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**TOWN OF WINCHESTER
SELECT BOARD MEETING
Monday, November 4, 2019
Record**

OPENING

Chair Mariano Goluboff called the meeting to order at 5:45 in Room A101 located at the Winchester High School prior to the opening of the 2019 Fall Town Meeting. Present were Select Board members Vice Chair Michael Bettencourt, Jacqueline A. Welch, Susan Verdicchio, and Amy Shapiro. Also present was Town Manager Lisa Wong.

*Motion: That the Select Board adjourn to Executive Session for the purpose of discussing matters related to 1) Asa Fletcher Fund - MGL Ch. 30A §21(a)
1 - To discuss the reputation, character, physical condition or mental health rather than the professional competence of an individual.

Welch - Shapiro

Roll Call: Goluboff, Bettencourt, Welch, Verdicchio, Shapiro VOTED

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

Bettencourt - Verdicchio

Roll Call: Goluboff, Bettencourt, Welch, Verdicchio, Shapiro VOTED

NOTIFICATION OF MEETINGS AND HEARINGS

1. Monday, November 7, 2019 – Regular Session before Town Meeting WHS Rm A101
2. Monday, November 7, 2019 – Fall 2019 Annual Town Meeting – WHS Auditorium
3. Monday, November 18, 2019 – Regular Session

ACCEPTANCE OF DONATIONS

COMMENTS

TOWN MANAGER REPORT AND COMMENTS

1. Appointments - Town Manager announced the following permanent appointment in accordance with section 4-2b of the Town she respectfully requests that the Select Board vote to waive the fifteen (15) day appointment period for: **Fire Department – Firefighter Max Coffin.**

*Motion: That the Select Board waive the customary fifteen (15) day appointment effective waiting period to allow Max Coffin to begin his employment.

Bettencourt - Welch All in favor VOTED

MATTERS FROM THE AUDIENCE

COMPTROLLER'S REPORT

LICENSES

1
2 **HEARINGS**

3
4 **BUSINESS**

- 5
6 1. **Solar Panel Installation at Wright-Locke Farm** – Archie McIntyre, Wright-Locke Farm
7 Executive Director and Sally Quinn, Wright-Locke Farm board member, attended the
8 meeting. Mr. McIntyre is requesting approval from the Select Board to install the solar
9 panels on the 1827 Barn and Squash House. The Wright-Locke Farm Conservancy (WLFC)
10 has been working to install solar panels at the Farm in order to minimize the Farm’s reliance
11 on fossil fuels. He also told the Board that as part of the 10 year lease with the Town, the
12 Town pays 50% of the utilities and WLFC hopes that having the solar panels will relinquish
13 the Town from their half of the utilities. The WLFC has obtained unanimous support from
14 the Winchester Historical Commission and received approval from the Massachusetts
15 Historical Commission to install the solar panels. The WLFC has entered into a contract
16 with BlueSel Solar to install 172 panels distributed over both roofs. Ms. Wong then talked
17 about waiving the building fees for the construction of the new building and the Select Board
18 supported the suggestion.

19
20 *Motion That the Select Board, under Section 8.1 of the Lease between the Town
21 of Winchester (Landlord) and the Wright-Locke Farm Conservancy, Inc.
22 (Tenant) dated November, 2011 approve installation of the panels by the
23 Tenant in keeping with all laws and regulations and that the solar panels,
24 associated equipment and any payments, incentives or rebates from the
25 solar power project shall remain the property of the Tenant.

26 Bettencourt – Shapiro All in favor VOTED
27

- 28 2. **Union Contracts: MOU DPW Workers & MOU Custodians** – Ms. Wong informed the
29 Board that the MOU they had voted on the COLA appropriation is in the spread sheet twice
30 and the correct version will be distributed to the Town Meeting members.
31
32 3. **Warrant Articles** – The Select Board discussed Article 5 - To add an alternate member to
33 the Educational Facilities Planning and Building Committee (EFPBC) who would represent
34 the Disability Access Committee. The new alternate member would be appointed by the
35 Disability Access Commission.
36

37 **CONSENT AGENDA**

38
39 **COMMUNICATIONS AND WORKING GROUP REPORTS**

40
41 **ADJOURNMENT: 6:15 PM**

42
43 *Motion: That the Select Board recess to the floor of Town Meeting not to return to
44 public session.

