin R. Haitsch and Christine N. Haitsch Location: 103 Laurel Way Proposal: Single-family Residence on Same Footprint for an agent determination; unanimously approved.

C. IWWC#19-42 (Modification #19-23) Applicant/Owner: 180 Rowley Street, LLC Location: 47 Hurlbut Street Proposal: 8'x10' Deck on New Single Family Residence.

Professional Engineer Mike Sherman of Laurel Engineering appeared before the Commission regarding this application. He explained that a modification was being sought for the sonotubes for a deck on this new construction of a single-family residence. Mr. Sherman explained that what was being built was a prefabricated home and that the previous plan was for a deck to cantilever. As the applicant/owner had modified the design, approval was necessary for the work within the review area. He noted that the sonotubes would be dug by hand.

MOTION: Mr. Davenport, Ms. Hunter second, to approve Application IWWC#19-42 (Modification #19-23) Applicant/Owner: 180 Rowley Street, LLC Location: 47 Hurlbut Street Proposal: 8'x10' Deck on New Single Family Residence subject to the same conditions as included in the approval of Application IWWC #19-23; unanimously approved.

D. IWWC#19-43 (Modification #18-06) Applicant/Owner: JoAnn Serkey Location: 543 East Wakefield Boulevard Proposal: Proposed Walkway (down/up), Side Deck, Paved Driveway, Discharge for Roof Leaders, Sediment Erosion Control.

P.E. Mike Sherman of Laurel Engineering, accompanied by his client JoAnn Serkey, appeared before the Commission regarding this application. Mr. Sherman reminded the commission that his client had originally received approval to jack up the existing house and to construct a foundation underneath. He explained that as the project got underway, a few things were not considered. He noted that while concrete steps had been removed from one side of the property, they had been added to the other side. Mr. Sherman noted that a patio area had been removed as well as wooden steps. A deck had been added to that side of the dwelling, too. Mr. Sherman noted that his client's insurance company had advised that the retaining wall behind the dwelling needed to be replaced. The wall that had been there previously has been removed, according to Mr. Sherman.

Referencing the site plan he prepared, Mr. Sherman reviewed for the Commission the work that has already been completed since the time that the construction of the foundation had been reviewed. Mr. Sherman noted that a drainage pipe had been installed with a resulting discharge on the neighboring property. Subsequently a drainage easement between the two owners had been executed, according to Mr. Sherman. Additionally, he noted that the six (6") inch roof leader system and six (6") inch foundation footing drain has already been installed. The Commission was referred to a letter from Department of Public Works Director Jim Rollins regarding this work. The completed work as indicated on the plan reflects the six (6") inch pipes outletting onto East Wakefield Boulevard as opposed to it being located on the applicant's property. Mr. Sherman reported that he had completed calculations noting the yard drains that have been added will collect all the rainwater of a one-inch storm and will discharge it through the area on the southerly area in a perfectly controlled fashion. In the huge storm events, Mr. Sherman explained, the water will flow down on the side of the house as it did previously. He noted that the topography and size of the site are limiting factors.

Mr. Nalette questioned how erosion will be prevented on the northerly side of the dwelling and whether a swale is planned for that area. Mr. Sherman noted that it currently exists as the access for the contractor to finish the work on the retaining wall. He explained it will be restored to how it was before the work began and indicated that the water will flow the way it did. Mr. Sherman opined that the turf establishment in that area will be adequate for any stormwater runoff.

Mr. Nalette questioned whether the proposed retaining wall will be as it was previously. Ms. Serkey noted it would be slightly higher. Mr. Sherman noted that he did not design the wall, but he took the design and integrated it into the plan he prepared.

Mr. Molinelli questioned the depth of the subject property. It was noted to be approximately two hundred feet. Mr. Molinelli questioned whether it was a possibility to utilize the area on the other side of the proposed retaining wall. Mr. Sherman noted that there are large boulders and a steep slope behind the wall. Mr. Sherman noted that a certain amount of the water is going to be caught and is going to drain into the drainage system but the majority of it is going to be flowing under the wall.

Mr. Nalette questioned whether Mr. Sherman would certify that there is no net increase in stormwater from the project. Mr. Sherman confirmed, indicating that he had submitted one to staff. Subsequent to the letter provided, he noted that there has been a modification of the proposed patio to pervious pavers which should function to reduce the coefficient even further.

Mr. Sherman explained that the driveway was also not on the original permit and has since been paved. He also referred to the deck and the accompanying sonotubes.

MOTION: Mr. Nalette, Mr. Kiely second, to accept Application IWWC#19-43 Applicant/Owner: JoAnn Serkey Location: 543 East Wakefield Boulevard Proposal: Proposed Walkway, Side Deck, Paved Driveway, Discharge for Roof Leaders, Sediment Erosion Control, Patios, Retaining Wall, and Plunge Pool; unanimously approved.

The Commission took a recess at 8:48PM and reconvened at 8:53PM.

D. IWWC#19-44 Applicant: Matt Closson Owner: Donald Crossman and Brooke Crossman Location: 122 East Wakefield Boulevard Proposal: Install Four (4) 10" Sonotubes with Bases to Support Proposed Deck Roof.

