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**WINTHROP TOWN COUNCIL****MEETING AGENDA****SEPTEMBER 8, 2026 6:30 PM****TOWN COUNCIL MEETING****HARVEY HEARING ROOM****Town Council Members***Town Council President James Letterie**Vice President Swope-Precinct 4**Precinct 1 Councilor Costigan**Precinct 2 Councilor Dimes**Precinct 3 Councilor Romano**Precinct 5 Councilor Reardon**Precinct 6 Councilor Finn**Councilor at Large Millar**Councilor at Large Tassinari***CALL TO ORDER****ROLL CALL****PLEDGE OF ALLEGIANCE****MINUTES**

- Approval of Minutes August 18, 2026 as circulated

1. GENERAL INFORMATION AND RECOMMENDATIONS**2. PUBLIC HEARING(S)**

- Town Council appropriates the sum of (\$1,500,000) to pay costs of water main replacement
- Ordinance Amendment-One-Way on Court Road
- Ordinance Amendment 17.52.030 Use Variance
- Ordinance Amendment Tree 17.44.60 Section G
- Ordinance Amendment-Deletion of Taxi Fares 5.28.130 & 5.28.140

3. PUBLIC COMMENT**4. CORRESPONDENCE****5. COMMITTEE REPORTS**

Finance Committee

Rules & Ordinance

6. SCHOOL DEPARTMENT REPORT**7. UPDATE-POLICY MAKING COMMITTEES****8. TOWN MANAGER REPORT****9. OLD BUSINESS**

- Town Council President Requesting a Public Comment Answer Period/Next Meeting
- Deletion of the Rules & Ordinance Sub Committee
- Motion to Amend Town Council Rules & Procedures
- Small Commercial Vehicle Allowance for Resident Parking Sticker
- Motion for New/Re-appointment Members to policy / non policy committees
- Town Council appropriates the sum of (\$1,500,000) to pay costs of water main replacement
- Ordinance Amendment-One-Way on Court Road
- Ordinance Amendment 17.52.030 Use Variance
- Ordinance Amendment Tree 17.44.60 Section G
- Ordinance Amendment-Deletion of Taxi Fares 5.28.130 & 5.28.140

10. NEW BUSINESS

New Committee Appointment(s)

Election Update

Easement Grant-Pleasant Park Yacht Club

Clarification on Town Manager Report

Proposed Ordinance Amendment(s) Center Business District (CBD)

11. PUBLIC COMMENT**12. PUBLIC RELATIONS / UPCOMING EVENTS**

Fall Forum Oct.6, 2026

13. ADJOURNMENT



TOWN OF WINTHROP

OFFICE OF THE TOWN MANAGER

Town Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1077 Fax: 617-846-5458

Anthony Marino
Town Manager

Town Council Motion

August 13, 2026

Fiscal Year 2027

Motion Summary

Title: Water Main Improvements – Winthrop Street
Motion ID: TCM27-002
Amount: \$1,500,000.00
Funding Source: General Obligation Bond

Motion Details

Motion Type: Borrowing Authorization
Submitted by: Anthony Marino, Town Manager
Date Submitted: August 13, 2026

Text of Motion

MOTION: I move that the Winthrop Town Council adopt the following order:

ORDERED: That the Town appropriates the sum of ONE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$1,500,000) (1) to pay costs of water main replacement at Winthrop St, including costs incidental or related thereto; and (2) to raise this appropriation by authorizing the Treasurer, with the approval of the Town Manager, to issue bonds or serial notes under the provisions of Massachusetts General Laws Chapter 44, as amended or any other enabling authority; and (3) that the Town Manager is authorized to take any other action necessary or convenient to carry out this project..

Funding Details

Funding Source			Funding Destination		
Account	Description	Amount	Account	Description	Amount
	General Obligation Bond	\$1,500,000	New-Water/Sewer Capital Project Fund	Water Main Replacement	\$1,500,000



TOWN OF WINTHROP

OFFICE OF THE TOWN COUNCIL

Town Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1077 Fax: 617-846-5458

Motion by Rules & Ordinance

August 18, 2026

MOTION

Motion to Amend the Town Council Rules and Procedures Regarding Nominations and Reappointments to Policy-Making Multiple member bodies

Moved: That the Town Council amend its Rules and Procedures by adding Rule 13 governing appointments and reappointments to policy making boards, committees, commissions, and other multiple-member bodies requiring Town Council approval.

