

**Capital Planning Committee
Remote Meeting #2
July 20, 2022**

Members present: Jim Johnson (Chair), Roger McPeck, Chris Nixon, Helen Philiou, Hafiz Adamjee, Diab Jerius, Stefan Carp, John Fallon (Select Board), Dan O'Connell (Police), Peter Lawson (DPW), Beth Rudolph (Engineering), Theresa Maturevich (Library), Meg White, Mark Twogood

Remote meeting due to COVID-19 Pandemic The meeting was called to order at 7:00 pm

Public Comments
No public comment

Review/Approval of Minutes from July 13, 2022

The committee will review the minutes of 7/13 at the next CPC meeting.

Library FY24 Capital Request

Mr. Lawson was joined by Ms. Maturevich to present their project for consideration. Details regarding this project are listed below:

Requesting (estimated until further vetted) \$70,000 for the schematic design and evaluation of the library windows. The 129 windows in the 1930's portion of the library are original to the building (varied sizes, paned glass, and steel frame puttied) and many are cracked. Most do not close properly. Previously it cost \$100 per pane. The intent is to get something designed that works with today's safety and energy expectations/reliability. These will need to be designed. The trustees were comfortable with changes. No grant money identified for energy for windows or historical grants.

The committee discussed the library's request and will await more concrete numbers from Mr. Lawson, which he should have within the next two weeks.

Police Department Risk Assessment Project

Police Chief O'Connell presented his project for consideration. No funding is being requested for FY24. Details regarding this project are listed below:

In FY24 Chief O'Connell put in a phase one request of the ADRM for \$343,000. There have been changes since then and the number will change (lessen). In 2018, there was an unfortunate incident that took place at the Winchester library. At Town Meeting after this took place, there was concern with the security of the buildings in town. Money was allocated for the police department to hire a firm, which was ADRM, in February 2019. In March, there was a kickoff meeting and in April ADRM took a tour of all of the town buildings as well as the water treatment plant. In June, they were able to put together a complete plan with a budget for what it

would cost to do a full assessment on security tightening for the entire town buildings. The number came in at over \$2,000,000 and this was broken up into five different phases. This project was stalled due to COVID. In January of 2020, Chief McDonald was planning to retire and Chief O'Connell is the acting chief. He sat in on a meeting with ADRM to see if this project could go forward. In 2021, Chief O'Connell put together the five phases into a proposal and provided this to the CPC. The biggest concern was on the policies and procedures. The Town Hall was able to get funding and ADRM was busy with a different project, so the project was taken over by Dynamic Security Strategies. The company that is doing the work for the Town Hall has provided the police department with policies and procedures for the Town Hall and the plan would be to see if these can be applied to the other buildings in town. The police department will potentially be seeking funds from the Select Board to fund the project as well.

Chief O'Connell plans to return to the CPC in FY25 with more specifics as to how to cut the \$2,000,000 down in a five-year phase to something that is more reasonable.

The committee discussed the police department's presentation and will await further details.

Engineering FY24 Capital Requests

Ms. Rudolph presented her projects for consideration. Details regarding this project are listed below:

Bridge Projects:

1. Requesting \$250,000 for the Washington Street bridge construction
2. Requesting \$140,000 for the Cross Street bridge construction

These projects are at 25% design as of now and so the numbers for construction are based on that 25%. Hoping to have cost savings by combining these into one project.

3. Requesting \$400,000 for the Lake Street Bridge. The design was funded in 2019 followed by 1.5 million dollars in funding for construction. The design and permitting process has taken longer than expected. There have been a few things that have increased the cost of the project, which were unexpected. The goal is that the project will go to bid this fall/winter for spring construction.

Transportation Projects:

1. Requesting \$250,000 for Highland Ave Median Islands. A Corridor study for Highland Ave from South Porter Road down to Orange Street was completed. The study recommended a series of improvements down Highland Ave for the goal of trying to improve pedestrian safety and speeding. First project that was recommended based on the study was the installation of median islands along Highland Avenue and it turns out there are about eleven locations to try to encourage the reduction of speeds. Ready to move forward with some new tweaks to the design.
2. Requesting \$275,000 for Woodside Road Corridor Improvements as well as intersection of Woodside Road and Wildwood Street. Construction was planned to take place early in the summer and the design for the corridors was funded with the Eversource money. This

would include sidewalk work, reconstructing the parking area on the Big Winter Pond side, and adding two speed humps in the area.

