

**TOWN OF WINCHESTER  
SELECT BOARD MEETING  
Monday, January 14, 2019  
Record**

**OPENING**

Chairman Lance R. Grenzeback called the meeting to order at 7:00 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 17, 2019 - Select Board - Close Warrant
2. January 24, 2019 - Select Board - Meeting before Public Information Session
3. January 24, 2019 - Public Information Session - Winchester High School
4. January 28, 2019 - Select Board - Regular Meeting
5. February 4, 2019 - Select Board - Regular Meeting
6. February 11, 2019 - Select Board - Meeting before Special Town Meeting
7. February 11, 2019 - Special Town Meeting
8. February 25, 2019 - Select Board - Regular Meeting

**Selectmen's Comments and Non-Docket Business**

**TOWN MANAGER REPORT AND COMMENTS**

Appointments: Promotional Appointment: DPW General Foreman - Kenneth Reynolds - W-15 Step 5. This is just for notification no further action is needed.

Ms. Wong received a letter from Metropolitan Area Planning Council (MAPC) regarding their on-going effort related to municipal coordination with National Grid. They are asking towns to sign on a letter that serves primarily for municipalities to show support for the broad goal of meeting collaboratively and collectively with National Grid Gas to work on common gas leak related issues. She recommends that the Board authorize that she sign the form. Also, the Town Manager's staff is preparing a newsletter that will be sent electronically and put on the website.

## MATTERS FROM THE AUDIENCE

### COMPTROLLER 'S REPORT

#### LICENSES

Chairman Grenzeback declared a brief recess at 7:50 p.m. to reconvene at 7:58 p.m for the 8:00 p.m. public hearing.

#### HEARINGS

Chairman Grenzeback opened the Hearings at 8:00 p.m. Beth Rudolph, Town Engineer, and Jay Gill, DPW Director were present.

**1. North Main Street - Adding handicap accessible parking spaces on North Main Street near 746-762 Main Street:** Beth Rudolph, Town Engineer, reviewed the resident's request and stated that this is an intensive commercial area with limited parking. The dry cleaning store is the only store that is accessible and they have a handicap spot, none of the other stores are accessible. Brian Kim, his parents own 742-750 Main Street, talked with the business owners from the tailor, hair salon and bagel stores that are in their building. None are happy about the proposal as the suggested spots are also used for delivery trucks.

Chairman Grenzeback thanked the resident for submitting the request but the request is being tabled and no action will be taken.

**2. Olde Village Drive - Installing "no parking signs" on the west side of Olde Village Drive:** Beth Rudolph, Town Engineer and Jay Gill, Department of Public Works Director recommend that the "No parking here to the corner" signs remain in place on the east and west side of the street, and that the DPW clean-up the vegetation, and install a gravel walking path and bituminous berm on the west side of Olde Village Drive between Johnson Road and the driveway for #7 Olde Village Drive. Ms. Rudolph stated that eventually the walking path will become a sidewalk but will be made as best as possible as a walkway. The changes will not be completed till the spring. Chairman Grenzeback closed the public portion of the hearing.

\*Motion That the Select Board direct the Town Engineer and the Department of Public Works to implement the plan as detailed in the presentation.  
Goluboff - Bettencourt All in favor VOTED

#### BUSINESS

##### 1. Approve Comptroller 's Vacation Carry Forward Request -

\*Motion That the Select Board approve the Comptroller's request to carry-over 59.5 vacation hours from 2018 to 2019.  
Goluboff - Bettencourt All in favor VOTED

##### 2. McCall Middle School Phase 2 - Proprietary Specification Vote -

\*Motion: That the Select Board vote to allow for the Johnson Controls be listed as the proprietary Automatic Temperature Control system to be specified for the McCall Middle School Classroom Expansion Project.

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Goluboff - Welch                      All in favor                      VOTED

\*Motion:                      That the Select Board vote to allow for Simplex be listed as the proprietary Fire Alarm system to be specified for the McCall Middle School Classroom Expansion Project.

Goluboff - Welch                      All in favor                      VOTED

\*Motion:                      That the Select Board vote to allow for Simplex be listed as the proprietary Intrusion Alarm system to be specified for the McCall Middle School Classroom Expansion Project.

Goluboff - Welch                      All in favor                      VOTED

\*Motion:                      That the Select Board vote to allow for Schlage be listed as the proprietary Lockset system to be specified for the McCall Middle School Classroom Expansion Project.

Goluboff - Welch                      All in favor                      VOTED

**3. FY2020 Budget/Special Town Meeting** - Ms. Wong presented a PowerPoint presentation showing the FY20 Draft Budget Austerity versus Needs. She passed out a “cheat sheet” on the personnel impacts of both budgets. The budgets are side by side and do not include about \$2 million in free cash and \$400k in overlay in order to show the deficit. The FY20 Austerity budget is \$124 million with a \$5 million shortfall and uses \$2.5 million in free cash. The Needs budget is a \$130 million budget with a \$10.6 million shortfall and uses \$1.25 million in free cash. Ms. Wong says her revenues will have the Governor’s revenue figures which will come out later in January. Ms. Wong discussed mandated increases including contract settlements, health insurance, and energy costs and noted the COLA increase that the retirement board is voting in. Ms. Wong discussed the budget impacts for each town department, including services that would be reduced in the austerity budget and added personnel and services in the needs budget.