Matt Closson, accompanied by his client Donald Crossman, appeared before the Commission regarding this application. He reported that approval is being sought for excavation within the regulated area for four sonotubes. He noted that his clients are planning to construct a roof over their existing deck. In order to support the roof structure, the building official had advised that the sonotubes would need to be enhanced, according to Mr. Closson. He noted that the excavation would be done by hand and that there would no equipment necessary. Mr. Closson indicated that the project may even require only three sonotubes as necessary. Mr. Molinelli questioned whether there will be gutters added to the new roof. Mr. Crossman indicated that he was not sure but was amenable to whatever might be best for the water quality of the lake. Mr. Closson indicated that the closest point from the deck to the water is 44.7 feet. Referencing the photographs included in the staff report, it was noted that the site is relatively flat. Mr. Molinelli questioned whether the applicant had considered installation of an awning rather than a roof. Mr. Crossman noted that the windy conditions have made this an unappealing alternative as he has concerns with one being lifted up and blowing away.

MOTION: Ms. Mulvey, Mr. Kiely second, to accept Application IWWC#19-44 Applicant: Matt Closson Owner: Donald Crossman and Brooke Crossman Location: 122 East Wakefield Boulevard Proposal: Install Four (4) 10" Sonotubes with Bases to Support Proposed Deck Roof, finding that the proposed activity is not a significant impact; unanimously approved.

F. IWWC#19-45 Applicant: Matt Closson Owner: Kevin Albino Location: 346 East Wakefield Boulevard Proposal: Install Footings Under House, Install Sonotubes for Proposed Deck, Install New Pervious Paver Patio, Removal of Impervious Areas, Install Stone Walls.

Matt Closson appeared before the Commission regarding this application. Mr. Closson reviewed the site plan and discussed the proposed improvements. He noted that it appears that footings are necessary under the

BOARD OF SELECTMEN ACTION REQUEST

No.: 23-54b

Date: August 21, 2023

Topic: Unfinished Business (B) – Addition of New Town Ordinance regarding Historical Commission Creation (3rd Meeting of 3).

From: Joshua Kelly, Town Manager

Background: While the Town of Winchester has managed historic districts and while the town is home to the Winchester Historical Society, the Town does not currently have its own agency that seeks funding opportunities to help restore, preserve, and feature the town's historic properties and sites. In order to better manage the town's historic properties and sites and to streamline the Town's opportunities to gain funding resources for these various properties and sites, I recommend that a Historic Commission be created.

The creation of this Commission is supported by our Land Use Department and local developers, including Bill Kraus, who is currently working towards the redevelopment of the 10 Bridge Street, Building #1 site.

Requested Action: I ask that the Board of Selectmen please consider adopting the proposed ordinance (attached) so as to create a new Historical Commission. If the Board is in favor of such action, it could adopt the proposed ordinance at tonight's meeting.

Fiscal Implications: Such a Commission would have little to no cost associated with its operations and would have the capacity to find the town and its firms with more money with which to preserve historic properties and sites.

Recommended Motion: *"I move that the Board of Selectmen adopt the newly-proposed ordinance entitled 'Historical Commission,' to be effective in fifteen days as provided by the Town Charter."*

Attachments: Draft Ordinance

Chapter XX **HISTORICAL COMMISSION**

§ XX-1. Establishment; legislative authority.

Pursuant to the terms of Article III, Section 302, subsection A of the Town Charter, there is hereby established the Winchester Historical Commission.

§ XX-2. Purpose.

The purpose and intent of this ordinance is to safeguard the heritage of the Town of Winchester by preserving the elements of its historic, cultural, social, economic, political, and architectural history; to actively seek funding sources for historic preservation projects and to advise Town staff and elected boards and commissions on matters pertaining to historic preservation; and to promote the use of historic sites for the education, welfare and pleasure of the citizens of Winchester and of the general public.

§ XX-3. Membership; terms; vacancies.

A. Said Commission shall consist of up to seven (7) members, appointed by the Board of Selectmen, one of whom shall be the Municipal Historian (also known as the Town Historian). The terms of the six regular members shall be as follows: two members' terms expire December 31, 2024; two members' terms expire December 31, 2025; and two members' term expires December 31, 2026. Thereafter, the terms of all members appointed shall be for three years. The Town Manager may, for a period not to exceed one year, fill any vacancy for the balance of the term of such vacant position. "Vacancy," as used herein, shall be deemed to result upon the expiration of the term of a member or the resignation, removal from the Town of Winchester, or the death of any member. Nothing herein shall prohibit reappointment by the Board of Selectmen of a member at the expiration of their current term. All members shall be electors of the Town of Winchester and shall serve without pay.

B. In accordance with the provisions of the Connecticut General Statutes, Section 7-148(c)(5)(D), as it may be amended, there shall be a Municipal Historian. The Municipal Historian shall be responsible for the collection of information relating to the history of Winchester and for making the material regularly available and accessible to the public. The Municipal Historian shall be appointed by the Board of Selectmen for a period of three years at a time. The Municipal Historian shall be a full voting member of the Historical Commission.

~~C. Members of the Commission need not be residents of the Town of Winchester during their appointment to this body.]~~

§ XX-4. Powers and duties.

A. The Commission, subject to the approval of the Board of Selectmen, shall designate sites and buildings owned or hereafter acquired by the Town of Winchester as historic land sites, and, upon such approval by the Board, such sites shall come under the purview of the Commission. The Commission may from time to time recommend to the Town Manager and Board of Selectmen the acquisition or relinquishment of additional historic land sites.

B. The Commission shall be charged with serving in an advisory capacity to guide the development, management, operation, improvement, and maintenance of the historic land sites so designated and shall, additionally, institute and carry out programs designed to acquaint the general public with the historical, cultural, and economic history of the Town of Winchester.

