

Town of Winchester

Board of Selectmen
Regular Meeting
Monday August 21, 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 Albanesius (Town Clerk)	
	Jim Rollins (Public Works Director)	
	Kevin Nelligan (Town Attorney)	

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

Item 3 **Agenda Review** - None

Item 4 **Approval of Minutes**

* Minutes of Regular Meeting on August 07, 2023

Motion - Sel. Morhardt / Second - Sel. Groppo

Vote to accept minutes - Yes (6) - Abstained (1) Sel. Sedlack

Item 5 **Citizens Comments** - None

Item 6 **New Employee Introductions** - The following recruit's introduced themselves to the Board. Each gave a summary of their work or school experience and expressed enthusiasm for their new Town position.

A) Geoff Green (Enforcement Officer - Blight / Wetlands / Zoning)

B) Shane Whynott (Land Use Administrative Assistant)

C) Jamie Duffy (Recreation Program Coordinator)

D) Don Murelli (Purchasing Agent)

E) Alexa Hinton (Communications Coordinator)

Item 7 **Town Manager's Report** - Josh Kelly reported to the Board on the following topics. . .

* The Town will be promoting a "First Time Home Buyers" Seminar to be held on Wednesday October 11th at 6pm. Spearheaded by Town staff and two local Real Estate agents and Mortgage Broker; the event will be recorded and posted on Winchester's You Tube channel. Anyone looking for guidance to buy a home for the first time is encouraged to attend.

- * Winchester continues to seek new Grant opportunities. The Town Manager is wrapping up an Round 18 application for a Brownfields site at the parking lot on the corner of Lake and Meadow Streets. Two \$250,000 STEAP grant applications have been finalized for 10 Bridge Street and 44 Elm.
- * Crucial job positions remain unfilled for both the Police Department and Public Works. The Town is prioritizing efforts to get these vacancies filled with qualified hires as soon as possible.
- * Winchester is planning another Job Fair which will be held in October.
- * Responses to our second RFP for Town Owned land at the Mountainside Drive development is due on September 22, 2023 at 9:00am.
- * Suggested uses for the Deposit monies from Nipper Bottles sold in Winchester are still under discussion. Helping to fund a new composting initiative at RRDD#1 has gained support from the member town First Selectmen.
- * Solutions for improved parking opportunities on Main Street remain under discussion. A report from the Town Manager and Chief of Police will be forthcoming.
- * Town staff completed a Team and Trust Building Training Exercise on Friday the 11th. Thanks go out to the Board of Selectmen and general public for supporting this initiative.
- * Negotiations for a new Police Union contract were held again on Friday August 4th. Formal exchanges will occur at a date to be determined.

Item 8 **Finance Directors Report**

- * Finance Director Ann Marie Rheault reviewed new fiscal year General Fund, Cash Flow and CIP data....
- * Discussion was raised regarding payments of Northwest Transit District invoices.

Item 9 **Correspondence** - None

Item 10 **Boards and Commissions** - Sel. Sedlack introduced the following actions.

- 1) John Noone (U) is submitted for Nomination as a Member of the Soldiers Monument Commission with a term expiration of 06/2027.
- 2) Esther Dew (R) is submitted for Appointment as a Member of the Soldiers Monument Commission with a term expiration of 06/2027.
 Motion - Sel. Sedlack / Second - Sel. Bourque
 Vote to approve - Unanimous (7 - 0)
- 3) A notice of Resignation was received and accepted from the following volunteer
 - * Brian Shaughnessy (Board of Recreation)
 Brian's volunteer time and service to the Town is acknowledged with 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
 - Conservation Commission - 1 Permanent Seat
 - Economic Development Commission - 3 Alternate Seats
 - Laurel City Commission - 4 Permanent Seats
 - Inland Wetlands & Watercourses Commission - 2 Permanent Seats
 - Recreation Board - 1 Permanent Seats
 - Zoning Board of Appeals - 2 Alternate Seats

Item 11

Unfinished Business

A) Consider and Possibly Act on the issuance of a Driveway Permit at 543 E. Wakefield Bld.

Atty. David Torrey reviewed and restated his clients position that no "reconstruction" had occurred with the driveway project at 543 E. Wakefield Blvd and contended that as such no permit was required. Public Works Director Jim Rollins countered that the reshaping and adjusted pitch did indeed constitute a reconstructed drive. He felt strongly that the work completed did require a permit. After deliberation the Board took the following action.

Motion Statement - I recommend that the Board.

1) Find that the driveway was reconstructed. (Per Contractors Statement)

"I also removed portions of the previously existing gravel driveway" (Paul Sokolik from Plaintiffs Exhibit 24)

2) Acknowledge that the Serky's should have sought a permit in a timely manner.

3) Acknowledge that a Variance is now needed.

4) Grant a Variance to the Property's driveway with "no conditions"

Motion - Mayor Arcelaschi / Sel. Bourque

Vote to approve - Yes (4) / No (1) Sel. Sedlack / Abstained (1) Sel. Bouchard

Note - Sel. Perez recused herself from initial discussions and did NOT cast a vote.

B) 23-54B Consider and Possibly Act on the adoption of a new ordinance regarding the creation of a Historical Commission. (3rd discussion)

Motion Statement - "I would make a motion that we finalize the adoption of the Ordinance creating a Historical Commission with any costs said Commission incurs be funded by the State or private grants" Note - Amendment added as follows - "As codified/formatted by General Codes"

Motion - Sel. Perez / Sel. Bouchard

Vote to approve - Unanimous (7 - 0)

C) Consider and Possibly Act on the Revision of Hiring Practices

Motion Statement - "I make a motion that we adopt the amended revision of the amended hiring policies as presented by the Town Manager."

Motion - Sel. Perez / Sel. Sedlack

Vote to approve - Unanimous (7 - 0)

Item 12

New Business -

A) Consider and Possibly Act on approving a resolution in support of the Town submitting an Urban Garden Grant.

Motion Statement - "I move that we approve the resolution to apply for and accept the Urban Green Community Grant and any match required not come from local property taxes but from other Grant sources or private funds."

Motion - Sel. Perez / Sel. Morhardt

Vote to approve - Unanimous (7 - 0)

Item 13

Executive Session

A) Discussion of the Sale of Town-owned Land

B) To discuss Contract Negotiations

Motion Statement - "Motion to enter Executive Session to discuss Sale of Town-owned Land and discussion of Contract Negotiations taking the Town Manager Josh Kelly to be part of the meeting at 9:03pm.

Motion - Sel. Sedlack / Second - Sel. Morhardt

Vote to approve - Unanimous (7 - 0)

The Board returned from Executive Session at 10:34pm with no action taken.

Item 14

Citizens Comments - None

Item 15

Selectmen's Comments and Reports -

* Sel. Perez - Announced that the 4 new Light poles at Walker Field would be installed on Tuesday.

* Sel. Bouchard - Informed the Board that the last Concert in the Park was this week and that the annual Fall River Cleanup is scheduled for September 23rd and the Fall Festival would once again be held on September 30th and include a car and motorcycle show.

* Sel. Bourque - Soldiers Monument will be holding a Sept 911 event with a band and picnic

* Mayor Arcelaschi - Reminded everyone that the Firemen's Carnival will be held this week.

Item 16

Adjournment

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

To adjourn the meeting at 10:37pm

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.