



# Town of Winchester

Town Manager's Office  
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  
Wednesday, July 6, 2016

## CONSENT AGENDA

- Docket Item H-1: Acceptance of Donation: \$25,000 Cummings Foundation Grant to Coalition for Safer Community
- H - 2- 10: One Day Alcoholic Beverage Licenses:  
Griffin Museum – July 14<sup>th</sup>; Wright Locke Farm – July 16<sup>th</sup>;  
Griffin Museum – August 13<sup>th</sup>; Wright Locke Farm –  
July 9, 14, 17, 21, 28; August 27 and September 16<sup>th</sup>, 2016
- H - 11 & 12: Granara-Skerry Trust Walk / Run Road Race – Saturday,  
September 24, 2016;  
Approve / Correct Meeting Minutes: June 22, 2016

## Supporting Documents:

- H - 1: Memo from Board of Health Chairman
- H - 2-10: License Applications
- H - 11-12: Letter of request form Granara-Skerry Trust  
Meeting Minutes for Wednesday, June 22, 2016

## Action Required:

VOTE to approve. (Licenses in RED BOOK for signature)

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

Tel: 781-721-7121  
Fax: 781-729-1794



Kerry Bartlett, MHS, Chair  
Shannon Bottari, MD, Vice-Chair  
Catherine Donaghey

Jennifer Murphy, MPH, Director  
Kathy Whittaker, RN, Public Health Nurse

**Docket Item:**  
**H - 1:**  
**July 6, 2016**

TO: Board of Selectmen

FROM: Kerry Bartlett, Chair  
Board of Health

DATE: June 27, 2016

RE: 2016 Grant Disbursement to Winchester Coalition for a Safer Community

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The Board of Health is in receipt of a \$25,000 check, representing the 2016 Disbursement of the grant awarded to the WCSC.

Please accept this disbursement on behalf of the Board of Health. Thank you.

KB:rmc



June 24, 2016

*Trustees:*

**Joseph Abate, M.D.**  
North Suburban Orthopedic Associates

**Hon. Margot Botsford**  
Massachusetts Supreme Judicial Court

**Rep. Paul C. Casey**  
MA House of Representatives (ret.)

**Joyce M. Cummings**  
Community volunteer

**Patricia A. Cummings, Psy.D.**  
President, New Horizons Marlborough

**William S. Cummings**  
President, Cummings Foundation

**Rep. Carol A. Donovan**  
MA House of Representatives (ret.)

**Arlan F. Fuller, Jr., M.D.**  
Vice president for oncology services,  
Winchester Hospital

**Deborah T. Kochevar, D.V.M., Ph.D.**  
Dean, Cummings School of Veterinary  
Medicine at Tufts University

**Anthony P. Monaco, M.D., Ph.D.**  
President, Tufts University

**Jason Z. Morris, Ph.D.**  
Fordham University

**Marilyn C. Morris, M.D., M.P.H.**  
Columbia Presbyterian Hospital

**Richard C. Ockerbloom**  
President, *The Boston Globe* (ret.)

*Executive Director:*

**Joel B. Swets**

Jennifer Murphy  
Winchester Board of Health/Coalition for a Safer Community  
71 Mt. Vernon St.  
Winchester, MA 01890

Dear Jennifer:

We are pleased to enclose a check in the amount of \$25,000, representing your 2016 disbursement from the \$100,000 grant awarded to **Winchester Board of Health/Coalition for a Safer Community** by Cummings Foundation, Inc.

Subsequent installments, if applicable, will be paid on or about June 30 of each year due, provided any required reports have been previously completed and approved.

A link to an online Impact Report will be emailed to you in **December 2016**, and a completed report will be due by **March 31, 2017**. If you do not receive this email by the end of December, please contact us (after first checking your junkmail folder for an email from an "@cumplings.com" address).

Please accept our very best wishes for the success of your organization. If you have questions, please contact Communications Specialist Julie DeSilva at 781-932-7093 or [jmd@cumplings.com](mailto:jmd@cumplings.com).

Sincerely,

CUMMINGS FOUNDATION, INC.

Joel B. Swets  
Executive Director

Joyce Vyrriotes  
Communications Director



Docket Item:

H - 2 - 10:

July 6, 2016

# Town of Winchester

## Application for Special (One Day) Alcoholic Beverage License

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

Name of Applicant/ Organization: Griffin Museum of Photography

Address: 67 Shore Road

Telephone Number: 781-729-1158

Permit Applying For:

All Alcohol License (\$75.00)\*

Beer and Wine Only License (\$75.00)\*

Nature and purpose of the event: Opening reception

Number of persons attending event: 100-200

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

Small museum

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

Mike Bodell

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

7/14/16 6-9

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

Signature of Responsible Manager:

Print Name of Responsible Manager:

Mike Bodell

RECEIVED  
2016 JUN 21 PM 3:12  
TOWN OF WINCHESTER  
TOWN MANAGER  
BOARD OF SELECTMEN

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.**



# 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:

MARIAH CONTRERAS AND ALEX TEE

Address: 2 RYDER ST. ARLINGTON MA 02476

Telephone Number: MC: 347-804-4999 / AT: 978-771-4686

Permit Applying For:

All Alcohol License (\$75.00)       Beer and Wine Only License (\$75.00)

Nature and purpose of the event: evening family reunion / cookout  
and dancing

Number of persons attending event: 160 adults

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

Wright-Locke Farm, 78 Ridge St  
a small organic farm run by a town conservancy

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

Mariah Contreras

Alexander Tee

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

July 16, 2016 : distribution of alcohol 6p-10p only

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]

[Signature]

Print Name of Responsible Manager: Mariah M. Contreras

ALEXANDER K

RECEIVED  
2016 JUN 27 AM 8:49  
TOWN OF WINCHESTER  
TOWN MANAGER  
BOARD OF SELECTMEN

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:** Peter MacDonnell <pmacdonnell@winchesterpd.org>  
**Sent:** Monday, June 27, 2016 9:22 AM  
**To:** Cafarella, Jennifer  
**Subject:** RE: 1 day liquor license

Hi Jen,  
The police department has no objections.  
Thanks, Peter

Lieutenant-in-Charge Peter Macdonnell  
Winchester Police Department  
30 Mount Vernon Street  
Winchester, MA 01890  
Main: (781)729-1212  
Office: (781)721-4625

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

**From:** Cafarella, Jennifer [mailto:jcafarella@winchester.us]  
**Sent:** Monday, June 27, 2016 9:13 AM  
**To:** Peter MacDonnell  
**Cc:** Barbara Bosco  
**Subject:** 1 day liquor license

Chief,

Can I please have your comments on the attached 1 day application?