C. The Commission may create subcommittees of their membership to constitute Historic District Commissions for the purpose of working to establish and manage historic districts within the Town of Winchester.

§ XX-5. Officers; meetings; notification of meetings.

A. The Commission shall elect its own Chairman and such officers as may be necessary at any meeting in January of each year.

B. The Commission shall establish regular meetings at least once each month and designate the time and place thereof.

C. Each Commissioner shall be notified of all meetings, and public notice, on the Town's website and in the Town Clerk's Office in accordance with the Freedom of Information Act, shall be given of all meetings.

§ XX-6. Transaction of business; records; monthly reports.

The Commission shall adopt rules and regulations for the operation of meetings and the transaction of business within its jurisdiction and shall keep records of all its proceedings in accordance with the Freedom of Information Act.

§ XX-7. Annual operating and capital budgets.

A. The Commission shall prepare a requested annual operating budget for the following fiscal year for submission to the Town Manager on or before the first day of January in each year.

B. The Commission shall submit recommendations to the Town Manager for historic preservation-related projects to be funded by the Capital Improvement Plan for the ensuing five-year period on or before the first day of January in each year.

§ XX-8. Charges for public use of historic sites.

The Commission shall make recommendations to the Board of Selectmen regarding reasonable charges for the use by the public of historic landmark sites and for any of its purposes as set out above.

§ XX-9. Requests for assistance.

The Commission shall have the right to call upon any other department of the town government for assistance in performing its duties. Any question as to what shall constitute a proper request for assistance shall be decided by the Town Manager.

§ XX-10. Acceptance of Gifts.

The Commission may receive gifts in the name of the municipality for any of its purposes and shall make recommendations regarding the administr~~ationer~~ of the same for such purposes subject to the terms of the gift.

§ XX-11. Severability.

If any part of this ordinance shall be declared invalid by a court of competent jurisdiction, all other parts shall remain in full force and effect.

Hiring & Appointment Policies

CIVIL SERVICE COMMISSION

For as long as the Town of Winchester has an adopted ordinance that empanels a Civil Service Commission, that Commission's adopted policies and procedures shall supersede those enclosed in this Employee Handbook. In the event a question arises that the Civil Service Commission does not have an explicit adopted policy to address, this Employee Handbook's policies shall be followed for that particular item. In the event that the Civil Service Commission is disbanded or otherwise becomes inactive, the enclosed policies and procedures shall be those followed by Town staff for all hiring activities. Nothing in this Employee Handbook shall necessitate the existence of a Civil Service Commission.

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HIRING PRACTICE REVIEW

A three-member Committee of the Board of Selectmen is hereby established and shall meet no less than quarterly to review the hiring process instituted by the Town Manager's Office. The Committee shall review information related to job posting specifications, the review and interview process, and onboarding procedures. Complaints related to the Town's hiring practices shall be referred to and reviewed by this Committee. The Committee shall have the authority to forward questions and recommendations to the Town's labor attorney and to the full Board of Selectmen. The Board of Selectmen may appoint individuals outside the Board to serve, so long as the number of outside individuals is not greater than the number of Selectmen serving on the committee.

JOB POSTING PROCEDURES

The Town of Winchester reserves the right to determine whether, and under what condition, a position vacancy may be filled. A position vacancy may occur through death, disability, dismissal, inability to perform work required, reassignment (including, but not limited to, promotion or demotion, whether voluntary or involuntary), suspension, resignation, retirement, reorganization, or other actions of the Town or employee, whether voluntary or involuntary. It is the intent of the Town to carry out such recruitment programs as deemed necessary to seek out and secure the most qualified individuals.

In the event that the Town chooses to fill a vacancy or create a new position, jobs falling under Union purview shall be posted internally to the members of that union in a manner consistent with that union's collective bargaining agreement. If one or more applications are received as part of this union-focused procedure, the Town shall follow the Interview, Evaluation, and Hiring Procedures to evaluate those candidates and consider them for hire into the given position.

In all other instances, announcements shall be posted in a manner that is directly accessible to the public, with both internal and external candidates permitted and encouraged to apply. Announcements shall specify the following:

- A. the title of the position;
- B. the nature of work to be performed;
- C. desired qualifications of prospective applicants;
- D. the expected pay range;
- E. closing date for receiving applications; and
- F. other information the Hiring Authority may deem appropriate.

Announcements will be made in a manner to attract a well-qualified applicant pool that, to the extent reasonably practicable, will include candidates that reflect the diverse biographical background of the Winchester community.

Announcements must be made on the Town's website at a minimum. Recommended recruitment sources include newspapers of general circulation, professional associations and periodicals, and the State of Connecticut's "CT Hires" website and may include local media and community organizations. Announcements include a posted Closing Date at least 7 calendar days following the date that the announcement was made on the Town's website. The Town shall be permitted to post "Open Until Filled" as the closing date so long as a "First Review" date is also posted indicating when applications will begin to be reviewed; the First Review date must be a minimum of seven days following the date that the job announcement was made on the Town's website.

Applications may be accepted virtually (either by email or by other means) and as a hard copy through the mail or through physical drop-offs at Town Hall, as directed by the Town Manager.

