

Town of Winchester Annual Report 2013 - 2014



**Meadow Street 2014
Photograph taken and provided by Meagan Zito**

NOTES:

TABLE OF CONTENTS

Page
#

Town Departments

Mayor	1
Town Manager	3
Board of Education	6
Building	7
Community Planning & Development	9
Economic Development Commission	11
Inland Wetlands & Watercourses Commission	13
Finance	14
Assessor	16
Collector of Revenues	17
Data Processing/Purchasing	20
Fire	21
Fire Marshal	22
Police	24
Public Works	
Street	30
Wastewater Treatment Facility	32
Water & Sewer	34
Cemeteries	36
Recreation	37
Registrar of Voters	39
Senior Center	40
Town Clerk	42

Outside Agencies

Beardsley & Memorial Library	46
Civil Preparedness	49
Civil Service Commission	52
Cradle to Career	53
Foothills Visiting Nurse & Home Care, Inc.	55
Geer Adult Day Center	57
Helping Hands Chore Service	58
Highland Lake Water Level Committee	59
Housing Authority	61
Northwest Council of Governments (formerly LHCEO).....	62
Litchfield Hills Elderly Nutrition	64
Northwest Center for Family Service & Mental Health (CMHA)	65
Northwest Conservation District	68
Northwestern Connecticut Transit District	70
Regional Refuse Disposal District #1	71
Soldiers' Monument Commission	72
Torrington Area Health District	76
Torrington Area Probate Court	78
Winchester Fire Department	80
Winchester Youth Service Bureau	81
Winsted Area Ambulance Association	82

NOTES:



Office of the Mayor

Candace Bouchard, Mayor

The Town of Winchester has made great strides towards financial stability, economic development, all while addressing major infrastructure issues. Winchester is working hard to solve the problems at town hall including its past financial crisis. In October, residents voted for a Grant Anticipation Note (GAN) to ensure that our four schools remained open for the balance of the school year. In December, a three mill supplemental tax was implemented, ensuring payment of nearly 2.5 million in unpaid bills that had not been addressed in the previous budget. This action successfully avoided state intervention in Winchester's financial affairs.

Over the past year our Town Hall departments, Public Works Division, along with boards and commissions have continued the mission to ensure that Winchester provides a professional level of service to all our residents and businesses.



Financial Stability

The Board of Selectmen recognizes and embraces the requirement for greater oversight of our financial affairs. Decisive action has been taken to restore resident's confidence that tax dollars are being monitored correctly. In December, the Town's first accounting manual was approved. The manual is a compilation of best practices that outline specific duties of each employee dealing with Town finances. Based on previous audit recommendations, a Fund Balance Policy was enacted in February. This will ensure the Town has an appropriate level of unreserved fund balance in the General Fund by the fiscal year ending in 2018.

We remain focused on achieving full financial compliance with the State's reporting standards. At the end of January, the 2011/2012 Annual Audit was completed. We are on target for completing the 2012/2013 Audit by the end of September and 2013/2014 Audit by year's end. We also anticipate that all Union Contracts will be fully ratified in 2014.

We are thankful for the efforts of our State Representative Jay Case in achieving a more timely distribution for the Town of Winchester's Educational Cost Sharing (ECS) Grant. For the next two years Winchester will receive 50% of the last distribution of ECS monies from the State earlier. This allows the Town to meet its fiscal obligations without borrowing and build its fund balance to normal levels.

Economic Development

We continue to keep an eye on economic development, while capitalizing on our Enterprise Zones and Brownfield Remediation Programs. Over the past year we have seen several new businesses move into Winchester - from eateries to crafters on Main

Street while other businesses are expanding in Town as well. In March, the Winchester Housing Authority celebrated the opening of Carriage Maker Place on Gay Street. This 32-unit independent living facility for local residents, age 55 and older, replaced several blighted structures and eliminated environmental contamination.

Winchester is fortunate to have many successful companies and two thriving industrial parks. Ultimately, Winchester needs a much larger Grand List to support the necessary rebuilding that we all know needs to happen. It is our intention to attract new businesses and to support existing businesses.

In January 2014, the Board of Selectmen announced its focused effort to address a town-owned blighted property at 32 Lake Street, commonly known as "Lambert Kay". Located in an important Economic Zone this site was abandoned in 1993 and purchased by the Town in 2002. Plagued with significant environmental issues, the property sits unused and continues to deteriorate. An aggressive multi-pronged plan was initiated. Action was taken to promote the property for redevelopment while simultaneously pursuing grants to remediate the site.

The Town of Winchester continues to be proactive in seeking out federal and state funds for a variety of projects. This year alone, we have brought in over \$600,000 of state and federal funds. Of note, the Town applied for and received a \$500,000 Small Town Economic Assistance Program (STEAP) for brownfields remediation on 32 Lake Street and a DECD Environmental Grant for \$100,000 to update tests for contamination at 32 Lake Street and a contiguous site. These grants provide the critical funding for the Town to finally address the environmental Brownfield issues at these sites. The Town is confident these will serve as catalysts for the continuing revitalization of the Winsted Downtown Corridor.

Infrastructure Repairs

We have been maximizing our relationships with elected representatives in Hartford in pursuit of additional funding through a variety of avenues. In January, after six months of negotiation with the State, our State Representative Jay Case announced full funding had been obtained for the Holabird Bridge. The nearly \$3.7 million project will be completed with no expense to Winchester. Following the permitting process the State has estimated the start of the replacement to begin in the spring of 2016.

We continue to prioritize needed infrastructure improvements throughout the Town. During the spring, Holabird Bridge was temporarily shut down so that it could receive necessary repairs until it is replaced. The Board of Selectmen focused on improving our aging infrastructure. The 2014 budget was the culmination of a bottom up approach that focused on targeted funding to complete old Capital Improvement Projects (CIP). Most notably, new drainage, milling and repaving of over 20 roads; and a 12 year-old project to pave the Senior Center parking lot which also functions as our Town emergency center.

Over the last year and a half millions of dollars of State funds have been earmarked to come back to Winchester to remediate brownfield properties, repave state roads, repair two dams and replace an important town bridge.

I wish to thank the entire Town of Winchester's residents, volunteers, businesses, visitors and State officials for their continued confidence in Winchester and its new direction to physically rebuild our community with a renewed sense of accomplishment.

Town Manager

Dale L. Martin, Town Manager

The residents of the Town of Winchester saw the ignominious conclusion of their former Finance Director's criminal activities during Fiscal Year (FY) 2013-2014. Following an investigation by the Connecticut State Police related to the theft of town funds, Mr. Henry Centrella was arrested August 30, 2013. He subsequently pled guilty to the charges, and was sentenced in April, 2014, to several years in prison. Through insurance proceeds and the loss of Mr. Centrella's pension, the Town recovered a portion of the stolen funds, although not nearly enough to make the Town whole for the related losses.



The impact of Mr. Centrella's actions continued to impact government operations. Town staff worked diligently to complete several overdue municipal audits. The FY 2011-2012 audit was completed at the end of January, 2014 (thirteen months late) and the FY 2012-2013 audit is nearly completed as of the conclusion of the current fiscal year (likely to be approximately nine months late). The goal for the current year's (FY 2013-2014) audit is to be completed by the December 31 statutory deadline.

The financial work was made more difficult with the loss of Ms. Robin Manuele, the Finance Director hired in the aftermath of Centrella. Ms. Manuele performed well beyond all expectations and played a critical role in the initial reconstruction of the Town's finances: she implemented new policies and procedures, she worked with financial service agencies and vendors to enhance cooperation, and she re-built the accounting systems. Despite her impeccable credentials and outstanding efforts, interference and allegations from various residents created such a hostile work environment for Ms. Manuele that she left in April to return to the stable and professional environment of her previous employer.

Similarly to Ms. Manuele, the Town hired an exceptional new Public Works Director in July following the resignation of the former director. Mr. Neil Amwake possessed great credentials: environmental and civil engineering degrees complemented by an advanced business administration degree. His experience with the Metropolitan District Commission (the principal water service and sewer service provider to metropolitan Hartford region) provided to the Town unprecedented knowledge of water and sewer systems.

Mr. Amwake immediately applied his scientific background to address the neglected infrastructure needs of the Town. He formalized a long-term process for the development of the Town's Capital Improvement Program (CIP), which heretofore had lacked structure and depth. Department supervisors (including the Board of Education) were asked to "apply" for capital funding. A committee of department supervisors and two residents-at-large heard from each supervisor, and reviewed and prioritized the requests. The committee formally recommended three levels of funding to the Planning and Zoning Commission, the agency charged (per Town Charter) to approve the Capital Improvement

Plan. The Planning and Zoning Commission conducted a public hearing related to the recommended CIP and formally adopted all three levels of funding for the proposed 2014-2015 budget.

Due to budgetary constraints, though, only the first level of funding, approximately \$700,000, was included in the Town Manager's proposed budget. The Board of Selectmen proposed budget subsequently amended the projects to be funded, but approximately maintained a similar level of capital funding for the 2014-2015 fiscal year.

Mr. Amwake prepared detailed documents related to the infrastructure needs of the Town, especially its Public Works vehicles, roads, and drainage. He mentored several University of Hartford engineering students who developed plans for the improvement of a town-owned property, drainage improvements for a frequently flooded road, and a dry hydrant system to encircle Highland Lake.

Sadly, Mr. Amwake was frustrated by the lack of Board of Selectmen and community support. He resigned from his position at the end of the fiscal year. Mr. Joe Lemelin, a former long-term Public Works foreman, graciously returned to serve as an interim Director during the search process for a successor to Mr. Amwake.

Other staff departures included Ms. Janice McKie (Assessor), Ms. Tricia Twomey (Recreation Director), Ms. Janet Closson (Assistant Finance Director), Thomas Kenney II (Police Sergeant), and Brian Fox (Police Sergeant). With those departures, the Town lost nearly one hundred years of service to the community. All of those employees contributed significantly to town operations.

Replacing those losses was challenging, but several new employees were either promoted or hired. Ms. Rhonda Roy was promoted from Assistant Assessor to Assessor. Ms. Tanya Risucci replaced Ms. Twomey as the Recreation Director. Patrol Officers Michael Gagne and Mark Blanchette, experienced officers from other communities, joined Winchester's Police Department. The Town also had the services (beginning in late spring, 2014) of Mr. E. Chace MacDermott, an intern (and local resident) studying community planning at the University of New Hampshire.

The financial stability of the Town was still uncertain as the extent of Mr. Centrella's activities continued to grow. Most critical was the cash flow for town operations. The Winchester School District Superintendent made claims that the schools would have to be closed early in December due to the lack of cash. Subsequently, the Town, with the assistance of the Bank of America, the Town's principal financial service partner, was able to secure a Grant Anticipation Note (GAN; repaid with State grant funds slated to be received later in the fiscal year) to provide cash to support school operations. A related State Department of Education complaint resulted in a specified funding agreement for Winchester Schools for the 2014-2015 fiscal year.

The cash shortage also had the potential to affect Town operations: in some instances, revenues received in the 2013-2014 fiscal year were being used to pay bills for services and products received in the prior year (a result of Centrella's actions to ignore accounts payable for his criminal activities). In order to immediately address this situation, the Board of Selectmen levied a supplemental three mill property tax in December. The additional \$2,000,000 in revenue further stabilized the Town's financial position.

The Main Street Enhancement Phase II project was substantially completed. This project, originally budgeted in 2007, extended the center lane medians and constructed new sidewalks on Main Street, both to the east and west of the medians and sidewalks constructed as part of Phase I (2003). A few miscellaneous issues remain to be addressed to fully complete the project.

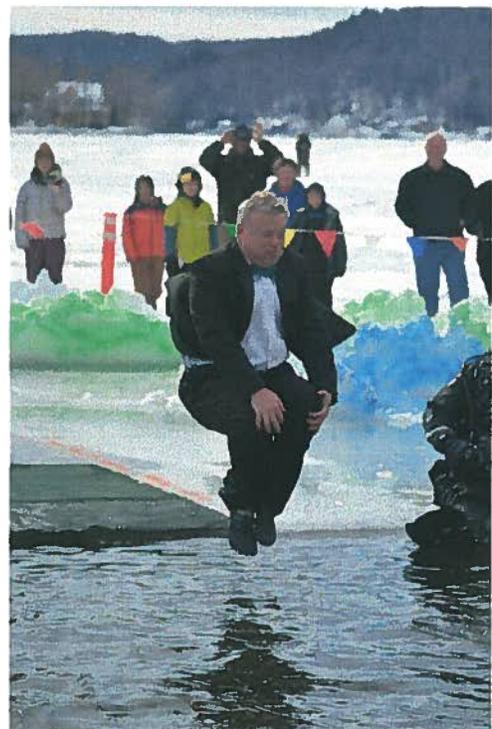
A new permanent restroom facility was constructed at Dodge Field. The major source of funds for this project, approximately \$150,000, was provided by the State through the Small Town Economic Assistance Program (STEAP).

The fiscal year concluded with a \$1,000,000 Challenge Grant offered to the American Mural Project. This expansive and unique tribute to American manufacturing and labor is slated to be housed in a former mill building in Winsted. Fund-raising to support the project has been ongoing and is widespread, but, given the overall economic condition, additional funds are still needed. Visits to the site by several key State officials, including the Governor and the Commissioner and other senior staff of the Department of Economic and Community Development significantly raised the awareness of those officials and the impact of the project upon the Town, the region, and the State. If an additional million dollars can be raised by the artist, the Board, and other representatives of the American Mural Project, the State will match those new funds with another million dollars. The prospects for the completion of this remarkable project are becoming more likely as Fiscal Year 2014-2015 begins.

I have now served the Winsted community for over three years, which, given the traditional political volatility, is considered remarkable by some residents. I look forward to continuing to serve the Board of Selectmen, the residents, and the businesses of Winchester. Challenges remain, but by working together for the best interests of the Town, Winchester can be recognized as a wonderful place to live, work, invest, and play.

Thank you for your continued support.

**February 2014 Penguin Plunge
Photograph Courtesy of the Register Citizen**



Winchester Board of Education

The Winchester Public Schools met a few goals in its work to educate the students in the Town during the 2013-2014 school year. Among the district's progress were the continuation of interventions through Alliance Grant funding, fiscal responsibility, facility repair and maintenance, and the continuing transportation programming to reduce transportation costs and to meet student needs. In addition, the district implemented SBAC testing and the SEED evaluation system for teachers and administrators. It also continued the implementation of common core state standards.

The State Department of Education awarded the Winchester Public Schools a second year of funding for five year Alliance grant. The grant initiatives included continued funding to provide students with support and interventions in reading and language arts. The district was able to continue the services of three Literacy Coaches and three Instructional Coaches.

The district also continued its engagement in Instructional Rounds, a practice where administrators and peers use the medical model to observe instructional practices analyzing strategies and learning new ways to differentiate for multiple learning styles and to calibrate their practices so there is consistency in instruction from one class to the next.

With its fiscal resources being again maintained from the prior year, the Winchester Public Schools still under spent its budget by a substantial sum. The district was able to do this by carefully managing its resources, cutting costs, and maximizing efficiencies. The district lived within its budget even after salary increases, health care costs, and inflation cut into its resources.

Finally, programming review and innovation continued a new program and brought another new program in-district as ways not only to improve student achievements, but also to save costs for services and transportation. The transportation program was designed to reduce transportation costs. The district purchased a third van to provide transportation for students with special needs who attend school out of district. And second, Winchester was able to bring back students to district by implementing a new in-house special education program.

Overall, the Winchester Public Schools had another excellent year.



Building Department

Marc Melanson, Building Official, Zoning Enforcement Officer

Steven Williams, Housing Inspector

Ellen Miller-Nalette, Land Use Administrative Assistant

The Building Department plays a vital role in the community. Our main objective is the protection of people in all public and private structures in the Town. This is accomplished through the enforcement of different state and local codes and ordinances.

The following are some of the codes and ordinances which we enforce:

The Connecticut State Building Codes, which consists of a number of model codes including the electrical code, the Fire Safety Code, the Mechanical Code, the Plumbing Code, the Energy Conservation Code, the Residential Building Code, the Fuel Gas Code, and existing building codes, as well as a number of reference standards including those for handicapped accessibility. The building codes apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal and demolition of every building or structure. The purpose of this code is to establish the minimum requirements to safeguard the public health, safety and general welfare through structural strength, means of egress, stability, sanitation, adequate lighting and ventilation, energy conservation, and safety to life and property from fire other hazards attributed to the built environment and to provide safety to firefighters and emergency responders during emergency operations.



Ellen Miller-Nalette, Marc Melanson

The Town of Winchester's Property Maintenance Code, which applies to all existing residential and nonresidential structures and all existing premises located in the town. This code constitutes the minimum requirements and standards for premises, structures, equipment, and facilities for light, ventilation, space, heating, sanitation, protection from the elements, life safety, safety from fire and other hazards, and for safe and sanitary maintenance.

Some of the other codes and ordinances that we enforce are the Connecticut State Demolition Code, the Town of Winchester's Zoning Regulations, the Anti-blight Ordinance, the Apartment Occupancy Ordinance, and the Flood Damage Prevention Ordinance.

The bottom line is that we enforce a tremendous amount of very technical requirements and try to explain them in a way that we hope is understandable and attainable by the people who need to adhere to them.

Some of the things that we do are thorough plan reviews on all construction projects, thousands of site inspections, act as a liaison for the power company and gas company for service inspections and approvals, assist the Fire Marshal when needed at fires, respond to numerous questions, complaints and inquiries, provide information to contractors,

homeowners, anyone who is doing business in the town, assist people who need to apply for a zoning variance, and when needed, issue orders to obtain compliance with the code requirements and also have the authority to condemn a structure or building if it constitutes a life safety issue.

We coordinate our efforts with other departments including Zoning, Wetlands, Torrington Area Health District, Water and Sewer, Public Works, Fire Marshal's Office, Tax Collector, Tax Assessor, so that a building permit can be issued. The Building Department also works with the State Traffic Commission, Department of Transportation, Department of Consumer Protection licensing, OSHA, and the State and Federal Environmental Protection regulations.

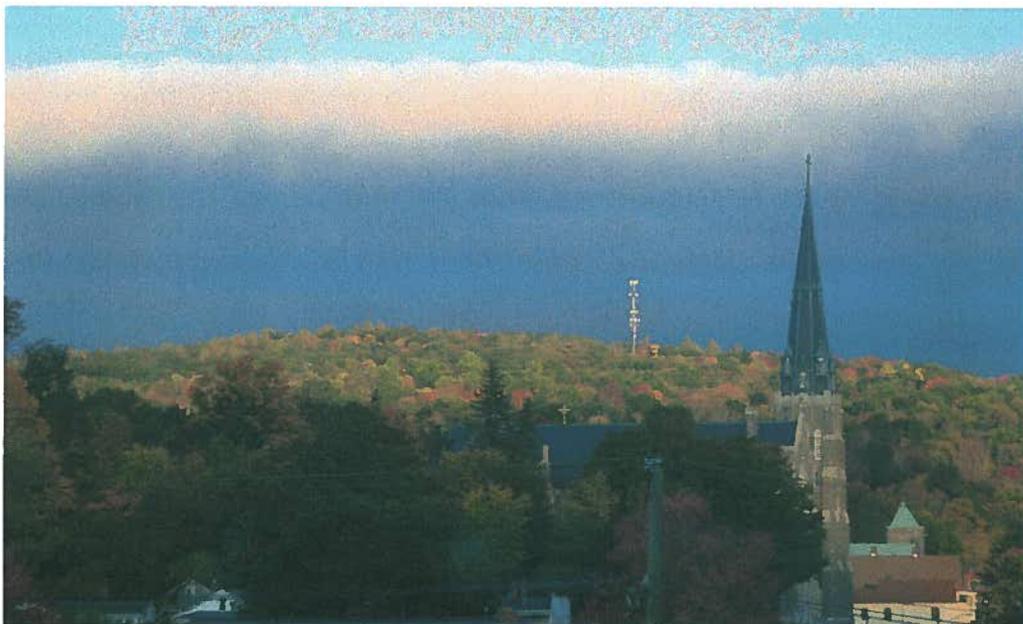
The permit process can be daunting, but our goal is to make it as simple as possible by getting the approvals from most of the other departments so that the customer only needs to make one stop to obtain a permit.

Due to budget cuts in the past years, our department has been reduced from 1 full time Building Official, 3 part time inspectors, and a full time Administrative assistant to 1 full-time Building Official, 1 part-time Housing Inspector and a part-time Administrative Assistant. With the cuts to our staffing, our office is open 8 hours a day, but the hours to obtain permits have been reduced to 4 hours a day. Other than that, we try to maintain the same level of service to our customers, but there is a longer delay in getting the work completed.



Steven Williams

Our construction value for fiscal year 2013-2014 was \$6,728,829, with revenue for the Town of \$116,292.



Community Planning & Development

Dale L. Martin, Town Manager
Scott Eisenlohr, Inland Wetlands & Watercourses Agent
Ellen Miller-Nalette, Land Use Administrative Assistant

The Community Planning and Development Department, working with the Planning and Zoning Commission, reviewed and amended several facets of the Town of Winchester Zoning Regulations. Some of the notable changes were the result of technical assistance provided to the Town previously by Smart Growth America and additional training provided by the Connecticut Main Street Center. The members of Planning and Zoning Commission have been active in attending training to enhance their skills and the planning process.

Some of the changes were implemented in an effort to enhance redevelopment opportunities in the downtown area. These changes included provisions related to historic mill redevelopment, building heights, setbacks, parking requirements, and earth-moving activities. A significant examination regarding medical marijuana production and distribution (following related efforts at the State level) resulted in amendments regulating those activities. Although the Planning and Zoning Commission approved a site plan for a medical marijuana dispensary, the Applicant was not awarded a dispensary license by the State of Connecticut (very few were authorized).

Other notable site plans approved included residential redevelopment at the former Winsted Furniture site; limited redevelopment (a bakery) at the former Capitol Products site; a market on North Main Street; new signs at the Winsted 2nd Congregational Church, the Gilson Café and Cinema, and at Highland Lake; a quilting shop on Main Street; a bookstore on Main Street; a pottery store on Main Street; a towing company on Holabird Avenue; a building material supplier on Lake Street; a tobacco and sundry shop on Main Street; and a restaurant on South Main Street.

