

**TOWN OF WINCHESTER
SELECT BOARD MEETING
Monday, April 11, 2022
Record**

OPENING

Chair Richard Mucci called the meeting to order at 6:35 PM in the Select Board meeting room located in Town Hall. Present were Select Board members Vice Chair Anthea Brady, Michael Bettencourt, Mariano Goluboff, and John Fallon. Also present was Acting Town Manager Beth Rudolph, PE.

*Motion: That the Select Board adjourn to Executive Session for the purpose of discussing matters related to 160 Forest St, Waterfield Lot - MGL Ch. 30 §21(a) 6 - To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have detrimental effect on the negotiating position of the governmental body; MGL Chapter 30 §21(a) 2 - Negotiation strategy non-union personnel and collective bargaining strategy; MGL Ch. 30 §21(a) 7 - To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements.
Brady - Bettencourt VOTED

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

NOTIFICATION OF MEETINGS AND HEARINGS

1. Wednesday, April 13, 2022 - Zoom Meeting 5:00 p.m.
2. Thursday, April 14, 2022 - Town Manager's Public Hearing
3. Monday, April 25, 2022 - Regular Session before Spring Town Meeting
4. Monday, April 25, 2022 - Spring Town Meeting
5. Thursday, April 28, 2022 - Regular Session before Spring Town Meeting
6. Thursday, April 28, 2022 - Spring Town Meeting
7. Monday, May 2, 2022 - Regular Session before Spring Town Meeting
8. Monday, May 2, 2022 - Spring Town Meeting

ACCEPTANCE OF DONATIONS

TOWN MANAGER REPORT AND COMMENTS

1. Ms. Rudolph announced the following appointment in accordance with section 4-2b of the Town Charter: **DPW School Custodian - Edward Morton** .

*Motion That the Select Board waive the customary fifteen (15) day appointment waiting period to allow Edward Morton to begin his employment.
Brady - Bettencourt VOTED

2. Acting Town Manager's Updates:

Spring Town Meeting

The first night of Town Meeting is scheduled for Monday, April 25th. Subsequent nights are Thursday, April 28th, Monday, Monday, May 2nd, and Monday May 9th. The Town Manager's hearing

Monday, April 11 , 2022
Select Board Meeting

is scheduled for Thursday, April 14th at 6pm via zoom. Date of the Special Town Meeting for Waterfield Lot is TBD.

Middlesex Fells Survey

The Department of Conservation and Recreation and the Friends of the Fells are conducting a survey to inform an education campaign encouraging a safe, welcoming and fun experience for everyone. A link to survey is provided here and on the Town's website: <https://www.surveymonkey.com/r/8RKLFZB>

Updates from the Chamber of Commerce

- The Chamber of Commerce has been awarded a \$45,000 tourism grant from the Massachusetts Office of Travel and Tourism (MOTT). Congratulations! We look forward to collaborating with them on this effort.
- The Chamber of Commerce announced at their annual Presidents Luncheon last week that long-time Bookends owner Judy Manzo was selected as this year's Citizen of the Year. Ms. Manzo will be honored at a dinner on May 17th at the Winchester Country Club. A well-deserved award!

Board and Committee Openings

Below is a summary of the current open board and committee positions:

Board/Committee	# of Openings	Appointing Authority
Committee on Names	1	Select Board
Disability Access Committee	2 alternates	Select Board
EFPBC	1	Select Board
Personnel Board	3	Town Clerk

Construction/Capital Project Updates

- Upcoming bids:
 - Muraco School Immediate Repairs - Bids for the roof repairs are scheduled to be open April 14th and work is expected to start in late June.
 - West Side Fire Station Improvements - Currently evaluating bids opened April 6th.
- On-going Construction projects:
 - Swanton Street Bridge Project - The final phase of the Swanton Street Bridge project is underway, including installation of plantings, loam and seed along the river banks, and final paving. This week, the bridge will be reduced to one lane during the day. The bridge will be closed during the day for the week of April 18th, and will be re-opened back up to through traffic each afternoon. Detour signs will be placed on Main and Washington Streets. All work on the bridge is expected to be complete, weather dependent, by April 22nd.
 - Winchester Center Station (MBTA) - The MBTA and their contractor started on Monday, April 4th and installed fencing and established their work zones on Laraway Road, and in the Aberjona and Waterfield lots.
 - Eversource 345kV Project -Eversource is expected to start the jack and bore operation at the Washington Street Bridge near Sunset Road in early to mid-April. The work will restrict the width of the travel lane and will likely require one-way traffic during work hours, but will be opened back to two-way traffic on nights and weekends with narrower travel lanes. Additional work will take place on Washington Street headed towards Cross Street over the coming months.
 - Eversource 115kV Project - Eversource will be completing vacuum testing on the section of pipe on Bacon Street between Church Street and Wedgemere Station starting Friday April 15th and continuing for approximately nine days. They will be removing the dewatering system in the Wedgemere Lot this week, and expect to have the lot restored by mid-April. They will be completing work at the entrance to the Wedgemere Lot and Mystic Valley Parkway by the end of April.
 - National Grid - National Grid will be working throughout Town this year. They are currently on Bacon Street and in the surrounding neighborhoods to replace and/or relocate the gas mains. Work is expected to last two to three months.

