



Town of Winchester  
1 Richmond Road Winchester, NH 03470

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**Minutes of the  
Board of Selectmen Meeting**  
Wednesday  
January 9, 2019

**Board members present:** Ben Kilanski, Jack Marsh, Roberta Heinonen, Herbert Stephens and Gloria Leustek. Also, present Amy Bond, Margaret Sharra, Chief Tollett, Rick Meleski, Captain Ford, Maryan Platz and Dale Gray.

**First order of business: Work Session**

The Chairman opens the work session at 6:05pm to continue the discussion on the personnel policy. Selectman Kilanski stated he has been retyping the policy so the town has a digital copy to make changes now and in the future. The board read the changes. Selectman Heinonen would like to add to the sick leave, "Any town employee absent from work due to illness 3 (three) or more consecutive days must provide a doctor's not in order to return to work." Also, a new section for a Social Media Policy and a Dress Code policy stating Business casual in good/clean condition and free of tears and stains, no low cut or revealing clothing. Selectman Kilanski would like to see RSA numbers added when stating an RSA and to clean up the amendments. Selectman Leustek makes a motion to approve the changes. Selectman Stephens seconds the motion. The motion carries 5-0. Margaret asked the board if they see any other changes at this time. Selectman Kilanski stated no. Steve Hammond asked the board if there are any changes that could affect the employee's and their family's that the board lets everyone be included in the discussions. Mike Coope added to review all the RSA's to see if any changes have been made to the RSA's.

Board reviewed the Petition Warrant Articles & Article #18 (recommend or not recommend).

18. Police Responder Lease-\$44,860

Motion to recommend by Selectman Heinonen & Selectman Stephens 2<sup>nd</sup>. The motion carries 5-0.

19. ACCESS- \$40,000 Beth from ACCESS stated that they do receive a grant from the State-\$74,000, transportation they receive \$25,000-\$27,000 and some fundraising. The program supports the before and after school program, field trips, summer camp, teen camp, training, food program. Selectman Kilanski said last year when ACCESS came to the board some of the funds would be going to the salary for a teen coordinator. Beth stated that was just for last year. Gloria asked for a financial statement. Selectman Marsh asked when they apply for the grant what

happens if they don't receive the grant, is there a backup plan? Beth said they have plan it's not full proof, but they could continue. But the quality of the program would not be the same and activities would be cut.

Motion to not recommend by Selectman Marsh & Selectman Leustek 2<sup>nd</sup>. The motion carries 3-2  
Margaret, Mike Coope and Denis Murphy asked the board to reconsider. They all feel that children are the future.

20. ELMCC-\$50,000 Frank Linnenbringer went over the programs the ELM Center offers. Feb. camp, April camp, 3 weeks of summer camp, soccer, baseball, basketball, & bowling. They do work with ACCESS during the summer camps. Also, have hired a recreation coordinator, which has helped with increasing our participation numbers. Frank said they are looking to do 1 fundraiser a month. Frank gave the board a draft financial statement.  
Motion to recommend by Selectman Marsh & Selectman Stephens 2<sup>nd</sup>. The motion carries 5-0.

21. Historical Society-\$5,000  
Motion to recommend by Selectman Heinonen & Selectman Leustek 2<sup>nd</sup>. The motion carries 5-0.

22. Boat Ramp-\$1,200  
Motion to recommend by Selectman Marsh & Selectman Heinonen 2<sup>nd</sup>. The motion carries 5-0.

23. Raising the Tobacco age  
Motion to not recommend by Selectman Marsh & Selectman Leustek 2<sup>nd</sup>. The motion carries 4-1.

### **Second order of business: Minutes & New Business**

The board reviews the minutes of 1-2-19 for approval. Selectman Stephens makes a motion to approve the minutes. Selectman Heinonen seconds the motion. The motion carries 5-0.

Selectman Heinonen makes a motion to sign the Memorandum of Understanding between the Town of Winchester & WEDC for the maintenance of the Stone Mt Business Park Road. Selectman Marsh seconds the motion. The motion carries 5-0.

