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 February 20, 2024

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

6. **TOWN MANAGER’S REPORT**

7. **CORRESPONDENCE**

8. **BOARDS AND COMMISSIONS**

9. **UNFINISHED BUSINESS**
   A) 24-07a Consider and possibly act on the amendment of Ordinance 297 to adopt the 2021 Internation Property Maintenance Code. (2nd of 3 meetings). (Town Manager Geiger)

10. **EXECUTIVE SESSION**
    A) Discussion with Town Attorney pending claims & litigation.
    B) Discussion personnel matter re: Town Manager

11. **NEW BUSINESS**
    A) 24-05 Consider and possibly act on Resolution for EPA/DPH Requirement for Lead services Regulations. (Town Manager Geiger)
    B) 24-08 Proposed Line-Item Transfer. (Town Manager Geiger)
    C) 24-09 Consider and possibly act on a Bid Waiver for a Police Boat. (Town Manager Geiger)
    D) 24-10 Refunds as recommended by the Collector of Revenue. (Town Manager Geiger)
    E) Discussion possible action – Able Sentry vs. Town of Winchester. (Town Manager Geiger)
    F) 24-11 Consider and possibly act on the Historic Commission ordinance amendment (1st of 3 meetings) (Town Manager Geiger)

12. **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.

13. **SELECTMEN’S COMMENTS AND REPORTS**

14. **ADJOURNMENT**
Town of Winchester
Board of Selectmen
Regular Meeting
Tuesday February 20, 2024

Item 1  **Call to Order**
Meeting called to order by Mayor Todd Arcelaschi at 7:00pm

Attending Members
Todd Arcelaschi (Mayor)  William Hester (Selectman)
Steve Sedlack (Selectman)  William Pozzo (Selectman)
Candy Perez (Selectwoman)  Troy Lamere (Selectman)
Paul Marino (Selectman)

Absent Excused
Robert Geiger (Interim Town Manager)
Ann Marie Rheault (Finance Director)

Staff Members
Glenn Albanesius (Town Clerk)

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

Item 3  **Agenda Review**
* Motion to table Item "A" under New Business
  Motion - Sel. Hester / Second - Sel. Marino
  Vote to approve - Unanimous (7 - 0 )
* Motion to add Item "C" Discussion about Town Manager hiring process to Item 12 Executive Session
  Motion - Mayor Arcelaschi / Second - Sel. Hester
  Vote to approve - Unanimous (7 - 0 )

Item 4  **Approval of Minutes**
* Minutes of Regular Meeting on February 5, 2024
  Motion - Sel. Hester / Second - Sel. Pozzo
  Vote to accept minutes - Yes (6) - No (0) - Abstain (1) Sel. Marino

Item 5  **Citizens Comments** - The following residents addressed the Board
* James Farrell

Item 6  **Town Manager's Report** - In the Town Managers absence Mayor Arcelaschi reported on the following topic.
* Negotiations with the Police Union are progressing and nearing completion. Expectations are that the Board of Selectmen will have a final agreement to review and vote on at the next scheduled Regular Meeting.

Item 7  **Finance Director's Report** - In the Finance Director's absence Mayor Arcelaschi gave a brief overview of current financial data which included Tax Collections, Expenditures, Municipal Aid and Investment Totals.
Item 8  **Correspondence** - Mayor Arcelaschi announced a charity cause sponsored by the Ct State Criminal Justice Club at Northwest Community College. They are collecting medium sized stuffed animals for distribution to officers to carry in their cruisers when they interact with children in crisis.

Item 9  **Boards and Commissions** - Sel. Sedlack introduced the following actions.

1) Diane Ransom (D) is submitted for Re-appointment to the Recreation Board with a term to expire 4/2028.
   Motion - Sel. Sedlack / Second - Sel. Lamere
   Vote to approve - Unanimous (7 - 0)

2) An E-mail confirming his Resignation was received and accepted from the following volunteer.
   Kristin (Dowler) McCartney (R) from the Soldiers Monument Commission
   Kristin's time and service to the Town is acknowledged with gratitude.

3) Ryan Horvay (R) is submitted for Consideration as an Alternate Member of the Board of Assessment Appeals with a term to expire 10/2024.

4) Sheila Sedlack (D) is submitted for Consideration as a member of the Historic Commission with a term to expire 12/2024.

5) Thomas Carter (D) is submitted for Nomination as an Alternate Member of the Economic Development Commission with a term to expire 4/2028.

6) Thomas Carter (D) is submitted for Nomination as a Member of the Conservation Commission with a term to expire 5/2025.

7) Steven Vaill (U) is submitted for Nomination as a Member of the Historic Commission with a term to expire 12/2025.

8) Virginia Schultz-Charette (D) is submitted for Nomination as a Member of the Historic Commission with a term to expire in 12/2024.

9) Debra Jablonski (U) is submitted for Nomination as a Member of the Cultural Commission with a term to expire 12/2024.

* The following groups have position openings. Interested candidates are encouraged to apply!
   - Arch. Review Committee - 1 Member Seat and 2 Alternate Seats
   - Conservation Commission - 1 Member Seat
   - Cultural District Commission - 7 Members
   - Economic Development Commission - 3 Alternate Seats
   - Historic Commission - 3 Member Seats
   - Laurel City Commission - 3 Member Seats
   - Inland Wetlands & Watercourses Commission - 1 Member Seat
   - Recreation Board - 2 Member Seats

Item 10  **Unfinished Business** - None

Item 11  **New Business** -

A) 24-05 Consider and Possibly Act on Resolution for EPA/DPH Requirement for Lead Services Regulations

   *This Item was Tabled by unanimous vote.*
B) 24-06 Refunds as recommended by the Collector of Revenue

Motion Statement - "I move that the Board of Selectmen authorize the refunds recommended by the Collector of Revenue in the amount of $200.31."

Motion - Sel. Marino / Second - Sel. Pozzo

Vote to approve - Unanimous (7 - 0)

C) 24-07 Consider and Possibly Act on the amendment of Ordinance 297 to adopt the 2021 International Property Maintenance Code. (first of 3 meetings)

Motion Statement - "I move that the Board of Selectmen formally acknowledge their consideration of the amendment of Chapter 297 of the Town Ordinances and further consider it at the second regular meeting on March 4, 2024 and again consider and adopt at the third regular meeting on March 18, 2024.

