

**Town of Winchester  
Board of Selectmen  
Regular Meeting  
April 19, 2021**

**Item 1. Call to order.**

**Meeting called to order at 7:01 p.m. by Mayor Perez.**

**Attendance: Sel. Arcelaschi, Sel. Bird, Sel. Bouchard, Sel. Bourque, Sel. Groppo, Sel. Perez, and Sel. Sedlack. Town Manager, Josh Kelly and Finance Director, Bruce Stratford. Also present was former Town Manager Robert Geiger.**

**Item 2. Pledge of Allegiance.**

**The Pledge of Allegiance was recited.**

**Item 3. Agenda Review. No changes.**

**Item 4. Approval of Minutes**

**A), Minutes of the Special Meeting on March 29, 2021.**

**Motion by Sel. Bouchard, seconded by Sel. Arcelaschi**

**To approve the minutes of the Special Meeting on March 29, 2021, as presented.**

**UNANIMOUS**

**Motion by Sel. Bouchard, seconded by Sel. Arcelaschi**

**To approve the minutes of the Regular Meeting on April 5, 2021, as presented.**

**UNANIMOUS**

**Motion by Sel. Bouchard, seconded by Sel. Arcelaschi**

**To approve the minutes of the Special Meeting on April 12, 2021, as corrected.**

**(Item 3. Paragraph 3 should read "General discussion about the proposed budget took place")**

**UNANIMOUS**

**Item 5. Citizens' Comments. NONE**

**Item 6. Town Manager's Report.**

**Town Manager Josh Kelly introduced himself to the public and spoke briefly about the transition taking place and he thanked out-going Town Manager Bob Geiger and the staff for welcoming him.**

**Item 7. Finance Director's Report**

Finance Director Bruce Stratford noted that the board will be asked to pass a resolution to approve funding for the proposed water project and to send it to a referendum.

He and former Town Manager Bob Geiger reviewed a number of budget adjustments to the necessary prior to action on the proposed 20210-22 budget.

Item 8, Correspondence. No comments.

**Item 9. Boards and Commissions.**

Sel. Sedlack placed into nomination Jacqueline Mulvey for re-appointment as a permanent member of the Inland, Wetlands and Watercourses Commission with a term to expire in April of 2024.

**UNANIMOUS**

**Item 10. Unfinished Business.**

**A.) Budget Discussion**

The board decided to take action on the recommendations of the Town Manager and Director of Finance regarding General Fund Budget Adjustments.

**Motion by Sel. Perez, seconded by Sel. Arcelaschi**

To approve Department-Revenue 999-700-0000, Property Taxes-Current at \$24,140,000.

**UNANIMOUS**

**Motion by Sel. Perez, seconded by Sel. Bouchard**

To approve Department-Revenue 999-710-0012, Pilot-Colleges and Hospitals at \$65,642.

**UNANIMOUS**

**Motion by Sel. Perez, seconded by Sel. Bourque**

To approve Department-Revenue 999-710-0015, State Property at \$144,006.

**UNANIMOUS**

**Motion by Sel. Perez, seconded by Sel. Bourque**

To approve Department-Revenue 999-790-0000, Fund Balance-Unassigned at \$229,000.

