

**TOWN OF WINCHESTER  
SELECT BOARD MEETING  
Monday, April 10, 2023  
Record**

**OPENING**

Chair Richard Mucci called the meeting to order at 6:45 PM in the Select Board meeting room located in the Town Hall. Present were Select Board members Vice Chair Anthea Brady, Michael Bettencourt, John Fallon and Michelle Prior. Also present was Town Manager Beth Rudolph, PE.

\*Motion: That the Select Board adjourn to Executive Session for the purpose of discussing matters related to MGL Ch. 30 §21(a) 3 - To discuss strategy with respect to collective bargaining or litigation; Washington/Swanton St, Waterfield Lot - MGL Ch. 30 §21(a) 6 - To consider the purchase, exchange, lease or value of real property; Asa Fletcher Fund - MGL Ch. 30A §21(a) 1 - To discuss the reputation, character, physical condition, or mental health rather than the professional competence of an individual.

Brady - Bettencourt VOTED  
Roll Call: Brady, Bettencourt, Fallon, Prior, Mucci

\*Motion: That the Select Board adjourn from Executive Session to Public Session, to return to Executive Session at the end of the Public Session.

Brady - Bettencourt VOTED  
Roll Call: Brady, Bettencourt, Fallon, Prior, Mucci

**NOTIFICATION OF MEETINGS AND HEARINGS**

1. Monday, April 24, 2023 - Regular Session before Spring Town Meeting
2. Monday, April 24, 2023 - Spring Town Meeting
3. Thursday, April 27, 2023 - Regular Session before Spring Town Meeting
4. Thursday, April 27, 2023 - Spring Town Meeting

**ACCEPTANCE OF DONATIONS**

\*Motion: That the Select Board accept a donation of \$750 from the Winchester Rotary Club to the Recreation Department for the Concerts on the Common.

Brady - Bettencourt VOTED

\*Motion: That the Select Board accept a donation of \$8,732 to the Town of Winchester for the yearly Winter Pond treatment and water quality testing management from the Friends of Winter Pond.

Brady - Bettencourt VOTED

\*Motion: That the Select Board accept donations in the amount of \$372 to the Council on Aging for appreciation of services and general operations of Council on Aging programs.

Brady - Bettencourt VOTED

**TOWN MANAGER REPORT AND COMMENTS**

1. Appointments: Ms. Rudolph announced the following reappointments: MaryEllen Lannon, as Town Clerk and Sheila Tracy, as Treasurer/Collector - terms to expire March 31, 2024; Martha Hoyt, David Miller & Ann Storer to the Conservation Commission, terms to expire March 31, 2026; and Julie

**Monday, April 10, 2023**  
**Select Board Meeting**

---

Broderick, Emily Dowling & Bruce Hickey to the Historical Commission, terms to expire March 31, 2026.

2. Town Manager's Updates: Please find below additional updates on various topics for April 10, 2023 meeting:

**Spring 2023 Town Meeting Schedule**

The first night of Town Meeting is scheduled for Monday, April 24<sup>th</sup> starting at 6:30pm. Subsequent nights are Thursday, April 27<sup>th</sup> (maybe); Monday, May 1<sup>st</sup>, and Monday, May 8<sup>th</sup>. The Town Manager's hearing is scheduled for Thursday, April 13<sup>th</sup> at 6:30pm via zoom.

**Transfer Station News**

Transfer Station stickers are due at the end of March. [You can buy passes online here](#). The Swap Shop is scheduled to be open on April 11th. Please remember that this is weather dependent. You can find the [Rules and Regulations of the Swap Shop here](#).

**Water Main Flushing - Middle Low System**

Beginning Monday, April 3, 2023, the Water Department will begin water main flushing of the Town's middle low water system. Weather permitting, flushing will take place over the next three to four weeks during the day from 9:00 a.m. to 2:00 p.m. Downtown areas may be done overnight between 11:00 p.m. and 5:00 a.m. Water main flushing signs will be posted in the areas to be flushed each day.

The middle low water system consists of streets west of Washington Street, Main Street and Grove Street, and streets east of Cambridge Street. During flushing, residents should refrain from using water for drinking, dishwashing, and laundry as some discoloration of water may occur. If you experience discolored water, let the cold water run until it clears. If the problem continues, please call the Water and Sewer Department at 781-721-7109. Additional information is available at <https://www.winchester.us/CivicAlerts.aspx?AID=1498>

**Affordable Housing Units - Sanctuary at Winchester**

Sanctuary West (416 Cambridge Street) and Sanctuary North (25 River Street) are new rental communities in Winchester. Cambridge Street will have 95 units total, and River Street will have 147 units' total. Both properties are in close proximity to the Middlesex Fells Reservation, various shops and restaurants, and much more. Through this process, 61 apartments will be made available to households earning no more than 80% of the Area Median Income (24 at Cambridge Street and 37 at River Street). Affordable units will have thoughtful layouts and high-end finishes, identical to the market rate units in these developments.