Once all As applications are received, a member of the Town's staff or other authority as appointed by the Town Manager shall redact personally-identifying information on each application. The Hiring Authority shall not be permitted to see an unredacted application until such a time as they have made a determination about whether that given applicant

is a Qualified Candidate. Personally-identifying information shall include, but is not strictly limited to the following items:

- A. Name
- B. Email Address
- C. Physical Address
- D. Photo of Candidate
- E. School Names
- F. Graduation Dates

Following redaction, applicationsthey shall be reviewed by the Hiring Authority to determine if minimum qualification and experience requirements are met. Each candidate that meets the minimum qualifications shall be considered a "Qualified Candidate" and shall be subject, on an equal basis, to the Interview, Evaluation, and Hiring Procedures as outlined in this Employee Handbook.

When a candidate is disqualified from the application process or once the Town officially declines to hire them, the office of the Hiring Authority shall typically remit a formal notice of the Town's decision to the applicant by email.

Failure to adhere to these procedures may result in disciplinary action up to and including termination. Questions about the implementation of these procedures should be referred to the Town Manager and/or the Board of Selectmen depending on the context of the situation.

INTERVIEW, EVALUATION, AND HIRING PROCEDURES

Appointments to the Town's service shall be made by the Hiring Authority, as defined by this Handbook.

The Town must conduct at least one Hiring Evaluation for a minimum number of qualified candidates, as determined under the Job Posting Procedures, in accordance with this schedule:

Number of Qualified Applicants for the Job in Question:	Minimum Number of Candidates to Interview/Evaluate:
1	1
2 - 3	2
4+	3

Nothing in this policy shall be construed as to disallow all qualified applicants from undergoing one or more hiring evaluations, nor shall it require the Town to offer the job to any candidate at all. In the event that any number of qualified candidates are not selected for a hiring evaluation, the top candidates chosen to participate in said hiring evaluation must be the top-ranked candidates on the basis of practical knowledge, skills, and abilities, as well as past experience in similar roles and related education received and certifications held.

Candidates may be required to undergo up to three different Hiring Evaluations. Generally, candidates for entry-level positions shall be required to complete one hiring evaluation, candidates for mid-level positions shall be required to complete one or two hiring evaluation(s), and candidates for Department Director positions shall be required to complete two or three such evaluations. The number of evaluations conducted shall be left to the discretion of the Hiring Authority.

Any interview for entry-level and mid-level positions must include at least the Hiring Authority and one additional employee in a position that interfaces, to some extent, with the position for which the candidate(s) have applied. Any interview for a Department Director position must include the Town Manager and two additional employees that interface with the position for which the candidate(s) have applied.

Factors used to evaluate candidates may include, but not be limited to, the following: interview and examination results, record of previous employment, previous job and personal references, education and/or experience, certifications and certificates held, as well as any other pertinent information which would assist the Town in evaluation of the applicant. In the case of former or present employees, the candidate's past job performance and an assessment of the knowledge and skill acquired on the job may be considered.

Candidates will be considered on the basis of merit and fitness. The Town of Winchester is an Equal Opportunity Employer and shall not tolerate any discrimination against any individual's race, color, religious creed, national origin, sex, gender, age, marital status, physical ability, medical history or status, or sexual orientation.

The candidate that the Hiring Authority ultimately selects as the top-choice will be offered the job with a salary/wage and benefits in line with the Handbook's policies. The

negotiation of such salary and benefits shall be up to the Town Manager. In the event that the top-choice refuses to accept any offer made by the Town, the second-choice candidate may be offered the job at the discretion of the Hiring Authority. This process may repeat itself until the list of evaluated, acceptable candidates is exhausted. If said list is exhausted, the Town may repost for the position in line with the Job Posting Procedures found herein.

The successful candidate for any Town position may be required to complete a pre-employment physical examination and drug test, paid for by the Town, before receiving appointment for a position with the Town. In exceptional cases, the employee may commence work prior to the examination, provided that employment is made subject to passing the physical examination. Town employees may periodically be required to pass a physical examination and drug test to ensure their continued fitness for duty in accordance with applicable law.

Regardless of any other policies as outlined in this document, the Town Manager must be the individual to formally sign off on the approval of all new hires. An individual shall not be considered to be an employee of the Town unless and until the Town Manager has signed a letter of appointment for said individual.

So long as all policies related to nepotism, cronyism, favoritism, and merit-based hiring practices are followed, the Town Manager shall have the right to make emergency 30 calendar day appointments to positions in the event that an emergency situation arises that removes an employee from service unexpectedly for a period expected to exceed one week in length. Emergency appointments may be extended to be no longer than 90 consecutive days in length. Following that 90 day period, the individual appointed to the person on an emergency basis may not be appointed to another Town position on an emergency basis for a period of 180 days.

Failure to adhere to these procedures may result in disciplinary action up to and including termination. Questions about the implementation of these procedures should be referred to the Town Manager and/or the Board of Selectmen depending on the context of the situation.

AFFIRMATIVE ACTION & NON-DISCRIMINATION

The Town recognizes that its continued success as a service organization depends largely on the collective strengths of our employees. We understand that employing productive workers in a labor market characterized by demographic diversity requires an unwavering commitment to Equal Employment Opportunity. Accordingly, it is the Town's policy to recruit, reward, and advance qualified individuals without regard to their race, color, religious creed, national origin, sex, gender, age, marital status, physical ability, medical history or status, or sexual orientation.

The Town's commitment to the principles of Affirmative Action and Equal Employment Opportunity is reflected in all our policies and procedures. This commitment is based on sound management and business practice, as well as legal requirements.

As an organization, we are committed to achieve the full and fair participation of women and minorities in contract and employment opportunity. We expect each Department Director and employee to be an active partner in this effort by supporting, in word and deed, the spirit and principles of equal employment opportunity. Further, we expect that these values will govern the relationships we establish with customers, vendors, residents, visitors, and others with whom we do business.