Rule 13. Review of New Appointments and Reappointments to Policy Making Multiple Member Bodies

A. Purpose

The purpose of this rule is to assist the Town Council in carrying out its responsibility under the Town Charter to investigate candidates nominated by the Council President for appointment or reappointment to policy-making multiple-member bodies and to ensure that the Council has sufficient information to evaluate each nominee prior to a confirmation vote.

B. Submission of Information- New appointment

Prior to the submission of a nomination to the Town Council for appointment by the Council President, the applicant shall provide to the Town Clerk:

1. A completed board or committee application on a form approved by the Town Council;
2. A current resume outlining the applicant's education, employment, professional experience, volunteer service, board or committee experience, and other information relevant to the position; and
3. Any additional information reasonably requested by the Town Council or its designated committee that is relevant to the appointment or reappointment.

C. Submission of Information- Reappointment

Prior to the submission of a nomination to the Town Council for reappointment by the Council President, the applicant shall provide to the Town Clerk:

1. A completed board or committee application on a form approved by the Town Council;
2. A current resume outlining the nominee's education, employment, experience, community involvement, and other information relevant to the position;
3. A letter of intent to continue the appointment; and
4. Any additional information reasonably requested by the Town Council or its designated committee that is relevant to the appointment or reappointment.

The Town Council Clerk shall distribute such materials to all members of the Town Council five (5) business days prior to consideration of the nomination.

D. Appearance Before the Town Council

Pursuant to the authority granted to the Town Council under the Town Charter Section 2-10 to investigate candidates and require their appearance, each nominee for appointment or reappointment shall appear before the Town Council or a committee designated by the Town Council prior to a confirmation vote.

The purpose of the appearance shall be to allow members of the Town Council to obtain information relevant to the nominee's qualifications, experience, performance, interest in serving, and ability to fulfill the duties and responsibilities of the office.

E. Failure to Provide Information or Appear

If a nominee fails to provide the information requested under this rule or fails to appear as requested, the Town Council may postpone consideration of the nomination until such information is provided or such appearance occurs.

F. Applicability

The requirements of this rule shall apply equally to all nominations for appointment and reappointment to policy-making multiple-member bodies.

G. Charter Supremacy

Nothing in this rule shall be construed to limit or impair the authority of the Council President to nominate individuals for appointment or reappointment under the Town Charter, nor shall it alter the approval requirements established by the Charter. This rule is intended solely to facilitate the Town Council's investigation and review of nominees prior to acting on an appointment or reappointment.

Note: This rule is designed to be consistent with the Charter because it does not prevent the Council President from submitting a nominee, nor does it create additional qualifications for a seat. Instead, it relies on the Charter language that the Council "shall investigate" nominees and "may" require any person whose name has been referred to it to appear before the town council, or a committee thereof, to give such information relevant to such appointment as the committee, or the town council, may require." The application, resume, and interview are framed as part of that investigation process rather than as conditions of eligibility.



TOWN OF WINTHROP

OFFICE OF THE TOWN COUNCIL

Town Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1077 Fax: 617-846-5458

Motion by Rules & Ordinance

August 18, 2026

MOTION

Motion to Amend the Town Council Rules and Procedures Regarding Nominations and Reappointments to Policy-Making Multiple member bodies

Moved: That the Town Council amend its Rules and Procedures by adding Rule 14 governing appointments and reappointments to non-policy making boards, committees, commissions, and other multiple-member bodies requiring Town Council approval.

Rule 14. Review of New Appointments and Reappointments to Non-Policy Making Multiple Member Bodies

A. Purpose

The purpose of this rule is to assist the Town Council in carrying out its responsibility under the Town Charter to investigate candidates nominated by the Council President for appointment or reappointment to non-policy making multiple member bodies and to ensure that the Council has sufficient information to evaluate each nominee prior to a confirmation vote.

B. Submission of Information- New appointment

Prior to the submission of a nomination to the Town Council for appointment by the Council President, the applicant shall provide to the Town Clerk:

1. A completed board or committee application on a form approved by the Town Council; and
2. Any additional information reasonably requested by the Town Council or its designated committee that is relevant to the appointment or reappointment.