**Group:** Mariah Contreras and Alex Tee  
**Location:** Wright Locke Farm  
**Date:** July 16

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:

Fong Tan LLC

Address: 519A Boston Post Rd / Sudbury, MA 01776

Telephone Number: 978-579-7988

Permit Applying For:

All Alcohol License (\$75.00)\*

Beer and Wine Only License (\$75.00)\*

Nature and purpose of the event:

Wedding ceremony and reception on August 13, 2016

Number of persons attending event: 80

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

Griffin Museum of Photography

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

David Gordon /

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

August 13, 2016 / 5 PM - 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:

[Signature]

Print Name of Responsible Manager:

Tim Fong

David Gordon

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

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

m: forms one day alcoholic application

RECEIVED  
2016 JUN 27 AM 11:27  
TOWN OF WINCHESTER  
TOWN MANAGER  
BOARD OF SELECTMEN

## Cafarella, Jennifer

---

**From:** Peter MacDonnell <pmacdonnell@winchesterpd.org>  
**Sent:** Monday, June 27, 2016 3:49 PM  
**To:** Cafarella, Jennifer  
**Cc:** Barbara Bosco  
**Subject:** RE: 1 day license

Hi Jen,  
Police Department has no objections

Lieutenant-in-Charge Peter Macdonnell  
Winchester Police Department  
30 Mount Vernon Street  
Winchester, MA 01890  
Main: (781)729-1212  
Office: (781)721-4625

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

**From:** Cafarella, Jennifer [mailto:jcafarella@winchester.us]  
**Sent:** Monday, June 27, 2016 3:05 PM  
**To:** Peter MacDonnell  
**Cc:** Barbara Bosco  
**Subject:** 1 day license

Chief,

Can I please have your comments on the attached one day liquor application?

**Group:** Fong Tan LLC  
**Location:** Griffin Museum  
**Date:** August 13

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: Essex Catering  
Address: 25 Lafayette St Waverfield MA 01880  
Telephone Number: 481-325-3290

Permit Applying For:

All Alcohol License (\$75.00)\*       Beer and Wine Only License (\$75.00)\*

Nature and purpose of the event: YMCA Fundraiser gala

Number of persons attending event: 150 - 175

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

Wright Locke Farm, Ridge 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):

Laura Lewis

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

September 16, 2016 6:00 PM - 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:

Print Name of Responsible Manager:

Laura Lewis

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.**

RECEIVED  
2016 JUN 28 PM 12:47  
TOWN OF WINCHESTER  
TOWN MANAGER  
BOARD OF SELECTMEN



# 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: Essex Catering

Address: 25 Lafayette St Wakefield, MA

Telephone Number: 781-325-3290

Permit Applying For:

All Alcohol License (\$75.00)\*       Beer and Wine Only License (\$75.00)\*

Nature and purpose of the event: Engagement Party

Number of persons attending event: 60 ppl

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

Wright Locke Farm, Ridge 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):

Laura Lewis  
6

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

7/17 5:00 PM - 10:00 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:

Print Name of Responsible Manager:

Laura Lewis

RECEIVED  
2016 JUN 28 PM 12:47  
TOWN OF WINCHESTER  
TOWN MANAGER  
BOARD OF SELECTMEN

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:** Peter MacDonnell <pmacdonnell@winchesterpd.org>  
**Sent:** Tuesday, June 28, 2016 1:26 PM  
**To:** Cafarella, Jennifer  
**Cc:** Barbara Bosco  
**Subject:** RE: 1 day liquor applications

The police dept has no objections.

Lieutenant-in-Charge Peter Macdonnell  
Winchester Police Department  
30 Mount Vernon Street  
Winchester, MA 01890  
Main: (781)729-1212  
Office: (781)721-4625

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

**From:** Cafarella, Jennifer [mailto:jcafarella@winchester.us]  
**Sent:** Tuesday, June 28, 2016 1:25 PM  
**To:** Peter MacDonnell  
**Cc:** Barbara Bosco  
**Subject:** 1 day liquor applications

Chief,

Can I please have your comments on the attached one day liquor applications?

**Group:** Essex Catering  
**Location:** Wright Locke Farm  
**Dates:** July 17, September 16

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:

Wright-Locke Farm Conservancy

Address: 78 Ridge Street, Winchester, MA 01890

Telephone Number: 781-729-8775

Permit Applying For:

All Alcohol License (\$75.00)

Beer and Wine Only License (\$75.00)

Nature and purpose of the event: WEDDING

Number of persons attending event: 100

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

Inside the 1827 Barn

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

Archie McIntyre

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

SATURDAY JULY 9, 2016 5<sup>30</sup><sub>P</sub> - 10<sup>30</sup><sub>P</sub>

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

Signature of Responsible Manager:

Print Name of Responsible Manager:

Archie McIntyre

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

RECEIVED  
2016 JUN 28 AM 11:01  
TOWN OF WINCHESTER  
TOWN MANAGER  
BOARD OF SELECTMEN



# 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:

Wright-Locke Farm Conservancy

Address: 78 Ridge Street, Winchester, MA 01890

Telephone Number: 781-729-8775

Permit Applying For:

All Alcohol License (\$75.00)

Beer and Wine Only License (\$75.00)

Nature and purpose of the event: FAMILY FARM NIGHT

Number of persons attending event: 500+

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

Inside the 1827 Barn

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

Archie McIntyre

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

THURSDAY JULY 14, 2016 5pm-8pm

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

Signature of Responsible Manager:

Print Name of Responsible Manager:

Archie McIntyre

**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**



# 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:

Wright-Locke Farm Conservancy

Address: 78 Ridge Street, Winchester, MA 01890

Telephone Number: 781-729-8775

Permit Applying For:

All Alcohol License (\$75.00)

Beer and Wine Only License (\$75.00)

Nature and purpose of the event:

FAMILY FARM NIGHT

Number of persons attending event: 500+

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

Inside the 1827 Barn

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

Archie McIntyre

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

THURSDAY JULY 21, 2016 5PM - 8PM

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

Signature of Responsible Manager:

Print Name of Responsible Manager:

Archie McIntyre

**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**



# Town of Winchester

## Application for Special (One Day) Alcoholic Beverage License

In accordance with MGL c.138, s.14, 23; CMR 7:04 and  
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Name of Applicant/ Organization:

Wright-Locke Farm Conservancy

Address: 78 Ridge Street, Winchester, MA 01890

Telephone Number: 781-729-8775

Permit Applying For:

All Alcohol License (\$75.00)

Beer and Wine Only License (\$75.00)

Nature and purpose of the event:

FAMILY FARM NIGHT

Number of persons attending event:

500+

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

Inside the 1827 Barn

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

Archie McIntyre

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

TUESDAY JULY 28, 2016 5PM - 8PM

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

Signature of Responsible Manager:

Print Name of Responsible Manager:

Archie McIntyre

**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**



# 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:

Wright-Locke Farm Conservancy

Address: 78 Ridge Street, Winchester, MA 01890

Telephone Number: 781-729-8775

Permit Applying For:

All Alcohol License (\$75.00)

Beer and Wine Only License (\$75.00)

