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TOWN OF WINCHESTER
SELECT BOARD MEETING
Monday, August 14, 2023
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, Michelle Prior and John Fallon. Also present was Town Manager Beth Rudolph, PE.

SELECT BOARD GOALS AND WORK PLAN

Chair Mucci turned the meeting over to Vice Chair Brady and Ms. Prior. Vice Chair Brady did a quick overview of the draft at table and the Board continued to delve deeper into the goals, making multiple changes and additions. They continued the discussion to the September 25th meeting.

*Motion: That the Select Board adjourn to Executive Session for the purpose of discussing matters related to 25-27 Waterfield Rd, Waterfield Lot, Winchester Hospital PILOT - MGL Ch. 30 §21(a) 6 - To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have detrimental effect on the negotiating position of the governmental body; DPW MOU - MGL Ch. 30 §21(a) 3 - To discuss strategy with respect to collective bargaining or litigation; MGL Ch. 30 §21(a) 2 – To conduct strategy sessions in preparation for negotiations with nonunion personnel; 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, Fallon, Prior, 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, Fallon, Prior, Mucci

NOTIFICATION OF MEETINGS AND HEARINGS

1. Monday, September 11, 2023 - Regular Session
2. Monday, September 25, 2023 - Regular Session

ACCEPTANCE OF DONATIONS

*Motion That the Select Board accept, with gratitude, a donation of \$750 from the Winchester Savings Bank to the Recreation Department for the Concerts on the Common.

Brady – Bettencourt VOTED

*Motion That the Select Board accept, with gratitude, donations of \$648 from families & individuals from the Winchester Recreation Department to the Recreation Department's Neighbors Helping Neighbors fund.

Brady – Bettencourt VOTED

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- 1
2 *Motion That the Select Board accept, with gratitude, a donation of \$500 from Bette &
3 Bernie Crowley to the Recreation Department to purchase a memorial bench
4 at Packer Ellis Tennis Courts.
5 Brady – Bettencourt VOTED
6
7 *Motion That the Select Board accept, with gratitude, a donation of \$7,563.89 from the
8 Winchester First Responders Fund to the Fire Department to purchase a
9 treadmill.
10 Brady – Bettencourt VOTED
11
12 *Motion That the Select Board accept, with gratitude, donations of \$558 to the Council
13 on Aging, \$185 for appreciation of services and \$373 for Meet Up Mondays
14 Socialization.
15 Brady – Bettencourt VOTED
16
17 *Motion That the Select Board accept, with gratitude, a donation \$20,000 from
18 Cummings Foundation to the Winchester Coalition for a Safer Community for
19 their substance/mental health issues program.
20 Brady – Bettencourt VOTED
21
22 *Motion That the Select Board accept, with gratitude, donations totaling \$3,500 from
23 Winchester residents to the Town of Winchester to be applied to the Shannon
24 Property appraisal cost.
25 Brady – Bettencourt VOTED
26

27 **TOWN MANAGER REPORT AND COMMENTS**
28

- 29 1. Ms. Rudolph announced that she had appointed Tom Boulay to the Conservation Commission
30 term to expire March 31, 2025.
31
32 2. Town Manager's Updates: Please find below additional updates on various topics for August 14,
33 2023 meeting.
34
35

36 **Personnel Updates**

37 The Planning Board has offered the Town Planner position to Mr. Taylor Herman, and his first
38 day with the Town will be Monday, August 14th. Mr. Herman has a Master of Architecture and
39 has worked for the past several years in urban planning and community engagement. Please join
40 me in welcoming him to Winchester.