Motion - Sel. Lamere / Second - Sel. Pozzo

Vote to approve - Unanimous (7 - 0)

D) Discussion/Possible Action on Celebrations to create a process and budget for Holiday decorations.

Sel. Perez offered a detailed suggestion that the Board work with the Town Manager to establish a designated staff member to manage and oversee Town approved Holiday decorations. Specific responsibilities need to be worked out and agreed upon.

An initial Motion to ask the Town Manager to approve a point person tasked with handling decoration and labor for Holiday events was amended to table until details could be discussed and worked out.

Amended Motion to Table

Motion - Mayor Arcelaschi / Second - Sel. Sedlack

Vote to approve - Unanimous (7 - 0)

E) Discussion/Possible Action to create a Town Policy for Notifications of Tax Liens and Foreclosure Sales.

Sel. Perez requested the Board consider adding additional notification requirements for any sale of Tax Liens and Foreclosure sales. Currently a posting on the Judicial website is the only required notice. Our Tax Collector has added notice in the local newspaper but Sel. Perez felt that a posting of such sales as Legal Notices on the Town website should be mandatory. Sel. Perez agreed to engage the Town Attorney and the new Town Manager for input and guidance to formally put this added level of notification requirement into effect.

**Executive Session**

A) Discussion/Possible Action regarding the sale of 508 Main Street

B) Discussion/Possible Action regarding proposals for Legal Services

C) Discussion/Possible Action regarding the new Town Manager hiring

Motion Statement - "Motion to enter Executive Session at 7:48pm."

Motion - Lamere / Second - Sel. Marino

Vote to approve - Unanimous (7 - 0)

The Board returned from Executive Session at 9:12pm taking the following action.

Motion Statement - "I make a motion to send out an RFP for the Town's Legal Services - Town Attorney"

Motion - Sel. Lamere / Second - Sel. Pozzo

Vote to approve - Yes (3) Lamere / Pozzo / Marino No (4) (Motion fails)
Motion Statement - "I make a motion to table discussion regarding an RFP for 508 Main Street until 30 days after the new Town Manager has been on board."
Motion - Marino / Second - Sel. Pozzo
Vote to approve - Yes (5) / No (1) Sel. Lamere

Item 5  
**Citizens Comments** - None

Item 14  
**Selectmen's Comments and Reports** -
Sel. Perez - Reported on her first meeting at the NW Transit District
Sel. Pozzo - Acknowledged reports from the land Use Dept and asked for more detail from Town Planner.

Item 15  
**Adjournment**
* Motion - Sel. Sedlack / Second - Sel. Lamere
  To adjourn the meeting at 9:21pm
  Vote to approve - Unanimous (7 - 0)

ATTEST:

Glenn Albanesius, Town Clerk

These Minutes are subject to formal approval at the next scheduled meeting. Any amendments, corrections or revisions will be noted in the next Meeting Minutes.
## TOWN OF WINCHESTER - BOARDS & COMMISSIONS

### Action Report to Board of Selectmen

Monday, March 4, 2024

### APPOINTMENT BY "OTHER" APPOINTING AUTHORITIES

(The Board of Selectmen to vote on the Town Manager’s appointment of the following volunteer)

<table>
<thead>
<tr>
<th>Date</th>
<th>Name</th>
<th>Board / Commission / Other</th>
<th>Party</th>
<th>Seat Type - Member / Alternate</th>
<th>Term End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

### RE-APPOINTMENT

(The Board of Selectmen to vote tonight on continued service by the following volunteers)

<table>
<thead>
<tr>
<th>Date</th>
<th>Applicant Name</th>
<th>Board or Commission</th>
<th>Party</th>
<th>Seat Type - Member / Alternate</th>
<th>Term End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

### RESIGNATIONS

(The Board of Selectmen accept the resignations of the following volunteers)

<table>
<thead>
<tr>
<th>Date</th>
<th>Name</th>
<th>Board or Commission</th>
<th>Party</th>
<th>Seat Type - Member / Alternate</th>
<th>Term End Date</th>
</tr>
</thead>
<tbody>
<tr>
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<td></td>
</tr>
</tbody>
</table>

### CONSIDERATION - Step 1

(The Board of Selectmen recognizes their "Application For Consideration" from the following volunteers)

<table>
<thead>
<tr>
<th>Date</th>
<th>Applicant Name</th>
<th>Board or Commission</th>
<th>Party</th>
<th>Seat Type - Member / Alternate</th>
<th>Term End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 4, 2024</td>
<td>Linda Dew</td>
<td>Historic Commission</td>
<td>U</td>
<td>Member</td>
<td>TBD</td>
</tr>
<tr>
<td>March 4, 2024</td>
<td>Victor Dubourg Jr.</td>
<td>Recreation Board</td>
<td>U</td>
<td>Member</td>
<td>4/2027</td>
</tr>
<tr>
<td>March 4, 2024</td>
<td>Lorraine Carbone-Craig</td>
<td>Soldiers Monument Commission</td>
<td>D</td>
<td>Member</td>
<td>6/2025</td>
</tr>
</tbody>
</table>

### NOMINATIONS - Step 2

(The Board of Selectmen place into Nomination the following vetted volunteers)

<table>
<thead>
<tr>
<th>Date</th>
<th>Applicant Name</th>
<th>Board or Commission</th>
<th>Party</th>
<th>Seat Type - Member / Alternate</th>
<th>Term End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 4, 2024</td>
<td>Ryan Horvay</td>
<td>Board of Assessment Appeals</td>
<td>R</td>
<td>Alternate</td>
<td>10/2024</td>
</tr>
<tr>
<td>March 4, 2024</td>
<td>Sheila Sedlack</td>
<td>Historic Commission</td>
<td>D</td>
<td>Member - Co-Historian</td>
<td>TBD</td>
</tr>
</tbody>
</table>

### Appointments - Step 3 (Final)

(The Board of Selectmen will cast a separate vote on each of the following Nominated volunteers)

