



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 – Town Counsel's contract – MGL Ch. 30A §21(a)2
2. Contract Negotiations – Comptroller's contract – MGL Ch. 30A §21(a)2
3. Contract Negotiations – Winchester Hospital PILOT - - MGL Ch. 30A §21(a)6
4. Contract Negotiations – Intermunicipal Agreement with City of Woburn - MGL Ch. 30A §21(a)6
5. Contract Negotiations – Eversource Intervener Litigation Consultant contract – MGL Ch. 30A §21(a)2
6. Litigation – Eversource Intervener Status – MGL Ch. 30A §21(a)3 [If an open meeting may have a detrimental effect on the Board's litigating position, if so declared by the Chairman]

2. Notification Of Other Meetings And Hearings (Open To The Public).....7:30PM

1. Wednesday, March 30, 2016 - Public Information Session re: Winning Farm
2. Monday, April 4, 2016 - regular session
3. Monday, April 11, 2016 - regular session
4. Monday, April 25, 2016 - prior to Town Meeting

3. Chairman's Comments

4. Selectmen's Comments And Non-Docket Business

B. TOWN MANAGER REPORT AND COMMENTS

1. Appointments: Gregory Quill, Westley Street, Winchester – Constable – term to expire November 30, 2016;
2. Heather K. von Mering – Historical Commission Reappointment – term to expire March 31, 2019
3. Key Staff Reappointments: Beth Rudolph, Town Engineer; Sheila Tracy, Treasurer / Collector; MaryEllen Lannon, Town Clerk – Terms to Expire: March 31, 2017
4. Appointment – Engineering Office Administrative Secretary II – Suzanne Gill – Effective April 4, 2016
5. Eversource Status Update
6. Web Page Status Update

Documents: [MANAGERS REPORT.PDF](#)

C. MATTERS FROM THE AUDIENCE

D. COMPTROLLERS REPORT

Documents: [COMPTROLLERS.PDF](#)

E. LICENSES

F. HEARINGS.....8:00PM

1. Eversource – Grant of Location – Church Street – Southwesterly side at and southeast of Fletcher Street; remove (1) Eversource pole 23/32; install (1) Eversource pole 23/32 – W.O. 1808318

Documents: [HEARING - NSTAR.PDF](#)

G. BUSINESS

1. Retirement Board Reappointment
2. Winchester High School Construction Update
3. Green Communities Grant Approval

Documents: [G3 GREEN CMTY UPDATE.PDF](#)

4. Water Bill Discussion - 4 Bigelow Avenue

Documents: [G4.PDF](#)

5. Sachem Youth Baseball/Softball - Extension Of Time On West Side Field

Documents: [G5 SACHEM YOUTH BASEBALL.PDF](#)

6. VOTE To Approve Town Center Business District Residential Parking Restrictions

Documents: [G6 TOWN CENTER PARKING.PDF](#)

7. Town Counsel Reappointment

Documents: [G7 TOWN COUNSEL REAPPOINTMENT.PDF](#)

8. Town Comptroller Reappointment

H. CONSENT AGENDA

1. **One Day Alcoholic Beverage Licenses:** Gail Freeman for Studio on the Common – Tuesday, March 22, 2016 – Studio on the Common; Boston’s Best Bartending – Saturday, April 9, 2016 – Sanborn House; Paul Collins – Saturday, April 2, 2016 – Sanborn House; Louise Cocuzzo for St. Eulalia Church – Saturday, April 23, 2016 – Parish Banquet - Manion Hall;
2. **Acceptance of Donation to DPW:** Chamber of Commerce in the amount of \$9948.88 for watering of hanging flower baskets
3. **Approve/Correct Meeting Minutes:** Monday, March 7, 2016; Wednesday, February 24, 2016; Friday, February 5, 2016;
4. **Approval of Autism Awareness activities:** (1.)blue filters in street lights around TownCommon, (2.)blue filters in Town Hall spotlights, (3.)approval for use of the Town Common on Thursday, April 7th to recognize the start of Autism Awareness month

Documents: [CONSENT.PDF](#)

I. CORRESPONDENCE AND WORKING GROUP REPORTS

1. Carol Wilkinson, Charles Road re: Eversource 345kV transmission line
2. FIOS billing practices notifications (Channel Lineup Document in RED BOOK)

Documents: [CORRESPONDENCE.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, March 21, 2016

TOWN MANAGER REPORT / COMMENTS

- Docket Item **B-1:** Appointment: Constable:
Gregory F. Quill, 4 Westley Street – term to expire
November 30, 2016
- B-2:** Reappointment: Historical Commission
Heather K. von Mering – term to expire: March 31, 2019
- B-3** Staff Reappointments in accordance with Town Charter and
Code of By-laws:
MaryEllen Lannon, Town Clerk;
Sheila M. Tracy, Treasurer / Collector
Beth E. Rudolph, Town Engineer
All terms to expire: March 31, 2017
- B-4:** Appointment: Suzzane M. Gill – Administrative Secretary II,
Engineering Department

Supporting Documents:

- B - 1:**
- Letter from Mr. Quill seeking appointment;
 - Attorney recommendation;
 - Reputable citizens recommendation
 - resume
- B - 2:**
- Letter from Heather K. von Mering
 - Memo from Town Manager
- B - 3:**
- (3) reappointment requests from staff
 - Memo from Town Manager
- B - 4:**
- Memo from Town Manager

Action Required: None

March 21, 2016

Mr. Richard Howard

27 February 2016

Town Manager

71 Mt. Vernon St.

Winchester Ma. 01890

Mr. Howard,

I submit this letter of interest for the position of Constable as advertised on the towns website. I have been a resident of the town for more than forty years and am active in a variety of town activities. As you know I have been a member of the Winchester Fire Department for eighteen years and also serve as the towns Veterans graves officer. I am requesting consideration for this position to further my service to the town and to develop new business opportunities within the town. In addition to my service as a firefighter I believe that my extensive training and twenty years of experience as a Military Police Officer and my close personal relationship with the residents of the town uniquely qualify me to perform the duties of Constable for the Town of Winchester. I am available to attend any required training for this position and look forward to the challenges it provides. Attached you will find the required statements and signatures and a copy of my Resume. Please contact me with any questions or concerns.

Respectfully;



Gregory F. Quill

4 Westley St.

Winchester Ma. 01890

781-844-7874

TOWN OF WINCHESTER
TOWN MANAGER
SER. E07364

16 MAR -2 PM 9:02

RECEIVED

ATTORNEY RECOMMENDATION

I, being a member of the Massachusetts Bar in good standing for the last 46 years, and being a Winchester resident, do state upon honor that the applicant is a Winchester resident personally known to me, that I have reviewed this application and believe each of the statements on it to be true, and that the applicant is a person of good moral character and reputation, and competent to perform the duties of a Constable.

Signature Lawrence M. Murray Date March 1, 2016

Print Name LAWRENCE M. MURRAY

Business Address 165 WASHINGTON ST.
WINCHESTER, MASS.

REPUTABLE CITIZENS RECOMMENDATIONS, I the undersigned Winchester resident, hereby state that the applicant is a Winchester resident personally known to me, that I have reviewed this application and believe each of the statements on it to be true, and that the applicant is a person of good moral character and reputation, competent to perform the duties of a Constable.

Signature	Name (Print)	Street Address	Occupation
<i>Elinor Quill</i>	ELINOR Q. WIL	41 Canterbury Rd.	Retired
<i>John N. MacPhee</i>	JOHN N. MACPHEE	41 Canterbury Rd	Retired
<i>Eric J. Keough</i>	ERIC KEOUGH	16 HINDS RD	SM BIZ OWNER
<i>Sherman W. Saltmarsh</i>	SHERMAN W. SALTMARSH, JR.	154 MT. VERNON ST.	Insurance Agency owner

March 21, 2016



Town of Winchester

Richard C. Howard,
Town Manager

Board of Selectmen
71 Mt. Vernon Street
Winchester, MA 01890
Phone: 781-721-7133
Fax: 781-756-0505
townmanager@winchester.us

MEMORANDUM

March 18, 2016

TO: Board of Selectmen

FROM: Richard C. Howard, Town Manager 

SUBJECT: Reappointment: Winchester Historical Commission

In accordance with M.G.L. Chapter 40, Section 8D, I have made the following reappointment to the Winchester Historical Commission for a term to expire March 31, 2019:

Heather K. R. von Mering
23 Loring Avenue, Winchester, MA 01890

/pcm

attachment

Heather K. R. von Mering

23 Loring Ave
Winchester, MA 01890
T 617 283.9323
hvonmering@yahoo.com

March 15, 2016

Town Manager's Office
Attn: Richard Howard
71 Mount Vernon Street
Winchester, MA 01890

Dear Mr. Howard,

My term on the Historical Commission is set to expire soon and I would like to continue my service to the town of Winchester. Please take this as my formal notice, in writing, that I would like to be reappointed to the Historical Commission.

If you have any questions or concerns, please let me know.

Sincerely,

A handwritten signature in black ink, appearing to read 'H. von Mering', with a long horizontal flourish extending to the right.

Heather K. R. von Mering

March 21, 2016



Town of Winchester

Richard C. Howard,
Town Manager

Board of Selectmen
71 Mt. Vernon Street
Winchester, MA 01890
Phone: 781-721-7133
Fax: 781-756-0505
townmanager@winchester.us

MEMORANDUM

March 18, 2016

TO: Board of Selectmen
FROM: Richard C. Howard, Town Manager
SUBJECT: Staff Reappointments

In accordance with section 4-2b of the Town Charter and Chapter 5 of the Town of Winchester Code of By-Laws, I have made the following reappointments for a **term to expire March 31, 2017**:

Beth Rudolph, 33 Irving Street, Winchester – Town Engineer
Sheila Tracy, 87 Munroe Street, Somerville – Town Treasurer/Collector
MaryEllen Lannon, 40 Canal Street, Winchester – Town Clerk

/pcm

attachments



Town of Winchester

MaryEllen Lannon, Town Clerk

Office of the Town Clerk
71 Mt. Vernon Street
Winchester, MA 01890
Phone: 781-721-7130
Fax: 781-721-1153
townclerk@winchester.us

Winchester Town Clerk

Mr. Richard Howard
Town Manager
71 Mount Vernon St
Winchester, MA 01890

February 24, 2016

Dear Mr. Howard:

Please accept this letter as notification of my interest to continue as Town Clerk of Winchester. I wish to be reappointed to the position upon the expiration of my term on March 31, 2016.

I hope you will act favorably upon my reappointment as I look forward to continuing to work with you in the coming year.

Sincerely,

MaryEllen Lannon, CMC
Winchester Town Clerk

RECEIVED
16 FEB 24 PM 6:18
TOWN OF WINCHESTER
TOWN MANAGER
SIL EOTYNER



Town of Winchester

Sheila M. Tracy, Treasurer /Collector

Treasurer/Collector's Office
71 Mt. Vernon Street
Winchester, MA 01890
Phone: 781-721-7123
Fax: 781-721-7154
stracy@winchester.us

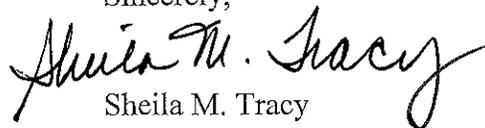
Ms. Richard Howard
Town Manager
71 Mt. Vernon Street
Winchester, MA 01890

February 23, 2016

Dear Richard,

Please accept this letter as notification that I wish to be reappointed to the position of Treasurer/Collector for the Town of Winchester upon the expiration of my current term on March 31, 2016. I hope that you will act favorably upon my reappointment, and I look forward to continuing to work with you in the coming year.

Sincerely,


Sheila M. Tracy

TOWN OF WINCHESTER
TOWN MANAGER
SHEILA M. TRACY

16 FEB 23 PM 1:36

RECEIVED



TOWN OF WINCHESTER
ENGINEERING DEPARTMENT
71 MT. VERNON STREET, WINCHESTER, MA
PHONE 781-721-7120 / FAX 781-721-7166

February 23, 2016

Richard Howard
Town Manager
71 Mount Vernon Street
Winchester, MA 01890

Dear Richard,

Pursuant to the posting on the Town's website, please be advised that I wish to be reappointed to the position of Town Engineer. My current term expires on March 31, 2016.

Thank you for your consideration.

Sincerely,

Beth E. Rudolph, P.E.
Town Engineer

March 21, 2016



Town of Winchester

Richard C. Howard,
Town Manager

Board of Selectmen
71 Mt. Vernon Street
Winchester, MA 01890
Phone: 781-721-7133
Fax: 781-756-0505
townmanager@winchester.us

March 16, 2016

TO: Board of Selectmen

FROM: Richard C. Howard, Town Manager

SUBJECT: Regular Appointment – Administrative Secretary II

In accordance with Section 4-2b of the **Town Charter** I have made the following appointment in the Engineering Department:

Appointment:

**Suzanne M. Gill, 9 Squire Road, Winchester, MA 01890
Administrative Secretary II (S-27) – Engineering Department**

Ms. Gill replaces Joan G. Murphy who has retired.

Effective date: April 4, 2016

/pcm

Tassi, Patricia

From: Kostos, Anne
Sent: Wednesday, March 16, 2016 10:16 AM
To: Tassi, Patricia
Subject: Appointment Letter

Hi Pat,

Could you please do an appointment letter for Suzanne Gill as Administrative Secretary II (S-27)– Engineering Department, full-time, effective April 4, 2016, at Step VII (\$51,315 per year)?

Thank you!
Anne

Anne Graglia-Kostos
Director of Human Resources/ADA Coordinator
Town of Winchester
(781) 721-7157



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, March 21, 2016

COMPTROLLER'S REPORT

Docket Item D 1: Comptroller's Report as of February 29, 2016

Supporting Documents:

Fiscal Year 2016 – Report as of Feb. 29, 2016
For Informational Purposes Only

Action Required:

None



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 February 29, 2016
DATE: March 21, 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 for 2016 was billed in early March for \$2,923,295. This was approximately \$270k more than the first commitment for 2015 last March. The total 2015 Commitments from March – June in FY15 totaled approximately \$3.2 million.
- The PILOT revenue has not come in yet from the Winchester Hospital. The amount due is expected at any time now and is 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 February 29.

General Fund Expenditures

- Salary budgets are less than 67% spent which is to be expected through February.
- 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 67% (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:

- DPW previously notified Town Management of a 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 continues to analyze the data and will keep my office and the Town Manager's office informed.
- DPW requested and obtained snow & ice deficit spending approval from the FinCom and the Town Manager pursuant to M.G.L. Chapter 44 Section 31D. The budget as of February 29th was overspent in salaries by \$8k, but as of today, both the salaries and the expenditures are overspent (\$18k and \$13k, respectively). We hope the winter weather is beyond us and that these will be the final numbers to fund either with a FinCom transfer or with a Town Meeting budget transfer.
- DPW notified Town Management this week of a potential deficit in the energy budget related to the High School electricity. Analysis of the usage and cost data will be performed to determine what the true budgetary needs are.
- Health insurance premiums are paid a month in advance, hence we have paid nine months of premiums as of February 29. Last month I reported that the budget will be much tighter this year than in the past few years and this statement still holds true. Based on the current charges and our commitments for the next few months, it appears that we should finish the year without needing additional funds, but it will be very close. We still have to pay out costs associated with three months of health insurance premiums, the retiree means based mitigation program (\$55k budget), the Medicare part B reimbursement program (\$280k budget) and also four months of the other smaller programs paid out of this budget (life insurance, Medicare penalties, wellness program, HRA, etc.). We will continue to monitor these numbers as the fiscal 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 February 29. 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 continue to keep an eye on expenses and will try 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 February 29, 2016

**TOWN OF WINCHESTER, MA
FINANCIAL UPDATE
OFFICE OF THE COMPTROLLER
FISCAL YEAR 2016 - AS OF FEBRUARY 29, 2016**

TABLE OF CONTENTS

General Fund Revenue..... 1

General Fund Expenditures..... 2

Water/Sewer Enterprise Fund..... 4

Recreation Enterprise Fund..... 5

TOWN OF WINCHESTER, MA
GENERAL FUND REVENUE - FISCAL YEAR TO DATE
THROUGH FEBRUARY 29, 2016

	Revised Budget	Actual	(under)/over Budget	% of Budget Collected
TAXATION				
Real Estate Taxes	76,173,086.00	56,636,757.41	(19,536,328.59)	
Personal Property taxes	613,014.00	472,353.39	(140,660.61)	
Tax Title Liens/Deferred Taxes	-	199,550.93	199,550.93	
Allowance for Abatements (budgetary only)	(475,907.00)	-	475,907.00	
Total Taxation	76,310,193.00	57,308,661.73	(19,001,531.27)	75.10%
STATE AID				
Cherry Sheet Revenue, net of offsets	9,119,806.00	6,009,649.00	(3,110,157.00)	
School Construction	672,082.00	672,082.00	-	
Total State Aid	9,791,888.00	6,681,731.00	(3,110,157.00)	68.24%
LOCAL RECEIPTS				
Motor Vehicle & Boat Excise	3,400,000.00	601,685.18	(2,798,314.82)	
Other Excise - Meals Tax	148,000.00	78,240.85	(69,759.15)	
Penalties & Interest	240,000.00	174,480.36	(65,519.64)	
Payments in Lieu of Taxes	69,000.00	-	(69,000.00)	
Trash Disposal Service	1,300,000.00	1,012,591.61	(287,408.39)	
Fees	900,000.00	580,145.52	(319,854.48)	
Rentals	50,000.00	21,694.58	(28,305.42)	
Cemetery	240,000.00	199,485.00	(40,515.00)	
Other Departmental Revenue	70,000.00	48,811.99	(21,188.01)	
Licenses & Permits	1,400,000.00	1,100,408.00	(299,592.00)	
Special Assessments	-	1,703.86	1,703.86	
Fines & Forfeitures	34,000.00	19,709.30	(14,290.70)	
Investment Earnings	25,000.00	61,497.19	36,497.19	
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	8,277,107.60	351,107.60	104.43%
TOTAL REVENUE	94,028,081.00	72,267,500.33	(21,760,580.67)	76.86%
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	76,730,275.86	(22,115,190.14)	77.63%

