

Mission Statement

FEB 10 2021

The commission recognizes the historical importance and aesthetic value of the Soldiers' Monument, a symbolic icon of the town of Winchester. Our mission is to protect, preserve, and enhance this nationally-recognized landmark while providing a clean and safe park for all residents and visitors.

TOWN CLERK OF WINCHESTER
WINSTED, CT

MINUTES

For the Monthly Meeting

Thursday, January 14, 2021

Held at 7 P.M. via Zoom Conference Call due to COVID-19 restrictions.

Jack Bourque – Chairman
Steve Dew – Vice-Chairman
Lynn Kessler – Treasurer
Deborah Kessler- Secretary
Verna Gilson, Historical Consultant

Noreen Marchand
Sheila Sedlack
Virginia Shultz-Charette
Thomas Sullivan (pending BOS confirmation)
Douglas Werner

1. Call to Order

The meeting was called to order at 7:05 P.M. by Jack Bourque.

The members in attendance were:

- Jack Bourque
- Steve Dew
- Deb Kessler
- Lynn Kessler
- Noreen Marchand
- Virginia Shultz-Charette
- Doug Werner
- Thomas Sullivan
- Verna Gilson

Member(s) Absent and Excused:

- Sheila Sedlack

Member(s) Absent and Not Excused:

2. Agenda Review: None

3. Public Comment: None

4. Approval of Secretary's Minutes for Thursday, November 12, 2020 – Deb

Motion made by Lynn to accept the minutes, seconded by Noreen. Virginia abstained. Unanimous approval.

5. Treasurer's Report

Lynn reviewed the following:

Presented new budget design which includes a summary page followed by detailed breakdown information. For future meetings Lynn will share the screen to include the excel version in his presentation.

Status of budget and restoration accounts - Jack explained the Capital Improvement Budget line item. Operating Budget and expenses for FY21

Status of Store Account – petty cash was discussed.

Steve made a motion to deposit \$108 to the restoration account. Seconded by Doug.
Unanimous approval.

Park Place Hardware balance is always recorded on the receipt.

Additional donations for restoration (none)

Inventory of SoMo items for sale will be completed after the work inside the monument is finished.

Virginia advised that the mailbox invoice should be available in February or March.

6. Communications:

- Mail or Email: None

7. Monument and Grounds Activity Status Reports:

- Building status:
 - Interior conditions – First Floor window replacement issues with J. Pedrolini/R. Goulet (Sullivan Glass)
Status Report: The third-floor windows are being taken out and all windows should be open by May. The frames will be fixed and cemented by that time. James is not planning to cover the open windows and is working on days with good weather.
 - Discussion regarding the style of the 2nd and 3rd floor windows.
 - There is not enough air flow at present. The roof vents are superfluous in generating proper air circulation.
 - A new window design from Mike F. includes mesh ventilation rather than louvers was presented. The design using the mesh is inspired by the mesh airway seen on the original doors. The mesh can be cut to fit each window individually.
 - The expectation is the cost for each window with mesh ventilation to be approximately \$5K.
- Grounds status
 - Cannon bases: ongoing discussion with J. Schwaikert –
 - Work to begin in the spring and hopefully completed prior to Memorial Day.
 - The funds have been allocated from the Building Maintenance budget.
- Other:
 - The driveway chains were being blocked by the snowplowing. James needs to be able to access the driveway when working. He had to cut open the chain on the “exit” driveway side and is currently using his own lock to secure it.

Old Business:

- Appointment of new commission member status.
 - Thomas Sullivan will be officially approved at the next Board of Selectmen’s meeting.
 - We welcome Thomas to the commission.
- Recognition of Historical Consultant, Verna Gilson.
 - Verna is an official member of the commission in the role of Historical Consultant. Verna has done tremendous research in Winsted town history, has been a contributing participant to our annual Historic Cemetery Walks as well as the upcoming 250th presentation. She is actively working to establish Soldiers’ Monument research files in the History archives at the Beardsley Memorial Library.
 - We welcome Verna to the commission as a non-voting member.
- Sale of Ornaments and Note Cards - Jack
 - Ornaments sold well. No note cards were sold.

- We do not have any hats in stock. Given they are extremely popular we should consider placing a new order this spring.
- Selling via Facebook is not recommended in the future as it proves complicated for pickup and delivery.
- Continued development of special “friends” group volunteer base. Deb
 - Deb plans to create a share document (using Google docs) so that she and Sheila can easily update the volunteer information.
 - Deb will speak with Holly regarding a selection of her monument pictures to be considered for SoMo Christmas cards. This project would then be given to the SoMo volunteers to coordinate, etc.
- Street signs in place with plexiglass protection – Doug
 - The plexiglass has been installed, and extras have been ordered to allow for ease of cleaning and maintenance.
- Participation in Winchester 250 play on Saturday, November 13, 2021 – ongoing
- Installing lights for the “Christmas tree” status and expense
 - Decision on continued lighting
 - The lights were installed this year on a warm day.
 - There are three guide wires. Heavy rain brought one down and caused the breaker to trip. Holmes Electrical found a short in the system. Doug took it down and wrapped the cord/wire. The “hub” is getting wet. The GFI is low rated and we need to install one for heavier usage. We need to consider how to waterproof the electrical. The approximate cost was \$300
 - Thomas recommended that this being revisited prior to installation next fall.
- Continued Flag Flying Decision
 - Discussed and decided to leave the flag up and to replace it when needed.
 - Doug will properly retire it at that time.
 - Noreen and Peter provided replacement flags and there is one in the monument cupboard when we need it.
- Other: None

New Business:

- Historical background of cannons – Verna
 - Mrs. Thomas Clarke donated the cannons sometime between 1890-1900. Mr. Thomas Clarke was a former editor of the Winsted newspaper. The photo is dated 1923. We can see that the cannons are situated differently than at present.
 - Suggestion was made to add this information to the various Facebook pages to continue to generate interest in the monument. Perhaps as an “moment in history” post which could eventually become a recurring post on behalf of the monument.
 - SoMo may consider how to seat the cannons once they are repaired based on this historic photo.
- Approval of Park Use Form
 - Kevin Nelligan has reviewed and found it appropriate to use as it is.
 - Lynn will resend the approved form to all to review prior to the February meeting at which time we will vote on it.
- Other:
 - Given COVID we have done little in terms of event planning for this year and briefly discussed whether to have the Cemetery Walk or not. Given the proximity to the 250th play there is concern as to whether this is feasible or not. To be discussed further at the February meeting.
 - Noreen suggested that a post COVID re-opening monument event could include sharing stories and discussion of individual connections to the monument and its place in our collective history.

- Steve asked how Steve Silvester was contacted regarding his dismissal from the commission. Jack explained the various attempts to contact him. A certified letter was sent, confirmation received from the post office. There has been no response from Steve Silvester.

Adjournment: The meeting was adjourned at 9:15 P.M.

Next Monthly Scheduled Meetings:

- February 11, 2021
- March 11, 2021
- April 8, 2021