



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

A. OPENING.....7:30PM

1. EXECUTIVE SESSION (Closed To Public).....At Conclusion Of Public Session
 - a. Collective Bargaining Negotiations: MGL Chapter 30A §21(A)2
2. Notification Of Other Meetings And Hearings
 1. Monday, April 11, 2016 - regular session
 2. Tuesday, April 12, 2016 - Planning Board Hearing - Winning Farm
 3. Monday, April 25, 2016 - prior to Town Meeting
 4. Thursday, April 28, 2016 - prior to Town Meeting
3. Chairman's Comments
4. Selectmen's Comments And Non-Docket Business

B. TOWN MANAGER'S REPORTS AND COMMENTS

1. Appointments: Historical Commission – Janet Boswell – Term to Expire: March 31, 2019;
2. Appointment: Council on Aging Administrator: B. Phillip Beltz
3. Eversource Update
4. Waterfield Parcel RFP Update

Documents: [MANAGER.PDF](#)

C. MATTERS FROM THE AUDIENCE

D. COMPTROLLERS REPORT

E. LICENSES

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

Grant of Location: Petition of John Moriarty and Associates for telecommunications conduit location in Town Property located on Park Street: Install 90 LF of (2) – 2 inch conduits from the rear side of #3 Church Street, which faces Park Street, to #18-20 Park Street

Documents: [HEARING - PARK STREET.PDF](#)

G. BUSINESS

1. Board Of Selectmen Reorganization Of Chairman And Vice Chairman

Documents: [G1 ZBA APPOINTMENT.PDF](#)

2. Zoning Board Of Appeal - Regular Member Reappointment
3. Council On Aging: Interview/Appointment - Thomas R. Howley

Documents: [G3 COA APPT.PDF](#)

4. Committee Reappointments
 1. Reappointments: Kevin P. Mawn – **Committee on Names** – March 31, 2017; Deborah Melkonian – **Registrar of Voters – Republican** – Term to Expire: March 31, 2019; Alban Landry – **Senior Citizen Tax Committee** – Term to Expire: March 31, 2019; James A. Johnson, III – **Capital Planning Committee** – Term to Expire: January 1, 2019; **Conservation Commission** – Zeke Nims – Term to Expire: March 31, 2019;

Documents: [G4 REAPPOINTMENTS.PDF](#)

5. Davidson Park Presentation
6. Winning Farm Update
7. Vote To Approve Police Chief's Contract
8. Vote To Reappoint And Approve Comptroller's Contract
9. Vote To Approve And Sign Intermunicipal Agreement With City Of Woburn

Documents: [G9 INTERMUNICIPAL WOBURN.PDF](#)

H. CONSENT AGENDA

1. **One Day Alcoholic Beverage Licenses:** Robert Deering – April 17, 2016 – Sanborn House – bridal shower; Boston's Best Bartending – Saturday, May 21, 2016 – Sanborn House;
2. **Road Race:** Glen Doherty Memorial Foundation – Sunday, September 25, 2016
3. **Acceptance of bequest** to Wildwood Cemetery;
4. **Acceptance of donation** to Recreation Department from the Winchester Rotary Club for the Concerts on the Common / Summer 2016.
5. **Approve / Correct Meeting Minutes:** Monday, March 21, 2016

Documents: [CONSENT.PDF](#)

I. COMMUNICATIONS AND WORKING GROUP REPORTS

1. EFPBC Meeting Minutes: February 24, 2016 and February 10, 2016
2. KEOLIS Commuter Rail Services – Environmental Monitor Notice – herbicide application for 2016
3. National Grid: Update on collective bargaining negotiations with Local 12012-04
4. School Committee letters to Governor Baker, Senator Lewis, Senator Jehlen and Representative Day re: fully funding for the Foundation Budget Commission's Recommendations as voted by the School Committee on March 8, 2016
5. MassDEP – 2016 Sustainable Materials Recovery Program Municipal Grant application announcement
6. Nigel Haig Gallaher – resignation from Board of Appeals
7. Amy Hunter Maguire re: Eversource Project

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, April 4, 2016

TOWN MANAGER REPORTS AND COMMENTS

- Docket Item **B-1:** Appointment: Historical Commission – Term to Expire
March 31, 2019 – Jane Boswell
- B - 2:** Appointment: B. Phillip Beltz, 50 Lewis St., Boston, 02128
Council on Aging Administrator effective April 19, 2016
- B - 3:** Eversource Update
- B - 4:** Waterfield Parcel RFP Update
- Supporting Documents:
- B - 1:** Appointment memo from Town Manager w/attachments
- B - 2:** Appointment memo from Town Manager w/attachment
- B - 3:** Verbal update from Town Manager.
- B - 4:** Verbal update from Town Manager
- Action Required: None.



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

April 1, 2016

TO: Board of Selectmen

FROM: Richard C. Howard, Town Manager 

SUBJECT: Appointment – Council on Aging Administrator

In accordance with Section 4-2b of the Town of Winchester Home Rule Charter, I have made the following permanent appointment to the Council on Aging:

**B. Phillip Beltz, 50 Lewis Street, Boston, MA 02128
Council on Aging Administrator**

I am appointing Mr. Beltz at a full-time Grade E – Step 12 level at \$78,052 / year. Start date is April 19, 2016. Because this appointment is at a grade beyond midpoint, it is subject to review by the Personnel Board at the meeting on April 6th.

/pcm

attachment

Docket Item
B-1.
Monday April 4, 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 31, 2016

TO: Board of Selectmen

FROM: Richard C. Howard, Town Manager

SUBJECT: Historical Commission Appointment

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

Janet Boswell, 7 Summit Avenue, Winchester

/pcm

Mawn, Patti

From: Cafarella, Jennifer
Sent: Thursday, March 24, 2016 8:18 AM
To: Mawn, Patti
Subject: FW: Historical Commission Appointment

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

*From: Janet Boswell [mailto:janetboswell@icloud.com]
Sent: Wednesday, March 23, 2016 8:28 PM
To: Town Manager
Subject: Historical Commission Appointment*

Dear Richard,

I understand that my term on the WHC is about to expire and I request that you reappoint me for another term. Please let me know if I need to complete additional paperwork.

Best,

Janet



Town of Winchester

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townmanager@winchester.us

Board of Selectmen Meeting
Monday, April 4, 2016

HEARING

Docket Item F-1:

Grant of Location Petition: John Moriarty and Associates installation of telecommunications conduit location in Town property located on Park Street: Install 90 LF of (2) – 2 inch conduits from the rear side of #3 Church Street, which faces Park Street, to #18-20 Park Street

Supporting Documents:

B - 1:

Public Hearing Notice
Order for Telecommunication Conduit Location
Drawing of area;
Abutters list;
Memo from Town Engineer

Action Required:

VOTE to approve Grant of Location



Docket Item
F-1.
Monday April 4, 2016

Town of Winchester

PH: 781-721-1333
FAX: 781-756-0505
townmanager@winchester.us

Petition of John Moriarty and Associates for Telecommunication Conduit Location

NOTICE OF PUBLIC HEARING

The Board of Selectmen will hold a public hearing on the following location to:

**Install 90 LF of (2)-2-inch conduits from the rear side of #3 Church Street,
which faces Park Street, to #18-20 Park Street.**

The hearing will be held on **Monday, April 4, 2016 at 8:00 PM** in the Board of Selectmen's Meeting Room, 2nd Floor of Winchester Town Hall.

John Moriarty and Associates hereby respectfully requests your consent to the locations of telecommunication conduit as hereinafter described for the routing of telecommunications data lines in and under the following public streets, lanes, highways, and places of the Town of Winchester and of the conduits, hand holes and other structures and appurtenances designed or intended to operate said conduit and accomplish the objectives of said Company; and the digging up and opening the ground to lay or place same.

The Public is invited to attend.

March 23, 2016

PETITION OF JOHN MORIARTY AND ASSOCIATES FOR TELECOMMUNICATION CONDUIT LOCATION

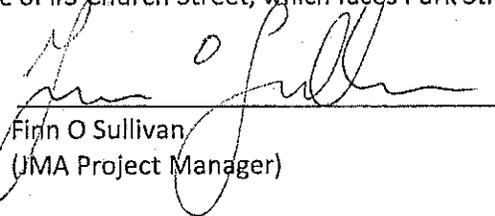
To the City Council of the Town of Winchester, MA.

John Moriarty and Associates hereby respectfully requests your consent to the location of telecommunication conduit as hereinafter described for the routing of telecommunications data lines in and under the following public streets, lanes, highways, and places of the Town of Winchester and of the conduits, hand holes and other structures and appurtenances designed or intended to operate said conduit and accomplish the objectives of said Company; and the digging up and opening the ground to lay or place same:

Install 90 LF of (2)-2" conduits from the rear side of #3 Church Street, which faces Park Street, to #18-20 Park Street.

Date: February 2, 2016

By:


Finn O Sullivan
(JMA Project Manager)

ORDER FOR TELECOMMUNICAITON CONDUIT LOCATION

City Council of the Town of Winchester, MA

It is HEREBY ORDERED that the location of the telecommunication conduit of John Moriarty and Associates in and under the public streets, lanes, highways and places of the Town of Winchester substantially as described in the petition dated 02/01/2016, attached hereto and hereby made a part hereof, and of the conduits, hand holes and other structures and appurtenances designed or intended to operate said conduit and accomplish the objectives of said Company; and the digging up and opening the ground to lay or place same, are hereby consented to and approved.

John Moriarty and Associates shall comply with all applicable provisions of law and ordinances of the Town of Winchester to the enjoyment of said locations and rights.

Dated this 2nd day of February 2016.

