TOWN OF WINCHESTER BOARD OF SELECTMEN'S MEETING
7:30PM
BOARD OF SELECTMEN MEETING ROOM

A. OPENING.....6:30PM

1. EXECUTIVE SESSION.....6:32PM

    1. Contract Negotiations Winning Farm – MGL Ch. 30A §21(a)6
    2. Litigation – Open Meeting Law – MGL Ch. 30A §21(a)3 – if an open meeting may have a detrimental effect on the litigating position of the public body, as declared by the Chairman;
    3. Contract Negotiations – Town Counsel's contract – MGL Ch. 30A §21(a)2
    4. Collective Bargaining Negotiations – MGL Ch. 30A §21(a)3

2. Notification Of Other Meetings And Hearings

    1. Monday, March 7,2016 - regular session
    2. Monday, March 21, 2016 - regular session

3. Chairman's Comments

4. Selectmen's Comments And Non-Docket Business

B. TOWN MANAGER REPORT AND COMMENTS

1. Winning Farm Update

C. MATTERS FROM THE AUDIENCE

D. COMPTROLLERS REPORT

1. January 2016 Financial Report

    Documents: COMPTROLLER REPORT.PDF

E. LICENSES

F. HEARINGS

G. BUSINESS

1. Interview/Appoint - Climate Action Plan Advisory Committee - Ruth Ruffing Gagne

    Documents: BUSINESS 1.PDF

2. MBTA Winchester Station 15% Design Report Update

3. Council On Aging/Winchester Seniors Association Administrator Update

4. Parking Update

H. CONSENT AGENDA

1. ***One Day Alcoholic Beverage Licenses***: Angel Richmond – March 19, 2016 – Temple Shir Tikvah; Seasons to Taste Catering – Saturday, March 26, 2016 –

Temple Shir Tikvah;

2. ***Approve / Correct Meeting Minutes***: Monday, January 25, 2016; Monday, January 11, 2016;
3. ***Town Day Approvals***: June 3, 4, and 5(rain date): Street closings and parking bans – Friday – Mt. Vernon Street from Rotary to Washington St. – 5:30 PM – 11 PM; Saturday – Main Street (Rotary to Mystic Valley Pkwy.), Mt. Vernon St. (Rotary to Washington St.), Thompson St., Converse Pl., Laraway Rd. (to 5 PM only); open areas – Town Common, Manchester Field, Elliot Park, Town Hall, Mill Pond and grounds; fireworks display – Manchester Field;
4. ***Approval***: Section 125 Cafeteria Plans (Flexible Spending Plan)

Documents: CONSENT.PDF

I. COMMUNICATIONS AND WORKING GROUP REPORTS

1. Kenneth Legler, Head Coach – Tufts University Sailing Team re: 416 Cambridge Street 40B Project
2. Robert R. Williams, 7 Wainwright Road re: 416 Cambridge Street 40B Project
3. XFinity – multi-year plan re: simplification of installation charges
4. Autism Housing Pathways fundraiser on March 12th. St. Mary's Parish
5. Massachusetts State Lottery Commission – Keno monitor at Town Pantry, 747 Main Street
6. Verizon – PEG Grant Report 4th Quarter 2015
7. Email from Jeff Pardo re: Eversource 345kV Transmission Line
8. Email from Zeng Zsu re: 345kV Transmission Line Project (RED BOOK)

Documents: COMMUNICATIONS.PDF

Town of Winchester

Town Manager's Office
71 Mt. Vernon Street
Winchester, MA 01890
Phone: 781-721-7133
Fax: 781-756-0505
townmanager@winchester.us

Board of Selectmen Meeting
Monday, February 22, 2016

COMPTROLLER'S REPORT

Docket Item **D-1:** Financial Report – January 31, 2016;
Monthly Summary – Fiscal Year 2016

Supporting Documents:

D – 1: Memo re: Fiscal Year 2016 – As of 1/3/2016
Monthly Summary Report

Action Required:

D – 1: Comptroller Stacie Ward will be in attendance.

Town of Winchester

Town Comptroller's Office
71 Mt. Vernon Street
Winchester, MA 01890
Phone: 781 721-7116
Fax: 781 721-7156
sward@winchester.us

TO: **Board of Selectmen**

FROM: **Stacie Ward, Comptroller**

RE: **Comptroller Report**
Fiscal Year 2016 - As of January 31, 2016

DATE: **February 22, 2016**

In relation to the Comptroller's Report, I wish to highlight the following:

General Fund Revenue

- Motor vehicle revenue is low compared to the budget at this point in the fiscal year due to the fact that the big commitment will be processed in late February/early March. The 2015 Commitments from March – June in FY15 totaled approximately $3.2 million.

- The PILOT revenue will come in later in the fiscal year and will be based on the new agreements with Winchester Hospital (for 620 Washington Street and 1021 Main Street).

- The $4m of Miscellaneous Non-Recurring Revenue is the net premiums received upon the issuance of the general obligation bonds and notes issued in early July (primarily the High School borrowing). Most of this is reserved to offset debt exclusions or future debt issued for the debt-excluded project and will not fall to free cash. Town Management will consider appropriating the High School portion of this at the Spring Town Meeting to reduce the next round of borrowing associated with the High School project.

- Other Local Receipts appear to be on target, however I should mention that Cemetery revenue will start to decline in FY16 as a result of a recent re-allocation of lot receipts between the general fund and the cemetery perpetual care fund.

- Indirects from the Enterprise Funds are posted quarterly up front; therefore, 75% of the indirects have been processed as of January 31.

General Fund Expenditures

- Most salary budgets are less than 58% spent which is to be expected through January. There is one exception - the Council on Aging. An accrual pay-out was due and paid to a long-time employee who retired in January. This pay-out was not budgeted and resulted in a slight overage at this time (60% spent to date), but it should adjust itself as the fiscal year continues. The position is being filled on a part-time/temporary basis until a permanent employee is hired, hence there will be budgetary savings. We will monitor this salary budget as the year goes on.

- For the most part, expenditures appear to be on target as well. Due to the nature of some of the departments, the budgets will be spent more than the expected 58% (debt, contributory retirement, insurance, etc.). Department Heads have been instructed to notify me (and/or the Town Manager's Office) of any budget issues they believe might arise. So far, the following has been disclosed to me:

    - The Buildings Department needed temporary help in their office and requested additional salary funds (approx $4k). The department obtained a FinCom Reserve Fund Transfer for temporary salaries in January. They should be all set for the remainder of the fiscal year.

    - DPW mentioned potential need in relation to the Transfer Station recycling contract. The costs have exceeded expectations and there may be a need for additional funding. The DPW is analyzing the data and will keep my office and the Town Manager's office informed.

    - DPW will be requesting snow & ice deficit spending approval from the FinCom and the Town Manager pursuant to M.G.L. Chapter 44 Section 31D. The budget has not yet been overspent, but it is expected that a deficit is unavoidable. More cost details will follow from the DPW as we make it through the winter.

- Health insurance premiums are paid a month in advance, hence we have paid 8 months of premiums to date. In the past, the health insurance budget accounted for 1/3rd of the total expenditure turn-backs, but this year it should be pointed out that this budget will be fully spent. Potentially, additional health insurance funds may be needed depending on enrollment changes, the results of the retiree means based mitigation program and the Medicare part B reimbursements which are based on Medicare supplement enrollments for the fiscal year. This budget will be closely monitored as the year goes on.

- The subsidies paid to the Enterprise Funds are posted quarterly up front; therefore 75% of the subsidies have been processed as of January 31. COLA increases were funded by the General Fund in FY16 and have been fully posted (Water/Sewer $5,767 and Recreation $26,488).

Water/Sewer Enterprise Fund

Overall, the fund appears to be operating as planned and will meet budgeted targets. Revenue will likely exceed projections due to the rate increase approved at Town Meeting effective March 1, 2016.

Recreation Enterprise Fund

Overall, the fund appears to be operating as planned and will meet budgeted targets. Per the Recreation Director, they are keeping an eye on expenses and trying to increase revenues for the Special Events. Also, they will be pushing the spring/summer programs in the near future which generating a good portion of revenue for the remainder of the fiscal year.

Town of Winchester

Monthly Summary

Office of the Comptroller

Stacie A. Ward, CPA, Town Comptroller

Fiscal Year 2016

As of January 31, 2016

TOWN OF WINCHESTER, MA
FINANCIAL UPDATE
OFFICE OF THE COMPTROLLER
FISCAL YEAR 2016 - AS OF JANUARY 31, 2016

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Town of Winchester

Town Comptroller's Office
71 Mt. Vernon Street
Winchester, MA 01890
Phone: 781 721-7116
Fax: 781 721-7156
sward@winchester.us

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TOWN OF WINCHESTER, MA
GENERAL FUND REVENUE - FISCAL YEAR TO DATE
THROUGH JANUARY 31, 2016

	Revised Budget	Actual	(under)/over Budget	% of Budget Collected
TAXATION				
Real Estate Taxes	76,173,086.00	53,035,305.49	(23,137,780.51)	
Personal Property taxes	613,014.00	465,372.20	(147,641.80)	
Tax Title Liens/Deferred Taxes	-	206,463.78	206,463.78	
Allowance for Abatements (budgetary only)	(475,907.00)	-	475,907.00	
Total Taxation	76,310,193.00	53,707,141.47	(22,603,051.53)	70.38%
STATE AID				
Cherry Sheet Revenue, net of offsets	9,119,806.00	4,593,367.00	(4,526,439.00)	
School Construction	672,082.00	672,082.00	-	
Total State Aid	9,791,888.00	5,265,449.00	(4,526,439.00)	53.77%
LOCAL RECEIPTS				
Motor Vehicle & Boat Excise	3,400,000.00	573,939.08	(2,826,060.92)	
Other Excise - Meals Tax	148,000.00	78,240.85	(69,759.15)	
Penalties & Interest	240,000.00	162,792.30	(77,207.70)	
Payments in Lieu of Taxes	69,000.00	-	(69,000.00)	
Trash Disposal Service	1,300,000.00	655,504.88	(644,495.12)	
Fees	900,000.00	460,573.23	(439,426.77)	
Rentals	50,000.00	19,505.83	(30,494.17)	
Cemetery	240,000.00	199,485.00	(40,515.00)	
Other Departmental Revenue	70,000.00	45,157.57	(24,842.43)	
Licenses & Permits	1,400,000.00	980,903.00	(419,097.00)	
Special Assessments	-	32.41	32.41	
Fines & Forfeitures	34,000.00	18,192.55	(15,807.45)	
Investment Earnings	25,000.00	53,550.99	28,550.99	
Medicaid Reimbursement	50,000.00	51,466.93	1,466.93	
Miscellaneous Recurring	-	2,676.18	2,676.18	
Miscellaneous Non-Recurring	-	4,322,511.05	4,322,511.05	
Total Local Receipts	7,926,000.00	7,624,531.85	(301,468.15)	96.20%
TOTAL REVENUE	94,028,081.00	66,597,122.32	(27,430,958.68)	70.83%
TRANSFERS IN				
From Enterprise - Indirects	1,418,440.00	1,063,830.75	(354,609.25)	
From Building & Capital Stabilization	3,251,945.00	3,251,944.78	(0.22)	
From Other	147,000.00	147,000.00	-	
TOTAL TRANSFERS IN	4,817,385.00	4,462,775.53	(354,609.47)	92.64%
TOTAL REVENUE AND TRANSFERS IN	98,845,466.00	71,059,897.85	(27,785,568.15)	71.89%

TOWN OF WINCHESTER, MA
GENERAL FUND EXPENDITURES - FISCAL YEAR TO DATE
THROUGH JANUARY 31, 2016

	Revised Budget	Actual	Encumbrances	under/(over) Budget	% of Budget Used
TOWN MANAGER SALARIES	567,972.00	304,111.44	-	263,860.56	53.54%
TOWN MANAGER EXPENSES	83,145.00	37,703.07	2,116.69	43,325.24	47.89%
FINANCE COMMITTEE SALARIES	3,500.00	648.72	-	2,851.28	18.53%
FINANCE COMMITTEE EXPENSES	2,500.00	273.00	-	2,227.00	10.92%
COMPTROLLER SALARIES	355,908.00	189,296.95	-	166,611.05	53.19%
COMPTROLLER EXPENSES	2,670.00	982.56	-	1,687.44	36.80%
ASSESSORS SALARIES	210,160.00	109,225.21	-	100,934.79	51.97%
ASSESSORS EXPENSES	122,750.00	77,793.72	-	44,956.28	63.38%
COLLECTOR/TREASURER SALARIES	304,571.00	163,999.84	-	140,571.16	53.85%
COLLECTOR/TREASURER EXPENSES	108,350.00	30,078.58	12,650.00	65,621.42	39.44%
COLLECTOR/TREASURER CAPITAL	2,000.00	860.99	-	1,139.01	43.05%
AUDIT EXPENSES	84,750.00	78,750.00	1,000.00	5,000.00	94.10%
PLANNING & COMMUNITY DEVELOPMENT SALARIES	781,217.50	436,561.20	-	344,656.30	55.88%
PLANNING & COMMUNITY DEVELOPMENT EXPENSES	94,704.00	25,273.75	2,734.35	66,695.90	29.57%
PLANNING BOARD SALARIES	89,028.00	46,684.59	-	42,343.41	52.44%
PLANNING BOARD EXPENSES	49,559.00	12,180.00	5,734.14	31,644.86	36.15%
LEGAL EXPENSES	347,594.00	175,590.77	-	172,003.23	50.52%
HUMAN RESOURCES SALARIES	82,871.00	43,862.99	-	39,008.01	52.93%
HUMAN RESOURCES EXPENSES	11,200.00	2,831.76	-	8,368.24	25.28%
DATA PROCESSING SALARIES	95,028.00	53,188.68	-	41,839.32	55.97%
DATA PROCESSING EXPENSES	438,054.00	181,862.53	155,198.23	100,993.24	76.95%
GENERAL SERVICES EXPENSES	132,462.00	73,136.36	5,537.68	53,787.96	59.39%
TOWN CLERK SALARIES	312,308.00	141,849.07	-	170,458.93	45.42%
TOWN CLERK EXPENSES	55,952.00	10,343.72	305.13	45,303.15	19.03%
GENERAL GOVERNMENT	4,338,253.50	2,197,089.50	185,276.22	1,955,887.78	54.92%
LIBRARY SALARIES	1,436,287.00	776,557.07	-	659,729.93	54.07%
LIBRARY EXPENSES	383,185.00	240,157.63	3,390.00	139,637.37	63.56%
LIBRARY CAPITAL	13,500.00	2,207.11	-	11,292.89	16.35%
ARCHIVAL CENTER EXPENSES	11,665.00	6,032.11	4,600.00	1,032.89	91.15%
HISTORICAL COMMISSION SALARIES	1,500.00	112.81	-	1,387.19	7.52%
HISTORICAL COMMISSION EXPENSES	5,000.00	3,500.00	1,500.00	-	100.00%
CULTURE & RECREATION	1,851,137.00	1,028,566.73	9,490.00	813,080.27	56.08%
BOARD OF HEALTH SALARIES	247,607.00	133,260.73	-	114,346.27	53.82%
BOARD OF HEALTH EXPENSES	54,170.00	27,157.45	7,351.15	19,661.40	63.70%
COUNCIL ON AGING SALARIES	248,193.00	148,722.58	-	99,470.42	59.92%
COUNCIL ON AGING EXPENSES	6,350.00	1,675.35	-	4,674.65	26.38%
VETERANS' SERVICES SALARIES	8,906.00	4,297.17	-	4,608.83	48.25%
VETERANS' SERVICES EXPENSES	42,343.00	3,415.07	-	38,927.93	8.07%
HEALTH & SOCIAL SERVICES	607,569.00	318,528.35	7,351.15	281,689.50	53.64%
POLICE SALARIES	4,133,806.00	2,324,408.19	-	1,809,397.81	56.23%
POLICE EXPENSES	199,269.00	121,256.68	-	78,012.32	60.85%
POLICE CAPITAL	68,800.00	11,910.00	51,040.00	5,850.00	91.50%
FIRE SALARIES	4,274,814.00	2,176,349.93	-	2,098,464.07	50.91%
FIRE EXPENSES	229,574.00	102,978.52	-	126,595.48	44.86%
FIRE CAPITAL	32,500.00	6,125.72	-	26,374.28	18.85%