All contractors that the Town engages with must adhere to the Town's policies of non-discrimination.

NEPOTISM

A person is a "close relative" to another individual if they are married or engaged, are siblings-in-law, father/mother-in-law and son/daughter-in-law, siblings, parent and child, uncle/aunt and niece/nephew, grandparent and grandchild, first cousins, or any foster, adoptive, or step equivalent family members.

No Hiring Authority may hire or appoint any person that is a close relative to them, per the definition above. No close relative of the Town Manager may be hired or appointed to a Town position.

No close relatives may be hired or re-assigned to work in the same Town Department with each other in any capacity.

No close relative of an individual interviewing for a position within the Town may serve on the corresponding hiring committee or interview team that would review said application, nor may a close relative of a prospective employee serve as that person's reference. No close relative of a prospective employee should have any direct communication with any member of the hiring committee or interview team while said candidate remains under consideration.

No close relative may in any way supervise another.

New engagements or marriages that may result in a violation of this policy must be reported to the Town Manager as soon as is practicable. If a new engagement or marriage should occur between two individuals within the same Department, then one of the employees shall be required to request a transfer to another department/position over which the employee's close relative has no supervisory role. The employee shall be given six months of time (from the moment that the engagement or marriage took place) in their current position where vacant positions shall be evaluated for suitability for that individual's skills and abilities. In the event no vacancy exists in any other department or position which is suitable for the requesting employee and over which the employee's close relative has no supervisory role, the requesting employee shall be terminated from Town service upon the expiration of such six-month period.

The Town shall not hire, appoint, or promote any individual on the basis of personal relationships; all hires, appointments, and promotions shall be made solely on the basis of merit, as outlined in this handbook.

Any failure to comply with this policy may result in disciplinary action up to and including termination. Questions about the implementation of these procedures should be referred to the Town Manager and/or the Board of Selectmen depending on the context of the situation.

FAVORITISM & CRONYISM

A person is a "close connection" to another individual if they are close friends, romantically involved presently or in the past, or are otherwise considerably connected to each other in a personal manner outside of the workplace or civic/community organizations. A past connection developed through past work and/or volunteerism with civic/community organizations shall not be considered to constitute a "close connection."

In the event that the Town Manager is a close connection with an applicant, the Hiring Authority must be delegated to a Department Director and the Town Manager must wholly recuse themselves from the hiring process in order for the application to be considered. The Town Manager may not hire a close connection to a Department Director position.

In the event that a Department Director is a close connection with an applicant for a position under their purview, the Hiring Authority for that position may not be delegated to that Department Director, and the Department Director in question must wholly recuse themselves from the hiring process.

In the event that any person is asked to serve on a hiring committee or interview panel for a close connection, that person must disclose their close connection to the Hiring Authority and wholly recuse themselves from the hiring process.

The Town shall not hire, appoint, or promote any individual on the basis of personal connections; all hires, appointments, and promotions shall be made solely on the basis of merit, as outlined in this handbook.

Any failure to comply with this policy may result in disciplinary action up to and including termination. Questions about the implementation of these procedures should be referred to the Town Manager and/or the Board of Selectmen depending on the context of the situation.

INTRODUCTORY PERIODS

All new hires to regular Town positions shall serve an introductory six-month period. During such introductory period, the employee's ability to meet the work standards applicable to the new position shall be evaluated. During this period, dismissal may be made for any reason with the approval of the Town Manager. Prior to the end of the introductory period, the employee's department director shall evaluate the employee's performance and recommend to the Town Manager either that the employee be retained in the position, dismissed from the position, or that the introductory period be extended for an additional specified period of time (not to exceed three additional months). Retention in the position may be recommended if the employee has successfully completed the introductory period. Dismissal may be recommended if the employee's performance does not meet the work standards applicable to the position. An extended introductory period may be recommended when, although the employee's performance is below the work standards applicable to the position, the department director believes that the employee has the potential to meet the applicable work standards within such additional introductory period.

Any person who is promoted to a new position or who is rehired by the Town after having been an employee elsewhere for any duration of time shall be required to complete an additional six-month introductory period.

REEMPLOYMENT & REASSIGNMENT

Re-employment: A person whose service with the Town was terminated in good standing may be appointed to a position vacancy which is announced to the public. Benefits and leave accruals shall begin to accrue from the date of re-employment without any credit for any such benefits accrued during their period of prior employment with the Town, as if they were a new employee. Re-employed persons must serve the introductory period as specified by the job description.

Reassignment: A Town employee may be appointed to fill a vacancy in Town's service through promotion, demotion, or transfer.

Promotion: An employee may be promoted to a position of higher grade than the position held by such employee when that employee is judged by the Hiring Authority to be the best qualified candidate for the position. All promotions will be approved by the Town Manager and will be made on the basis of merit and ability. The advice of the employee's department director shall be given due consideration. Seniority may be considered in promotions providing all other factors are equal.

Demotion: An employee may be transferred to another position of a lower grade than the position held by such employee for the following reasons:

1. When the employee requests such a move and is selected to fill the position;
2. When the employee is not rendering satisfactory service in the position presently held;
3. To avoid a layoff which would result from the re-classification or abolition of a Town position;
4. For disciplinary reasons (see section on Discipline of this Handbook)

Transfers: An employee may be transferred to another position of the same grade as the position held by such employee for the following reasons:

1. When the employee requests such a move and is selected to fill the position;
2. When the employee is not rendering satisfactory service in the position held by the employee;
3. To avoid a lay-off which would result from the re-classification or abolition of a Town position;
4. When such transfer is in the best interests of the Town as determined by the Town Manager.