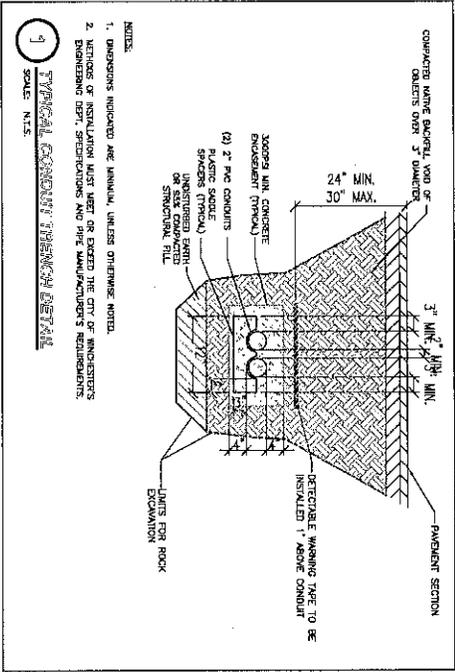
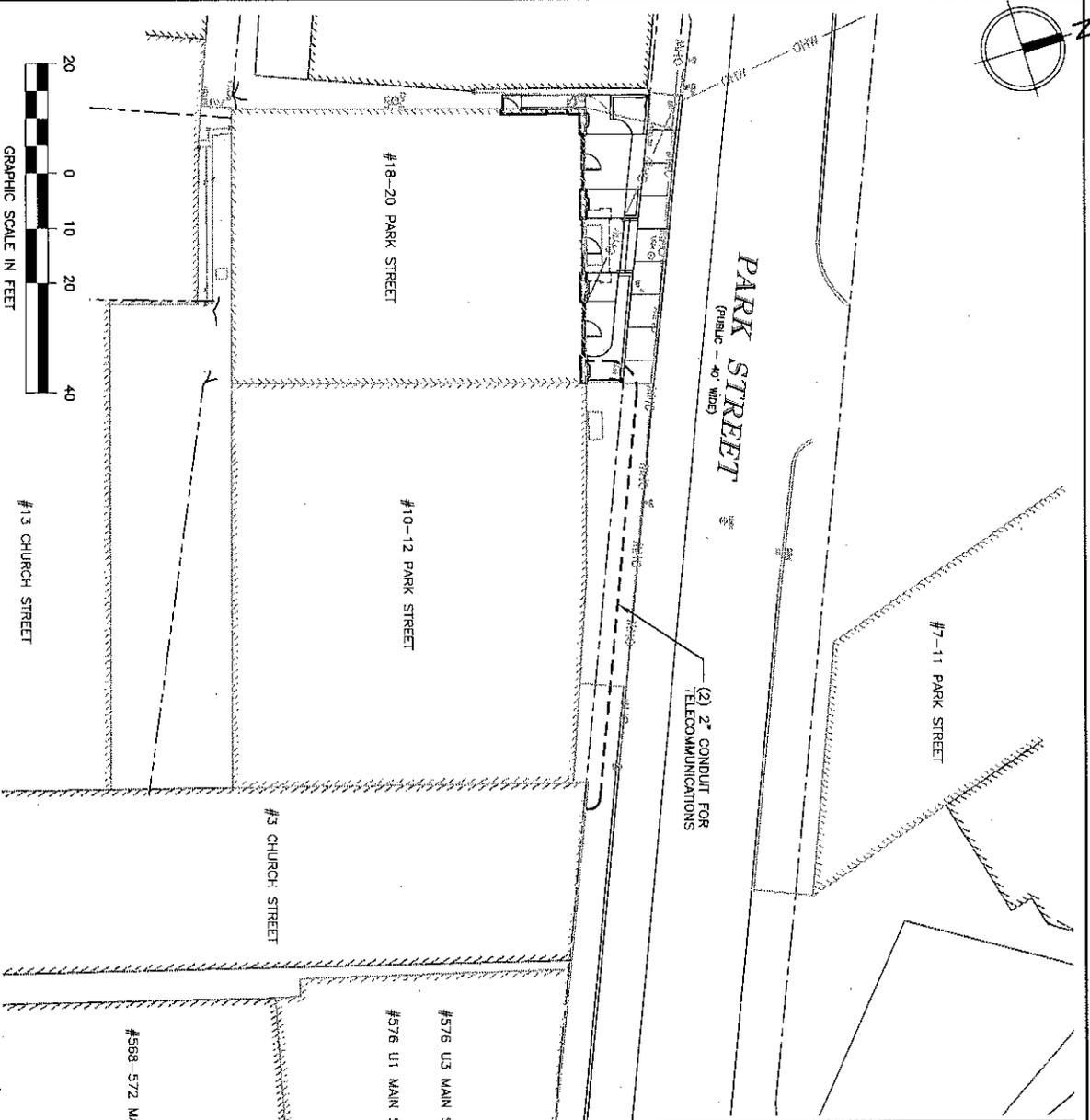
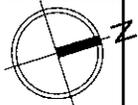
I hereby certify that the foregoing order was duly adopted by the City Council of the Town of Winchester, MA on ___ day of ___, 2016.

By: _____

Title: _____

PLEASE RETURN ORIGINAL TO
JOHN MORIARTY AND ASSOCIATES
3 CHURCH STREET
WINCHESTER, MA 01890
ATTENTION: Andrew Hall

RETAIN DUPLICATE FOR YOUR RECORDS



RJO'CONNELL & ASSOCIATES, INC.
 CIVIL ENGINEERS, SURVEYORS & LAND PLANNERS
 Date: 02/02/2016
 Scale: 1"=20'
PROPOSED CONDUIT PLAN
 18-20 PARK STREET
 WINCHESTER, MASSACHUSETTS

Copyright © 2016 by RJO'Connell & Associates, Inc.

Loc: 600 MAIN ST Parcel ID #: 9 133 0
LUC: 340

AFA HOLDINGS LLC

P O BOX 69

WINCHESTER MA 01890

Loc: 7 11 PARK ST Parcel ID #: 9 135 0
LUC: 031

SBL REALTY TRUST
MARGARET E EDIC, TRUSTEE
120 BREAM ST

HAINES CITY FL 33844

Loc: 584 MAIN ST Parcel ID #: 9 136 0
LUC: 334

586 MAIN STREET REALTY TRUST
JEAN DIARBAKERLY, TRUSTEE
15 VINSON CIRCLE

WINCHESTER MA 01890

Loc: 10 12 PARK ST Parcel ID #: 9 138 0
LUC: 316

WILSON PROPERTIES INC

45 HUTCHINSON ROAD

WINCHESTER MA 01890

Loc: 18 20 PARK ST Parcel ID #: 9 139 0
LUC: 316

MCT PARK ST LLC

25 PROSPECT ST

WINCHESTER MA 01890

Loc: 9 11 ELMWOOD AV Parcel ID #: 9 140 0
LUC: 104

BACKER BINNIE D

4777 NW 25TH WAY

BOCA RATON FL 33434

Loc: 3 CHURCH ST Parcel ID #: 9 144 0
LUC: 340

WINCHESTER CHURCH ST LTD PARTN
JOHN MORIARTY + W SULLIVAN
3 CHURCH STREET

WINCHESTER MA 01890

Loc: 568 572 MAIN ST Parcel ID #: 9 145 0
LUC: 325

MORIARTY JOHN + ASSOC. INC.

3 CHURCH STREET

WINCHESTER MA 01890

Loc: 576 U 1 MAIN ST Parcel ID #: 9 238 0
LUC: 343

576 MAIN ST REALTY TRUST
DAVID T FULMER, TRUSTEE
576 MAIN ST UNIT 1

WINCHESTER MA 01890

Loc: 576 U 2 MAIN ST Parcel ID #: 9 239 0
LUC: 343

GUARINO FAMILY TRUST
GIOVANNI GUARINO, TRUSTEE
100 HIGH ST APT 501

MEDFORD MA 02155

Loc: 576 U 3 MAIN ST Parcel ID #: 9 240 0
LUC: 343

EXARCHOS LEONIDAS E + ELENE A

576 MAIN ST UNIT 3

WINCHESTER MA 01890



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 7, 2016
RE: Grant of Location Petition – Park Street

The Engineering Department has reviewed the Grant of Location Petition submitted by John Moriarty and Associates to install approximately 90-feet of two, 2-inch conduits from the rear side of #3 Church Street, which faces Park Street, to #18-20 Park Street. The work is necessary to run telecommunication lines between the two buildings owned by Mr. Moriarty.

The Engineering Department and DPW have reviewed this petition and find it 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 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

Applicant: John Moriarty and Associates
Location: Park 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.



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, April 4, 2016

BUSINESS

Docket Item G-2:

Reappointment: Zoning Board of Appeal
Lawrence M. Beals, 8 Wilson Street
Term to Expire: March 31, 2019

Supporting Documents:

G-2:

Letter of Interest from Larry Beals
ZBA Roster

[Mr. Beals will be in attendance.]

Action Required:

VOTE to reappoint Mr. Beals

Lawrence M. Beals
8 Wilson Street
Winchester, Massachusetts 01890

*April
4/16*

March 13, 2016

Board of Selectmen
C/o Jennifer Cafarella
Town Manager's Office
71 Mt. Vernon Street
Winchester, Massachusetts 01890

Reference: Zoning Board of Appeal Reappointment

Members of the Board:

My term as a Member of the Board of Appeal expires at the end of March, 2016. I am writing to express my interest in being reappointed to the Board of Appeal for another term.

Please let me know if you require any additional information or if I should attend a Board of Selectmen's meeting to discuss a reappointment.

Thank you.

Sincerely,



Lawrence M. Beals

RECEIVED
16 MAR 17 AM 12:30
TOWN OF WINCHESTER
TOWN MANAGER
SELECTMEN



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, April 4, 2016

BUSINESS

Docket Item G-3:

Appointment: Council on Aging
Thomas R. Howley, 31 Church St. - #1
Term to Expire: March 31, 2019

Supporting Documents:

G-3:

Letter of Interest from Tom Howley
Council on Aging Roster

NOTE: Joanne Morgan and Cecily Parkhurst have
both decided not to seek reappointment to the COA.

Action Required:

VOTE to appoint Tom Howley to COA for a term
to expire March 31, 2019.

Mawn, Patti

From: Cafarella, Jennifer
Sent: Wednesday, March 23, 2016 8:16 AM
To: Mawn, Patti
Subject: FW: Council on Aging

From: Tom Howley [mailto:THowley@howleybread.com]
Sent: Tuesday, March 22, 2016 4:37 PM
To: Cafarella, Jennifer
Cc: Terry Fuller; Howard, Richard
Subject: Council on Aging

Hi Jen. Hope all is well with you.

I understand that there is a vacancy on the Council on Aging. I would like to submit my name for consideration as a Regular Member for a term of any duration, not exceeding three years.

I am looking for a way to volunteer to help strengthen Winchester as a caring and connected community for everyone. I believe that serving on the Council of Aging and supporting the work others on the Council are doing in coordination with the Winchester Seniors Association will provide this opportunity.

In a time of increasing financial pressure for so many in Winchester, the needs identification, services, education and advocacy the Council on Aging provides for Winchester's seniors is more important than ever. I am particularly interested in adding any value I can to address issues of isolation, affordable senior housing and the financial pressure experienced by those on fixed incomes.

I am a partner in a restaurant company operating Panera Bread bakery cafes in Rhode Island, Connecticut and southeast Massachusetts. I am co-chairman of Panera's national franchisee and senior management advisory board.

I also am a Town Meeting member and have served on the Board of Selectmen, the Planning Board and a few Winchester non-profit organizations and initiatives. I currently am President of the Wright-Locke Land Trust, Inc. and am a member of the Winchester Scholarship Foundation.

Nancy and I have raised two children who graduated from Winchester's public schools and we continue to feel very fortunate to be a part of our community.

Please let me know if I can provide any additional information that would be helpful to the Board.

Thanks, Tom

Tom Howley
Howley Bread Group, Ltd.
31 Church Street, Suite 1
Winchester, MA 01890
Cell 617-823-8441



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, April 4, 2016

BUSINESS

Docket Item G-4:

Committee Reappointments:

- Committee on Names: Kevin Mawn – term to expire 3/31/17;
- Registrar of Voters – Republican: Deborah Melkonian – term to expire: March 31, 2019;
- Senior Citizen Tax Committee: Alban Landry – term to expire March 31, 2019;
- Capital Planning Committee: James A. Johnson, III – term to expire January 1, 2019;
- Conservation Commission: Zeke Nims – term to expire March 31, 2019;

Supporting Documents:

G-4:

- Letters / emails seeking reappointment
- Committee Rosters (5)

Action Required:

VOTE to reappoint to the various committees.



Town of Winchester

Docket Item
G-4,
Monday April 4, 2016

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

March 3, 2016

Kevin P. Mawn
778 Main Street, #2
Winchester, MA 01890

Dear Mr. Mawn:

Our records indicate that your term as a member of the Committee on Names is expiring soon.

Please let the Board of Selectmen know, in writing, whether or not you wish to be reappointed.

Sincerely,

Jennifer Cafarella
Administrative Assistant
Town Manager's Office

*I would like to
be considered for
reappointment for
another term.*

Kevin Mawn

Deborah Jones Melkonian
514 Washington Street
Winchester, MA 01890
(781) 721-0540 [h]/(781) 424-1250 [c]
debmelkonian@gmail.com

March 5, 2016

Board of Selectmen of Winchester
c/o Town Manager Richard Howard
Town of Winchester
71 Mount Vernon Street
Winchester, MA 01890

RE: Consideration for Reappointment to the Board of Registrars

Dear Sirs:

I write to request your consideration for reappointment to the Board of Registrars for the Town of Winchester.

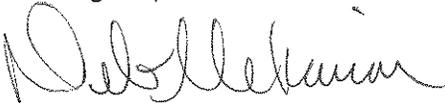
Although I have only worked in this capacity for a few short months, I am honored to serve the town and to help to ensure efficiency and integrity in the election process.

