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**TOWN OF WINCHESTER  
SELECT BOARD MEETING  
Monday, February 8, 2021  
Record**

**OPENING**

Chair Michael Bettencourt 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 Susan Verdicchio, Amy Shapiro, and Mariano Goluboff. Jacqueline A. Welch was absent. Also present was Town Manager Lisa Wong. (Note - due to the remote participation all Select Board votes are roll call votes.)

**NOTIFICATION OF MEETINGS AND HEARINGS**

1. Monday, February 22, 2021 - Regular Session

**ACCEPTANCE OF DONATIONS**

- \*Motion That the Select Board accept, with gratitude, a donation in the amount of \$1,000 from the Cummings Foundation, Make a Difference Dollars Program to the Winchester Coalition for a Safer Community to be put toward the Coalition's education programs.

Verdicchio - Goluboff

Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

- \*Motion That the Select Board accept, with gratitude, a donation in the amount of \$1,100.00 from Kristen & Mike Ross, Winchester Police Superior Officers Association, Winchester Police Association and Winchester Police Fund Raising Committee for the Public Safety Memorial.

Verdicchio - Goluboff

Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

**TOWN MANAGER REPORT AND COMMENTS**

1. Ms. Wong announced the following promotional appointment in accordance with section 4-2b of the Town Charter, and she respectfully requested that the Select Board vote to waive the fifteen (15) day appointment period for: **DPW Promotional Appointment: Maintenance Working Foreman - Paul Meaney.**

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

Verdicchio - Goluboff

Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

2. Town Manager's Updates:

The Select Board and Town Management will hold an Information Session on the Muraco Flood Mitigation Culvert project at Thursday, February 11, 2021 at 6:30 pm.

**COVID**

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- 1 • The Health Department is organizing a local vaccine clinic in late February for residents over 75+ at  
2 the Jenks Center. If you know a senior who does not have access to a computer or you are a senior  
3 that needs help registering, call the Jenks Center at (781) 721-7136 for assistance.
- 4 • Eligible Massachusetts residents can find locations for vaccines and sign up  
5 at <https://www.mass.gov/info-details/covid-19-vaccination-locations> OR by calling the new state  
6 hotline 2-1-1 on Monday-Friday
- 7 • The Health Department is submitting a reserve funds transfer for testing for the remainder of the  
8 fiscal year, and to help fund vaccine clinics. The Request will go to the Finance Committee this  
9 week.

10 **PERSONNEL**

- 11 • The Town Manager has selected Interim Police Chief Dan O'Connell to be the next Police Chief. The  
12 paperwork is being filed with Civil Service, and the Select Board will likely receive the appointment  
13 information at the February 22 meeting.

14 **MBTA**

- 15 • The MBTA begins mobilization for the emergency demolition of platforms, canopies and ramps  
16 today. They will begin demolition next week with major work starting Feb 22, and lasting for at least  
17 10 weeks. The MBTA will need to come back to the Select Board for an extension as this is beyond  
18 their initial 8-week project timeline.
- 19 • The MBTA project Community Meeting has been set for Tuesday, February 23, 2021 from 6:00 pm to  
20 7:30 pm. Instructions for how to join at [www.MBTA.com/WinchesterStation](http://www.MBTA.com/WinchesterStation).
- 21 • The MBTA has set up a hotline for residents and businesses to call with issues during the project.  
22 The hotline is: (781) 218-9717.

23 **ECONOMIC DEVELOPMENT**

- 24 • The town has been selected to receive a technical assistance grant from the Massachusetts  
25 Downtown Initiative's (MDI) Local Rapid Recovery Planning program. The 5-month project will start  
26 by matching Winchester with a consultant to develop a plan for town centers impacted by COVID,  
27 with a focus on helping small businesses.
- 28 • Round IV is now open for the state's Microenterprise Grant. The changes in this round are that the  
29 eligible business start date has been extended from Jan to Oct 2019, and businesses can now use  
30 2020 taxes in addition to 2019. <https://massgcc.submittable.com/submit>

31 **MSBA**

- 32 • The Town will execute the Feasibility Study Agreement with the Mass School Building Authority for  
33 Lynch Elementary School in early February. The Town will soon be able to submit requests for  
34 reimbursement for the study costs.

36 **MATTERS FROM THE AUDIENCE**

37 **COMPTROLLER'S REPORT**

38 Stacie Ward, Comptroller, attended the meeting to review her FY21 Financial Report as of  
39 December 31, 2020.

40 **LICENSES**

41 **HEARINGS**

- 42 1. **Eversource GOL Parkhurst School Emerson Road** - to install a new pole (proposed 341/11  
43 JO-ES) at the corner of Emerson and Samoset Roads, and will require repair of the Town-  
44 owned sidewalk. The improvements are necessary to provide underground electrical service to  
45 the Parkhurst School for the on-going elevator project. Beth Rudolph, Town Engineer and  
46 Jackie Duffy, Eversource representative, attended the meeting. Ms. Rudolph informed the  
47 Board that her office and the DPW do not have any concerns.