3. Requesting \$100,000 for Ridge Street at Lockland Road. This is a dangerous intersection and is impossible for pedestrians to cross. There have been bike accidents as well. This is the first step to look at a concept plan.
4. Requesting \$150,000 for RRFB/Curb Work at Leonard Field. There is an existing crosswalk at Leonard Field, which is very challenging for crossing. Cars often park in the spaces that are blocked off as well as the crosswalk. There is a lot of traffic here as well. The plan would be to install rapid flash beacons/bump out on the Leonard Field side to give pedestrians a safe place to wait while crossing the street. There would not be enough room to bump out both sides of the street.
5. Requesting \$200,000 for Bacon Street study and improvements. This is a very high traffic location both with pedestrians and bikers as well as cars. Despite efforts to slow vehicles down speed signs, etc, still seeing speed a consistent problem. Plan is to take a more holistic look at that stretch of Bacon Street around Gynn Field and push it a bit further on either side to slow traffic down there.
6. CPC funded the design many years ago. Reconstruction of the intersection of Westland Ave and Wildwood Street. This is a dangerous corner and is non-compliant with ADA standards. This intersection is close to Westside Field and so there are kids who need to be able to walk through safer. When the construction estimate was first created, it was less than \$100,000 and is now closer to \$250,000.

Stormwater/Drainage Projects:

1. Requesting \$125,000 for the MS4 permit year 6. This is a five-year permit that has requirements that go beyond 10 years. Currently in permit year five and EPA has not issued a new permit, but have administratively continued the existing permit. The work that is being done is education, outreach to the public, illicit discharge/detection elimination (need to inspect every inch of the drainage systems).
2. Requesting \$50,000 for Winter Pond Water Quality Improvements. The town hired BHB to do a master plan to look at all of the things that could be done to improve water quality out of Winter Pond. The town did receive an earmark to design a water quality control device that would be located between Big and Little Winter Pond to help reduce some of the sediment load that is going specifically into Little Winter Pond.
3. Requesting \$35,000 for Wedge Pond water quality study. Looking to do a similar study for this pond. Wedge Pond's water quality is fairly poor and when it was used as a beach it was shut down fairly often due to algae and water quality issues. The funding would be for an initial study to figure out what the problem is that is seen and would provide recommendations for remedies.
4. Requesting \$220,000 for improvements on Nelson Street/WHS Drainage. There have been issues with flooding at the rear of the high school and the town has worked with BHB over the past few years to evaluate the situation. Recommendations have been made for improvements (construction).

Other Business

Mr Twogood stated that revised capital sheets have gone out and reflect the changes that were presented last week to the committee by Mr. Shattuck and Mr. Gill. For next week, tentatively, recreation will be coming in to present their request. Mr. Lawson will be coming back with an energy management project(s) request. Ms. White will be handling the ADA presentation next week. Mr. Lawson will also have one or two additional building projects to present. Mr. Twogood added that Mr. Nixon will discuss school projects on the 27th with the CPC. These projects should be very familiar to the committee.

The Select Board approved the request for the dispatch center by \$540,000. The two chiefs prepared Mr. Twogood for the meeting and the authorization was made. There was also an amount that was approved to do the engineering for the Leonard playground equipment area as well as to do some engineering for the Mystic windows, which are in tough shape.

There is a new Town Council that consists of Tallerman, Mead, and Costa. The main contact is Mr. Callerman. The vote took place last Monday to make this change.

Mr. Carp and Mr. Adamjee had asked at the previous CPC meeting about sharing the town assets across the town. Mr. Adamjee is looking for a clearer answer on how this could be done. Mr. Twogood stated that Ms. Ward has been out of the office, but it would be done in way of there being an asset and an hourly rate would be needed for however long each department uses the equipment. This would mean a great deal of accounting work for accurate tracking. Mr. Twogood added that in the past, there was a piece of equipment that was purchased by two departments and the cost was split between them for the initial purchase.

Next Meeting

The date of the next meeting of the Capital Planning Committee is July 27th. It was motioned by Mr. Johnson for the meeting to be adjourned, seconded by Ms. Philliou to end the meeting at 8:41 pm.

Nixon – Yes
McPeek – Yes
Philliou – Yes
Adamjee – Yes
Carp - Yes
Jerius– Yes
Johnson - Yes

Submitted by Kolby Stiles, Recording Secretary

Documents

Doc 1 - CPC Agenda 7/20/22
 Doc 2 – CPC June 13th Minutes
 Doc 3 - Library Capital Requests FY24

- Doc 4 - Eng Dept. Traffic Capital Requests FY24
- Doc 5 - Eng Dept. Stormwater Capital Requests FY24
- Doc 6 - Eng Dept. Bridges Capital Requests FY24
- Doc 7 - Police Capital Requests FY24
- Doc 8 - Winchester Tables Updated
- Doc 9 - Winchester Implementation Plan
- Doc 10 - Winchester Risk Assessment Proposal Town Hall