



Town of Winchester
1 Richmond Road Winchester, NH 03470

**Minutes of the
Selectmen Meeting**

Wednesday, December 29, 2021

Board members present for the meeting: Ben Kilanski, Lindseigh Picard, Theresa Sepe and Herbert Stephens. Also, present Chief Kellom, Dale Gray and Rick Meleski.

First order of business: Warrant Articles

The Chairman opens the meeting at 6:02 pm.

- *To see if the Town will vote to raise and appropriate \$16,522.00 (sixteen thousand five hundred and twenty-two dollars) to be placed in the existing non-lapsing Assessing & Revaluation Capital Reserve Fund established under Article 16 at the March 2006 Town Meeting for the purpose of performing the assessing update or revaluation of the real estate in the Town of Winchester scheduled for 2020-2025. Selectman Stephens makes a motion to move the article to the ballot. Selectman Picard seconds the motion. The motion carries 4-0. Selectman Sepe makes a motion to recommend the amount of \$16,522. Selectman Stephens seconds the motion. The motion carries 4-0.*
- *To see if the Town will vote to raise and appropriate the sum of \$10,000 (ten thousand dollars) to be placed into the existing non-lapsing Town Owned Building Upgrades Capital Reserve Fund for the purpose of upgrades for Town owned buildings? Selectman Stephens makes a motion to move the article to the ballot. Selectman Picard seconds the motion. The motion carries 4-0. Selectman Picard makes a motion to recommend the amount of \$10,000. Selectman Stephens seconds the motion. The motion carries 4-0. Discussed with Chief Kellom upgrading the electrical panel because it is currently maxed out and asking for quotes.*
- *To see if the Town will vote to raise and appropriate the sum of \$5,000 (five thousand dollars) for the Town's share of State Road grant reconstruction costs for bridges and place it in the existing non-lapsing Bridge Reconstruction Capital Reserve Fund established at the March 2006 Town Meeting under Article 19 for that purpose. Selectman Sepe makes a motion to move the article to the ballot. Selectman Picard seconds the motion. The motion carries 4-0. Selectman Stephens makes a motion to recommend the amount of \$5,000. Selectman Picard seconds the motion. The motion carries 3-1.*
- *To see if the Town will vote to raise and appropriate the sum of \$30,000 (fifteen thousand dollars) to be placed into the existing non-lapsing Highway Equipment Capital Reserve Fund for the purpose of purchasing Highway equipment. Selectman Sepe makes a motion to move the article to the ballot. Selectman Stephens seconds the motion. The motion carries 4-0. Selectman Picard makes a motion to recommend the amount of \$30,000. Selectman Sepe seconds the motion. The motion carries 4-0.*
- *To see if the Town will vote to raise and appropriate the sum of \$50,000 (twenty thousand dollars) to be placed into the existing non-lapsing Ambulance Capital Reserve Fund for the purpose of purchasing an Ambulance. Selectman Stephens makes a motion to move the article to the ballot. Selectman Picard*

seconds the motion. The motion carries 3-0-1. Selectman Stephens makes a motion to recommend the amount of \$50,000. Selectman Picard seconds the motion. The motion carries 3-0-1.

