



Town of Winchester
1 Richmond Road Winchester, NH 03470

**Minutes of the
Selectmen Meeting**

Wednesday, September 23, 2020

Board members present: Ben Kilanski, Jack Marsh, Herbert Stephens, James Rokes Sr. and Gloria Leustek. Also, present Amy Bond, Chief Tollett, Sherry Willard and Rick Meleski.

First order of business: Budget work session

The Chairman opens the work session at 6:00 pm.

Selectman Stephens makes a motion to approve the **Police Department** budget for \$650,046. Selectman Rokes seconds the motion. The motion carries 5-0.

Selectman Marsh makes a motion to approve the **Financial** budget for \$116,173. Selectman Stephens seconds the motion. The motion carries 5-0.

Selectman Marsh makes a motion to approve the **Debit Services** budget for \$138,127. Selectman Rokes seconds the motion. The motion carries 5-0.

Selectman Stephens makes a motion to approve the **Executive** budget for \$77,364. Selectman Leustek seconds the motion. The motion carries 5-0.

Selectman Leustek makes a motion to approve the **General Government Build** budget for \$194,809. Selectman Stephens seconds the motion. The motion carries 5-0. Amy Bond said the board should know that the Police Dept Server is on the verge of possibly crashing. A new server will be need sooner than later. The estimate for a new server is \$25,000.

Selectman Marsh makes a motion to approve the **Legal** budget for \$74,500. Selectman Leustek seconds the motion. The motion carries 5-0.

Selectman Rokes makes a motion to approve the **Other General Government**-\$3,300, **Patriotic**-\$1,000, **Property Records**-\$34,395, **Recreational**-\$1.00, **SWRPC**-\$5,000 & **Street Lights**-\$29,200. Selectman Stephens seconds the motion. The motion carries 5-0

Selectman Rokes makes a motion to approve the **Highway Block Grant** budget for \$1.00. Selectman Leustek seconds the motion. The motion carries 5-0.

Selectman Rokes makes a motion to approve the **Conservation Commission**-\$2,277 & **Emergency Mgmt.**-\$15,067. Selectman Leustek seconds the motion. The motion carries 5-0.

Selectman Leustek makes a motion to approve the **Forest Fire** budget for \$13,100. Selectman Stephens seconds the motion. The motion carries 5-0.

November 17, 2020 @6pm the Budget Committee & BOS will meet with the Health Agencies.

Second order of business: Minutes & New Business

The board reviews the minutes for 9/16/20. Selectman Leustek makes a motion to approve the minutes. Selectman Rokes seconds the motion. Motion carries 5-0.

The Board will hold a public hearing on October 7th @ 7pm to update and readopt the Housing & Community Development Plan.

Selectman Rokes makes a motion to approve and sign the State of NH paperwork to appoint Steve Hammond as Health Officer & Margaret Sharra as Deputy Health Officer. Selectman Stephens seconds the motion. Motion carries 5-0.

Monadnock Speedway has requested an approval to hold an additional race event October 2nd practice 12-5pm, October 3rd practice 12pm and race at 2pm and October 4th practice 12pm and race at 2pm. Selectman Rokes makes a motion to approve. Selectman Kilanski seconds the motion. Motion carries 3-0-2.

Sewer Plant received a quote to clearing/remove the trees from the plant for the solar array from Goodnow Trucking. Clearing cost of \$3,000 and the estimated stumpage of \$3,000. Goodnow will be responsible for the timber tax. Also, an estimate from Leonard Lawrence Excavating for removing stumps. The board agrees to put it out to bid on the removal of the stumps.

Selectman recused himself for a water abatement for his property at 60 Mechanic St. Vice Chair Stephens read the flat rate fee abatement request. Billing period was for May-July and the house fire was April 29th. Selectman Leustek makes a motion to approve the \$50 abatement. Selectman Stephens seconds the motion. The motion carries 3-1-1.

The town received 2 quotes for repair/painting at the Conant Library. Stebbins \$13,635 and JP Hazel- up to \$100,000. The board will review the quotes.