<table>
<thead>
<tr>
<th>Date</th>
<th>Applicant Name</th>
<th>Board or Commission</th>
<th>Party</th>
<th>Seat Type - Member / Alternate</th>
<th>Term End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 4, 2024</td>
<td>Thomas Carter</td>
<td>Economic Development Commission</td>
<td>D</td>
<td>Alternate</td>
<td>4/2028</td>
</tr>
<tr>
<td>March 4, 2024</td>
<td>Thomas Carter</td>
<td>Conservation Commission</td>
<td>D</td>
<td>Member</td>
<td>5/2025</td>
</tr>
<tr>
<td>March 4, 2024</td>
<td>Stephen Vaill</td>
<td>Historic Commission</td>
<td>U</td>
<td>Member / Co-Historian</td>
<td>12/2025</td>
</tr>
<tr>
<td>March 4, 2024</td>
<td>Virginia Shultz-Charette</td>
<td>Historic Commission</td>
<td>D</td>
<td>Member</td>
<td>12/2024</td>
</tr>
<tr>
<td>March 4, 2024</td>
<td>Debra Jablonski</td>
<td>Cultural Commission</td>
<td>U</td>
<td>Member</td>
<td>12/2024</td>
</tr>
<tr>
<td>Board or Commission</td>
<td>Position</td>
<td>Openings</td>
<td>Meets On</td>
<td>Appointing Authority</td>
<td></td>
</tr>
<tr>
<td>-------------------------------------------</td>
<td>-------------------</td>
<td>---------------------------</td>
<td>---------------------</td>
<td>---------------------------</td>
<td></td>
</tr>
<tr>
<td>Architectural Review Committee</td>
<td>Member / Alternate</td>
<td>1 Member / 3 Alternates</td>
<td>As Needed</td>
<td>Planning &amp; Zoning Commission</td>
<td></td>
</tr>
<tr>
<td>Board of Assessment Appeals</td>
<td>Member / Alternate</td>
<td>1 Alternate (Pending)</td>
<td>As Needed</td>
<td>Board of Selectmen</td>
<td></td>
</tr>
<tr>
<td>Conservation Commission</td>
<td>Member / Alternate</td>
<td>1 Member (Pend) / 2 Alt.</td>
<td>Monthly - 2nd TH</td>
<td>Board of Selectmen</td>
<td></td>
</tr>
<tr>
<td>Cultural District Commission</td>
<td>Member</td>
<td>6</td>
<td>To Be Determined</td>
<td>Board of Selectmen</td>
<td></td>
</tr>
<tr>
<td>Economic Development Commission</td>
<td>Member / Alternate</td>
<td>1 Member (Pend) / 4 Alt.</td>
<td>1st &amp; 3rd Monthly</td>
<td>Board of Selectmen</td>
<td></td>
</tr>
<tr>
<td>Historic Commission</td>
<td>Member</td>
<td>2 (Pending Approval)</td>
<td>To Be Determined</td>
<td>Board of Selectmen</td>
<td></td>
</tr>
<tr>
<td>Laurel City Commission</td>
<td>Regular</td>
<td>3</td>
<td>TBD January - June</td>
<td>Board of Selectmen</td>
<td></td>
</tr>
<tr>
<td>Recreation Board</td>
<td>Member</td>
<td>3 (1) Pending Approval</td>
<td>Monthly - 1st Wed</td>
<td>Board of Selectmen</td>
<td></td>
</tr>
<tr>
<td>Soldiers Monument Commission</td>
<td>Member</td>
<td>1 (Pending Approval)</td>
<td>Monthly - 2nd Thur</td>
<td>Board of Selectmen</td>
<td></td>
</tr>
<tr>
<td>Water &amp; Sewer Commission</td>
<td>Member</td>
<td>1</td>
<td>Monthly - 2nd Tues</td>
<td>Board of Selectmen</td>
<td></td>
</tr>
<tr>
<td>Zoning Board of Appeals</td>
<td>Member / Alternate</td>
<td>1 Alternate</td>
<td>Monthly - 2nd Tues</td>
<td>Board of Selectmen</td>
<td></td>
</tr>
</tbody>
</table>
APPLICATION FOR APPOINTMENT TO A BOARD/COMMISSION
WINCHESTER, CONNECTICUT

338 Main St. Winsted CT 06098  860-379-2213
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:

Town Of Winchester – Historic Commission

NAME:  Linda Dew

ADDRESS:  174 Wallens Street E5

HOME PHONE #:  CELL PHONE #: 860-309-3782  E-MAIL: lindadew0408@gmail.com

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

PRIOR CIVIC INVOLVEMENT:  Winchester Civil Service Commission, Church Committees, NCCC Foundation Liaison

SHORT SYNOPSIS OF EXPERTISE AND/OR INTEREST:
Lifelong resident of Winsted, raised by parents who served the community in many civic capacities. Attended local schools, including NCCC, then served as Ex Assistant to the President at NCCC, during which time I worked closely with local, state and federal officials. Served on the Winchester Civil Service Commission, Numerous Committees at St. Joseph Church, and many college committees including the College Foundation. With deep roots in Winsted, I would like to assist this Commission in encouraging our residents, both young and mature to see Winsted/Winchester as it once was—a vibrant, bustling, hopeful place to live.

Have you contacted any current members or attended any meetings on the Board/Commission that interests you? Spoken briefly with Name: Steven Dew

Signature: Linda Dew  Date: February 16, 2024

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

Please Return To:
Town Clerk
338 Main St.
Winsted CT 06098
APPLICATION FOR APPOINTMENT TO A BOARD/COMMISSION
WINCHESTER, CONNECTICUT

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 most Board/Commission vacancies.

LIST THE BOARD/COMMISSION YOU ARE INTERESTED IN SERVING:

NAME: Lorraine L. Carbone-Craig
ADDRESS: 200 Cole Street, Winsted, CT 06098
          860-379-1188  860-484-9655
HOME PHONE #:  CELL PHONE #:  E-MAIL: lcv654@comcast.net
ARE YOU A REGISTERED VOTER IN THE TOWN OF WINCHESTER? Yes DEM
PRIOR CIVIC INVOLVEMENT:  W

SHORT SYNOPSIS OF EXPERTISE AND/OR INTEREST: Winsted and surrounding Towns history, gardener.

Have you contacted any current members or attended any meetings on the Board/Commission that interests you? Not yet Name: Steve Nov

Signature: Lorraine L. Carbone-Craig  Date: 02-27-2014

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@townofwinsted.org
APPLICATION FOR APPOINTMENT TO A BOARD/COMMISSION
WINCHESTER, CONNECTICUT

338 Main St. Winsted CT 06098 860 379-2713
www.townofwinsted.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 most Board/Commission vacancies.