Monday, April 11 , 2022
Select Board Meeting

- Vinson Owen Safe Routes to School - MassDOT and their contractor will be back on site in April to complete the remaining project elements. Work is expected to last through the summer.
- Upcoming Construction projects:
 - Church Street at Waterfield Road - Construction is expected to start at the intersection of Church Street and Waterfield Road around May 1st, and will last 6 to 8 weeks.
 - MWRA 48-inch Water Main Replacement Project (Phase I) - The MWRA will be starting construction in May on Forest Street between Bellevue Avenue and Eugene Drive to replace an existing 48-inch water main. Work on Phase I of the project is expected to last until November 2022. The MWRA expects the work to be completed in three phases. Phase II will begin in April 2023 and will include work in the easement between Forest Street and the Woburn line. Phase III is expected to start in April 2024, and will include work on Eugene Drive.
 - Transfer Station Renovation - Expect to start work in late spring or early summer.
 - North Reservoir Dam - The contractor will be mobilizing to the site in early April, including tree clearing and development of an access road.
 - Woodside Road at Wildwood Street Intersection Improvements - Project will be bid this spring and expect to start construction after school is out.

COVID-Related Updates

The Health Department is holding the following Pfizer vaccine clinic:

- Booster dose only - Thursday, April 21st from 9 to 10:30am at the Jenks Center - Clinic is open to anyone ages 12+. Registration links are available on the Town's website: <https://www.winchester.us/683/Covid-19-Vaccine>

Community Events/Notes

- **Safe Disposal Day** - DEA National Prescription Take Back Day - April 30th at the Transfer Station 9am to 1pm.
- **Recreation Department Summer Programs** - Registration is open for most summer programs through the Recreation Department. Summer tennis registration opens today! Visit www.winrec.com.
- **Job Openings** - The Town has numerous part-time employment openings, and the Recreation Department is actively hiring for summer help. More information is available on the Town's website at <https://www.winchester.us/Jobs.aspx>.

PUBLIC COMMENT

COMPTROLLER 'S REPORT

HEARINGS

1. **Highland Avenue/Hillcrest Parkway Crosswalk** - to consider the installation of a crosswalk at the southern end of Hillcrest Parkway and Highland Avenue. Ms. Rudolph explained that the Town has received numerous requests over the years to install a crosswalk at end of Hillcrest Parkway where it intersects with Highland Avenue. There is no sidewalk on the eastern side of Highland Avenue south of Hillcrest Parkway, making it difficult for pedestrians (especially walkers to the Middle and High School) to safely navigate the area. Toole Design had already done the crosswalk design as part of the entire corridor and there will be a small median in the street line where the crosswalk will be installed. Mr. Gill, DPW Director, informed the Board that DPW does have funding to do this crosswalk ahead of the changes that are planned for the corridor on Highland but does not have enough for a raised crosswalk and they are ready to do the crosswalk in the next few weeks. The neighbors all support the project and would like to have a raised crosswalk installed in the future.

*Motion: That the Select Board approve the installation of a crosswalk at the southern end of Hillcrest Parkway and Highland Avenue.

Monday, April 11 , 2022
Select Board Meeting

Brady - Bettencourt

VOTED

- 2. Eversource Grant of Location** - to install approximately 71-feet of conduit within the public right-of-way. This work is necessary to provide underground electrical service to 19 Wedgemere Avenue. Jackie Duffy, Eversource representative, attended the meeting and Ms. Rudolph, informed the Board that the Engineering Department and DPW have no issues.

*Motion: That the Select Board approve Eversource's Grant of Location to install approximately 71-feet of conduit within the public right-of-way.

Brady - Goluboff

VOTED

- 3. National Grid Grant of Location** - to install approximately 100 feet of 4-inch gas main installed from a main replacement in Pine Street to an existing main in Curtis Street. Diana Cuddy, National Grid representative, attend the meeting and Ms. Rudolph told the Board that she had reviewed the project. The Engineering Department and DPW have no issue with the request.

*Motion: That the Select Board approve National Grid's Grant of Location to install approximately 100 feet of 4-inch gas main installed from a main replacement in Pine Street to an existing main in Curtis Street.

Brady - Goluboff

VOTED

LICENSES

BUSINESS

- 1. Committees & Commissions Appointments** - The Select Board appointed/reappointed the following committee members:

*Motion That the Select Board appoint Gerard Marino as an alternate member to the Board of Appeals for a term to expire March 31, 2024.

Brady - Bettencourt

Roll Call: YES - Bettencourt, Fallon, Mucci

VOTED 3-2

NO - Brady, Goluboff

Motion Passes

*Motion That the Select Board reappoint Thomas Howley to the Council on Aging for a term to expire March 31, 2025.

