



Town of Winchester
1 Richmond Road Winchester, NH 03470

**Minutes of the
Selectmen Meeting**
Wednesday
November 20, 2019

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

First order of business: Minutes

The board reviews the minutes for 11/13/19. Selectman Leustek makes a motion to approve the minutes. Selectman Kilanski seconds the motion. Motion carries 5-0

Second order of business: New Business

School Board Rep-Lindseigh Picard want to let the board know they did cancel the public hearing and special meeting to accept the additional aid from the State of NH. After speaking to their Attorney twice it has been confirm they don't not have to hold a hearing per RSA 197:3a. The School has asked the town to help get the word out on the free & reduce lunch paperwork does need to be fill out. This data helps with population and adequacy aid. The information is pertinent for the school to receive the adequacy aid, so, we are asking that parents fill the paperwork out. The school would also like to apply for a grant for a generator for the school. The grant requires that the town applies for it and the school would like to use the towns grant writer to help write the grant. The board agrees and asked Mary Henry to send the grant information to Karey. Lindseigh also asked if the town and school could work together on sending out a joint newsletter on the 2020 ballot. Karey stated that we use Every Door Direct Mail and are only allowed 1 sheet to be mailed, but we could mail them out at the same time, mid-February. The Budget Committee will be meeting at the school on December 10th & 17th. Lindseigh stated that she will be asking the committee to change December 17th to December 12th. The School budget has increased due to the Keene High Tuition and Special Ed expenses. Next years Freshmen class will be the biggest class we have sent to Keene and next years senior class is the 2nd biggest class. Currently we have 151 students at Keene High and next year will be 171 students. The school board negotiations have gone well with the support staff and the board has discussed a warrant article for their wages and health insurance. Next year the school will see a large infrastructure allocation from the state for next years budget. These funds are specifically for maintenance to the facilities.

Lindseigh stated that there was wrong information going around that the 2004 Bond the school has is interest free. That is faulty information year to date the school has paid 1.6 million in interest. The board's intent is to never ask for a bond again and to be able to use that money directly. So, we continue to plan for long term capital projects at the school. Selectman Leustek asked Lindseigh how much are the infrastructure funds for and when would you be getting it. Lindseigh stated it will be for the 2020-2021 budget season for about \$850,000. Selectman Leustek asked will you still need to do a warrant article for building repair. Lindseigh said that the capital plan will be positively impacted by these funds, but our capital plan is a 10 year plan. The facilities manager continuously is updating the plan. There will still be a warrant article. It is important to add to the capital plan so it's there when we need it. The school can't carry over any of the infrastructure funds we receive into another year. It has to be used now. There are 10 projects that are slated for these funds. Selectman Leustek said you can reduce the 10 year plan by the money you are receiving. Lindseigh said we can reduce some but when you neglect things it then becomes a bigger burden. Our effort is to make sure it doesn't become a bigger burden. It will be reduced but the board hasn't gone over the warrant article yet.

Selectman Kilanski makes a motion to approve the 50/50 raffle permit for the RED Committee. Selectman Leustek seconds the motion. Motion carries 5-0.

Last week there was a question on the town's liability of adding ^{railings} ~~rulings~~ to the steps on the sidewalk. NHMA stated the liability of the town for injuries or damages arising out of the construction, maintenance or repair of public sidewalks is defined by RSA 231:92. If the railing is a part of the sidewalk, the town would not be liable for personal injury or property damage.

Selectman Marsh made a motion to approve sewer abatement for 69 Mechanic St. Selectman Leustek seconds the motion. Motion carries 5-0.

The lighting of the Creche will be on Sunday, December 1st @ 5:30pm.

The board reviews and approves the following financial documents:

Selectman Kilanski makes a motion to approve RED Committee request for expenses in the amount of \$25.00-ELMMCC & \$120.00-Town of Winchester. Selectman Leustek seconds the motion. The motion carries 5-0.

Selectman Marsh made a motion to approve the Jones Rd Infrastructure-CDGB payment to Lawrence Excavating-\$56,771.05 & Tata & Howard. Selectman Kilanski seconds the motion. The motion carries 5-0. Selectman Marsh made a motion to approve Selectman Heinonen to sign the Jones Rd Infrastructure CDGB documents totaling \$81,799.26. Selectman Kilanski seconds the motion. The motion carries 5-0.

Selectman Kilanski makes a motion to approve signing the MS-535. Selectman Leustek seconds the motion. The motion carries 5-0. The board will try and set the tax rate next week if the DRA has all the documents they will need.