- *To see if the Town will vote to raise and appropriate the sum of **\$50,000** (fifty thousand dollars) to be placed into the existing non-lapsing Fire Apparatus Capital Reserve Fund for the purpose of purchasing Fire equipment.* Selectman Stephens makes a motion to move the article to the ballot. Selectman Sepe seconds the motion. The motion carries 4-0. Selectman Sepe makes a motion to recommend the amount of \$50,000. Selectman Picard seconds the motion. The motion carries 4-0.
- *To see if the Town will vote to raise and appropriate the sum of **\$13,000** (thirteen thousand dollars) to be placed into the existing non-lapsing Police Cruiser Capital Reserve Fund for the purpose of updating the current Police fleet.* Selectman Stephens makes a motion to move the article to the ballot. Selectman Picard seconds the motion. The motion carries 4-0. Selectman Stephens makes a motion to recommend the amount of \$13,000. Selectman Kilanski seconds the motion. The motion carries 4-0.
- *To see if the Town will vote to raise and appropriate the sum of **\$5,000** (five thousand dollars) to be placed into the existing non-lapsing Computer Capital Reserve Fund for the purpose of purchasing/maintenance of computers.* Selectman Stephens makes a motion to move the article to the ballot. Selectman Picard seconds the motion. The motion carries 4-0. Selectman Stephens makes a motion to recommend the amount of \$5,000. Selectman Picard seconds the motion. The motion carries 4-0.
- *To see if the Town will vote to raise and appropriate the sum of **\$20,000** (twenty thousand dollars) to be placed into the existing non-lapsing Culvert Repair Capital Reserve Fund for the purpose of repairs & maintenance.* Selectman Kilanski makes a motion to move the article to the ballot. Selectman Stephens seconds the motion. The motion carries 4-0. Selectman Picard makes a motion to recommend the amount of \$20,000. Selectman Stephens seconds the motion. The motion carries 3-1.
- *To see if the Town will vote to raise and appropriate the sum of **\$10,000** (ten thousand dollars) to be placed into the existing non-lapsing Ashuelot Rail Trail Capital Reserve Fund for the purpose of repairs & maintenance to the trails.* Selectman Stephens makes a motion to move the article to the ballot. Selectman Picard seconds the motion. The motion carries 4-0. Selectman Stephens makes a motion to recommend the amount of \$10,000. Selectman Picard seconds the motion. The motion carries 3-1.
- *To see if the Town will vote to raise and appropriate the sum of **\$10,000** (ten thousand dollars) to be placed into the existing non-lapsing Beach Ramp Capital Reserve Fund for the purpose of installing a ramp at the Town Beach.* Selectman Sepe makes a motion to move the article to the ballot. Selectman Picard seconds the motion. The motion carries 4-0. Selectman Stephens makes a motion to recommend the amount of \$10,000. Selectman Picard seconds the motion. The motion carries 4-0.
- *To see if the Town will vote to establish a Capital Reserve Fund account under the provisions of RSA 35:1 II for the purpose of purchasing a new Electronic Balloting device or future repairs and raise and appropriate the sum of **\$5,000** (Five thousand dollars) to be placed in this fund with the board of selectmen being the agent of said fund?* Selectman Picard makes a motion to move the article to the ballot. Selectman Sepe seconds the motion. The motion carries 4-0. Selectman Picard makes a motion to recommend the amount of \$5,000. Selectman Stephens seconds the motion. The motion carries 4-0.

- *To see if the Town will vote to establish a Capital Reserve Fund account under the provisions of RSA 35:1 II for the purpose of repairs/maintenance to the Forest Lake Dam and raise and appropriate the sum of \$25,000 (Seventy-Five thousand dollars) to be placed in this fund with the board of selectmen being the agent of said fund?* Selectman Picard makes a motion to move the article to the ballot. Selectman Stephens seconds the motion. The motion carries 4-0. Selectman Picard makes a motion to recommend the amount of \$25,000. Selectman Sepe seconds the motion. The motion carries 4-0.
- *Ambulance Lease Warrant Article.* The Board tabled this article until we have more information.
- *To see if the Town will vote to authorize the Board of Selectman to establish and implement a mandatory "pay by bag" program and further to adopt the provisions of RSA 31:95-c for the purpose of accounting for the sale of the solid waste bags and tags or other receipts as budgeted annually, to be used to pay the cost of the collection and disposal of residential solid waste and such other direct and indirect costs as budgeted annually. Such revenues and expenditures shall be accounted for in a special revenue fund to be known as the Pay by Bag fund, separate from the general fund. Any surplus in said fund shall not be deemed part of the general fund accumulated surplus and shall be only after a vote by legislative body to appropriate a specific amount from said fund for specific purpose related to the purpose of the fund or source of revenue.* The Board tabled this article
- *Shall the Town of Winchester accept the road known as Opportunity Drive (Stone Mtn Business Park) as a town road?* Selectman Sepe makes a motion to move the article to the ballot. Selectman Picard seconds the motion. The motion carries 4-0. Selectman Picard makes a motion to recommend the article. Selectman Stephens seconds the motion. The motion carries 3-0-1.
- *Shall the Town of Winchester in accordance with RSA 674:40-a permit the local governing body (Board of Selectmen) to accept any dedicated street?* Selectman Sepe makes a motion to move the article to the ballot. Selectman Picard seconds the motion. The motion carries 4-0.
- *Shall the Town of Winchester raise and appropriate the sum of \$310,379 (Three hundred ten thousand three hundred seventy-nine dollars) for the operations of the Water Department, the funds to be raised by user fees, or act in a manner thereon. This article will not affect taxation. Should this article be defeated, the default budget shall be of \$309,900 (Three hundred nine thousand nine hundred dollars) If the appropriation proposed in the article is not approved, the default amount shall be deemed to have been approved. "With certain adjustments required by previous action of the Town of Winchester or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. (Majority vote required)* Selectman Picard makes a motion to move the article to the ballot. Selectman Stephens seconds the motion. The motion carries 4-0. Selectman Picard makes a motion to recommend the article. Selectman Sepe seconds the motion. The motion carries 4-0.
- *Shall the Town of Winchester raise and appropriate the sum of \$407,734 (Four hundred seven thousand seven hundred and thirty-four dollars) for the operations of the Sewer Department, the funds to be raised by user fees, or act in a manner thereon. This article will not affect taxation. Should this article be defeated, the default budget shall be \$375,544 (Three hundred seventy-five thousand five hundred and forty-four dollars). If the appropriation proposed in the article is not approved, the default amount shall be deemed to have been approved." With certain adjustments required by previous action of the Town of Winchester or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. (Majority vote required)* Selectman Stephens makes a motion to move the article to the ballot. Selectman Picard seconds the

motion. The motion carries 4-0. Selectman Picard makes a motion to recommend the article. Selectman Stephens seconds the motion. The motion carries 4-0.

