



Town of Reading Meeting Posting with Agenda

RECEIVED
TOWN CLERK
READING, MASS.

Board - Committee - Commission - Council:

Board of Selectmen

2014 JAN 23 P 12:31

Date: 2014-01-29

Time: 7:30 PM

Building: Pleasant Street Senior Center

Location: Great Room

Address: 49 Pleasant Street

Purpose: Financial Forum

Meeting Called By: Chairman James Bonazoli

Notices and agendas are to be posted 48 hours in advance of the meetings excluding Saturdays, Sundays and Legal Holidays. Please keep in mind the Town Clerk's hours of operation and make necessary arrangements to be sure your posting is made in an adequate amount of time. A listing of topics that the chair reasonably anticipates will be discussed at the meeting must be on the agenda.

All Meeting Postings must be submitted in typed format; handwritten notices will not be accepted.

Topics of Discussion:

- 1) **Discussion/Action Items**
 - a. Review FY15 Budgets 7:30
 - b. Library Building Project Update 8:15
 - c. Close Special Town Meeting Warrant 9:00



Office of the Town Manager
16 Lowell Street
Reading, MA 01867

781-942-9043
townmanager@ci.reading.ma.us
www.readingma.gov/town-manager

To: Board of Selectmen
From: Robert W. LeLacheur, Jr. CFA
Date: January 23, 2014
RE: Financial Forum January 29, 2014

Next Wednesday night at 7:30pm at the Pleasant Street Center, the Finance Committee will lead a typical Financial Forum meeting that includes the Board of Selectmen, School Committee and Board of Library Trustees.

The first portion of the agenda will cover a brief financial overview:

- The Town Accountant will provide an update on FY15 projected revenues, including the disappointing local aid figures proposed by the Governor in House 1 yesterday
 - Our FY15 local aid estimate: \$13,423,553 (excludes school lunch & library aid)
 - House 1 budget filed by Governor calls for \$13,204,901 (\$218,652 less)
 - Local assessments in House 1 are \$56,476 lower than our assumptions
 - Net impact of these two figures is \$162,176 less than we had estimated;
- Both the Town Manager and Superintendent of Schools will review their FY15 budgets which are currently in front of both the Selectmen and School Committee;
- The Finance Committee will give final budget guidance before the Town Manager must submit to them a balanced total Town/School budget in mid-February.

The second portion of the agenda will be led by the Library Trustees and the Library Director, to provide a project update. The Trustees met jointly with the Library Building Committee one week ago and unanimously voted to request that the Board of Selectmen call a Special Town Meeting as soon as possible in order to discuss additional funding needed for this project. If approved by a Special Town Meeting, the objective is to place a question on the April 1st local ballot to increase the amount of excluded debt for the project.

Town Meeting authorizes the issuance of debt, and voters authorize paying the debt service as excluded, ie above the Prop 2-1/2 tax levy. There are two approaches to this situation:

- (a) most communities with our form of government in the Commonwealth first seek Town Meeting's approval before asking the voters;
- (b) it is possible to reverse that order.

Below is a review of the very tight Timeline, presuming the approach (a) as we've done in the past. As you can see, on January 29th the Selectmen must vote to close a Warrant for this Special Town Meeting in order to achieve the April 1st objective. A draft Outline and Warrant is

included in your packet today. There will be some minor business under FY14 capital requests for both the School department and for some capital purchases for water and sewer, but the overwhelming majority of this Special Town Meeting is to decide the library question.

Lastly, note the location of the Special Town Meeting will be in the RMHS Field House, due to prior conflicts on that date for a graduation ceremony that has already been advertised. This should not impose any logistical issues, although I suspect we will not be able to broadcast live from that location.

Timeline

April 1st – combined state & local elections;

February 25th – the deadline for the Town Clerk to receive the exact language of the question to be put to the voters. Note this language may come from a vote of (a) Town Meeting or (b) the Board of Selectmen;

February 13th – Special Town Meeting (need gap between 13th and 25th to allow a protest of a Town Meeting vote);

January 31st – Town Meeting members must be notified (U.S. Mail) of the Special Town Meeting. Materials must be available for them to pick up.

January 30th – mail notice to Town Meeting members

January 29th – Selectmen close Warrant for Special Town Meeting. All written material (including FINCOM vote & opinion) must be received in writing in less than one day for the deadlines above.

DRAFT 2014 Special Town Meeting

Thursday February 13, 2014

WARRANT OUTLINE REVISED 01/23/2014

<u>Art.</u> <u>#</u>	<u>Article Description</u>	<u>Sponsor</u>	<u>Mover/</u> <u>Comment</u>	<u>Moderator</u> <u>Notes</u>
1	Reports	Board of Selectmen	◆ Motion to Table – James Bonazoli	
2	Instructions	Board of Selectmen	◆ Motion to Table – John Arena	
3	Amend the Capital Improvement Program FY 2014-FY 2023	Board of Selectmen	◆ Motion – Ben Tafoya ◆ Presentation – Bob LeLacheur ◆ FINCOM report – Barry Berman	
4	Dispose of Surplus Tangible Properties	Board of Selectmen	◆ Motion – Dan Ensminger ◆ Presentation – Bob LeLacheur ◆ FINCOM report – Mark Dockser	
5	Amend the FY 2014 Budget	FINCOM	◆ Motion – Marsie West ◆ Presentation – Bob LeLacheur ◆ FINCOM report – Mark Dockser	
6	Authorize Additional Excluded Debt – Library Building Project		◆ Motion – David Hutchinson ◆ Presentation – ◆ FINCOM report – Barry Berman	
			◆	