**TOWN OF WINCHESTER, MA
GENERAL FUND EXPENDITURES - FISCAL YEAR TO DATE
THROUGH FEBRUARY 29, 2016**

	Revised Budget	Actual	Encumbrances	under/(over) Budget	% of Budget Used
TOWN MANAGER SALARIES	567,972.00	344,217.53	-	223,754.47	60.60%
TOWN MANAGER EXPENSES	83,145.00	39,808.65	1,861.74	41,474.61	50.12%
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	213,836.82	-	142,071.18	60.08%
COMPTROLLER EXPENSES	2,670.00	1,035.53	-	1,634.47	38.78%
ASSESSORS SALARIES	210,160.00	123,748.49	-	86,411.51	58.88%
ASSESSORS EXPENSES	122,750.00	79,340.82	-	43,409.18	64.64%
COLLECTOR/TREASURER SALARIES	304,571.00	187,138.72	-	117,432.28	61.44%
COLLECTOR/TREASURER EXPENSES	108,350.00	34,985.42	11,150.00	62,214.58	42.58%
COLLECTOR/TREASURER CAPITAL	2,000.00	860.99	-	1,139.01	43.05%
AUDIT EXPENSES	84,750.00	79,750.00	-	5,000.00	94.10%
PLANNING & COMMUNITY DEVELOPMENT SALARIES	781,217.50	494,148.87	-	287,068.63	63.25%
PLANNING & COMMUNITY DEVELOPMENT EXPENSES	94,704.00	27,753.28	2,583.18	64,367.54	32.03%
PLANNING BOARD SALARIES	89,028.00	53,310.00	-	35,718.00	59.88%
PLANNING BOARD EXPENSES	49,559.00	12,180.00	5,734.14	31,644.86	36.15%
LEGAL EXPENSES	347,594.00	199,735.27	-	147,858.73	57.46%
HUMAN RESOURCES SALARIES	82,871.00	50,595.00	-	32,276.00	61.05%
HUMAN RESOURCES EXPENSES	11,200.00	3,971.55	-	7,228.45	35.46%
DATA PROCESSING SALARIES	95,028.00	60,333.41	-	34,694.59	63.49%
DATA PROCESSING EXPENSES	438,054.00	276,228.83	84,315.98	77,509.19	82.31%
GENERAL SERVICES EXPENSES	132,462.00	82,933.65	5,537.68	43,990.67	66.79%
TOWN CLERK SALARIES	312,308.00	160,037.54	-	152,270.46	51.24%
TOWN CLERK EXPENSES	55,952.00	13,822.77	305.13	41,824.10	25.25%
GENERAL GOVERNMENT	<u>4,338,253.50</u>	<u>2,540,694.86</u>	<u>111,487.85</u>	<u>1,686,070.79</u>	<u>61.13%</u>
LIBRARY SALARIES	1,436,287.00	882,365.58	-	553,921.42	61.43%
LIBRARY EXPENSES	383,185.00	261,865.54	2,825.00	118,494.46	69.08%
LIBRARY CAPITAL	13,500.00	2,310.32	-	11,189.68	17.11%
ARCHIVAL CENTER EXPENSES	11,665.00	6,049.38	4,600.00	1,015.62	91.29%
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	<u>1,851,137.00</u>	<u>1,156,203.63</u>	<u>8,925.00</u>	<u>686,008.37</u>	<u>62.94%</u>
BOARD OF HEALTH SALARIES	247,607.00	151,435.12	-	96,171.88	61.16%
BOARD OF HEALTH EXPENSES	54,170.00	28,833.76	6,227.98	19,108.26	64.73%
COUNCIL ON AGING SALARIES	248,193.00	163,416.80	-	84,776.20	65.84%
COUNCIL ON AGING EXPENSES	6,350.00	2,228.38	-	4,121.62	35.09%
VETERANS' SERVICES SALARIES	8,906.00	4,916.34	-	3,989.66	55.20%
VETERANS' SERVICES EXPENSES	42,343.00	3,708.82	-	38,634.18	8.76%
HEALTH & SOCIAL SERVICES	<u>607,569.00</u>	<u>354,539.22</u>	<u>6,227.98</u>	<u>246,801.80</u>	<u>59.38%</u>
POLICE SALARIES	4,133,806.00	2,630,260.40	-	1,503,545.60	63.63%
POLICE EXPENSES	199,269.00	134,112.11	-	65,156.89	67.30%
POLICE CAPITAL	68,800.00	62,950.00	-	5,850.00	91.50%
FIRE SALARIES	4,274,814.00	2,587,409.07	-	1,687,404.93	60.53%
FIRE EXPENSES	229,574.00	121,469.55	-	108,104.45	52.91%
FIRE CAPITAL	32,500.00	6,617.40	-	25,882.60	20.36%

**TOWN OF WINCHESTER, MA
GENERAL FUND EXPENDITURES - FISCAL YEAR TO DATE
THROUGH FEBRUARY 29, 2016**

	Revised Budget	Actual	Encumbrances	under/(over) Budget	% of Budget Used
SEALER OF WEIGHTS & MEASURES SALARIES	7,582.00	4,897.52	-	2,684.48	64.59%
SEALER OF WEIGHTS & MEASURES EXPENSES	2,022.00	471.10	-	1,550.90	23.30%
PUBLIC SAFETY	<u>8,948,367.00</u>	<u>5,548,187.15</u>	<u>-</u>	<u>3,400,179.85</u>	<u>62.00%</u>
DEPARTMENT OF PUBLIC WORKS SALARIES	3,789,559.00	2,421,435.66	-	1,368,123.34	63.90%
DEPARTMENT OF PUBLIC WORKS EXPENSES	2,031,364.00	1,162,477.13	363,000.06	505,886.81	75.10%
DEPARTMENT OF PUBLIC WORKS CAPITAL	92,275.00	83,100.00	-	9,175.00	90.06%
SNOW & ICE SALARIES	123,300.00	131,496.76	-	(8,196.76)	106.65%
SNOW & ICE EXPENSES	251,700.00	224,701.12	9,640.81	17,358.07	93.10%
SNOW & ICE CAPITAL	25,000.00	7,634.17	3,807.62	13,558.21	45.77%
DEPARTMENT OF PUBLIC WORKS	<u>6,313,198.00</u>	<u>4,030,844.84</u>	<u>376,448.49</u>	<u>1,905,904.67</u>	<u>69.81%</u>
SCHOOL DEPARTMENT	43,285,817.00	23,853,514.75	18,322,119.01	1,110,183.24	97.44%
VOCATIONAL EDUCATION EXPENSES	184,105.00	125,328.75	25,500.00	33,276.25	81.93%
EDUCATION	<u>43,469,922.00</u>	<u>23,978,843.50</u>	<u>18,347,619.01</u>	<u>1,143,459.49</u>	<u>97.37%</u>
CONTRIBUTORY RETIREMENT EXPENSES	4,019,991.00	4,019,991.00	-	-	100.00%
WORKERS COMPENSATION/INDEMNITY EXPENSES	400,000.00	134,070.11	-	265,929.89	33.52%
UNEMPLOYMENT INSURANCE EXPENSES	75,000.00	53,973.03	-	21,026.97	71.96%
HEALTH INSURANCE EXPENSES	9,481,260.00	6,825,785.07	-	2,655,474.93	71.99%
MEDICARE TAX & REFUND EXPENSES	820,000.00	446,567.84	-	373,432.16	54.46%
NON-CONTRIBUTORY RETIREMENT EXPENSES	36,000.00	23,697.28	-	12,302.72	65.83%
UNDISTRIBUTED - PERSONNEL BENEFITS	<u>14,832,251.00</u>	<u>11,504,084.33</u>	<u>-</u>	<u>3,328,166.67</u>	<u>77.56%</u>
ENERGY EXPENSES	2,185,799.00	1,514,122.82	170,729.27	500,946.91	77.08%
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	323,176.95	-	28,398.05	91.92%
ENVIRONMENTAL REMEDIATION SERVICES EXPENSE	148,512.00	43,912.11	38,119.57	66,480.32	55.24%
UNDISTRIBUTED - STATE ASSESSMENTS, INSURANCE & OTH	<u>3,606,021.50</u>	<u>2,196,346.88</u>	<u>208,848.84</u>	<u>1,200,825.78</u>	<u>66.70%</u>
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	1,653,351.84	-	460,758.16	78.21%
FUNDED DEBT	<u>6,792,411.00</u>	<u>5,056,652.51</u>	<u>-</u>	<u>1,735,758.49</u>	<u>74.45%</u>
TOTAL EXPENDITURES	<u>90,759,130.00</u>	<u>56,366,396.92</u>	<u>19,059,557.17</u>	<u>15,333,175.91</u>	<u>83.11%</u>
TRANSFER TO - BUILDING STABILIZATION FUND	2,550,257.00	2,550,257.00	-	-	100.00%
TRANSFER TO - CAPITAL STABILIZATION FUND	1,102,810.00	1,102,810.00	-	-	100.00%
TRANSFER TO - BLDG/CAP STAB FUND - ADDITIONAL	630,197.00	630,197.00	-	-	100.00%
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	<u>9,238,387.00</u>	<u>8,162,669.99</u>	<u>-</u>	<u>1,075,717.01</u>	<u>88.36%</u>
TOTAL EXPENDITURES AND TRANSFERS OUT	<u>99,997,517.00</u>	<u>64,529,066.91</u>	<u>19,059,557.17</u>	<u>16,408,892.92</u>	<u>83.59%</u>

TOWN OF WINCHESTER, MA
WATER/SEWER ENTERPRISE FUND - FISCAL YEAR TO DATE
THROUGH FEBRUARY 29, 2016

	Revised Budget	Actual	Encumbrances	Budget surplus/(deficit)	% of Budget Collected/Spent
REVENUE:					
Water usage and other charges	2,224,112.00	1,937,807.96	-	(286,304.04)	
Sewer usage and other charges	2,759,888.00	2,285,359.83	-	(474,528.17)	
Investment Income	1,000.00	-	-	(1,000.00)	
Total Revenue	4,985,000.00	4,223,167.79	-	(761,832.21)	84.72%
EXPENDITURES:					
Sewer Operations	1,594,379.00	1,042,131.15	-	552,247.85	
Water Operations	1,821,092.00	1,145,187.56	72,847.80	603,056.64	
Funded Debt & MWRA Capital	4,774,862.00	3,546,549.12	-	1,228,312.88	
Total Expenditures	8,190,333.00	5,733,867.83	72,847.80	2,383,617.37	70.01%
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)	741,908.70			

TOWN OF WINCHESTER, MA
 RECREATION ENTERPRISE FUND - FISCAL YEAR TO DATE
 THROUGH FEBRUARY 29, 2016

	Revised Budget	Actual	Encumbrances	Budget surplus/(deficit)	% of Budget Collected/Spent
REVENUE:					
Year Round Programs	916,000.00	562,322.25	-	(353,677.75)	
Adult Programs	86,000.00	36,571.50	-	(49,428.50)	
Youth Programs	575,000.00	341,426.14	-	(233,573.86)	
Special Events & Trips	51,000.00	16,111.07	-	(34,888.93)	
Investment Income	-	986.03	-	986.03	
Total Revenue	1,628,000.00	957,416.99	-	(670,583.01)	58.81%
EXPENDITURES:					
Personal Services	984,488.00	643,246.18	-	341,241.82	
Expenditures	558,708.00	322,057.13	49,336.50	187,314.37	
Total Expenditures	1,543,196.00	965,303.31	49,336.50	528,556.19	62.55%
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)	(64,919.82)			



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, March 21, 2016 ,

HEARINGS

Docket Item F-1:

NStar d/b/a Eversource Energy – Grant of Location Petition
Church Street – southwesterly side at and southeast of
Fletcher Street; remove (1) Eversource pole 23/32; install
(1) Eversource pole 23/32 – W.O. 1808318

Supporting Documents:

F - 1:

- Memo from Town Engineer
- Letter from Eversource Rights and Permits Supervisor re:
Church Street GOL – work order #1808318
- Drawing of area
- Copy of abutter labels
- Public Hearing notice

Action Required:

VOTE to approve Grant of Location.

HEARING
F. - 1
March 21, 2016



TOWN OF WINCHESTER
71 MT. VERNON STREET, WINCHESTER, MA
ENGINEERING DEPARTMENT
PHONE 781-721-7120 / FAX 781-721-7166

TO: Richard Howard, Town Manager
FROM: Beth Rudolph, P.E., Town Engineer BER
DATE: March 3, 2016
RE: Eversource Grant of Location Petition – Church at Fletcher Street

The Engineering Department has reviewed the Eversource Grant of Location Petition to relocate existing utility pole (Pole 23/32) located at the corner of Church and Fletcher Streets. Relocation of this pole is necessary to support MassDOT's reconstruction of this intersection.

The Engineering Department, DPW, and MassDOT have coordinated closely with Eversource on the location of his pole. We find this petition to be acceptable subject to the following conditions:

- The petitioner must meet and satisfy all conditions of Exhibit A (attached);
- Installation shall be subject to the Town's Street Opening moratorium, which runs from November 15th through April 15th, at the discretion of the DPW Director;
- The conduit shall be installed by open excavation only (no tunneling);
- All underground utilities shall be adequately protected;
- All town-owned utilities shall be relocated at the applicant's expense, as needed;
- The conduit shall be installed/inspected by Eversource and duly recorded with Dig Safe.

cc: Jay Gill, DPW Director

Attachment: Exhibit A – Town of Winchester Grant of Location Requirements



TOWN OF WINCHESTER
GRANT OF LOCATION – EXHIBIT A

Public Utility: Eversource
Location: Church Street at Fletcher Street

Grantee(s) shall apply for and obtain a Street Opening Permit from the Winchester Department of Public Works, (781-721-7100).

Said Grantee(s) and/or any sub-contractor employed by the grantee(s) shall indemnify and save the Town harmless against all damages, costs and expense whatsoever to which the Town may be subjected in consequence of the acts or neglect of said Grantee(s), its agents or servants, or in any manner arising from the rights and privileges granted by the Town. The foregoing is with respect to activity in, over or under public ways and public property.

Grantee(s) shall execute a bond in a penal sum of five thousand dollars (\$5,000.00) (a bond already on file with Town may be used if and only if said bond by its terms is applicable to the work hereby authorized), conditional on the faithful performance of its duties under this permit including without limitation compliance with lawful state and local laws and requirements.

Said Grantee(s) shall comply with the requirements of all state laws and regulations, to the extent applicable, including but not limited to Massachusetts Dig-Safe Requirements, MGL c. 82, sections 40A – 40D; the Massachusetts Excavation and Trench Safety Law, MGL c. 82A, s. 1 et al, and Town of Winchester by-laws, Board of Selectmen and Department of Public Works reasonable regulations and requirements including Town of Winchester Rules and Regulations Regulating Street Excavations, and such other reasonable rules and regulations as may hereafter be adopted governing the construction and maintenance of conduits and wires, and work in and use of the rights-of-way within the Town, so far as the same are not inconsistent with the laws of the Commonwealth.

In work involving excavation of more than 100 feet of any public way, Grantee shall exercise best efforts to notify all abutters served and impacted by the work within 72 hours prior to commencement of said work.

Grantee shall comply with traffic management and police detail requirements as stipulated in the street opening permit or as otherwise lawfully required by the Winchester Police Department.

All Town-owned services located in, or serviced from this location, shall be re-connected without any cost to the Town in accordance with Town of Winchester requirements and standards.

All disturbed areas must be returned to the same condition in which they were found before the excavation.

Grantee will upon request of the Town, provide to the Town, plans kept in the ordinary course of business reflecting the location of Grantee's facilities in a particular area; and if Town has compatible GIS data exchange, Grantee will periodically exchange its data base on facility locations via GIS data exchange.

Grantee(s) acknowledges and agrees to the Town of Winchester roadway construction moratorium between November 15st and April 15st, except for emergency situations. If emergency status is granted to permit work during the winter moratorium, the grantee(s) and/or contractor must secure the area by sunset each working day, and shall secure the roadway to allow snow plowing and salting and to avoid any flooding. All roadway paving must be maintained during the winter months until permanent repairs can be made.

Upon reasonable request of the Department of Public Works, Town Engineer or Police/Fire Departments, Grantee shall meet with Town designees prior to commencement of construction to discuss Town right-of-way management, public safety matters, street restoration, work standards and related matters if and as needed.

Conduit shall be installed by excavation and not tunneling.



101 Linwood Street
Somerville, MA 02143

March 3, 2016

Board of Selectmen
Town Hall
Winchester, MA 01890

RE: Church Street
Winchester, MA
W.O. #1808318

Dear Members of the Council:

The enclosed petition and plan is being presented by the NSTAR ELECTRIC COMPANY d/b/a as EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to relocate one (1) Eversource pole 23/32.

This work is necessary to support Mass DOT project #601019.

If you have any further questions, contact Jacqueline Duffy @ (617) 629-3204.
Your prompt attention to this matter would be greatly appreciated.

Very truly yours

A handwritten signature in black ink, appearing to read "Richard M. Schifone". The signature is fluid and cursive, with the first name being the most prominent.

Richard M. Schifone, Supervisor
Rights and Permits

WDL/cf
Attachments

ORDER FOR LOCATION FOR POLES

Town of Winchester, Massachusetts

March 03, 2016

In Town of Winchester

WHEREAS, **NSTAR ELECTRIC COMPANY, D/B/A Eversource Energy** has petitioned for permission to erect or construct a line for the transmission of electricity for lighting, heating or power upon, along and across the public way or ways of the City hereinafter specified, and notice has been given and a hearing held on said petition as provided by law.

It is ORDERED that **NSTAR ELECTRIC COMPANY, D/B/A Eversource Energy** be and hereby is granted permission to erect or construct, and a location for, such a line of wires, poles and such other fixtures as may be necessary to sustain or protect the wires of the line upon, along and across the following way or ways of said City:

**Church Street – Southwesterly side at and southeast of
Fletcher Street,**

**Remove one (1) Eversource pole 23/32
Install one (1) Eversource pole 23/32**

W.O. #1808318

Also that permission be and hereby is granted to said company to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each may desire for distributing purposes.

All construction work under this Order shall be in accordance with the following conditions:
Poles shall be of sound timber and located as shown on sketch made by A. DeBenedictis dated November 24, 2015 with revised dates of February 02, February 05, February 24, & March 03, 2016.
On file with said petition. There may be attached to said poles by said Company wires and cables necessary for the conduct of its business. All such wired and cables shall be placed at a height of not less than twenty feet from the ground.

Board of Selectmen

Town of

Winchester

CERTIFICATE

I hereby certify that the foregoing is a true copy of the Order of the Board of Selectmen of the Town of Winchester, Massachusetts, duly adopted on the _____ day of _____, 2016 and recorded With the records of location Orders of said town, Book _____, Page _____.

Attest: _____

Clerk of the Town of Winchester, Massachusetts

PETITION OF NSTAR ELECTRIC d/b/a EVERSOURCE ENERGY
FOR LOCATION OF POLES

To the Board of Selectmen of the Town of Winchester, Massachusetts

Respectfully represent NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY a company subject to Chapter 166 of the General Laws (Ter. Ed.), that they have heretofore received a grant location for, and have erected or constructed, a line consisting of wires, poles and such other fixtures as may be necessary to sustain or protect the wires of the line, upon, along and across the public way or ways hereinafer specified, and that it is desirable that the location of certain of said poles be altered.

