

**TOWN OF WINCHESTER  
BOARD OF SELECTMEN MEETING  
Monday, July 22, 2013  
Record**

Chairman Douglas Marmon called the meeting to order at 6:30 PM in the Board of Selectmen Meeting Room located in Town Hall. Present were Vice Chairman Jennifer N.S. Wilson, Selectman Forrest N. Fontana and Selectman Lance R. Grenzeback; Selectman James A. Johnson, III arrived shortly after the meeting had convened in Executive Session. Also present were Town Manager Richard C. Howard and Town Counsel Wade M. Welch.

**OPENING**

- \*Motion: That the Board of Selectmen adjourn to Executive Session for the purpose of discussing matters related to Real Estate Sale of Land and Litigation.  
Wilson – Grenzeback  
By Roll Call Vote: Grenzeback, Fontana, Wilson, Marmon VOTED.
- \*Motion: That the Board of Selectmen adjourn from Executive Session to Public Session, not to return to Executive Session.  
Fontana – Grenzeback  
By Roll Call Vote  
Grenzeback, Fontana, Johnson, Wilson, Marmon VOTED.

**Notification of Other Meetings and Hearings**

- ] Monday, August 12, 2013 – Board of Selectmen Meeting – Regular Session
- ] Monday, August 26, 2013 – Board of Selectmen Meeting – Regular Session
- ] Monday, September 9, 2013 – Board of Selectmen Meeting – Regular Session
- ] Monday, September 23, 2013 – Board of Selectmen Meeting – Regular Session

Vice Chairman Wilson made note that the election to fill Representative Markey’s seat has been scheduled for December 10, 2013. She indicated that if all goes well with the MSBA process and there is approval at their October 2<sup>nd</sup> meeting, this election is a possibility for a High School override ballot question. She suggested that a Special Town Meeting may also be required.

**MATTERS FROM THE AUDIENCE**

David Estridge, 10 Glengarry Road informed the Board that he is present this evening to follow up on a recent letter to the Board relative to the property at 7 Glengarry Road, a copy of which was sent to other Town officials as well. He explained that this evening, the neighbors are requesting that the Board provide counsel and assistance in outlining the process necessary to have the structure at 7 Glengarry formally condemned. Mr. Estridge further informed the Board that he and his wife, Marjorie, have been residents of Winchester for forty-two years, thirty-seven of which have been spent at 10 Glengarry. Mr. Estridge indicated that the last thing that he or any of his neighbors wants is to tear-down any building of historical significance in Winchester. He recalled that several years ago, most of the neighbors fought to stop 7 Glengarry from being demolished. He noted that the majority of the neighbors present this evening have lived in the neighborhood for many, many years and are now advocating that 7 Glengarry be demolished. He explained that it is because this house has gone from simply being an abandoned property and an eyesore, to a significant and frightening health and safety hazard. Mr. Estridge informed the Board that the same conclusion has been reached by the Town

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through the reviews and approvals made by the Conservation Commission, the Historical Commission, the Planning Board and the Zoning Board of Appeals. The activity was initiated by the prospective owners, the Archers, who have gone to great lengths and expense to make and communicate plans to safely take down the structure and thus rid the neighborhood of the hazards, replacing the home with one that fits well with the current architecture of the community.

Mr. Estridge further noted that while opposition to the prospective new owners plans has been expressed, those who have done so, nearly 90% of those individuals never attended one of the meetings or the detailed presentations made by the prospective owners, do not live in the neighborhood, and thus are not in danger of the health and safety problems related to the structure. The major issue that has moved the majority of the neighbors from opposing demolition of the property to favoring demolition is the finding of significant and irremediable black mold contamination that permeates the entire structure.

