

**TOWN OF WINCHESTER
SELECT BOARD MEETING
Monday, February 8, 2021
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, Amy Shapiro, and Mariano Goluboff. Jacqueline A. Welch was absent. 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, February 22, 2021 - Regular Session

ACCEPTANCE OF DONATIONS

- *Motion That the Select Board accept, with gratitude, a donation in the amount of \$1,000 from the Cummings Foundation, Make a Difference Dollars Program to the Winchester Coalition for a Safer Community to be put toward the Coalition's education programs.

Verdicchio - Goluboff

Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

- *Motion That the Select Board accept, with gratitude, a donation in the amount of \$1,100.00 from Kristen & Mike Ross, Winchester Police Superior Officers Association, Winchester Police Association and Winchester Police Fund Raising Committee for the Public Safety Memorial.

Verdicchio - Goluboff

Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

TOWN MANAGER REPORT AND COMMENTS

1. Ms. Wong announced the following promotional appointment in accordance with section 4-2b of the Town Charter, and she respectfully requested that the Select Board vote to waive the fifteen (15) day appointment period for: **DPW Promotional Appointment: Maintenance Working Foreman - Paul Meaney.**

- *Motion: That the Select Board waive the customary fifteen (15) day appointment effective waiting period to allow Paul Meaney to begin his employment.

Verdicchio - Goluboff

Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

2. Town Manager's Updates:

The Select Board and Town Management will hold an Information Session on the Muraco Flood Mitigation Culvert project at Thursday, February 11, 2021 at 6:30 pm.

COVID

**Monday, February 8, 2021
Select Board Meeting**

- The Health Department is organizing a local vaccine clinic in late February for residents over 75+ at the Jenks Center. If you know a senior who does not have access to a computer or you are a senior that needs help registering, call the Jenks Center at (781) 721-7136 for assistance.
- Eligible Massachusetts residents can find locations for vaccines and sign up at <https://www.mass.gov/info-details/covid-19-vaccination-locations> OR by calling the new state hotline 2-1-1 on Monday-Friday
- The Health Department is submitting a reserve funds transfer for testing for the remainder of the fiscal year, and to help fund vaccine clinics. The Request will go to the Finance Committee this week.

PERSONNEL

- The Town Manager has selected Interim Police Chief Dan O'Connell to be the next Police Chief. The paperwork is being filed with Civil Service, and the Select Board will likely receive the appointment information at the February 22 meeting.

MBTA

- The MBTA begins mobilization for the emergency demolition of platforms, canopies and ramps today. They will begin demolition next week with major work starting Feb 22, and lasting for at least 10 weeks. The MBTA will need to come back to the Select Board for an extension as this is beyond their initial 8-week project timeline.
- The MBTA project Community Meeting has been set for Tuesday, February 23, 2021 from 6:00 pm to 7:30 pm. Instructions for how to join at www.MBTA.com/WinchesterStation.
- The MBTA has set up a hotline for residents and businesses to call with issues during the project. The hotline is: (781) 218-9717.

ECONOMIC DEVELOPMENT

- The town has been selected to receive a technical assistance grant from the Massachusetts Downtown Initiative's (MDI) Local Rapid Recovery Planning program. The 5-month project will start by matching Winchester with a consultant to develop a plan for town centers impacted by COVID, with a focus on helping small businesses.
- Round IV is now open for the state's Microenterprise Grant. The changes in this round are that the eligible business start date has been extended from Jan to Oct 2019, and businesses can now use 2020 taxes in addition to 2019. <https://massgcc.submittable.com/submit>

MSBA

- The Town will execute the Feasibility Study Agreement with the Mass School Building Authority for Lynch Elementary School in early February. The Town will soon be able to submit requests for reimbursement for the study costs.

MATTERS FROM THE AUDIENCE

COMPTROLLER'S REPORT

Stacie Ward, Comptroller, attended the meeting to review her FY21 Financial Report as of December 31, 2020.

LICENSES

HEARINGS

1. **Eversource GOL Parkhurst School Emerson Road** - to install a new pole (proposed 341/11 JO-ES) at the corner of Emerson and Samoset Roads, and will require repair of the Town-owned sidewalk. The improvements are necessary to provide underground electrical service to the Parkhurst School for the on-going elevator project. Beth Rudolph, Town Engineer and Jackie Duffy, Eversource representative, attended the meeting. Ms. Rudolph informed the Board that her office and the DPW do not have any concerns.