WHEREFORE, your petitioners pray that the Board of Selectmen May by Order direct an alteration in the location of said existing poles so that hereafter said poles together with such other fixtures as may be necessary to sustain or protect the wires of the line shall be located, substantially as shown on the plan made by A. DeBenedictis dated November 24, 2015 with revised dates of February 02, February 05, February 24, & March 03, 2016, and filed herewith, upon, along and across the following public way or ways of said Town;

**Church Street – Southwesterly side at and southeast of
Fletcher Street,**

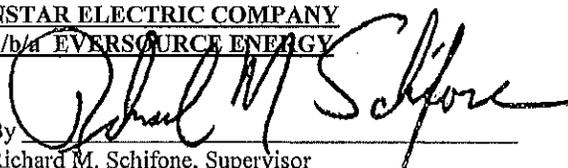
**Remove one (1) Eversource pole 23/32
Install one (1) Eversource pole 23/32**

W.O. #1808318

Also for permission to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Your petitioners agree to reserve space for one crossarm at a suitable point upon each of said poles for the telephone, fire and police signal wires owned by the Town and used for municipal purposes.

NSTAR ELECTRIC COMPANY
d/b/a EVERSOURCE ENERGY

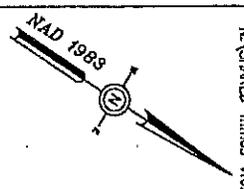
By 
Richard M. Schifone, Supervisor
Rights and Permits

Dated this _____ day of _____ 2016

Town of Winchester, Massachusetts.

Received and filed _____ 2016

Board of Selectmen



18-17-0
#89 CHURCH STREET
IN F
ALOK & MITALI PRASAD FAMILY TRUST
53 CHURCH ST.
WINCHESTER, MA 01890

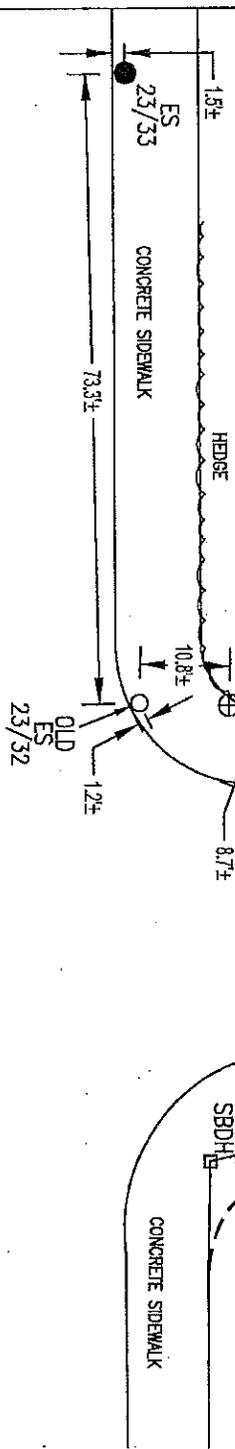
FLETCHER STREET

18-40-0
#90 FLETCHER STREET
IN F
FLETCHER ST 2010 REALTY TRUST
DARRYL BRADFORD TRUSTEE
90 FLETCHER ST
WINCHESTER, MA 01890

PROPOSED NEW
BACK OF SIDEWALK
FOR MADOT PROJECT

18-30-0
#89 BACON STREET
IN F
JOSEPH & ANGE BURBINE
53 BACON ST. UNIT 1
WINCHESTER, MA 01890

CHURCH STREET



MASSDOT REFERENCE PROJECT #601019
NO STATIONING - PUBLIC TOWN ROAD ONLY

17-11-0
#92 CHURCH STREET
IN F
AWN G. & DONALD M. MAIR
92 CHURCH ST.
WINCHESTER, MA 01890

BACON STREET

18-30-0
#89 BACON STREET
IN F
JOSEPH & ANGE BURBINE
53 BACON ST. UNIT 1
WINCHESTER, MA 01890

BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND IS MADE BY THE ENGINEER OR ANY OTHER PARTY WITH RESPECT TO THE INFORMATION. THE ENGINEER AND ANY OTHER PARTY SHALL NOT BE LIABLE FOR ANY LOSS OR DAMAGE CAUSED IN WHOLE OR IN PART BY USE OF THIS INFORMATION OR IN RELIANCE UPON IT. THE INFORMATION IS PROVIDED AS IS AND YOU AGREE TO HOLD THE ENGINEER HARMLESS FROM ANY SUCH LOSS OR DAMAGE.

Proposed pole locations shown thus	⊕
Pole locations to be abandoned, shown thus	○
Proposed Anchor Guy shown thus	T
Proposed Hip Guy shown thus	T _H
Proposed Underground location shown thus	—
Proposed Push Brace shown thus	⊕
Existing Pole location shown thus	●

CD#	
Ward #	
Work Order #	1808318
Surveyed by:	SC/RS/MM
Research by:	SC
Plotted by:	SC
Proposed Structures:	SC

NSSTAR EVERSOURCE	
1185 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125	
Plan of CHURCH STREET	
Showing PROPOSED RELOCATION OF EXISTING POLE	
Scale	1"=20'
Date	NOVEMBER 24, 2015
Approved:	A DEBENEDECITS
Sheet	1 of 1
Revised:	02/02, 02/05, 02/24 & 03/03/16

SCALE IN FEET



WO#1808318A
CHURCH STREET
WINCHESTER, MA 01890

16-301-0
#93 BACON STREET
N/F
JOSEPH & ANGIE BURBINE
93 BACON ST. UNIT 1
WINCHESTER, MA 01890

16-140-0
#90 FLETCHER STREET
N/F
FLETCHER ST 2010 REALTY TRUST
DARRYL N BRADFORD, TRUSTEE
90 FLETCHER ST.
WINCHESTER, MA 01890

18-17-0
#93 CHURCH STREET
N/F
ALOK & MITALI PRASAD FAMILY TRUST
ALOK & MITALI PRASAD, TRUSTEES
93 CHURCH ST.
WINCHESTER, MA 01890

17-116-0
#92 CHURCH STREET
N/F
ANN G. & DONALD M. MUIR
92 CHURCH ST.
WINCHESTER, MA 01890



Town of Winchester

Lance R. Grenzeback, Chairman
James A. Johnson, III, Vice Chairman
Stephen L. Powers
Michael Bettencourt
E. James Whitehead

PUBLIC HEARING NOTICE

To: Abutters

In conformity with the requirements of Section 22 of Chapter 166 of the General Laws (Ter. Ed.) you are hereby notified that a public hearing will be held in the Board of Selectmen Meeting Room on the 2nd Floor of Winchester Town Hall in the Town of Winchester, Massachusetts on the **21st day of March, 2016 at 8:00 p.m.** upon the petition of NSTAR Electric d/b/a Eversource Energy for permission to construct, and a location for, a line of conduits and manholes, with the necessary wires and cables therein, for the transmission of electricity, under the following public ways of said Town:

Church Street – Southwesterly side at and southeast of Fletcher Street

**Remove one (1) Eversource pole 23 / 32;
Install one (1) Eversource pole 23 / 32
W.O. #1808318**

This work is necessary due to support MassDOT project#601019. The existing Eversource pole will be relocated to make room for the new traffic signals that MassDOT will be installing at the intersection of Church Street and Fletcher Street.

NOTE: This hearing and project are NOT related to the proposed Eversource transmission lines along Cross Street / Washington Street and Wildwood Street / Bacon Street.

The public is invited to attend.

March 9, 2016



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, March 21, 2016

BUSINESS

Docket Item G-3: Green Communities Grant Approval – Susan McPhee

Supporting Documents:

G - 3: Susan McPhee will be in attendance.
Memo from Energy Management Committee

Action Required: VOTE to approve grant submission.

To: Board of Selectmen
From: Susan McPhee, Energy Conservation Coordinator and
Energy Management Committee
Re: **Green Communities Grant 2016, Proposed Projects**
Date: March 17, 2016

Please find attached a spreadsheet outlining Winchester's proposed projects for consideration by Department of Energy Resources, as part of the Green Communities Grant program. We respectfully request the Board's approval of this submission to DOER. The grant application is due on Friday, March 25.

The proposed projects are as follows:

- Exterior lighting and parking lot lighting switch to LEDs at Ambrose, McCall and Lynch.
- Parkhurst HVAC improvements, including steam trap repair, boiler controls, radiator valves and pneumatic repairs and installation of ductless splits (air source heat/cool pumps) in the offices to replace window unit air conditioners.
- Steam trap repair at the Mystic/Rec. Department.
- Town Hall air sealing and damper controls in the auditorium space above the stage.
- McCall walk in freezer controls/improvements.
- McCall interior lighting, switch to LED, phase 1 of 3.

These projects all-together represent annual savings of \$49,000 in energy costs, from natural gas and electricity combined. The value of the work to be done is a total of \$315,500. We are requesting \$250,000 from Green Communities, \$79,000 from the utilities and \$15,000 from the town (facilities FY17 budget).

As in prior years, the grant will likely be announced over the summer. We will tee up all contracts and POs in advance so that we can begin work immediately and wrap up as

many projects as possible prior to the start of school in the fall. All work will be complete by the end of the calendar year 2016 so that we may be eligible to apply again for next years Green Communities grants.

To date, Winchester has received \$725,000 in grant funding from Green Communities. Our avoided energy costs since 2005 are \$6.1 million and for FY15 were \$470,000.

Thanks for your continued support for our energy conservation efforts.

Town of Winchester
Green Communities Grant 2016
Proposed Projects

Item	Building	Project	Annual Svngs (kWh)	Annual Elect Svngs (\$)	Annual Gas Svngs (Therm)	Annual Gas Svngs (\$)	Annual Net Svngs (\$)	Installed Cost (\$ by Audit	Proposed GCG Grant \$	Utility Funding	Net to Winchester	Simple Payback (Years)	Planned Funding Source (town)
1	Ambrose	Exterior & parking lot lighting, switch to LEDs	23,482	\$ 4,462			\$ 4,462	\$ 16,107	\$ 10,244	\$ 5,863		2.30	
2	McCall	Exterior & parking lot lighting, switch to LEDs	21,172	\$ 4,023			\$ 4,023	\$ 20,842	\$ 15,549	\$ 5,293		3.87	
3	Lynch	Exterior & parking lot lighting, switch to LEDs	15,686	\$ 2,961			\$ 2,961	\$ 11,336	\$ 7,440	\$ 3,896		2.51	
4	Parkhurst	Steam Trap Repair		\$ -	4,000	\$ 4,000	\$ 4,000	\$ 21,464	\$ 17,464	\$ 4,000		4.37	
	Parkhurst	Boiler Controls		\$ -	1,398	\$ 1,398	\$ 1,398	\$ 8,939	\$ 6,842	\$ 2,097		4.89	
	Parkhurst	Ductless Splits / air source heat/coof pumps to replace window unit Acs.	(16,179)	\$ (3,074)	9,208	\$ 9,208	\$ 6,134	\$ 45,332	\$ 16,520	\$ 13,812	\$ 15,000	2.69	Pete Budget, ERF
	Parkhurst	Thermostatic Radiator valves install and pneumatic repair		\$ -	7,969	\$ 7,969	\$ 7,969	\$ 38,463	\$ 26,509	\$ 11,954		3.33	
	Subtotal												
4	Parkhurst	Steam Trap Repair	(16,179)	\$ (3,074)	22,575	\$ 22,575	\$ 19,501	\$ 114,198	\$ 67,335	\$ 31,863		3.45	
5	Mystic/Rec	Damper controls and air sealing - auditorium		\$ -	3,600	\$ 3,600	\$ 3,600	\$ 43,598	\$ 29,964	\$ 7,500	\$ 6,134	8.32	Horizon
6	Town Hall	Refrigeration controls (kitchen walk in freezer): cycle temperature and evaporator fans; dewpoint based pulse control for anti-sweat door heaters.		\$ -	2,029	\$ 2,029	\$ 2,029	\$ 5,000	\$ 2,500	\$ 2,500		1.23	
7	McCall	Interior lighting switch to LED, phase 1 of 3	4,897	\$ 930			\$ 930	\$ 5,449	\$ 4,225	\$ 1,224		4.54	
8	McCall		60,603	\$ 11,515			\$ 11,515	\$ 98,939	\$ 77,728	\$ 21,211		6.75	
	TOTAL		109,561	\$ 20,817	28,204	\$ 28,204	\$ 49,021	\$ 315,469	\$ 250,000	\$ 79,350		5.10	



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, March 21, 2016

BUSINESS

Docket Item G-4: Continued discussion on 4 Bigelow Avenue Water Bill

Supporting Documents:

G - 4: Letter from Town Manager with offered adjustment;
Memo from DPW Business Manager re: 4 Bigelow Ave.;
Breakdown of usage for 52 units and 38 units respectively;

Action Required: VOTE to approve relief.



Town of Winchester
Department of Public Works
15 Lake Street Winchester, MA 01890

Phone 781-721-7100 Fax 781-721-7119

To: Board of Selectmen, Richard Howard, Town Manager
From: LeeAnn Fleming McGahan, DPW Business Manager
Date: March 9, 2016
Subject: **Water/Sewer Abatement Request for 4 Bigelow**
CC: Jay Gill, Jim Gibbons, Mark Twogood

.....

Enclosed is correspondence from Mr. and Mrs. Begen of 4 Bigelow Ave. regarding their October water/sewer bill for 458 units in the amount of \$4,803.61.

The Begen's have only lived in the residence for a year - since December 2014. Their April 2015 bill was for 23 units, and the July 2015 bill was for 33 units.

In their letter, it states they only turned on the irrigation system for one month and then went away and didn't turn it back on prior to winterizing the system. Therefore, it sounds like an underground leak as they did not see any water. They will have the irrigation company inspect for leaks prior to turning on the system in the spring.

On December 1, 2015, the Water/Sewer Department technician went to the home to inspect for leaks and none were found in the home. At that time, the meter was read and registered an additional 229 units since 9/3/15 so the leak had continued into the next billing cycle as well.

Since that time, the usage has returned to normal. The reading on March 3, 2016, for the April billing cycle was for 15 units of water.

For historical purposes, the previous owner used an average of 52 units in the same period. Prior to 2009, the former owner used an average of 38 units in the same period. Per your request, I have also attached entire consumption history for this address.

As you know, they have requested a reduction as this amount is a financial hardship for them.

Although the Town policy does not provide an option that allows adjustment of accounts due to possible leaks on the owner's property, if you would like to review options for a one-time courtesy abatement, please see attached spreadsheet for details.

In summary, the options are as follows:

11/24/2015
4 Bigelow Ave
Winchester, MA 01890

Dear Ms. LeeAnn McGahan,

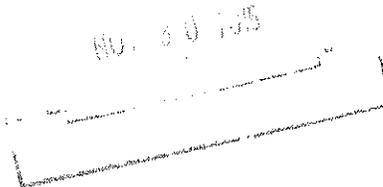
We received a water bill of \$4,803 covering from 06/03 through 09/03 at our home, 4 Bigelow Ave (bill number: 10483930). I called the Winchester Public Works Department and I have been told it may have been a leak in the sprinkler system. We purchased our home in December 2014, and did not know any knowledge of any leaks in the system. I used the system for a month until we go on vacation in July when I turned off the system, and didn't start it after, and system was winterized last month. We don't own a pool, and we haven't had any leaks or any issues in the plumbing of the house. I am kindly requesting a relief of my current and next bill if it is due to a leak without our knowledge. I full understand it is our responsibility, however, we are first time home owners in Massachusetts and we have never encountered an issue like this before. In addition, we do not have the financial strength to be able to pay this amount and we as a family would appreciate if you can consider a one-time relief due to this potential leak. I promise that I will bring a professional help next spring to check out the system to prevent this re-occurring. Thank you in advance for your consideration.

Kind Regards,

Burak Begen



NOV 30 2015



Attachments: Copy of Water/Sewer Bill



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, March 21, 2016

BUSINESS

Docket Item G-5: Sachem Youth Baseball / Softball Association
Extension of Playing Season – West Side Field

Supporting Documents:

G - 5: Letter from Richard Michienzi, President, SYBS
Email outlining meeting with Recreation Director
Meeting Minutes from December 20, 1999 – approval
of lights at West Side Field
Meeting Notice sent to abutters of West Side Field

Action Required: VOTE to approve extension of seasonal usage.

Sachem Youth Baseball/Softball
Association, Inc.
P. O. Box 612
Winchester, MA 01890

March 7, 2016

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

Re: West Side Field

Gentlemen:

As you are aware, Skillings Field has been closed. With the closing of Skillings Field, the three Winchester High School Softball teams have been relocated to Westside Field.

The reason for my letter today is to request of the Board a slight modification to our use of the lights at Westside Field. Currently, under a decision of this Board dated December 20, 1999, Sachem Youth Baseball & Softball (SYBS) is allowed to use the lights from May 10 to August 31. SYBS would like to be able to use the lights, **beginning on April 18**. It is my understanding that this same decision allows this Board to regulate the frequency of the use of the lights at West Side Field.

We will not be able to use the lighted diamond until the High School softball teams have completed their practices and/or games. While we are permitted by the Winchester Recreation Department to begin at 5:30 p.m., often the high school games run late and we cannot begin our game until 6:30 p.m. As a result, we can only complete 2-3 innings of a game before it gets too dark to continue, especially in late April and early May. An expanded use of the lights will allow our games to be played to their completion. I anticipate our games to be over by 9:00 p.m.

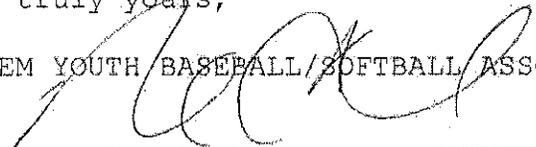
We are not asking for the lights to be on until 10:00 p.m., only until our game is completed. We are sensitive to the fact that children are still in school and we have always been very conscious of our neighbors who live close to the field.

In advance, we would like to thank you for your consideration in this matter. We hope this modification will only be necessary until the completion of Skillings Field.

Very truly yours,

SACHEM YOUTH BASEBALL/SOFTBALL ASSOC., INC.

BY:


Richard A. Michienzi, President

c. Chris Nelson, Winchester Recreation Department

Mawn, Patti

From: Richard Michienzi <rmichienzi@verizon.net>
Sent: Monday, March 07, 2016 10:35 AM
To: Mawn, Patti
Cc: Nelson, Chris; Kevin Murray
Subject: Sachem Youth Baseball & Softball
Attachments: 20160307102819.pdf

Patti

I hope all is well. I have attached a request on behalf of Sachem Youth Baseball & Softball (SYBS) to allow for an earlier start of the use of the lights at Westside Field due to the closing of Skillings Field.

