

Board of Selectmen
Minutes
June 5, 2017

Item 1. Call to order

Meeting called to order at 7:00 p.m.

Attendance: Sel. Albanesius, Sel. Bird, Sel. Bourque, Sel. Perez, Sel. Shaughnessy
Town Manager, Bob Geiger, Financial Director, Bruce Stratford.

Absent: Sel. Sedlack and Sel. Arcelaschi Excused

Item 2. Pledge of Allegiance

The Pledge of Allegiance was recited

Item 3. Agenda Review NONE

Item 4. Approval of Minutes

A) Minutes of Regular Meeting on May 15, 2017

Motion by Sel. Shaughnessy, seconded by Sel. Bird

To approve the minutes of the May 15, 2017 meeting

UNANIMOUS

Item 5. Public Hearing/Special Presentations

A) Commemoration to Anthony Owens (Mayor Perez)

A proclamation was presented to Anthony Owens who was commended for his bravery and swift action in reporting a fire on High Street.

B) Update from King, King and Associates on the FY 2016 Comprehensive Annual Financial Report (Mayor Perez)

A report was given by Chris King updating the Board members pertaining to the Comprehensive Annual Financial Report for FY 2016 and then answering any questions the Board members may have. Also, Bruce Stratford was on hand to answer any questions the Board may have.

Item 6. Town Manager's Report

A presentation was made by Town Manager, Bob Geiger, going over his weekly meetings from May 22nd through June 4, 2017 along with a list of next week meetings. A review of long term commitments and a list of Freedom of Information requests was also included in his report.

It was the consensus of the Board to add Laurel City Revamp to the June 19th. Board of Selectmen's meeting.

Item 7. Citizen's Comments

Candace Bouchard and Joseph Forster

Item 8. Correspondence NONE

Item 9. Boards & Commissions

Motion by Sel. Perez, seconded by Sel. Shaughnessy

To re-appoint Richard Nalette (R) to the Water & Sewer Commission

UNANIMOUS

Motion by Sel. Perez, seconded by Sel. Shaughnessy

To re-appoint Michael Roy (U) to the Retirement Administration Board.

UNANIMOUS

Motion by Sel. Perez, seconded Sel. Albanesius

To re-appoint Deborah Kessler (R) to the Soldier's Monument Commission.

UNANIMOUS

Motion by Sel. Perez, seconded by Sel. Bourque

To re-appoint Jack Bourque (U) to the Soldier's Monument Commission.

UNANIMOUS

Motion by Sel. Perez, seconded by Sel. Bourque

To re-appoint Noreen Marchand to the Soldier's Monument Commission

UNANIMOUS

Item 10. Unfinished Business

A) Action on Section 74 – Annual Budget Meeting

Motion by Sel. Bourque, seconded by Sel. Bird.

I move that the Board of Selectmen rescind the Town of Winchester Ordinance Section 74 – Annual Budget Meeting and move to step 4.

UNANIMOUS

B) Action on Section 183 – Rules of Order for Annual Town Budget Meeting.

Motion by Sel. Bourque, seconded by Sel. Bird

I move that the Board of Selectmen enact the proposed amendments, indicated in the attached document, to Town of Winchester Ordinance Section 183 – Rules of Order for Annual Town Budget Meeting and move to step 4 in the process.

UNANIMOUS

Item 3. The date for the referendum to be held not less than 21 days and not more than 28 days from the Budget Meeting will be amended to read not less than 14 days and not more than 21 days from the Budget Meeting.

Mayor Perez updated the Board regarding the Ordinance Review Committee.

Item 11. New business

A) 17-017 Line Item Transfers (Town Manager Geiger)

Motion by Sel. Bourque, seconded by Sel. Albanesius

I move that the Board of Selectmen approve the line-item transfer of \$1,000 from Outside Service - Actuary (114-831-0000) and \$1,000 from Intern & Temp Help (114-193-0001) to Audit

Fee (114-384-0000) in the amount of \$1,000 and Maintenance of Office Equipment (114-809-0000) in the amount of \$1,000 for Accounting.

UNANIMOUS

Motion by Sel. Bourque, seconded by Sel. Albanesius

I move that the Board of Selectmen approve the line-item transfer of \$1,000 from Fringe Benefits - Medical (114-900-0002) to Office Supplies (114-806-0000) for Accounting.

UNANIMOUS

Motion by Sel. Bird, seconded by Sel. Shaughnessy

I move that the Board of Selectmen approve the line-item transfer of \$6,000 Fringe Benefits – Medical (813-900-0002) and \$1,000 from Heating Fuel (813-823-0000) to Maintenance of Structures (813-827-0000) in the amount of \$7,000 for the Senior Center.

UNANIMOUS

Motion by Sel. Shaughnessy, seconded by Sel. Bird

I move that the Board of Selectmen approve the line-item transfer of \$8,000 from Gas, Oil & Grease (311-820-0000) to Maintenance of Equipment (311-826-0000) for Public Works – Highway.

UNANIMOUS

Motion by Sel. Shaughnessy, seconded by Sel. Bird

I move that the Board of Selectmen approve the line-item transfer of \$20,000 from Miscellaneous Heart and Hypertension – Existing (910-205-0000) to Purchasing Department Maintenance of Equipment (145-809-0000) in the amount of \$10,000, Data Processing (145-812-0000) in the amount of \$ 5,000, and Software Agreement/Support (145-898-0000) in the amount of \$5,000 for Miscellaneous.

UNANIMOUS

B) 17-018 Set Mill Rate for 2017-2018 (Town Manager Geiger)

Motion by Sel. Bird, seconded by Sel. Albanesius

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 dated May 23, 2017, to complete the 2016-2017 audit.

UNANIMOUS

C) 17-019 Set Mill Rate for FY 2017-2018 (Town Manager Geiger)

Motion by Sel. Shaughnessy, seconded by Sel. Bird

I move that the Board of Selectmen set the tax rate for the fiscal year commencing July 1, 2017, at 33.54 mills for real estate and personal property and 32.0 mills for motor vehicle bills based upon the Grand List of October 1, 2016.

UNANIMOUS

D) 2017 Neighborhood Assistance Act Proposal Submitted by St. Joseph's Church/St. Anthony School (Mayor Perez)

Motion by Sel. Albanesius, seconded by Sel. Bird

That the Board of Selectmen approve the Neighborhood Assistance Act Proposal submitted by St. Joseph's Church/St. Anthony School.

UNANIMOUS

E) Approval to Request Planning and Zoning to Reaffirm Sale of Lambert Kay (Mayor Perez)

Motion by Sel. Perez, seconded by Sel. Albanesius

That the Board of Selectmen request Planning and Zoning to reaffirm the sale of Lambert Kay Property.

UNANIMOUS

F) Discussion/Possible Action regarding Long-Range Planning Committee Roads/Sidewalk Infrastructure (Mayor Perez).

Motion by Sel. Bourque, seconded by Sel. Albanesius

To establish a Long-Range Planning Committee Roads/Sidewalk Infrastructure.

UNANIMOUS

Members who volunteered were: Sel. Albanesius, Sel. Bourque, Sel. Shaughnessy and Sel. Perez

Item 12,. Citizens' Comments

John Wiarda

Item 13. Selectmen's Comments and Reports.

Item 14. Adjournment

Motion by Sel. Bird, seconded by Sel. Albanesius

To adjourn the meeting at 8:11 p.m.

UNANIMOUS

ATTEST:

Sheila S. Sedlack, CCTC, CMC