The Planning and Zoning Commission Regulation Subcommittee is reviewing the numerous zoning districts with the intent to reduce the number and distinction of the districts. Such changes will greatly assist in the redevelopment of downtown Winsted.

Thank you to Mr. Michael Peacock, Chairman, and the other members of the Planning and Zoning Commission (Craig Sanden, Barbara Wilkes, Art Melycher, and Susan Closson) for their continued service to the community.

The Community Planning and Development Department also works with the Economic Development Commission. For an extensive summary of that Commission's activities, please see the report submitted by Chairman Richard Labich.

Thank you to Mr. Labich and the other members of the Economic Development Commission: Vice Chairman Gina Sartirana, Secretary Anna Norland, Carol O'Connell, Chris Palmer, Susie Collier, and Kimberlea Wimmer.

Inland Wetlands Agent

The purpose of Inland Wetlands and Watercourses Regulations is "...to protect the citizens of the State by making provisions for the protection, preservation, maintenance and use of the inland wetlands and watercourses by minimizing their disturbance and pollution; maintaining and improving water quality in accordance with the highest standards set by Federal, State or local authority; preventing damage from erosion, turbidity or siltation; preventing loss of fish and other beneficial aquatic organisms, wildlife and vegetation and the destruction of the natural habitats thereof; deterring and inhibiting the danger of flood and pollution; protecting the quality of wetlands and watercourses for their conservation, economic, aesthetic, fresh water supplies from the dangers of drought, overdraft, pollution, misuse and mismanagement by providing an orderly process to balance the need for the economic growth of the State and the use of its land with the need to protect its environment and ecology in order to forever guarantee to the people of the State, the safety of such natural resources for their benefit and enjoyment and for the benefit and enjoyment of generations yet unborn."

The Inland Wetlands & Watercourses Agent, certified by the State of Connecticut Department of Energy and Environmental Protection, works 16 hours per week supported by the Land Use Administrative Assistant working 12 hours per week. The Inland Wetlands & Watercourses Agent has specific powers and responsibilities as set forth in the Connecticut General Statutes. The Agent reviews all building permits, subdivision, re-subdivision and new development applications to determine if activity is within a regulated area and ensures compliance with proper installation



of sedimentation and erosion controls for all projects. The Agent is also responsible for the registration, permitting and enforcement of Town of Winchester Ordinance Section #162 which includes docks, swim floats, walkways, personal watercraft lifts and floats, mooring buoys and markers in public bodies of water within the Town of Winchester.

Eighteen applications were processed by the Inland Wetlands office between July 1, 2013 and June 30, 2014 (overlap of the previous months applications not included). No agent enforcement of violations has occurred due to the reduction of staff hours from 35 per week to 16 per week.

The Agent works closely with the Inland Wetlands and Watercourses Commission. Commission members are appointed by the Board of Selectmen. Meetings are held monthly in the Town Hall.

Economic Development Commission

Richard Labich, Chairman
Gina Sartirana, Vice Chairman
Anna Norland, Secretary
Chris Palmer

Carol O'Connell
Susie Collier
Kimberlea Wimmer

The Winchester Economic Development Commission is chartered by the Town of Winchester in accordance with Connecticut General Statutes Chapter 97 and as the Development Agency for the Town of Winchester as set forth in Chapter 132 of the Connecticut General Statutes. The Commission is comprised of seven (7) regular members and (4) alternate members appointed by the Board of Selectman.

The commission's role is to create an atmosphere presenting Winchester as an ideal place to start your business or to raise a family, investing in your future in your town. The commission accomplished some significant results toward that goal during fiscal year 2013-2014 despite local economic problems and a slow to recover real estate market.

- Participation in the Litchfield Collaborative Art Project titled "All Aboard" by purchasing a model train that was painted by a local artist and exhibited on Main Street. The purpose of the project was to promote tourism in Winsted and Litchfield County.

From left to right: Anna Norland, Kimberlea Wimmer, Gina Sartirana, Dick Labich, Carol O'Connell, Chris Palmer, Selectman liaison Candace Bouchard and artist Kate Boiczuk.



- Production of a Visitor's map, highlighting local businesses and points of interest in Winchester that will serve as an incentive for tourists to visit local merchants and businesses.
- Conducted a business seminar on social media and "Browse Litchfield County" web site program for local businesses to help in construction of web sites and to promote local tourism.
- Distribution of a Merchant's survey to better understand the needs of the businesses in Town and to plan future activities.
- Continuation of a local weekly Cable TV program called *Winchester's Business* to promote the positive aspects of Winchester and to promote local businesses. Notable guests on the show included the Mayors and Economic Development Officials of Winchester, Torrington and Barkhamsted as well as the President of the Northwest Connecticut Community College.
- Promotion and coordination of the Second Annual Antique Boat Show at the Friends of Main Street's Annual Fall festival.
- Continued support and liaison with the Winsted Merchant's Association.
- Furnished Christmas lights for decoration of Main Street in collaboration with the Public Works Department and the Friends of Main Street.

- **Volunteered to assume responsibility of the Winsted Welcome sign program.**
- **Working with local legal representatives, presented the Town Manager and Board of Selectmen a request to begin enforcing local blight ordinances in Town and around Highland Lake. The request included arguments stating the local ordinances are legally correct and the enforcement of the ordinances would improve the quality of life in Town and add significant dollars to the Grand List.**
- **Supported Gilbert School by working with the school on the International Student program in cooperation with the Friends of Main Street and the Merchants Association. Projects include the First Moon Celebration and the production and distribution of Welcome signs in Mandarin Chinese for placement in store windows.**
- **Supported and worked with School representatives from the Gilbert School and Region 7, as well as the Chief of Police, on the Northwest Coalition to Stop Underage Drinking.**
- **Participated in meetings with Town officials, and prospective businesses interested in purchasing a town owned lot in the Industrial Park.**
- **Met with owners, real estate brokers and perspective clients for vacant buildings in Town and 664 acres for sale on the east side of Highland Lake.**
- **Helped to market the Farmer Market's events in East End Park by distributing posters throughout Town.**
- **Participated in meetings and continued to support the owners of Imagine Senior Living who purchased the site on East Lake Street.**
- **Continued to support and participate in the activities of the Northwest Economic Development Corporation.**



Inland Wetlands & Watercourses Commission

Ric Nalette, Chairman
Meg Delaney, Vice Chairman
Gene Berlinski
Robert Haburey, Jr.
Chris Kiely

Stephen Molinelli
Jackie Mulvey
Loretta Tremblay
James Rollins, Jr.
Scott Eisenlohr, Staff
Ellen Miller-Nalette, Staff

The Inland Wetlands & Watercourses Commission has the specific powers and responsibilities as set forth in the Connecticut General Statutes. The Inland Wetlands & Watercourses Commission members are appointed by the Board of Selectmen. Meetings are held monthly in the Town Hall.

Applications Processed 7/1/13 - 6/30/14

Regulated Use/Significant Activity	18
Modifications	0
Subdivisions	0
Re-subdivisions	0
Wetland Agent Determinations	0
Total applications processed:	18
Total applications approved:	17
Total applications denied:	1
Total applications withdrawn:	0
Total applications revoked:	0
Total application extensions:	0
Total violations:	0

The purpose of Inland Wetlands and Watercourses Regulations is "...to protect the citizens of the State by making provisions for the protection, preservation, maintenance and use of the inland wetlands and watercourses by minimizing their disturbance and pollution; maintaining and improving water quality in accordance with the highest standards set by Federal, State or local authority; preventing damage from erosion, turbidity or siltation; preventing loss of fish and other beneficial aquatic organisms, wildlife and vegetation and the destruction of the natural habitats thereof; deterring and inhibiting the danger of flood and pollution; protecting the quality of wetlands and watercourses for their conservation, economic, aesthetic, fresh water supplies from the dangers of drought, overdraft, pollution, misuse and mismanagement by providing an orderly process to balance the need for the economic growth of the State and the use of its land with the need to protect its environment and ecology in order to forever guarantee to the people of the State, the safety of such natural resources for their benefit and enjoyment and for the benefit and enjoyment of generations yet unborn."

Department of Finance

Brenda Fox-Howard, Director of Finance

Cynthia Rines, Interim Finance Director

Colleen Garrity, Assistant to the Director of Finance

This report is a recap of the Fiscal Year 2013-2014 for the Department of Finance within the Town of Winchester. This is not the inclusive and complete comprehensive financial audit review which will be published at a later date but rather a business summary and plan for future actions within the Finance Department.



Left to Right: Brenda Fox-Howard, Colleen Garrity

The purpose of the Finance Department is to maintain a financial structure and a form of auditable accountability for the Town of Winchester and its citizens. This past fiscal year 2013-2014 has resulted in many challenges and encumbrances for which to overcome with regards to the financial stability and reporting capabilities of the Finance Department. Due to the prior criminal actions of the previous Finance Director, various GAAP financial business practices have been implemented and methods of proper audit and accounting practices are

now in use. The process of creating a more efficient, structured and transparent work environment will continue to be the focus in future years.

The following section is an overview of business modifications and additional future implementations.

Brief Summary of Events:

Reconciliation of the General Fund balance sheet accounts were performed during the fiscal year; asset and liability accounts in the General Fund were reconciled to supporting documentation. This was also true to a lesser extent in some of the other Town funds. While there are still areas needing improved tracking and ledger set-up there have been great strides made in organizing the accounting data for the town.

Expenditures began being recorded in the correct accounting period. The process of archiving prior Fiscal Years is on track for FY2015 through a manual process being developed by Walsh Associates.

Internal Controls were established over collection of revenues. While the town is still extremely short staffed for the purposes of audit controls and security of funds, there have been monumental improvements to the overall collection and deposit processes. Once



Cynthia Rines



the permanent Part Time Treasurer seat has been filled, the security and accountability of the Town Funds will also be improved.

The General Fund ledger cash account was properly decreased each time payroll was processed for the School Cafeteria Fund. The past practice was incorrectly increased the Cash and this resulted in an overstatement of the cash fund balance as the payroll for this was not being recorded properly. The Department of Finance is still working with Walsh regarding mapping improvements for greater accountability of funds.

The Director of Finance and the Treasurer now review all Payroll and Accounts Payable check disbursements prior to their release in order to preserve proper audit policy and accuracy.

The Finance Department is still in the process of properly training and offering guidance to the departments on grant reporting and utilizing a proper Cost Allocation Plan which will be in alignment with proper OPM standards.

The Town of Winchester is currently on track with their anticipated ability to properly meet all Federal Single Audit guidelines going forward. Currently, we are finishing the last of FY2013 and are in the process of beginning FY2014.



Closing Statement:

While I am newly appointed to this position effective 8/4/2014, I have a clear understanding and plan for improved reporting for the Town of Winchester. Currently, there is a very knowledgeable and willing staff available to help position the town for greater success in the future. We will just need to continue on with improved education of proper policy and procedures for financial reporting, reconciliations and accounting. I can see a much better future now that the Town has positioned itself for success with financial reporting.

Assessor

Rhonda Roy, Tax Assessor CCAI

The primary responsibility of the Assessor's Office is to insure accurate and timely assessments of real and personal property and to maintain comprehensive records of assessed valuations and methods. Working under the general direction of the Director of Finance, the Assessor's Office must insure the work complies with the Connecticut General Statutes, accepted practices of the Connecticut Association of Assessment Officers, and policies of the Town. The statutes define what property is assessable and the procedure to be followed in determining assessments. The office is expected to maintain an office operation that is dedicated to maintaining a positive public image and responsive citizen relationships through effective and convenient services and communication. The result of these efforts is the Grand List. This consists of all taxable and tax exempt property. The Assessor's Office is staffed with one full-time employee.

The Assessor's Office administers many programs and exemptions that are available to the public. Dates and programs are listed below.

1. Tax Credits for Homeowners and Totally Disabled - Feb 1st - May 15th Limited Income
2. Local Option-Tax Deferral Program - Real Estate owners must qualify by income and age. Taxes will be paid back to town if sold. This is an interest free lien.
3. Local Option-Senior Tax Freeze - 70 years of age to qualify. Assets not over \$125,000.
4. Totally Disabled and Blind - File by January 31st
5. Local Option for Adaptive Motor Vehicle - October 1st
6. Veterans Exemption - File Honorable discharge with Town Clerk by September 30th
7. Active Duty-Vet Exemption - Any member of the armed forces is entitled to a full exemption on one motor vehicle
8. Farm and Forest Land Exemption - File with the Assessor's Office by October 1st
9. Farm Machinery Exemption - October 1st
10. Manufacturing and Machinery Equipment
11. Commercial Vehicle Property Tax Exemption - November 1st
12. Mechanics Tools - November 1st
13. Water Pollution or Air Pollution Control Equipment - Tax Exempt November 1st



10 Highest Real Estate Assessments

Winrock LLC	200 New Hartford Road	9,477,370
Litchfield Gardens	Nanni Drive	3,310,020
Litchfield Heights	Mountain View Terrace	1,921,850
Adam Reeder	841 West Road	1,773,980
Camp Wahnee	132 Wahnee Road	1,737,470
Ilan Jonathan	212 Grantville Road	1,680,640
Gilbert Clock Properties	13 Wallens Street	1,670,480
Elmot Realty Assoc.	157 Colebrook River Road	1,617,980
Laurel Commons Housing	79 Gay Street	1,558,130
Glen Limited Partnership	155 Maple Street	1,449,630

Collector of Revenues

Arlene M. Boutin, CCMC
Collector of Revenue

Ross M. Herzog
Assistant Collector of Revenue

The Tax Collector's office is responsible for the collection of Real Estate, Personal Property, and Motor Vehicle taxes as well as the quarterly collection of Water Rents and Sewer Rents. For Grand List 2012, there were 34,783 tax bills mailed for Real Estate, Personal Property and Motor Vehicle accounts and 22,048 bills were mailed for Water and Sewer for a total of 56,835 tax bills. The total receivable for Grand List 2012 was \$27,243,993.20 (prior to lawful corrections) for taxes due for the period July 1, 2013 through June 30, 2014. Our office currently consists of a staff of two collectors who are responsible for the total billing and collection of the town's tax revenue.

As a convenience to our taxpayers, the Town of Winchester has made every effort to make tax information more accessible to our taxpayers. With tight budgets and limited staff, taxpayers are encouraged to utilize the online tax information when needing to do research or make payments. The tax office not only accepts payments of tax bills over the internet, but our website provides taxes due and taxes paid information as well. The Town of Winchester was one of the first few towns in the State to take this step into the new millennium by offering online tax payments and continues to make tax information as accessible as possible.



Anyone wishing to pay their town taxes online should go the www.townofwinchester.org homepage and click on Tax Collector's Department and choose the option for **ONLINE TAX PAYMENTS/BILL INQUIRY**. Taxpayers are encouraged to register with the tax online payment system for accurate, efficient and timely payments being made to your account. Payments made online also provide taxpayers with the benefit of scheduling what date they would like to have the payment withdrawn from their account as well as having their year-end tax information easily accessible to them through the online payment history information.

The current billing/reporting schedule for the tax office is as follows:

1. Real Estate and Personal Property tax bills are due in two installments; July 1 and January 1. (Bills under \$100 must be paid in full when billed.)
2. Motor Vehicle bills are due July 1
3. Supplemental Motor Vehicle Tax bills are due on January 1. These bills cover the taxes due for vehicles register between the period of October 2 and July 31st for the Grand List billing year.
4. Water & Sewer taxes are billed quarterly and are due on August 1, November 1, February 1, & May 1.

When real estate, sewer, and water bills remain unpaid, liens must be filed annually in the land records per State Statute. Liens are released after payment in full is received on account. Past Due Motor Vehicle bills are reported to the DMV and this reporting will hold up any renewal or new registration for that individual or business until payment is made in full.

(Note: The above billing schedule is subject to change if either the Board of Selectman or Water & Sewer Commission elects to change the schedule of tax billings.)

The goal of this office continues to be working with taxpayers to collect taxes due while providing a favorable working relationship with them. Taxpayers are offered every reasonable opportunity to bring accounts current before an account is turned over to the Town Attorney for foreclosure or the Water & Sewer Commission for shut-off. A State Marshal is also utilized to assist in the collection of past due taxes when all efforts by the Tax Office to work with the taxpayer have failed to produce results. Our objective here in the tax office is to educate the public on billing and collection procedures that this office must adhere to as dictated by Connecticut General Statutes.

For the fiscal year July 1, 2013 through June 30, 2014, the collection percentage for this time period was:

	<u>CURRENT YR (GL 2012 ONLY) / PRIOR YRS (GL 1998-2011)</u>	
General Fund receipts	97.27%	99.66%
Sewer Rents receipts	93.45%	99.89%
Water Rents receipts	92.41%	99.90%

Total Uncollected taxes are as follows:

DELINQUENT TAX TOTALS AS OF JUNE 30, 2014

<u>TAX TYPE</u>	<u>TAX</u>	<u>INT</u>	<u>FEES</u>	<u>LIENS</u>	<u>BOND</u>	<u>TOTAL</u>
Real Estate	\$673,331.91	\$144,698.29	\$150.00	\$16,506.00		\$834,686.20
Water	\$168,099.37	\$16,328.64	\$707.00	\$12,527.00		\$197,662.01
Sewer	\$124,405.61	\$13,084.61	\$12.00	\$12,076.00		\$149,578.22
Assess	\$15,959.60	\$2,406.92			\$8,359.45	\$26,725.97
Personal						
Property	\$12,329.84	\$1,529.49	\$6.00			\$13,865.33
MV	\$202,037.63	\$30,464.42	\$6,516.00			\$239,018.05
	\$1,196,164	\$208,512	\$7,391	\$41,109	\$8,359	\$1,461,536

REFUNDS ISSUED FOR PERIOD JULY 1, 2013-JUNE 30, 2014

<u>TAX TYPE</u>	<u>AMOUNT REFUNDED</u>
Real Estate	\$37,149.85
Water	\$ 164.53
Sewer	\$ 117.49
Motor Vehicle	\$ 7,055.23
Personal Property	\$ 59.00
Total Refunds for Fiscal Year	\$ 44,546.10

Refunds are issued, upon taxpayer request, when a tax bill has been overpaid due to a duplicate payment or as a result of a bill adjustment by the Assessor's office.

FISCAL YEAR ENDING	Grand List 2008 6/30/2010	Grand List 2009 6/30/2011	Grand List 2010 6/30/2012
REAL ESTATE/MOTOR VEHICLE/PERS PROP			
Current Year Adjusted Tax Levy	\$19,955,717.60	\$20,254,897.25	\$20,557,770.50
Current Year Tax % Collection Rate	98.07%	97.90%	97.88%
Total Taxes Collected as of % of Total Outstanding	97.29%	97.16%	96.71%
Total \$ Amount Outstanding	\$865,766	\$959,675	\$1,100,341
Mill Rate	24.67	25.43	25.43
# of tax bills	18,682	18,750	18,891
SEWER RENTS			
Current Year Adjusted Tax Levy	\$1,059,535.34	\$1,006,557.23	\$1,064,174.63
Total \$ Amount Outstanding	\$113,757	\$100,996	\$113,992
Current Year Tax % Collection Rate	86.91%	95.16%	95.16%
Total Taxes Collected as of % of Total Outstanding	86.72%	92.99%	92.99%
# of tax bills	11,486	11,497	11,506
WATER RENTS			
Current Year Adjusted Tax Levy	\$1,532,446	\$1,480,833	\$1,515,409
Total \$ Amount Outstanding	\$173,862	\$154,880	\$172,813
Current Year Tax % Collection Rate	88.36%	94.23%	92.81%
Total Taxes Collected as of % of Total Outstanding	87.65%	92.18%	91.60%
# of tax bills	10,456	10,469	10,451
SEWER ASSESSMENTS			
Current Year Adjusted Tax Levy	\$98,872	\$98,872	\$86,135
Total \$ Amount Outstanding	\$27,715	\$25,818	\$33,587
# of tax bills	216	197	188
TOTAL \$ TO BE COLLECTED FOR FISCAL YR	\$22,646,570.62	\$22,841,159.40	\$23,223,488.81
TOTAL TAX BILLS PROCESSED FOR FISCAL YR	40,840	40,913	41,036

Data Processing/Purchasing

Mark Douglass, Data Processing Director/Purchasing Agent
Sandra Lemelin, Assistant, Data Processing/Purchasing

The Town of Winchester's Data Processing Department has continued to enhance the town's computer needs. The changing climate of processing information has brought about these changes. All departments are equipped with personal computers that allowed for connectivity with the main frame and network server. We have implemented a more streamline procedure between the Tax Collector and Finance Department. All software has been upgraded the p/c based gems application software. It is housed on our as400 network computer. It allows much more flexibility in our information processing. To automatically create and share information that was previously done manually. A new server was installed. We have also worked with Bank of America to streamline our banking needs and have implemented new procedures such as positive pay and Cash-Pro, to electronically process transfers.

The Town of Winchester has continued to update the web site. We have been adding pertinent information for the town. Town commissions agenda and minutes are on the web site. Features include the downloading of town forms like building permit applications to their own printer recreation department flyers and signup forms are also available. You can also pay your tax bills online, and review tax information online. The web address is www.townofwinchester.org.

As you can see we are continuing to provide the town of Winchester the best information service we can.





Winsted Fire Department

Robert J. Shopey II, Fire Chief

Founded in 1862, the Winsted Fire Department today consists of 150 professional and dedicated volunteer firefighters. The firefighters provide 24-hour fire protection and rescue services to the community utilizing the latest in technology, equipment and training and allow for an excellent ISO rating of 4.

In 2013, the Winsted Fire Department responded to 496 calls for service. These calls for service included auto crashes, residential and commercial fires, hazardous materials spills and ice/cold water rescues. Each firefighter is provided state-certified training in firefighting, vehicle extrication, hazardous materials mitigation, cold water rescue and confined space rescue.

Under the command of Fire Chief Robert J. Shopey II, the department operates 3 district fire stations and 9 fire companies. Each station is supervised by a Deputy Chief and each company is supervised by a Captain.