41 **MyWRA Funding for Parks and Paths along the Mystic River**

42 The Mystic River Watershed Association (MyRWA) is celebrating four recent grants to advance
43 multiple paths and parkland projects in Charlestown, Medford, Somerville, and Winchester. The
44 grants include \$176,420 from the MassTrails grant program and \$43,070 from the Lawrence and
45 Lillian Solomon Foundation to begin the design of a 2-mile shared use path and other amenities
46 along Mystic Valley Parkway between the Wedgemere Commuter Rail Station and High Street
47 in Medford, providing an important connection to the existing Tri-Community Bikeway.
48 Additionally, information on the four projects is available on MyRWA's website:
49 [https://mysticriver.org/news/2023/7/19/myrwa-secures-nearly-1-million-for-parks-and-paths-
along-the-mystic-river](https://mysticriver.org/news/2023/7/19/myrwa-secures-nearly-1-million-for-parks-and-paths-along-the-mystic-river)

50 **Construction/Capital Project Updates**

- 51 • On-going Construction projects:

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Select Board Meeting

- 1 ○ *Eversource 345kV Project* – Eversource will be in attendance to provide a project
- 2 update.
- 3 ○ *Transfer Station Renovation* – Abatement work is complete, and the contractor is
- 4 working to complete all debris removal. Final paving is tentatively scheduled for
- 5 Sunday, August 27th and Monday, August 28th.
- 6 ○ *Parkhurst Swing Space & Lynch School* – Installation of modular classrooms and
- 7 interior work is complete. Town is waiting on Eversource for installation of a
- 8 transformer, hopefully scheduled for next week. The Lynch School project is expected
- 9 to be bid in October.
- 10 ○ *Muraco School Electrical* – Phase I of the work will be finished at the end of August,
- 11 the contractor will come back over April vacation next spring to finish the remaining
- 12 work, which was delayed due to supply chain issues.
- 13 ○ *McCall Masonry Project* – Work at the front entry will be completed before school
- 14 starts, additional work will proceed after the start of school in collaboration with the
- 15 School Department.
- 16 ○ *Lake Street Bridge* – Project is moving forward on schedule.
- 17 ○ *Winter Pond Water Quality Project* – Project is complete.
- 18 ● Projects currently out to bid:
- 19 ○ *Washington and Cross Street bridge repairs* – The bid opening was held on June 28th
- 20 and both projects came in overbid. We are working with DPW to determine if we can
- 21 use Chapter 90 funding to complete one of the projects and will look to go back to Fall
- 22 Town Meeting for additional funding.
- 23 ○ *Winchester High School Drainage* – The second bid opening was held on July 13th
- 24 (there were no bidders the first time around), and both bidders were over the Town’s
- 25 budget. Staff is currently evaluating funding options and looking at work that DPW
- 26 can move forward independently of the contract award.
- 27 ○ *McDonald Field Pump Station* – The project is currently out to bid; the bid opening
- 28 scheduled for August 30th.
- 29 ● Upcoming Construction and Design projects:
- 30 ○ *Town Hall Fire Alarm* – The contract has been awarded and the work will start in
- 31 September.
- 32 ○ *Lynch School traffic study* – Town staff have a kick-off meeting with Toole next week
- 33 to discuss project schedule and public outreach plan.
- 34 ○ *Town Center traffic improvements* – We are in the process of getting Toole under
- 35 contract to complete the project design.
- 36 ○ *Woodside Road / Winter Pond improvements* – Project will go out to bid in late August
- 37 for a September bid opening.

Upcoming Select Board + Fall Town Meeting schedule

The schedule for upcoming Select Board meeting is as follows:

- Monday, September 11th – *SB vote Fall Town Meeting warrant articles*
- Monday, September 25th
- Thursday, October 5th (tentative, for discussion) – *SB vote Fall TM motions (due to TM’s office by October 13th)*
- Monday, October 16th – *SB vote Fall TM warrant for publication*
- Monday, October 30th
- Fall Town Meeting – November 6th, 9th, and 13th
- Monday, November 27th

Winchester Recreation Department – Summer Concert Series

There are two weeks left in the Recreation Department’s summer concert series on the Town Common. Live music starts at 6:30pm.

