

**TOWN OF WINCHESTER  
SELECT BOARD MEETING  
Monday, March 30, 2020  
Record**

**OPENING**

Chair Michael Bettencourt called the meeting to order at 7:30 PM via Zoom remote participation due to the State of Emergency COVID-19. Present were Select Board members Vice Chair Susan Verdicchio, Jacqueline A. Welch, Mariano Goluboff and Amy Shapiro. Also present was Town Manager Lisa Wong. (Note - due to the remote participation all Select Board votes are roll call votes.)

**NOTIFICATION OF MEETINGS AND HEARINGS**

1. Monday, April 6, 2020 - Regular Session

**ACCEPTANCE OF DONATIONS**

\*Motion That the Select Board accept, with gratitude, donation in the amount of \$100 from an anonymous donor to the Archives Department.

Verdicchio - Welch

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

VOTED

**TOWN MANAGER REPORT AND COMMENTS**

1. Appointments - Ms. Wong introduced and appointed Nicholas Cacciolfi as the new Recreation Director, no action was needed by the Select Board.
2. Website: Ms. Wong shared with the Board how many page views our website has. The top 4 are: 3,200 actual visits; 1,596 to the home page; 635 visits to the Transfer Station and 542 to the COVID-19 page.
3. The following are updates from departments, projects and programs:

**COVID-19 Updates:**

- 16 cases as of Sunday, March 29
- 1 additional case reported today, More updates in the evening
- Unclear reporting direction from the state
- The state started Buoy Health, an online tool that allows Massachusetts residents to get advice from an online health assistant safely at home for free. After the system asks users a series of questions, Buoy connects residents with the appropriate health care resource based on symptoms and risk factors for COVID-19. [buoyhealth.com](https://www.buoyhealth.com)

**Town Department Updates:**

- Most departments outside of Public Safety and Publics Works are working remotely
- Board of Health may need to extend agreement with School Nurses beyond April 3<sup>rd</sup>
- DocuSign will be implementing training - Town will have 15 users (those who can create a document, more can sign)
- Council on Aging will come back with request for more funds
- Temporary Workers still being paid as of this week. Extensions being considered.
- Cemetery scheduling only one burial a day (whenever possible)

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- Street sweeping started today. Fields are on HOLD.

**Other Town Updates:**

- Capital Planning approved all requested Capital items approved except for Skillings Field fence
- Finance Committee approved the new vaccination refrigerator for the Board of Health.
- ENKA Fair Cancelled (originally schedule for May 15-16)
- Town Day requesting moving to September 25-26
- New Transfer Station Hours in effect
- Waiting for more guidance from the state on construction
- Weekly calls with local businesses

**Financial Relief:**

- The Federal Reserve is taking action to support the municipal bond market to ensure that cities and towns can borrow at reasonable rates
- Congress enacted a fiscal relief package that includes \$150 billion for cities and towns. Massachusetts Cities and Towns, except for Boston, will have to go through the Commonwealth for funding.
- MA Legislature approved \$5 million in emergency funds to support local boards of health (Winchester applied for \$6k so far)
- <https://www.mass.gov/info-details/covid-19-resources-and-guidance-for-businesses> (last updated 3/24/20)

**Pending Legislation:**

- Postponement of Town Meeting, including past June 30<sup>th</sup>
- Reduction in Quorum Requirement for Town Meetings
- Creating budget contingencies if FY21 budget not approved before July 1
- Allow towns to amortize FY20 deficits caused by public health emergency over the next 3 fiscal years.
- Delay RE Tax Payments until June 1<sup>st</sup>, waving penalties until June 30<sup>th</sup>
- Moratorium on evictions and foreclosures, rent increase freeze

**COMPTROLLER 'S REPORT**

The Select Board acknowledge the Comptroller's Financial Report as of February 29, 2020.

**BUSINESS**

1. **Fire, Police Superior & Patrol Unions MOU** - Chief Peter MacDonnell, Police, Chief Rick Tustin, Fire and Michelle Vibert, Human Resources Director attended the meeting. Ms. Wong informed the Board that the process was a collaborative work on everyone's part. She had allocated \$1.5 million in her budget that she sent to the Finance Council in February, to cover the salary increases for this year. They looked at why the Town was having vacancies and found that we were not that competitive with the surrounding communities. Chief Tustin indicated that there were many meetings with the Union, Ms. Wong, Ms. Vibert and himself. He felt that the Fire Union MOU will help in keeping the retention after the new hire is trained. Chief MacDonnell said that the retention has not been as much of an issue for the Police Department but he found that our officers are paid 17% lower than other communities. Ms. Vibert also informed the Board that they used the towns from past comparisons for the present comparisons. The Select Board continued the discussion to the meeting on Thursday, April 2<sup>nd</sup>.
2. **Town Meeting** - Ms. Wong gave an update about the changes for Town Meeting and that she is working with Town Counsel regarding having a remote Town Meeting. Chair Bettencourt

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informed everyone that the Spring Town Meeting on June 8<sup>th</sup> will be slimmed down and they are moving some items to the Fall Town Meeting.

3. **Conservation Commission** - Ms. Wong explained to the Board that she was in error that the Board did not have to approve/vote on the two Conservation Commission reappointments last week, they do. Since there are other members up for reappointment next month all reappointments for Conservation Commission have been moved to the April 6<sup>th</sup> meeting.
4. **Restaurant Curb Side Delivery/Takeout** - Lucia's Restaurant requested to have the parking spaces in front of their restaurant be reserved for takeout pick-up. Ms. Wong recommended that the Board develop a policy to designate parking spaces for all the businesses to use. The Board was in consensus that they designate a few parking spots in different areas of the center. Working with staff, Ms. Wong will research/identify which spaces would work best.
5. **Tax Relief** - Tax Relief is on the agenda for the Select Board to look at delaying the Real Estate Taxes due date. Staff is favorable of a June 1<sup>st</sup> due date for real estate taxes and Ms. Wong is waiting for the Legislature vote.
6. **Winchester Hospital Gift Account** - Fire Chief Tustin requested \$2,000 to purchase two special commercial dryers one for each Fire Station, to be used to clean the first responders gear.

\*Motion                      That the Select Board motion for \$2,000 for the dryers for the Fire Stations from the Winchester Hospital Gift Account.  
Verdicchio - Welch  
Roll Call: Verdicchio, Welch, Shapiro, Goluboff, Bettencourt                      VOTED

**CONSENT AGE NDA**

**ADJOURNMENT : 9:00 PM**

\*Motion:                      That the Select Board adjourn for the evening.  
Verdicchio - Welch  
Roll Call: Verdicchio, Welch, Shapiro, Goluboff, Bettencourt                      VOTED

Respectfully submitted,  
  
Lisa Wong, Town Manager