

**TOWN OF WINCHESTER
SELECT BOARD MEETING
Monday, February 10, 2020
Record**

OPENING

Vice Chair Michael Bettencourt called the meeting to order at 7:00 PM in the Select Board meeting chamber located in Town Hall. Present were Select Board members Jacqueline A. Welch, and Susan Verdicchio. Chair Mariano Goluboff and Amy Shapiro via phone at 8:30 p.m. for Executive Session. Also present was Town Manager Lisa Wong.

JOINT MEETING W/PLANNING BOARD & MASTER PLAN STEERING COMMITTEE

Brian Szekely, Town Planner, Maureen Meister and Diab Jerius, Planning Board members; Jennifer Goldson and Anna Callahan, JM Goldson; Denis Collet, Pamela Cort, Keri Layton, David Miller, Zeke Nims, and John Suhrbier, Master Plan Steering Committee were in attendance. Ms. Goldson, JM Goldson owner and Project Director, informed the group that the draft is a good representation of what they have been hearing from the residents. Ms. Callahan, JM Goldson Project Manager, stated that JM Goldson and the Master Planning Steering Committee worked on the plan for the past 18 months over 4 phases. Phase I: Winchester Yesterday and Today; Phase II: What Could Winchester's Future Be Like?; Phase III: How Should Winchester Achieve Its Vision and Goals?; Phase IV: Plan Adoption and Finalization. Two documents have been released - the full report and the action plan. The final steps for the Master Plan are as follows; there are two Planning Board meetings to talk about the plan, a Steering Committee meeting in March and then the Planning Board will meet at the end of March to adopt the Plan. The public comment period will continue to the end of February.

The Select Board recessed till 8:00 p.m.

NOTIFICATION OF MEETINGS AND HEARINGS

1. Monday, February 24, 2020 - Regular Session

ACCEPTANCE OF DONATIONS

*Motion	That the Select Board accept, with gratitude, donation of \$2,000.00 from the Johnston family to be used towards future supplies for the Fire Department.	
Bettencourt - Welch	All in favor	VOTED

COMMENTS

TOWN MANAGER REPORT AND COMMENTS

1. Appointments - Town Manager announced the following permanent appointments in accordance with section 4-2b of the Town Charter, and she respectfully requests that the Select Board vote to waive the fifteen (15) day appointment period for: **DPW Water/Sewer General Foreman Promotional Appointment - Thomas Connolly and DPW Water/Sewer Heavy Motor Equipment Operator - Timothy Cotreau**

Monday, February 10, 2020
Select Board Meeting

*Motion: That the Select Board waive the customary fifteen (15) day appointment effective waiting period to allow Thomas Connolly and Timothy Cotreau to begin their employment.

Bettencourt - Welch

All in favor

VOTED

2. The following are updates from departments, projects and programs:

- **Affordable Housing listing:** 222 Washington Street, Unit 2 -\$234,504. Contact Town Manager's office.
- **All Hazards Mitigation Plan:** Engineering held annual meeting on the Town's All Hazards Mitigation Plan (rescheduled from December due to bad weather) on Monday, January 13th. The Town's current plan is valid until May 2021, so we will need to start the update process later this year.
- **Carriage House:** Staff preparing an order of magnitude cost estimate for envelope and major systems repairs and or replacement.
- **Construction Project Timing:** Presentation to the Select Board scheduled for Feb 10th.
- **Fells Hardware:** Project is slated to be on the agenda for the Planning Board meeting later in February.
- **High School:** Engineering studies underway for drainage analysis of back parking lot.
- **IT:** WIFI is now in place in the Mystic School. New FIOS lines to scale house to replace copper lines.
- **MBTA:** The Town Manager will be meeting with the Chamber to review impacts on parking and make recommendations for any changes during construction. The latest schedule from the MBTA is for a late summer/early fall start to construction.
- **Mill Pond Building:** The site closed on 1/21/20 to the developer team that has been meeting with the Planning Department over the past few months.
- **Parkhurst Elevators:** Filed sub bid opening was held on February 5th. Bids due on February 25th.
- **Parking Meters:** The contract for the upgrades to the parking meters will be executed next week.
- **River Street 40B:** Public hearing was continued to Wed., Feb 12th.
- **Small Cell Wireless:** Amendments will be proposed at the next SB meeting. Developing application.
- **Waterfield RFQ:** 8 development teams have been pre-qualified. The town will work on developing an RFP, including gathering public input and putting together a selection committee.