LIST THE BOARD/COMMISSION YOU ARE INTERESTED IN SERVING:

Recreation Board

NAME: Victor J Dubourg Jr

ADDRESS: 149 Moore ave Winsted, CT 06098

HOME PHONE #: CELL PHONE #: 860-601-5088 E-MAIL: Vdubourg@townofwinsted.org

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

PRIOR CIVIC INVOLVEMENT: none

SHORT SYNOPSIS OF EXPERTISE AND/OR INTEREST:

see attached document.

Have you contacted any current members or attended any meetings on the Board/Commission that interests you? Yes

Name: Diane Ransom, Tanya Risucci

Signature: ___________________________ Date: 2/7/2024

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@townofwinsted.org

FEB 28 2024
TOWN CLERK OF WINCHESTER
WINSTED, CT
BOARD OF SELECTMEN ACTION REQUEST

No.: 24-07a                                      Date: March 04, 2024

**Topic:** Unfinished Business (A) – Amendments to Chapter 297 of the Town Ordinances (2nd Meeting of 3)

**From:** Robert Geiger, Town Manager

**Background:** The Town of Winchester’s ordinance 297 was adopted in 2009 and follows the 2006 Internation Property Maintenance Code. We would like to update our codes to follow the 2021 International Maintenance Code and update our ordinance to the current building codes.

**Requested Action:**
I ask that the Board of Selectmen please consider amending ordinance 297 to reflect the 2021 International Property Maintenance Code. This will be the second of three meetings required for this change to occur.

**Fiscal Implications:** None.

**Recommended Motion:** “I move that the Board of Selectmen formally acknowledge their consideration of the amendment of Chapter 297 of the Town Ordinances at this the second regular meeting and again consider and adopt at the third regular meeting on March 18, 2024.”

**Attachments:**
- Draft ordinance & current ordinance.
- Recommendation letter from the Building Official
2/7/2024

Winchester Town Manager
Winchester Board of Selectman.

Mr. Geiger, Mayor Arcelaschi and Honorable Select Women and Men,

I am writing to request that the Town of Winchester amends ordinance 297 to adopt the 2021 International Property Maintenance Code and the associated amendments to replace the existing 2006 International Property Maintenance Code. I have reviewed the 2021 code and amendments and recommend that they be adopted.

If I can assist further, please contact my office.

Best Regards,

William Pietrefase
Building Official
ARTICLE II
Property Maintenance Code
[Adopted by the Board of Selectmen 3-1-1999; amended 2-17-2009 (§ 124 of the prior compilation)]

§ 297-6. Adoption of Property Maintenance Code.

A certain document, three copies of which are on file in the office of the Town Clerk of the Town of Winchester, being marked and designated as the "International Property Maintenance Code, 2006 Edition" as published by the International Code Council, is hereby adopted as the Property Maintenance Code of the Town of Winchester, in the State of Connecticut, for regulating and governing the conditions and maintenance of all property, buildings and structures as herein provided; and each and all of the regulations of the International Property Maintenance Code, 2006 Edition, and as amended, are hereby referred to, adopted and made a part hereof, as if fully set out in this article, with the additions, insertions, deletions and changes prescribed in § 297-8 of this article.

§ 297-7. Savings clause.

Nothing in this article or in the International Property Maintenance Code hereby adopted shall be construed to affect any suit or proceeding pending in any court, or any rights acquitted, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed by this article; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this article.

§ 297-8. Amendments to code.

The International Property Maintenance Code is amended and revised in the following respects:

A. (Amend) 101.1 Title. These regulations shall be known as the Property Maintenance Code of the Town of Winchester, herein referred to as "this code."

B. (Amend) 102.3 Application of other Codes. Repairs, additions or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of the Connecticut State Building Codes, and the Connecticut State Fire Codes. Nothing in this code shall be construed to cancel, modify or set aside any provision of the Winchester Zoning Regulations.1

C. (Amend) Section 103 DIVISION OF PROPERTY MAINTENANCE.

(Amend) 103.1 General. The Division of Property Maintenance Inspection shall be part of the Town of Winchester's Building Department.

D. (Amend) 302.4 Weeds. All premises and exterior property shall be maintained free from weeds or plant growth in excess of 12 inches in height. All noxious weeds shall be prohibited. "Weeds" shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs; provided, however, this term shall not include cultivated flowers and gardens.

1. Editor's Note: See Ch. 415, Zoning Regulations.
E. (Amend) **304.14 Insect Screens.** Every door, window and other outside opening required for ventilation of habitable rooms shall be supplied with an approved, tightly fitting screen.

§ 297-9. **Penalties for offenses.**

Any person, firm or corporation who violates this article shall, on conviction thereof, be deemed guilty of a misdemeanor and shall be punished by a fine of not more than $100.
ARTICLE II
Property Maintenance Code
[Adopted by the Board of Selectmen 3-1-1999; amended 2-17-2009 (§ 124 of the prior compilation)]

§ 297-6. Adoption of Property Maintenance Code.

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Nothing in this article or in the International Property Maintenance Code hereby adopted shall be construed to affect any suit or proceeding pending in any court, or any rights acquitted, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed by this article; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this article.

§ 297-8. Amendments to code.

The International Property Maintenance Code is amended and revised in the following respects:

A. (Amend) 101.1 Title. These regulations shall be known as the Property Maintenance Code of the Town of Winchester, herein referred to as "this code."

B. (Amend) 102.3 Application of other Codes. Repairs, additions or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of the Connecticut State Building Codes, and the Connecticut State Fire Codes. Nothing in this code shall be construed to cancel, modify or set aside any provision of the Winchester Zoning Regulations.¹

C. (Amend) Section 103 DIVISION OF PROPERTY MAINTENANCE.

(Amend) 103.1 General. The Division of Property Maintenance Inspection shall be part of the Town of Winchester’s Building Department.

D. (Amend) 302.4 Weeds. All premises and exterior property shall be maintained free from weeds or plant growth in excess of 12 inches in height. All noxious weeds shall be prohibited. "Weeds" shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs; provided, however, this term shall not include cultivated flowers and gardens.

¹ Editor’s Note: See Ch. 415, Zoning Regulations.
E. (Amend) **304.14 Insect Screens.** Every door, window and other outside opening required for ventilation of habitable rooms shall be supplied with an approved, tightly fitting screen.