I have a great respect for the people of Winchester, and as a member of the Board of Registrars, it is an honor to be part of the team that helps to make the town voter registration and election process work.

I respectfully ask for your careful consideration in reappointing me to this post.

Thank you.

Best regards,



Deborah Jones Melkonian

16 MAR -9 PM 10:00
TOWN OF WINCHESTER
TOWN MANAGER
SELECTMEN

RECEIVED

4-4-16

RECEIVED

16 MAR 11 AM 2:59

March 5, 2016

TOWN OF WINCHESTER
TOWN MANAGER
SELECTMEN

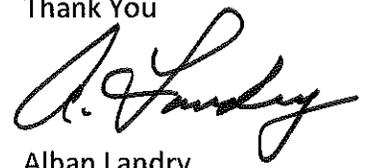
Board of Selectmen
Town of Winchester
Winchester, MA 01890

Gentlemen;

I request your consideration to extend my appointment to the Senior Citizen Tax Committee.

It has been a honor to serve on the Committee.

Thank You



Alban Landry
22 Berkshire Dr
Winchester, MA 01890

James A. Johnson III
126 Johnson Road
Winchester, MA 01890

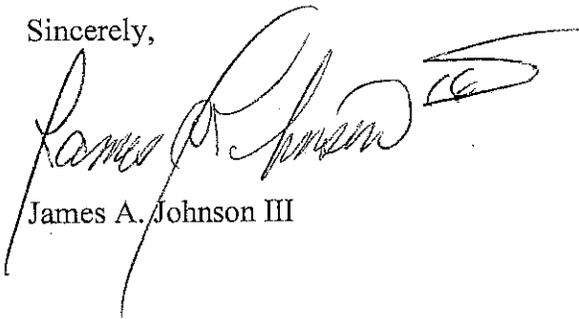
February 1, 2016

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

Dear Lance,

My term on the Capital Planning Committee has expired. I wish to be re-appointed to the committee for the term that expires on January 1, 2019.

Sincerely,



James A. Johnson III

TOWN OF WINCHESTER
TOWN MANAGER
SELECTMEN

16 FEB 12 AM 11:24

RECEIVED

March 8, 2016

To:

Town Manager's Office

Town of Winchester

Skillings Rd

Winchester, MA 01890

From:

Zeke Nims

55 Brookside Ave

Winchester, MA 01890

TOWN OF WINCHESTER
TOWN MANAGER
SELECTION

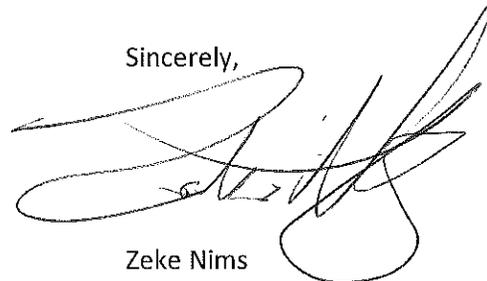
16 MAR 28 PM 8:04

RECEIVED

RE: Conservation Commission Re-appointment

Please consider this letter as a request for me to be re-appointed to the Conservation Commission of Winchester. I appreciate the opportunity to work on this commission, and for the extended offer to continue doing so. I assume that this appointment will be for a three year term.

Sincerely,



Zeke Nims



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, April 4, 2016

BUSINESS

Docket Item G-9: VOTE to approve Intermunicipal Agreement with City of Woburn

Supporting Documents:

G - 6: Copy of Intermunicipal Agreement

Action Required VOTE to approve and sign document (2) copies.

**INTERMUNICIPAL AGREEMENT FOR SCALLEY
DAM FLOOD CONTROL PROJECT**

AGREEMENT made and entered into this ____ day of March 2016 by and between the City of Woburn (“Woburn”), acting by and through its Mayor, and the Town of Winchester (“Winchester”), acting by and through its Board of Selectmen, both being municipal corporations duly organized under the laws of the Commonwealth of Massachusetts and located in the County of Middlesex.

RECITALS:

WHEREAS, M.G.L. c.40, §4A authorizes a governmental unit therein defined to enter into an agreement with one or more other governmental units to perform jointly any services, activities or undertakings which any of the contracting units is authorized by law to perform; and

WHEREAS, the City and the Town desire to establish the terms, conditions and responsibilities of each with regard to the construction of a new 8-foot wide spillway at the Scalley Dam on Horn Pond which is the subject matter of the Intermunicipal Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter contained, the City and the Town mutually agree as follows:

1. Purpose. The Town’s Aberjona River Flood Mitigation Program (FMP) Final Environmental Impact Report (FEIR – EOE# 13046), was prepared and submitted by AECOM in February 2010. The Aberjona River FMP included several in-town flood mitigation projects which required mitigation. Modifications to the City’s Scalley Dam was included in the FEIR as an upstream mitigation project. The modifications to the Scalley Dam includes construction of a new 8-foot wide spillway controlled with a sluice gate to augment flows through the existing 5-foot wide primary spillway/sluice gate. Please reference plans Titles “*Scalley (horn Pond) Dam Spillway Modifications MA01124/4-9-347-1, Woburn, MA*” on file in the City Engineers Office.

2. Construction of Scalley Dam. The Scalley Dam Improvement Project includes increasing the size of the primary spillway. This will be accomplished by constructing a new 8-foot wide concrete spillway with a sluice gate to augment flows through the existing 5-foot wide concrete spillway/sluicgate. The project also includes channel dredging and bank excavation to allow for the new spillway, and the installation of riprap for energy dissipation and scour protection.

3. **City's Responsibilities:** The City shall provide access to the Scalley Dam for purposes of construction and shall provide a laydown area for the contractor.

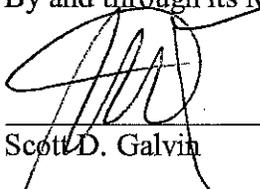
4. **Town's Responsibilities:** The Town will pay all costs associated with the design and construction of the Project as described in Paragraph 2. The Town will manage the design and construction of the Project as described in Paragraph 2. The Contractor shall be required to name the Town of Winchester and the City of Woburn as additionally insured on the contractors General Liability Insurance Policy.

5. **Entire Agreement.** This Intermunicipal Agreement constitutes the entire agreement between the parties hereto.

6. **Severability.** If any provision of this Agreement is found to be invalid or unenforceable in whole or in part, the remaining provisions shall nevertheless be binding with the same effect as though the void parts were deleted.

IN WITNESS WHEREOF, the City and the Town have executed this Amendment in duplicated, by their duly authorized representatives on the day and year first above written.

CITY OF WOBURN
By and through its Mayor



Scott D. Galvin

Duly authorized by vote
of the Woburn City Council
March 15, 2016

TOWN OF WINCHESTER
By and through its Board of Selectmen

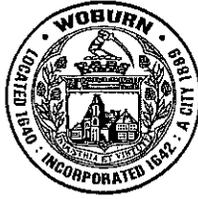
Lance R. Grenzeback, Chair

David P. Errico

Steve Powers

Michael Bettencourt

Jim Whitehead



ORDERED

Be it Ordained by the City Council of the City of Woburn that in accordance with M.G.L. c.40, §4A, the Mayor shall be authorized to execute an Intermunicipal Agreement between the City of Woburn and the Town of Winchester with respect to the construction of a new 8-foot wide spillway at the Scalley Dam on Horn Pond.

s/Alderman Gately

March 15, 2016

In City Council, Passed to be Ordained
(9 in favor, 0 opposed, 0 absent, 0 abstained)

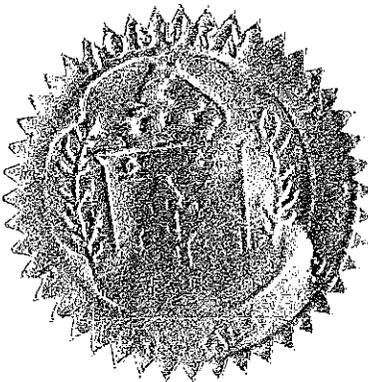
Presented to the Mayor: March 18, 2016

Mayor's Office: March 18, 2016

Approved: s/Scott D. Galvin, Mayor

A True Copy Attest:

William C. Campbell
City Clerk and Clerk of the Council





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, April 4, 2016

CONSENT AGENDA

Docket Item H- 1:

One Day Alcoholic Beverage License Requests:

- 1.) Boston's Best Bartending – Saturday, May 7, 2016 – Sanborn House;
- 2.) Boston's Best Bartending – Saturday, May 21, 2016 – Sanborn House;
- 3.) Robert Deering – Sunday, April 17, 2016 – Sanborn House;

H – 2: Road Race: Glen Doherty Memorial Foundation – Sunday, September 25, 2016;

H – 3: Acceptance of Bequest: Wildwood Cemetery

H – 4: Acceptance of donation to Recreation Department from the Winchester Rotary Club – Concerts on the Common / Summer 2016

H – 5: Approve / Correct Meeting Minutes for Monday, March 21, 2016

Supporting Documents:

H – 1: One Day Alcoholic Beverage License applications (3);

H – 2: Road Race: Glen Doherty Memorial Foundation – Sunday, September 25, 2016 – letter of request with race route attached and departmental comments;

H – 3: Wildwood Cemetery bequest information.

H – 4: Memo from Chris Nelson re: donation from Winchester Rotary Club for Summer Concerts on the Common (\$750)

H – 5: Meeting Minutes for March 21, 2016

Action Required: VOTE to approve.

Docket Item
H-2.
Monday April 4, 2016

To: Board of Selectmen
From: Bill Ryerson, Cemetery Advisory Committee Chair
Date:
Re: Receipt of Bequest funds

At the Cemetery Advisory Committee meeting of, the CAC acknowledged receipt of \$1000.00 from for the future placement of flowers, plants or other adornments on Lot 2325 Spruce Ave.

The Committee is seeking approval of these funds.



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: Best Buddies by Boston's Best
Address: 45 Bromfield St Boston / 42 Temple St Bartending
Telephone Number: 617 943 3681 / Newburyport
Permit Applying For: 781 246 2227 / 0950
 All Alcohol License (\$75.00) Beer and Wine Only License (\$75.00)
Nature and purpose of the event: fund raiser / cocktail party

Number of persons attending event: 100 guests

Description of premises and location of facility where liquor will be sold and/or distributed:
The Stanborn 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. Genosian 043552159
10-5-59

Date(s) and times of event and/or specific times when alcoholic beverages will be sold or distributed:
may 7, 2016 6-11:30 pm service 7-11:45 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: [Signature] Boston's Best Buddies

Print Name of Responsible Manager: Dianna Genosian

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: Tuesday, March 29, 2016 2:12 PM
To: Cafarella, Jennifer
Subject: RE: One Day Alcohol License

Hi Jenn,

The Police Dept. has no objection.

Thanks
Ken

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

From: Cafarella, Jennifer
Sent: Tuesday, March 29, 2016 2:06 PM
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 Best Bartending
Location: Sanborn House
Date: May 7

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:

Fair of Winchester by Boston's Best Baituding

Address:

PO Box 8057 42 Temple St

Telephone Number:

Newburyport MA
101952

Permit Applying For:

All Alcohol License (\$75.00)

Beer and Wine Only License (\$75.00)

Nature and purpose of the event:

Fund Raiser

Number of persons attending event:

~~100~~ 50 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. Kenosian

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

May 21, 2016 6:00 pm - 11:30 Service 7-11:00 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:

Boston's Best Baituding

Print Name of Responsible Manager:

Diana Kenosian

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: Tuesday, March 29, 2016 8:48 AM
To: Cafarella, Jennifer
Cc: Bosco, Barbara
Subject: Re: One Day Alcohol License

Hi Jenn,

The Police Dept. has no objection.

