



Town of Winchester

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

Board of Selectmen Meeting
Monday, October 24, 2016

CONSENT AGENDA

- Docket Item **H-1:** One Day Alcoholic Beverage License:
Mike Bodall / Griffin Museum - October 30th – Griffin Museum;
- H - 2:** Parade Permit – Veterans Day Parade – Friday, November 11th;
- H - 3:** Approval / signing of LIP Application for affordable unit
at 15 Dix Street
- H - 4:** Acceptance of Grant from Winchester Rotary Club for the
Winchester Police Department Explorer Club

Supporting Documents:

- H - 1:** One Day License Application
- H - 2:** Parade Permit: Veterans Day Parade – November 11, 2016
- H - 3:** LIP Document
- H - 4:** Grant award information

Action Required: **VOTE** to approve Consent Agenda. Documents for
signing are in **RED BOOK**.



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 Bev*

Docket Item:
H - 1;
October 24, 2016

One Day License #1:
October 24, 2016

Name of Applicant/ Organization: Griffin Museum of photography

Address: 67 Shore Road,

Telephone Number: 781-729-1158

Permit Applying For:

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

Nature and purpose of the event: Annual awards ceremony

Number of persons attending event: 75

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

Small museum

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

Mike Bodall

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

10/30/16 11-1

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:

MB

Print Name of Responsible Manager:

Mike Bodall

RECEIVED
2016 OCT 17 AM 7:58
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.**



VETERANS DAY PARADE

FRIDAY, NOVEMBER 11, 2016

Permission is hereby granted to:

Parade through certain streets of Winchester:

The Parade will assemble on Friday, 11th of November, at the Winchester High School campus at approximately 9:50 AM and step-off at 10:15 AM.

The Parade will leave the High School and turn right at Skillings Road which it will follow to Main Street and turn left towards the Town Center. The Parade will curl around the Town Common and turn left onto Waterfield Road. After passing the Post Office, the Parade will take Mystic Valley Parkway to the Lincoln School where there will be a pause to lay a wreath at the War Memorial.

Reassembling, the Parade will take Main Street to the Rotary where it will turn right and continue on Mt. Vernon Street to the Town Hall where the civic exercises will take place at the Edward F. O'Connell Memorial Plaza.

A Majority of the Board of Selectmen

Approved:

Peter F. MacDonnell, Chief of Police

Date: _____

Fee: none
Rec'd & filed in Office of
Town Clerk
BOS License-line



ABERJONA POST NO. 3719
30 River Street
Winchester, MA 01890

RECEIVED
2016 OCT 20 AM 11:58
TOWN OF WINCHESTER
TOWN MANAGER
BOARD OF SELECTMEN

October 17, 2016

Winchester Board of Selectmen
Town Hall
Winchester, MA 01890

Honorable Selectmen:

While many communities are no longer able to honor Veterans Day with parades and civic exercises, the members of Foreign Wars Post No. 3719 would like very much to continue Winchester's tradition of having a Parade on Veterans Day, November 11th, and respectfully request a permit for this event.

The parade route is as follows:

The parade will gather at the High School at about 9:50am and step-off at 10:15am. It will leave the High School and turn right on Skillings to Main Street where it will turn left and follow Main Street to the Town Common where it will curl around it. At Waterfield Road, the Parade will turn left, pass the Post Office, and turn left on Mystic Valley Parkway and continue to the War Memorial at the Lincoln School where a wreath will be laid.

After this pause, the parade will re-assemble and continue on Main Street to the Center where at the Rotary it will turn right and continue down Mt. Vernon Street to the Town Hall where civic exercises will take place at the Edward F. O'Connell Memorial Plaza.

Your kind attention this request is very much appreciated.

Sincerely,

Gregory Quill, Parade Marshall


Barbara B. O'Connell, Parade Committee
(Mrs. Ed O'Connell)

**15 DIX STREET, WINCHESTER
LOCAL INITIATIVE PROGRAM APPLICATION FOR
LOCAL ACTION UNITS**

Community Support Narrative, Project Description, and Documentation

Please provide a description of the project, including a summary of the project's history and the ways in which the community fulfilled the local action requirement.

Project History

The Manzo Company, in partnership with Peter Nichols of NorthStar Ally, (collectively, the "Developers") acquired the former two-story medical office building at 15 Dix Street, Winchester in February 2014 with the intent to seek a special permit to redevelop the site into multi-family for-sale condominium residences. Following a specific zoning bylaw process of converting an existing non-conforming use into a new, not more detrimental non-conforming use, the developers worked in concert with the Winchester Planning Board, Design Review Committee, Engineering Department, Conservation Commission and Zoning Board of Appeals to permit a twelve (12) unit luxury condominium project consisting of a 22 space below-grade parking garage (3 additional surface parking spaces) with two and a half levels of residences above. One space in the parking garage will be reserved for the affordable unit. The units are a mix of one-bedroom, two-bedroom, with two bathrooms, and two bedroom with two and one-half bathroom units, most with balconies and views of Wedge Pond, with direct elevator access from the garage.

