



Town of Winchester
1 Richmond Road Winchester, NH 03470

**Minutes of the
Selectmen Meeting**
Wednesday
January 22, 2020

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

First order of business: Public Hearing

The Chairman opens the regular meeting at 7:00 pm.

Board of Selectmen will hold a public hearing on Wednesday, January 22, 2020 at 7:00pm in the Winchester Town Hall for the purpose of accepting and expending a 50% matching Asset Management Planning Grant from the NH DES for \$20,000. Selectman Marsh makes a motion to open the public hearing. Selectman Stephens seconds the motion. The motion carries 4-0. Rick explains that this grant is to finish the GIS mapping on the west side of town. They will be mapping the locations of the water mains, gate valves, curb stops etc. Along with a list of materials used and where any breaks accrued. After the project is complete there will be a detailed report. The project should start in May 2020. Mike Coope asked if there would be a full inventory done. Rick stated yes. Selectman Marsh makes a motion to close the public hearing. Selectman Stephens seconds the motion. The motion carries 4-0. Selectman Marsh makes a motion to accept the grant. Selectman Leustek seconds the motion. The motion carries 4-0.

Second order of business: Minutes & New Business

The board reviews the minutes for 1/15/20. Selectman Marsh makes a motion to approve the minutes. Selectman Stephens seconds the motion. Motion carries 4-0

AT&T sent a request for a letter certifying information on the cell tower on town property. The tower will be selling to Octagon Towers. Selectman Stephens approves the letter. Selectman Leustek seconds the motion. The motion carries 4-0.

Rick has the board to approve a proposal from Tata & Howard to review the Stone Mt Business Parks plans on the water & sewer infrastructure before it goes out to bid. This will assure that it meets the towns water/sewer spec's and regulations. Also making sure the

correct materials are being used. The cost of \$4,000 will be split between water and sewer. Selectman Marsh makes a motion to approve Tata & Howard proposal & review. Selectman Stephens seconds the motion. The motion carries 4-0.

Selectman Marsh asked Rick if he had heard from NH DOT on the paving on Richmond Rd. Rick stated that he had an email from DOT saying that their requirements/procedure is to pave at the end of each day. Rick had asked them why another district was allowed to pave when the project was complete. DOT had no answer but would like to see the information on that particular project. Tata & Howard will be changing the plans and will resubmit it to DOT, along with another letter with and explanation.

Selectman Marsh makes a motion to approve a sewer abatement for map 28 lot 18 in the amount of \$35.77. Selectman Leustek seconds the motion. The motion carries 4-0.

Selectman Stephens makes a motion to approve the Emergency Water Plan. Rick added that this plan is updated every 5-years. It shows the assets and improvements of the plant. Also shows how to handle any emergency and the steps that need to be taken. Selectman Leustek seconds the motion. The motion carries 4-0.

Selectman Marsh makes a motion to approve & sign the correction deeds for Stone Mt Business Park. Selectman Leustek seconds the motion. The motion carries 4-0.

Selectman Stephens approves the renewal letter for the town's DUN's number. Selectman Leustek seconds the motion. The motion carries 4-0.

The board asked that Chief Kellom and Captain Ford come the meeting to discuss using the part of the upstairs of the Fire Station as sleeping quarters for the Ambulance. Selectman Marsh stated that we received 2 bids over \$100,000 and we don't have the money to finish the Ashuelot Fire Station. So why not use the space upstairs. Chief Kellom stated that he is not in favor of this. If there is sleeping quarters upstairs that there will need to be a bathroom. Selectman Marsh stated that there is a bathroom down stair that could be used. Chief Kellom stated that it is the PD's and there no access to that area. Selectman Stephens said that going to a part-time Ambulance 6am to 6pm is a 1 year trail so why do we need sleeping quarters. Captain Ford said that is for the attendants that don't live in town that might work more than the 6am to 6pm shift. Selectman Marsh asked that Chief Kellom and Captain Ford get together and come up with what the Ambulance needs are and see if we can get by for 6 months to reevaluate the Ambulance Department.

The board reviews and approves the following financial documents:

N/A

Third order of business Board comment:

Selectman Marsh said he had met with the Trustees if the Trust Fund and Charter Trust to go over the Capital Reserve accounts. The board needs to review the Capital Improvement Plan to see what the needs of the town are. This will help Charter Trust & the Trustees decide what is

best for the town. There will be some Treasury notes maturing over the next 2-4 years and this is the time to start planning. Mike agrees with the review of the CIP.

Selectman Kilanski asked Karey to speak to Chief Tollett about a parking issue at Mr. Mikes. Tractor Trails are parking on the side of the road and blocking the view of vehicles trying to exit onto RT 10.

Fourth order of business Public comment:

N/A

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

N/A

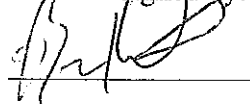
Sixth order of business: Adjournment

Selectman Leustek makes a motion to adjourn at 7:40pm. Selectman Stephens seconds the motion. The motion carries 4-0.

Minutes respectfully submitted:

Karey Miner, Administrator

Minutes signed by:



Ben Kilanski, Chairman



Karey Miner, Administrator