C. Submission of Information- Reappointment

Prior to the submission of a nomination to the Town Council for reappointment by the Council President, the applicant shall provide to the Town Clerk:

1. A completed board or committee application on a form approved by the Town Council;
2. A letter of intent to continue the appointment; and
3. Any additional information reasonably requested by the Town Council or its designated committee that is relevant to the appointment or reappointment.

The Town Council Clerk shall distribute such materials to all members of the Town Council five (5) business days prior to consideration of the nomination.



TOWN OF WINTHROP

OFFICE OF THE TOWN COUNCIL

MOTION

Submitted by: Council President

Date: 6-30-26

TEXT OF MOTION

That the Town Council approve TSAC is recommending Court Rd become a one-way From the Southwestern corner of the intersection of Court Rd and Circuit Rd near 265 Court Rd to Pleasant St. This distinction is important because Court and Circuit intersect twice. The section of Court Rd between Circuit and Sargent St where Court Rd becomes Johnson Ave would remain two-way at this time so that cars coming out of the Southern end of Circuit aren't forced back into the maze.



TOWN OF WINTHROP OFFICE OF THE TOWN COUNCIL

Town Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1852

MOTION

Submitted By: Council President Letterie

Date: May 18, 2026

TEXT OF MOTION

MOTION: That the provisions of Section 17.52.030 of the Winthrop Town Ordinances, titled Variances, be amended by striking the words "use or" in the first sentence. The amended ordinance shall read as follows:

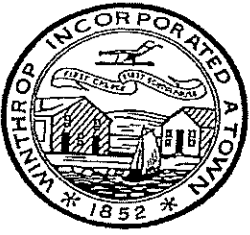
17.52.030 - Variances.

The board of appeals may authorize a variance from the terms of this title for a particular-parcel of land or for an existing building where, owing to conditions especially affecting such parcel or such building but not affecting generally the district in which it is located, a literal enforcement of the provisions of this title would involve substantial hardship, financial or otherwise, to the appellant and where desirable relief may be granted without substantial detriment to the public good and without nullifying nor substantially derogating from the intent or purpose of this title. Before any variance is granted the board of appeals must find all conditions to be present as specified in G. L. c. 40A.

FOR REFERENCE ONLY-CURRENT ORDINANCE READS

17.52.030 - Variances.

The board of appeals may authorize a variance from the terms of this title for a particular **use or**-parcel of land or for an existing building where, owing to conditions especially affecting such parcel or such building but not affecting generally the district in which it is located, a literal enforcement of the provisions of this title would involve substantial hardship, financial or otherwise, to the appellant and where desirable relief may be granted without substantial detriment to the public good and without nullifying nor substantially derogating from the intent or purpose of this title. Before any variance is granted the board of appeals must find all conditions to be present as specified in G. L. c. 40A. (Emphasis added.)



TOWN OF WINTHROP OFFICE OF THE TOWN COUNCIL

Town Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1852

MOTION

Submitted by: Council President Letterie

Date: 4-16-26

TEXT OF MOTION

MOTION: That the Town Council vote to adopt the following Recommendation from the Tree Committee

Ordinance 17.44.060 Amendment



TOWN OF WINTHROP

OFFICE OF THE TOWN COUNCIL

Town Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1077 Fax: 617-846-5458

MOTION

Submitted by: Rules & Ordinance

Date: 9-8-26

TEXT OF MOTION

MOTION BY THE TOWN COUNCIL TO REPEAL AND DELETE SECTIONS 5.28.130 AND 5.28.140 OF THE WINTHROP CODE OF ORDINANCES

Moved: That the Winthrop Town Council vote to amend Chapter 5.28 Taxicabs and Liveries, of the Town of Winthrop Ordinances by repealing and deleting Section 5.28.130 Fares and Section 5.28.140 Amendment to Fees and Fares in their entirety.

Section 1. Purpose and Intent

The purpose of this ordinance amendment is to remove provisions regulating taxicab fare schedules and amendments thereto. The Town Council finds that municipal regulation of taxicab fares is no longer necessary or practical. Accordingly, the fare-setting provisions contained in Chapter 5.28 should be repealed and removed from the Town of Winthrop Ordinances.

