

**Minutes of the
Board of Selectmen Meeting
Wednesday
July 13, 2016**

Board members present: Chairman, Roberta Fraser, Herbert Stephens, Jack Marsh, Ben Kilanski and Raymond Williams. Also present the Water/WW Superintendent Rick Meleski, and Highway Dale Gray.

First order of business: Public Hearing CDGB

The Chairman opens the meeting at 7:00pm.

Selectman Fraser entertains a motion to enter into the public hearing. Selectman Kilanski makes the motion to enter into the hearing. Selectman Marsh seconds. The motion carries 5-0.

Rebeckah Bullock, Community Development Specialist, with SWRPC provides the board an overview of CDBG grant and income limits. Also some details about the proposed project and help the town through the grant process. These funds are available to municipalities for economic development, public facility and housing rehabilitation projects that primarily benefit low and moderate income people. The Town of Winchester is eligible to receive up to \$500,000 a year for public facility/housing rehabilitation, \$500,000 economic development projects, and \$500,000 emergency funds. Feasibility study funds are available up to \$12,000. The proposed application is for up to \$500,000 in CDGB public facility/housing funds. The town will use these funds for the needed water infrastructure repairs of the Jones Road neighborhoods. The CDBG federal law requires that at least 51% of the individuals benefiting from this project using CDBG funds be low and moderate income households. The town preformed a survey of Jones Road, which indicated that 79% of the residents are low and moderate income. Rebeckah asks if there are any questions. Selectman Fraser asked Rick to speak on the Jones Road project. Rick states this project is to improve the water main that goes down Jones Road. As you know there is a 3 inch water line they have gone through a period of freezing of the lines, services to the homes and several leaks. Our goal is to do these improvements to the road and I ask the board to allow Rebeckah to move forward with this grant. Selectman Fraser asks if there are any questions. Selectman Kilanski states no. Selectman Fraser asks the public if they have any questions. No one had any questions. Selectman Kilanski makes a motion to close the CDBG public hearing. Selectman Stephens seconds. The motion carries 5-0.

Selectman Fraser entertains a motion to enter into the 2nd public hearing to discuss the Residential Anti-Displacement and relocation Assistance Plan. Selectman Kilanski makes the motion to enter into the hearing. Selectman Stephens seconds. The motion carries 5-0.

Rebeckah Bullock with SWRPC explained that if any permanent displacement takes place as a result of this project, the Uniform Relocation Act must be followed, which requires that any displacement of a household or business in a project using federal funds must be found comparable housing. Rebeckah states that no permanent displacement is anticipated for this project. In the application, the town will certify the RARA Plan is in place. Selectman Fraser asks if there are any questions. There were none. Selectman Kilanski makes a motion to close the CDBG public hearing. Selectman Williams seconds. The motion carries 5-0. Selectman Fraser entertains a motion to submit the application and authorize the Chairman of the Board to sign and submit the CDGB application and upon approval of the CDGB application, authorize the Chair to execute any documents which may be necessary to effectuate the

CDBG contract. Selectman Kilanski states so moved. Selectman Stephens seconds. The motion carries 5-0. Selectman Fraser entertains a motion for the Board of Selectmen to adopt the July 2016 Residential Anti-Displacement and relocation Assistance Plan. Selectman Kilanski states so moved. Selectman Williams seconds. The motion carries 5-0. Selectman Fraser makes a motion to appoint Amy Bond for authorization to submit claims forms.

Second order of business: Business and minutes

The board reviews the minutes of 7-6-16 for approval. Selectmen Kilanski *makes a motion* to approve, Selectman Williams seconds. The motion carries 5-0.

Elena Heiden wanted to inform the board that the Historical Society and the Grange were able to find and purchase a hand painted stage curtain that has been missing from 1976. The curtain has old Winchester business from the 20's & 30's and in the middle is a picture of Forest Lake that is painted. They are looking for a place to display this large 7 x 14 curtain. They thought the Town Hall would be a great spot. Up on the stage above the double door. Elena thought maybe they would have some kind of event to the public. Maybe tie it into the event on August 20th? They do have the funds to buy hardware to hang it and maybe the lighting. Selectman Marsh makes a motion to hang the curtain here at the Town Hall. Selectman Stephens seconds. The motion carries 5-0. Selectman Kilanski offered his help to hang it.

Standard Power emailed the town with new rates. Currently we are @ 6.7, a 1 year rate 7.5, and 2 year is 8.0. Selectman Kilanski and Selectman Fraser both stated that we shouldn't do more than a 1 year contract. Selectman Kilanski makes a motion to go with a 1 year contract. Selectman Stephens seconds. The motion carries 5-0.