Monthly Rent Amounts: Studio - \$1,794; 1 Bedroom - \$1,910; 2 Bedroom - \$2,292; 3 Bedroom - \$2,645\* Rents subject to change in future years. Rents do not include the costs of gas (including heat, cooking, hot water), electricity, water or sewer. One parking spot is included in the rent.

Maximum Household Income Limits: \$78,300 (1 person), \$89,500 (2 people), \$100,700 (3 people), \$111,850 (4 people), \$120,800 (5 people), \$129,750 (6 people).

Lottery Application: [www.jotform.com/SEBHousing/SanctuaryAtWinchester](http://www.jotform.com/SEBHousing/SanctuaryAtWinchester)

Application Deadline: May 31, 2023 at 2pm

Public Info Session: May 1, 2023 at 6:00 pm via Zoom, Go to [zoom.com/join](https://zoom.com/join) or call (646) 558-8656 and enter Meeting ID: 818 9317 7595, Passcode: 088159

Lottery: June 14, 2023 at 6:00pm via Zoom, Go to [zoom.com/join](https://zoom.com/join) or call (646) 558-8656 and enter Meeting ID: 857 2736 5609, Passcode: 276410

**Construction/Capital Project Updates**

- On-going Construction projects:
  - Eversource 345kV Project - Limited work is on-going as weather permits on Cross and Washington Streets. Eversource has started work on Lake Avenue (near Horn Pond) in Woburn, weather permitting. Traffic will be restricted to one-lane alternating traffic in that area during construction.
  - Eversource 115kV Project - Eversource has committed to installing the speed tables on Woodside Road as designed by Toole and previously discussed by the Board. Construction is tentatively scheduled for April School vacation week. Eversource will also be milling and



**Monday, April 10, 2023**  
**Select Board Meeting**

---

project and Erica Guidoboni, Toole Design, presented the updated design. Ms. Guidoboni held a site walk with the neighbors, remeasured the streets and updated the design to maintain parking on both sides. From Fairview Terrace to Town Way, the travel lanes will be 10-feet, parking lanes will be 7-feet and the bike lanes will be 4.5-feet. Town Way to Medford line will be parking only on the east side with the travel lanes 10-feet, parking lane 8-feet and the bike lanes on both sides 5.5-feet with 2-foot buffers. She also did a site walk at Children's Own School to address the crossing needs. She is recommending the installation of a crosswalk be located in front of the school going across Main Street. This would be a safe location and the school would qualify to be a school zone but that needs more review. Eversource has started milling the area, will pave next week and once the road settles Eversource will paint the lines according to the town's plan. Chair Mucci opened the hearing to public comment and the residents are happy with the changes that were made. There are concerns about the dangers of the road and suggested that more continue to be done to control the speed. Ms. Prior lives on the side street near the school and informed the Board that parents are parking on those streets, which is impacting the residents. A crosswalk is needed but the school needs to do more in replacing the parking spots that will be lost, such as having the teachers park on school grounds.

\*Motion: That the Select Board approve the installation of bike lanes on both sides of Main Street between McCall Middle School and the Medford line; and to approve the installation of a crosswalk across Main Street near Children's Own School as presented by Toole Design.

Brady - Bettencourt VOTED

\*Motion: That the Select Board direct staff to work with Toole Design to install the School Zone at Children's Own.

Brady - Bettencourt VOTED

**BUSINESS**

**1. Committees & Commissions Appointments** - The Select Board interviewed William McGonigle, Gerard Marino, Dorothy Simboli, Mark Andersen & Harout Ghazarian, Board of Appeals positions; Ruthie Gagne, Board of Registrars of Voters - Democrat position; Philip Bushey & David Campbell, Council on Aging positions; and Kathleen McGovern, Senior Citizen Tax Committee position and made the following appointments/reappointments of committee members.

\*Motion That the Select Board appoint Gerard Marino as a regular member to the Board of Appeals for a term to expire March 31, 2025.

Brady - Bettencourt VOTED  
Roll Call: Yes - Bettencourt, Fallon, Prior, Mucci; No - Brady Motion Passes 4-1

\*Motion That the Select Board appoint Dorothy Simboli as a regular member to the Board of Appeals for a term to expire March 31, 2026.

Brady - Bettencourt VOTED  
Roll Call: Yes - Brady, Bettencourt, Fallon, Prior; No Mucci - Motion Passes 4-1

\*Motion That the Select Board appoint Mark Anderson as an alternate member to the Board of Appeals for a term to expire March 31, 2026.

Bettencourt - Fallon VOTED  
Roll Call: Yes - Bettencourt, Fallon, Mucci; No - Prior, Brady Motion Passes 3-2

\*Motion That the Select Board appoint Ruthie Gagne to the Board of Registrars of Voters Democrat position for a term to expire March 31, 2026.