Section 2. Repeal and Deletion

The following sections of the Town of Winthrop Ordinances are hereby repealed and deleted in their entirety:

- **Section 5.28.130 – Fares**
- **Section 5.28.140 – Amendment of Fees and Fares**

Section 3. Codification

The Town Clerk is authorized to make all revisions necessary to incorporate this amendment into the Town of Winthrop Ordinances, including the deletion of the repealed sections and the correction, renumbering, or revision of any affected references or headings.

Section 4. Severability

If any section, subsection, sentence, clause, or provision of this ordinance is held to be invalid by a court of competent jurisdiction, such determination shall not affect the validity of the remaining provisions, which shall remain in full force and effect.

Section 5. Effective Date

This ordinance shall take effect upon its adoption by the Town Council and approval in accordance with the Winthrop Town Charter.



TOWN OF WINTHROP

OFFICE OF THE TOWN COUNCIL

Town Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1077 Fax: 617-846-5458

MOTION

Submitted by: Council President Letterie

Date: 8-18-26

TEXT OF MOTION

MOTION: That the Town Council accept the appointment made by the Town Council President to appoint Scott Bocchio to the Board of Appeals Committee for a Term to Expire on June 30, 2029



TOWN OF WINTHROP

OFFICE OF THE TOWN COUNCIL

Town Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1077 Fax: 617-846-5458

MOTION

Submitted by: Council President Letterie

Date: 9-8-26

TEXT OF MOTION

MOTION: That the Town Council accept the appointment made by the Town Council President to appoint Fred Guteirrez to the Board of Appeals Committee for a Term to Expire on June 30, 2029

GRANT OF PERMANENT DRAINAGE EASEMENT

This Grant of Permanent Drainage Easement ("Grant") is made as of July , 2026 by THE PLEASANT PARK YACHT CLUB, a corporation duly organized under the laws of the Commonwealth of Massachusetts ("Grantor"), whose address is 562 Pleasant Street, Winthrop, County of Suffolk, Massachusetts, in favor of THE TOWN OF WINTHROP, a Massachusetts municipal corporation ("Grantee"), whose address is Town Hall, 1 Metcalf Square, Winthrop, County of Suffolk, Massachusetts.

1. Recitals

Grantor is the owner of certain real property located at 562 Pleasant Street, Winthrop, Massachusetts, described as follows (the "Property"):

A certain parcel of land situated in Winthrop, Suffolk County, Massachusetts , on the westerly side of Pleasant Street, being Lot B-1 on a "Plan of Land in Winthrop, Mass.," dated June 9, 1950, by Whitman and Howard, C.E.'s and more specifically described in a Deed dated July 13, 1950, recorded with Suffolk Registry of Deeds in Book 6644, Page 382.

2. Grant of Permanent Drainage Easement

For good and valuable consideration, the receipt and sufficiency of which are acknowledged, Grantor hereby grants and conveys to Grantee and its successors and assigns a non-exclusive perpetual easement ("Easement") over, under, and across the Property, for the purpose of constructing, installing, operating, maintaining, repairing, replacing, and removing a municipal drainage pipe.

3. Easement Location

The Easement area is particularly set forth in the description and map/plan ad Exhibit "A" which contains the Easement Description/Map, Surveyor-prepared metes and bounds description, and a Depiction of the Easement Area.

4. Rights Granted

Grantee shall have the right to:

- a. access the Easement Area for any utility-related purpose;
- b. place, install, and maintain utility pipes, conduits, meters, valves, vaults, and appurtenances;
- c. use all reasonable means of construction and maintenance, including excavation; and,
- d. take all actions necessary to operate and maintain the municipal stormwater pipe and facilities.

5. Consideration

Grantor grants this Easement for good One (\$1.00) Dollar and other valuable considerations given and received.

6. Conditions / Restoration

Following excavation and other work in the Easement Area, Grantee will restore the surface to substantially the same condition as reasonably practicable, excluding below ground utility facilities and reasonable utility-related grading differences.

7. No Warranty

Grantee is not obligated to install any utilities except as Grantee determines necessary. Grantor makes no warranties regarding underground conditions except as expressly stated elsewhere.