Thanks
Ken

Sent from my iPhone

> On Mar 28, 2016, at 4:47 PM, Cafarella, Jennifer <jcafarella@winchester.us> wrote:
>
> Chief,
>
> Can I please have your comments on the attached one day alcoholic beverage license?
>
> Group: Boston's Best
> Location: Sanborn House
> Date: May 21
>
> Thanks -
> Jenn
> <201603281639.pdf>



Town of Winchester

Application for Special (One Day) Alcoholic Beverage License

RECEIVED

16 MAR 24 AM 1:59

*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*

TOWN OF WINCHESTER
TOWN MANAGER
SELECTMEN

Name of Applicant/ Organization:

ROBERT & DIANA DEERING

Address:

22 KENWIN ROAD WINCHESTER

Telephone Number:

781-729-1757

Permit Applying For:

All Alcohol License (\$75.00)*

Beer and Wine Only License (\$75.00)*

Nature and purpose of the event:

BRIDAL SHOWER

Number of persons attending event:

60

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

SANBORN HOUSE 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):

ROBERT & DIANA DEERING

Date(s) and times of event and/or specific times when alcoholic beverages will be on the premises:

4/17/16 1 PM - 3 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:

Robert Deering

Print Name of Responsible Manager:

ROBERT DEERING

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

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

Cafarella, Jennifer

From: Albertelli, Ken
Sent: Friday, March 25, 2016 10:51 AM
To: Cafarella, Jennifer
Subject: RE: One Day Alcohol License

Hi Jenn,

The Police Dept. has no objection.

Thanks
K

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

From: Cafarella, Jennifer
Sent: Friday, March 25, 2016 9:56 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: Bob Deering
Location: Sanborn House
Date: April 17

Thanks -
Jenn

GLEN DOHERY

MEMORIAL ♦ FOUNDATION

Docket Item
H-2
Monday April 4, 2016

March 16, 2016

Dear Board of Selectmen,

On behalf of all of us at the Glen Doherty Memorial Foundation we are requesting to hold our fourth annual 5K and 10K race through the town of Winchester. The past three years despite varying weather conditions we had an amazing turn out and a fantastic day that we hope the community enjoyed as much as we did. Those who knew Glen told great stories and those who did not reunited with old friends and made new ones. We would like the race to be held at 12 noon, Sunday September 25th. As we did this past year we would like to begin and finish the race at The Jenks Center. The race will be followed by a reception at the Town Hall. Below is a link to the proposed course. The Glen Doherty Memorial Foundation was set up to raise funds for scholarships to the Special Operations community and all profits from this race will go towards continuing that mission.

Link to course route:

www.usatf.org/routes/view.asp?rID=536019

Link to foundation web site:

<http://www.glendohertyfoundation.org>

Thanks again,

Kate Quigley
President

Cafarella, Jennifer

From: Gill, James
Sent: Wednesday, March 16, 2016 2:29 PM
To: Cafarella, Jennifer; Albertelli, Ken; Nash, John
Cc: Thomas Groux (tgroux@winchesterpd.org)
Subject: RE: Glen Doherty Race - Board of Selectmen letter for race

The public works has no objection

From: Cafarella, Jennifer
Sent: Wednesday, March 16, 2016 2:22 PM
To: Albertelli, Ken <KAlbertelli@winchester.us>; Nash, John <jnash@winchester.us>; Gill, James <jgill@winchester.us>
Cc: Thomas Groux (tgroux@winchesterpd.org) <tgroux@winchesterpd.org>
Subject: Glen Doherty Race - Board of Selectmen letter for race

All,

Can I please have your comments on the attached race request?

Thanks –
Jenn

From: Kate Quigley [mailto:kquigs19@gmail.com]
Sent: Wednesday, March 16, 2016 2:12 PM
To: Cafarella, Jennifer
Cc: Muffy White
Subject: Board of Selectmen letter for race

Hello Friend!

I have finally gotten around to the approval letter for the race. I THINK I gave it to you last year to submit????

If not I apologize, you take WAY to good care of us.

Hope all is well,

xoxo,

Kate

Cafarella, Jennifer

From: Nash, John
Sent: Wednesday, March 16, 2016 4:00 PM
To: Cafarella, Jennifer
Subject: RE: Glen Doherty Race - Board of Selectmen letter for race

The Winchester Fire Department has no objection to the permitting of the Glen Doherty Road Race, providing the usual and customary restrictions.

Chief John Nash

Winchester Fire Department



32 Mount Vernon Street Winchester MA 01890
Phone (781) 729-5993 | Fax (781) 721-6722

From: Cafarella, Jennifer
Sent: Wednesday, March 16, 2016 2:22 PM
To: Albertelli, Ken <KAlbertelli@winchester.us>; Nash, John <jnash@winchester.us>; Gill, James <jgill@winchester.us>
Cc: Thomas Groux (tgroux@winchesterpd.org) <tgroux@winchesterpd.org>
Subject: Glen Doherty Race - Board of Selectmen letter for race

All,

Can I please have your comments on the attached race request?

Thanks –
Jenn

From: Kate Quigley [mailto:kquigs19@gmail.com]
Sent: Wednesday, March 16, 2016 2:12 PM
To: Cafarella, Jennifer
Cc: Muffy White
Subject: Board of Selectmen letter for race

Hello Friend!

I have finally gotten around to the approval letter for the race. I THINK I gave it to you last year to submit????

Cafarella, Jennifer

From: Albertelli, Ken
Sent: Thursday, March 24, 2016 9:42 AM
To: Cafarella, Jennifer
Cc: Thomas Groux (tgroux@winchesterpd.org); Bosco, Barbara
Subject: Re: Glen Doherty Race - Board of Selectmen letter for race

Hi Jenn,

The Police Dept. has no objection.

Thanks,
Ken

Sent from my iPhone

On Mar 24, 2016, at 9:29 AM, Cafarella, Jennifer <jcafarella@winchester.us> wrote:

Chief,

Can you please send your comments?

Thanks –
Jenn

From: Cafarella, Jennifer
Sent: Wednesday, March 16, 2016 2:22 PM
To: Albertelli, Ken; Nash, John; Gill, James
Cc: Thomas Groux (tgroux@winchesterpd.org)
Subject: Glen Doherty Race - Board of Selectmen letter for race

All,

Can I please have your comments on the attached race request?

Thanks –
Jenn

From: Kate Quigley [mailto:kquigs19@gmail.com]
Sent: Wednesday, March 16, 2016 2:12 PM
To: Cafarella, Jennifer
Cc: Muffy White
Subject: Board of Selectmen letter for race

Hello Friend!

I have finally gotten around to the approval letter for the race. I THINK I gave it to you last year to submit????



Winchester Recreation & Community Ed.
Christopher Nelson 263 Main Street
Director of Recreation Winchester, MA 01890
781/721-7126 781/721-7129 fax

MEMO

Date: March 21, 2016
To: Richard Howard, Town Manager
From: Chris Nelson, Recreation Director *CH*
RE: Donation for Summer 2016 Concerts on the Common

Please accept the donation of \$750.00 from the Winchester Rotary. The Winchester Rotary is donating to the Concerts on the Common for the 2016 Summer. We certainly appreciate their thoughtful gift and continued support of the Winchester Recreation and Community Education Department.

TOWN OF WINCHESTER
TOWN MANAGER
SELECTION

16 MAR 23 PM 11:11

RECEIVED

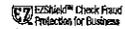
2210

WINCHESTER ROTARY CHARITABLE FUND, INC.

P.O. BOX 288
WINCHESTER, MA 01890



WINCHESTER, MA 01890
53-7157-2113



3/8/2016

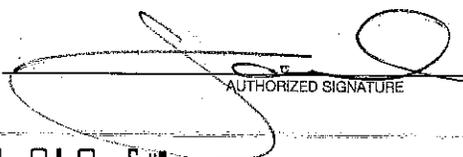
PAY TO THE ORDER OF Winchester Recreation Department

\$ **750.00

Seven Hundred Fifty and 00/100***** DOLLARS

Winchester Recreation Dept
263 main Street
Winchester MA 01890

MEMO grant for summer concerts on the common


AUTHORIZED SIGNATURE

⑈002210⑈ ⑆211371573⑆ 0802 040 6⑈

WINCHESTER ROTARY CHARITABLE FUND, INC.

2210

Winchester Recreation Department

3/8/2016

grant for summer concerts on the common

750.00

Security features. Details on back.

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**TOWN OF WINCHESTER
BOARD OF SELECTMEN MEETING
Monday, March 21, 2016
Record**

Chairman Lance R. Grenzeback called the meeting to order at 6:30 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

*Motion: That the Board of Selectmen adjourn to Executive Session for the purpose of discussing matters related to Contract Negotiations – Town Counsel MGL Ch. 30A §21(a)2; Contract Negotiations – Comptroller MGL Ch. 30A §21(a)2; Contract Negotiations – Winchester Hospital PILOT - MGL Ch. 30A §21(a)6; Contract Negotiations – Intermunicipal Agreement with Woburn - MGL Ch. 30A §21(a)6; Contract Negotiations – Eversource Intervener Litigation Consultant contract - MGL Ch. 30A §21(a)2; Litigation – Eversource Intervener Status - MGL Ch. 30A §21(a)3; Litigation – ZBA Decision - MGL Ch. 30A §21(a)3, as discussion in open session may have a detrimental effect on the Board's litigating position, as so declared by the Chairman.

Whitehead – Bettencourt

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

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

Whitehead – Powers

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

SELECTMEN'S NOTICES AND COMMENTS

Notification of Other Meetings and Hearings

- Tuesday, March 29, 2016 – Annual Town Election
- Wednesday, March 30, 2016 – Public Information Session re: Winning Farm – Vinson-Owen Elementary School – 7:00 PM
- Monday, April 4, 2016 – Board of Selectmen – Regular Session
- Monday, April 11, 2016 – Board of Selectmen – Regular Session
- Monday, April 25, 2016 – Board of Selectmen – Prior to Town Meeting

Comments from the Chairman

Selectmen's Comments and Non-Docket Business

Selectman Whitehead noted that the Board's tour of Winchester High School scheduled for earlier this evening was cancelled due to the snow event. The tour has been rescheduled for Monday evening, March 28th at 5:45 PM.

Selectman Powers noted the passing of former Winchester High School head football coach, Manny Marshall. He offered the Board's condolences to the Marshall family.