Friends of Public Art sent an email to Selectman Fraser in regards to the painting of the Rt.10 & Rt.119 crosswalks. The DOT is looking for an agreement from Town of Winchester as of 7/24/16 to take over the maintenance of these 2 crosswalks. Selectman Kilanski thought that the Friends of Public Art will take care of them. Selectman Fraser they will be but if they ever disband it then fall onto the town. Selectman Kilanski makes a motion to except the maintenance of these 2 crosswalks and sign the contract. Selectman Williams seconds. The motion carries 5-0.

Hank Colby from The Cheshire County Department of Corrections sent the town a memo on utilizing inmate labor. Selectman Marsh looked it over and has a question. Selectman Marsh wants some clarification on the municipality/agency providing transportation and meals/drinks, unless prior arrangements have been made with the House of Corrections. If we only get them for 2 hours and we have to pick them up, it would not be worth us doing it. But if they come for the day with a bag lunch and have transportation it could work. So I think we need to have conversation with Mr. Colby. Karey had stated that Town of Troy & Nelson, Cheshire Fairgrounds, YMCA and Keene Landfill have used this program. Also Mr. Colby offered a tour for any of the Selectman. Selectman Williams stated he would be concerned with transportation and who would be over seeing the inmates. Selectman Fraser asks why couldn't the police department go up and get them. Selectman Williams stats that would leave the town uncovered. Selectman Fraser said no we have enough to cover during the day. Selectman Kilanski thinks we should sit down with Mr. Colby and the Chief Phillips and have a discussion.

Selectman Stephens has given notice that he will not be mowing the lawn at the Thayer Library. Selectman Fraser asked if any has mowed lately. Selectman Kilanski said that Karen Berthiume has mowed. I asked if there was anyone younger that could do it. Selectman Fraser states we should be

taking care of the mowing. We take of all the town's properties. Selectman Kilanski will look into find a solution about who will mow for next week.

A volunteer form from Val Cole for the HDC as a fulltime member was received. Selectman Fraser states there are no open vacancy as of yet and will keep this on file. The HDC is a 5 member board with 2 alternates.

Selectman Fraser states that a few weeks ago the town had a work session with Mitchell Sand & Gravel and Barry Bordner to discuss their abatement applications. We need to make a decision on what to do next. One was denied and one was given a partial abatement. Selectman Kilanski believes we should stick with the original decision. Selectman Williams also agrees, they do have the right to appeal to the BTLA. Selectman Fraser doesn't think we as a board have enough information or qualified to make these decisions and feel it should go to the BTLA. Selectman Williams makes a motion to notify both Mr. Mitchell & Mr. Bordner the application is denied and that they have the right to appeal with the BTLA. Selectman Kilanski seconds. The motion passes 5-0

Last week Gus Ruth was here and was concerned with the former Wolf property that is now owned by the town. The survey was done. But it was never assigned a lot number. Margaret recommends 71-3. Selectman Kilanski make a motion to use 71-3 as the lot number. Selectman Stephens seconds. The motion passes 5-0 Selectman Fraser asks Karey to make sure Gus gets a copy of the survey.

Margaret has brought to the board attention an abatement that was filed on 12/9/15 for 128 Back Ashuelot Rd. There was an appraisal and photos of this property inside and out. The appraisal value came in at \$62,000 as our assessment is 144,800. That is a very large difference. The abatement was recommended to be denied by Avitar and the board approved the denial. The house is for sale with an asking price of \$47,000 and still not under agreement for purchase. Selectman Kilanski makes a motion to approve the appraisal of \$62,000 as the assessment. Selectman Marsh seconds. The motion passes 5-0

Tax abatement has been received for Mt. Pisgah Sportsmen Club in the amount of \$573.00. Selectman Kilanski **makes a motion** to approve this abatement. Selectman Marsh seconds the motion. The motion passes 5-0

Intent to cut was submitted by Liz & Theodore Miller on Curtis Road.

VFW has submitted a raffle permit for Friday 7/15/16. Selectman Kilanski makes a motion to approve. Selectman Williams seconds. The motion passes 5-0

Tax Re-abate for Corelogic in the amount of \$2421.00. Selectman Kilanski makes a motion to approve. Selectman Marsh seconds the motion. The motion passes 5-0

The board reviews and approves the following financial documents:

Selectman Stephens makes a motion to approve the CDBG disbursement in the amount of \$3416.00. Selectman Kilanski seconds. The motion carries 5-0.

Selectman Kilanski makes a motion to approve the Police outside activities Fund reimbursement in the amount of \$2627.75. Selectman Stephens seconds. The motion carries 5-0.

Selectman Kilanski makes a motion to approve the All State Asphalt contract for calcium chloride for 12,960 gallons. Selectman Marsh seconds. The motion carries 5-0.

Selectman Kilanski makes a motion to approve the Forest Fire reimbursement for Jones rd on 7/2, Rt. 119 on 7/7, Hinsdale fire on 6/27 in the amount's of \$106.95, \$377.43, \$361.25 & \$316.18. Selectman Stephens seconds. The motion carries 5-0.

