

**TOWN OF WINCHESTER
SELECT BOARD MEETING
Monday, January 7, 2019
Record**

OPENING

Chairman Lance R. Grenzeback called the meeting to order at 6:55 PM in the Select Board meeting chamber located in Town Hall. Present were Vice Chairman Mariano Goluboff, Selectman Michael Bettencourt, Selectman David P. Errico and Selectman Jacqueline A. Welch. Also present was Town Manager Lisa Wong.

*Motion: That the Select Board adjourn to Executive Session for the purpose of discussing matters related to MGL Ch. 30A §21(a)3 - To discuss strategy with respect to collective bargaining or litigation; 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.

Goluboff - Bettencourt

Roll Call: Goluboff, Errico, Bettencourt, Welch, Grenzeback

VOTED

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

Goluboff - Bettencourt

Roll Call: Goluboff, Errico, Bettencourt, Welch, Grenzeback

VOTED

NOTIFICATION OF MEETINGS AND HEARINGS

1. January 14, 2019 - Select Board - Regular Meeting
2. January 28, 2019 - Select Board - Regular Meeting

Selectmen's Comments and Non-Docket Business

TOWN MANAGER REPORT AND COMMENTS

Appointments: Town Manager announced the following permanent appointment in accordance with section 4-2b of the Town she respectfully requests that the Select Board vote to waive the fifteen (15) day appointment period for: **Police Custodian/Animal Control Officer, Police Department - Edward O'Connell**

*Motion: That the Select Board waive the customary fifteen (15) day appointment effective waiting period to allow Mr. O'Connell to begin his employment.

Goluboff - Bettencourt

All in favor

VOTED

Ms. Wong recognized Gerry Smith who is retiring after 32 years of service as the Animal Control Officer. She informed the Board that she had inquired with the Department Heads if the Town was impacted by the Federal shutdown, and she was told that it has not affected the Town. We had a very successful door decorating event and the winners are **Health Department** for Most Creative, **Police Department** for Funniest, and the **Building Department** for Most Festive.

MATTERS FROM THE AUDIENCE

COMPTROLLER'S REPORT

Chairman Grenzeback accepted the Comptroller's Financial Update - Operating Activity for Fiscal Year 2019 as of November 30, 2018 report that was in the Select Board's packet.

LICENSES

1. Annual Licensing Renewals - VOTE to renew licenses - General License Renewals: Food Vendor - Stop and Shop and Entertainment License: Fuller Cup

*Motion: That the Select Board approve the renewal of the following Food Vendor License for calendar year 2019, Stop and Shop.
Goluboff - Bettencourt All in favor VOTED

*Motion: That the Select Board approve the renewal of the Entertainment License for Calendar Year 2019 for Fuller Cup.
Goluboff - Bettencourt All in favor VOTED

HEARINGS

Chairman Grenzeback opened the Hearings at 8:00 p.m.

1. North Main Street - Adding handicap accessible parking spaces on North Main Street near 746-762 Main Street: Chairman Grenzeback continued the hearing, with the consent of the Board, to the next Select Board meeting on Monday, January 14, 2019 at 8:00 p.m.

2. Olde Village Drive - Installing "no parking signs" on the west side of Olde Village Drive: Chairman Grenzeback continued the hearing, with consent of the Board, to the next Select Board meeting on Monday, January 14, 2019 at 8:00 p.m.

BUSINESS

1. Committee Appointments and Reappointments -

Climate Action Advisory Committee (2 vacant positions) - Henrique Brittes - appointment, new term to expire August 31, 2021 and Kim Roeland - appointment, new term to expire August 31, 2021.

Kim Roeland and Henrique Brittes attended the meeting with Ruth Trimarchi, chair of the Climate Action Committee. Ms. Roeland is a new resident to Winchester with a background in wildlife and planning. Mr. Brittes is a senior at Winchester High School and came from Brazil in 2017. He is the president of the WHS Environmental Club, and created a Composting Project in the school cafeteria. Ms. Trimarchi would like to make the position for a Winchester High School student a standing position.

*Motion That the Select Board appoint Henrique Brittes and Kim Roeland to the Climate Action Advisory Committee for a term to expire August 31, 2021
Goluboff - Bettencourt All in favor VOTED

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Selectman Welch asked for clarification that Ms. Wong's projected budget is just for one fiscal year of level funding? Chairman Grenzeback responded that it is just for one year. What would you anticipate would be the right numbers that you would be thinking about for future years? Ms. Wong stated that if you don't factor in the student growth and you just looked at saying let's maintain the amount of services we have and not do anything significantly different from the revenue and expenses side you will continue to see an gap and that gap is more or less 2%.

Selectman Goluboff responded that wages go up 3%, then there is Prop 2 ½, which is a built in deficit and we have growth, so there's another **deficit**. This year the number is bigger because we are making up for the deficit last year. We are already starting further in the red, health insurance has gone up, and a lot of needs were deferred to try to not go in the red.

There was discussion that the deficit compounds the following year when one time funds are used to balance the budget.

Selectman Bettencourt says we have done a good job of planning and haven't been hit in previous years with health insurance **and** unfunded mandates and now everything is converging. The issue is evaluating the impact on residents of all ages, whether we are having a hearing or at the Council on Aging. Enrollment has upward trajectory and there is not much we can do. We thought enrollment was going to go down, but didn't and we need to keep our excellent schools and teachers.