8. Indemnification

Grantee agrees to be responsible for damages to the Property caused by Grantee's construction, maintenance, repair, replacement, or removal activities, except to the extent caused by Grantor's negligence or willful misconduct.

9. Access:

Grantor agrees to provide full access to the stormwater drainage facility and shall clear boats, vehicles, and other obstructions from the Easement Area in the event that the Grantee shall require access to the pipe or other elements of the stormwater drainage facility. This Grant is intended to allow the Town to ensure drainage function. Nothing in this Grant limits the Grantee's ability to take actions necessary for public health, safety, or emergency drainage needs, including emergency access and temporary measures.

10. Grantor's Reserved Rights (Subject to Easement)

Grantor retains the right to use the Property in any manner that does not unreasonably interfere with the Easement's exercise. Grantor shall not construct, place, or install improvements within the Easement Area that would unreasonably interfere with the drainage facilities; or take actions that would unreasonably restrict, reroute without approval, or impair drainage within the Easement Area. If interference occurs, Grantee may require modifications to restore functionality at the Grantor's expense, to the extent allowed by law.

11. Term

This Easement is perpetual and shall run with the land.

12. Binding Effect;

This Grant binds Grantor and Grantor's heirs, successors, and assigns and inures to the benefit of Grantee and its successors and assigns.

13. Governing Law

This Grant is governed by the laws of the Commonwealth of Massachusetts..

14. Recording:

Grantee shall record this Grant in the property records of the Suffolk County Registry of Deeds.

15. Entire Agreement:

This document constitutes the entire agreement between the parties concerning the Easement.

16. Authority:

The signatories below represent that they, and each of them, are authorized to execute this document in the name of and on behalf of the respective parties.

17. Execution:

Grantor:

THE PLEASANT PARK YACHT CLUB

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Acknowledgment and Notarization: _____

Grantee:

TOWN OF WINTHROP

By: _____

Title: _____

Date: _____

Acknowledgment and Notarization: _____

Pleasant Park Yacht Club Winthrop MA Drainage Easement Metes & Bounds

Beginning at a point on Pleasant Street, at the Southeast Corner of the Proposed Easement;
thence N70°52'08"W a distance of 59.47' to a point;
thence S77°53'37"W a distance of 115.63' to a point;
thence N72°36'08"W a distance of 25.71' to a point;
thence N32°20'37"W a distance of 26.26' to a point;
thence N49°01'42"E a distance of 28.50' to a point;
thence N61°08'49"E a distance of 47.54' to a point;
thence S83°27'07"E a distance of 137.05' to a point;
thence S39°46'07"E a distance of 17.36' to a point on Pleasant Street;
thence S03°54'53"W a distance of 37.86' along Pleasant Street to a point; which is the point of
beginning, having an area of 9,956 square feet.

The easement is shown on a plan entitled " Easement Plan of Land, Pleasant Park Yacht Club, 562 Pleasant Street, Winthrop, MA", prepared by Coughlin Environmental Services, LLC, scale 1"=20', dated May 6, 2026.



TOWN OF WINTHROP

OFFICE OF THE TOWN COUNCIL

MOTION

Submitted by: Councilor Costigan

Date: 9-8-26

TEXT OF MOTION

Chapter 17.50.130 Process.

Current:

Failure by the Planning Board to take final action upon a Special Permit application within ninety (90) days of the close of the public hearing shall be deemed to be a grant of the Special Permit and the Town Clerk shall so certify.

Replace with:

Failure by the Planning Board to take final action upon a Special Permit application within sixty (60) days of the close of the public hearing shall result in an immediate notification to the Town Council by the Planning Board. The Town Council shall then act as the Special Permit Granting Authority for authorization of Special Permit. In the event the Town Council fails to rule on granting such permit within thirty (30) days it shall be deemed to be a grant of the Special Permit and the Town Clerk shall so certify.

Current:

17.50.210 – Parking requirements for Center Business District.

D. Fees in Lieu of Parking. In the Center Business District, any commercial or mixed-use structure that is required to provide parking spaces may make payments to the town in lieu of providing for part of the on-site required parking.

Payment made to the town in-lieu of providing up to 50% of the required on-site parking spaces for a project in the Center Business District (CBD) shall be allowed by special permit from the planning board, consistent with standards to be adopted by, and published in advanced by the Planning Board. These standards must be kept on file with the Winthrop Town Clerk.