May I ask you to forward my request to the Board of Selectmen. I am happy to appear before the Board if necessary. I will be on vacation from March 8 – March 16, but am available beginning March 17.

Thank you

Richard A. Michienzi
Bishop, Ahern & Michienzi
1 Shipyard Way Suite 301
Medford, MA 02155
(781) 396-0055
(781) 391-8029 facsimile

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[Print](#) | [Close Window](#)

Subject: Re: Selectmen's meeting

From: "Richard Michienzi" <rmichienzi@verizon.net>

Date: Wed, Feb 03, 2016 11:06 am

To: <slpowers@bonnellford.com>

Cc: "Bob Nutile" <bnutile@verizon.net>, "Richard Michienzi" <rmichienzi@verizon.net>

Steve:

The presidents of the respective youth sports programs met with Chris Nelson last night to discuss field space for the spring season. With the Winchester High School softball program using Westside for practices and games, I would like to see if SYBS can use the lights on the C diamond beginning with the start of our season, April 25.

The minutes from the Selectmen's meeting of December 20, 1999 seem to indicate we cannot use the lights until May 10 and we must be off by 10:00 pm

I'm not sure if there are any other restrictions on the number of nights we can use the lights because the minutes are really not clear but I can guarantee the lights will always be off by 10:00. We have never kept the lights on later than 10:00 pm other than the rare times when a coach forgot to shut off the lights.

Since we do not know what nights the High School Softball team will be off the field late, I would like to see if we can be allowed to use the lights as many nights as possible, however with the understanding we would not take advantage of the situation and we would use the lights only when our teams cannot get on the diamond by 5:45 pm

Please let me know how I can appear before the Board.

Thanks
Rich

Richard A. Michienzi
Bishop, Ahern & Michienzi
1 Shipyard Way Suite 301
Medford, MA 02155
(781) 396-0055
(781) 391-8029 fascimile

- * Motion: That the Board of Selectmen reissue the Club Liquor License for the Christopher Columbus Club, Raymond Place, for calendar year 2000.

Johnson – Powers

Chairman Powers noted that the Board had previously voted conditions to be attached to this license, although they are not attached to the license this evening. Selectman Alper noted that the hours of operation are also not filled in. Chairman Powers suggested that action on this license be held until the conditions are attached and the Board has a chance to review them. Selectman Alper indicated that he concurs with this, however in light of the past history and the fact that the Town is still involved in litigation with this group, it may be better to hold a public hearing on this license. He said that he would like to hear publicly from some of the neighbors noting that he has had calls as recently as last week that concern people being turned away from the club for intoxication and then leaving in a vehicle that they are operating. Selectman Alper suggested that it may be time to have another conversation with the management of this organization.

It was the consensus of the Board that a public hearing be held on the reissuance of the Christopher Columbus Club license. Selectman Johnson suggested that the Board vote a thirty day license for this organization due to the fact that the Board's schedule is very tight, and the license expires December 31. Chairman Powers said that he would consider a sixty day license but would want the conditions attached to that license.

- * Amendment: That the Christopher Columbus Club – Club Liquor License be reissued for a sixty day period, subject to the terms and conditions stated in previous licenses.

Johnson – McPhee All in Favor VOTED.

Second Hand Motor Vehicle License
Northeast Executive Auto Sales

- * Motion: That the Board of Selectmen reissue the Second Hand Motor Vehicle License for Northeast Executive Auto Sales, 955 Main Street, for wholesale only purposes, for calendar year 2000.

Johnson – Cregger All in Favor VOTED.

BUSINESS

West Side Field – Lights

Chairman Powers noted that this is a comprehensive proposal from Sachem Youth Baseball/Softball to improve the diamond at West Side Field. He noted that there have been road trips to other towns to look at lights, and there are neighborhood concerns dealing with traffic and drainage. Chairman Powers said that he would like to address the possibility of the league scaling down the program and how that would work. He informed the audience that he does not think the Board is prepared to take the proposal in its entirety, but is willing to discuss lighting the 'A' diamond only. He asked that Mr. Nuttle explain what effect this would have on the whole proposal.

Mr. Nutile indicated that lights on the 'A' diamond only would be further away from residences and there would be fewer cars entering and exiting from the parking lot. He noted that there would only be one night game instead of two. Mr. Nutile informed the Board that the adverse effect of not lighting both fields is trying to find a home for the girl's softball teams. He said that the league would entertain the possibility of irrigating Ginn Field and installing restroom facilities at this location as well.

Selectman Alper asked if night games for girls softball were moved to Ginn Field, what effect would that have on the Men's Softball League. He said that it is his understanding that this group has booked softball games at Ginn Field for four nights per week and has been doing this for some years now. Selectman Alper commented that four nights per week is a substantial use on an unirrigated field. He asked what effect this will have on both the field and the availability of others to use this field. Selectman Alper noted that the Field's Management Committee has indicated that the Town is really pressed for field space.

Chairman Powers noted that Ginn Field needs some improvement via irrigation and restroom facilities. He noted that in the old days these improvements were not need, however in the old days girls did not play at the same fields very often. He said that there are now five girls teams that play, so the possibility of improving the field along with the installation of sanitary facilities can be worked out between the Recreation Department, the Softball Association and the Sachus Youth Baseball/Softball organization. He said that the lights are available at Ginn Field seven nights per week, so on a permit basis things could go forward.

Selectman Johnson commented that it is his belief that the lights are permitted at Ginn Field seven nights per week. He said that it is also his belief that girl's softball plays here one night per week. He noted that the Men's Softball League plays at Ginn Field, Leonard Field and Mullin Field. Selectman Johnson indicated that play at Leonard Field and Mullin Field can only be until dusk.

Selectman Johnson informed the audience that a baseball diamond is much different than a green field and the wear and tear patterns are much different. He said that a baseball field or diamond has much less wear than a green field sport.

Chairman Powers asked if problems will be created for the girl's softball teams, e.g., will they get the same benefit as they would have if they could play at West Side Field. Mr. Nutile reiterated the purpose of the lights; e.g., to provide games slots and open up field space for the teams, giving them the opportunity to play under the lights. He informed the Board that it took ten years to get West Side Field in the condition that it is now in, so he suspects that the irrigation would be one of the first things to be installed at Ginn Field. He indicated that the restroom facilities would follow this work. Mr. Nutile commented that the field conditions at Ginn Field are usually pretty good because the High School Girl's Softball Team plays here.

Vice Chairman McPhee asked Mr. Nutile to explain the impact of a second field for the girls to play on with regard to tournament play at West Side Field. Mr. Nutile indicated that tournament play for the girls would actually be more beneficial at Ginn Field. He said that two of the fields at West Side have pitcher's mounds, which girls' softball does not use. He indicated that Ginn Field has three diamonds, two of which are playable, none having mounds. He suggested that this is actually a better set up for tournament play for girls' softball.

Chairman Powers explained that girls' softball cannot play where the boys' baseball team plays because of the height of the mound. He said that a mound is not used in girls' softball and it is not practical to remove it each time the girls had a game scheduled. Chairman

Powers indicated that the purpose of having this discussion with the baseball group is to thank them for developing a compromise that he thought was a good compromise to bring forward. He said that he did not want the discussion to focus on two fields all night, because the proposal is for one field, the 'A' field and located close to Mahoney's. He commented that nothing is being considered at this time for the 'C' field.

In response to Chairman Powers' question about the number of light standards that would be needed for the new proposal, Mr. Nutile informed the Board that four light standards would now be needed. Chairman Powers informed the audience that the arguments should be focused on one diamond being lit not two. He explained that the baseball group contacted the Board with this compromise, which the Board feels is a good one. He said that the possibility of using Ginn Field had to be explored, and there was a Field Management Committee meeting where both plans were discussed.

Selectman Johnson reported that Fields Management Committee did have a meeting to discuss the original proposals brought forward by Sachem Youth Baseball/Softball. He said that only lighting fields 'A' and 'C' was discussed. He reported that no discussion was held about lighting field 'A' only.

Arthur Sullivan of the Recreation Department informed the Board that both leagues, Youth Baseball and Men's Softball are looking to use the field on the same evenings. He indicated that there are some issues that would have to be addressed.

Vice Chairman McPhee noted that the proposal is now to light only one field, moving the girl's softball opportunity down to Ginn Field. She suggested that this may not be a reality because a workable and effective schedule with Men's Softball may be difficult to work out.

Mr. Sullivan informed the Board that what he is saying is that right now, both leagues are looking for evening time, basically the same time. He said that Men's Softball plays Monday through Thursday. Mr. Nutile noted that the girls play at Ginn Field on Thursday now, and discussion has been held about adding Wednesday evening as well. Mr. Nutile indicated that this would involve seven Wednesday evenings and seven Thursday evenings.

Mr. Sullivan indicated that a compromise would have to be worked out with the Men's Softball league. Chairman Powers noted that ultimately, the scheduling of Ginn Field would fall with the Board of Selectmen if necessary, however over a seven week schedule some adjustments should be able to be worked out.

Vice Chairman McPhee expressed concern about the equity issue. She said that she would like to see the impact of lighting two fields mitigated with respect to the neighborhood and also directing traffic and tournament play down to another field. She commented that she is not feeling real confident that this is an offer that will be realized. Selectman McPhee indicated that her lack of confidence is not with the baseball group but rather with the Town's own Recreation Department. She said that this troubles her.

Selectman Alper agreed with his colleague, commenting that he is also compromised. He said that he is not prepared to accept a gift that is partial. Selectman Alper continued by saying if the Board accepts the gift for West Side Field without accepting a gift for irrigation and sanitary facilities for Ginn Field, scheduling may be a problem. He noted that the Recreation Department is under the executive authority of the Town, so it strikes him that the Board of Selectmen can handle the scheduling. He said that he wants to be sure that the donors have a plan and have worked out what would be involved in providing the irrigation

at Ginn Field, which if irrigated will be a very good field, in fact one of the better fields in Town if it is not over-played. Selectman Alper pointed out that the one positive benefit of the flooding that has occurred at Ginn Field is that there has been a fair amount of nutrients deposited thereon. Selectman Alper commented that he wants to be sure that the sanitary facilities and the irrigation system are being offered this evening, lest the Board end up in an unintended inequity. He said that he doesn't want to give the girls a 'raw deal' on this.

Chairman Powers clarified that the proposal would provide restroom facilities that are badly needed for Ginn Field. He said that the problem with fund raising for the irrigation is that both Sachem Youth Baseball/Softball, the Men's Softball League and the Soccer Club would be expected to contribute money towards the irrigation. He said that as far as the time-line for field use is concerned, the Board of Selectmen can make sure that the Youth Baseball League has the second night, which is what they need. He indicated that it becomes a question of which night flips which way. Chairman Powers noted that the field is permitted through the Recreation Department, but ultimately through the Board of Selectmen.

Mr. Nutile informed the Board that the irrigation system for Ginn Field is on the short-list of projects for the league, regardless. He said that the sanitary facilities are a stretch, and would not happen in year 2000 but could conceivably happen in 2001. Selectman Alper commented that a 'could conceivably happen' is not what he is looking for.

Chairman Powers asked if the league had a time-line, e.g., doing 'A' diamond and Ginn Field. Mr. Nutile indicated that it would probably be over a two-year period with irrigation coming first.

Fred DeSimone informed the Board that there is a sewer line down the middle of Ginn Field, which is half the battle for the installation of the sanitary facilities, making this a realistic project. He noted that the Soccer Club did vote to authorize funds, contingent upon baseball voting funds and Men's Softball voting funds, to irrigate Ginn Field. He noted that the irrigation is going to happen in any case, however the sanitary facilities are realistic as well and can be installed in the building that was previously used as a snack bar. Mr. DeSimone indicated that water is not a problem here, however sewer could be a problem.

Vice Chairman McPhee commented that it is her understanding that the probability of irrigation at Ginn Field is likely for this Spring/Summer. Mr. DeSimone suggested that in an effort not to interrupt play here, it is more likely that the irrigation system would be installed in the fall. Selectman McPhee asked about the date for installing the rest room facilities. Mr. DeSimone indicated that this would probably be done in 2001. Mr. Nutile informed the Board that he would like to see irrigation go in before the summer of 2000 because the fields here get very dusty in the summer months. Mr. DeSimone suggested that the rest rooms would be installed by end of year 2001. Selectman Johnson reminded his colleagues that the original proposal did call for a five year plan, and Youth Baseball was not proposing to do all original eight points in one year but over five years.

Vice Chairman McPhee said that she does recall that this is a five-year plan, however a large piece involved lights, which are a very expensive venture. She said that she supposes that if the amount of lights were cut down, that money could be directed towards realizing other improvements.

Chairman Powers noted that the neighborhood has a lighting consultant, a noise consultant, a real estate appraiser/real estate salesperson, biologist, and herself, all wishing to speak this

evening. Lisa Valdario indicated that the only individual not present this evening is the real estate salesperson. Designated to speak first was the lighting consultant.

Chairman Powers outlined the rules for the speakers, commenting that they would be allowed to speak for not more than ten minutes. He said that the real estate appraiser/salesperson will total ten minutes, the biologist will be allotted five minutes and Ms. Valdario will be allowed about seven minutes to speak. He said that the Youth Baseball group will be offered the same amount of time, although they have only three speakers.

Selectman Alper commented that the issue before the Board this evening concerns lighting, e.g., the specific gift is lights. He said that he is anxious to hear about lighting, although he is mindful that the Board has sat through some hours of hearings and discussions, and since brevity may be said to be the soul of wit, repetition does not necessarily bode well. He said that he hopes to hear new things that he has not heard before.

Selectman Cregger commented that one of the things the Board has heard from the neighborhood is that they have a number of issues quite apart from lighting. She said that she is happy that the neighborhood has some presentations this evening with respect to those issues. She thanked the neighborhood group for presenting their information in an organized way.

Selectman Alper noted that the speakers should be speaking about lighting one field only, the 'A' field, the field that is closest to Mahoney's Rocky Ledge and furthest away from Wildwood and Johnson Road.

Chairman Powers informed the audience that he and Selectman Alper visited 'A' field last evening. He said that there is quite a bit of intensity in the security lights coming from across the field that practically light the entire field. Selectman Alper said that he was able to read his pocket calendar from the light on the field last evening, between the moonlight and the security light.

Attorney Robert Moran, 103 Wildwood Street noted that the neighborhood's lighting expert made all of his calculations on the lighting of two fields so some of what he has to say may not be applicable. He informed the Board that this is the first time that they have heard anything about lighting only one field.

Michael Claypool, informed the Board that he is an electrical engineer, lighting designer, with approximately twenty-five years of experience. He said that he is a registered engineer in Massachusetts, Maine and New Hampshire. Mr. Claypool stated that he has twelve to fourteen years of experience as a contractor as well. He said that he tried to take a comprehensive look at the impact of lighting on the surrounding area of the community and what is required on the field itself to provide good quality lighting. Mr. Claypool informed the Board that one of the things that was not addressed in some of the information that was provided to him was brightness received right at the eye, e.g., glare. He used night driving as an example, noting that the eye is adapted to darkness and if an oncoming vehicle comes forward with high beams or even low beams, the operator heading in the other direction can suffer disability glare, e.g., inability to see pedestrians, the curb, etc.

Mr. Claypool indicated that this can be adapted to the ball field setting as well. He said that in a nighttime setting eyes are adapted to night and are much more sensitive than they would be in the daytime. He said that this is the concern about glare, which was not totally addressed. Mr. Claypool said that light trespass is another form of glare. He suggested that

this is usually of less serious consequence, however. Mr. Claypool informed the Board that a general review was made of sports lighting, a certain amount of light on the infield and on the outfield. He said this was accomplished and the uniformity that was required was bested by the performance of the system. Mr. Claypool explained that this means there is a good set of reflectors, and a system of stopping light from going up, which is sky-glow. He said that these fixtures controlled the light well and kept it on the field as much as is possible. Mr. Claypool noted that the performance of the system on the field was quite good.

Mr. Claypool indicated that it is very difficult because it is so dark in adjacencies close these light fixtures, e.g., on the other side of the chain link fence, which is private property, to perform in such a way that there is zero spill. He suggested that this would involve a system like a big flying saucer shining light down on the field with a skirt around it. He said that this is not the way that today's lighting system works. Mr. Claypool informed the Board that the Illuminating Engineering Society of North America has guidelines for how much light is too much. He explained that using those calculations, a plan was developed showing the two fields. Mr. Claypool commented that lighting one field changes where the problems will occur, cutting the values in half in most cases, but not exactly. He said that with two fields lit, the range was 3.5 to 37 times too much brightness. He pointed to the region of the field where this occurs.

Mr. Claypool informed the Board that the ordinance for the Town of Winchester basically implies that there shall be no perceptible glare and that there is zero spill light onto adjoining property. He said that this system cannot achieve that and the thing about sports lighting is that the neighborhood is fairly dark and the field area is very bright. He said that it would be difficult to achieve this type of lighting solution without having excessive brightness someplace. He said that halving the light will not make all of the areas go away because there were .3 foot candles in one area and a11 in another. Mr. Claypool indicated that if this dropped from 11 to 5.5, it is still well in excess of the values that are considered acceptable.

Mr. Claypool informed the Board that a new metric is used to evaluate brightness, RP3399. He indicated that once at the Planning Board stage there is an ordinance that has to be complied with. He said that there are portions surrounding the field, where if one or two were done it would not matter, but if there is not compliance with the ordinance, and light is in excess of the recommended levels, definitely 2 to 6 times greater and is something that should be thought about. Mr. Claypool said that even if there was a magic lighting system, still sitting up on Wildwood Street where the elevation increases, there will be a luminous field of light, lit to approximately to a level that is brighter than the room, but certainly office level. Mr. Claypool suggested that this is a dramatic psychological change to the nighttime environment. He indicated that there is a mitigating factor in that this light is not on all of the time like roadway light, but does have a curfew when it is on/off. Mr. Claypool suggested that this is one advantage that sports lighting has.

Speaking to compliance with mathematical criteria, Mr. Claypool explained that there is dramatic visual alteration to the space, and the interpretation for an individual who lives in this area is that they can like it or not. Mr. Claypool suggested that the involvement of the surrounding community is essential to looking at the benefits or detriments of a system like this. He urged the Board to consider all of the factors in making their decision.