45 Bettencourt - Welch

46 Roll Call: Goluboff, Bettencourt, Welch, Verdicchio, Shapiro VOTED
47

48 Respectfully submitted,

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50 Lisa Wong, Town Manager

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**TOWN OF WINCHESTER
SELECT BOARD MEETING
Thursday, November 7, 2019
Record**

OPENING

Chair Mariano Goluboff called the meeting to order at 7:00 in Room A101 located at the Winchester High School prior to the opening of the 2019 Fall Town Meeting. Present were Select Board members Vice Chair Michael Bettencourt, Jacqueline A. Welch, Susan Verdicchio, and Amy Shapiro. Also present was Town Manager Lisa Wong.

NOTIFICATION OF MEETINGS AND HEARINGS

1. Monday, November 18, 2019 – Regular Session

ACCEPTANCE OF DONATIONS

COMMENTS

TOWN MANAGER REPORT AND COMMENTS

MATTERS FROM THE AUDIENCE

COMPTROLLER'S REPORT

LICENSES

HEARINGS

BUSINESS

1. **Warrant Articles** – Article 24 – Personnel Board Report

*Motion That the Select Board take favorable action on the revised Article 24.
Shapiro – Verdicchio All in favor VOTED

Discussion continued about the Article 8 presentation on Monday night and how it is going to tie into tonight's discussion about Article 23. Residents do realize that something has to be done but would rather pay an increase of their water/sewer rates. A new by-law still has to be written to establish a Stormwater payment. Select Board members also felt that they need to have a public information campaign to help educate all community residents.

CONSENT AGENDA

One Day Alcoholic Beverage License(s)

*Motion That the Select Board approve One Day Alcoholic Beverage Licenses for -
Kelly Griffin for Kate's Table Catering – November 11, 2019 – Griffin
Museum
Bettencourt - Welch All in favor VOTED

1
2 **COMMUNICATIONS AND WORKING GROUP REPORTS**
3

4 **ADJOURNMENT: 7:20 PM**
5

6 *Motion: That the Select Board recess to the floor of Town Meeting not to return to
7 public session.

8 Bettencourt - Welch

9 Roll Call: Goluboff, Bettencourt, Welch, Verdicchio, Shapiro

VOTED

10
11 Respectfully submitted,

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13 Lisa Wong, Town Manager
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**TOWN OF WINCHESTER
SELECT BOARD MEETING
Monday, November 18, 2019
Record**

OPENING

Chair Mariano Goluboff called the meeting to order at 7:30 PM in the Select Board meeting chamber located in Town Hall. Present were Select Board members Vice Chair Michael Bettencourt, Jacqueline A. Welch, Susan Verdicchio, and Amy Shapiro. Town Manager Lisa Wong was absent.

NOTIFICATION OF MEETINGS AND HEARINGS

1. Monday, December 2, 2019 – Regular Session
2. Monday, December 21, 2019 – Regular Session

ACCEPTANCE OF DONATIONS

*Motion That the Select Board accept, with gratitude, donations of \$7,200 from the Winchester Chamber of Commerce, Black Horse Tavern, the Serieka, Thyson and Winn Families to support the Saltmarsh Park.

Bettencourt - Welch	All in favor	VOTED
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COMMENTS

Chair Goluboff announced that the MBTA will be holding a Public Meeting on Thursday, November 21st at the Winchester High School at 6:30 p.m. regarding the Winchester Center Train Station upgrades. Ms. Shapiro also congratulated the High School Boys and Girls Soccer teams for a successful season.

TOWN MANAGER REPORT AND COMMENTS

1. Appointments – Chair Goluboff announced that the Town Manager had appointed Hellen Waldron to the Disability Access Commission, new term to expire August 31, 2021. Ms. Waldron attended the meeting and introduced herself to the Select Board. She has a seventeen year old son with autism and that is what brought her to apply to volunteer for the Commission.
2. Waterfield RFQ Update – Chair Goluboff informed everyone that Town staff is going to be setting up a page on our website and that due to the holidays the deadline has been extended a week to December 9, 2019.

MATTERS FROM THE AUDIENCE

COMPTROLLER'S REPORT

LICENSES

Monday, November 18, 2019
Select Board Meeting

1 1. **Agricultural Wine License to Cape Cod Winery**

2
3 *Motion That the Select Board approve the Agricultural Wine License to Cape Cod
4 Winery – November 20, 2019 – Mahoney’s Garden Center (Farmer’s
5 Market)

6 Bettencourt - Welch All in favor VOTED

7
8 2. **Agricultural Wine License to Coastal Vineyards**

9
10 *Motion That the Select Board approve the Agricultural Wine License to Coastal
11 Vineyards – November 20, 2019 – Mahoney’s Garden Center (Farmer’s
12 Market)

13 Bettencourt - Welch All in favor VOTED

14
15 **HEARINGS**

16
17 1. **Eversource Grant of Location – Install approximately 10 feet of conduit to supply**
18 **power to 3 Crescent Road.** Beth Rudolph, Town Engineer presented.

