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**TOWN OF WINCHESTER
SELECT BOARD MEETING
Monday, March 23, 2020
Record**

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OPENING

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Chair Mariano Goluboff called the meeting to order at 7:30 PM via Zoom remote participation due to the State of Emergency COVID-19. Present were Select Board members Vice Chair Michael Bettencourt, Jacqueline A. Welch, Susan Verdicchio, and Amy Shapiro. Also present was Town Manager Lisa Wong. (Note - due to the remote participation all Select Board votes are roll call votes.)

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NOTIFICATION OF MEETINGS AND HEARINGS

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1. Monday, March 30, 2020 - Regular Session
 2. Monday, April 6, 2020 - Regular Session

ACCEPTANCE OF DONATIONS

*Motion That the Select Board accept, with gratitude, donations in the amount of \$2,250 to be deposited in the Council on Aging Transportation Support Account and \$957 into the Council of Aging Gift Account.

Bettencourt - Verdicchio

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

VOTED

*Motion That the Select Board accept, with gratitude, donation in the amount of \$100 from Stephen Darr to the Police Department to be deposited into the department's gift account.

Bettencourt - Verdicchio

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

VOTED

*Motion That the Select Board accept, with gratitude, donation in the amount of \$750 from the Winchester Savings Bank to be used for the Recreation Department's Concerts on the Common 2020 summer season.

Bettencourt - Verdicchio

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

VOTED

TOWN MANAGER REPORT AND COMMENTS

1. Appointments - Ms. Wong announced the following permanent appointments in accordance with section 4-2b of the Town Charter, and she respectfully requests that the Select Board vote to waive the fifteen (15) day appointment period for: **DPW Maintenance Foremen - Edwin Santa Cruz, and DPW Promotional Custodial appointment - Philip Doucette**

*Motion: That the Select Board waive the customary fifteen (15) day appointment effective waiting period to allow Edwin Santa Cruz and Philip Doucette to begin their employment.

Bettencourt - Verdicchio

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

VOTED

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1 Ms. Wong also informed the Board that she reappointed Keri Layton and Zeke Nims to the
2 Conservation Commission new term to expire March 31, 2022.
3

- 4 2. The following are updates from departments, projects and programs:
5 (Note that everything listed below in the Town Manager's Update is subject to change)

6 **Current Construction Projects:**

- 7 McCall Middle School - Building Department (Continue)
8 WHS Roof Repairs - DPW/School (Continue)
9 Pruning along Mystic Valley Parkway - DPW (Continue)
10 Generators - Public Safety & Town Hall - DPW/Building (Continue)
11 Eversource (will try to put on hold but it may not be our call)
12 Wildwood Drainage Project - DPW/Engineering (Hold)
13 Lead Service Lines - DPW (Hold)

14 **Construction awarded but has not begun:**

- 15 Parkhurst Elevator - Building Department (Continue)
16 Main and Highland - DPW/Engineering/Police (Hold - this project has not been awarded yet)

17 **Construction projects scheduled to go out to bid or out to bid:**

- 18 McCall Traffic Improvements - DPW/Engineering/Police (proceed with bid, add contract
19 language)
20 Waterfield Bridge - DPW/Engineering (proceed with bid, add contract language)

21 **Projects under Design**

- 22 Lake Street Bridge (proceed with bid, add contract language)
23 Swanton Street Culvert (proceed with bid, add contract language)
24 Manchester Track (proceed with bid, add contract language)
25 Traffic Improvements Church @ Waterfield (proceed with bid, add contract language)
26 Underground Fuel Tank (proceed with bid, add contract language)
27 North Reservoir Dam (proceed with bid, add contract language)
28 Muraco School sinks/cabinets (proceed with bid, add contract language)
29 Lincoln Exterior Walkways (proceed with bid, add contract language)
30 ADA (proceed with hiring an architect)
31 Phase II Sewer Improvements (proceed with bid, add contract language)

32 **Projects NOT Started Yet**

- 33 Roads & Sidewalks (proceed with bid, add contract language)
34 Muraco Sidewalk (proceed with bid, add contract language)
35

36 **MATTERS FROM THE AUDIENCE**

37
38 George Nowell, Winchester Rubbish Removal and Dawn Johnson, M&M Rubbish Removal, due to
39 the impact to their companies with the decrease of the Transfer Station hours, are asking the Board
40 to extend the hours of operation for commercial haulers. Jay Gill, DPW Director has agreed, and
41 the Board approved, that the Transfer Station will be open for commercial haulers 8:00 -10:00 a.m.
42 on Thursdays.
43

44 **HEARINGS**

- 45
46 1. **Eversource Grant of Location: to install 9ft + of conduit within the public right-of-way to**
47 **supply power to 248 Cross Street .**
48

49 Eversource is applying for a Grant of Location to install 9 feet of conduit in the public way. The
50 improvements are necessary to provide underground electric service to 248 Cross Street. The
51 Town Engineer and DPW reviewed the plan and do not have any concerns.
52

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1 sheets for all the MOUs be sent to the Select Board, so that they can review and then vote, at
2 the Thursday, March 26th 8:30 a.m. meeting.
3

- 4 **3. Stormwater** - Beth Rudolph, Town Engineer, and Jay Gill, DPW Director, presented the options
5 to increase the quarterly service fee of \$5.00. Mr. Gill reminded the Board that the service fee
6 was put in place in 2006 and has never been increased. Option 1 includes an adjustment to the
7 per-bill service charge from \$5.00 to \$25.00, estimated to generate an additional \$576,000 per
8 year. Option 2 includes an adjustment to the per-bill service charge from \$5.00 to \$30.00,
9 estimated to generate an additional \$720,000 per year. Staff's recommendation is the second
10 option and it is in line with neighboring communities.
11

12 *Motion That the Select Board take the second option for the Water & Sewer per-bill
13 service charge to increase it from \$5.00 to \$30.00 generated an expected
14 \$720,000 per year.

