

# Town of Winchester

Board of Selectmen  
Regular Meeting  
Monday October 16, 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)
	Candace Bouchard (Selectwoman)	Linda Groppo (Selectwoman)
	Steve Sedlack (Selectman)	Jack Bourque (Selectman)

Absent Excused      Candy Perez (Selectwoman)

Staff Members      Josh Kelly (Town Manager)  
Glenn Albanesius (Town Clerk)  
Ann Marie Rheault ( Finance Director)

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

Item 3 **Agenda Review** - To move Item 11B up to follow Boards and Commissions report

Motion - Sel. Sedlack / Second - Sel. Bouchard

Vote to approve - Unanimous (6 - 0)

Item 4 **Approval of Minutes**

\* Minutes of Special Meeting on September 25, 2023

Motion - Sel. Bouchard / Second - Sel. Groppo

Vote to accept minutes - Unanimous (6 - 0)

\* Minutes of Regular Meeting on October 2, 2023

Motion - Sel. Sedlack / Second - Sel. Arcelaschi

Vote to accept minutes - Unanimous (6 - 0)

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

\* Michael Connoles

\* Sister Angela

\* Glenn Albanesius

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

\* Josh Kelly's career as Town Manager is winding down. Robert Geiger will begin as Interim Town Manager at the end of Friday October 20, 2023. Josh will continue to tie up as many loose ends as possible. He will also hand over a multitude of reports to Bob, the Board and Department Heads in order to provide as much continuity as possible. Of particular focus will be HR info and employment contracts that will bring Mr. Geiger up to speed with current personnel.

- \* The Citizens Academy visited the Public Schools and Water and Sewer Plants and has Emergency Services next on its agenda.
- \* The newly minted Cultural District continues thru the required steps to become official. A formal Ordinance adoption is required to create a Cultural District Commission. This step is on tonight's meeting agenda.
- \* The Town's second Job Fair and First Time Homebuyers Seminar were held this month. Both events were deemed successful. The Mountainside Drive RFP yielded 2 responses that will be reviewed in tonight's Executive Session.
- \* The new Historic District Commission will hold its first meeting this coming Wednesday.
- \* The Town continues to seek applicants for open employment positions. Open positions include Town Manager, Police Officers and Public Works staff.
- \* The new lights at Walker Field are up and brightly shining.
- \* Our Social Services department was awarded a \$250,000 grant to repair the roof and install a new HVAC system at 44 Elm Street.
- \* Winchester's own AMP was chosen as the venue for this year's Sustainable CT awards ceremony.
- \* Our EDC webpage now has a post that explains how businesses can get listed on state and local tourism sites.

Item 7      **Finance Director's Report**

- \* Finance Director Ann Marie Rheault reviewed current Revenue and Expense data
- \* A new summary format report was introduced and received several compliments on the readability and simplicity of the layout.

Item 8      **Correspondence** - The Board of Education included a 2022 - 2023 Budget Year End Snapshot Report

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

- 1) Hamish Lutris is submitted for Consideration as a Member of the Historic Commission with a term to expire 12/2025. (This volunteer was determined to NOT be a current elector)
- 2) Andre Champagne (U) is submitted for Appointment as a Member of the Ad Hoc Water Level Committee with a term to expire 03/2025  
Motion - Sel. Sedlack / Second - Sel. Bouchard  
Vote to approve - Unanimous (6 - 0)
- 3) Steve Dew (U) is submitted for Appointment as a member of the Historic Commission with a term to expire 12/2026  
Motion - Sel. Sedlack / Second - Sel. Bourque  
Vote to approve - Unanimous (6 - 0)
- 4) A letter of Resignation was received and accepted from the following volunteer.
  - \* Shannon Centrella - Economic Development Commission
 Shannon'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 Member Seat and 2 Alternate Seats
  - Board of Assessment Appeals - 1 Alternate Seat

Conservation Commission - 1 Member Seat  
Economic Development Commission - 1 Member & 3 Alternate Seats  
Historic Commission - 2 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) 23-58a Consider and Possibly Act on the implementation of new parking rules on Main Street  
Town Manager Kelly did announce the State DOT's approval of a Parking Regulation change. A formal letter will be forthcoming.