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- Wednesday, August 16th – Ben Rudnick (Family/children)
- Wednesday, August 23rd – Classic groove, R&B, smooth jazz, Latin rhythm band.

PUBLIC COMMENT

Ferenc Vajda, West Chardon Road, spoke on behalf of the members of the Winchester Tennis Association (WTA) to raise their concerns of the continuously deteriorating conditions of the Parker Ellis Tennis Court. During this last storm there was flash flooding that washed away a retaining wall, destabilized stairs and deposited debris on most of the courts, some of which are unusable. Over the years the members have funded smaller projects but do not have the funds to do the larger repairs that are greatly needed. The Association has two requests for the Board to consider: 1) to do emergency repairs due to the latest storm and 2) fund an engineering design study to assess the overall needs of the courts. Also, the WTA has pledged \$10,000 to defray the cost of the design and engineering study.

BUSINESS

1. Eversource 345kV Update – Jefftey Ciceron, Eversource Project Manager and Trevor McCourt, McCourt Construction attended. Mr. McCourt informed the Board that most of the pipe pullback has been completed and the equipment should be removed before school starts. Chair Mucci reminded them that we are about two weeks away from the start of school and it's very important that everyone has access to the sidewalks as this is a busy area for after school activities. Eversource does know that once school is open work cannot be started until after the students are in school.

2. Committees & Commissions Appointments – The Select Board interviewed Trish Gannon, Margaret Lynch & Arsen Bagdassarian, Cultural Council positions; Deborah Johnson & Christine Rowan, Disability Access Commission positions, and made the following appointments/reappointments:

- | | | |
|---------|---|-------|
| *Motion | That the Select Board appoint Trish Gannon to the Cultural Council for a term to expire July 31, 2026. | |
| | Brady - Bettencourt | VOTED |
| *Motion | That the Select Board appoint Margaret Lynch to the Cultural Council for a term to expire July 31, 2025. | |
| | Brady - Bettencourt | VOTED |
| *Motion | That the Select Board appoint Arsen Bagdassarian to the Cultural Council for a term to expire July 31, 2025. | |
| | Brady - Bettencourt | VOTED |
| *Motion | That the Select Board appoint Deborah Johnson to the Disability Access Commission for a term to expire August 31, 2026. | |
| | Brady - Bettencourt | VOTED |
| *Motion | That the Select Board appoint Christine Rowan to the Disability Access for a term to expire August 31, 2025. | |
| | Brady - Bettencourt | VOTED |

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1 regarding waiving the permit fees and writing a letter of recommendation to the ZBA. Chair
2 Mucci stated that we need to talk with Town Counsel regarding the permit fees.
3

4 **6. 40 Church St Temporary Parking Request** – The request was withdrawn.
5

6 **7. Barletta-Chamber of Commerce Building License Agreement** – Ms. Rudolph informed the
7 Board that the agreement is not ready.
8

9 **8. Waterfield Lot Permitting** – Ms. Rudolph told the Board that CIVICO has submitted their
10 application to the Planning Board for a Planned Unit Development Special Permit with site plan
11 review. The Planning Board is planning on hiring peer reviewers to evaluate traffic, circulation
12 and pedestrian infrastructure; water, sewer and stormwater utilities; and architectural design.
13 Chair Mucci will be sending the Planning Board a letter in support of CIVICO.
14

15 **9. Lynch Solar** – Ms. Rudolph gave a brief overview to the Board. Staff was involved with the
16 comparisons of the companies and will be meeting with Solect and Zapotec (solar companies) to
17 go over their financial analyses. Ken Pruitt, Sustainability Director, informed the Board that
18 both companies are reputable companies. The next step will be that both companies will review
19 the Lynch 90% plans and submit their proposals.
20

21 **10. Comptroller's Teaching Request** – Stacie Ward, Comptroller, was asked if she would be
22 interested in teaching finance and accounting classes as part of the MMA-Suffolk Municipal
23 Finance Management Seminar. She is asking the Board's approval to participate in the program.
24