Fire Headquarters is located at 27 Elm Street and houses:

Station Chief: *Deputy Chief Curt Mongeau*
Deluge Engine 2: *Captain Phillip Bascetta, Jr.*
Tower Ladder 1: *Captain Robert Asselin*
Squad 5: *Captain James Lagassie*
Utility 9: *Captain Tammi Pavano*
Tactical Unit 8

Station 2 is located at 187 Prospect Street and houses:

Station Chief: *Deputy Steven LaMere*
Union Hose 1: *Captain Steven Sartirana*
Fire Police: *Captain Penny Pilbin*

Station 3 is located at 215 Holabird Avenue and houses:

Station Chief: *Assistant Chief David Sartirana*
Niagara Engine 3: *Captain Robert J. Shopey, III*
Cascade Hose 4: *Captain Marc Marciano*
Explorer Post 911: *Captain Douglas Barry*

Apparatus inventory includes 5 pumpers, an 85-foot Tower Ladder, a Tactical Unit, a fire police vehicle, ATV's, a foam trailer, a Hazmat Trailer and a Support Services utility vehicle.

In 2014 the Winsted Fire Department is celebrating 152 years of service to the community. The Department remains committed to providing superior fire protection and rescue services to our community well into the future.



Office of the Fire Marshal

Steven J. Williams, Fire Marshal

The mission of the Winchester Fire Marshal's Office is to prevent and/or reduce the incidence of fire throughout our community by increasing the awareness of fire safety to our residents and businesses. This is accomplished by ensuring compliance with the Connecticut Fire Safety Codes through inspections of all occupancies within the community except for one and two family dwellings and occupancies used for manufacturing.



The Winchester Fire Marshal's Office is currently staffed by a part-time Fire Marshal. The Local Building Official and two members of the Winsted Fire Department are certified as Deputy Fire Marshals. They can be utilized on a per-diem basis to assist the local Fire Marshal with investigations and inspections.

State statutes require the Fire Marshal and Deputy Fire Marshals to attend 90 hours of in-service training classes during a repeating three year cycle to maintain their certifications.

The Fire Marshal's Office is responsible to investigate the cause, origin, and circumstances of all fires within the Town of Winchester and to issue reports on those investigations. If needed, Detectives from the Connecticut State Police Division of Fire and Explosion Investigation Unit are available to assist with collecting and processing evidence at a fire scene and with the use of accelerant, K-9's for cases of suspected arson. The Winchester Fire Marshal's Office works closely with the Winchester Police Department to investigate and prosecute all arson cases.

Some of the annual inspections conducted by the Fire Marshal are:

Residential occupancies of three or more dwellings, apartment buildings, restaurants, theaters, assembly halls, hospitals, nursing homes, board and care facilities, day care facilities, schools, nursery schools, doctor and dentist offices, general offices, gas stations, convenience stores, shopping centers, grocery stores, department stores, oil trucks, LP gas tank trucks, gas, oil, and LP gas storage facilities, factories, dry cleaners, carnivals, amusement rides, tents, fireworks displays, explosives magazines, and spot checks of job sites that are using explosives.

The Fire Marshal also conducts inspections related to renewals of annual licensing such as liquor licenses, day care facilities, and board and care facilities, and explosive magazines.

The Fire Marshal is responsible for issuing permits related to the transportation, storage, and use of explosives, installation of permanent propane tanks and piping, heating fuel storage tanks, gasoline and diesel fuel storage tanks, and commercial fireworks displays.





In addition to inspections the Fire Marshal reviews all site plans submitted to the Planning and Zoning Commission, and all plans submitted as part of the building permit process. Plans are reviewed for compliance with the minimum standards set forth in the Connecticut Fire Safety Codes, as they relate to new construction, renovations, and change of use in occupancy. There is a great deal of coordination with the Building Department in regards to sign-offs prior to issuance of building permits and certificates of occupancy for building and structures that fall under the Fire Marshal's jurisdiction.

Listed below are the number of inspections, investigations, plan reviews that were completed from July 2013 through June 2014. Occupancies are identified as they are listed in the Connecticut Fire Safety Code.

Occupancy Type		Total Inspected	
Assembly	24	Explosive Magazines	0
Educational	6	Fireworks Sites	2
Day Care	3	Carnivals/Festivals	2
Health Care	3	LP Tanks and lines	58
Apartments	140	Oil Tank Removals	3
Residential Board & Care	5	Liquor License Renewals	20
Mercantile	5	Other License Renewals	14
Business	4		
Fire Investigations	21	Fire Code Violation Complaints	34
Construction Inspections	11	Plan Reviews	25

The Winchester Fire Marshal's Office looks forward to working with all members of the community to provide a fire safe environment for all.

Winchester Police Department

Mission Statement: The mission of every member of the Winchester Police Department is to provide service in a professional manner and to seek to preserve and enhance the safety, security and quality of life within our community.

Current Staffing (as of 9/1/14)

- 1 Chief of Police
- 1 Sergeants
- 14 Patrol Officers (For a total of 17 Sworn Officers)
- 1 Part-time Animal Control Officer
- 8 Public Safety Dispatchers (3 full-time/4 part-time/1 per diem)
- 1 Administrative Assistant/Records Clerk
- 7 School Crossing Guards

Budgeted Sworn Personnel 2008-2009

Chief of Police
Deputy Chief
4 Sergeants
18 Patrol Officers (Total -24)

Budgeted Sworn Personnel 2013-2014

Chief of Police
4 Sergeants
14 Patrol Officers (Total -19)

Current Shift Assignments:

Day Shift: 4 Patrol Officers, 1 Detective
Afternoon Shift: 5 Patrol Officers
Midnight Shift: 1 Acting Sergeant, 4 Patrol Officers



Chief Scannell and Kathy Venezia

WINCHESTER POLICE DEPARTMENT

879 Chief Robert Scannell

SERGEANTS (1)

81 Kinahan, Kevin

PATROLMEN (14)

1152 Blanchette, Mark

932 Boyne, Kim

1150 Gagne, Michael

875 Hermenau, Jason

64 Lopardo, Gregory

39 Marchi, John

150 Pietrafesa, Daniel

92 Roy, Christopher

26 Roy, Michael

95 Skinner, Christopher

500 Smith, Thomas

873 Twombly, Scott

877 Vaccari, Paul

20 Varasconi, Robert

DISPATCHERS (8)

191 Bascetta, Philip

721 Fagan, JoAnn

1160 Crean, Robert

1190 Fracasso, Shelley

448 Kenney, III, Thomas

781 Matthews, Daniel

1131 Racloz, John

1105 Underwood, Ellen

ANIMAL CONTROL

933 Campbell, Alicia

ADMIN. ASST./RECORDS

510 Venezia, Kathleen

The officers of the Winchester Police Department continue to engage members of the community at every possible opportunity. Park and Walk patrols were initiated two years ago and are continuing. Park and Walks are a patrol function where an officer assumes foot patrol in a specified area such as Main Street, a school, playground, or park just to name a few.

The Police Department has sponsored many community oriented events and activities over the past year. Examples of some of these events are child safety days, bicycle safety classes, identity theft seminars, prescription drug take-backs, and the Special Olympics Law Enforcement Torch Run.

Police Programs and Activities

**Fire & Ambulance Dispatch
Patrol Services
School Crossing
Speed and Traffic Enforcement
Park and Walk Patrols
Animal Control
Traffic Accident Investigations
Criminal Investigations
Parking Control
Investigation of All Citizen Complaints
K9 Patrol
Identity Theft Seminars
Construction Site Traffic Control
Internet Safety Classes
Training
Prescription Drug Take-backs
Bicycle Safety Classes
Marine Patrol
Crime Prevention/Neighborhood Watch
First Responders to all Medical Emergencies
Special Olympics Torch Run & Fundraisers**

Grant Activity FY2013/2014

- Funds remaining from a 2009 Direct JAG Grant (\$4,200) were used to purchase a new Server and High Capacity backup system to support the department's updated RMS software.
- Awarded CT OPM JAG Grant (\$35,036) to install Confession Audio and Video Recording equipment (State mandate), purchase 8 portable radios, purchase new digital audio recording system for telephone calls and radio transmissions, and to install an NCIC/COLLECT switch to enable access to new State CJIS law enforcement information database.
- Winchester PD partnered with the Northwest YMCA and was awarded a CT OPM Juvenile Justice Grant (\$10,000) to develop a program of Youth/Police interaction during the upcoming school year.

The Winchester Police Department must accommodate the increased demands for service created by an influx of students attending Northwestern Connecticut Community College during the school year, and the increase in activity at Highland Lake during the summer.

- ❖ In 1998, the Winchester Police Department handled 9,174 calls, supplemental reports, and directed patrols with a total of 24 sworn officers.
- ❖ In 2011, the Winchester Police Department handled 12,001 calls, supplemental reports, and 10,947 directed patrols/park and walks with 18 sworn officers.
- ❖ In 2012, the Winchester Police Department handled 11,129 calls, supplemental reports, and 9,989 directed patrols/park and walks with 16 sworn officers.
- ❖ In 2013, the Winchester Police Department handled 9,841 calls, supplemental reports and 6229 directed patrols/park and walks with 16 sworn officers.

Every community is unique in relation to the staffing requirements of its police department. Along with crime data and call volume the following factors must be considered. Your police department must be able to:

1. Respond to emergency and non-emergency calls in a timely manner.
2. Allow time for report writing, investigations, and court appearances.
3. Conduct proactive activities such as directed patrols, foot and bicycle patrols.
4. Promote public safety.
5. Ensure the safety of officers.
6. Allow for earned time off (vacation, personal, and sick).

The Regional Emergency Response Team, Regional Accident Investigation Team and Regional Traffic Enforcement Team Police activities have been suspended due to overtime constraints.

The following is a chart of the types and number of incidents the Winchester Police Department responded to in fiscal year 2013/2014:

WINCHESTER POLICE DEPARTMENT
INCIDENT ANALYSIS
7-1-13 THRU 6-30-14

UCR	NATURE	SHIFT			TOTAL
		MIDNIGHT	DAYS	EVENINGS	
09B	Hom Manslaughter Neg	0	1	0	1
1	Officer Needs Help	0	0	1	1
10	Fire Dispatch	19	80	84	183
11A	Forcible Rape	0	1	0	1
11D	Forcible Fondling	0	6	2	8
12	Larceny	6	15	22	43
13A	Aggravated Assault	1	2	4	7
13B	Assault Simple	9	21	18	48
13C	Intimidation	6	15	18	39
14	MV Check	1	2	4	7
16	Call HQ	0	0	1	1
17	Suicide or Attempt	2	17	19	38
18	Abandoned MV	4	16	5	25
19	Disabled MV	18	46	40	104
2	Motor Vehicle Accident	43	220	128	391
200	Arson	0	1	0	1
21	Escort	3	26	31	60
220	Burglary	6	20	13	39
23	Suspicious Person	34	77	94	205

23A	Larceny Pocket-picking	0	2	0	2
23C	Larceny Shoplifting	0	11	7	18
23D	Larceny Theft from Building	2	23	15	40
23F	Larceny Theft from MV	9	35	13	57
23G	LarcenyTheft of MV Parts	0	1	0	1
23H	Larceny All Other	1	21	10	32
240	MV Theft	3	6	0	9
25	MV Stop	330	542	262	1134
250	Counter/Forgery	0	2	1	3
26A	Fraud False Pretenses	0	2	0	2
26B	Fraud Credit Card/ATM	0	3	2	5
26C	Impersonation	0	1	0	1
270	Embezzlement	0	1	1	2
290	Vandalized	16	65	35	116
3	Ambulance Request	252	590	417	1259
30	Wellbeing check	18	53	41	112
35A	Drug/Narcotic Violation	5	12	9	26
35B	Drug Equipment Violation	0	3	1	4
36B	Statutory Rape	0	2	0	2
39	Routine Complaint	315	1084	976	2375
4	Untimely Death	1	1	0	2
40	Parking Violation	13	55	27	95
44G	Armed Subject (gun)	0	0	1	1
46	Animal Complaint	15	127	63	205
5	Warrant Check	28	58	29	115
520	Weapon Law Violations	1	0	0	1
55	Person Found Dead	4	2	1	7
58	Out/Location	0	0	1	1
6	Fire Alarm	4	82	65	151
66	Domestic	2	7	9	18
69	Intoxicated Person	2	10	16	28
7	Assault	1	5	4	10
70	Disturbance	10	38	54	102
74	Intrusion Alarm	89	158	118	365
80	Vessel Stop	0	14	18	32
84	911 Hangup/Misdial	88	225	294	607
88	Drug Related	3	25	23	51
89	Park and Walk	0	1	0	1

90A	Bad Checks	0	2	0	2
90C	Disorderly Conduct	0	2	2	4
90D	DWI	6	7	12	25
90F	Family Offenses, Nonviolent	1	0	0	1
90G	Liquor Law Violation	1	0	1	2
90J	Trespass of Real Property	1	3	0	4
90Z	All Other Offenses	21	37	21	79
92	Trespasser/Prowler	1	1	2	4
94	Animal Hit by MV	1	6	2	9
95	Barking/Roaming Dog	2	54	47	103
98	Missing Person	1	5	17	23
EDP	Emotionally dist. Person	1	15	23	39
FP	Fingerprints	1	119	42	162
SUP	Supplemental Report	136	301	215	652
		1,537	4,384	3,380	9,301
	CRIMINAL ARRESTS	317			
	DIRECTED PATROLS	5883			
	DOMESTIC VIOLENCE CASES	78			
	PARK AND WALKS	346			
	PARKING TICKETS ISSUED	667			

5 Year Projection: The Police Department has been able to maintain an excellent level of police service to the citizens of the Town of Winchester due to the dedication and hard work of its officers and employees. However, funding continues to be an issue which impairs every operation of the Winchester Police Department. Further staff reductions will inevitably force management to cut police services. The Police Department has been forced to rely solely on Federal and State Grants to replace and update old department equipment. The community, as a whole, will need to identify what the citizens feel are essential services and then fund them properly.

Existing liabilities relating to an obsolete, decaying, poorly maintained police facility, untimely equipment replacement (especially police cruisers), and poor evidence processing and storage facilities could have a devastating effect on Town finances if an incident related to these issues results in a civil action.

Department of Public Works

Street Department

**Dennis Millard, Foreman
Francis Barth, Maintainer III
Philip Bascetta, Maintainer IV
Mark Cardillo, Maintainer III
Fred Wiarda, Maintainer III**

**Dennis Gomez, Cemetery Attendant/Maintainer IV
Ronald Banks, Mechanic
Scott Goodell, Mechanic
Kenneth Schibi, Carpenter/Mason
Sandy Phelps, Administrative Assistant**

The primary responsibility of this department is summer and winter maintenance of Winchester's 73 miles of paved/improved roads and 8 miles of gravel/unpaved roads. The Public Works Garage is located at 189 Rowley Street. The facility is shared with the Water and Sewer Department. The highway garage provides 10 bays to house trucks and equipment while the remainder must be parked outside. Equipment owned by the department and available for use includes: 2005 Cat Loader, 1994 Case Loader, 2008 John Deere Grader, 1994 & 2002 Case Backhoes, 1997 Vacuum/Jetter Truck, 1988 Skidsteer Loader, miscellaneous pick-up and utility trucks ranging from 6 to 17 years old. The average age of the snow plow fleet is 11.5 years old with the oldest truck at 21 years old. No new snow plow equipment has been purchased in the last 6 years.



Sandy Phelps

There were a total of eighteen snow events that required plowing and/or salting. Three in occurred December, five in January, six in February and four in March. Thirteen separate snow plow routes were attended to by 11 large trucks (36,500 - 41,000 GVW) and 2 small trucks (19,000 GVW). The department is responsible for snow removal on all Town-owned roads, parking spaces on Main Street (State Route 44) where the Phase I Enhancement Project has been completed as well as parking lots at Pearson, Hinsdale and Batcheller Schools, Fire Departments at Elm Street, Prospect Street and Holabird Avenue, Elm Street and Center Street Municipal Parking Lots, Town Hall, Senior Center and the Ambulance facility. Snow is also removed from Town-owned sidewalks, bridges and footbridges.

Favorable early spring weather allowed the street sweeping program to begin in March. All town roads were completely swept. Utilizing a two-crew system sweeping activities were completed in April, months ahead of historical completion dates. Some additional sweeping was performed later in the year on an as-needed basis.

Potholes continued to be an extensive and growing problem on many of the Town's roads. Hundreds of tons of bituminous asphalt were used over the course of the year repairing reoccurring potholes as well as patching drainage repairs and other related projects. The condition of many roads has deteriorated to the point of total breakdown which makes patching a futile and non cost effective measure.

A roadside mower was rented for a month in the fall and 90 miles of Town roadsides were mowed and sight lines were improved. Vegetative growth including saplings up to 3 inches in diameter were cut and removed.

Several times throughout the year the Town's gravel roads were graded and washouts were repaired. Gravel roads maintained by the department include: Waterbury Turnpike, Losaw Road, Dayton Road, Chapel Road, Old Danbury Quarter Road, Reaching Hill Road, Weigold Road, Hollow Road and Preston Road.

Over the course of the year, outside vendors were contacted to remove many dead or dying trees from town property.

Significant projects conducted by department personnel over the past year include:

- Replacement of 40 linear feet of 15" diameter catch basin outlet drain @ 402 East Wakefield Boulevard
- Replacement of 40 linear feet of 15" diameter catch basin outlet drain @ 153 West Wakefield Boulevard
- Replacement of 40 linear feet of 15" diameter catch basin outlet drain @ 171 West Wakefield Boulevard
- Replacement of 40 linear feet of 18" diameter drainage pipe on Stonehouse Rd
- Replacement of 20 linear feet of 12" diameter drainage pipe on Alpha Avenue
- Rebuilt / Repaired 24 collapsing catch basins

On-going maintenance duties on a day to day basis include: the removal of trees and debris from roadways including the chipping of brush when necessary, the maintenance and replacement of Town highway signs when necessary, maintenance and repair of highway and drainage infrastructure, and trash removal from municipal receptacles on Main Street, at the Parks, and at the Cemeteries.

When called upon by other Town departments, assistance is given. Each year the dock at Highland Lake is installed and removed for the Police Department, assist the Recreation Department. The department also helps the Water and Sewer Department in the repair of broken water mains, and in asphalt repairs when needed.

When requested, the Highway Department also provides assistance to other groups in Town. Again this year in the spring, personnel and equipment assisted the Friends of Main Street installing bark mulch in the medians on Main Street. Assistance was also provided to the Highland Lake Watershed Association. On April 23rd, rubbish collected during their annual spring cleanup was picked up and disposed of. On April 30th, department personnel picked up a considerable amount of brush and debris that was collected during the annual Mad River and River Walk cleanup which was performed by volunteers.

The Highway Department assists in the setup and cleanup of the numerous parades and festivals scheduled throughout the year. A viewing trailer is positioned on Main Street and department personnel work with the Police Department setting up and taking down signs used for traffic control.

The department for the last few years has funded the putting up and taking down of holiday lights and decorations on Main Street.

During the past year the Department of Public Works issued the following permits:

- 24 Road Opening Permits for an income of \$1,200.00
- 11 Driveway Permits for an income of \$275.00

Wastewater Plant

Richard Kemp, Chief Plant Operator
Michael Griffin, Plant Operator III

Alex Combes, Senior Lab Technician
Charles Nichols, Plant Operator II

A brief history of the Winsted Wastewater Plant dates back to early 1950's. It was a simple primary plant with a single sludge digester along the Still River on North Main Street. In 1964, the plant was upgraded to secondary treatment adding rotating trickling filters, two secondary clarifiers and a second digester. Unfortunately, trickling filter technology is problematic regarding nitrification (the conversion of ammonia nitrogen to nitrate nitrogen) so when higher water standards were mandated by the D.E.P. in the middle 1980's, Winsted was targeted for a major \$15 million plant upgrade of the existing facility, finished in 1989. This expansion/renovation designed for a daily flow of 3.0 million gallons per day included many new buildings and tanks along with a bridge, as the new plant extended to both sides of the river. Plant staffing for the new facility included a chief operator, Richard Kemp, who runs the day to day operations, a process operator, a maintenance operator and a lab technician.



Left to Right: Michael Griffin, Alex Combes, Richard Kemp, Charles Nichols

The plant is owned and operated by the Town and regulated by the D.E.E.P. because the plant discharges effluent into a state waterway, the Still River. The past 12 months saw an average discharge to the river of 1.65 million gallons per day. The flow is monitored for biochemical oxygen demand, suspended solids, various forms of nitrogen, dissolved oxygen, turbidity, chlorine concentration, coliform bacteria, temperature, and pH, all of which are listed in the discharge permit.