TOWN OF WINCHESTER, MA
GENERAL FUND EXPENDITURES - FISCAL YEAR TO DATE
THROUGH JANUARY 31, 2016

	Revised Budget	Actual	Encumbrances	under/(over) Budget	% of Budget Used
SEALER OF WEIGHTS & MEASURES SALARIES	7,582.00	4,280.77	-	3,301.23	56.46%
SEALER OF WEIGHTS & MEASURES EXPENSES	2,022.00	471.10	-	1,550.90	23.30%
PUBLIC SAFETY	8,948,367.00	4,747,780.91	51,040.00	4,149,546.09	53.63%
DEPARTMENT OF PUBLIC WORKS SALARIES	3,789,559.00	2,134,877.55	-	1,654,681.45	56.34%
DEPARTMENT OF PUBLIC WORKS EXPENSES	2,031,364.00	1,038,544.47	424,098.93	568,720.60	72.00%
DEPARTMENT OF PUBLIC WORKS CAPITAL	92,275.00	83,100.00	-	9,175.00	90.06%
SNOW & ICE SALARIES	123,300.00	33,935.79	-	89,364.21	27.52%
SNOW & ICE EXPENSES	251,700.00	114,460.27	83,563.76	53,675.97	78.67%
SNOW & ICE CAPITAL	25,000.00	6,441.79	5,000.00	13,558.21	45.77%
DEPARTMENT OF PUBLIC WORKS	6,313,198.00	3,411,359.87	512,662.69	2,389,175.44	62.16%
SCHOOL DEPARTMENT	43,285,817.00	20,735,397.10	21,338,673.22	1,211,746.68	97.20%
VOCATIONAL EDUCATION EXPENSES	184,105.00	99,828.75	51,000.00	33,276.25	81.93%
EDUCATION	43,469,922.00	20,835,225.85	21,389,673.22	1,245,022.93	97.14%
CONTRIBUTORY RETIREMENT EXPENSES	4,019,991.00	4,019,991.00	-	-	100.00%
WORKERS COMPENSATION/INDEMNITY EXPENSES	400,000.00	121,749.54	-	278,250.46	30.44%
UNEMPLOYMENT INSURANCE EXPENSES	75,000.00	51,209.28	-	23,790.72	68.28%
HEALTH INSURANCE EXPENSES	9,481,260.00	6,064,525.01	-	3,416,734.99	63.96%
MEDICARE TAX & REFUND EXPENSES	820,000.00	384,770.43	-	435,229.57	46.92%
NON-CONTRIBUTORY RETIREMENT EXPENSES	36,000.00	20,735.12	-	15,264.88	57.60%
UNDISTRIBUTED - PERSONNEL BENEFITS	14,832,251.00	10,662,980.38	-	4,169,270.62	71.89%
ENERGY EXPENSES	2,185,799.00	1,215,127.78	210,587.42	760,083.80	65.23%
STATE ASSESSMENTS & CHARGES	524,196.00	315,135.00	-	209,061.00	60.12%
RESERVE FUND	395,939.50	-	-	395,939.50	0.00%
GENERAL INSURANCE EXPENSES	351,575.00	322,161.95	-	29,413.05	91.63%
ENVIRONMENTAL REMEDIATION SERVICES EXPENSE	148,512.00	43,289.23	21,582.45	83,640.32	43.68%
UNDISTRIBUTED - STATE ASSESSMENTS, INSURANCE & OTH	3,606,021.50	1,895,713.96	232,169.87	1,478,137.67	59.01%
FUNDED DEBT EXPENSES	4,678,301.00	3,403,300.67	-	1,275,000.33	72.75%
INTEREST ON FUNDED DEBT EXPENSES	2,114,110.00	1,181,336.98	-	932,773.02	55.88%
FUNDED DEBT	6,792,411.00	4,584,637.65	-	2,207,773.35	67.50%
TOTAL EXPENDITURES	**90,759,130.00**	**49,681,883.20**	**22,387,663.15**	**18,689,583.65**	**79.41%**
TRANSFERS TO BUILDING & CAPITAL STABILIZATION FUNDS	4,283,264.00	4,283,264.00	-	-	100.00%
TRANSFERS TO ENTERPRISE FUNDS (CH110/SUBSIDY/COLA)	4,335,123.00	3,259,405.99	-	1,075,717.01	75.19%
TRANSFER TO RETIREE HEALTH CARE TRUST	350,000.00	350,000.00	-	-	100.00%
TRANSFERS TO CONTINUED ARTICLE/CAPITAL FUND	270,000.00	270,000.00	-	-	100.00%
TOTAL TRANSFERS OUT	**9,238,387.00**	**8,162,669.99**	**-**	**1,075,717.01**	**88.36%**
TOTAL EXPENDITURES AND TRANSFERS OUT	**99,997,517.00**	**57,844,553.19**	**22,387,663.15**	**19,765,300.66**	**80.23%**

TOWN OF WINCHESTER, MA
WATER/SEWER ENTERPRISE FUND - FISCAL YEAR TO DATE
THROUGH JANUARY 31, 2016

	Revised Budget	Actual	Encumbrances	Budget surplus/(deficit)	% of Budget Collected/Spent
REVENUE:					
Water usage and other charges	2,224,112.00	1,534,948.47	-	(689,163.53)	
Sewer usage and other charges	2,759,888.00	1,798,566.91	-	(961,321.09)	
Investment Income	1,000.00	-	-	(1,000.00)	
Total Revenue	4,985,000.00	3,333,515.38	-	(1,651,484.62)	66.87%
EXPENDITURES:					
Sewer Operations	1,594,379.00	904,749.86	-	689,629.14	
Water Operations	1,821,092.00	998,086.55	80,617.79	742,387.66	
Funded Debt & MWRA Capital	4,774,862.00	3,121,988.61	-	1,652,873.39	
Total Expenditures	8,190,333.00	5,024,825.02	80,617.79	3,084,890.19	61.35%
OTHER FINANCING SOURCES/(USES):					
Transfers from the General Fund	4,133,634.50	3,101,667.99	-	(1,031,966.51)	75.03%
Indirects to the General Fund	(1,132,079.00)	(849,059.25)	-	283,019.75	75.00%
Total OFS/(OFU)	3,001,555.50	2,252,608.74	-	(748,946.76)	
Net activity	(203,777.50)	561,299.10			

TOWN OF WINCHESTER, MA
RECREATION ENTERPRISE FUND - FISCAL YEAR TO DATE
THROUGH JANUARY 31, 2016

	Revised Budget	Actual	Encumbrances	Budget surplus/(deficit)	% of Budget Collected/Spent
REVENUE:					
Year Round Programs	916,000.00	441,419.00	-	(474,581.00)	
Adult Programs	86,000.00	28,859.50	-	(57,140.50)	
Youth Programs	575,000.00	308,581.14	-	(266,418.86)	
Special Events & Trips	51,000.00	11,680.07	-	(39,319.93)	
Investment Income	-	907.96	-	907.96	
Total Revenue	1,628,000.00	791,447.67	-	(836,552.33)	48.61%
EXPENDITURES:					
Personal Services	984,488.00	569,000.28	-	415,487.72	
Expenditures	558,708.00	264,980.17	61,083.00	232,644.83	
Total Expenditures	1,543,196.00	833,980.45	61,083.00	648,132.55	54.04%
OTHER FINANCING SOURCES/(USES):					
Transfers from the General Fund	201,488.00	157,738.00	-	(43,750.00)	78.29%
Indirect Transfers to the General Fund	(286,362.00)	(214,771.50)	-	71,590.50	75.00%
Total OFS/(OFU)	(84,874.00)	(57,033.50)	-	27,840.50	
Net Activity	(70.00)	(99,566.28)			

Town of Winchester

Town Manager's Office
71 Mt. Vernon Street
Winchester, MA 01890
Phone: 781-721-7133
Fax: 781-756-0505
townmanager@winchester.us

Board of Selectmen Meeting
Monday, February 22, 2016

BUSINESS

Docket Item **G - 1:** Climate Action Plan Advisory Committee – Interview / Appointment: Ruth Ruffing Gagne

Term to Expire: August 31, 2017

Supporting Documents:

G – 1: Letter of interest from Ms. Gagne

Action Required:

G – 1: VOTE to appoint Ms. Gagne

Docket Item:
G – 1:
February 22, 2016

Climate Action Plan Advisory Committee Application Letter

Ruth Ruffing Gagne
21 Ginn Road,
Winchester MA 01890.
Cell: 617-780-4428
Email: Ruthie.Gagne4428@GMail.com

February 9, 2016.

Dear Town Manager Howard,

I am submitting my application to you for the open volunteer position on the Climate Action Plan Advisory Committee. I hope my previous and current involvement in our Town shows my dedication to Winchester. I am applying for this position in hopes of furthering my involvement in our wonderful, little Town.

My young family and I have lived in Winchester now for more than 6 years, after having lived in several nearby towns, so am familiar with how other towns are run and how Winchester is run, from a resident's perspective. We now have 3 children: 2 boys (12 and 5) and a little girl (2). Our oldest has moved from Ambrose to McCall, while our middle child will be heading to Ambrose next September. Our children have also been very involved in not only town sports (soccer, lacrosse, football, flag football) but also Club soccer (SFC). You will often find myself, my husband, or our sons volunteering for a McCall, Winchester Relay for Life, FAN Network, Neighborhood Cooperative Nursery School, Public Library, Midnight Madness or a Winchester Youth Soccer event. We care very much about our local community and are quite involved.

My husband and I are current and former Pharmaceutical scientists, working for several local biotech companies over the course of our careers. In these roles, we have not only worked in Laboratories running scientific experiments, but also managing others and their studies, presenting data and helping decide the best course of action for company and compounds. Though I currently work from home, we are both concerned with our environment, our carbon footprint and are always looking for ways to reduce these, even in our everyday life. As such, we have reviewed the Climate Action Task Force (2011) for ideas as to how we can help. We also signed up for Winchester's SMART Pilot recycling waste program and researched options for Solar for our home.

Additionally, my family is from upstate New York, in the 'ever wild' Adirondacks. It is hard not be proud of the efforts there that have been put in place to keep our lands and lakes as human-free and clean as possible. I have been well taught by parents who instilled in me the importance of not only saying, but doing – and am particularly proud of my mother's most recent efforts starting a coalition to preserve the Lake George watershed, in efforts to decrease toxic run offs into our beautiful Lake.

In conclusion, I thank you for spending the time to read this application. I hope it shows my involvement in town and desire to continue doing so. Please know I would be glad to meet in person and discuss any further ideas or answer any questions you may have.

Best to you in this New Year. Thank you again,

-Ruthie Gagne

Town of Winchester

Town Manager's Office
71 Mt. Vernon Street
Winchester, MA 01890
Phone: 781-721-7133
Fax: 781-756-0505
townmanager@winchester.us

Board of Selectmen Meeting
Monday, February 22, 2016

CONSENT AGENDA

Docket Item **H-1:** One Day Alcoholic Beverage License:
- Angel Richmond – March 19, 2016 – Temple Shir Tikvah;
- Seasons to Taste Catering – Saturday, March 26, 2016 – Temple Shir Tikvah;

H – 2: Approve / Correct Meeting Minutes:
- Monday, January 25, 2016;
- Monday, January 11, 2016;

H – 3: Town Day Approvals: - June 3 and 4, 2016 (raindate June 5th)
- Street closings and parking bans:
1. Friday: Mt. Vernon Street from Rotary to Washington Street – 5:30 PM – 11 PM;
2. Saturday: Main Street (Rotary to Mystic Valley Parkway), Mt. Vernon Street (Rotary to Washington Street), Thompson Street, Converse Place, Laraway Road (to 5:00 PM only);
- Open areas: Town Common, Manchester Field, Elliot Park, Town Hall, Mill Pond and grounds;
- Fireworks display: Manchester Field

H – 4: Approval: Section 125 Cafeteria Plans (Flexible Spending)

Supporting Documents:

H – 1: License application; police comments

H – 2: Meeting Minutes: 1/25 and 1/11, 2016

H – 3: Letter from Town Day Committee

H – 4: TOW – Section 125 Cafeteria Plan – Flexible Spending Plan – Adoption Agreement – 1/1/2016;
Section 125 Cafeteria Plan – Premium Only Plan – Adoption Agreement – Plan Update;

Action Required: VOTE to approve. Documents requiring signature are in **RED BOOK**.

Docket Item:
H – 1:
February 22, 2016

Town of Winchester

Application for Special (One Day) Alcoholic Beverage License

In accordance with MGL c.138, s.14, 23; CMR 7:04 and
Town of Winchester Procedural Requirements for Special (One Day) Alcoholic Beverage Licenses

Name of Applicant/ Organization: Brittany Lajoie - Season to Taste Catering

Address: 2447 Massachusetts Ave Cambridge MA 02140

Telephone Number: 617 · 826 · 9037

Permit Applying For:

____All Alcohol License ($75.00)* ✓ Beer and Wine Only License ($75.00)*

Nature and purpose of the event: Bar Mitzvah for Jonas Rajagopal

Number of persons attending event: ~ 90 people

Description of premises and location of facility where liquor will be sold and/or distributed:
The reception will be held at Temple Shir Tikvah, 34 Vine St., Winchester, Mass

Name(s) of responsible manager (s) who will be in charge of dispersing the liquor; date of birth(s) and Social Security Number(s):
Brittany Lajoie -

Date(s) and times of event and/or specific times when alcoholic beverages will be on the premises:
Saturday, March 26th 10 am – 4pm

I have read the Procedural Requirements for Special (One Day) Alcoholic Beverage License (attached) and agree to all the terms and conditions:

Signature of Responsible Manager:

Print Name of Responsible Manager: Brittany Lajoie

16 FEB 12 PM 2:01
TOWN OF WINCHESTER
TOWN MANAGER
SELECTMEN'S OFFICE

NOTE: Application must be submitted a minimum of TWO WEEKS prior to the scheduled event to: Board of Selectmen; 71 Mt. Vernon Street; Winchester, MA 01890.

***A $75.00 LATE FEE WILL BE CHARGED FOR ANY APPLICATION SUBMITTED LESS THAN TWO WEEKS BEFORE THE EVENT.**

m: forms one day alcoholic application

Town of Winchester

Application for Special (One Day) Alcoholic Beverage License

In accordance with MGL c.138, s.14, 23; CMR 7:04 and
Town of Winchester Procedural Requirements for Special (One Day) Alcoholic Beverage Licenses

RECEIVED
16 FEB 20 AM 11:32
TOWN OF WINCHESTER
TOWN MANAGER
SELECTMEN

Name of Applicant/ Organization: Angel Richmond

Address: 9 Cardinal st, Winchester Ma 01890

Telephone Number: 617-413-5425

Permit Applying For:

___ All Alcohol License ($75.00) ✓ Beer and Wine Only License ($75.00)

Nature and purpose of the event: Bar Mitzvah family + friends relisious celebration

Number of persons attending event: 40

Description of premises and location of facility where liquor will be sold and/or distributed:
Temple Shir Tikvah
34 Vine st, Winchester MA 01890

Name(s) of responsible manager (s) who will be in charge of dispersing the liquor; date of birth(s) Security Number(s):
Angel Richmond [redacted]

Date(s) and times of event and/or specific times when alcoholic beverages will be sold or distributed:
19 march 2016 930A - 300PM

I have read the Procedural Requirements for Special (One Day) Alcoholic Beverage License (attached) and agree to all the terms and conditions:

Signature of Responsible Manager: Angel W Richmond

Print Name of Responsible Manager: Angel W Richmond

NOTE: Application must be submitted a minimum of TWO WEEKS prior to the scheduled event to: Board of Selectmen; 71 Mt. Vernon Street; Winchester, MA 01890

ni: forms one day alcoholic application

RECEIVED
16 FEB 10 PM 3:03
TOWN OF WINCHESTER
TOWN MANAGER
SELECTMEN

Docket Item:
H – 2:
February 22, 2016

TOWN OF WINCHESTER
BOARD OF SELECTMEN MEETING
Monday, January 25, 2016
Record

Chairman Lance R. Grenzeback called the meeting to order at 6:45 PM in the Board of Selectmen Meeting Room located in Town Hall. Present were Vice Chairman James A. Johnson, III, Selectman Stephen L. Powers, Selectman Michael Bettencourt and Selectman E. James Whitehead. Also present were Town Manager Richard C. Howard and Town Counsel Wade M. Welch.

OPENING

*Motion: That the Board of Selectmen adjourn to Executive Session for the purpose of discussing matters related to Contract Negotiations: Winchester North - MGL Chapter 30A §21a(6); Contract Negotiations: Hospital PILOT - MGL Chapter 30A §21a(6); and Contract Negotiations: NStar d/b/a Eversource Energy - MGL Chapter 30A §21a(6) where an open meeting discussion may have a detrimental effect on negotiating position of the public body, as declared by the Chairman.

Whitehead – Bettencourt
By Roll Call Vote: Whitehead, Bettencourt, Powers, Johnson, Grenzeback VOTED.

*Motion: That the Board of Selectmen adjourn from Executive Session to Public Session, not to return to Executive Session.

Whitehead – Bettencourt
By Roll Call Vote: Whitehead, Bettencourt, Powers, Johnson, Grenzeback VOTED.

Notification of Meetings and Hearings

- Wednesday, January 27, 2016 – Eversource Project Informational Session – Lincoln Elementary School Auditorium – 7:00 PM
- Monday, February 1, 2016 – Board of Selectmen – Budget Summit Session
- Monday, February 8, 2016 – Board of Selectmen – Regular Session
- Thursday, February 11, 2016 – Eversource Project Informational Session – Lincoln Elementary School Auditorium – 7:00 PM
- Monday, February 22, 2016 –Board of Selectmen – Regular Session

Chairman's Comments

Chairman Grenzeback informed the audience that the MBTA has published a new draft commuter rail schedule and that schedule indicates that the Town of Winchester will be losing one commuter train to Boston. One train will leave Winchester at 8:28 AM and the second at 8:48 AM. A hearing on the proposed changes will be held in the Woburn City Hall on Monday, February 8 at 6:00 PM. The MBTA is also proposing a fare increase and the local hearing on this issue will be held in Malden High School Auditorium on Wednesday, January 27th at 6:00 PM.

Selectmen's Comments and Non-Docket Business

Selectman Powers offered thanks to the public for their interest in the 40B Project on Cambridge Street and the Eversource transmission line proposal. He indicated that the comments received show that the public is paying attention.

Draft

Vice Chairman Johnson noted that he has also received telephone calls about the Eversource transmission line proposal and urged the public to attend meetings scheduled for each line. He also informed the audience that the Winton Club is holding its annual Cabaret this week.

TOWN MANAGER COMMENTS / REPORTS

Town Manager reported that he attended the MMA Conference held in Boston this past weekend during which he met with colleagues throughout the Commonwealth.

Land Appraisal

Town Manager informed the Board that a series of interested property owners have come forward to express interest in Town-owned pieces of land on either side of Main Street from Skillings Road to Swanton Street. He explained that in order to consider whether this is a worthwhile consideration for Town Meeting, an appraisal of these parcels is needed. He informed the Board that the request this evening is for the board to authorize management to identify the appropriate accounts from which to pay for the appraisal services. The original thought was that approximately $4,000 would be needed, however additional requests have come forward therefore the request is that the Board authorize $8,000 to complete the appraisal work.

Town Manager informed the Board that three lot owners have asked for consideration on parcels that the Town owns, not all adjacent or contiguous on the Woburn, 805 Main Street, 743 Main Street and one other, have asked that consideration be given to selling some of the remnant Loop parcels.

Vice Chairman Johnson questioned whether the funds utilized for the appraisal would be returned to the appropriate funding mechanism once the parcel(s) were sold. Town Manager indicated that this might be possible, depositing the remaining sale proceeds into the General Fund.

*Motion: That the Board of Selectmen authorize staff to conduct a land appraisal for property on Main Street as indicated, in an amount not to exceed $8,000 with those funds coming from the Agawam Road account, with the intent being that funds be returned to the Agawam Road account upon the sale of any of the property being appraised.

Johnson – Powers All in favor. VOTED.

DLTA Program – MAPC Local Technical Assistance Grant – Stormwater Utility

Town Manager recalled that the Board's work plan includes the development of a town-wide stormwater utility district. He noted that this would be a source of funding for that work without using Town funds. The request is to authorize staff to apply to MAPC for grant money to complete the study. The available funds are in excess of $30,000. He informed the Board that the Town would be notified if the proposal submitted qualifies.

