



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, October 17, 2016

CONSENT AGENDA

Docket Item H-1:

One Day Alcoholic Beverage License Requests:

Diana Kenosian for Boston's Best Bartending – November 6th at Sanborn House; November 5th at Unitarian Church; October 29th at Sanborn House; October 28th at Sanborn House; October 23rd at Sanborn House; October 21st at Next Door Theater; Gail Freeman for Studio on the Common – October 27th at Studio on the Common; Diana Kenosian for Boston's Best Bartending – November 5, 2016 – Town Hall Auditorium;

H-2:

Approve / Correct Meeting Minutes:

Monday, September 26, 2016
Monday, September 12, 2016
Monday, August 8, 2016

H-3:

Acceptance of Donation: Cummings Foundation to the Archives in the amount of \$10,500 for the "Shaping Winchester's Future by Understanding its Past" Grant

Supporting Documents:

H - 1:

One Day Alcoholic Beverage License Applications (8) (**RED BOOK** for signatures.

H - 2:

Meeting Minutes for September 26th, 21st and August 8th;

H - 3:

Letter awarding grant in the amount of \$10,500.

Action Required:

VOTE to approve Consent Agenda



Docket Item:
One Day License #1:
October 17, 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:

David Feigenbaum by Boston's Best

Address: 38 Rangely Rd Winchester Bartending

Telephone Number: 617 5217817 / 9784052227 42 Temple St

Permit Applying For: Newburyport MA

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

Nature and purpose of the event: Open House

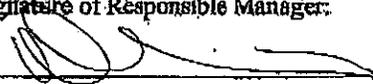
Number of persons attending event: 50 guest

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

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

Date(s) and times of event and/or specific times when alcoholic beverages will be sold or distributed:
Oct 23, 2016 2:00-6:00 PM SERVICE 3:00-5:00

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 Bartending

Print Name of Responsible Manager:
D 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



Docket Item:
One Day License #2:
October 17, 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:

Winchester Foundation for Excellence by Boston's

Address: 346 Main St Winchester

Telephone Number:

9784652227 Boston's Best

Permit Applying For:

42 Temple St

All Alcohol License (\$75.00)

Beer and Wine Only License (\$75.00)

Nature and purpose of the event:

fund raise

Number of persons attending event:

230 guests

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

Next Door theater

40 Cross 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

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

Oct 21 2016 6-11:30 Service 6:30

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 Bartending

Print Name of Responsible Manager:

D. 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



Docket Item:
One Day License #3:
October 17, 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: Winchester Neighbors by Boston's Best
Address: 54 Myopia Rd 1/2 Temple St
Telephone Number: 781 860 8219 / 781 246 2227
Permit Applying For: Newburyport, MA 01950
 All Alcohol License (\$75.00) Beer and Wine Only License (\$75.00)

Nature and purpose of the event: Neighbour gathering Halloween party
Number of persons attending event: 50 guests

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

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. Benosian

Date(s) and times of event and/or specific times when alcoholic beverages will be sold or distributed:
Oct 29 Sat 6:30-11:30 Sun 7:30-11:30

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 Butting

Print Name of Responsible Manager: D. Benosian

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



Docket Item:
One Day License #4:
October 17, 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:

Winchester Unitarian Church by Boston's

Address:

478 Main St / 42 Temple St / Best Bar

Telephone Number:

781 223 0089 / Newburyport MA

Permit Applying For:

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

Nature and purpose of the event:

Auction

Number of persons attending event:

120 guests

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

Winchester Unitarian Church
478 Main St

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. Benosian 1

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

Nov 5 2016 5:00pm - 10:30 Service 6-10⁰⁰

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 Bunting

Print Name of Responsible Manager:

D. Benosian " " "

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



Docket Item:
One Day License #5:
October 17, 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: Studio on the Common

Address: 22 Church St Winchester, MA 01890

Telephone Number: 781-721-1023

Permit Applying For:

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

Nature and purpose of the event: Wine + Paint Night

Number of persons attending event: ~~500~~ 230

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

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

Date(s) and times of event and/or specific times when alcoholic beverages will be on the premises:
10/27/16, 10-6-16, 10-27-16

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:
Gail M.F.

Print Name of Responsible Manager:
Gail M Freeman

RECEIVED
2016 SEP 13 PM 12:20
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.**



Docket Item:
One Day License #6:
October 17, 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:

JIM Sullivan by Boston's Best Baiting

Address:

45 Hill St Winchester / 42 Temple St

Telephone Number:

617 571 0946 Newburyport

Permit Applying For:

All Alcohol License (\$75.00)

Beer and Wine Only License (\$75.00) 78/246
MA class 227

Nature and purpose of the event:

40th Surprise Birthday

Number of persons attending event:

110 guests

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

Sambam House
15 High St Winchester

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

D. Kenneran 2/27/77

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

Oct 28, 2016 7-12:30

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

Sen 8-12

Signature of Responsible Manager:

[Signature] Boston's Best Baiting

Print Name of Responsible Manager:

D Kenneran

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



Docket Item:
One Day License #7:
October 17, 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:

Voices of Hope By Boston's Best Butch.

Address:

121 Park St Stanham MA 01942 Temple St

Telephone Number:

781 729 4815 Needham

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:

25 guests

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

Stanham 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:

Nov 6, 2016 4:45pm - 8:30 / service

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 Butchery

Print Name of Responsible Manager:

D. 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



Docket Item:
One Day License #8:
October 17, 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: Winchester Rotary by Boston's Best Bartenders

Address: PO Box 2550 / 4 1/2 Temple St

Telephone Number: 781 729 3999 781 246 2227 781 246 2227 781 246 2227

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

Nature and purpose of the event: Charity cooking Fund Raiser

Number of persons attending event: 250 guests

Description of premises and location of facility where liquor will be sold and/or distributed:
Winchester Town Hall
72 Mt. Vernon St

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 C

Date(s) and times of event and/or specific times when alcoholic beverages will be sold or distributed:
Nov 5, 2016 3-8:30 pm Service

I have read the Procedural Requirements for Special (One Day) Alcoholic Beverage License (attached) and agree to all the terms and conditions: 5-9-16

Signature of Responsible Manager: [Signature] Boston's Best Bartenders

Print Name of Responsible Manager: D. 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

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TOWN OF WINCHESTER
BOARD OF SELECTMEN MEETING
Monday, September 26, 2016
Record

Chairman Lance R. Grenzeback called the meeting to order at 7:00 PM in the Board of Selectmen Meeting Room, Town Hall. Also present were Vice Chairman E. James Whitehead, Selectman Michael Bettencourt and Selectman David P. Errico. Selectman Stephen L. Powers arrived while Executive Session was in progress. 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 Eversource Intervener Status Litigation – Siting Board Filing Update – MGL Chapter 30A §21(a)3 – because an Open Meeting discussion may have a detrimental effect on the litigating position of the Board of Selectmen as declared by the Chairman; Collective Bargaining Negotiations Update – MGL Chapter 30A §21(a)2.

Whitehead – Bettencourt

By Roll Call Vote: Errico, Bettencourt, Whitehead, Grenzeback

VOTED.

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

Whitehead – Bettencourt

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

VOTED.

Notification of Meetings and Hearings

- Wednesday, September 28, 2016 – Selectmen's Traffic Working Group

Selectmen's Comments and Non-Docket Business

Selectman Powers offered his thanks to Safety Officer Sergeant Tom Groux and the Winchester Police Department for the manner in which they handled the more than 1200 runners participating in the Glen Doherty Road Race this past weekend.

Vice Chairman Whitehead made note of two large piles of dirt sitting in the flood plain, one at the Cross Street soccer complex and the other at Winchester High School. One pile looks to be concrete-type debris, the other looks to be just dirt. Town Manager indicated that he would check with the Conservation Commission about the dirt pile on private property. A check will be made on the debris pile as well. The Vice Chairman recalled that the Board was assured that there would be excavation and hauling, but this seems not to be the case.

TOWN MANAGER REPORT AND COMMENTS

Appointment:

Town Manager announced that in accordance with section 4-2b of the Town Charter he has made the following appointment in the Treasurer / Collector's Office:

Monday, September 26, 2016
Board of Selectmen Meeting

1
2 **Veronica Drougas, 5 Janis Terrace, Woburn, MA**
3 **Principal Clerk – S26 Step VI**
4 **Treasurer / Collector’s Office**
5

6 Town Manager requested that the Board waive the customary fifteen (15) day appointment effective
7 period to allow this appointment to become effective on Monday, October 3, 2016.
8

9 *Motion: That the Board of Selectmen waive the customary employment effective
10 for the appointment of Veronica Drougas in the Treasurer’s Office.

11 Whitehead – Powers All in favor. VOTED.
12

13 Bump-outs at Winchester High School:
14

15 Town Manager reported that TAC reviewed the EFPBC deliberations and prepared a recommendation
16 of their own. Town Manager explained that he feels that the TAC recommendations are good and if
17 there are no objections, will be passed on to the EFPBC. One curb would be bumped out and the other
18 cut back, reducing the overall size of the bump out; the interior drop off area would be pushed back. If
19 the EFPBC is in agreement, the contractor would be instructed to make the modifications.
20

21 Eversource Update:
22

23 Town Manager informed the Board that this evening, he will be seeking further authorization to utilize
24 gift funds for the consulting services in this effort.
25

26 MassHousing / Forest Ridge 40B Development Proposal Update:
27

28 Town Manager informed the Board that the Town of Stoneham has submitted a letter in opposition to
29 this development to MassHousing. Chairman Grenzeback noted that Stoneham has given
30 MassHousing until September 28th to begin their deliberations.
31

32 MBTA – Town Center Commuter Rail Station
33

34 Town Manager pointed out that the most recent design iteration for the Town Center Commuter Rail
35 Station is contained in the Board’s informational packet for this evening. There will be additional
36 updates as plans are further formulated. This project is high on the MBTA’s Capital Funding list.
37 Town Manager noted that the hope is that the design will come in to final focus and contract awarded in
38 2018.
39

40 Chairman Grenzeback noted that there has been much discussion about the location of the bus stop and
41 whether it should remain where it is. Selectman Bettencourt noted that the recent iteration is in
42 response to the working group’s requests. The Chairman indicated that the idea is to have the station
43 be as accessible and useable as possible.
44

45 Asa Fletcher Fund Working Group
46

47 Town Manager reported that this group met again this morning to continue to flush out ideas.
48 Selectman Bettencourt noted that the Council on Aging is taking the lead on this and things are moving
49 along in the right direction.
50

51 Town Counsel Selection Advisory Committee Update
52

Monday, September 26, 2016
Board of Selectmen Meeting

1 Town Manager informed the Board that work is on-going and staff continues to work with the group
2 and continues to assist this group in the effort to get position advertising out.