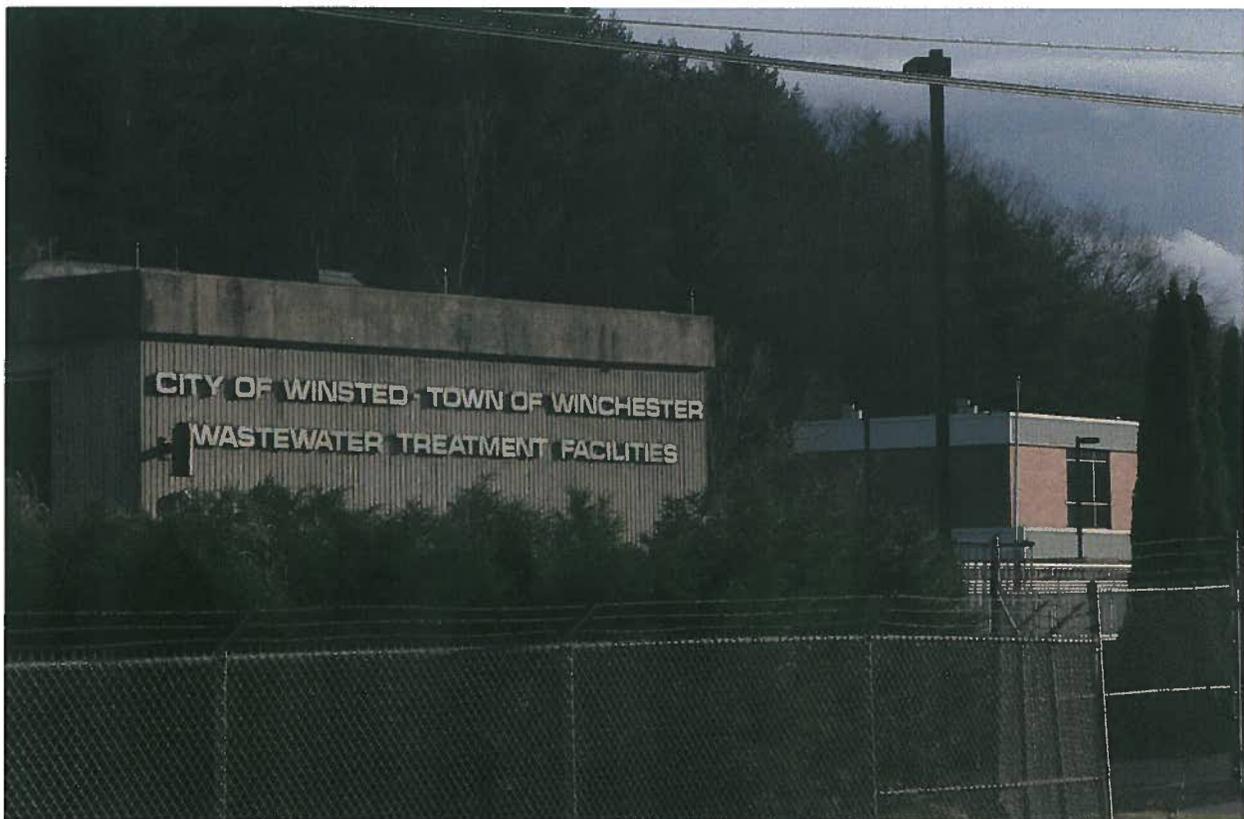
A description of some of the equipment and processes involved in the 1989 upgrade are: primary and secondary anaerobic digesters with methane gas recovery for digester and building heat, two one-meter belt filter presses, an Influent Building that houses screening and grinding equipment along with a sand removal system, two eighty foot final clarifiers, two chlorine contact chambers and an Operations Building that contains the laboratory, office, lunch room and 2nd floor belt press room.

Through the bidding procedure a new transport vendor was chosen to haul 800 tons of bio solids to the MDC-Hartford final disposal site. This will save \$20,000 over a 12 month period.

A stormwater retention landscape was constructed via a grant around one of the lawn basins. The selected planting root systems retain and filter rain water with little or none going to the Still River.

Funds are being sought for an upgraded more energy efficient plant-water pumping system and a change in site pole lighting from halogen to LED.

On the revenue side, the facility has a septic receiving station and accepts residential waste from Winsted and surrounding towns. This reporting period generated \$74,650 in tip fees.



Water & Sewer Department

Jim McCarthy, Foreman
Marty Cormier, Utility Man IV

Michael Girolamo, Utility Man IV
Mark Lombardo, Utility Man IV

This department oversees and maintains the Winsted Water Works water distribution network, the sewer collection system, the town's reservoirs and watersheds and the lake level at Highland Lake. There are approximately 2,700 water & sewer customers.



Jim McCarthy

Crystal Lake Reservoir is the main source of water supply to the Town of Winchester and contains 456 million gallons of useable water within a 146-acre area. Rugg Brook Reservoir is the backup supply and contains 163 million gallons of useable water including the Mad River Diversion into Rugg Brook Reservoir. Elevations of these water supplies are monitored by the Water Department. Water can be transferred from Rugg Brook to Crystal Lake if low supply conditions occur.

The watersheds of both reservoirs are maintained by the Water Department. Work routinely done at these valuable resources consist of clearing brush, picking up trash, maintaining roads and protecting our water system from vandalism or contamination. The system is closely monitored and no trespassing signs have been posted at the reservoirs, filtration plant and water storage tank. The watershed is inspected yearly by Lenard Engineering.

The distribution system consists of approximately 35 miles of water main. The pipes range in size range from 4" to 16" in diameter. These transmission lines are maintained yearly through a regularly scheduled flushing program. Flushing expels deleterious materials from the distribution system keeping tap water clear and clean. The flushing process is accomplished by opening hydrants throughout the system. During the flushing process the hydrants are also checked to assure that they are in good working condition.

There are 358 fire hydrants within the system. They are inspected and winterized in the late fall and monitored throughout the winter to guard them from freezing. The hydrants are also kept clear of snow to maintain their visibility. Gate valves are also exposed in the winter to ensure that they can be easily located should they be needed in an emergency.

Department personnel respond to all Call Before You Dig (CBYD) requests in a timely fashion as required by law. Water and Sewer system components are marked out for clients and contractors excavating within or near the system, to ensure protection and to avoid interruptions of service to our customers.

Other components of the water system require ongoing maintenance. Two water booster stations are checked frequently and necessary repairs are made when problems are discovered. The Water Department also monitors the 1.5 million gallon water storage tank on Wallens Street. The tank is inspected regularly and the water stored within it is tested frequently.

Other duties of the Department include:

- **Repair all water service leaks and major interruptions, such as water main breaks. (When repairs are made and service is restored, temporary road patch is initially used. At a later date, full restoration is made including a permanent patch using hot bituminous concrete. Any adjacent disrupted areas are repaired using top soil and grass seed when necessary)**
- **All water meters in the distribution system are read quarterly. Any meters which are found to be in need of repair during this process are addressed when all the readings are complete. Meter repairs are scheduled with the resident at their convenience. At this time, water meters are reprogrammed and can be read by driving past each location. The Water Department continues to install these cellular meters on all meters as repairs are made. This will save time reading meters.**
- **Water Quality Tests are performed on water samples taken from the distribution system weekly. Four separate samples are collected at Department of Public Health approved locations. These samples are then tested at an approved laboratory for processing. The laboratory reports the results to the Water Department and the Department of Public Health on a weekly basis. These results document and ensure compliance with the "Safe Water Drinking Act".**

The sewer collection system consists of approximately 40 miles of gravity sewer line. The sewer system ranges in size from 6" to 36" in diameter. The collection system contains nine sewer pumping stations and approximately 6 miles of force main. Weekly maintenance is performed on each pump station and immediate repairs are made when they are not functioning properly. The sewer lines are maintained, repaired or replaced as required. Occasionally it becomes necessary to remove blockages from plugged pipelines.

The Department also maintains a low-pressure sewer system on East and West Wakefield Boulevard servicing Highland Lake residents. There are 310 individual grinder pump stations on this system. Each station is equipped with a high level alarm and is responded to 7 days a week.

Other significant events that occurred last year include one major water main break that occurred in the water distribution system. The break took place the evening of January 19th, 2014, in an 8" diameter line located on North Main Street. Emergency crews worked through the night and had the line back in service the next morning.

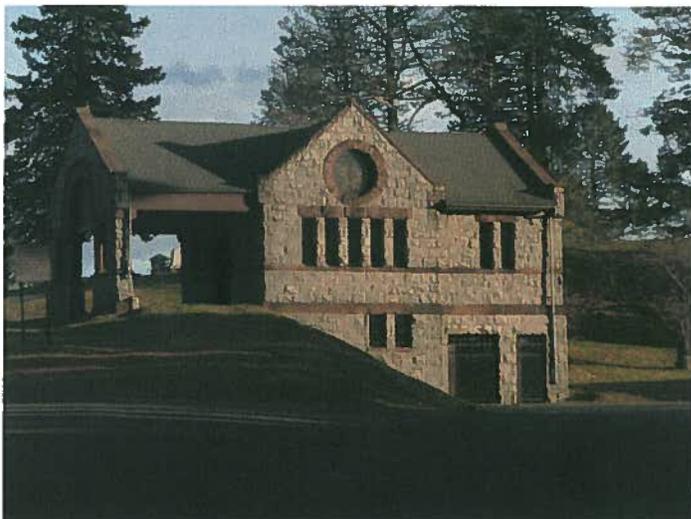
During the past year the Water & Sewer Department issued the following permit:

- **(1) Water & sewer connection permit for a total fee of \$1,000.00**

Cemeteries

Dennis Gomez, Cemetery Attendant/Maintainer IV

16	Full Interments Revenue Collected	\$11,500.00
32	Cremation Interments Revenue Collected	\$ 9,525.00
5	Winter Vaulting's Revenue Collected	\$ 1,000.00
16	Monument Foundation Inspections Revenue Collected	\$ 400.00
16	Plot Sales Revenue Collected	\$13,405.00
Total revenue collected 2013/2014		\$35,830.00



Winchester Recreation Department

Tanya Risucci, Director

The mission of the Winchester Recreation Department is to develop a progressive and responsive organization, which will not only provide a variety of meaningful leisure activities for the community, but improve the quality of life for all citizens. It is our intent to build partnerships with all people, businesses, and organizations, as well as, achieve the goals and aspirations of all population groups. In 2013-2014, the Winchester Recreation Department has progressed to fulfill the mission of the department through the creation of new partnerships, added programs offered, and new community events.

A nine member Board of Recreation assists the Director of Recreation. Our Board Chair, James DiVita, has been a member of the board for 40 years. The board sets broad-based policy and meets the first Wednesday of every month at 7:00 pm at Town Hall with the exception of July which meets on the second Wednesday of the month. The Board meetings are open and the public is invited to attend.

The Director of Recreation is responsible for planning, implementing and coordinating year round programs for children, adults and families and hosts community events. In addition to its program offerings the Winchester Recreation Department works with volunteers, non profit and private sector organizations to provide a variety of community based recreation activities.



The Department sponsors community special events such as Trick or Treat Main Street; which was held on October 26th where participating downtown merchants gave out candy for Halloween. Preceding that event all participants were invited to attend a custom contest at Town Hall. In early December, we decorated our Christmas tree in East End Park, and held our annual Christmas Tree Lighting Ceremony with the help from Friends of Main Street. Over 150 townspeople came out to drink hot chocolate, take pictures with Santa, listen to holiday songs, tell stories, make Christmas cards and marvel at the beautiful tree. In March, the Annual Easter Egg Hunt took place at Pearson School. Hundreds of

children attended this event where they had fun receiving lots of candy. To conclude the festive day children participated in an egg decorating contest.

In June and July, we had Summer Fun Camp for ages 5-13 which takes place at the Gaylord-Tiffany playground and the Green Building. The camp lasted seven weeks, the children attended one field trip per week and went to Resha Beach for swimming once a week as well. This year the American Legion Club and Dave Villa came out to the playground on August 6th to do a wonderful cook out for the camp and all the children in the neighborhood. Over a hundred children came out to this event to enjoy the food and park. Some of the Summer Fun Camp success is owed to generous donations by the Gaylord-Tiffany Foundation and The Barden Foundation.

The Recreation Department also offers a variety of programs during the year for all ages. The programs include Dance and Gymnastics, Karate, Youth Travel Basketball, Youth Recreation Basketball, Men's Basketball, Co-Ed Flag Football, Adult Softball, Dog Obedience, Multi-Sport Camp, Summer Playground Camp, senior group exercise and Twister Clinics for Baseball and Softball. This year we also teamed up with the Board of Education's School Lunch Program at the Gaylord-Tiffany Building. Recreation activities are conducted throughout the community including Recreational Facilities, Pearson School, Northwestern Connecticut Community College, East End Park, and The Blanche McCarthy Senior Center.



The Winsted Youth Softball and Baseball League (WYL) and the Winsted Youth Soccer Association (WYSA) are also branches of the Recreation Department, and are solely comprised of volunteers. They each require an executive board who meet throughout the year to create a bigger and better program each year. Paul Gibson serves as the President of the Winsted Youth Softball and Baseball League, while Nicole Root serves as the President for Winsted Youth Soccer Association. Together, these two leagues serve over seven hundred children during the spring, fall and summer seasons.

The Recreation Department maintained and supervised facilities throughout the community. The maintenance staff consists of three-part time seasonal employees under the direction of the Recreation Director and Jim Welcome, Maintenance Supervisor. The Director also supervises all the lifeguard staff at Resha and Holland Beaches at Highland Lake. The beaches are maintained year round and the lifeguard staff are present between Memorial Day and Labor Day.

The main facilities are located on Willow Street and Rowley Street. On the corner of Willow and Rowley, is the Laurel City Skate Complex which is open sunrise to sunset throughout the course of the year, weather permitting. The Rowley Street fields include the Gaylord-Tiffany Building and Playground, a basketball court, Gaylord-Tiffany Field, the Senior Farm Field and Ryan Field. Willow Street features the Hanley "Little League" Field, Dodge Field, Walker Field, Walker Field Grandstand, and two tennis courts. Willow Street also houses the Recreation Department maintenance facility. In the next year or so I will be looking into grants and fundraising for the Gaylord Tiffany Playground on Rowley Street, to update the playground for the community. We look forward to having the community joins together to help make this project happen.

This year has been full of events, activities, programs, and a tremendous amount of fun! Being the new recreation director this year, I am truly grateful to be able to serve the Town of Winchester and Community. While continuing to uphold the town's already stellar traditions, I will strive to bring new programs to the Town of Winchester.

Office of the Registrar of Voters

Deborah G. Jones
Republican Registrar of Voters
Elizabeth M. Kelsey
Republican Deputy Registrar of Voters

Barbara R. Braunstein
Democratic Registrar of Voters
Rose R. Osborne
Democratic Deputy Registrar of Voters

The primary functions of this office are voter registration and party enrollment. To register to vote in Connecticut, one must be a U. S. citizen, a bona fide resident of any Connecticut town, and at least 18 years of age by Election Day. A registered voter may enroll in any party that he or she may choose, or may register as an unaffiliated voter. Through voter registration events, all eligible persons are encouraged to participate in this basic constitutional right.

Registration may take place in any Connecticut city/town hall during normal business hours, at either the Registrar's Office or with the Town Clerk, during scheduled special sessions of the Registrars, or with the Department of Motor Vehicles. Mail-in registration forms are also available.

Office hours for the Registrars are as follows:

Monday	10:00 – 12:00
Tuesday	11:00 – 4:00
Wednesday	11:00 – 4:00
Thursday	11:00 – 4:00
Friday	10:00 – 12:00

Due to the success of the AccuVote OS Optical Scan voting machine since 2007, replacing the old lever machines, the Registrars of Voters are able to tally the voting results in minutes. The Registrars and their Deputies are the local election officials responsible for proper voting machine training for all poll workers, and preparation of the system to ensure a smooth and organized election.

On February 29, 2013, the Registrars presented to the Board of Selectmen an Emergency Elections Procedures Plan, which provides guidance to elections officials at the polls for actions to be taken in case of various emergencies on Election Day. As required by state law, this plan approved by Winchester's Board of Selectmen, and meeting the protocols of Winchester's Emergency Preparedness Plan, was submitted to the Secretary of the State for approval. Review of emergency protocols will be included in the state-mandated training required of election workers before every election.

Over the course of the year, (3) Referenda; (1) Municipal Election; and (1) voter making session at The Gilbert School, were held. As of June 30, 2014, there are 6,675 electors enrolled in the Town of Winchester: Democrats 1,726; Republicans 1,452; Unaffiliated 3,453; and Other: 44.



Back (Left to Right): Rose Osborne, Elizabeth Kelsey, Deborah Jones
Front: Barbara Braunstein

Blanche McCarthy Winsted Senior Center

General information and statistics

The Winsted Senior Center has provided services to Winsted residents, age 55 and older, for 48 years.

Regular recreational programming at the Center includes light aerobic exercise classes, movies, card playing, Wii bowling, line dancing, crafts, and bingo. Special social events include ice cream socials, picnics, "theme parties", holiday programs, intergenerational programs, and programs with musical entertainment. Educational programs and speakers are provided on a variety of topics of interest, including medical insurance, assisted living, legal issues, health issues, and safety concerns.

The seniors pay for all their own activities, programs and trips. No Town monies are used for their programming. The seniors have a "senior club", to which they pay yearly dues. Being a "member" allows for discounts on ticket prices of events. The seniors have 2 fundraisers each year, a Penny Auction and a holiday Craft Fair and Light Lunch. The proceeds are used for paying for entertainment at special events, programs, etc.

The seniors are involved in community service projects, including food drives for the Salvation Army and knitting hats and mittens for the Salvation Army and the Open Door.

The Center has a book and magazine lending and exchange program. Seniors are also welcome to sit in the sunroom and read.

The Center has 2 computers with internet service, which the seniors pay for with their own money.

Medical clinics are provided for blood pressure checks, blood sugar testing, cholesterol screening, foot care, eye and hearing testing, and flu and pneumonia shots.

Once a month, Attorney Debra Brown comes to the Center to provide free legal advice.

AARP offers its Safe Driving Course at the Center several times a year.

As the Municipal Agent for the Elderly, Director Ellen Schroeder provides assistance in filling out rent rebate applications, insurance forms, and Dept. of Social Services redetermination forms, and provides referrals to appropriate agencies and services as needed. For fiscal year 2013-14, the director processed 237 rent rebate applications for Winsted's senior and disabled citizens. She also distributed 200 farmers' market coupons to seniors who met age and income requirements.

The Director serves on the Board of Directors for the Helping Hands Chore Service.

The Director writes a monthly newsletter, which details events at the center and items of interest to the seniors. Twice a year she sends out postcards to all center members announcing the special activities for the next six months.

The Senior Center is designated as an emergency shelter by the Town.

All full-time staff members are CPR and first aid certified.

Our daily Nutrition Program provides balanced meals each weekday at the Center. With a physician's orders, Winsted's homebound seniors may receive Meals on Wheels. The Nutrition Program provides approximately 11,000 meals each year.



The Center offers travel opportunities for the seniors. Several day trips are offered monthly and overnight trips run 4 or 5 times yearly.

Our van provides rides, within Winsted, for seniors and the disabled Monday through Friday from 8:30 a.m. to 3 p.m. and twice a month, in the evening, from 6 to 10 p.m. These rides may be used for medical appointments, senior center activities, shopping, and errands. The van drivers provide approximately 12,000 rides each year. The DDS (Department of

Developmental Services) funded van provides rides for DDS clients to the center and for group activities. Once a month, the N.W. Transit District provides a short day trip for up to 15 seniors, for a donation of \$7 per senior.

Our DSS "Elderly Enrichment" program provides educational and social programs for seniors, who the state has medically classified as mentally retarded. DDS grant monies fund this program, which encourages the integration of its clients with the rest of our senior population. This is a model for other such programs being developed across the state.

Senior Center Staff

Town employees:

Director – Ellen Schroeder

Part-time office assistants – Patricia Mills, Carol Grant

Part-time van drivers – Louis Fracasso, Joseph Landor

Grant paid employees:

Nutrition program part-time site manager – Helen Archer

Department of Developmental Services (DDS) program coordinator – Betsy Anderson

DDS assistant coordinator – Susan Moran

DDS program aide – Yvonne Gilley

DDS van driver/aide – Linda Moore

Town Clerk

Sheila S. Sedlack, CCTC, CMC
Town Clerk

Cheryl L. Carriere, CCTC
Assistant Town Clerk

The Town Clerk is elected for a two-year term by the electors of the town and serves as clerk of the Board of Selectmen and Registrar of Vital Records. The office is governed by the Charter of the Town of Winchester and Connecticut State Statutes. The office is responsible for a wide variety of municipal and intergovernmental services. The Connecticut General Statutes directly outline the duties of the Clerk and establishes standards and procedures for the restoration of the valuable records that are maintained in the office. The pricing for the services that we offer is also regulated by the State. All legislative changes and Freedom of Information Laws are strictly followed as well as the laws written by the State Elections Enforcement Office.

The role of the Town Clerk is rapidly changing with advanced technology offering the public greater information than ever before. The Connecticut Town Clerk's Association is an active organization both on the local level and state level. Town Clerks now play a greater role in legislation concerning the laws that govern our towns and offices. Therefore, it is necessary to stay active in this Association in order to provide the best service available.

Land records generate the bulk of documents filed in the office. Documents filed for Land Records for this fiscal year totaled \$135,575. The conveyance tax collected for land transfers this fiscal year totaled \$48,333 for a grand total in revenue of \$188,285 for land recordings. This is an increase in revenue for Land Records of \$3,448. All land recordings dating from 1995 through to the present are now available on the computer through our Cott Portal for all persons to view.



**Left to Right: Cheryl Carriere,
Sheila Sedlack**

**Business Activity, Three-Year Comparison
Town Clerk's Office**

	<u>2011/2012</u>	<u>2012/2013</u>	<u>2013/2014</u>
Recording	\$ 126,267.00	\$ 135,575.00	\$ 140,170.00
Vitals	\$ 19,383.00	\$ 19,112.00	\$ 17,968.00
Sporting Licenses	\$ 6,692.00	\$ 4,580.00	\$ 4,462.00
Dog Licenses	\$ 14,047.00	\$ 13,710.00	\$ 13,724.00
Conveyance Tax	\$ 85,927.30	\$ 48,333.00	\$ 48,115.00
Xerox	\$ 9,042.00	\$ 9,406.00	\$ 9,325.00
NotaryPublic	\$ 1,530.00	\$ 1,570.00	\$ 1,970.00
Gross Income	\$262,888.30	\$232,286.00	\$235,734.00

Through the diligent work of the Dog Warden the number of dogs that were licensed are as follows:



Male/Female	142	\$2,698
Spayed/Neut.	1,088	\$8,706
Kennel Licenses	17	\$ 969
Late Fees		\$1,351
Total Fees Collected		\$13,724

The Dog Program has proven to be a very efficient system. In the future, the goal is to have this program connected to the Police Department, which in turn will provide the necessary information to the police during the hours that the Clerk's office is closed. At the time a dog is licensed, there needs to be proof that he/she has had their rabies vaccinations updated making this a matter of public safety.

Dealing with Vital Records is another area that requires time and knowledge of the Connecticut State Statutes. The office is responsible for processing and issuing certified copies of Birth, Death and Marriage Certificates. A pleasant duty is that of issuing a marriage license to anyone who is to be married in the Town of Winchester. Along with the vital records that are already listed below are: Sexton's Reports, Home Births, Disinterment Permits, Sub Registrars and Cemetery records. Copies of many of these records are all forwarded to the State where much information and statistics are compiled.