Selectman Whitehead noted that the MWRA regulations related to stormwater will be forthcoming in the next few weeks. He explained that the MS 4 Regulations are the second round of regulations from the EPA that govern stormwater discharge into streams and rivers. The regulations require the Town to do a great deal of documentation and look to be expensive to maintain as GIS systems are required that show the entire stormwater system, record keeping, sampling of outfalls, etc., a very expensive process. He noted that this will also drive future stormwater projects. He informed his colleagues that the chances are good that Winchester will not meet the regulations without some additional improvements to the stormwater system.

Draft

*Motion: That the Board of Selectmen authorize staff to submit the Local Technical Assistance grant request for assistance in developing a stormwater utility.
Whitehead – Bettencourt All in favor. VOTED.

MATTERS FROM THE AUDIENCE

Michael O'Brien, 50 Clark Street came forward to question the status of the package store liquor license that has been appealed, and whether or not the license still exists. Chairman Grenzeback noted that there has been an appeal to the Alcoholic Beverages Control Commission and there will be a hearing on this matter on February 3, 2016 at 1:30 PM. He noted that there might not be a quick answer to the question. He explained that the decision to be made has nothing to do with the location only whether the owner retains the license. Chairman Grenzeback indicated that according to regulations, there must be a location for a license, however the license exits but nothing can be done with that license until the ABCC makes its ruling.

Mr. O'Brien next asked about the property at Washington Street and Swanton Street, the proposed location for a CVS Store and whether there is a decision on the horizon. Chairman Grenzeback indicated that there is nothing imminent and the issue is under consideration by the judge.

BUSINESS

Bastogne Presentation Update – Ellen Knight, PhD.

Dr. Knight provided a video presentation of the gifts ceremony in Hemroulle, Belgium. She noted that the project has been a great success. Selectman Powers informed his colleagues that Colonel John Hanlon is being inducted into the Winchester High School Sports Hall of Fame on May 5th.

Briefing on MBTA Winchester Train Station Project- Town Engineer Beth Rudolph

Chairman Grenzeback informed the Board that the MBTA will be briefing the Board on February 22nd.

Town Engineer Beth Rudolph provided some background information on this project, beginning in 2010 when temporary repairs with a predicted five-year life span were made. In December 2011, the MBTA issued the 15% Design report. Spring, 2014, the Town requested revisions to the original 15% design to support Town Center rezoning and revitalization goals. In October, 2015, the Working Group endorsed the revised 15% design plan and in December of 2015, the Revised 15% Design Report was issued by the MBTA.

Revised 15% Design Objectives:

- Improve station connection to the north side of Quill Rotary;
- Preserve & enliven the Town Common area;
- Place ramps in visible locations
- Coordinate station design at Waterfield Lot with future redevelopment plan;
- Maintain potential for future vehicular tunnel connection between Aberjona & Waterfield Lots;

The 15% Design Cost Estimate is $25,800,000

15% Design – Southern End

- Minimize the footprint with elevators and ramps;
- Chamber of Commerce Building to be razed;
- Inclusion of (2) elevators, a substantial design change that the MBTA agreed to;

draft

- Tunnel that connects the Aberjona & Waterfield Lots is to be preserved;
- Vehicular tunnel to connect the two lots will be designed but not constructed initially;

15% Design – Northern End

- Platform will extend over the southern half of Quill Rotary;
- Outbound ramps will be at Shore Road side of platform;
- Pedestrian walkway will extend over Quill Rotary;
- Pedestrian protection for the walkway will be required.

Next Steps:

- MBTA will present 15% design at February 22nd Board of Selectmen Meeting;
- Working Group to develop a list of key design-related items that need to be addressed in the 30% design phase; this meeting is scheduled for Friday, February 5th;
- 100% design completed by Fall 2016 (?);
- Construction start Spring / Summer 2017 pending funding allocation.

As far as responsibility for maintenance and snow and ice removal, Town Manager explained that it is yet to be determined however elevator maintenance could be a part of the "T" capital program. Vice Chairman Johnson indicated that he would like to see the Town get away from dealing with the train station because the Town is not well-equipped for this. He suggest that "T" maintenance be a requirement because the Town is giving up parking, etc.

As far as provisions for a tunnel are concerned, Town Engineer explained that it has to be determined where a tunnel could fit within the structural confines. The design will be done around this so as to not preclude the tunnel installation. The "T" would not be constructing the tunnel. Vice Chairman Johnson questioned whether the Town would be in a position to work with the "T" to absorb some of the cost.

Town Manager indicated that as the Board considers the RFP for the Waterfield Lot, this could be required of the developer, or could be a part of the RFP for the lot under MassWorks. The construction of the tunnel could be rolled into the construction of the station and redevelopment of the Waterfield parcel. The Vice Chairman noted that the optimum time to build would be during construction and there would be a cost savings for the "T" as a part of the upgrade.

Town Engineer explained that a consultant was brought in to look at the structural integrity as this is both old and preliminary. Chairman Grenzeback, in his summary, explained that the streetscape and redevelopment of the train station would be considered, along with what improvements should be made and what works for the business community and the commuters. He explained that this would dress-up the street level of the Downtown. Selectman Whitehead pointed out that the program has money for this type of effort. Town Manager indicated that the need for the tunnel has to be determined. The Chairman noted that the "T" is anxious to get the go-ahead for this project.

Suspension of Board of Selectmen Rules of Procedure:

*Motion: That the Board of Selectmen suspend their Rules and Regulations in order to consider a matter not a part of the agenda, i.e., the Petition of the Town of Winchester for Leave to Intervene Out of Time as a Party in the Eversource transmission line proposals.

Johnson – Whitehead All in favor. VOTED.

*Motion: That the Town of Winchester petition the Siting Board to intervene for Winchester and authorize the Town Manager to enter into a consulting

Draft

agreement with GoPower of Medford.
Johnson – Powers All in favor. VOTED.

*Motion: That the Board of Selectmen reinstate their Rules and Regulations.
Johnson – Whitehead All in favor. VOTED.

Discussion: 416 Cambridge Street

Chairman Grenzeback outlined the procedure for the discussion this evening, a two-step process, the first of which is a list of the critical impacts on the Town as well as additional information on these issues; instructing staff to prepare a draft letter for review at the Board's February 1st meeting. He reminded the audience that the Board is following this issue very closely, however the Board has no legal role in this matter and the Board issues no permits. He asked his colleagues to outline the issues about which they would like more information.

Vice Chairman Johnson indicated that his biggest concern relates to density, traffic safety, pedestrian safety, fire safety, police safety, environmental issues and density, density, density. He explained that he feels that the project is too dense for the amount of land mass and has the potential for creating many safety issues, not just for the Town or the neighbors, but for the future residents of the development. He suggested that the project is too large in any community in any location.

Selectman Whitehead noted that one of the issues raised relates to pedestrian safety and the crossing of Route 3A. He noted that the HAWK system includes a light. He pointed out that many of the other issues are engineering issues for which there are engineering solutions. He noted that the question is whether the proponent will be willing to undertake the necessary measures to remediate the issues.

Selectman Bettencourt recalled that from the beginning, the Board and the Town was told that this would be a "friendly" 40B and everything would be on the table. He suggested that the height and density of the building are enormous and the neighbors are concerned. The developers agreed to put out balloons to provide some context as to size, however this has not been done, making it difficult for the Board and community to respond without a real context. Selectman Bettencourt expressed concern about a building that is proposed to be four stories high, which in all likelihood should be only two stories high. He indicated that the economic feasibility of this is something about which he would like more information, and if there is a design or context that can be applied beyond a flat piece of paper, that would be helpful for the Board.

Selectman Bettencourt pointed out that the sanitary sewer overflow issue is a big issue and something that should be the subject of further discussion because once the building is constructed, there will not be an opportunity to chase the developer to fix the problems. He indicated that he would also like to know what happens to the home on the property that is subject to the life estate, raising the issue of whether this land could be sub-divided.

Selectman Powers informed his colleagues that for him, the real issue is that of density and how big the building mass will be. He feels that ninety-five units is much too big. He noted that he is well aware of the traffic problems and once the traffic signal is installed at Cambridge Street and Pond Street traffic will back up into Woburn. He pointed out that one of the stormwater reports issued, Tetra Tech, refutes some of that which Weston & Sampson reported. Selectman Whitehead informed his colleagues that he tends to favor the Weston & Sampson report because of that firm's knowledge of the sewer system.

Selectman Powers recalled that he sat at the table for eighteen months discussing the density at Wright-Locke Farm, twenty-eight units on twelve acres. This proposal is for ninety-five units on 2.6 acres of land, something that he feels is out of line size-wise, regardless of the fact that it is a 40B

Draft

project. He noted that the Board has no real authority in this matter however something should be sent to both the ZBA and MassHousing.

Chairman Grenzeback indicated that in terms of the Town's responsibility, the Board of Selectmen can bring forward issues that they are concerned about:

1.) density, height, design context; can this be visualized;
2.) traffic, pedestrian safety; are there solutions that will address these issues;
3.) storm sewer and water engineering; are these adequately addressed;
4.) police and fire; effect on ability to properly fund public safety operations;
5.) future development;

Selectman Bettencourt suggested that a traffic signal at Cambridge Street and Pond Street will turn Wainwright Road into the back road to Johnson Road. He noted that this is a problem particularly because there are no sidewalks, creating a pedestrian safety issue.

Chairman Grenzeback indicated that the Board would be requesting staff to provide some draft comments for inclusion in correspondence to the Zoning Board of Appeal that outline critical concerns. Selectman Whitehead suggested that it would be useful to know where the Town regulations out-weigh the State regulations, i.e., stormwater is a clear case where the State uses a different standard for a rainfall event and the Town uses a greater rainfall event, therefore which would be applicable in this instance. There is also concern about what this project might do to the levels at Winter Pond. Chairman Grenzeback indicated that this would all be used as a discussion point at the Board's next meeting on February 1st.

Eric Hayden, 7 Wainwright Road requested that the Board underscore the neighborhood concerns that this project creates a precedent. The structure is a monstrosity and the developer has indicated that it is not his responsibility to mitigate problems that exist. He expressed concern about pedestrian and traffic safety, the sanitary sewer overflow impact and the building massing sets a precedent.

Marion Crandall, 7 Wainwright Road pointed out that the lot is a postage stamp in size, 2.735 acres that would have 96 units, creating a density of 35.10 units per acre. She noted that the only thing that comes close to this density is in the Town Center. Parkview is approximately 39.75 acres but is built on eight acres. The other dense development is 666 Main Street, located in the Town Center at 32 units per acre. Ms. Crandall indicated that every other issue is exacerbated, the grade is at 10% going down, there are no sidewalks and traffic is horrendous; drainage problems are frequent. She suggested that the building is massive and the area impervious with little open space. She noted that the density and mass will drive every other associated problem.

Mary Crotty, 30 Surrey Road recalled that at one of the first ZBA meetings the neighborhood was informed that there would be 11.5 children in total living in the complex. The neighbors asked how this calculation was reached because smaller developments in Winchester have produced many more children. She explained that Vinson-Owen is a beautifully renovated school and requested more information about how the 11.5 children calculation was reached, as she feels that there will be many more children living in the complex. She questioned how the Town will be prepared for the influx of children into the school system.

Bob Williams, 7 Wainwright Road informed the Board that when he resided at 11 Cambridge Street, a group of neighbors / abutters reviewed the incidences of water quality problems that caused the closure of Shannon Beach (formerly Sandy Beach), comparing these incidents with the closure of Wedge Pond. In 2015, the comparison revealed that Shannon Beach was closed five times due to water quality problems from mid-June to Labor Day; in 2014, the Beach was closed three times; 2013, Beach closed three times; 2012, closed three times; with the average closure times numbering between five and seven

per season. Mr. Williams explained that from living on the Lake, the sewage overflow problem during rain events between ¼" and ½" causes overflow of sewage into yards, driveways and into the Lake. He indicated that the concern is that a development of the proposed density will exacerbate the problem not only in wet periods but in dry periods as well. He suggested that whether Tetra Tech compares favorably with the Weston & Sampson Report, a good judgment has to be made about the impact of the project in perpetuity. He pointed out that water quality is a life and health issue.

Richard Shanahan, 7 Wainwright Road informed the Board that at the meeting last week, the addition of a group home was discussed. He noted that the neighbors are not sure what a group home is or where it comes from or where it will be located. He explained that the neighbors feel that more and different units are being put on this very small piece of property. He requested that the Board look into this matter, as it is his understanding that the ZBA public hearings will go into the month of March.

Bill Swanton, Cambridge Street informed the Board that the area that overflows and would be affected is adjacent to Niles Lane, between the Upper Fore Bay and Middle Fore Bay at the Boat Club, and is the area where the Winchester Boat Club sails. He indicated that every day that Shannon Beach is closed is a day where there is concern about the sailors falling out of their boats and swimming in the "Gut". He noted that there are many people affected by the water quality in the area, most of whom are Winchester residents.

Joe O'Connor, 7 Wainwright Road pointed out that there are only five guest parking spaces proposed for this project, one of which is dedicated to handicap parking. He also noted that the development will create 69,080 gallons per day, and if the repairs are made as recommended by the peer review, the problem would be reduced by less than 5,000 gallons per day. He asked where the remaining 64,080 gallons will go. He recalled that as previously stated in the peer review, there are overflows on Cambridge Street and down on the lower end, off Everett Avenue. He noted that after a rainstorm, the manholes surcharge. Mr. O'Connor informed the Board that also not considered since the Weston & Sampson study was done about ten years ago, since that time numerous homes have been constructed beyond the area where the Ledges are located; each of those homes has more than five bathrooms. He noted that there has been a substantial amount of input into the system in the last ten years, which has not been considered. He suggested that if a permit is issued, a system correction will have to be made. If the Town has to make the correction it will be very expensive to dig up the street and install new sewer lines. Mr. O'Connor requested that all of this be taken into consideration.

Chairman Grenzeback summarized that the Board has a list of concerns that include density, height, design layout, visualization, traffic and pedestrian safety, interaction with Pond Street intersection, environmental / sanitary sewer / stormwater management downstream effects to Mystic Lakes, Police and Fire safety, future use of the property, population projections long-term, and definition of a group home. The Chairman noted that it is likely that the Board will invite public comment at the February 1st meeting, keeping in mind that the Board's role is advisory in nature only.

Selectman Powers noted that one of the waivers is for open space, where there is a 75% requirement and this project has only 72% according to the proposal, however the proposal includes the portion of the property located in Woburn, really not a part of the development. He asked whether this inclusion is legally possible, i.e., including property that is not a part of the project. Selectman Bettencourt requested clarification of the definition "Open Space" and "Open Area" as a part of this project.

Special Counsel Attorney Mark Bobrowski added that the Board of Selectmen has a letter that was prepared and sent to MassHousing at the beginning of this process where many of the same questions were raised before there were answers. He suggested using the structure of that letter now that answers are available, it will provide a framework for moving forward.

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Town Counsel indicated that the environmental issues will not be overlooked by the staff team, as the Board of Selectmen has been leading the charge on issues related to Edgewater Place, the Mystic Lakes, sanitary sewers, stormwater runoff, etc.

At 9:05 PM Chairman Grenzeback declared a brief recess; the meeting was reconvened at 9:15 PM.

Harvard Pilgrim Health Care Renewal – Bryan Adams and Ken Lombardi, NFP

Town Manager provided the background on the history of the Town's health insurance package. He explained that if the Board supports the proposal this evening, this will be the second year in a row where there has been a 0% premium increase. The experience has been much more favorable than it was in 2012, and year over year things have been beneficial to both the Town and the employees.

Bryan Adams explained that the Town's annual health insurance renewal date is July 1st. He explained the difference between an HMO [managed care] and a PPO; a PPO [Preferred Provider Organization] does not require a primary care physician or referalls to other physicians; premium payments for a PPO are at a different level. Overall, the Town has 651 subscribers to its health insurance offerings.

Senior Plans (Medicare Retirees) – Renewed as of January 1, 2016

- Current Insurance Carriers Include Harvard Pilgrim Health Care and Tufts Health Plan;
- HPHC Medicare Enhanced Plan for Medical and Aetna Rx program (prescription) – 445 subscribers;
- Tufts Health Plan Medicare Preferred HMO Prime (9 subscribers);

The Town's Health Reimbursement Account (HRA) is self-administered;

- Manages mitigation funds (resulting from legislative plan change action);

The Town's Health Care Plan

- In FY2008 the Town consolidated from Bc/Bs and HPHC Plan to a plan offered through Massachusetts Interlocal Insurance Association;
- In FY2010 Medex 2 plan change implemented (Rx change);
- FY2011 Plan changes implemented;
- Health Reimbursement Account set up for facility-co-pays;
- FY2013 RFP – MIIA term; HPHC became carrier;
- FY2014 Plan changes implemented; moved to "benchmark" plan design;
- FY2015 Renewal negotiation; "delayed" to allow impact of plan change on renewal negotiations;
- FY2016 Renewal negotiations; "early" action produced favorable results;
- FY2017 Renewal negotiations underway.

