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**TOWN OF WINCHESTER
SELECT BOARD MEETING
Monday, December 5, 2022
Record**

OPENING

Chair Richard Mucci called the meeting to order at 7:00 PM in the Select Board meeting room located in the Town Hall. Present were Select Board members Vice Chair Anthea Brady, Michael Bettencourt, Mariano Goluboff, and John Fallon. Also present was Acting Town Manager Beth Rudolph, PE.

*Motion: That the Select Board adjourn to Executive Session for the purpose of discussing matters related to 160 Forest, Waterfield Lot - MGL Ch. 30 §21(a) 6 - To consider the purchase, exchange, lease or value of real property; 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.

Brady - Bettencourt VOTED

Roll Call: Brady, Bettencourt, Goluboff, Fallon, Mucci

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

Brady - Bettencourt VOTED

Roll Call: Brady, Bettencourt, Goluboff, Fallon, Mucci

SELECT BOARD/BOARD OF ASSESSORS joint meeting to interview/appoint applicant(s) for Interim Board of Assessors position – term to expire March 2023.

Chair Mucci opened the joint meeting of the boards. Paul Manganaro and Richard Michienzi, Board of Assessors members attended the meeting. The position became vacant when Patrick Gill resigned because he moved out of Winchester. The Select Board and Board of Assessors members interviewed the following candidates; Oana Bandar, and George Norwell. After a short discussion Oana Bandar was appointed to the interim position.

*Motion: That the Select Board and Assessors Board appoint Oana Bandar to the vacant position on the Board of Assessors term to expire March 2023.

Bettencourt - Goluboff

Roll Call: Yes - Brady, Bettencourt, Goluboff, Mucci

No – Manganaro, Michienzi, Fallon

Vote 4 - 3
Motion Passes

NOTIFICATION OF MEETINGS AND HEARINGS

1. Wednesday, December 7, 2022 – Town Manager Interviews
2. Monday, December 12, 2022 – Special Session
3. Monday, December 19, 2022 – Regular Session
4. Monday, January 9, 2023 – Regular Session
5. Monday, January 23, 2022 - Regular Session

ACCEPTANCE OF DONATIONS

TOWN MANAGER REPORT AND COMMENTS

Monday, December 5, 2022
Select Board Meeting

- 1
2 1. Acting Town Manager's Updates: Please find below additional updates on various topics for
3 discussion at the Board's December 5th meeting:
4

5 **All Night Parking Ban**

6 The Winchester Police Department will begin enforcing the Town's all-night parking ban.
7 Throughout the winter, vehicles parked on the street for more than one-hour between 1am and
8 7am are subject to being ticketed. During a snow emergency, vehicles left on the street may be
9 ticketed or towed. The Police Department will be placing warnings on vehicles in violation of this
10 ban in the next few weeks.

11 **Transfer Station Grant**

12 The Massachusetts Department of Environmental Protection (MassDEP) recently awarded the
13 Town of Winchester a grant of \$7800 through their Sustainable Materials Recovery Program. The
14 grants help communities maximize their recycling, composting, and waste reduction programs.
15 Thanks to the Town's Transfer Station Manager Nick Parlee for his efforts.

16 **Construction/Capital Project Updates**

17 • On-going Construction projects:

- 18 ○ *Eversource 345kV Project* – Eversource is currently working on the directional drill
19 under the Aberjona River on Washington Street. We hope the work will be complete
20 in the next few weeks. On Cross Street, excavation is continuing between Adams Road
21 and Highland View Avenue. Work on Cross Street will be allowed to continue
22 weather-dependent.
23 ○ *Eversource 115kV Project* – Paving is complete and no additional work is expected
24 until the spring.
25 ○ *Main Street Bridge Railing Repairs* –The contractor is waiting on the pre-cast bridge
26 cap to be delivered and will complete repairs to the north side of the bridge once it is
27 complete. Fabrication has been delayed due to supply chain issues.
28 ○ *North Reservoir Dam* – Construction will continue until January. Final loam, seed,
29 and plantings will be installed in the spring.
30 ○ *Transfer Station Renovation* – Paving is expected to move forward this weekend
31 (weather dependent) through Tuesday, December 6th, resulting in a delayed opening
32 at 3pm. Work will continue into spring 2023, including demolition of incinerator
33 building.
34 ○ *Manchester Field Turf Replacement* – Replacement of the Manchester Field turf is
35 substantially complete.
36 ○ *Mystic School Sports Court* – Site work is on-going. Paving will be complete this
37 month. Final markings and installation of the tiles will happen in the spring.
38 ○ *DPW Fire Alarm* – Work is on-going and should be complete by the end of the year.
39 ○ *Muraco School Roof* – Work is on-going and expected to be complete in late December
40 or early January.

