

**TOWN OF WINCHESTER
SELECT BOARD MEETING
Monday, April 12, 2021
Record**

OPENING

Chair Susan Verdicchio called the meeting to order at 7:00 PM via Zoom remote participation due to the State of Emergency COVID-19. Present were Select Board members Vice Chair Mariano Goluboff, Amy Shapiro, Michael Bettencourt and Richard Mucci. Also present was Town Manager Lisa Wong. (Note - due to the remote participation all Select Board votes are roll call votes.)

*Motion: That the Select Board adjourn to Executive Session for the purpose of discussing matters related to 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.

Goluboff - Bettencourt

Roll Call: Verdicchio, Shapiro, Goluboff, Mucci, Bettencourt VOTED

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

Goluboff - Bettencourt

Roll Call: Verdicchio, Shapiro, Goluboff, Mucci, Bettencourt VOTED

NOTIFICATION OF MEETINGS AND HEARINGS

1. Monday, April 26, 2021 - Regular Session before Town Meeting
2. Monday, April 26, 2021 - Spring Town Meeting

ACCEPTANCE OF DONATIONS

*Motion That the Select Board accept, with gratitude, donations of \$2,265 from Phillip & Elizabeth Coss, Law Office David Baker, NRP Management, WTA, B&A Maintenance, Paul & Pamela Deluca, Anne & Joseph Foley, Margaret Labeledz Maenpaa, Michael Chiuccariello, Douglas & Patricia Wilkinson, Fred Cammon to the Winchester Public Safety Memorial.

Goluboff - Shapiro

Roll Call: Goluboff, Shapiro, Bettencourt, Mucci, Verdicchio VOTED

*Motion That the Select Board accept, with gratitude, FY21 Firefighter Safety Equipment Grant in the amount of \$14,400 to the Winchester Fire Department to be used to purchase a Turnout Gear washer extractor.

Goluboff - Shapiro

Roll Call: Goluboff, Shapiro, Bettencourt, Mucci, Verdicchio VOTED

TOWN MANAGER REPORT AND COMMENTS

1. Ms. Wong announced the following appointments 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 Transfer Station Scale Operator - Dale Ingersoll and DPW W/S Special Equipment Operator - Chris Rockwell .**

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*Motion: That the Select Board waive the customary fifteen (15) day appointment waiting period to allow Dale Ingersoll and Chris Rockwell to begin their employment.

2. Town Manager's Updates:

Town Meeting - The Town Meeting is scheduled to begin on Monday, April 26th at 7:30pm and continue on April 29th, May 3rd and May 6th. The Motion Book will be mailed on Thursday to Town Meeting members and posted on the Town's website.

Clinics - Weekly COVID Testing is available for \$20 each, or free for town employees. There will also be three post April vacation clinics that are FREE for Winchester Students: Saturday, April 24 12:00-2pm Thursday, April 27 3:30-5:30 Thursday, April 29 3:30-5:30pm more information at winchester.us/testing.

COVID

- There are 47 new cases since last week and 41 active cases. These levels are concerning and not seen since early February. There have been 6,375 cases among 20-29-year-olds and 5,866 cases for 5-19-year-old state-wide over the past two weeks. Household transmission and recent holiday gatherings are possible causes

BUDGET/FINANCE

- The House and Senate Ways and Means Committee Chairs agreed on local aid figures on 4/7. Unrestricted local government aid and Chapter 70 appear to be funded at the same rate as the Governor's budget. There is supposed to be a reserve fund set aside by the state to address any discrepancies in school enrollment, as the budgets were calculated using school year figures where there have been drops in enrollment due to the pandemic.
- There are direct payments to the schools in the form of Elementary and Secondary Emergency Relief fund projected to be given out over a few years totaling \$1.2m.
- The town will be receiving \$215k in Community Development Block Grant funds. Eligible activities must benefit low- and moderate-income persons, prevent or eliminate slums or blight, or address community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community for which other funding is not available. A need is urgent if it poses a serious and immediate threat to the health or welfare of the community and has arisen in the past 18 months.

