



Town of Winchester
1 Richmond Road Winchester, NH 03470

**Minutes of the
Selectmen Meeting**
Wednesday, March 10, 2021

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

First order of business: Minutes

The Chairman opens the meeting at 6:30 pm.

The board reviews the minutes of 3-3-21 for approval. Selectman Rokes makes a motion to approve the minutes. Selectman Stephens seconds the motion. The motion carries 5-0. The board reviews the work session minutes of 3-9-21 for approval. Selectman Rokes makes a motion to approve the minutes. Selectman Stephens seconds the motion. The motion carries 4-0-1.

Second order of business: New Business

Amy Bond-Financial gave an overview the MS-535. The Auditors work with Amy to create the MS-535. The Board reviews and signs off. Then the DRA reviews & approves. MS-535 is based on the town's assets minus the liabilities gives you the unfund balance. Currently we have \$639,634 in the unfund balance. The DRA likes to see 5%. This year is the 1st time in a long time we have had 5%. The \$400,000 is not additional monies that is in a back account. The unfund balance it's an accounting term. Lindseigh Picard asked how did you end up with more assets at the end of the year. Amy said if you look at the audit it shows capital assets, fund balance, revenues etc. Lindseigh said that \$400,000 popped up out of nowhere. I know that it is correct, and you have accounted for it. Amy stated on page 8 of the MS-535 show last year and this year's assets. Lindseigh said under "Due from other funds" started with \$12,234 and ended with \$866,976. What are other funds? Amy stated that it the water, sewer, Police detail there are several interchangeable accounts within the budget. Lindseigh said these accounts could have been underspent or the water dept had generated additional revenue. We all should be curious about what makes up the amount in other funds. The Select Board should be questioning what are the other funds and the break down. Amy said she would send her the audit. There are many factors and several accounts. Lindseigh is concerned with not having an accurate accounting of where the money came from and the Auditors told us what the numbers are is not an acceptable answer. Selectman Marsh said that the water/sewer dept. does very well with revenues and every year transfer the funds at the end of the year into the water & sewer capital reserve accounts. To be used for capital improvements and/or materials. Lindseigh said that she doesn't believe the town has done anything fiscally inappropriate, but you should be able to account for the dollars.

Selectman Stephens makes a motion to place an ad for parttime position for water/sewer. Selectman Leustek seconds the motion. The motion carries 5-0. Rick stated that are multiple projects that the department is trying to finish, and the additional person is needed.

Selectman Stephens makes a motion to allow Rick to use his 2019-2020 PT that was carried over for his upcoming surgery. Selectman Leustek seconds the motion. The motion carries 5-0.

Karey asked the board to move forward with applying for an USDA Grant for the WWTP project. The board agreed to apply for USDA funding.

Selectman Marsh makes a motion to sign the impact study agreement with Eversource for the WWTP solar array. Selectman Leustek seconds the motion. The motion carries 5-0.

Selectman Rokes makes a motion to sign the support letter for the USDA Grant for the Ashuelot Rail Trail project. Selectman Leustek seconds the motion. The motion carries 5-0.

Selectman Marsh makes a motion to send an official letter to State of NH DOT asking for 2 no parking signs for the breakdown lane at the intersection of RT 10 & RT 119 headed north to the bridge. Selectman Rokes seconds the motion. The motion carries 5-0.

The planning Board sent a letter to the Select Board expressing their concern with a number of junkyards in town and have asked the board to address the issue. Selectman Marsh stated that Code Enforcement has sent letters and is working with the owners.

Selectman Marsh makes a motion to approve a tax assessment abatement for map 18 lot 1-Ashuelot Main St in the amount of \$2,097.00 and map 18 lot 20- Ashuelot Main St in the amount of \$28.00. Selectman Leustek seconds the motion. The motion carries 5-0.

Selectman Rokes makes a motion to approve the 2 abatements denied by Avitar. Selectman Leustek seconds the motion. The motion carries 5-0.

Selectman Leustek makes a motion to reopen 15 minutes of public comment. Selectman Stephens seconds the motion. The motion carries 5-0.

The board reviews and approves the following financial documents:

Selectman Rokes makes a motion to approve Ambulance Billing Fund to CAG in the amount of \$711.54. Selectman Leustek seconds the motion. Motion carries 5-0.

Third order of business Board comment:

Selectman Marsh asked Rick if he was going to address the front yards on Rt 119 from last years water main project. Rick stated yes as soon as weather permits, and Haluch Construction will be back to assist.

Selectman Rokes makes a motion to open the Town Hall 5days a week from 7:30-4:30. Selectman Stephens seconds the motion for discussion. Selectman Marsh stated that would be 9 hours. Selectman Rokes said then we could do 8-4:30. Karey said the residents like that Jim is here at 7am. Selectman Leustek would like to have some evening hours. Selectman Kilanski said that 90% of the people coming to the Town Hall is for the Town Clerk and he sets his hours. We should have Jim come in to speak with the board. Selectman Rokes withdraws his motion. Selectman Stephens seconds the motion.

Fourth order of business Public comment:

N/A

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

Selectman Rokes makes a motion to enter nonpublic session under "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 7:18pm.

Adjournment:

The board reconvenes in public session at 8:45pm.

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

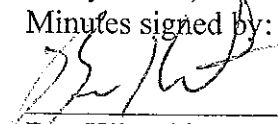
Karey asked the board to sign the USDA Resolution that was missed and attached to the support letter for the rail trail. Selectman Rokes makes a motion to sign the USDA Resolution. Selectman Marsh seconds the motion. The motion carries 5-0.

Selectman Kilanski makes a motion to adjourn at 8:50pm. Selectman Leustek seconds the motion. The motion carries 5-0.

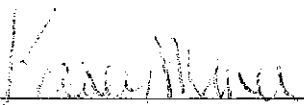
Minutes respectfully submitted:

Karey Miner, Town Administrator

Minutes signed by:



Ben Kilanski Chairman



Karey Miner