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss. Officer's Return, Reading:

By virtue of this Warrant, I, _____ on _____ notified and warned the inhabitants of the Town of Reading, qualified to vote on Town affairs, to meet at the place and at the time specified by posting attested copies of this Town Meeting Warrant in the following public places within the Town of Reading:

- Precinct 1 J. Warren Killam School, 333 Charles Street
- Precinct 2 Reading Police Station, 15 Union Street
- Precinct 3 Reading Municipal Light Department, 230 Ash Street
- Precinct 4 Joshua Eaton School, 365 Summer Avenue
- Precinct 5 Reading Library, Local History Room, 64 Middlesex Avenue
- Precinct 6 Barrows School, 16 Edgemont Avenue
- Precinct 7 Birch Meadow School, 27 Arthur B Lord Drive
- Precinct 8 Wood End School, 85 Sunset Rock Lane
- Town Hall, 16 Lowell Street

The date of posting being not less than fourteen (14) days prior to February 13, 2014 the date set for the Town Meeting in this Warrant.

I also caused a posting of this Warrant to be published on the Town of Reading website on _____.

, Constable

A true copy Attest:

Laura Gemme, Town Clerk

TOWN WARRANT



COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

To any of the Constables of the Town of Reading, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Reading, qualified to vote in elections and Town affairs, to meet at the Reading Memorial High School **Hawkes Field House**, 62 Oakland Road, in said Reading, on Thursday, February 13, 2014, at seven-thirty o'clock in the evening, at which time and place the following articles are to be acted upon and determined exclusively by Town Meeting Members in accordance with the provisions of the Reading Home Rule Charter.

ARTICLE 1 To hear and act on the reports of the Board of Selectmen, Town Accountant, Treasurer-Collector, Board of Assessors, Director of Public Works, Town Clerk, Tree Warden, Board of Health, School Committee, Contributory Retirement Board, Library Trustees, Municipal Light Board, Finance Committee, Cemetery Trustees, Community Planning & Development Commission, Conservation Commission, Town' Manager and any other Board or Special Committee.

Board of Selectmen

ARTICLE 2 To choose all other necessary Town Officers and Special Committees and determine what instructions shall be given Town Officers and Special Committees, and to see what sum the Town will raise by borrowing or transfer from available funds, or otherwise, and appropriate for the purpose of funding Town Officers and Special Committees to carry out the instructions given to them, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 3 To see if the Town will vote to amend the FY 2014 - FY 2023, Capital Improvements Program as provided for in Section 7-7 of the Reading Home Rule Charter, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 4 To see if the Town will vote to authorize the Board of Selectmen to sell, or exchange, or dispose of, upon such terms and conditions as they may determine, various items of Town tangible property, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 5 To see if the Town will vote to amend one or more of the votes taken under Article 11 of the April 22, 2013 Annual Town Meeting relating to the Fiscal Year 2014 Municipal Budget, and amended under Article 11 of the November 12, 2013 Subsequent Town Meeting and see what sum the Town will raise by borrowing or transfer from available funds, or otherwise, and appropriate as the result of any such amended votes for the operation of the Town and its government, or take any other action with respect thereto.

Finance Committee

ARTICLE 6 To see what sum the Town will raise by borrowing or transfer from available funds, or otherwise, and appropriate for the purpose of renovating and expanding the Reading Public Library located at 64 Middlesex Avenue, including the costs of consulting services, audits, plans, documents, cost estimates, bidding services, moving, temporary relocation, and all related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the Board of Library Trustees and the Town Manager; and to see if the Town will authorize the Board of Library Trustees, Board of Selectmen, Town Manager, or any other agency of the Town, to apply for a grant or grants to be used to defray the cost of all, or any part of, said improvements; and to authorize the Board of Library Trustees and/or the Town Manager to enter into any and all contracts and agreements as may be necessary to carry out the purposes of this Article, subject to approval by the voters of the Town of a Proposition 2 ½ debt exclusion for the Town portion of the cost of the project,

or take any other action with respect thereto..

Board of Library Trustees

and you are directed to serve this Warrant by posting an attested copy thereof in at least one (1) public place in each precinct of the Town not less than fourteen (14) days prior to February 13, 2014, or providing in a manner such as electronic submission, holding for pickup or mailing, an attested copy of said Warrant to each Town Meeting Member.

Hereof fail not and make due return of this Warrant with your doings thereon to the Town Clerk at or before the time appointed for said meeting.

Given under our hands this 29th day of January, 2014.

James Bonazoli, Chairman

John Arena, Vice Chairman

Ben Tafoya, Secretary

Dan Ensminger

Marsie West

SELECTMEN OF READING

, Constable