

Board of Selectmen
Minutes
November 16, 2015

Item 1. Call to order.

Meeting called to order by Second Selectman Steven Sedlack

Attendance: Sel. Albanesius, Sel. Arcelaschi, Sel. Bird, Sel. Bourque, Sel. Sedlack, Sel. Shaughnessy
and Town Manager, Dale Martin and Bruce Stratford, Financial Director.

Absent: Sel. Perez

Item 2. Pledge of Allegiance

The Pledge of Allegiance was recited

Item 3. Agenda Review

Motion by Sel. Bourque, seconded by Sel. Bird

To add to the agenda under 4A an update by Robert Simmons of HRP Associates pertaining to
Lambert Kay.

UNANIMOUS

Item 4. Approval of Minutes

A) Minutes of Regular Meeting on November 2, 2015

Motion by Sel. Albanesius, seconded by Sel. Sedlack

To approve the minutes of the November 2, 2015 meeting.

UNANIMOUS

B) Minutes of Special Meeting on November 4, 2015

Motion by Sel. Shaughnessy, seconded by Sel. Arcelaschi

To approve the minutes of the November 4, 2015 meeting.

UNANIMOUS

C) Minutes of Special Meeting on November 9, 2015

Motion by Sel. Bird, seconded by Sel. Bourque

To approve the minutes of the November 9, 2015 Special Meeting.

UNANIMOUS

Item 4A. Update on Lambert Kay by HRP Associates. (Added to the agenda).

A presentation was made by Robert Simmons of HRP Associates to offer an update on Lambert Kay.

Item 5. Finance Director's Report

A presentation was made by the Finance Director, Bruce Stratford

Item 6. Town Manager's Report

A presentation was made by the Town Manger, Dale Martin

Item 7. Citizens' Comments

Fran Delaney, Richard Alling, Frank Berg, Virginia Shultz-Charette

Item 8. Correspondence. - NONE

Item 9. Unfinished Business

A) 14-059b Set Town Meeting Date for 198 Gilbert Ave.

Motion by Sel. Albanesius, seconded by Sel. Bird

I move that the Board of Selectmen accept the November 7, 2015 offer from Kelsey and Patricia McKernan in the amount of \$70,000 for the purchase of 198 Gilbert Avenue, and schedule a Special Town Meeting for 7:15p.m. on December 21, 2015.

UNANIMOUS

B) 15-071a Donation of Property on Ledge Trail

Motion by Sel. Albanesius, seconded by Sel. Bird

I move that the Board of Selectmen schedule a Special Town Meeting on December 21 for the purpose of considering the donation of the property identified as Map 033, Block 105H, Lot 197.

YES (5)

NO (1) Sel. Albanesius and Jack Bourque

Item 10. New Business

A) Appeal of Driveway Application Permit Denial for 172 Blue Street (Town Manager Martin)

Motion by Sel. Bourque, seconded by Sel. Albanesius

To table this item until the December 21, 2015 Board Meeting.

UNANIMOUS

B) 15-074 Waiver of Vendor Permit Fee for Laurel City Commission

Motion by Sel. Shaughnessy, seconded by Sel. Arcelaschi

I move that the Board of Selectmen waive the itinerant vendor requirements of Section 12c of the Town of Winchester Bylaws and Ordinances for the Laurel Commission's open-air market on June 4, 2016.

UNANIMOUS

C) 15-075 Resolution to Appoint Acting Town Manager (Town Manager Martin)

Motion by Sel. Bourque, seconded by Sel. Shaughnessy

I move the Board of Selectmen adopt Resolution No. 15-15.

UNANIMOUS

WHEREAS, the Town of Winchester Board of Selectmen is required to appoint a Town Manager to serve as the Chief Administrative Officer of the Town (Town of Winchester Charter, Section 501); and,

WHEREAS, during the period of vacancy in excess of two weeks, the Board of Selectmen shall appoint by resolution a person as Acting Manager to have all of the powers and duties of the Town Manager

provided for in the Town Charter and to serve for a period not to exceed six months (Town of Winchester Charter, Section 507); and,

WHEREAS, Town Manager Dale L. Martin, in accordance with the terms of his Employment Agreement dated, provided notice of his intent to terminate his service to the Town of Winchester, effective November 20, 2015; then,

BE IT THEREFORE RESOLVED THAT the Board of Selectmen hereby appoints Ms. Laurie Bessette to serve as Acting Town Manager, effective November 20, 2015, until further notice, and such service shall be appropriately compensated at an additional per diem rate not to exceed the current rate of the Town Manger's appropriated salary.

D) 15-076 Approval of Town Manager Job Description and Notice (Town Manger Martin)

Motion by Sel. Bourque, seconded by Sel. Shaughnessy

To approve the Time Line as presented

UNANIMOUS

Motion by Sel. Bourque, seconded by Sel. Arcelaschi

That the invitation to become the Town Manager advertisement be approved and be submitted to the various locations for attracting candidates.

YES (5)

NO (1) Sel. Albanesius

Motion by Sel. Bourque, seconded by Sel. Shaughnessy

To approve the job description as presented.

YES (5)

NO (1) Sel. Albanesius

Motion by Sel. Bourque, seconded by Sel. Arcelaschi

To accept the Organizational Chart as presented

UNANIMOUS

Item 11. Citizens' Comments

David Lapointe, Stephen Kosinski, Richard Alling

Item 12. Selectmen's Comments and Reports

Item 13. Adjournment

Motion by Sel. Bourque, seconded by Sel. Bird

To adjourn the meeting at 9:06

UNANIMOUS

ATTEST:

Sheila S. Sedlack, CCTC , CMC