Temporary Reassignment: A Town employee who is employed in a Regular or Temporary position may be required, on a temporary basis, to fill a vacant position of a higher, lower, or equal grade than the position occupied by such employee prior to such temporary re-assignment until the employee originally occupying the position returns from a leave of absence or a permanent replacement is appointed to the position. In instances of temporary reassignment occurring for 10 or

more consecutive business days, conducted outside of a disciplinary action, the temporarily-reassigned employee shall receive pay equal to the higher of the two positions in question. An employee may be temporarily demoted to a position of a lower grade than the position held by such employee as a disciplinary action (see section on Discipline of this Handbook).

SENIORITY

A Regular Town employee has no seniority status during their introductory period. At the end of the introductory period, their seniority will date back to the date of hire. Seniority is determined by the time an employee spends continuously in Town service. If a Temporary employee is appointed to a Regular position within Town service, seniority shall date back to the first day of employment as a Temporary employee. Seniority is broken by:

- Discharge;
- Resignation;
- Leave of absence as determined by the Town Manager, unless on Military Leave;
- Lay-off of more than one (1) year for those with less than five (5) years seniority at the time of lay-off; or a lay-off of more than two (2) years for those with over five (5) years seniority at the time of lay-off;
- Failure to inform the Town of correct mailing address while on lay-off;
- Failure to report to work within five (5) calendar days after recall from lay-off status unless granted an extension from the Town Manager for a valid reason;
- Other reasons as described in appropriate collective bargaining agreements.

I, Glenn Albanesius, Town Clerk of the Town of Winchester, a municipality organized and existing under the laws of the State of Connecticut, hereby certify that the following is a true copy of the resolution adopted at a Town Meeting of said municipality at a meeting held on August 21, 2023 (month, day, year):

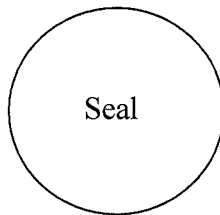
“RESOLVED, that Town Manager Josh Kelly (name) be, and hereby is, authorized to accept on behalf of the Town of Winchester, a 2023 Urban Green & Community Garden grant in the amount of \$20,000.00 for improvements to the Tatros Pond Park area and the Wallens Hill Community Garden; and

FURTHER RESOLVED, that Town Manager Josh Kelly (name) is hereby authorized to enter into and execute any and all agreements, contracts and documents necessary to obtain said 2023 Urban Green & Community Garden grant.”

AND I DO FURTHER CERTIFY that the above resolution has in no way been altered, amended or revoked, and is in full force and effect.

AND I DO FURTHER CERTIFY that Josh Kelly (name) is the Town Manager of the town of Winchester, and has been since April 19, 2023 (date of instatement).

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Town of Winchester this 21st day of August, 2023.



Signature/Town Clerk

Town of Winchester

TORRINGTON AREA HEALTH DISTRICT
ANNUAL REPORT: JULY 1, 2022 – JUNE 30, 2023

The TAHD served over 133,000 people in twenty boroughs, cities, and towns covering 611 square miles.

The TAHD **Community Health Program** partnered with DPH and FoodCORE to investigate: **6** giardiasis, **10** campylobacteriosis, and **10** salmonellosis cases. TAHD guided schools, daycares, and community members on a variety of health issues and administered **566** flu vaccines to residents. TAHD consulted with 13 residents regarding potential rabies exposures submitting **9 specimens** to the DPH Laboratory for rabies testing. Ticks brought in by **52** residents were sent to the Connecticut Agricultural Experiment Station for Lyme disease bacteria testing.

TAHD is an active member of **Fit Together**, a Northwest Connecticut Healthy Eating and Active Living Initiative. The 5210-fitness initiative serves as the cornerstone of the group's outreach and educational efforts. Fit Together allocates its resources to provide community assistance and has awarded \$15,000 in mini-grants to community partners. These grants aim to support projects that align with Fit Together's mission and strategies. Some of the funded projects include assisting the Torrington Kids Marathon, purchasing spin bikes for Oliver Wolcott School, buying local fruits and veggies for the school meal program in Torrington Schools, and obtaining stencils and paint to create black tops around schools. These areas serve as a creative way to promote a variety of physical activities. Fit Together has also supported sustainable healthy environmental opportunities in Torrington and Winsted by designating funding for a new all-level fitness trail along the Sue Grossman Still River Greenway.

TAHD actively participates in the **Litchfield County Opiate Task Force (LCOTF)** and as a member of the LCOTF executive committee, developing strategies and solutions to combat the opiate epidemic. Additionally, TAHD staff has provided training sessions to local pharmacies and medical offices on various topics such as the CT Prescription Monitoring and Reporting System, Naloxone administration, Medication-Assisted Treatment, and Resetting Pain Expectations. This training falls under the Academic Detailing on Opioid Safety initiative. Furthermore, TAHD is also involved in the Rural Communities Opioid Response Program (RCORP). The primary objective of RCORP is to reduce the morbidity and mortality associated with substance use disorder (SUD), including opioid use disorder (OUD), in high-risk rural communities. By participating in this program, TAHD aims to strengthen and expand prevention, treatment, and recovery services, allowing rural residents to access appropriate treatment and make progress toward their recovery goals.