HPHC Claims Analysis

- Includes HMO & PPO Claims vs. Premium Loss ratio;
- FY13 – Claims incurred from July1, 2012 thru June 30, 2013 and paid through September 30, 2013 was 96% when adjusted by Section 22 changes (-6%);
- FY2014 loss ratio improved as a result of plan changes tocost sharing features, claims vs. premium – 74%;
- HPHC was asked to release early FY2016 renewal using claims through July 2015;
- 24 month loss ratio thru July 2015 was 75%;
- Carriers normally evaluate 24 months of claims data when setting premium rates;
- Value of "Navigator Style" on previous plan claims impact;
- NFP suggest favorable loss ratio (trends) over past 24 months as basis for rate hold;

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- Risk Issues under review: large ongoing claims; by cost; by diagnosis; compound trend;

Budget Impact

- Carrier trends – renewal pricing:
  - 7% to 9%;
  - HPHC currently using 7.9% to 8.5% depending on whether HMO or PPO melded with Rx;
  - BC/BS currently using 7.5% to 7.8% for medical and 14.64% to 18.1% for Rx (separated out);
  - Tufts Health Plan is using 7% - 9% melded;
  - Affordable Care Act Fees add 1.5% - 2.5%;
- Budget impacts to Town at: (based on estimated 72% / 18% melded splits);
  - 7% = +$631,000;
  - 9% = +$812,000;
- Target Medical Loss Ratio impact:
  - Carrier rate structure targets 88% - 90% breakeven;
  - Reasonable and appropriate increase would be 7% to 9% at these levels;

Non-Medicare Retirees Plan Design: Core co-pays

Covered Service	Prior HPHC HMO	HPHC Municipal Choice Net HMO effective 7/1/2013
PCP Office Visit	$15 co-pay ($0 well)	$20 co-pay ($0 well)
Specialist office visit	$15 co-pay	$25, 35, 45 co-pay
In-patient Hospitalization	$250	$300 / $700 co-pay after ded.*
Out-patient surgery	$150 ($0 well)	$150 co-pay ($0well) after ded*
Emergency Room	$50 co-pay	$100 co-pay after ded*
Diagnostic tests, x-rays, labs	$0	No co-pay after ded*
CT's, MRI's, PET's	$0	$100 co-pay after ded*
Rx:	30 day / 90 day	30 day / 90 day
Generic	$10 / $10 co-pay	$10 / $20 co-pay
Preferred Brand	$20 / $20 co-pay	$25 / $50 co-pay
Non-Preferred Brand	$35 / $35 co-pay	$50 / $110 co-pay

The deductible under the new plan is $250 per member, not to exceed $750 per family per plan year. PPO plan has similar in-network co-pays.

Medicare Retirees Supplement Plan Design: Core co-pays

Covered Service	Prior Medicare Enhance Hi Option	Supplement Plans Lo Option	Enhance Option Effective 7/1/2013
PCP Office Visit	$0 co-pay	$10 co-pay ($0 well)	$35 calendar year deductible, then covered at 100%
Specialist Office Visit	$0 co-pay	$10 co-pay	$35 calendar year deductible, then covered at 100%
In-patient Hospital	$0	$0	$100 calendar yr ded then covered at 100%

Out-patient Surgery	$0	$0	$100 calendar year deductible then covered 100%
Emergency Room	$0	$100 co-pay	$25 co-pay
Diagnostic Tests, x-ray labs	$0	$0	$0
CT's, MRI's, PET'S	$0	$0	$0
	30 day / 90 day	30 day / 90 day	30 day / 90 day
Rx: Generic	$10/$20 co-pay	$10/$20 co-pay	$10/$20 co-pay
Preferred Brand	$20/$0 co-pay	$20/$40 co-pay	$25/$50 co-pay
Non-Preferred Brand	$35/$70 co-pay	$35/$70 co-pay	$50/$110 co-pay

Rate and Premium Summary

HMO	Current Rates	Renewal Rates	Rate Impact
Individual	$716.37	$716.37	0.00%
E/K	$0.00	$0.00	
Dual	$0.00	$0.00	
Family	$1,934.25	$1,934.25	0.00%
Total Monthly Premium	$848,127.12	$848,127.12	
Total Annual Premium	$10,177,524.44	$10,177,524.44	
PPO	**Current Rates**	**Renewal Rates**	**Rate Impact**
Individual	$904.20	$904.20	0.00%
E/K	$0.00	$0.00	
Dual	$0.00	$0.00	
Family	$2,441.30	$2,441.30	0.00%
Total Monthly Premium	$23,056.90	$23,056.90	
Total Annual Premium	$276,682.80	$276,682.80	

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PLAN DESIGN SUMMARY & CHANGES FOR FY16

Harvard Pilgrim HealthCare		ChoiceNet HMO		ChoiceNet PPO	
Product		**HMO**		**PPO**	
	Tier Level	**Current**	**Renewal Changes**	**Current**	**Renewal Changes**
	Tier I	$250 / $750		$250 / $750	
Deductible	Tier 2	$250 / $750		$250 / $750	
	Tier 3	$250 / $750		$250 / $750	
Out of Pocket					
		$6,600 / $13,200	Med: $2,000 / $4,000	$6,600 / $13,200	Med: $2,000 / $4,000
			Rx: $3,000 / $6,000		Rx: $3,000 / $6,000
Out of Network Member Cost Sharing		NA		20% after Ded	
Emergency Room		$100 Copayment after Tier 1 Deductible		$100 Copayment after Tier 1 Deductible	
	Tier I	$300 after Ded		$300 after Ded	
In-Patient	Tier 2	$300 after Ded		$300 after Ded	
	Tier 3	$700 after Ded		$700 after Ded	
Out-Patient		$150 after Ded		$150 after Ded	
Lab / Radiology Services		Tier 1 Deductible		Tier 1 Deductible	
High-Tech Imaging		$100 after Ded		$100 after Ded	
Prescription - 30 Days		$10 / $25 / $50		$10 / $25 / $50	
Prescription - Mail Order		$20 / $50 / $110		$20 / $50 / $110	
Prescription Deductible		NA		NA	

Ken Lombardi, NFP consultant informed the Board that the rates shown are from July 1, 2016 through June 30, 2017. Employees will enjoy more benefits without additional costs. Bryan Adams noted that HPHC has kept the subscriber's out of pocket costs at $2,000 and $4,000 respectively. In response to Selectman Whitehead's question about where the rates would go with the Cadillac tax, Bryan Adams explained that things are ok with the HMO product but the PPO rate is almost there. Mr. Lombardi noted that the employee is responsible for paying that tax, however there is an age adjustment for the

older population. Selectman Whitehead pointed out that a governmental exemption is also in the works.

HMO PLAN DESIGN: CORE COPAY STRUCTURE

Covered Service	Winchester HMO	2016 GIC Plan	2016 HPHC GIC Benchmark
Deductible	$250 Ind /$750 family	$300 Ind/ $900 family	$300Ind /$900 Family
PCP Office Visit	$20	$20	$20
Specialist Office Visit	Tier 1 $25 Tier 2 $35 Tier 3 $45	Tier 1 $30 Tier 2 $60 Tier 3 $90	Tier 1 $30 Tier 2 $60 Tier 3 $75
In-Patient copay	Tier 1 $300 then ded Tier 2 $300 then ded Tier 3 $750 then ded	Tier 1 $250 then ded Tier 2 $500 then ded Tier 3 $1500 then ded	Tier 1 $250 then ded Tier 2 $500 then ded Tier 3 $1000 then ded
Day Surgery	$150.00 then ded	$250 then ded	$250 then ded
Emergency Room	$100 then ded	$100 then ded	$100 then ded
Diag test, x-ray, labs	Covered in full after the deductible has been meet	Covered in full after the deductible has been meet	Covered in full after the deductible has been meet
High Tech Imaging	$100 per scan then ded	$100 per scan then ded	$100 per scan then ded
RX 30 day supply	$10/$25/$50	$10/$30/$65	$10/$30/$65
RX 90 day supply	$20/$50/$110	$25/$75/$165	$25/$75/$165

NFP

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The Board was informed that the deductibles are slightly lower. Also included is a survey of benefits, which could be emailed to participants or posted on the Town's website. Once responses are consolidated, the Board will be supplied with the aggregate data.

Town Manager explained that the request this evening is for the Board to provide him with the authority to sign the rate sheet for the new rates effective July 1, 2016 through June 30, 2017. He noted that each Spring, every subscriber is informed about the benefits package.

Selectman Powers raised the question of whether the Board could delay giving Town Manager the authority to sign the contract until some feedback from the survey is received. Town Manager indicated that it would take a long ramp-up time for negotiations and this could be more work than what could be accomplished before the new rates become effective on July 1st. He suggested accepting the 0% increase and if the survey finds that there is dissatisfaction, that information will be considered during the last six months of the contract to develop a design and RFP soliciting a new vendor. He suggested that some things might be accomplished privately to make the plan work better and plan design changes can be done outside of contract negotiations. Chairman Grenzeback agreed with locking the rate now and working on something for later.

Town Manager informed the Board that he would meet with the employee Insurance Advisory Committee to discuss whether steps should be taken to design a product for bid, which would set things up for change in 2018.

As far as any patterns showing that the Board should not go forward, Town Manager explained that from a customer service standpoint, there are a series of things that had to be dealt with initially. The HPHC product mirrors the hospital and physicians list from Blue Cross / Blue Shield. He indicated that the survey will likely show that a lower premium and deductible would be more desirable. Bryan Adams noted that the tiering is done on an annual basis and usually goes down rather that increases.

Vice Chairman Johnson questioned why Winchester Hospital would not be the lowest tier facility. He suggested that the plan should be tailored to the community and the local hospital should be given the first consideration. The Board was informed that the academic medical centers charge more.

*Motion: That the Board of Selectmen authorize the Town Manager to sign the FY2017 health insurance contract with Harvard Pilgrim Health Care.

Whitehead – Bettencourt All in favor. VOTED.

Discussion continued about the best method for distribution of the survey. It was suggested that an executive summary be put together for posting on the website; the survey should include time-sensitive data. Responses would be due back by May 2nd. Town Manager informed the Board that the survey will be ready for review at a March Board of Selectmen Meeting.

CONSENT AGENDA / SUPPLEMENTAL CONSENT AGENDA

Authorization to use funds from the Agawam Road Gift Account in the amount of $2,225 for consulting services re: Skillings Field synthetic turf and the Public Safety Building projects;
Authorization to use funds from the Agawam Road Gift Account to complete an appraisal of a parcel of land on Main Street;
Approval of Health Director's Request to increase the expenditure cap for the Board of Health 53 ½ E Revolving Account;
Authorization to expend up to $4,000 from the Agawam Road Gift Account for the appraisal of property located adjacent to 764 Main Street

*Motion: That the Board of Selectmen approve the Consent Agenda and the Supplemental Consent Agenda for Monday, January 25, 2016 that includes the following: authorization to use funds from the Agawam

Road Gift Account for the following:
in the amount of $2,225 for consulting services re: Skillings Field synthetic turf and the Public Safety Building projects; to complete an appraisal of a parcel of land on Main Street; to expend up to $4,000 for the appraisal of property located adjacent to 764 Main Street; to approve the Health Director's request to increase the expenditure cap for the Board of Health 53 1/2E Revolving Account.

Johnson – Bettencourt All in favor. VOTED.

COMMUNICATIONS AND WORKING GROUP REPORTS

The Board acknowledged receipt of the following correspondence:

1. Planning Board Agenda – Tuesday, January 19, 2016
2. Correspondence from Residents re: Eversource 345kV line – Woburn to Wakefield
3. Email from Russell Hulteen re: Woburn Loop Land Purchase
4. Public Information Session Notice: NStar d/b/a Eversource Energy - Woburn to Wakefield 345kV Project
5. Public Information Session Notice: NStar d/b/a Eversource Energy – Mystic to Woburn 115kV Project
6. James A. Johnson, III to Zoning Board of Appeal re: 416 Cambridge Street 40B Project
7. Ledges 40B Committee / residents to Zoning Board of Appeal and Planning Board re: 416 Cambridge Street 40B Project
8. James Mullare, 8 Priscilla Lane re: loss of parking spaces at rear of Library due to electric car charging station installation
9. Xfinity (Comcast) – Change of Address Notification
10. MBTA Fare Proposal / Proposed Commuter Rail Schedule Changes – Public Meeting Locations Notificaiton
11. School Committee Agenda – Tuesday, January 26, 2016

Adjournment: 10:25 PM

*Motion: That the Board of Selectmen adjourn for the evening.
Johnson – Whitehead
By Roll Call Vote: Whitehead, Bettencourt, Powers, Johnson, Grenzeback VOTED.

Respectfully submitted,

Richard C. Howard, Town Manager

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Summary of Votes Taken
Board of Selectmen's Meeting
Monday, January 25, 2016

Present: Chairman Grenzeback, Vice Chairman Johnson, Selectmen Powers, Bettencourt and Whitehead
Absent:

*Motion: That the Board of Selectmen adjourn to Executive Session for the purpose of discussing matters related to Contract Negotiations: Winchester North - MGL Chapter 30A §21a(6); Contract Negotiations: Hospital PILOT - MGL Chapter 30A §21a(6); and Contract Negotiations: NStar d/b/a Eversource Energy - MGL Chapter 30A §21a(6) where an open meeting discussion may have a detrimental effect on negotiating position of the public body, as declared by the Chairman.

Whitehead – Bettencourt
By Roll Call Vote: Whitehead, Bettencourt, Powers, Johnson, Grenzeback VOTED.

*Motion: That the Board of Selectmen adjourn from Executive Session to Public Session, not to return to Executive Session.

Whitehead – Bettencourt
By Roll Call Vote: Whitehead, Bettencourt, Powers, Johnson, Grenzeback VOTED.

*Motion: That the Board of Selectmen authorize staff to conduct a land appraisal for property on Main Street as indicated, in an amount not to exceed $8,000 with those funds coming from the Agawam Road account, with the intent being that funds be returned to the Agawam Road account upon the sale of any of the property being appraised.

Johnson – Powers All in favor. VOTED.

*Motion: That the Board of Selectmen suspend their Rules and Regulations in order to consider a matter not a part of the agenda, i.e., the Petition of the Town of Winchester for Leave to Intervene Out of Time as a Party in the Eversource transmission line proposals.

Johnson – Whitehead All in favor. VOTED.

*Motion: That the Town of Winchester petition the Siting Board to intervene for Winchester and authorize the Town Manager to enter into a consulting agreement with GoPower of Medford.

Johnson – Powers All in favor. VOTED.

*Motion: That the Board of Selectmen reinstate their Rules and Regulations.

Johnson – Whitehead All in favor. VOTED.

*Motion: That the Board of Selectmen authorize the Town Manager to sign the FY2017 health insurance contract with Harvard Pilgrim Health Care.

Whitehead – Bettencourt All in favor. VOTED.

*Motion: That the Board of Selectmen approve the Consent Agenda and the Supplemental Consent Agenda for Monday, January 25, 2016 that includes the following: authorization to use funds from the Agawam Road Gift Account for the following:
in the amount of 2,225 for consulting services re: Skillings Field synthetic turf and the Public Safety Building projects; to complete an appraisal of a parcel of land on Main Street; to expend up to $4,000 for the appraisal of property located adjacent to 764 Main Street; to approve the Health Director's request to increase the expenditure cap for the Board of Health 53 1/2E Revolving Account.

Johnson – Bettencourt All in favor. VOTED.

Summary of Votes Taken
Board of Selectmen's Meeting
Monday, January 25, 2016

*Motion: That the Board of Selectmen adjourn for the evening.
Johnson – Whitehead
By Roll Call Vote: Whitehead, Bettencourt, Powers, Johnson, Grenzeback VOTED.

TOWN OF WINCHESTER
BOARD OF SELECTMEN MEETING
Monday, January 11, 2016
Record

Chairman Lance R. Grenzeback called the meeting to order at 7:00 PM in the Board of Selectmen Meeting Room located in Town Hall. Present were Vice Chairman James A. Johnson, III, Selectman Stephen L. Powers, Selectman Michael Bettencourt and Selectman E. James Whitehead. Also present were Town Manager Richard C. Howard and Town Counsel Wade M. Welch.

OPENING

*Motion: That the Board of Selectmen adjourn to Executive Session for the purpose of discussing matters related to MGL Chapter 30A §21(a)6 – Winchester Hospital PILOT update; Real Estate Negotiations: Winning Farm – MGL Chapter 30A §21(a)6 – Update; Asa Fletcher Fund request – MGL Chapter 30A §21(a)7 – compliance with, or acting under the authority of, any general or special law or federal grant in aid requirements] and Personnel Matter per MGL Chapter 4 section 7 clause 26(c).

Johnson – Bettencourt
By Roll Call Vote: Whitehead, Bettencourt, Powers, Johnson, Grenzeback VOTED.

*Motion: That the Board of Selectmen adjourn from Executive Session to Public Session, not to return to Executive Session.

Johnson – Bettencourt
By Roll Call Vote: Whitehead, Bettencourt, Powers, Johnson, Grenzeback VOTED.

Notification of Meetings and Hearings

- Monday, January 18, 2016 – Martin Luther King, Jr. Holiday – Town Hall Closed
- Monday, January 25, 2016 – Board of Selectmen Meeting – Regular Session
- Monday, February 1, 2016 – Board of Selectmen Meeting – Regular Session [tentative]
- Monday, February 8, 2016 – Board of Selectmen Meeting – Regular Session [tentative]
- Monday, February 22, 2016 – Board of Selectmen Meeting – Regular Session [tentative]

Chairman's Comments

Chairman Grenzeback informed the audience that the MBTA will be holding a hearing on their proposed fare rate increases and late night service reductions. Those who are interested should check the MBTA's website for additional information.

Selectman Whitehead reported that he has received word from the Massachusetts Department of Agriculture that the emerald ash borer has advanced as far as Worcester, MA. Those residents with ash trees should talk with their landscaper.

Town Manager Reports / Comments:

Health Insurance Rates – Authorization for Manager to sign contract with HPHC

Town Manager referenced the information contained in the packet and the request to authorize him to sign the contract for renewal of the health insurance product. He noted that the Board may wish to have a comprehensive presentation from the Town's insurance consultant prior to making this authorization. Consensus of the Board was that a briefing / presentation would be beneficial to both

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Board members and employees. Chairman Grenzeback pointed out that the proposal from HPHC is for a 0% increase in the health insurance rates.

MBTA Train Station – Winchester Center

Town Manager noted that the 15% design has been completed and a working group meeting is scheduled to be held in the next few weeks. The objective is to have the design team also make a presentation to the Board in the next few weeks, most likely during the month of February. Town Manager noted that repairs have also been completed on the platform and the ramp is now open for use by commuters.

416 Cambridge Street – 40 B Proposal

Town Manager noted that this is under consideration by the Zoning Board of Appeals and recommended that the Board arrange to obtain some commentary from both legal counsel and staff to make a series of recommendations either jointly or individually to the ZBA in their efforts to reach a conclusion.

Waterfield Parking Lot

Town Manager informed the Board that with assistance from the Town Planner, he has held a series of meetings to bring a consultant on to help the Board shape an RFP. Meg White, the Town's Special Projects Engineer has been assisting in this effort as well. A draft RFP will be developed that is similar in structure to that utilized for Wright-Locke Farm RFP, i.e. similar framework but entirely different content.

