

**TOWN OF WINCHESTER
SELECT BOARD MEETING
Monday, May 22, 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 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.

Brady - Prior

VOTED

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

Brady - Prior

VOTED

NOTIFICATION OF MEETINGS AND HEARINGS

1. Monday, June 5, 2023 - Regular Session
2. Monday, June 26, 2023 - Regular Session
3. Monday, July 17, 2023 - Regular Session

Select Board/School Committee joint meeting to discuss the installation of solar panels at the new Lynch School .

The following School Committee members attended Tom Hopcroft, Chair, Michelle Bergstrom, Vice Chair, Karen Maruyama Bolognese, Shamus Brady and Chris Nixon. Jay Nardone, EFPBC Chair and Mark Scott, EFPBC board member also attended. Mr. Nixon started the presentation explaining that they are before the Select Board to discuss options to install solar panels on the new Lynch Elementary School. The EFPBC evaluated two options - a direct ownership model where the PV systems would be owned and operated by the Town of Winchester and a third-party ownership model through a Power Purchase Agreement (PPA) where the Town would select a solar developer to pay for the design and installation of the roof-mounted and canopy arrays. The EFPBC is recommending PPA as this is a proven process, there will be a net benefit to the Town, and due to timing, they would be able to integrate it into the project. With ownership, there will be an upfront cost of \$3 million to the town with all documents needing to be submitted to the Building Committee by the end of June. No decision was made at this meeting.

ACCEPTANCE OF DONATIONS

*Motion That the Select Board accept, with gratitude, two ARPA Stabilization Grants to the Recreation Department, May disbursement, in the amount of \$16,333.33 to be used for the WRAP/Kid Connection and the other one in the amount of \$5,416.67 to be used for the Lynch After School Program.

Brady - Bettencourt

VOTED

*Motion That the Select Board accept, with gratitude, a donation of \$500 from Realty Consultants/Andersen Group to the Recreation Department for expenditures at the Parker Ellis Tennis Courts.

Brady - Bettencourt

VOTED

TOWN MANAGER REPORT AND COMMENTS

1. Appointments: Ms. Rudolph announced the following appointments in accordance with section 4-2b of the Town Charter and requests that the Select Board waive the fifteen-day waiting period: **DPW Maintenance Special Equipment Operator - Derek Meaney**.

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

Brady - Bettencourt

VOTED.

2. Town Manager's Updates: Please find below additional updates on various topics for May 22, 2023 meeting:

Lived Experience Survey - Network for Social Justice

The Lived Experience Survey (LES) is designed to understand occurrences of hate crimes and discriminatory, marginalizing, harassing, and exclusionary incidents. Modeled on similar surveys distributed in Greater Boston, the Winchester LES aims to both improve how the town of Winchester addresses hate crimes and discriminatory, marginalizing, harassing, and exclusionary incidents AND advance and systemize the process for rolling out this initiative in other towns, thereby creating a larger cross-community database. <https://www.surveymonkey.com/r/STRJ7J8>

Jenks Center Survey

This survey is designed to help the Jenks Center create the best experience for all residents aged 55 and older. We anticipate this survey will require approximately five minutes to complete. <https://www.surveymonkey.com/r/CBS3RHN>

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 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

Application Deadline: May 31, 2023 at 2pm

Public Info Session: May 1, 2023 at 6:00 pm via Zoom, Go to 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 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 - Work is complete on Washington Street. 2023 work will focus on completing Cross Street improvements.
 - Eversource 115kV Project - Eversource has completed repaving and will be stripping the bike lanes on Main Street between Symmes Corner and the Medford line in the coming weeks.
 - North Reservoir Dam - Construction is substantially complete and looks great! Excellent job by our contractor T Ford and design team from Weston & Sampson.

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- Transfer Station Renovation - Demolition of the incinerator building was completed on Sunday, April 23 and Monday, April 24. Final paving is scheduled for early June, weather permitting.
- Parkhurst Modular Classrooms - Site work is wrapping up and the parking lot will be paved next week. The modular classrooms are scheduled to be delivered in late June. The project is on-schedule to get the teachers set-up in August and the students in the building in September.
- Four roof evaluations - Gale Associates is currently working on the initial roof evaluation funded at Fall 2022 Town Meeting, and we expect the report by the end of June. We will have better information regarding overall project costs after that point.
- Town Hall and Library Windows Evaluation - The initial evaluation is currently underway and we expect to have a report by the end of July.
- Projects currently out to bid:
 - Leck Neck Replacement Project - We are currently bidding what is likely to be the last phase of the lead neck replacement work.
 - McDonald Field Pump Station - The project will go out for bid in early June for summer/fall construction.
 - Washington and Cross Street bridge repairs - The project will go out for bid in early June for summer/fall construction. Coordination with Eversource's work is required.
 - Winchester High School Drainage - The project will go out for bid in late May for summer construction.
- Upcoming Construction projects:
 - Lake Street Bridge Project - National Grid is expected to start work in mid-June. Full bridge closure is scheduled for mid-July.
 - Winter Pond Water Quality Project - Contract has been awarded. Work to start in June.
 - McCall Masonry Project - Contract has been awarded. Work will start after school gets out.
 - Woodside Road and Wildwood Street - Construction expected to start after school gets out (last day is June 15th).
 - Muraco School Electrical - Construction will start after school gets out.
 - South Reservoir Aeration - The contract was awarded earlier this spring and the work will occur over the summer.
 - Town Hall Fire Alarm - The contract has been awarded and the work will start in June.

