

Town of Winchester

Board of Selectmen
Regular Meeting
Monday October 17, 2022

Item 1 **Call to Order**

Meeting called to order by Mayor Todd Arcelaschi at 7:01pm

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

Absent Excused Jack Bourque (Selectman)

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

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

Item 3 **Agenda Review** - No changes

Item 4 **Approval of Minutes**

* Minutes of Regular Meeting on October 3, 2022

Motion - Sel. Bouchard / Second - Sel. Morhardt

Vote to accept minutes - Unanimous (6 - 0)

Item 5 **Introductions**

A) New Staff Members - The following 2 new hires were announced by Town Manager Kelly and each given a chance to formally introduce themselves to the Board. Both gentlemen gave a brief summary of their background and expressed excitement with their new positions.

Tom Heuschkel (Budget Analyst & Grants Manager)

Lance Hansen (Town Planner / Director of Land Use)

Item 6 **Citizens Comments**

* Resident John Wiarda asked if the EV Charging Stations at the BOA parking lot were functional yet.

Town Manager Kelly explained that they would be up and running by months end with credit card payment as an upgraded feature. John also reviewed a recent visit to Earthlight Technologies as a guest to their open house.

* Resident David LaPointe voiced appreciation for the formal introductions of the new town employees.

He also spoke about advocacy for "those without a voice."

- Item 7 **Town Manager's Report** - Josh Kelly reported to the Board on the following topics. . .
- * The Supervisors union has ratified their work contract. An Executive Session regarding this matter follows on tonight's agenda as well as a vote to accept by the Board.
 - * Two RFP responses for the Batcheller school building were submitted and will be opened up for Board review and discussion later on tonight's agenda.
 - * The Town was able to successfully submit a Communities Challenge Grant application. A decision will be rendered in 2023. The goal of the application is to implement a new Main Street plan to slow traffic speeds and increase parking.
 - * EDC's Job Fair that was postponed has been rescheduled for October 20th from 11am to 2pm at NCCC's Greenwoods Hall.
 - * Interviews for the Assistant Tax Collector, Assistant Assessor and Assessor positions are underway.

- Item 8 **Executive Session**
- A) Supervisors Union Collective Bargaining Agreement
- Motion Statement - At 7:22pm I move that the BOS go into Executive Session and invite the Town Manager and Labor Attorney Bill Ryan.
- Motion - Sel. Bouchard / Second - Sel. Morhardt
- Vote to approve - Unanimous (6 - 0)
- * Board returned at 8:00pm stating that action would be taken later on the agenda

- Item 9 **Finance Directors Report**
- * Finance Director Ann Marie Rheault was unable to attend. Town Manager Kelly offered to relay any questions by the Board.

- Item 10 **Correspondence** - None

- Item 11 **Boards and Commissions** - Sel. Sedlack introduced the following actions.
- * Shane Deschamps (D) move from Alternate Member status to Permanent Member of Economic Development Commission with a term expiring 4/2023
 - Motion - Sel. Sedlack / Second - Sel. Bouchard
 - Vote to approve - Unanimous (6 - 0)
 - * George Closson (D) to be re-appointed on Planning and Zoning Commission with a term to expire 10/2027
 - Motion - Sel. Sedlack / Second - Sel. Perez
 - Vote to approve - Unanimous (6 - 0)
 - * Peter Marchand (U) to be re-appointed on Planning and Zoning Commission with a term to expire 10/2027
 - Motion - Sel. Sedlack / Second - Sel. Bouchard
 - Vote to approve - Unanimous (6 - 0)
 - * The following groups have position openings. Interested candidates are encouraged to apply!
 - Board of Assessment Appeals - 1 Alternate Seat
 - Conservation Commission - 1 Seat
 - Arch. Review Committee - 2 Seats
 - Laurel City Commission - 5 Seats
 - Economic Development Commission - 1 Alternate Seat

Item 12

Unfinished Business

A) Blight Fund Policy - A revised formal policy was submitted by the Town Manager as the Anti-Blight Fund Policy for the Boards review and discussion.