FY2017 Budget

Town Manager reported that the FY2017 Budget is in draft form and all departmental budget requests for the upcoming fiscal year beginning July 1, 2016 have been received. He pointed out that the Manager's Budget must be submitted to the Finance Committee by February 15th.

Selectman Powers reiterated that the 416 Cambridge Street – 40B proposal will be discussed by the Board on January 25th. Chairman Grenzeback noted that the decision will rest largely with the State, however the ZBA has been holding detailed hearings on the project design, drainage, fire access, traffic impacts, etc., with the ZBA making a final report on conditions related to this project sometime in early February. He noted that the Board of Selectmen has no direct jurisdiction in this matter however what the Board will do after reviewing all of the testimony before the ZBA, along with comments from the neighbors, is putting together a letter to the ZBA so that the Board of Selectmen's comments are on record.

Fish Ladder Update

Town Manager noted that a meeting was held on this issue earlier today with personnel from the Division of Marine Fisheries, the DPW, Conservation Commission and legal staff. He recalled that funding had been requested from the entity that indicated they would provide the funds for construction of the fish ladder, however it has been almost a month and there has been no word back. As a result, there is no direct feedback on funding and there is no reason to expect that the funding will not be received for the design and construction.

Town Manager indicated that the meeting held earlier was a good meeting and there were a series of things that the DPW discussed with the representatives from the State concerning the operation and maintenance of the fish ladder once it is constructed. This project continues to move along and the Dept. of Fisheries has Town Counsel's effort at an MOU; a Maintenance and Operating Agreement

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would be attached to the MOU, which at some point might necessitate modification depending upon information received after the fish ladder is installed. He reported that all parties at the table are working in the same direction.

Town Manager reported that there was a meeting earlier today about the Skillings Culvert with a full range of staff in attendance. The consultant, VHB, has now endorsed the change order for the EFPBC / Town of Winchester contract for the construction of the High School that will have that contractor perform all of the soil remedial work required within the project limits at Skillings Field. Town Manager noted that some of this field is under the jurisdiction of the EFPBC / contract for Winchester High School; the remainder is with the Town. The portion for the baseball field and new parking lot, which is under the EFPBC jurisdiction will see the remediation done by the project contractor as a part of the change order to be considered by the EFPBC next Wednesday. Simultaneously, the Town will issue a contract for the installation of the culvert and remediation of the soil beyond the project limits at the northern end of the field. A project schedule has been prepared and both teams will be acting in concert; the culvert work will precede by a few months the remediation efforts, reconstruction of the ball field and reconstruction of the parking lot. The expectation is that this will be discussed by the EFPBC next week, the issue finalized and sent to MSBA for their finalization, and in the Spring construction will be underway.

MATTERS FROM THE AUDIENCE

Joseph O'Connor, 7 Wainwright Road referenced the Board's January 25th meeting where the 416 Cambridge Street 40B project will be an agenda item for discussion and asked whether the public would have an opportunity to comment at that time. Selectman Grenzeback responded that there would be an opportunity for public comment. He recalled that Mr. O'Connor had previously informed the Board that the developer would be putting out balloons to indicate the dimensions of the proposal. Mr. O'Connor noted that the developer has yet to do this, and indicated that he will contact the chairman of the ZBA and request that this be done.

DPW Director Jay Gill, Veterans Services Officer Al Wile, VFW Quartermaster Gregg Quill, Mrs. Edward F. O'Connell and Kevin Brown, DPW Employee came forward. Veterans Services Officer Al Wile requested that the Board welcome Kevin Brown back to the Town's employment after having served in the Middle East Theater of Operations. Director Gill informed the Board that Mr. Brown left Winchester about eleven months ago. The Department of Public Works is happy to have Mr. Brown back because he is an excellent employee with superb skills and lives in Winchester.

Kevin Brown informed the Board that while deployed, he was a part of a crew that constructed the largest free-standing structure in Iraq since 2007. Director Gill informed the Board that he is happy to have Mr. Brown back on his staff.

BUSINESS

WinCam Board of Directors Appointment – Term to Expire: November 15, 2018
Candidate for reappointment: Melodie Wing

Melodie Wing informed the Board that WinCam is enjoying its temporary space on Swanton Street but is in discussion with the School Department about getting back into Winchester High School. WinCam staff is excited about the equipment that will be available to them in the High School auditorium, which will be used for Spring 2016 Town Meeting.

*Motion: That the Board of Selectmen reappoint Melodie Wing to the WinCam Board of Directors for a term to expire November 15, 2018.
Johnson – Whitehead All in favor. VOTED.

<u>NStar d/b/a Eversource Energy – Woburn to Wakefield Transmission Line Presentation</u>
Present: William Zamparelli and Jack Lopes, Community Relations, Beverly Schultz and David Velez, Project Managers

Chairman Genzeback announced that the Board would be scheduling two public informational sessions on this issue, the first on January 27th and the second on February 10th, in the Lincoln Elementary School Auditorium at 7:00 PM. The January 27th meeting will primarily discuss the Woburn to Wakefield Transmission line and the February 10th meeting will discuss the Mystic Line to Woburn. He noted that the Town will be working with Eversource to get notice out to residents and information will also be posted on the Town's website.

Chairman Grenzeback noted that the objective this evening is to provide an update on the progress of the project and provide answers to questions forwarded to Eversource prior to the holiday season. He stressed that the meetings on January 27th and February 10th are informational sessions and not public hearings because there is no action to be taken by the Board of Selectmen. He requested that those in attendance make note of anything that they feel may have been missed this evening so that answers can be provided for the January 27th presentation. He explained that a specific web page will be constructed about this project as the Town is seeking ways to push information about the project out to the public.

Bill Zamparelli, Eversource Community Relations Representative thanked the Board for the opportunity to present the project this evening. He introduced his colleague, Jack Lopes. Mr. Lopes explained the difference between a transmission line and a distribution line: transmission lines are like the interstate highway system, the backbone of the electric system carrying bulk supply of electricity. Distribution lines are lower voltage and carry power to local businesses and homes.

Mr. Lopes outlined the agenda for this evening:

- Electric Transmission vs. Distribution:
- Need for both projects;
- Benefits of both projects for the Greater Boston Area;
- Woburn to Wakefield Line Project
    - Overview & maps
    - Analysis of route alternatives
    - Construction process
    - Overall schedule
- Mystic to Woburn Line Project:
    - Overview & maps
    - Analysis of route alternatives
    - Construction process
    - Overall schedule

  Managing Impacts During Construction
  Electric and Magnetic Fields (EMF)
  Proactive Project Outreach
  Project Contacts

Mr. Lopes explained that ISO New England has identified inadequate transmission resources to serve the Greater Boston area, including potential overloads to the existing 115-kV and 345-kV systems serving this area.

The Woburn to Wakefield and Mystic to Woburn Line Projects are part of a suite of projects designed to meet growing customer electrical demands and maintain system reliability in the Greater Boston and

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surrounding area. These two new projects were selected by ISO New England as a part of the "preferred solution" to solve this need. The benefits of both projects for the Greater Boston area are as follows:

- Improves reliable electric service;
- Reduces energy costs;
- Creates economic benefit during construction: direct benefit (construction jobs) and indirect benefits (hotels, restaurants, etc.);
- Produces significant new property tax revenue for the towns in which the new facilities are located;

Woburn to Wakefield Line Project:

- Proposed new 345-kilovolt (kV) underground transmission line;
- Connect the Eversource Woburn Substation in Woburn with the National Grid Wakefield Junction Substation in Wakefield;
- Approximately 8.4 miles: Woburn (1.4 miles), Winchester (1.6 miles), Stoneham (1.8 miles), and Wakefield (3.6 miles);
- Includes improvements within the existing Woburn and Wakefield Junction substation properties;
- Overall project investment of approximately $107 million;
- Coordinating closely with towns in planning, construction and restoration phases

Mr. Lopes indicated that various criteria were used to evaluate many routes with the project area, along with input from municipalities and state agencies. Most routes use pubic roadways, but railroad rights-of-way, parkland, and some private lands were also considered in the route selection analysis. Of the dozens of potential routes initially identified, the Companies completed in-depth analysis of three primary routes and several variations to the primary routes, as presented in the Project's Petition submitted to the EFSB in September, 2015.

Beverly Schultz, Project Manager for the Woburn to Wakefield Line Project, informed the Board that this is a 345kV underground transmission line, connecting the Woburn Substation to the Wakefield Junction Substation. The route in Winchester is currently Lake Avenue, Woburn to Pickering Street, Woburn, to Border Street, Cross Street and Washington Street, all in Winchester. A proposed route and route variation has been put forward to the Siting Board. Ms. Schultz reported that the overall project investment is about $107million.

Ms. Schultz informed the Board that during a meeting with the Town Engineer, DPW Director and other Town staff, they were advised that Winchester would prefer the shortest route possible. Also reviewed was a path to avoid the Washington Street / Cross Street intersection by going through Davidson Park and Calvary Cemetery onto Central Street in Woburn. The Cemetery has indicated that they are running out of space and planning to eliminate their access road, which was the proposed route rather than through the center of the Cemetery. Also reviewed was a path going over Route 93 to Marble Street in Stoneham; MassDOT has indicated that they have plans to replace this bridge in approximately 2021 but design details are unknown at this time. Consideration was given to going through Stoneham at Fallon Road. Routes were scored and several different criteria utilized based upon traffic volume, land use, environmental impacts, etc.

In response to Vice Chairman Johnson's reference to the comment that Davidson Park was considered and how much consideration was given to this idea, Ms. Schultz explained that the Davidson Park area was not selected because of Article 97 requirements. She noted that this land is park land and would require an act of the Legislature to have the line go through it, therefore not seen as a good option. She recalled that this option was previously discussed with the Town Manager and Town Counsel.

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Ms. Schultz indicated that residential land use, industrial / commercial land use, sensitive receptors such as schools, public transit facilities, historic resources, potential traffic congestion, high impact crossings, public shade trees, wetlands, areas of environmental concern, potential for sub-surface contamination due to historical land use, length of each route, width of each street, utility density, angles, and whether trenchless crossings were required, all were reviewed. When routes were scored, the score was based upon a total path, with one route being compared to another; all of this is required by the Siting Board.

Explaining the construction process, Ms. Schultz noted that the typical procedure is a construction train that utilizes several different contractors with different expertises. One contractor will be the lead and cut the pavement, the next contractor will excavate the pavement and soil, the third contractor will install the pipe, the next crew will install the cement back-fill, the roadway is then temporarily repaired and after the entire project is completed, repaving is done to the Town's requirements.

Ms. Schultz noted that there is an excavation that is about four feet in width and five feet in depth, however when the manhole is installed it is much larger, eight feet wide / eight feet deep by thirty feet in length. She explained that she has been in discussion with the Town about the development of a Memorandum of Understanding setting up the terms of the project and how Eversource will construct, as well as whether or not the Town will require Eversource to close streets when a location is particularly difficult. She noted that none of these decisions have been made and traffic management plans are yet to be developed. The project is designed to the 75% level with this information having been provided to the towns and agencies involved. Ms. Schultz recalled that open houses were held in Woburn, Stoneham and in Winchester on April 29, 2015. In September of 2015 a petition was filed with the Department of Public Utilities Energy Facilities Siting Board, the agency designed to review projects. To be fair, the Siting Board considers the company's interest, the public's interest, and environment when considering the design, evaluating the project based upon reliability and cost, as well as on the impact to both the natural and human environments. The Siting Board exists for the purpose of review to make sure that the process is fair.

Ms. Schultz reported that the Siting Board held a public hearing on this project in November of 2015 in the Town of Stoneham. It is expected that evidentiary hearings will begin in March of 2016 and the discovery process has begun. She recalled that there was an option for anyone interested to become an intervener or an interested party and several parties have chosen to participate as formal interveners, including the Town of Stoneham and ISO New England, the agency requiring that this project be constructed. A decision is expected in the first quarter of 2017 with construction to begin in March and completed in 2018. The Host Community Agreements will stipulate work hours, review process, mitigation available, making the Town whole as a result of the project, grants of location to place the facility, street opening permits, Town involvement in the review of the project during construction, review of the actual design, etc.

<u>Mystic to Woburn Line Project</u>

- Proposed new 115-kilovolt (kV) underground transmission line;
- Connects the Eversource Mystic Substation in Everett and the Eversource Woburn Substation in Woburn;
- Approximately 7.2 miles in total length through Boston (0.3 mile) Somerville (1.4 miles), Medford (3.2 miles), Winchester (2.3 miles) and short distances in Everett and Woburn;
- Includes improvements within the existing Woburn and Mystic Substations;
- Initial project investment estimate: approximately $70 million.
- Coordinating closely with town in planning, construction and restoration phases;

David Velez, Project Manager for the Mystic to Woburn Project which is similar but also utilizes different technology than the Woburn to Wakefield project, in that it is a 115kV project accomplishing

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the reliability of the transmission system. The project connects the Woburn Station to the Mystic Station located in Everett; total length of project line is 7.2 miles, of which approximately 2.3 miles is located in Winchester; improvements will be made at both substations to accommodate the new line. The estimated budget for this portion of the project is approximately $70million. Eversource has been and will continue to work closely with the affected towns in the planning and construction of the project. The preferred route runs from Woburn, through Winchester, crossing Pond Street, down Woodside Road, down Wildwood Street to Fletcher Street, out to Bacon Street to Main Street into Medford along Route 38. Six different routes were reviewed and various variations and alternatives, impacts, etc. were considered. Mr. Velez also noted that these routes are weighted and scored against each other. Trenches will be two feet wide and five feet deep; manholes are 10 ft. x 10 ft.; river and rail crossings are at the Aberjona River and Wedgemere Train Station. Cable is pulled from manhole to manhole. Manholes are usually installed first.

Mr. Velez recalled that several open houses have been held on this project including one in Winchester on April 29th. The Siting Board held a hearing in Medford on May 20, 2015 and Evidentiary Hearings are to begin on January 20, 2016.

Traffic Management:

Mr. Velez informed the Board that a traffic management plan has been developed by a professional engineering firm with input from municipalities and in accordance with State Code. Police detail officers are required and paid by Eversource. Steel plates will be installed across the trenches to allow access to private property. Mr. Velez explained that the hours of construction are negotiated with each municipality. Outreach will be done via mailings, door-to-door, websites, etc. The project will have both a hotline telephone number and email address.

Electric and Magnetic Fields (EMF)

Dr. Peter Valberg, PhD., an independent consultant retained by Eversource. Dr. Valberg has a background in physics and public health, having earned his PhD in physics from Harvard. Dr. Valberg taught physics at Amherst College, later teaching public health at Harvard University School of Public Health.

Dr. Valberg noted that electro magnetic fields derive from the fact that lines in homes, distribution lines and transmission lines have voltages on them that give rise to the electric field, or another way of saying that charges can exert force from other charges. The magnetic field derives from current in the lines, either in homes, distribution or transmission lines. The current is another way of indicating moving charges. Magnetic fields are the center part of any motor, changing electricity into motion.

Dr. Valberg explained that in the proposed transmission lines, the one feature that is very important is that they are underground, and for an underground line, the electric field is shielded completely, so there is no above ground electric field; the only thing that can be detected from these lines is the magnetic field. The magnetic field is the same field that is created by distribution lines that are underground, the wiring in a home that carries current, as well as by the appliances within a home that create a magnetic field. Characteristic of transmission lines, the three phases that carry power in the line all add up to zero, with the fields cancelling each other out. The fields from overhead lines are higher because the individual conductors are far apart. Underground lines are packed close together which makes the cancellation of the fields of the individual conductors to be very good.

Dr. Valberg noted the following:

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- Because the proposed transmission lines are underground, the ground will shield the electric field completely. Magnetic fields are not shielded by the earth or by most materials, but they rapidly decrease in magnitude with increasing distance from the source.
- To help put the exposure in context, residents are exposed to magnetic fields from a variety of everyday sources, including household appliances such as microwave ovens when warming morning coffee, refrigerators, electric can openers, hair dryers, etc. While these everyday exposures are well within recommended ranges, the level of magnetic fields is often much stronger than the level from transmission lines. Electric and magnetic fields associated with this transmission facility are well below established, scientifically based limits on EMF exposure.
- As a matter of course, Eversource and National Grid designs new transmission facilities to mitigate the potential for EMF exposure. For this project, the projected EMF levels, as analyzed and corroborated by an independent industry expert fall well below the accepted health guidelines for magnetic field exposure.

The following is a list of 345-kV Projects in New England:

<u>Massachusetts</u>
Lower SEMA
Boston – Stoughton
Greater Springfield Reliability Project

<u>Connecticut</u>
Interstate Reliability Project (Joint with National Grid)
Greater Springfield Reliability Project
Middletown-Norwalk (Joint with United Illuminating)

<u>New Hampshire</u>
Merrimack Valley Reliability Project (Joint with National Grid and currently under review)

<u>Proactive Project Outreach</u>

- Stakeholders
- Municipal officials
- State and federal elected officials and regulators
- Regional Planners
- Property owners and tenants
- Businesses
- Community Groups

<u>Project Communication for Municipalities</u>

- Briefings and Presentations
- Email updates

<u>Public</u>

- Door to door outreach
- News releases / media advisories
- Informational mailings
- Dedicated 1-800# and email address
- Door hangers
- Project website

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The Board was informed that design requirements require multiple levels of redundancy, something that is enforced by ISO, in order to call on multiple stations at any moment. The Woburn Station connects to certain distribution lines because the network is regional. Approximately six (6) lines service Winchester. Beverly Schultz explained that redundancy is created between the substations. She noted that at this time, there is no connection between Woburn and Wakefield, which this project would rectify. In response to the question concerning how Winchester benefits, Ms. Schultz explained that transmission facilities bring power to the substation with other lines serving the community; Winchester is served primarily from Woburn.

Vice Chairman Johnson requested information on where the existing transmission lines are and where they come from. He indicated that residents do not realize what is in the street currently. He asked about the pipe size and what would be going through those pipes. Beverly Schultz explained that typically there are three cables in one pipe with oil inside for cooling purposes. In this particular project there is a cable in each of three pipes with one spare pipe. Vice Chairman Johnson pointed out that these types of installations are everywhere.

Selectman Bettencourt asked about the potential savings to residents and electricity users. Ms. Schults explained that this project would allow the independent service operator to call up additional service in a power outage in a better manner; generations costs will also be reduced.