Dr. David Systrom, 17 Glengarry Road, pulmonary and critical care physician at Harvard Medical School, Mass. General Hospital and Brigham and Women's Hospital for thirty years, a lecturer and teacher, has published on the subject of mold and related respiratory disease, including asthma and hyper-sensitivity pneumonitis. As a part of his clinical practice, Dr. Systrom has ordered environmental surveys similar to that which was conducted for the Archers by Dr. Weinberg. Dr. Systrom indicated that he has reviewed Dr. Weinberg's report dated April 26<sup>th</sup>. He explained that in most cases, when an industrial hygienist is sent to a home where a patient with respiratory symptoms resides, the results may show one or two molds at most, located in one or two areas of the home. He informed the Board that categorically, the report on the conditions at 7 Glengarry Road is the worst that he has ever read in thirty years. Dr. Systrom reported that he has firmly concluded that this is not a condition that can be remediated, nor something that can be cleaned up, but rather the house must be destroyed or it will pose a health hazard to any occupants, young, old, immuno-competent or immune-suppressed, in the future.

Mr. Estridge informed the Board that it has been made clear that due to the mold infestation it has formally been determined that no bank would be willing to write a mortgage on this property and no insurance company would be willing to sell a homeowners policy. He explained that if nothing is done the condition will obviously worsen, the hazards increase, and the home will continue to deteriorate in the midst of the neighborhood over a period of years. The current owners have publicly stated that they would just as soon allow the property to rot. Mr. Estridge indicated that while mold is a serious concern, there are many other problems present as well, with kids entering the premises, liquor bottles found, corroded pipes, electrical wire problems, bare wires; the house is taking on water which flushes out into the wetlands and Wedge Pond. Mr. Estridge informed the Board that the action the neighborhood respectfully requests from the Selectmen is to provide some direction and oversight in this matter, and in the interim, to request some immediate action in four areas:

1. Request that the Health Department declare the building is unfit for occupancy and post signage that the building should not be entered or occupied;
2. Request that the Building Inspector secure the building and post signs, along with appropriate hazard signs for public view;
3. Request that the Fire Department assess the building for fire hazards as well as requirements and precautions in the event that emergency personnel are required to enter the building;
4. Request that the Building Inspector and Health Director review code compliance and make sure that violations are addressed.

On behalf of the neighbors, Mr. Estridge expressed thanks for the opportunity to express concerns, and indicated that the neighborhood would very much like the Board's assistance in defining the process to move towards condemnation of the structure.

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Town Manager informed the Board that staff became aware of the process around this property several weeks ago. He noted that staff has been following this however the process must take its course through the State regulatory system, and as the speaker alluded, there is an appeal to DEP and Massachusetts Historic. Town Manager indicated that the Town's departments can be asked to follow up on some of the inspection activity and the Town does have the authority to enter onto the property if it is felt to be a safety hazard. He indicated that he would follow up with the departments that have been mentioned however this does not mean that this will alleviate the process being followed at the State level. He indicated that it may be possible to conduct a border survey, something that he has done previously, utilizing the pertinent departments.

Mr. Estridge informed the Board that it is his understanding that the condemnation of the property trumps any action that the State may take. Chairman Marmon pointed out that condemning the property does not get it demolished, and it is the demolition that is being held up by the appeal to the Order of Conditions. He indicated that the Town can warn people away from the structure and not allow people to live in it; he is unsure about the ability to demolish it at this time.

Town Manager informed the Board that it is his understanding that the local mechanism to demolish a structure is a border survey and this requires jurisdiction under the Building Commissioner/Building Inspector's Office, information from other departments as well, reviewing the process to determine if it is applicable in this instance, as well as whether this trumps what happens at the State level on the regulatory basis.

In response to Selectman Grenzeback's question concerning whether the State can resolve this issue faster than the Board of Selectmen, Town Manager explained that there are several different timelines moving at once and there has been no response about the interaction between Mass. Historic and DEP.

Selectman Fontana informed the audience that the Board would take this issue under advisement.

*Motion:	That the Board of Selectmen request a briefing from Town Staff on the total complexity of this issue, and that an outline be prepared noting activities, steps and deliverables to take place in the interim, in order for this issue to be the subject of discussion at a subsequent meeting.
Fontana – Johnson	All in Favor. VOTED.

**BUSINESS**

**Winchester High School Update – Bob Deering, EFPBC Chairman**

Mr. Deering informed the Board that the schematic program drawings for the Winchester High School project will be submitted on August 8<sup>th</sup> and the architect is now preparing this package. Cost estimates have been done and are being reconciled, with the results of that reconciliation available to the EFPBC on Wednesday evening.

