



Town of Winchester
1 Richmond Road Winchester, NH 03470

**Minutes of the
Selectmen Meeting**
Wednesday, June 2, 2021

Board members present: Ben Kilanski, Lindseigh Picard, Herbert Stephens, Theresa Sepe and James Rokes Sr. Also, present were Officer Fisher, Dale Gray, Margaret Sharra & Rick Meleski.

First order of business: Minutes

The Chairman opens the meeting at 6:30 pm.

Since Karey is out so Selectmen Kilanski is using his personal phone to stream the meeting. There is 26% battery remaining so he is not sure if will cover the entire meeting.

The board reviews the minutes of 5/26/21 for approval. Selectman Rokes makes a motion to approve the minutes. Selectman Picard seconds the motion. Selectman Sepe notes that under financial the vote said 5-0 when it should be 4-0. This is also notice in another section. Selectman Rokes agrees to this amendment. The motion carries 4-0. Selectman Stephens abstains because he was absent last week.

Second order of business: New Business

The Chairman reads a notice from NHMA stating in person board meetings should resume as of June 12,2021.

The board reviews an OHRV grant request submitted by the PD. A public hearing will be scheduled for two weeks from tonight, 6/16/21.

There is a sewer abatement for map 26 lot 8, 29 Parker Street, for a pool fill in the amount of \$59.52. Selectman Stephens makes a motion to approve, Selectmen Picard seconds. Motion carries 5-0.

The board reviews and approves the following financial documents:

Selectman Rokes makes a motion to approve the school payment of \$206,720.60, Selectman Stephens seconds. The motion carries 5-0. Selectman Picard comments that her and Amy worked out the next payment schedule.

Selectman Rokes makes a motion to approve the annual contract with WWCS for our IT support in the amount of \$48,762. Selectman Sepe seconds. Selectman Rokes asks how long is the contract? Selectman Kilanski believes it is good to year 22/23. The motion carries 5-0.

Selectman Rokes makes a motion to approve a department transfer from the Fire Department in the amount of \$289.40 and Cemetery for \$10.96 to the Highway for diesel reimbursement. Selectman Stephens seconds. The motion carries 5-0.

Selectman Rokes makes a motion to approve the internal transfer for financial supplies (5 departments) in the amount of \$431.40 for the months of Jan-May. Selectman Stephens seconds. The motion carries 5-0.

Selectman Sepe makes a motion to approve a payment of \$3872.50 to Mitchell Materials from the Sewer department for paving Duso Road. Selectman Stephens seconds. Rick Meleski explains to the board about this project and the collaboration with Highway. The road is in very bad shape and if we do the work done, it will actually save the road. There is a lot of truck traffic on the road because of the sewer plant. The insurance

company is reimbursing \$5800 for damage on that road after a water leak. That will also go toward the paving. Selectman Sepe supports this request but doesn't like this line item overdrawn but knows it does not overdraw the bottom line. She likes the departments working together for the good of the town. Rick said there will be 220 tons at \$64.00 per ton and \$2500 per day for the paver. Total project cost is \$16,900. Selectman Sepe would like to know ahead of time for projects. She'd like a schedule. The motion carries 5-0.

Selectman Rokes makes a motion to approve \$7200 from the Road maintenance and Repair Fund for paving. Selectman Stephens seconds. The motion carries 5-0.

Selectman Rokes makes a motion to approve a PO to Water Industrial in the amount of \$24,615 for a pump system for Broad Brook. Selectman Picard seconds. Rick explains this work. It's a proprietary system and includes a generator. Selectman Sepe supports this but again does not like to see a line over drafted in the budget,. The motion carries 5-0.

Selectman Rokes makes a motion to approve a payment from the sewer capital reserve in the amount of \$6250.00 and \$6250 from the water capital reserve. This is for a Beacon AMA Software mobile integrated receiver system. Rick explains this is a software update. The motion carries 5-0.

Selectman Rokes makes a motion to approve a payment from the Ambulance Billing Fund in the amount of \$918.97 to Certified Ambulance Group. Selectman Picard seconds. The motion carries 5-0.