Chairman Grenzeback raised the question related to the extent that the routes are still open for discussion and the flexibility for Eversource to make changes to the routes. Ms. Schultz indicated that the routes mapped were noticed to all abutters. Different routes or changes to the route would require renoticing to the public and holding additional public hearings.

Vice Chairman Johnson questioned why the existing railroad right of way cannot be followed and was informed by Ms. Schultz that there is no room in in the Davidson Park corridor. Wakefield is using the railroad right of way but Stoneham would require a private property easement. She explained that there are two different rights of way, one which is actual, the other, not currently being used. She noted that this is both an operation and safety issue. Ms. Schultz indicated that the railroad has guidelines for how far Eversource would have to be from the train track. She noted that there are overhead lines around railroad tracks in other areas of Massachusetts. She explained that many factors go into selection of a route and a check would have to be made to determine whether the installation would be above or below the ground.

Vice Chairman Johnson indicated that he really does not want the transmission line disrupting the quality of life for the citizens in Winchester. He suggested that a quick way of eliminating a half mile of road construction would be to go through Davidson Park and he feels that the Legislature would approve of this change. He suggested that this be explored further. Chairman Grenzeback recalled that the Town has a project to look at the restoration of Davidson Park. The Vice Chairman indicated that he feels the Town's State Legislative Delegation would work to push through Article 97 in this instance.

Construction Impact

Chairman Grenzeback questioned whether property takings would be necessary or not. Beverly Schultz informed the Board that there would be no property taking because no Eversource equipment would be located on private property and staging would be done only on the agreement of the property owner.

Chairman Grenzeback next raised the issue of interfering with the Town's facilities and the long-term impact of this. Ms. Schultz indicated that Eversource would occupy the same spaces in which Town facilities are located. Vice Chairman Johnson raised the question of whether any excavation would be lower than the Town's water / sewer lines. Director Gill indicated that water / sewer lines vary between

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4 ft. and 8 ft. in depth. Ms. Schultz explained that in some areas, the consultant has requested that facilities be moved, pointing out that additional depth means additional traffic impact.

Vice Chairman Johnson noted that the Board has a responsibility to the taxpayers, questioning how much of the existing right-of-way would be utilized by Eversource, because whatever Eversource uses will be lost to the Town in the future. Ms. Schultz indicated that the manholes are 4 ft. wide and 5 ft. deep. Because so much of the Town's right-of-way would be used by Eversource, the Vice Chairman asked about the residual effect on the community as Eversource has not mentioned compensation for the loss of the right-of-way.

Town Engineer Beth Rudolph noted that Selectman Johnson's point is an important one because there will not only be construction impacts but long-term impacts on the Town's infrastructure. The Board was informed that the Mystic to Woburn project has approximately 20 manholes and there are approximately 28 manholes in the entire Woburn to Wakefield project. Eversource agreed to provide information on the number of manholes to be installed in the Winchester portion of the project. The Board was informed that the excavated soil would be trucked away and flowable fill used to replace it. Police detail officers would be on site.

Eversource reported that the construction work zone would be isolated and protected, keeping pedestrian and vehicular traffic separate from the work area. Each work zone would be analyzed by a traffic engineer. How quickly construction proceeds is dependent upon the conditions and the other utilities in the ground. Eversource explained that there is not just one good answer to this question. Representatives indicated that the project could move between 25 feet and 150 feet per day.

Vice Chairman Johnson questioned whether both the 115kV line and the 345kV line in Winchester would be done at the same time. Eversource indicated that this would have to be discussed and built into any contingency plan. The Vice Chairman indicated that he does not mind the wide streets in Winchester being used but many of the streets are very narrow. The Eversource representative indicated that a traffic engineer would create staging plans, and traffic could be maintained on the narrower roads without significant shoulders. Parking spaces could also be taken on a temporary basis.

Chairman Grenzeback noted that residents are anxious about health impacts. Dr. Peter Valberg, PhD. pointed out that a lot of alarmist statements have been made on this issue but public health agencies do not feel that this is a big issue. He noted that guidelines provide for allowable exposure. Chairman Grenzeback noted that many of the studies focused on the overhead transmission lines and asked if there is a benefit to the underground lines. Dr. Valberg noted that the studies have focused on both above and below ground transmission lines and nothing has been found related to the underground lines.

Chairman Grenzeback asked whether there is a shielding mechanism that could be added to the manholes. Dr. Valberg explained that by taking the lines from above ground to underground cancellation is brought closer and mitigation is dramatic. He indicated that close compaction cancels out concerns and the rate of fall-off is much more dramatic. Chairman Grenzeback requested a diagram of how this fall-off measures out. Beverly Schultz indicated that there have been steel plates used in some projects, however this is not effective. Dr. Valberg pointed out that the pipes do some shielding. Selectman Bettencourt asked if the project costs would increase if the lines were in steel versus pvc pipes. Eversource indicated that there would be maintenance issues.

Selectman Whitehead indicated that one line has protection, the other does not. Eversource explained that there is catholic protection on the steel line, however the entire project has protection.

Chairman Grenzeback raised the issue of tax impact and whether the value of the homes in the area would decrease. Ms. Schultz indicated that there is no documentation that the values of properties in

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proximity to the lines are any less. An Eversource representative explained that the routing in the project parallels the 115kV line in service, and which has been in place since the early 1980's. New lines would be in addition to this line.

Beverly Schultz explained that the company pays personal property tax on the value of the asset in the community. The entire project is valued at $107million and based on the length of the project, the line is about $75million.

Vice Chairman Johnson raised the question of whether there would be long-term mitigation funds available with this project. Ms. Schultz informed the Board that Eversource will be working through a mitigation agreement with each community. Eversource also indicated that a betterment would compensate for temporary inconvenience as a mitigation measure. Ms. Schultz noted that Eversource is talking with the Town Manager and staff about this.

Chairman Grenzeback informed Eversource representatives that for the January 27th and February 10th meetings, the Board would like to find an effective way to reach residents. Selectman Powers indicated that he would like to make sure that the notification list is bigger rather than smaller. Chairman Grenzeback suggested that Town Meeting Members also be contacted.

Selectman Powers pointed out that Stoneham did change the route and it looks like the bulk of the revenue from the project will end up in Woburn. Ms. Schultz indicated that this is correct. Selectman Powers questioned whether any community has rejected the project in its entirety. Ms. Schultz noted that Stoneham does not want Eversource in their Town. If changes to the route are made, Eversource will have to renotice abutters and lengthen the amount of time for review. Another Eversource representative explained that not only would there be an impact on other parts of the route, but a cumulative impact as well.

Vice Chairman Johnson requested a tentative construction schedule, information about hours of operation, number of weekday work days proposed, etc. He expressed concern about the Muraco School area. He informed Eversource that he would like to allow Town staff to have time to evaluate this proposal as he is particularly concerned about construction when kids are walking to and from school, reducing issues of concern for Winchester residents.

Community Representative Bill Zamparelli informed the Board that Eversource has drafted responses in an FAQ format that could be posted on the Town's website. His team will try to provide answers for those questions raised this evening.

At 9:55 PM Chairman Grenzeback declared a brief recess. He reconvened the meeting at 10:10 PM.

CONSENT AGENDA

Approve / Correct Meeting Minutes:
Monday, October 19, 2015; Monday, October 26, 2015;
Monday, November 30, 2015; Monday, December 7, 2015;
Monday, December 14, 2015; Wednesday, December 16, 2015
One Day Alcoholic Beverage License(s)
Griffin Museum – Thursday, January 14, 2016;
Maureen Nuccitelli, Mixology Diva – Sanborn House – Friday, January 22, 2016
Vacation / Sick Carry Forward Request:
Comptroller Stacie A. Ward
Approval: Chapter 268 §20(d) Exemption for Landscaping Design Services
related to the Mt. Vernon Street Bridge Flood Mitigation Project:
Juli Riemenschneider (Design Review Committee member)

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*Motion: That the Board of Selectmen approve the Consent Agenda for Monday, January 11, 2016 that includes approval of meeting minutes for October 19, October 26, November 30, December 7, December 14 and December 16, 2015; One Day Alcoholic Beverage Licenses for the Griffin Museum on Thursday, January 14, 2016; Maureen Nuccitelli, Mixology Diva – Sanborn House – Friday, January 22, 2016; vacation / sick carry forward for Comptroller Stacie A. Ward; approval of Chapter 268 §20(d) exemption for landscaping design services related to the Mt. Vernon Street Bridge Flood Mitigation Project: Juli Riemenschneider (Design Review Committee member).

Johnson – Bettencourt All in favor. VOTED.

COMMUNICATIONS AND WORKING GROUP REPORTS

The Board acknowledged receipt of the following correspondence:

1. Frank DePaola, General Manager, MBTA from Chairman Grenzeback re: Winchester / Lowell Line Commuter Rail Service Schedule
2. Town Engineer to Special Parking Permit holders re: discontinuance of Special Parking Permit designation
3. Lynch Parent Association re: Pond Street safety
4. Eric Hayden, Wainwright Road re: 40B project at 416 Cambridge Street
5. Mass. Municipal Association – Annual Meeting Notification
6. May Benoît Lutgen, Bastogne re: 71st anniversary commemoration of the Battle of the Bulge presentation
7. NStar d/b/a Eversource – Grant of Location Request – Church Street
8. Letter to Local Business Owners / Residents: Mt. Vernon Street traffic changes during EnKa Fair and Mt. Vernon Street Bridge culvert project
9. School Committee Agenda – Tuesday, January 12, 2016

Non-Docket Business from the Selectmen

Chairman Grenzeback noted that a local resident is willing to take a look at the Town's website in order to set up a "Town Crier" format for announcements. This would allow connection with Facebook, Twitter, etc. Selectman Bettencourt noted that this is the first step in better citizen communication. Selectman Whitehead pointed out that the School Department is reviewing their outreach software for better communication between teachers and parents. Town Manager suggested development of a 'social media' policy.

*Motion: That the Board of Selectmen authorize an expenditure of up to $2500.00 with a source to be determined for technical consulting services related to the Town's website.

Johnson – Bettencourt All in favor. VOTED.

Relative to the Eversource Projects, Vice Chairman Johnson informed his colleagues that he would like to see a map of where the manholes will be located for both project.

Selectman Bettencourt requested a clear, simple presentation about electro-magnetic fields. Also requested was the following:

- tax revenue information for the existing power lines;
- the estimated income based upon the lines currently in place;
- more information about the hierarchy of the process, i.e., who is the ISO;

- outline of the appeal process if the Board of Selectmen says 'no' to the project;
- what are the options available to the Board;
- opinion from Town Counsel on the Board's latitude in this matter;
- more information on the proposed 'preferred' alternative, i.e., Green Street, Woburn;
- what are other communities doing?

Adjournment: 10:30 PM

*Motion: That the Board of Selectmen adjourn for the evening.
Johnson – Bettencourt
By Roll Call Vote: Whitehead, Bettencourt, Powers, Johnson, Grenzeback VOTED.

Respectfully submitted,

Richard C. Howard, Town Manager

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Summary of Votes Taken
Board of Selectmen's Meeting
Monday, January 11, 2016

Present: Chairman Grenzeback, Vice Chairman Johnson, Selectmen Powers, Bettencourt and Whitehead
Absent:

*Motion: That the Board of Selectmen adjourn to Executive Session for the purpose of discussing matters related to MGL Chapter 30A §21(a)6 – Winchester Hospital PILOT update; Real Estate Negotiations: Winning Farm – MGL Chapter 30A §21(a)6 – Update; Asa Fletcher Fund request – MGL Chapter 30A §21(a)7 – compliance with, or acting under the authority of, any general or special law or federal grant in aid requirements] and Personnel Matter per MGL Chapter 4 section 7 clause 26(c).
Johnson – Bettencourt
By Roll Call Vote: Whitehead, Bettencourt, Powers, Johnson, Grenzeback VOTED.

*Motion: That the Board of Selectmen adjourn from Executive Session to Public Session, not to return to Executive Session.
Johnson – Bettencourt
By Roll Call Vote: Whitehead, Bettencourt, Powers, Johnson, Grenzeback VOTED.

*Motion: That the Board of Selectmen reappoint Melodie Wing to the WinCam Board of Directors for a term to expire November 15, 2018.
Johnson – Whitehead All in favor. VOTED.

*Motion: That the Board of Selectmen approve the Consent Agenda for Monday, January 11, 2016 that includes approval of meeting minutes for October 19, October 26, November 30, December 7, December 14 and December 16, 2015; One Day Alcoholic Beverage Licenses for the Griffin Museum on Thursday, January 14, 2016; Maureen Nuccitelli, Mixology Diva – Sanborn House – Friday, January 22, 2016; vacation / sick carry forward for Comptroller Stacie A. Ward; approval of Chapter 268 §20(d) exemption for landscaping design services related to the Mt. Vernon Street Bridge Flood Mitigation Project: Juli Riemenschneider (Design Review Committee member).
Johnson – Bettencourt All in favor. VOTED.

*Motion: That the Board of Selectmen authorize an expenditure of up to $2500.00 with a source to be determined for technical consulting services related to the Town's website.
Johnson – Bettencourt All in favor. VOTED.

*Motion: That the Board of Selectmen adjourn for the evening.
Johnson – Bettencourt
By Roll Call Vote: Whitehead, Bettencourt, Powers, Johnson, Grenzeback VOTED.

Docket Item:
H – 3:
February 22, 2016

Winchester Town Day Committee

February 17, 2016

Mr. Lance Grenzeback, Chairman
Board of Selectmen
Town Hall
Winchester, MA 01890

Mr. Grenzeback:

The Winchester Town Day Committee would like to respectfully request a permit to hold Winchester's annual Town Day celebration on Friday, June 3 and Saturday, June 4, 2016 with a rain date of Sunday, June 5, 2016.

As in previous years, our permit request covers the following areas.

1. **Street closings and parking bans**:
   Friday, June 3rd (Block Party) - 5:30 PM to 11:00 PM
   Mt. Vernon St. (Rotary to Washington St.)

   Saturday, June 4th (or Rain Date Sunday, June 5th) – 6:00 am to 10:00 pm
   Main Street (Rotary to Mystic Valley Pkwy)
   Mt. Vernon Street (Rotary to Washington St.)
   Thompson Street
   Converse Place
   Laraway Road (to 5:00 PM only)

2. **Open Areas:**
   Town Common
   Manchester Field
   Elliot Park
   Town Hall
   Mill Pond and grounds

3. **Fireworks display**
   Manchester Field

We would also appreciate it if the Town would contact the MBTA and arrange for the redirection of the bus service that normally uses Laraway Road during the Saturday events.

We will be in contact with Chief Albertelli and Chief Nash regarding public safety issues on Town Day. We will also be in touch with the Department of Public Works, the School Department and the Recreation Department to coordinate the event with them.

P.O. Box 933, Winchester, Massachusetts 01890

We would like to take this opportunity to remind the Board and all Winchester residents that Winchester Town Day is celebrating our 35th anniversary in 2016. We intend to work with the community to make this event the best yet. With your help and support, Winchester's 35th annual Town Day will be its usual success. We would be happy to address any concerns or questions you might have.

Thank you for your consideration.

Sincerely,

/s/ Allan Eyden

/s/ Laura Fitzgerald

Co-Chairs, Winchester Town Day Committee

TOWN OF WINCHESTER

SECTION 125 CAFETERIA PLAN - FLEXIBLE SPENDING PLAN ADOPTION AGREEMENT

Effective Date: 1/1/2016

Item I: Adoption

The Employer hereby establishes a Qualified "Cafeteria Plan" as set forth pursuant to Section 125 of the Internal Revenue Code. The Benefit Package Options listed in Item VI below have been incorporated into this Plan by reference. Nothing in this Adoption Agreement shall be intended to override the terms of the Plan Document to which this Adoption Agreement is attached.

Item II: Employer Organization

Name of Organization:	TOWN OF WINCHESTER
Federal Employer ID Number:	04-6001371
Street Address:	71 MOUNT VERNON
City, State, Zip:	WINCHESTER, MA 01890
Nature of Business:	MUNICIPALITY
Employer Affiliates:	NONE

Item III: Plan Information

Plan No.:	502
Plan Name:	TOWN OF WINCHESTER CAFETERIA PLAN
Plan Year Runs*:	JANUARY 1 – DECEMBER 31

*This Plan is designed to run on a 12-month Plan Year period as stated above. A Short Plan Year may occur when the Plan is first established, when the Plan Year period changes, or at the termination of a Plan.

Plan Administrator:	CAFETERIA PLAN ADVISORS, INC
Street Address:	420 WASHINGTON STREET, SUITE 100
City, State, Zip:	BRAINTREE, MA 02184
Phone:	781-848-9848

Item IV: Eligibility Requirements

(a) Except as provided in (b) below, the Classification of eligible Employees consists of All Employees.

(b) Employees excluded from this classification group are those individual Employees who fall into one or more of the following categories below:

Employees who are not eligible for coverage under group medical plan.

Employees who work less than 20 hours per week.

Item V - Service Period Requirement

An Employee meeting the eligibility requirements shall be allowed to participate in the Flexible Spending plan on the first day of employment and has up to 30 days from date of hire to enroll.

Item VI - Benefit Package Options

The following Benefit Package Options are offered under this Plan:

FSA HEALTH CARE ACCOUNT (with Debit Card)

FSA DEPENDENT CARE ACCOUNT

Item VII - Flexible Spending Account Elections

Health FSA

(a) The maximum annual reimbursement amount an Employee may elect for any Plan Year is **$2,550.**

(b) The maximum annual reimbursement amount that a Participant may receive during the year is the annual reimbursement amount elected by the Employee on the Salary Reduction Agreement for Health FSA coverage, not to exceed the amount set forth in (a) above.

(c) Minimum Contribution for this Benefit per Plan Year per Employee is: NONE

(d) In order to receive reimbursement under the Health FSA, the claim or claims must equal or exceed the Minimum Payment Amount. If a claim or claims submitted by the Participant do not equal or exceed this amount, the claim or claims will be held until the accumulated claims equal or exceed the Minimum Payment Amount, except that claims submitted for reimbursement during the last month of the Plan Year, the Run-Out Period, or the Claims Submission Grace Period, whichever is applicable, will not be subject to the Minimum Payment Amount. The Minimum Payment Amount under this Plan is hereby set as $1.00.

For the Health FSA account a debit card will be issued to Participants. Using the debit card for eligible expenses will debit the Participants account accordingly.