Nature and purpose of the event: WEDDING

Number of persons attending event: 100

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

Inside the 1827 Barn

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

Archie McIntyre

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

SATURDAY AUGUST 27, 2016 5<sup>00</sup> p - 10<sup>30</sup> p

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

Signature of Responsible Manager:

Print Name of Responsible Manager:

Archie McIntyre

**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:** Peter MacDonnell <pmacdonnell@winchesterpd.org>  
**Sent:** Tuesday, June 28, 2016 12:08 PM  
**To:** Cafarella, Jennifer  
**Cc:** Barbara Bosco  
**Subject:** RE: One Day Alcohol License

Hi Jen  
The police dept has no objections

Peter

Lieutenant-in-Charge Peter Macdonnell  
Winchester Police Department  
30 Mount Vernon Street  
Winchester, MA 01890  
Main: (781)729-1212  
Office: (781)721-4625

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

**From:** Cafarella, Jennifer [mailto:jcafarella@winchester.us]  
**Sent:** Tuesday, June 28, 2016 11:27 AM  
**To:** Peter MacDonnell  
**Cc:** Barbara Bosco  
**Subject:** One Day Alcohol License

Chief,

Can I please have your comments on the attached 1 day liquor licenses?

**Group:** Wright Locke Farm Conservancy  
**Location:** Wright Locke Farm  
**Dates:** July 9, 14, 21, 28 and August 27

Thanks -  
Jenn

## Cafarella, Jennifer

---

**From:** Barbara Bosco <bbosco@winchesterpd.org>  
**Sent:** Friday, June 24, 2016 12:43 PM  
**To:** Cafarella, Jennifer; Peter MacDonnell  
**Subject:** RE: 1 day license

The Chief has no objection to this request.

Thanks.

Barbara

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

**From:** Cafarella, Jennifer [mailto:jcafarella@winchester.us]  
**Sent:** Tuesday, June 21, 2016 3:52 PM  
**To:** Peter MacDonnell  
**Cc:** Barbara Bosco  
**Subject:** 1 day license

Chief,

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

**Group:** Griffin Museum  
**Location:** Griffin Museum  
**Date:** July 14th

Thanks -  
Jenn



# Granara-Skerry Trust

Pancreatic Cancer Research

Docket Item:

H - 11:

July 6, 2016

June 15, 2016

Winchester Town Hall  
Town Manager's Office  
71 Mount Vernon Street  
Winchester, MA 01890

RE: Request for Road Race Permit – September 24, 2016

Dear Sir:

The Granara-Skerry Trust, a non-profit corporation dedicated to raising funds for Pancreatic Cancer research at the Massachusetts General Hospital, is once again seeking a Road Race Permit from the Town of Winchester for our 10<sup>th</sup> Annual 5K Walk/Run.

The details are as follows:

- Date: Saturday, September 24, 2016
- The Walk/Run will begin at 10:00 AM sharp. It will start and finish at the American Legion Hall 321 Winthrop Street, Medford, MA
- This is an Out and Back Race. The route is the same as last year. Walkers and runners will proceed straight up Winthrop Street (Route 38) Medford, exactly 1.55 miles. We will use orange cones to safely redirect the runners and walkers. Two details from the Winchester Police will also be in place to assist this year. One will be at the turn around and the second will be at Highland Ave and Route 38. Sergeant Groux is aware that we will be hiring two details.
- A cruiser or motorcycle unit from the Medford Police Department will lead and follow the runners.
- Signs will be posted in the area to notify residents of the upcoming race a few days prior to the event.
- Granara-Skerry Trust will furnish the Town of Winchester with an Insurance Certificate of Liability in the amount of \$1,000,000 naming the Town of Winchester as Additional Insured prior to the event.

Please let me know if you require further information regarding our request. I can be reached at 781-864-0892.

Thank you for your consideration.

Sincerely,

Nancy Sabatasso, President  
Granara-Skerry Trust

cc: Sergeant Groux, Safety Officer

*Granara-Skerry Trust is a 501 (c)3 non-profit organization*

RECEIVED  
2016 JUN 20 AM 11:17  
TOWN OF WINCHESTER  
TOWN MANAGER  
BOARD OF SELECTMEN

20 Butler Street • Medford, MA 02155

781-864-0892

www.PANCURE.org

## Cafarella, Jennifer

---

**From:** Nash, John  
**Sent:** Monday, June 20, 2016 12:50 PM  
**To:** Cafarella, Jennifer  
**Subject:** RE: Road Race approval

The Winchester Fire Department has no objection to the permitting of the Granaara-Skerry Trust annual road race, provided 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

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

**From:** Cafarella, Jennifer  
**Sent:** Monday, June 20, 2016 11:45 AM  
**To:** Gill, James <jgill@winchester.us>; Nash, John <jnash@winchester.us>; pmacdonnell@winchesterpd.org  
**Subject:** Road Race approval

All,

Attached please find a request from the Granaara-Skerry Trust for the annual road race. Please send me your comments on this race.

Thank you,  
Jenn

## Cafarella, Jennifer

---

**From:** Gill, James  
**Sent:** Monday, June 27, 2016 6:49 PM  
**To:** Cafarella, Jennifer  
**Cc:** pmacdonnell@winchesterpd.org; Thomas Groux (tgroux@winchesterpd.org)  
**Subject:** Re: Road Race approval

Hi Jenn,

The Dpw has no objection .

Thx  
Jay

Sent from my iPhone

> On Jun 27, 2016, at 6:46 PM, Cafarella, Jennifer <jcafarella@winchester.us> wrote:

>  
> Jay and Peter,  
>  
> Can you please send me your comments on the attached road race request?

>  
> Thanks -  
> Jenn

>  
> -----Original Message-----  
> From: Cafarella, Jennifer  
> Sent: Monday, June 20, 2016 11:45 AM  
> To: Gill, James; Nash, John; pmacdonnell@winchesterpd.org  
> Subject: Road Race approval

>  
> All,  
>  
> Attached please find a request from the Granaara-Skerry Trust for the annual road race. Please send me your comments on this race.

>  
> Thank you,  
> Jenn

>  
>  
> <201606201134.pdf>

## Cafarella, Jennifer

---

**From:** Peter MacDonnell <pmacdonnell@winchesterpd.org>  
**Sent:** Monday, June 27, 2016 7:00 PM  
**To:** Cafarella, Jennifer  
**Cc:** Gill, James; Thomas Groux; Barbara Bosco  
**Subject:** Re: Road Race approval

Jen,  
The Police Dept has no objection.

Sent from my iPhone

> On Jun 27, 2016, at 6:46 PM, Cafarella, Jennifer <jcafarella@winchester.us> wrote:

>  
> Jay and Peter,  
>  
> Can you please send me your comments on the attached road race request?  
>  
> Thanks -  
> Jenn

>  
> -----Original Message-----  
> From: Cafarella, Jennifer  
> Sent: Monday, June 20, 2016 11:45 AM  
> To: Gill, James; Nash, John; pmacdonnell@winchesterpd.org  
> Subject: Road Race approval

>  
> All,  
>  
> Attached please find a request from the Granaara-Skerry Trust for the annual road race. Please send me your comments on this race.