F. (Amend) **602.2 Residential Occupancies.** Dwellings shall be provided with heating facilities capable of maintaining a room temperature of 65 F degrees in all habitable rooms, bathrooms, and toilet rooms. Cooking appliances shall not be used, nor shall portable unvented fuel-burning space heaters be used as a means to provide required heating. The installation of one or more portable space heaters shall not be used to achieve compliance with this section.

G. (Amend) **602.3 Heat Supply.** Every owner and operator of any building who rents, leases, or lets one or more dwelling units or sleeping units on terms, either expressed or implied to furnish heat to the occupants thereof shall supply heat to maintain a minimum temperature of 65 F degrees in all habitable rooms, bathrooms, and toilet rooms.

H. (Amend) **Chapter 7 Fire Safety Requirements.** Chapter 7 is deleted except for Section 701.

(Amend) **701.1 Scope.** The Connecticut State Fire Safety Code, Connecticut State Fire Prevention Code, and Connecticut State Building Code shall govern the minimum conditions and standards for fire safety relating to structures and exterior premises, including fire safety facilities and equipment to be provided.

§ 297-9. **Penalties for offenses.**

Any person, firm or corporation who violates this article shall, on conviction thereof, be deemed guilty of a misdemeanor and shall be punished by a fine of not more than $100.
BOARD OF SELECTMEN ACTION REQUEST

No.: 24-05  Date: March 04, 2024

Topic: New Business (A)- Consideration and approval of Resolution for EPA/DPH Requirement for Lead Service Line Regulations (with attachments)

From: Robert Geiger, Town Manager

Background: As indicated in the attached resolution, the Water Sewer Commission has been informed by the CT Department of Health that a lead service line inventory and lead service line replacement plan must be completed prior to October 2024. The Water Sewer Commission hopes to Finance this project by borrowing from the CT Department of Public Health Drinking Water Revolving Fund (DWSRF) with up to 75% forgiveness.

Requested Action: The Board of Selectmen is asked to approve the proposed resolution for the EPA/DPH Lead Service Line Regulations for the appropriation and authorization of bonds and notes in the amount not to exceed $400,000.00, calling for a Town Meeting and setting a date for a referendum.

Manager's Recommendation: I recommend that the Board of Selectmen approve the resolution to address the EPA/DPH requirement for Lead Service Line Regulations in accordance with the Town Charter and Connecticut State Statutes.

Recommended Motion: I move that the Board of Selectmen approve the resolution providing appropriation and authorization of bonds and notes in the amount not to exceed $400,000.00, calling for a Town Meeting and setting a date for a referendum.

Attachments
Resolution
PUBLIC WORKS DEPARTMENT
TOWN OF WINCHESTER
189 Rowley Street
Winsted, CT 06098
Phone (860) 379-4101 Fax: (860) 738-3509

A Resolution of the Town of Winchester Water Sewer Commission to Address EPA/DPH Requirement for Lead Service Line Regulations

WHEREAS, the Town of Winchester Water Sewer Commission (the "Commission") has been informed by the CT Department of Health that a lead service line inventory and lead service line replacement plan must be completed prior to October, 2024;

WHEREAS, the Commission wishes to finance the Projects by a borrowing from the Connecticut Department of Public Health Drinking Water State Revolving Fund (DWSRF);

WHEREAS, the DWSRF has offered a financing package with an upto 75% subsidy of the total project costs; and

WHEREAS, such borrowing must be duly authorized by the Board of Selectmen in accordance with Town Charter and Connecticut State Statutes.

NOW THEREFORE, BE IT RESOLVED:

Section 1. That the Board of Selectman is hereby requested to approve a resolution providing for an appropriation and authorization of bonds and notes in an amount not to exceed $400,000, calling for a Town Meeting and setting a date for a referendum.

Section 2. That the Commission requests that the date for the proposed referendum be set to coincide with the Annual Town Budget Referendum.

Section 3. That the Commission requests that the Board of Selectmen authorize the Town Manager to engage Bond Counsel, Financial Advisors, Town Attorney, other individuals and/or organizations deemed appropriate to prepare required documentation and conduct the referendum in accordance with the Town of Winchester Charter and Connecticut State Statutes.

Duly approved this __ day of ________________, 2024.

Signed by: ____________________________

Printed Name: ____________________________

Title: Chairman
BOARD OF SELECTMEN ACTION REQUEST

No.: 24-08

Date: March 04, 2024

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

From: Robert Geiger, Town Manager

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

Section 914.
INTRA-DEPARTMENTAL TRANSFER OF APPROPRIATIONS Upon the request of the Manager, but only within the last three (3) months of the fiscal year, the Board of Selectmen may, by resolution, transfer any unencumbered appropriation, balance, or portion thereof, from one department, commission, board, or office to another. No transfer shall be made from any appropriation for debt service and other statutory charges. Notwithstanding the above, no transfer shall be made from any appropriation for an uncompleted capital improvement or from a department sinking fund without approval of the Town acting by referendum.

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

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

Fiscal Implications:

<table>
<thead>
<tr>
<th>FROM:</th>
<th>Police (210)</th>
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<tbody>
<tr>
<td>Line</td>
<td>Description</td>
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<tr>
<td>210-192-0014</td>
<td>Training Activities</td>
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</table>

<table>
<thead>
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<th>TO:</th>
<th>Police (210)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Line</td>
<td>Description</td>
</tr>
<tr>
<td>210-811-0010</td>
<td>Training and Education</td>
</tr>
<tr>
<td>210-814-0000</td>
<td>Membership, Dues and Subscriptions</td>
</tr>
<tr>
<td>Total</td>
<td></td>
</tr>
</tbody>
</table>

Recommended Motion: I move that the Board of Selectmen approve the line-item transfer of $10,500.00 from (210-192-0014) Training Activities to $10,000.00 (210-811-0010) Training and Education and $500.00 (210-814-0000) Membership, Dues & Subscriptions.

