

Town of Winchester

Board of Selectmen

Regular Meeting

Monday, July 3, 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)	Linda Groppo (Selectwoman)
	Candace Bouchard (Selectwoman)	Jack Bourque (Selectman)
	Steve Sedlack (Selectman)	

Staff Members	Josh Kelly (Town Manager)
	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 Regular Meeting on June 20, 2023
Motion - Sel. Morhardt / Second - Sel. Sedlack
Vote to accept minutes - (6-0-1) Sel. Bourque abstained

Item 5 **Citizens Comments** - None

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

- * The Town's budget for FY23-24 was approved at a second referendum by a vote of 757 to 694. Town Manager Kelly and Superintendent Brady-Shanley put extra effort into informational presentations and question and answer sessions. This effort yielded a more informed voter and a higher turnout and should be considered for all future referendums.
- * Winchester was notified that it was awarded a \$128,000 Grant from DECD Brownfields Program. These funds will target environmental reviews at the 10 Bridge Street address. The Town was also awarded \$11,000 to install a public usage dual head EV Charging Station at 75 Rowley Street.
- * Two open positions at Town Hall are in the process of being filled. Hirings are needed to fill the Communications & IT Co-Ordinator's job as well as a Purchasing Agent. These openings resulted from the retirement of Mark Douglass in April. Additionally the Police department is actively seeking applications for new officers.
- * The Town's RFP for the Mountainside Drive development site will accept responses thru the end of July 27th. This is a Town Owned property consisting of 118 acres.

- * A newly passed "Nipper Bottle" deposit fee has locally generated nearly \$44,000 over the past year and a half. These funds have use guidelines attached. The Town Manager has assembled a staff team to come up with list of ideas that will ultimately be presented to the Board as a formal proposal.

Item 7 **Correspondence** - None

Item 8 **Boards and Commissions** - Sel. Sedlack introduced the following actions.

- 1) Joseph Holcomb (R) is submitted for Nomination as a Member of the Recreation Board with a term to expire in 4/2028
 - 2) Ann-Marie Holland (U) is submitted for Nomination as a Member of the Recreation Board with a term to expire in 4/2027
 - 3) Mason Kiesewetter (U) is submitted for Appointment as a Member of the Inland Wetlands and Watercourses Commission with a term to expire in 4/2026
Motion - Sel. Sedlack / Second - Sel. Groppo
Vote to approve - Unanimous (7 - 0)
- * The following groups have position openings. Interested candidates are encouraged to apply!
Board of Assessment Appeals - 1 Alternate Seat
Arch. Review Committee - 1 Permanent Seats and 2 Alternate Seats
Economic Development Commission - 2 Alternate Seats
Laurel City Commission - 4 Permanent Seats
Inland Wetlands & Watercourses Commission - 2 Permanent Seats
Recreation Board - 1 Permanent Seats
Soldiers Monument - 2 Members
Zoning Board of Appeals - 1 Member and 2 Alternate Seats

Item 9 **Unfinished Business** - None

Item 10 **New Business** -

- A) Consider and Possibly Act on items related to finalizing the Town's FY2024 Mill Rate and Budget.
Motion to set the new Mill Rate at 26.39 with the first installment due between August 1 and September 1, 2023.
Motion - Sel. Bouchard / Second - Sel. Sedlack
Vote to approve - Unanimous (7-0)
- B) Discussion on correspondence from the Water and Sewer Commission
 - * Public Works Director Jim Rollins gave a detailed update on 4 major Sewer Commission projects including an explanation of funding reallocations resulting from significant cost increases of the Raw Water Pumps and Controls.
Motion Statement - "I'll make a motion for the reallocation of the \$1.4 million of ARPA money to handle \$600,000 for the Sewer Plant's Septic Receiving Station and Station rehab and the balance of the money to be held towards the Congressional Funding as match in the amount of

approximately \$800,000.00."

Motion - Sel. Bouchard / Second - Sel. Sedlack

Vote to approve - (6-0-1) Sel. Perez abstained

C) Discussion on Public Works Projects

- * Public Works Director submitted a 17 page report updating the Board with the current status of the Infrastructure Investment Plan of 2021.

- * Much discussion was focused on the pace of progress.

- * Mr., Rollins offered sobering explanations regarding costs and the required engineering/surveying requirements tied to many of the projects.

- * Sel. Perez suggested hiring a Project Manager to help expedite the implementation of scheduled roads and sidewalks.

D) 23-52 Consider and Possibly Act to approve a letter of support for a Town Grant Application to the Federal "Safe Streets for All" program.

- * Motion Statement - "I move that the Board of Selectmen direct the Town Manager to author a letter of support for a Safe Streets for All Planning & Demonstration Grant on behalf of the Board of Selectmen and authorize the Mayor to sign the letter on behalf of the Board."

Motion - Sel. Bourque / Second - Sel. Morhardt

Vote to approve - Unanimous (7-0)

E) 23-53 Consider and Possibly Act on proposed amendments to Ordinance 12 "Civil Service Commission."

Motion Statement - "I move that the Board of Selectmen formally acknowledge their consideration of the removal of Chapter 12 of the Town Ordinances and further consider it in a second instance at the next regular meeting on July 17, 2023."

Motion - Sel. Bourque / Second - Sel. Arcelaschi

Vote to approve - (6-0-1) Sel. Morhardt abstained

Item 11

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 9:26pm.

Motion - Sel. Sedlack/ Second - Sel. Morhardt

Vote to approve - Unanimous (7-0)

The Board returned from Executive Session at 10:13pm

Item 12

Post Executive Session Business

A) 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.

Motion Statement - "I move that the Board of Selectmen refer 47 Orchard Street to Planning and Zoning Commission for an 8-24 referral and to the Town's Real estate agent for listing on the market."

Motion - Sel. Morhardt / Second - Sel. Groppo

Vote to approve - Unanimous (7-0)

B) Consider and Possibly Act on the approval of the Town Manager's updated Employment Agreement.

Action on this Item was tabled.

C) Consider and Possibly Act on the approval of the Fire Chief's Employment Agreement

Motion Statement - "I make a motion to approve the Fire Chief's contract as presented by the Town Manager tonight."

Motion - Sel. Morhardt / Second - Sel. Groppo

Vote to approve - Unanimous (7-0)

Item 13

Citizens Comments - None

Item 14

Selectmen's Comments and Reports - None

Mayor Arcelaschi - Helped WW2 veteran Ted Marolda celebrate his 100th birthday

Sel. Perez - Asked that the next BOS meeting include Ted Shafer and Lance Hanson to discuss Economic Development opportunities along the Rte. 8 corridor

Sel. Bouchard - Summer concert series in East End Park has begun

Sel. Sedlack - Asked to put the Gilbert School State Study on the next meeting agenda for discussion

Sel. Bourque - Soldiers Monument to hold a public reading of the Declaration of Independence

Item 15

Adjournment

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

To adjourn the meeting at 10:19pm

Vote to approve - Unanimous (7-0)

ATTEST:

Glenn Albanesi, 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.