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>  
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**TOWN OF WINCHESTER**  
**BOARD OF SELECTMEN MEETING**  
**Wednesday, June 22, 2016**  
**Record**

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

**OPENING**

\*Motion: That the Board of Selectmen adjourn to Executive Session for the purpose of discussing matters related to a Litigation Update: Winchester Wine & Spirits – Chapter 30A §21(a)3.  
Bettencourt – Powers  
By Roll Call Vote: Errico, Bettencourt, Powers, Grenzeback VOTED.

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

**Notification of Meetings and Hearings**

- Monday, July 6, 2016 – Board of Selectmen – Regular Session
- Monday, July 25, 2016 – Board of Selectmen – Regular Session
- Monday, August 8, 2016 – Board of Selectmen – Regular Session
- Monday, August 29, 2016 – Board of Selectmen – Regular Session

**BUSINESS**

**Forest Ridge Residences – Comprehensive Permit Site Approval – Discussion**

Present: Special Land Use Counsel Attorney Mark Bobrowski

Town Manager informed the Board that the only staff contact made by the applicant is through Town Planner Brian Szekely. The information provided for review is the same as that contained in the Board's packet for review. He noted that the Board has just dealt with a 40B petition for 416 Cambridge Street (Winchester North), and the Board's input for Forest Ridge Residences would be the same. The documents submitted are posted on the Town's website, [www.winchester.us](http://www.winchester.us).

Town Manager informed the Board that there will be a site visit with local staff in attendance on Thursday, June 30<sup>th</sup> in the morning. MassHousing representatives will also be in attendance to walk the site. The purpose of the walk is to determine whether the site is appropriate for a development of this type. He explained that the local level input will be the same as that submitted for the 416 Cambridge Street 40B proposal. Town Manager noted that the Board will be able to communicate with MassHousing as to whether the site is appropriate for this type of development.

Town Manager informed the Board and the audience that what is currently known about this proposal is posted on the website, which will be updated as new information is received. He explained that

**Wednesday, June 22, 2016**  
**Board of Selectmen Meeting**

1 access to the site will be through the Town of Stoneham, requiring activity in that town. The  
2 development proposal is massive however the appropriateness is determined by the State.

3  
4 Chairman Grenzeback urged those in attendance to utilize the "notify me" tool on the Town website. He  
5 also suggested that the neighborhood start their own email circulation list.

6  
7 Town Manager indicated that with assistance from his staff, notifications would be made to relevant  
8 addresses by both email and direct mail. Town Meeting Members would be notified as well.

9  
10 Chairman Grenzeback recalled that the Town previously declined construction of a subdivision at this  
11 same location. He informed the audience that Attorney Bobrowski will explain the nuances of the  
12 Chapter 40B statute and the process going forward.

13  
14 Attorney Bobrowski informed the audience that this is the second of these types of developments  
15 proposed for Winchester. This particular development proposal is submitted by Krebs Investment  
16 Group LLC. The bulk of the traffic will be in Stoneham, where the primary entrance would be located;  
17 Forest Circle would be for emergency access only. The developer has to go to MassHousing or DHCD to  
18 obtain a project eligibility letter and the Town would have thirty (30) days to outline impacts of the  
19 proposal. All information will be assembled for review by the Board and then transmitted to  
20 MassHousing. Attorney Bobrowski urged those in attendance to highlight problems that they are  
21 aware of in the area. He explained that MassHousing rarely rejects this type of PEL request but has  
22 done so once previously in Winchester (Cross Street).

23  
24 Attorney Bobrowski provided an overview of Chapter 40B, which was originally known as the Anti-Snob  
25 Zoning Act, adopted in 1969. The project is 296 units and the hope is that 25% of the units would be  
26 moderate income and remainder market rate units. He noted that there is a difference between a  
27 Comprehensive Permit and a Special Permit, however in this case there is a presumption built into the  
28 statute that states where a city / town has less than 10% of its housing stock as affordable, i.e., deed  
29 restricted for not less than thirty years for low or moderate income families, there is a presumption that  
30 there is a need for the housing which outweighs any local concerns, in this case, traffic, stormwater,  
31 height of building, impact on neighborhood, etc. It is tilted in favor of the housing and unless the Town  
32 can show that the local concerns outweigh the regional need, the 40B would be approved. Attorney  
33 Bobrowski indicated that at this early stage, it should be pointed out to MassHousing just what is  
34 wrong with this site for this number of units.

35  
36 Attorney Bobrowski explained that at the Board of Appeals level, that body would make an intelligent  
37 decision as to whether or not the project should be approved, approved with conditions, or denied. If the  
38 developer does not like the decision rendered by the Board of Appeals, the developer alone has an  
39 appeal to the Housing Appeals Committee within the Department of Housing and Community  
40 Development. This is a special agency set up just for appeals under Chapter 40B. If residents do not  
41 like the Board of Appeals decision, residents may also appeal the decision of the Board of Appeal to  
42 Land Court or Superior Court. In some instances, both the developer and residents appeal the Board of  
43 Appeal decision. Attorney Bobrowski indicated that in order for a resident to appeal they have to be an  
44 aggrieved person, i.e., presumptively one who receives a certified mail notification, an abutter, an  
45 abutter to an abutter within three hundred feet (300 ft.), or a person living directly across the street.  
46 These are the key players for making an appeal after the ZBA renders a decision. Residents living 600  
47 feet away are not a qualified party in interest or an aggrieved person; those who live closest to the site  
48 have the best chance of surviving a challenge if the developer files as to whether there is standing in  
49 order to be a plaintiff.

50  
51 Attorney Bobrowski informed the audience that his advice for those in attendance is to target the issues  
52 that best express the concerns about this project, explaining those concerns in great detail, not in a way

**Wednesday, June 22, 2016**  
**Board of Selectmen Meeting**

1 that express chagrin about what is being proposed. He explained that detailed facts are needed, i.e.,  
2 inability to exit from driveway because of voluminous traffic, etc.  
3

4 Attorney Bobrowski explained that once MassHousing decides whether or not to issue a PEL, once  
5 issued, the Board of Appeals must open a hearing within thirty (30) days or the project is constructively  
6 approved. He indicated that the process will be lengthy and the expectation is that this issue will be on  
7 the forefront for the better part of 180 days after the public hearing is opened. Once a hearing is  
8 opened, the ZBA has only 180 days to close the public hearing and then an additional forty (40) days in  
9 which to render a decision. He informed the audience that he does not want to discourage them from  
10 engaging counsel or from engaging experts that would add a third point of view. He indicated that the  
11 developer must provide funds for the Board of Appeals to conduct a Peer Review, Chapter 44, §53G  
12 allows the Board of Appeals to hire its own traffic engineer, civil engineer, stormwater analyst. He  
13 noted that there will be good people representing the Town's residents and the Board of Appeals in this  
14 process. He explained that if the problem is felt to be overwhelming, it does not hurt to have a third  
15 voice in the matter.  
16

