

Town of Winchester

Board of Selectmen
Regular Meeting
Monday, April 18, 2022

- Item 1 **Call to Order**
Meeting called to order by Selectman Perez at 7:03pm
Attending Members Candy Perez (Selectman) Jonathan Morhardt (Selectman)
 Candace Bouchard (Selectman) Linda Groppo (Selectman)
 Steve Sedlack (Selectman) Jack Bourque (Selectman)
Staff Members Josh Kelly (Town Manager)
Absent (Excused) Todd Arcelaschi (Mayor)
- Item 2 **Pledge of Allegiance** The Pledge was recited by all
- Item 3 **Agenda Review**
Item 13 (Executive Session - Town Manager Review) postponed to next Regular Meeting
- Item 4 **Approval of Minutes**
* Minutes of Regular Meeting on April 4, 2022
 Motion - Sel. Bouchard / Second - Sel. Morhardt
 Vote to accept minutes - Unanimous
* Minutes of Special Meeting on April 11, 2022
 Motion - Sel. Groppo / Second - Bouchard
 Vote to accept minutes - Unanimous with Sel. Bourque abstaining
- Item 5 **Citizens Comments**
Resident David Lapointe spoke regarding Road Bond Package
Resident Rob Asselin spoke regarding the proposed purchase of a new Fire Truck
- Item 6 **Town Manager's Report** - Josh Kelly reported to Board on the following topics. . .
* The Town was awarded \$1.8 million dollars as part of the State of Connecticut's Communities Challenge Grant. Work covered by the Grant includes improvements along the Main Street, \$800K for sidewalks, as well as \$829K for the redesign and paving of the Bridge Street intersection. Josh thanked all those involved with the application for their time and effort compiling a winning proposal.
* ARPA's funding schedule is approaching the second half of allocations. The BOS can expect a menu of suggested second round projects during the month of May.
* Planning and Zoning has completed an 8-24 review of the proposed sale Conservation Easements surrounding 1200 acres of Crystal lake and Rugg Brook Reservoir. It's recommendation to the BOS is to proceed with the sale.
* The Façade and Business Start Up Programs have begun to award funds to chosen applicants.

Item 7 **Finance Directors Report**

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

* Recognition was extended to both the Assessors and Tax Collectors personnel for their efforts this year

Item 8 **Correspondence**

* Town Manager Kelly read into the record E-mails from the following residents.

Michael Farrell / George Connor / Maureen and William Donovan / Marty Pillar / Kevin Steck

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

1) Claudia DeLaCruz is submitted for Appointment as a member of the Recreation Board with a term to expire 4/2028.

Motion - Sel. Sedlack / Second - Sel. Morhardt

Vote to approve - Unanimous

2) Leeane Marvin (D) is submitted for Appointment as a member of the Conservation Commission with a term to expire 5/2027

Motion - Sel. Sedlack / Second - Sel. Groppo

Vote to approve - Unanimous

3) Ellen Babcock is submitted for Appointment as a member of the ADHOC Water Level Committee with a term to expire 4/2024.

Motion - Sel. Sedlack / Second - Sel. Perez

Vote to approve - Unanimous

4) Sally Mangione (R) is submitted for reappointment to the Housing Authority with a term to expire 4/2027

Motion - Sel. Sedlack / Second - Sel. Morhardt

Vote to approve - Unanimous

5) David Sartirana (R) submitted for reappointment to the Economic Development Commission with a term to expire 4/2027