Community Events/Notes

- **Hazardous Waste Collection Day** - Saturday June 10th from 9am to 12pm at the Winchester DPW, 15 Lake Street
- **Winchester Town Day** - Scheduled for Saturday, June 3rd

PUBLIC COMMENT

Winchester residents made statements in support of the comprehensive repair programs for the playgrounds. The parks/playgrounds are an important part of the community and the quality of them are the residents' top priority. Residents also showed their support of the Pride Month Proclamation and asked the Select Board to sign the proclamation.

HEARING

1. **Temporary parking restrictions near Shannon Beach** - to discuss the possible implementation of temporary parking restrictions in the Winchester neighborhoods near the DCR-owned Shannon Beach on the Upper Mystic Lake for the summer 2023 season. Police Chief Dan O'Connell and Sgt. Frank Batchelor, Public Safety Officer attended the meeting. Ms. Rudolph stated that over the past several years, the DCR-owned Shannon Beach has seen an increase in parking demand in Winchester neighborhoods during the busy summer weekends. Last year the Police Department put "residents only, no parking" signs up at Bacon Street/Lakeview Road, Mystic Valley Parkway/Lakeview Road and Lakeview Road/Ravenscroft Road. Chief O'Connell addressed the

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issues of last year and is recommending similar signage for this year plus the area be expanded to include parking restrictions on Gill Road. DCR has added gates to their parking lot that will be locked overnight and removed the overflow parking across the street. Residents are concerned with the overcrowding and support the signs. Chair Mucci informed the audience that staff from the Town met with DCR about the overcrowding and safety.

- *Motion That the Select Board direct the Police Department to install similar signage (residents only) as last year on Lakeview, Ravenscroft, Ginn Road and any streets in the vicinity at the discretion of the police that need additional measures.
Brady - Bettencourt VOTED

BUSINESS

1. **Health Department: Rat Poison, One Day Alcohol Licenses** - Jen Murphy, Health Director, informed the Board that the Health Department has been discussing strategies for rodent control and are planning on rolling out town-wide educational materials this summer. Ms. Murphy, Ruth Trimarchi, Board of Health Chair and Dot Butler, Community Health Program Manager discussed with the Board the changes/additions that they are recommending to the Town's One Day Alcohol License policy. The Board gave feedback and will continue to work on the policy.

2. **Pride Month Proclamation** - Timothy Matthews, Network for Social Justice board member, submitted the Pride Month Proclamation for the to adopt and sign.

- *Motion That the Select Board adopt the Pride Proclamation as presented on the packet.
Brady - Bettencourt VOTED

3. **99 Lawson License Agreement** - The homeowner at 99 Lawson Road has requested to install a new sewer line that will cross through a corner of the Town's existing utility easement on their property. Town Counsel has drafted a license agreement for the Board's approval.

- *Motion That the Select Board approve the license agreement and authorize the Town Manager to sign the agreement.
Brady - Bettencourt VOTED

4. **Village License Agreement** - Ms. Rudolph informed the Board that the Town is in the process of final construction plans for the flood mitigation adjacent to the Village off of Swanton Street. Town Counsel and the Village in Winchester Condominium Trust have worked on a license agreement that will allow the Town access across the Village property for the final flood mitigation project.

- *Motion That the Select Board approve the license agreement and authorize the Town Manager to sign the agreement.
Brady - Bettencourt VOTED

5. **State Bill for Technology Funding** - David Gauthier, WinCam Executive Director, requested that the Board sign a letter to Chairs Farley-Bouvier and Moore of the Joint Committee on Advanced Information Technology, the Internet & Cybersecurity urging the committee to act favorable on two bills, "An Act to Modernize Funding for Community Media Programing". These bills will impose a 5% fee on digital streaming providers who are using public rights of way to sell their services. The Board approved signing the letter.

- *Motion That the Select Board sign the letter to the Joint Committee on Advanced Information Technology, the Internet and Cybersecurity.

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Brady - Bettencourt

VOTED

- 6. Waterfield Lot** - Civico requested an extension to the due diligence of the LDA to September 1, 2023 and the Board approved the extension and authorized Ms. Rudolph to sign the amendment.

*Motion That the Select Board approve the extension of the due diligence to September 1, 2023 and authorize the Town Manager to sign the amendment.

Brady - Bettencourt

VOTED

CONSENT AGENDA

*Motion That the Select Board approve One Day Liquor Licenses for Diana Kenosian for Boston's Best Bartending - June 7, & October 13, 2023 - Wright-Locke Farm; Diana Kenosian for Boston's Best Bartending - June 8 & 10, 2023 - Sanborn House; Ally Cirelli for Griffin Museum - June 2 & 16, 2023; Beth Harris for Simply Serving - June 9, 2023 - Griffin Museum; Beth Harris for Simply Serving - June 14, 2023 - Wright-Locke Farm; Amy Rindskopf for Wright-Locke Farm - May 31, 2023 & June 3, 2023 - Wright-Locke Farm

Brady - Bettencourt

VOTED

*Motion That the Select Board approve a Sidewalk for Commercial Purposes License for Sole Amour 17 Thompson Street.

Brady - Bettencourt

VOTED

*Motion That the Select Board approve George Nowell, Board of Assessors member, as a Special Municipal Employee till March 2026.

Brady - Bettencourt

VOTED

*Motion That the Select Board approve meeting minutes for March 6 & 13, 2023

Brady - Bettencourt

VOTED

ADJOURNMENT : 9:40 PM

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

Brady - Bettencourt

VOTED

Respectfully submitted, Beth Rudolph, Town Manager