Explaining the schematic format, Mr. Deering indicated that there is more detail than normal schematics but not detailed to the point of finishes, which is a part of design development. He reported that classroom location is still being discussed however each of the classrooms is of the same size; and meetings are being held with the staff to accommodate their wishes and to assure that the academic layout of the school is functional from an educational standpoint.

Mr. Deering informed the Board that the State will review the submission during the August 8<sup>th</sup> – October 2<sup>nd</sup> time frame. During that time it is likely that there will both questions and correspondence from the MSBA with the hope of getting a project scope budget and dollar amount that the MSBA will

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approve and reimburse. He pointed out that swing space is not reimbursable, and only 8% of the construction costs can be expended on site work ; anything beyond that is not reimbursable.

Chairman Marmon questioned whether finish details had been determined, i.e., the skin. Mr. Deering explained that what the EFPBC has reviewed is the different types of exterior finishes, which will largely be discussed in the design development phase. He explained that there is a cost associated with each of the choices and design development will not begin until a budget is received from the MSBA. As far as a plan for swing space is concerned, Mr. Deering noted that the current architect will be on board only through the schematic design phase. There is a plan for swing space and modular classrooms will be put on the existing site. He indicated that at any one time, approximately one-third of the student population will be relocated into on-site swing space.

Selectman Johnson noted that it is his understanding that Ciarcia Field will be used extensively for parking as a part of the renovation planning. He asked if there has been any consideration of the Town's flood mitigation planning as it relates to the culverts under the field, or whether this issue has been included in any EFPBC conversations. Mr. Deering informed the Board that the architects have worked with the flood mitigation team from the beginning, however the flood mitigation project is an altogether separate project from the High School project. Mr. Deering explained that one of the problems that exists with finding sufficient parking is that the Ciarcia Field baseball diamonds will have to be moved back if the parking is to be located here; there would be no loss of actual playfield capacity because the back part of the field could accommodate baseball, field hockey or soccer.

Selectman Johnson recalled that it was initially thought to include some of the flood mitigation issue as a part of the High School project, and it was his further recollection that the EFPBC had received a letter from the MSBA that this would be approved. Mr. Deering pointed out that the MSBA approves the override ballot question, and perhaps a separate question for flood mitigation could be included as well, but this cannot be a part of the actual High School project. Mr. Deering further indicated that there could be a three year gap between when the WHS project is complete and the flood mitigation work is done.

Selectman Fontana questioned whether or not the MSBA is assuming that certain flood mitigation projects will be completed. He was informed by Selectman Johnson that in order to remove the High School from the flood plain, the flood mitigation program must be accomplished; MSBA funding is not contingent upon doing this. Town Manager explained that the MSBA is using the existing flood plain mapping. He indicated that the WHS building itself is out of the flood plain. Mr. Deering pointed out that a part of the WHS property, i.e., parking lot, would remain in the flood plain, but the building itself is not in the flood plain. Town Manager agreed with Mr. Deering that it does not make sense to develop a new playfield and then tear it up for flood work. He informed the Board that there are other off-site flood mitigation measures that must be accomplished as well, such as Scalley Dam in Woburn, Craddock Locks in Medford, etc.

Responding to Selectman Grenzeback's question about cost estimates, Mr. Deering explained that there is one cost estimate prepared by an independent estimator and one prepared by the OPM; both are reimbursed by the MSBA. Selectman Grenzeback asked about the process in place to make sure that there is a due diligence review of these estimates. Town Manager indicated that a third opinion could be obtained. Mr. Deering pointed out that the cost estimate is based upon construction costs, not soft costs; when reconciled, there is discussion to be sure that the correct assumptions have been made. He informed the Board that the cost estimates are pretty thorough along with another cost estimates during the design development and bid stages.

Selectman Grenzeback pointed out that the other projects have been considerably smaller than what is being entertained for the High School, with the Town's share in the \$80 - \$90million range, plus swing space costs. Selectman Grenzeback indicated that he wants to be sure that the Town is getting the best

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deal and that no one is inflating the price. Mr. Deering pointed out that if the estimate comes in high on a per square foot basis, the MSBA will indicate that there is a problem.

