

Board of Selectmen
Minutes
April 6, 2015

Item 1. Call to Order

The meeting was called to order at 7:00 p.m. by Mayor Bouchard.

Attendance: Sel. Albanesius, Sel. Bouchard, Sel. Closson, Sel. Langer, Sel. Perez, Sel. Pimentel, Sel. Sedlack

Town Manager, Dale Martin and Finance Director, Brenda Fox-Howard.

Item 2. Pledge of Allegiance

The Pledge was recited

Item 3. Agenda Review

Sel. Bouchard asked that Item 10, New Business Section J. Fire Department Strategic Study be eliminated.

Sel. Bouchard added two items to Item 10, New Business:

1. School District Financial Report
2. Establish a date for the Annual Town Manager's Review.

Item 4. Approval of Minutes

- A) Minutes of Regular Meeting on March 16, 2015

Motion by Sel. Perez, seconded by Sel. Langer

To approve the minutes of the March 16, 2015 meeting.

YES (6)

ABSTAINED (1) Sel. Closson

- B) Minutes of Special Meeting on March 25, 2015

Motion by Sel. Perez, seconded by Sel. Langer

To approve the minutes of the March 25, 2015 Special Meeting.

YES (6)

ABSTAINED (1) Sel. Closson

Item 5. Finance Director's Report

A report was given to update the Board by Brenda Fox-Howard, Financial Director

Item 6. Town Manager's Report

The Town Manager introduced William Fitzgerald, the Town's newly hired Police Chief, to the Board and the viewing audience.

A report was given to update the Board by the Town Manager, Dale Martin

Item 7. Citizens' Comments

Stephen Kosinski, Joseph Forester and Gerald Martinez

Item 8. Correspondence No Action Taken

Item 9. Unfinished Business

A). Budget 2015-2016 Discussion took place – No action taken.

Item 10. New Business

A). 15-024 Waiver of Vendor Permit Fees for Farmers' Market (Town Manager Martin).

Motion by Sel. Bouchard, seconded by Sel. Closson

I move that the Board of Selectmen waive the peddling restrictions of the Town of Winchester Ordinances Section 12a for the 2015 Farmers Market.

UNANIMOUS

B). 15-025 2015 JAG Violence Crime Prevention Grant (Town Manager Martin).

Motion by Sel. Bouchard, seconded by Sel. Closson

I move that the Board of Selectmen authorize the Town Manager, Dale Martin, to sign the grant award documents related to the 2015 JAG Violence Crime Prevention Grant.

UNANIMOUS

C). Section 162-Dock & Mooring Ordinance (Sel. Perez & Sel. Sedlack)

Motion by Sel. Bouchard, seconded by Sel. Sedlack

To authorize the Town Manager, Dale Martin, to provide this information (Section 162-Dock & Mooring Ordinance) to our Town Attorney, Kevin Nelligan to review and then forward the information to the Inland Wetland and Watercourses Commission for their review.

UNANIMOUS

D). 15-026 Accounting Manual (Town Manager Martin)]

Motion by Sel. Bouchard, seconded by Sel. Pimentel

I move that the Board of Selectmen adopt the Accounting Manual, dated April 6, 2015.

UNANIMOUS

E). 15-027 School Readiness Grant (Town Manager Martin)

Motion by Sel. Bouchard, seconded by Sel. Pimentel

I move that the Board of Selectmen approve the School Readiness Agreement between the Town of Winchester and the Winsted Area Child Care center, Inc.

UNANIMOUS

F). 15-028 Approval of Audit Engagement Letter (Town Manger Martin)

Motion by Sel. Bouchard, seconded by Sel. Closson

I move that the Board of Selectmen authorize the Town Manager, Dale Martin, to sign the letter of engagement with King, King, & Associates, for the terms described in correspondence dated March 24, 2015, to complete the 2014-2015 audit.

UNANIMOUS

G). 15-029 Refunds as Recommended by the Collector of Revenues, Arlene Boutin.

Motion by Sel. Bouchard, seconded by Sel. Pimentel

I move that the Board of Selectmen authorize the refunds recommended by the Collector of Revenue, Arlene Boutin, in the amount of \$4,457.05 for the Grand List of 2013 and the Grand List of 2012.

UNANIMOUS

H). 15-030 Expenditure for Printing of Charter from Selectmen's Contingency (Town Manager Martin)

Motion by Sel. Bouchard, seconded by Sel. Closson

I move that the Board of Selectmen authorize the expenditure of \$800 from the Selectmen's Contingency Fund for the purchase of 300 copies of the Winchester Town Charter.

YES (6)

ABSTAINED (1) Sel. Sedlack

I). Section 165 – Open Burning on Highland Lake (Sel. Perez and Sel. Sedlack).

Discussion only to bring attention to the problem – No action taken.

J). 15-031 Fire Department Strategic Study.

Taken off the agenda under agenda review.

K. School and Town to combine accounting system.

Sel. Sedlack asked to have the minutes reflect he did not participate in any discussion.

Motion by Sel. Perez, seconded by Sel. Bouchard

To authorize the Town Manager, Dale Martin, to immediately allocate funds to assist the School District to reorganize their financial accounts utilizing the new chart of accounts and make sure all of their financial lines are in order with respect to our accounting system not to exceed \$15,000 with a completion date of May 30th. 2015 with an outside provider.

YES (6)

ABSTAINED (1) Sel. Sedlack

L). Town Manager's Annual Review.

The consensus of the Board was to have Sel. Bouchard e-mail the Board with several dates and then to schedule one of those date to do the review.

Item 11. Citizens' Comments

Stephen Kosinski and Gerald Martinez

Item 12. Selectmen's Comments and Reports.

Motion by Sel. Bouchard, seconded by Sel. Perez

To re-appoint Keith Wilson (R) to the Torrington Area Health District.

UNANIMOUS

Motion by Sel. Bouchard, seconded by Sel. Perez

To re-appoint Jackie Mulvey (D) to the Inland Wetlands and Watercourses Commission term to expire April 2018.

UNANIMOUS

Motion by Sel. Bouchard, seconded by Sel. Pimentel

To re-appoint Tim Wheeler (D) to the Recreation Board term to expire April 2016.

UNANIMOUS

Sel. Perez placed into nomination Susan Prevuznak (U) as a member of the Laurel City Commission.

Item 13. Adjournment

Motion by Sel. Sedlack, seconded by Sel. Langer

To adjourn the meeting at 8:55 p.m.

UNANIMOUS

ATTEST:

Sheila S. Sedlack, CCTC, CMC