17 Selectman Bettencourt noted that school impacts are not typically a part of the equation. Attorney  
18 Bobrowski suggested that those present Google the case "Hilltop Preserve vs Board of Appeals of  
19 Walpole", a location close to Foxboro Stadium. The Housing Appeals Committee reviewed all of the  
20 complaints reported by Walpole residents, including water capacity, sewer capacity, school capacity,  
21 traffic capacity, and open space needs, and wrote a readable decision about how these issues are  
22 litigated before the Housing Appeals Committee. He indicated that this is worthwhile reading for  
23 Winchester residents.  
24

25 Attorney Bobrowski informed the audience that the Housing Appeals Committee is not of the opinion  
26 that school impacts are a reason for denial of a 40B, particularly because other non-subsidized projects,  
27 i.e. regular housing, and if the schools are crowded, the non-subsidized projects were allowed, so the  
28 40B must be allowed as well. Local concerns are considered to be significant that relate to stormwater  
29 that cannot be attenuated, or traffic that will congest roadways, and the Housing Appeals Committee  
30 has been sympathetic to this argument. Attorney Bobrowski informed the audience that he is paying  
31 particular attention to the appraised value, recalling that this was originally a twelve (12) unit  
32 subdivision sponsored by the Shannon Trust approximately ten years ago and was denied by the  
33 Planning Board at that time; the developer pulled the plug and went away. He pointed out that twelve  
34 units is a lot less than 296 units. He indicated that he intends to find out the appraised value of this  
35 property, which has to be based upon conditions as of right, not on the value as a 40B site. He recalled  
36 from litigating the Shannon Estates case that there was a problem at the intersection at Forest Circle,  
37 questions about Forest Circle itself as a road that had adequate characteristics for fire, police and  
38 emergency vehicles. The need for a waiver from the Planning Board to construct an "as of right"  
39 subdivision in this location is not an "as of right" appraisal. Attorney Bobrowski indicated that he is  
40 sure that there was a considerable sum of money exchanged for this property and it is his duty as the  
41 Town's Land Counsel to find out what the appraisal is.  
42

43 The question was asked if the Cambridge Street 40B development provides any safety for the Town  
44 against future developments of this type with Attorney Bobrowski reporting that the 416 Cambridge  
45 Street proposal is not large enough to provide a safety net. He noted that some municipalities have a  
46 housing production plan and if the proposal is contained in that plan and the project is built, then the  
47 municipality receives credit for it; this was not in Winchester's plan. He explained that the benchmark  
48 is 2% and this does not bring Winchester close to the 2% requirement.  
49

50 Chairman Grenzeback explained that the Board of Selectmen does not have jurisdiction over this, so the  
51 Board would not be holding a formal public hearing on this proposal. He noted that there are several  
52 areas for exploration and obtaining more information.  
53

**Wednesday, June 22, 2016  
Board of Selectmen Meeting**

1 Attorney Bobrowski informed the Board that he has contacted Stoneham's town attorney with the hope  
2 of working collaboratively. Caroline Colarusso, Stoneham Board of Selectmen, informed the Board that  
3 no access permit has been filed in Stoneham. She indicated that she feels that Stoneham will be very  
4 concerned about this proposed project.

5  
6 The access road from Forest Circle was the subject of concern in the previous development proposal and  
7 the question was raised as to whether this would remain a concern. Attorney Bobrowski recalled that  
8 he represented the Town during the last project proposal for this area and he would bring out many of  
9 the concerns elaborated upon at that time. He informed the audience that any written comments would  
10 be attached to his letter to MassHousing.

11  
12 Chairman Grenzeback informed the audience that the Board will be holding a public information  
13 session on this subject on July 27<sup>th</sup>, location to be determined. Information will be posted on the Town's  
14 website.

15  
16 **HEARING**

17  
18 **NStar d/b/a Eversource Energy – Grant of Location Petition:**  
19 **Foxcroft Road – Northwesterly from pole 54 / 4 approximately**  
20 **115 feet northeast of Wedgemere Avenue – a distance of about**  
21 **18 feet conduit**

22  
23 At 8:04 PM Chairman Grenzeback opened the hearing. Jackie Duffy, Eversource Rights of Way and  
24 Permits, informed the Board that installation will be in the grass area and no pavement will be  
25 disturbed. The installation is necessary to provide service to 33 Wedgemere Avenue. Town Manager  
26 informed the Board that both the Engineering Department and the Department of Public Works  
27 support this installation. Seeing no one in the audience wishing to make comment, Chairman  
28 Grenzeback closed the hearing at 8:05 PM.

29  
30 \*Motion: That the Board of Selectmen approve the NStar d/b/a  
31 Eversource Energy Grant of Location Petition for Foxcroft  
32 Road northwesterly from pole 54 / 4 approximately 115 feet  
33 northeast of Wedgemere Avenue, a distance of about 18 feet  
34 conduit in accordance with the Town of Winchester Grant of  
35 Location Policy and the memorandum from the Town Engineer  
36 dated June 1, 2016.

37 Bettencourt – Powers

All in favor.

VOTED.

38  
39 **National Grid Grant of Location Petition:**  
40 **Pond Street – Extension of Gas Main 370 feet on Pond Street from #21**  
41 **Pond Street to Cambridge Street / 3A as part of gas main**  
42 **replacement project on Pond Street in conjunction with State road work.**

43  
44 Chairman Grenzeback opened the hearing at 8:10 PM. Christopher Maher, NGrid Construction  
45 Supervisor, informed the Board that this work is in coordination with the State Cambridge Street  
46 reconstruction and paving project from Cambridge Street to Pond Street. The construction should take  
47 eight to nine weeks in total. In response to the question concerning whether half of the road would be  
48 shut down during the project, Mr. Maher indicated that drilling verification holes will require shutting  
49 down half of the roadway and abutters will be notified when this is the case. Construction hours are 7  
50 AM to 4 PM. Selectman Powers requested that the construction hours be abbreviated to 8 AM to 4 PM  
51 to allow commuters to get out of Town. Mr. Maher indicated that he would coordinate this with the  
52 Police Department and police detail officers. Seeing no one in the audience wishing to make comment,  
53 Chairman Grenzeback closed the hearing at 8:15 PM.

Wednesday, June 22, 2016  
Board of Selectmen Meeting

1  
2 \*Motion: That the Board of Selectmen approve the National Grid Grant  
3 of Location Petition for Pond Street – extension of gas main  
4 370 feet from #21 Pond Street to Cambridge Street / 3A as part  
5 of gas main replacement project on Pond Street in conjunction  
6 with State road work in accordance with the Town of  
7 Winchester Grant of Location Policy and the memorandum  
8 from the Town Engineer dated June 1, 2016.