Chairman Powers asked how far away the nearest home is, going up Wildwood Street, from 'A' diamond if that were to be lighted. Mr. Claypool estimated this distance to be approximately 350 feet. Chairman Powers referred to the 'C' diamond and asked if that

were to be lit how close would that be to the nearest home. Mr. Claypool said that if this diamond were to be lit there would be the same range of brightness problems as would be experienced for 'A' diamond. Mr. Claypool explained that much depends upon geometry and how the poles are laid out, whether there is vegetation between the home and the lights, etc. He said that on a foggy night the light will bounce off the field and create a big envelope. He indicated that there is probably a 150 foot locus that could be considered as an offending zone. Mr. Claypool informed the Board that this does not mean that this is a bad lighting system, it is just inherent by the nature of the beast. He said that above sixty feet the light is totally controlled and there is no contribution to 'sky-glow' other than what bounces off the ground.

Selectman Johnson asked if Mr. Claypool could suggest any improvement for the proposed lighting system. Mr. Claypool indicated that the Musco system is one of the better systems on the market, but there is only so much that can be done. He indicated that when there is an effort made to cut the light back, which could be done a little, if there is a reading in a particular area that indicates it is too bright, then there would not be enough lighting on the field to make adjustments to those areas. Selectman Johnson asked if Mr. Claypool could make any suggestions to improve the system in question. Mr. Claypool reported that the lighting layout is standard, although a AA ball field would not be lighted in this way. He indicated that the plan could be tweaked and made better by the aiming pattern. Mr. Claypool said that the fence line is just too close to where the light standards are located.

Chairman Powers asked for comments about the lighting be up sixty feet. Mr. Claypool informed the audience that the higher lights are located, the better. He said that a narrow light beam would be used and the lights would be aimed down more, so there would be less stray horizontal light and there would be better uniformity. He noted that it would be easier to achieve uniformity and it would be better for all because less light could be used to create average levels with higher minimums. Mr. Claypool indicated that there is only so much that can be done before it is no longer cost effective. He said that it would almost require inventing a new lighting system.

Mr. DeSimone, SYBSA informed the Board that the calculations that they have from Musco show less than five-hundredths of a foot candle in spill light. Mr. Claypool said that there is no problem with spill light at all. He said that most municipalities allow one foot candle, e.g., light that is on the ground. Mr. DeSimone noted that glare is the problem. He said that the only people that will see the lights directly are the adjacent homes. Mr. Claypool suggested that Mahoney's Rocky Ledge Farm will also be affected.

Mr. DeSimone noted that it was previously stated that when the calculations were made vegetation was not considered in the factoring. Mr. DeSimone noted that it is quite heavily treed here, which would cut down on the amount of glare considerably. Mr. Claypool indicated that this is correct. Mr. DeSimone asked about the glare factor at the home that is closest the field that is proposed for lighting. Mr. Claypool reported that with two fields lighted, the glare factor would be .11. Mr. DeSimone asked how this would compare to the glare from an automobile headlight if an individual were walking down the street. Mr. Claypool reported that this would be less than an automobile headlight. Mr. DeSimone asked how much less, a lot less? Mr. Claypool commented that he did not have an answer, he explained that the readings are dependent upon distance. Mr. DeSimone suggested that if an individual were walking down the street and had the glare of headlights hit him in the eye, asking how this would compare to the light on the field. Mr. Claypool indicated that much depends upon the adaptation of the eye. He said that car headlights in a totally darkened area are not the same as if walking on a well lighted street.

Mr. DeSimone asked if he was standing in a backyard looking at the glare from the lights, would that glare be less than what he would get most of the time from a vehicle if he were walking down the street in the dark. Mr. Claypool indicated that it could be less or it could be as bad depending upon where the individual was looking. He said that it does not mean that the light is disabling in any case. He explained how the research was done.

Mr. DeSimone asked if the height that an individual is standing at when viewing the proposed lights makes a difference. Mr. Claypool indicated that above 60 feet, the individual will see nothing. He said that the most intensity is looking at the light dead-center. Mr. DeSimone noted that the calculations made did not take into consideration any vegetation between the home and the light source. Mr. Claypool noted that if there is vegetation, that has to be considered. Mr. DeSimone noted that vegetation could considerably cut down on the glare factor. He recalled that part of the league's proposal was to augment the vegetation. Mr. Claypool suggested that the homeowner would have to agree to this change. Mr. DeSimone noted that the trees would be planted on Town property.

Bob Zoeller of Musco commented that measuring glare and light trespass has always been subjective. He informed the Board that Mr. Claypool advised Musco about the new way to make these calculations and they in turn computer generated the value at locations that were requested by Mr. Claypool, to see what the light would be. Mr. Zoeller reported that holding the meter approximately six feet off the ground, pointing it directly at the field to measure what light is coming off the field and would continue to go forward off the field. He said that the method that I.E.S. has calls for the meter to actually have a probe on the end, which is more selective in terms of taking into account the light that is directly coming into the meter. He reported that Musco could not do this, so they get all of the light that comes in at a particular point. He noted that this was done at eight different locations, and at two of the locations where the neighbors homes are located, they are meeting I.E.S. criteria for what the spill light should be for light trespass. In reference to the area around Mahoney's, the fence, property line and relationship to the field, all of which is too close, making it impossible to have a safe playing environment, where poles can be located.

Mr. Zoeller also reported that in the Musco values presented, no foliage was taken into account, which is a factor in the Spring and Summer months. He said that they used a worse-case scenario and what will actually be presented will be better, based upon what the foliage is on the trees. Mr. Zoeller explained that the two poles that would have the greatest impact on the neighbors are B-2 and A-3. He said that the reason they have the greatest impact on neighborhood property is because they have fixtures aimed in a particular direction. He noted that B-2 lights the outfield and is directly pointing at neighborhood homes. Mr. Zoeller indicated that this is six fixtures in a fan-array going across the outfield. He said that the A pole is aimed across the infield, behind home plate so that the ballplayer can see the ball as it crosses home plate. Mr. Zoeller noted that five or six of the predominant fixtures will be eliminated that actually point in the neighborhood direction.

Mr. Zoeller noted that pole B-2 illuminates the central portion of center field and in towards the in-field, so every fixture is pointing at Mahoney's from B-2. He said that pole B-1 is aimed at center field and across; A-1 will have two fixtures pointing straight across the infield and the A-2 fixture is behind home plate. He said that there would be no fixtures pointing at the residences.

Selectman Alper commented that as he recalls this area, there is a line of deciduous trees along the boundary with Mahoney's, and last night noticed that like all good deciduous trees, they are bare. Speaking about the Mahoney property, Selectman Alper noted that there are a number of security lights that drive quite a bright light towards the field. He said that this allowed him to read his pocket notebook, and between these lights and the full moon, he could stand by the field house and actually read the book. He asked about the effect of light trespass from the field back onto Mahoney's property in light of the deciduous trees which would be in leaf in spring and summer, and the fact that Mahoney's seems to want their property be bright at night for security purposes, because they have some large fixtures in place. Selectman Alper asked if this could be worked out in the fine-tuning, e.g., that the Board approve this subject to this being worked out by Town Staff and the donor. He further noted that Mr. Claypool's conclusions are that locations of poles B-1, B-2 and B-3 introduced additional brightness to the players down the sidelines. He noted that part of pole B-2 would not be used because the 'C' field won't be lit.

Mr. Nutile asked how many homes would see the poles if they were increased in height by ten feet. Selectman Alper suggested that there are homes located on the hillside above the field that may see the poles. Mr. Claypool indicated that he would have to look at the contour map. He noted that much is based upon how dark it is in the surrounding area. He said that as far as the field is concerned, this is a common way to light a Little League field, however there is always an offending zone. He said that glare can't be avoided on the field.

Mr. Zoeller indicated that the proposed design for West Side Field is a design that is approved by Little League Baseball.

David Osborne, New Meadows Road asked how much glare or light trespass would occur in a particular area adjacent to his home. Mr. Zoeller indicated that there are greenhouse that will cut out some of the light that may be offensive. He said that of the poles that would be aimed in this direction, one will be removed because pole B-2 will cover center-field and the in-field area.

Fred Schultz, 25 Albamont Road noted that the greenhouses are glass surfaces, therefore the light will reflect off them. Mr. Zoeller clarified that the light will be reflected based upon the angle of the glass and the orientation of the light that is heading in that area. He indicated that most of the light will be reflected right back onto the field. Mr. Zoeller commented that the issue is one of distance and distance does become a factor. He said that the angle of reflection is equal to the angle of incidence, so light incidence in one direction will be reflected at an equal angle back in the other direction. He suggested that the light will be coming from the direction of Mahoney's and will be reflected back into that angle.

Selectman Alper commented that he does not think that the greenhouses are made of glass, or if glass, it is covered by some type of polyethylene shield. Mr. DeSimone noted that calculations were provided for light foot candles for both fields being lighted. He said that they vary from .39 down to .05. Mr. DeSimone elaborated that there are 35-40' evergreen trees here, plus there are 30' Aspen trees placed by the Town in this area. He informed the Board that the greenhouses are illuminated at night, so there is a fair amount of light in this area at the present time.

Mr. Osborne informed the Board that from his home he can look down onto the 'D' field. He said that when he adds a bedroom to the house he will be looking down onto the baseball field, there are no pine trees in a particular area. He said that he lives behind Mahoney's

and knows exactly what the lighting is. Mr. DeSimone noted that there are lights coming from the greenhouses as well. Mr. Osborne commented that this however is not offensive light.

Mr. Claypool commented that there is still the issue of how the fields appear. He noted that even if the lighting is controlled, there is dramatic visual impact.

Mr. Zoeller explained that the light from Mahoney's travels while Musco's lights on the field will be aimed down and have a visor as well as a cap at the end of the bulb to help cut down on glare.

At this point in the meeting, Chairman Powers declared a recess. The Board reconvened at 10:30 PM.

Lawrence Copley, an acoustics consultant informed the Board that he has done an investigation and has a report that he will be happy to leave with the Board. He informed the Board that sound comes from balls being hit and fans cheering on a team. He also noted that he is concerned about the sound of vehicles traveling across the access road to the field. Mr. Copley also noted that the purpose of the lights is to allow more games to be played on the field.

Mr. Copley informed the Board that his analysis was done later in the evening when background sounds are quieter due to less traffic on the roads, etc. so intrusive sounds are greater. Speaking to the issue of the site, Mr. Copley noted that there is ledge on the north side, which would tend to reflect sound back towards Wildwood Street. He noted that the terrain rises as one travels up Wildwood Street, creating an amphitheater effect.

Mr. Copley reported that he measured the existing sound levels in the neighborhood, and in the daytime/late afternoon when the present games occur, the measurements were a background sound level of 44 decibels, and later in the evening after 10 PM the measurement was 36 decibels, proving that it is much quieter later in the evening.

Speaking to the impact on the sound level that is eight decibels quieter, Mr. Copley reported that a particular sound that may be heard at 200 feet when the background sound level is 44 decibels, can be heard at a distance two and one half times greater when the background is quieter. He said that this means that sound carries a lot further.

Mr. Copley noted that baseball sounds were not measured during the month of November, however in his consulting work he has been involved in sports facilities in the past and did have sound measurements for sporting events, and he applied those measurements to this situation. He said that the analysis showed that if there is a game in the later afternoon or early evening, the crowd noises could just be heard in the homes located along Wildwood Street, however this same game later in the evening at 9:30 PM, the sounds could be heard at a considerably greater distance. He said that at the present time he estimates that no houses are significantly impacted by the sound from the baseball, however with a late evening game there are twelve homes that would be significantly effected in his judgement, and another 15 homes that would be somewhat effected. He said that the twelve homes that would be significantly effected were located mostly on the field side of Wildwood Street. He said that the larger radius of homes went back two or three homes beyond Wildwood Street and up the hill a little bit.

Mr. Copley reported that the analysis that he did could have anticipated what he thought from a common sense standpoint, e.g., later at night the sound carried further. He said that right now the sound levels are apparently acceptable, however with later evening activity there will be quite a number of homes that will have significant sound coming in. Mr. Copley commented that the difference between light and sound is that if an individual doesn't like light, he can turn away from it but with sound it really does not matter which way one looks, the sound can still be heard. He said that while sound may not bother some, they will bother others. He noted that these individuals don't have a choice because the sound is there and there is no way to escape.

Mr. Copley commented that vehicle sound looks as if it won't effect as many homes, perhaps three or four, close to the driveway. He said that it looks to have a real effect on the closest home.

In response to Selectman Alper's question about the number of readings taken in the area and the location the readings were taken from, Mr. Copley reported that one reading was taken during the day and two readings were taken at night. He reported that two readings were taken on the edge of the field closest to the Wildwood Street homes, and one on Albamont Road, down a few houses.

Selectman Alper asked if any readings were taken on Johnson Road, Wildwood Street or on Route 3. Mr. Copley said that none were taken on either Johnson or Route 3, and none were taken right on Wildwood Street either. He said that his reason for measuring where he did, at the back of the homes, was to be as close to the source of the sound as possible. Selectman Alper indicated that from determining ambient sound levels, certainly in the early evening and into mid-evening, there is a fair amount of traffic going both north and south on Route 3 and east and west on Johnson and Wildwood Streets. He said that he does not know how much sound that creates, but it certainly is a factor in determining ambient sound in the area.

Selectman Johnson asked if the 8:00-8:15 PM time, which is dusk, was used and compared to 9:30-9:45 PM rather than 10 PM, would this make a difference in the decibel level in the summertime. Mr. Copley indicated that an instrument would have to make recordings over a several day period. He said that he has found generally, now that the stores are open later, the sounds stay pretty constant until the stores close, and then there is a quick drop as people go home. He noted that there are exceptions to this, e.g., if a residence is near a hospital, where there would be an increase in noise at 11 PM when the shifts change. He said that for the neighborhood in question, the sound should stay fairly constant until 9:00-9:30 PM, when it would drop off quickly.

Selectman Johnson noted that vehicles traveling up hill make more noise than vehicles traveling down. He asked if Mr. Copley considered this. Mr. Copley noted that they were measuring the minimum.

Selectman Johnson asked about the decibel levels inside a home versus outside. Mr. Copley noted that inside the background sound drops, and sounds drop typically 10-15 decibels through an open window to five or six feet inside a room. He also noted that furnishings have an impact, size of window, etc. He said that 25 decibels is typical for a closed window.

Vice Chairman McPhee noted that Mr. Copley indicated that he had based his comparisons on data that he had obtained from sporting events. She asked what types sporting of events were used for this comparison. Mr. Copley reported that the closest he has for

comparison was a soccer game, however the crowd was larger. He said that he made adjustments from 600 people to 200 people. He said that he did not know if the baseball group had information on crowd size. Mr. Nutile informed the Board that SYBSA has never, ever had 200 people at a game. He said that 30-40 is a more reasonable number. Mr. Nutile indicated that SYBSA has never even had 100 people at a game.

Selectman Cregger expressed concern about vehicular traffic on the gravel and how that relates to the back of homes. She asked if this would have a greater impact. Mr. Copley reported that they had a van driving over the gravel and it was noisy. He said that he addressed this issue in his report, suggesting that a car traveling on Wildwood Street at 30 MPH is not noticeable, but having cars at the back of a home is more disruptive. He said that some of the parking spots in the lot are very close to the home.

A resident of Thornton Road informed the Board that she is some distance from the field and hears more about the games than she is interested in.

Selectman Johnson asked that Mr. Copley suggested ways that the noise can be reduced if the plan does go forward. Mr. Copley suggested a curfew of some type, e.g., how late the games are allowed to go. He suggested paving the gravel driveway. Selectman Johnson noted that the Town Engineer has suggested paving a part of the roadway, but not the parking lot itself. Mr. Copley indicated that the area right next to the first house is tough, so the Board may want to consider no parking in this location. Mr. Copley noted that walls stop light but they also stop sound. He suggested installing a wall to shield residences from sound.

Mr. Copley commented that he is sure that the baseball group wants to be good neighbors because they are upstanding citizens doing a good thing for the community. He said that this is a part of being a good neighbor.

Fred DeSimone suggested that the league not allow parking in the initial part of the parking lot during night games, which was the original parking lot, and paving the center alleyway going out so that when cars drive by the closest point to the closest house, there would be minimal sound. He also suggested the planting of arborvitae to help mitigate sound. Mr. Copley indicated that the prohibition of parking and the paving suggestion would definitely reduce the sound impact. He said that vegetation really does very little acoustically. Mr. Copley suggested that the paving would help. Mr. Nutile asked if crushed stone would make a difference over gravel. Mr. Copley indicated that it is finer texture, however paving would be best. Mr. Nutile indicated that the league suggested this, however there are other issues.

Anne Marie Scholer, 22 New Meadows Road informed the Board that she has a doctorate in science education from Boston University, and has been teaching biology, anatomy and physiology for twelve years. She said that she became interested in learning what the effect of light is on the body. Ms. Scholer said that normally, 18-foot candles are needed to change a biological clock either forward or back, and the proposal is for fifty candles. She noted that the effects are more powerful either early in the day or late in the day. Ms. Scholer indicated that 50-foot candles are twice what two studies used to change biological clocks. She said that she has copies of her research and resume available for the Board's review.

Robert E. Sherman identified himself as a real estate appraiser whose office is located at 600 Main Street in Melrose. Mr. Sherman indicated that he is also a member of the Board of Assessors for the City of Melrose. He outlined the proposal submitted by SYBSA, addressing

the properties that are adjacent to the field. He said that any increase will influence and effect the value of a home, particularly as it pertains to quiet enjoyment. Mr. Sherman noted that the lighting proposal extends the field use into the evening hours, which will allow additional games to be played, increasing traffic and noise in the neighborhood. Mr. Sherman reported that even when prospective buyers view properties like this, they wonder if the use is constant and if there is a problem in the summer. He indicated that this is a change in use from when these homes were purchased by the present owners. Mr. Sherman said that in his opinion, the properties on the northerly side of Wildwood Street suffer from what is termed as 'economic obsolescence' from traffic and use of the ball field. He said that with increased use in July and August, the amount of obsolescence will be increased as well. Mr. Sherman suggested that if these properties suffer loss of value, that loss of value may carry on to neighborhood properties, e.g., the property across the street, on New Meadows Road and on Albamont Road.

Mr. Sherman informed the Board that in his opinion the extended use of the ball field will have an adverse on abutting and neighborhood property values due to the loss of the quiet enjoyment and privacy. He said that although a similar use exists now, increased use will diminish the value of homes, although Winchester is hard to hurt in this manner. Mr. Sherman explained that in the last appraisal work that he did in this neighborhood, he placed an economic obsolescence on the property of between 5% and 8%, however the house that he appraised did not abut the ball field. He said that if it did abut the ball field he would have increased the percentage to from 5% to 10%. Mr. Sherman suggested that additional use will increase this by another 5% or more. He said that this will hurt people in their pocketbook.