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

Fiscal Implications: none
FUND TRANSFERS - TOWN OF WINCHESTER

Date prepared: 2/26/2024

1. DEPARTMENT REQUESTING TRANSFER

2. TOTAL AMOUNT & FISCAL YEAR OF TRANSFER

<table>
<thead>
<tr>
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<th>Fund: DEPT#</th>
<th>OBJECT#</th>
<th>OBJECT#</th>
<th>AMOUNTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Training Activities</td>
<td>1 210 192</td>
<td>0014</td>
<td>$10,500</td>
<td></td>
</tr>
<tr>
<td></td>
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<table>
<thead>
<tr>
<th>ACCOUNT(S) TRANSFERRED TO:</th>
<th>DEPT#</th>
<th>OBJECT#</th>
<th>OBJECT#</th>
<th>AMOUNTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Training and Education</td>
<td>1 210</td>
<td>811</td>
<td>0010</td>
<td>$10,000</td>
</tr>
<tr>
<td>Membership, Dues, and Subscriptions</td>
<td>1 210</td>
<td>814</td>
<td>0000</td>
<td>$500</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Total</td>
</tr>
</tbody>
</table>

3. REASON FOR REQUEST AND HOW SOURCE ACCOUNT CAN WITHSTAND TRANSFER:
(ANTICIPATED ITEMIZED EXPENDITURE WHICH REQUIRES INCREASE FUNDING)

Training and education was underbudgeted in FY 2024. Two recruits were sent to the academy. Change in administrative staffing introduced new contractually-obligated memberships.

4. REQUESTING DEPARTMENT HEAD SIGNATURE:

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

6. TOWN MANAGER’S APPROVAL AND RECOMMENDATION:
(PER SECTIONS 914 AND 915 OF TOWN CHARTER) FURTHER COMMENTS:

7. DATE SUBMITTED TO BOARD OF SELECTMEN

8. DATE APPROVED BY BOARD OF SELECTMEN

CC: Town Manager, Director of Finance, Purchasing Director, Department Requesting Fund Transfer
BOARD OF SELECTMEN ACTION REQUEST

No.: 24-09

Date: March 04, 2024

Topic: New Business (C) – Police Boat Bid Waiver Request

From: Robert Geiger, Town Manager

Background: The police department requests permission to contract with DinghyPro of Centerbrook Connecticut for the purchase of an INMAR brand 600R-PT (20’2") Patrol Series (Rigid Hull) Inflatable Boat w/ Suzuki 115hp and trailer. This boat will replace our current boat which is thirty-three years old. Sergeant Kevin Kinahan has worked with this local vendor who said it can be made available within 30 days or order. The possibility exists that we may be able to trade-in our current boat as part of the sale with DinghyPro and conversations are continuing. Without a trade-in the quoted price is $50,795.00 and funds are available in the Tiffany Thompson Donation Fund account# 15-210-001-0000-0000-210-000-0000.

Requested Action: We ask that the Board waive the bid process and give the Town Manager the authority to purchase the police boat from DinghyPro.

Fiscal Implications: Funds for this purchase are allocated in the FY24 budget.

Recommended Motion: “I move that the Board of Selectmen authorize a waiver of the requirement to bid for the new Police Boat and allow the purchase from DinghyPro in the amount of $50,795.00.

Attachments: Bid Waiver Request Letter, Quote from dealership
Date: February 28, 2024

To: Robert Geiger, Interim Town Manager

From: Chief Christopher C. Ciuci

Subject: Bid waiver – Board of Selectman Meeting 03/04/2024

**Summary of Agenda Item:**

The police department requests permission to contract with DinghyPro of Centerbrook Connecticut for the purchase of an INMAR brand 600R-PT (20'2'') Patrol Series (Rigid Hull) Inflatable Boat w/ Suzuki 115hp and trailer. This boat will replace our current boat which is thirty-three years old. Sergeant Kevin Kinahan has worked with this local vendor who said it can be made available within 30 days or order.

The possibility exists that we may be able to trade-in our current boat as part of the sale with DinghyPro and conversations are continuing. Without a trade-in the quoted price is $50,795.00 and funds are available in the Tiffany Thompson Donation Fund account # 15-210-001-0000-0000.

**Action Needed:**

Move to waive the Town’s bidding procedures and approve issuing a purchase order in an amount not to exceed $50,795.00, to DinghyPro for the purchase of a INMAR brand 600R-PT (20'2'') Patrol Series (Rigid Hull) Inflatable Boat w/ Suzuki 115hp & trailer.

**Attachments: (2)**
Quote
Manufacturer’s Product Description

Prepared By:

Christopher C. Ciuci
Chief of Police
**QUOTE**

**DinghyPro**

35 Industrial Park road  
Building 10 C  
Centerbrook CT 06409  
860-388-7313  
[dinghyproct@gmail.com](mailto:dinghyproct@gmail.com)

**SOLD TO**

Winchester PD  
Ph: 860-379-2721

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inmar 600 R Rib, 20'4&quot; Long, 22.5&quot; Diameter Gray Hypalon tubes,</td>
<td>$42,950.00</td>
</tr>
<tr>
<td>8'6&quot; Beam, Hull Weight 650 Lbs, 30 Gallon Fuel Tank</td>
<td></td>
</tr>
<tr>
<td><strong>Serial Number TBD</strong></td>
<td></td>
</tr>
<tr>
<td>Include: T-Top, Dual Battery Bank, VHF Radio</td>
<td></td>
</tr>
<tr>
<td>LED Navigation Lighting, and Hydraulic Steering</td>
<td></td>
</tr>
<tr>
<td>Led lights - 2 pari on T Top - 2 forward facing, 2 aft facing</td>
<td>$850.00</td>
</tr>
<tr>
<td>Suzuki 115hp Four stroke 115 hp outboard, 20&quot; shaft</td>
<td>$0.00</td>
</tr>
<tr>
<td>Power trim and tilt, remote steering, 350 lbs.</td>
<td></td>
</tr>
<tr>
<td><strong>Serial Number TBD</strong></td>
<td></td>
</tr>
<tr>
<td>Loadrite 55-AC183100102TB1 Aluminum Bunk Trailer</td>
<td>$3,995.00</td>
</tr>
<tr>
<td>3100 Lb. capacity, 14&quot; wheels</td>
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</tr>
<tr>
<td><strong>Serial Number TBD</strong></td>
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<tr>
<td>Freight In</td>
<td>$3,000.00</td>
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<tr>
<td>CT Sales tax 2.99% -waived if out of state</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