TAHD contracted with United Way of Connecticut (UWC) to expand upon cross-sector efforts within the state to implement a comprehensive public health approach to suicide prevention to reduce suicide morbidity and mortality among three key vulnerable populations in the state: 1) middle-aged adults 35-64 years of age, particularly those in high-risk occupations or with serious mental illness or substance use disorder, 2) young adults 18-24 years of age and 3) adolescents 10-17 years of age. The TAHD provides QPR training to community members with the goal of reducing suicidal behaviors and saving lives. QPR Gatekeeper Trainers deliver this training and offer an innovative, practical, and proven suicide prevention approach. QPR is an excellent method for individuals and organizations to empower our communities in effectively intervening on behalf of suicidal and in-crisis individuals.

TAHD is an active member of the **National Diabetes Prevention Program**, dedicated to preventing or delaying the onset of type 2 diabetes. The program is designed for individuals with prediabetes and those at high risk for type 2 diabetes, spanning an entire year and focusing on promoting lifestyle changes. The program's objectives for participants involve engaging in 150 minutes of physical activity each week and achieving weight loss of 5 to 7%. The first session for this year commenced in November at the Litchfield Community Center.

The **TAHD Immunization Action Program (IAP)** collaborates with local providers and hospitals to ensure compliance with CT childhood immunization laws. In partnership with 12 medical and 40 community-based organizations in the district, TAHD focuses on educating, raising awareness, and promoting immunization. To support medical providers, TAHD supplies them with educational materials for both staff and patients, aiming to foster vaccine confidence and organizing educational events. Additionally, for community partners, TAHD arranges displays in libraries, museums, and food banks, and actively participates in various events such as back-to-school nights and health fairs. Posters are distributed in public spaces like post offices, coffee shops, libraries, and town halls to further spread the message. To boost vaccination efforts, TAHD continues to leverage social media.

The **TAHD Childhood Lead Poisoning Prevention Program** provided case management for more than 40 children with blood lead levels ($\geq 3.5\mu\text{dl}$) as well as provided educational information to more than 100 families. Abatement/Remediation Orders were issued for 9 properties. 7 abatements were completed.

TAHD Environmental Health Program resulted in the following inspections/licenses/permits: **875** food inspections, **806** temporary food permits, **118** new septic systems, **252** repaired septic systems, **167** private well permits, **130** private pool permits, **200** beauty salons & barber shops inspections, **616** house addition permits, **355** soil tests, **28** subdivision lots, **43** public pools were inspected, and **26** daycare centers inspected. Records show that approximately **557** samples were submitted to the state lab for testing of drinking water, beach and pool water, lead in water, soil and dust, and stool samples for pathogens. Sanitarians investigated **293** complaints of various public health concerns; **24** legal orders/voluntary compliances were issued for enforcement purposes.

TAHD Emergency Preparedness Program continues to work and participate with local, regional, and state community partners to prepare for unprecedented events. The activities include but are not limited to outbreak investigation, surveillance, consultation and communication with health partners, public safety, town, and school officials, receiving and distributing personal protective equipment, promoting flu vaccination clinics, practicing closed point of distribution drills (POD) at Housatonic Valley Regional High School and meet CT-DPH deliverable by conducting multi-regional and multi-agency Anthrax tabletop exercise.

The **TAHD Medical Reserve Corps (MRC)** continues to work actively and recruit new volunteers with the goal of focusing on local community health and well-being. The program's main emphasis lies in education and outreach, covering a wide range of topics. These include but are not limited to, first aid, CPR/AED, QPR Gatekeeper, Stop the Bleed training, Human trafficking training, Build an Emergency Kit, and generic emergency preparedness at home. Moreover, the program actively participates in local fairs and community outreach events. The primary objective of TAHD MRC is to raise awareness and develop a comprehensive training curriculum. This curriculum aims to better equip the public in protecting themselves and their family members in a safe, timely, and effective manner. As of July 2023, TAHD has successfully recruited 220 volunteers and plans to retain and recruit even more. TAHD continues to distribute at-home COVID-19 test kits throughout the community including community centers, libraries, shelters, and food pantries.



Robert Rubbo, MPH, Director of Health



Winsted Fire Department

27 Elm Street, P.O. Box 443

Winsted, Ct. 06098

860-379-5155

Fax 860-379-4527

www.winstedfire.org



TO: Board of Selectmen
FROM: Fire Chief James Lagassie
SUBJECT: Department Report
MEETING DATE: August 21, 2023

- **Emergency Calls:**

Month of May 62

Month of June 46

Month of July 89

- **Fires 8:** 3 Cooking fires; 2 Building fires; 1 Brush/ grass fires and 1 fire/ other
- **Rescue and emergency Medical Incidents- 50:** 18 Assist EMS; 29 Motor vehicle accidents; 3 other type calls
- **Hazardous Conditions- 21**
- **Service Calls- 24**
- **Good Intent Calls- 42**
- **False Alarm & False Calls- 45**
- **Severe Weather- 7**
Significant calls: Two structure fires, one was a total loss the second one was a quick stop by firefighters.

- **Personnel:**

- 28 Firefighters; 21 Interior, 6 Exterior
- 10 Fire Police and Support Services
- 10 Explorers (age 14-17)

Over the past few months, we have had two new members with Firefighter 1 or higher apply, waiting for them to complete new member online training.

James Lagassie
Fire Chief

Philip J. Bascetta
Assistant Fire Chief

Benjamin Ludwig
Deputy Fire Chief

- **Maintenance of Vehicles:**

Tower 1 waiting on parts to repair bucket.