19
20 Eversource is applying for a Grant of Location to install approximately 10 feet of conduit
21 within the public right-of-way. This work is necessary to provide underground electrical
22 service to the home at 3 Crescent Road. The Town Engineer and DPW do not have any
23 concerns.

24
25 *Motion: That the Select Board approve Eversource’s Grant of Location for the
26 installation of approximately ten (10) feet of conduit within the public
27 right-of-way to supply electric service to 3 Crescent Road.

28 Bettencourt - Welch All in favor VOTED

29
30 2. **Traffic Hearing – To consider the installation of a 4-way stop sign at the**
31 **intersection of Foxcroft Road/Salisbury Street.**

32
33 Beth Rudolph, Town Engineer, gave a presentation about traffic concerns at the intersection
34 of Foxcroft Road and Salisbury Street. Drivers are trying to avoid the traffic lights at
35 Cambridge/Church Streets and Cambridge St/Wildwood Road. The Traffic Review
36 Committee recommends that the 4 way stop sign be installed at this location and is
37 consistent with the neighborhood. Ms. Rudolph also feels that this makes sense to be done.
38 Neighborhood residents support the installation of the 4 way stop sign and would fix the
39 confusion of the intersection by making the change.

40
41 *Motion: That the Select Board approve the installation of a 4-Way Stop Sign at the
42 intersection of Foxcroft Road and Salisbury Street.

43 Bettencourt - Welch All in favor VOTED

44
45 **BUSINESS**

46
47 1. **Transfer Station Fees – Jay Gill, DPW Director, LeeAnn McGahan, DPW Business**
48 **Manager and Nick Parlee, Transfer Station Coordinator attended the meeting.** Mr. Gill
49 updated the Board that they had chosen to go with Wheelabrator as the Town’s new Solid
50 Waste vendor. Ms. McGahan stated that the cost increase does not go into effect until July

Monday, November 18, 2019
Select Board Meeting

1, 2020 and per the contract with Wheelabrator there will be a 3% increase every year for the next five years. With our current fixed rate for FY20 of \$59.61 per ton, the deficit of more than \$30/ton amounts to \$285,000 in additional costs for solid waste. Commercial haulers bring in 40% of the tons (3,781 in FY19) and they would like to increase the fee from \$105 to \$140 per ton. This would bring in an additional \$133,000 in revenue. To balance the shortfall, they would like to increase the SMART permits by \$25, from \$50 to \$75 (\$37,500) and increase the regular permits by \$35, from \$225 to \$260 (\$140,000)

Mr. Gill remarked that solid waste is trash and we were just lucky that when the original contract was signed it was below market rate. There are other items to consider such as increasing the minimum scale charge to \$25 per ton, compost fee to \$60 per ton and increase brick and concrete to \$125. Mr. Parlee reminded the Board that the recycling contract will be up next year. After much discussion the Select Board made the following motions:

*Motion That the Select Board set the Commercial rate from \$105 to \$140 to begin January 1, 2020

Bettencourt – Welch All in favor VOTED

*Motion That the Select Board set the Smart Sticker rate from \$50 to \$55 to begin January 1, 2020

Bettencourt – Welch All in favor VOTED

*Motion That the Select Board set the Regular Sticker rate from \$225 to \$235 to begin January 1, 2020

Bettencourt – Welch All in favor VOTED

2. **Stormwater** – Beth Rudolph, Town Engineer and Jay Gill, DPW Director presented. Chair Goluboff asked Ms. Rudolph what is the Select Board’s next step. Ms. Rudolph responded that the Board needs to decide what direction they want to go – tiered or flat rate. She will get a preliminary report from the consultants for the different fee structures and come back to the Board with the results. Chair Goluboff suggested that the Board develop a sub-committee to meet with the staff on working what the options are. Ms. Verdicchio and Ms. Shapiro have volunteered to be on the sub-committee to work with the staff, sort through the information and prepare for presenting to the residents.