41 • Upcoming Construction projects:

- 42 ○ *Woodside Road and Wildwood Street* – Construction will be delayed to spring 2023
43 due to a lack of available curbing.
44 ○ *Muraco School Electrical* – Bid have been received and a contract will be executed in
45 December for work to occur in summer 2023.
46 ○ *Parkhurst Swing Space* – Bid documents are being prepared for the Parkhurst
47 improvements and modular construction. Documents will be issued following the
48 January 7th election.
49 ○ *McCall School Masonry Repairs* – Preparing bid package for summer 2023
50 construction (funding received at Fall 2022 Town Meeting).

Monday, December 5, 2022
Select Board Meeting

- *Town Hall, Library, McCall and Ambrose roof repairs* – Preparing RFP to hire a design team.

Community Events/Notes

- **Helping Kids Manage Friendship & Academic Ups and Downs with Resilience** – Wednesday, December 7th at 7pm via zoom.
- **Luminaria Night Fundraiser** – 4th annual Town-wide fundraiser with all proceeds to benefit Winchester Got Lunch and the Make-a-Wish Foundation. Sunday, December 11th at 5pm. Order \$20 kits from www.unitewithlightwinchester.org. Kits include all supplies and instructions to make 10 luminaria lanterns.
- **Annual Holiday House Tour** – Presented by the Winchester Chamber of Commerce on Monday, December 18th from 12 – 4pm. Tickets are on-sale at Book Ends for \$30.

COMPTROLLER’S REPORT

LICENSES

1. **Alcohol License, Section 12, All Alcoholic Beverages to PPT Hospitality LLC dba Putarin Thai, 831 Main Street, manager Patcharin Jeesom** – Patcharin Jeesom and David McBride, Ms. Jeesom’s lawyer attended the hearing. Chair Mucci stated that staff was recently made aware that no applications were submitted to the Building and Health Departments. He informed Mr. McBride that staff needs time to review those applications once they are submitted and continued the public hearing to the December 19th Select Board meeting.
2. **Transfer of Common Victualler application: Gloria’s Pizzeria located at 920 Main Street, from Michael Rauseo to Calibeck Foods, Inc (Stephen Beck)**. Stephen Beck, the new owner of Gloria’s, gave a brief history of his experience. He also informed the Board that he will not be making any changes to Gloria’s.

*Motion: That the Select Board approve the transfer of Common Victualler application for Gloria’s Pizzeria located at 920 Main Street, from Michael Rauseo to Calibeck Foods, Inc (Stephen Beck).

Brady – Bettencourt VOTED

BUSINESS

1. **Manchester Field Gift-in-Kind** – Gary Grasse, Winchester Basketball Association, attended the meeting to inform the board that everything is complete at the Manchester Field basketball courts and requested the Board’s formal acceptance of the gift to the Town in the name of Bob Bigelow.

*Motion That the Select Board accept, with gratitude, the gift-in-kind of the Manchester Field basketball courts from the Winchester Basketball Association.

Brady – Goluboff VOTED

Ms. Rudolph recused herself from the meeting.

2. **Town Manager Screening Committee Presentation/Report** – Enzo Rascionato, Screening Committee Chair and John Petrin & Ray Santilli, Community Paradigm Associates, presented to the Board three candidates for Town Manger to interview on Wednesday, December 7th starting at 6:00 p.m. in the Select Board room - Beth Rudolph, Winchester Acting Town Manager; Anthony Ansaldi, Littleton Town Administrator; and Christopher Senior, Cohasset Town Manager. Mr. Petrin walked the Board through what are the next steps during the interviews.

Monday, December 5, 2022
Select Board Meeting

1 Mr. Santilli and he will ask the set questions that Chair Mucci & Vice Chair Brady worked on
2 with assistance from Mr. Petrin, for the first 45 minutes. The Board then can do follow up
3 questions for the last 15 minutes of the interview.
4

5 **3. Climate Action Advisory Committee Update** – The Climate Action Committee attended the
6 meeting with Rick Eno, Chair and Prassede Calabi, Vice Chair presenting. Ken Pruitt,
7 Sustainability Director was also present. They reviewed what is WinPower 100, which is the
8 cheapest/fastest way for a household and the Town to reduce Greenhouse Gas emissions. Mr.
9 Bettencourt reminded everyone that WinPower locks in the price for the next two years (January
10 2023-December 2024) especially with the present volatility of present electric prices. There are
11 300 residents signed up for WinPower 100 and the Committee is asking the Board for suggestions
12 on how we can increase the adoption of WinPower 100 by Winchester residents. Chair Mucci
13 suggested that they can do a creative marketing campaign to build awareness and make it simple
14 to sign up.
15