25 *Motion That the Select Board approve the Comptroller's request to teach classes.
26 Brady - Bettencourt VOTED
27

28 **11. Finance Committee Appointment Update** – Chair Mucci informed the Board that Dr. Miller
29 is working with Town Counsel to have his questions answered so they have not met to complete
30 the process to appoint FinCom members.
31

32 **12. DPW Worker Union MOU** – Ms. Rudolph reviewed and the Board approved the DPW Worker
33 Union MOU.
34

35 *Motion That the Select Board approve the MOU for the Local 888 of the SEIU,
36 Winchester DPW Workers as presented on August 14, 2023.
37 Brady - Bettencourt VOTED
38

39 **13. CPA Update** – Mr. Bettencourt, Vice Chair Brady, Ken Pruitt and Jen Ryan as the working
40 group met to develop tonight's presentation. Mr. Bettencourt gave a Community Preservation
41 Act (CPA) overview and went through the presentation. The Select Board must vote to establish
42 a study group. The group will be tasked with fact finding and information gathering between
43 today and Fall Town Meeting. The group will have a basic framework of the study supplied from
44 the state Community Preservation Commission to work with. Public outreach will begin this fall
45 leading into a 2024 Spring Town Meeting vote and the ballot vote in the Fall of 2024.
46

47 *Motion That the Select Board create a CPA study committee lead by the current
48 working group and request the working group identify members for the study
49 committee by reaching out to the groups identified on the previous slide.
50 Brady - Bettencourt VOTED
51

Monday, August 14, 2023
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1 **14. Fall Town Meeting Articles** – Ms. Rudolph gave a quick overview of the articles and the Board
2 will vote their articles at the September 11th meeting.
3

4 **15. Cable Advisory Committee Legal Services** – The Board approved William Soloman’s
5 proposal for legal services for the Cable Advisory Committee and authorized Ms. Rudolph to sign
6 the agreement.
7

8 *Motion That the Select Board approve the legal services agreement with Attorney
9 William Solomon for the Verizon Cable Renewal process and authorize the
10 Town Manager to sign the agreement.

11 Brady - Fallon VOTED
12

13 **CONSENT AGENDA**
14

15 *Motion That the Select Board approve One Day Liquor License(s) for Lauren
16 Tiedemann for Book Ends – August 16, 2023 – Book Ends 599 Main Street;
17 Michelle Noska for Beaujolais Catering – September 21, 2023 – Wright-Locke
18 Farm; Michelle Noska for Beaujolais Catering – October 24, 2023 – St.
19 Eulalia Church; Norman Doucette for Jumelage – September 10, 2023 –
20 Sanborn House; Margi Dennis for Happy Hostess at Your Service –
21 September 9, 2023 – Wright-Locke Farm; Erika Gorgenyi for Wright-Locke
22 Farm – August 26, 28 & 30/September 14 & 15, 2023 – Wright-Locke Farm;
23 Daniele Wilson for Winchester Swim and Tennis Club – August 31, 2023 –
24 Winchester Swim and Tennis Club 105 Johnson Road Winchester:.

25 Brady – Prior VOTED
26

27 *Motion That the Select Board approve the legal services agreement with Attorney
28 William Solomon for the Verizon Cable Renewal process and authorize the
29 Town Manager to sign the agreement.

30 Brady - Prior VOTED
31

32 *Motion That the Select Board approve the Chamber of Commerce request to close
33 Main and Thompson Streets on Friday, September 22, 2023 from 4:00-9:00
34 p.m. and to have a Beer Garden at the Griffin Museum on Saturday,
35 September 23, 2023 from 3:00-6:00 p.m.

36 Brady - Prior VOTED
37

38 **ADJOURNMENT: 10:00 PM**
39

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

41 Brady – Prior VOTED
42

43 Roll Call: Brady, Fallon, Prior, Mucci
44

44 Respectfully submitted,
45 Beth Rudolph, Acting Town Manager