A one-time fee of twenty thousand \$20,000 (the approximate cost of a structured parking space) per parking space is to be paid to the Town of Winthrop prior to the receipt of an occupancy permit.

Fees in-lieu of parking shall be deposited into a town downtown parking reserve account to be used for expenses (e.g. land acquisition, design/engineering services and construction costs) related to adding parking spaces, improving the utilization of existing parking spaces (e.g., signage, parking management activities), or reduce the need for new parking to serve the Center Business District (e.g., bicycle, parking, ride sharing, improved transit).

Replace with:

17.50.210 – Parking requirements for Center Business District.

D. Fees in Lieu of Parking. In the Center Business District, any commercial or mixed-use structure that is required to provide parking spaces may make payments to the town in lieu of providing for part of the on-site required parking.

Payment made to the town in-lieu of providing up to 10% of the required on-site parking spaces for a project in the Center Business District (CBD) shall be allowed by special permit from the planning board, consistent with standards to be adopted by, and published in advanced by the Planning Board. These standards must be kept on file with the Winthrop Town Clerk.

A one-time fee of **twenty-five thousand \$25,000** (the approximate cost of a structured parking space) per parking space is to be paid to the Town of Winthrop prior to the receipt of an occupancy permit.

Fees in-lieu of parking shall be deposited into a town downtown parking reserve account to be used for expenses (e.g. land acquisition, design/engineering services and construction costs) related to adding parking spaces, improving the utilization of existing parking spaces (e.g., signage, parking management activities), or reduce the need for new parking to serve the Center Business District (e.g., bicycle, parking, ride sharing, improved transit). **Requests to appropriate funds out of this Reserve Account shall be filed with the Town Council.**

Current:

17.12.040 – Mixed Use.

Under “Dwelling units shall be allowed on ground floors of buildings if :”

C. the street frontage exceeds 100 feet in length and the maximum ground floor street-facing dwelling units do not exceed 75 percent of street frontage: at the discretion of the Planning Board by special permit consistent with standards to be adopted by and published in advance by the planning Board. These standards must be kept on file with the Town Clerk.

Proposal to Eliminate the following in its entirety:

C. the street frontage exceeds 100 feet in length and the maximum ground floor street-facing dwelling units do not exceed 75 percent of street frontage: at the discretion of the Planning Board by special permit consistent with standards to be adopted by and published in advance by the planning Board. These standards must be kept on file with the Town Clerk.

Changes to Chapter 17.16.030 Table of Dimensional Regulations

Current:

Footnote 15 tag to Height limits in Central Business – Footnote 15. For lots greater than 100,000 square feet in area that are adjacent to a residential district, Footnote 14 shall not apply and the maximum height shall be 35 feet at the minimum setback and may increase one additional foot up to a maximum height of 48 feet so long as an additional foot of setback is provided for each foot of additional height up to 48 feet. Where the height maximum is less than 48 feet, the maximum number of stories shall be 3.

Proposed change;

Eliminate both Footnote 14 and Footnote 15 and revise Max Stories/Height in Table 17.16.030 to Maximum Height of 35 feet only in the Center Business District (CBD)



TOWN OF WINTHROP
TOWN COUNCIL
COMMITTEE, BOARD OR COMMISSION
APPLICATION

NAME OF THE COMMITTEE, COMMISSION OR BOARD
TO WHICH YOU ARE APPLYING:

Zoning Board of Appeals

INSTRUCTIONS: Please print clearly. Complete both pages. Attach additional sheets as necessary. Sign and return to Town Council clerk, located within the Town Clerk's Office, Town Hall, 1 Metcalf Square, Winthrop, Massachusetts 02152. Thank you for your interest in serving the Town of Winthrop.

PERSONAL DATA:

Scott F. Bocchio

APPLICANT NAME:

First, Middle Initial, and Last Name

RESIDENTIAL ADDRESS:

178 Court Road, Winthrop

Street Number and Address

WINTHROP, MASSACHUSETTS 02152

CONTACT INFORMATION:

617 913 2188

Home Telephone

Business Telephone

E-mail Address: sfbocchio1@gmail.com

PLEASE CHECK:

☒ Employed

☐ Retired

☐ Other:

IF EMPLOYED:

EMPLOYER: LEGAL RIGHTS ADVOCATES, INC

ADDRESS: 354 METCALFE ST., SUITE 331

WINTHROP, MA 02152

POSITION: PRINCIPLE ATTORNEY

OTHER RELEVANT EMPLOYMENT:

EDUCATIONAL BACKGROUND:

NUMBER OF YEARS AS A RESIDENT OF THE TOWN OF WINTHROP
HOW MUCH TIME ARE YOU ABLE TO GIVE?

