

**TOWN OF WINCHESTER  
SELECT BOARD MEETING  
Monday, July 31, 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, Michelle Prior and John Fallon. 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 160 Forest Street, Winchester Hospital PILOT, Waterfield Lot, Washington/Swanton Street - 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; 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, not to return to Executive Session.

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

**NOTIFICATION OF MEETINGS AND HEARINGS**

1. Monday, August 14, 2023 - Regular Session
2. Monday, September 11, 2023 - Regular Session

**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, and she respectfully requested that the Select Board vote to waive the fifteen (15) day appointment period for **Information Technology Department: Network Administrator - Michael Wayne**.

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

Brady - Bettencourt VOTED

2. Town Manager's Updates: Please find below additional updates on various topics for July 31, 2023 meeting.

**20 Glenwood Avenue RFP**

The Request for Proposals (RFP) for the disposition of 20 Glenwood Avenue was advertised in the Central Register on Thursday, July 27<sup>th</sup>. Below is the RFP schedule:

- RFP available August 2, 2023. A copy of the RFP can be requested by contacting Meg White in the Engineering Department at [mwhite@winchester.us](mailto:mwhite@winchester.us).
- Pre-bid meeting scheduled for August 16, 2023 at 9am at the site.

**Monday, July 31, 2023**  
**Select Board Meeting**

---

- RFP questions due August 25, 2023 by 12pm.
- Response due Friday, September 1, 2023 at 10am.

**West Nile Virus**

The Massachusetts Department of Public Health (DPH) recently announced that West Nile virus (WNV) has been detected in mosquitoes in Massachusetts for the first time this year. The presence of WNV was confirmed by the Massachusetts State Public Health Laboratory in a mosquito sample collected July 6<sup>th</sup> in Brookline. No human or animal cases of WNV or Eastern equine encephalitis (EEE) have been detected so far this year. More information, including all WNV and EEE positive results, can be found on the Arbovirus Surveillance Information web page at [Mosquito-borne Diseases | Mass.gov](#), which is updated daily, or by calling the DPH Division of Epidemiology at 617-983-6800. For prevention tips and to read the full press release, click [here](#).

**Construction/Capital Project Updates**

- On-going Construction projects:
  - Eversource 345kV Project - Eversource will be in attendance to provide a project update.
  - Transfer Station Renovation -Work is on-hold until a pre-abatement meeting can be scheduled with DEP.
  - Parkhurst Swing Space & Lynch School - Installation of modular classrooms is complete, and interior work is on-going. The Lynch School project is expected to be bid in October.
  - South Reservoir Aeration - Construction was completed last week.
  - Muraco School Electrical - Work is on-going.
  - McCall Masonry Project - Work is on-going.
- Projects currently out to bid:
  - Washington and Cross Street bridge repairs - The bid opening was held on June 28<sup>th</sup> and both projects came in overbid. We are working with DPW to determine if we can use Chapter 90 funding to complete one of the projects and will look to go back to Fall Town Meeting for additional funding.
  - Winchester High School Drainage - The second bid opening was held on July 13<sup>th</sup> (there were no bidders the first time around), and both bidders were over the Town's budget. Staff is currently evaluating funding options.
- Upcoming Construction projects:
  - McDonald Field Pump Station - The project will go out for bid in August for fall construction.
  - Winter Pond Water Quality Project - Contract has been awarded. Work to start in July.
  - Town Hall Fire Alarm - The contract has been awarded and the work will start in August, pending receipt of materials.

**PUBLIC COMMENT**

Paras Bhanyani, 37 Cross Street, stated that he hopes that there is additional capital available for repairing the town parks. His wife did an informal petition of residents regarding the parks and received over 300 responses. There is a real demand/support of the parks and that there would be support from new residents for any funding asks.

Samantha Allison and Mariano Goluboff, past Finance Committee members, both stated that they have been a part of the Finance Committee appointment process that did not reappoint a member.

**COMPTROLLER'S REPORT**

**LICENSES**

**HEARINGS**



**Monday, July 31, 2023**  
**Select Board Meeting**

---

\*Motion                    That the Select Board to take no action on Dennett Road at this point and direct the Town Engineer to monitor the area.

Brady - Bettencourt

VOTED

**BUSINESS**

1. **Finance Committee Appointment Process** - John Miller, Finance Committee Chair, attended the meeting to discuss the process that is in place to appoint Finance Committee members, as he has issues with the process. The Moderator, Select Board & Finance Committee Chairs make the appointments/reappointments per the Town's Charter. He feels that members that are up for reappointment should not be interviewed and be automatically reappointed. Chair Mucci and Town Moderator von Mering do not agree and voted to interview everyone, Mr. Miller does not agree and stated that the Select Board should change the process. Chair Mucci informed him that only Town Meeting can approve changes to the Charter, not the Select Board.