Dependent Care Assistance Plan

(a) The maximum annual reimbursement amount a Participant may elect under the Dependent Care Assistance Plan for any Plan Year is the lesser of the maximum established by the Plan described in (b) below or the statutory maximum specified in Code Section 129.

(b) The maximum annual reimbursement amount established by the Dependent Care Assistance Plan is as follows: **$5,000** for married filing jointly or single and $2500 for married filing separately.

(c) The maximum annual reimbursement that a Participant may receive during the year is the annual reimbursement amount elected by the Participant on the Salary Reduction Agreement, not to exceed the amount in (a) above.

(d) Minimum Contribution for the Benefit per Plan Year per Employee is: NONE

(e) In order to receive reimbursement under the Dependent Care Assistance Plan, the claim or claims must equal or exceed the Minimum Payment Amount. If a claim or claims submitted by the Participant do not equal or exceed this amount, the claim or claims will be held until the accumulated claims equal or exceed the Minimum Payment Amount, except that claims submitted for reimbursement during the last month of the Plan Year, during the Run-Out Period, or Claims Submission Grace Period, whichever is applicable, will not be subject to the Minimum Payment Amount. The Minimum Payment Amount under this Plan is hereby set as $1.00.

Item VIII: Plan Entry Date

The Plan Entry Date is the date when an Employee who has satisfied the Eligibility Requirements may commence participation in the Plan. Each year each Participant may elect in writing on a form filed with the plan administrator on or before the date he first becomes eligible to participate in the Plan, and on or before the first day of any Plan Year thereafter, to be reimbursed from the Plan for Unreimbursed Medical Expenses incurred during that year by him to the extent described and defined in the Plan Documents.

Item IX: Run-Out Period, Grace Period, Roll-Over Option

Run-Out Period

A. The Active Employee Run-Out is the period of time that begins the day after the Plan Year ends during which the Employee can submit claims for payment of Qualified Expenses incurred during the Plan Year. See Item X for Run-Out information.

B. The Terminated Employee/Coverage Run-Out is the period of time after an Employee terminates employment (or loses eligibility to participate in the Plan) during which the Employee can submit claims for expenses incurred while the Employee remained a Participant. See Item X for Run-Out information.

Grace Period

As indicated in Item X below, the Employer has the option to adopt a grace period for your benefits. View this section to determine if the grace period is included.

If a grace period has been adopted, it will begin on the first day of the next Plan Year and (depending on the benefit) will end up to two (2) months and fifteen (15) days later. To view a list of benefits and associated grace information, see Item X.

In order to take advantage of the grace period, you must be:

- A Participant in the applicable spending account(s) on the last day of the Plan Year to which the grace period relates, or
- (for Health FSA) A Qualified Beneficiary who is receiving COBRA coverage under the Health FSA on the last day of the Plan Year to which the grace period relates.

The following additional rules will apply to the grace period:

- Eligible expenses incurred during a grace period and approved for reimbursement will be paid first from available amounts that were remaining at the end of the Plan Year to which the grace period relates and then from any amounts that are available to reimburse expenses incurred during the current Plan Year. Because Run-Out claims may be submitted after Grace Period claims, claims may be reordered to maximize reimbursement; as a result, grace claims and/or payments may be reassigned to the current Plan Year.

  For example, assume that $200 remains in your Health FSA account at the end of the 2013 Plan Year, and further assume that you have elected to allocate $2400 to the Health FSA for the 2014 Plan Year. If you submit for reimbursement an Eligible Medical Expense of $500 that was incurred on January 15, 2014, $200 of your claim will be paid out of the unused amounts remaining in your Health FSA from the 2013 Plan Year and the remaining $300 will be paid out of amounts allocated to your Health FSA for 2014.

- Expenses incurred during a grace period must be submitted before the end of the Run-out Period described in Item X. The run-out period applies to claims, incurred both during the previous Plan Year and the grace period, that are reimbursable from the previous Plan Year. Any unused amounts from the end of a Plan Year to which the grace period relates that are not used to reimburse eligible expenses incurred either during the Plan Year to which the grace period relates or during the grace period will be forfeited if not submitted for reimbursement before the end of the Run-out Period. To see a list of benefits and associated Run-Out information, see Item X.

You may not use Health FSA amounts to reimburse Eligible Day Care Expenses (and if the grace period is offered under the Dependent Care FSA, Dependent Care FSA amounts may not be used to reimburse Eligible Medical Expenses).

Roll-Over Option

As indicated in Item X below, the Employer has the option to adopt a roll-over, allowing participants to roll up to $500 of unused/unclaimed funds for the Health FSA accounts to the succeeding plan year.

The Employer has the option to set the roll-over amount, up to $500 maximum. View this section to determine if the Health FSA account includes this option and the amount.

In order to take advantage of the roll-over option, you must be:

- A Participant in the applicable Flex Spending account(s) on the last day of the Plan Year to which the roll-over applies, or
- (for Health FSA) A Qualified Beneficiary who is receiving COBRA coverage under the Health FSA on the last day of the Plan Year to which the roll-over applies.

The following additional rules will apply to the roll-over:

- If a roll-over option has been adopted, the rolled funds become available after the run out period has expired for the current Plan Year.

  For example, assume that $200 remains in your Health FSA account at the end of the 2013 Plan Year and after the run out period. Further assume that you have elected to allocate $2500 to the Health FSA for the 2014 Plan Year. The $200 will roll to the 2014 Plan Year making the total amount available for Plan Year 2014 of $2700 ($2500 election plus the $200 amount rolled).

- The roll-over amount does not affect the maximum amount of salary reduction contributions that a Participant is permitted to make.

The roll-over option cannot be adopted to a Plan Year for which the Grace Period option is in effect. The Employer would need to cancel the grace period and opt for the roll-over.

Item X: Rollover Option, Grace Period and Run-Out Summary Information

Benefit	Roll Over Option	Roll Over Amount	Grace Period Adopted	Grace Period Days	Grace End Date	Active Employee Run-Out	Terminated Employee / Coverage Run-Out
FSA Health Care	**YES**	**$500**	**NO**	**N/A**		**90 days after plan yr ends**	**90 days after termination**
FSA Dependent Care	N/A	N/A	NO			90 days after plan yr ends	90 days after termination

Item XI: Administration Fee

Administration Fees:

Administrative fees paid by employer.

Item XII: Contacts

Benefits Coordinator

Employer Name:	TOWN OF WINCHESTER
Street Address:	71 MOUNT VERNON
City, State, Zip:	WINCHESTER, MA 01890

Plan Administrator:	CAFETERIA PLAN ADVISORS, INC
Street Address:	420 WASHINGTON STREET, SUITE 100
City, State, Zip:	BRAINTREE, MA 02184
Phone:	781-848-9848
Web Site:	www.CPA125.COM

Item XIII - Incorporation by Reference

The actual terms and conditions of the separate benefits offered under this Plan are contained in separate, written documents governing each respective benefit, and will govern in the event of a conflict between the individual plan document and the Employer's Cafeteria Plan adopted through this Agreement as to substantive content. To that end, each such separate document, including the Plan Document and the Summary Plan Description as amended or subsequently replaced, is hereby incorporated by reference as if fully recited herein.

Signature: _____ Date: 5-11-16

Name: RICHARD C. HOWARD

Title: Manager

Section 125 Cafeteria Plan - Premium Only Plan

Adoption Agreement - Plan Update

The undersigned Employer adopts the Premium Only Plan named below for those Employees who shall qualify as Participants hereunder. It shall be effective as of the date specified below. The Employer hereby selects the following Plan specifications:

1. **Name of Employer:** TOWN OF WINCHESTER

2. **Effective Date.** This Premium Only Plan shall be:

   a. (X) a new Plan effective: JANUARY 1, 2016

   b. ( ) an amendment and restatement in its entirety of a previously established Cafeteria Plan of the Employer. The amendment and restatement shall be effective:

3. **Plan Year:**

   JANUARY 1 through DECEMBER 31, then same years thereafter.

4. **Employer's Principal Office:** 71 MOUNT VERNON
   WINCHESTER, MA 01890

   Employer ID #: 04-6001371 Plan: 501

   Nature of Business: MUNICIPALITY

   Date Incorporated: 1850

5. **Administrator:** Cafeteria Plan Advisors, Inc.
   420 Washington St – Suite 100
   Braintree, MA 02184
   781-848-9848
   www.cpa125.com

II. Participant Eligibility.

All Employees shall become Eligible Employees upon meeting the eligibility requirements set forth in Article 2.1 of the Plan, provided, however, that the following classes of Employees **are excluded** from the definition of Eligible Employee (if elected to exclude, mark(x) all that apply):

- ☒ Employees who are less than 18 years of age.
- ☒ Temporary Employees, as defined in Article 1.25 of the Plan.
- ☒ Employees regularly scheduled to perform less than twenty (20) hours per week for an Employer.
- ☒ Employees who are considered wait staff, service employees or service bartenders and who earn, on average, less than $400 in monthly payroll wages.
- ☒ Student Employees who are employed as interns or as cooperative education student workers.
- ☒ Seasonal Employees, as defined in Article 1.23 of the Plan, who are international workers with either a U.S. J-1 student visa, or a U.S. H2B visa and who are also enrolled in travel health insurance.
- ☐ Other classes of Employees excluded from the definition of Eligible Employee under the Plan.

III. Benefits and Contributions to the Plan.

Formula for Employee/Employer Contributions under the Plan (This amount may be expressed as a percentage of monthly cost or as a flat monthly dollar amount.) Health care coverage options available to Participants under the Plan are any and all policies of medical.

If the formula for Employer contributions varies by class of Employees, the Employer assumes full responsibility for its Employer contribution design.

Benefit		Employer Contribution	Employee Contribution	
Full Time Employees:				
☒	Health Plan-HMO	75%	25%	Individual
☒	Health Plan-HMO	75%	25%	Family
☒	Health Plan-PPO	50%	50%	Individual
☒	Health Plan-PPO	50%	50%	Family

Other Insurance Plans:

- ☒ Dental
- ☒ Group Term Life
- ☒ Disability
- ☒ Cancer Policy
- ☐ Vision Benefit
- ☒ Accidental Death/ Dismemberment
- ☐ Other: _____

In no event shall the existence of any Employer contributions for monthly Premium costs, as indicated above, be construed to require the Employer to pay or otherwise be liable for any deductible, coinsurance, co-

payment or other cost-sharing amounts related to the applicable medical care coverage option elected by the Participant.

Certain medical care coverage options are available to Participants on a voluntary basis, without endorsement by the Employer and are not intended to be part of the Employer's Benefit program.

IV. Employer Sponsor's Execution of Adoption Agreement

Having made the elections described in this Adoption Agreement, the Employer Sponsor hereby adopts the Plan (consisting of this Adoption Agreement, including Schedules, and the attached Section 125 Cafeteria Plan document), which Plan is hereby executed in its name and on its behalf by a duly authorized representative of the Employer Sponsor, or his or her authorized delegate.

For the Employer Sponsor:

Signature: [signature]

Name: RICHARD HOWARD

Title: Manager

Date: 3-11-16

REV. 7/2015

Docket Item:
I – 1:
February 22, 2016

TUFTS UNIVERSITY

Department of Physical Education
Athletics and Recreation

Mr. Lawrence Beals, P.E., Chairman
Town of Winchester Zoning Board of Appeals
Town Hall
71 Mt. Vernon St.
Winchester, MA 01890

February 15, 2016

Dear Chairman Beals,

I am the head coach of the Tufts University Sailing Team, a position I have held since 1980. I submit this letter in that capacity. I write to you because of the environmental implications of a proposed, 96 unit residential development to be located at 416 Cambridge Street in Winchester. My principal concern is that the additional sewage flows from the development would exacerbate the problem of sanitary sewage overflows (SSO) into the Upper Mystic Lake where we operate.

The Tufts University Sailing Team, consisting of approximately 55 team members and additional support staff, is one of the largest and most successful University sailing programs in the United States. We are consistently nationally ranked and hold a number of national championships in multiple sailing classes. Within the University, the Sailing program is considered an important part of the Athletic Department's activities and continues as one of the Department's most consistently successful programs.

Upper Mystic Lake is the venue of Tufts' home sailing regattas. In a typical year, the University holds an average of 10 sailing events on the Lake, hosting competitions against other Universities and, occasionally, sailing associations and Colleges from around the world. We also hold practice sessions every weekday except Mondays all spring and fall and our summer class students take boats out in the summer as well. Thus the protection of the Lake and its foreshores is a major concern to the University and to the Sailing program in particular.

In 2013, the University made a multi-million dollar investment in a complete replacement of its Sailing Pavilion located on the eastern shore of the Lake. This project increased the capacity and amenities of the Pavilion and allowed us to improve our storage, maintenance and training capabilities. As part of this project, we also replaced the sailing platform and docks. We made this investment in consideration of the importance of the Lake as our home venue and training center.

In my 36 years on the Lake, I have become quite familiar with the challenges we face in keeping the Lake water clean. Because we use the Lake virtually year-round, we are naturally sensitive to its condition. In a typical year, the Department of Conservation and Recreation, through its responsibility for Shannon Beach, tests Lake water daily during the summer months. Water quality testing is typically done in the middle of the Lake using the Enterococci method, which tests for coliform but does not detect viruses or other forms of bacteria. On average, the DCR closes Shannon Beach between four and five times during the three-month summer season when testing occurs. During the rest of the year, when the University's sailing program is most active, we remain acutely aware of water quality and we know from direct experience that water quality suffers all year from currently existing, multiple sources of pollution that greatly pressure the Lake.

One of the most significant sources is sanitary sewage overflows from the north end of the Lake. There have been periods during which Lake coliform concentrations have reached 1600 to 1900 CFU's (colony forming units) which is 31 times the maximum allowable limit based on EPA and Commonwealth standards. These SSO's continue throughout the year and are not limited to wet periods, but rather are simply exacerbated in such periods. We've learned over 36 years on the Lake that not much rain is required to cause SSO's. Precipitation of between .25 and .5 inches, received even over an extended period, will cause a marked deterioration in water quality. Precipitation of an inch or more causes very noticeable deterioration in water quality to the naked eye (and nose) even without sophisticated testing. During dry periods, water quality can also suffer due to other pollution sources as well as leakage in the sewage infrastructure.

I know you will carefully consider the overall environmental impact of the proposed development and, in particular, I urge you to consider and employ all reasonable and available means of protecting Upper Mystic Lake and the watershed.

Sincerely,

Kenneth Legler
Head Coach, Tufts Sailing

cc: Winchester Board of Selectmen
Mr. Richard Howard, Office of the Town Manager
Winchester Planning Board

Docket Item:
I – 2:
February 22, 2016

Robert R. Williams
7 Wainwright Rd., Unit 17, Winchester, MA 01890

Mr. Lawrence Beals, P.E., Chairman
Town of Winchester Zoning Board of Appeals
Town Hall
71 Mt. Vernon St.
Winchester, MA 01890

February 10, 2016

Dear Chairman Beals,

I am a long time resident, living for 17 years on Cambridge St. on the shores of Upper Mystic Lake, now having "downsized" to the Ledges community since last October. Having lived and worked outside the United States for two decades, my family's time in Winchester reminds me how blessed we are by the quality of our Town government's staff and the quality of life we have here. In that vein, I'd like to thank you and the entire Board for your thoughtfulness, energies and effort in addressing sometimes thorny issues.

I believe that most of the Winchester residents involved in the Cambridge North development's review hold a positive view of the concept of affordable housing in our Town. But during the course of the applicant's presentations, I have developed a deepening concern about the applicant's and its advisors' willingness to work with the Town to create a positive outcome for both the project and the wider community. In particular, I have been disappointed by the developer's approach in helping the Town find realistic solutions to legitimate community, ZBA and Selectmen's concerns.

The applicant has proposed a very densely occupied, massive structure on a relatively small piece of ground. As part of the overall project, the applicant proposes to retain the existing main house that fronts Cambridge Street, modifying it and selling it as condominiums. This transaction will measurably reduce the applicant's capital costs, but will push the construction of the main building away and to the rear of the lot and up into steep and rocky terrain. This has several ramifications, including limiting emergency vehicle access around the perimeter of the building, reducing parking to below local zoning standards, reducing open space and play areas on the property and so forth. All these issues are significant and real concerns.

To ameliorate these issues, the applicant has several choices, among them to forego sale of the house to allow use of that portion of the lot for construction of the primary building. Moving the main apartment building to the front of the lot along Cambridge Street would allow more flexibility for parking, vehicle and emergency access, provision of open spaces and distance from abutters.

The applicant has so far refused to modify its site plan since originally proposed, despite the continuous statement of concerns of abutters and the community overall. The ZBA and the community have, in several public hearings, been searching for some middle

ground in reconciling community concerns with the applicant's reasonable needs. Reaching middle ground requires flexibility by the applicant as well as the Town. But not wishing to allow idealism to dilute to naivete, I suspect that, in many cases throughout the Commonwealth, 40b has served more as a weapon than a genuine purpose. I fear that happening here.

Beyond the applicant's inflexibility, of most concern to me is the project's potential harmful impact on the Town's sewer system and its capacity. Many believe the development as proposed risks triggering damaging levels of SSO. I also believe that this risk is very high and is not an issue of leak repairs, but rather of the underlying capacity of our wastewater system.

My family and I have been Upper Mystic Lake shore residents and continuing, avid users of the Lake since our arrival in Town. Our family includes three generations of Lake enthusiasts. The smallest members of the family love to paddle with me in a canoe across the Lake to Shannon Beach. They seem to "fall" out of the canoe on a regular basis. Our trips across the Lake are thus partly on and partly in the water. We have a continuing, close-up appreciation of the water quality throughout each summer. According to DCR records, Shannon Beach was closed five times during the summer season in 2015, an unusually dry period. Over the past 13 years, again according to DCR and Town records, that beach has been closed an average of just under five times each year, whereas Borggaard beach on Wedge Pond has been closed an average of less than once per year. This means that Shannon Beach closes, on average, almost twice each month during the three-month summer season during which measurements are taken.

We know that the Lake suffers from other sources of pollution and we know that, for reasons of SSO's and other problems, our small urban Lake teeters on the edge of environmental acceptability, even in dry periods. But I worry that we might, for the sake of the goal of affordable housing, be willing to jeopardize the Lake and all it brings us.

