

Town of Winchester

Board of Selectmen

Regular Meeting

Monday May 15, 2023

Item 1 **Call to Order**

Meeting called to order by Mayor Todd Arcelaschi at 7:00pm

Attending Members	Todd Arcelaschi (Mayor)	Jonathan Morhardt (Selectman)
	Candy Perez (Selectwoman)	Jack Bourque (Selectman)
	Candace Bouchard (Selectwoman)	Linda Groppo (Selectwoman)
	Steve Sedlack (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** - No Changes

Item 4 **Approval of Minutes**

- * Minutes of Special Meeting on May 1, 2023
Motion - Sel. Bouchard / Second - Sel. Morhardt
Vote to accept minutes - Unanimous (7 - 0)
- * Minutes of Regular Meeting on May 1, 2023
Motion - Sel. Groppo / Second - Sel. Bourque
Vote to accept minutes - Unanimous (7 - 0)

Item 5 **Citizens Comments** - The following people addressed the Board

- * Stephen Kosinski
- * Candy Perez

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

- * A Special Town Meeting will be held at 6pm on June 5 at the Hicks Room in Town Hall to approve the sale of Town-Owned property at 201 Pratt Street (formerly Batcheller School) and a home at 17 Front Street.
- * Two of the enterprises that took advantage of the Towns "Forgivable Loans for Start up Businesses" are edging closer to opening. The new Ax Throwing venture located next to the Little Red Barn Brewery has targeted July 4th for its opening. A new bakery has signed a lease at 450 Main Street and plans to open within the next several months.

- * Frontier has begun to connect Winsted homes to it's new fiber optic cable. Feedback regarding the service has been positive.
- * The Town is in the process of submitting an application for CT COT's Connectivity Grant program.
- * A survey, targeting Main Street parking and safety has been developed and all are encouraged to complete the questionnaire found on the Town website.
- * Several new hires have started their new Town of Winchester careers. Linda Valez joined the Assessors team while Geoff Green and Shane Whynott have filled openings in the Land Use Department.

Finance Directors Report

- Item 7
- * Finance Director Ann Marie Rheault reviewed current General Fund, Cash Flow and CIP data....
 - * An updated Solar Credit spreadsheet was submitted.
 - * A brief mention was made about a possible rebate to Water and Sewer users. Consideration of this action is dependent on future financial reporting.

Correspondence

- Item 8
- * Jack Bourque spoke about the Soldiers Monument informative letter submitted to the BOS for review.
 - * Steve Sedlack asked the Board to add a review of the State Bd of Educations letter to the Town regarding Gilbert School funding to the next Selectman Meeting agenda.

Boards and Commissions - Sel. Sedlack introduced the following actions.

- Item 9
- 1) Brad Burcorff (R) has submitted a written Application for Consideration as a member of the Board of Recreation with a term to expire 4/2028.
 - 2) George Closson (D) is submitted for Re-Appointment as a Member of the Water & Sewer Commission with a term expiration of 06/28
Motion - Sel. Sedlack / Second - Sel. Bouchard
Vote to approve - Unanimous (7 - 0)
 - 3) Joseph Lemelin (U) is submitted for Re-Appointment as a Member of the Water & Sewer Commission with a term expiration of 06/28
Motion - Sel. Sedlack / Second - Sel. Bourque
Vote to approve - Unanimous (7 - 0)
- * A notice of resignation was received via E-mail and accepted from the following volunteer.
 - Jamie Duffy (R) from the Recreation Board
 - Jamie's volunteer time and service to the Town is acknowledged with deepest gratitude.
 - * The following groups have position openings. Interested candidates are encouraged to apply!
 - Arch. Review Committee - 1 Permanent Seats and 2 Alternate Seats
 - Board of Assessment Appeals - 1 Alternate Seat
 - Economic Development Commission - 2 Alternate Seats
 - Laurel City Commission - 5 Permanent Seats
 - Inland Wetlands & Watercourses Commission - 3 Permanent Seats
 - Recreation Board - 2 Permanent Seats
 - Soldiers Monument - 1 Permanent Seat
 - Zoning Board of Appeals - 2 Alternate Seats

Item 10

Unfinished Business

A) Consider and Possibly Act on on the establishment of Public Comment at the Board of Selectmen meetings.