Birth Certificates		
(Long Form)	357	\$7,140
(Wallet Size)	39	\$ 585
Burial Permits	53	\$ 159
Cremation Permits	38	\$ 114



Death Certificates	255	\$5,100
Marriage Licenses	71	\$2,130
Marriage – Certified	137	\$2,740
Vitals Pay From Other Towns		30
Total Income		\$17,968



The Town Clerk’s office is the record keeper for all Board of Selectmen’s meetings, Special Board of Selectmen’s meetings, Town Meetings, all referenda, Public Hearings and budget meetings. Agendas and minutes of the Boards and Commissions of the Town are also kept as are the agendas of the Board of Education.

Minutes recorded for the past year are:

- 1 Annual Town Budget Meeting
- 3 Special Town Meetings
- 24 Board of Selectmen’s Meetings
- 15 Special Board of Selectmen’s Meetings
- 3 Public Hearings
- 1 Municipal Election
- 2 Budget Referendum

Equipment provided by the Department of Energy and Environmental Protection has been installed, at no cost to the Town and which was optional, to enable the office to be connected to the State’s main computer. The Clerk has received training and is now able to sell sporting licenses over the internet. There are fifty-five (55) types of sport licenses that the State offers to our residents. For fiscal year 2013-2014, we sold 405 licenses for a total of \$4,462.

The office is presently connected, along with the Registrars of Voters, to the Centralized Voting Program. This enables access to voter information through the latest technology that the State has to offer. This goal was achieved as a result of the close cooperation with the Registrars.

The Board of Selectmen and our citizens have continued to support on-going programs for the restoration of unique and valuable records dating back to 1744. The process is very expensive, but the office is making progress. We still have maps, land record volumes, indexes and vital statistic volumes that need attention. The State offers a grant program for the restoration of documents for which funds would not otherwise be available. To date a total of \$67,000 in grants has been applied for and received. This has led to the restoration of many valuable records. Without the help of the State and the grants these restoration projects would not have been possible.

*Outside
Agencies*



BEARDSLEY & MEMORIAL

Serving the Towns of Barkhamsted, Colebrook and Winchester

Karin Taylor, Library Services Director

Mission: To enrich the lives of our patrons by promoting literacy, lifelong learning, and cultural enhancement to all generations of our diverse community.

Board of Trustees:

Louise Van Alstyne, President, Winchester
Robert Geiger, Vice President, Barkhamsted
Anne Dodge, Treasurer, Barkhamsted
Jeannine Frink, Secretary, Colebrook
Heather Cappabianca, Winchester
Curtis K. Case, Barkhamsted

Alan Colavecchio, Winchester
Deborah Kane, Winchester
Richard Lavieri, Winchester
Barbara Millar, Colebrook
Barbara McQueen, Barkhamsted

Karin Taylor, Library Services Director
Christine Moscarillo, Business Manager

A 21st Century Library with 19th Century Charm

This year the library celebrated its 140th Birthday. The Beardsley Library originated when Mrs. Delia Rockwell Beardsley gave a group of trustees \$10,000 in her late husband's name to start a library in 1874. It moved into the current location in 1898 when Jenison Whiting built the Memorial Library in West Winsted. The two became one public library by an act of the Connecticut Legislature in 1939.

In its 140 years, the library has changed with the times to meet the demands of the public. It is especially evident over the course of the past ten years as we've rapidly adjusted our focus in light of the needs of the 21st century patron. Changes in technology and how people access information have placed new demands on libraries and switched their focus from being only about tangible objects to being about choices for patrons in how they want to receive their information and providing opportunities for personal growth and enrichment.

The library staff celebrating our 140th Birthday during National Library Week in April. Staff dressed in period costumes to show the "Decades of Entertainment" the library has provided to our community!



Here at the Beardsley & Memorial Library, we've faced those challenges along with economic challenges, and at times it has been difficult to keep up. However, through grants, fundraising, and the generosity of our patrons we've made great strides. We've been able to enhance our computer network, upgrade 80% of our public access PCs, offer downloadable books and movies, upgrade our eBook service to include titles specific to our patrons, and provide one-on-one technology training on a weekly basis to senior citizens.

We've also provided valuable and relevant programs to youth and adults to continue our mission of lifelong learning and cultural enhancement.

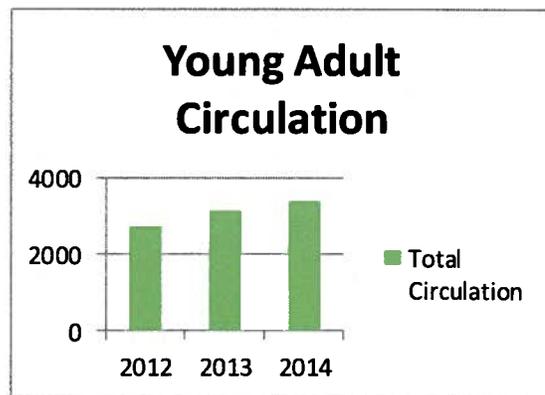
Part of how we are able to achieve our mission is by building partnerships from within the community. We work closely with the local schools, Northwestern Connecticut Community College, the Winchester After School Alliance, the Senior Centers, Friends of Main Street and several other local organizations. The library is a trusted institution at the center of the community, and we look forward to continued service for many years to come.

Technology Skill Training

Thanks to the generosity of the Friends of the Library and our partnerships with the local schools and Northwest CT Community College, this year we were able to launch an exciting new program to assist people in need of computer training. The initial rollout of the program was marketed toward senior citizens, and has been overwhelmingly successful. Volunteer students from the Gilbert School and NWCCC provide one-on-one technology skills mentoring every Saturday morning at the library. Participants sign up for 30 minute sessions with a mentor, and are able to bring their own devices or utilize the laptop computers purchased for the program by the Friends of the Library. The next step in the evolution of the project is to offer the sessions to anyone needing to perfect their technology skills. For example, we have a number of people in need of assistance in seeking employment using web resources. By keeping the sessions as one-on-one, the mentors are able to focus on the specific needs of the individual.

Teen Tech Workshops

This year, our Teen Services librarian was joined by a recent MLS graduate and volunteer to start a series of "techie" workshops with our young adult patrons. Utilizing laptops provided by the Friends of the Library, teens created digital storytelling projects using a variety of applications and online resources. A second session started at the beginning of the summer. The participants learned how to create custom videos in the form of book trailers. Activities like these bring teens in to the library, and as a result they are taking out books! Circulation in our teen department has been steadily growing over the past three years, with a 24% increase since 2012.



Circulation in our teen department has been steadily growing over the past three years, with a 24% increase since 2012.

Genealogy & Local History Renovations

In September of 2013, the Board of Trustees hosted a special fundraiser to benefit the renovation of our Genealogy & Local History Room. With the success of that event, a grant from the Brian O'Neil Fund, and a donation from the Estate of former Board President Virginia Leighton, we completed the renovation project in June of 2014. Renovations included new carpet, paint, shelving, furnishings, reupholstered chairs, and window treatments. The room will be dedicated to the memory of Virginia Leighton at a special event in January of 2015.

Also, with a portion of the funding, two of our fragile collections were able to be sent for digital preservation. These include the Winsted City Directories, published by Price & Lee Co., and our collection of Winsted Headstone Inscriptions.



The city directories offer a great deal of information about Winsted. The early years include advertisements and listings of businesses and industries, clubs and organizations, local officials, streets, and mail delivery times. The later years include train schedules, numerical listings by street, vital records, and more. Most importantly, all of the directories include adult residents and their

address, occupation, place of employment, military service, and removal. The Winsted headstone inscriptions are another frequently used resource in the Genealogy Room. These inscriptions were compiled by the W.P.A. in the late 1930s and record what is written on the actual headstones in Winsted, Winchester and Winchester Center cemeteries. The listings provide names, birth and death dates, family relationships, military service, and more about the deceased.



The library's Genealogy and Local History collection is unique to this part of the State. Included in the collection are over 2,500 resources covering Winsted, Winchester, and other towns and states, including a microfilm collection of the Winsted Journal dated back to 1856. Selected items are available for loan. Research services are also available from the library's genealogy and local history assistant. In 2013-2014, nearly 600 researchers utilized the available resources.

Our Mission by the Numbers

Youth Programs Offered
143
Attendance
1,147

Adult Programs Offered
29
Attendance
857

Library Cards Holders
8,222
Newly Added
711

Public Sponsored Events Offered
131
Attendance
672

Visits To The Library
22,385

66,438
Items checked out

145% Increase over the Previous Year!

2,508
eBooks Checked out in OverDrive

4,995
Public Computer Sessions Logged

Office of Civil Preparedness

Steven J. Williams, Civil Preparedness Director

The mission of the Town of Winchester Office of Civil Preparedness is to coordinate all preparedness, response, mitigation, and recovery activities necessary to minimize and control the effects of disaster, both natural and technological, as well as the effects of terrorist attacks by enemies of the United States. Natural disasters, hazardous material releases, and mass casualty incidents are all possible threats for the Town of Winchester. When disasters strike, town government responds through its Civil Preparedness Organization.

The Civil Preparedness Office develops and maintains the Town of Winchester's Emergency Operations Plans. These plans enable the Town to respond quickly and effectively to an actual incident.

The Civil Preparedness Director coordinates resources, and agencies during large scale natural and man-made emergencies, manages the Emergency Operations Center (EOC), relocates disaster victims, manages the town's shelters, writes and submits emergency management grants, supervises volunteer Civil Preparedness Force members that include



FCC licensed Amateur Radio Operators and Citizen Emergency Response Teams (CERT). The Civil Preparedness Director is the point of contact between the Connecticut Department of Emergency Management and Homeland Security (DEMHS), Charlotte Hungerford Hospital, Torrington Area Health District, and other disaster relief agencies such as the American Red Cross and Salvation Army.

Preparing for an emergency requires organization, information, training, and exercises. During an emergency, town forces are organized under the Incident Command System (ICS) in compliance with the National Incident Management System (NIMS). This is a system that provides a consistent nationwide approach for federal, state, local governments, the private sector, and non-governmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents regardless of cause, size, or complexity. The ICS structure is a standard method of managing emergencies.

Responding to a disaster draws upon all of the resources that are available to the Town of Winchester. The Town establishes an Emergency Operation Center (EOC). Members of the EOC staff will coordinate the Town's efforts to combat the disaster. Radios and telephone lines are set up in the EOC to gather information about the disaster and to dispatch town resources. Information for Town residents will be channeled through a public information officer in order to provide accurate information and quell rumors.

Recovery is perhaps the most difficult phase of a disaster. People's lives have been changed; homes, businesses, and town infrastructure maybe damaged and will require repairs and rebuilding. Many volunteers come forward in disasters and the best of a community shines through during the worst of times.

The Town's primary EOC is located in the former Probate Court Room and the Building Department/Fire Marshal's Office on the 2nd floor of Town Hall. A backup EOC is located in the Winchester Center Fire Department. There are currently two locations used as Emergency Shelters. The Blanche McCarthy Senior Center at 80 Holabird Avenue serves as a shelter for residents including those with special needs, and operates a pet shelter in the garage of the facility. The second shelter is the Winchester Grange connected to the Winchester Center Fire Department.

Keeping the residents informed regarding Civil Preparedness is one of the most important responsibilities of the Civil Preparedness Office. In order to help pass along important Civil Preparedness information, the Town of Winchester added the Civil Preparedness Office to the Town of Winchester Website www.townofwinchester.org/Plugs/home.aspx. When you open the link to the Civil Preparedness Office you will find additional links to the National Hurricane Center and other National Weather Service web sites. You can also view the Connecticut Guide to Emergency Preparedness, FEMA and American Red Cross disaster preparedness resources, and other safety tips.

The Civil Preparedness Office is also on Facebook at www.facebook.com/WinchesterCivilPreparedness and on Twitter at <https://twitter.com/WinstedCivilPrep>. Free FEMA Emergency Preparedness pamphlets have been placed on the table in the 2nd floor hallway of Town Hall near the P. Francis Hicks Room.

The Town of Winchester Civil Preparedness Office utilizes the Everbridge Emergency Notification System, Connecticut United Way 211 Info-line, radio stations WTIC 1080 AM and WZBG 97.3 FM, our Facebook and Twitter pages to communicate important Civil Preparedness information to our community during an emergency or disaster.

The Civil Preparedness Office has organized a CERT Team (Citizens Emergency Response Team). We currently have 12 volunteers who have completed CERT training and are willing to help their community in times of emergency. CERT has participated in several emergency drills, and recently helped out the Winsted Fire Police with traffic control for the fireman's parade. We are always looking for additional volunteers. Anyone with an interest in participating in the CERT Team can contact the Civil Preparedness Director at 860-379-8771 for further information on this program.

The Town of Winchester Civil Preparedness Office participated in 2 statewide Emergency Management Drills during the past year. The drill was a Hurricane Exercise involving setting up and operating a mass care shelter for residents with functional needs. The 1st part of the drill was held on June 21st, 2014 at the Torrington Middle School which is designated as the regional shelter for Torrington, Winchester, Harwinton, and Goshen.



Installation of Icom 7000 Antenna

The second part of the drill was held on June 23rd, 2014. The EOC at Town Hall was activated and staffed. Communication methods

and links were tested between our local EOC, the State EOC in Hartford, and the Department of Emergency Management Region 5 Office in Waterbury. Various scenarios tested our ability to respond to and manage simulated emergencies and problems that came up during the drill.

The Civil Preparedness Office has a VHF, UHF, and 800 MHZ radio set up in the EOC to communicate with state, county, and local authorities. We also have four Icom 7000 HF, VHF, UHF ham radio transceivers for backup communications in the EOC at Town Hall and the EOC at the Winchester Center Fire Station. The radios were purchased and



installed at no cost to the Town, through a federal grant. They are used to communicate between our Town and neighboring towns, the State EOC, and DEMHS Region 5 office. They are capable of communicating locally, statewide, nationwide, and worldwide if necessary. Residents that are FCC licensed Amateur Radio Operators and would like to volunteer their services for emergency communications support to the Town may contact the Civil Preparedness Director at 860-379-8771.

During fiscal year 2013-2014, the Civil Preparedness Office actively monitored 16 events that could have developed into emergencies for our community. The majority of these were weather-related events. They included Severe Thunderstorm/Tornado Warnings, Flooding/Flash Flood Warnings, Blizzard Warnings, Winter Storm Warnings, High Wind Warnings, a Severe Cold Outbreak, and Excessive Heat Warnings.

The Civil Preparedness Office is always available to answer your questions or concerns regarding emergency preparedness for the community and your family. We are also looking for residents who maybe interested in volunteering their time or expertise during an emergency. Help can always be used to staff an emergency shelter if residents must be evacuated, to answer the phones, and assist with the communication with our residents and emergency response agencies during emergencies. If you think you have a talent that maybe of value or simply wish to offer your help or ask a question, please feel free to reach out to the Civil Preparedness Office and we will be glad to discuss your concerns.

Civil Service Commission

The Civil Service Commission of the Town of Winchester exercises the authority of Connecticut General Statutes 7-407 to 7-424, incorporated in Article XII, Section 1201 and 1202 of the Town of Winchester Charter.

The personnel regulations are adopted to provide for the recruitment and development of the best available employee for each position in the classified service of the Town of Winchester at all times. They provide for establishing orderly procedures for administering the Civil Service System in such a way to ensure:

- a) That employment in the classified service of the Town of Winchester shall be made attractive as a career.**
- b) That all appointments and promotions to positions in the classified service shall be on the sole basis of merit and fitness, which, so far as practicable, shall be ascertained by means of competitive examinations.**
- c) That a performance rating system shall be provided whereby economy and effectiveness in personnel services may be promoted to the mutual benefit of the employees, Town officials, taxpayers and all the people of the Town of Winchester.**
- d) That each classified service employee shall be encouraged to render his or her best service to the Town.**

The Commission is comprised of three unpaid commissioners (Francis Delaney, Joseph Nichols, Skip Marsh), appointed by the Town Manager for six year terms, staggered at two year intervals. The Commission employs a Chief Examiner, Mr. Wayne Dove, who ensures proper process is followed precluding bias, real or perceived attempts to influence the commission and/or nepotism in the examination, promotion and hiring process of employees. Irene Connole serves as the commission's part-time paid secretary.

Over this past year, the Commission has conducted processes resulting in the hiring for the positions of Finance Director, Public Works Foreman, Public Works Director and Part-time Police Dispatcher. At present, the Commission has processes in progress for Highway Maintainer IV, Public Works Mechanic, Treasurer, Assistant Finance Director, and Police Chief. We are also working on a process for Sergeant promotion within the police force.

The Commission meets regularly once per month normally on the fourth Thursday of the respective month. Meetings are held at 5:30pm during regular Town working hours to make us readily available to all Town employees and other interested parties. Special meetings are conducted as necessary to facilitate hiring processes throughout the year.

Cradle to Career Winchester's Collaborative for Children

All of Winchester's Children Are Healthy, Safe and Successful Learners

BACKGROUND

Cradle to Career (formerly Cradle to Classroom), Winchester's Collaborative for Children, is a collaboration of providers interested in coordination of social, health and educational services. Cradle to Career was initiated in 2002, with funds from the W. C. Graustein



**Kristin Stoeke, Collaborative
Coordinator**

Memorial Fund as part of a statewide initiative, inclusive of 49 communities. Cradle to Career is a community coalition of parents, educators, and providers working to build strong connections between early childhood and elementary education. The grant allows for a community planning process that will involve all key stakeholders including parents, youth, professionals and community organizations.

A UNIQUE OPPORTUNITY

In 2009-10 Cradle to Career (formerly Classroom) was awarded a grant from the W.C. Graustein Memorial Fund to undertake community planning that was focused on children ages Birth-8. This award follows eight years of the Discovery initiative in which Cradle to Career focused on readying children for school, successful transitioning practices, professional development, and parent engagement. This new opportunity allows for a proactive approach to planning so that *All Winchester's children are healthy, safe and successful learners*. This community plan

gives Winchester a chance to think broadly and deeply about what comprehensive and system-wide reforms are needed to attain this desired result. Focus will be on how the community works together - across programs and departments and sectors - to improve the lives of children and youth.

APPROACH

Cradle to Career is the convener and champion for the community planning process. The Collaborative Group is inclusive and capable of reaching out to and consulting with all segments of the community. The process for the planning is based on the Center for the Study of Social Policy's community planning framework, with Results-Based Accountability (RBA) at the core. RBA has been officially adopted by the Appropriations Committee of the Connecticut State Legislature as a means for determining funding for all State departments.

CURRENT ACHEIVEMENTS

This past year has brought some new developments to Cradle to Career. Last September, the Collaborative was invited to participate (through the Campaign for Grade Level Reading) in a software program called Results Score Card. This program offers the

collaborative a place to house, display and share data as well as all information pertaining to the Community Plan. The collaborative also uses this software as a project management tool.

In January of this year, Cradle to Career secured additional funding from The Graustein Memorial Fund in the form of an Option 1 community. This status moves our community into the implementation phase of our Community Plan.

The merge of our health work group with Winsted Fit Together has led to the continuation of the Veggie of the week program as well as the reverse walks to school and the school garden at Pearson school.

In the spring we amended our by-laws to reflect state legislation on School Readiness. This led to our name change and the potential to expand our scope to children birth through graduation. It has also led to the joining of our education work group with the Kindergarten Transition team. Through this merge, we then moved forward with the School Volunteer Training program. The first wave of volunteers had a training night in August, had fingerprints done at the police department and are scheduled to begin volunteering at Batcheller School in September.

GET INVOLVED

Cradle to Career members will become key members of the specific areas of focus for the plan. To get involved, please contact Kristin Stoeke, Collaborative Coordinator for Cradle to Career, Winchester's Collaborative for Children at ctoc@winchesterschools.org or by phone at 860-738-0580.



FOOTHILLS VISITING NURSE & HOME CARE, INC.

Michael Caselas, Executive Director

Organized as the Winsted Visiting Nurse Assoc. in 1922 by the Red Cross, Foothills Visiting Nurse & Home Care, Inc. has been providing expert, compassionate home health, Hospice and palliative care to the residents of Northwest Connecticut for 92 years. In 1973, the Public Health Nursing Associations of Barkhamsted and New Hartford merged with the Winsted Visiting Nurse Association to create Regional Health Services. In 1974, full services were provided to Colebrook and in 1979, Norfolk Public Health Services merged into this group. In 1991, our name changed to Foothills Visiting Nurse & Home Care, Inc.

Foothills is a State-licensed, Medicare-certified, non-profit VNA providing care 24 hours a day, 7 days a week. Foothills provides services in the areas of Skilled Nursing, Physical, Occupational and Speech Therapies, Medical Social Work, Hospice, IV Therapy, Dietary, Pediatrics, Wound Care and Chronic Disease Management. Bereavement Programs and Telemonitoring are also provided.

Foothills VNA is very proud to be named to the 2013, 2012, 2011, 2010, 2009 and 2008 HomeCare Elite and identified as one of the best Home Care Agencies in the United States.

Foothills has undergone a major building addition project and has added 4,500 square feet of space to its existing building. This project was completed December 31, 2011.

Foothills employs 75 people, 95% of whom reside locally in Northwest Connecticut.

Foothills is proud of its long-standing history with the Town of Winsted/Winchester. 431 persons from Winsted received home health services from Foothills during the past year – a 20% increase from the previous year.

Foothills receives an annual allocation from the town to help defray the costs of providing free Health Promotion visits and Public Health Programs. Health Promotion is a program in which certain elderly at-risk patients, who normally live alone and no longer qualify for insurance benefits, are routinely monitored free of charge by one of our staff nurses.

Seventy (70%) percent of our patients are age 65 or older.

Foothills offers home cosmetology services by a licensed cosmetologist. Services include hair cuts/sets/permanents and manicures.

Foothills provides free space two days per month for voucher distribution by WIC (Women, Infants, and Children) Nutrition Program.





This past year, Foothills was able to conduct 7 public and various private flu clinics and administered 2,226 flu and pneumonia vaccines to mostly high-risk individuals. All ages, 18 and older, were welcome to attend. The Winsted Senior Center held two clinics and the Ambulance Garage held one clinic.

Foot Care Clinics are held monthly at the local Senior Center. They are currently open to persons 65 or older. One hundred twenty-eight (128) foot care procedures were performed.