Board discussion resulted in a motion to table until the following meeting.

Motion - Sel. Groppo / Second - Sel. Bouchard

Vote to approve - Unanimous (6 - 0)

B) 23-60b Consider and Possibly Act on the adoption of amendments to the Driveway Ordinance  
(third meeting)

Board discussion resulted in a motion to table until the following meeting.

Motion - Sel. Bourque / Second - Sel. Morhardt

Vote to approve - Unanimous (6 - 0)

C) 23-63b Consider and Possibly act on the adoption of an Ordinance creating a Cultural District  
Commission (second meeting)

Town Manager Kelly confirmed the language change requested at the previous meeting which altered Section (C) to read 9 total members and a corresponding 5 / 4 makeup.

Motion Statement - "I move that the Board of Selectmen recognize this as the second of three public meetings where a new Ordinance to create a Cultural District Commission in Winsted is considered and that the Board further consider this draft Ordinance at its next regular meeting."

Motion - Sel. Bouchard / Second - Sel. Sedlack

Vote to approve - Unanimous (6 - 0)

D) 23-65a Consider and Possibly act on adopting a new Town Logo for external marketing purposes.

Board discussion resulted in a motion to table until the following meeting.

Motion - Mayor Arcelaschi / Second - Sel. Bourque

Vote to approve - Unanimous (5 - 0 - 1) Sel. Bouchard abstaining

Item 11

**New Business -**

A) 23-67 Proposed Line Item Transfer

Motion Statement - I move that the Board of Selectmen approve the following line-item appropriation transfers for multiple departments per the attached document.

Motion - Sel. Bourque / Second - Sel. Sedlack

Vote to approve - Unanimous (6 - 0)

- B) Discussion on current and future grant opportunities with the Gilbert School's Head of School, Greg Shugrue. This item was moved up on the agenda and followed Boards & Commissions
- The Gilbert School Superintendent distributed a letter to each Board member outlining recent efforts by Gilbert to secure Grant funding. Two winning Grants were detailed and two more that were pending results were discussed. Town match requirements will require further deliberation.
- Board interaction with Superintendent Shugrue resulted in a motion to table.
- Motion - Sel. Sedlack / Second - Sel. Bouchard
- Vote to approve - Unanimous (6 - 0)
- C) 23-69 Consider and possibly act on the approval of updated Personnel Policies
- Given a sense of confusion had overshadowed the intent of the recently established "Hiring Review Committee" Town Manager Kelly revised the name to be called the "Hiring Oversight Committee"
- Once explained, the Board agreed to the following motion to modify.
- Motion Statement - "I move that the Board of Selectmen adopt the attached policy as amended."
- Motion - Sel. Sedlack / Second - Mayor Arcelaschi
- Vote to approve - Unanimous (5 - 0 -1) Sel. Bouchard abstaining

Item 12

**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 8:15pm."
- Motion - Sel. Sedlack / Second - Sel. Bouchard
- Vote to approve - Unanimous (6 - 0)
- The Board returned from Executive Session at 9:34pm with no action taken.

Item 13

**Citizens Comments** - None

Item 14

**Selectmen's Comments and Reports** -

- \* Sel. Bouchard - FOMS Spooktacular Event to be held on the 28th. Window painting has 58 teams of kids aged K thru 6th grade
- November 4th - Fall River Clean Up with November 5th as a rain date
- Christmas on Main Street - December 2nd thru the 9th
- \* Mayor Arcelaschi - Reminder of the Halloween Trunk or Treat event at Rowley on October 28th

Item 16

**Adjournment**

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

To adjourn the meeting at 9:38pm

Vote to approve - Unanimous (6 - 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.