Third order of business Public comment

Barry Montgomery states when he lived in Newport NH, the town use inmate for labor. I would go pick them up and bring them back. It was a really good deal. We got great workers that worked hard. They had a stipend to use for food & drinks. It worked well. They picked the right people to leave the jail and do the work.

Robert Luestek RED Chair would like everyone know Thursday Night Town Band in the park. Could we use 30 or 40 chairs and then bring them back. Selectmen approved them using the chairs. Also could we get a key to the door so we can have the meetings here and lockup. Selectman Fraser approved the key. I have 3 invoices that will need to be paid Town Band. Barber shop quartet and for the farmer market signs. Lastly a parking issue on South Main St across from the church. It has been an ongoing issue. 3 years ago it was approved to get gravel for the area from Dale. Now people are parking on the sidewalk and the cars stick out into the road. This is unsafe. There should be parallel parking along the road. Selectman Marsh states that the town ordinance says 2 off street parking per unit. Some of the apartments are 3 or 4 units. There is not enough room for 6 or 8 cars over there. Selectman Marsh asks the strip where the cars are parking is or is not owned by the State? If it is owned by the town we could post no parking. Dale believes that is the home owner's property. Selectman Fraser says we need make sure we know who the owner of that strip is. Selectman Kilanski adds we should send letters to the property owners asking them to come meet with the board. Then if the tenants are not following the rules then we make it no parking if we can. Selectman Fraser states that we did send letters a few years back. Selectman Fraser asks Karey to contact the property owners and ask them to come meet with the board. Robert adds that they will work on some ideas on how to fix these parking issues.

Rick wants to inform the board that he is in the process of getting quotes to fix the river crossing down on Hildreth Street. It's been leaking for some time now and we are losing 100 gallons per day. The river has been very low and you could see where the leak is. I have talked to 31 & 41 Hildreth Street about the project. They both were ok with the town using their property to have access to the river bank where the pipe is located. The project will involve cutting a few trees and having a crane come to do the work. This would only be a temporary fix. We will have to cut out about 500 feet piece and replace it. It will be a major project when the time comes to fix it for good. It should be buried under the river bank and all new pipe will have to be put in. The pipe that is there now is old cast iron. I'm looking for the board's support to get this project done. Selectman Fraser asks how will you pay for it? Rick states he will put a package together and come back to the board with all the information. Possibly capital reserve.

Dale let the board know he is working on Mechanic Street for the next couple of week. He has run into issues with the cars parked on the side of the road. Selectman Kilanski states let's send a letter to the property owners asking them to not park in the road until after July 27th. Selectman Fraser asks Karey to send letters out to the property owners.

Paul Dobbs let the board know he wrote a letter to the Keene Sentinel a few weeks' backs. Mr. Dobbs wanted the board to know his thought on how the HDC was handling the application for demolition of the building behind Mr. Mikes. He was concerned with why the HDC had canceled the historical inventory survey and that is why he wrote to the Keene Sentinel.

Fourth order of business: Non public under RSA 91:A3119(a)(c)

Selectman Kilanski **makes a motion** to enter non public session under (a)(c), Selectman Stephens seconds. The motion passes 5-0. A roll call vote was taken and members vote "yes" individually and the board convenes in non-public at 8:15 pm.

Fifth order of business: reconvene

The board reconvenes in public session at 8:50 pm.

Selectman Kilanski **makes a motion** not to seal one set of minutes under (c). Selectman Marsh seconds the motion. The motion passes 5-0.

Selectman Stephens states he is formally giving his resignation from the HDC. Selectman Kilanski makes a motion to except Selectman Stephens resignation. Selectman Marsh seconds. The motion passes 5-0. Selectman Kilanski makes a motion to appoint Roberta as the Selectman Rep. to the HDC. Selectman Williams seconds. The motion passes 5-0.

Selectman Marsh makes a motion to advertize the Town Administrator position in the Keene Sentinel, Brattleboro Reformer, Greenfield Recorder and Municipal Assoc. the weekend of July 29 and august 12. The application is due on August 31st @ 4:30. Selectman Kilanski seconds. The motion passes 5-0.

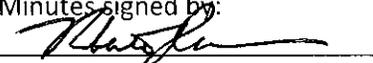
Sixth order of business: Adjournment

Selectman Kilanski makes **a motion** to adjourn at 8:57 pm. Selectman Marsh seconds. The motion carries 5-0.

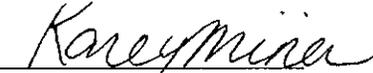
Minutes respectfully submitted:
Karey Miner, Interim Administrator

Minutes approved by the board on:

Minutes signed by:



Roberta Fraser, Chairman



Karey Miner, Interim Administrator