**TOTAL DUE**  
$50,795.00
**MODEL COLORS**

- **ORCA**

**SPECIFICATIONS**

- Weight capacity: 10 persons / 3,898 lbs.
- Max HP: 150 hp / 475 lbs / Long shaft (20")
- Dry weight: 1,450 lbs.
- Fabric: Hypalon
- Hull: Fiberglass
- Factory warranty: 5 years recreational / 2 year commercial

**# FEATURES**

1. Bow locker
2. Inflation and over inflation valves
3. Bow lifting eyes
4. Tube handles
5. Non skid floor
6. Dive patch port/starboard
7. Transom lifting eyes
8. Fuel tank recess deck

**# FEATURES**

9. Transom eyes
10. Scupper deck drain & plug
11. Hull garboard drain
12. HD double rub strake
13. Tube lifelines
14. Bow eye
15. Bow D-rings
16. Keel strip
STANDARD FEATURES:

- VHF 25watt Radio
- Lowrance - GPS / Chartplotter / Fishfinder Combo
- T-Top 2" Aluminum Tube, Sunbrella cover (Black)
- 115hp Suzuki 4-stroke (Lean Burn) 40+ mph Speeds
- Dual Battery Bank - Group 24 batteries w/isolator switch
- Stainless 3-Blade Propeller
- L.E.D. Navigation Lighting

OPTIONAL EQUIPMENT:

- L.E.D. Navigational Lighting
- Stainless 3-Blade Propeller
- Lowrance - GPS / Chartplotter / Fish-finder Combo
- Aluminum single axle trailer - Heavy Duty
- Galvanized Single axle trailer
BOARD OF SELECTMEN ACTION REQUEST

No.: 24-10 Date: March 04, 2024

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

From: Robert Geiger, Town Manager

Background: The Town Collector of Revenue has recommended that the refunds described in the attached correspondence be authorized in accordance with Connecticut General Statutes Section 12-129.

Requested Action: The Board of Selectmen should authorize the Town Manager to approve the described refunds.

Fiscal Implications: The described refunds total $6,751.89

Manager's Recommendation: I recommend that the Board of Selectmen authorize the refunds recommended by the Collector of Revenue.

Recommended Motion: I move that the Board of Selectmen authorize the refunds recommended by the Collector of Revenue in the amount of $6,751.89.

Attachment:
- Grand List 2021 Refunds
- Grand List 2022 Refunds
The attached list represents taxes that have been corrected by authority of the provision of Section 12-129 of the General Statutes, and by the Assessor or Public Works Director of the Town of Winchester. The taxes/water and/or sewer amounts shown below have been paid and requests received for refunds of the same.

<table>
<thead>
<tr>
<th>LIST #/GL YR</th>
<th>TAX TYPE</th>
<th>TAXPAYER</th>
<th>AMOUNT OF REFUND/REASON</th>
</tr>
</thead>
<tbody>
<tr>
<td>59929</td>
<td>MV</td>
<td>LOUISVILLE PPC</td>
<td>C OF C</td>
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<tr>
<td>54378</td>
<td>MV</td>
<td>WILLIAM</td>
<td>OVERPAYMENT</td>
</tr>
<tr>
<td>54546</td>
<td>MV</td>
<td>PO BOX 901098</td>
<td>C OF C</td>
</tr>
<tr>
<td>54555</td>
<td>MV</td>
<td>PO BOX 901098</td>
<td>C OF C</td>
</tr>
<tr>
<td>54635</td>
<td>MV</td>
<td>PO BOX 901098</td>
<td>C OF C</td>
</tr>
<tr>
<td>59515</td>
<td>MV</td>
<td>RUSSELL</td>
<td>C OF C</td>
</tr>
<tr>
<td>59691</td>
<td>MV</td>
<td>525 FELLOWSHIP RD SUITE 330</td>
<td>C OF C</td>
</tr>
</tbody>
</table>

**MV TOTAL REFUNDS BY TYPE**

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<thead>
<tr>
<th>TOTAL REFUNDS BY TYPE</th>
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<tbody>
<tr>
<td>491613</td>
<td>$80.54</td>
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<tr>
<td>492156</td>
<td>$89.33</td>
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</table>

**PP TOTAL REFUNDS BY TYPE**

<table>
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<tr>
<th>TOTAL REFUNDS BY TYPE</th>
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<tbody>
<tr>
<td>2449</td>
<td>$1,533.26</td>
</tr>
</tbody>
</table>

It is recommended that refunds in the amount as stated above be made to the taxpayers listed, in accordance with the provisions of said General Statutes, Section 12-129.

2/29/2024

Date of Report

Ashley Kelsey, Collector of Revenue

APPROVED FOR PAYMENT:

DATED: Town Manager

I have received from Town Accountant the above checks to cover the refunds as stated above.

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

<table>
<thead>
<tr>
<th>LIST #/GL YR</th>
<th>TAX TYPE</th>
<th>TAXPAYER</th>
<th>AMOUNT OF REFUND/REASON</th>
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</thead>
<tbody>
<tr>
<td>4579</td>
<td>RE</td>
<td>DIMAURO JOHN JR.</td>
<td>$1,578.52</td>
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<td></td>
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<td>81 BENTON ST</td>
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<tr>
<td></td>
<td></td>
<td>WINSTED, CT 06098</td>
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<tr>
<td>2023</td>
<td>RE</td>
<td>THOMAS</td>
<td>$434.12</td>
</tr>
<tr>
<td></td>
<td>GORSKI</td>
<td>159 W WAKEFIELD BLVD</td>
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<td></td>
<td>WINSTED, CT 06098</td>
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<tr>
<td>2046</td>
<td>RE</td>
<td>THOMAS</td>
<td>$14.78</td>
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<td>GORSKI</td>
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<td>3660</td>
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<td>$18.47</td>
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<tr>
<td>529</td>
<td>RE</td>
<td>TAMMINEN CRAIG</td>
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<td></td>
<td>TAMMINEN</td>
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<td>WINSTED, CT 06098</td>
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<table>
<thead>
<tr>
<th>RE</th>
<th>TOTAL REFUNDS BY TYPE</th>
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<tbody>
<tr>
<td></td>
<td>NUMBER OF REFUNDS</td>
<td>15</td>
</tr>
<tr>
<td></td>
<td>TOTAL REFUNDS</td>
<td>$6,751.89</td>
</tr>
</tbody>
</table>

It is recommended that refunds in the amount as stated above be made to the taxpayers listed, in accordance with the provisions of said General Statutes, Section 12-129.