9 Bettencourt – Powers

All in favor.

VOTED.

10  
11 **Chairman's Comments**

12  
13 Chairman Grenzeback recognized the Winchester High School Boys Team for winning the State  
14 Championship title.

15  
16 Selectman Errico noted that he attended the newly created MIAA Hall of Fame event for the first class  
17 of inductees. Winchester's native son, Joe Bellino was one of the six inductees. He explained that for  
18 those who may not be aware, Joe Bellino is a Winchester High School graduate where he was an  
19 outstanding athlete; he was selected for the United States Naval Academy where he was also a stand-  
20 out athlete and recruited for the then Boston Patriots after graduation from the Academy.

21  
22 Selectman Powers questioned when the brick stairway at Town Hall will be repaired. Town Manager  
23 explained that the crews are working at the rear of Town Hall first, then will move to the front of the  
24 building. A different product is being used and a new granite step will be installed at the top of the  
25 staircase.

26  
27 **Town Manager Report and Comments**

28  
29 **Complete Streets Update**

30  
31 Town Manager reported that the application has been submitted for the new road improvement  
32 program. It was noted that Winchester was the second community in the Commonwealth to submit an  
33 application. The hope is to hear from the state about project improvement funds for several years  
34 consecutively. He explained that the Town Engineer and the Town Planner have done a great job along  
35 with MAPC engineer, Sarah Lee. If the Town receives this grant there will be up to an additional  
36 \$400,000 available for improvements. These funds can also be used for traffic control devices.

37  
38 **Winchester Center MBTA Commuter Rail Stop Update**

39  
40 Town Manager informed the Board that the working group continues to meet with the MBTA Design  
41 Team and great strides have been made with the design and aesthetic appeal of this redesign. The  
42 MBTA is concerned about making this commuter rail station safe. Town Manager indicated that the  
43 hope is that the MBTA Capital Program will continue listing this project as a priority. The project cost  
44 is currently listed at \$33 million.

45  
46 **Eversource Update**

47  
48 Town Manager reported that representatives from Stoneham have proposed a regional meeting but they  
49 have pulled back on what they want to tell the Energy Facilities Siting Board what it is they would like  
50 to see in their town. A meeting was scheduled with Woburn representatives about the 345kV line  
51 proposed for Cross Street and Washington Street but has been rescheduled for next week. He reported  
52 that documentation is beginning to flow in reaction to the preferred route, the lining itself, emissions,  
53 etc. He indicated that this is all a work in progress and time and effort is being expended on this effort

**Wednesday, June 22, 2016  
Board of Selectmen Meeting**

1 to develop a convincing case before the Siting Board so that this installation does not occur in  
2 Winchester; however if it does, there will be built-in protections. Nothing specific has happened to date  
3 and updates will continue. Selectman Powers requested a more in-depth update to be scheduled as a  
4 business item for the July 25<sup>th</sup> meeting with the EMF consultant in attendance.

5  
6 Skillings Field Project Update

7  
8 Town Manager reported that the Town has just received the Chapter 91 Waterway License so things  
9 can now move forward with all three flood mitigation projects, i.e. Scalley Dam, Skillings Culvert and  
10 the Mt. Vernon Street Bridge. Activities at Skillings Field are being coordinated with National Grid  
11 and things are progressing as planned.

12  
13 Appointment / Supplemental Agenda Appointment

14  
15 Town Manager announced that in accordance with Section 4-2b of the Town Charter, and in accordance  
16 with the Rules and Regulations of the Department of Personnel Administration (Civil Service) he has  
17 made the following temporary full-time appointment in the Fire Department:

18  
19 **Jak Letien, 6 Victory Road, Salem, MA 01970**  
20 **Temporary Full-Time Appointment – Military Replacement**

21  
22 Mr. Letien is a certified paramedic and will fill the position of a firefighter who is serving in the US  
23 Armed Forces.

24  
25 **Suzanne Norton, 5 Randolph Road, Wilmington**  
26 **Geriatric Social Worker – Council on Aging**

27  
28 Ms. Norton has worked at the Somerville COA social worker for over ten years and in addition to a  
29 geriatric background, Ms. Norton has experience working with veterans as well as with facilitating  
30 groups for caregivers. Her employment will commence July 11, 2016.

31  
32 Good Energy

33  
34 Town Manager reported that the initial stages of outreach for aggregate purchasing of electricity has  
35 begun. Residents will be able to purchase electricity in bulk and obtain a reduced rate for usage. The  
36 plan will be before the Board at the July 25<sup>th</sup> meeting. Residents not wishing to participate have the  
37 ability to “opt-out”. Selectman Powers requested that enough information for opting out of this program  
38 is supplied to the public. Town Manager indicated that residents have the ability to “opt-out” at any  
39 time.

40  
41 MATTERS FROM THE AUDIENCE

42  
43 Kristen Fitzgerald, Spruce Street, asked if there is any way to get the MBTA Bridge on Swanton Street  
44 painted. Town Manager reported that staff is talking with the State Legislative delegation about  
45 several issues related to this area including the relocation of the boxcars parked here. Chairman  
46 Grenzeback indicated that a reflective edge on the Cross Street Bridge would be useful as well.

47  
48 LICENSES

49  
50 Common Victualler License Transfer  
51 **Toscano's Italian Kitchen, 740 Main Street**  
52

**Wednesday, June 22, 2016  
Board of Selectmen Meeting**

1 Mina Askander informed the Board that he also owns a pizza shop in Watertown, likes Winchester and  
2 is looking for a home here. He will keep the same type of restaurant operation.

3  
4 \*Motion: That the Board of Selectmen approve the transfer of the  
5 Common Victualler License for Toscano's Italian Kitchen,  
6 740 Main Street from William Bararseh to Mina A.  
7 Askander and Peter M. Gerges through December 31, 2016.  
8 Bettencourt – Powers All in favor.

VOTED.

**Common Victualler License  
Wright Locke Farm Stand, 78 Ridge Street**

10  
11  
12  
13 Archie McIntyre, Executive Director of Wright Locke Farm, informed the Board that the Farm Stand is  
14 newly renovated and sells a variety of products including vegetables grown on site. Currently, they  
15 serve beverages and snacks. The facility has been reviewed and inspected by the Health Director and  
16 Building Inspector. Hours of operation are from 9:30 AM to 12:30 PM Monday through Saturday,  
17 however on Thursdays the Farm Stand stays open later due to the weekly Farm Night.

18  
19 \*Motion: That the Board of Selectmen approve a Common Victualler  
20 License for the Wright Locke Farm Stand, 78 Ridge Street  
21 for the hours of operation indicated through December 31, 2016.  
22 Bettencourt – Powers All in favor.

VOTED.