32, 2 HOURS ONCE A MONTH

OTHER INFORMATION: Please answer the following questions.

1. List your involvement on other municipal committees, commissions or boards, civic organizations, school or neighborhood groups whether in the Town of Winthrop or another community. Please include any offices held.

I WAS A MEMBER OF CONSERVATION COMMITTEE.

2. Why are you interested in this position and what particular skills would you bring to this organization?

I AM AN ATTORNEY AND AM INTERESTED IN THE TOWNS ZONING LAWS

3. Have you ever attended a meeting of this committee, board or commission?

☐ YES

☒ NO

4. What is your vision for the Town of Winthrop?

MAKE IT MORE COST EFFECTIVE FOR ITS CITIZENS.

5. Do you or any member of your family have any business dealings with the Town?

☐ YES

☒ NO

If, yes, Please explain. (Note that rules of law or ethics may prohibit members from participating in or voting on matters in which they have a direct or indirect financial interest.)

Please return this application with any supplemental sheets to the Town Council clerk, located within the Town Clerk's Office, Town Hall as indicated on the first page of the application. You may visit our website for additional information on various committees, commissions or boards at <http://www.town.winthrop.ma.us>. Or call us by phone at 617-846-1742, Ext. 116.

I hereby certify that I am a resident of the Town of Winthrop.

SIGNED:

DATE:

8/14/26

Signature of Applicant

Date of Application filing

For Official Use:

REVIEW BY THE COUNCIL PRESIDENT:

☐ Recommended for Appointment

☐ Not Recommended for Appointment

COMMENTS:

Signed by Council President:

Date:

VOTED BY TOWN COUNCIL:

SIGNED:

☐ Approved as per the Recommendation

☐ Denied

Date:



**TOWN OF WINTHROP
TOWN COUNCIL
COMMITTEE, BOARD OR COMMISSION
APPLICATION**

NAME OF THE COMMITTEE, COMMISSION OR BOARD
TO WHICH YOU ARE APPLYING:

Appeals

INSTRUCTIONS: Please print clearly. Complete both pages. Attach additional sheets as necessary. Sign and return to Town Council clerk, located within the Town Clerk's Office, Town Hall, 1 Metcalf Square, Winthrop, Massachusetts 02152. Thank you for your interest in serving the Town of Winthrop.

PERSONAL DATA:

APPLICANT NAME: Frederick M. Gutierrez
First, Middle Initial, and Last Name

RESIDENTIAL ADDRESS: 358 Revere Street
Street Number and Address

CONTACT INFORMATION: WINTHROP, MASSACHUSETTS 02152
617-784-3143 same
Home Telephone Business Telephone

E-mail Address: Fgutierrez@shepherdpmc.com

PLEASE CHECK:

☒ Employed ☐ Retired ☐ Other: _____
IF EMPLOYED: **EMPLOYER:** Self employed Shepherdpmc Consulting llc.
ADDRESS: 358 Revere Street
Winthrop Ma 02152
POSITION: Owner

OTHER RELEVANT EMPLOYMENT:

EDUCATIONAL BACKGROUND:

Bachelor of Arts University of Florida 1993
Masters of Architecture MIT 1996

**NUMBER OF YEARS AS A RESIDENT OF THE TOWN OF WINTHROP
HOW MUCH TIME ARE YOU ABLE TO GIVE?**

25 Years / 4 hrs/month

OTHER INFORMATION: Please answer the following questions.

1. List your involvement on other municipal committees, commissions or boards, civic organizations, school or neighborhood groups whether in the Town of Winthrop or another community. Please include any offices held.

Board of Appeals 2012-2021(roughly)

2. Why are you interested in this position and what particular skills would you bring to this organization?

Help the with positive and sustainable growth of our community.