Brady - Bettencourt

VOTED

- 2. Capital Projects Update** - James Johnson and Roger McPeek, Capital Planning Committee Chair/Vice Chair reviewed the Town departments 5 year plan of anticipated capital needs. Mr. McPeek stated that due to the large number of requests the Stabilization funds will not be able to cover them. While some individual requests meet the Committee's guidelines for bonding and/or being recommended for funding outside the Stabilization funds, often it is the sheer number of projects in the \$200K to \$1M range that exceed the capacity of the funds to address in any current year. Consequently, one or two of those larger projects get funded and the others get deferred. Mr. Johnson told the Board that the Capital Planning Committee would like to begin a conversation with the Board on developing a strategy for meeting the capital needs of the Town over the next five to ten years. Mr. McPeek also informed the Board that there is money in the state infrastructure for dams and the Board should be contacting our state Senator. Mr. Goluboff then asked them if they are looking for the Board, in the near future, to go for a debt exclusion/override for capital needs and Mr. McPeek feels that this is the way to go forward.

Monday, April 11 , 2022
Select Board Meeting

3. **Toole Traffic Master Plan Update** - Jeffrey Rosenblum and Alexis Vidaurreta, Toole Design, gave a review of where they are at in developing the Winchester Transportation Plan. In mid-March they held a workshop with Town staff and one with the Traffic & Transportation Advisory Committee to situate the planning process. For community engagement, Toole Design will have a public listening session during the third week of May, a tabling event at Town Day and are developing a web-mapping tool that allows people to share project ideas by drawing on a map, which will be available in late April.
4. **Eversource 345kV Update** - Michael Hager, Eversource project manager gave an update of the 2022 planned work to include the tunneling under the Aberjona River crossing on Washington Street (April-July); Washington Street Duct Bank (April-July); Cross Street (Forest to Washington, May-August) - Water connections from old main to new main, manhole and duct bank; MBTA Bridge/Aberjona River (June-October); Cross Street (October-November) - manhole and duck bank. The biggest impact and concern for the Select Board members is that Eversource will need to close Cross Street at the MBTA bridge/Aberjona River for four months. Chair Mucci emphasized the impact that this will be to the neighborhood and businesses in the area. Ms. Rudolph suggested that Eversource coordinate with the businesses as they have their own email lists that would help to get the word out. Mr. Bettencourt stated that there should be a detailed website link to the detours and scheduling happening in real time. Project Website: www.eversource.com/content/woburn-wakefield-project.
5. **Abby Road 40B** - The Town received a letter from lawyer Paul Haverty asking to meet with the Board to discuss a Chapter 40B development encompassing all/part of the lots in the Abby Road subdivision. The Board is open to meeting with them after they receive an update from Town Counsel regarding two of the lots that are before the Board of Appeals and in land court.
6. **Downtown Initiative Action Plan** - Chair Mucci is part of the Downtown Initiative Action Plan working group that has been working with Toole Design to evaluate ways to improve pedestrian and bike safety in the Town Center. He reviewed Toole's series of concept level plans showing proposed changes and traffic calming measures to downtown. The Board felt that the Main Street sidewalk project should be done first. Ms. Rudolph will work with Toole Design to put together a design cost proposal for the Main Street sidewalk.
7. **Town Counsel Contract** - Chair Mucci informed the Board that our Town Council's contract is up for renewal and he asked if we should go for an RFP for a new council. The consensus off the Board is to have the Town Manager's office develop the RFP.

*Motion That the Select Board have the Town Manager's office develop an RFP for Town Council.

Brady - Goluboff

VOTED

8. **Warrant Articles Vote** - The Board delayed a decision on Articles 8, 26 & 27 and voted favorable action on the following articles:

*Motion That the Select Board recommend favorable action on Articles 1 - 7.
Brady - Goluboff

VOTED

*Motion That the Select Board recommend favorable action on Articles 9 - 15.
Brady - Bettencourt

VOTED

*Motion That the Select Board recommend favorable action on Articles 16 - 22.
Brady - Bettencourt

VOTED

Monday, April 11 , 2022
Select Board Meeting

*Motion That the Select Board recommend favorable action on Articles 28, 30, 32 & 33.
Brady - Bettencourt VOTED

CONSENT AGENDA

*Motion That the Select Board approve One Day Liquor Licenses for Diana Kenosian for Boston's Best Bartending - May 24, 2022 - Wright-Locke Farm; Crista Dix for Griffin Museum - April 15, 2022 - Griffin Museum.
Brady - Goluboff VOTED

ADJOURNMENT : 10:00 PM

*Motion: That the Select Board adjourn for the evening.
Brady - Bettencourt
Roll Call: Brady, Goluboff, Bettencourt, Fallon, Mucci VOTED

Respectfully submitted,
Beth Rudolph, Acting Town Manager