

Town of Winchester

Board of Selectmen

Regular Meeting

Monday June 6, 2022

Item 1 **Call to Order**

Meeting called to order by Mayor Todd Arcelaschi at 7:05pm

Attending Members	Todd Arcelaschi (Mayor)	Jonathan Morhardt (Selectman)
	Candy Perez (Selectman)	Linda Groppo (Selectman)
	Candace Bouchard (Selectman)	Jack Bourque (Selectman)
	Steve Sedlack (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 May 16, 2022

Motion - Sel. Bouchard / Second - Sel. Perez

Vote to accept minutes 6 Yes - 0 No - 1 Abstention (Jonathan Morhardt)

Item 5 **Citizens Comments**

* Resident John Wiarda advised that the Conservation Commission would have a Guest Speaker at their 5 pm Thursday Meeting. A sales representative from our EV Charging Station would be answering questions.

* Resident and Recreation Board Chairman Kurt Williams spoke in recognition of Sel. Morhardt's perfect attendance and commitment as Liaison to the Rec Board. Mr. Williams also asked that Selectmen keep the Rec Board and POCD in mind as they evaluate future use designation for Batcheller School. Lastly, Mr. Williams requested the BOS give strong consideration to returning the Recreation Directors position to full time.

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

* Annual Reviews of staff reporting to the Town Manager are continuing. Staff feedback will occur during June. The goal is to make this an annual process as part of a continual improvement initiative.

* Phase 2 ARPA project proposals will be reviewed and voted on later in the meeting.

* The Town is still waiting on State of Connecticut documents that need to be signed before projects are put in motion.

* E-Code has been introduced and implemented. Training and navigation assistance is available.

* The Façade and Business Start Up Program still has \$50,000 of funding left to distribute.

* A Grant Spreadsheet has been developed. This report will show Grant Details and be updated on a regular basis. Staff continues to seek and apply for new Grant opportunities.

- * The Infrastructure Bonding Proposal was approved at the May 28th referendum. A project priority list and timetable will be crafted by the Public Works and Finance Department.
- * Two staffing positions are currently open and posted for applications. The Town seeks a Building Official and Town Planner.
- * New LED Lighting is being installed at Town Hall. This initiative will cut electric costs significantly and improve replacement times to nearly 10 years.

Item 7 **Correspondence** - Town Manager Kelly noted the following documents included in BOS packets
 * Façade Update / Social Services Directors Report / Zoning Enforcement Report / MIRRA Update / EDC Directors Report / CCM Prescription Discount Report

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

- 1) Tyler Tucker (U) is submitted for Appointment as an Alternate Member on the Economic Development Commission with a term to expire in 4/2027
 Motion - Sel. Sedlack / Second Sel. Groppo
 Vote to approve - Unanimous
- 2) Joe Santoro (U) is submitted for Appointment as an Alternate Member on the Economic Development Commission with a term to expire in 4/2026
 Motion - Sel. Sedlack / Second Sel. Groppo
 Vote to approve - Unanimous
- 3) Ellie Gunn (D) is submitted for Appointment as an Alternate Member on the Zoning Board of Appeals with a term to expire in 12/2027
 Motion - Sel. Sedlack / Second Sel. Morhardt
 Vote to approve - Unanimous
- 4) Virginia Shultz- Charette (D) is submitted for Re-Appointment as a member of the Soldiers Monument Commission with a term to expire on 6/2026
 Motion - Sel. Sedlack / Second Sel. Bourque
 Vote to approve - Unanimous
- 5) Jen Perga (D) is submitted for Re-Appointment as a member of the Conservation Commission with a term to expire on 5/2026
 Motion - Sel. Sedlack / Second Sel. Groppo
 Vote to approve - Unanimous

Item 9 **Unfinished Business** -

- A) 22-25b Consider and Possibly Act on adoption of a Smoking and Cannabis Use Ordinance.
 Motion Statement - "I move that the Board of Selectmen adopt the attached Ordinance, entitled "Smoking and Cannabis Use" and that said Ordinance be enacted fifteen days from today, in accordance with the Town Charter."
 Motion - Sel. Bouchard / Second Sel. Perez
 Vote to approve - Unanimous

B) 22-31a Consider and Possibly Act on the American Rescue Plan Act allocations.