- **Grants:**

Assistance to Firefighters Grant submitted to replace our 25-year-old SCBA fill station for last year's grant was denied. We submitted a Regional Assistance to Firefighters Grant Winsted Fire and Norfolk Fire for new Self-Contained Breathing Apparatus and SCBA fill station, no awards have been awarded.

- **Annual carnival:**

The Annual carnival, fireworks and parade will be August 23-26.
Please see attached letter.

- **LCD Director:**

LCD Director meeting held August 3, presentation from Scott Kellog how LCD is planning the future of fire/ Ems dispatching and police dispatching.

- **Eversource Point of Contact:**

The quarterly meeting with Eversource Community Relations Specialist Tim Waldron will be next week.

- **Tax Abatement for volunteers:**

Last year a committee of the Winsted Fire department, Winchester Fire Department and Winsted Area Ambulance formulated a proposed tax abatement for the three volunteer emergency services. This proposal is for the retention of volunteer emergency services and may also help in recruitment. I would be willing to come to the next meeting if you would like to discuss this further. Please see attached.

Respectfully submitted,



James Lagassie
Fire Chief

James Lagassie
Fire Chief

Philip J. Bascetta
Assistant Fire Chief

Benjamin Ludwig
Deputy Fire Chief

**PROPOSED Ordinance Providing Tax Abatement For
Town of Winchester Volunteer Firefighters and Volunteer Ambulance Attendants**

Purpose

In recognition of the benefits provided to the Town of Winchester by the dedicated service of the Town's Volunteer Fire departments and Volunteer Ambulance personnel, the Town of Winchester hereby establishes a tax abatement program pursuant to Public Act No 00-120, Section 10 for the emergency responders of the Winsted Fire Department, Winchester Volunteer Fire Department Inc. and the Winsted Area Ambulance Association, hereafter referred to as Town Emergency Responders or Town Emergency Responder Organizations.

Abatement Schedule

Abatement shall be on a sliding scale as follows:

In order to receive an abatement a member must attain points as noted below during the town's fiscal year preceding the October 1 Grand List:

35 points will give a \$250.00 abatement, Minimum of 20 points for emergency/ crew call
50 points will give a \$500.00 abatement, Minimum of 35 points for emergency/ crew call
65 points will give a \$750.00 abatement, Minimum of 45 points for emergency/ crew call
80 points or more will give a \$1,000 abatement. Minimum of 60 points for emergency/ crew call

Town Emergency Responder point system:

- | | |
|--------------------------------|---------|
| 1. Regular or special meetings | 1-point |
| 2. Drills, Training Session | 1-point |
| 3. Dispatched emergency calls | 1-point |
| 4. On call crew (6 hrs. Shift) | 1-point |
| 5. Second crew ambulance call | 1-point |

Drills and training are defined as any training scheduled or approved by the Training Officer.

Eligibility

Any Member in good standing of the Town Emergency Responder Organizations shall be eligible for this abatement as long as they owe taxes to the Town of Winchester according to the Application rules defined below.

Volunteer in good standing for members of the Town of Winchester Fire Departments shall be defined as interior/exterior firefighter or fire police that have completed all required training, physicals and any other requirements set forth by department bylaws or policies.

Volunteer in good standing for members of the Winsted Area Ambulance for the purposes of this ordinance shall be defined by the Winsted Area Ambulance - Member in Good Standing policy.

Town Emergency Responder Organizations shall provide a list containing the names, addresses and the points earned by each member to the Winsted Fire Department Chief. Points earned in the prior town fiscal year as part of any Town Emergency Responder Organization will be combined to determine final eligibility for tax abatement. On or before October 1 each year, the Chief of the Winsted Fire Department shall present to the Tax Collector a written statement certifying all volunteers that have earned an abatement and the amount of the abatement earned.

A person who is terminated by any of the Town Emergency Responder Organizations shall forfeit all points earned in that fiscal year. Points earned are not impacted by voluntary separation.

The Town Manager will have the right to verify the names, points and to review each participating organizations' records as they related to this ordinance in an effort to resolve any discrepancies or questions.

Application

The tax abatement provided under this ordinance shall be applied against any real estate property taxes owed to the Town of Winchester or against any motor vehicle taxes owed to the Town of Winchester. The tax abatement provided under this ordinance shall be applicable for any real property or motor vehicle owned by a volunteer and eligible for such abatement regardless of whether such property is owned individually, jointly, or as tenant in common with one or more other persons provided said ownership interest is recorded in the name of the volunteer on the Winchester Grand List. The tax abatement provided under this ordinance only applies to taxes owed to the Town of Winchester by volunteers who meet eligibility requirements defined above. The abatement cannot exceed the maximum amount of taxes owed. If two volunteers are from the same household then the abatement would apply for both.

The abatement shall be deducted from the Town of Winchester taxes due and not from the Water and Sewer User fees.

No tax abatement shall be given to a member who does not own property in the Town of Winchester. Members who qualify but are not current in their taxes shall have the abatement credited to the oldest tax liability outstanding. Property must be owned by the qualifying member and not by a corporation, LLC, partnership, or another family member.

Records

The Town Emergency Responder Organizations shall maintain records of all points earned by volunteers.

The Tax Collector of the Town of Winchester shall maintain a record of all taxes abated in accordance with this ordinance.

Effective Date

This Ordinance shall take effect and shall be applicable to taxes owing beginning with taxes on the Grand List of _____.