




Town of Winchester

Beth Rudolph, PE
Town Manager

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TO: Winchester Select Board
FROM: Beth Rudolph, PE –Town Manager 
DATE: March 24, 2023
RE: Town Manager's Report – March 27th Select Board Meeting

Please find below an update on various topics for discussion at the Board's March 27th meeting:

AGENDA ITEMS:

ARPA Funding Discussion

Playground and Library/Town Hall Windows

At the last Select Board meeting, the Board discussed prioritizing ARPA investment in the Library and Town Hall window repairs, design of roof repairs at the Ambrose and McCall Schools, Town Hall, and Library (schematic design currently underway, future design funding will be needed), and playground improvements.

As a follow-up to that discussion, staff has put together ARPA requests for the following two items for the Board's consideration:

- Safety evaluation for municipal and school playground equipment - \$9800
- Schematic design for Town Hall and Library windows - \$53,500

Lake Street Bridge

Bids were opened for the Lake Street bridge project on March 22nd. The previous Town Meeting borrowing authorizations for the project totaled \$2.1 million, and there is currently \$2,011,701 remaining. Below is breakdown of the project costs:

- Base bid (received March 22nd) - \$2,190,000
- Alternate 1 – Pedestrian bridge - \$15,000
- Alternate 2 – Additional curbing and sidewalk work - \$30,000
- National Grid gas main work - \$50,000
- Construction Administration Services - \$130,000
- Contingency (10%) - \$220,500
- **TOTAL = \$2,635,500 (short \$623,799)**

The Capital Planning Committee has placed an article on the Spring Town Meeting warrant to increase the borrowing authorization to account for the higher project costs. However, staff would like to award the contract as soon as possible to prevent project delays. We need approximately \$178,300 to award the base bid. Funding options are the Finance Committee's reserve fund (current balance = \$210,000),



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FY23 Chapter 90 (current unencumbered balance = \$174,000), or ARPA funds. Staff recommends the use of ARPA funds since use of either the Reserve Fund or Chapter 90 funds would deplete the remaining balance in those accounts.

Transfer Station Tipping Building Floor

Weston & Sampson has completed a recent inspection of the tipping building at the Transfer Station and identified additional deterioration to the concrete slab. The project as bid included repairs to the slab, but the recent inspection identified additional deficiencies. Staff has asked Weston & Sampson to evaluate two alternatives – one to complete repairs that would extend the useful life of the slab and a second to evaluate full replacement. The project has minimal funds remaining to cover either the repair or replacement option, so staff is currently evaluating funding options, which include placing an article on the Spring Town Meeting warrant to increase the \$5.5 million borrowing authorization (total project cost \$6.5 million) or consideration for the use of ARPA funds. I would like to discuss these options with the Board since the article would need to be added to the warrant before you vote it Monday night if that's the direction we want to move in.

Spring Town Meeting Warrant

The Board will need to take several actions related to Spring Town Meeting: (1) vote on the Spring Town Meeting warrant, (2) vote on the motions for the Select Board sponsored articles, and (3) discuss assignments for the articles sponsored by the Board.

ADDITIONAL UPDATES:

Spring 2023 Town Meeting Schedule

The first night of Town Meeting is scheduled for Monday, April 24th. Subsequent nights are Thursday, April 27th; Monday, May 1st, and Monday, May 8th. The Town Manager's hearing is scheduled for Thursday, April 13th at 6:30pm via zoom.

Board and Committee Appointments

Included in the packet is a list of the open positions for various committees and boards with terms expiring on March 31st. In accordance with Section 7-12 of the Town of Winchester Home Rule Charter, the positions were posted on the Town's website for 15 days starting on March 1st. The intent is for the Board to discuss and take action on the committee appointments at your meeting on April 10th.

Construction/Capital Project Updates

- On-going Construction projects:
 - *Eversource 345kV Project* – Limited work is on-going as weather permits on Cross and Washington Streets. Eversource has start work on Lake Avenue (near Horn Pond) in



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Woburn, weather permitting. Traffic will be restricted to one-lane alternating traffic in that area during construction.

- *Eversource 115kV Project* – Eversource has committed to installing the speed tables on Woodside Road as designed by Toole and previously discussed by the Board. Construction is tentatively scheduled for April School vacation week. Paving on Bacon and Main Streets is expected to start in mid-April.
- *Main Street Bridge Railing Repairs* –The bridge caps have all been installed. Remaining work is crack repair and final cleaning. Parking on both sides of the bridge has been opened back up.
- *North Reservoir Dam* – Construction is substantially complete and shut down for the winter. Final loam, seed, and plantings will be installed in the spring.
- *Transfer Station Renovation* – Demolition of the incinerator building is scheduled for late March pending Eversource schedule for transformer installation.
- *Parkhurst Modular Classrooms* – Site work has started and classroom installation will begin in June for a September occupancy. EFPBC is hosting an informational session on 3/27 at 6 pm.
- *Mystic School Sports Court* – Work on the stairs and fencing is commencing next week, weather permitting.
- *Four Roof Projects* – Gale Associates has been awarded the contract.
- *Fire Station HVAC project* – Work to commence on April 3rd. Project has been delayed due to availability of materials.
- Projects currently out to bid:
 - *Lake Street Bridge project* – Bids were opened March 22nd. Work expected to start in April/May and will require full closure of the bridge for at least two months.
 - *Winter Pond Water Quality Project* – Contract has been awarded. Schedule pending.
 - *Parkhurst School improvements* – Bid opening April 6th.
 - *South Reservoir Dam Aeration project* – Bid opening March 29th.
 - *Town Hall Fire Alarm Project* – Bid opening April 5th.
 - *McCall Masonry Project* – Contract has been awarded. Schedule pending.
- Upcoming Construction projects:
 - *Woodside Road and Wildwood Street* – Construction was delayed to spring 2023.
 - *Muraco School Electrical* – The electrical bid was awarded and the contract is being executed for work to occur in summer 2023.



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Community Events/Notes

- **Mental Health First Aid.** April 5th and 12th, 6 to 8:30pm (2 sessions), Winchester Room – Town Hall. Register by 4/3/23. Sponsored by the Winchester Coalition for a Safer Community.