

Town of Winchester

Board of Selectmen - Regular Meeting

Tuesday February 17, 2026

Winchester Town Hall - Hicks Room

Noticed in Town Clerks Office and on Towns Website

Item 1 **Call to Order**

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

Attending Members	Todd Arcelaschi (Mayor)	Cheryl Heffernan McGlynn (Selectwoman)
	Paul Marino (Selectman)	William Pozzo (Selectman)
	Troy Lamere (Selectman)	William Hester (Selectman)

Excused Absent Kevin Bishop (Selectman)

Staff Members Paul Harrington (Town Manager)
Glenn Albanesius (Town Clerk)

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

Item 3 **Agenda Review** - Town Manager Harrington requested that discussion regarding a "Recording Secretary" be added as (B) to Item10 - Unfinished Business (Establishment of a Charter Revision Commission)
Motion - Sel. Hester / Second - Sel. Lamere
Vote to approve - Unanimous (6 - 0)

Item 4 **Approval of Minutes**

* Minutes of Regular Meeting on February 2 , 2026
Motion - Sel. Lamere / Second - Sel. Heffernan McGlynn
Vote to approve - Unanimous (6 - 0)

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

* Jay Case - Spoke at length regarding State funding for local education
* John Herman - Asked for consideration to serve on the Charter Revisions Commission

Item 6 **Town Manager's Report** - Town Manager Paul Harrington reported on the following topics.

* Winsted's application to the State for implementation of a Speed Camera Program has been submitted to the DOT. Our consultant and project partner reported that a "first pass" review was initiated with 24 hours of our submission. Any questions that arise will be addressed promptly as we work to keep this important initiative in motion.

* Recent COG (NW Council of Governments) meetings have focused on recently passed State housing regulations. Efforts to spend additional monies that had been allocated to the COG for Municipal Solid Waste discussions and initiatives were questioned by Mayor Arcelaschi and Town Manager Harrington as misdirected given the importance of several other more pressing topics.

* Winsted's Restaurant Week is gearing up for a March 4th start. The event starts off at the Little Red Barn Brewery and participating restaurants will be promoting food samplings along with diversified menu's.

* FY27 Budget development efforts remain the focus of department heads and the Finance team. March 6th has been targeted to have all savings strategies engaged and corresponding numbers compiled. The Town Manager will have his formal budget recommendation to the BOS by March March 15th.

- * The Audit for FY2025 is completed and submitted to King and King Associates for final analysis. Ann Marie and her Finance team have done an exemplary job with this critical annual inspection of the Towns financial activities.
- * The Town is soliciting for a new Payroll System with bids due by February 20th.
- * Recent CCM (CT Conference of Municipalities) meetings yielded an appeal to the State to modernize it's Education Cost Sharing funding formula. Paul has also directly written to Governor Lamont asking for additional aid in hopes of providing some minimal relief to local taxpayers.
- * Anyone planning construction projects this Spring and Summer are encouraged to submit their Building Permit applications as soon as possible to avoid the typical rush that tends to happen this time each year.

Item 7 **Finance Director's Report** - Ann Marie Rheault's report is as follows.

Revenues	Current FY - (YTD)		Last FY	
	Amount	%	Amount	%
Current Property Taxes	\$27,575,654.00	94.47	\$28,884,620.00	94.65
MV Supplemental	\$187,683.00	53.62	\$192,733.00	85.66
Past Due Taxes	\$252,050.00	72.01	\$235,260.00	39.21
Total Revenues	\$34,002,353.00	82.9	\$31,836,736.00	78.02
Expenditures	\$25,027,353.00	61.02	\$23,527,781.00	57.66
Municipal Aid	\$1,955,998.00	Education Cost Sharing		
Cash Flow	\$22,634,279.00	GF as of December 31, 2025		
Investments	\$458,576.00	NWCB SWEEP		
	\$2,622,426.00	STIF (State Investment Fund)		
	\$15,984,275.00	NWCB Money Market (9127)		
	\$19,065,277.00	Total		
Capital Expenses - Nov 25	\$66,127.00	Annual Police Vehicle Replacement		
	\$0.00	Annual Road Maintenance		
	\$13,500.00	Retaining Wall - East Wakefield		
	\$1,899.00	Price Road (Mill and Pave)		
	\$473,527.00	Wahnee Road (BOND)		
	\$54,814.00	West Wakefield Blvd Drainage (BOND)		
	\$5,000.00	Holland Beach Parking Lot Improvement		
	\$3,500.00	Senior Center Mechanical Repairs		

Item 8 **Correspondence** - None

Item 9 **Boards and Commissions** -

- * Lynn Skokan (D) is submitted for approval to an Member seat on the Historic Commission with a term to expire March 2031.
- Motion - Sel. Heffernan McGlynn / Second - Sel. Hester
- Vote to approve - Unanimous (6 - 0)

Item 10

Unfinished Business -

A) *Form Charter Revision Commission*

The following Motion Statement was read.