3
4 MWRA / Winchester Water Supply

5
6 Town Manager informed the Board that some residents have registered concern about the drought
7 conditions in Eastern Massachusetts. He recalled that in the past, advisories have been issued about
8 water usage and residents not taxing the water supply. Town Manager reported that the Town has
9 been advised by the MWRA that they have a full supply of water and the Town reservoirs are also full.
10 In spite of this knowledge, residents are being asked to use water carefully.

11
12 Fall 2016 Town Meeting

13
14 Town Manager reported that articles for consideration at the Fall 2016 Town Meeting should be
15 submitted on a timely basis. He noted that because of the National Election, the first session of Fall
16 Town Meeting will commence on Thursday, November 10, 2016.

17
18 Food Waste Program at Transfer Station

19
20 Town Manager reported that containers will be available at the Transfer Station for those who wish to
21 participate in this form of recycling. Chairman Grenzeback noted that the costs for recycling are
22 increasing and the Town is looking for ways in which to keep those permit costs down. This type of
23 recycling will help to reduce the total tonnage.

24
25 Town Center Parking Changes

26
27 Town Manager informed the Board that he has been asked to reconsider the parking arrangement in
28 the Upper Waterfield Parking Lot. The merchant base is requesting that these spaces be returned to **2**
29 **Hour Parking** with the "or Permit" option eliminated. Town Manager recalled that when this
30 restriction was implemented, there was agreement to watch this and change back if necessary.

31
32 Winchester High School Parking

33
34 Town Manager noted that there has been a fair amount of anguish due to the loss of parking for
35 students as the result of the Skillings Field rehabilitation work. Because of this interruption in
36 parking, Town Staff has been working with the School Administration to accommodate student parking
37 at Borggaard Beach. Some however, felt it was prudent to purchase a commuter parking permit to
38 allow students to park in commuter parking spaces, allowing students to park in the various Town
39 parking lots designated for commuter use. Town Manager indicated that he is working with WHS
40 parent groups on communication; the Superintendent of Schools and Police Chief Peter MacDonnell will
41 be taking a look at student parking at the Transfer Station; contractors could park at Borggaard Beach,
42 freeing up approximately 100 parking spaces for students. Parents have been offered the option of
43 reimbursement of the cost of the parking permit purchased by their WHS student parking in a
44 commuter designated lot.

45
46 Town Manager explained that it is difficult to make everyone happy in this situation but the good news
47 is that once construction is completed, there will actually be more parking available at the High School.
48 Town Manager noted that parking conditions are tight with the High School field off-line. Those who
49 purchased a commuter parking permit to be used for WHS parking should contact the Engineering
50 Office for reimbursement processing.

51
52 Fish Ladder Update

Monday, September 26, 2016
Board of Selectmen Meeting

1 Town Manager recalled that the Town received a grant to build the fish ladder at the Center Falls Dam.
2 This project will be before the Conservation Commission at their next meeting and the contractor
3 expects to begin construction on October 3rd. He noted that there will be some interruption of parking
4 in the Town Center and businesses will be notified.

5
6 Chairman Grenzeback noted that one lane on Mt. Vernon Street will be closed for the culvert
7 installation as a part of the flood mitigation project. Reverse calls will be made about this project and
8 the road closure, with as much notification being made as is possible.

9
10 **HEARINGS**

11
12 **Myrtle Street – Traffic and Parking Concerns**

13
14 At 8:00 PM Chairman Grenzeback opened the public hearing on the traffic and parking concerns on
15 Myrtle Street. He recessed the hearing to continue hearing the Town Manager's Report. Chairman
16 Grenzeback reconvened the hearing at 8:20 PM. Town Engineer Beth Rudolph recalled that the
17 neighborhood had submitted a letter with specific requests for Myrtle Street back in 2015. The first
18 request was to post signs at both ends of Myrtle Street indicating that the street is "not a through"
19 street, however Traffic Advisory recommends against this. TAC also recommends against a reduction
20 in the speed limit. TAC does however favor a "Slow Children" sign, and a "Do Not Block" intersection
21 sign. Town Engineer further reported that TAC took no position on a "residents only traffic" request.
22 TAC also does not favor the installation of a crosswalk at the end of Myrtle Street due to the close
23 proximity of crosswalks at Washington and Mt. Vernon Street and Washington and Mystic Valley
24 Parkway.

25
26 Town Engineer reported that TAC did go further and recommended making Myrtle Street a One-Way
27 street, noting that traffic volume on Myrtle Street is 222 to 275 vehicles per day. There is a higher
28 number of vehicles traveling east-bound. Slightly fewer vehicles travel from Mystic Valley Parkway to
29 Washington Street and fewer vehicles use the area in the afternoon.

30
31 Selectman Powers recalled that the Board had previously discussed a west-bound traffic restriction.
32 Town Engineer noted that the data suggests that the east-bound traffic is heavier but she feels that the
33 decision should be left up to the neighborhood. Chairman Grenzeback noted that signs are largely
34 ignored, however one option not discussed is a speed table /or/ bump.

35
36 Chris Mango, Myrtle Street resident, informed the Board that it has been his observation that both the
37 speed and number of vehicles using Myrtle Street has increased dramatically, creating a safety issue as
38 twenty-seven (27) children reside on the street; the speed of the vehicles is the greatest concern. The
39 basic concern is the speed that vehicles are traveling and the cut-thru traffic. The neighborhood has
40 considered "Do Not Enter" between certain commuter hours. The neighborhood would also consider a
41 "Local Traffic Only" designation. Mr. Mango noted that there is a "Slow Children" sign located at the
42 top of the Myrtle Street hill further suggesting that most residents haven't ever noticed it. He informed
43 the Board that he has thought about an appropriate speed limit for Myrtle Street and a "Do Not Block
44 Intersection" sign. He indicated that parking is a significant issue both in the amount of time and
45 ability for residents to exit their driveway. Snow exacerbates the problem.

46
47 Mr. Mango informed the Board that there was some favorability about a "One Way" street designation,
48 but there was no clear majority and the feeling is that with a One Way Street designation, the speed at
49 which vehicles travel could increase. He noted that he does feel that "speed bumps" make sense and
50 would slow vehicles significantly. He informed the Board that the neighborhood did discuss including
51 Myrtle Street in the Lincoln School – School Zone designation.

Monday, September 26, 2016
Board of Selectmen Meeting

1 Bennett Heart, 13 Myrtle Street noted that the 85th percentile speed is 29MPH, which he feels is too
2 fast for such a narrow street. He explained that half of the kids living on Myrtle Street have to cross
3 the street to use the park which is an attractive asset. He pointed out that there is a new law that
4 allows the Selectmen to lower the speed limit for vehicles to 25MPH in thickly settled zones. Town
5 Engineer reported that a School Zone is a statutorily defined area and Myrtle Street does not fall into
6 that definition. Mr. Heart noted that many communities have gone with the "speed bump" concept,
7 which seems to work, therefore he feels that this is something that should be considered.

8
9 Chairman Grenzeback indicated that the leading traffic expert will be asked about the effective tools
10 that can be used for traffic calming, and the Town may want to check out a "speed bump" on a
11 temporary basis. A "Do Not Enter" during certain times is also something that the Board can consider.
12 The Vice Chairman noted that the Town of Belmont uses temporary speed tables. Town Engineer
13 explained that the big issue with "speed bumps" is with drainage and if such a device is installed, the
14 Town may have to add catch basins to the area. Chairman Grenzeback indicated that "speed bumps"
15 that are not continuous across the road could be installed. Town Engineer noted that when the
16 Complete Street program began, the Town had to submit a list of projects that the Town is locked into
17 however in theory, this would qualify for funding. Selectman Errico suggested that a "Do Not Enter"
18 designation has better teeth associated with it.

19
20 Keiko Kono, 7 Myrtle Street pointed out that a stretch of Myrtle Street is one way parking; often she is
21 unable to exit her driveway with cars being parked immediately across from it. She informed the Board
22 that she does not favor a One Way Street designation.

23
24 Sue Lynch, 4 Myrtle Street noted that when two SUV's are parked on Myrtle Street it is impossible to
25 exit a driveway. She noted that changes in the Downtown Parking have also affected the Myrtle Street
26 neighborhood. She recalled that in the recent past historic snowfall a few years ago, cars parked on the
27 street created an inability to pass down Myrtle Street.

28
29 Keiko Kono expressed concern about traffic from Washington Street driving too fast on Myrtle Street
30 and jumping the curb to make a second lane for passage. She suggested that any regulations being
31 considered should consider the bumper-to-bumper parking currently taking place on one side of Myrtle
32 Street. Chairman Grenzeback informed the audience that what he is hearing is that the problem is a
33 serious one and that a "Do Not Enter" with a time restriction would be beneficial. Staff will be asked to
34 research temporary speed bumps.

35
36 Ms. Lynch questioned whether Myrtle Street residents will have to abide by any restrictions instituted
37 regarding access to the street. Chairman Grenzeback explained that residents will have to observe all
38 restrictions. He noted that signs are inexpensive and the Board may be able to implement a pilot
39 program to determine what does and does not work. Ms. Lynch indicated that she feels that the biggest
40 issue for Myrtle Street is the speed at which vehicles travel.

41
42 John Minniti, 83 Washington Street pointed out that people do not pay attention to signs. Selectman
43 Bettencourt explained that this is a microcosm of what is happening throughout the Town, and this is a
44 good opportunity to find out what does and does not work, so a Pilot Program makes sense.

45
46 Town Engineer indicated that a Do Not Enter and temporary speed bump would have to be voted by the
47 Board of Selectmen. She pointed out that Myrtle Street is a very narrow street.

48
49 Helen Babcock, 5 Myrtle Street, noted that people wait a long time at the traffic lights at Highland / Mt.
50 Vernon / Mystic Valley Parkway, therefore seek a faster route. Selectman Bettencourt explained that
51 the Town does not have the police personnel to cover every corner, but there are mobile units in use that
52 do have an impact. Town Engineer noted that there is a process to get the DCR to adjust the signal
53 timing. Town Manager suggested that this has been reviewed in the past and eliminating a cycle may

**Monday, September 26, 2016
Board of Selectmen Meeting**

1 be helpful as the cycles may not be responsive to traffic flow. Town Engineer recalled that NITSCH
2 Engineering did make a recommendation several years ago and this could be brought forward to DCR
3 again.

4
5 In summarizing the action for this evening, Chairman Grenzeback indicated that the Board would
6 research the feasibility of a speed bump for both availability, cost and appropriate location. Also to be
7 considered is the appropriate location for a Do Not Enter sign, with those ideas being provided to the
8 Town Engineer. A broader look will be taken at the parking on the street but if it is eliminated, it will
9 move the parking to another neighborhood. He questioned whether the on-street parking is by resident
10 vehicle or non-resident vehicle.