* Mayor Arcelaschi commented briefly on the topic of Public Comment and closed by asking the Board if anyone wanted to weigh in. No discussion ensued and no further action was taken.

Item 11

New Business -

A) 23-29 Consider and Possibly Act on the granting of a Driveway Variance at 349 W.Wakefield Blvd. Public Works Director Jim Rollins gave a brief history of the property and ended by recommending the Board grant the variance.

Motion Statement - "I move that the Board of Selectmen grant a Driveway Variance to Kenneth and Vickie Hawkins for 349 W. Wakefield Blvd."

Motion - Sel. Bouchard / Second - Sel. Perez

Vote to approve - Unanimous (7 - 0)

B) 23-30 Refunds as recommended by the Collector of Revenue

Motion Statement - " I move that the Board of Selectmen authorize the refunds recommended by the Collector of Revenue in the amount of \$3,845.25."

Motion - Sel. Bouchard / Second - Sel. Perez

Vote to approve - Unanimous (7 - 0)

C) 23-31 Proposed Line item Transfer

Motion Statement - " I move that the Board of Selectmen approve the line-item transfer of \$1850.00 from (211-811-0000) Training and Education, \$500.00 (211-826-0000) Maintenance of Equipment, \$900.00 (211-829-0000) Maintenance of Uniforms, and \$1200.00 (211-832-0000) Contracted Labor to (211-807-0000) Telephone in the amount of \$400.00, 211-822-0000) Electricity in the amount of \$2200.00, (211-823-0000) Heating Fuel in the amount of \$1600.00 and (211-831-0000) Contracted Services in the amount of \$250.00."

Motion - Sel. Sedlack / Second - Sel. Morhardt

Vote to approve - Unanimous (7 - 0)

D) 23-32 Municipal Suspense Tax List

Motion Statement - " I move that the Board of Selectmen approve the Town of Winchester Suspense List."

Motion - Sel. Perez / Second - Sel. Bouchard

Vote to approve - Unanimous (7 - 0)

E) 23-33 Consider and Possibly Act on the Appointment of a 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 11, 2023 to complete the 2022-2023 audit.

Motion - Sel. Bourque / Second - Sel. Sedlack

Vote to approve - Unanimous (7 - 0)

F) Consider and Possibly act on referring Town owned parcels to the Planning & Zoning Commission for an 8-24 referral and to the Town's Real Estate Agent for listing on the market.

G) 23-34 Proposed Line Item Transfer

Motion Statement - "I move that the Board of Selectmen approve the line-item transfer of \$20,000 .00 from (117-191-0000) Administrative Assistant, \$2550.00 (117-197-0000) Fringe Benefits-Medical Benefits, to \$15,300.00 (117-193-0001) Temp Help, \$7000.00 (117-197-0000) Overtime and \$250.00 (117-808-0000) Postage."

Motion - Sel. Perez / Second - Sel. Groppo

Vote to approve - Unanimous (7 - 0)

H) 23-35 Proposed Line Item Transfer

Motion Statement - "I move that the Board of Selectmen approve the line-item transfer of \$400.00 (120-809-0000) Restoration of Books to \$10.00 (120-809-0001) Maintenance of Books and Maps, \$350.00 (120-811-0000) Training and Education, \$40.00 (120-828-0002) Indexing System."

Motion - Sel. Bourque / Second - Sel. Bouchard

Vote to approve - Unanimous (7 - 0)

I) 23-36 Proposed Line Item Transfer

Motion Statement - "I move that the Board of Selectmen approve the line-item transfer of \$100,000 from (210-192-0000) Labor, Skilled and Professional, \$6000.00(210-197-0011) Overtime-Drug Investigations, \$18,000 (210-192-0014) Training Activities, \$1500.00 from (210-811-0002) Fire Range Repairs, and \$200 (210-811-0003) Emergency Response Team to \$50,000.00 (210-192-0010) Holiday Pay, \$74,000.00 (210-197-000) Overtime, \$1000.00 (210-807-0000) Telephone and \$200.00 (210-814-0000) Membership, Dues and Subscriptions."

