



Town of Winchester
1 Richmond Road Winchester, NH 03470

**Minutes of the
Board of Selectmen Meeting**
Wednesday
November 28, 2018

Board members present: Ben Kilanski, Jack Marsh, Roberta (Frazer)Heinonen, Herbert Stephens and Gloria Leustek. Also, present Margaret Sharra, Rick Meleski, Captain Ford and Dale Gray.

First order of business: Minutes

The Chairman opens the meeting at 7:00pm.

The board reviews the minutes of 11-14-18 for approval. Selectman Stephens makes a motion to approve the minutes. Selectman Marsh seconds the motion. The motion carries 5-0

The board reviews the minutes of 11-27-18 work session to set the Tax Rate. Selectman Stephens makes a motion to approve the minutes. Selectman Marsh seconds the motion. The motion carries 3-0-2.

Second order of business: New Business

Selectman Heinonen makes a motion to sign the 2018 2nd issue Tax Warrant in the amount of \$4,882,041. Selectman Stephens seconds the motion. The motion carries 5-0. Selectman Kilanski stated that the board used \$173,000 from the unreserve fund to decrease the rate. The 2018 tax rate is \$34.73 an increase of \$1.43.

Selectman Marsh made a motion to approve a letter from the BOS to SWRPC to ask to have Manning Hill put on the 10-year Transportation Plan. Selectman Stephens seconds the motion. The motion carries 5-0.

Margaret gave good news to the Selectmen that the town was awarded the ARM funding for the Cranberry Culvert. This will be a fully funded project. Also, was awarded the Complete Streets "MAST" grant for \$22,032 to replace a section the Main St sidewalk. This a reimbursement grant, we will need to raise and appropriate the funds.

Selectman Heinonen made a motion to sign the St Jeans Auction contract to auction the 4 tax dedeed properties. Selectman Stephens seconds the motion. The motion carries 5-0. The board set the date of January 19, 2019 @ 10am. No minimums for any properties. Karey asked the board if the town would

like to keep map 26 lot 31. This is land only on Ashuelot St., .06 acres that abuts already Town owned property along the river. Selectman Stephens makes a motion to not auction map 26 lot 31. Selectman Leustek seconds the motion. The motion carries 5-0

Selectman Marsh is concerned with the salt the school is purchasing from the town and how it is being monitor. How much is being taking from the Highway Department, how much is being used and where. Dale stated that the Highway Department loads the salt and keeps track on how much they are given. The school will be sent an invoice and the funds will go back into Dales budget. So far, they have used 4 tons. Dale showed them how to spread it and how much to use. Kevin Bazan stated he has no worries about where the salt is going. Selectman Marsh asked who did the school hire to plow the parking lot. Dale stated M&L Paving.

Selectman Leustek made a motion to approve short term financing with Community National Bank with a rate of 2.875% line of credit. Selectman Marsh seconds the motion. The motion carries 5-0. The financing is for the water tank/water main improvement project. Rick stated that the funding needs to be in place for Tata & Howard to start the engineer plans and to draft a contract.

Rick gave the board an update on the current water tank. Last week it lost communication and the controls lost the programing. Due to the weather and the age of the equipment. Currently it is set on manual mode. Wilson Controls has been out to look at the issues and had given a quote to repair it. Selectman Heinonen makes a motion to approve Wilson Controls in the amount of \$14,000 from water capital reserve. Selectman Leustek seconds the motion. The motion carries 5-0

Selectman Heinonen makes a motion to approve the 2018 assessment to sales ratio equalization of 95.6%. Selectman Leustek seconds the motion. The motion carries 5-0

Selectman Heinonen makes a motion to approve Avitar's Terra-mapping service agreement for 1 year limited-updates & digital delivery. Selectman Leustek seconds the motion. The motion carries 5-0

Intent to cut for map 4 lot 31 & 32 and map 4 lot 5.

Jancewicz & Son will be postponing the Fire Station roof until Spring. We have been told that we are the 1st project of the year. Selectman Marsh would like to have it in writing along with a date of completion.

Selectman Heinonen makes a motion to approve a raffle permit for the Farmers Market-12/15/18. Selectman Leustek seconds the motion. The motion carries 5-0

Selectman Kilanski stated that the town attorney has responded to the board's request about the town of Winchester taking over Richmond's Police Dept. LT Tollett is working on the questions the attorney has asked.

The WEDC had asked Upton & Hatfield to assist with certain financial aspects of the development of Stone Mt Business Park. With the understanding that WEDC may use other counsel on other matters and that the Town comes 1st. Attorney Jim Raymond sent an agreement for the board and WEDC to sign. Also, Attorney Raymond sent a funding agreement to be reviewed and signed. This funding

agreement stated the town will assist in legal cost for the development of Stone Mt Business Park up to \$3,000 and will be reimbursed by WEDC when the funding is received from EDA & NH Community Bank. Selectman Heinonen makes a motion to approve both agreements. Selectman Stephens seconds the motion. The motion carries 5-0.