Licensed Architect with 25 years construction experience as a general contractor.

3. Have you ever attended a meeting of this committee, board or commission? ☒ YES ☐ NO

4. What is your vision for the Town of Winthrop?

I want to serve on the Winthrop Board of Appeals because I care about our town's long-term growth and sustainability. Particularly making Winthrop affordable for younger individuals and families so they can stay, put down roots, and invest in our future. It's been disappointing to watch families leave due to rising costs and limited opportunities here.

5. Do you or any member of your family have any business dealings with the Town? ☐ YES ☒ NO

If, yes, Please explain. (Note that rules of law or ethics may prohibit members from participating in or voting on matters in which they have a direct or indirect financial interest.)

Please return this application with any supplemental sheets to the Town Council clerk, located within the Town Clerk's Office, Town Hall as indicated on the first page of the application. You may visit our website for additional information on various committees, commissions or boards at <http://www.town.winthrop.ma.us>. Or call us by phone at 617-846-1742, Ext. 116.

I hereby certify that I am a resident of the Town of Winthrop.

SIGNED:

Signature of Applicant

DATE: 8/21/2026

Date of Application filing

For Official Use:

REVIEW BY THE COUNCIL PRESIDENT:

☐ Recommended for Appointment ☐ Not Recommended for Appointment

COMMENTS:

Signed by Council President:

Date:

VOTED BY TOWN COUNCIL:

SIGNED:

☐ Approved as per the Recommendation

☐ Denied

Date: _____

FRED GUTIERREZ

Winthrop, Massachusetts (Resident since 2001) | Shepherd PMC Consulting LLC

PROFESSIONAL SUMMARY

Licensed architect and construction management professional with over twenty-five years of experience directing single-family residential, commercial, and institutional projects from conception through completion, including laboratory and other technical facilities. Areas of expertise include owner representation, envelope detailing management, complex mechanical systems, lean construction methodology, and management of complex, multi-phase project schedules.

PROFESSIONAL EXPERIENCE

Principal, Shepherd PMC Consulting LLC

2021 – Present

Winthrop, Massachusetts

Provide owner's representation and consulting services to private property owners engaged in single-family residential (ranging from \$1.5 million to \$15 million) and commercial construction, overseeing engagements through design, permitting, and construction phases.

Sauna Designer & Heat Therapy Consultant

Design and consult on heat therapy facilities incorporating both hot and cold water therapy elements.

Co-Founder, Shepherd PMC

2008 – 2021

Winthrop, Massachusetts

Co-founded a construction management and owner's representation firm, beginning as owner's representatives on large-scale single-family residential projects and expanding into comprehensive construction services and design-build delivery. Restructured the partnership following the COVID-19 pandemic, retaining the owner's representation and consulting practice.

Senior Project Manager, Marc Truant and Associates

1999 – 2008

Cambridge, Massachusetts

Progressed from Project Manager to Senior Project Manager over a nine-year tenure, directing institutional projects characterized by rigorous scheduling and coordination requirements, including laboratory and other technical facilities. Specialized in envelope detailing management and complex mechanical systems. Implemented lean construction principles across project portfolios. Managed the first LEED Silver-certified residential project in the Northeast United States, located in Newton, Massachusetts.

Owner's Representative, Young Associates

1997 – 1999

San Diego, California / Boston, Massachusetts / New Hampshire & Maine

Directed engineering coordination, site selection, and municipal permitting processes in support of early-stage wireless infrastructure development for Nextel and T-Mobile. Built more than fifty cell sites over the course of tenure, managing projects from initial design through construction completion.

EDUCATION

Master of Architecture, with honors — Massachusetts Institute of Technology, 1996/1997

Bachelor of Arts in Architecture, with honors — University of Florida, 1993

LICENSURE

Licensed Architect, Commonwealth of Massachusetts (Non-AIA; License Active)

CIVIC SERVICE

Member, Board of Appeals, Town of Winthrop, Massachusetts (2011–2020/2021)

Board Member (Treasurer), MIT Architectural Alumni Association

ADDITIONAL EXPERIENCE

Host, "Homeowners Institute" and "Curious Teams" podcasts, advising property owners on effective collaboration with architects and builders

Member, Winthrop Shivers (ocean cold-plunge community, active year-round)