Mr. Deering referenced all of the projects that have been done in the last nineteen years, all of which involved cost estimates and noted that the EFPBC has never gone back to Town Meeting seeking additional funds; in fact, each of the projects concluded with money remaining. He explained that the MSBA only provides a certain reimbursement amount, and if the bids are submitted over that amount, the Town will then have to make the decision to spend the additional amount that is not reimbursable, or go back and review the project for rebidding. He recalled that the first override for the McCall project failed, so the committee went back and scaled the project back by \$1million, and is the reason why there is not an extra floor on the McCall school building.

Speaking to the Vinson-Owen School project, Mr. Deering reported that the project is on schedule and the Town should receive the certificate of occupancy later this week. This means that the teachers can start to move in. The furniture is in place and the playfield has been seeded. A small amount of millwork remains to be done but will be completed prior to the opening of school. Mr. Deering noted that the teachers will begin to move in on July 30<sup>th</sup> and the open house will be held in mid-September.

### **SMART VIP Update – Trash Pickers**

**Present: Prassede Calabi, Jay Gill, DPW Director, LeeAnn McGahan, DPW Business Manager, Norm Doucette, Recycling Foreman**

Prassede Calabi informed the Board that the Trash Pickers are present this evening to explain a few tweaks to the proposal initially presented to the Board in June. Based upon conversations held, the Trash Pickers would like to suggest a reduction in the bag cost, keeping the sticker price at \$50. Large bag price would be reduced from \$3 to \$2 and the small bag price from \$1.50 to \$1.00. The thought behind this recommendation is that the DPW Budget can handle this proposed reduction due to the reduction in solid waste related to single-stream recycling and the fact that recycling is up by 10%.

Director Gill informed the Board that he feels that some of this is the result of the current economic conditions. He noted that in this fiscal year 625 tons has been reduced from what is brought to North Andover for a \$43,000 savings.

Ms. Calabi indicated that the next tweak is to run the experimental program for the entire 2014 calendar year; the first six months would involve data collection with logistical tweaks as necessary; the second six months different data would be collected and the DPW would experiment with different scenarios if some seemed to be more efficient. The data results from the first six months in 2014 would be presented to the Board in the Fall of 2014 in order to move the conversation forward based upon what the data reveals and feedback from participants.

The final tweak relates to the location of the VIP area at the Transfer Station. Ms. Calabi noted that given the thinking since that time, the recommendation is to locate the VIP area down in the same area where the commercial haulers unload. She noted that there doesn't seem to be a conflict because of the times that the two entities tend to use the Transfer Station, so DPW feels that this is a logistically efficient way to run the pilot program. Director Gill explained that the area being proposed houses a commercial compactor that is not utilized as much as it should be, as well as there being an associated cost savings. He noted that a truck will be on site to contain the solid waste and the compactor for the recycled materials.

Selectman Grenzeback questioned whether the bag prices would remain as suggested even after the experiment concludes; he was informed that no decision has been made in that regard. Selectman Grenzeback suggested that it will be difficult to market a bag price increase. Recycling Foreman Norm

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Doucette indicated that the group is trying to encourage people to join, where in a normal situation the price would be set.

Selectman Grenzeback indicated that it would be useful during the volunteer program to obtain a 'trash diary' of what it is that people are throwing away. He suggested that this would be very convincing. Mr. Doucette indicated that an effort will be made to tally the individual family bag sales.

DPW Business Manager LeeAnn McGahan informed the Board that there is a plan to include a marketing piece in the October 2013 water bill.

\*Motion: That the Board of Selectmen authorize the Town Manager to move forward with the general parameters of the SMART VIP program plan in order to have said plan in place for a January 1, 2014 implementation.

Johnson – Grenzeback

All in Favor.

VOTED.