Monday, March 21, 2016
Board of Selectmen Meeting

1 Selectman Powers noted that four Winchester Fire Fighters have retired recently. These individuals,
2 along with Fire Fighters who have retired in the recent past, will be honored on April 2nd at a banquet
3 being held at Woburn Country Club. Tickets are available for those who are interested.
4

5 Vice Chairman Johnson informed his colleagues that the Capital Planning Committee has submitted
6 their warrant articles for consideration at the Spring 2016 Annual Town Meeting.
7

8 **TOWN MANAGER REPORT AND COMMENTS**
9

10 **Appointments:**
11

12 Town Manager informed the Board that he has appointed Gregory F. Quill, 4 Westley Street,
13 Winchester as a Constable for the Town of Winchester. Mr. Quill's term will expire November 30, 2016.
14

15 **Historical Commission – Reappointment:**
16

17 Town Manager announced that in accordance with M.G.L. Chapter 40, Section 8D, he has made the
18 following reappointment to the Winchester Historical Commission for a term to expire March 31, 2019:
19

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

21
22 **Annual Staff Appointments:**
23

24 Town Manager announced that in accordance with section 4-2b of the Town Charter and Chapter 5 of
25 the Town of Winchester Code of By-Laws, he has made the following reappointments for a term to
26 expire March 31, 2017:
27

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

31
32 **Regular Appointment:**
33

34 Town Manager announced that in accordance with section 4-2b of the Town Charter he has made the
35 following regular appointment in the Engineering Office:
36

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

39
40 Mrs. Gill replaces Joan Murphy who is retiring. The effective date of Mrs. Gill's appointment is April 4,
41 2016.
42

43 **Eversource Update**
44

45 Town Manager reported that staff continues to meet with the consultants relative to the 345kV Woburn
46 to Wakefield Transmission Line about some of the testing that has to be done. He noted that there may
47 be a need to dig some test pits for both lines. Work continues with Eversource, however at the same
48 time, the Town is building a case for submission to the Siting Board as part of the 345kV Line
49 Intervener status. He suggested that the Board consider holding a mini informational session for
50 interested residents.
51

52 **Web Page Update**
53

**Monday, March 21, 2016
Board of Selectmen Meeting**

1 Town Manager noted that updating the Town's website is a part of the Board's work plan, and the
2 website has now been modified to send out both Facebook and Twitter notifications. Alerts are sent to
3 the user's webpage where there is more information available to them. Selectman Bettencourt pointed
4 out that this is a small change and further testing is being done in order to provide better and more
5 timely information to residents. Town Manager noted that Board of Selectmen meetings are an
6 important source of information for residents, along with the local newspapers, both of which are doing
7 a great job with communicating to residents. He pointed out that the *Boston Sunday Globe North* had
8 extensive information about the efforts of Winchester's Historical Commission.
9

10 Chairman Grenzeback pointed out that the existing web page has a "notify me" button, where residents
11 can sign up for important notifications. He noted that the Town Clerk is also trying to get Town
12 Meeting Members more actively involved.
13

14 **COMPTROLLER'S REPORT**

15
16 Chairman Grenzeback noted that the Comptroller has provided a report for informational purposes; she
17 will not be in attendance this evening.
18

19 **HEARING**

20
21 **NStar d/b/a Eversource Energy – Grant of Location Petition:**
22 **Church Street – Southwesterly side at and southeast of Fletcher Street – remove**
23 **(1) Eversource pole 23/32; install (1) Eversource pole 23/32 – W.O. 1808318**
24 Present: Jay Gill, DPW Director; Jackie Duffy, Eversource Community Relations
25

26 At 8:00 PM Chairman Grenzeback opened the hearing for the removal of one Eversource pole on Church
27 Street and the installation of a new pole farther back from the curb area. Director Gill reported that
28 this request was reviewed by the Engineering Department and the pole in question is being moved
29 approximately ten (10) feet away from the street. He explained that this request pertains to the
30 installation of a traffic signal at this location that is a part of the MassDOT Cambridge Street
31 intersections project. Seeing no one in the audience wishing to comment, Chairman Grenzeback closed
32 the hearing at 8:02 PM.
33

34 *Motion: That the Board of Selectmen approve the NStar d/b/a Eversource Energy
35 Grant of Location Petition for Church Street – Southwesterly side at and
36 southeast of Fletcher Street – removal of one Eversource pole 23/32 and
37 install one Eversource pole 23/32 – W.O. 1808318 in accordance with the
38 Town of Winchester Grant of Location Policy and the memorandum from
39 the Town Engineer dated March 3, 2016.

40 Johnson – Powers All in favor. VOTED.
41

42 **BUSINESS**

43
44 **Retirement Board – Reappointment – William Zink – Term to Expire: February 12, 2019**

45
46 *Motion: That the Board of Selectmen reappoint William Zink to the Retirement
47 Board for a term to expire February 12, 2019.

48 Johnson – Whitehead All in favor. VOTED.
49

50 **Winchester High School Construction Update – Bob Deering, Chairman, EFPBC**

51
52 Bob Deering, Chairman of the Educational Facilities Planning and Building Committee (EFPBC)
53 provided an update for the Board on the status of construction at Winchester High School. He noted

Monday, March 21, 2016
Board of Selectmen Meeting

1 that Spring Town Meeting will be held in the newly improved auditorium, a big factor relating to the
2 fact that presentations will not have to stop because of the trains traveling through. He reported that
3 overall, the project is moving along and is on schedule and under budget. The HVAC unit placement on
4 the roof of the building is being done this month. Work will start on the exterior of the building this
5 coming Spring. Phase II should be completed and Phase III started in June. Work on Building "C", the
6 first academic building is moving along and landscapers are coming onto the site to clean up the
7 different construction areas. This landscaping was a part of the original construction plan.
8

9 Mr. Deering continued by saying that the "A" and "B" wings will be moved to portable classrooms
10 during the summer for use when school begins in September. Some work related to this will be done
11 over April vacation. He informed the Board that costs are under control, but there have been some
12 unforeseen change requests. Mr. Deering noted that the other big part of Phase III is the Skillings
13 Road culvert project which will start in April, and which will be coordinated with the Town. He
14 indicated that this should go smoothly because the project has been well-vetted. Selectman Powers
15 pointed out that the baseball field will not be renovated until 2017. Mr. Deering explained that a
16 growing season is necessary so the field won't be available for use until 2018.
17

18 Selectman Whitehead informed his colleagues that he has heard comments that the nurse's office does
19 not have adequate facilities for isolating students who are ill, that is, the space does not provide for
20 individual isolated beds. Mr. Deering responded that this has not been brought to the EFPBC as an
21 issue requiring resolution. He indicated that he will check into this and report back to the Board.
22

23 Lastly, Mr. Deering informed the Board that parking is the biggest issue related to the project as it goes
24 forward. He explained that when the portable classrooms are installed, there will be an even bigger
25 issue because where staff is now parking will be a construction area requiring the parking to shift.
26 Chairman Grenzeback reported that the Board has been urging the School Committee to look at a
27 parking policy. While not the responsibility of the EFPBC, it would be a good thing if the EFPBC could
28 encourage the School Committee to look at this.
29

30 Town Manager noted that the culvert and field remediation projects are going well, and culvert
31 installation should begin in an April/May timeframe. He informed the Board that a look has to be taken
32 at the High School's electrical usage because there will be double the amount of modular classrooms
33 located on the site, all of which are heated electrically. Mr. Deering noted that a state-of-the-art HVAC
34 system will be installed at the High School. He noted that within the current DPW staff there is not
35 sufficient manpower for maintenance of this type of system, so some thought should be given to
36 supplementing the DPW's manpower. He noted that the old system was a motor / fan belt operation
37 however the new systems are complicated. Town Manager suggested that there may be the need for a
38 Plant Manager designation to run the new facility once it is turned over to the Town.
39

40 As far as the overall budget is concerned, Mr. Deering informed the Board that it is anticipated that the
41 project will not go over budget. He explained that a sub-committee reviews all change requests, and if
42 all of the changes that have been processed are combined with those that are anticipated, there appears
43 to be \$1million remaining in the construction contingency. He indicated that he will meet with the
44 Board again in June, once Phase III is underway.
45

46 **Green Communities Grant Approval – Susan McPhee, Energy Coordinator**
47 **Energy Management Committee members Karl Rexer and Todd Kosterman**
48

49 Ms. McPhee informed the Board that the Energy Management Committee voted to endorse the
50 following projects:
51

- 52 • Exterior lighting and parking lot lighting switch to LED's at Ambrose, McCall and Lynch;

Monday, March 21, 2016
Board of Selectmen Meeting

- Parkhurst HVAC improvements that include 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 / Recreation 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.

When combined, these projects represent an annual savings of \$49,000 in energy costs for both natural gas and electricity. The value of the work to be done is \$315,500 and the request from Green Communities is \$250,000, \$79,000 from the respective utilities and \$15,000 from the Town of Winchester (FY2017 Facilities Budget). Ms. McPhee indicated that this has a long payback but it does show that the Town is putting up some money.

Selectman Whitehead questioned why the Town continues to operate the Parkhurst School building, which is very inefficient. Town manager indicated that the building is a part of a study but in the meantime, maintenance is required.

*Motion: That the Board of Selectmen approve the Green Communities Grant submission as outlined.

Johnson – Bettencourt

All in favor.

VOTED.

Lastly, Ms. McPhee reported that the Winchester Saves Program is off to a good start.

Water Bill Discussion – 4 Bigelow Avenue

Town Manager recalled that this issue was before the Board previously, however at that time, the second quarter billing information was not provided. Vice Chairman Johnson requested a recommendation from the Town Manager. Town Manager informed the Board that he would recommend any one of the three staff recommendations, requesting that the Board adhere to one recommendation only. He noted that if the Board is inclined to treat the second quarter bill in the same manner as the first bill, it would take the adjustment above the Town Manager's \$2,000 limit.

Mr. Begen, the owner of 4 Bigelow, informed the Board that he would not seek relief again. Upon noting that the first recommendation provides the most relief, Selectman Powers noted that this is an unfortunate happening

*Motion: That the Board of Selectmen approve the one time adjustment to the water / sewer bill for 4 Bigelow Avenue as outlined in Option #1 provided by staff that adjusts the second and third tier units to the first tier rate.

Powers – Bettencourt

All in favor.

VOTED.

Chairman Grenzeback pointed out that this reduces Mr. Begen's invoice from approximately \$7,000 to about \$1700 in total. The unadjusted balance will be spread out over all of the other water / sewer users.

Sachem Youth Baseball / Softball – Extension of time on West Side Field

Present: Rich Michienzi, President, SYBS, Kevin Murray, Ex. Vice President, SYBS

Mr. Michienzi came forward requesting a modification of SYBS' current use of the field and lights at West Side Field. He recalled that as a part of a decision made by the Board of Selectmen on December 20, 1999, SYBS has been allowed to use the lights from May 10th to August 31st. The request this

Monday, March 21, 2016
Board of Selectmen Meeting

1 evening is to allow the light usage to begin on April 18th. Mr. Michienzi explained that SYBS will not
2 have access to the lighted field until 6:30 PM when the High School softball team has completed their
3 practice / game. He explained that as a result, the SYBS teams would only complete two or three
4 innings of a game before it becomes too dark to continue, especially in early Spring. By extending the
5 use of the lights, SYBS teams would be able to play until the game is completed. It is anticipated that
6 games would be concluded by 9:00 PM.
7

8 Mr. Michienzi informed the Board that once Skillings Field is back on line, SYBS will be able to return
9 to the prior use schedule. He noted that if the SYBS teams can get on the field no later than 6:30 PM
10 they should be off the field by 9:00 PM.
11

12 Selectman Powers noted that he had attended a meeting of the Field Management Committee at which
13 time this request was discussed. He noted that Skillings will be off-line for a time, making this request
14 necessary, however the time extension is a temporary situation until Skillings Field is playable again.
15 The Board was informed that all maintenance and lighting costs at West Side Field are borne by
16 Sachem Youth Baseball.
17

18 Although not a public hearing, Chairman Grenzeback did accept public comment. Rob Moran, 103
19 Wildwood Street informed the Board that he lives approximately 500 ft. away from the Nutile Field
20 diamond. He also noted that he understands the need for this extension. Mr. Moran requested that the
21 extension be limited to one or two years to see how it affects the neighborhood. He noted that while the
22 lights should be off by 10 PM, it is more common that they are on until 10:30 PM and on at least one
23 occasion, were left on overnight. Mr. Moran indicated that more than likely, the lights are on until all
24 vehicles exit from the field.
25

26 Rich Michienzi of Sachem Youth Baseball informed the Board that this is the first that he is hearing of
27 this situation, indicating that more than likely, the lights were left on due to carelessness. Mr. Moran
28 indicated that he feels that the lights are routinely left on until 11 PM during the playing season.
29

30 Selectman Powers asked if SYBS would be willing to install a timer on the lights so that they would
31 turn off automatically at 10 PM. Selectman Bettencourt expressed some concern about the safety of the
32 field users if the lights just went off automatically. Chairman Grenzeback indicated that technology is
33 available where the lights could go dim and then dimmer before total blackness.
34

35 Mr. Michienzi noted that there is a problem with brush blocking lights that illuminate the parking lot.
36 He asked if it would be possible to have the DPW trim the brush back, which would eliminate people
37 walking to their vehicles in the darkness.
38

39 *Motion: That the Board of Selectmen approve the Sachem Youth Baseball
40 Softball Association request to extend the playing season to begin on
41 April 18, 2016; additionally, to require that a timer be installed on
42 the field lights for lights to be out at 10 PM. Further, that this
43 approval be reviewed again at the conclusion of the 2016 youth baseball season.
44 Johnson – Bettencourt All in favor. VOTED.