3. **Waterfield Bridge Construction** – Vice Chair Bettencourt had inquired about replacing the existing Waterfield Bridge railing with one similar to the Mt. Vernon Street Bridge. Mark Twogood, Assistant Town Manager and Meg White, Special Projects Manager submitted a memo in response. Ms. Rudolph and Mr. Gill were present to answer the Board’s questions. Ms. Rudolph stated that the railings on the Waterfield Bridge are historical and would have to go through the Massachusetts Historical Commission to make changes. The process would take longer and increase the repair costs by \$250,000. Her concern is if the reconstruction is delayed there would be more structural deficiency to the bridge. The Massachusetts Historical Commission has determined that the bridge repair would have “no adverse effect” if the bridge railings are retained. The memo also states that Mr. LeMenager, Winchester Historical Commission and our engineering consultant Weston & Sampson felt that filing an appeal with the Massachusetts Historical Commission would cause a considerable delay and that the outcome is uncertain. Vice Chair Bettencourt asked

Monday, November 18, 2019
Select Board Meeting

1 Ms. Rudolph to find out what the time line of the permit process with the Massachusetts
2 Historical Commission would take.

- 3
4 4. **Stone Avenue** – Beth Rudolph, Town Engineer updated the Board that staff had met to
5 discuss various traffic issues at the Muraco School. They recommended the installation of a
6 “Do Not Enter” sign effective 7:30 – 8:30 am at the intersection of Stone and Highland
7 Avenues on a temporary basis until spring at which time it will be evaluated. The new
8 sidewalk on the north side of Bates Road (weather permitting) would be installed in the next
9 couple of months. Ms. Rudolph recommended that a traffic study be conducted in the spring
10 once the sidewalk installation is complete.

11
12 Rany Busold, Muraco School parent, informed the Board that there has been great
13 movement from the parents since last spring’s hearing, and have been working with the
14 state’s Safe Routes to School program. Parents are not opposed to a pilot but there is no
15 other way to get to school as the other streets have “Do Not Enter” or are one way. Joanna
16 Shea O’Brien, co-chair of Muraco School Safety committee, feels that Sgt. Batchelor and his
17 staff are doing the best that they can do but are needed everywhere.

18
19 After much continue discussion about the pros and cons, safety issues, etc. to close Stone
20 Avenue to traffic during the morning drop off at Muraco School the Board has decided to
21 hold a public hearing in March at the Muraco.

- 22
23 5. **MBTA Commuter Rail** – Town Engineer Beth Rudolph and Ms. Wong had a working
24 phone meeting with MBTA Project Manager Nathan Rae last Friday. A few points of
25 discussion were that as the design currently stands, the MBTA would have to go back to
26 Town Meeting for approvals on easements; MBTA plans to file a Notice of Intent with the
27 town’s Conservation Commission this month; the Town wants to make sure that this project
28 coordinates with other construction projects being done in Town. MBTA’s goal is to bid the
29 job in February 2020 with construction starting in the summer of 2020. The MBTA is having
30 a Public Meeting this Thursday, November 21, at 6:30 pm in the high school auditorium.

- 31
32 6. **Committee & Commissions** – The Select Board made the following
33 appointments/reappointments:

34
35 *Motion That the Select Board reappoint Alan Briggs to the Audit Advisory
36 Committee for a term to expire August 1, 2022.

37 Bettencourt – Welch All in favor VOTED
38

39 *Motion That the Select Board reappoint Ashley Stevens to the Cable Advisory
40 Committee for a term to expire September 30, 2022.

41 Bettencourt – Welch All in favor VOTED
42

43 *Motion That the Select Board reappoint Sandra Thompson to the Climate Action
44 Committee for a term to expire March 31, 2020.

45 Bettencourt – Welch All in favor VOTED
46

47 *Motion That the Select Board appoint Michelle Prior to the Wright-Locke Farm
48 Conservancy for a term to expire October 31, 2022.

49 Bettencourt – Welch All in favor VOTED
50

Monday, November 18, 2019
Select Board Meeting

1 Starbucks for the following Saturdays, November 30th, December 7th,
2 December 14th and December 21st from 8:00 am to 4:00 pm.
3 Bettencourt – Welch All in favor VOTED
4

5 **COMMUNICATIONS AND WORKING GROUP REPORTS**
6

7 **ADJOURNMENT: 10:00 PM**
8

9 *Motion: That the Select Board adjourn for the evening.

10 Bettencourt – Welch

11 Roll Call: Bettencourt, Goluboff, Welch, Verdicchio, Shapiro VOTED
12

13 Respectfully submitted,
14

15 Lisa Wong, Town Manager
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17