

# Town of Winchester

Board of Selectmen  
Regular Meeting  
Monday July 17, 2023

Item 1      **Call to Order**

Meeting called to order by Mayor Todd Arcelaschi at 7:02pm

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 Albanesi (Town Clerk)	

Item 2      **Pledge of Allegiance**      The Pledge was recited by all

Item 3      **Agenda Review** - Item C under New Business is removed (Town Manager Kelly)

Item 4      **Approval of Minutes**

\* Minutes of Regular Meeting on July 3, 2023

Motion - Sel. Morhardt / Second - Sel. Perez

Vote to accept minutes - Unanimous (7 - 0)

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

* Jen Perga	* Stephen Kosinski
* Frank Olivieri	* Josh Kelly
* Cheryl McGlynn	

Item 6      **New Employee Introductions**

A) Linda Valez (Assessor)

Mrs. Valez addressed the Board, reviewing her 28 years of experience and articulated her immediate goals for State reporting compliance and accuracy of the pending tax bill mailing.

Item 7      **Executive Session**

A) Legal updates with Town Attorney

Motion Statement - "Motion to enter Executive Session to discuss legal updates, taking the Town Manager and Town Attorney Kevin Nelligan to be part of the meeting at 7:28pm.

Motion - Sel. Sedlack / Second - Sel. Bouchard

Vote to approve - Unanimous (7 - 0)

The Board returned from Executive Session at 8:14pm with no action taken.

Item 8 **Town Manager's Report** - Josh Kelly reported to the Board on the following topics. . .

- \* Josh addressed several remarks made during Public Comment reassuring the Town that concerns about Main Street Parking and traffic speeds are under scrutiny. He explained that action is dictated by the State DOT who requires a formal study before any major changes can be implemented.
- \* The Town has completed its "Safe Streets for All" grant application. A "Connectivity Grant" submission is close to completion.
- \* A recommendation is on tonight's Agenda to establish a new Historic Commission. This initiative will pave the way for creation of "Historic Site" tax credits which are valuable for attracting future targeted development. A grant to cover the costs of establishing a Historic Commission is being researched.
- \* A new Purchasing Agent will be hired soon as the Town continues to seek applicants for new officers to fill open Police Department positions.
- \* The RFP for Mountainside Drive had 1 response. Details of the offer will be disclosed as well as an evaluation of whether it is an opportunity worth pursuing.
- \* Usage of the "Nipper Deposits Tax" money is under review.
- \* Town Hall employee's will be participating in several Work Training sessions. There may be several days when departments are short staffed.

Item 9 **Finance Directors Report**

- \* Town Manager Kelly filling in for the excused Finance Director Ann Marie Rheault briefly reviewed FY22 - 23 ending numbers and sharing the good news that available funding would more than cover any outstanding invoices.

Item 10 **Correspondence** - A letter from Civil Service Commissioner Fran Delany was distributed to the Board.

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

- 1) Joseph Holcomb (R) is submitted for Appointment as a Member of the Recreation Board with a with a term expiration of 04/2028.  
Motion - Sel. Sedlack / Second - Sel. Bouchard  
Vote to approve - Unanimous (7 - 0)
  - 2) Ann-Marie Holland (U) is submitted for Appointment as a Member of the Recreation Board with a with a term expiration of 04/2027.  
Motion - Sel. Sedlack / Second - Sel. Perez  
Vote to approve - Unanimous (7 - 0)
  - 3) Keith Wilson (R) is submitted for Appointment as a Representative to Torrington Area Health District with a term expiration of 04/2026.  
Motion - Sel. Sedlack / Second - Sel. Bouchard  
Vote to approve - Unanimous (7 - 0)
- \* Sel. Sedlack acknowledged receipt of a Letter of Interest from Esther Dew requesting to become a member of the Soldiers Monument Commission. Action to be taken at the August 7th meeting.