Brady - Bettencourt VOTED

**Monday, April 10, 2023**  
**Select Board Meeting**

---

- \*Motion That the Select Board reappoint Robert MacIntosh to the Commissioners Trust Fund for a term to expire March 31, 2026.  
Brady - Bettencourt VOTED
- \*Motion That the Select Board reappoint Sandra Thompson to the Committee on Names for a term to expire March 31, 2024.  
Brady - Bettencourt VOTED
- \*Motion That the Select Board appoint Philip Bushey to the Council on Aging for a term to expire March 31, 2026.  
Brady - Bettencourt VOTED
- \*Motion That the Select Board appoint David Campbell to the Council on Aging for a term to expire March 31, 2026.  
Brady - Bettencourt VOTED
- \*Motion That the Select Board reappoint Emily DeFlorio to the Educational Facilities Planning & Building Committee for a term to expire March 31, 2026.  
Brady - Bettencourt VOTED
- \*Motion That the Select Board appoint Kathleen McGovern to the Senior Citizen Tax Committee for a term to expire March 31, 2026.  
Brady - Bettencourt VOTED

**2. Waterfield Lot** - Chair Mucci informed the Board that Civico is looking to extend their due diligence to May 1 and the Board has no issues with the extension.

- \*Motion That the Select Board authorize the Town Manager to sign and extend the due diligence period to May 1, 2023.  
Brady - Bettencourt VOTED

**3. Washington/Swanton Streets** - The Melanson Group has also requested that their due diligence be extended to sixty days to June 12, 2023.

- \*Motion That the Select Board approve to extend the due diligence period to June 12, 2023  
Brady - Bettencourt

**4. Spring Town Meeting** - Diab Jerius, Planning Board Chair and Sally Dale, Planning Board Vice Chair, went over the Planning Board Articles 4 & 5 and they will be holding a public hearing Tuesday. Ms. Rudolph informed the Board that Consent Agenda Articles 2, 6, 7 & 10 are indefinitely postponed. The Board discussed the draft memo that will be sent to the Town Meeting explaining the Lynch traffic improvements (written by Mr. Bettencourt) and the Water/Sewer rates (written by Vice Chair Brady) articles.

- \*Motion That the Select Board recommend favorable action on Article 13.  
Brady-Bettencourt VOTED
- \*Motion That the Select Board approve the memo surrounding Lynch traffic to be shared with Town Meeting members subject to the revisions discussed tonight with staff and the Chair working with Mr. Bettencourt.  
Brady-Prior VOTED
- \*Motion That the Select Board accept the Water & Sewer memo in the form presented with the addition of an additional visual prior to sending it out.

**Monday, April 10, 2023**  
**Select Board Meeting**

Brady-Bettencourt VOTED

\*Motion That the Select Board recommend favorable action on Article 14.  
Brady-Bettencourt VOTED

\*Motion That the Select Board recommend favorable action on Article 18.  
Brady - Bettencourt VOTED  
Yes - Brady, Bettencourt, Fallon, Mucci;  
Abstain - Prior Motion Passes 4-0-1

5. **FY24 Budget Discussion** - Chair Mucci informed the Board that the Finance Council cut the new IT and Treasurer offices positions that were proposed in the Town Manager's budget. Ms. Rudolph, per the Moderator, cannot make a motion on the floor of Town Meeting to add the positions back into the budget and asked the Board if they would make the motion. The Board supports making a motion at Town Meeting on her behalf and staff will prepare the amendment.

6. **En Ka Fair** - En Ka sent a letter to the Board requesting that Skillings Road be closed in both directions from the Town Hall intersection to the high school entrance starting at 10:00 a.m. Wednesday, May 17<sup>th</sup>.

\*Motion That the Select Board approve the requested road closures for the En Ka fair for 2023 with the exception that Skillings Road closes in both directions on Thursday at 10:00 a.m., that would be allowing for Skillings to be closing in one direction on Wednesday morning .  
Brady - Bettencourt VOTED

**CONSENT AGENDA**

\*Motion That the Select Board approve One Day Liquor License(s) for Jessica Morehouse for Leenas Bartending & Catering - April 22, 2023 - Griffin Museum; Mary Garrity for Studio on the Common - April 28, 2023 - Studio on the Common, 22 Church Street; Joanne Lapolla - April 29, 2023 - St. Eulalia Church, Manion Hall; Jeremy Messenger for Behind Bars Mixology - April 29, 2023 - Winchester Town Hall Auditorium; Louise Cocuzzo for St. Eulalia Church - April 29, 2023 - St. Eulalia Church, Manion Hall; Lauren Tiedemann for Book Ends - April 29, 2023 - Book Ends, 559 Main Street.  
Brady - Bettencourt VOTED

\*Motion That the Select Board approve the Winchester Foundation for Educational Excellence/Highlander's Running Club Annual 2.5 Mile Town Day Road Race to be held June 3, 2023 with registration taking place on Shore starting at 7:00 am.  
Brady - Bettencourt VOTED

\*Motion That the Select Board approve an Entertainment License for Lauren Tiedemann - Book Ends, 599 Main Street Winchester.  
Brady - Bettencourt VOTED

**ADJOURNMENT : 11:20 PM**

\*Motion: That the Select Board adjourn to Executive Session not to return to Public Session.  
Brady - Bettencourt VOTED

Respectfully submitted,  
Beth Rudolph, Town Manager