

**TOWN OF WINCHESTER  
SELECT BOARD MEETING  
Monday, April 6, 2020  
Record**

## **OPENING**

Chair Michael Bettencourt called the meeting to order at 6:30 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 13, 2020 - Regular Session

## **TOWN MANAGER REPORT AND COMMENTS**

1. Appointments - Ms. Wong reappointed Mary Ellen Lannon, Town Clerk, Beth Rudolph, Town Engineer and Shelia Tracy, Town Treasurer, for a one-year term to expire March 31, 2021. She also reappointed John Clemson, Emily Dowling & Bruce Hickey to the Historical Commission for a term to expire March 31, 2023
2. The following are updates from departments, projects and programs:

### **COVID-19 Updates:**

- 28 cases as of Monday, April 6 in the morning
- Only 13 of the total cases are "active"
- Increase so far has been minimal compared to surrounding towns.
- Minimal impact to town employees so far - measures in place at Public Works and Public Safety departments
- Boston and other communities have restrictions beyond Governor's orders

### **Town Department Updates:**

- Schools are delivering meals, so no more pick up at the school
- DocuSign should be up and running this week
- Trying to capture as much energy reduction as possible in the schools and other town buildings. • Call volume slightly down in fire and police
- Excise tax bill due date today, penalties and fees can be waived until June 30th per new state legislation
- Encouraging people to fill out the census - 2020census.gov
- Town Manager is updating 3-year projections

### **Other Town Updates:**

Tue, Apr 07 | 6:30 - 8pm //wincam.org/watch LIVE STREAM: The Unfolding Story of the Coronavirus with Dr. Jeffrey Drazen - ONLY Available Live Stream on WinCam Channel 8 Comcast, 36 Verizon or Wincam.org/watch, choose Public Live Stream. This is the Jenks Center's annual Brennan Lecture sponsored by the Brennan Family.

## **BUSINESS**

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- 1. State of Emergency** - Mr. Goluboff discussed the residents concerns about realtors having in person open houses and not social distancing, especially since other towns have restrictions in place for open house. The Board asked Jen Murphy, Winchester Health Director, if she can issue an advisory from her office.

Staff, Comptroller Stacie Ward and Town Treasurer Shelia Tracy, are favorable of a June 1<sup>st</sup> due date for real estate taxes but are worried about August tax bills.

\*Motion That the Select Board extend the due date of bills for taxes from May 1 to June 1, 2020.  
Verdicchio - Welch  
Roll Call: Verdicchio, Welch, Shapiro, Goluboff, Bettencourt VOTED

\*Motion That the Select Board waive the payment of interest and other penalty for late payment of any excise, tax, betterment assessment or apportionment thereof, water rate or annual sewer use or other charge added to a tax for payments made after its respective due date but before June 30, 2020.  
Verdicchio - Welch  
Roll Call: Verdicchio, Welch, Shapiro, Goluboff, Bettencourt VOTED

- 2. United Way** - Ms. Wong shared with the Board the Town's United Way webpage that Ms. Shapiro and she have worked on. The United Way is there to help us to offer a place for Winchester residents donate to support our area organizations. These organizations in turn are assisting Winchester residents that are in need. The website should be able to go live by the end of the week.

- 3. Council on Aging** - We have connected the Council on Aging with the United Way and they are listed as a recipient on Winchester's United Way webpage.

- 4. Fire, Police Superior & Patrol Unions MOU** - Ms. Wong had spoken to each of the Select Board members individually and asked if there were any outstanding questions at this time. She told them that we cannot wait on these contracts and urged that the Board vote today.

\*Motion That the Select Board ratify the MOU agreement between the Town of Winchester and the Winchester Fire Fighters IAFF Local 1564 for the period from July 1, 2019 to June 30, 2022.  
Verdicchio - Welch  
Roll Call - In favor: Verdicchio, Welch, Shapiro, Goluboff VOTED  
Not in favor: Bettencourt (Motion passes 4-1)

\*Motion That the Select Board ratify the MOU agreement between the Town of Winchester and the Winchester Police Patrol Officers Association MCOP Local 211 for the period from July 1, 2019 to June 30, 2022.  
Verdicchio - Welch  
Roll Call - In favor: Verdicchio, Welch, Shapiro, Goluboff VOTED  
Not in favor: Bettencourt (Motion passes 4-1)

\*Motion That the Select Board ratify the MOU agreement between the Town of Winchester and the Winchester Police Superior Officers' Association MCOP Local 256 for the period from July 1, 2019 to June 30, 2022.  
Verdicchio - Welch  
Roll Call - In favor: Verdicchio, Welch, Shapiro, Goluboff VOTED  
Not in favor: Bettencourt (Motion passes 4-1)

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Ms. Wong reminded the Board that the Clerical Union contracts are next and asked for a Board member to volunteer to be part of the negotiations. Ms. Welch offered her services to be part of the negotiation team.

- 5. Water/Sewer Rates** - Ms. Wong told the Board that they had already voted the increase of the service charge from \$5 to \$30 in Option 7 but needed to include the rate increase that is also in Option 7. If this is to be implemented in July, the Board needs to vote tonight so that the insert alerting the residents of the recommended changes, which are subject to June 8<sup>th</sup> Town Meeting approval, can be included in the May 1<sup>st</sup> bill.

\*Motion That the Select Board approve service fee increase from \$5.00 to \$30.00 per quarterly bill and the Water & Sewer rate increases as presented as Option 7 at the meeting which reflect a 12% increase. Both increases effective July 1.

Verdicchio - Welch

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

VOTED

- 6. Restaurant Curb Side Delivery/Takeout** - Ms. Wong informed the Board that we can predesignate spaces for all businesses and DPW has made signs to be placed at the spaces. She needs the Board to motion to authorize her to work with the businesses to put up the signs.

\*Motion That the Select Board approve the plan of short-term parking spaces that was presented and we authorize the Town Manager to work with businesses to designate short-term parking spaces for curbside pickup.

Verdicchio - Goluboff

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

VOTED

\*Motion Amendment That the Select Board leave it up to the Town Manager, Police and DPW to determine when will work best for time limitations.

Goluboff - Verdicchio

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

VOTED

- 7. Town Meeting** - The Town Clerk sent the Select Board a memo regarding the reopening of the Spring Town Meeting Warrant. Due to the rescheduling of the Spring Town Meeting, under MGL Ch. 39 Sec. 9, the warrant for the newly established date of June 8<sup>th</sup> should be reopened by a vote of the Select Board to accept additional articles or Citizens Petitions, should there be any. The new Town Meeting Date is Monday, June 8<sup>th</sup>, the new closing date is Friday, April 24<sup>th</sup> and the Warrant postmarked no later than Friday, May 29<sup>th</sup>.

\*Motion That the Select Board, due to the rescheduling of the 2020 Spring Town Meeting to June 8<sup>th</sup> the warrant shall be open until Friday, April 24, 2020 when the warrant shall be closed.

Verdicchio - Welch

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

VOTED

- 8. First Congregation Church Steeple Clock** - Sarah Gallop, First Congregation Church moderator, opened the discussion. The First Congregation Church Steeple Repair Committee are in the final stage of planning for renovating the steeple and are asking the Town for the cost, \$12,000, to repair the clock (the Town of Winchester owns the clock & is responsible for the repairs). Most of the parts can only be reached from the outside and since the scaffolding will be installed to repair the steeple this is a good time to fix the clock. Dick Sayre, Chair of the Steeple Repair Committee, explained that due to the age of the gears and connections they cannot be replaced but have to be removed to be repaired. The Board supports paying for the

