



Town of Winchester

1 Richwood Road Winchester, NH 03470

**Minutes of the  
Board of Selectmen Meeting**

Wednesday  
August 7, 2019

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

**First order of business: Minutes**

The board reviews the minutes of 7-31-19 for approval. Selectman Kilanski makes a motion to approve the minutes. Selectman Stephens seconds the motion. The motion carries 4-0-1.

**Second order of business: New Business**

The board revisited the bids for the Main St Sidewalk Project. Pelow-\$69,713.10 & Elite Building-\$61,273. The board agreed that the amount needs to come in at \$59,378 which is what the warrant article states. Dale stated Elite Building would do the project for \$59,378. The board would like to reach out to both bidders and give them an opportunity to lower the bid. The board would like it in writing.

~~Pat Johnson-Forest Lake-Assoc.~~ sent an email updating the board on the milfoil. DES surveyed the lake in July. One area was identified with milfoil. Pat spoke to the State and they would like to plan on scheduling the DASH services for late August or early September. The divers will remove the milfoil from the problematic areas. The town did receive some grant funding for DASH services in 2019. It looks like 1 to 2 days is all that will be needed. The cost is \$975 per day and a one-time set up fee of \$100. This would be split 4 ways, 25% from the town, State, CC and FLIA. Selectman Kilanski makes a motion to approve the DASH Services. Selectman Leustek seconds the motion. The motion carries 5-0.

Selectman Kilanski makes a motion to approve the firework permit for 215 Scotland Rd on Aug 10th. Selectman Leustek seconds the motion. The motion carries 5-0.

The board received a letter from MD7 Lease Consultants requesting the board to look changing the lease agreement for the AT&T Cell Tower located at 95 Michigan St. The board would like Bart to review the new lease proposal. Karey stated that in 2014 MD7 sent the same letter asking to modify the lease. Karey said she would look at the minutes from 2014 to see what the discussion was.

NH DOT informed the Town the 2019-2020 Highway Block Grant Aid anticipated amount would be \$145,477.09.

The Jones Road Project will start August 12<sup>th</sup> and will roughly take 2 months to complete.

Selectman Stephens makes a motion to approve the personnel policy with the changes effective July 1, 2019. Selectman Leustek seconds the motion. The motion carries 5-0.

RED Committee had asked the board 2 weeks ago to consider allowing beer/wine at their event, Dinner on the Bridge September 7<sup>th</sup>. Selectmen Heinonen stated that both our Attorney & Insurance Company were contacted. Both said that there is an increase risk so there are steps that need to be taken; additional insurance, State of NH 1day liquor license, police detail, experienced individual at the bar etc. Denis Murphy said that the Kiwanis Club would be the additional insurance holder listing the Town of Winchester and with no cost to the RED Committee. Jason Koerber they would apply for the license and look at hiring a qualified person to serve. This year the committee looked at other streams of revenue for the event. We increased the ticket prices, selling some merchandise and serving beer/wine. Some of the proceeds will be going back to help support other originations and community. The people that come to the event are older and a responsible crowd. Selectman Kilanski asked Chief Tollett his opinion on a police detail. Chief Tollett said he agrees with have 1 officer at the event. Selectman Marsh stated he is concerned with the end result and opening it up to other events. Selectman Stephen had the same concerns. Selectman Leustek stated that the warrant article allows the select board to approve or not approve alcohol at events. Mike Coope asked the question about the possibility of offering a designated driver. Jean Van Patton-RED said that its not a party. It is people coming together to visit and have dinner and listen to music. Selectman Heinonen made a motion to allow the RED to serve beer/wine only if they follow what Primex & our Attorney has said, along with the following conditions: Police detail with the authority to shut down the bar, 3 drink max & additional insurance. Selectman Leustek seconds the motion. The motion carries 3-2.

Jim Tetreault sent a memo to the board asking them to change the language when making payment arrangements and/or waiving interest & penalties. The penalties are what it costs the town to mail notices. This cost shouldn't be included. The board agrees.

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

Selectman Marsh makes a motion to approve the request for BRI Roofing from Town Buildings capital reserve in the amount of \$1,416.00. Selectman Kilanski seconds the motion. The motion carries 5-0. The Board asked Date to finish the draining work at the Library.

Selectman Kilanski makes a motion to approve the request for All State Asphalt in the amount of \$14,000.00. Selectman Stephens seconds the motion. The motion carries 5-0. Selectman Kilanski makes a motion to rescind last weeks motion in the amount \$5,140. Selectman Leustek seconds the motion. The motion carries 5-0.

Selectman Kilanski made a motion to approve the payment to Diluzio in the amount of \$13,001.85 from the Ambulance billing fund. Selectman Marsh seconds the motion. The motion carries 5-0

Selectman Kilanski makes a motion to approve the Ambulance billing to CAG in the amount of \$426.05 from the Ambulance billing fund. Selectman Leustek seconds the motion. The motion carries 4-0.

**Third order of business Board comment:**

Selectman Kilanski said that the Ambulance Committee met earlier and have 2 motions they would like to have made. Selectman Kilanski made a motion to hire Sampson Architect to design the plans for the Ashuelot Fire Station in the amount of \$3,300.00. Selectman Stephens seconds the motion. The motion carries 5-0. The \$3300 will come from the \$30,000 earmarked for this project. Selectman Kilanski made a motion for all payroll and AP's to be paid from the Ambulance operating budget 1<sup>st</sup> and once the funds are gone the Ambulance billing fund will be used to reimburse the Ambulance operating budget. Selectman Stephens seconds the motion. The motion carries 5-0.

Amy Bond asked the board for clarity on the \$1.00 stipend. Selectman Kilanski stated that from 6pm to 6am Monday- Friday and 24hours on weekends is the intent for the \$1.00 stipend. The board agreed.

**Fourth order of business Public comment:**

N/A

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

Selectman Kilanski makes a motion to enter nonpublic session under (a, c & e). Selectman Stephens 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 8:15pm.

**Sixth order of business: Adjournment**

The board reconvenes in public session at 9:06pm.

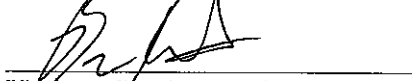
Selectman Kilanski makes a motion to seal the minutes under (a). Selectman Leustek seconds the motion. A roll call vote was taken, and members vote "yes" individually. The motion carries 5-0.

Selectman Leustek makes a motion to adjourn at 9:10pm. Selectman Kilanski seconds the motion. The motion carries 5-0.

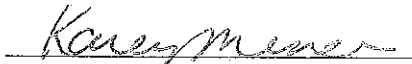
Minutes respectfully submitted:

Karey Miner, Administrator

Minutes signed by:



Herbert Stephens, Vice Chairman



Karey Miner, Administrator