Blood Pressure and Cholesterol screenings are held monthly at the Senior Center and Chestnut Grove. Blood Pressure readings are free of charge with Cholesterol Screenings costing \$5.00. Three hundred sixteen (316) blood pressures and twelve (12) cholesterol screenings were performed in 2013 - 2014.



Since Foothills is a non-profit health agency, the Board of Directors serve on a voluntary basis and represent all the towns in which full services are provided. The representatives from Winsted/Winchester for 2013 - 2014 were:

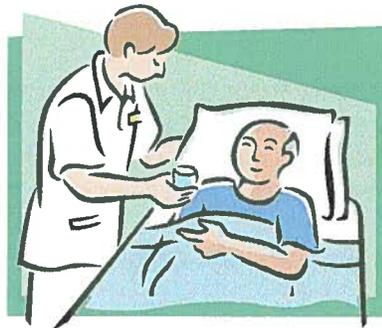
Alan Colavecchio (since 2005)

Eleanor Gunn (since 2008)

Louise Van Alstyne (since 2010)

Foothills provides full service to the towns of Winsted/Winchester, Barkhamsted, Colebrook, New Hartford and Norfolk. Foothills provides therapeutic only services to the towns of Burlington, Canaan, Canton, Goshen, Hartland, Harwinton, Litchfield and Torrington.

Referrals for services are accepted from anyone and services are provided regardless of ability to pay, as long as contributions, grants and other appropriations are sufficient to cover these costs.





Adult Day Center

The Geer Adult Day Center is a small non-profit organization started in 1979 as part of the on-going services offered by Geer Nursing & Rehabilitation Center. Our goal and mission has remained the same, to enhance the quality of life and maintain independence for our participants while supporting family efforts of keeping their loved ones at home and active within the community.

The Center is open to all adults who are in need of daytime supervision or socialization regardless of age, sex, race creed or religion. Our participants are individuals who are physically impaired, socially isolated or are limited in their ability to function independently within their communities or at home. The Center's program hours are Monday through Friday from 7 am to 3:30 pm.

The Geer Adult Day Center provides door-to-door transportation for the participants within a 25 mile radius. This service is provided to the towns of Cornwall, Falls Village, Canaan, Salisbury/Lakeville, Sharon, Goshen, Barkhamsted, Winsted, Norfolk, Colebrook, Torrington, Bantam, Litchfield, Warren, New Hartford, Kent and the neighboring towns in the states of New York and Massachusetts.

Our therapeutic programming includes music, exercise, arts & crafts, entertainers, activities that stimulate thinking and problem solving, community out trips, gardening and much more.

Our Center is a medical model which includes an on-site registered nurse during program hours to monitor general health needs. Individual care plans are developed. Blood Pressures, weights and glucose monitoring are recorded on a regular basis. Showers and personal care are also offered.

A continental breakfast, a hot lunch and snacks are provided according to nutritional needs and dietary restrictions.

- **In addition, a Caregiver's Support Group is offered every 2nd Wednesday of the month at 1 pm.**
- **A Blood Pressure Clinic is open to the community Monday through Friday from 10 am to 2 pm.**
- **The Geer Adult Day Center also operates a Dial-a-Ride service providing transportation to individuals residing in the towns of Sharon, Canaan, Falls Village, Cornwall and Lakeville/Salisbury. Transportation is available Monday through Friday. Call 824-7067 for more information or to reserve a ride. There is no charge for this service. Donations are accepted. (24 hour notice is requested)**

Helping Hands

Homemaker & Companion Care

Serving the Towns of Barkhamsted, Colebrook, New Hartford, Norfolk, Winsted/Winchester

Irene N. Connole, Program Director

Helping Hands Chore Service, Inc. ("Helping Hands") founded in 2006, is a 501(c)(3) nonprofit, community-based homemaker and companion care service, affiliated with the Winsted Health Center Foundation. The program is designed to enhance the daily living and overall quality of life of senior residents in the towns of Barkhamsted, Colebrook, New Hartford, Norfolk and Winsted/Winchester, CT. Our goal is to provide the best possible service to older adults who need non-medical in-home care. We tailor our services to our clients' needs to ensure that they remain secure and independent in their own homes. This is accomplished through the provision of services offered such as, light housekeeping, laundry, grocery shopping, meal preparation, transportation for medical appointments, errands, medication reminders, light yard work, companionship and break for family caregivers. Services are provided on an hourly basis and clients are given an opportunity to donate toward services rendered. In 2013, we provided a total of 5,953 service hours to 65 senior residents, age 60 or over. *Helping Hands presently employs 10 town residents plus 1 Colebrook resident.*

The Program Director meets with prospective clients to assess their needs and preferences and matches them with compatible caregivers who provide services that support independence and safety. We employ caring, responsible and trustworthy workers to assure that clients receive the best possible individualized service. Our caregivers are employees of Helping Hands. They are bonded and covered by liability and workers' compensation insurance and each caregiver undergoes a thorough background check.

The staff at Helping Hands is comprised of a Program Director, eleven Caregivers, four volunteer Board of Directors and President of the Winsted Health Center.

Helping Hands Board of Directors: Michael Caselas, President & Treasurer
Ellen Schroeder, Secretary
Penny White, Director
Cynthia Williams, Vice-President

Winsted Health Center Foundation: Chris Battista, President

Helping Hands is much more than a basic "chore" service. It has since grown into an agency that addresses the basic human needs of clients, including food delivery and preparation, shelter in terms of preventing clients from having to move into institutional facilities, and help in finding adequate healthcare services. The Winsted Health Center, its founding organization, provides health and wellness services and programs. The campus is also home to Hungerford Emergency and Medical Care, the Community Health and Wellness Center and the Susan B. Perry Senior Housing complex.

Helping Hands is funded in part by a grant from the Western Connecticut Area Agency on Aging, municipalities, client donations and support from the community through fundraising efforts.

Highland Lake Water Level Committee

Committee Members:

Shirley Allshouse (Chairperson)
Ed Bollenbach
Sue Peacock
Sarah Munley
Willie Platt

Non-Committee Participants:

Candy Perez, Liaison to Board of Selectmen
Scott Eisenlohr, Wetlands Agent
Neil Amwake, P.E., (Former) Director of Public Works
Jim McCarthy, Public Works

The Highland Lake Water Level Committee met April 24, 2014. Neil Amwake, Public Works Director, and Jim McCarthy, both from Public Works, attended the meeting.

It was with sincere regret that the Committee accepted the resignation of Clare Stevens, who had chaired the Committee from its inception. No other person has had more dedication to preserving the water quality of Highland Lake over approximately 50 years than Clare Stevens. Shirley Allshouse was selected to become Chair.

The Board of Selectmen appointed Willie Platt to fill the vacancy resulting from Clare's resignation and he was welcomed as a new Committee member.

In reviewing the 2013-14 drawdown, it was the consensus of the Committee that the draw was successful and there were no outstanding issues. It was the year for a 4 foot draw to allow additional access for maintenance to some properties. This still retained ice access for winter recreation without exposing too much lake bed, which would have increased the risk of the formation of "floating bogs". The water level went down 50 inches in 17 days.

There was discussion of Public Works' role in implementing an emergency draw policy. The Committee has no formal written policy and defers to the town or state to carry out such emergency management policies as exist.

Regarding budget requests to the town on behalf of the Water Level Committee, it was clarified that the Committee will confine its requests to whatever is needed to carry out its charge from the Board of Selectmen, which is to establish long-term water level policies for Highland Lake. Future budget requests would likely include funds to access information, including retaining limnologist, Dr. George Knocklein, to analyze water quality, weed and other data as it relates to water level and to aid the Committee in forming future policies.

Budget requests for such items as herbicide treatments, actual water sampling and analysis and the like will be made by the Highland Lake Watershed Association to be included in the Highland Lake line item of the town budget.

It should be noted again that there is still a great deal of organic material that comprised the 2010 "bog" which remains sunken in Resha Beach cove (and in lesser amounts in other coves). That additional layer of organic matter has further decreased the depth of the water in the coves and contributes to accelerated weed growth from greater light and heat penetration, as well as other negative results. The only remediation for that would be to dredge the material out.

In 2014-15, the deep drawdown will commence earlier than in the past, starting on October 1 and ending on December 15 in order to avoid a damaging "bog" formation and to allow property owners their riparian right of access to the lake.

The Public Works Director asked that the Committee further clarify the policy for 2014-15 as it relates to the maximum depth of the draw and it was agreed that we would publicize in as clear language as we could, what to expect for the upcoming drawdown.

The clarification is that between October 1st and December 15th the water will drop as low as it can, but only to a maximum of 8 feet down. Weather conditions may preclude the level from going as low as 8 feet, but regardless of whether it reaches that maximum level, the gate will definitely be closed on December 15th.

The current 5-year policy, as unanimously approved by the Board of Selectmen and the Inland Wetlands and Watercourses Commission, was the result of in-depth research regarding the impact of winter drawdowns on the overall lake environment. Included in the research were factors such as lake water quality data from 1938 to 2013. Oxygen depletion and increased phosphorus are of particular concern.

Other important factors that the Committee has analyzed include the condition of the lake watershed, precipitation figures as they relate to rate of drawdown and refill, aquatic plants (both native and invasive), the results from herbicide application, protection from ice damage, property owners' legal rights of access to the lake year-round, oxidation and compacting of exposed sediments, shallow well impacts, reptile, amphibian and invertebrate impacts, fisheries impacts, contiguous wetland impacts, floating mud islands and growth of filamentous algae. Thus, drawdown of Highland Lake is a very complex process and somewhat of a balancing act. The Committee's research and experience through the years has yielded the conclusion that weed control from deep drawdowns is not as effective as once thought. More shoreline exposure does allow property owners to have easier access to work on their waterfronts, however, a modified draw (of from 3 to 4 feet down) seems to be adequate to mitigate the risk of ice damage to structures.

The Water Level Committee will continue to monitor the lake level along with the Public Works Department that implements it on a daily basis. The Committee also maintains a relationship with the Highland Lake Watershed Association to share relevant information toward our common goals.

Some of the studies that we use to garner the scientific data include:

- ◆ "Evaluation of Lake Level Drawdown at Highland Lake, Winchester, CT" prepared for the Highland Lake Water Level Committee by Dr. George Knoecklein (limnologist-consultant) November, 2008
- ◆ "Highland Lake 2009 and 2010 Monitoring Results"-prepared by Dr. George Knoecklein-February, 2011-includes extensive Aquatic Plant Survey
- ◆ "Highland Lake Management Plan"- written by the Ad Hoc Committee created by the Winchester Selectmen-1991
- ◆ "Diagnostic/Feasibility Study for Highland Lake"-compiled with funds from the Federal EPA

NEXT TWO YEARS OF REMAINING 5-YEAR POLICY:

<u>DATE</u>	<u>TARGET DRAW/DOWN DEPTH</u>	<u>BEGIN DRAW/DOWN</u>	<u>END-MAINTAIN UNTIL ICE-OFF</u>
2015-16	3 feet	November 1, 2015	January 15, 2016
2016-17	3 feet	November 1, 2016	January 15, 2017



Winchester Housing Authority

Paul Vayer, Director

The Winchester Housing Authority continues to provide safe, clean and quality housing for many senior and disabled residents. This year, the Authority has been engaged in completing major projects aimed at increasing the level of security for residents and provide a timely and effective response in case of medical emergencies. Faced with declining federal funding levels of support, the Authority has been focused on stricter control of spending while keeping any adverse impact to residents as minimal as possible. We continue to try to encourage a spirit of community among those residing in public housing and recognize, as a number of our residents continue to age, that concern for their health is becoming a greater and greater concern. Residents of public housing in Winchester bring a great deal of benefit to the community. Our residents live and shop here, provide payments in lieu of taxes of approximately forty thousand dollars annually, contribute to the local economy by the purchase of goods and services and provide for a quality and attractive homestock.

The Winchester Housing Authority looks forward to continue to make contributions to the community of Winchester, to be a good neighbor and to help see the Town grow and prosper.



Rick Lynn, AICP
Executive Director

The Northwestern CT Council of Governments and the Litchfield Hills Council of Elected Officials merged this year to form a new 21-town “Northwest Hills Council of Governments” (COG). A new webpage was created this year (www.northwesthillscog.org) with more information on COG activities, planning related data, and resources for all member towns.

The COG board consists of the Mayors and First Selectmen from the 21 member towns. The group meets on a monthly basis to discuss issues in municipal management, oversee existing COG programs, and explore new opportunities for regional cooperation to enhance local government efficiency. Member towns include Barkhamsted, Burlington, Canaan (Falls Village), Colebrook, Cornwall, Goshen, Hartland, Harwinton, Kent, Litchfield, Morris, New Hartford, Norfolk, North Canaan, Roxbury, Salisbury, Sharon, Torrington, Warren, Washington, and Winchester.

The COG’s work program includes activities in both regional planning and regional service delivery. Regional planning activities this year have focused on developing a regional plan of conservation and development, a regional transportation plan, a regional infrastructure plan, natural hazard mitigation plans, emergency management planning, and village center revitalization.

The COG also coordinates a number of popular regional service delivery programs including household hazardous waste collection days, a prescription assistance program, a fuel bank program, the Litchfield Hills Public Works Equipment Cooperative, and the region’s cooperative purchasing program. The COG also provides assistance to a number of organizations in the region including the Northwest CT Economic Development Corporation, Regional Housing Council, Road Supervisors Association, Public Safety Task Force, Recycling Advisory Committee, Housatonic River Commission, Regional Planning Collaborative, and Torrington Facade Improvement Committee. This year the COG established a quarterly “5th Thursday” meeting schedule to provide a forum for area Planning and Zoning Commissions to meet and discuss items of mutual interest, hear guest speakers, and provide input on regional plans.

A variety of issues of regional significance were discussed at the monthly meetings of the COG this year including energy savings programs, pavement management, state legislation, and the need for a centralized transit facility for the Northwestern CT Transit District. In addition to the COG’s regular monthly meetings, a special meeting of the COG was held to discuss legislative priorities with local legislators.

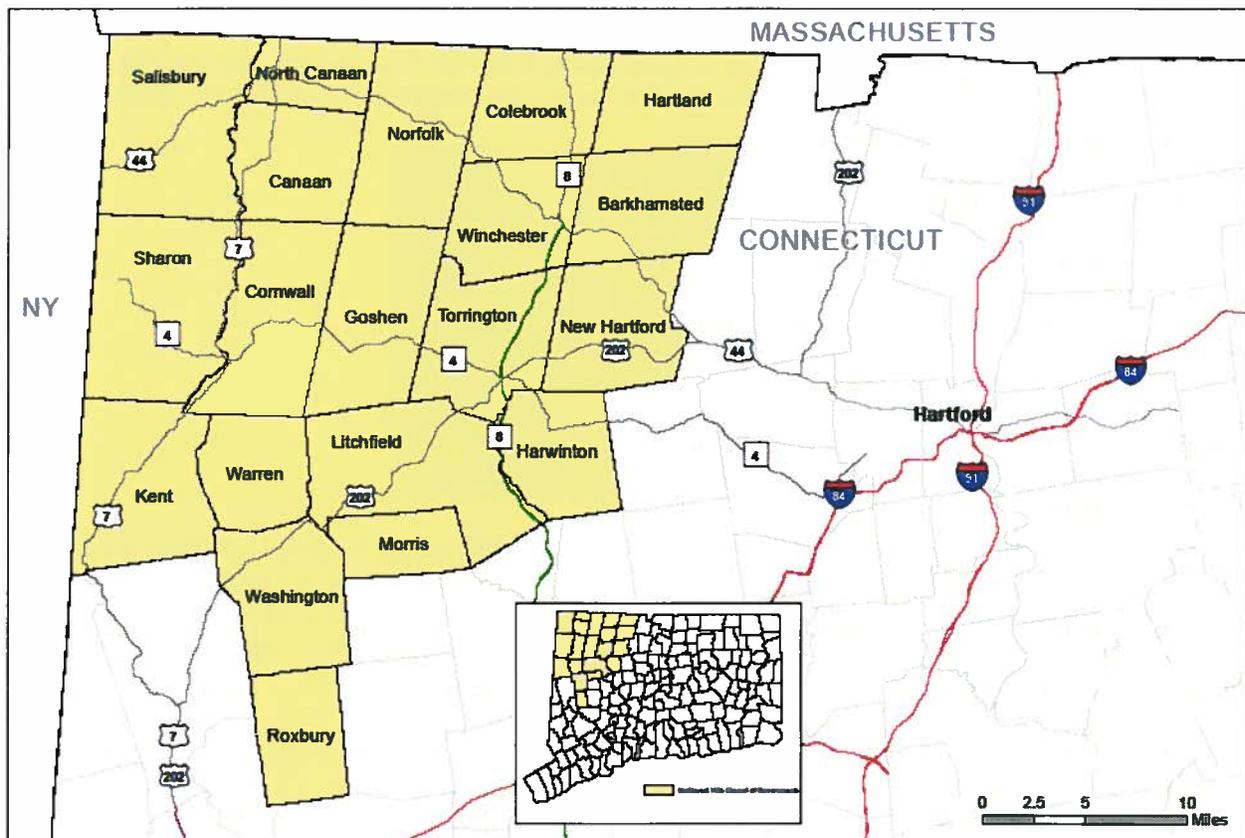
The COG responded to numerous requests for demographic, economic, and housing data. The COG also reviewed and commented on several referrals of proposed zoning changes, town plan updates, or development proposals near municipal borders this fiscal year, as required by state statute.

The COG, in conjunction with the NWCT Economic Development Corporation and the NWCT Chamber of Commerce, also helped coordinate an update of the region's Comprehensive Economic Development Strategy which was approved by the federal Economic Development Administration this year.

Serving as officers this fiscal year were Barkhamsted First Selectman Donald Stein as Chairman; Canaan First Selectman Patricia Mechare as Vice Chairman; Kent First Selectman Bruce Adams as Treasurer; and Norfolk First Selectman Susan Dyer as Secretary.

The COG is in the process of establishing new offices at the Village Market Place in Goshen Center. The staff of four consists of Darlene Krukar, Office Manager; Lois Pinney, Financial Manager; Jocelyn Ayer, Community and Economic Development Director; and Rick Lynn, Executive Director.

Figure 1.1 Regional Location





88 East Albert Street
Torrington, CT 06790

(860) 482-4151
fax: (860) 496-5900

Elderly Services Director: Joel Sekorski

Nutrition Supervisor: Sherry Cote

The Litchfield Hills/Northwest Elderly Nutrition Program serves Congregate and Home Delivered Meals to people 60 years of age or older in 19 towns in Northwest Connecticut.

The purpose of the Congregate Program is to provide seniors with well-balanced and tasty meals. It is our goal to reduce loneliness through socialization and provide volunteer opportunities and camaraderie in a congregate setting.

The purpose of the Home Delivered Program is to deliver two meals (one hot, one cold) daily to homebound seniors who are not able to prepare their own meals, or access a Congregate Meal Site. The drivers are a daily contact to make certain our homebound seniors are safe and secure.

During the fiscal year 2012/2013 the project served 8,199 Congregate Meals and 34,988 Home Delivered Meals to those eligible in the Town of Winchester/City of Winsted.



The Litchfield Hills/Northwest Elderly Nutrition Program helps to allow seniors to remain in their own homes while reducing the need for costly alternatives. All of the meals served at the congregate sites like the McCarthy Senior Center in Winsted or meals delivered to the homebound meet or exceed 1/3 RDA (recommended daily allowance) making balanced nutrition available to those most in need.



CMHA's Northwest Center is Litchfield County's leading resource for mental health care.

Raymond J. Gorman, President and CEO

Founded in 1952, Northwest Center for Family Service and Mental Health (NWC) is part of Community Mental Health Affiliates, Inc. (CMHA). CMHA's Northwest Center is a licensed outpatient mental health clinic and family service agency with Joint Commission accreditation. In addition to CMHA's locations in 3 other cities and towns, CMHA served the residents of Litchfield County through offices in Lakeville and Torrington.

CMHA's NWC remains the only state licensed, non-profit mental health clinic serving all of Litchfield County. The Center also serves clients from 13 border towns in New York State including Millerton, Amenia and Dover. CMHA's Litchfield County offices operated eight programs and provided over 14,310 hours of service to more than 1,431 individuals and families.

In fiscal year 2013-14, more than 159 Winsted area residents received services from one of the many programs at CMHA's Northwest Center.

Funding Sources:

Foundation for Community Health, Inc.	Private Donations
Department of Children and Families	United Way of Northwest CT
Fees and Insurance Payments	Town Grants
Berkshire Taconic Community Foundation	Annual Fund Drive
Community Mental Health Affiliates, Inc.	Private Contracts
Dept. of Mental Health and Addiction Services	Civic Family Services

CURRENT PROGRAMS AND ACTIVITIES

Outpatient Mental Health: CMHA's NWC operated two outpatient mental health clinics in the past year, serving people of all ages: children, adolescents, adults and seniors. Services include individual, family and group psychotherapy, psychological and psychiatric evaluation and medication management and case management. In addition, CMHA continued its contract with Trinity Glen, a residential substance abuse treatment facility in Sharon, CT, to provide medication management services. CMHA also continues its collaboration with RHA Pediatrics in Sharon; a clinician is embedded into the practice three days a week to assist in evaluating and providing mental health services for patients and their families.

From 2013-14, approximately 542 people received services monthly in the clinics for a total of over 8,582 visits annually. CMHA's Northwest Center provides more than 584 clinical sessions every month. These services include individual, family and group therapy, psychiatric evaluations and medical management.

CMHA's Litchfield County programs receive funding from the CT Department of Children and Families (DCF) to operate two distinct county-wide services:

Positive Parenting Program is an in-home, evidence-based program that helps parents manage their child's behavior and become independent, resourceful problem-solvers. Parents/caregivers are given the tools to create a positive and safe home learning environment that will help to develop and nurture their child's behavioral, emotional and cognitive strengths. In 2013-14, 67 families received this in-home service.