Selectman Rokes makes a motion to approve the volunteer interest forms for Jenn Howe & Natalie Quevedo as members of the broadband committee. Selectman Leustek seconds the motion. The motion carries 5-0. Selectman Rokes makes a motion to approve Selectman Leustek as the Selectmen's Rep. Selectman Stephens seconds the motion. The motion carries 5-0.

The board tabled the approving the Housing Standards Ordinance until next week. Waiting for answer on an RSA from the State Library.

The board reviews and approves the following financial documents:

Selectman Marsh makes a motion to approve a payment from the sewer Capital Reserve account to the Xylem Solutions USA in the amount of \$21,858.80 & 4,614.00. Selectman Leustek seconds the motion. Motion carries 5-0.

Selectman Marsh makes a motion to approve a payment to TD Bank in the amount \$458.98 from the Cemetery Building Donation Acct. Selectman Leustek seconds the motion. Motion carries 5-0.

Selectman Rokes makes a motion to approve payment from the Church Steeple capital reserve account to the Robert Morgan in the amount of \$10,544.50 & \$9,500. Selectman Leustek seconds the motion. Motion carries 5-0.

Public comment:

John Riedell would like to see the Scully Architect present and past invoices itemized. Karey stated she would ask to have that done.

Board comment:

Selectman Rokes thanked Cheshire Family for their donation of furniture for the new Cemetery Building, Henry Parkhurst for the refrigerator and Brenden Hubbard for the cash donation.

The board recessed @ 6:56

Third order of business: Public Hearing

Board reconvened at 7pm for the 1st public hearing on an application for Community Development Block Grant. Selectman Kilanski stated The Winchester Board of Selectmen will hold two consecutive public hearings on Wednesday, September 23, 2020 at 7:00 p.m. at the Winchester Town Hall, 1 Richmond Road, Winchester, NH, to hear public comment on a Community Development Block Grant (CDBG) application proposal to the NH Community Development Finance Authority (CDFA). A 2nd public hearing will be held to adopt the Town's Residential Anti-Displacement and Relocation Assistance Plan specific to this project. Selectman Marsh makes a motion to open the hearing. Selectman Stephens seconds the motion. Motion carries 5-0.

James Weatherly, Community Development Specialist, with SWRPC explained that Community Development Block Grant (CDBG) funds are available to municipalities for economic development, public facility and housing rehabilitation projects that primarily benefit low- and moderate-income persons. The Town of Winchester is eligible to receive up to \$500,000 a year for each of the following categories: public facility improvements, housing projects, economic development, and emergency funds. Feasibility study funds are available for up to \$25,000. James Weatherly provided a handout describing the NH Community Development Block Grant Program eligible activities that included the area HUD income limits. James Weatherly provided a project handout. The proposed application to the Community Development Finance Authority (CDFA) is for up to \$23,500 in CDBG feasibility study funds. The CDBG funds will be used by the Town of Winchester to engage a consultant for an engineering feasibility study on a proposed access ramp to the Town Beach in Winchester. The access ramp will provide a significant improvement over the current access consisting of a steep staircase and expand access to the beach and Forest Lake to elderly and disabled persons in Winchester. Selectman Kilanski added that several years ago the town started a capital reserve fund for a ramp at the beach. 1st step is a feasibility study. Selectman Kilanski opened the floor to public comment on the projects. No questions from the board or the public. Selectman Leustek makes a motion to close the hearing. Selectman Stephens seconds the motion. Motion carries 5-0. *Selectman Rokes motioned to approve the submittal of the application and vote to authorize the AUTHORIZED DESIGNEE Ben Kilanski, Chair, Winchester Board of Selectmen, to sign and submit the CDBG application, and upon approval of the CDBG application, authorize the AUTHORIZED DESIGNEE to execute any documents which may be necessary to effectuate the CDBG contract. Selectman Stephens seconds the motion. Motion passed 5-0.*