Motion Statement - "I would like to move that we adopt the Anti-Blight Fund Policy effective Oct. 18 2022 as presented by Town Manager."

Motion - Sel. Sedlack / Second - Sel. Groppo

Vote to approve - Unanimous (6 - 0)

B) Freedom of Information Act Ordinance - A proposed ordinance establishing a fee schedule for FOIA requests was submitted by the Town Manager. Board discussion moved to a motion.

Motion Statement - "I make a motion that the Board of Selectman have the intention of creating a new ordinance (Freedom of Information Act Ordinance) as step 1 of creating a new ordinance and authorize the Town Manager to send draft copy to Town Attorney for review."

Motion - Sel. Perez / Second - Sel. Groppo

Vote to approve - Unanimous (6 - 0)

* Selectman Perez requested the Town Manager gather some FOIA request history for the next meeting.

C) 22-56a Proposed Line Item Transfer

Motion Statement - "I move that the Board of Selectmen approve a line item transfer of \$199.00 for a new mower from Recreation Department Line 179-0812-100-2302-0000 to Line 179-0812-100-2301-0000."

Motion - Sel. Perez / Second - Sel. Sedlack

Vote to approve - Unanimous (6 - 0)

Motion Statement - "I move that the Board of Selectmen approve a line item transfer of \$1350.00 for a new tractor from Recreation Department Line 179-0812-100-2302-0000 to Line 179-0812-100-2301-0000."

Motion - Sel. Perez / Second - Sel. Morhardt

Vote to approve - Unanimous (6 - 0)

Motion Statement - "I make a motion to table Dugout Cost Overage transfer to next meeting."

Motion - Sel. Morhardt / Second - Sel. Morhardt

Vote to approve - Unanimous (6 - 0)

D) Housing Plan Adoption

Motion Statement - "I make a motion we accept the Housing Plan as presented."

Motion - Sel. Perez / Second - Sel. Groppo

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

Item 13

New Business -

A) Vote to adopt Supervisors Union Collective Bargaining Agreement

Town Manager Kelly summarized the highlights of the agreement, explaining the wage increase schedule and the health insurance employee contribution formula.

Motion Statement - "I'd like to move that we approve the Collective Bargaining Agreement by and between the Town of Winchester and United Public Service Employees Union - Winchester Supervisors Association for the dates July 1, 2021 to July 30, 2025 and authorize the Town Manager to sign the agreement."

Motion - Sel. Sedlack / Second - Sel. Bouchard

Vote to approve - Unanimous (6 - 0)

B) 22-57 Discussion on Batcheller School RFP responses.

Town Manager Kelly reviewed 2 formal proposals for the decommissioned Batcheller School building and grounds.

Noujaim's Food LLC offered a purchase price of \$25,000 with the intent of creating a wholesaler food production and distribution center along with housing for employees and low income families. The property would return to the tax rolls.

Northwest Senior Housing Corporation (NWSHC) offered a purchase price of \$300,000 with the intent of making up to 32 apartments. No taxes would be collected, but rather a PILOT (Payment In Lieu of Taxes) agreement at 5% of gross annual income was offered.

The Board agreed to have Town Manager Kelly set up a building tour and Q and A meeting on site at Batcheller School on Saturday November 5th. Invitations would go out to surrounding homeowners, Planning and Zoning Commission members and anyone interested in meeting the applicants.

Item 14

Citizens Comments

Resident David Lapointe spoke about the Anti-Blight Fund Policy suggested that reduced FOIA fees be considered for the Ordinance under consideration.

Item 15

Selectmen's Comments and Reports

* Mayor Arcelaschi - Reminded everyone that the Annual Trunk or Treat event had a 40 car limit and that stealing political signs from private property can result in larceny charges and punishment.

* Sel. Bouchard - Over 128 kids are preparing to paint 60 Main Street windows for Halloween

Item 16

Adjournment

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

To adjourn the meeting at 9:01pm

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.