**UNANIMOUS**

**Motion by Sel. Perez, seconded by Sel. Bird**

**To approve Department-Revenue 999-790-0003, Fund Balance-BoE Non-Lapsing at \$85,000.**

**UNANIMOUS**

**Motion by Sel. Perez, seconded by Sel. Groppo**

**To approve Department-Revenue 999-796-0000, Water Sewer Administration at \$270,000.**

**UNANIMOUS**

**Motion by Sel. Perez, seconded by Sel. Bouchard**

**To approve Department-Probate Court 112-804-000, Transfer to District for Expenses at \$6,860.**

**UNANIMOUS**

**Motion by Sel. Perez, seconded by Sel. Sedlack**

**To approve Department-Highway 311-844-0000, Main Street Maintenance at \$25,000.**

**UNANIMOUS**

**Motion by Sel. Perez, seconded by Sel. Groppo**

**To Approve Department-Highway 311-859-0000 Salt at \$205,000.**

**UNANIMOUS**

**Motion by Sel. Perez, seconded by Sel. Arcelaschi**

**To approve Department-Miscellaneous 910-388-0000, Unnegotiated Settlements at \$64,523**

**UNANIMOUS**

**Motion by Sel. Perez, seconded by Sel. Bouchard**

**To approve Department-Miscellaneous 910-804-0000, Transfer to Capital Improvement Fund at \$1,075,000.**

**UNANIMOUS**

**Motion by Sel. Perez, seconded by Sel. Groppo**

**To Approve Department-Miscellaneous 910-804-0001, Town Support of Education at \$686,000.**

**UNANIMOUS**

**Motion by Sel. Perez, seconded by Sel. Sedlack**

**To approve Department-Retirement 918-203-0004, Annuity Police Chief at \$5.856.  
UNANIMOUS**

**Motion by Sel. Perez, seconded by Sel. Bourque**

**To Approve Department-Board of Education 1000-100-1000, BoE Expenditures (MBR)  
at \$20,261,686.  
UNANIMOUS**

**After more discussion the board decided to take action on the adoption of the overall  
budget.**

**Motion by Sel. Perez, seconded by Sel. Arcelaschi**

**That the board of selectmen set our recommended budget at \$34,890,658 and send  
the budget to be considered at the annual town budget meeting on May 10.  
UNANIMOUS**

**Item 11. New Business**

**A) 21-09 Authorization for grant application for Senior enter Wheelchair accessible van**

**Motion by Sel. Sedlack, seconded by Sel. Arcelaschi**

**Move that the Board of Selectmen adopt Resolution No. 21-09  
UNANIMOUS**

**B) 21-10 Appointment of Moderator for May 10 annual town budget meeting**

**Motion by Sel. Bouchard, seconded by Sel. Bourque**

**Move that the Board of Selectmen appoint Debbie Angell to serve as the moderator  
for the 2021 Annual Town Budget Meeting.  
UNANIMOUS**

**C) 21-11 Refunds as Recommended by the Collector of Revenue (Town Manager Geiger).**

**Motion by Sel. Bouchard, seconded by Sel. Bird**

**Move that the Board of Selectmen authorize the refunds recommended by the  
Collector of Revenue, Halaree Monnerat, in the amount of \$7299.79.  
UNANIMOUS**

**D) 21-12 Proposed Line-Item Transfers**

**Motion by Sel. Bouchard, seconded by Sel. Bird**

**Move that the Board of Selectmen approve the following line-item appropriation  
transfers of \$1,000 from Miscellaneous – Other Expenditures (910-877-0000) to Social  
Services – Office Supplies (510-806-0000) in the amount of \$500 and Telephone (510-  
807-0000) in the amount of \$500. Transfer of \$60,000 from Municipal Insurance (919-**

**381-0001) Workers Compensation to Deferred Charges (911-202-0000) Sick and Vacation Pay Accruals in the amount of \$60,000. Transfer of \$4500 from Planning & Development-Administrative Salaries (148-190-0000) to Inland Wetlands Commission-Secretary Support Staff (136-193-0000) in the amount of \$200 and Inland Wetlands Commission-Fringe Benefits-FICA (136-900-0000) in the amount of \$300.**

**UNANIMOUS**

**E) 21-13 Proposed Line-Item Transfers**

**Motion by Sel. Bouchard, seconded by Sel. Bird**

**Move that the Board of Selectmen approve the line-item transfer of \$2,599 from Vehicle Gas, Oil and Grease (813-820-0000) and \$2,500 Vehicle Maintenance (813-821-0000) to Maintenance of Structures (813-827-0000).**

**UNANIMOUS**

**Motion by Sel. Bouchard, seconded by Sel. Groppo**

**Move that the Board of Selectmen approve the line-item transfer of \$25,000 from Accounting – Labor Skilled and Professional (114-192 to Accounting and Temp Help (114-193-0000)-0000).**

**UNANIMOUS**

**Motion by Sel. Bouchard, seconded by Sel. Arcelaschi**

**Move that the Board of Selectmen approve the line-item transfer of \$15,000 from Legal - Town Attorney (119-845-0000) to Legal - Environmental Counsel (119-845-0000).**

**UNANIMOUS**

**Motion by Sel. Bouchard, seconded by Sel. Sedlack**

**Move that the Board of Selectmen approve the line-item transfer of \$2,000 from Heating (812-823-0000) to Grounds (812-827-0000).**

**UNANIMOUS**

**Item 12. Citizens' Comments - None**

**Item 13. Selectmen Comments and Reports**

**Sel. Bouchard invited participation in Earth Day sponsored by Friends of Main Street which will be held this Saturday from 9:30-12:00.**

**Sel. Bourque gave details on Memorial Day activities including a brief parade conducted by the VFW at 11:30 and remarks to be held in East End Park following at approximately 12:00**

**Sel. Bird noted that the Laurel Commission is still in the process of determining activities for this year June festival.**

**Item 14. Adjournment.**

**Motion by Sel. Sedlack, seconded by Sel. Arcelaschi.**

**To adjourn the meeting at 8:19 p.m.**

**UNANIMOUS**

**ATTEST:**

**Sheila S. Sedlack, CCTC, CMC**