Selectman Marsh makes a motion to open the 2nd hearing on adopting the Town's Residential Anti-Displacement and Relocation Assistance Plan. Selectman Stephens seconds the motion. Motion carries 5-0. James Weatherly of SWRPC explained that if any permanent displacement takes places as a result of this project, the Uniform Relocation Act must be followed, which requires that any permanently displaced household or business in a project using federal funds must be found comparable housing in a comparable neighborhood at a comparable price. James Weatherly noted that no permanent displacement is planned at this time as the project is for feasibility study activities only. Under the certification section of the application, the Town will certify that the Residential Anti-Displacement and Relocation Assistance (RARA) Plan is in place, and in the event that it is discovered that this specific project does permanently displace persons or households,

a displacement implementation plan must be submitted to CDFA prior to obligating or expending funds. Selectman Kilanski opened the floor to public comment. No questions from the board. Selectman Kilanski asked the public had questions. John Riedell asked for clarification. James Weatherly said If any displacement takes place as a result of the proposed CDBG project, the Uniform Relocation Act must be followed, which requires that any displaced household or business in a project using federal funds must be found comparable housing or commercial space in a comparable neighborhood and at a comparable price. Selectman Leustek makes a motion to close the RARA Plan hearing. Selectman Rokes seconds the motion. Motion carries 5-0. *Selectman Rokes motioned to adopt the Residential Anti-displacement and Relocation Assistance Plan. Seconded by Selectman Leustek. 5 to 0 Motion passed.*

Chief Tollett presented to the board adding a new part-time 20hour a week position to the Police Dept. This professional person would be there to help assist the PD and victims with connecting them with the serviced they need. Help bridge the gap. Selectman Kilanski said he was in favor and the board would discuss it more. Selectman Rokes asked if there any statistics on if there is a decline in the repeat victims. Chief Tollett stated that other States have seen a drop in repeat victims.

Public comment:

Jennifer Riedell said that she extremely supports the Chief proposal. The statistics do show that preventive care does help. To be able to have someone there the next day to help are resources we need. There are no resources/ services or transportation here in town. Having these services here in town would save the town so much money. Also look at the block grants to help the town. Selectman Stephens asked are saying to bring the agencies here to Winchester. There are all in Keene. Jennifer said that Keene is 20 minutes away. If I can't get there, we have no transportation. If I need help, there is no one here to help me.

Jonathan Gallup stated this position is a good idea, but before we put a person on the payroll maybe there are volunteers that could help or a non-profit. Selectman Rokes said that could be an option to look at.

Natalie Quevedo said it doesn't make sense to have volunteers. These people are licensed professional and already under paid. This is extremely important. We don't have anyone here in the community to help people that live here. We need to stand behind the PD.

Jennifer Riedell wanted to add to what Natalie said about licensed professional. I have a master's degree in Education, it would be nice to teach here but you only pay half my salary. Good luck with finding a volunteer Social Worker and good luck with getting the community to support volunteer mental health. Mental health issues are hidden, and you won't see until it's too late.

Jenn Howe wanted to thank the PD for the support they gave to her kids after their dad died and is in support of this position.

Jenny Rhodes stated that bad things happen to good people and they find themselves in a fog. Sometimes they need an advocate to help then navigate through the fog. Having a volunteer is not a bad idea, but to have a support system to help not because you don't have internet or a phone simply it's because you are not able to. Jenny highly recommends this position and asked the board to consider Chief Tolletts request.

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

Selectman Leustek makes a motion to enter nonpublic session under c & e. Selectman Rokes 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 7:32pm.

Sixth order of business: Adjournment

The board reconvenes in public session at 9:30pm.

Selectman Marsh makes a motion to seal the minutes under c. Selectman Leustek seconds the motion. The motion carries 5-0.

The board accepted Michael White-Ambulance resignation.

Selectman Marsh made a motion to hire Goodnow Trucking to cut the trees at the Wastewater Plant for a solar array. Selectman Leustek seconds the motion. The motion carries 5-0.

Selectman Leustek makes a motion to adjourn at 9:38pm. Selectman Marsh seconds the motion. The motion carries 5-0.


Minutes respectfully submitted:

Karey Miner, Administrator

Minutes signed by:



Ben Kilanski, Chairman



Karey Miner, Administrator