"I move that, pursuant to **Section 7-188 of the Connecticut General Statutes** and the Winchester Town Charter, the Board of Selectmen hereby establishes a Charter Revision Commission for the purpose of reviewing and proposing amendments to the Winchester Town Charter.

1. Charge to the Commission

In accordance with **Connecticut General Statutes §§ 7-188 through 7-191**, the Charter Revision Commission is charged with examining, studying, and making recommendations regarding the following proposed areas of revision.

A. Town Clerk – Transition from Elected to Appointed Position

To review and propose amendments, consistent with **CGS §§ 7-148(c)(2) and 7-193**, to convert the Town Clerk from an elected office to an appointed administrative position under the authority of the Town Manager, subject to confirmation by the Board of Selectmen, including:

- *Repeal of election language
- *Establishment of appointment and qualification standards
- *Definition of reporting structure and employment conditions
- *Appropriate transitional provisions

B. Four-Year Terms for the Board of Selectmen

To review and propose amendments extending the term of office for members of the Board of Selectmen from two (2) years to four (4) years, as authorized under CGS § 7-193(a)(2), including:

- *Implementation timing
- *Possible staggered terms to ensure continuity of governance
- *Transitional language necessary for orderly implementation

C. Limitation on Concurrent Service on Multiple Boards

To review and propose amendments, consistent with municipal authority under **CGS §§ 7-148 and 7-193**, prohibiting individuals from serving simultaneously as voting members on more than one permanent commission, authority, or regulatory body, including:

- *Appropriate exemptions
- *Definitions of permanent versus advisory bodies
- *Transitional provisions for current members

D. Budget Adoption Process Reform

To review and propose amendments modernizing and streamlining the Town's budget process pursuant to CGS §§ 7-148 and 7-344, including:

- *Earlier submission deadlines for the proposed annual budget
- *Earlier scheduling of public hearings and referenda
- *Authorization of expedited subsequent referenda if a budget fails
- *Optional interim funding provisions in the absence of an approved budget, consistent with applicable law. The Commission may also recommend technical, conforming, or clarifying amendments necessary to ensure statutory compliance, internal consistency, and effective implementation of the above revisions, as permitted under CGS § 7-188(b).

2. Composition

The Charter Revision Commission shall consist of seven (7) members appointed in accordance with CGS § 7-188(a) as follows:

Five (5) electors/residents of the Town of Winchester:

- 1) Holly Cassaday
- 2) Mark Lampognana
- 3) Luiza Martinez
- 4) Candy Perez
- 5) Sondra Strubher

Two (2) members of the Board of Selectmen to serve as facilitators:

- 1) Sel. Kevin Bishop (replaced by Cheryl Heffernan McGlynn) (Unanimous Board vote)
- 2) Sel. Paul Marino

The Board of Selectmen facilitators shall participate in discussions and serve as communication conduits between the Commission and the Board but shall not vote unless otherwise required by law.

3. Timeline and Deadlines

The Charter Revision Commission shall proceed in accordance with the procedural requirements and statutory timelines set forth in CGS §§ 7-188 through 7-191, including:

- 1) The Mayor shall call the first meeting of the Commission, at which time the formal charge shall be delivered.
- 2) The Commission shall hold its first meeting on or about February 25, 2026, for the purpose of electing a Chair and establishing a regular meeting schedule.
- 3) The Commission shall conduct two (2) public hearings as required by **CGS § 7-191(a)**:
 - * One public hearing prior to substantive drafting work; and
 - * One public hearing following preparation of a draft report but prior to submission to the Town Clerk.
- 4) The Commission shall submit its Final Report to the Town Clerk no later than June 15, 2026, for transmittal to the Board of Selectmen pursuant to CGS § 7-191(b).

Upon receipt of the Final Report, the Board of Selectmen shall:

- * Hold a public hearing as required by **CGS § 7-191(b)**;
- * Act within the timeframes prescribed by **CGS § 7-191(c)**; and
- * Submit any approved charter revisions to the electors in accordance with **CGS § 7-191(d)**.