* Town Manager Kelly submitted a request for 11 Round 2 ARPA Projects totaling \$1,297,036

* Board discussion resulted in the following two formal actions

1) Motion Statement - "I make a motion we hold the personnel positions on this list until which time we are able to meet and see personnel job descriptions and the funding levels and salaries for each of them."

Motion - Sel. Perez / Second Sel. Bouchard

Vote to approve - Unanimous

2) Motion Statement - "I make a motion we move to approve the following projects."

Sewer Plant Step Screen for \$450,000

Sewer Plant Septage Receiving Station & Other Water/Sewer Capital Projects for \$250,000

Winsted FD Pumper for \$207,000

Façade Grant Supplemental Funding for \$100,000

Winchester FD Pumper/Tanker for \$100,000

Soldiers Monument Educational/Tourism Panels with CCG Match for \$25,000

Public Art with CCG Match for \$6,250

Motion - Sel. Bouchard / Second Sel. Bourque

Vote to approve - Unanimous

Item 10

New Business -

A) Presentation of a 5 Year Water Level Plan Schedule

Willard Platt and Ellen Babcock presented a Highland Lake 5-Year Water Level Policy Proposal

Motion Statement - "I make a motion we accept the 5-Year Water Level Policy beginning year 2022 thru 2027."

Motion - Sel. Bouchard / Second Sel. Perez

Vote to approve - Unanimous

B) Review and Consider update to the Town Strategic plan

Board discussion resulted in agreement to schedule a review meeting at a future date

C) 22-34 Municipal Suspense Tax List

Motion Statement - "I move that the Board of Selectmen approve the Town of Winchester Suspense List totaling \$97,207.58."

Motion - Sel. Bouchard / Second Sel. Perez

Vote to approve - Unanimous

D) 22-35 Proposed Line item Transfer

Motion Statement - "I move that the Board of Selectmen approve the line-item transfer of \$2950.00 from Overtime (813-197-000), \$600.00 Copier (813-806-0002), \$100.00 Vehicle Allowance (813-819-0000), \$200.00 Gas, Oil, Grease (813-820-0000), \$3900.00 Contracted Labor (813-832-0000), \$1300.00 Celebrations (813-841-0000) and \$500.00 Tires (813-846-0000) to Senior Center - \$9500.00 Maintenance of Structures (813-827-0000)

Motion - Sel. Bouchard / Second Sel. Groppo

Vote to approve - Unanimous

E) 22-36 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 \$10.00."

Motion - Sel. Morhardt / Second Sel. Bouchard

Vote to approve - Unanimous

F) 22-37 Set Mill Rate

Motion Statement - "I move that the Board of Selectmen set the tax rate for the fiscal year commencing July 1, 2022, at 33.54 based upon the Grand List of October 1, 2021 barring any State regulations or laws to the contrary and set Motor Vehicle rate at 32.46 according to State Statute.

Motion - Sel. Perez / Second Sel. Bouchard

Vote to approve - Unanimous

G) Discussion on Moose Naming Contest

Board discussion resulted in following action

Motion Statement - "I make a motion we name the Moose "Winnie" as having the most number of responses."

Motion - Sel. Perez / Second Sel. Arcelaschi

Vote to approve - Unanimous

H) Consider and possibly act on items to be discussed in Executive Session.

This agenda item was agreed upon to skip over

Item 11 **Citizens Comments** - None

Item 12 **Executive Session**

* Motion Statement - "I move that we enter Executive Session to discuss the following agenda topics.

A) Discussions on prospective property transactions

B) Town Manager annual performance evaluation and contract negotiations

I also move that we invite the Town Manager who has agreed to his performance review during this session."

Motion - Sel. Bouchard / Second Sel. Morhardt at 8:15pm

Vote to approve - Unanimous

* Board members returned to Regular Meeting at 9:54pm reporting that Property Transactions, Town Manager's performance evaluation and Union negotiations were still ongoing.

Item 13 **Selectmen's Comments and Reports**

* Sel. Bourque reminded BOS of the Juneteenth Celebration at Soldiers Monument on June 19

* Mayor Arcelaschi reminded everyone of the historical event "D" Day and that June was Dog Licensing month at the Town Clerks Office

* Sel. Sedlack indicated he would be forwarding an Ethics Complaint he had received to the Town Manager

Item 14

Meeting Adjournment

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

To adjourn the meeting at 9:57pm

Vote to approve - Unanimous

ATTEST:

Glenn Albanesius, Town Clerk