



Town of Winchester  
1 Richmond Road Winchester, NH 03470  
**Minutes of the  
Selectmen Meeting**  
Wednesday  
November 6, 2019

**Board members present:** Roberta Heinonen, Ben Kilanski, Jack Marsh and Gloria Leustek. Also, present Amy Bond, Chief Kellom, Sherry Willard, Thayer Library, Captain Ford and Conant Library.

**First order of business: Budget Work Session**

The Chairman opens the meeting at 6:00 pm.

Selectman Kilanski makes a motion to approve Cemetery -\$68,498. Selectman Leustek seconds the motion. The motion carries 4-0.

Selectman Kilanski makes a motion to approve Thayer Library -\$26,220. Selectman Leustek seconds the motion. The motion carries 4-0. The Trustees will use the trust account and/or the money market account to do any repairs/maintenance to the building. The trustees also discussed opening a separate account for the rent from the apartment.

The board took a recess.

**Second order of business: Public Hearing**

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

Selectman Heinonen reads the notice "Notice is hereby given that the Town of Winchester Board of Selectmen will hold a public hearing on Wednesday, November 6, 2019 at 7:00pm in the Winchester Town Hall for the purpose of accept and expend \$109,647.47 of Municipal Aid from the State of NH, in accordance with the provisions of RSA 31:95-b." Selectman Kilanski makes a motion to open the public hearing. Selectman Leustek seconds the motion. The motion carries 4-0. Selectman Marsh would like to wait until there is a full board to discuss how the additional funds will be used. School Board-Kevin Bazan asked the board what their initial thought was for the funds. Selectman Heinonen stated that she believes the board agrees to put the funds towards taxation. Selectman Kilanski makes a motion to close the public hearing. Selectman Leustek

seconds the motion. The motion carries 4-0. Selectman Kilanski makes a motion to accept the Municipal Aid in the amount of \$109,647.47. Selectman Leustek seconds the motion. The motion carries 4-0.

**Third order of business: Budgets & Minutes & New Business**

Selectman Kilanski makes a motion to approve Conant Library -\$84,852. Selectman Leustek seconds the motion. The motion carries 4-0. The maintenance line was reduced by \$5,000. It is a town building. Rick Durkee stated that they hired a new part-time director. The Library Trustee's decided to offer the director health insurance. The cost this year is \$15,000, in which they Library will be paying \$10,000 from the trust and added \$5,000 to the budget. Selectman Marsh stated that the town doesn't offer insurance to part-time employees.

Amy let the board know that the Health insurance increased by 7.1%. There are 17 employees that currently carry the towns insurance totaling \$257,945.76 and 18 the carry the dental totaling \$19,047.24. Selectman Heinonen asked if there was an option for insurance with higher deductibles. Amy stated that she would look into it but is not something that should be done at the last minute. Selectman Heinonen is in favor of an insurance by back. Selectman Marsh is not in favor. Selectman Heinonen makes a motion to have Amy look at other insurance options with higher deductibles. Selectman Marsh seconds the motion. The motion carries 4-0. Selectman Kilanski makes a motion to approve the health insurance rates. Selectman Leustek seconds the motion. The motion carries 4-0.

Selectman Kilanski makes a motion to approve Personnel Admin -\$564,018. Selectman Leustek seconds the motion. The motion carries 4-0.

The board reviews the minutes for 10/23/19. Selectman Kilanski makes a motion to approve the minutes. Selectman Leustek seconds the motion. Motion carries 4-0.

The Town received 1 sealed bid for the remodel of the Ashuelot Fire Station. Ryco Industries in the amount of \$121,247.00. Selectman Kilanski makes a motion to reject the bid and put it back out to bid. Selectman Leustek seconds the motion. Motion carries 4-0.

Water & Sewer Warrant for the 4th Q billing was received in the amount of \$103,087.97 for sewer & \$138,496.13 for water. Selectman Kilanski makes a motion to approve warrant. Selectman Marsh seconds the motion. The motion passes 4-0

Selectman Kilanski makes a motion to approve firework permits for 11/9-Elm St and 11/16-Scotland Rd. Selectman Leustek seconds the motion. Motion carries 4-0.

November 12<sup>th</sup> the Health Agencies will be meeting with the Budget Committee at 6pm.

Karey has scheduled a public hearing for Nov 20<sup>th</sup> for the EPA Grant Application for the AC Lawrence property. Also, Karey will out of the office tomorrow for a workshop on the EPA Grant.

Rick has Schedules a tour to the Brattleboro sewer plant to see the new dyer system they have installed on Nov 14<sup>th</sup> if anyone would like to go let him know.

