

# Town of Winchester

Board of Selectmen  
Regular Meeting  
Monday May 16, 2022

Item 1     **Call to Order**

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

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

Absent Excused     Jonathan Morhardt (Selectman)

Staff Members     Josh Kelly (Town Manager)  
Ann Marie Rheault (Finance Director)  
Glenn Albanesius (Town Clerk)

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

Item 3     **Agenda Review** - Under New Business Item 12 F(22-31) moved to Position B

Item 4     **Special Town Meeting** - Called to order at 7:08pm

- \* Mayor Arcelaschi accepted role of Moderator
- \* Town Manager Josh Kelly read the Call of the Meeting - Discussion/Possible action regarding easements around Crystal Lake and Rugg Brook Reservoir to State of Connecticut Department of Energy & Environmental Protection
- \* Tim Abbott from Housatonic Valley Association and Jen Perga from the Winchester Land Trust gave a detailed overview of the Easement Sale to the State.
- \* Residents engaged in a Question and Answer session
- \* Motion Statement - "I move that we authorize the sale of conservation easements over approximately 1,296.65 acres of Town-owned land, as outlined in Schedule A of the offer letter provided by the Connecticut Department of Energy & Environmental Protection, to the State of Connecticut in return for a minimum of \$750,000, in accordance with the conditions that are outlined in the same offer letter. A copy of the offer letter is attached to this motion and made a part hereof."  
Motion - Sel. Sedlack / Second - Sel. Perez  
Vote to approve was by ROV verified Voter List and Unanimous Hand Count

Item 5

**Approval of Minutes**

\* Minutes of Regular Meeting on May 2nd, 2022

Correction made by Sel. Groppo - Item 6 Town Manager's Report - Section 4

First sentence to read - Members of the Economic Development Commission and Ted Shafer, Economic Development Director, held a "Celebrate Winchester Business" event at the American Mural Project.

Correction made by Sel. Sedlack - Adding the official record of Vote for Boards and Commissions adding Appointment of Thomas Sullivan to Zoning Bd of Appeals

Motion - Sel. Bourque / Second - Sel. Sedlack

Vote - Unanimous

Motion - Sel. Perez / Second - Sel. Bouchard

Vote to accept minutes - Unanimous (6-0)

Item 6

**Citizens Comments** -

\*Resident Bryan Sundie spoke regarding the placement of a new traffic stop sign at the bottom of Spencer Street where it intersects with Hinsdale Avenue

Item 7

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

\* A sincere thank you to all involved with the preparation and ultimate approval of Conservation Easement sale

\* The Town has received 2 new proposals for 508 Main Street

\* Performance reviews for all Staff members reporting to the TM are underway

\* Second round of ARPA project proposals will be detailed later in this meeting.

\* Planning work has started on some of the smaller components of the Community Challenge Grant projects. State documents will be available to be signed in the near future.

\* Town staff working on moving several housing projects forward. Live at Home opened it's doors for business at 58 Main Street with more to follow.

\* Round 1 funding for approved Façade and Business Start Up Grant projects has been distributed. A Round 2 proposal will be given to the BOS for review. If approved, funding will begin in June and July of this year.

\* The Town is preparing a US DOT "Reconnecting Communities" Grant Application. This is an effort to cover costs associated with completion of an Encroachment Permit and Associated Studies/Reviews by CT DOT of a Main Street redesign and enhancement initiative

\* Reminder that a Special Town meeting for explanation and review of the Infrastructure Bond Resolution is scheduled for 7:00pm on May 24th

Item 8

**Finance Directors Report**

\* Finance Director Ann Marie Rheault reviewed current General Fund, Cash Flow and CIP data

\* A new Grant Status Spreadsheet is being developed

\* Tax Collections are at 102%

\* July's Tax Bills will be formatted differently as a result of our new software program

Item 9 **Correspondence** -

\* Sel. Sedlack made note that the Superintendent of Schools has notified the Town that Batcheller School will be soon turned back over to the Town. He asked TM Kelly for an update regarding repurposing options.