**Field Management Committee Interview/Appointments**

**Term to Expire: July 19, 2015; Bob Nutile and Michael Creane**

Bob Nutile informed the Board that he has been involved with the Field Management Committee for over ten years. He noted that the Committee has accomplished several projects such as the Lynch School Field, the Leonard Field renovation, the McCall School field, and some work completed at Mullen Field, however there is still work to be done and he would like to remain as a member of the FMC to complete the task.

Michael Creane also noted that in the time that he has been a member of the Committee there has been a lot of work done in redeveloping the fields, however the area that he is passionate about is making sure that the Town's fields are utilized by all of the groups in Winchester, universally. He pointed out that there has been a lot of work done to set up guidelines for field allocation as well as putting fees in place that will ensure that fields can be properly maintained. He indicated that this work is not yet done and he looks forward to completing this task. Mr. Creane noted that it is important to facilitate communication between all groups.

Selectman Johnson informed his colleagues that he has worked with both gentlemen, both of whom are very professional in their approach, fair, honest and open. He noted that collectively they have worked to help develop field space, the enterprise account, and it has been a pleasure to work with these individuals.

\*Motion: That the Board of Selectmen reappoint Robert Nutile and Michael Creane to the Field Management Committee for a term to expire July 19, 2015.

Johnson – Fontana

All in Favor.

VOTED.

**EnKa Society Request for Change in Yard Sale / Flea Market Policy**

Chairman Marmon referenced the following notation from Town Counsel Welch on this subject:

*I have reviewed the Selectmen's garage sale (yard sale) regulations and I do not see any requirements in these regulations to limit EnKa to one garage sale per year.*

*First, garage sales can be held in business and industrial zones on an unlimited basis.*

*Second, in all the other districts the number of garage sales an owner or resident may conduct shall be limited to one per year.*



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Mr. Bottaro further noted that there was some concern about limited opportunity for public input, however a walk-around invite public input. He noted that there will be other opportunities for public input after this design fortnight so that the Planning Board can move forward with a specific proposal. He explained that the plan is to move forward with a zoning proposal for Fall Town Meeting, the warrant for which closes on September 20<sup>th</sup>.

The Board was informed that the design track is looking to accomplish the following over the next few weeks: definition of the Town Center; blocks for activity focus; specific buildings; form based zoning elements; infrastructure improvements that would be helpful, essential and critical to the process. Mr. Bottaro indicated that the Planning Board will be looking to the State for some assistance as the idea is to have a clear vision so that other elements can occur. In parallel with this is a zoning code development track that will follow the design track and will provide something concrete for discussion. Mr. Bottaro indicated that the plan is for the zoning code track to begin now with the Planning Board holding one or two public hearings before the warrant is submitted; this will get the feedback on the record as well as allow reaction time.

In parallel with all of the aforementioned is the communication and public outreach track with assistance being provided by the Massachusetts Smart Growth Alliance working out the details for communication with various Town groups by utilizing the MultiCultural Network as the communications channel for the project. Mr. Bottaro indicated that this should be launched next week. Once there is activation with the development community, it may require assembly of parcels. Mr. Bottaro noted that the State has offered assistance with this. He informed the Board that the Planning Board is working on a milestone chart that outlines what needs to be done. He suggested that any ideas be sent to the Town Planner for integration. Mr. Bottaro indicated that there are many issues to deal with, however every stakeholder group will get something from this.

As far as what the Board of Selectmen can do to help, Mr. Bottaro explained that there will be dialogue between the chairman and the Town Manager. He noted that some of the ideas will require cooperation from outside entities like the MBTA, as the defining characteristics of the Town Center are the Aberjona River and the MBTA railway. He recalled that Winchester Station is under redesign and the idea previously discussed, has arisen again, and that is to have the train stop to the north to integrate the other side of the Rotary. He informed the Board that the consultant is bringing this back to the table articulately and forcefully.

Selectman Johnson recalled that the Board had previously discussed and voted to have the rail stop at the south end of the Rotary. Mr. Bottaro noted that the consultant was successful with the redevelopment of the Lechmere area in Cambridge and was able to get the MBTA to be flexible. He also noted that at this point in time the situation is fluid. Selectman Grenzeback recalled that there were environmental concerns with locating the rail station at the northern end of the Rotary due to the proximity to the Aberjona River. Selectman Fontana suggested that the consultant not spend a lot of time on this issue, concentrating efforts elsewhere. He explained that the location of the train stop has been decided and it is not beneficial to try to move things in a different direction. Town Manager noted that the MBTA is moving forward to the 100% design stage with this location in mind.