Intensive Family Preservation is an intensive in-home program designed to support families in crisis in which children are at imminent risk of out of home placement. The goal is to keep children safe and avoid either a permanent or long-term separation from their family and community. IFP builds upon the conviction that many children can be safely protected and treated within their own homes when parents are provided the services and support and are empowered to change their own lives. From 2013-14, 24 families received intensive, home-based support, counseling and parenting assistance.

Family Based Recovery Program is an in-home service program which provides family recovery and substance abuse treatment to families who have identified substance abuse issues and a child(ren) under 2 years old in the home. The program also provides individual, family and group therapy and child attachment treatment. Clinicians work with child behavioral issues, housing, transportation and other basic needs of families. In 2013-14, over 18 families received this in-home service.

Substance Abuse Action Council provided a financial literacy program to 23 senior citizens in Winsted. SAAC participated in the Town's Local Prevention Council/Youth Services Bureau meetings over the past year. The local representative from the Local Prevention Council attended SAAC's Prevention and Treatment Committee Resource Fair which provided speakers from several area agencies, informational brochures and resources regarding the treatment of substance use disorders. SAAC provided the Local Prevention Council of Winsted with materials for the Talk Early, Talk Often campaign that utilized regional data and uniform messaging to encourage parents and adults to speak to youth regarding alcohol, marijuana and other drugs (i.e. Spice and Bath Salts). The materials also provided data regarding youth perceptions of parental disapproval for substance use and perception of harm. These materials were sent in hard and electronic form so that they could be customized and used by each community in the SAAC region. As one of the cities and towns in SAAC's region, Winsted was offered the opportunity to participate in a regional forum on opiate use, Annual Night of Recovery event and a regional youth conference that focused on underage drinking prevention efforts.

COLLABORATIONS

CMHA collaborates with a number of area agencies, receiving and giving referrals so that clients can obtain the appropriate level of coordinated holistic care. The following agencies are collaborators: RHA Pediatrics in Sharon, Litchfield County Pediatrics in Torrington, Connecticut DCF, FAVOR (advocacy for parents/caregivers), FOCUS in Canton (occupational therapy and social skills groups for children on the autism spectrum), Wellmore and Family & Children's Aid (intensive, in-home programs), Trinity Glen in Sharon (inpatient substance abuse program for adult family members), The McCall Foundation in Torrington (intensive inpatient for adults), Charlotte Hungerford (outpatient/partial hospitalization for adults and adolescents in recovery), and the Susan B. Anthony Project in Torrington (for families experiencing domestic violence).

UPCOMING CHANGES IN SERVICE DELIVERY

CMHA will be closing the Lakeville office of our Northwest Center on October 31st, 2014.

After 7 years of stagnant grant support (without a cost of living adjustment) from the state, the Medicaid rates that pay less than 65% of the cost of care, state officials have decided to significantly reduce grants for outpatient services made by the Department of Mental Health and Addiction Services (DMHAS).

Because DMHAS grant dollars supported one-third of our Lakeville operating budget, we can no longer afford to operate the Northwest Center without them. CMHA's leadership team and board have exhausted all avenues and explored all of our options and our decision to close the Lakeville office has not been made lightly.

We believe that about half of our Lakeville patients, or about 90 clients, will transfer to our Torrington Child and Family Services location, which serves over 850 clients annually. We are working closely with the Local Mental Health Authority to ensure that our 40 DMHAS clients can see their current therapist in Torrington. And thanks to support from the Foundation for Community Health, we will also continue to provide behavioral health care to about 100 children annually through a clinic co-located at Regional Health Care Associates Pediatrics in Sharon.

Most of our clients from your town receive services from the programs listed above which are primarily operated from our Torrington office. Thus, we believe that we will continue to serve a majority of these clients in the 2014-2015 program year. We hope that you will continue to support services provided out of the Torrington office for your town residents.

Northwest Conservation District

1185 New Litchfield Street * Torrington, CT 06790 * 860 626 7222 * www.conservect.org

The Northwest Conservation District (NCD) is a local environmental non-profit organization serving 34 municipalities in northwestern Connecticut. Our mission is to promote the conservation and wise use of natural resources through education and technical assistance services.

TECHNICAL SERVICES AND PROJECTS IN SUPPORT OF OUR MISSION

We continue to help our towns' land use commissions and staff with site development reviews covering hundreds of acres of land, ranging from agricultural and residential to commercial and urban settings. Each time we review and make recommendations on any proposed land use change, we balance development with protection of water and other sensitive natural resources. We provide practical science based solutions, using the latest technologies such as Low Impact Development (LID), to ensure that projects work with the landscape instead of against it. The need for the expertise of our licensed professional staff in controlling erosion and managing storm water run-off continues to grow due to more frequent and intense storms events. We provide field inspections and consultation to local citizens seeking environmental information, referrals or technical assistance in areas ranging from pond health to eradicating invasive vegetation. Our unique depth of expertise continues to serve local residents well in resolving many environmental problems. Our GIS Center provides many field surveys, maps and reports to support the acquisition of open space or solve environmental issues. Our GPS capacities are applied to trail mapping, wetlands projects, school improvement projects and asset management as well.

Our projects this year included 4 rain gardens constructed in Watertown, Thomaston and Torrington for water quality and storm water management. In a long-term collaboration with the City of Torrington and the CT DEEP, a porous pavement municipal parking lot was completed, a project planned and designed to effectively stop longtime erosion into a nearby tributary of the Naugatuck River. We partnered with the newly created Northwest Hills COG to provide LID training for land use commission members and staff and are continuing to help Housatonic River corridor towns with river protection planning. We continue to expand the area and quality of wildlife habitat at Native Meadows Preserve on the Housatonic River in New Milford and partner with the regional NRCS in providing soil and water quality protection assistance to the agricultural community in the 34 towns that we serve.

EDUCATION AT AN EARLY AGE LEADS TO ENVIRONMENTAL PROTECTION IN THE FUTURE

Our support for the CT Envirothon Program provides hands-on science for high school aged students. This year, as part of this natural resource based curriculum and field day completion, each team explored sustainable agriculture. The statewide Field Day competition held at the Tolland County Agricultural Center saw local schools, Housatonic Valley High and Litchfield High, dominate the top scoring teams. Other local schools included Gilbert Academy, Hotchkiss, Marvelwood, Nonnewaug and Wamogo. Visit www.ctenvirothon.org for more info.

EARTH DAY PLANT SALE, FISH AND PONDS

This year marked the 32nd Anniversary of our Annual Earth Day Plant Sale. Thanks to the efforts of many loyal and energetic volunteers, our three day event at the Goshen

Fairgrounds continues to result in thousands of native shrubs, trees, edibles and perennials planted every year. Our wide selection of plants is chosen to provide habitat for native creatures including pollinators, butterflies and birds, to create and enhance streamside buffers for water quality protection and to improve our overall quality of life in an environmentally appropriate fashion. We continue our bi-annual Trout Stocking Programs for the renewal of aquatic resources in local ponds and streams.

OUR OUTREACH AND WEBSITE

The District publishes the “Voice of Conservation” newsletter bi-annually and is working to increase our capacity to communicate with our members electronically and through our website, www.conservect.org/northwest, thus further conserving natural resources.

THANKS TO YOU!

The Northwest Conservation District is very grateful for the ongoing support and partnership of the municipalities we serve and the generous contributions of local individuals, our funders and many faithful volunteers.

Rain Garden at Winchester Water Pollution Control Plant Installed with Assistance from the Northwest Conservation District



Northwestern Connecticut Transit District

The 2012/13 year was the 24th year of the Northwestern Connecticut Transit District's (NWCTD) actual operation of the Northwestern Connecticut Rural Transit program. NWCTD also has operating responsibility for the Torrington/Litchfield and Winsted flexible deviated route. This broader base gives Rural Transit a greater stability and closer management than it has in the past.

The Interregional service continues to offer service to the 16 towns in Northwest Connecticut for medical to hospital and vet centers, doctor visits, shopping and social trips to the Hartford area and other out of region areas. The district is still maintaining the three days for this service due to high demand. Winsted residents can request this service Tuesday, Wednesday or Thursday. Winsted also receives 5 days of deviated flexible route service, which is the "CANDYSTRIPER" route that is based in Torrington. This service provides four routes per day from Torrington to Winsted.

The district provides curb-to-curb Dial a Ride Service for Winsted residents to travel to Torrington for medical and shopping five days per week from 9AM to 3PM with extended service Tuesday, Wednesday and Thursday until 6PM. Weekend service is now available to Winsted Residents with a 48-hour reservation. This extended service is provided by the New Freedom Program.

The Job Access Program is still utilized to full capacity. We provide two vehicles for three shifts ITW and Bicron in Salisbury/Lakeville. We provide two vehicles for this service – one leaving from Torrington and the second bus picking up Winsted residents to go to Canaan.

Total Dial a Ride Transportation for FY13 was 30,694 rides, Municipal Grant Program 9,789 rides and the Deviated Flexible Route was 44,247 rides for a total ridership of 84,730. Winsted had 5,677 rides from the Dial a Ride Transportation, 744 rides from the Municipal Grant Program.

The State Matching Grant was reinstated in October 2009 will continue through FY 14. This grant provides extended service and special trip service.

The district's website is www.nwcttransit.com where all of our schedules are explained in detail.



Regional Refuse Disposal District #1

The District, which serves the solid waste functions for Barkhamsted, New Hartford and Winchester, completed its 40th year of operation at its Barkhamsted/New Hartford location (31 New Hartford Road (Rt. 44), Barkhamsted).

District-wide there was 11,366 tons of MSW (municipal solid waste) that was collected and delivered to the CRRRA waste-to-energy facility in Hartford; mostly through the CRRRA Torrington Transfer Station, which was down from 11,714 tons the previous year. \$339,614 was expended from the District budget for "tip fees", the disposal costs for this refuse; 3,418 tons of the total came through the District Transfer Station (30%). The District also expended an additional \$78,672 for other disposal costs such as bulky waste, wood waste, household hazardous waste and special recycling fees for items such as paint, florescent lamps, tires, Freon, and asphalt shingles.

The District Transfer Station has an extensive recycling program in order to produce revenue and to avoid disposal fees. In FY 13/14 the District received \$139,935 of recycling income – mostly from metals, down from \$163,924 last fiscal year due to lower metal prices and volume in spite of more effort by our employees. We recycle newspaper, cardboard, junk mail, magazines, office paper, boxboard, glass and metal food and beverage containers, plastics #1 – #7, batteries (auto and rechargeable), tire tubes, leaves, clothing, scrap metal, electrical wire, electronics, tires, clean wood waste, clean shingles, mattresses, waste oil and antifreeze, paint and second hand items for resale. The second hand sales of useable items brought in \$62,309 in revenue to help the District budget reduce assessments to the member towns. We encourage all District residents to recycle as much as possible to reduce tip fees. The transfer station is open Wednesday evenings from 4-7PM to non-sticker holders to bring in recyclable items and also for sticker holders for household garbage and recycling.

The District collected \$97,383 in waste disposal fees, sticker fee income was \$317,585 up from \$248,697 which partially reflected the increase to \$80/year; the cell tower provided \$52,896. The various incomes totaled \$658,993 which was 50% of the total expenditures. Assessments from member towns account for the remainder of the budget.

The District Board meets on the 4th Monday of each month and welcomes your comments and suggestions. Please call 379-1972 if you have any recycling or waste disposal questions.

Soldiers' Monument Commission

Steven Silvester, Chairman

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.

This past year the Soldiers' Monument Commission has continued to steward over the Soldiers' Monument and Memorial Park as well as continue outreach programs to the community and rally support for the monument's restoration.

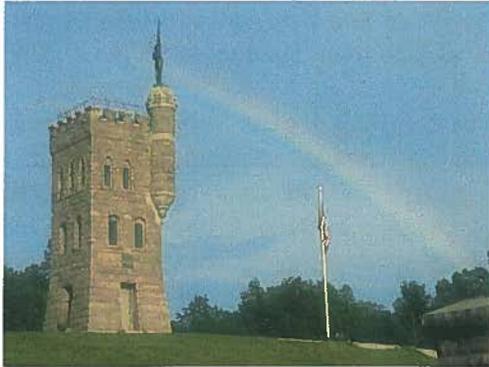
We continue to be hindered by the crimes of Henry Centrella: In January 2013 it was reported that he had taken \$100,000 from our restoration account to pay a water and sewer bond payment. In addition, \$30,000 from the town's Dudley Vaill Trust that had been designated for the Soldiers' Monument Restoration Account by the Board of Selectmen on June 21, 2004 was also stolen. These represented the bulk of our restoration monies. Although architectural plans that we have at the ready estimate the cost of restoration to be upwards of \$600,000, we have extracted a small project of repairs that can be done for considerably less. However, until our lost funds are re-instated, restoration progress will be at a standstill.

Our search for additional funding continues, including applying for the National Trust for Historic Preservation's 2014 Most Endangered Historic Places List. Each year, the list draws national media attention to the significance and plight of endangered structures. We were not chosen for inclusion this year. We also submitted an article on the monument's condition for publication in the June 2014 edition of *Civil War News*. Additionally, we resurrected an idea from the past and had pewter Soldiers' Monument Christmas ornaments made up, which we sold at town events and local stores.



Nevertheless, with our annual operating budget we have continued to maintain and display Winchester's most visible Christmas tree from our rooftop, as well as maintain security lighting for the grounds. We weed the paved walkway and treat the currently-gravel-covered plaza surrounding the base of the monument with an environmentally-friendly herbicide. We have also continued to maintain flowers in the old decorative fountain, as well as winterize the new drinking fountain and then open it again in the spring.

Volunteer Peter Marchand has, for the past two years, mowed the brush around the horseshoe-shaped driveway with a sickle-bar mower, thus keeping growth down after we had infringing trees removed several years ago.



We also maintain a website, SoldiersMonumentWinsted.org, with information, history, photographs, and a twice-annual newsletter. Work continues on a book on the biographies of the soldiers whose names are inscribed inside the monument. We also continue membership with the Connecticut Trust for Historic Preservation, a source of grants and restoration advice.

July 2013

- **Thursday, July 4, 2 – 4 p.m.** Public opening at the monument with a new historical presentation. Approximately 25 visitors attended.
- **Tuesday, July 16:** The hemlock grove by the driveway entrance, consisting of five trees, was removed. Two of the trees showed signs of disease and it was decided to have them cut down before they worsened. The stumps were removed in the fall, and we re-seeded grass onto the site and again in the spring.
- **Monday, July 29:** We re-rope the flagpole and installed new parts, including a new flag.

August 2013

- Created a presentation on the monument for display in the Winsted Journal window for the month of August.
- **Saturday, August 24:** Staffed a table at the Woodbury Battle Reenactment Living History Event (held every other year), to distribute information on the monument, our events, and to sell monument merchandise.
- **Friday, August 30:** Staffed a table at the Winsted Farmers' Market to distribute information on the monument, our events, and to sell monument merchandise.

September 2013

- **Monday, September 2, 2 – 4 p.m.** Labor Day public opening at the monument with a new historical presentation. The low turnout, 14 visitors, was perhaps due to rain in the morning.
- **Saturday, September 7, 10 a.m. – 4 p.m.** Living History Event held at the monument, including military and civilian members of the 2nd Connecticut Volunteer Heavy Artillery group re-enactors and members of the CT Civil War Round Table of Torrington. It also featured a cooking demonstration with a fire pit, children playing period games, soldiers and civilians giving demonstrations, and an Abraham Lincoln impersonator posed for photos. We estimated 130 - 150 visitors.
- Volunteer Peter Marchand mowed the brush back from around the monument driveway with a sickle-bar mower.
- Hemlock tree stumps near driveway entrance professionally removed. We then re-seeded the area ourselves.

October 2013

- **Tuesday, October 1:** Tour of the monument with students from the Winchester Individualized Secondary Education Academy (WISE) from Pearson School.

- **Saturday, October 5, 10 a.m. – 4 p.m.** Staffed a table at the Friends of Main Street Fall Foliage Festival, to distribute information about the monument and our events, and to sell monument merchandise.
- **Wednesday, October 23, 7 – 8 p.m.** Participated in the Boy Scouts Flag Retirement Ceremony at the Knights of Columbus Hall. All our old flags were properly retired.
- **Saturday, October 26, 1 – 4 p.m.** Historic Cemetery Walk fundraiser held at South Cemetery in Winchester Center. Costumed interpreters representing prominent residents from the past awaited visitors at gravestones where they told about their lives and Winchester history. Refreshments provided by IGA Super Saver. Almost 200 visitors, we raised almost \$700. (\$5 per adult, children up to age 16 admitted for free.)

November 2013

- **Saturday, November 9, 12 p.m.** We hosted the Elks National Veterans Day Ceremony at the monument because they needed a larger venue, and provided monument tours.
- **Monday, November 11, 2 – 4 p.m.** Veterans' Day opening at the monument. Approximately 36 visitors attended.
- **Thursday, November 21:** Met with the Town Manager, Director of Public Works Neil Amwake, and the Capital Improvement Program Committee to discuss the Capital Projects / Infrastructure Request form we had submitted for the monument.
- **November 2013** edition of our online newsletter was posted on our website.
- Our rooftop Christmas tree was turned on the day after Thanksgiving and displayed until the new year.

December 2013

- **Monday, December 2:** Interviewed at the monument by news crews from WFSB Channel 3 and WVIT Channel 30, in response to an article that ran the day before in the Republican-American concerning Henry Centrella stealing our restoration account.

February 2014

- Submitted an application for the National Trust for Historic Preservation's 2014 Most Endangered Historic Places List.

April 2014

- A used wooden storage cabinet, purchased in March, was installed on the first floor of the monument. This replaced an old, rusty shelf, and is more aesthetically appropriate to the monument.

May 2014

- **Saturday, May 24:** We participated in the Litchfield American Legion Post's Cold Harbor ceremony, "Reverberations," on the Litchfield Green.
- **Monday, May 26:** Local VFW Post 296 held their Memorial Day ceremony at the monument at 9:30 a.m. We then marched in the Memorial Day parade, and led a historical ceremony at East End Park where we recited the names of Winsted war veterans from most major wars (Korea was accidentally omitted). We plan on continuing and enhancing this program next year. We marched with Todd Bryda and his 19th century Color Guard.

- Monday, May 26, 2 – 4 p.m. Memorial Day opening at the monument, with approximately 53 visitors.
- May 2014 edition of our online newsletter was posted on our website.

June 2014

- Monday, June 2: Gave a presentation to the Board of Selectmen on the needs of the monument and requesting our restoration account be restored as soon as possible. A written handout and slide show were included.
- Wednesday, June 4: Don Goetz's history class from the Gilbert School toured the monument.

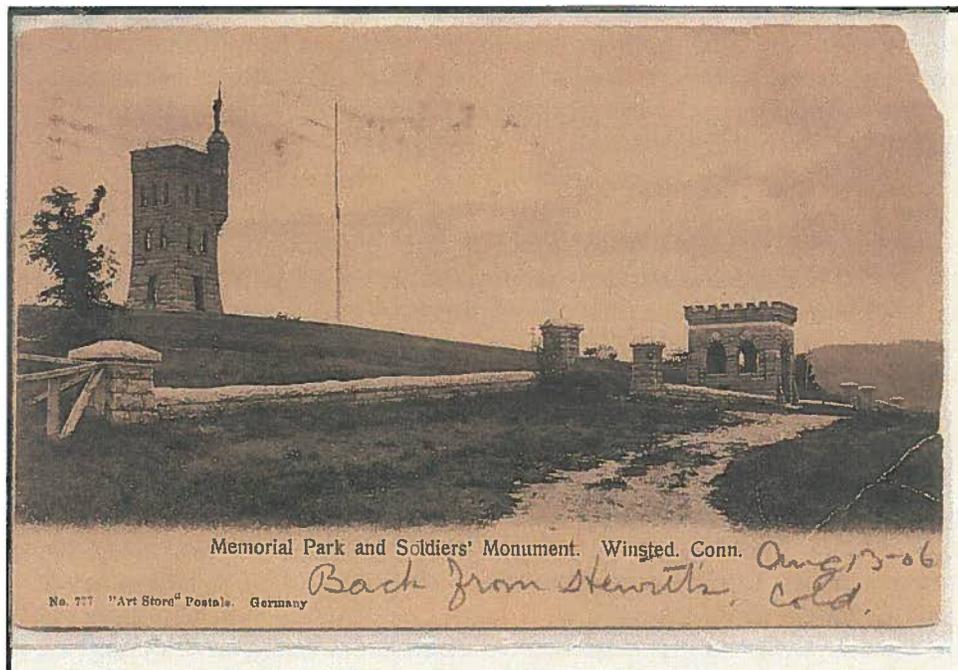
July 2014

- Friday, July 4, 2 – 4 p.m. Public opening at the monument. Despite the rain, there were 17 visitors.
- Volunteer Peter Marchand mowed the brush around the monument driveway with a sickle-bar mower.
- Saturday, July 26, 3 – 8:30 p.m. We hosted a community picnic held at the monument, including live music, a drum circle, dance and yoga lessons, lawn games, an improv comedy performance, a sword fighting demonstration, refreshments, and raffles for gift certificates to local businesses.

Current members of the Soldiers' Monument Commission:

Steven Silvester, Chairman
 Virginia Shultz-Charette, Vice-Chair
 Sheila Sedlack, Secretary
 John Schwaikert, Treasurer

Jack Bourque
 Deborah Kessler
 Noreen Marchand
 Douglas Werner
 Tim Wheeler



Torrington Area Health District

Robert Rubbo, MPH, Director of Health

The TAHD served over 137,000 people in twenty boroughs, cities and towns covering 611 square miles. Robert Rubbo completed his first year as Director of Health.

The TAHD Community Health Program investigated the following communicable diseases: 13 Campylobacteriosis, 16 Salmonellosis and 14 Giardiasis. TAHD nurses use MAVEN, a secure electronic surveillance system that allows better collaboration with the State of Connecticut Department of Public Health (DPH) and Foodborne Diseases Centers for Outbreak Response Enhancement (FoodCORE). TAHD nurses provided case management on 1 case of tuberculosis and 1 case of latent tuberculosis infection. TAHD provided guidance to school nurses, daycares and community members on a variety of health issues. TAHD held 10 seasonal flu and pneumonia clinics where TAHD nurses administered 700 doses of flu vaccine, and 19 doses of pneumonia vaccine to local residents. 52 raccoons, bats, and other animals were submitted to the State Lab for Rabies testing. Guidance on post exposure prophylaxis was provided. Ticks brought in by 104 residents were sent to the Connecticut Agricultural Experiment Station to determine if they were positive for Lyme Disease bacteria.