2/29/2024

Date of Report

Ashley Kelsey, Collector of Revenue

APPROVED FOR PAYMENT:

DATED: ____________________

Town Manager

I have received from Town Accountant the above checks to cover the refunds as stated above.

Date: ____________________

Collector of Revenue
BOARD OF SELECTMEN ACTION REQUEST

No.: 24-11

Date: March 04, 2024

Topic: New Business (F) – Change of Ordinance regarding Historical Commission (1st Meeting of 3).

From: Robert Geiger, Town Manager

Background: The Town of Winchester recently added an ordinance creating a Historical Commission. I am requesting a change to this ordinance with regards to the Town Historian’s position with the Historic Commission. I would ask the Board of Selectmen to put forward this amendment to the Historical Commission ordinance. This would be the first of 3 meetings.

Requested Action: I ask that the Board of Selectmen please consider adopting the proposed ordinance change (attached) to the historian positions and role in this commission. If the Board is in favor of such action, it could adopt the proposed ordinance at the 3rd meeting. This ordinance would need to be considered again at the March 18, 2024 meeting. Final adoption could take place on April 01, 2024, meeting.

Fiscal Implications: Such a change to the ordinance of this Commission would have no cost associated with its operations.

Recommended Motion: “I move that the Board of Selectmen consider the change to the ordinance regarding the Historian position(s) and role on the ‘Historical Commission,’ to be effective after the 3rd meeting as provided by the Town Charter.”

Attachments: Draft Ordinance
§ 50-3. Membership; terms; vacancies; Municipal Historian.

A. Said Commission shall consist of up to seven 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' terms expire 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 C.G.S. § 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.
§ 50-3. Membership; terms; vacancies; Municipal Historian.

A. Said Commission shall consist of up to seven 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' terms expire 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 C.G.S. § 7-148(e)(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.

B. Honorary Town Historian position; advisory to the Historic Commission

Be it ordained by the body of the Town of Winchester – Historic Commission:

SECTION I: PURPOSE
1) Pursuant to Section 7-148(c)(5)(d) of the Connecticut General Statutes, Town Historian(s) shall be appointed to promote a knowledge, appreciation, and dissemination of Town history.

SECTION II: QUALIFICATIONS
1) Town Historian(s) shall be a legal resident and elector of the Town
2) Town Historian(s) shall be qualified by a knowledge of Town history as well as general state and American history, by a knowledge of historical research, and by good writing and speaking skills.

SECTION III: TERM OF OFFICE & METHOD OF APPOINTMENT
1) Town Historian(s) shall be appointed to a term of three years by the Board of Selectmen. The same person may be reappointed for additional terms.
2) A vacancy in the position of Town Historian shall be appointed by the Historic Commission and confirmation by the Board of Selectmen for the unexpired portion of the term vacated.

SECTION IV: DUTIES & RESPONSIBILITIES:
1) Town Historian(s) shall promote an awareness of and an appreciation for the Town’s history by the following methods: through research, writing, and public speaking; through publications, projects, exhibits, displays, celebrations; and commemorations; through the maintenance of plaques, markers, and monuments; and through the preparation of classroom aids, guides,
workshops, and training in assisting the Historic Commission.
2) Town Historian(s) shall advise the Town government on historical issues and subjects, including historical objects, structures, sites, districts, preservation, and National Register properties.
3) Town Historian(s) shall serve as a liaison among the Town’s museums, libraries, and historical organizations, and with similar outside groups, to encourage historical coordination, cooperation, and resource-sharing, as well as maintaining a reference library of historical information and serving as a central referral point for informational inquiries in assisting the Historic Commission.

Town Historian shall serve without compensation.

**Expenditure of public funds.**
No person shall have the right to expend any public funds of the Town in carrying out any activity authorized by this article without prior approval by the Board of Selectmen, nor shall any person have the right to bind the Town by contract, agreement or otherwise without prior approval of the Town Council.

**Construal with other legislation.**
This article shall not be construed to conflict with any federal or state statutes, the Charter, rules, regulations, or Town ordinances.
NOTICE OF INTENT TO AMEND BYLAWS/ORDINANCES
TOWN OF WINCHESTER, CT

It is the intent of the Board of Selectmen of the Town of Winchester, Connecticut, to amend Ordinance # 50 – Historical Commission. The first of three meetings to be held on March 04, 2024, on this amendment and the second meeting for consideration on this ordinance amendment was held at the Board of Selectmen’s meeting on March 18, 2024, at 7:00 pm and the third meeting will take place on April 01, 2024. This meeting will be held in the P. Francis Hicks room at the Winsted Town Hall, 338 Main Street, Winsted, CT.

Attn.: Town of Winchester Website-Legal Notices
Listed below you will find a list of program and services that were provided by the Winsted Senior Center during January 2024. If you have any questions, please email me at jkelley@townofwinsted.org.

**January 2024**

**Finances:**
- **Budget:** $203,045.00
- **YTD Expended:** $122,400.13
- **Percentage Spent:** 60.3%

**Arts and Crafts Class:** 16 members participated in the finger knitting class.

**Building Update:** Gathering quotes to repair drainage and mold issues in the lower-level space.

**Celebrations:** 68 members attended our New Year’s Lunch including pizza, salad and special BINGO games.

**Drumming Circle:** 29 members participated in three classes.

**Fitness Classes:** 196 members participated in 31 classes.

**Friday BINGO:** 56 people attended our weekly Friday afternoon games on 3 afternoons.

**Friendly Hands Food Bags:** Bags were not distributed in January.

**Healthy Cooking Classes:** 7 members participated in our monthly class.

**Lunches Served:** 476 lunches were served on 21 days.

**Membership:** 370 older adults age 55+ have paid dues or are lifetime members this year.

**Senior Center Van:** 226 rides were provided on 18 days.

**Special Programs:** 15 members attended “Communicate Your Wishes” information session by Attorney Ellen Marino.

**Trips:** We did not have any out-of-Town trips in January.

**Update:** Director attended FitTogether Community Wide meeting, NW Community Bank Grant Recipients Gala, AgeWell Collaborative Zoom, NCOA Nutrition Zoom, Town Safety Committee, Winchester Housing board meeting, AARP Building Healthier Communities Zoom, and CHWC board meeting.

Respectfully,

Jennifer Kelley