45
46 **Town Center Business District Residential Parking Restrictions – VOTE to Approve**
47

48 Town Manager noted that the Board had received a DRAFT proposal for regulations to be applied to
49 parking spaces that would be opened up to Town Center residents.
50

- 51 • On March 7, 2016, the Winchester Board of Selectmen voted to issue up to 25 free* parking permits
52 to residents of the Winchester Center Business District (CBD), see map, who do not have off-street
53 parking. The goal of the program is to support transit-oriented development in the Town Center.

Monday, March 21, 2016
Board of Selectmen Meeting

- 1 • This program will be implemented on a trial basis for the annual permit cycle from July 1, 2016
- 2 through June 30, 2017.
- 3 • Permits may be obtained at the Engineering Department, Lower Level, Town Hall.
- 4 • Permits will be issued on a first come, first served basis. Only one permit per housing unit will be
- 5 issued. If the 25 permits are exceeded, other residents of the CBD may purchase permits for \$125
- 6 per quarter.
- 7 • The Town does not guarantee available space at any time. Misuse of permit is subject to a fine and
- 8 loss of permit. Vehicles must be relocated from parking spots every 48 hours.
- 9 • In addition to this application, residents must present a valid Massachusetts registration showing
- 10 that the vehicle in question is registered in the CBD. Residents must also present proof that no off-
- 11 street parking is available for your house or units, such as a letter from the landlord.
- 12 • The CBD Resident Parking Permit is valid for overnight parking only in the following locations in
- 13 accordance with posted signage: Lower Aberjona Lot, Waterfield Lot, Jenks Lot, Shore Road Lot,
- 14 Public Safety Lot, and Upper Main Street area. Overnight parking is allowed only in the lots.
- 15 • Please note that beginning July 1, 2016 all non-commuter permits shall be subject to a \$10.00
- 16 administration fee.

17
18 Town Manager indicated that if it is determined that there is a larger application pool, the Board can
19 decide on the number of additional permits that could be issued. He indicated that a lottery selection
20 process might be necessary.

21
22 In response to the suggestion that the permit be issued to the landlord rather than the tenant, Vice
23 Chairman Johnson pointed out that it would be the resident's vehicle who would be ticketed, not the
24 landlord. He suggested that the permit be valid only while the individual is a resident of the CBD.
25 Chairman Grenzeback agreed that it makes sense that the permit coincide with the vehicle.

26
27 *Motion: That the Board of Selectmen approved the draft CBD Parking
28 Regulations for the period from July 1, 2016 through June 30, 2017
29 with the addition of the verbiage that the permit is valid only while
30 the permit holder is a resident of the CBD.

31 Johnson – Powers

All in favor.

VOTED.

32
33 **Town Counsel Reappointment – Wade M. Welch, Esquire**

34
35 Chairman Grenzeback reported that he has reviewed the individual Board members comments with
36 Town Counsel who is performing quite satisfactorily. He noted that Counsel has requested that his
37 contract be approved through December 31, 2016 and will be available in an “of counsel” capacity after
38 that date.

39
40 Town Counsel recalled that he began talking about a transition in 2013. His plan is to step aside as
41 Town Counsel but will not retire totally from the practice of law. He explained that he is comfortable
42 with his decision because the Board has Richard Howard as Town Manager, someone with whom he has
43 enjoyed working.

44
45 Town Counsel outlined the 2015 accomplishments of this sitting Board:

- 46
47 • Wright-Locke Farm sale to the Wright Locke Land Trust, recovering a substantial portion of the
- 48 original purchase price;
- 49 • Passage of an override for the Skillings Road culvert and environmental remediation, along with the
- 50 associated savings through a coordinated effort with the EFPBC and the Winchester High School
- 51 project;
- 52 • The Appeals Court upheld the jurisdiction of the Conservation Commission over those lands subject
- 53 to flooding, providing another tool for the ConCom;

**Monday, March 21, 2016
Board of Selectmen Meeting**

- 1 • The Town's Legal Budget closed consistent with budgets in the immediate post years;
- 2 • After December 31st, Town Counsel will still be working on the 345kV Transmission Line appeal
- 3 with the suggestion for alternative routes and use of a different technology;
- 4 • Possible resolution of the Winning Farm land use proposal;
- 5 • Cambridge Street Winchester North 40B Proposal;

6
7 Chairman Grenzeback informed the Board that he and Town Counsel spent time discussing various
8 avenues for going forward.
9

10 *Motion: That the Board of Selectmen approve the Legal Services Agreement with
11 Wade M. Welch, Town Counsel, for a term to expire December 31, 2016,
12 with gratitude.

13 Johnson – Bettencourt All in favor. VOTED.
14

15 **Town Comptroller Reappointment – Stacie A. Ward, CPA**

16
17 Chairman Grenzeback suggested that the Board table discussion on this contract until their meeting on
18 March 30, 2016 at 6:00 PM prior to the Winning Farm Informational Session at Vinson-Owen School.
19

20 *Motion: That the Board of Selectmen table discussion on the Comptroller's
21 contract.

22 Whitehead – Powers All in favor. VOTED.
23

24 **Non-Docket Business from the Selectmen**

25
26 *Motion: That the Board of Selectmen suspend their Rules and Regulations in
27 order to discuss a contract with the Eversource consultants.

28 Whitehead – Powers All in favor. VOTED.
29

30 *Motion: That the Board of Selectmen approve the following sources for funding
31 in the Eversource matter consultant contracts: Agawam Road Gift
32 Account, the Hospital Gift Account and the Town Manager's Professional
33 Services line item account.

34 Johnson – Whitehead All in favor. VOTED.
35

36 *Motion: That the Board of Selectmen approve an increase in the amount
37 to be expended for consulting fees for the EMF consultant's contract for
38 an amount up to \$15,000.

39 Johnson – Whitehead All in favor. VOTED.
40

41 **CONSENT AGENDA/SUPPLEMENTAL CONSENT AGENDA**

42
43 **One Day Alcoholic Beverage Licenses:**

44 Gail Freeman for Studio on the Common – Tuesday, March 22, 2016 – Studio on the Common;

45 Boston's Best Bartending – Saturday, April 9, 2016 – Sanborn House;

46 Boston's Best Bartending – Saturday, April 2, 2016 – Sanborn House;

47 Louise Cocuzzo for St. Eulalia Church – Sat., April 23, 2016 – Parish Banquet – Manion Hall

48 **Acceptance of Donation to DPW:**

49 Chamber of Commerce in the amount of \$9948.88 for watering of hanging flower baskets;

50 **Approve / Correct Meeting**

51 Monday, March 7, 2016;

52 Wednesday, February 24, 2016;

53 Friday, February 5, 2016

Monday, March 21, 2016
Board of Selectmen Meeting

Approval of Autism Awareness activities:

1.) blue filters in the street lights around Town Common; 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

*Motion: That the Board of Selectmen approve the Consent Agenda and Supplemental Consent Agenda for Monday, March 21, 2016 that includes One Day Alcoholic Beverage Licenses for March 22nd, April 9th April 2nd, and April 23rd; acceptance of a donation to the DPW in the amount of \$9948.88 for the watering of hanging flower baskets; approval of Meeting Minutes for Monday, March 7th, Wednesday, February 24th and Friday, February 5th, 2016; approval of the Autism Awareness activities for the month of April, 2016 in the Town Center and Town Common.

Johnson – Whitehead

All in favor.

VOTED.

Town Manager – Additional Comments

Town Manager informed the Board about an incident at Wright Locke Farm where a youngster was bitten by a rabid raccoon. The animal was dispatched, tested and found to be rabid. He noted that this was a traumatic experience for the child.

COMMUNICATIONS 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)

Adjournment – 9:35 PM

*Motion: That the Board of Selectmen adjourn for the evening.

Johnson – Bettencourt

By Roll Call Vote: Whitehead, Bettencourt, Powers, Johnson, Grenzeback

VOTED.

Respectfully submitted,

Richard C. Howard, Town Manager

Educational Facilities Planning and Building Minutes of the Meeting February 10

Docket Item
I-1.
Monday April 4, 2016

Members Present: Bob Deering, Don Cecich, Brendan Driscoll, Geethanjali Mathiyalakam, Judy Evans, Shelly Walsh, Susan Verdicchio, Roger Hain and Todd Kosterman.

Members Absent: Charles Tseckares and Jessica Lohnes.

Others Present: Jim Dowd and Jim Burrows, Skanska USA Building; John LaMarre, Consigli Project Manager; Ed Frenette, SMMA; Meg White, Town Project Manager; Gerald Nardone (Consultant), Susan McPhee - Energy Committee; and Kevin Caddle, TMP (MEP Contractor).

Mr. Deering called the meeting to order at 6:31 PM at the Parkhurst School, 40 Samoset Road.

1. **Public Comment:** There were no public comments.

2. **Approval of Minutes:** The EFPBC Meeting Minutes from January 20, 2016 were distributed and reviewed. **On a Motion by Brendan Driscoll, seconded by Don Cecich, it was moved and seconded to approve the minutes of January 20, 2016 as presented. The vote Motion was unanimously approved.**

3. **High School:** Jim Borrows distributed copies of Skanska's February 10, 2016 meeting Agenda including Change Order #017; and a letter from Michael Benedetto, VP Skanska, to Richard Howard, Town Manager, dated February 10, 2016 regarding Additional Commissioning at Vinson-Owen School (Attachment #1). Due to the large number of Change Requests (CR) in Consigli Change Order #017, the Committee asked Skanska to review the revised spreadsheet last week to report back on exposure and where construction contingency stands. The Committee discussed how the Moving costs in Phase 1 of the project were under budgeted. Moving costs in the next two phases will fall under the Owner's costs.

Mr. LaMarre provided an update of the status of the high school project to date. All the structural steel has been installed in the gym. Drywall and ductwork installation has started and light fixtures are being hung.

Deliverables: The Committee reviewed information regarding the selection of computer equipment for the CAD lab.

Dr. Evans met today with the music/theatre staff member who pointed out that the pit area cannot seat an adequate amount of musicians. Due to the location of the sound box there are approximately 10 seats with obstructed views.

It was discussed that the school system needed tighter management of deliverables in order for people to be clear about their expectations. The information should first come to the superintendent and then the superintendent can inform those affected by changes with items that may or may not be included in the project. Jim Dowd indicated that the theatre design consultant reported that the installation was as designed. It was suggested that SMMA invite their theatre consultant to the next EFPBC meeting.

EFPBC February 10, 2016 Meeting Minutes

Dr. Evans will put together a list of issues regarding some of the theatre equipment. The theatre folks will then be invited to an EFPBC meeting to share their concerns.

4. Invoices: Copies of the Memorandum from Town Manager, Richard Howard, to the EFPBC dated February 10, 2016 regarding invoices and spending authorizations was distributed and reviewed (Attachment #2). The Town Manager recommended that the Committee take favorable action on the invoices and spending authorizations. Jim Burrows reviewed the invoices as outlined in the Town Manager's memorandum.

Jim Burrows reviewed the invoices as outlined in the memorandum dated February 10, 2016 from Town Manager Richard Howard.