In November 2014, the Developers obtained a Special Permit from the Zoning Board of Appeals for the construction of the 12 unit building known as "15 Dix Street" (the "Project") with one (1) of the units being designated as "affordable" in accordance with Massachusetts Department of Housing and Community Development (DHCD) LIP Guidelines. The units, site stormwater and drainage infrastructure and landscaping within the project were laid out to provide enhanced buffers to abutting single family housing as well as significant upgrades to stormwater management and resulting infiltrations back into adjacent Wedge Pond.

In addition, the Developers worked closely with the Town and residential abutters to adopt an appropriate architectural scheme for the project which reflects a late Victorian-Colonial revival style that is found in many Winchester neighborhoods. The exterior of the homes is a combination of traditional siding and patterned shingles with contrasting trim and accents. State-of-the-art materials are employed to insure that high quality maintenance can be easily achieved while presenting true traditional detail. A covered front porch entry, brick exterior chimneys and carefully articulated rooflines add visual interest and quality to the project.

Affordable Unit Designation

The Project consists of seven (7) two-bedroom, two and one-half bathroom units, four (4) one-bedroom, two-bathroom units and one (1) one-bedroom, one-bathroom unit (the "affordable unit"). All units, common areas and the elevator were designed in full accordance with "universal design" principles thereby facilitating occupancy of the units by persons having impaired mobility.

In accordance with the conditions imposed on the Project by the Zoning Board of Appeals and consistent with the Local Initiative Program ("LIP") Guidelines relative to Design and Construction Standards, the one affordable is located on the ground floor and appropriately integrated into the overall Project, including comparable finishes.

Unit Finishes

The affordable unit is indistinguishable from the market-rate units as viewed from the exterior of the development. All units will be finished with exterior details and treatments applied consistently to ensure a uniform appearance.

Interior finishes of the affordable unit will contain high quality kitchen appliances, kitchen/bath cabinets, plumbing fixtures, and utility hookups for laundry services. Affordable unit kitchens will be finished with stainless Frigidaire appliances (refrigerator, range/oven/cooktop, dishwasher and microwave), tile flooring (bathroom, entry foyer, kitchen) with high quality carpeting throughout all other living spaces, composite or stone material countertops, and Kohler brand bath fixtures. The interior design and finish of the affordable unit is consistent with the requirements of DHCD and complement the design of the overall development.

Local Preference Units

Since only one of the units is affordable, it is our understanding that a Local Preference is not possible during the lottery process for selecting a purchaser of this unit. Based on the distribution of past lottery winners and applicants, the Town of Winchester normally applies for and is awarded a 70% Local Preference.

Signatures of Support for the Local Action Units Application

Chief Executive Officer:
defined as the mayor in a city and the board of selectmen in a town, unless some other municipal office is designated to be the chief executive officer under the provisions of a local charter

Signature: _____

Print Name: Lance Grenzeback, Chair, Board of Selectmen

Date: _____

Chair, Local Housing Partnership:
(as applicable)

Signature _____

Print Name: John H. Suhrbier, Chair, Housing Partnership

Board

Date: _____

Municipal Contact Information

Chief Executive Officer:

Name Lance Grenzeback, Chairman

Address Board of Selectmen, 71 Mt. Vernon Street
Winchester, MA 01890

Phone 781-721-7133

Email townmanager@winchester.us

Town Administrator/Manager:

Name Richard Howard

Address Town Hall, 71 Mt. Vernon Street, 2nd Floor
Winchester, MA 01890

Phone 781-721-7133

Email townmanager@winchester.us

City/Town Planner:

Name Brian Szekely

Address Planning Board Office, 71 Mt. Vernon Street
Winchester, MA 01890

Phone 781-721-7162

Email bzekely@winchester.us

Town Counsel:

Name Wade M. Welch
Address Welch & Donohoe, LLP
665 Summer Street, Suite 203
Boston, MA 02210
Phone 617-428-0222
Email wwelch@welchdonohoe.com

**Chair, Local Housing Partnership
(if any):**

Name John H. Suhrbier
Address Housing Partnership Board, 71 Mt. Vernon St.
Winchester, MA 01890
Phone 781-729-4824
Email jhsuhr@verizon.net

Community Contact Person:

Name Jennifer Cafarella, Administrative Assistant
Address Town Manager's Office, 71 Mt. Vernon St
Winchester, MA 01890
Phone 781-721-7133
E-Mail jcafarella@winchester.us

The Project

Developer: Michael A. Manzo
Telephone and Email: (617) 930-7959; mamanzo@manzocompany.com
Project Site: 15 Dix Street, Winchester
Address: 15 Dix Street
Winchester, MA 01890

Is your municipality utilizing any HOME or CDBG funding for this project? Yes _____ No X

Local tax rate per thousand \$11.68 For Fiscal Year 2016

Site Characteristics: proposed or existing buildings by design, ownership type, and size.