11
12 Town Manager indicated that if the neighborhood has no objection, the traffic division will run the
13 license plates of all vehicles parked on Myrtle Street.

14
15 At 9:07 PM Chairman Grenzeback closed the hearing.

**National Grid – Grant of Location Petition
Wendell Street – Extend Gas Main 170 Feet**

16
17
18
19
20 At 9:08 PM Chairman Grenzeback opened the hearing on the National Grid Grant of Location Petition
21 for the extension of the gas main 170 feet on Wendell Street. Town Engineer explained that this is a
22 request to install 170 feet of plastic gas main in Wendell Street. Any work would be subject to a street
23 opening permit.

24
25 NGrid Construction Supervisor Stephen DiLorenzo informed the Board that he would like to do this
26 work as soon as possible. The construction schedule is from 7 AM to 3:30 PM with the job taking three
27 to four days to complete. He indicated that he spoke with the DPW about their requirements earlier
28 today. Seeing no one in the audience wishing to comment, Chairman Grenzeback closed the hearing at
29 9:10 PM.

30
31 *Motion: That the Board of Selectmen approve the National Grid Grant of
32 Location Petition for Wendell Street, extending the gas main 170 feet
33 in order to provide service to #124 Wendell Street in accordance with
34 the Town of Winchester Grant of Location policy and the memo from
35 the Town Engineer dated September 13, 2016.

36 Whitehead – Bettencourt

All in favor.

VOTED.

37
38 **BUSINESS**

39
40 **Committee Appointments: Committee on Names – James A. Johnson, III – Term to Expire:**
41 **March 31, 2017**

42
43 *Motion: That the Board of Selectmen appoint James A. Johnson, III to
44 the Committee on Names for a term to expire March 31, 2017.

45 Whitehead – Powers

All in favor.

VOTED.

46
47 **Cultural Council Appointments: Kevin Drum, Joyce Westner – Terms to Expire: July 31,**
48 **2019**

49
50 *Motion: That the Board of Selectmen appoint Kevin Drum and Joyce Westner
51 to the Cultural Council for a term to expire July 31, 2019.

52 Whitehead – Bettencourt

All in favor.

VOTED.

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Cable Advisory Committee (1) reappointment and (2) new appointments: Robert J. Denn – term to expire: June 30, 2017; Dennis Doble and Christopher R. Noble – terms to expire: June 30, 2018

Christopher Noble informed the Board that he is employed at MIT where he manages some of their property. He indicated that he is aware of both the regulatory and technical issues involved with service as a member of this group.

*Motion: That the Board of Selectmen reappoint Robert J. Denn to the Cable Advisory Committee for a term to expire June 30, 2017 and appoint Dennis Doble and Christopher R. Noble to the Cable Advisory Committee for terms to expire June 30, 2018.

Whitehead – Powers All in favor. VOTED.

Water Bill – 32 Tremont Street – Kelly Ryan

Town Manager explained that this issue is similar to those that the Board has encountered in the past; staff recommendations are clear. Town Manager pointed out that in the recent past, the recommendation has been to adjust on the average usage, which in this case would be recommendation #4. Selectman Powers noted that the problem has been identified and corrected and the resident should be allowed to pay over time because the payment is still quite large. He indicated that he favors Option #1.

*Motion: That the Board of Selectmen approve the adjustment to the water bill for 32 Tremont Street with the adjusted amount to be \$5292.47 and total amount due and payable to the Town of Winchester being \$1215.61.

Powers – Bettencourt All in favor. VOTED.

Parking Plan Changes Discussion /Vote

Town Manager explained that there will be no reduction in the number of early bird parking permits issued, but the number of spaces available to them will be reduced, providing more parking for patrons.

The owner of LaPatisserie came forward and informed the Board that he feels this is the correct thing to do because customers need to be able to find a place in which to park. Customers will now be able to decide whether they want to take the chance of finding a place in which to park. Parking Wardens will be informed that this change has been made and that they can issue violation notices for space hopping. Chairman Grenzeback noted that both Laraway Road and the Upper Aberjona Lot are available for longer term parking.

*Motion: That the Board of Selectmen approve the change in the parking restriction for the upper Waterfield Lot as identified, back to 2 Hr. Parking removing the permit allowance.

Whitehead – Bettencourt All in favor. VOTED.

Town Manager informed the Board that he would like to offer the opportunity for a refund to those WHS parents who purchased a commuter parking permit to allow their student to park in one of the Town's commuter parking lots.

*Motion: That the Board of Selectmen authorize a reimbursement to those WHS parents who purchased a Town Center or Commuter Parking Permit for use by the WHS student, allowing the student to park in one of the commuter parking lots. The rebate will be available until the close of business on

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1 days of the demo submission. Historical Commission Chair Heather von Mering indicated that the
2 preemptive addition gets the homeowner out from under the bylaw as quickly as possible.
3

4 Jack LeMenager informed the Board that the question is one of who is pulling the demo permit
5 applications. He indicated that most are developers who purchased the property speculatively, with the
6 intent of demolition. He explained that this bylaw will help to determine which houses are worth
7 keeping and contribute to the fabric of Winchester. Selectman Powers commented that the proposed
8 bylaw looks to be clearer this time. He recalled that the second attempt at passage was less successful,
9 but in any event, he will be interested in the debate at Town Meeting because this proposal deals with
10 homeowner rights.
11

12 Selectman Bettencourt indicated that the last time, the net was cast too wide and some were surprised
13 that their home was historically significant. He noted that while not ideal, many realtors feel that this
14 is a good option. Ms. von Mering explained that the list locks things in. Mr. Clemson noted that a
15 process has been initiated to expand documentation.
16

17 Selectman Errico pointed out that this exercise deals not so much with the value of the home but rather
18 with the value of the land. Attorney Feeney agreed with this statement and suggested that the FAQ's
19 should be changed so that there is no guarantee that the value will increase. Chairman Grenzeback
20 pointed out that the most significant homes were constructed before 1940, therefore the question is how
21 to protect against arbitrary behavior. Attorney Feeney explained that there has to be consistency with
22 all permits being issued by the Building Department and reliance on Building Department records.
23 Planner Brian Szekely indicated that there would be instructions on how to implement criteria.
24

25 Attorney Feeney noted that the opt-out is odd and not written for uniformity, nor is it a preservation
26 planning tool. She explained that this is a delay, not a prohibition on demolition. John Clemson noted
27 that preservation tools are not designed to preclude improvements.
28

29 **CONSENT AGENDA / SUPPLEMENTAL CONSENT AGENDA**

30
31 **One Day Alcoholic Beverage Licenses**

- 32 Vincent Lombardi for Summer Shack – October 6, 2016 – Wright Locke Farm;
33 Gail Freeman for Studio on the common – October 6 and 27, 2016 – Studio on the Common;
34 Thomas Sevigny for Winchester Historical Society – October 15, 2016 – Sanborn House;
35 Hillary Baker for Winton Club – October 13, 2016 – Sanborn House;
36 Hillary Baker for Winton Club – January 31, February 1, 2, 3 and 4, 2017 – Town Hall Auditorium;
37 Wright Locke Farm Conservancy – October 1, 7 and 14, 2016 – Inside 1827 Barn;
38 Mike Bodall for Griffin Museum – October 6, 2016 – Griffin Museum;

39 **Approve / Correct Meeting Minutes:**

40 Monday, August 29, 2016;

41 **Acceptance of Donation:**

42 Bridgewater Picture Finance, LLC - \$5100.00 for filming of
43 movie: *Bridgewater*;

44 **Approve Use of Town Property:**

45 Chefalo Park – Friday, September 30th from 4 – 8 PM for the
46 First Baptist Church's barbecue / picnic
47

48 *Motion: That the Board of Selectmen approve One Day Alcoholic Beverage
49 Licenses for the following: Vincent Lombardi for Summer Shack – October 6,
50 2016 – Wright Locke Farm; Gail Freeman for Studio on the common – October 6
51 and 27, 2016 – Studio on the Common; Thomas Sevigny for Winchester
52 Historical Society – October 15, 2016 – Sanborn House; Hillary Baker for
53 Winton Club – October 13, 2016 – Sanborn House; Hillary Baker for Winton

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1 Club – January 31, February 1, 2, 3 and 4, 2017 – Town Hall Auditorium;
2 Wright Locke Farm Conservancy – October 1, 7 and 14, 2016 – Inside 1827
3 Barn; Mike Bodall for Griffin Museum – October 6, 2016 – Griffin Museum.
4 Whitehead – Powers All in favor. VOTED.

5
6 *Motion: That the Board of Selectmen approve the Meeting Minutes for Monday,
7 August 29, 2016 as corrected.
8 Whitehead – Powers
9 In favor: Errico, Bettencourt, Powers, Grenzeback
10 Abstaining: Whitehead VOTED.

11
12 *Motion: That the Board of Selectmen accept the donation from Bridgewater
13 Picture Finance, LLC in the amount of \$5100 for the filming of the
14 movie *Bridgewater*, with gratitude and approve the use of Chefalo Park
15 on Friday, September 30th from 4 PM to 8 PM for the First Baptist Church
16 barbecue / picnic.
17 Whitehead – Powers All in favor. VOTED.

18
19 **Upcoming Board of Selectmen Meeting Dates:**

20
21 The Board discussed October meeting dates with the following result:

- 22
23 • Monday, October 17, 2016 – Board of Selectmen – Regular Session
24 • Monday, October 24, 2016 – Board of Selectmen – Regular Session
25 • Monday, October 31, 2016 – Board of Selectmen – tentative (Halloween)
26 • Thursday, November 10, 2016 – Board of Selectmen – Prior to Town Meeting (WHS)
27 • Monday, November 14, 2016 – Board of Selectmen – Prior to Town Meeting (WHS)
28 • Thursday, November 17, 2016 – Board of Selectmen – Prior to Town Meeting (if needed)
29

30 **Communications and Working Group Reports**

31
32 The Board acknowledged receipt of the following correspondence:

- 33
34 1. Town Clerk – Early Voting Calendar – Dates and Location
35 2. MassDOT – Invitation to Complete Streets Recipients Funding Celebration
36 3. Email from Patrick Collier and Joslyn Capone re: traffic concerns – V-O School District
37 4. School Committee Agenda for Tuesday, September 27, 2016
38 5. Email from Min Qiu, 17 Lochwan Street re: 345kV line through less-residential area
39 6. Planning Board Agenda for Tuesday, Sept. 27, 2016
40

41 **Adjournment: 11:10 PM**

42
43 *Motion: That the Board of Selectmen adjourn for the evening.
44 Whitehead – Bettencourt
45 By Roll Call: Errico, Bettencourt, Powers, Whitehead, Grenzeback VOTED.