Motion - Sel. Sedlack / Second - Sel. Bourque

Vote to approve - Unanimous

Item 10

Unfinished Business -

A) 22-19 Consider and Possibly act upon a proposed appropriation and borrowing authorization for costs related to capital improvement projects consisting of (1) repairs and improvements to various Town roadways, identified in the "Ten Year Pavement Management Plan" prepared by Lenard Engineering, Inc. and on file in the Office of Public Works Department, consisting of milling and removal of waste materials, paving and materials, installation of manholes and drainage risers, traffic protection, including signage and police and flag personnel and related costs; (2) repairs and improvements to various sidewalks, consisting of demolition and removal of waste materials, installation of new materials and related costs; (3) repairs and improvements to the drainage system along Highland Lake, consisting of demolition and removal of waste materials, acquisition and installation of piping, collection basins and other materials, traffic protection, including signage and police and flag personnel, and related costs; and (4) acquisition and equipping of an aerial ladder truck or other apparatus for the Fire Department. As necessary and appropriate, the appropriation may be spent for design, demolition and construction costs, equipment, materials, utilities, site improvements, survey costs. architects' fees, legal fees, net temporary interest and other financing costs, and other expenses related to the respective project; to call a Town Meeting and referendum to act on such appropriation and borrowing authorization; to refer the project to the Planning and Zoning Commission for a report; and to make various determinations connection therewith.

* Motion Statement - "I make a motion for the following resolution."

Be it RESOLVED, that the Board of Selectmen of the Town of Winchester hereby adopts the resolution presented to this meeting approving an appropriation of \$24,700,000, for costs related to capital improvement projects consisting of (1) repairs and improvements to various Town roadways, identified in the "Initial Selection of Roads for 5 Year Capital Plan" dated January 18, 2022, prepared by the Public Works Department and on file in the office of the Public Works Department, consisting of milling and removal of waste materials, paving and materials, installation of manholes and drainage risers, traffic protection, including signage and police and flag personnel, and related costs; (2) repairs and improvements to various sidewalks, consisting of demolition and removal of waste materials, installation of new materials and related costs; (3) repairs and improvements to the drainage system along Highland Lake, consisting of demolition and removal of waste materials, acquisition and installation of piping, collection basins and other materials, traffic protection, including signage and police and flag personnel, and related costs; and (4) acquisition and equipping of an aerial ladder truck or other apparatus for the Fire Department. As necessary and appropriate, the appropriation may be spent for design, demolition and construction costs, equipment, materials, utilities, site improvements, survey costs. architects' fees, legal fees, net temporary interest and other financing costs, and other expenses related to the respective project; to the respective project, and approving the authorization of \$24,700,000 bonds and notes to finance the appropriation. A copy of the resolution shall be attached to the minutes of this meeting a made a part thereof.

FURTHER RESOLVED, that the Board of Selectmen of the Town of Winchester hereby approves the setting of the dates for a Special Town meeting and referendum to act on the appropriation and borrowing authorization approved above, as reflected in the notice of such Special Town Meeting and referendum presented to this meeting, which notice, to the extent of its references to the aforesaid appropriation and borrowing authorization, is hereby approved. A copy of this notice shall be attached to the minutes of this meeting and made a part thereof.

FURTHER RESOLVED, that said projects be referred to the Planning and Zoning Commission, as appropriate, for a report pursuant to Section 8-24 of the Connecticut General Statutes.

FURTHER RESOLVED, that in his discretion, the Town Clerk is authorized to prepare and distribute concise explanatory text regarding the referendum question on the appropriation and borrowing authorization approved above, and that, in his discretion, the Town Manager is authorized to prepare and distribute additional explanatory materials regarding such question, such texts and explanatory material to be subject to the approval of the Town Attorney and to be prepared and distributed in accordance with Section 9-369b of the General Statutes of Connecticut, Revision of 1958, as amended.

Motion - Sel. Bourque / Second - Sel. Sedlack

Vote to approve - Unanimous

B) 21-81C Consider and possibly act on the positive 8-24 review conducted by the Planning and Zoning Commission on the proposal to sell +/- 1,200 acres of Conservation Easements around Crystal Lake and Rugg Brook Reservoir.

* Town Manager Kelly read in its entirety the prepared 9 Question and Answer FAQ sheet

* Tim Abbott from Housatonic Valley Association gave a brief overview of his support and role as funds raiser for \$307,500 towards the \$750,000 sale price.

* Motion Statement - I move that the Board of Selectmen refer the matter of selling Conservation Easements around Crystal Lake and Rugg Brook Reservoir to the State of Connecticut Department of Energy & Environmental Protection to the Regular Board of Selectman meeting to be held at 7:00pm on Monday, May 16th, 2022 where the public will be permitted to vote on whether or not to execute this proposal.