DEPARTMENTS

- DPW has submitted a Green Communities grant for LED lighting retrofits in the Police Station, DPW, and Ambrose; replacing oil heat at the West Side Fire Station; exterior lighting at Town Hall and door weather stripping at Lynch.
- The Municipal Vulnerability Action Grants are due by May 7th. Last year the town submitted two applications - \$90k for design/permitting of nature-based Stormwater controls to reduce flows and pollutants into the Stormwater system and \$30k for a communication plan - and were denied both. There is a 25% local match. Staff are reviewing options for this round. Winchester received a 319 grant through a partnership with the Mystic River Watershed Association to do a very similar project. Staff resources are tight to apply and administer.

MATTERS FROM THE AUDIENCE

COMPTROLLER'S REPORT

LICENSES

HEARINGS

BUSINESS

1. **Issue with Verizon Renewal Cable TV License** - Postponed to a future meeting.

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2. **Climate Action Advisory Committee Heat Statement** - Ruth Trimarchi, Climate Action Advisory Committee Chair, read into the record the following:

HEAT IS AN ISSUE OF CONCERN FOR WINCHESTER

The Winchester Climate Action Advisory Committee, with endorsements from the Board of Health, Health Department and Fire Department, is asking the Winchester Select Board to adopt the following 'Heat Statement':

Recognizing that climate change will continue to impact Winchester in many ways, including an increase in the number of high-heat days; drought; bacterial blooms that close our beaches; increased extreme rain, snow, ice and wind storms; increases in vector-borne diseases; and other impacts of climate change, the Select Board unanimously voted approval of the 2020 Winchester Climate Action Plan and established the 2020 Climate Action Advisory Committee to systematically implement the new Climate Action Plan.

Among the many climate impacts identified in Winchester's 2020 Climate Action Plan, heat and drought are called out as urgent and insufficiently addressed vulnerabilities in Winchester at this time.

Additionally, the Winchester "Municipal Vulnerability Preparedness Plan"; the Winchester "All Hazards Mitigation Plan" (2021 update); and the Winchester 2020 Master Plan all now identify heat and drought as urgent concerns.

At this time, with summer months approaching, the Town/Select Board calls for greater public awareness regarding the health concerns and increased fire risk due to more frequent high heat days, and recommends (with initial designated responsible parties):

1. A Comprehensive Heat Response Strategy for Winchester (developed by the Health and Fire Departments)
2. A Public Relations campaign focused on educating all sectors of Town regarding the health risks of heat, and precautionary steps that residents, businesses and workers can take to prepare for high-heat days (delivered by Health Department; w collaborative input from the Fire Department, Board of Health and Climate Action Advisory Committee)
3. Identification of new and existing communication networks within Winchester to effectively deliver the heat campaign information (Town Manager)
4. Protection of Winchester's tree canopy and promotion of additional tree planting town-wide (developed by the Conservation Commission, Town Planner, Climate Action Advisory Committee and other relevant groups)
5. Designation of, and support for, daytime cooling centers (Public/Private partnerships, perhaps including the Jenks Center, Library, Schools, Sanborn House, Wright-Locke Farm and Faith community buildings)
6. Identification of appropriate overnight cooling centers (Fire Department and Town Manager; might include sites outside of Winchester)
7. Consideration of necessary generators to ensure A/C in Winchester cooling centers (Capital Planning)
8. Improvements to, or replacement of, the existing splash/sprinkler park at Borggaard; installation of additional splash/sprinkler parks (Capital Planning)

Specific tactics may include:

1. Expand a voluntary data base for vulnerable residents, including the elderly or individuals with asthma, heart or other heat-impacted health conditions, to register for a 'check on' program by our emergency personnel (Council on Aging, Fire, Police and Health Departments)
2. Significantly update websites for the Climate Action Advisory Committee, Board of Health and Health Department regarding preventative measures to reduce risks of high heat and recognize symptoms of heat stress (Climate Action Advisory Committee, Board of Health and Health Department)
3. Develop and produce hard copy educational brochures regarding heat exposure symptoms, risks and preventative measures (Health Department)