46
47 Respectfully submitted,

48
49
50
51 Richard C. Howard, Town Manager
52
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**TOWN OF WINCHESTER
BOARD OF SELECTMEN MEETING
Monday, September 12, 2016
Record**

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Chairman Lance R. Grenzeback called the meeting to order at 6:30 PM in the Board of Selectmen Meeting Room located in Town Hall. Present was Vice Chairman E. James Whitehead, Selectman Stephen L. Powers, Selectman Michael Bettencourt and Selectman David P. Errico. Also present was Town Manager Richard C. Howard and Town Counsel Wade M. Welch.

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OPENING

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*Motion: That the Board of Selectmen adjourn to Executive Session for the purpose of discussing matters related to Litigation – Eversource Intervener Status – Siting Board Filing Update: MGL Ch. 30A §21(a)3 because an open meeting discussion may have a detrimental effect on the litigating position of the Town of Winchester as declared by the Chair; Litigation in progress – Winchester Endodontics vs. Griffin Museum Trustees and Town of Winchester: MGL Ch. 30A §21(a)3 because an open meeting discussion may have a detrimental effect on the litigating position of the Town of Winchester as declared by the Chair; and an Asa Fletcher Fund application MGL Ch. 30A §21(a)7.

Whitehead – Bettencourt

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

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Notification of Meetings and Hearings

- Friday, September 16, 2016 – Board of Selectmen – Work Session (9:00 AM)
- Monday, September 26, 2016 – Board of Selectmen – Regular Session

TOWN MANAGER REPORT AND COMMENTS

Lead neck pipe replacement update

Town Manager reported that the committee continues to meet and the good news is that all problems in the schools were identified and eliminated prior to the opening of school. Staff continues to review the program for eliminating the Town's lead necks. Town Manager noted that the homeowner is responsible for the portion of the water line located on their property; DPW continues to review historical information. The Board was informed that the next update will be on Monday evening, September 26th. Town Manager explained that if the Town accepts the funds under the MWRA Grant-Loan Program, once approved, the money can be used.

Skilling Road in front of Winchester High School

Town Manager pointed out that the situation in front of the High School is difficult to navigate. The EFPBC has decided upon a more conservative approach and will re-stripe the roadway area designated

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1 for student drop-off. Town Manager reported that he walked the area last week with the project team
2 and measurements were taken for the redesign of the streetscape. He informed the Board that he feels
3 it is the right thing to endorse the EFPBC recommendation to restripe and the send the other ideas
4 identified to TAC for additional recommendations as to improvement in traffic flow. He noted that one
5 option is to remove the bump out entirely and a second options is to reduce the size of the bump out. He
6 suggested that it is best to have TAC review the situation and make a recommendation.

7
8 Selectman Powers indicated that he feels the situation is dangerous and needs to be resolved by the
9 Board's September 26th meeting. He suggested that the installation of the curb changed the dynamic of
10 the lane, and recalled that EFPBC Chairman Bob Deering had previously indicated that this is not a
11 bus drop off because the buses actually pull into the driveway. Selectman Powers informed his
12 colleagues that he feels this curb should be removed, further suggesting that the Board engage the
13 School Committee on this issue.

14
15 Town Manager explained that the larger island was removed however the smaller island has not been
16 removed. The question is whether the curb should be eliminated or reduced. He noted that the original
17 design was to have this act as a traffic calming measure.

18
19 Selectman Powers indicated that traffic can be calmed but the question is whether there will be one or
20 two lanes of traffic, which is the real concern here. He requested that TAC review and have a
21 recommendation for the Board at their September 26th meeting.

22
23 Flood Mitigation

24
25 Town Manager noted that the Board will be updated this evening on the challenge to the Scalley Dam
26 bid. He explained that this has been resolved and the Town will be moving forward with the contractor
27 who was the lowest responsible bidder. Skillings culvert is also moving forward very well.

28
29 Rediscover Winchester Day

30
31 Town Manager informed the Board that the Chamber of Commerce is requesting that the Board waive
32 the Downtown Parking Regulations on Thursday, September 29th, which means that no violation
33 notices would be issued on that date. Management recommends this waiver. Betsy Sands, President of
34 the Chamber of Commerce explained that this is an effort to get Winchester residents to shop locally;
35 sixty businesses are participating. She noted that there is good traction on this and free parking for
36 non-commuters would be a good thing. Chairman Grenzeback indicated that the parking meters could
37 be turned off for this date, however it will be up to the shop owners to inform their patrons that they
38 can remain in a parking space for more than one hour.

39
40 *Motion: That the Board of Selectmen suspend their Rules of Procedure to
41 consider an item not included on the business agenda.
42 Whitehead – Powers All in favor. VOTED.

43
44 *Motion: That the Board of Selectmen authorize the suspension of the Downtown
45 Parking Regulations on Thursday, September 29, 2016 from 10 AM to 8 PM
46 for Rediscover Winchester Day.
47 Whitehead – Bettencourt All in favor. VOTED.

48
49 *Motion: That the Board of Selectmen reinstate their Rules of Procedure.
50 Whitehead – Powers All in favor. VOTED.

51
52 LICENSE

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Common Victualler License

Nourish Your Soul – 15 Thompson Street – Susan Cabana

Ms. Cabana informed the Board that she will be serving cold-pressed juices; Winchester is her fourth location. She will have a full kitchen and café space. Her hope is to open on October 1st.

*Motion: That the Board of Selectmen approve a Common Victualler License for Nourish Your Soul, 15 Thompson Street through December 31, 2016.

Whitehead – Bettencourt

In favor: Bettencourt, Powers, Whitehead, Grenzeback

VOTED.

Recused: Errico

HEARING – 8:00 PM

NStar d/b/a Eversource Energy – Grant of Location Hearing

Church Street – Southwesterly from pole 23 / 31 approximately 70 feet northeast of Fletcher Street a distance of about 9 feet conduit

Present: Jackie Duffy, NStar Supervisor; Beth Rudolph, Town Engineer

Town Engineer informed the Board that this work is required to provide power to the new traffic control box.

*Motion: That the Board of Selectmen approve the NStar d/b/a Eversource Energy Grant of Location request for Church Street – southwesterly from pole 23 / 31 approximately 70 feet northeast of Fletcher Street, a distance of about 9 feet conduit in accordance with the Town of Winchester Grant of Location Policy and the memorandum from Town Engineer dated August 22, 2016.

Whitehead – Bettencourt All in favor.

VOTED.

HEARING – 8:10 PM

Adoption of the Town of Winchester Municipal Aggregation Plan

Present: Susan McPhee, Energy Coordinator, Philip Carr and John O'Rourke, Good Energy

Chairman Lance Grenzeback opened the hearing at 8:10 PM. Energy Coordinator McPhee summarized the process to date. She recalled that the comment period opened immediately after the Board's July 7th meeting and closed on Thursday, September 8th. She outlined the benefits to aggregation and noted that the MAPC put together a group purchasing consortium. She noted that last week there was a hearing before the DOER and the next step in the process is a review by the DPU, the body that approves the plan or not.

Mr. Carr informed the Board that while there are many companies who bulk purchase electricity, Good Energy can buy strategically, saving money and providing rate stability for the homeowner or small business.

Chairman Grenzeback explained that there are three players in this scenario, the generator, the distributor and the consumer. Eversource is responsible for the purchase and generation of electricity. The consumer can buy independently from a less expensive source with the consumer having the ability to opt "in" or "out" of the program at any time. Good Energy is responsible for all advertising. He noted that the authorization provided through the Board's vote this evening allows moving forward to the State for final approvals. The benefit to all of this is less expensive electricity for the Winchester

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1 residents who choose to opt in. He noted that the price quoted can also be rejected. Vice Chairman
2 Whitehead pointed out that the plan affects only the cost of energy, not the delivery charge.

3
4 In response to the question concerning whether Good Energy works for free or is paid, Mr. Carr
5 informed the Board that Good Energy receives 1/10th of each one cent paid. He explained that
6 Eversource does not lose money. Good Energy purchases through a State-run auction. Seeing no one in
7 the audience wishing to make comment, Chairman Grenzeback closed the hearing at 8:20 PM.

8
9 *Motion: That the Board of Selectmen approve proceeding with the Municipal
10 Aggregation Plan as presented, moving forward to the review by the
11 Department of Public Utilities.

12 Whitehead - Bettencourt All in Favor.

VOTED.

13
14 **Matters from the Audience**

15
16 Dorothy Feldman, Polk Road, came forward regarding the letter sent to MassHousing by the Housing
17 Partnership Board which she feels was created in violation of the Open Meeting Law. She indicated
18 that there were numerous improprieties in the creation of this letter and requested that it be retracted.
19 She pointed out that the topic of Forest Ridge was not on the HPB Agenda for June 22nd. Ms. Feldman
20 questioned whether the HPB members had sufficient time to read the application, violating the
21 transparency mandated by the Open Meeting Law.

22
23 Ms. Feldman informed the Board that HPB Chairman Suhrbier informed those present at the last
24 meeting that the letter being forwarded to MassHousing was unanimously approved by all HPB
25 members. She suggested that by submitting the letter early, the HPB may have missed the opportunity
26 to hear additional public comments. Ms. Feldman further suggested that there may be a conflict of
27 interest for one of the HPB members with Krebs Development, Charles Tseckares. She questioned
28 whether Mr. Tseckares' actions bias the final letter to MassHousing. She noted that unsupported and
29 prejudicial statements were made.

30
31 Ms. Feldman explained that the neighbors have a lot to lose if this development is approved by
32 MassHousing. She reported that she has filed a Freedom of Information request with the Town Clerk,
33 however her real hope is that the Board of Selectmen can remedy this situation by requesting the
34 immediate retraction of the HPB letter to MassHousing, along with informing the HPB of its
35 improprieties.

36
37 Chairman Grenzeback informed Ms. Feldman that the Board will take her concerns under advisement.
38 He noted that the HPB letter was submitted along with all of the other letters, therefore a look will be
39 taken at the procedure for withdrawing that particular letter. He noted that the Housing Partnership
40 Board is advisory to the Board of Selectmen and under State Law, there is no conflict of interest. He
41 pointed out that the HPB charter is to support affordable housing and that the Board of Selectmen
42 recommended against this project.

43
44 Selectman Errico explained that much has to do with the process and one public meeting where the
45 Housing Partnership Board discussed the Forest Ridge 40B when it was not an agenda item. The vote
46 and discussion were done by email. Chairman Grenzeback indicated that the HPB will be advised that
47 they have to correct the process or withdraw the letter.

48
49 Selectman Bettencourt thanked Ms. Feldman for her involvement in the process. He pointed out that
50 the goal of the HPB is to promote affordable housing, which often puts them at odds with residents. He
51 noted that the Board of Selectmen voted unanimously to push this project away from the Town however
52 if the HPB retracts this letter and issues another, the content of the new letter may not be different
53 than that of the old letter. Selectman Bettencourt informed the audience that the Town's Legislative

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1 Delegation is laser focused on this issue. He suggested that the neighborhood identify representatives
2 to speak on their behalf during the ZBA process.