The TAHD Childhood Lead Poisoning Prevention Program ensured that follow up care was provided for more than 64 children with elevated blood lead screening levels (EBLLs). TAHD staff use MAVEN, the secure electronic data system for both the medical and environmental data related to children with EBLLs. Again, this allows for increased collaboration with the State of Connecticut Department of Public Health. TAHD also collaborated with the Lead Action Medicaid Participants (LAMPP) Program to assist property owners with lead abatement of their properties. 2 Properties with outstanding orders completed lead abatement. Sanitarians and nurses did 2 partial lead inspections to comply with State mandates. Abatement orders were issued for 3 properties. Educational sessions were held for area physicians and local child and family programs. Educational packets were distributed to group daycares. TAHD Healthy Homes Program conducted a total of 20 home inspections (10 initial and 10 follow-up). Healthy Homes Presentations were provided to 2 community groups.

The TAHD Immunization Action Program (IAP) works with local providers to ensure compliance with immunization laws among the pre-school population. TAHD IAP promotes the use of the on-line secure immunization registry (MAVEN) with providers. In addition, the TAH IAP enters data (immunization histories for 4 practices and searches for children who have left the pediatrician of record) into MAVEN. 8 practice site reviews were completed (to review and account for federal vaccine provided to practices).

The TAHD Emergency Preparedness Program worked with community partners and focused on mass care, medical surge, and volunteer management. TAHD participated in two statewide drills (mass distribution and regional sheltering) and one local drill (mass distribution). TAHD partnered with Charlotte Hungerford Hospital to provide an educational seminar on "Community Planning" for local public safety officials. TAHD has provided point of dispensing training to 5 local Community Emergency Response Teams (CERT). Food Service training for local shelter volunteers was provided to one CERT team. Communication drills were conducted throughout the year with staff, volunteers, and community partners.

The TAHD-Medical Reserve Corps (MRC) Program MRC taught 14 community CPR instruction and trained approximately 250 people. TAHD MRC co-sponsored a regional Farm Medic Training and a Swift Water Rescue class in the summer of 2013. TAHD MRC provided firefighter rehab in two training situations (July 2013, and March 2014). Local MRC volunteers, in cooperation with State Police Cadets, and AmeriCorps volunteers provided 2 train the trainer classes in the MRC * B * FIT & MRC * B * READY school age preparedness and nutrition education programs. Volunteers delivered 9 presentations (450 children). In the summer of 2013, TAHD MRC members worked with AmeriCorps to remediate trails which linked to the Appalachian Trail. One trail was used by first responders for 2 successful rescues along the Appalachian Trail in 2013 & 2014. MRC hosted an AmeriCorps team for 3 weeks this summer.

The TAHD completed year 3 as the fiduciary agent for the **Community Transformation Grant (CTG) Program** for Litchfield County. This was supposed to be a 5-year grant but the funds have been discontinued by the CDC. Our coalition developed a Tobacco-Free Parks toolkit. It was distributed to all 26 municipalities in Litchfield County. 5 towns passed tobacco-free policies that ban smoking in outdoor parks, spaces and/or workplaces selected by each town. 90 outdoor "No Smoking" aluminum signs were posted in these towns. A Tobacco-Free Workplace toolkit was also developed. TAHD is working with Charlotte Hungerford Hospital and the NW CT Chamber of Commerce to distribute these kits. A school wellness policy was adopted by one school district and is being considered by a second.

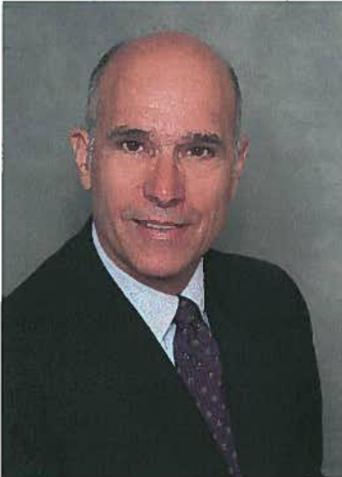
The TAHD continued its partnering with Phoenix Labs for its **Water Testing Program**. Phoenix Labs is a full service lab located in Manchester, Connecticut that offers a wide range of testing of drinking water, wastewater, groundwater/landfills, storm water, soil and more. The TAHD continues to collect samples when requested, and offers free technical advice on any water testing results.

TAHD Environmental Health Program resulted in the following inspections/licenses/permits: 1,885 food inspections, 683 temporary food permits, 79 new septic systems, 155 repaired septic systems, 149 private well permits, 91 private pool permits, 150 beauty salons & barber shops inspections, 587 house addition permits, 225 soil tests, 28 subdivision lots, 70 public pools and beaches were inspected, and 32 daycare centers inspected. Records show that 1,264 samples were submitted to the state lab for testing of drinking water, beach and pool water, lead in water and paint, asbestos, food, sewage and volatile organic compounds and pesticides in water. Sanitarians investigated 419 complaints of various public health concerns; 26 legal orders/voluntary compliances were issued for enforcement purposes.

Torrington Area Probate Court

The Torrington Area Probate Court serves the towns of Torrington, Goshen, Winchester, Colebrook, New Hartford, Barkhamsted and Hartland. The present Court is the result of probate court consolidation in 2009 that reduced the number of probate courts statewide from 117 to 54. The then Winchester Probate Court merged with the New Hartford and Torrington Probate Courts. The new court began operation on January 5, 2011.

The jurisdiction of the Probate Court is broader and the types of matters handled more diverse than most citizens are aware. In addition to its traditional role of overseeing decedents' estates and trusts, the probate court handles a wide range of sensitive issues affecting children, the elderly, persons with intellectual disabilities, and individuals with psychiatric impairments. In carrying out these responsibilities, the probate court strives to protect the rights of individuals while affording those involved in probate matters an approachable and consumer-friendly environment. During the 2013 calendar year, the court handled 1,320 different matters and has already handled 1,164 matters in 2014 to the date of this report.



Probate judges are the only elected judges in the State of Connecticut and serve four year terms. The present Torrington Area Probate Judge, Judge Michael F. Magistrali, was first elected as Judge of the Torrington Probate Court in the statewide election of November 1998 and took office on January 6, 1999. He has served continuously as a probate judge since that date and now presides over the Torrington Area Probate Court. He is a graduate of Torrington High School, Boston College and Boston College Law School. He began his law career as an Assistant Corporation Counsel for the City of Boston, Massachusetts and also served as an Assistant Attorney General for the Commonwealth of Massachusetts. He practiced for fifteen years in Winsted before moving his private practice to Torrington in 2000.

Judge Magistrali is pleased to be serving the residents of Winchester as his mother, the former Lillian Locascio, was a Winsted resident. He is also proud of the fact that his cousin, the Honorable Salvatore Locascio, served as the Winchester Probate Judge from 1955 to 1987.

The Torrington Area Probate Court is staffed by Chief Clerk Gale Pellegren, Clerk Suzanne Pombar (formerly Clerk of the New Hartford Probate Court), Assistant Clerk Paula Marchetti, Assistant Clerk Michelle Considine, and Court Assistant Yuberkis Batista, who speaks Spanish and can assist Spanish-speaking users of the Court.

The Torrington Area Probate Court is located on the first floor of Torrington City Hall and is open Monday through Friday. Hearings are held every Tuesday and Thursday, and other specially scheduled days. Most, but not all, hearings are open to the public. Children's matters, commitment actions, and guardianships of intellectually disabled persons are confidential.

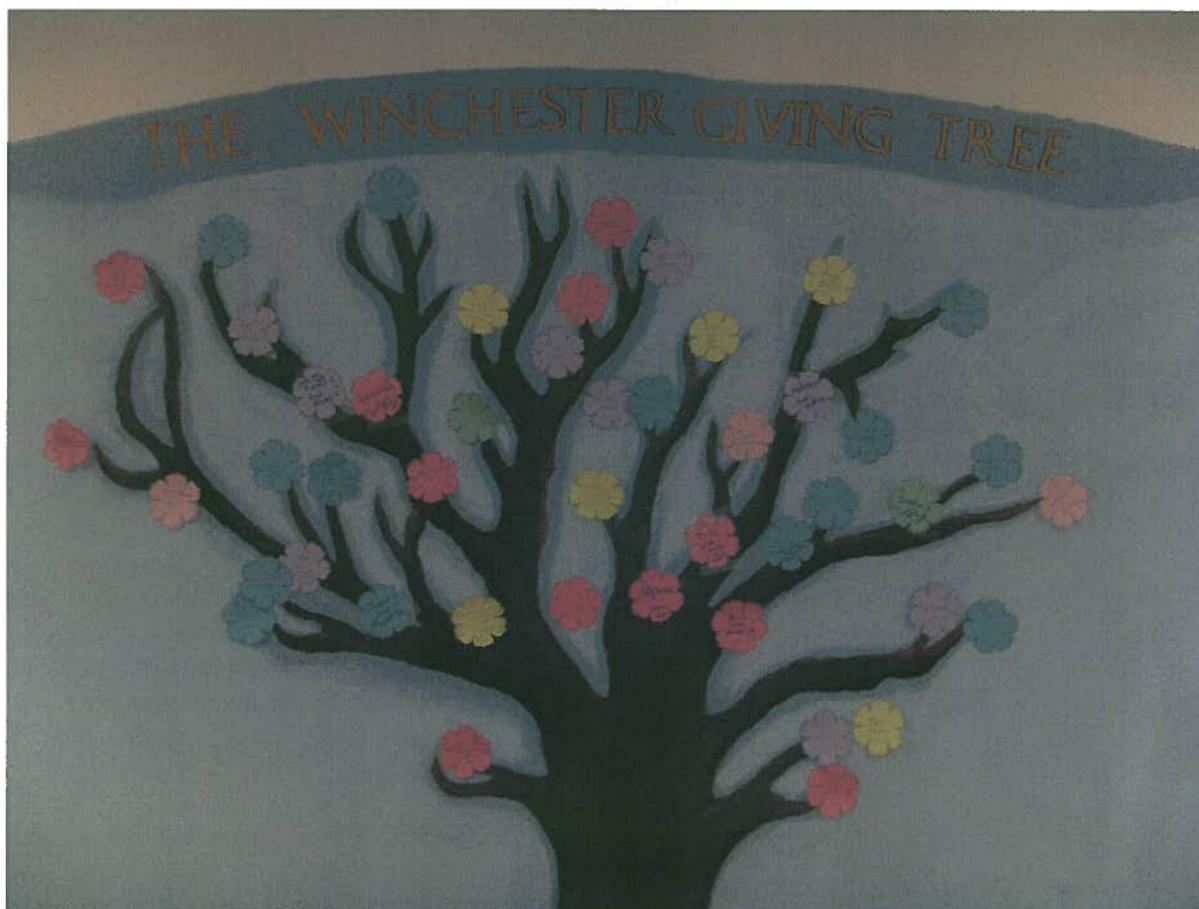
The public is invited to visit the Torrington Area Probate Court for more information on the Court's operation. Information is also available on-line at <http://www.ctprobate.gov>, the official web site of the Connecticut Probate Courts.

Hours of Operation:

Mon., Tues. and Wednes.: 8:00 a.m. to 4:30 p.m.
Thurs.: 8:00 a.m. to 6:30 p.m.
Fri.: 8:00 a.m. to 12:30 p.m.

For Information contact: 860-489-2215

**Mural on the Wall of Town Hall
Sponsored by the Literacy Committee to Promote Unity within the Community
Painted by The Gilbert School Art Students**



Winchester Volunteer Fire Department

Peter L. Marchand, Chief

The Winchester Volunteer Fire Department has been very active this past year especially with severe incidents and snow storms. We have opened our facilities twice during the last year as an emergency shelter to residents during extended power outages. Our firefighters have responded to various calls for aid including trees and wires down, CO calls, brush fires, motor vehicle accidents, and miscellaneous other fires in the community. We have also responded to several structure fires in Winsted to assist the Winsted Fire department. W.V.F.D. has also responded to several surrounding towns to provide mutual aid for incidents that they have had during the past year.

Several of our firefighters have completed advanced firefighting courses including Firefighter 2 and Fire Instructor along with other ongoing training classes.

We have completed the purchase of a new truck this year thanks to a grant and low interest loan that we secured from the US Department of Agriculture. The new truck we purchased is a Ford F550 4-wheel drive pumper equipped with a large volume pump, 300 gallons of water, 20 gallons of Class A Foam, and various other firefighting equipment. This vehicle will allow us to gain access to many areas that larger fire trucks can not access such as the three summer camps in Winchester, homes that have long narrow driveways, and also areas around Highland Lake.



We continue fundraising efforts to pay the balance of the loan for the new truck.

We continue to sell blue house number signs similar to the one pictured to help with fundraising. For further information regarding these signs, or if anyone is interested in becoming a member of the Winchester Volunteer Fire Department please visit our web site at www.winchesterfire.org.

All of our members thank you for your past, present, and future support that helps our department provide services to our community.

The Winchester Youth Service Bureau

Jason Cohen, Executive Director
Susan Peck, Social Worker

Devin Gallipoli, Program Director

The Winchester Youth Service Bureau (WYSB) is a branch of the Northwest CT YMCA, and serves at-risk youth who are dealing with the stress of family issues, homelessness, domestic violence, financial hardship, abuse, school problems, and mental health issues. Our mission is to make our communities a better place for all families. Goals include: assisting young people and their families through difficult life experiences; helping to improve the quality of life of our constituents; facilitating families in conflict resolution; assisting families involved in the juvenile justice system; increasing awareness of substance abuse to young people; keeping children safe; and enhancing our communities.

The WYSB serves youth and families throughout Northwest Connecticut in Barkhamsted, Colebrook, Hartland, New Hartford, Norfolk, and Winchester. Additionally, Rising Star Camp serves Torrington in the summer (June-August). Our services include: Therapeutic Recreation, individual and family counseling, Rising Star Camp, case management, community awareness, child advocacy, drug and alcohol education groups, court advocacy for juveniles, crisis intervention, discussion groups, and the Juvenile Review Board (JRB), a court diversion program for juvenile first time offenders.



The WYSB is governed by a volunteer Board of Directors, with representatives from each of the towns that we serve, along with a number of specialists in the field and other community members. We are funded through a grant from the State Department of Education; direct support from our member communities; and annual fundraising efforts. In 2013, we provided approximately \$30,000 in financial assistance to children and families participating in WYSB programs and services.

www.nwcty.org/wysb

Winsted Area Ambulance Association, Inc.

Beverly Dillon, President
Michael Margerelli, Vice President
Rachael Dillon, Captain

Debbie Angell, Treasurer
Hilary Padin, Secretary
Jim Hutchison, Training Coordinator

The Winsted Area Ambulance Association located at 655 Main Street, Winsted, is a volunteer ambulance service providing pre-hospital emergency care to the towns of Winsted/Winchester, West Hartland, Riverton and portions of Barkhamsted and Colebrook since 1968. Winsted Ambulance has mutual aid agreements with the towns of New Hartford, Norfolk and Sandisfield, MA to provide ambulance coverage on an as needed basis.

Winsted Ambulance operates three patient transport vehicles. They consist of a 2005 Ford E450 LifeLine, a 2006 Ford E450 LifeLine, and a 2010 Chevrolet Duramax 4500 Life Line, plus a 2009 Ford Escape Responder vehicle (fly car) for use when primary ambulances are already deployed and another emergency call comes in. All of our ambulances are equipped with Stryker power cots married with a power lift. These mechanical units, when used together, help prevent injury to our emergency personnel. A treaded stair chair is equipped on each rig for ease moving patients up and down staircases.



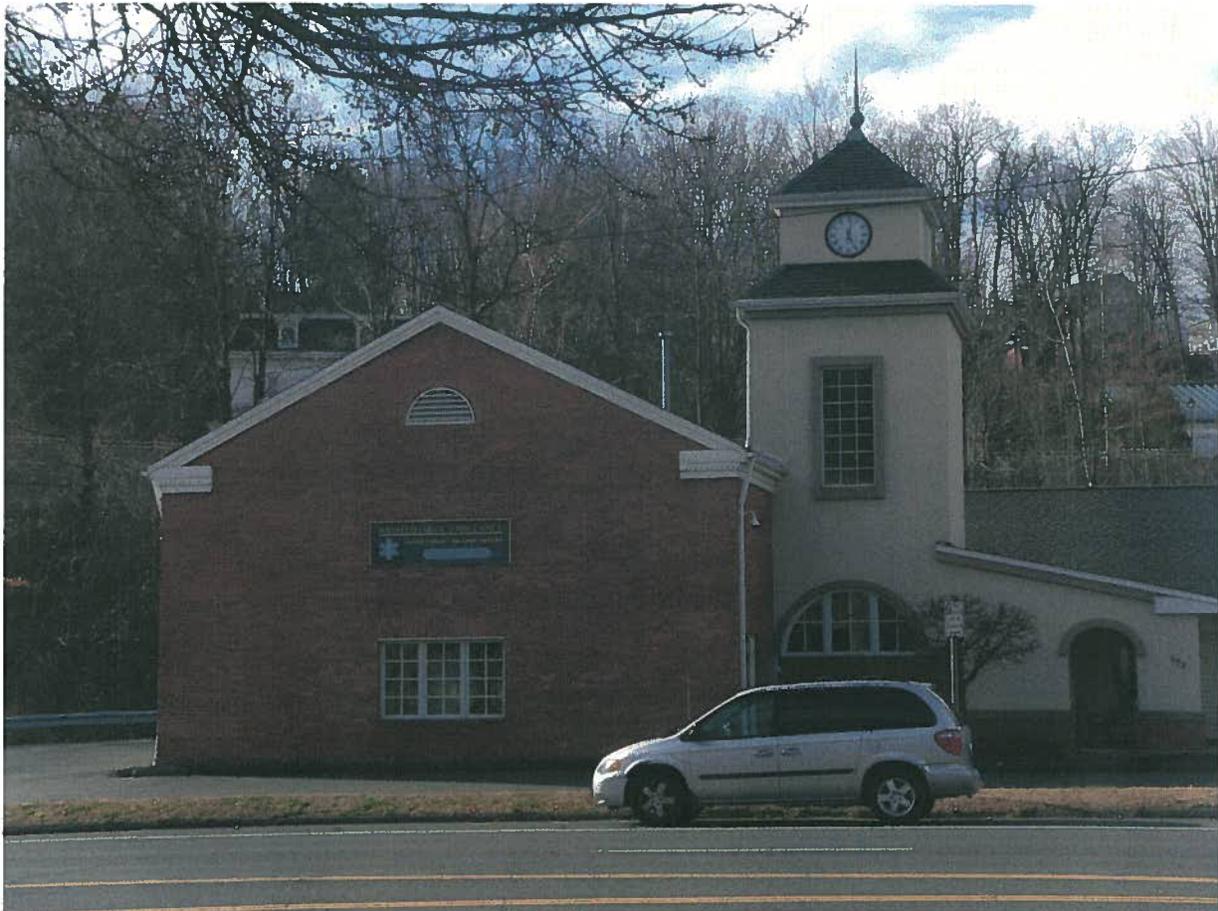
Winsted Ambulance headquarters consists of a 3-bay garage, a medical supply room, an attendants "day" room, male and female handicapped bathrooms both equipped with showers, a kitchen, a training/meeting room, 2 offices and 2 bunk rooms.

Winsted Ambulance has 1 paramedic, 13 Advanced EMT's, 17 EMT's, 2 EMR's and 2 CPR certified drivers who volunteer to serve the community when needed. We also have 4 active auxiliary members. Officers from the Winsted Police Department are dispatched for calls in Winsted and Winchester as First Responders. If paramedic services are required, per protocol, Campion Medic 6 is automatically dispatched. However, if Medic 6 is unavailable (on another call) Campion Medic 2 will be dispatched out of Torrington. Monday through Friday, from 6AM to 6PM, our ambulance is staffed primarily by paid personnel unless a volunteer is available. The need to hire personnel arose from the lack of volunteers during daytime hours and the longer per-call time for transporting patients to Charlotte Hungerford Hospital (CHH) in Torrington. The Winsted Health Center (WHC) emergency care has limited hours, 9AM to 9PM and will accept some patients based on protocol but a large number need to be transported to CHH for additional services not currently offered at WHC. If the patient requires trauma center care or cardiac cath lab care they would be transported to a Waterbury hospital or flown via LifeStar to the appropriate medical facility.

Winsted Ambulance is the sponsor of Post 162 of The Boy Scouts of America. This entitles students to be active in the association and serve limited call time under the supervision of The Boy Scouts and leaders from Winsted Ambulance. Presently we have 10 explorers with our organization.

Winsted Ambulance Association conducts CPR classes the last Saturday of each month. Healthcare Provider Refresher class is held on odd months (January, March, May, July, September, November) while Healthcare Provider Initial are held on the even months (February, April, June, August, October). These are available to the general public for a nominal fee. Classes are free to local public safety personnel. WAAA's future outlook is to offer EMS education and to become a heart safe community.

In 2013, Winsted Ambulance was dispatched 1,586 times. The Winsted Area Ambulance Association's first priority continues to be patient care. Additionally, we are always looking for new members. Please visit www.winstedambulance.org for additional information.



Town of Winchester

Town Hall Hours of Operation:

Monday, Tuesday and Wednesday:	8:00 a.m. – 4 p.m.
Thursday:	8:00 a.m. – 7:00 p.m.
Friday:	8:00 a.m. – 12:00 p.m.
Saturday:	Closed

The Tax Collector's office closes 30 minutes prior to Town Hall.

The Following Federal Holidays are Recognized:

**New Year's Day
Martin Luther King's Birthday
President's Day
Good Friday
Memorial Day
Independence Day
Labor Day
Columbus Day
Veterans' Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day**

Town Hall General Phone Number: (860) 379-2713

Town Hall General Fax Number: (860) 738-7053

NOTES:



**Special Thanks to Mark Douglass and Dennis Millard
for Patiently Providing Photographs**