*Motion That the Select Board approve the Eversource Grant of Location for the installation of a new pole (proposed 341/11 JO-ES) at the corner of Emerson and Samoset Roads, and repair the Town-owned sidewalk. The

**Monday, February 8, 2021
Select Board Meeting**

improvements are necessary to provide underground electrical service to the Parkhurst School for the on-going elevator project.

Verdicchio - Goluboff

Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

BUSINESS

- 1. Lake Street Bridge/Swanton Street Culvert Update** - Beth Rudolph, Town Engineer, gave an update on the Swanton and Lake Street Bridge Projects.

The **Swanton Street Bridge** is Project 8 of the Town's Flood Mitigation Program. The project is the reconstruction of the Swanton Street Bridge over the Aberjona River and has been awarded to MAS Building and Bridge, Inc. Work is expected to start this spring and Swanton Street will be closed June 15th to September 15th. Staff will coordinate the bridge closure and public meetings will be held in early spring.

The **Lake Street Bridge** replacement is due to structural deficiencies and is expected to be bid in late November pending the permitting schedule. Weston & Sampson evaluated full bridge closure vs staged construction with one lane open. Full closure's estimated cost is \$1.49 million, construction taking 120 calendar days with the bridge closed for 60 days. Staged construction's cost estimate is \$1.9 million with construction taking 210 calendar days. Staff recommendation is for the full closure.

- 2. Griffin Museum/Winchester Cultural Council District Photoville Fence** - Paula Tognarelli, Griffin Museum Director and Mary McKenna, Winchester Cultural Council Chair attended the meeting requesting the Select Board's approval to bring the Fence to Winchester for another year from mid-June to the end of August.

*Motion That the Select Board approve the Griffin Museum/Winchester Cultural Council and Cultural District request to run the Photoville Fence installation again this year.

Verdicchio - Goluboff

Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

- 3. Winchester Historical Commission - Local Historic District** - Brian Szekely, Town Planner and Jack LeMenager, Local Historic District Study Committee (LHDSC), attended the meeting to discuss pursuing a Local Historic District (LHD) designation to pockets of Winchester neighborhoods to protect the historical homes from demolition. Due to existing design guidelines and Special Permit restrictions, the main difference between a Local Historic District and current zoning is that Historically Significant Buildings could be preserved in perpetuity. They have seen demolition of homes in all parts of Winchester with a considerable threat to neighborhoods near McCall Middle School, west of Main Street and many other pockets of neighborhoods throughout town.

*Motion That the Select Board establish the provisions of Massachusetts State Law Chapter 40C General Laws a Local Historic District Study Committee consisting of three to seven members, which will make an investigation and report on the historical significance of the buildings, structures, features, sites or surroundings included in such proposed local historic district as the committee may recommend, and shall submit a final report with its recommendations after a public hearing, together with a map of the proposed district or districts in a draft proposed bylaw, to Town Meeting.

Verdicchio - Goluboff

Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

**Monday, February 8, 2021
Select Board Meeting**

*Motion That the Select Board place a pause on the activities of the Local Historic District Study Committee for downtown.

Verdicchio - Goluboff

Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

4. **Outdoor Dining Application** - Brian Szekely, Town Planner, reviewed this year's Outdoor Dining Application. Businesses can submit their completed application from February 12 - March 5 with the outdoor dining period from April 1 - December 1. The applications will be reviewed at the same time by representatives of Town Staff and Committees with the Select Board's final approval.
5. **Muraco Boiler** - Jay Gill, DPW Director and Peter Lawson, DPW Facilities Manager, explained to the Board that the three boilers in the Muraco Elementary School were installed in 2010 by a company from Canada. Over the past few years there have been major issues with the boilers needing replacement parts, which, because of COVID, it is difficult to get the parts needed to repair the boilers. The school has also had to be shut down due to carbon monoxide leaking out and their recommendation is to replace the boilers.
6. **Field Policy** - Nick Cacciolfi, Recreation Director, gave an overview of the changes, such as restructuring of the applications, minor fee increases, added language to include all open spaces and the state law regarding CORIs that he and the Field Management Committee made to the Field Policy. The changes made the policy more efficient, increases the revenue but also increases the compliance of all of the Town fields.