3
4 Selectman Powers informed the audience that Charles Tseckares has given the Town great service over
5 the years and is aware of what is and is not allowed. He explained that it would have been illegal to
6 vote via email. Selectman Powers indicated that he does not believe that Mr. Tseckares was in violation
7 of anything.

8
9 Selectman Errico noted that the community is unanimously against this proposal and requested that
10 the neighbors be brought into the process. Chairman Grenzeback pointed out that the process is broken
11 but in making corrections, the same answer may result. He noted that a uniformity of opinions is not
12 desirable and the HPB will be asked what they intend to do to correct the situation.

13
14 Ms. Feldman explained that it is not about the goal of the project but about the project itself. She
15 agreed that not everyone should say the same thing and the HPB should not say 'yes' to every project
16 but rather should weed out those that are inappropriate. Chairman Grenzeback clarified that the
17 Board of Selectmen cannot dictate an opinion to any of their advisory committees.

18
19 Town resident Dennis Collett brought to the Board's attention that the HPB was made aware of a large
20 development being proposed in Winchester during this past April. He questioned whether or not the
21 Board of Selectmen was made aware of the Forest Ridge Development at that same time.

22
23 Selectman Bettencourt noted that there are always rumors and there are only certain areas where a
24 40B can be located.

25
26 **BUSINESS**

27
28 **Interview / Appointment: Committee on Names – Connie Papas-Demakes – Term to Expire:**
29 **March 31, 2017**

30
31 Ms. Demakes recalled that she served as a member of the School Committee for twelve years, Town
32 Meeting Member for thirty years, and was a founding member and president of WinCam. She noted
33 that she has been away from public service for a bit and feels that her varied experiences in a variety of
34 roles will be beneficial to the Committee on Names.

35
36 *Motion: That the Board of Selectmen appoint Connie Papas-Demakes to
37 the Committee on Names for a term to expire March 31, 2017.

38 Whitehead – Bettencourt

All in favor.

VOTED.

39
40 **COMPTROLLER'S REPORT**

41 Comptroller Stacie Ward

42
43 Comptroller Ward highlighted the important occurrences in FY2016. \$6million was turned back and
44 \$4million of that will be used for the Winchester High School project. The surplus motor vehicle excise
45 revenue was \$300,000 and building permit revenues were \$500,000 over the budgeted estimate. The
46 Medicaid reimbursement was over the budgeted amount, and turnbacks amounted to \$338,000. The
47 Worker's Compensation Budget had a surplus and the recommendation is holding that surplus in
48 reserves. Charter School tuition is an allowable deficit.

49
50 The Comptroller noted that Free Cash use had declined previously but more was used in this year to
51 close the budget gap. DOR will be out to do the final Free Cash certification next week. The
52 Comptroller pointed out that the town did not use as much of the Reserve Fund as it has in the past.

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1 Speaking to the two Enterprise Funds, the Comptroller pointed out that the Water/Sewer Enterprise
2 Fund finished with a surplus in revenue and there is \$1million in retained earnings. The Recreation
3 Enterprise Fund also finished with surplus revenue.

4
5 For FY2017, \$4million in transfer funds is being posted to the High School project account. In response
6 to the question about the level of funding in the Contributory Retirement Account, Comptroller Ward
7 indicated that this account is about 80% funded and grows at 5.5% annually, or an increase of
8 approximately \$150,000 each year.

9
10 **Capital Planning Update – Helen Philliou, Chairman, CPC**

11 Present: David Carlson, Roger McPeak, Betsy Cregger, Jim Johnson, Brian Vernaglia

12
13 Ms. Philliou informed the Board that the Capital Planning Committee is in receipt of \$10million in
14 department requests, very little of which can be funded. Two projects remain in the flood mitigation
15 program and they cannot be funded this year. Ms. Philliou suggested that some of the funds coming to
16 the Town from the resale of Winning Farm could be banked and used for capital projects next year
17 without an override. Recommended funding from Building Stabilization is the McCall Middle School
18 gymnasium ceiling repair and the Muraco Fire Alarm system which needs to be brought up to code.
19 The Park Department roof needs replacement as well. The DPW stable wall will be demolished and
20 replaced. Also being funded is the design for the McCall classroom conversion. A total of \$4,663,000
21 can be funded from Building Stabilization.

22
23 Recommended for funding from the Capital Stabilization Fund are the ADA municipal and school
24 projects, the Fire Department pumper, DPW roads and sidewalks, DPW salter truck and the VFA
25 Building Inventory Phase 2. A total of \$4,438,787 in projects can be funded from Capital Stabilization.

26
27 The total being recommended for funding from the Water & Sewer Enterprise is water main lining and
28 lead neck removal; Scada System at the Water Treatment Plant, carbon replacement at the treatment
29 plant, EPA MS4 Stormwater Permit NOI preparation, EPA MS4 Stormwater Permit year one
30 requirements, Meter 1/2/6 Area Construction Phase 1 and the Stowell Road groundwater investigation,
31 totaling \$2,028,000.

32
33 The total recommended for funding from the Cemetery Trust Fund is \$76,000 for a pick-up truck and
34 tree pruning/planting.

35
36 The Board was informed that the Capital Planning Committee made a commitment not to borrow
37 money until the financial situation of the stabilization funds improves. The Board was further informed
38 that the Muraco culvert is more expensive than originally thought. As far as the West Side Fire
39 Headquarters is concerned, CPC member Jim Johnson informed the Board that Fire Chief Nash would
40 like to renovate the entire building as this could be a surplus equipment storage area. Field users at
41 Mullen Field use the restroom facilities at the West Side Station. Mr. McPeak noted that there are a
42 number of issues being reviewed because the facility was built in 1972 and has never been substantially
43 renovated. The West Side Fire Station now handles approximately 40% of all emergency calls.

44
45 **Skillings Culvert – Mt. Vernon Street Bridge Update – Jake San Antonio, VHB Engineer**

46
47 Mr. San Antonio pointed out that nine of the eleven in-town flood mitigation projects have been
48 completed; several projects remain, two of which are currently under construction. Scalley Dam, located
49 in Woburn, is a project that is being run by Winchester; construction is anticipated to start in the next
50 few weeks.

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Board of Selectmen Meeting

1 Mt. Vernon Street Bridge: Bids were received in July and came in on budget. A pre-construction
2 meeting and mobilization will occur during the week of September 19th; construction will be in four
3 phases and should take about one year to complete.
4

5 Skillings Culvert: Project was bid in February of 2016 and construction is currently underway. Phase 1
6 is complete and things are going along very well.
7

8 Swanton Street Bridge: Work is currently being done on the preliminary design. The hope is to have
9 bid documents ready for 2017 construction.
10

11 Muraco Railroad Crossing: Currently work is being done on the 25% design.
12

13 Mr. San Antonio reported that Skillings Field is on schedule however it is too early to say if the project
14 will be completed ahead of schedule.
15

16 In response to the question about the timing of the Swanton Street Bridge project and the traffic
17 management plan, Mr. San Antonio noted that currently it is at the 25% design stage and traffic
18 management has not yet been discussed. He noted that if the road can be closed, the project will move
19 much faster.
20

21 **Swanton St. / Main St. and Johnson Rd. / Ridge St. Intersection Update – Doug Prentiss**
22

23 Mr. Prentiss informed the Board that all signal equipment will be upgraded and the intersection
24 tightened. There will be a lead phase so that traffic going south will get the green light first to make the
25 turn onto Swanton Street; the lane arrangement will remain the same. There are no private property
26 takings involved and the intersection should operate more efficiently. Town Engineer reported that
27 there is no dedicated left turn lane for this intersection. Mr. Prentiss indicated that there may be a
28 need for a "No Turn on Red" sign from Swanton Street onto Main Street.
29

30 Johnson / Ridge Intersection:
31

32 Mr. Prentiss noted that there will also be no private property takings with this intersection. The effort
33 is to make a better alignment of Ridge Street from side to side. A dedicated left-turn lane will be on
34 Ridge Street towards Lexington. Temporary easements will be needed during construction and the curb
35 line on the school side should be narrowed.
36

37 Construction Costs:
38

39 Mr. Prentiss reported that there are a range of construction costs and the Johnson / Ridge intersection
40 is the more expensive. Costs for this intersection do not include decorative mast arms. He noted that
41 none of the equipment at Swanton / Main is salvageable.
42

43 Schedule:
44

45 Mr. Prentiss indicated that the 25% plans will be completed by the end of September; a public hearing
46 should be held with all abutters invited. Once there is input from residents, the design can move
47 forward to the 100% design stage. Town Engineer noted that these projects are not a part of the
48 Complete Streets prioritization plan.
49

50 Questioning how much of the physical redesign can be accomplished with paint and still provide a safer
51 performance, Chairman Grenzeback requested that Mr. Prentiss explore the possibility of project
52 phasing.
53

Monday, September 12, 2016
Board of Selectmen Meeting

1 Health Insurance Plan Survey Update

2
3 Chairman Grenzeback noted that the information provided is the current version of the anonymous
4 survey. He requested that his colleagues review and provide comments.

5
6 VOTE to Approve Use of Selectmen's Housing Fund Monies to Conduct a Home Inspection
7 for the Willows Unit That is a Part of the First Time Homebuyers Program

8
9 *Motion: That the Board of Selectmen approve and authorize the use of \$529.00
10 from the Selectmen's Housing Fund to pay for a home inspection for
11 Unit 49 at the Willows which is a part of the First Time Homebuyers
12 Program.

13 Whitehead - Bettencourt All in favor. VOTED.

14
15 VOTE to Appoint Special Municipal Counsel - Mary Feeney, Esquire [to assist Historical
16 Commission with Demolition Delay Bylaw preparation]

17
18 *Motion: That the Board of Selectmen approve the appointment of Mary Feeney,
19 Esquire as Special Municipal Counsel to assist the Historical Commission
20 with the preparation of the Demolition Bylaw.

21 Whitehead - Bettencourt

22
23 Town Counsel Welch provide the background on this request, recalling that there was much confusion
24 at Town Meeting as to what was legally permissible. Special Counsel will meet the deadline making
25 sure that the article survives the legal scrub so that the warrant can go out in a meaningful form. He
26 pointed out that Attorney Feeney is very knowledgeable about the Demolition Bylaw.

27
28 Selectman Powers requested some information about the scope of Attorney Feeney's work. Town
29 Counsel explained that Attorney Feeney has received a draft of the proposed bylaw and is reviewing it
30 for what is / is not permissible. Town Counsel indicated that the Town is better served by her expertise
31 and legal scrub. Town Manager noted that this does not mean that the Board or Town Meeting will
32 agree with the article content. He pointed out that there is money in the Historical Commission Budget
33 for outside consultants.