Selectman Grenzeback suggested that the consultant be briefed on what has been done as the broader issue is focusing on the change to the zoning envelope for the downtown, and whether it should be varied by area, rather than the detailed design of buildings which is not directly controlled through zoning. Selectman Fontana stressed that the Board does not want the consultant to make changes to something that has already been decided upon. Town Manager noted that there is a stakeholder meeting relative to the commuter rail station on August 6<sup>th</sup>.

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Selectman Wilson noted that the Town Center project is a complicated one, and it seems like the plan is a good but aggressive one. She recalled that one of the issues that has been discussed is the topic of design guidelines. She asked if there will be voluntary design guidelines or mandatory design guidelines earlier or later in the agenda. Mr. Bottaro indicated that the Planning Board is in a fluid stage at this point in time. Given the sensitive historic nature of the Town Center and the architectural advantages, the concern is that if there are no design guidelines there won't be sufficient appetite for the zoning. He explained that the flip side to this is that if there are too many design guidelines there will be some resistance from the development community. Mr. Bottaro commented that dialogue will be required on these points.

Mr. Bottaro informed the Board that all of the summary from the design nights will be posted on the website. He indicated that the process will be open but managed and every effort will be made to hear and actively listen to the comments. Mr. Bottaro informed the Board that the Planning Board may request that the Selectmen call a Special Town Meeting in January as the timeline for a September 20<sup>th</sup> warrant article submission is very tight.

Lastly, Mr. Bottaro suggested that he return to meet with the Board at the August 12<sup>th</sup> meeting to provide a further update.

### **Parking Management Plan**

Town Manager informed the Board that the handful of recommendations contained in the packet this evening continue the phasing of plans that were initiated in September of last year. He indicated that a lot of what is recommended this evening is a continuation or a tweak to earlier recommendations.

#### **Bacon Street**

Town Manager informed the Board that Bacon Street is ready for re-regulating now that the Wedgemere Train Station is reopened. He indicated that he will be meeting with a vendor to put a machine in the Wedgemere Lot to make that facility a pay-parking lot location; this will be done within the next few weeks. As a result of the lot being metered, it is felt that Bacon Street should be brought into the existing permitting plan that encompasses Aberjona Drive, Shore Road, Waterfield Lot and the Mt. Vernon Street / Jenks Parking lots. The spaces on Bacon Street could easily be brought into the existing plan. Town Manager informed the Board that these spaces would be dedicated to Town residents / commuters. Anyone with a permit would be able to access these spaces.

#### **Waterfield Road**

Town Manager recalled that there previously had been changes made here that related to unregulated and all day parking, particularly on Saturdays. With cooperation from the Farmer's Market, this has been alleviated, and attendee parking has been pushed out into the parking lots; regulatory oversight is provided by the Police Department. Staff's feeling is that this area is now ready to return to a **2 Hour Parking** restriction. Staff also recommends taking a group of parking spaces in the upper Waterfield Parking Lot and institute a super restricted parking designation, similar to that which exists in the Cullen Parking Lot. The recommendation is that twelve parking spaces be set up on a regulated basis for those businesses / individuals who would purchase a permit that is exclusive to that area. Sale would be on a first come first served basis and prices would be the same as what is charged for the Cullen Lot, \$375/year, \$93.75/quarter.

The eight parking spaces along the Town Common currently designated as 30 Minute Parking will now be returned to **2 Hour Parking** as a result of the proposed changes.

#### **Upper Main Street**

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Town Manager pointed out that the Upper Main Street area opposite Stop and Shop is currently unregulated and the recommendation is to institute a **3 Hour Parking or Permit Parking Only** designation here along the Eliot Park side of the street.

**Dix Street**

Town Manager informed the Board that the recommendation for Dix Street is to institute **3 Hour or Permit Parking Only**. This is currently unregulated and a permit would allow for all-day parking.