- *To see if the town will vote to raise and appropriate the sum of 2,700,000 (two million, seven hundred thousand dollars) for the purpose of expanding broadband services to unserved area in the Town of Winchester; and to authorize the issuance of not more than 2,700,000 (two million, seven hundred thousand dollars) of bonds and notes in accordance with the provisions of the Municipal Finance Act (RSA 33:1 et.seq.) as amended, and to authorize the Board of Selectmen to issue, negotiate, sell and deliver such bonds or notes, and to determine the rate of interest thereon and the maturity and other terms thereof, and to take any other action the Select Board deems appropriate to effectuate the sale and/or issuance of said bonds. And further, to authorize the Selectmen to apply for, obtain and accept federal, state, or other aid, gifts and donations which may be available for said project and to comply with all laws applicable to this project. 3/5 Majority vote required. Selectman Stephens makes a motion to move the article to the ballot. Selectman Picard seconds the motion. The motion carries 4-0. Selectman Picard makes a motion to recommend the article. Selectman Stephens seconds the motion. The motion carries 3-0-1.*
- *To see if the town will vote to raise and appropriate the sum of 4,700,000 (four million, seven hundred thousand dollars) for the purpose of **Biosolids Improvements and Upgrades at the Wastewater Treatment**; and to authorize the issuance of not more than 4,700,000 (four million, seven hundred thousand dollars) of bonds and notes in accordance with the provisions of the Municipal Finance Act (RSA 33:1 et.seq.) as amended, and to authorize the Board of Selectmen to issue, negotiate, sell and deliver such bonds or notes, and to determine the rate of interest thereon and the maturity and other terms thereof, and to take any other action the Select Board deems appropriate to effectuate the sale and/or issuance of said bonds. And further, to authorize the Selectmen to apply for, obtain and accept federal, state, or other aid, gifts and donations which may be available for said project and to comply with all laws applicable to this project. All expenditures related to receipt of federal funds shall be contingent on the receipt of such funds, otherwise these expenditures will not be made, nor funds collected for these purposes. 3/5 Majority vote required. Selectman Kilanski makes a motion to move the article to the ballot. Selectman Stephens seconds the motion. The motion carries 4-0. Tabled the recommendation until after reviewing of the Biostudy report.*

Second order of business: Minutes & New Business

The board reviews the minutes of 12/15/21 for approval. Selectman Stephens makes a motion to approve the minutes. Selectman Picard seconds the motion. Motion carries 4-0.

Selectman Sepe makes a motion to appoint Margaret Sharra to the Monadnock Region Rail Trail Collaborative board. Selectman Picard seconds the motion. Motion carries 4-0.

Selectman Sepe makes a motion to approve a raffle permit for Isaiah Provost fundraiser. Selectman Stephens seconds the motion. The motion carries 4-0.

Selectman Sepe makes a motion to approve a raffle permit for Santa's Helpers. Selectman Stephens seconds the motion. The motion carries 4-0.

Selectman Stephens makes a motion to approve the Broadband Mailer. Selectman Sepe seconds the motion. The motion carries 4-0.

City of Keene's annual Hazardous waste agreement in the amount of \$3,977.06. Selectman Sepe doesn't want to pay that amount if only 6 residents use the service. Selectman Picard said that she would put it on social media and get some feedback on the service. The board tabled until next week.

The Police Chief has started reviewing and updating the PD's Policy Manual. There a few for the board to review.

Attorney John Ratigan from DTC Law Firm drafted the Legal Counsel Engagement Letter for legal services in relation to the broadband expansion. Selectman Sepe would like the agreement to state up to \$2,000 or not to exceed \$2,000 because that is what the board voted on.

Selectman Stephens makes a motion to approve a sewer abatement for 5 Broad Brook in the amount of \$55
Selectman Picard seconds the motion. Motion carries 4-0.

Selectman Sepe makes a motion to approve a sewer abatement for map 6 lot 15-1,2,3,4 & 5 in the amount of \$3,612
Selectman Stephens seconds the motion. Motion carries 4-0.

Kevin Bazan-Picklefest Committee gave an update to the board. This years Pickle Festive went well in spite of COVID. Next year we plan on bring back the parade, more vendors and more entertainment. The committee will be presenting a warrant article for the cost of the pickles. The Picklefest account is doing well, and the committee plans on increasing their scholarship to Winchester Seniors this coming year.