16 **4. FY23 Water/Sewer Financial Review** – Matt Abrahams, Abrahams Group, gave a quick
17 review of the FY23 rate study of the Town's water and sewer enterprise fund that the Board had
18 asked them to do last spring. They did a five year look at the projections for the FY23 study. Mr.
19 Abrahams discussed the MWRA assessments and other expenses with the average rate increases
20 of 4.6% yearly. He then covered the revenue portion, the projected results and stated that
21 everything is going as planned. Tonight's presentation was just a preview and no action is
22 needed.
23

24 **5. Waterfield Lot - Civico** – Civico requested an extension of the due diligence portion of the LDA
25 as they are having issues with the environmental testing. They are moving forward, have
26 created the plans and have been meeting with MWRA and the MBTA.
27

28 *Motion That the Select Board authorize the Town Manager to execute a first
29 amendment to the Civico LDA as presented in substantially the same form
30 as Town Counsel for sixty (60) days.

31 Brady – Bettencourt

VOTED

32
33 **6. ARPA Funding Request – South Reservoir Aeration System** – Jay Gill, DPW Director and
34 Jim Gibbons, Water & Sewer Operations Manager attended the meeting. Mr. Gill stated that in
35 February the Select Board had approved \$150,000 from ARPA funds for the design and
36 construction of an aeration system to treat an on-going issue of high manganese concentrations
37 in the water at the South Reservoir. Weston & Sampson completed a more in depth analysis and
38 has determined that the original recommended equipment cannot handle the cold weather. Mr.
39 Gibbons informed the Board that they need an additional \$100,000 to purchase the more
40 expensive equipment.
41

42 *Motion That the Select Board approve the request for \$100,000 for the DPW to cover
43 the increased engineering and construction costs for the South Reservoir
44 Aeration from ARPA Funds.

45 Brady – Bettencourt

VOTED

46
47 **CONSENT AGENDA**

48
49 *Motion That the Select Board approve One Day Liquor License for Crista Dix for
50 Griffin Museum – December 10, 2022 – Griffin Museum.

51 Brady – Bettencourt

VOTED

Monday, December 5, 2022
Select Board Meeting

1
2 *Motion That the Select Board approve the Tax Title Legal Services proposal from
3 Louison, Costello, Condon & Pfaff, LLP Attorneys at Law.
4 Brady - Bettencourt VOTED

5
6 *Motion That the Select Board approve the Special Town Election Warrant to be held
7 on January 7, 2023 at the Winchester High School.
8 Brady - Bettencourt VOTED

9
10 **ADJOURNMENT: 9:30 PM**

11
12 *Motion: That the Select Board adjourn for the evening.
13 Brady – Bettencourt

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15 Respectfully submitted,
16 Beth Rudolph, Acting Town Manager



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**TOWN OF WINCHESTER
SELECT BOARD MEETING
Wednesday, December 7, 2022
Record**

OPENING

Chair Richard Mucci called the meeting to order at 6:00 PM in the Select Board meeting room located in the Town Hall. Present were Select Board members Vice Chair Anthea Brady, Michael Bettencourt, Mariano Goluboff, and John Fallon. Also present was John Petrin and Ray Stillwell from Community Paradigm Associates.

NOTIFICATION OF MEETINGS AND HEARINGS

1. Monday, December 12, 2022 – Special Session
2. Monday, December 19, 2022 – Regular Session
3. Monday, January 9, 2023 – Regular Session
4. Monday, January 23, 2022 - Regular Session

BUSINESS

1. **Interview Candidates for Town Manager** – Chair Mucci informed the audience that there will be no public comment during tonight’s interviews. The Select Board interviewed Christopher Senior, Cohasset Town Manager at 6:00 p.m., Anthony Ansaldi, Littleton Town Administrator at 7:15 p.m., and Beth Rudoph, Winchester Acting Town Manager at 8:15 p.m. Each candidate gave a brief history of their career and their specific interest in the position. Mr. Petrin and Mr. Stillwell then asked a series of questions focusing on each candidate’s leadership/management, experience in finance, personnel management, town priorities, conflict resolution and Select Board relationships. Board members asked various follow-up questions during the interview process regarding managing change, experience with technology and relationship with the School Superintendent.

At the end of the interviews Chair Mucci stated that the Board will return on Monday, December 12th to discuss and vote a Town Manager. He also informed the audience that we will take written public comment sent to the Town Manager’s Office. Mr. Petrin reminded the Board that they can contact him if they have any other questions.

ADJOURNMENT: 9:15 PM

*Motion: That the Select Board adjourn for the evening.
Brady – Bettencourt

VOTED

Respectfully submitted,
Patricia Mihelich, Administrative Coordinator