Fred Interest, Salisbury Street asked if it is not true that economic obsolescence is measured by actual studies of the market, and if it is, he would like Mr. Sherman to cite a specific market study that would lead him to these numerical conclusions. Mr. Sherman indicated that he did not do a market study nor did he do a paired sales analysis, but is relying on thirty-five years of experience. He said that his report was based upon his opinion. Mr. Sherman reported that he had 5% for the street traffic, 2% for the adjacent use. He said that he did not do a property abutting, but feels that this would be higher because the use is directly behind. Mr. Sherman said that he did drive out onto the driveway, and in fact met a Winchester Police Officer. He commented that it is his opinion that when there is additional use, the use caused by the installation of the lights, the 5% is his opinion, but there will also be a loss in property value from the traffic and the lights.

Mr. Interest asked if is Mr. Sherman's professional opinion, based not on a market study, which would be required for the appraisal of real estate book, the bible of real estate appraisers, and not based upon market study. Mr. Sherman indicated that a paired sales analysis can be done and would prove that he is correct.

Lisa Valdario, Wildwood Street, informed the Board that she requested the number of citations issued on the Wildwood Street/Johnson Road stretch of roadway for the last five years. She said that over the last five years 1192 citations were issued, averaging about 238 per year in this area.

Speaking to the issue of field availability, Ms. Valdario informed the Board that she visited every field this past weekend, walking each of them, and spoke with Arthur Sullivan of the Recreation Department this morning. She said that it looks like every field in Winchester is pretty maxed-out, which is what she wanted to know. Ms. Valdario said that she asked herself where field space for baseball could be created, because there were diamonds located in certain areas that have now been taken away. She suggested that Vinson-Owen

School Field, the Muraco School Field, the Parkhurst School Fields all had diamonds at one time and should be reinstalled. She produced maps of the fields that could be used. Ms. Valdario noted that the schools all have parking lots so cars won't be parking on the street. She further stated that by creating new diamonds there will be fields available for use all week long, not just a Friday night, a partial Saturday or partial Sunday. Ms. Valdario suggested that a real compromise would be to consider using the fields that she investigated, noting that some could be used for both baseball and soccer.

Chairman Powers commented that there are a lot of fields that are not under Town control but under the control of the School Department. He said that if they come under a Town program it is not likely that they will be turned over for baseball use. He noted that West Side Field has been improved over a ten year period at a cost of \$200,000+, which is an improvement for the neighborhood as well. He noted that other fields are not practical for use other than playground use by a school. Chairman Powers commented that while the summary on possible field usage is interesting, those fields are not Town controlled, nor could the Vinson-Owen playground be taken over for baseball field. He said that each of the schools is on a playground program and he does not think it is likely that they will be turned over to baseball use.

Chairman Powers suggested that Leonard Field could use some improvement, and is still used for men's softball, not baseball, but heavily used for soccer. He noted that some of the problems are a result of conflicting use for scheduled time. Chairman Powers indicated that the question is whether the flexibility in the scheduling is important enough to have lights at night, as well as other conditions. He noted that the field at West Side has been improved at an approximate cost of \$200,000, which he feels is an improvement for the neighborhood as well.

Attorney Moran noted that the real problem before the Board is a shortage of fields. He said that lights are one solution, using other fields is another.

- * Motion: That the Board of Selectmen accept a donation from Sachem Youth Baseball/Softball to install: lights at Field 'A' at West Side Field; irrigation of Ginn Field softball field; and installation of sanitary facilities at the Ginn Field Field House, all subject to the following conditions:
1. Confirmation that the installation of lights conforms to the applicable conditions of the Town's Zoning ByLaw;
 2. That the donor pave the apron area of the parking lot at the Wildwood Street entrance to West Side Field in an area to be determined by the Town Engineer;
 3. That the existing parking lot light at West Side Field be appropriately tilted, shielded and aimed to provide light only to the parking lot;
 4. That a street light be installed at the parking lot entrance on Wildwood Street with maintenance and installation costs provided by Sachem Youth Baseball/Softball;
 5. That this acceptance be subject to other conditions that may be imposed by the Town Manager and staff, relating to adequacy of insurance, construction scheduling, issuance of applicable permits, limitations of parking in portions of the West Side Field parking lot at night, and the specific location of buffering landscaping to be contributed by the donor;

6. That West Side Field lights be solely for the use of Sachem Youth Baseball/Softball;
7. Lights to be turned off by 10 PM; and
8. Frequency of use of the West Side Field lights may be regulated from time to time by the Board of Selectmen.

Alper – Powers

Selectman Johnson requested that the following be considered:

That the Board of Selectmen approve the following improvements at West Side Field as a part of Sachem Youth Baseball/Softball Association's five year improvement plan:

1. Add portable seating bleachers at West Side Field;
2. Pave and refinish the basketball court at West Side Field;
3. Improve the play area, allowing two netted batting cages behind the 'A' diamond;
4. Illuminate Field 'A';
5. Improve landscaping and buffer zone as needed as determined by Town Staff;
6. Installation of at least one bike rack at West Side Field;
7. Installation of additional picnic tables at West Side Field;

This work is to be based on the five year plan – playground equipment is to be installed by June, 2001; picnic tables, seating and bike rack to be installed in year 2000; only 'A' field is to be lit; lights are to be used only from May 10 to August 31; the lighted field can only be used a maximum of four nights per week, one of which is either a Saturday or Sunday evening; hours of operation: last pitch is to be at 9:35 PM with lights out by 9:50 PM; on the weekend day, last pitch is to be at 9:30 PM with lights out at 9:45 PM.

The Board of Selectmen will be the only body to allow use of the lighted field; maintenance operation costs are the sole responsibility of Sachem Youth Baseball/Softball, paying for the maintenance and the operation of the lights and other related expenses; traffic signs or traffic control devices are to be placed at the parking lot based upon recommendations made by the Traffic Advisory Committee; a buffer zone of at least 3 to 4 feet of evergreen shrubs is to be installed along the parking lot side of Wildwood Street to prevent headlight glare; a tree buffer to be installed along the Wildwood Street residences providing that the present landowners request this; use of the public address system must be discontinued by 8:30 PM; the paving of the driveway area is to be determined by Town Staff to reduce noise without effecting drainage or water runoff; any and all work at West Side Field must be approved by the Board of Selectmen, Town Staff, with all contractors having proper insurance including the Town of Winchester as additional insured; the parking lot is to remain in stone and only paved as directed by Town Staff to reduce noise; to

installation of at least one bike rack at Ginn Field.

Selectman Johnson indicated that this could be used as a substitute to Selectman Alper's motion.

Upon seconding the first motion, Chairman Powers indicated that his understanding of the proposal is that the last pitch was to occur at 9:45 PM and lights were to be out by 10 PM. Selectman Johnson noted that his proposal was for the last pitch to occur at 9:35 PM and lights out by 9:50 PM. Selectman Alper commented that he favors lights out by 10 PM. Chairman Powers asked if the 9:50 PM lights out is impossible to meet, based upon the schedule. Mr. Nutile informed the Board that this time limit is impossible, as well as the limitation to four nights per week. He noted that one week of the year there is a Babe Ruth League tournament that runs six nights consecutively. Chairman Powers said that he supports Selectman Alper's suggestion that the last pitch be at 9:45 PM with lights out by 10 PM. Vice Chairman McPhee indicated that she supports Selectman Alper's motion as well. Selectman Cregger commented that she feels that this time is still a little late and would prefer 9:30 PM last pitch, 9:45 PM lights out. Chairman Powers noted that one of the conditions of the vote is to pave the lot in the middle so that the gravel does not become an issue going out. Selectman Alper recalled that he had asked that the apron of the parking lot be paved, and that additional improvements to the parking lot be undertaken at the direction of the Town Engineer. Vice Chairman McPhee indicated that she supports this language as well.

Chairman Powers explained that acceptance of this gift is subject to the restrictions that have been discussed concerning parking, field use, hours of operations as well as other restrictions that the Board may wish to impose under Massachusetts General Laws, Chapter 44 ss 53A. He noted that this is also subject to the filing of the following documents with the Town of Winchester: application for building and electrical permits containing a lighting plan as set forth in 12.61 of the Winchester Zoning ByLaw, plot plan for field and location of poles under the new set up on Field 'A' and the plan must be certified by a professional engineer with a certificate of insurance. He noted that this is particularly important because this is a volunteer organization working on Town-owned property.

- On the Motion:

In favor:	Alper, Johnson, McPhee, Powers	
Opposed:	Cregger	VOTED.

Selectman Cregger said that she really appreciates the Baseball Association's steps at compromise, because when the proposal was first presented it struck her to be along the lines of a ten year old giving his mother a baseball glove for Mother's Day, since the baseball group would be the principal and only user of this gift. She said that with the improvements at Ginn Field, this proposal provides some genuine benefit to the Town as a whole. Selectman Cregger commented that she genuinely appreciates this, but is significantly bothered by installing lights on a field in a residential area. She suggested that there are larger implications to this across Town, and while she is aware that the Town is short of field space and likes to see the kids out playing, this is an issue that the Board needs to take a broader level look at, and is the real reason for her opposition.

Chairman Powers declared a recess at 11:30 PM.

Banner Request:
A.B.C. Bottle Drive – January 8, 2000



Town of Winchester

Town Manager's Office
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Board of Selectmen Meeting
Monday, March 21, 2016

BUSINESS AGENDA DISCUSSION

Sachem Youth Baseball / Softball Association:
Request to extend the playing season to begin on
April 18, 2016.

On **Monday evening, March 21, 2016**, the Board of Selectmen will be discussing the request made by Sachem Youth Baseball / Softball Association to extend the organization's playing season to begin on April 18, 2016. The Association is requesting the extension of the playing season and use of the field lights because Skillings Field will not be available during installation of the new flood mitigation culvert and restoration of the playing fields.

Sachem Youth Baseball / Softball is also requesting that the Board of Selectmen approve the use of the field lights until a later time in the evening allowing the game(s) underway to be completed.

The public is invited to attend and hear the discussion.

Lance R. Grenzeback,
Chairman
Board of Selectmen

March 10, 2016

Loc: 111 WILDWOOD ST Parcel ID #: 21 251 0
LUC: 101

BERARDI DONATO V
111 WILDWOOD STREET
WINCHESTER MA 01890

Loc: WILDWOOD ST Parcel ID #: 21 252 0
LUC: 903

WINCHESTER TOWN OF PARK DEPT
00000 WILDWOOD ST-ALBAMONT
WINCHESTER MA 01890

Loc: 115 WILDWOOD ST Parcel ID #: 21 253 0
LUC: 101

FARIOLE DAVID A + LAURIE B
115 WILDWOOD STREET
WINCHESTER MA 01890

Loc: 119 WILDWOOD ST Parcel ID #: 21 254 0
LUC: 101

MCDONALD VALDARIO LISA
119 WILDWOOD ST
WINCHESTER MA 01890

Loc: 123 WILDWOOD ST Parcel ID #: 21 255 0
LUC: 101

NELSON ERIC F + EMILY COSTELLO
123 WILDWOOD ST
WINCHESTER MA 01890

Loc: 210 CAMBRIDGE ST Parcel ID #: 26 117 0
LUC: 393

MAHONEYS WINCHESTER R E LLC
242 CAMBRIDGE ST
WINCHESTER MA 01890

Loc: 5 PLATO TR Parcel ID #: 26 51 0
LUC: 101

REEVES BARRY L
5 PLATO TERRACE
WINCHESTER MA 01890

Loc: 1 SOCRATES WY Parcel ID #: 26 74 0
LUC: 101

CHANNICK RICHARD + COLLEEN
1 SOCRATES WAY
WINCHESTER MA 01890

Jason and Christine Capodanno
97 Wildwood Street
Winchester, MA 01890

John and Audrey Siciliano
99 Wildwood Street
Winchester, MA 01890

Alberto and Mary Gala
101 Wildwood Street
Winchester, MA 01890

Robert and Susan Moran
103 Wildwood Street
Winchester, MA 01890

Alex Hsieh / Hisolan Yu
107 Wildwood Street
Winchester, MA 01890

Eric Nelson / Emily Costello
123 Wildwood Street
Winchester, MA 01890



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, March 21, 2016

BUSINESS

Docket Item G-6: VOTE to approve Town Center Business District
Residential Parking Restrictions

Supporting Documents:

G - 6: Memo from Town Manager with proposed restrictions attached

Action Required: VOTE to approve.



Town of Winchester

Richard C. Howard,
Town Manager

Board of Selectmen
71 Mt. Vernon Street
Winchester, MA 01890
Phone: 781-721-7133
Fax: 781-756-0505
townmanager@winchester.us

MEMORANDUM

March 18, 2016

TO: Board of Selectmen

FROM: Richard C. Howard, Town Manager 

SUBJECT: Town Center Business District Residential Parking Permits

Attached please find the recommended conditions for the proposed Center Business District Resident Parking Permit for your review and discussion.

RCH:pcm

attachment



TOWN OF WINCHESTER
CBD RESIDENT PARKING PERMIT APPLICATION
July 1, 2016 – June 30, 2017

- On March 7, 2016, the Winchester Board of Selectmen voted to issue up to 25 free* parking permits to residents of the Winchester Center Business District (CBD), see map, who do not have off-street parking. The goal of the program is to support transit-oriented development in the Town Center.
- This program will be implemented on trial basis for the annual permit cycle from July 1, 2016 through June 30, 2017.
- Permits may be obtained at the Engineering Department, Lower Level of Town Hall.
- Permits will be issued on a first come, first serve basis. Only one permit per housing unit will be issued. If the 25 permits are exceeded, other residents of the CBD may purchase permits for \$125 per quarter.
- The Town does not guarantee available space at any time. Misuse of permit is subject to fine and loss of permit. Vehicles must be relocated from parking spots every 48 hours.
- In addition to this application, residents must present a valid Massachusetts registration showing that the vehicle in question is registered in the CBD. Residents must also present proof that no off-street parking is available for your house or unit, such as a letter from your landlord.
- The CBD Resident Parking Permit is valid for overnight parking only in the following locations, in accordance with posted signage: Lower Aberjona Lot, Waterfield Lot, Jenks Lot, Shore Road Lot, Public Safety Lot, and Upper Main Street area. Overnight parking is allowed only in the lots.
- *Please note that beginning July 1, 2016 all non-commuter permits shall be subject to a \$10.00 administration fee.

Applicant's Name: _____

Home Address: _____

Phone: _____ **Email Address:** _____

License Plate #: _____ **Vehicle Make/Model:** _____

OFFICE USE ONLY:

PERMIT #: _____

DATE ISSUED: _____



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, March 21, 2016

BUSINESS

Docket Item G-7: Town Counsel Reappointment

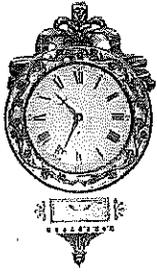
Supporting Documents:

G - 7: Letter from Wade M. Welch, Esquire
Attachment: Firm profile

Action Required: VOTE to approve renewal of Town Counsel's contract for a term to expire December 31, 2016.

Legal Services Agreement in RED BOOK for signatures

BUSINESS
G. - 7
March 21, 2016



Welch & Donohoe, LLP
ATTORNEYS AT LAW

www.welchdonohoe.com

655 Summer Street, Suite 203
Boston, Massachusetts 02210
Phone 617.428.0222
Fax 617.428.0285

139 Buckboard Road
Duxbury, Massachusetts 02332
Phone 781.934.9964
Fax 781.285.4342

February 24, 2016

Lance Grenzeback
Chairman
Board of Selectmen
Town of Winchester
Winchester Town Hall
71 Mount Vernon Street
Winchester, MA 01890

Re: Position of Town Counsel

Dear Chairman Grenzeback,

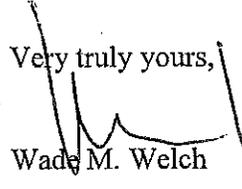
By this letter, I am advising the Board of my desire to be reappointed to the position of Town Counsel for the Town of Winchester by the Board of Selectmen.

I have enjoyed working with the Board over the past twenty-seven years and would appreciate your support for the coming year.

However, I would like my appointment to expire on December 31, 2016, as I would like to step aside as Town Counsel as of that date.

I have enclosed a current firm profile for your files. I also enclose a draft Legal Services Agreement for the Board's review.

Very truly yours,


Wade M. Welch

Enc.
cc: Richard Howard

Wade M. Welch*
wwelch@welchdonohoe.com
Melissa C. Donohoe
mdonohoe@welchdonohoe.com

*also admitted in the District of Columbia



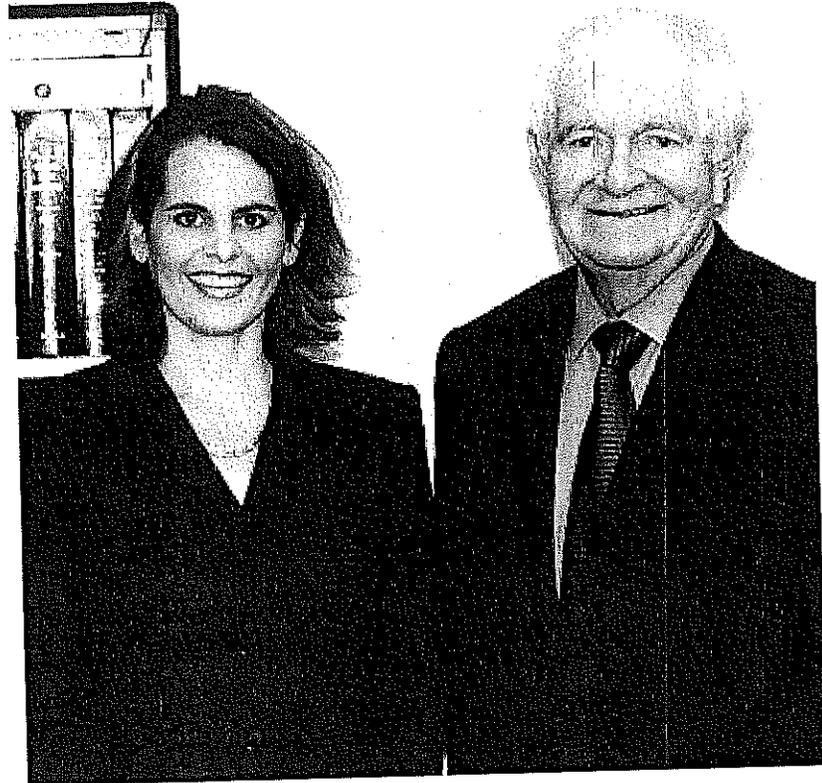
Firm Profile

Areas of
Practice

Contact Us

About the
Clock
Home

Firm Profile

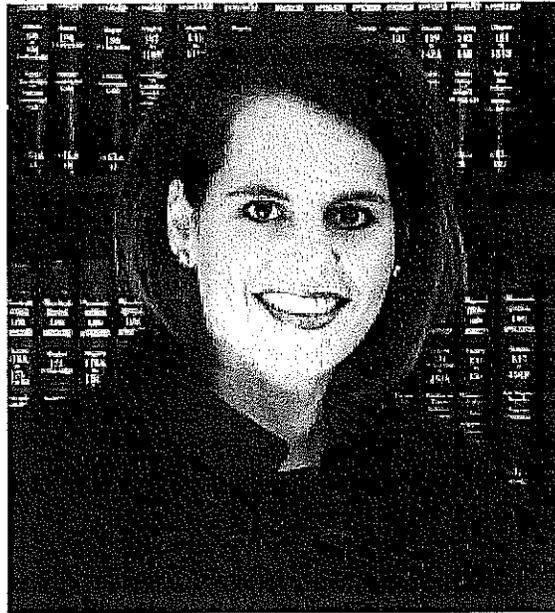


Our clients have benefited from the integrated resources available to them due to the firm's core skills in municipal law (planning, zoning, and environmental issues); real estate law (titles, affordable housing requirements, financing, insurance, development rights and agreements) and litigation experience (contracts, premises liability, eminent domain and property rights).