Selectman Picard makes a motion to approve payment from the Cemetery Building Donation Fund in the total amount of \$3595.61, Selectman Stephens seconds. The breakdown is: Aubuchon \$42.02, Carbone's Windows \$118, Home Depot \$159.94, Hamshaw Lumber \$3098.15 and Amity Alarm \$177.50. The motion carries 5-0.

Third order of business Other:

Selectman Kilanski wants to discuss the how the board envisions the Police Chief Search Committee operation and tasks as well as the number of members. Selectman Sepe is thinking 3 is a good number. It can be hard getting a group of 5 together. Selectman Kilanski agrees with her reasoning but think 5 people are better. If you only have 3 members and 1 misses a meeting that can be a problem. Selectman Sepe would like people chosen prior to giving them a mission. The committee will be working with MRI. Selectman Kilanski asks the members what do they expect from the committee? Selectman Picard asks if the 5 members includes the school Principal and a Selectman? If so then she would like to see a 5 member committee. Selectman Sepe doesn't think a selectman should be on the committee since they will be making the final decision. Selectman Picard thought last week they had agreed the school Principal was on the committee and didn't need to submit a Volunteer Interest form. She and Selectman Kilanski agree there must have been a misunderstanding. Selectman Picard thinks the board needs to look at how these volunteers would interact with the chosen Chief regularly. Who interacts, such as the school Principal? Selectman Sepe asks if the Principal will be an appointed member of the committee.

Selectman Sepe makes a motion to appoint the Principal of the Winchester School to the search Committee, because we the know of the misunderstanding last week, Selectman Kilanski seconds. There is discussion about the dozen of other people for applied for the committee. Selectman Picard explains her thoughts on choosing the members to fill the need. The 5 should be: School Principal, law enforcement person, business owner, a department head and a member at large. She suggests this as an amendment. The original motion carries 3-2. The majority of the board likes a 5 person committee. Selectmen Sepe and Rokes discuss this.

Selectman Sepe makes a motion the committee be a total of 5 including the principal. Selectman Picard seconds. The motion carries 4-0.

Selectman Kilanski asks again, what are the board's expectations? He thinks the committee should work with MRI first, then relay information to the Town Administrator, and then the committee make a recommendation to the BOS. Selectman Sepe wants community policing as part of the interviews. She'd like to see a list of questions come from the board to the committee on top of MRI's suggestions. The Chair of the committee should report to the Karey. Selectman Kilanski said MRI will inform the committee of the process to follow.

Selectman Stephens wants the questions from the board go collectively, not the BOS individually. Selectman Kilanski said the appointed Chair of the committee will report to Karey and will contact MRI. Choices of the committee will be discussed in non-public tonight.

Selectman Rokes informed the board that some people told him the cemetery looked great this past Memorial Day weekend. The other Selectmen agreed it looked great and many people commented on it. The Chairman asks Margaret to pass onto Sherry, Cemetery Sexton, their thanks and appreciation for the great work at the cemetery.

Selectman Picard announced she found out that Cheshire County is expected to get 14 million dollars from ARPA funds and the town is expected to receive around \$400,000. This money is to be used for Broadband and water & sewer infrastructure. Margaret explains that Karey is on weekly webinars about this funding and what the limitations are. She has been waiting for more concrete information so she can report to the board with more specific information and not just possible funding amounts. Rick concurs that he and Karey have been discussing the possibilities of this. Margaret informed the board that when she initially heard the broad statement of infrastructure funding a couple of months ago she inquired about funding for the Jones culvert. No such luck. It appears it will only be broadband, water & sewer. Additional information will be coming out soon.