\* 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 - 4 Permanent Seats

Inland Wetlands & Watercourses Commission - 2 Permanent Seats

Recreation Board - 1 Permanent Seats

Soldiers Monument - 2 Permanent Seats

Zoning Board of Appeals - 2 Alternate Seats

Item 12      **Unfinished Business**

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

Town Manager Kelly reviewed his reasoning and rationale for eliminating the Civil Service Commission. He also listed specific examples where delays and archaic protocol negatively impacted hiring processes.

Motion to move the amendment of Ordinance 12 process to the August 7th Board of Selectmen Meeting.

Motion - Sel. Bouchard / Second - Sel. Groppo

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

B) Discussion on the 2023 State Department of Education's report regarding the Gilbert School's funding.

Sel. Sedlack opened discussion and review of the State Department of Education's report dated May 8, 2023. Consensus was reached that it is the Winchester Board of Education's responsibility to act on the State's recommendations. The following motion formalized this sentiment.

Motion Statement - "I move that we support the recommendation of the State Department of Education that the Winchester Board of Education and the Gilbert School enter into a long term legal agreement that provides for a specific methodology for calculating regular and special education tuition."

Motion - Sel. Sedlack / Second - Sel. Bourque

Vote to approve - (4) Yes - Mayor Arcelaschi, Sel. Sedlack, Sel. Bourque, Sel. Morhardt

(3) No - Sel. Bouchard, Sel. Perez, Sel. Groppo

C) Consider and Possibly Act on the approval of the Town Manager's amended contract.

Motion Statement - "I make a motion to approve the contract."

Motion - Sel. Bourque / Sel. Groppo

Vote to approve - Unanimous (7 - 0)

Item 13

**New Business -**

- A) Discussion with the Town Planner and Director of Economic Development regarding the Rte 800 corridor.

Lance Hanson and Ted Shafer led a detailed discussion about development opportunities that can be identified and pursued as part of Grand List growth for the Town. Members of the EDC offered additional input and explanations of their mission as well as assessments of property potential.

- B) 23-54 Consider and Possibly Act on the adoption of a new ordinance regarding the creation of a Historical Commission.

Town Manager Kelly offered an expanded explanation of the process and benefits of forming a new Historical Commission. Board members offered insight and asked for points of clarification. Discussion resulted in a motion to send this initiative to the August 7, 2023 Board of Selectmen for a second meeting of discussion.

Motion - Sel. Bouchard / Mayor Arcelaschi

Vote to approve - Unanimous (7 - 0)

- C) 23-55 Proposed Line item Transfer

*This item was removed from the agenda*

- D) 23-56 Proposed Line Item Transfer

Motion Statement - " I move that the Board of Selectmen approve the following line-item appropriation transfers for multiple department per the attached document with one exception where \$24,000.00 is NOT to be taken from (311-859-0000) Engineering Services and only \$24,000.00 be transferred to (320-383-0000) Street Lighting Expenditures."

Motion - Sel. Perez / Second - Sel. Sedlack

Vote to approve - Unanimous (7 - 0)

Item14

**Executive Session**

- A) Discussion on Strategy and Negotiations of Contracts.

Motion Statement - "Motion to enter Executive Session to discuss Strategy and Negotiations of Contracts taking the Town Manager Josh Kelly to be part of the meeting at 10:13pm.

Motion - Sel. Bouchard / Second - Sel. Sedlack

Vote to approve - Unanimous (7 - 0)

The Board returned from Executive Session at 10:38pm with no action taken.

Item 15

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

\* Virginia Schultz-Charette

\* Stephen Kosinski

\* David LaPointe

Item 16     **Selectmen's Comments and Reports -**

- \* Sel. Bouchard - Summer Concert Series continues to be a great success
- \* Mayor Arcelaschi - Reminded all that both Democrats and Republicans were holding Caucuses to choose candidate slates for the Municipal election in November

Item 17     **Adjournment**

- \* Motion - Sel. Sedlack / Second - Sel. Morhardt  
To adjourn the meeting at 10:57pm  
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.