15 Bettencourt - Welch

16 Roll Call: Bettencourt, Welch, Verdicchio, Shapiro, Goluboff VOTED
17

- 18 **4. Transfer Station Roll-off/Dumpster Program** - Jay Gill, DPW Director and Nick Parlee,
19 Transfer Station Coordinator, presented a draft policy to the Select Board, to have a roll-
20 off/dumpster pilot program at the Transfer Station for a year. They had to discontinue this type
21 of disposal as it was being abused by companies having contaminated items in their containers.
22 The program will be for Winchester residents and companies only. Mr. Parlee also proposed
23 an increase in the cost for commercial haulers to dispose of grass and yard waste
24 (compostable materials) from \$40/ton to \$50/ton.
25

26 *Motion That the Select Board approve the Transfer Station Roll/Off Dumpster
27 Program as a pilot as presented.

28 Verdicchio - Welch

29 Roll Call: Bettencourt, Welch, Verdicchio, Shapiro, Goluboff VOTED
30

31 *Motion That the Select Board increase the tipping fee for grass and other yard
32 waste from \$40 to \$50 per ton for commercial haulers.

33 Goluboff - Bettencourt

34 Roll Call: Bettencourt, Welch, Verdicchio, Shapiro, Goluboff VOTED
35

- 36 **1. Committees & Commissions** - The Select Board made the following
37 appointments/reappointments:
38

39 *Motion That the Select Board **NOT** reappoint Robert Deering to the Educational
40 Facilities Planning & Building Committee (EFPBC).

41 Goluboff - Welch

42 Roll Call: Bettencourt, Welch, Verdicchio, Shapiro, Goluboff VOTED
43

44 **Select Board Reorganization** - Chair Goluboff announced that usually during this time the
45 Select Board reorganizes and elects new officers. If there are no objections, he dissolved the
46 Board to a committee of the whole for the purpose of reorganizing with our Town Manager Lisa
47 Wong presiding. Town Manger called this section of the meeting to order, this is the Select Board
48 reorganization portion.
49

50 Ms. Wong opened the floor for nominations for the Chairmanship of the Select Board for the Town
51 of Winchester.
52

53 *Motion That Vice Chair Michael Bettencourt be nominated to serve as Chair of the
54 Select Board for the Town of Winchester.

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1 Goluboff - Bettencourt

2
3 There is one nomination and second, is there any other nominations. Hearing no further
4 nominations, Town Manager closed the nomination process and called for a vote.

5
6 Roll Call: In favor: Bettencourt, Goluboff, Welch, Verdicchio, Shapiro VOTED

7
8 Town Manager opened the floor for nominations for the Vice Chairmanship of the Select Board for
9 the Town of Winchester.

10
11 *Motion That Select Board member Susan Verdicchio be nominated to serve as Vice
12 Chair of the Select Board for the Town of Winchester till such time that the
13 Select Board chooses to reorganize.

14 Bettencourt - Goluboff

15
16 *Motion That Select Board member Jaqueline Welch be nominated to serve as Vice
17 Chair of the Select Board for the Town of Winchester till such time that the
18 Select Board chooses to reorganize.

19 Shapiro - Welch

20
21 There are two nominations and second, is there any other nominations. Hearing no further
22 nominations, Town Manager closed the nomination process and called for a vote on the nomination
23 of Select Board member Susan Verdicchio to serve as the Vice Chair of the Select Board.

24
25 Roll Call: In favor: Bettencourt, Goluboff, Verdicchio

26 Not in favor: Welch, Shapiro

VOTED
(Motion passes 3-2)

27
28
29 Town Manager called for a vote on the nomination of Select Board member Jaqueline Welch to
30 serve as the Vice Chair of the Select Board.

31
32 Roll Call: In favor: Shapiro, Welch

33 Not in favor: Bettencourt, Goluboff, Verdicchio

VOTED
(Motion fails 2-3)

34
35
36 Town Manager closed this portion of the meeting and turned the meeting over to Chair Bettencourt.

37
38 **CONSENT AGE NDA**

39 **One Day Alcoholic Beverage License(s)**

40
41 *Motion That the Select Board approve One Day Alcoholic Beverage Licenses for
42 Leah Nelson - June 13, 2020 - Temple Shir Tikvah.

43 Bettencourt - Verdicchio

All in favor

VOTED

44
45 **COMMUNICATIONS AND WORKING GROUP REPORTS**

46
47 **ADJOURNMENT : 9:00 PM**

48
49 *Motion: That the Select Board adjourn for the evening.

50 Bettencourt - Verdicchio

51 Roll Call: Bettencourt, Goluboff, Verdicchio, Shapiro

VOTED

52
53 Respectfully submitted,

54
55 Lisa Wong, Town Manager

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DRAFT