<u>Project Style</u>	<u>Total Number of Units</u>	<u>Number of Units Proposed for Local Action Units Certification</u>
Detached Single-family house	_____	_____
Rowhouse/townhouse	_____	_____
Duplex	_____	_____
Multifamily house (3+ family)	12 _____	1 _____
Multifamily rental building	_____	_____
Other (specify)	_____	_____

Unit Composition

Type of Unit: (Condo Ownership)	# of Units	# of BRs	# of Baths	Unit Square Feet	Proposed Sale Prices (market rate prices are approximate)	Proposed Condo Fee	Undivided Interest Common Areas
Affordable Unit 1A	1	1	1.0	876	\$167,000	\$140.00	1.83%
Market Unit 1B	1	2	2.5	1,927	\$1,637,950	\$773.00	10.09%
Market Unit 1C/2C	2	2	2.5	1,765	\$1,500,250	\$708.00	9.24%
Market Unit 1D/2D	2	2	2.5	1,945	\$1,653,250	\$781.00	10.18%
Market Unit 2A	1	2	2.0	1,265	\$995,000	\$508.00	6.62%
Market Unit 2B	1	2	2.5	1,985	\$1,687,250	\$797.00	10.39%
Market Unit 3A	1	1	2.0	1,275	\$1,083,750	\$512.00	6.68%
Market Unit 3B	1	1	2.0	1,833	\$1,558,050	\$736.00	9.60%
Market Unit 3C	1	1	2.0	1,459	\$1,240,150	\$586.00	7.64%
Market Unit 3D	1	1	2.0	1,588	\$1,349,800	\$637.00	8.31%

Attachments

- A. Documentation of municipal action
- B. Long-Term Use Restrictions (Regulatory Agreement)
- C. Documents of Project Sponsor's (developer's) legal existence and authority to sign the Regulatory Agreement:
 - appropriate certificates of Organization/Registration and Good Standing from the Secretary of State's Office
 - mortgagee consents to the Regulatory Agreement (Not Applicable)
 - Trustee certificates or authorization for signer/s to execute all documents
- D. For Condominium Projects Only:
 - The schedule of undivided interest in the common areas in percentages set forth in the condominium master deed
 - Draft Budget
- E. MEPA (Massachusetts Environmental Policy Act) environmental notification form (ENF)
- F. Affirmative Fair Marketing and Lottery Plan, including:
 - ads and flyers with HUD logo
 - informational materials for lottery applicants/eligibility requirements/lottery and resident selection procedures
 - lottery application and financial forms
 - request for local preference and demonstration of need for the preference
 - measures to ensure affirmative fair marketing, including outreach methods and venue list
 - name of Lottery Agent with contact information

1223582.3

Docket Item:
H - 4;
October 24, 2016

Mawn, Patti

From: Barbara Bosco <bbosco@winchesterpd.org>
Sent: Tuesday, October 18, 2016 12:59 PM
To: Mawn, Patti
Cc: Peter MacDonnell; Daniel Perenick; Barbara Bosco
Subject: Rotary Club Gift
Attachments: IMG_0001.pdf

Importance: High

Hello Patti,

Per Chief MacDonnell, please find a gift check in the amount of \$2,000.00 from the Winchester Rotary Club for the WPD Explorer Program.

Could you please submit this gift for approval at the upcoming Selectman's meeting.

Thank you.

Barbara Bosco
Administrative Assistant to the Chief of Police
Winchester Police Department

2024

WINCHESTER ROTARY CHARITABLE FUND, INC.

P.O. BOX 288
WINCHESTER, MA 01890

WINCHESTER CO-OPERATIVE BANK
WINCHESTER, MA 01890
53-7157/2113

10/13/2016

PAY TO THE
ORDER OF Wincehster Police Department

\$ **2,000.00

Two Thousand and 00/100*****

DOLLARS

WinchesterPolice Department
30 Mount Vernon Street
Winchester Ma 01890


AUTHORIZED SIGNATURE

MEMO

2016 grant for criminal Justice Club- Dan Perenick

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WINCHESTER ROTARY CHARITABLE FUND, INC.

2024

Wincehster Police Department

10/13/2016

2016 grant for criminal Justice Club- Dan Perenick

2,000.00

WCB/Charitable Chec 2016 grant for criminal Justice Club- Dan Pereni

2,000.00



ROTARY CLUB OF WINCHESTER

October 13, 2016

Sgt. Dan Perenick
Winchester Police Department
30 Mt. Vernon Street
Winchester, MA 01890

Dear Sgt. Perenick:

On behalf of the Winchester rotary Club, I am pleased to inform you that the Board of Directors has approved your Grant Application in the amount of \$2000. This action was taken at the October 11, 2016 meeting.

We congratulate you on developing and implementing this appropriate and timely program for the youth of Winchester to become exposed to community service, with their participation in many and varied community events and activities. The Winchester Rotary Club is also pleased to renew their support of this program after many years.

I have enclosed a check in the amount of \$2000 from Jane Errico, Rotary Treasurer.

Congratulations again, to you and everyone who is involved in this Explorer Program, sponsored by the Winchester Police Department.

Sincerely,

A handwritten signature in cursive script that reads "Marnee J. Walsh".

Marnee J. Walsh

Cc/J. Errico
J. Kean