*Motion That the Select Board approve the revised and restated Field Policy as presented.

Verdicchio - Goluboff

Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

7. **COVID Testing Update** - Jennifer Murphy, Health Department Director, submitted a request for a Reserve Fund Transfer for COVID testing and vaccine clinics.

*Motion That the Select Board support the Reserve Fund Transfer request by the Health Department for COVID testing and vaccine for February to June.

Verdicchio - Goluboff

Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

8. **Discussion and possible vote regarding potential debt exclusion override concerning the Muraco Culvert & Muraco School immediate repair** - Ms. Shapiro expressed concerns about the timing of the override and can we separate the two items to have only the Muraco School repairs for the override. The other members responded that the Culvert is the last part of the Town's Flood Mitigation Program, which has needed to be done for many years. All of these costs have gone up with the passage of time and it is the Board's obligation to put it in front of the voters to decide.

*Motion That the Select Board move that a Proposition 2 ½ Debt Exclusion question be put on the ballot for the March 30, 2021 Annual Town Election as follows: Shall the Town of Winchester be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts required to pay for the bonds issued in order to install additional culverts behind the Muraco Elementary School for flood mitigation purposes and to make extraordinary repairs to the Muraco Elementary School, including engineering expenses and all other costs incidental and related thereto?

**Monday, February 8, 2021
Select Board Meeting**

Verdicchio - Goluboff

Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

- 9. Lynch Elementary School Feasibility Study Agreement** - The Massachusetts School Building Authority requires that the Select Board execute the Feasibility Study Agreement for the Lynch Elementary School project.

*Motion That the Select Board authorize the Town Manager to execute, and take all actions necessary to enter into, the Feasibility Study Agreement with the Massachusetts School Building Authority for the Lynch Elementary School.

Verdicchio - Goluboff

Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

- 10. Eviction Moratorium** - Ms. Wong informed the Select Board that the Board of Health has not yet met to discuss the moratorium. The Board will wait to approve the moratorium at the February 22nd meeting.

- 11. FY22 Budget** - Ms. Wong went over the Departmental Budget Summary with the Select Board. She and Stacie Ward, Comptroller, highlighted the Budget Forecasting spread sheet for FY20 to FY22

- 12. Climate Action Advisory Committee EV Charger Proposal** - Ruth Trimarchi, Climate Action Advisory Committee, informed the Board that CAAC would like to apply for the Mass Electric Vehicle Incentive Program (MassEVIP) grant to install two high speed EV Chargers. They are asking the Board for permission to apply for the grant and to authorize the conversion of two parking spots to install the chargers.

*Motion That the Select Board permit the town to go ahead and submit applications for these Mass EV Charging Stations and authorize the conversion of two parking spots on Skillings Field parking lot and/or on Shore Road to be used for the charging stations.

Verdicchio - Goluboff

Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

EQUITY AND ANTI-RACISM TASK FORCE

- 1. Contract Change Order** - Ms. Wong informed the Board that FMRA needs more time to interview and finish their report. She is requesting that the Board extend the contract to May 31, 2021 and increase the project amount to \$2,400.

*Motion: That the Select Board extend the contract with FMRA to May 31, 2021 and increase the project amount by \$2,400.

Verdicchio - Goluboff

Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

CONSENT AGE NDA

*Motion: That the Select Board accept the \$50,000 Department of Fire Services Grant awarded to the Winchester Fire Department for the modernization of protective emergency equipment.

Verdicchio - Goluboff

Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

*Motion: That the Select Board approve the minutes for January 11 & 25, 2021.

Verdicchio - Goluboff

**Monday, February 8, 2021
Select Board Meeting**

Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

EXECUTIVE SESSION

*Motion: That the Select Board adjourn to Executive Session for the purpose of discussing matters related to Asa Fletcher Fund - MGL Ch. 30 §21(a) 1 - To discuss the reputation, character, physical condition or mental health rather than the professional competence of an individual.

Verdicchio - Goluboff

Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

*Motion: That the Select Board adjourn from Executive Session to Public Session, not to return to Executive Session.

Verdicchio - Goluboff

Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

ADJOURNMENT : 10:50 PM

*Motion: That the Select Board adjourn for the evening.

Verdicchio - Goluboff

Roll Call: Verdicchio, Shapiro, Goluboff, Bettencourt

VOTED

Respectfully submitted,

Lisa Wong, Town Manager