34
35 *On the Motion: All in favor. VOTED.

36
37 Arthur Kreiger, Esquire - Special Municipal Counsel

38
39 Town Manager explained that this is the same topic with a slightly different slant. Attorney Kreiger
40 needs the Special Municipal Employee status to represent a client before a board or committee in Town.
41 Town Counsel indicated that this allows Attorney Kreiger to do work on a matter that is unrelated to
42 his specialty.

43
44 *Motion: That the Board of Selectmen approve the appointment of Arthur Kreiger,
45 Esquire, of Anderson & Kreiger, LLP as a Special Municipal Employee.

46 Whitehead - Bettencourt All in favor. VOTED.

47
48 CONSENT AGENDA AND SUPPLEMENTAL CONSENT AGENDA

49
50 Approval to Use Borggaard Beach
51 Girl Scouts for welcome / opening event;

52 Approval to Use Town Common
53 First Congregational Church Blessing of Animals Worship Service

Monday, September 12, 2016
Board of Selectmen Meeting

Sunday, October 16, 2016;

One Day Alcoholic Beverage Licenses:

Archie McIntyre for Wright Locke Farm Conservancy – September 18, 22, 23, 24, 2016
in the 1827 Barn;

Gail Freeman for Studio on the Common – September 22, 2016 at
Studio on the Common;

Mike Bodall for Griffin Museum – September 15, 17, 2016 – Griffin Museum;
Boston's Best Bartending – September 25, 2016 – Town Hall Maurer Auditorium

*Motion: That the Board of Selectmen approve the use of Borggaard Beach for a
Girl Scout Event and the Town Common on October 16th for the First
Congregational Church's blessing of the animals worship service.

Whitehead – Powers All in favor. VOTED.

*Motion: That the Board of Selectmen approve One Day Alcoholic Beverage
Licenses for the following dates and locations:
Archie McIntyre – Wright Locke Farm Conservancy – September 18, 22, 23
24, 2016 in the 1827 Barn; Gail Freeman for Studio on the Common –
September 22, 2016 – Studio on the Common; Mike Bodall for Griffin
Museum – September 15, 17, 2016 – Griffin Museum; Boston's Best
Bartending – September 25, 2016 – Town Hall Maurer Auditorium

Whitehead – Bettencourt All in favor. VOTED.

COMMUNICATIONS AND WORKING GROUP REPORTS

The Board acknowledged receipt of the following correspondence:

1. Housing Partnership Board – Meeting Minutes – May 31st, May 18th, April 20, 2016
2. Commonwealth of Massachusetts – Dept. of Telecommunications and Cable – Notice of Public Hearing and Request for Comments
3. National Grid – Grant of Location Requests: Wendell Street; St. Thomas Moore Drive
4. Planning Board Agenda for Tuesday, September 13, 2016

Non-Docket Business

Town Manager informed the Board that the Chamber of Commerce has requested that the Board reconsider the parking restrictions in the upper Waterfield Lot. The Chamber feels that this area is taken up by permit parkers and there is no customer parking available for the patrons of the Church Street businesses. The Chamber would like to see the parking restrictions returned to the previously designated 2 Hour Parking limit.

Adjournment: 10:45 PM

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

Whitehead – Powers

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

Respectfully submitted,

Richard C. Howard, Town Manager

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12

TOWN OF WINCHESTER
BOARD OF SELECTMEN MEETING
Monday, August 8, 2016
Record

13 Chairman Lance R. Grenzeback called the meeting to order at 7:30 PM in the Board of Selectmen
14 Meeting Room located in Town Hall. Present were Vice Chairman E. James Whitehead, Selectman
15 Stephen L. Powers, Selectman Michael Bettencourt and Town Manager Richard C. Howard. Selectman
16 David P. Errico arrived shortly after the meeting had been called to order.

17
18

OPENING

19 Chairman Grenzeback informed the Board that it is likely that the Board will need to have a brief
20 meeting on Monday, August 22nd to review the letter to be sent to MassHousing relative to the Forest
21 Ridge 40B development proposal.

22
23

Notification of Other Meetings and Hearings

- 24
25
26
27
28
29
30
31
- 32 } Monday, August 22, 2016 – Board of Selectmen – tentative meeting date
 - 33 } Monday, August 29, 2016 – Board of Selectmen – regular session
 - 34 } Monday, September 12, 2016 – Board of Selectmen – regular session

35
36
37

Selectmen's Comments and Non-Docket Business

38 Chairman Grenzeback thanked those who attended the Forest Ridge 40B Project informational session
39 held at McCall Middle School on July 27th. He noted that the Town's Special Counsel received some
40 positive information from the community in terms of the information sent to the Selectmen.

41 Chairman Grenzeback noted the passing of Stephen Moore, a longtime Town Meeting Member and
42 election warden.

43 The Chairman also noted that there have been several questions about outside water use, pointing out
44 that the Town has not yet requested a reduction in residential use. [Selectman Errico arrived at this
45 point in the meeting.] Town Manager indicated that he would check with staff about the water level in
46 the Town's reservoirs, however to date, there has not been a request to institute use restrictions from
47 the MWRA.

48 Chairman Grenzeback noted that Johnson Road has been repaved and will now be marked with
49 appropriate lines, sharrows, etc.

50 Selectman Powers noted that the retiree health insurance contribution has been frozen by the State and
51 the Governor's veto was overturned by the House and Senate. He indicated that he would like to bring
52 this forward at the September 12th meeting for discussion, suggesting that he feels that the Town's
53 retiree contribution should be extended for two additional years as the State employees have been. He
54 noted that this relates to the post-2004 retiree group.

55 Vice Chairman Whitehead congratulated the Farmer's Market on the Iron Chef competition that was
56 held this past Saturday. He also congratulated the Black Horse Tavern for winning the competition.

57 Selectman Bettencourt acknowledged all of the Winchester residents who participated in the PanMass
58 Challenge.

59
60

TOWN MANAGER REPORT AND COMMENTS

61
62

Flood Mitigation

Monday, August 8, 2016
Board of Selectmen Meeting

1 Town Manager reported that the Skillings culvert project is underway and some of the culvert pieces
2 are being installed. He also noted that the Town is partnering with the Winchester High School Project
3 to do some of the field restoration work, and at this time, everything is on schedule. Town Manager
4 noted that he is receiving weekly staff updates and the project is on time and on budget. He informed
5 the Board that the Mt. Vernon Street Bridge and the Scalley Dam project bids have been received and
6 are being analyzed. He indicated that the good news is that the bids are right on target and staff is in
7 the process of checking bidder references. The hope is to have a contract signed and work begin in
8 September.
9

10 Town Manager indicated that the Scalley Dam project is estimated at \$500,000 and the lowest qualified
11 bidder came in under that amount; references are being checked at this time. The hope is to begin this
12 project before the end of 2016 with construction taking four to six months. Town Manager noted that
13 the Mt. Vernon Street Bridge project should take approximately one year; one lane of traffic will remain
14 open at all times during the project; how quickly the project is completed will be winter weather
15 dependent.
16

17 Parking
18

19 Town Manager recalled that the Board has under consideration a substitute plan that would make up
20 for the loss of about 90 parking spaces in the Waterfield Lot. The RFP responses have come in and the
21 team has interviewed those who responded, with the result being that one submission is the best
22 proposal; the recommendation is to sign with this group but staff would like to have a presentation
23 made to the Board of Selectmen at the August 29th meeting.
24

25 Lead Water Line Replacement
26

27 Town Manager reported that a committee has been formed and staff has met to analyze what is
28 available; a second meeting will be held at the end of the month with the hope of developing an action
29 plan recommendation. He noted that some work has been done in the schools and residents will be
30 notified of testing opportunities.
31

32 Vice Chairman Whitehead pointed out that there has been an ongoing program to address lead
33 goosenecks however approximately 700 remain; retesting would prioritize removal. He explained that
34 private homeowners will be incentivized to remove the lead lines on their property and the subsidy
35 could be direct or used as a loan.
36

37 Town Manager explained that there will be available funds from the MWRA and about \$500,000 is
38 available to the Town with the expectation being that homeowners would be encouraged to remove their
39 lead pipes because the Town will be removing everything in the public way. He noted that the average
40 cost for line removal is approximately \$3,000. The homeowner will have to make the determination
41 whether to remove the line or not. Town Manager pointed out that the loans are zero interest loans
42 over a ten year period.
43

44 Complete Streets
45

46 Town Manager reported that the Town has received notice from the State regarding receipt of a
47 \$400,000 award to be applied to projects. Projects that have been approved for a total of \$400,000 in
48 FY2017 Funds are as follows:
49

50 Cross Street / Forest Street Traffic Calming Improvements; Pond Street at Chesterford Road
51 installation of an RRFB and tactical warning pad at existing crosswalk; Church Street at Central Street
52 pedestrian improvements, curb extensions, RRFB, ADA ramps; Highland Avenue at Stone Avenue
53 pedestrian improvements, RRFB installation at crosswalk; Amberwood Drive at Johnson Road school
54 access improvements RRFB installation at existing crosswalk; "Your Speed" signs (1) to be installed at
55 four locations.
56

Monday, August 8, 2016
Board of Selectmen Meeting

1 Fish Ladder

2
3 Town Manager reported that this is a big staff effort and a meeting was held last week to review final
4 drawings. The good news is that the project will be done at no cost to the Town because of the Aberjona
5 Watershed Cleanup Program. This project is also recommended by Town Counsel. One parking space
6 on one side of the bridge will be lost.
7

8 Asa Fletcher Fund Working Group

9
10 Town Manager reported that he has notified some of the interested parties to reinitiate the discussion.
11

12 Appointment

13
14 Town Manager announced that in accordance with section 4-2b of the Town Charter he has made the
15 following appointment in the Building Department:
16

17 **Athena Byford, 55 Harold Avenue, Woburn, MA**
18 **Senior Clerk – S-24 – Step 5**
19 **Building Department**
20

21 Streetscape Design

22
23 Town Manager announced receipt of a \$50,000 grant to begin developing a plan for the shore of the Mill
24 Pond and Judkins Pond.
25

26 LICENSE

27
28 **Common Victualler License:**
29 **The Fuller Cup – 11 Thompson Street – Laura Fuller**
30

31 Ms. Fuller informed the Board that she has worked with Trader's Joe's and Caribou Coffee. She is a
32 graduate of Springfield College, and as a volunteer at Town Day, met Joe Piantedosi through a mutual
33 friend. She indicated that she is working on a menu that she feels is unique. Because she has a desire
34 to integrate into the community, her initial hours of operation will be from 7 AM to 6 PM. Menu items
35 will include simple but delicious soups.
36

37 *Motion: That the Board of Selectmen approve a Common Victualler
38 License for Laura Fuller d/b/a The Fuller Cup, 11 Thompson Street.
39 Whitehead – Bettencourt All in favor. VOTED.
40

41 BUSINESS

42
43 MWRA Sewer Bond VOTE – Treasurer Sheila Tracy
44

45 Treasurer Tracy informed the Board that the vote this evening is a part of the financial assistance
46 program for sewer rehabilitation. \$87,000 is being provided in total with 25% a part of a ten-year no
47 interest loan; 75% of this award is a grant.
48

49 *Motion: That the Board of Selectmen approve the sale of the \$21,775 Sewer Bond
50 of the Town dated August 22, 2016, to the Massachusetts Water Resources
51 Authority (the "Authority") is hereby approved and the Treasurer or other
52 appropriate Town official is authorized to execute on behalf of the Town a
53 Loan Agreement and a Financial Assistance Agreement with the Authority with
54 respect to the bond. The bond shall be payable without interest on August 15
55 of the years and in the principal amounts as follows:
56

Year	Installment	Year	Installment
------	-------------	------	-------------

Monday, August 8, 2016
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2017	\$ 2,177.50	2022	\$ 2,177.50
2018	\$ 2,177.50	2023	\$ 2,177.50
2019	\$ 2,177.50	2024	\$ 2,177.50
2020	\$ 2,177.50	2025	\$ 2,177.50
2021	\$ 2,177.50	2036	\$ 2,177.50

*Further: That each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing vote.