**BUSINESS**

**Bond Signing – Sheila Tracy, Town Treasurer / Collector**

23  
24  
25  
26  
27  
28 Treasurer Tracy informed the Board that the approval this evening is for short term borrowing in an  
29 amount over \$25million; \$20 million is for the WHS construction project, \$2.5million for the Skillings  
30 Field Culvert, \$2.5million for Skillings Field remediation, and \$300,000 for the Vinson-Owen School  
31 Project. The Board was informed that the Town NET interest rate is less than ½% and the borrowing is  
32 for the period through the end of October when the bond is due. Town Manager pointed out that  
33 beginning in July, the FY2017 real estate tax bills are mailed to residents and this is the year where a  
34 sizeable portion of the debt exclusion is included in the tax bill. The impact is approximately 8% for  
35 FY2017; about 5% is due to permanent borrowing when the full \$60million for the High School is  
36 issued. He indicated that there is a little more remaining to be borrowed. Town Manager explained  
37 that over the four real estate tax quarters for payment, the increase on a \$10,000 real estate tax bill will  
38 be \$800.

39  
40 Chairman Grenzeback pointed out that because of the hard work, the interest rate is low with  
41 approximately \$4million saved. He noted that the Town works very hard to keep spending under  
42 control in order to obtain favorable interest rates. Town Manager indicated that this is due to the good  
43 efforts put forth by the Treasurer, Comptroller and Assessor, all of whom participated in the call with  
44 Moody's.

45  
46 \*Motion: That the Board of Selectmen approve the sale of \$25,395,000  
47 2 percent General Obligation Bond Anticipation Note (the  
48 "Notes") of the Town dated June 28, 2016 and payable October 28,  
49 2016 to J.P. Morgan Securities LLC at par and accrued interest plus  
50 a premium of \$129,006,600.

51  
52 Further Voted: that in connection with the marketing and sale of the Notes, the  
53 preparation and distribution of a Notice of Sale and Preliminary Official Statement

**Wednesday, June 22, 2016**  
**Board of Selectmen Meeting**

1 dated June 7, 2016 and a final Official Statement dated June 14, 2016, each in such  
2 form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed,  
3 approved and adopted.  
4

5 Further voted: that the Town Treasurer and the Board of Selectmen be, and hereby are,  
6 authorized to execute and deliver a significant events disclosure undertaking in  
7 compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to  
8 the Town, which undertaking shall be incorporated by reference in the Note for the  
9 benefit of the holders of the Notes from time to time.  
10

11 Further voted: that we authorize and direct the Treasurer to establish post issuance  
12 federal tax compliance procedures in such form as the Treasurer and bond counsel deem  
13 sufficient, or if such procedures are currently in place, to review and update said  
14 procedures, in order to monitor and maintain the tax-exempt status of the Notes.  
15

16 Further voted: that each member of the Board of Selectmen, the Town Clerk and the  
17 Town Treasurer be and hereby are, authorized to take any and all such actions, and  
18 execute and deliver such certificates, receipts or other documents as may be determined  
19 by them, or any of them, to be necessary or convenient to carry into effect the provisions  
20 of the foregoing votes.

21 Bettencourt – Powers All in favor. VOTED.  
22

23 Town Manager informed the Board that the average assessed value of a home in Winchester is just  
24 under \$1million.  
25

26 **Veterans Services Agreement between Winchester and Arlington – Renewal Vote**  
27

28 Town Manager reported that this continues the second half of the agreement for the remainder of  
29 FY2016 and the beginning of FY2017. The effort is a collaborative one where there is a full-time  
30 Veterans Services Officer who collaborates with the Town's part-time Veterans Services Officer,  
31 something that works out well for the Town's veterans.  
32

33 \*Motion: That the Board of Selectmen approve the extension of the  
34 Veterans Services Officers Agreement between Winchester  
35 and Arlington for the remainder of FY2016 (January – June 30,  
36 2016) and for FY2017 (July 1, 2016 – June 30, 2017).  
37

38 Bettencourt – Powers All in favor. VOTED.  
39

40 **Dog Park Options Briefing – Chris Nelson, Recreation Director**  
41

42 Andrew Leonard, Consultant Landscape Architect  
43

44 Chairman Grenzeback informed the audience that the Board would not be making a decision this  
45 evening, only hearing a report from Chris Nelson, the Recreation Director and Jay Gill, DPW Director,  
46 however Mr. Gill had a last minute conflict and is unable to be present. Andrew Leonard has assisted  
47 with reviewing locations for a dog park. This request has also been brought before the Field  
48 Management Committee who has indicated that they cannot endorse any of the locations being  
49 presented for review this evening.  
50

51 Andrew Leonard indicated that he has been retained to evaluate a number of locations for their  
52 potential as a dog park. Most dog parks are developed with grant funds provided by the Stanton  
53 Foundation. He noted that there is still money available in this grant, which is typically awarded in the  
amount of \$250,000. He noted that Thorndike Field in Arlington is the benchmark for dog parks in the  
area. One of the stipulations of the Stanton Grant is that the site proposed is owned by the

**Wednesday, June 22, 2016**  
**Board of Selectmen Meeting**

1 municipality and development is relatively easy, have a minimum of neighborhood impacts. Focus was  
2 on six sites in Winchester that look to have potential for development as a dog park. There are two sites  
3 at the Leonard Field area adjacent to the pond, one on either side of the pond, i.e., the former beach  
4 area and an open space that lies between the pond and the Aberjona River; Leonard Beach is accessed  
5 by an existing gravel parking area with access from Cross Street, however this is a part of the future  
6 TriCommunity Bikeway location. These sites are adjacent to wetlands resources area, i.e. the pond and  
7 the river.

8  
9 Mr. Leonard noted that two sites at West Side / Nuttle Field have been reviewed and Field D is not  
10 currently in use for a specific athletic activity, but is level and is adjacent to an existing playground; the  
11 other site is a small field that is not an official sized baseball field and is currently used as a practice  
12 field and for T-ball activities. Two other sites were reviewed, one at Lynch Elementary School, i.e., the  
13 wooded area adjacent to the Horn Pond Bikeway, which is undeveloped with access only from the  
14 bikeway and two residential streets one of which is located in Woburn. Pathways would need to be  
15 developed from the Lynch School field to provide access. The last area reviewed was Eliot Park, the  
16 existing open space at the corner of Main Street and Lake Street. This is adjacent to Wedge Pond and  
17 approximately one-third would be used for a dog park. Each site evaluated has concerns and each site  
18 has political and neighborhood implications.

19  
20 Mr. Leonard informed the Board that the dog parks in other towns are in wetland buffer zones and  
21 designed with irrigation systems that are very much like a septic system; there is no surface run-off.  
22 He pointed out that the Stanton Foundation provides a \$250,000 grant and there are other agencies  
23 that fund community development. The cost estimate was prepared and based upon studies considering  
24 the characteristics of each site. Mr. Leonard informed the Board that the Thorndike Dog Park in  
25 Arlington is approximately 18,000 square feet of space. Arlington has hired a retired gentleman to rake  
26 and clean the area and has also used a community services gang from the Middlesex Sheriff's  
27 Department. Maintenance is low once the park is installed. He suggested that a community could also  
28 tap into a local dog advocacy group where there are clean-up days, etc.