Selectman Goluboff asked what the impact would be on shifts if we go down to 36 officers. Ms. Wong said there will be impacts on the shifts but wanted to share the exact information offline. Selectman Goluboff said it seems like there are not enough patrols. Selectman Welch asked if there is a current need for dispatchers. Ms. Wong said yes. There was a general discussion of the need. Ms. Wong also discussed the impact on OPEB and went over next steps, including pulling together budget narratives and submitting the budget by February 15<sup>th</sup>. Costs and revenues will be monitored, she will help facilitate meetings with FinCom and departments, and prepare any presentations needed.

Chairman Grenzeback noted that this is a work in progress and that there is a range around a \$5 million shortfall and looking at a range of \$10 million that could go up or down. We will look closely at needs. The next step is to have the Finance Committee run the numbers out a few years and noted that the town is looking at \$2 million for capital. We would like to see a lower number, but want to make sure we provide a responsible number that means we won’t be back in a year or two.

Selectman Errico said the needs budget is a wants budget because we are adding people we haven’t had before. It would have been a course in better times and this is not the time to be adding people. He would be looking to management to create a basic budget. He is not saying there shouldn’t be an override, but doesn’t see a \$10 million override happening because people are looking at the high school and typically votes for an override attached to a building or school. He questioned whether we really need a deputy fire chief and should look at a budget without additional hires.

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Chairman Grenzeback pointed out that we have added space and need to maintain it and have stretched DPW. There are some real need and some departmental desires. Selectman Errico says it is clear we are adding a lot of positions and this is not the time to reach for extra people with the way taxes have increased and the high school.

Selectman Goluboff disagrees with the statement that just because we have never had someone that we don't need them. He pointed the police having limited patrol officers if there is a need to respond to an incident at the hospital, only 1 dispatch and that the West Side station is not fully staffed as examples. The reason why we haven't had an override in ten years is because of cuts and attrition. He believes the additions are constrained and that it is a needs budget and is tight.

There was discussion about the difference in opinions but the budget will be tightened up. Selectman Bettencourt wants to incrementally add staff and that all the problems can't be solved overnight. He alluded to the high cost of living as a major concern in the recent needs assessment. School aged families will look at schools and the needs there, but we should look at building the budget incrementally. We have not done enough for seniors and that is not equitable and should look at senior tax relief over the next few months and propose something at Spring Town Meeting.

Selectman Welch asked what part of the presentation affects the schools. Ms. Wong said the health insurance and energy costs are both town and schools. The total budget increases are town and school combined and Ms. Wong said the schools presented budgets at around 3.5% and 8.5% increases but does not include things like health insurance. Selectman Welch noted the timing of the override with the new tax implications.

Chairman Grenzeback noted that the town and schools have grown and that we have been scrimping in the last five years on services. The demand on services has been growing and this is the first override the town has been looking at in 10 years.

Selectman Goluboff says we need to provide proposals for tax relief and not drive people away from town. It is key to develop affordable housing and help people remain in town.

Chairman Grenzeback noted that Selectman Errico convened a working group to look at senior tax relief. We looked at the different thresholds and appeal to legislature to change the thresholds. The working group consensus was to bring something to Town Meeting.

Selectman Errico says he looks at facts that can be defended when asked about the override. Looking at the future needs for schools, the citizens might tune out the override. Need to look at a more lean budget and shorter cycle.

Chairman Grenzeback said the Town Manager can look to scale back budget. He talked about years of stripping staffing and deferred maintenance catching up to us, and does not want us to be so conservative we end up in a similar position. If we look for a lower number, we need to have a sense of what we need to cover a 3-5 year override.

Aaron Kutylo from Finance Committee presented a preliminary analysis, and noted it hasn't been voted on by FinCom. The analysis is a continuation from Fall Town Meeting. FinCom will do a poll vote on Thursday on what the override number could be. Base assumptions are that revenues will increase by 3% and mostly matched the FY20 expenses from the Town Manager. Mr. Kutylo clarified that he is only talking about the needs based or override budget. FY21-FY25 shows a 3% increase. He went over other assumptions of the model including spending operating reserves down to 8% and holding reserves at 8% though FY28. Capital is level service. Looking at a 3 year time horizon is \$11.8 million for operating and \$1.3 million for capital. A 5 year horizon is higher.



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\*Motion: That the Select Board accept the donations, with appreciation, in the amount of \$2,618.36 for appreciation of services provided by the COA to be deposited in the COA Gift Account.  
Goluboff - Welch All in favor VOTED

3. Approve/Correct Minutes: September 10, 17, 24 & 26, 2018

\*Motion: That the Select Board approve the meeting minutes for September 10, 17, 24 & 26, 2018.  
Goluboff - Bettencourt All in favor VOTE

**COMMUNICATIONS AND WORKING GROUP REPORTS**

**MEETING SCHEDULE AND AGENDA TOPICS**

**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