



Town of Winchester
1 Richmond Road Winchester, NH 03470

**Minutes of the
Board of Selectmen Meeting**
Wednesday
December 12, 2018

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

First order of business: Work Session

The Chairman opens the meeting at 6:00pm to discuss Ambulance Dept. Rob Diluzio was unable to attend but did send his answers to the questions. Selectman Kilanski said the questions the board asked Rob Diluzio only created more questions for Rob. Selectman Kilanski stated that we have no time to play the question game back and forth. Selectman Kilanski asked the board what if we were to try for 1 year the Winchester Ambulance proposal of a part-time service, no stipend and the Ambulance Billing Fund would be used for most all expenses. This would also depend on a warrant article and the voters voting on using the Ambulance Fund to be used for payroll too. Selectman Heinonen agrees with Selectman Kilanski other than the no stipend. Selectman Heinonen stated the ambulance is volunteer and they sit and wait for a call. There should be paid a stipend. Selectman Kilanski said that the town has never paid any volunteer to sit at home on call; Highway, W/S, Fire. Selectman Heinonen said those dept don't bring revenue to the town. Steve Hammond said it comes down to can the town afford a stipend. Ty Frazier said instead of paying 12 hours night shift a \$15hr rate it would make since to pay a \$2hr. Most towns do pay a stipend because it helps to bring people that want to work for an Ambulance Service. Plus, they must keep their certification up to date. Selectman Kilanski stated that the stipend is \$22,000 a year. Captain Ford stated that the night calls from 6pm to 6am are about 50% of the call volume. They are currently at 559 calls. Selectman Stephens asked what is the turnaround time from when we bill to when we receive payment. Captain Ford said it depends on the Insurance, Medicare & Medicaid. Amy said that it would work easier to keep track of what is being spent if we paid the invoices from the Ambulance Budget then transfer fund from the Ambulance revenue fund to the operating budget. Lt Felicia Howard asked the board to consider talking to Rob Diluzio to negotiate the contract. Selectman Kilanski asked Captain Ford the current transport rates. Captain Ford said non-transport-\$15 and transports w/ tech-\$30 & \$35-advance tech. Selectman Kilanski makes a motion for the warrant article to read 100% be used for Ambulance expenditures, part-time 12hr day-6am to 6pm, \$1hr stipend for 6pm to 6am, starting July 1, 2019- June 30, 2020 and only if warrant article passes. Also, increase the non-transport & transports by \$10.00. Selectman Heinonen seconds the motion. The

motion carries 5-0. Captain Ford asked that if the warrant passes that we start immediately the hiring process for Ambulance Attendants. The board agreed.

Second order of business: Minutes & New Business

The board reviews the minutes of 12-5-18, 12-9-18 and a correction on 11-28-18 for approval. Selectman Heinonen makes a motion to approve the minutes. Selectman Leustek seconds the motion. The motion carries 5-0. Selectman Kilanski abstained from 12-9-18 minutes 4-0-1

Selectman Stephens made a motion to add a section to the Fire & Ambulance's Standard Operating Guidelines; Personal Vehicle Operations. Selectman Marsh second the motion. The motion carries 5-0

Chief Kellom asked the board to have engineered plans done for the renovation to the Ashuelot Fire Dept. Since there is no 2 means of egress and determine if the 2nd floor be able to handle the weight. The board agreed, and the funds will come from the Town Building Capital Reserve Acct.

The board received a concerned citizen letter. The resident would like to see a 25 mph speed limit signs on Old Spofford Road and the PD patrol more. The board agreed to have Dale put two 25mph signs.

Selectman Heinonen makes a motion to approve a Land Use Change Tax for map 15 lot 5-10 in the amount of \$2,000. Selectman Leustek seconds the motion. The motion carries 5-0.

Winchester was awarded a \$4,500 grant from NH Preservation Alliance to have an assessment done of the church steeple. This will help the town move forward with applying for LCIP Grant.

Dick Lapoint will be holding an Emergency Management Meeting on Sunday, February 10, 2019 @ 9am at the EMS Building. He has asked that Select Board, Police, Highway, W/S, Fire, Health/Building Inspector and Ambulance attend this meeting.

Selectman Luestek made a motion to approve the abatement for map 33 lot 7&9 in the amount of \$1,426. Selectman Heinonen seconds the motion. The motion carries 5-0

Selectman Leustek makes a motion to approve the Timber Tax for map 6 lot 4 in the amount \$1,153.55. Selectman Heinonen seconds the motion. The motion carries 5-0

Selectman Marsh makes a motion to approve the Elderly Deferral for map 21 lot 45. Selectman Heinonen seconds the motion. The motion carries 5-0

The board reviews and approves the following financial documents:

Selectman Leustek makes a motion to approve the payment to Weston & Sampson from the retaining acct. in the amount of \$89,120.01 Selectman Heinonen seconds the motion. The motion carries 5-0

Selectman Heinonen makes a motion to transfer \$8,983.01, the balance of the retaining acct to the general fund and close the account. Selectman Marsh seconds the motion. The motion carries 5-0

Selectman Marsh makes a motion to sign the Health Insurance renewal. Selectman Stephens seconds the motion. The motion carries 5-0

Selectman Marsh makes a motion to approve Scherbon Consolidated Inc in the amount of \$3,036.19 from sewer capital reserve. Selectman Heinonen seconds the motion. The motion carries 5-0

Third order of business Board comment:

The board agrees that they are not in favor of taking over the Richmond Police Dept. The concern is staffing both departments and making sure Winchester Residents come 1st. Lt Tollett will contact the Richmond PD.

The Board will hold a work session Wednesday Dec 19th @6pm to go over the Personnel Policy.

Saturday Dec 15th the Farmers Market will be having a Holiday Bazar.

Fourth order of business Public comment:

Rick let the board know that Hinsdale W/S dept are compensated with a bonus each year, all these departments have ongoing training and licenses that have to be maintain every year.

Steve Hammond said with the training and classes that we have to do and the turnover we have, would it not be cheaper to try and keep employees in Winchester with wages/compensation.

Lt. Tollett stated that the board should talk to and review with the department heads any policy changes and how it will affect their departments. You cannot put a price tag on the morale.

Selectman Heinonen asked why we were going over the personnel policy? Selectman Marsh stated that the board had talked about going through the whole book because it hadn't been done since 2011. Selectman Heinonen said that she would like to look at the dress code.

Dale asked the board if the fence in Ashuelot by the Thayer Library could be fixed or removed. Someone has hit it and damaged it. Dale would like to remove it. It is in bad shape and has been repair numerous times. The board agreed to remove it.

Amy asked the board if they want to continue the contract for uniforms, which comes due in May. If so, it would be a 5-year contract or cancel it and send it back out to bid. The board agreed to cancel it and put it out to bid.

Lt. Tollett informed the board that Friday Dec 14th our new officers will be graduating for the academy. The Department has closed 2 large cases they have been working on over the last several months.

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

Selectman Stephens makes a motion to enter nonpublic session under (a, c & e). Selectman Heinonen 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 8:56pm.

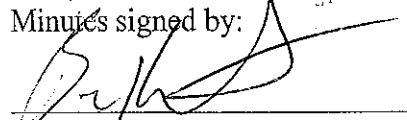
Selectman Marsh made a motion to seal the minutes under "a". Selectman Heinonen seconds the motion. The motion carries 5-0.


Selectman Marsh makes a motion to adjourn at 9:00pm. Selectman Leustek seconds the motion. The motion carries 5-0.

Minutes respectfully submitted:

Karey Miner, Administrator

Minutes signed by:



Ben Kilanski, Chairman

Karey Miner, Administrator