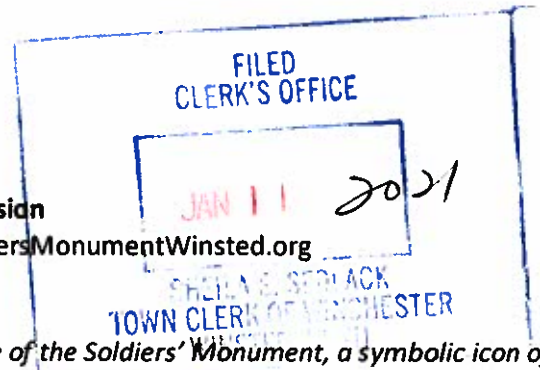


**Town of Winchester**  
**Soldiers' Monument Commission**  
P.O. Box 322 • Winsted, CT 06098 • [www.SoldiersMonumentWinsted.org](http://www.SoldiersMonumentWinsted.org)



**Mission Statement**

*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.*

**MINUTES**

**For the Monthly Meeting**  
**Thursday, October 8, 2020**

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

**Jack Bourque – Chairman**  
**Steve Dew – Vice-Chairman**  
**Deborah Kessler- Secretary**  
**Lynn Kessler –Treasurer**  
**Virginia Shultz-Charette**

**Noreen Marchand**  
**Sheila Sedlack**  
**Steven Silvester**  
**Douglas Werner**

**1. Call to Order**

The meeting was called to order at 7:01 P.M. by Jack Bourque.

The members in attendance were:

- Jack Bourque
- Steve Dew
- Deb Kessler
- Lynn Kessler
- Noreen Marchand
- Sheila Sedlack
- Doug Werner

Member(s) Absent and Excused:

- Virginia Shultz- Charette

Member(s) Absent and Not Excused:

- Steven Silvester

**2. Agenda Review: None**

**3. Public Comment:**

**4. Approval of Secretary's Minutes for Thursday, September 10, 2020 – Deb**  
Not available for review.

**5. Treasurer's Report**

Lynn reviewed the following:

Status of budget and restoration accounts –\* Due to the lack of an up to date report from the Finance Office this discussion was tabled until our next meeting.

- Operating Budget and expenses through fiscal year end and first month of FY21 (no change)
- Status of Store Account – petty cash; Park Place Hardware balance (no change)
- Additional donations for restoration resulting from the funding request letter –
  - Sheila has some candy money.
  - Jack received donation from monument visitors.

#### 6. Communications:

- Mail or Email
  - Jack reports that we have not received any new mail at the post office.
  - Discussed emails regarding the park usage form and procedures.

#### 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 window was to be completed by October 10<sup>th</sup>. A final inspection will be conducted by Jack and Steve D. Mike F. states that it is not necessary for him to inspect at this time. However, Sheila expressed concern that he should be a part of the inspection.
    - The stairs can be moved back in place now.
- Grounds status
  - Weed control – walkway and planter – Lynn took care of the weeds. Volunteer also weeded.
    - Sheila will contact Regional regarding establishing a planting plan for the “fountain bed” to potentially include more perennials, etc. She will contact early in 2021.
  - Cannon bases: ongoing with J. Schwaikert – cost to be \$700. He will work on this as time allows. Anticipated completion prior to Memorial Day 2021.
- Other:
  - Bid received from J. Pedrolini on 9/11.
    - Masonry quote for 2<sup>nd</sup> floor: \$12,450.00
    - Masonry quote for 3<sup>rd</sup> floor: \$13,450.00
    - Total quote: \$25,900.00
  - Mike F. needs to provide updated specs for the windows. We should have had the option to select the color. We will be provided samples next time. We may want to consider options for painting or correcting the color on the first-floor windows.

#### Old Business:

- Continued development of special “friends” group volunteer base. Deb
  - Deb will send updated information to Sheila.
- Soldiers’ Monument YouTube channel special video by Steve Buchanan – creating a new autumnal version.
  - Sheila has not sent thank you card yet.
  - Noreen suggested sending him a pewter ornament.
- New merchandise: pewter ornaments and COVID-19 masks were received and available.
- Participation in Winchester 250 play on Saturday, November 13, 2021 – ongoing
  - Virginia provided an advance copy of her book for Jack to use for research.
  - Verna has been assisting in research.
- Other:
  - Thank you note needed for Cash Pac who is working currently on the 250<sup>th</sup> presentation.

- Doug discussed the need for clean up the rear area of the monument – there is concrete and other debris there.

**New Business:**

- Restoration Work on 2<sup>nd</sup> and 3<sup>rd</sup> floor windows—awaiting first floor completion.
  - Color review to be held with Sullivan Glass when ready for the bid
- Street signs in place – Doug
  - Doug will need to order more plexiglass to cover them. Steve D. recommended ordering from Park Place where we have an account.
- Installing lights for “Christmas Tree” – good weather needed before November 10<sup>th</sup>.
  - Steve S. has assisted in the past.
  - Steve D. will plan to assist.
- Discussion with Verna Gilson regarding “historian” and membership
  - She is pleased and honored to be asked.
  - Verna suggests that the library is the best place for the repository of information and will create the files needed. After the election, Sheila and Jack will begin to organize the information. Deb to provide records of meeting minutes.
  - She also is interested in becoming a member of the commission.
- Park Use Form – review and vote
  - Lynn to make changes to the form for next meeting review.
  - Noreen mentioned that the form should be easily accessed on our website.
- Other:
  - Water is shut off. Work will need to be done on the valves in the springtime. Steve D. will look at them prior to then.
  - Noreen and Peter will close the driveway.

**Adjournment:** The meeting was adjourned at 8:35 P.M.

**Next Monthly Scheduled Meetings:**

- December 10, 2020 (commission decided to cancel this meeting)
- January 14, 2021