Chairman Grenzeback said the issues are how to cover next year's shortfall if there is not an override and then how do you deal with the years after that. We will try to deal with the first question tonight. Selectman Errico says through cuts and the use of free cash. Chairman Grenzeback said there is \$5.6 million in the reserve fund per the comptroller, and how much can we set aside to deal with the deficit and how much to set aside for emergencies.

Selectman Goluboff said we talked about using \$2-3 million in reserve and the rest from cuts to the budget. Chairman Grenzeback talked about the issue of spending down the reserve if we have a heavy year of snow or something falls apart like a boiler or fire truck, and the need for a buffer to leave us with \$2-3 million to draw down on. Selectman Errico deferred to the Town Manager. Ms. Wong discussed the use of one time revenue in FY2019 and how we have already depleted funds like the parking meter fund to \$0. Ms. Wong says as the reserve fund is the only major source left, we should use as little as possible, and will prepare budgets at the use of \$2 million or less. Selectman Errico asked for the Town Manager's opinion on the % of cuts to go to municipal and schools. Ms. Wong said it is hard to give %s. The share is about 1/3 municipal and 2/3 schools is a starting point, but then we need to understand what that means and may shift the % based on the implications.

There was discussion about the trade-off between the use of reserves and the cuts needed, and the greater use of reserves lowers the total amount of cuts. There was a question about the impact on capital, and Ms. Wong said that capital is separate. Ms. Wong said she began with a conservative starting point but is open to suggestions from FinCom and others. Selectman Errico said considerations for being conservative include preserving the bond rating and unanticipated costs. Ms. Wong mentioned bargaining as an unknown number.

There was discussion around the school cut. Ms. Wong stated that she would not want to see the cut exceed \$1.5 million for the schools. Selectman Goluboff stated he would not want to see the schools cut more than \$1 million and would be willing to go to \$2.5 million free cash usage to make up for the half million.

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Selectman Welch asked about the school enrollment increase and is it in line with Selectman Goluboff given the context of enrollment increase.

Selectman Errico believes the pain should be shared proportionally and willing to increase the use of free cash to keep the ratio at 1/3 and 2/3.

Selectman Welch we are sensitive to the impact on everyone. She is concerned about the school projections and doesn't know if there is the same pressure on the non-school side.

There was further discussion about the impact on schools and town. School Committee member Susan Verdicchio gave information about school increases.

There was a question about whether the range of cuts to town from \$1.2 million to \$700,000 would drop police and fire to below mandated numbers. Selectman Bettencourt believes we have been underfunding police and fire and there is a cost to that. No matter what there is a consequence for cuts in either direction. There is demand for teachers and we risk teachers looking elsewhere. It was noted that the town and school budgets are not independent and a lot of the town services impact the schools. There was discussion about reducing retiring debt transfer to capital and delaying projects.

Chairman Grenzeback said the School Committee needs a number as general guidance for their meeting tomorrow and reviewed the options previously discussed. There was a general consensus that the board should use \$2.5 million in reserves.

*Motion That the Select Board direct the Town Manager to draw up a budget that uses up to \$2.5 million in reserves to balance it, and to instruct the school Committee to submit a budget that cuts \$1 million from their level services budget and the remainder to be determined, but around \$1 million from municipal departments and the rest from retiring debt transferred to capital.

Goluboff - Welch All in favor VOTED

CONSENT AGE NDA

One Day Alcoholic Beverage License(s)

1. Iaritz Menjivar for Griffin Museum - January 17, 2019 - Griffin House
2. Jane Boswell for Parish of the Epiphany - January 19, 2019 - Parish of the Epiphany

*Motion: That the Select Board approve One Day Alcoholic Beverage Licenses for - Iaritz Menjivar for Griffin Museum - January 17, 2019 - Griffin House
Jane Boswell for Parish of the Epiphany - January 19, 2019 - Parish of the Epiphany

Goluboff - Welch All in favor VOTED

Other

1. Memo from Chief Peter MacDonnell to accept a donation of \$2,000 from the Johnston family to be used towards future supplies for the police department.

*Motion: That the Select Board accept the donation, with appreciation, in the amount of \$2,000 from the Johnston family to be used towards future supplies for the police department.

Goluboff - Welch All in favor VOTED

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2. Memo from Chief Peter MacDonnell to accept a donation of \$500 from the Loose family to be used towards future supplies for the police department.

*Motion: That the Select Board accept the donation, with appreciation, in the amount of \$500 from the Loose family to be used towards future supplies for the police department.
Goluboff - Welch All in favor VOTED

COMMUNICATIONS AND WORKING GROUP REPORTS

The Board acknowledge receipt of the letter from the Winchester Home & Garden Club.

MEETING SCHEDULE AND AGENDA TOPICS

1. February meetings - 4th, 11th, and 25th

ADJOURNMENT : 9:05 PM

*Motion: That the Select Board adjourn for the evening.
Goluboff - Bettencourt
Roll Call: Goluboff, Errico, Bettencourt, Grenzeback VOTED

Respectfully submitted,

Lisa Wong, Town Manager