**Shore Road**

Town Manager noted that for a variety of reasons, parking on Shore Road is under-utilized, therefore he sees no reason to strip the parking spaces from the Griffin Museum to be put into the regular parking inventory. Selectman Grenzeback noted that there has been some discussion about making Shore Road parking spaces “pay and display”.

Speaking to the issue of handicap parking spaces, Selectman Johnson questioned whether the location of the existing handicap parking spaces has been fully evaluated, whether the spaces are located properly, whether additional spaces are needed, etc. Town Manager indicated that there have been no concerns expressed.

Selectman Grenzeback informed his colleagues that at one point he requested that the Assistant Town Engineer make a comparison of what handicap parking currently exists and what the State regulations require; the result is that the Town is short in this area.

Christopher Mulhern, representing the Chamber of Commerce this evening, pointed out that there has been no mention of Vine Street, Elmwood Avenue or the upper portion of Park Street, all of which are a part of the parking plan in the yellow zone. He informed the Board that this area is currently being used by rail commuters and all of the permit parking areas are skewed to the east side of the railroad tracks. He recalled that the original plan was to balance the yellow zone across both sides of the Downtown. Mr. Mulhern indicated that he would like to see this come back into the plan as there is a need for additional permit parking on the west side of the Town Center. He recalled that the idea overall was to simplify the regulations all over the town, however things seem to be moving away from this effort.

Mr. Mulhern informed the Board that the Chamber feels that unified **1 Hour Parking** across the Center would accommodate 90% of the transactions that take place in the Center. He urged the Board to act quickly in this regard and asked about a possible time line for this phase. Town Manager indicated that his hope is that the plan will take some shape and form once the test machines are installed and he has an idea of the product that will best serve the Town’s needs.

In response to Mr. Mulhern’s question concerning whether the signage recommendations will happen immediately, Town Manager explained that the recommendations for Dix Street, Bacon Street, Waterfield Road and Upper Main Street will happen this evening.

Town Manager explained that it is important to confirm the Chamber’s support for the last big recommendation on the issue of one hour parking across all of the unregulated spaces throughout the Downtown. He indicated that it is important to make sure that all of the merchants favor this. Mr. Mulhern informed the Board that he will bring this back to the Chamber Board of Directors to obtain a vote up or down.

\*Motion:           That the Board of Selectmen accept the Town Manager’s recommendation

for parking plan implementation on Dix Street, upper Main Street and  
Waterfield Road including the addition of Vine Street,  
Elmwood Avenue and the upper portion of Park Street to be  
Designated as **3 Hour or Permit Parking Only.**

Johnson – Wilson

All in Favor.

VOTED.

**CONSENT AGENDA**

**Approve/Correct Meeting Minutes: June 17, 2013**

**Approval of letter to Boston Region MPO re:**

**Draft FY2014-2017 Transportation Improvement Program – TriCommunity Bikeway**

\*Motion: That the Board of Selectmen approve the Consent Agenda for Monday, July 22, 2013 that includes approval of the Board of Selectmen Meeting Minutes for Monday, June 17, 2013 and approval of a letter to the Boston Region MPO regarding the Transportation Improvement Program – Tri-Community Bikeway.

Johnson – Fontana

All in Favor.

VOTED.

**COMMUNICATIONS AND REPORTS**

The Board acknowledged receipt of the following correspondence:

1. EFPBC Meeting Minutes: May 8, 2013 and May 1, 2013
2. Town Manager to Marietta Delehant – thank you for interest in Wildwood Cemetery
3. Natasha Soko, Michele Biscoe, Charlene Saulnier – Thanks to Selectmen for Fells access
4. Verizon – re: FIOS TV Channel and Programming Changes
5. Town Clerk – Open Meeting Law Guide 2013

**Adjournment: 9:45 PM**

\*Motion: That the Board of Selectmen adjourn for the evening.

Johnson – Wilson

By Roll Call Vote: Grenzeback, Fontana, Johnson, Wilson, Marmon

VOTED.

Respectfully submitted,

Richard C. Howard, Town Manager