48 \*Motion That the Select Board approve the Eversource Grant of Location for the  
49 installation of a new pole (proposed 341/11 JO-ES) at the corner of Emerson  
50 and Samoset Roads, and repair the Town-owned sidewalk. The  
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**Monday, February 8, 2021  
Select Board Meeting**

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1 improvements are necessary to provide underground electrical service to the  
2 Parkhurst School for the on-going elevator project.

3 Verdicchio - Goluboff

4 Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

5  
6 **BUSINESS**

- 7  
8 **1. Lake Street Bridge/Swanton Street Culvert Update** - Beth Rudolph, Town Engineer, gave an  
9 update on the Swanton and Lake Street Bridge Projects.

10  
11 The **Swanton Street Bridge** is Project 8 of the Town's Flood Mitigation Program. The project is  
12 the reconstruction of the Swanton Street Bridge over the Aberjona River and has been awarded  
13 to MAS Building and Bridge, Inc. Work is expected to start this spring and Swanton Street will  
14 be closed June 15<sup>th</sup> to September 15<sup>th</sup>. Staff will coordinate the bridge closure and public  
15 meetings will be held in early spring.

16  
17 The **Lake Street Bridge** replacement is due to structural deficiencies and is expected to be bid  
18 in late November pending the permitting schedule. Weston & Sampson evaluated full bridge  
19 closure vs staged construction with one lane open. Full closure's estimated cost is \$1.49  
20 million, construction taking 120 calendar days with the bridge closed for 60 days. Staged  
21 construction's cost estimate is \$1.9 million with construction taking 210 calendar days. Staff  
22 recommendation is for the full closure.

- 23  
24 **2. Griffin Museum/Winchester Cultural Council District Photoville Fence** - Paula Tognarelli,  
25 Griffin Museum Director and Mary McKenna, Winchester Cultural Council Chair attended the  
26 meeting requesting the Select Board's approval to bring the Fence to Winchester for another  
27 year from mid-June to the end of August.

28  
29 \*Motion That the Select Board approve the Griffin Museum/Winchester Cultural  
30 Council and Cultural District request to run the Photoville Fence installation  
31 again this year.

32 Verdicchio - Goluboff

33 Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

- 34  
35 **3. Winchester Historical Commission - Local Historic District** - Brian Szekely, Town Planner and  
36 Jack LeMenager, Local Historic District Study Committee (LHDSC), attended the meeting to  
37 discuss pursuing a Local Historic District (LHD) designation to pockets of Winchester  
38 neighborhoods to protect the historical homes from demolition. Due to existing design  
39 guidelines and Special Permit restrictions, the main difference between a Local Historic District  
40 and current zoning is that Historically Significant Buildings could be preserved in perpetuity.  
41 They have seen demolition of homes in all parts of Winchester with a considerable threat to  
42 neighborhoods near McCall Middle School, west of Main Street and many other pockets of  
43 neighborhoods throughout town.

44  
45 \*Motion That the Select Board establish the provisions of Massachusetts State Law  
46 Chapter 40C General Laws a Local Historic District study committee  
47 consisting of three to seven members which will make an investigation and  
48 report on the historical significance of the building structures, feature sites or  
49 surroundings include in such proposed local historic district as a committee  
50 may recommend and shall submit a final report with its recommendations  
51 after a public hearing together with a map of the proposed district or districts  
52 in a draft proposed bylaw to Town Meeting.

53 Verdicchio - Goluboff

54 Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

**Monday, February 8, 2021**  
**Select Board Meeting**

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2           \*Motion           That the Select Board place a pause on the activities of the Local Historic  
3                               District Study Committee for downtown.

4                               Verdicchio - Goluboff

5                               Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

6  
7   **4. Outdoor Dining Application** - Brian Szekely, Town Planner, reviewed this year's Outdoor  
8   Dining Application. Businesses can submit their completed application from February 12 -  
9   March 5 with the outdoor dining period from April 1 - December 1. The applications will be  
10   reviewed at the same time by representatives of Town Staff and Committees with the Select  
11   Board's final approval.  
12

13   **5. Muraco Boiler** - Jay Gill, DPW Director and Peter Lawson, DPW Facilities Manager, explained  
14   to the Board that the three boilers in the Muraco Elementary School were installed in 2010 by a  
15   company from Canada. Over the past few years there have been major issues with the boilers  
16   needing replacement parts, which, because of COVID, it is difficult to get the parts needed to  
17   repair the boilers. The school has also had to be shut down due to carbon monoxide leaking  
18   out and their recommendation is to replace the boilers.  
19

20   **6. Field Policy** - Nick Cacciolfi, Recreation Director, gave an overview of the changes, such as  
21   restructuring of the applications, minor fee increases, added language to include all open  
22   spaces and the state law regarding CORIs that he and the Field Management Committee made  
23   to the Field Policy. The changes made the policy more efficient, increases the revenue but also  
24   increases the compliance of all of the Town fields.  
25

26           \*Motion           That the Select Board approve the revised and restated Field Policy as  
27                               presented.