Motion - Sel. Bourque / Second - Sel. Bouchard

Vote to approve - Unanimous

C) Consider and Possibly act on Proposed FY 2023 Budget and establishing a date for the Annual Town Meeting.

Motion Statement - "I move that the Board of Selectmen adopt the following changes to the Town Manager's originally proposed budget, dated March 15, 2022."

* A \$2,151 decrease to Revenue Account 1-000-700-0000, Property Taxes - Current

* A \$200,000 decrease to Revenue Account 1-999-720-0007, Education Cost Sharing (ECS)

* A \$120,000 decrease in Revenue Account 1-999-790-0000, Fund Balance

* A \$35,000 decrease in Expenditure Account 1-910-804-0000, Transfer Out Other Funds (Cap Imp)

* A \$285,000 decrease in Expenditure Account 1-910-804-0001, Town Support for Education

* A 150,000 increase in Expenditure Account 1-913-804-0000, Transfer Out to Debt Service Fund
* An \$18,000 decrease in Expenditure Account 1-911-202-0000, Sick and Vacation Pay Accrual
* A \$262,500 decrease in Expenditure Account 1-913-302-0009, Interest - 2022 Infrastructure Bond
* A \$128,349 increase in Expenditure Account 1-1000-100-1100, BOE Non-Lapsing Fund Expenditures for a total budget of \$36,053,374 (a 3.33% increase over the FY 2022 budget) and I further move that the Annual Town Meeting be set for Monday May 9th, 2022 at 7:00 PM at the Gilbert School for the purpose of considering this FY 2023 budget proposal."

Motion - Sel. Bouchard / Second - Sel. Bourque

Vote to approve - Unanimous

* Motion Statement - I make a motion to appoint Debbie Angell as Moderator for the May 9 Town Meeting.

Motion - Sel. Sedlack / Second - Sel. Groppo

Vote to approve - Unanimous

Item 11

New Business

A) 22-16 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 \$5941.41

Motion - Sel. Bouchard / Second - Sel. Morhardt

Vote to approve - Unanimous

B) 22-17 Driveway permit variance for 680 East Wakefield Blvd

Motion Statement - "I move that the Board of Selectmen grant a driveway variance to Mr. Marino for 680 East Wakefield Blvd."

Motion - Sel. Sedlack / Second - Sel. Bourque

Vote to approve - Unanimous

C) 22-18 Proposed Line Item Transfer

Motion Statement - "I move that the Board of Selectman approve the following line-item transfers."

From Line 813-800-0001 (Healthy Aging Program) \$2500.00

From Line 813-806-0000 (Office Supplies) \$1000.00

From Line 813-820-0000 (Vehicle: Gas, Oil & Grease) \$2500.00

From Line 813-821-0000 (Maintenance of Vehicles) \$4500.00

From Line 813-846-0000 (Tires) \$600.00

To Line 813-827-0000 (Maintenance of Structures) \$11,100.00

Motion - Sel. Morhardt / Second - Sel. Sedlack

Vote to approve - Unanimous

Item 12

Citizens Comments

Resident David Lapointe spoke regarding a number of Local and National issues.

Item 13 **Executive Session** - (Postponed to the next Regular Selectman's meeting)

A) Annual Review of Town Manager

Item 14 **Selectmen's Comments and Reports**

- * Selectman Bouchard reminded residents about the upcoming Earth Day Clean Up initiative
- * Selectman Morhardt gave a detailed review of the most recent Recreation Board meeting
- * Selectman Bourque spoke regarding a Soldiers Monument Committee Park Improvement Initiative
- * Selectman Perez highlighted the Boards accomplishments of keeping the Tax Mill Rate flat for the past 6 years along with reduced spending and increased funding from recent ARPA and Grant awards.

Item 15 **Meeting Adjournment**

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

To adjourn the meeting at 9:40pm

Vote to approve - Unanimous

ATTEST:

Glenn Albanesius, Town Clerk