Karey asked the board how we should handle the State of NH Welfare Lien on 510 Old Westport Rd. Do we add it to the minimum bid or make it the responsibility of the new owner to pay it? The board agreed to have the new owner pay it.

Selectman Heinonen makes a motion to sign the Bond Anticipation Note-\$2,609,000. Selectman Marsh seconds the motion. The motion carries 5-0.

Selectman Heinonen makes a motion to create 3 new line items in the 2019-2020 budget with \$1.00, Grant Writer & Economic Development in Executive and Sidewalk repair/maintenance in Highway. Selectman Stephens seconds the motion. The motion carries 5-0.

Selectman Heinonen made a motion to approve the water abatement for 15 Parker St in the amount of \$85 Selectman Marsh seconds the motion. The motion carries 5-0.

Selectman Heinonen made a motion to approve the tax abatement for map 8 lot 119-48 in the amount of \$276.00 Selectman Marsh seconds the motion. The motion carries 5-0.

Selectman Marsh makes a motion to open the public hearing for a 79E-tax relief application for property located at 102 Keene Road submitted by Reba-Jean Shaw-Pichette. Selectman Heinonen seconds the motion. The motion carries 5-0. Margaret states this is a qualifying structure because: it is located in the central business district, older historic building, the structure is being rehabilitated and is not being replaced, the cost of renovation is estimated at \$42,500 which exceeds the 15% of pre-rehab assessed valuation, building permits were obtained, there is a public benefit because it enhances the historical structure and neighborhood, the renovations promote reuse and preservation of an older building. The applicant is asking for 5 years of tax relief. No questions from the board. Selectman Marsh makes a motion to close the hearing. Selectman Heinonen seconds the motion. The motion carries 5-0. Selectman Heinonen makes a motion to approve the 79E application. Selectman Marsh seconds the motion. The motion carries 5-0.

Denis Murphy Conant Library Trustee came to present an engineering estimate on renovating the heating system and adding A/C & heat to the 2<sup>nd</sup> floor museum space. There is a concern with protecting the books and items in the museum. Selectman Marsh asked to have this information sent to our grant writer to see if there are any grants available.

**The board reviews and approves the following financial documents:**

Selectman Heinonen makes a motion to reimburse Police outside activity fund in the amount of \$556.36, 766.44, 348.64 & \$2,425.34. Selectman Stephens seconds the motion. The motion carries 5-0.

Selectman Marsh made a motion to approve to payment from Sewer Capital Reserve to Jeff Carter in the amount of \$5,200. Selectman Heinonen seconds the motion. The motion carries 5-0

**Third order of business Board comment:**

Reminder Budget Committee Public Hearing Jan 10<sup>th</sup> @6pm at the Town on Town & School budgets.

**Fourth order of business Public comment:**

Rick let the board know that 99 Hawkins Rd has a leak in their waterline and has very little water. The owners have hired a contractor to repair the leak. The water Dept will be on site to repair the curb stop and help locate the leak.

Mike Coope asked Dale if anything could be done to the water issue near Michigan St & Chapel St.? Dale stated no, that it is a natural spring causing the issue.

Selectman Kilanski let everyone know that the Planning Board did approve the new Dunkin Donuts plans at Monday night's hearing.

**Fifth order of business: Nonpublic under RSA 91-A:3II (a)(b)(c)(d)(e)**

Selectman Heinonen makes a motion to enter nonpublic session under (a & c). Selectman Leustek seconds the motion. The motion carries 5-0. A roll call vote was taken, and members vote "yes" individually and the board convenes in non-public at 8:04pm.

**Sixth order of business: Adjournment**

The board reconvenes in public session at 9:00pm.

Selectman Kilanski stated that the board will be holding a public hearing on the status of a junkyard permit.

Paul Hubner and Selectman Kilanski will get together soon to wind the clock.

Friday Jan 11<sup>th</sup> from 12-2pm 140 Keene Rd will be open to view the property before the Auction.

Selectman Leustek makes a motion to adjourn at 9:06pm. Selectman Stephens seconds the motion. The motion carries 5-0.


Minutes respectfully submitted:

Karey Miner, Administrator

Minutes signed by:



Ben Kilanski, Chairman



Karey Miner, Administrator