Whitehead – Powers All in favor. VOTED.

Fish Ladder Viewing Platform – VOTE to Authorize Town Manager to Sign Final Agreement

Present: John Kilborn

Town Manager informed the Board that the agreement looks to be fairly straightforward and has been reviewed by Town Counsel. This will result in a fish ladder being constructed and maintained privately, then turned over to the community at which time the Town will have the option to take over its maintenance. The ladder will be adjacent to the Center Falls Dam and during high-spawning periods the ladder will assist the fish in making their way up the Aberjona River to Woburn. The installation does not interfere with the Town's ability to regulate the dam gates to control flooding. Town Manager noted that it is critical that the Department of Marine Fisheries understand the need to regulate the gates.

Chairman Grenzeback informed his colleagues that a video camera will also be installed at no cost to the Town which will record the fish movement so that observers can count the fish for data analysis. Mr. Kilborn informed the Board that this will be an extra burden on staff but will be a great benefit to the Town. Selectman Powers pointed out that indemnification and liability issues were a big concern but have been worked out. He requested that Exhibit B be corrected by removing "City of Winchester" and inserting "Town of Winchester".

Chairman Grenzeback informed the audience that the funds for this project are the result of the Superfund Site cleanup in Woburn where helping other parts of the watershed is a requirement. Maintenance and cleanup is also something that must be done. Mr. Kilborn explained that this area is less steep than that at the Mystic Lakes Dam; a shallower pitch is better for the fish. He noted that the ultimate goal is to get the fish to Horn Pond which is a good habitat.

*Motion: That the Board of Selectmen authorize the Town Manager to enter into an agreement between the Town of Winchester and Bayer Cropscience.

Whitehead – Bettencourt All in favor. VOTED.

Complete Streets – Vote to authorize Funding Agreement

Present: Town Engineer Beth Rudolph

Town Manager informed the Board that this is a standard agreement on a new program from the State. Town Engineer Beth Rudolph explained that the money has to be fully expended by June 30, 2017. She noted that the first piece had to be a policy put in place that prioritized the plan developed; projects do not have to be funded as submitted. Submitted for funding is the Forest Street / Brookside Avenue neighborhood, a project that is about \$260,000 in cost. Rapid flashing beacons will highlight the crosswalk. Also included is a crosswalk for Pond Street at Chesterford Road, Church Street at Central Street and Highland Avenue at Stone Avenue, Amberwood Drive at Johnson Road; speed signs that

**Monday, August 8, 2016
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1 flash the speed that the vehicle is traveling for Loring Avenue, Lockeland Road, Bacon Street at Ginn
2 Field, Highland Avenue near Mason and Prospect Streets.
3

4 Town Manager commend the Town Engineer, Police Safety Officer Sgt. Tom Groux, DPW Director Jay
5 Gill and the MAPC consultant on a good team effort. Town Manager further noted that he does have an
6 update from the staff at MassDOT who have completed a large portion of their work on the gas line
7 installation on Pond Street. Once National Grid has completed their work the traffic signals at
8 Cambridge Street and Pond Street will be activated. Town Engineer noted that the biggest concern
9 relates to the impact on walkers to the Ambrose School.
10

11 *Motion: That the Board of Selectmen authorize the Town Manager to enter into
12 a construction funding agreement under the Complete Streets program.
13 Whitehead – Bettencourt All in favor. VOTED.
14

15 **Tri-Community Bikeway Temporary and Permanent Easement Votes**

16 Present: Town Engineer Beth Rudolph
17

18 Town Engineer reported that the DEP has issued a Superceding Order of Conditions and the project
19 will be advertised this Fall; the project is about one year behind schedule. She reported that the
20 impacts on the private side are the same as discussed last year. Town Engineer informed the Board
21 that there are three documents to be signed, one related to public property, one related to private
22 property, and the third relates to damage award. The Town went through the appraisal process which
23 sets the damage award for private property easements. Forty-two easements will be taken on twenty-
24 six properties controlled by the Board of Selectmen. Six easements are located on school-controlled
25 property and ten temporary easements are located on private property for a total of \$75,000 in
26 compensation. Two easements are located on property owned by Winchester Hospital. Town Engineer
27 reported that the total amount being paid to private property owners is approximately \$97,000, which is
28 being paid through Federal Funds.
29

30 In response to the question concerning the length of time that the temporary easements would be
31 needed, Town Engineer responded that the easements would be needed for three years, however in
32 some cases, might not be needed at all. She noted that there are no takings on private property.
33

34 *Motion: That the Board of Selectmen approve the Order of Taking of
35 Temporary Construction and Access Easements and Permanent
36 Easements for the Tri-Community Bikeway in Winchester, MA.
37 Whitehead – Powers All in favor. VOTED.
38

39 *Motion: That the Board of Selectman approve the Resolution Regarding Damage
40 Award for Order of Taking of Temporary Construction and Access
41 Easements and Permanent Easements for the Tri-Community Bikeway
42 in Winchester, MA.
43 Whitehead – Bettencourt All in favor. VOTED.
44

45 *Motion: That the Board of Selectmen approve the Order of Taking of Public
46 Land in Winchester, Massachusetts for Temporary Construction and
47 Access Easement and Permanent Easements for the Tri-Community
48 Bikeway.
49 Whitehead – Bettencourt All in favor. VOTED.
50

51 **Winning Farm Development Agreement**
52

53 Town Manager informed the Board that there has been agreement to eliminate the looping of the water
54 system and the agreement has been modified to include that agreement. Two water lines will hook in
55 off the main line. Town Engineer, Fire Chief Nash and DPW Director Gill are also in agreement.
56

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Whitehead – Powers

All in favor.

VOTED.

1
2
3 Traffic Working Group
4

5 Chairman Grenzeback noted that the Board has heard a lot about the volume of traffic coming over
6 Forest Street on a daily basis. The Board has also heard complaints about traffic in various other areas
7 of Town as well. He explained that he would like to form a working group of people from across the
8 Town to look at traffic issues. The first topic for discussion would be what can be done in the Town's
9 neighborhoods to keep people from cutting through; the second would relate to traffic patterns on main
10 corridors because it is clear that there is a back-up here. The question is whether there is a way to
11 manage or reduce this. The Chairman requested that his colleagues think about individuals who may
12 wish to be involved in such discussions.
13

14 Town Manager noted that when school starts up again in September, the traffic problems will also start
15 up again. Selectman Powers informed his colleagues that he has heard that Consigli has given up their
16 parking spaces at the Transfer Station and their workers now park at Borggaard Beach.
17

18 Town Manager explained that there is no accommodation for student parking during this phase of the
19 High School construction and parking at Skillings Field should be back on line in January, 2017. He
20 noted that there is an at least 100 parking space demand for students and only about thirty
21 construction workers use the parking at the Transfer Station.
22

23 Selectman Powers suggested that parking could be restricted to senior class members only, noting that
24 it is important to have a plan in place because it is likely there will be an explosion. Town Manager
25 indicated that new principal, Dennis Mahoney, would rather have 100 parking spaces available for
26 students at the Transfer Station. At the conclusion of the High School construction project, parking on
27 the West Side of Skillings could continue to be designated for student parking, and at the end of
28 construction, there will be more parking available. Chairman Grenzeback suggested that the school
29 administration think about capping the number of parking spaces available for student use.
30

31 Town Counsel Selection
32

33 Town Manager pointed out that the Board has been provided with some information from the recent
34 past. The most important piece of information is how the comparable communities handle their legal
35 services. Also included are recommendations from the MMA *Selectmen's Handbook*. The question is
36 how to structure the position and whether to go with an inside counsel or an outside firm. Town
37 Manager explained that with an in-house Town Counsel there is a specific outcome with both
38 advantages and drawbacks; outside counsel is what is and has been in place for a number of years but
39 the question is whether a large or small law firm should be considered. The advisory group is an effort
40 at assisting with the screening of applicants. Chairman Grenzeback suggested that the Board talk
41 through the pros and cons of each, or could entertain all three scenarios.
42

43 Selectman Errico indicated that he is not in favor of a large firm, however Vice Chairman Whitehead
44 pointed out that with the current Town Counsel there is no backup. He explained that he would favor a
45 small or a medium sized firm with more than one practitioner. Selectman Powers commented that
46 Town Counsel Welch's model served the Town well and he is very accessible. He noted that this is a
47 Selectmen's appointment and even a firm with three or four practicing attorneys will still require
48 special counsel assistance. He indicated that the biggest issue for him is accessibility, therefore a firm
49 larger than Welch & Donohoe would be all right. Selectman Powers recalled that when former Town
50 Counsel Douglas Randall retired and the Board of Selectmen embarked on a search for his successor,
51 each member of the Board chose a search committee member and there was no elected or appointed
52 official selected as a search committee member.
53

54 Selectman Bettencourt brought forward the idea of a Town Solicitor position, i.e., someone that is not as
55 experienced as Town Counsel Welch. He pointed out that the Town's legal needs have changed and

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Board of Selectmen Meeting**

1 frequently outside counsel is employed for specialized needs, something that can be very expensive.
2 Selectman Bettencourt noted that he is not sure that the Board will be able to find anyone with Wade
3 Welch's expertise and litigation management skills, particularly because demands are coming from
4 different areas. He indicated that a large law firm would not be beneficial, but a small firm with access
5 would be a good fit. Selectman Bettencourt informed his colleagues that he likes the idea of a small law
6 firm or a Town Solicitor.

