

**TOWN OF WINCHESTER
SELECT BOARD MEETING
Monday, May 4, 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, Amy Shapiro and Mariano Goluboff. 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, May 18, 2020 - Regular Session
2. Monday, June 1, 2020 - Regular Session

TOWN MANAGER REPORT AND COMMENTS

1. Appointments - Ms. Wong announced the following reappointments to the Conservation Commission; Keri Layton and Zeke Nims for a term to expire March 31, 2022; Christian Mango and David Miller for a term to expire March 31, 2023.

*Motion: That the Select Board reappoint to the Conservation Commission, Keri Layton and Zeke Nims for a new term to expire March 31, 2022.

Verdicchio - Welch

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

VOTED

*Motion: That the Select Board reappoint to the Conservation Commission, Christian Mango and David Miller for a new term to expire March 31, 2023.

Verdicchio - Welch

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

VOTED

2. General Topics:

- a. Employee Re-Opening Survey - Ms. Wong presented to the Board the Winchester Employee Re-Opening Survey that she sent out to all Town employees last week. Of the 117 staff that responded 60% worked in an office and the rest worked in the Library. 80% said that they would wear a mask, 60% felt that their workstation is an adequate distance from others and 48% stated that their work habits can be altered. The main issues for shared items were customer service desks, bathrooms and door knobs. Suggestions for a safer work environment included limit/rotate staff, install public barriers, workers/public wearing masks, and limit public to appointment only. Re-opening should be done in phases after the Governor lifts the stay at home advisory. Ms. Wong's next steps will be to develop an actual rephasing plan that will be available in draft form before May 18th.
- b. Budget - Ms. Wong went through her budget spread sheet, explaining in detail to the Select Board the revenue and expense portions of each department. Next steps for the budget process, she will be meeting with Nicole Soto from the Finance Committee and then the Budge Advisory Committee on Wednesday.

COMPROLLER 'S REPORT

**Monday, May 4, 2020
Select Board Meeting**

The Select Board acknowledge the receipt of the Comptroller's Financial Report as of March 31, 2020.

BUSINESS

- 1. State of Emergency** - Chair Bettencourt told the Board that the Board of Health voted' effective May 5th, all in person showings of commercial and residential property for sale to be conducted by pre-determined Open House format, unscheduled visits from the public for showings is prohibited. The Select Board extended their existing order to midnight Thursday, May 7th to allow them to discuss and approve the Board of Health's emergency order.

*Motion: That the Select Board extend our existing order on showing real estate to midnight, Thursday, May 7th.

Goluboff - Welch

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

VOTED

- 2. Five Points Development** - Arthur Kreiger, Town Counsel, submitted to the Board a "First Amendment to the Development Agreement - Highland Avenue" that the Town has with Craig Miller, Five Points Development. According to the approved agreement dated November 7, 2018, Five Points has to reimburse the Town 50% of the actual costs for the Drainage Work done by the Town. Mr. Miller is now going to sell the vacant buildable lots and the amended agreement is to ensure that the Town receives payment for the drainage work that was completed. Five Points shall reimburse the Town \$90,887.50 for its share of the Drainage Work by paying the Town \$18,177.50 per lot upon the closing of the sale of each of Lots 1-5.

*Motion: That the Select Board authorize and direct Counsel to revise this First Amendment to the Development Agreement - Highland Avenue to add a representation that the developer intends to sell the lots and add a long range outside date of the time that he has to do that.

Verdicchio - Welch

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

VOTED

- 3. Warrant Articles** - Ms. Wong asked the Select Board about adding two additional articles to the Warrant and who should sponsor them, the Town Manager or the Select Board. The first article is for \$100,000 to be funded to the Traffic & Transportation Advisory Committee as a broader scope of the to do list that can be on the Fall Town Meeting Warrant. The Board agreed that this article would be better for the Fall Town Meeting.

The second article is for \$125,000 free cash for Structural Firefighting Personal Protective Equipment commonly known as turnout gear for firefighters. Each Winchester Firefighter is issued just one set that is worn when they are fighting a fire such as a car fire. The gear has to be thoroughly decontaminated and cleaned after every potential exposure which takes a long time to dry. Chief Tustin informed the Board that current national standards require that each firefighter be outfitted with two sets of turnout gear with one set always clean and ready for deployment. The Board's consensus is that this is an important article for the Town Manager to sponsor for the Spring Town Meeting.

- 4. Select Board Committee Assignments** - Chair Bettencourt suggested that the Board have a working session to talk about our priorities for next year and include the Committee Assignments for the agenda on Thursday, May 14th.

- 5. Committees & Commissions** - The Select Board made the following appointments/reappointments:

**Monday, May 4, 2020
Select Board Meeting**

- *Motion That the Select Board reappoint Mary O'Brien to the Board of Registrars for a term to expire March 31, 2023.
Verdicchio - Welch
Roll Call: Verdicchio, Welch, Shapiro, Goluboff, Bettencourt VOTED
- *Motion That the Select Board reappoint Edward Lamson to the Council on Aging for a term to expire March 31, 2023.
Verdicchio - Welch
Roll Call: Verdicchio, Welch, Shapiro, Goluboff, Bettencourt VOTED
- *Motion That the Select Board appoint Rebecca Dodge to the Council on Aging for a term to expire March 31, 2023.
Verdicchio - Welch
Roll Call: Verdicchio, Welch, Shapiro, Goluboff, Bettencourt VOTED
- *Motion That the Select Board reappoint Elizabeth Brodbine Ghoniem to the Traffic & Transportation Advisory Committee for a term to expire March 31, 2023.
Verdicchio - Welch
Roll Call: Verdicchio, Welch, Shapiro, Goluboff, Bettencourt VOTED
- *Motion That the Select Board reappoint Domenic Testa to the Traffic & Transportation Advisory Committee for a term to expire March 31, 2023.
Verdicchio - Welch
Roll Call: Verdicchio, Welch, Shapiro, Goluboff, Bettencourt VOTED
- *Motion That the Select Board appoint Michelle Camarota Walsh to the Traffic & Transportation Advisory Committee for a term to expire March 31, 2023.
Verdicchio - Welch
Roll Call: Verdicchio, Welch, Shapiro, Goluboff, Bettencourt VOTED

6. Contracts with Firefighters, Police Patrol Officers and Police Superior Officers - Ms. Verdicchio stated that when the MOUs were negotiated, we were in a healthy economy but right now unemployment is at a high level and we are looking at an economic recession. There were some concerns about the budget implications the Town is now facing that were not in place when the budgets were first done. Ms. Wong recommended that the Board wait till Thursday's meeting as we will have more information from the Budget Advisory Committee and the Finance Committee in the next few days.

CONSENT AGE NDA

- *Motion: That the Select Board authorize the request to transfer \$74,144.12 from various accounts to the Town Hall and Public Safety Building Generator Account to cover cost overrides as presented.
Verdicchio - Welch
Roll Call: Verdicchio, Welch, Shapiro, Goluboff, Bettencourt VOTED
- *Motion: That the Select Board approve the request from Paula Tognarelli, Griffin Museum Executive Director, to hang banners on twenty-two light poles for the Photoville Fence event from June 11 to August 27, 2020.
Verdicchio - Welch
Roll Call: Verdicchio, Welch, Shapiro, Goluboff, Bettencourt VOTED

**Monday, May 4, 2020
Select Board Meeting**

The Select Board cancelled the Executive Session.

ADJOURNMENT : 10:10 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