Selectman Kilanski makes a motion to revisit the Fire Dept. budget. Selectman Stephens seconds the motion. The motion carries 5-0. Selectman Kilanski makes a motion to add the Fire truck 3rd payment to the Fire Dept. budget. Selectman Leustek seconds the motion. The motion carries 5-0.

Selectman Marsh makes a motion to approve closing the Town hall updates capital reserve fund in the amount \$2.22 or transfer it into the Town owned buildings capital reserve fund. Selectman Leustek seconds the motion. The motion carries 5-0.

Selectman Marsh makes a motion to approve placing an article on the ballot in the amount \$5,000 for the State reconstruction bridge capital reserve fund. Selectman Leustek seconds the motion. The motion carries 5-0.

Selectman Leustek makes a motion to approve placing an article on the ballot in the amount \$16,522 for the Assessing update or reval for 2020-2025. Selectman Kilanski seconds the motion. The motion carries 5-0.

Selectman Marsh makes a motion to approve placing an article on the ballot in the amount \$10,000 for the Town owned buildings capital reserve fund. Selectman Leustek seconds the motion. The motion carries 5-0.

Selectman Kilanski makes a motion to approve placing an article on the ballot to establish a revolving fund for the Highway Block Grant. Selectman Marsh seconds the motion. The motion carries 5-0.

Selectman Kilanski makes a motion to approve placing an article on the ballot to correct the RSA on the 1998 warrant article for the Cemetery maintenance Trust fund revolving fund. Selectman Marsh seconds the motion. The motion carries 5-0.

Selectman Kilanski makes a motion to approve placing an article on the ballot in the amount \$800 for the Pickle Festival. Selectman Stephens seconds the motion. The motion carries 5-0.

Selectman Heinonen asked if we need to add a warrant article to abolishing the Historic District. Selectman Marsh would like to see the Historic District Commission reinstated. Mike Coope added that in 1997 when the Historic District was created there was no rhyme or reason on who was considered in the district or not in the district. To do it correctly there needs to be funding allocated towards doing an inventory, photos, history of the buildings.

Mike Coope said he would like to see the board add money to the computer capital reserve fund. Selectman Marsh asked Mike last week to review the informational packet Worldwide Computers gave to the town and would like to have a work session with Mike.

Dale gave information & pricing to the board on a new loader and a new freightliner for a warrant article. \$140,000-loader 5 year lease & \$151,000- freightliner

Third order of business Board comment:

Selectman Heinonen stated no BOS meeting next week.

Mike Coope asked if the Ambulance needed an additional Stricker bed. Selectman Heinonen stated that they switch the bed between the Ambulances.

Karey asked the board if we would like to have a Holiday Party this year. Selectman Heinonen stated yes. Board agreed to Dec 18th 12-1:30 (Town Hall closed)

The Conant Library basement window is broken, and Steve Bracket let me know that he will be repairing it.

Servpro, Amy and Karey did a walk-through of the Town Hall Basement looking to see if there is an issue with mold. The Servpro Rep only saw one small spot in the old Land Use Office. He recommends a good cleaning and wipe down all the walls and dehumidifiers. Also, he will have a report for us. Amy ordered the cleaner and 2 dehumidifiers.

Christmas in the park will be Dec 8th 2-4. RED Committee will be adding more lights to hedges. Karey asked if the board will allow them to have 2 drums for warming stations. The board approved the warming stations.

Fourth order of business Public comment:

Captain Ford would like to reiterate that it is important that we pay our part-time people to cover the holiday shifts and asks the board to please make it a motion. As of now no one is scheduled to work. Selectman Kilanski would like to look at the cost of paying PT holiday pay and how that will affect the budgets that we have already approved.

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 8:35 pm.

Sixth order of business: Adjournment

The board reconvenes in public session at 8:52pm.

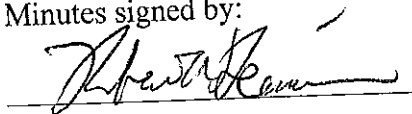
Selectman Leustek makes a motion to seal the minutes under (a, c & e). Selectman Stephens seconds the motion. A roll call vote was taken, and members vote "yes" individually. The motion carries 4-0.

Selectman Leustek makes a motion to adjourn at 8:55pm. Selectman Stephens seconds the motion. The motion carries 4-0.

Minutes respectfully submitted:

Karey Miner, Administrator

Minutes signed by:



Roberta Heinonen, Chairman



Karey Miner, Administrator