



TOWN OF WINCHESTER SELECT BOARD'S MEETING
SELECT BOARD MEETING ROOM

A. 8:30 A.M. OPENING

Notification of Meetings and Hearings

1. Tuesday, January 25, 2022 – Northeast Metro Tech Election
2. Friday, January 28, 2022 – Budget Summit
3. Monday, February 7, 2022 – Regular Session

B. ACCEPTANCE OF DONATIONS

C. TOWN MANAGER REPORT AND COMMENTS

D. COMPTROLLER'S REPORT

E. HEARINGS

F. LICENSES

G. BUSINESS

1. FY23 Budget
2. Select Board Work Plan

Documents:

[2021-01-14 - SB WORK PLAN - DRAFT.PDF](#)

H. CONSENT AGENDA

I. COMMUNICATIONS AND WORKING GROUP REPORTS

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**Town of Winchester
Select Board Work Plan**
Updated: January 14, 2022

Project		Priority	JAN - FEB - MAR	APR - MAY - JUNE	JULY - AUG - SEPT	OCT - NOV - DEC	Principals
Capital & School Building Projects							
1	Lynch School Reconstruction	H	Preferred Schematic Report to MSBA - March 3rd	MSBA Preferred Schematic Approval - April 27th	Schematic Design submittal to MSBA - Sept 1st	MSBA Project Scope & Budget Approval - October 26th; Fall Town Meeting votes Project Funding Agreement	Mark, Beth, Meg, Frank
2	Carriage House - Design Development	L	Completion of DD & cost estimates by March/April	Possible Spring TM funding request			
3	Muraco School Immediate Repairs	H	Boiler work complete. Roof and electrical work bid		Construction expected		Mark, Beth, Jay, Meg
4	Transfer Station renovation	H	Plans available Feb 9th. Bid opening March 10th	Construction			Mark, Beth, Jay, Meg
5	Arbor Lane - Wendell Street Drinking Water	H					Mark, Beth, Jay, Meg
6	Lake Street Bridge	M	Waiting on permits	Potential construction + bridge closure			Mark, Beth, Jay, Meg
7	Washington Street Bridge	M	Initial design underway	Request construction funding at Spring TM			Mark, Beth, Jay, Meg
8	Cross Street Bridge	M	Initial design underway	Request construction funding at Spring TM			Mark, Beth, Jay, Meg
9	Town-wide Traffic Study	M	Finalize scope and get Toole under contract				Beth, Mark, Meg
10	Town Center Action Plan	H	Reconvene Working Group to review draft concepts				Beth, Mark, Meg
11	Wildwood Street Intersection	H	Finalize project design	Construction expected			Mark, Beth, Jay, Meg
12	North Reservoir Dam repairs	H	Bid Opening Feb 1st	Construction			Mark, Beth, Jay, Meg

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13	South Reservoir Dam repairs	M	W&S under contract for feasibility study	Request design funding at Spring TM	Design and Permitting		Mark, Beth, Jay, Meg
14	Muraco School Culvert - Flood Mitigation Project	M	Design and Permitting (bid expected in early 2023)				Mark, Beth, Meg
15	Multi-purpose Sports Court	L	Design underway	Request construction funding at Spring TM	Construction expected		Mark, Beth, Meg, Nick
16	Manchester Field Turf Replacement????	L					
17	Town Building Risk Assessment	M	Update at Jan 24th SB Meeting				Mark, Beth, Meg, Dan, Frank
18	Eversource - 345kV Construction	M	Washington St jack & bore to start in March	Construction, Cross Street to be closed for approx 3 months			Beth & Jay
18	MBTA - Winchester Center Station Reconstruction	H	Construction start				Beth
Financial							
1	FY23 - FY26 Financial Plan	H	Acting TM financial plan due Feb 15th				Mark, Beth, Stacie
2	ARPA Funding Distribution	H	Last call ARPA requests due Jan 14th. SB to review process for distribution at Jan 24th meeting				Mark, Beth, Stacie
3	Bond Refunding	M	SB vote on Jan 24th				Mark, Beth, Stacie, Sheila
4	Transfer Station Working Group	H	Working Group to assemble and start meeting				
5	OPEB Policy	L					Mark, Beth, Stacie
6	Spring 2022 Town Meeting	H					
Affordable Housing							
1	Washington and Swanton Street Parcels	H	RFP to be issued Jan 31st (target)	Plan for Spring TM or Special TM in June			Beth, Mark, Meg, Brian S
2	Waterfield Lot redevelopment	H	CIVICO negotiations ongoing	Plan for Spring TM or Special TM in June			Beth, Mark
3	Glenwood Road	M					
4	North Border Road property	L					
5	160 Forest Street	M					

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Economic & Community Development							
1	Outdoor Dining Applications	H	SB will review applications on Jan 24th				Beth, Jenn
2	Economic Development consultant for Town Center	M	\$150K from state ARPA funding expected to help fund this position				Mark, Beth, Rep Day
3	Joint Initiatives with Chamber of Commerce	L	Mass Office of Travel & Tourism Grant				Beth, Dana
4	10 Converse Place redevelopment	M	Project curently under review by PB & ConCom				Beth, Brian S
Public Health							
1	COVID-19 Response	H	15,000 test kits ordered, bi-weekly PCR testing				Beth, Mark, Jen M, Frank
Sustainability Initiatives							
1	EV Charging Stations at Jenks Lot, McCall School & Main Street	L			Construction expected		Ken Pruitt
2	WinPower Provider Selection	M	Expect to solicit electricity supplier bids for next 3-year contract				Beth, Ken, Susan McPhee
Personnel/Administrative							
1	Collective Bargaining (6 municipal contracts)	H	Initiate negotiations				Mark, Beth, labor counsel
2	Procurement Administrator Position	H	Pat Tassi scheduled to retire Jan 21st				Mark, Beth
Studies/Committees							
1	Affordable Housing Trust	M	Funds may be required to support Washington/ Swanton St BAN payments and \$500K loan for CIVICO. \$150K expected from state ARPA funds.				Mike, Beth
2	Winchester Cultural District - SB "Champion"		Cultural District has requested that the SB identify a "champion"				Susan
3	Climate Action Committee term length		Town Clerk to review & make recommendation				MaryEllen

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Executive Session							
1	Litigation Update	L	AK update at Jan 10th SB meeting				Mina
2	Collective Bargaining Update	H	Updates will be provided during discussions				Mark, Beth, labor counsel
School Committee/SB Initiatives							
1	SwimWinchester	M	SwimWinchester issuing RFP to select design consultant. Discussion required regarding process for Town's disposition of land				Mark, Beth, Susan
2	Knowlton Stadium Lighting Policy	L	Recreation Dept has request revisions to existing lighting policy				Mark, Beth, Susan, Nick