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4. Develop and deliver locally-focused heat educational events, such as in-person workshops; webinars; and other media events (Fire, Health and School Departments, Council on Aging and others)
5. Consult with potential daytime cooling centers (e.g. the Jenks Center, Library, Schools, Sanborn House, Wright-Locke Farm and Faith communities) regarding what materials or adaptations might be appropriate, e.g. independent generators; funds for water and food; recreational options
6. Outdoor splash/sprinkler parks (Capital Planning)
7. Consideration of additional facilities for safe outdoor recreation including more facilities such as benches, tables, bike racks, water bottle filling stations, portable bathrooms and hand washing stands at our parks (Select Board)
8. Support for our businesses in facilitating outdoor dining, perhaps including structures with roll-down screens (Planning Board and Select Board in collaboration with the Chamber of Commerce)
9. Promotion of existing MA state grant options for residential air conditioning, especially for elderly and vulnerable populations including Air Source Heat Pumps (which both heat and cool)
10. Develop drought-preparedness tips for residents and businesses (Fire Department and Climate Action Advisory Committee)

*Motion That the Select Board adopt the heat statement as presented by the Winchester Climate Action Advisory Committee that has also been endorsed by the Board of Health, Health Department and Fire Department.

Goluboff - Bettencourt

Roll Call: Goluboff, Shapiro, Bettencourt, Mucci, Verdicchio

VOTED

- 3. Comptroller's Office FY22 Salary Budget** - Ms. Wong and Ms. Ward presented to the Board to add an additional position to the Comptroller's Office specifically to help with the Cares Fund and Federal Stimulus Funds that the Town will be receiving. Ms. Ward received approval of the new position from the Personnel Board and the Finance Commission had approved her budget.

*Motion That the Select Board support the request from the Comptroller to support the new position and the funding at Town Meeting.

Goluboff - Bettencourt

Roll Call: Goluboff, Shapiro, Bettencourt, Mucci, Verdicchio

VOTED

- 4. Downtown Parking** - Ms. Wong gave the Board her recommendations for the placement of permanent 15-minute spots to pick up takeout, and all of the temporary a-frame signs will be removed. She is also recommending that the approved 2 hour parking in the Town Parking lot be changed to 3 hours, to be consistent with the rest of the lot. Public Parking signs directing the public to the lots will also be installed.

*Motion That the Select Board approve installing permanent 15-minute signs, one at the spot on the corner of Converse/Main; 3 on Converse off of Mt. Vernon, remove the one by First House Pub and 1 in front of Eleni's. The Town Employee parking spots in the Town parking lot adjacent to Mt. Vernon will change to 3-hour/by permit only parking spaces.

Goluboff - Bettencourt

Roll Call: Goluboff, Shapiro, Bettencourt, Mucci, Verdicchio

VOTED

- 5. Outdoor Dining Applications** - Ms. Wong reviewed with the Board the status of the restaurants that have outdoor dining. The major concerns for the staff are the ability of wheelchair mobility

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and access such as placement of mats, plantings, furniture and fixtures obstructing routes. Also, having at least one table that is accessible, chairs not fixed to the table.

- 6. Town Moderator's Request for Remote Town Meeting** - Heather von Mering, Town Moderator, submitted a letter to the Select Board requesting that they allow the Winchester Spring Town Meeting starting on April 26, 2021 through remote participation.

*Motion That the Select Board approve the Moderator's request to allow the conduct of the Winchester Spring Town Meeting, scheduled to commence on April 26, 2021, through remote participation as set forth in the Moderator's letter dated April 2, 2021

Goluboff - Bettencourt

Roll Call: Goluboff, Shapiro, Bettencourt, Mucci, Verdicchio

VOTED

- 7. Waterfield Lot LDA** - The Select Board discussed the changes to the Land Development Agreement in Executive Session and made the following motion.

*Motion That the Select Board approve the Land Development Agreement substantially in the form presented and discussed, with the changes discussed during our Executive Meeting with those final changes to be made by Town Manager with reasonable discretion and discussion with Town Counsel and to authorize Town Manager to execute the Land Development Agreement. If the counter-party doesn't agree to those changes then we will bring it back to our vote on Thursday.