**Wade M. Welch**

(Partner) born Boston, Massachusetts, January 13, 1944; admitted to bar, 1969, Massachusetts; 1972, U.S. District Court, District of Massachusetts; 1972, U.S. Court of Appeals, First Circuit; 1987, U.S. Supreme Court; 2002, District of Columbia. Education: Harvard University (A.B., 1965, M.P.A., 1989); Boston University (J.D., 1968). Assistant Attorney General, Commonwealth of Massachusetts, 1971-1975; Selectman, Town of Winchester, Massachusetts, 1979-1982, 1984-1987; Special Counsel, Massachusetts Housing Finance Agency, 1980-1986; Counsel, Massachusetts House of Representatives, Post Audit and Oversight Committee, 1987-1989; Town Counsel, Winchester Massachusetts, 1989-Present. Member: Boston, Massachusetts and District of Columbia Bar Associations; Massachusetts Trial Lawyers Association; Massachusetts City Solicitors and Town Counsel Association; [U.S. Army, 1969-1971, 1LT, Army Commendation Medal].

Email: wwelch@welchdonohoe.com



Melissa C. Donohoe

(Partner) born Brockton, Massachusetts, February 23, 1970; admitted to bar, 1998, Massachusetts; 1999, U.S. District Court, District of Massachusetts; 2000, U.S. Court of Appeals, First Circuit. Education: Stonehill College (B.S.B.A., magna cum laude, 1992); Suffolk University Law School (J.D., cum Laude, 1998). Member: Boston, Massachusetts and Plymouth County Bar Associations; Real Estate Bar Association; Massachusetts City Solicitors & Town Counsel Association; Duxbury Fiscal Advisory Committee 2005-2009; Duxbury Finance Committee 2009-Present.

Email: mdonohoe@welchdonohoe.com

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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, March 21, 2016

CONSENT AGENDA

- Docket Item H-1: One Day Alcoholic Beverage Licenses:
Gail Freeman for Studio on the common – Tues., Mar. 22nd @
Studio on Common; Boston's Best Bartending – Sat., Apr. 9th,
@ Sanborn House; Paul Collins – Sat., Apr. 2nd @ Sanborn
House; Louise Cocuzzo for St. Eulalia Church – Sat., Apr. 23rd
@ Manion Hall
- H-2: Acceptance of Donation to DPW from Chamber of Commerce
- H-3: Approve / Correct Meeting Minutes:
Monday, March 7, 2016
Wednesday, February 24, 2016
Friday, February 5, 2016
- H-4: Approval: Autism Awareness Month activities: blue filters in
lights around the Town Common, blue filters in Town Hall
spotlights, use of the Town Common on Thursday, April 7th to
recognize the start of Autism Awareness Month (April 2nd –
30th)

Supporting Documents:

- H - 1: One Day Alcoholic Beverage License applications (4)
- H - 2: Email from DPW
- H - 3: Meeting Minutes for Mar. 7th February 24th and February 5th
- H - 4: Memo from ADA Coordinator Anne Graglia-Kostos

Action Required: VOTE to approve.



Town of Winchester

Application for Special (One Day) Alcoholic Beverage License

In accordance with MGL c. 138, s. 14, 23, 24A, 27, 29 and
Town of Winchester Procedural Requirements for Special (One Day) Alcoholic Beverage License

Name of Applicant/Organization: Sticks on the Common

Address: 33 Church St

Telephone Number: 781-721-1023

Permit Applying For:
 All Alcohol License (\$75.00)* Beer and Wine Only License (\$75.00)*

Nature and purpose of the event: Food truck for winter parents

Number of persons attending event: 425

Description of premises and location of facility where liquor will be sold and/or distributed:
Art Sticks on the Common retail shop

Name(s) of responsible manager (s) who will be in charge of dispensing the liquor, date of birth(s) and Social Security Number(s):
~~Logan Howard 01/23/92 781-888-8888~~
Sam Freeman /

Date(s) and times of event and/or specific times when alcoholic beverages will be on the premises:
3/24/16 (Thursday) 7pm - 11pm

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: [Signature]

Print Name of Responsible Manager: Sam Freeman

NOTE: Application must be submitted a minimum of TWO WEEKS prior to the scheduled event to:
Board of Selections; 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.

Cafarella, Jennifer

From: Barbara Bosco <bbosco@winchesterpd.org>
Sent: Monday, March 14, 2016 10:33 AM
To: Cafarella, Jennifer
Cc: Bosco, Barbara; Albertelli, Ken
Subject: RE: One Day Alcohol License

Jenn,

The Chief has no objection to the request below.

Thanks.

Barb

-----Original Message-----

From: Cafarella, Jennifer [mailto:jcafarella@winchester.us]
Sent: Monday, March 14, 2016 9:47 AM
To: Albertelli, Ken; Bosco, Barbara
Subject: One Day Alcohol License

Chief,

Can I please have your comments on the attached one day alcoholic beverage license?

Group: Gail Freeman
Location: Studio on the Common
Date: March 24

Thanks -
Jenn



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: Winchester Boat Club by Boston's Best Boat Club

Address: 65 Cambridge St. Winch / 42 Temple St

Telephone Number: 781 729 1791 / 781 246 Newburyport

Permit Applying For: Beer and Wine Only License (\$75.00) 01950

Nature and purpose of the event: Cocktails + Dinner Event

Number of persons attending event: 130 guests

Description of premises and location of facility where liquor will be sold and/or distributed:
Sanborn House 15 High St
Winchester

Name(s) of responsible manager (s) who will be in charge of dispersing the liquor; date of birth(s) and Social Security Number(s):
D. Benascan

Date(s) and times of event and/or specific times when alcoholic beverages will be sold or distributed:
April 9. 6:30pm - 12:30am Service 7-11:30pm

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: [Signature] Boston's Best Boat Club

Print Name of Responsible Manager: D. Benascan

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

Cafarella, Jennifer

From: Barbara Bosco <bbosco@winchesterpd.org>
Sent: Monday, March 14, 2016 10:33 AM
To: Cafarella, Jennifer
Cc: Bosco, Barbara; Albertelli, Ken
Subject: RE: One Day Alcohol License

Jenn,

The Chief has no objection to the request below.

Thanks.

Barb

-----Original Message-----

From: Cafarella, Jennifer [mailto:jcafarella@winchester.us]
Sent: Monday, March 14, 2016 9:47 AM
To: Albertelli, Ken; Bosco, Barbara
Subject: One Day Alcohol License

Chief,

Can I please have your comments on the attached one day alcoholic beverage license?

Group: Boston's Best Bartending
Location: Sanborn House
Date: April 9

Thanks -
Jenn



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: PAUL J. COLLINS

Address: 5 ROCKY AVE, WINCHESTER, MA 01890

Telephone Number: 781-252-6843 mobile

Permit Applying For:
 All Alcohol License (\$75.00) Beer and Wine Only License (\$75.00)

Nature and purpose of the event: RETIREMENT PARTY

Number of persons attending event: 25-30

Description of premises and location of facility where liquor will be sold and/or distributed:
SANBORN HOUSE, 1ST FLOOR.

Name(s) of responsible manager (s) who will be in charge of dispersing the liquor; date of birth(s) and Social Security Number(s):
PAUL J. COLLINS,

Date(s) and times of event and/or specific times when alcoholic beverages will be sold or distributed:
SATURDAY, APRIL 2, 2016 from 6 PM to 9 PM

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: [Handwritten Signature]

Print Name of Responsible Manager: PAUL J. COLLINS

16 MAR 10 PM 8:59
TOWN OF WINCHESTER
TOWN MANAGER
SEAL OFFICE
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

Cafarella, Jennifer

From: Albertelli, Ken
Sent: Thursday, March 10, 2016 10:50 AM
To: Cafarella, Jennifer; Bosco, Barbara
Subject: RE: One Day Alcohol License

Hi Jenn,

The Police Dept. has no objection.

Thanks
Ken

-----Original Message-----

From: Cafarella, Jennifer
Sent: Thursday, March 10, 2016 9:02 AM
To: Albertelli, Ken; Bosco, Barbara
Subject: One Day Alcohol License

Chief,

Can I please have your comments on the attached one day alcoholic beverage license?

Group: Paul Collins
Location: Sanborn House
Date: April 2

Thanks -
Jenn



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:

SAINT EULALIA CHURCH

Address:

50 RIDGE ST, WINCHESTER

Telephone Number:

781-729-8220

Permit Applying For:

All Alcohol License (\$75.00)

Beer and Wine Only License (\$75.00)

Nature and purpose of the event:

PARISH BANQUET

Number of persons attending event:

300

Description of premises and location of facility where liquor will be sold and/or distributed:

MANION HALL, LOWER LEVEL OF CHURCH

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

LOUISE COEUZZO,

Date(s) and times of event and/or specific times when alcoholic beverages will be sold or distributed:

APRIL 23, 2016 6 PM - 11 PM

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:

Louise M Coeuzzo

Print Name of Responsible Manager:

LOUISE M COEUZZO

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

16 MAR 15 PM 8:00
TOWN OF WINCHESTER
TOWN MANAGER
SELECTMEN

Cafarella, Jennifer

From: Barbara Bosco <bbosco@winchesterpd.org>
Sent: Tuesday, March 15, 2016 10:51 AM
To: Cafarella, Jennifer; Albertelli, Ken
Cc: Bosco, Barbara
Subject: RE: One Day Alcohol License

Jenn,

The Chief has no objections to the request below.

Thanks,

Barb

-----Original Message-----

From: Cafarella, Jennifer [mailto:jcafarella@winchester.us]
Sent: Tuesday, March 15, 2016 9:39 AM
To: Albertelli, Ken; Bosco, Barbara
Subject: One Day Alcohol License

Chief,

Can I please have your comments on the attached one day alcoholic beverage license?

Group: Lousie Cocuzzo
Location: St. Eulalia Church
Date: April 23

Thanks -
Jenn



Town of Winchester
Department of Public Works
15 Lake Street Winchester, MA 01890

Phone 781-721-7100 Fax 781-721-7119

James M. Gill, Director

To: Board of Selectmen, Richard Howard, Town Manager
From: Jay Gill, DPW Director *JG*
Date: March 8, 2016
Subject: Chamber of Commerce Gift
CC: Stacie Ward

.....
Please accept the gift from the Chamber of Commerce in the amount of \$9,948.88 for the DPW staff to water the flowers in Town. This is done early in the morning to avoid traffic and is paid on overtime.

Thank you.

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TOWN OF WINCHESTER
BOARD OF SELECTMEN MEETING
Monday, March 7, 2016
Record

Chairman Lance R. Grenzeback called the meeting to order at 7:30 PM in the Board of Selectmen Meeting Room, 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

Selectmen's Notices and Comments

Referencing the Winchester Train Station renovation project under consideration by the MBTA, Chairman Grenzeback reported that the MBTA has hired a contractor and is now doing soil testing in the area.

Selectman Bettencourt informed his colleagues that on Saturday, March 12th from 7 – 9 PM he will be a part of a fundraiser for Autism Housing Pathways. The event, "Dancing with the Celebrities" is being held at St. Mary's.

Vice Chairman Johnson noted that Sachem Youth Baseball / Softball is requesting an extension of their playing season in order to accommodate both the youth and Winchester High School sports teams. He noted that Winchester High School teams are being relocated to West Side Field. Selectman Powers requested that this topic be an agenda item for the Board's meeting on March 21st.

Selectman Powers referenced the Alcoholic Beverage Control Commission's continuance of the hearing for Winchester Wine and Spirits, pointing out that comments must be provided to the ABCC not later than March 21st. All comments must be in writing. Town Counsel explained that the notice indicated a continuance, however a continuance must be agreed upon by both parties, which in this case it was not as he filed an objection to this untimely request. He informed the Board that he filed a pre-trial notice and when he arrived back in Boston, he heard the hearing was continued over the Town's objection.

TOWN MANAGER REPORT AND COMMENTS

Appointments: Historical Commission; Conservation Commission

Town Manager announced that he had made the following appointment to the Historical Commission in accordance with M.G.L. Chapter 40, Section 8D, for a term to expire March 31, 2018:

Jennifer Adams, 212 Main Street, Winchester

Also, in accordance with M.G.L. Chapter 40, Section 8C, the following appointment has been made to the Conservation Commission with a term to expire March 31, 2017:

Ann M. Storer, 16 Chesterford Road, Winchester

Town Manager offered his thanks to these two individuals for volunteering to serve the community.

Town Manager also announced that in accordance with Section 4-2b of the **Town Charter**, and in accordance with the Rules and Regulations of the Department of Personnel Administration (Civil Service),

Monday, March 7, 2016
Board of Selectmen Meeting

1 and as permitted by Chapter 708 of the Acts of 1941 as amended, he has made the following permanent full-
2 time appointments in the Fire Department:

3
4 **Justin Tilley, 12 Greenleaf Circle, Lynn, MA**
5 Firefighter

6
7 **Matthew Brown, 60 Gates St., South Boston, MA**
8 Firefighter

9
10 These individuals are certified paramedics that have been serving the department in a temporary
11 capacity as military replacements since September 2015. They have attended the nine week recruit
12 training program at the Massachusetts Firefighting Academy and are certified as Firefighter I & II.
13 Chief Nash is confident that these individuals have both the desire and ability to serve Winchester in a
14 professional manner.

15
16 Eversource Transmission Line Project Update

17
18 Town Manager informed the Board that staff continues to work with the experts on both engineering
19 and electromagnetic field, as well as continuing to work with neighboring communities about the
20 transmission line route. Town Counsel has filed with the Siting Board and as more information is
21 available the Board will be updated.

22
23 Town Counsel informed the Board that the engineering expert retained by the Town is attempting to
24 obtain EMF readings from similar 345kV lines in Connecticut because there is no line in Massachusetts
25 using similar technology to what is being proposed for Winchester. The experts are making this request
26 directly to Eversource. Town Counsel explained that if Eversource fails to cooperate, the Town will
27 then ask for additional time to obtain the information.

28
29 In response to the question concerning to when this information will be available, Town Counsel
30 indicated that the raw data should be available by early April. He noted that he has until early June to
31 put together alternatives.

32
33 Town Manager indicated that Eversource has chosen the preferred route with an alternative however
34 the preferred route is also located in Winchester. The expert will try to determine how the rating was
35 done. He also noted that Eversource is continuing the dialogue with Stoneham and through Siting
36 Board efforts, it sounds like a dialogue is opening up alternatives to what is being proposed. He
37 indicated that it is too early to tell whether any headway is being made with the suggested alternatives.
38 Town Manager informed the Board that the Town is talking to Woburn to obtain information to make
39 the case before the Siting Board.

40
41 As far as discussion on the 115kV line, Town Manager explained that the focus has been mainly on
42 what has been requested in the form of mitigation. In general, the 115 kV line mirrors the technology
43 already in the ground; there is not the same health threat with the 115 kV line as with the 345 kV line.

44
45 Town Counsel noted that there has been a concern raised related to the 115 kV line which was installed
46 back in the 1940's and there is one line that might have sections that are no longer hooked up. Also
47 being considered is the timing of the two lines and whether both will be done at the same time, which
48 effectively would cut off two main access routes through Winchester into Woburn. He noted that the
49 345 kV line will cause a nightmare for those cutting through Winchester. Town Manager noted that
50 Eversource has indicated that they will consider whether the routes will be constructed concurrently or
51 consecutively.

**Monday, March 7, 2016
Board of Selectmen Meeting**

1 Selectman Bettencourt asked if any data had been received from Eversource relative to the formula for
2 scoring. Town Manager explained that this is all a part of what the consultant is digging out. He noted
3 that staff is trying to continue the dialogue with Eversource so that there are not a lot of issues to be
4 litigated, the most critical of which is the 345 kV line that is proposed to run down Cross Street to
5 Washington Street to Montvale Avenue, a route that makes no sense. Selectman Bettencourt asked if
6 moving the 345 kV line to Green Street in Woburn creates the same scheduling issues and was
7 informed by Town Counsel that it does however this route is much less onerous.

8
9 Waterfield Parcel RFP

10
11 Town Manager reported that staff continues to review the RFP draft document. He noted that the
12 Board is meeting again on March 10th to continue their discussion.

13
14 Skillings Culvert

15
16 Town Manager reported that field remediation work has been split so that the project manager for the
17 High School will be overseeing the soil remediation work on that portion of the field that is within the
18 High School project limits. The Town has RFP'd the work for the culvert installation/remediation for
19 the remaining portion of the field, and the bids have been returned. Town Manager reported that it
20 looks like the low bidder is qualified and the bid submitted is under the original budget estimate of
21 \$12million. Work should begin in April. The Board was informed that at this time, the projected cost
22 for the work is \$8million in total.

23
24 Winchester High School – Open House – March 21st

25
26 Town Manager informed the Board that the EFPBC has announced an open house at Winchester High
27 School on Monday afternoon / evening, March 21st. The project is at about 50%-60% completion. For
28 those who are interested, the tour begins at 5:30 PM. Chairman Grenzeback suggested that interested
29 Board members meet at the High School at 5:00 PM.