29  
30 As far as dogs and children mixing in a play field area, Mr. Leonard informed the Board that some  
31 communities have a "green dog park" policy where dogs are allowed to run off-leash during specific  
32 hours. He suggested that this should first be vetted by legal staff.

33  
34 Selectman Errico questioned whether there is any way to use space in the Fells. Director Nelson  
35 indicated that the Fells was removed from consideration because the Department of Conservation and  
36 Recreation has control there. Mr. Leonard suggested that this is not impossible because the DCR does  
37 have dog park facilities in other areas.

38  
39 Chairman Grenzeback asked about the capacity, i.e. how many dogs and people a dog park facility can  
40 accommodate. Mr. Leonard indicated that there are no specifics on this. The Chairman also asked how  
41 far people would travel to use a dog park facility. Director Nelson indicated that Winchester residents  
42 use the dog park in Arlington.

43  
44 In response to the question concerning whether the sites presented this evening are an exhaustive list,  
45 Director Nelson reported that they also reviewed Davidson Park, the corner of Eaton Street and  
46 Highland Avenue, and the Town Forest because the overall feeling is that it is not a good idea to take  
47 playfield space due to the lack of it.

48  
49 Discussion continued on the deficiencies of each site. Chairman Grenzeback suggested that staff follow  
50 up with the Soccer Club to determine if the site at Leonard Pond that abuts the Soccer Club property is  
51 available. It was noted that dog feces does contribute to algae blooms in rivers, ponds and streams. Mr.  
52 Leonard informed the Board that people who utilize a dog park pick up after their pets.

53

**Wednesday, June 22, 2016  
Board of Selectmen Meeting**

1 Director Nelson informed the Board that staff is not ready to make a recommendation but rather  
2 looking for direction towards a 'next step'. Chairman Grenzeback noted that the Board's favorite topic  
3 is money and coming up with funding over what the grant would provide would tax the Town Manager's  
4 Budget.  
5

6 Catherine Alexander, Executive Director of the Chamber of Commerce, commented that she appreciates  
7 that this has come to the Board's table and believes that a dog park is an opportunity for people to get  
8 together, meeting and greeting. She suggested that more of this spirit is needed. She explained that  
9 she has been inundated with support and could probably raise the additional funds as a dog park would  
10 be an asset to the Town.  
11

12 Kristen Taylor, Tufts Road, informed the Board that Leonard Pond is literally in her back yard. She  
13 explained that she favors a dog park but has significant concerns about noise and odor, particularly in  
14 the hot summer months. Ms. Taylor also expressed concern about vehicular traffic on Nathaniel and  
15 Tufts Roads and the proximity of a dog park to the children attending the Muraco Elementary School.  
16 She indicated that it is her hope that the neighborhood concerns are considered.  
17

18 Director Nelson pointed out that there are a number of pros and cons for each of the sites discussed this  
19 evening.  
20

21 Helena Champion, Tufts Road, informed the Board that there is no need for a dog park in Winchester  
22 because of the suburban nature of the Town and its walk-ability. She suggested that a dog park is more  
23 appropriate in an urban setting.  
24

**CONSENT AGENDA / SUPPLEMENTAL CONSENT AGENDA**

**Approve / Correct Meeting Minutes:**

April 11, 2016; May 16, 2016; May 23, 2016; June 6, 2016;  
June 14, 2016; June 17, 2016

**One Day Alcoholic Beverage Licenses:**

Archie McIntyre for the Wright Locke Farm Conservancy – June 25, 2016 – 1827 Barn;  
Gail Freeman for Studio on the Common – June 30, 2016 –  
Studio on the Common;

**Other**

Police Department request for Budget Transfer from  
Personal Services to Other Expenses;

**Supplemental Consent Agenda:**

Year-End Budget Transfers in Accordance with MGL Chapter 44 §33B

40 \*Motion: That the Board of Selectmen approve the Meeting Minutes for  
41 April 11, 2016; May 16, 2016; May 23, 2016; June 6, 2016;  
42 June 14, 2016 and June 17, 2016, as written.

43 Bettencourt – Powers All in favor. VOTED.  
44

45 \*Motion: That the Board of Selectmen approve One Day Alcoholic  
46 Beverage Licenses for the Wright Locke Farm Conservancy on  
47 June 25<sup>th</sup> and Studio on the Common on June 30<sup>th</sup>, 2016.

48 Bettencourt – Powers All in favor. VOTED.  
49

50 \*Motion: That the Board of Selectmen approve a Year-End Budget  
51 transfer in accordance with MGL Chapter 44 §33B for the  
52 Police Department from Personal Services to Other Expenses,  
53 for the DPW Other Expenses to Personal Services; DPW Other

Wednesday, June 22, 2016  
Board of Selectmen Meeting

1 Expenses to Energy Other Expenses; Recreation Department  
2 Other Expenses to Recreation Personal Services; Veterans  
3 Other Expenses to fund Veterans Salaries.  
4 Bettencourt – Powers All in favor. VOTED.  
5

6 **COMMUNICATIONS AND WORKING GROUP REPORTS**  
7

8 The Board acknowledged the following correspondence:  
9

- 10 1. Representative Katherine Clark – Tree City Congratulations  
11 2. Emmanuel Lamy, Maire de Saint-Germain-en-Laye – support and friendship in  
12 light of the Orlando tragedy  
13 3. DEP re: issuance of Chapter 91 Waterways License  
14 4. Helen Philliou, Capital Planning Committee Chairman – Available Capital Funds  
15 5. Letters from Grade 5 Ambrose Elementary School students re: athletic centers  
16 for Winchester  
17

18 **Non-Docket Business from the Selectmen**  
19

20 In response to Selectman Powers' question as to whether the Town Manager had communicated  
21 concerns about the condition of the CVS site on Washington Street, Town Manager reported that he had  
22 communicated with the attorneys and requested legal action on the Town's behalf. Selectman Powers  
23 noted that the area is an eyesore to the Town and it should be on record that something is being done to  
24 rectify the situation because the public should not be subjected to this eyesore. Town Manager  
25 indicated that efforts will continue and at some point the Board could conduct an abandonment public  
26 hearing. The Board's concerns will continue to be registered.  
27

28 **Adjournment: 9:45 PM**  
29

30 \*Motion: That the Board of Selectmen adjourn for the evening.  
31 Bettencourt – Powers  
32 By Roll Call Vote: Enrico, Bettencourt, Powers, Grenzeback VOTED.  
33

34 Respectfully submitted,  
35  
36  
37

38 Richard C. Howard, Town Manager  
39  
40