Spending Authorizations: VO Elementary School Project

Skanska USA	Commissioning Proposal	\$ 16,230.00
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Spending Authorizations: Winchester High School Project

Consigli Construction	Change Order #15	\$ 46,974.31
Consigli Construction	Change Order #17	343,644.59
GovConnection	Tech FF&E Chrome Books	4,340.00

On a motion by Don Cecich, seconded by Brendan Driscoll, it was moved and seconded to authorize the Town Manager to accept the Skanska USA spending authorization in the amount of \$16,230.00 for the Vinson-Owen School project and approved Consigli Construction Change Orders #15 and #17 and to GovConnection Tech FF&E Chrome Books in the amount of \$4,340.00 for the Winchester High School project as authorized by the Town Manager's Memorandum dated February 10, 2016 (Attachment #2). The Motion was unanimously approved.

6. Vinson-Owen Fit Out: Kevin from TMP provided a sketch showing how the Vinson-Owen fan control option would work to help alleviate overheating in the third floor corridor areas (Attachment #3). It was estimated that the fans would keep the air 5 degrees above the outside air temperature. In order to make the air flow work properly, opening windows would be required in certain areas as well as keeping the classroom doors closed. Committee members felt too much human interaction was needed to make the exhaust fan design work properly. Kevin suggested installing split air conditioners in the areas of the exhaust fans.

The concern around equity in all School Department buildings was discussed as other buildings are experiencing overheating as well during the shoulder months. It was then suggested that we install exhaust fans in the classrooms as well. It was agreed to explore the cost estimate to install exhaust fans in five of the third floor classrooms.

On a motion by Judy Evans, seconded by Don Cecich, it was moved and seconded to ask TMP to move forward with a cost estimate for the installation of five (5) exhaust fans, not to exceed \$5,000. The Motion was unanimously approved.

7. Adjournment: *It was moved and seconded to adjourn the meeting at 8:04 p.m.*

EFPBC February 10, 2016 Meeting Minutes

The next EFPBC meeting is scheduled for Wednesday, February 24, 2016 at 6:30 PM at Parkhurst School.

Respectfully Submitted,



Donald E. Cecich
EFPBC Secretary

Attachments:

1. Skanska Agenda dated February 10, 2016 including AIA Document G701/CMa-1992 Consigli Construction Change Order #017 dated February 9, 2016 and letter dated February 10, 2016 from Skanska addressing Additional Commissioning Services Commission for Vinson-Owen Elementary School Fitout.
2. Memorandum dated February 10, 2016 from Richard Howard, Town Manager, to the EFPBC regarding invoices for payment and spending authorizations.
3. TMP Sketch showing Ventilation Fan Options dated February 10, 2016

Educational Facilities Planning and Building Committee

Minutes of the Meeting February 24, 2016

Members Present: Bob Deering, Don Cecich, Charles Tseckares, Geethanjali Mathiyalakam, Judy Evans, Shelly Walsh, Susan Verdicchio, Roger Hain and Todd Kosterman.

Members Absent: Brendan Driscoll and Jessica Lohnes.

Others Present: Jim Burrows, Skanska USA Building; John LaMarre, Consigli Project Manager; Lorraine Finnegan, SMMA; Meg White, Town Project Manager; Gerald Nardone (Consultant); Christine Kelley, WHS Interim Principal; Cindy Bohne, School Committee Chair; and Susan McPhee - Energy Committee.

Mr. Deering called the meeting to order at 6:31 PM at Winchester High School, Guidance Conference Room.

1. **Public Comment:** There were no public comments.

2. **Approval of Minutes:** There were no minutes to approve.

3. **Winchester High School:** Jim Burrows distributed copies of Skanska's February 24, 2016 Agenda including Consigli Change Order #018. He reviewed CO #018 for Committee for the Culvert project. The money for this project will be funded from the Town Budget, not the High School Project budget and will be a pass-through to Consigli on the High School project contract. Consigli will do the work. Jim recommended that the Committee approve CO #018.

On a Motion by Don Cecich, seconded by Charles Tseckares, it was moved and seconded to approve Change Order #018 (Culvert project) as outlined in the Change Order document dated February 24, 2016 as presented. The Motion was unanimously approved.

4. **Construction Update:** John LaMarre provided an overview of the construction currently under way. Consigli is working in the interior of Building C, starting at the top and working down - ceiling lights, dry wall, and painting. The exterior of Building C is almost complete. Work in the gym includes working on the ceiling grid, primer and painting. All site work has been shut down for the winter. The auditorium is complete and they are waiting for a certificate of insurance. WinCam and the IT department have been trained on the lighting and sound system. Student and staff training are currently taking place.

Jim Burrows reported that they met with Sharon Martin, the play coordinator regarding some adjustments that were needed in the auditorium. A row of chairs has been removed in front of the stage to allow more space for the orchestra. These chairs will be stored at Parkhurst and will not be reinstalled. Changing the stage light system was discussed and Lorraine will be looking into a resolution. The seating behind the sound board has obstructed views of the stage.

5. **Deliverables:** None.

7. **Vinson-Owen Fit Out:** Jim Dowd had a walk-through of Vinson-Owen School on Monday. In two weeks there will be a general bid. The process is on schedule.

EFPBC February 24, 2016 Meeting Minutes

8. Invoices for Payment and Spending Authorizations: Copies of the Memorandum from Town Manager, Richard Howard, to the EFPBC dated February 24, 2016 regarding invoices and spending authorizations was distributed and reviewed (Attachment #2). The Town Manager recommended that the Committee take favorable action on the invoices and spending authorizations. Jim Burrows reviewed the invoices and spending authorizations.

Payment Authorizations: VO Elementary School Project

Skanska USA	Invoice #1315839-000-12635-15	\$ 12,550.00
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Payment Authorizations: Winchester High School Project

Skanska USA	Invoice 1312805-PDS-12649-42	\$ 64,757.18
SMMA	Invoice 0044315	139,431.00
Consigli Construction	Requisition #19	2,873,306.39
MBTA	Invoice 031151	250.00
Briggs Engineering	Invoice 81574	95.00
Briggs Engineering	Invoice 81669	425.00
Briggs Engineering	Invoice 81743	232.00
Briggs Engineering	Invoice 81837	350.00
Briggs Engineering	Invoice 81937	40.00
Triumph Modular Inc.	Invoice RI183257	10,000.00
Triumph Modular Inc.	Invoice RI183258	13,000.00
Robert H. Lord	Invoice 32143	1,419.00
Kittredge Equipment	Invoice 141594	23.38
Global Equipment	Invoice 108940138	2,768.60
HUB Technical Services	Invoice 69065	22,187.02
Apple Inc.	Invoice 4371945381	1,429.00
Apple Inc.	Invoice 4371943465	4,287.00
Apple Inc.	Invoice 4371398930	6,890.00
MD Stetson	Invoice 515826	13,667.17
ProAv Systems	Invoice 22532	960.00
GovConnection	Invoice 53407247	396.46

Spending Authorizations: Winchester High School Project

Consigli Construction	Change Order #18	1,560,636.37
HUB Technical Services	Tech FF&E Server Equip. Quote #25585	180,774.97

On a Motion by Don Cecich, seconded by Charles Tseckares, it was moved and seconded to authorize the Town Manager to pay the Vinson-Owen and Winchester High School Project invoices and the High School Spending Authorizations as outlined in the Town Manager's memorandum to the EFPBC dated February 24, 2016 (Attachment #2). The Motion was unanimously approved.

7. ***The meeting was moved to the auditorium at 7:04 PM.*** Committee members had an opportunity to view seating in the rear of the auditorium behind the sound board. Members agreed

EFPBC February 24, 2016 Meeting Minutes

that many of the seats in the area had obstructed views. The Committee agreed to have the sound board lowered along with the surrounding wall frame in order to provide better viewing from the rear seats. This change will take place during the summer. Mr. Deering recommended that we leave the seats in place and get feedback from audience members. It was determined that Principal Kelley would not sell tickets for the seats that have obstructed view for the upcoming play.

Dr. Evans strongly recommended the permanent removal of the obstructed view seats. Dr. Evans expressed her concerns with community perception if there are seats that have obstructed view.

8. Adjournment: The meeting adjourned at 7:30 PM. The next EFPBC meeting is scheduled for Wednesday, March 2, 2016 at 6:30 PM in Town Hall.

Respectfully Submitted,



Donald E. Cecich
EFPBC Secretary

Attachments:

1. Skanska Agenda dated February 24, 2016 including AIA Document G701/CMa-1992 Consigli Construction Change Order #018 dated February 24, 2016.
2. Memorandum dated February 10, 2016 from Richard Howard, Town Manager, to the EFPBC regarding invoices for payment and spending authorizations.

Keolis Commuter Services 2016 Yearly Operational Plan, prepared in accordance with the Massachusetts Rights-of-Way Management Regulations (333 CMR 11.00), can be found at:

FDCrailroadvegetation.com

- ➔ KEOLIS Commuter Services
- ➔ Environmental Monitor Notice
- ➔ 2016 Yearly Operational Plan
- ➔ "YOUR MUNICIPALITY"
- ➔ Right-of-Way Maps

**Docket Item
I-2,
Monday April 4, 2016**

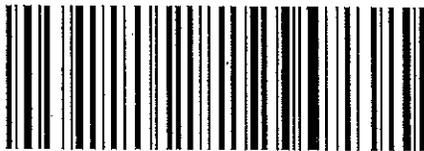
The Right of Way Maps reflect those either recently approved or currently under review by the Commission in the Request for Determination filed by Fair Dermody Consulting Engineers. The identification on the maps of private drinking water supply wells remains an ongoing process. Please notify Fair Dermody Consulting Engineers and the Department of Agricultural Resources of any omissions. Please also review your mailing address and the ten-digit police department emergency telephone number listed in the Plan and notify us of any revisions.

No application will take place, however, until the Commission has approved Keolis Commuter Services Request for Determination. The herbicide application as proposed in the 2016 Yearly Operational Plan is scheduled as follows:

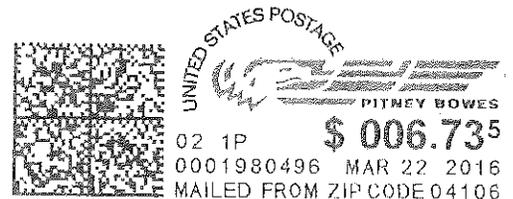
Rights-of-Way	18 June - 17 July 2016
Touch-up Application	6-28 August 2016
Brush Application (non-sensitive areas)	6-28 August 2016

The location of signs marking the limited and no-spray zones will be verified prior to the application. Hard copies of all documents are available upon request, please email Kyle@FDCEngineers.com.

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7015 0640 0004 5050 8005



FAIR DERMODY
CONSULTING ENGINEERS

18 OCEAN STREET, SUITE 1, SOUTH PORTLAND, ME 04106

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

nationalgrid

March 25, 2016

On Sunday, March 20, National Grid presented to United Steelworkers Local 12012-04 its final offer for a new collective bargaining agreement. The Union presented the final offer to its members for a ratification vote on Wednesday, March 23. Leaders of Local 12012-04 have advised us that their membership rejected the agreement.

The company and union leadership previously agreed to extend the existing agreement for a four-month period so that negotiations can continue.

We want to thank you for your cooperation and continued partnership during the negotiations and we will continue to update you as this process continues.

If you have any questions regarding our planning or situation status on these discussions, please contact David Gendall, Director of Community Relations and Customer Management, at (978) 725-1353.

Sincerely,



Neil Proudman
Vice President
New England Gas Operations

This e-mail, and any attachments are strictly confidential and intended for the addressee(s) only. The content may also contain legal, professional or other privileged information. If you are not the intended recipient, please notify the sender immediately and then delete the e-mail and any attachments. You should not disclose, copy or take any action in reliance on this transmission.