7
8 Chairman Grenzeback noted that a large law firm will not keep the personal relationship that has been
9 established. The Board discussed the advantages of a medium to small law firm versus an in-house
10 counsel. After some brief discussion, it was the consensus of the Board to utilize an advisory search
11 committee process, with the recollection that this type of process worked very well with the Town
12 Manager search. A part of the discussion involved the pros and cons of Selectmen being members of the
13 committee. Selectman Powers indicated that he feels no member of a sitting board or committee should
14 be appointed as a member of the Town Counsel search committee.

15
16 Selectman Bettencourt offered John Kilborn and Wei Han as candidates; Selectman Errico agreed that
17 Wei Han would be a good addition to the committee but suggested that Stephen Campbell be included
18 as well. Selectman Powers offered former Selectmen Whip Saltmarsh and Alan Macdonald as
19 candidates for consideration. Vice Chairman Whitehead offered Stephen Campbell and Donna Jalbert
20 Patalano for consideration. Selectman Powers requested that Assistant Town Manager Mark Twogood
21 and HR Director Anne Kostos be members in an ad hoc capacity. Ms. Kostos would act as the point
22 person for submission of resumes. Lastly, Chairman Grenzeback offered former Finance Committee
23 Chairman Michelle Prior's name for consideration. After discussion, Board members agreed with the
24 following composition: Donna Patalano, Alan Macdonald, Michelle Prior, Stephen Campbell, Wei Han
25 and John Kilborn.

26
27 **CONSENT AGENDA / SUPPLEMENTAL CONSENT AGENDA**

28
29 **One Day Alcoholic Beverage License(s)**

30 Gail Freeman for Studio on the Common – August 17, 2016 – Studio on the Common;
31 Gail Freeman for Studio on the Common – August 10, 2016 – Studio on the Common;
32 Wright-Locke Farm – August 24, 2016 – 1827 Barn;

33 **Approve/Correct Meeting Minutes**

34 Approve / Correct Meeting Minutes: Wed., July 27, 2016; Wednesday, July 6, 2016;

35 **Approval to Retain Special Counsel**

36 Approval for the DPW to hire an attorney to file an appeal with DPS
37 for an elevator infraction

38
39 *Motion: That the Board of Selectmen approve One Day Alcoholic Beverage
40 Licenses for the following: Gail Freeman, Studio on the Common,
41 August 10 and August 17, 2016 at Studio on the Common; Wright-
42 Locke Farm – August 24, 2016 – 1827 Barn.

43 Whitehead – Powers All in favor. VOTED.

44
45 *Motion: That the Board of Selectmen approve the Meeting Minutes for
46 Wednesday, July 6, 2016 and Wednesday, July 27, 2016 as written.

47 Whitehead – Powers All in favor. VOTED.

48
49 *Motion: That the Board of Selectmen approve the retention of Special Counsel
50 by the DPW to hire an attorney to file an appeal with DPS for an
51 elevator infraction.

52 Whitehead – Powers All in favor. VOTED.

53

Monday, August 8, 2016
Board of Selectmen Meeting

1 Selectman Powers expressed some concern about the process utilized to certify equipment on time.
2 Town Manager indicated that the first violation was a consultant issue. The hope is that the penalty
3 will be eliminated. He recommended the Board's approval of the request.
4

5 **COMMUNICATIONS AND WORKING GROUP REPORTS**
6

7 The Board acknowledged receipt of the following correspondence:
8

- 9 1. EFPBC Meeting Minutes: May 18, 2016; May 4, 2016
- 10 2. Tina L. Quick, Forest Street re: NO to Forest Ridge Residences
- 11 3. Rachel Roll, Forest Circle – Forest Ridge Residences
- 12 4. James O'Neil, Chisholm Road – Forest Ridge Residences
- 13 5. Carl Boerner, Highland Avenue – Noise Regulation ByLaw Proposal
- 14 6. Town Manager to Kenneth Tarbell, Stoneham – purchase of Wildwood Cemetery plot
- 15 7. Paul and Elizabeth Fitzgerald, Forest Street – Forest Ridge Development
- 16 8. Candace Van der Kruik, Forest Street – Forest Ridge Development
- 17 9. Lisa Ouellette, Churchill Circle – Forest Ridge Development
- 18 10. Nassim Fotouhi, Forest Circle – Forest Ridge Development concerns
- 19 11. School Committee Agenda for Tuesday, August 9, 2016

20
21 Selectman Bettencourt expressed concern about the turnover of businesses in Winchester Center,
22 questioning what is offered to the local business community to help them get off the ground and keep
23 their doors open. He requested that the Board discuss incentivizing and helping new business owners.
24

25 **Adjournment – 10:40 PM**
26

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

28 Whitehead – Powers

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

30
31 Respectfully submitted,
32

33
34
35 Richard C. Howard, Town Manager



Town of Winchester

MaryEllen Lannon, Town Clerk

Docket Item:
H - 3:
October 17, 2016

Winchester, MA 01890
Phone: 781-721-7130
Fax: 781-721-1153
townclerk@winchester.us

Winchester Town Clerk

TO: Richard Howard, Town Manager

FROM: MaryEllen Lannon, CMC
Winchester Town Clerk 

DATE: September 28, 2016

RE: Donation from Cummings Foundation for Town
Archives Department

Attached please find the notice of donation and the necessary paperwork in reference to a grant the Town Clerk/Town Archives has been awarded. The Cummings Foundation graciously accepted our application for SHAPING WINCHESTER'S FUTURE BY UNDERSTANDING ITS PAST in an amount of \$10,500.

Please place this donation on the next agenda of the Board of Selectmen so that we may be able to begin our work on this very valuable project for the community.

I have discussed the process with the Town Comptroller, Stacie Ward. She has indicated that once the funds are accepted she will create the appropriate account for administrative purposes. Thank you.



Town of Winchester

MaryEllen Lannon, Town Clerk

Winchester Clerk's Office
71 Mt. Vernon Street
Winchester, MA 01890
Phone: 781-721-7130

SHAPING WINCHESTER'S FUTURE BY UNDERSTANDING ITS PAST

The Winchester Town Clerk requests \$10,500 to fund archivist/historian Ellen Knight to organize, expand and develop her extensive research on town history into content that will be readily available to the public on the town website. MaryEllen Lannon, Winchester Town Clerk, will oversee the project. An Advisory Committee including members from the School Department, Archives Advisory Committee, Winchester Historical Society, the Multi-Cultural Network, and Winchester Public Library will provide guidance to content.

The work will focus on under-documented areas of town history, particularly subjects relevant to school efforts to promote an understanding and appreciation of diversity and to provide background on the social conditions, attitudes, and struggles that have shaped the current community's and led to an increasingly inclusive society.

Dr. Ellen Knight has written articles on topics related to Winchester history for the *Daily Times Chronicle* for over twenty-four years, as well as authoring books on the history of Winchester Hospital, the En Ka Society, Lincoln School, Public Library and the Music School. Her extensive research remains, however, difficult to access and the illustrations in the newspapers are poor quality. This grant would enable her to gather, update, add new images, and reformat to make information accessible on the Town website, with links to the sites of other organizations like the Historical Society and Multi-Cultural Network to maximize visibility.

Topics that Ellen has written about are listed below. Time and funding will limit the number of topics covered in this grant so the Advisory Committee will help set priorities.

Native Americans

The historic Sachems and the Sachem logo (a priority topic for the School Department)

African-Americans

New England slavery, abolition, Winchester's black community and individual people and families in that community (Historical Society is currently doing a video on the New Hope Baptist Church and its community)

Immigration and its impact on Winchester

Socio-Economic layers

Changing role of agriculture, development and impact of industry, labor vs. management, planned growth of (prosperous) white collar neighborhoods and its impact on other areas

Women's issues

Suffrage, women on Town boards, suffrage, women as agents of change

Improvement Societies

Visiting Nurse Association, Handicraft Society

Wartime

WWII, an era of heightened ethnic awareness. Recent research by Ellen has revealed overlooked minor minorities in the town's mid-20th century multi-cultural population (e.g., Greeks, Armenians), examples of men in segregated services, women's contributions, and other cultural issues.

The final product will be text with images on the Town website, with articles that can be downloaded and integrated into Winchester social studies curriculum, accessed by scholars, or read by those simply curious. Work would be linked to the Archival Center's online catalog* for those who want to find additional images or primary source material.

The website will fill a void in local history materials to complement middle- and senior-high American history studies. Also, with the ever-increasing diversity in the national origins of students, the site can help educate newcomers about what the town was like, how it has changed, and how it continues to change. It can also provide background to contemporary issues, such as the Sachem logo. With these benefits in mind, Superintendent Judith Evans has voiced her support for the project.

Initial work on the website will provide a template so that future funding will allow the archives to expand resources and incorporate other research. It would also open the possibility that cooperative projects with students or other town organizations could be hosted on the site.

Budget:

As cost-share, the Town will provide office space and technical support to place content on the Town website. The Town Clerk will serve as project director. Members of the Advisory Committee will donate their time.

\$10,500 for Contract Archivist/Historian (Ellen Knight): 350 hours @\$30/hour to be worked over a one-year period

*The Winchester Archival Center's online catalog can be seen at <http://winchester.pastperfect-online.com/34854cgi/mweb.exe?request=ks>



200 West Cummings Park • Woburn, MA 01801 • 781-935-8000 • fax 781-932-7077

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TOWN CLERK
TOWN OF WINCHESTER
October 5, 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

Laurie Gabriel, CFA
Wellington Management Company (ret.)

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, J.D., LL.M

Ms. MaryEllen Lannon
Town Clerk
Town of Winchester
71 Mt. Vernon Street
Winchester, MA 01890

Dear Ms. Lannon:

We are delighted to announce that Cummings Foundation will donate \$10,500 to Winchester Archival Center for its project "Shaping Winchester's Future by Understanding its Past." The purpose of this gift is to fund Ellen Knight's work to expand and develop her extensive research on town history into content that will be made available to the schools and general public on the town website. Topics are to be prioritized by a committee representing the School Department, Historical Society, Library, Multicultural Network, and Archives Advisory Committee. The Town Clerk will supervise the work.

Please notify us when the Town has completed the necessary paperwork to receive this donation. We will then process the check. When publicizing the project, please credit Cummings Foundation. Although there is no formal reporting process for this contribution. We would be delighted to receive a brief summary of Ellen's progress next year.

Joyce and Bill Cummings are so pleased to support this effort to make Winchester's historical information available more broadly. Please contact me at 781-932-7072 or jkv@cummings.com with any questions.

Best regards,

Joyce Vyrriotes