Margaret let the board know the Town car will not pass inspection. The board agreed to 2<sup>nd</sup> opinion on what is wrong with the ar.

603 Roofing will be able to start on the Conant Library roof in December.

The Planning board voted at their last meeting to permit Winchester Speedpark to host snowmobile races for 3 weekends in Jan & Feb. Selectman Kilanski made a motion to approve the snowmobile races pending that Police, Fire & Ambulance are notified and in place. Selectman Leustek seconds the motion. Motion carries 4-0.

Selectman Kilanski mad a motion to sign the DRA Equitation Assessment data ratio of 90.4% Selectman Leustek seconds the motion. Motion carries 4-0.

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

Selectman Kilanski made a motion to approve Ambulance monthly reimbursement in the amount of \$2,435.03. Selectman Leustek seconds the motion. The motion carries 4-0.

Selectman Kilanski made a motion to approve Ambulance Billing in the amount of \$10,479.30 paid to Diluzio. Selectman Leustek seconds the motion. The motion carries 4-0.

Selectman Kilanski made a motion to approve the request from Cemetery Trust-\$715.00 paid to Keene Monument, Conant Library Capital Reserve-\$12,270.00 paid to the 603 Roofing & Sewer Capital Reserve-\$27,312.08 paid to the State of NH Selectman Marsh seconds the motion. The motion carries 4-0

Selectman Kilanski made a motion to approve CAG in the amount of \$532.98. Selectman Leustek seconds the motion. The motion carries 4-0.

Selectman Kilanski made a motion to request a TAN in the amount of \$1,000,000.00 for Dec 4th. Selectman Leustek seconds the motion. The motion carries 4-0. County Tax is due Dec 17<sup>th</sup>

Selectman Marsh made a motion to approve \$15/\$17 for the Ambulance rate for Mon-Fri 6am to 6pm shift. Selectman Kilanski seconds the motion. The motion carries 3-0-1.

**Fourth order of business Board comment:**

Selectman Kilanski said that the clock has been chiming but will need some working on the timing.

Amy let the board know that Worldwide Computers will be here next Wednesday 6pm for a work session. Selectman Marsh asked Chief Tollett to speak to Chris Roberts about when Crime Star will be ready for the cloud.

**Fifth order of business Public comment:**

Gus Ruth & Bonnie Leveille let the board know they have concerns with mold in the conservation/checklist offices. It is damp and dirty in the offices and the members do not want to use the offices. The board agreed to have it tested for mold.

Selectman Marsh asked Gus when Musterfield Park would be cleaned up. Gus Stated that they brought the equipment in, so hopefully soon.

Chief Kellom let the board know that Zach and he had talked about the daily chores and have agreed on what needs to be done. Selectman Kilanski made a motion to start the 6am to 6pm hours November 10<sup>th</sup>. Selectman Leustek seconds the motion. The motion carries 4-0.

Captain Ford stated that he has always done payroll on a spreadsheet and electronically send to Amy and now it has to be done in a paper format and would like to know why. Selectman Kilanski said that all our dept fill out a paper timesheet. Selectman Heinonen stated that its because it is now weekly paid part-time dept. Any one being paid hourly has to be paid weekly. Amy states that the auditors require ordinally signatures not photo copies. Also, Amy added that before it was done monthly, and the board had to receive permission from the Dept of Labor.

Captain Ford has a concern on the fire station remodel. The bid that was given 30-40% of that must be materials. Even if its 20% is materials that's \$24,000 and the Chief gave the estimate of \$50,0000 to \$80,000. Captain Ford would like to board to discuss how they plan on paying for renovations, assuming that we are not going to get a \$30,000.

**Sixth 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, b & c). Selectman Leustek seconds the motion. The motion carries 4-0. A roll call vote was taken, and members vote "yes" individually, and the board convenes in non-public at 9:05 pm.

**Sixth order of business: Adjournment**

The board reconvenes in public session at 9:48 pm.

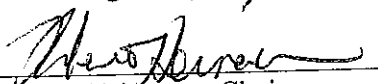
The board hired Johnathan Warner as a new Ambulance attendant and TJ O'Brien as the temporary Building Inspector.

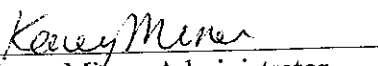
Selectman Kilanski makes a motion to adjourn at 9:52pm. Selectman Leustek seconds the motion. The motion carries 4-0.

Minutes respectfully submitted:

Karey Miner, Administrator

Minutes signed by:

  
Roberta Heinonen, Chairman

  
Karey Miner, Administrator