



**Town of Winchester**  
**Select Board Work Plan**  
*Updated: April 4, 2022*

Project		Priority	APR - MAY - JUNE	JULY - AUG - SEPT	OCT - NOV - DEC	JAN - FEB - MAR	Principals	
<b>Capital &amp; School Building Projects - FUNDED PROJECTS</b>								
1	Lynch School Reconstruction	H	Spring TM funding request for Parkhurst swing space MSBA Preferred Schematic Approval - April 27th	Parkhurst design (if funded); Schematic Design submittal to MSBA - Sept 1st	MSBA Project Scope & Budget Approval - October 26th; Fall Town Meeting votes Project Funding Agreement	Debt Exclusion override vote	Mark, Beth, Meg, Frank	
2	Carriage House - Design Development	L	Spring TM funding request for final design and construction funding	Design (if funded)	Bid	Construction		
3	Muraco School Immediate Repairs	H	Bids for roof repairs open on April 14th	Construction expected		Bid electrical repairs?	Mark, Beth, Jay, Meg	
4	Transfer Station renovation	H	Contract award expected in early April + Construction					Mark, Beth, Jay, Meg
5	Arbor Lane - Wendell Street Drinking Water	H	Design & installation of temporary pump solution; decide on permanent solution & start design		Fall TM funding for construction of permanent solution	Bid permanent solution	Mark, Beth, Jay, Meg	
6	Lake Street Bridge	M	Waiting on permits		Potential construction + bridge closure		Mark, Beth, Jay, Meg	
7	Washington Street Bridge	M	Initial design underway		Request construction funding at Fall TM		Mark, Beth, Jay, Meg	
8	Cross Street Bridge	M	Initial design underway		Request construction funding at Fall TM		Mark, Beth, Jay, Meg	
9	Town-wide Traffic Study	M	Conduct outreach and public meetings	Finalize report and recommendations			Beth, Mark, Meg	
10	Town Center Action Plan	H	Present recommendations to SB	Request capital funds for design			Beth, Mark, Meg	

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11	Wildwood Street Intersection	H	Project out to bid in April	Construction expected			Mark, Beth, Jay, Meg
12	North Reservoir Dam repairs	H	Construction				Mark, Beth, Jay, Meg
13	South Reservoir Dam repairs	M	Request design funding at Spring TM	Design and Permitting			Mark, Beth, Jay, Meg
14	Muraco School Culvert - Flood Mitigation Project	M	Design and Permitting (bid expected in early 2023)				Mark, Beth, Meg
15	Multi-purpose Sports Court	L	Request construction funding at Spring TM	Construction expected			Mark, Beth, Meg, Nick
16	Town Building Risk Assessment	M	Update at Future SB Meeting				Mark, Beth, Meg, Dan, Frank
17	Davidson Park Feasibility Study (NRD Grant)		Continued public outreach - Final meeting with SB in June on recommendations				
18	Eversource - 345kV Construction	M	J&B starts on Washinton St in early April (2+ months); trench work on Washington & Cross St; Possible J&B on Cross Street (road closed for approx 3 months)				Beth & Jay
19	MBTA - Winchester Center Station Reconstruction	H	Construction expected through Spring 2024				Beth
<b>Capital &amp; School Building Projects - UNFUNDED PROJECTS</b>							
1	Manchester Field Turf Replacement	H	Currently not funded, but need will become critical over next few years				
2	Town Hall HVAC	H	Currently evaluating options				
<b>Financial</b>							
1	FY23 - FY26 Financial Plan	H	FY23 budget vote at Spring TM		Start FY24 budget process	FY24 budget due Feb 15th	Mark, Beth, Stacie
2	ARPA Funding Distribution	H	SB to decide process for prioritization and approval of ARPA funds				Mark, Beth, Stacie
3	Transfer Station Working Group	H	Working Group to assemble & start meeting				
4	OPEB Policy	L					Mark, Beth, Stacie
5	Fall 2022 Town Meeting	H					

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<b>Affordable Housing</b>							
1	Washington and Swanton Street Parcels	H	Issue RFP				Beth, Mark, Meg, Brian S
2	Waterfield Lot redevelopment	H	Special Town Meeting				Beth, Mark
3	Glenwood Road	M					
4	North Border Road property	L					
5	160 Forest Street	M					
<b>Economic &amp; Community Development</b>							
1	Economic Development consultant for Town Center	M	\$150K from state ARPA funding expected to help fund this position				Mark, Beth, Rep Day
2	Joint Initiatives with Chamber of Commerce	L	Mass Office of Travel & Tourism Grant				Beth, Dana
3	10 Converse Place redevelopment	M	Approved by PB, under review by ConCom				Beth, Brian S
<b>Public Health</b>							
1	COVID-19 Response	H	Pfizer vaccination and booster clinics				Beth, Mark, Jen M, Frank
<b>Sustainability Initiatives</b>							
1	EV Charging Stations at Jenks Lot, McCall School & Main Street	L		Construction expected			Ken Pruitt
2	WinPower Provider Selection	M	Expect to solicit electricity supplier bids for next 3-year contract				Beth, Ken, Susan McPhee
<b>Personnel/Administrative</b>							
1	Comptroller Evaluation						SB
2	Acting Town Manager Evaluation						SB
3	Procurement Administrator Position	H	Position has been readvertised				Mark, Beth

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<b>Committees &amp; Town Governance</b>							
1	Affordable Housing Trust	M	Funds may be required to support Washington/ Swanton St BAN payments and \$500K loan for CIVICO. \$150K expected from state ARPA funds.				Mike, Beth
2	Winchester Cultural District - SB "Champion"	L	Cultural District has requested that the SB identify a "champion"				Susan
3	Zoning Board of Appeals - New member appointments and Board support	H	ZBA will have full membership after 4/4 meeting				
4	Recreation Department Advisory Committee	L					Nick C
5	Communications Study Committee	M	Continue meetings				
<b>Executive Session</b>							
1	Litigation Updates	L	Schedule update in May				Mina
2	Collective Bargaining Update	H	Negotiations on-going				Mark, Beth, labor counsel
<b>School Committee/SB Initiatives</b>							
1	SwimWinchester	M	SwimWinchester selecting design consultant. Discussion required regarding process for Town's disposition of land & Art 97 issues				Mark, Beth, Susan
2	Knowlton Stadium Lighting Policy	L	Recreation Dept has request revisions to existing lighting policy - Fields Management Committee to hold first meeting with neighbors				Mark, Beth, Susan, Nick
<b>Completed since last update</b>							
1	Outdoor Dining Applications						
2	Climate Action Committee term length						