With deference to your Board and to the 40b process, I would like to see the following two steps taken:

- Within the context of 40b procedures, I would hope that the ZBA will request that the applicant provide an alternative design, reducing the scale of the project and not retaining the existing house for use as a capital cost reduction opportunity. This would allow several existing problems with the project to be alleviated. If this results in the applicant's appealing to the HAC, so be it.
- I would hope the Board will place appropriate, strict conditions on storm water and sewer discharges. I believe that this issue alone, subject as it is to Commonwealth regulation, provides the Town with adequate substance to ensure that whatever construction ultimately occurs at 416 Cambridge Street will not leave Winchester with a hurtful legacy.

The entire community sincerely appreciates the efforts of the ZBA to find a balance between desirable affordable housing and community concerns. Many citizens support such housing, as do I. But not at any cost, certainly not at risk to community health and safety or to our community treasures.

I'd like to again say thank you to you and your Board for its willingness to perform a role that is often, certainly in this case, fraught with nuance. I believe, as do my fellow neighborhood residents and I'm sure the entire community, that you and the Board have brought civility, integrity and great care to this matter.

Cordially,

Robert R. Williams

cc: Board of Selectmen and Mr. Lance Grenzeback, Chairman
Mr. Richard Howard, The Office of the Town Manager
Planning Board of the Town of Winchester

xfinity

Docket Item:
I – 3:
February 22, 2016

RECEIVED
16 FEB 16 PM 1:27
TOWN OF WINCHESTER
TOWN MANAGER
SELECTMEN

February 12, 2016

Board of Selectmen
Town of Winchester
71 Mount Vernon Street
Winchester, MA 01890

Dear Chairman and Members of the Board:

As you know, we announced a multi-year plan to reinvent the customer experience. Transforming the customer experience is our #1 goal and we're 100% committed to making it happen. We are looking at everything through a customer lens and making incremental investments and changes to make it easier to do business with us. We wanted to make you aware of one such change as it relates to simplifying our installation billing practices and pricing.

Starting March 7, 2016, we will simplify our installation charges in your community by introducing a single Professional Installation charge of $79.99, inclusive of installation fees (excludes applicable taxes and fees). This single installation charge will include the standard installation of XFINITY TV, XFINITY Internet and XFINITY Voice on all TVs in the customer's home at time of initial installation in addition to fees related to Installation, Activation and Relocation of each Additional Outlet, Connection of DVR equipment, Voice Service Activation and Wireless Networking On-Site Professional Set-Up. Today these additional fees are billed separately from the installation charge. Customers will be able to order service, schedule a Professional Installation, and inform our technician the rooms they want their services to be installed, all for one price! The charge does not apply to the installation of XFINITY TV only, XFINITY Home or Gigabit Pro Internet Service.

The Professional Installation fee will replace the Two Product and Three Product Installation charges in addition to the other fees previously charged during an initial installation of service as described above. We will continue to charge Wired/Unwired Installation fees for XFINITY TV only installations.

Customers are receiving notice of this change with their bill statement starting February 6, 2016. If you have any questions about this change, please feel free to contact me at 508-647-1418.

Sincerely,

Greg Franks

Greg Franks, Sr. Manager
Government & Regulatory Affairs

COMCAST

Docket Item:
I – 4:
February 22, 2016

22 Willowdale Road
Winchester, MA 01890
www.autismhousingpathways.org
617-893-8217

Dear Sir or Madam,

It is now widely known that 1 in 68 American children fall somewhere on the autism spectrum. What is less widely considered is the fact that children become adults, and they need a place to live. In Massachusetts, about 10,000 young people will be scrambling to find affordable, supportive housing over the next 20 years.

Autism Housing Pathways is the only non-profit in the state exclusively dedicated to the needs of families looking for housing solutions for their family members with autism or other developmental disabilities. We provide information and training to families and individuals about housing, supportive services and available funding streams, empowering them to create new, innovative housing models that are safe and sustainable. AHP also works with service providers and public officials to make them aware of the appropriate supports necessary for individuals with autism to be successful in a residential setting.

On March 12th, Autism Housing Pathways will hold its major fundraiser of the year, "Dancing with the Celebrities", at St. Mary's Church in Winchester. This year's celebrities are: Fr. Dick Messina, retired pastor at St. Mary's; Phil Campbell, former Commissioner of the Dept. of Developmental Services (DDS), former Pupil Services Director in Auburn, and now at leading service provider HMEA; Michelle Chapla, Director of Autism Services at Advocates, Inc.; Winchester Selectman Michael Bettencourt; "Katie", frequently featured in the blog Diary of a Mom, which has over 200,000 fans; and Kim Edwards, CEO of Step. and Lizzie, and a former competitive figure skater. Our "professionals" are members of the national powerhouse MIT Ballroom Dance Team. The event will also feature a silent auction, and, *new this year*, a runway show of ballroom dancewear.

Please consider donating an auction item, purchasing an ad in our program book, or making an in-kind donation of food or drink, including the possibility of hosting a "taste of" table. Donations to Autism Housing Pathways are tax deductible. Our tax exempt number is 27-264564.

Thank you for your generous assistance – families need to know they are not on their own in creating residential solutions.

Sincerely,

Catherine Boyle
President

RECEIVED
16 FEB 16 PM 2:07
TOWN OF WINCHESTER
TOWN MANAGER
SELECTMEN

"Dancing with the Celebrities" Event

Advertisement Form

All advertisements names will be listed on a display at the event.

Ad size and price:

- ☐ **Quarter Page $125 (Vertical: 2.125"x 3.5", Horizontal: 1.56"x 4.5)**
- ☐ **Half Page $250 (4.5"x 3.5")**
- ☐ **Full Page $400 (4.5"x 7.5")**
- ☐ **Back Cover $1,000 (4.5"x 7.5") (Includes 2 tickets to the event)**

☐ **Text Only: $50 (two lines maximum)**

_____

_____

To include a picture or logo, please email the digital file to Jennifer Kane at jksalesgirl@aol.com.

If paying by check, please remit your payment with this completed form.
Amount enclosed: _____

If paying by credit card, please go to http://autismhousingpathways.org/donate and pay the required amount via PayPal. List the name on the account so that we may associate the payment with your ad.
Name on PayPal account: _____

Please return by February 29, 2016
Thank you for your support!

Autism Housing Pathways
22 Willowdale Road
Winchester, MA 01890
www.autismhousingpathways.org

Autism Housing Pathways *presents:*

Dancing with the Celebrities

Led by the

MIT Ballroom Dance Team

Featuring: **Michael Bettencourt, Phil Campbell, Michelle Chapla, Kim Edwards, Fr. Dick Messina, & "Katie" Wilson**

Includes:

- **Cash Bar Free Parking Silent**
- **Auction**
- *and much more...*

March 12
7 pm - 9 pm
St. Mary's Parish Hall
158 Washington Street
Winchester, MA

Tickets: *$45 for adults*
$35 for students, children, and seniors

www.autismhousingpathways.org

THE LOTTERY Massachusetts State Lott

DEBORAH B. GOLDBERG
Treasurer and Receiver General

Docket Item:
I – 5:
February 22, 2016

MICHAEL R. SWEENEY
Executive Director

RECEIVED
16 FEB 16 PM 1:45
TOWN OF WINCHESTER
TOWN MANAGER
SELECTMEN

February 11, 2016

Winchester Board of Selectmen
71 Mt. Vernon Street
Winchester, MA 01890

Dear Sir/Madam:

The Massachusetts State Lottery is offering a KENO monitor to existing KENO To Go agents to display the game at their location. In accordance with M.G.L. c 10, section 27A, as amended, you are hereby notified of the Lottery's intent to install a monitor at the following KENO To Go agent(s) in your community:

Town Pantry
747 Main Street
Winchester

If you object to these agent(s) receiving a monitor, you must do so, in writing, within twenty-one (21) days of receipt of this letter. Please address your written objection to Christian Gonsalves, General Counsel, Legal Department, Massachusetts State Lottery Commission, 60 Columbian Street, Braintree, MA 02184. Should you have any questions regarding this program or any other issues relative to the Lottery, please call me at 781-849-5555. I look forward to working with you as the Lottery continues its' efforts to support the 351 cities and towns of the Commonwealth.

Sincerely,

Michael R. Sweeney

Michael R. Sweeney
Executive Director

Certified Mail – Return Receipt Requested:
7014 1820 0002 1477 9407

Docket Item:
I – 6:
February 22, 2016

Mawn, Patti

From:	viola.baboola@verizon.com
Sent:	Monday, February 15, 2016 12:34 PM
To:	Town Manager
Cc:	VzVRS.FSM.MA@verizon.com
Subject:	PEG Grant Report 4th Quarter 2015 - Town of Winchester
Attachments:	2016_02_15_201512_000046568_MA_Town of Winchester.xls

Please find attached the remittance for Verizon to Town of Winchester, MA. A check or electronic transfer of funds will be sent separately for Verizon's PEG Grant Report 4th Quarter 2015 Statement(s). Please refer all inquiries to your Franchise Service Manager.

Viola Baboola
(908) 559-7250

Reference Number: 23190

PEG Grant Report 4th Quarter 2015

Town of Winchester

Verizon - fBA

Massachusetts

PEG Fee Rate: 5.00%

	October	November	December	Quarter Total
Monthly Recurring Cable Service Charges (e.g. Basic, Enhanced Basic, Premium and Equipment Rental)	$389,298.09	$388,696.91	$383,505.05	$1,161,500.05
Usage Based Charges (e.g. PayPer View, Installation)	$16,626.29	$23,830.44	$25,147.16	$65,603.89
Advertising	$12,268.16	$10,229.57	$12,475.05	$34,972.78
Home Shopping	$1,396.52	$634.48	$950.28	$2,981.28
Late Payment	($5.00)	($10.00)	$0.00	($15.00)
Other Misc. (Leased Access & Other Misc.)	$6,936.88	$8,029.17	$9,735.38	$24,701.43
License Fee Billed	($0.38)	$0.00	$0.00	($0.38)
PEG Fee Billed	$21,578.18	$21,760.92	$21,561.50	$64,900.60
Less:				
Bad Debt	$1,573.24	($1,541.80)	($776.73)	($745.29)
Total Receipts Subject to PEG Fee Calculation	$449,671.98	$451,629.68	$452,597.68	$1,353,899.34
PEG Grant	$22,483.60	$22,581.48	$22,629.88	$67,694.96

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Docket Item:
I – 7:
February 22, 2016

From: Jeff Pardo <jeffpardo@gmail.com>
Subject: Eversource 345kV Power Line - World Health Organization report on EMF's
Date: February 16, 2016 at 1:43:31 PM EST
To: jmsjfo@yahoo.com, slpowers@bonnellford.com, mbettencourt@winchester.us, jwhitehead@winchester.us, lance.grenzeback@gmail.com

16 FEB 16 PM 5:02
TOWN OF WINCHESTER
TOWN MANAGER
SELECTMEN

Gentlemen -

Bottomline: Unequivocally, the below facts demonstrate that we are placing our children at a level of EMF that only 1-4% of children worldwide are exposed to. At average load, up to 3x higher, and at peak load it is up to 14x higher than a level that the World Health Organization defines as extremely rare exposures for children.

First, thank you for hosting the town hall on Thursday night of last week. I hope we were able to demonstrate the many reasons as to why we are so against the 345kV power line going through our neighborhood. I find it very unfortunate that Eversource is not willing to open up an honest conversation about the effects of EMF's, especially on our children. That is not to say that there aren't conflicting views on the science, it is simply to challenge their stance that they know this is safe. It was very frustrating to continually hear Peter Valberg cite different government agencies when talking about the safety of EMF's, when none of those government agencies have anywhere near the confidence on the science as he claims. My line of questioning proved this and further amplified how extreme their proposals are. I found it extremely worrying that after simply reading the below quote from the World Health Organization website I was asked by the Eversource team to provide it to them. Are they insinuating that their independent expert never provided them with this very important information? Below is the statement in its full context (you can find the link to the World Health Organization report here).

"Childhood leukemia is a comparatively rare disease with a total annual number of new cases estimated to be 49,000 worldwide in 2000. Average magnetic field exposures above 0.3 µT in homes are rare: it is estimated that only between 1% and 4% of children live in such conditions. If the association between magnetic fields and childhood leukemia is causal, the number of cases worldwide that might be attributable to magnetic field exposure is estimated to range from 100 to 2400 cases per year, based on values for the year 2000, representing 0.2 to 4.95% of the total incidence for that year." (World Health Organization)

Now I would like to break down a few different aspects of this statement. In order to align both the WHO report and the Eversource analysis I am using microtesla (µT) to demonstrate EMF levels, which are equal to 10 milligaus (mg).

- ***"Average magnetic field exposures above 0.3 µT** (microtesla) **in homes are rare: it is estimated that only between 1% and 4% of children live in such conditions."***
  - Eversource and their "independent" consultant have predicted that this new power line at Peak Load will produce magnetic field exposures of:
    - **Regular Line: 3.4µT above the line and .36µT at 20 feet distance**
    - **Splice Vaults: 4.4µT above the line and .91µT at 20 feet**
  - Even at the 20 foot distance (not including all the children that will be walking directly over these lines to school every day) these levels are up to **3 times** greater then the amount the WHO claims are rare for child exposures (please note that there are many homes within this proposed route that even fall within the 20 foot distance from the road).
  - Even at average load, the exposures are still above the .3µT (.28µT - 1.36µT range) range the WHO calls out.
  - The last point, which was also made at the town meeting, is that these are simply Eversource's projections of EMF levels based on what capacity they think will be

necessary. The capacity for these lines is much higher which could greatly increase EMF exposure beyond even these figures.

- ***"If the association between magnetic fields and childhood leukemia is causal"***
  - Once again, please recognize how different the language is that the WHO uses and that Eversource/Peter Valberg use. In the 8 hours I have spent listening to Eversource and Peter Valberg I have not heard anything but certainty about the "safeness" of EMF's. It is time we start having an honest conversation.
- ***"The number of cases worldwide that might be attributable to magnetic field exposure is estimated to range from 100 to 2400 cases per year, based on values for the year 2000, representing 0.2 to 4.95% of the total incidence for that year."***
  - Do we really think it is ok to take a chance that one of our children will become a member of that 4.95% stat?

Just to be clear, all the aforementioned statistics are taken directly from the World Health Organization website (which Eversource and Peter Valberg continually quote) and their own analysis. Unlike them, I have decided to leave out my own interpretations in order to have an honest conversation about just how risky this decision is to the future of our children and town.

I would like to end this statement by citing the Precautionary Principle (which many governments across the world are now using to guide ALL potential decisions). Since the scientific uncertainty is unlikely to be resolved in the foreseeable future, policy decisions must be based on the possibility of risk and the cost and technology of reducing exposure.

"When an activity raises threats of harm to human health or the environment, precautionary measures should be taken even if some cause and effect relationships are not fully established scientifically. In this context the proponent of an activity, rather than the public, should bear the burden of proof. The process of applying the precautionary principle must be open, informed and democratic and must include potentially affected parties. It must also involve an examination of the full range of alternatives, including no action." -Wingspread Statement on the Precautionary Principle, Jan. 1998

I believe strongly that prudent action to limit the exposure and possibly prevent several children from developing cancer is essential unless the costs (monetary and otherwise) outweigh the value of the impact on these children's lives.

- Jeff Pardo

Docket Item:
I – 8:
February 22, 2016

Mawn, Patti

From: Air Air <zengzsu@hotmail.com>
Sent: Thursday, February 18, 2016 3:28 PM
To: lance.grenzeback@gmail.com; Town Manager; debmelkonian@gmail.com; brookeestridge@gmail.com; jeffpardo@gmail.com; willmelk@verizon.net; dgdaniel@gmail.com; mq2004@gmail.com; hanwei05@gmail.com
Subject: 345 kV Transmission Line Project
Attachments: 345 EMF Calculation.pdf; a2_nht_greater_boston_cost_analysis_public.pdf; a4 _eci_greater_boston_solution_study_cost_review_redacted.pdf

Hi Mr. Howard and Mr. Lance,

Thank you for the updates and discussion regarding Eversource's 345 kV transmission line project last evening.

Please check the attachments for:

1) the EMF calculation performed by one of the residents. We would like to see the explanation from Eversource regarding the 276 mG peak magnetic level, which is much higher than their predicted model.
2) Cost comparison and review, which points out Eversource's budget was underestimated.

Thank you again.

Sincerely,

Janet

Details:

From [1][2], the peak power of the "Woburn to Wakefield line" can carry 1000 MW in peak time.
From equation 3.2 in reference [3], the peak current per phase is:

$$I_{phase} = \frac{S}{\sqrt{3} \times V}$$
$$= \frac{10^9}{\sqrt{3} \times 345000}$$
$$= 1673.5\ A$$

From [3], when current is 206 A, the peak magnetic level is about 34mG. (Ref[3] Table 3.1, Figure3.3)
206 A → 34 mG
So, with 1673.5 A current, the peak magnetic level is about 276mG.
1673.5 A → 1673.5/206*34 = 276mG

References:

[1] http://www.ma-nhsolution.com/faq#how_much_power_runs_through_these_lines
How much power runs through these lines?
The transmission lines in our Solution are an efficient and effective way to transmit energy over great distances. For instance, the overhead 345-kV lines proposed in the Merrimack Valley Reliability Project and the underground Woburn to Wakefield line are typically capable of carrying enough electricity during peak times to power 400,000 homes.

[2] http://www.pelhamweb.com/sites/pelhamnh/files/file/file/2014-12-09_electric_gas_line_expansion_information.pdf
Page2:

345-kV BENEFITS?

Overhead 345-kV lines are an efficient and effective way to transmit energy over great distances, typically capable of carrying up to 1000 MW of power in the summer, which is equivalent to powering 400,000 homes. National Grid's 345-kV lines have had strong historical performance, boasting a 99.9% reliability/availability rate during major weather events from June 2011 through February 2013, including Hurricane Irene, the October 2011 snowstorm, Superstorm Sandy, and Blizzard Nemo.

[3] http://www.winchester.us/DocumentCenter/View/1612
Electric and Magnetic Field (EMF) Analysis for Woburn-to-Wakefield Junction Underground 345-kV Transmission Line
Thus, the current per phase conductor is:

(Eq. 3.2) $$I_{phase} = \frac{S}{\sqrt{3} \times V}$$