

# Town of Winchester

Board of Selectmen

Regular Meeting

Monday September 18, 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)
	Jim Rollins (Public Works Director)
	Ann Marie Rheault (Finance Director)

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

Item 3 **Agenda Review** - Mayor Arcelaschi asked for Board approval to swap agenda positions for New and Old Business.  
Vote to approve - Unanimous (7 - 0)

Item 4 **Approval of Minutes**  
\* Minutes of Regular Meeting on September 05, 2023  
Motion - Sel. Bouchard / Second - Sel. Morhardt  
Vote to accept minutes - Unanimous (7 - 0)

Item 5 **Citizens Comments** - None

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

- \* October 20th will be Josh's last day. He will be succeeded by Bob Gieger who will work along side Josh and get reacquainted with current projects and initiatives.
- \* The new Citizens Academy debuted on September 13th. Presentations were made by the Town Manager, Town Clerk and Registrars Office outlining their department structure and responsibilities. Attendee's commented that the inaugural meeting was extremely informative and interactive.
- \* Winsted will pursue the establishment of a "Cultural District". This initiative would give the Town increased access to State marketing resources for cultural offerings located in the Downtown area.
- \* On the Economic Development front Winchester is preparing to advertise its next Job Fair scheduled for October 11th. The development RFP for the Mountainside Drive property is due into Town Hall on September 22nd.
- \* Town staff has partnered with two local real estate agents and a Mortgage Broker to hold a "First Time Homebuyer Seminar" on Wednesday October 11th at 6pm.

- \* The newly adopted Ordinance that created a Historic District means that its Commission is seeking volunteer members to help plan and execute its mission. Applications can be sent to the Town Managers Office.
- \* The Town has a number of open positions that need to be filled. These are all listed on Winchester's website. The new Selectman's Hiring Review Committee will meet for the first time in mid-October and get an update from the Town Manager regarding the implementation of new hiring procedures.
- \* The Town Manager will be holding a training session to show Business Owners and Public Officials how to get special events and activities on the Town's, CT State Tourism and Discover Litchfield websites. This event will be held on October 4th with a location to be determined.
- \* Negotiations with the Police Union will commence on October 16th.

Item 7      **Finance Director's Report**

- \* Finance Director Ann Marie Rheault reviewed new fiscal year General Fund, Cash Flow and CIP data....
- \* A special note was made that this month's Revenue statement included the sale of Town owned property on Front Street. This netted the Town \$90,893.00.

Item 8      **Correspondence** - None

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

- 1) Andre Champagne (U) is submitted for Consideration as a Member of the Ad Hoc Water Level Commission with a term expiration of 03/2025.
  - 2) Ryan Horvay (R) was nominated by Sel. Sedlack to be an Alternate Member of the Zoning Board of Appeals with a term expiration of 12/2027.
- \* The following groups have position openings. Interested candidates are encouraged to apply!
    - Arch. Review Committee - 1 Member Seat and 2 Alternate Seats
    - Board of Assessment Appeals - 1 Alternate Seat
    - Conservation Commission - 1 Member Seat
    - Economic Development Commission - 3 Alternate Seats
    - Historic Commission - 5 Member Seats
    - Laurel City Commission - 4 Member Seats
    - Inland Wetlands & Watercourses Commission - 2 Member Seats
    - Recreation Board - 1 Member Seat
    - Zoning Board of Appeals - 1 Alternate Seat

Item 10      **Unfinished Business**

- A) 23-60a Consider and Possibly Act on the adoption of amendments to the Driveway Ordinance (second meeting)  
This item was moved along to Planning & Zoning for review and determination. This action was also requested to be posted on the Town's website.
- B) 23-58a Consider and Possibly Act on the implementation of new parking rules on Main Street  
After much discussion this item was tabled for further investigation.

Item 11

**New Business -**

- A) 23-61 Consider and Possibly Act on granting a Driveway Variance at 674 East Wakefield Blvd  
Motion Statement - "I move that the Board of Selectmen grant a Driveway Variance to Peggy Neal of 674 East Wakefield Blvd.  
Motion - Sel. Bouchard / Sel. Bourque  
Vote to approve - Unanimous (7 - 0) with the Memo of approval from Public Works Director Jim Rollins added to the record.
- B) Consider and Possibly Act on the on the purchase of Equipment  
Finance Director Ann Marie Rheault and Public Woks Director gave an overview of purchase and lease options for a new Town Plow Truck. Explaining that both cost and projected build time had moved their recommendation away from Freightliner to Mack as this would have the much needed truck on the road in time for the Winter of 2025. Financing costs led the Board to agree purchase the truck using Fund Balance money for the initial purchase and then Capital expense allocations going forward."  
Motion Statement - "I move that we authorize the purchase of a Mack for up to \$314,000.00 in place of the lease of the Freightliner.  
Motion - Mayor Arcelaschi / Sel. Bouchard  
Vote to approve - Unanimous (7 - 0)
- C) 23-62 Consider and Possibly Act on approving a resolution in support of the creation of a cultural district.  
Amy Wynn and Alla Kravchenko both addressed the Board in support of this initiative.  
Motion Statement - "I move that the Board of Selectmen adopt the attached resolution as presented."  
Motion - Sel. Perez / Sel. Bouchard  
Vote to approve - Unanimous (7 - 0)
- D) 23-63 Consider and Possibly Act on the adoption of an Ordinance creating a Culural District  
Motion Statement - "I move that the Board of Selectmen recognize this as the first of three public meetings where a new Oridinance to create a Cultural District Commission in Winsted is considered and that the Board further consider this draft Ordinance at its next meeting."  
\* The Board decided that further discussion and determinations were warrented before putting this to a vote.

Item12

**Executive Session**

- A) Discussion of the Sale of Town-owned Land  
B) To discuss Contract Negotiations  
C) To discuss Town Manager search  
Motion Statement - "Motion to enter Executive Session to discuss Sale of Town-owned Land, Contract Negotiations and the search for a Town Manager, taking current Town Manager Josh Kelly to be part of the meeting at 8:40pm."  
Motion - Sel. Sedlack / Second - Sel. Bouchard  
Vote to approve - Unanimous (7 - 0)  
The Board returned from Executive Session at 9:58pm taking the following action.

Motion Statement - "I'd like to make a motion that we engage the services of Municipal Resources Inc. out of Portsmouth New Hampshire to conduct a comprehensive Executive recruitment for the Town Manager for the Town of Winchester."

Motion - Sel. Bourque / Second - Sel. Perez

Vote to approve - Unanimous (7 - 0)

Item 13     **Citizens Comments** - None

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

\* Sel. Bouchard - Announced the dates for the upcoming Fall Cleanup on September and

\* Sel. Bourque - Reminded everyone of the upcoming Soldiers Monument Cemetery walk.

Item 16     **Adjournment**

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

To adjourn the meeting at 10:00pm

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.