You may report the matter by contacting us via our [UK Contacts Page](#) or our [US Contacts Page](#) (accessed by clicking on the appropriate link)

Please ensure you have adequate virus protection before you open or detach any documents from this transmission. National Grid plc and its affiliates do not accept any liability for viruses. An e-mail reply to this address may be subject to monitoring for operational reasons or lawful business practices.

For the registered information on the UK operating companies within the National Grid group please use the attached link:

<http://www.nationalgrid.com/corporate/legal/registeredoffices.htm>



Winchester School Committee

RECEIVED

16 MAR 24 PM 10:04

TOWN OF WINCHESTER
TOWN
SELE

Cindy Bohne, Chair
Christopher Linskey, V-Chair
Christian Nixon
Michael Schindelman
Susan Verdicchio
40 Samoset Rd.
Winchester, MA 01890
Phone: 781-721-7004
Fax: 781-721-0016

March 22, 2016

Governor Charlie Baker
Massachusetts State House
Room 280
Boston, MA 02133

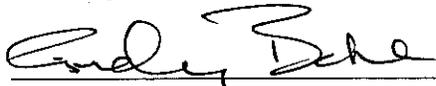
Docket Item
I-4.
Monday April 4, 2016

Dear Governor Baker:

The Winchester School Committee calls on the Massachusetts Legislature and the Governor of Massachusetts to fully fund and adopt the recommendations of the Foundation Budget Review Commission in the immediate future.

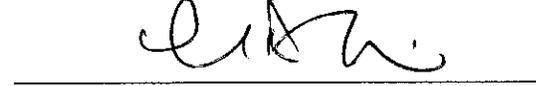
Please see the attached Resolution Calling for Full Funding of the Foundation Budget Review Commission's Recommendations voted on by the Winchester School Committee on March 8, 2016.

Sincerely,


Cindy Bohne, School Committee Chair


Chris Linskey, School Committee Vice-Chair


Michael Schindelman, School Committee Member


Chris Nixon, School Committee Member


Susan Verdicchio, School Committee Member

SC:abc

Cc: Town Manager Richard Howard ✓
Board of Selectmen

Enclosure - 1



Winchester School Committee

Cindy Bohne, Chair
Christopher Linskey, V-Chair
Christian Nixon
Michael Schindelman
Susan Verdicchio
40 Samoset Rd.
Winchester, MA 01890
Phone: 781-721-7004
Fax: 781-721-0016

March 22, 2016

Senator Jason Lewis
Massachusetts State House
Room 511B
Boston, MA 02133

Dear Senator Lewis:

The Winchester School Committee calls on the Massachusetts Legislature and the Governor of Massachusetts to fully fund and adopt the recommendations of the Foundation Budget Review Commission in the immediate future.

Please see the attached Resolution Calling for Full Funding of the Foundation Budget Review Commission's Recommendations voted on by the Winchester School Committee on March 8, 2016.

Sincerely,

Cindy Bohne, School Committee Chair

Chris Linskey, School Committee Vice-Chair

Michael Schindelman, School Committee Member

Chris Nixon, School Committee Member

Susan Verdicchio, School Committee Member

CB:abc

Cc: Town Manager Richard Howard
Board of Selectmen

Enclosure - 1



Winchester School Committee

Cindy Bohne, Chair
Christopher Linskey, V-Chair
Christian Nixon
Michael Schindelman
Susan Verdicchio
40 Samoset Rd.
Winchester, MA 01890
Phone: 781-721-7004
Fax: 781-721-0016

March 22, 2016

Senator Patricia D. Jehlen
Massachusetts State House
Room 424
Boston, MA 02133

Dear Senator Jehlen:

The Winchester School Committee calls on the Massachusetts Legislature and the Governor of Massachusetts to fully fund and adopt the recommendations of the Foundation Budget Review Commission in the immediate future.

Please see the attached Resolution Calling for Full Funding of the Foundation Budget Review Commission's Recommendations voted on by the Winchester School Committee on March 8, 2016.

Sincerely,

Cindy Bohne, School Committee Chair

Chris Linskey, School Committee Vice-Chair

Michael Schindelman, School Committee Member

Chris Nixon, School Committee Member

Susan Verdicchio, School Committee Member

CB:abc

Cc: Town Manager Richard Howard
Board of Selectmen

Enclosure - 1



Winchester School Committee

Cindy Bohne, Chair
Christopher Linskey, V-Chair
Christian Nixon
Michael Schindelman
Susan Verdicchio
40 Samoset Rd.
Winchester, MA 01890
Phone: 781-721-7004
Fax: 781-721-0016

March 22, 2016

Representative Michael S. Day
Massachusetts State House
Room 448
Boston, MA 02133

Dear Representative Day:

The Winchester School Committee calls on the Massachusetts Legislature and the Governor of Massachusetts to fully fund and adopt the recommendations of the Foundation Budget Review Commission in the immediate future.

Please see the attached Resolution Calling for Full Funding of the Foundation Budget Review Commission's Recommendations voted on by the Winchester School Committee on March 8, 2016.

Sincerely,

Cindy Bohne, School Committee Chair

Chris Linskey, School Committee Vice-Chair

Michael Schindelman, School Committee Member

Chris Nixon, School Committee Member

Susan Verdicchio, School Committee Member

CB:abc

Cc: Town Manager Richard Howard
Board of Selectmen

Enclosure - 1

Resolution Calling for Full Funding of the Foundation Budget Review Commission's Recommendations

Whereas the Massachusetts Foundation Budget Review Commission identified two areas (employee health insurance and special education) where the Massachusetts Foundation Budget significantly understates the true cost of educating students in the Commonwealth and has failed to keep pace with rising costs;

Whereas this underfunding means the cost of providing a quality education has increasingly been borne by local communities, most often at the expense of other vital municipal operations;

Whereas investing in education today leads to higher incomes, and thus less investment in police, prisons, subsidized health care, low income housing, welfare, etc. in the future;

Whereas state and local economies are most effectively strengthened "by investing in education and increasing the number of well-educated workers."

Therefore Be It Resolved that the Winchester School Committee calls on the Massachusetts Legislature and the Governor of Massachusetts to fully fund and adopt the recommendations of the Foundation Budget Review Commission in the immediate future.

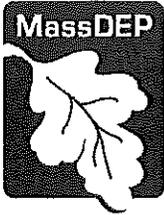
Rationale: The Foundation Budget Review Commission (FBRC) was established by the Legislature in the FY16 budget and was charged with examining the Foundation Budget (Chapter 70) formula. The formula was first established as part of the Education Reform legislation in 1993 and has not been thoroughly reviewed or updated since that time. The FBRC found that the current formula understates costs significantly in two areas: Employee Health Insurance and Special Education.

If the recommendations of the FBRC had been implemented in the FY16 budget, state funding for education would have been about \$500 million more than it was. However, if Chapter 70 reflected the true cost of education, the number would be closer to \$2 billion.

Spending by school districts over the required Net School Spending amounts has increased, as a whole, for more than a decade, indicating that communities are using local property taxes and diverting funding from other portions of municipal budgets to fund their schools. In FY14, the total spending above Foundation in the state was \$1.7 billion. At the same time, the state's commitment to municipal aid has declined. Since 2001, unrestricted local aid has been cut by 43%. The net effect is a combination of cuts to local and school services and an increasing reliance on the regressive property tax.

The evidence overwhelmingly establishes the correlation between a well-educated workforce and higher income individuals. States that invest more in education have a higher paid workforce; also, states that increase the level of education of their population see greater productivity and higher wages over time. The link can then easily be made between higher paid individuals and less reliance on various forms of government assistance, as well as lower rates of crime.

A state's high school and college attainment rates are important factors in the state's overall economic strength. Additionally, investments in education can have significant long-term impacts on state and local economies, as well-educated individuals tend to stay relatively local and contribute tax dollars to the state and municipality in which they reside. In general, the taxes paid over time by these individuals are substantially higher than the cost of their public education.



Commonwealth of Massachusetts
Executive Office of Energy & Environmental Affairs

Department of Environmental Protection

One Winter Street Boston, MA 02108 • 617-292-5500

Charles D. Baker
Governor

Karyn E. Polito
Lieutenant Governor

Matthew A. Beaton
Secretary

Martin Suuberg
Commissioner

March 30, 2016

Dear Municipal Official:

On behalf of the Baker Administration, it is my pleasure to announce the 2016 Sustainable Materials Recovery Program Municipal Grant Application. The Sustainable Materials Recovery Program (SMRP) was authorized under the Green Communities Act and MassDEP regulations (310 CMR 19.300) to provide grants to Massachusetts municipalities and regional government entities for recycling, composting, reuse and waste reduction activities in support of the State's Solid Waste Master Plan goals. SMRP is funded by the Waste Energy Credits Expendable Trust, created under the Green Communities Act.

The SMRP grant application provides funding in nine categories: mattress recycling incentive program, Pay-As-You-Throw start-up assistance, recycling and food waste collection carts, recycling drop-off containers, waste reduction enforcement coordinator funding, school recycling assistance, small-scale initiatives, organics capacity/waste reduction projects and the Recycling Dividends Program. Last year, MassDEP awarded \$4.88 million to 222 communities and regional entities through SMRP.

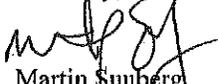
To assist your community in applying for a SMRP grant, MassDEP is holding two grant information webinars in early April. Dates and times, along with detailed information on the application process, eligibility criteria, and funding categories, may be found at:

<http://www.mass.gov/eea/agencies/massdep/recycle/grants/smrp-grants.html>.

The deadline for submitting the SMRP Municipal Grant Application is **June 15, 2016**. Applications must be submitted online, via ReTRAC Connect, a web-based reporting system. You may access this reporting system via the website above.

Thank you for your commitment to building effective and sustainable waste reduction and recycling programs. Should you have questions about SMRP, please call Tina Klein at 617-292-5704.

Sincerely,


Martin Suuberg
Commissioner

TOWN OF WESTPORT
TOWN MANAGER
SELECTMAN

16 MAR 27 PM 10:09

RECEIVED

Docket Item
I-6.
Monday April 4, 2016

7 Lagrange Street
Winchester
MA 01890

March 28, 2016

Richard Howard, Town Manager
Town Manager's Office
71 Mt. Vernon Street
Winchester, MA 01890

Re: Board of Appeals Reappointment

Dear Mr. Howard:

I have been informed that my term on the Board of Appeals is due to expire soon and have been asked to let you know in writing whether or not I wish to be reappointed.

Due to an increased time commitment as President of the ACE (Architecture Construction and Engineering) Mentoring Program of Massachusetts I have reluctantly decided not to seek reappointment as a member of the Board of Appeals.

Please convey my thanks to the Board of Selectmen for appointing to me to the Board of Appeals. It has been a privilege to have been able to serve the Town of Winchester these last nine (9) years.

Yours sincerely,



Nigel Haig Gallaher

16 MAR 28 AM 1:17
TOWN OF WINCHESTER
TOWN MANAGER
SELECTMEN

RECEIVED

Mawn, Patti

From: Grenzeback, Lance
Sent: Friday, March 25, 2016 4:39 PM
To: Mawn, Patti
Subject: Fwd: Eversource project

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

Begin forwarded message:

From: Amy Maguire <aehunter3@gmail.com>
Date: March 25, 2016 at 2:54:33 PM EDT
To: <lgrenzeback@winchester.us>
Subject: Eversource project

Dear Selectman Grenzeback,

I just wanted to thank you for your support against the dangerous high voltage power line Eversource proposal. My husband and I, as well as many of our neighbors, appreciate the fact that you are fighting for us. We are worried that the Main Street project is not getting as much attention as the Washington Street one, where people have been more active. I am going to encourage my neighbors in support of you in the upcoming election.

Thank you very much - and if there's anything I can do to help the efforts to stop this project, please let me know.

Amy Hunter Maguire
3 Madison Ave West
Winchester, MA 01890