Bill McGrath gave the board a letter addressing the reason he had blocked the end of Headlands Rd. 1992 Bill attended the Planning Board for a subdivision of a few lots. The Planning Board required a new road to be put in. Now known as Lake Shore Drive. Also, had to obtain a right of way release from all the property owners that had a right to use the old right of way. The intent back then was to block off the end of Headland. Everyone but one owner signed off on the release. In May of 2017 it went to court and the judge ruled in Bill's favor. Selectman Stephens' concern is safety and that fire trucks can't get through. Bill stated that it is not used in the winter and it's not plowed. This impacts his land and he has the right to pass over it. Margaret did state that the deeds do show the owners releasing it back to the owners. Lot 27 deed does read "used as public use". Margaret said she would look at closer to confirm.

The board reviews and approves the following financial documents:

Selectman Marsh made a motion to hire Bruce Lawrence for the seasonal plowing. Selectman Stephens seconds the motion. The motion carries 5-0.

Selectman Leustek makes a motion to approve a payment to Tanguay Jewelers in the amount of \$950.00 from Robert Leustek Memorial Fund. Selectman Heinonen seconds the motion. The motion carries 5-0

Selectman Marsh makes a motion to approve Diluzio Ambulance Service in the amount of \$10,082.05. Selectman Marsh seconds the motion. The motion carries 5-0

Selectman Heinonen makes a motion to approve the Stryker in the amount of \$3,761.05 from the Ambulance Billing Fund. Selectman Leustek seconds the motion. The motion carries 5-0

Selectman Heinonen makes a motion to approve Solitude in the amount of \$950.00 from the Invasive Plant Capital Reserve Fund. Selectman Leustek seconds the motion. The motion carries 5-0

Karey has a list of warrant articles for the board to review. Fire Truck payment, Dump Truck payment, Church Steeple, Culvert, Town Building upgrades, Assessing update/revaluation, Milfoil Treatment, Main St Sidewalk,

Town's share of State road grant reconstruction costs for bridges, Grant writer & Conant Library Roof. Kathleen from Cheshire Coalition emailed asking if Winchester would be putting a warrant article on the ballot to changing the age to buy cigarettes. The board was not in favor but would look at the information again. Selectman Kilanski stated he would also like to discuss the Ambulance warrant article. Karey also asked the board to consider adding a few new line items. Grant Writer-Executive budget, Economic Development- Executive budget & Sidewalk repair- Highway budget.

Margaret informed the board that the Planning Board will have 2 warrant articles with minor zoning changes for Solar and the Sign Ordinance. Then one to finish disbanding the Historic District.

Third order of business Board comment:

Selectman Kilanski stated that he had talked to Chief Kellom and the Chief would like to get some quotes on finishing the Ashuelot Fire Station. The board agreed to allow the Chief to move forward on the quote.

Kevin Bazan presented the board a 2018 financial report for the Picklefest and asked for it to go into this town report. Also asked the board to add a warrant article again this year for the Picklefest in the amount of \$800. The board said they would add it to the list. Selectman Kilanski asked Kevin if the school could have the Superintendent come in to give them an update. Kevin stated that he would have him come in. Also informed the board that the School Board will be starting a search committee to look for a new Superintendent. Selectman Kilanski let Kevin know that he had announced the Tax rate and the local school had gone up \$2.42. Kevin stated that the State funding has been decreasing and our cost are still going up.

Selectman Heinonen (Fraser) has changed her name back to her maiden name.

Selectman Marsh had asked Mim Johnson what time the lighting of the Creche was that weekend. Mim stated 5:30 on Sunday Dec 2nd.

Selectman Leustek informed everyone that RED will be having the Dinner on the Bridge September 7th, 2019.

Fourth order of business Public comment:

Ken Cole asked why would the town give the WEDC a private company money and what is it for? Selectman Kilanski stated that it is for legal fee for the Stone Mt Business Park and the money will be reimbursed when the EDA funding is received. Ken asked if it is in writing. Selectman Kilanski stated yes, an agreement was drafted by our Attorney and the board signed it tonight.

Dick Lapoint would like to have an Emergency Management Drill held at the Community Center and bring the generator over and make sure it runs. Selectman Kilanski thinks a good idea and it should be on a Saturday or Sunday in January.

Mike Coope stated that the clock has stopped chiming. Selectman Kilanski stated that it was his fault and he need to wind it again. Mike asked if we need to appoint someone to manage it. Karey stated that she would check with Jim but thinks we appointed Paul Hubner as Clock Custodian.

Kevin Bazan encourages the board to consider having a warrant article increasing the age to buy Tobacco.

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

Selectman Marsh makes a motion to enter nonpublic session under (a & c & e). 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 8:30pm.

Sixth order of business: Adjournment

The board reconvenes in public session at 9:23pm.

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

Selectman Marsh would like to act soon on whether Winchester will take over the Richmond PD.

Selectman Leustek makes a motion to adjourn at 9:37 pm. Selectman Stephens seconds the motion. The motion carries 5-0.

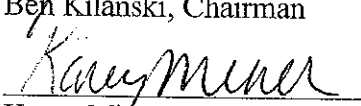
Minutes respectfully submitted:

Karey Miner, Administrator

Minutes signed by:



Ben Kilanski, Chairman



Karey Miner, Administrator