2. **Parking Hearing Officer Appointment** - Ann Gill, Treasurer/Collector, informed the Board that she and Shelia Tracy, retired Treasurer/Collector interviewed several applicants and chose Louis Torname, a retired State Trooper. The Board was in agreement of the appointment.

\*Motion                    That the Select Board appoint Louis Torname as the Parking Hearing Officer and waive the 15-day wait period.

Brady - Bettencourt

VOTED

3. **Cable Advisory Committee Update** - Ashley Stevens, CAC Chair, informed the Board that Verizon is going forward with plans to renew their 5-year license with the Town and the Board needs to appoint new counsel. He is recommending William Solomon, who has worked with the Town in the past, and will be submitting a proposal. No action is needed tonight.

4. **Project Updates** - Pete Lawson, DPW Facilities Manager, and Chris Huntress, Huntress Sports presented with Bob LaBossiere, DPW Director and Nick Cacciolfi, Recreation Director . Mr. Lawson updated the Board on what are the most important parks that need to be repaired/replaced. The life expectancy of parks are 20 years but not all of them are in disrepair and are in pretty good shape. He submitted capital requests for the resurfacing of the rubberized play surfaces at the Lincoln, Vinson-Owen and Ambrose School and the replacement of the entire Leonard's and McDonald playgrounds. Mr. Lawson has developed a team including Nick Cacciolfi, Recreation, Mike Wise, DPW and Andrew Marron, Schools and he will be working with them in managing the playgrounds/parks. Mr. Lawson also reviewed the roof capital requests for Ambrose & Vinson, McCall, Town Hall and the Library and the capital request for the Town Hall & Library windows evaluation. Next steps is to fund the schematic design and phase 1 will take them through full engineering.

Mr. Huntress presented an overview of the master plan that he developed for Leonard Field. Mr. Bettencourt asked if there has been any parent input in the plans, and Mr. Huntress responded that this is just the first phase and he encourages that parents be involved. Mr. Huntress then gave an overview of his concept plan to install a pickleball court at Ginn Field. There are some implications regarding permitting as they will have to go to the Conservation Commission because the court is in the 100' flood plain. Mr. Cacciolfi then addressed the lights at Ginn Field. The lights are 30-years old with on-going maintenance issues and he has submitted a capital request of \$260,000 to replace the them. He has also received funding of \$69,000 from outside donations. Mr. Cacciolfi then pointed out that it is very important to get proper lighting for Ginn Field as we will be losing the Lynch field next spring.

5. **Eversource 345kV Update** - Representatives from Eversource attended and Trevor McCourt, McCourt Contracting, updated the Board. They should be done pulling the pipes and equipment

**Monday, July 31, 2023**  
**Select Board Meeting**

---

removed from Davidson Park by September 1<sup>st</sup>. The goal is to finish all the work this fall and Chair Mucci reminded them that they need to make sure that the public continues to have safe access to the sidewalks. Eversource is holding an information meeting via Zoom for the neighborhood on Wednesday, August 2<sup>nd</sup>.

- 6. Muraco Culvert Flood Mitigation Project:** Debt Exclusion cost increases (DOR application) - Ms. Rudolph explained that the Town voted a debt exclusion of 9.1mil for the culvert but the costs have now increased to 10.2mil. Because of this increase and that it is a debt exclusion, we are required to get approval from Department of Revenue, which includes completing an application and showing proof that we had gone through the debt exclusion vote and process.

\*Motion                    That the Select Board accepts the revised cost estimate from VHB dated July 18, 2023 for the Muraco Culvert flood mitigation project and attests that the increased project costs are not related to project scope changes, and further authorizes the Town Manager to submit the executed form to DOR for approval.

Brady - Bettencourt

VOTED

- 7. Washington/Swanton Update** - Chair Mucci stated that due to having to wait for test results the developer requested to extend the due diligence to September 12, 2023.

\*Motion:                    That the Select Board approve to extend the due diligence to September 12, 2023.

Brady - Bettencourt

VOTED

- 8. Waterfield Lot Update** - Chair Mucci informed the Board that the developer is waiting for permits and requested to extend the due diligence to December 1, 2023.

\*Motion That the Select Board approve the due diligence to December 1, 2023 and

authorize the Town Manager to sign the agreement.

Brady - Bettencourt

VOTED

- 9. Fall Town Meeting Articles** - Discussion was tabled to a future meeting.

- 10. CPA Update** - Discussion was tabled to a future meeting.

**CONSENT AGENDA**

\*Motion                    That the Select Board approve One Day Liquor License(s) for Michelle Mackenzie for Superior Servers - August 13, 2023 - Wright-Locke Farm; Erika Gorgenyi for Wright-Locke Farm - August 10, 12, 15 & 17, 2023 - Wright-Locke Farm.

Brady - Bettencourt

VOTED

**ADJOURNMENT : 10:40 PM**

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

Brady - Bettencourt

VOTED

Respectfully submitted,  
Beth Rudolph, Town Manager