Motion - Sel. Perez / Second - Sel. Sedlack

Vote to approve - Unanimous (7 - 0)

J) 23-37 Proposed Line Item Transfer

Motion Statement - "I move that the Board of Selectmen approve the line-item transfer of \$300.00 from (214-826-0000) Maintenance of Equipment, \$750 (214-826-0002) Communications Equipment, \$750.00 (214-827-0000) Maintenance of Structures to \$1600.00 (217-807-0000) Telephone, \$100.00 (214-822-0000) Electricity and \$100.00 (214-823-000) Heating Oil."

Motion - Sel. Morhardt / Second - Sel. Groppo

Vote to approve - Unanimous (7 - 0)

K) 23-38 Proposed Line Item Transfer

Motion Statement - "I move that the Board of Selectmen approve the line-item transfer of \$300.00 from (216-846-0000) Tires to \$300.00 (216-855-0000) Dog Disposal Fees."

Motion - Sel. Groppo / Second - Sel. Morhardt

Vote to approve - Unanimous (7 - 0)

L) 23-39 proposed Line Item Transfer

Motion Statement - "I move that the Board of Selectmen approve the line-item transfer of (- \$11730.34) from (311-194-0000) General Labor, (-1085.41) (311-194-0000) General Labor (-730.00) (313-827-0000) Maintenance of Structures to \$11,730.34 (313-194-0000) General Labor, \$1085.14 (313-197-0000) Overtime and \$730.00 (313-823-0000) Heating Fuel."

Motion - Sel. Perez / Second - Sel. Morhardt

Vote to approve - Unanimous (7 - 0)

Motion - Sel. Perez / Second - Sel. Morhardt

A mid-meeting Motion was offered at the suggestion of Public Works Director Jim Rollins
Motion Statement - "I move that the Board of Selectmen add New Business agenda Item (M) as requested by Jim Rollins the Public Works Director."

Motion - Sel. Perez / Second - Sel. Morhardt

Vote to approve - Unanimous (7 - 0)

Motion Statement - "I move that the Board of Selectmen approve the line-item transfer of \$10,000.00 from (311-859-0000) Contracted Services to \$10,000.00 (311-826-0000) Maintenance of Equipment."

Motion - Sel. Perez / Second - Sel. Bouchard

Vote to approve - Unanimous (7 - 0)

Item 12 **Executive Session -**

A) Concerning the possible Sale of Town-Owned land

B) Discussion on Strategy and Negotiations of Contracts

Motion Statement - "Motion to enter Executive Session to discuss the Sale of Town-Owned land and Strategy and Negotiations of Contracts, taking the Town Manager to be part of the meeting at at 7:58pm.

Motion - Sel. Morhardt / Second - Sel. Sedlack

Vote to approve - Unanimous (7 - 0)

The Board returned from Executive Session at 9:37pm with no action taken.

Item 13 **Citizens Comments** - None

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

* Sel. Groppo reminded everyone of the upcoming 89th Annual Laurel Festival activities

* Sel. Perez commented on the new website shortcomings and asked for corrective action

* Sel. Bourque reviewed upcoming Memorial Day events

* Mayor Arcelaschi reminded Voters and Property Owners that the Annual Town Budget referendum will be held on May 27th at Pearson School from 8am to 8pm.

Item 15 **Adjournment**

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

To adjourn the meeting at 9:45pm

Vote to approve - Unanimous (7 - 0)

ATTEST:

Glenn Albanesius, Town Clerk

These Minutes are subject to formal approval at the next scheduled meeting. Any amendments, corrections or revisions will be noted in the next Meeting Minutes.