Selectman Picard asks about the move downstairs. The board started discussing it a few weeks ago but it wasn't finished. She asks if a new motion can be made or do we need a legal opinion? Selectman Stephens said the decision was made 6 months ago. Selectman Kilanski said that was when this was first discussed it included moving Finance down to the main floor and then Land Use to the basement. He supported that until he realized that the Finance office would not fit in the office and had a concern on some of their files. When this motion was revisited recently, he recused himself from the vote. Selectman Picard said there is not a clear concise reason. Selectman Rokes replies that since the Building Inspector is downstairs the two offices should be on the same floor to work together. Someone asks a question, and Selectman allows the LUA to reply. She explains that the BI is actually only in his office about 5 hrs a week. He is on a part time basis. She spoke with the BI to see if something was lacking or a need to spend more time together more than the current multiple daily communication. The BI is very happy the way things are. And the BI is doing a good job. The situation is working fine. Selectman Stephens said LUA was moved up to just help Karey and it is not needed anymore. The LUA responded by stating there must be a mix up in time because she moved upstairs 9 years ago to assist then TA Shelly Walker with the coverage of the office. It was also determined that Land Use and Assessing go hand in hand. Originally there were 3 people in the Selectmen's office, then there was 2 (Joan & Shelly). There has always been at least 2 people there. She believes she was moved up-stairs not only to help Shelly but also to save money and not hire another person. She also explained she is scheduled to move tomorrow and there will be no coverage for the Selectmen Office for two days and for when anytime Karey is out or away from her desk. Selectman Stephens said that not true, that Amy on the third floor can hang out the window and respond she'd be right down as it was done before. The LUA said that has never happened except on rare occasions, and it is completely unprofessional. Also what happens if Amy is busy?

Selectman Sepe wants more information as does Selectman Picard. They want to know why and what the plan is for coverage and safety. There is no reply. The board discusses if there needs to be a new motion or must it be reconsidered. It is decided to get a legal opinion.

Selectman Sepe makes a motion to postpone the move until the board gets a legal opinion on Monday morning, Selectman Picard seconds. Karey is to contact the town attorney and Theresa will join her Monday morning. The board wants the question and response in writing. The question is, can a new motion be made regarding the move? And/or should there be a motion for reconsideration? But 2 members who voted in the affirmative on the original motion are no longer on the board, can the 2 new members vote on reconsideration? What about the existing Selectmen who recused himself? Selectman Kilanski would rather reconsider to clean up the original motion from months ago. Motion carries 3-2.

Selectmen Sepe would like to meet with Selectmen Stephens on another matter Monday morning. Selectman Kilanski announced the battery on his phone died at 8:07pm.

Department heads: Rick Meleski informs the board the SRF applications came out yesterday. He has prepared applications for Old Chesterfield Road, Piney Woods and He is ready for the Rescue grant. Dale Gray will have a list of his summer projects next week.

Margaret Sharra informs the board that she and Dean met with the district Director of the Rail Trail this morning and he said they will only need a Permit by Notification because it is trail work. Not needing a wetlands permit is good news. She also says she contacted both Senator Shaheens office and Annie Kuster's to see if there is any new funding for Jones culvert. She explains to the new members why the culvert has not qualified for grants in the past. Selectman Kilanski gave the new members more information on culvert replacement. Margaret and the BI, Steve, ask the board to increase building permit fees on 5 items and decrease on 1. The increase is \$35.00 to \$40.00, and \$45 to \$40 because it has been difficult to make change when people pay in cash. Selectman Rokes makes a motion to approve, Selectman Picard seconds. The motion carries 5-0.

Fourth order of business Public comment:

Natalie Quevedo thanks the board for the increased public discussion on subjects.

She says she did a search on revisiting a motion and the information is there. There is no need to spend for legal advice.

She asks if there is any town policy about working alone?

Regarding the Chief search, she presently sits on the Cheshire County hiring committee and suggests for someone on the committee represent other members of the community such as colored, LBGQ, poor, etc.

She asks if the purpose of this committee is to bring one candidate forward? Selectman Kilanski replies yes, with MRI help.

Nonpublic under RSA 91-A:3II (c)

Selectman Rokes makes a motion to enter nonpublic session under "c ". Selectman Stephens 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 8:25pm.

Adjournment:

The board reconvenes in public session at 9:54pm.

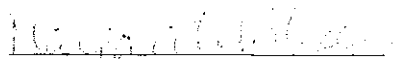
Selectman Kilanski makes a motion to seal the minutes under e. Selectman Picard seconds the motion. The motion carries 5-0.

Selectman Sepe makes a motion to adjourn at 9:56pm. Selectman Picard seconds the motion. The motion carries 5-0.

Minutes respectfully submitted:
Margaret Sharra Land Use Administrator

Minutes signed by:


Ben Kilanski, Chairman


Margaret Sharra