30
31 **BUSINESS**

32
33 **EFPBC Joint Reappointment with School Committee – Geethanjali Mathiyalakan PhD**

34 Term to Expire: March 1, 2019; Engineering Slot

35
36 Chairman Grenzeback noted that Ms. Mathiyalakan has been serving as a member of the EFPBC for a
37 number of years and is a registered geotechnical engineer currently employed as a Program Manager
38 with the Massachusetts Water Resources Authority.

39
40 *Motion: That the Board of Selectmen reappoint Geethanjali Mathiyalakan
41 to the Educational Facilities Planning and Building Committee contingent
42 upon the School Committee making the same reappointment, for a term to
43 expire March 1, 2019.

44 Johnson – Bettencourt

All in favor.

VOTED.

45
46 **Water Bill Discussion: Burak Begen, 4 Bigelow Avenue**

47
48 Burak Begen informed the Board that he and his family are new to Town since December of 2014. He
49 explained that he activated the sprinkler system and had no idea that there was a leak or any type of
50 problem. The first bill that he received from the Town was for \$4800. The Town checked the meter and
51 found nothing wrong. In January 2016, he received a bill for \$7353, and thus his request for one-time
52 relief. Mr. Begen indicated that he is aware that it is his responsibility to make sure that the sprinkler

Monday, March 7, 2016
Board of Selectmen Meeting

1 system is in good working order, and this is a real wake-up call for him; he will make sure that
2 everything is in order this Spring as he has been able to locate the source of the leak and repair it.
3

4 Town Manager informed the Board that he met with Mr. Begen and explained the restrictions on
5 management, i.e., that abatements should not exceed \$2,000. He explained that pushing all water
6 usage into level two results in a \$1600 credit to the account, and if the Board so directs, the bill can be
7 recalculated entirely into tier one.
8

9 Vice Chairman Johnson requested a past history of consumption for this address. Town Manager
10 indicated that staff has reviewed the history and it is consistent with the lower amounts. He suggested
11 that if the Board sees fit, staff will recalculate and bill all usage at tier one. Selectman Powers informed
12 his colleagues that he feels there is not enough information available for the Board to make an informed
13 decision this evening, and suggested that the Board discuss this issue again on March 21st.
14

15 *Motion: That the Board of Selectmen table the Begen water bill issue
16 until the meeting of March 21, 2016.

17 Johnson – Whitehead

All in favor.

VOTED.

18
19 **Winning Farm Presentation: Ron Bonvie**

20 Present: Albert Ellis, Attorney Lawrence Murray
21

22 Ron Bonvie, owner of South Port on Cape Cod, informed the Board that the over age 55+ housing
23 market is evolving and changing, and there are many developers who claim to be involved in the adult
24 housing industry. He explained that the plan being presented this evening is preliminary, a work in
25 progress. Wetlands set-back will be the same as they are today and the walking trails will be
26 connected. Mr. Bonvie indicated that there are twenty-six duplex and tri-plex units proposed for the
27 site, explaining that people in this demographic are moving laterally. He informed the Board that he
28 feels that his product meets the demographic needs. He did note that the plan proposed shows little
29 over-flow parking, something that needs to be reviewed because people in this demographic are also
30 very social.
31

32 Mr. Bonvie informed the Board that he feels that his plan fits into the site very well and he would not
33 recommend the construction of one more unit than the twenty-six he has suggested. All units will have
34 a two-car garage, full basement and first floor master. His hope is to know the expenses going in and
35 what the profit margin will be. He explained that the plan is in its infancy and will morph several
36 times. Mr. Bonvie also proposed a \$1million linkage payment to the Town. The community will be
37 100% active adult residences with no children of school age. Buildings will be one and two stories in
38 height.
39

40 In response to the question relative to what action Spring Town Meeting would need to take, Attorney
41 Lawrence Murray explained that a decision would be needed from the Board of Selectmen relative to
42 the Development and Operating Agreements as well as a rezoning of the property to ARCDOD Zoning.
43 Town Meeting would also be asked to ratify the Board's decision about the Development and Operating
44 Agreements. The proposal submitted by Mr. Bonvie would fit within ARCDOD zoning. Mr. Bonvie
45 indicated that the age portion of the ARCDOD will require some modification. Chairman Grenzeback
46 pointed out that the ARCDOD has a provision that allows for up to twelve units for those age fifty-five
47 and over. Attorney Murray noted that it is the under-laying district that has the elderly restriction; the
48 ARCDOD would be the overlay.
49

50 Mr. Bonvie expressed some concern about timing as he is aware that there is a long road ahead. As far
51 enhancements of the property, Mr. Bonvie indicated that there would be walking trails definitely and
52 more research would be done to determine what other amenities could be added. Albert Ellis, Mr.
53 Bonvie's partner, explained that the setback would be the same.

Monday, March 7, 2016
Board of Selectmen Meeting

1
2 As far as the neighborhood history is concerned, Mr. Bonvie offered to meet with the neighbors at a
3 specified location and listen to their problems, issues and concerns. He informed the Board that he will
4 work to satisfy a substantial number of the issues presented to him. He indicated that very rarely are
5 issues with abutters insurmountable. His plan is in its preliminary stages, therefore buildings can be
6 rotated and landscaping added. His belief is that twenty-six homes is the best fit for this property. Mr.
7 Bonvie explained that once he has received input from the abutters he will start developing a building
8 plan, as he would like to be in and out of Winchester in a year's time. Albert Ellis indicated that from
9 ground-breaking to sell-out is approximately a twenty-four month time frame.

10
11 Mr. Bonvie explained that construction would be broken into phases and he would like the neighbors to
12 be in favor of his proposal. Vice Chairman Johnson indicated that he would like to see timing and
13 scheduling up front. Chairman Grenzeback indicated that the Board of Selectmen would post a
14 neighborhood meeting at the Vinson-Owen School to provide a general briefing. Mr. Bonvie informed
15 the Board that he is open to having a major dialogue with the community. As far as providing a local
16 preference, Mr. Bonvie indicated that he would sell to Winchester residents first. He further noted that
17 he has sold to Winchester residents at the Mashpee development because Winchester does not have this
18 product. Albert Ellis, Mr. Bonvie's partner, agreed that the target market would be Winchester
19 residents.

20
21 Selectman Bettencourt raised the question related to upgrades to the sewer station on Squire Road and
22 whether those upgrades are sufficient. Mr. Bonvie indicated that some research would have to be done
23 but his thought is that there were pumping station upgrades paid for by Mr. Salter. Attorney Murray
24 informed the Board that Mr. Salter paid a mitigation fee because the size of the project had been
25 decreased. This proposal is for twenty-six units so the dynamic should be less.

26
27 Mr. Bonvie indicated that his goal is to get to Spring Town Meeting because of his concern about the
28 marketplace, and he will do whatever it takes to move forward because if he misses this building cycle,
29 the property could sit for an additional six to ten years. Chairman Grenzeback suggested that place-
30 holder articles could be prepared for the Spring 2016 Annual Town Meeting Warrant. He also
31 suggested neighborhood meetings to discuss the project layout for conformance with the Conservation
32 Commission regulations. Vice Chairman Johnson suggested that this be made the last order of
33 business for Town Meeting's consideration. Because Mr. Bonvie has had experience with an open town
34 meeting form of government, Chairman Grenzeback explained the nuances of the representative town
35 meeting. He noted that Mr. Bonvie would like to move quickly, therefore it is critical that the neighbors
36 be informed as the Town Meeting will have to vote to rescind the old agreements and zoning.

37
38 **Center Business District Parking**

39
40 Town Manager referenced a map that shows all of the Town Center Business District parking
41 regulations, noting that the question has now been asked as to whether there should be accommodation
42 for the Town Center resident constituency. He suggested that the Board consider where things could be
43 going considering the changes to the Town Center bylaw which would mean between 100 and 200
44 residential units for the community, many of which would not have access to on-site parking. He
45 suggested that the Board make twenty-five permits available at no charge to these individuals. This
46 would make residents aware of the availability in a cautious manner. Town Manager informed the
47 Board that Town Center employee permits are not utilized by every employee every day and twenty-five
48 more permits will not over-burden the equation. He indicated that he is thinking ahead to the 200 units
49 that may come on line necessitating that the Board take a look at all of the constituencies that are
50 currently being accommodated.

51
52 Vice Chairman Johnson suggested that if there is a new development there should be a plan to address
53 the parking issue. He indicated that he likes this idea in the short term however and suggested that

**Monday, March 7, 2016
Board of Selectmen Meeting**

1 proof of residency be required for anyone seeking a 'residential' parking permit. Permits should be
2 limited to one permit per residential unit, and not available to anyone whose housing unit has available
3 parking. He raised the question of whether parking spaces would be guaranteed annually or drawn by
4 lottery. Town Manager indicated that much will depend upon demand.

5
6 Vice Chairman Johnson informed his colleagues that he also likes the idea of an administrative fee for
7 each permit that is issued.

8
9 Town Manager reported that the signage has now been changed at the Waterfield Lot for the early-bird
10 users.

11
12 **VOTE to Approve and Sign the Annual Town Election Warrant – Tuesday, March 29, 2016**

13
14 *Motion: That the Board of Selectmen approve and sign the Annual Town
15 Election Warrant for Tuesday, March 29, 2016.
16 Johnson – Powers All in favor. VOTED.

17
18 **CONSENT AGENDA**

19
20 **One Day Alcoholic Beverage Licenses:**

21 Beverage Events – Wright Locke Farm – Saturday, May 7, 2016 – Kentucky Derby Party;
22 Frances Jakubek for Griffin Museum – Thursday March 10, 2016 – Opening Reception;
23 Mary Marra for Giangrande Family Scholarship Fund – St. Mary's Parish Hall –
24 Sunday, April 10, 2016;

25 Tom Sevigny for Winchester Historical Society – Saturday, March 19, 2016 – Sanborn House

26 **Public Amusement License:**

27 EnKa Fair – Friday, May 20, Saturday, May 21, 2016;

28 **Parade Permit:**

29 EnKa Parade – Saturday, May 21, 2016 along route indicated

30 **Approve / Correct Meeting Minutes:**

31 Monday, March 7, 2016;

32 Monday, February 22, 2016;

33 Wednesday, February 10, 2016;

34 **Approval for use of Town Common:**

35 Winchester Home and Garden Club – Plant Sale – Saturday, May 7, 2016
36 11:00 AM – 2:00 PM;

37 **WFEE Sponsored Town Day Road Race:**

38 Saturday, June 4, 2016

39 **Acceptance of Donation:**

40 \$19,774.51 for the Winchester Reads Program from the
41 Friends of the Library

42
43 *Motion: That the Board of Selectmen approve the Consent Agenda for Monday,
44 March 7, 2016 that includes One Day Alcoholic Beverage Licenses for
45 Saturday, May 7th at Wright Locke Farm; Thursday, March 10th for the
46 Griffin Museum, Sunday, April 10th at St. Mary's Parish Hall, and
47 Saturday, March 19th at the Sanborn House; a Public Amusement License
48 for the EnKa Fair on Friday, May 20th and Saturday, May 21st; the EnKa
49 Parade Permit for Saturday, May 21, 2016 along the route indicated;
50 approval of Meeting Minutes for Monday, March 7, 2016 Monday,
51 February 22, 2016 and Wednesday, February 10, 2016; the Home
52 and Garden Club's use of the Town Common for a plant sale on Saturday,
53 May 7th from 11 AM to 2 PM; the WFEE sponsored Town Day Road

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TOWN OF WINCHESTER
BOARD OF SELECTMEN MEETING
Wednesday, February 24, 2016
Record

Chairman Lance R. Grenzeback called the meeting to order at 6:00 PM in the Board of Selectmen Meeting Room located in Town Hall. Present were Vice Chairman James A. Johnson, III, Selectman Michael Bettencourt and Selectman E. James Whitehead; Selectman Stephen L. Powers was absent. Also present was Town Manager Richard C. Howard, Town Planner Brian Szekely, Special Projects Engineer Margaret T. White and Dennis Carlone, consultant.

OPENING

Selectmen's Notices and Comments

Notification of Other Meetings and Hearings

- Monday, March 7, 2016 – Board of Selectmen – Regular Session
- Monday, March 21, 2016 – Board of Selectmen – Regular Session
- Tuesday, March 29, 2016 – Annual Town Election

BUSINESS

Waterfield Lot / Block RFP Discussion – Consultant Dennis Carlone

The Board met with members of Town Staff and consultant Dennis Carlone in a general discussion regarding the redevelopment of the 25 – 27 Waterfield Road parcel.

The group agreed to continue their discussion on this topic on March 10th at 6:30 PM.

Adjournment

Because there was no other business for the Board to discuss, Chairman Grenzeback declared the meeting to be adjourned.

Respectfully submitted,

Richard C. Howard,
Town Manager

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TOWN OF WINCHESTER
BOARD OF SELECTMEN MEETING
Friday, February 5, 2016
Record

Chairman Lance R. Grenzeback called the meeting to order at 8:30 AM in the Board of Selectmen Meeting Room located in Town Hall. Present were Vice Chairman James A. Johnson, III, Selectman Michael Bettencourt and Selectman E. James Whitehead. Selectman Stephen L. Powers was absent. Also present was Town Manager Richard C. Howard and Comptroller Stacie Ward.

The following individuals were in attendance at the FY2017 Budget discussion: Judith Evans, PhD., Superintendent of Schools, John Danizio, School Department Finance Director, Cynthia Bohne, School Committee Chairman, Mariano Goluboff, Finance Committee Chairman.

Selectmen's Notices and Comments

Notification of Other Meetings and Hearings

Monday, February 8, 2016 – Board of Selectmen – Regular Session
Monday, February 22, 2016 – Board of Selectmen – Regular Session

BUSINESS

FY2017 Budget Discussion

The Board met with representatives from the School Department and Finance Committee to discuss the Town Manager's FY2017 budget proposal. The final budget document will be ready for submission to the Finance Committee on February 15th as mandated by the Town Charter.

Adjournment

Since there were no other matters for the Board to discuss, Chairman Grenzeback declared the meeting to be adjourned.

Respectfully submitted,

Richard C. Howard, Town Manager



Town of Winchester

Anne Graglia-Kostos
Director of Human Resources/ADA Coordinator

Consent Agenda

H. - 4

March 21, 2016

MEMORANDUM

TO: Winchester Board of Selectmen

FROM: Anne Graglia-Kostos, ADA Coordinator
Michael O'Brien, Chair, Disability Access Commission
Sahar Ahmed, Executive Director, Brio Integrated Theater

DATE: March 16, 2016

RE: Autism Awareness Activities

The Disability Access Commission, in cooperation with the Brio Integrated Theater and the Winchester Multicultural Network, respectfully requests that from April 2nd until April 30th, the street lights around the Town Common be fitted with blue filters to show the Town's support for autism awareness. We would also ask that the spotlights that shine on Town Hall be changed to blue as well. The cost of the filters and the lights will be borne by the Disability Access Commission.

In order to recognize the beginning of Autism Awareness Month, we would also like to request permission to have a small gathering on the Town Common on Thursday, April 7th at approximately 7:00pm to recognize the start of Autism Awareness Month. Last year's gathering was our third and was extremely well received.

Thank you in advance for your consideration of this important awareness activity.

Mawn, Patti

From: Grenzeback, Lance
Sent: Friday, March 11, 2016 2:00 PM
To: Mawn, Patti
Subject: Fwd: Eversource and Winchester

Patti: Please make copies for the Board and the record file. Thanks.

Begin forwarded message:

From: "Carol Wilkinson" <cwls@verizon.net>
Date: March 11, 2016 at 12:14:57 PM EST
To: <lance.grenzeback@gmail.com>
Subject: Eversource and Winchester

Dear Mr. Grenzeback,

Please do not allow Eversource to put a high power line through Winchester especially an area of Winchester which has a high density of population and a large number of children. At one of the meetings in our community, it was very obvious that the Eversource was not interested in the wellbeing of the people in this or any community. I and others felt they were being lied to. Many bright and thoughtful people in Winchester cited a lot of sources that indicated that Eversources data was inaccurate and slanted to put it mildly. I do not want to feel that my government is willing to sacrifice the lives of its citizens when there are other options including putting the line into the ocean were no humans at least would be harmed. Please take into consideration that our communities in MA care more about the health of our residents than we do in "progress" and power.

I appreciate your consideration. Thank you.

Carol Wilkinson (a resident of Winchester for 20 years)
17 Charles Road
Winchester, MA 01890

March 21, 2016

RECEIVED

16 MAR 10 PM 11:04

TOWN OF WINCHESTER
TOWN MANAGER
SELECTMEN

xfinity™

March 9, 2016

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

Re: Annual License Fee & Annual Notice

Dear Chairman and Members of the Board:

In accordance with M.G.L.c.166A §9, enclosed please find the 2015 license fee payment for your Community. This payment is equal to \$0.50 per subscriber and reflects 3,368 subscribers as of December 31, 2015.

Also, in accordance with Massachusetts cable regulations (207 CMR 10.01(2) and 10.02(6)), enclosed is a copy of Comcast's policies and procedures, sample subscriber bill and rate & channel line-up information for your community.

Please do not hesitate to contact me with any questions at 508-647-1418.

Sincerely,

Greg Franks

Greg Franks, Sr. Manager
Government & Regulatory Affairs

Enclosures



COMCAST FINANCIAL AGENCY CORPORATION
 A Comcast cable communications group company
 1701 JFK Boulevard
 Philadelphia, PA 19103-2838

REMITTANCE ADVICE

Date: 01-Mar-16 Vendor Name: WINCHESTER TOWN OF MA

No. 210044016
 Vendor No.: 155495

INVOICE NO.	INVOICE DATE	ACCOUNT NUMBER	DESCRIPTION	DISCOUNT AMOUNT	NET AMOUNT
15AssessmentFee230	19-Feb-16		MA Annual .50 Assessment_ML	0.00	1,684.00
TOTAL				0.00	1,684.00

THE FACE OF THIS DOCUMENT HAS A MULTI COLORED BACKGROUND - NOT A WHITE BACKGROUND



COMCAST FINANCIAL AGENCY CORPORATION
 A Comcast cable communications group company
 1701 JFK Boulevard
 Philadelphia, PA 19103-2838

JP Morgan Chase NA
 Columbus, OH 43271
 56-154441



No. 210044016

Date: 01-Mar-16
 Void After 180 Days

Pay One Thousand Six Hundred Eighty-Four Dollars And Zero Cents

\$ *****1,684.00

To WINCHESTER TOWN OF MA
 The BOARD OF SELECTMEN
 Order 71 MT VERNON ST
 Of WINCHESTER, MA 01890

AUTHORIZED SIGNATURE

Catherine Arjivis

THE BACK OF THIS DOCUMENT CONTAINS AN ARTIFICIAL WATERMARK - HOLD AT AN ANGLE TO VIEW

210044016 044154431

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