Goluboff - Bettencourt

Roll Call: Goluboff, Shapiro, Bettencourt, Mucci, Verdicchio

VOTED

- 8. Non-Union Compensation** - Ms. Wong and Michelle Vibert, Human Resources Director, discussed with the Board the non-union compensation for FY22. Their recommendation, which was presented to the Personal Board, is as follows:

1. 3% adjustment in all non-union compensation schedules (Compensation Schedules 2, 3, 4, 5, and 6)
2. One additional step to be added to the PT and CS schedules (3.5% above the current max) and Management (2.5% above the current max) for FY22
3. Increase the current year sick leave buyback program from \$125/day to \$150/day (compared to most union contracts that are a full day's pay per day)

*Motion That the Select Board express it's support for the non-union Compensation for FY22 as presented on this memo to the Personnel Board and for their presentation at Town Meeting.

Goluboff - Bettencourt

Roll Call: Goluboff, Shapiro, Bettencourt, Mucci, Verdicchio

VOTED

- 9. Select Board Subcommittee Assignments** - Chair Verdicchio moved to a meeting in May.

- 10. Warrant Articles Assignments** - Chair Verdicchio is presenting articles 1, 3, 4, and 5; Vice Chair Goluboff is presenting article 6; Ms. Shapiro is presenting article 11; and Mr. Bettencourt is presenting articles 7 & 8 and assisting the Capital Planning on articles 15-19.

- 11. Board of Registrars Discussion** - Chair Verdicchio reviewed the procedures that the Board has to do to appoint a person to the Board of Registrars. Presently there are 2 Republicans and 1

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Democrat, when a member's term is up both parties have to submit 3 recommended candidates to the Select Board who will appoint one.

12. Select Board Priorities & Goals - Chair Verdicchio moved to a meeting in May

13. Committees & Commissions Appointments - The Select Board reappointed the following committee members.

- *Motion That the Select Board reappoint John McConnell to the Committee on Names for a term to expire March 31, 2022.
Goluboff - Bettencourt
Roll Call: Goluboff, Shapiro, Bettencourt, Mucci, Verdicchio VOTED
- *Motion That the Select Board appoint Richard Leaf for the Architect to the Local Historic District Study Committee.
Goluboff - Bettencourt
Roll Call: Goluboff, Shapiro, Bettencourt, Mucci, Verdicchio VOTED
- *Motion That the Select Board appoint Jack LeMenager from the Historical Commission to the Local Historic District Study Committee.
Goluboff - Bettencourt
Roll Call: Goluboff, Shapiro, Bettencourt, Mucci, Verdicchio VOTED
- *Motion That the Select Board appoint Tom Sevigne from the Historical Society to the Local Historic District Study Committee.
Goluboff - Bettencourt
Roll Call: Goluboff, Shapiro, Bettencourt, Mucci, Verdicchio VOTED
- *Motion That the Select Board appoint Brian Szekely the Town Planner to the Local Historic District Study Committee.
Goluboff - Bettencourt
Roll Call: Goluboff, Shapiro, Bettencourt, Mucci, Verdicchio VOTED
- *Motion That the Select Board reappoint Roger Wilson to the Traffic & Transportation Advisory Committee for a term to expire March 1, 2024.
Goluboff - Bettencourt
Roll Call: Goluboff, Shapiro, Bettencourt, Mucci, Verdicchio VOTED

CONSENT AGE NDA

- *Motion That the Select Board conditionally approve Glen Doherty Memorial Foundation Ninth Annual 5K and 10K race: Sunday, September 26, 2021 beginning at 12 Noon. Start and finish line: Jenks Center. With the conditions that the approval is conditional on coming back to the Select Board and presenting a written plan to deal with the ongoing pandemic and that its only approved if there are no restrictions from the state or the local Board of Health restricting gatherings of that sort.
Goluboff - Bettencourt
Roll Call: Goluboff, Shapiro, Bettencourt, Mucci, Verdicchio VOTED

COMMUNICATIONS AND WORKING GROUP REPORTS

ADJOURNMENT : 10:55 PM

- *Motion: That the Select Board adjourn for the evening.
Goluboff - Bettencourt

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Roll Call: Goluboff, Shapiro, Bettencourt, Mucci, Verdicchio

VOTED

Respectfully submitted,
Lisa Wong, Town Manager