Item 10 **Boards and Commissions** - Sel. Sedlack introduced the following actions

- 1) The following applicants were nominated to serve.  
Tyler Tucker (U) as an Alternate Member of the Economic Development Commission  
Joseph Santoro (U) as an Alternate Member of the Economic Development Commission  
Voting to confirm Appointment will occur at the June 6th meeting
- 2) Sel. Sedlack entered Eleanor (Ellie) Gunn for consideration to join the Zoning Board of Appeals  
The BOS agreed to vote at the June 6th meeting once Party affiliation and Term expiration date were determined

Item 11 **Unfinished Business** -

- A) 22-25a Consider and Possibly act on adoption of a Smoking & Cannabis Use Restriction Ordinance.  
Selectmen reviewed a "Red Line" copy of Atty Nelligan's proposed language changes.  
TM Kelly explained the reduction of penalty to \$50.00  
Sel. Bourque requested the Board approve the word "permit" in place of authorize in Section XX-3  
Motion Statement - I make a motion that the BOS move the "Smoking and Cannabis Use Restriction Ordinance to Adoption vote at the next scheduled BOS meeting.  
Motion - Sel. Bouchard / Second - Sel. Bourque  
Vote to approve - Unanimous (6-0)

Item 12 **New Business** -

- A) 22-27 Driveway permit variance for 674 E. Wakefield Blvd  
Motion Statement - I move that the Board of Selectmen grant a Driveway Variance to Ms. Neal for 674 East Wakefield Blvd.  
Motion - Sel. Perez / Second Sel. Bourque  
Vote to approve - Unanimous (6-0)
- F) 22-31 Consider and Possibly Act on Proposed ARPA Allocation (Round II)  
TM Kelly outlined his proposed projects and expenditures for the second round of ARPA  
He asked that the BOS prioritize just one expenditure related to the extension of the Greenway Trail explaining that \$320,000 and a reallocation of \$200,000 initially targeting the purchase of 2-way radios was urgently needed to award a bid which keeps the GT project moving forward.  
Motion Statement - I move that the Board of Selectmen allocate a total of \$320,000 from the American Rescue Plan Act to be delivered to the Town of Winchester from the Federal Government on July 1, for construction work on the Sue Grossman Greenway.  
Motion - Sel. Arcelaschi / Second Sel. Bouchard  
Vote to approve - Unanimous (6-0)

B) 22-28 Engagement of Town Auditor

Motion Statement - I move that the Board of Selectmen authorize the Town Manager to sign the Letter of Engagement with King & King Associates, for the terms described in correspondence received May 12, 2022 to complete the 2021-2022 audit with added stipulation that rotating Staff Associates are used to compile audit.

Motion - Sel. Perez / Second Sel. Sedlack

Vote to approve - Unanimous (6-0)

C) 22-29 Refunds as Recommended by Collector of Revenues

Motion Statement - I move that the Board of Selectmen authorize the refunds recommended by the Collector of Revenues in the amount of \$1558.17

Motion - Sel. Bouchard / Second Sel. Groppo

Vote to approve - Unanimous (6-0)

D) ECODE and Ordinances

TM Kelly will be meeting with BOS members for ECODE access training

E) 22-30 Appointment of Moderator for May 24th Special Town Meeting

Motion Statement - I move that the Board of Selectmen appoint Mayor Arcelaschi to serve as the Moderator for the May 24, 2022 Special Town Meeting

Motion - Sel. Perez / Second Sel. Bouchard

Vote to approve - Unanimous (6-0)

D) 22-32 Proposed Line Item Transfer

Motion Statement - I move that the Board of Selectmen approve the Line Item Transfer of \$2300.00 from Fringe Benefits Medical (111-900-0002), to Office Supplies (111-806-0000) for \$300.00, Membership, Dues & Subscriptions (111-814-0000) for \$1000.00 and Purchase Office Equipment (111-806-0001) for \$1000.00.

Motion - Sel. Bouchard / Second Sel. Groppo

Vote to approve - Unanimous (6-0)

D) 22-33 Proposed Line Item Transfer

Motion Statement - I move that the Board of Selectmen approve the Line Item Transfer of \$12,700 from Town Manager - Fringe Benefits Medical (111-900-0002), to Buildings - Town Hall Maintenance of Structures (127-827-0000)

Motion - Sel. Bouchard / Second Sel. Sedlack

Vote to approve - Unanimous (6-0)

Item 14

**Selectmen's Comments and Reports**

- \* Selectman Perez reminded everyone about upcoming Housing Plan Meeting on May 31 and the 250th Town of Winchester Anniversary events planned this coming weekend
- \* Selectman Groppo explained that Laurel Festival tickets would be available at the Town Clerks office
- \* Mayor Arcelaschi spoke of Torrington Mayor Dee Donne's recent passing and asked for the community's help identifying the person terrorizing Winsted on a orange colored dirt bike

Item 13

**Meeting Adjournment**

- \* Motion - Sel. Sedlack / Second - Sel. Bouchard  
To adjourn the meeting at 9:36pm  
Vote to approve - Unanimous (6-0)

ATTEST:

Glenn Albanesius, Town Clerk