Upcoming events:

- WFEE hosting their annual Trivia Bee on Wednesday, February 12th at 7pm Town Hall.
- The Town Clerk is hosting a meeting about the Census for the community on Wednesday, February 12th at 6:30pm at Town Hall.
- The Mass Municipal Association is hosing Legislative Breakfasts to set priorities for the state's FY2021 budget. The closest events are February 28th in Littleton and March 13th in Manchester-by-the-Sea. Preregistration at mma.org.
- On April 16th, from 9-11am, there will be a Legislative Breakfast at the Jenks Center. Mike Day and other local and state officials will be there.
- Seniors have until April 1st to apply for state and town funded exemptions to reduce their taxes if they qualify.

Monday, February 10, 2020
Select Board Meeting

- Recreation Department Events: Daddy Daughter Dance, Sunday March 22nd and Super Hero Wrestling, Saturday April 11th.
- Election: Voter registration deadline for Presidential Primary on February 12th (8am-8pm). Early Voting starts on February 24th. Check out the new Election Calendar on the Town Website.

MATTERS FROM THE AUDIENCE

Margaret Bertochi, Winton Club President, thanked the Select Board, and the Town Staff for their support and assistance during the 100th year Winton Club Cabaret.

COMPTROLLER 'S REPORT

LICENSES

HEARINGS

BUSINESS

1. **Toole Design Construction Phasing Schedule** - Beth Rudolph, Town Engineer and Erica Guidoboni, Toole Design, updated the Select Board. Ms. Guidoboni, listed the construction projects - 4 Intersection projects, 3 Bridge projects, MBTA Station Renovation & Eversource 115V upgrade. Starting with Main/Highland in March 2020; Main/Washington, Mystic Valley/Waterfield and the Waterfield Bridge to start in June. Toole is working on Outreach to the residents to include an Informational Sign at site, Informational Flyers and website updates. They are also trying to package the project together to include biddings and contractor to save money. Ms. Rudolph reinforced that there will be traffic impacts throughout Town during the construction projects.
2. **Resident concerns regarding construction at Skillings Field** - Jeff Dean, 18 Summer Street, representing The Friends and Neighbors of Skillings Field, came before the Select Board regarding Swim Winchester's proposed installation of a community swimming pool at Skillings Field. He gave a brief overview of the history of the 16-acre playing space. The neighborhood has experienced 7 years of construction at the field and it has worn on the families stress and overall decrease in quality of life. The neighborhood needs a break and are not in support of the building of the swimming pool. He also pointed out all the negatives associated with the field, such as the 16 acres of space for the swimming pool is located in the floodplain that used to be a town dump and was filled with all sorts of toxic chemicals.

Right now, Swim Winchester is raising money with (1) an expired permission, (2) without having met any conditions, and (3) using an unapproved expanded footprint that takes away more field space and violates multiple zoning and land use ordinances. There is nothing on record that Swim Winchester did any studies for the following; traffic, stormwater management, and environmental remediation. The neighbors would like to have some sort of deadline as they are tired of having this hanging over them and of not knowing what is happening.

Mr. Dean asked what has the Town done in view of the resolutions voted on in January 2018? If nothing then Swim Winchester is in violation of the conditions of the January 19, 2018 Joint Resolution. Vice Chair Bettencourt responded that we do appreciate their engagement in this process with Swim Winchester. We have been in touch with Swim Winchester on a scheduling basis and they have been trying to get on our agenda. He also stated that it was more the Select Board's fault than Swim Winchester that they have not been before the Boards. It is difficult scheduling exercise to get the School Committee, our staff and the Select Board

**Monday, February 10, 2020
Select Board Meeting**

together at the same time. We will certainly make a larger effort to bring Swim Winchester in to have an update and be consistent with the 2018 Resolution. Thank you for coming and we will be in touch to answer the questions that you brought to us tonight.