4. Election Intent

It is the intent of the Board of Selectmen that any proposed Charter revisions be submitted to the electors at the November 3, 2026 General Election, pursuant to CGS § 7-191(d)(1), in order to avoid the voter participation threshold applicable to special elections under CGS § 7-191(d)(2)."

Motion - Sel. Marino / Second - Sel. Pozzo

During ensuing discussion Sel. Heffernan McGlynn requested 3 amendments to the initial motion offered by Sel. Marino

First Motion to Amend - Correcting the initial reading of "Committee" to "Commission" and formal recognition of the State Statute "Section symbols"

Motion - Sel. Heffernan McGlynn / Second Mayor Arcelaschi

Vote to approve - Unanimous (6 - 0)

Second Motion to Amend - Replacing Sel. Bishop with Sel. Heffernan McGlynn as Commission Facilitator

Motion - Sel. Heffernan McGlynn / Second Mayor Arcelaschi

Vote to approve - Unanimous (6 - 0)

Third Motion to Amend - Replacing Holly Cassaday with William Hudock as a seated member on the Commission

Motion - Sel. Heffernan McGlynn with NO SECOND VOICED

Mayor Arcelaschi requested a 5 minute Caucus at 8:03pm

Motion - Sel. Marino / Second - Sel. Marino

Vote to approve - Yes (5) / No (1) Sel. Heffernan McGlynn

Caucusing Selectmen returned at 8:08pm

Vote to approve initial motion with 2 approved amendments - Yes (5) / No (1) Sel. Heffernan McGlynn

B) Discussion/Possible Action - Adding a Recording Secretary position to document the new Charter Revision Commission's meetings and actions.

Motion Statement - "I move that the Board of Selectman authorize a Recording Secretary to be present at the Charter Revision Commission meetings to record minutes as well as other filings that need to be done and is to be funded from the Selectman's Contingency Fund. This position will be at the pleasure of the commission."

Motion - Sel. Marino / Second - Sel. Hester

Vote to approve - Unanimous (6 - 0)

Item 11 **New Business -**

A) 26-05 Proposed Line Item Transfer

Motion Statement - "By recommendation of the Town Manager, I move that the Board of Selectmen approve the above Action Step 26-05, budget transfer totaling \$4,000."

Motion - Sel. Hester / Second Sel. Lamere

Vote to approve - Unanimous (6 - 0)

B) 26-06 Proposed Line Item Transfer

Motion Statement - "By recommendation of the Town Manager, I move that the Board of Selectmen approve the above Action Step 26-06, budget transfer totaling \$550."

Motion - Sel. Hester / Second Sel. Lamere

Vote to approve - Unanimous (6 - 0)

D) 26-08 Consider and Act on a Bid Waiver for Everbridge

Motion Statement - "I move that the Board of Selectmen waive the Town's standard bidding and procurement requirements in the best interest of the Town and authorize the Town Manager to execute a three year continuation contract with Everbridge."

Motion - Sel. Hester / Second Sel. Lamere

Vote to approve - Unanimous (6 - 0)

E) 26-01 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 \$1304.82."

Motion - Sel. Hester / Second - Sel. Lamere

Vote to approve - Unanimous (6 - 0)

Item 14 **Citizens Comments** - The following people addressed the Board

* Deb Jablonski - Asked about the vote for the sale of Town Property at 48 Bridge Street

Item 15 **Selectmen's Comments -**

* Sel. Lamere Tasked the Town Manager to find 4 to 6 more Town owned properties to put up for sale. (Reprimanded by Sel. Heffernan that this was an Action Request not allowed as a comment but only as an Agenda Item at an official BOS meeting)

* Mayor Arcelaschi Alerted everyone to be extra cautious with scams aimed at the elderly

* Sel. Hester Offered a reminder that the Soldiers Monument Commission was sponsoring the second of three Winter Lecture Series to be held at the Beardsley Library on February 21st.

* Sel. Heffernan Expressed disappointment that decisions made in "dark rooms" and scripted actions were damaging to transparency.

* Sel. Pozzo Added some levity by informing everyone that Dairy Queen closes in 30 minutes.

Item 13 **Adjournment**

Motion - Sel. Lamere / Second - Sel. Hester

To adjourn the meeting at 8:31pm

Vote to approve - Unanimous (6 - 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.