The board reviews and approves the following financial documents:

Selectman Stephens makes a motion to approve payment to Community National Bank from the water capital reserve account in the amount of \$34,876.51. Selectman Picard seconds the motion. The motion carries 4-0.
Selectman Stephens makes a motion to renewal the Community National Bank Loan for the water Tank project for an additional 1year. Selectman Kilanski seconds the motion. The motion carries 4-0.

Selectman Sepe makes a motion to approve close the TD accounts and open a new account with Savings Bank of Walpole. Selectman Picard seconds the motion. The motion carries 4-0.

Selectman Picard makes a motion to approve to remove the 2012 Medical Card requirement Policy. Selectman Stephen seconds the motion. The motion carries 4-0.

The Board signed the deeds from the Town auction for 510 Old Westport Rd & 19 Elm St.

Karey updated the board where we are on the water tank project. The original site was on Hawkins Rd. but after the borings were done it was determined that there is too much ledge, and it would be costly to blast the area. The Engineers went back and looked at using the site that the current water tank is on Michigan St. There is an easement on the property for the current tank, but we will need to ask to increase the size of the easement to accommodate the new tank. Approximately 0.064acres. Because this land is part of the State Forest, we will need to involve the State of NH Charitable Trust Division, the Forest Society and Conservation Commission. Our Attorney had reached out to Charitable Trust Division to get their thoughts on the project and to discuss what we be asking for. Charitable Trust Division responded by asking what the Town will be using as mitigation. I spoke to the Chairman of the Conservation about the possible mitigation the Town could offer. Option 1 is the 2 lots that the Town took for back taxes years ago or Option 2 is a section that is directly behind Vergil Foster house. Karey asked the board if they have an opinion on either option. The board agreed that the piece directly behind Vergil Foster house would be the better option. Karey stated that she will be continuing discussions with all parties involved and will keep the board updated.

Third order of business Other:

Selectman Picard stated that the RED Committee is accepting online votes for the Winter Wonderland contest.

Selectman Picard wanted revisit the agreement from DTC for broadband and how important the timing is to continue with the project. Selectman Picard makes a motion to approve Karey to reach out to Attorney John Ratigan for the correction on the agreement to read “not to exceed \$2,000” and to sign the corrected agreement. Selectman Stephen seconds the motion. The motion carries 4-0.

Fourth order of business public comment:

Todd Kilanski has a concern with the broadband bond article & the wastewater bond article and how they will be paid for by user fees. Selectman Kilanski stated that the broadband bond is different than the wastewater bond. Broadband will be paid by the residents that subscribes with Consolidated for internet service. The wastewater is generating some revenue and with the completion of this project will create more revenue. The revenue does benefit the Town not just the sewer Dept. Todd said that he doesn't agree with it and the fact that the residents that are not on Town sewer will also be paying for the project. Selectman Kilanski said at the end of the day we can't triple sewer bills and it is the responsibility of the Town to ensure the Wastewater Treatment is operating. Todd had a recommendation for the Broadband committee for their presentation at deliberative. To keep it short and gear towards positive aspects of broadband and that it is not part of the taxation. Selectman Picard said keeping the presentation gear towards the value enhancement.

Kevin Bazan stated that he didn't know he could drop off hazardous waste at the Keene Transfer Station. Selectman Kilanski said that it has been years since Winchester participated in the service, but it was posted at the Transfer station. Kevin said that he never saw signs and the board should consider signing the agreement with the City of Keene on the Hazardous Waste disposal.

Rick Meleski wanted to make it clear that the wastewater treatment plant is used by everyone not just sewer users. When a septic tank is pumped the waste goes to the wastewater treatment plant.

Nonpublic under RSA 91-A:3II

Selectman Picard makes a motion to enter nonpublic session under “b, c & e”. Selectman Stephens 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 7:57pm.

Adjournment:

The board reconvenes in public session at 8:33pm.

Selectman Kilanski announced Margaret has been reappointed as Health Officer and Sherry Willard as deputy.

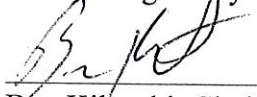
Selectman Sepe makes a motion to seal the minutes under “c & e”. Selectman Picard seconds the motion. The motion carries 4-0.

Selectman Sepe makes a motion to adjourn at 8:35pm. Selectman Stephens seconds the motion. The motion carries 4-0.

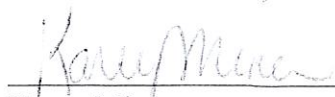
Minutes respectfully submitted:

Karey Miner, Town Administrator

Minutes signed by:



Ben Kilanski, Chairman



Karey Miner