3. Waterfield RFQ - Ms. Wong went over the project timeline, the Request For Qualifications (RFQ) is the first step as it allows us to evaluate the developers. There are six evaluations that the developers needed to address: downtown development; financial capability; local experience; local partnerships; design and planning; and environmental sustainability. The eight developers that submitted an RFQ and attended an earlier meeting were all qualified. The Board's consensus is to allow Ms. Wong to move forward in the Request For Proposals (RFP) process.

4. Committee & Commissions - The Select Board made the following appointments/reappointments:

*Motion That the Select Board reappoint Helen Philliou to the Capital Planning Committee for a term to expire January 1, 2023.
Welch - Verdicchio All in favor VOTED

5. FY2021 Budget - Ms. Wong highlighted the revenues, override funds, municipal & school increases.

FY2021 Budget Highlights

Requests - staff related

- Building requested additional 10 hours for administrative services
- Comptroller requested additional administrative position (\$60) accounting administrator
- DPW request cemetery and craftsman in building division
- Health additional inspector
- IT request part time network administrator
- Planning request Planner position
- Town Manager request Sustainability Director (to assist with the Climate Action Committee)

Requests

- Increase Town Clerk's budget due to Presidential election
- Negotiation Union contacts
- Increase in Health insurance
- Master plan implementation
- Additional transfer station expenses due to the new solid waste contract

CONSENT AGE NDA

One Day Alcoholic Beverage License(s)

*Motion That the Select Board approve One Day Alcoholic Beverage Licenses for Rachael Marks for Premier Catering - March 7, 2020 - Town Hall Auditorium; Cathy Parker for Studio on the Common - February 26 & 27, March 11, 18 & 25 and April 1, 2020 - Studio on the Common; Nancy Polcari for Winchester Seniors Assoc. - April 29, 2020.
Bettencourt - Welch All in favor VOTED

Other

**Monday, February 10, 2020
Select Board Meeting**

*Motion That the Select Board approve the Parade Permit: En Ka Fair - Saturday, May 16, 2020 (Route: Skillings Road to Main Street; left onto Main Street, pass Stop & Shop and Winchester Savings Bank; travel around the traffic circle (Quill Rotary) and up Church Street, where it will turn left onto Waterfield Road and left again onto Mystic Valley Parkway; at intersection with Main Street, left onto Main Street, right onto Mt. Vernon Street and continue to the Edward F. O'Connell Plaza on the grounds of the Veterans Honor Roll, Town Hall.) Mt. Vernon Street will be closed to traffic from Quill Rotary to the Washington Street Intersection for the duration of the Parade

Welch - Verdicchio All in favor VOTED

*Motion That the Select Board approve the Public Amusement License: En Ka Society for En Ka Fair - Friday/Saturday, May 15 and 16, 2020

Welch - Verdicchio All in favor VOTED

*Motion That the Select Board approve the minutes for the January 6 & 27, 2020 meetings.

Welch - Verdicchio All in favor VOTED

COMMUNICATIONS AND WORKING GROUP REPORTS

*Motion: That the Select Board adjourn to Executive Session for the purpose of discussing matters related to 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; 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; Collective Bargaining Negotiations Update: MGL Chapter 30 §21(a)3 – To discuss strategy with respect to collective bargaining or litigation

Welch - Verdicchio
Roll Call: Goluboff, Bettencourt, Welch, Verdicchio, Shapiro VOTED

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

Welch - Verdicchio
Roll Call: Goluboff, Bettencourt, Welch, Verdicchio, Shapiro VOTED

ADJOURNMENT : 10:30 PM

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

Welch - Verdicchio
Roll Call: Bettencourt, Welch, Verdicchio VOTED

Respectfully submitted,

Lisa Wong, Town Manager