28                               Verdicchio - Goluboff

29                               Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

30  
31   **7. COVID Testing Update** - Jennifer Murphy, Health Department Director, submitted a request for  
32   a Reserve Fund Transfer for COVID testing and vaccine clinics.  
33

34           \*Motion           That the Select Board support the Reserve Fund Transfer request by the  
35                               Health Department for COVID and vaccine testing for February to June.

36                               Verdicchio - Goluboff

37                               Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

38  
39   **8. Discussion and possible vote regarding potential debt exclusion override concerning the**  
40   **Muraco Culvert & Muraco School immediate repair** - Ms. Shapiro expressed concerns about  
41   the timing of the override and can we separate the two items to have only the Muraco School  
42   repairs for the override. The other members responded that the Culvert is the last part of the  
43   Town's Flood Mitigation project, which has needed to be done for many years. All of these  
44   costs have gone up with the passage of time and it is the Board's obligation to put it in front of  
45   the voters to decide.  
46

47           \*Motion           That the Select Board move that a Proposition 2 ½ Debt Exclusion override  
48                               question be put on the ballot for the March 30, 2021 Annual Town Election  
49                               as follows: Shall the Town of Winchester be allowed to exempt from the  
50                               provisions of proposition two and one-half, so called, the amounts required to  
51                               pay for the bonds issued in order to install additional culverts behind the  
52                               Muraco Elementary School for flood mitigation purposes and to make  
53                               extraordinary repairs to the Muraco Elementary School, including  
54                               engineering expenses and all other costs incidental and related thereto?

**Monday, February 8, 2021  
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1 Verdicchio - Goluboff

2 Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

- 3  
4 **9. Lynch Elementary School Feasibility Study Agreement** - The Massachusetts School Building  
5 Authority requires that the Select Board execute the Feasibility Study Agreement for the Lynch  
6 Elementary School project.

7  
8 \*Motion That the Select Board authorize the Town Manager to execute, and take all  
9 actions necessary to enter into, the Feasibility Study Agreement with the  
10 Massachusetts School Building Authority for the Lynch Elementary School.

11 Verdicchio - Goluboff

12 Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

- 13  
14 **10. Eviction Moratorium** - Ms. Wong informed the Select Board that the Board of Health has not  
15 yet met to discuss the moratorium. The Board will wait to approve the moratorium at the  
16 February 22<sup>nd</sup> meeting.

- 17  
18 **11. FY22 Budget** - Ms. Wong went over the Departmental Budget Summary with the Select Board.  
19 She and Stacie Ward, Comptroller, highlighted the Budget Forecasting spread sheet for FY20  
20 to FY20

- 21  
22 **12. Climate Action Advisory Committee EV Charger Proposal** - Ruth Trimarchi, Climate Action  
23 Advisory Committee, informed the Board that CAAC would like to apply for the Mass Electric  
24 Vehicle Incentive Program (MassEVIP) grant to install two high speed EV Chargers. They are  
25 asking the Board for permission to apply for the grant and to authorize the conversion of two  
26 parking spots to install the chargers.

27  
28 \*Motion That the Select Board permit the town to go ahead and submit applications  
29 for these Mass EV Charging Stations and authorize the conversion of two  
30 parking spots on Skillings Field parking lot and/or on Shore Road to be used  
31 for the charging stations.

32 Verdicchio - Goluboff

33 Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

34  
35 **EQUITY AND ANTI-RACISM TASK FORCE**

- 36  
37 1. **Contract Change Order** - Ms. Wong informed the Board that FMRA needs more time to  
38 interview and finish their report. She is requesting that the Board extend the contract to May  
39 31, 2021 and increase the project amount to \$2,400.

40  
41 \*Motion: That the Select Board extend the contract with FMRA to May 31, 2021 and  
42 increase the project amount by \$2,400.

43 Verdicchio - Goluboff

44 Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

45  
46 **CONSENT AGE NDA**

47  
48 \*Motion: That the Select Board accept the \$50,000 Department of Fire Services Grant  
49 awarded to the Winchester Fire Department for the modernization of  
50 protective emergency equipment.

51 Verdicchio - Goluboff

52 Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

53  
54 \*Motion: That the Select Board approve the minutes for January 11 & 25, 2021.

**Monday, February 8, 2021**  
**Select Board Meeting**

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1 Verdicchio - Goluboff

2 Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

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4 **EXECUTIVE SESSION**

5  
6 \*Motion: That the Select Board adjourn to Executive Session for the purpose of  
7 discussing matters related to Asa Fletcher Fund - MGL Ch. 30 §21(a) 1 - To  
8 discuss the reputation, character, physical condition or mental health rather  
9 than the professional competence of an individual.

10 Verdicchio - Goluboff

11 Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

12  
13 \*Motion: That the Select Board adjourn from Executive Session to Public Session, not  
14 to return to Executive Session.

15 Verdicchio - Goluboff

16 Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

17  
18 **ADJOURNMENT : 10:50 PM**

19  
20 \*Motion: That the Select Board adjourn for the evening.

21 Verdicchio - Goluboff

22 Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

23  
24 Respectfully submitted,

25  
26 Lisa Wong, Town Manager  
27