



Town of Reading Meeting Posting with Agenda

RECEIVED
TOWN CLERK
READING, MASS.

Board - Committee - Commission - Council:

Board of Selectmen

2014 AUG -7 P 2:32

Date: 2014-08-12

Time: 7:00 PM

Building: Reading Town Hall

Location: Selectmen Meeting Room

Address: 16 Lowell Street

Purpose: General Business

Meeting Called By: Paula Schena on behalf of Chairman John Arena

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:

OFFICE HOUR – Kevin Sexton

6:30

1) Reports and Comments

- a. Selectmen's Liaison Reports and Comments
- b. Public Comment
- c. Town Manager's/Assistant Town Manager's Report

2) Open Session for topics not reasonably anticipated 48 hours in advance of the meeting

3) Proclamations/Certificates of Appreciation

4) Personnel & Appointments

5) Discussion/Action Items

- a. See-Click-Fix 7:20
- b. Hearing – Request for Second Driveway – 420 Franklin Street 7:30
- c. Preview Warrant for Special Town Meeting 8:00
- d. Discuss Remote Participation Policy 8:15
- e. Preview FY15 Town Manager Goals 8:30

6) Approval of Minutes

- a. July 29, 2014

7) Licenses, Permits and Approvals

8) Executive Session

- a. To consider the purchase, exchange, lease or value of real property
- b. Approval of Minutes

9) Correspondence

- copy a. Correspondence from Verizon re: Rate Increase

	Climate Advisory Committee Adaptation Report		7:20
	Town Forest Committee Rules & Regs	Zager	7:45
HEARING	Belmont Water easements	Zambouras	8:15
HEARING	Close Warrant for Subsequent Town Meeting	LeLacheur	8:30
	Enterprise Funds Workshop	LeLacheur	8:45
	Special Town Meeting September 29, 2014	RMHS PAC	7:30
	October 14, 2014	WORKSHOP	
Office Hour	Marsie West		6:30
	Tax Classification preview	Santaniello	7:30
	Town Accountant Report	Angstrom	8:00
	Discuss fees and collection policies	Angstrom	8:15
	Vote Subsequent TM Warrant Articles	LeLacheur	9:00
	October 28, 2014		
HEARING	Tax Classification	Board of Assessors	7:30
	Private/Public Road discussion	Town Counsel	8:00
	October 29, 2014 Financial Forum III		
	November 4, 2014 - Election		
	Subsequent Town Meeting November 10, 2014	Monday	
	Town Meeting November 13, 2014	Thursday	
	Town Meeting November 17, 2014	Monday	
	November 18, 2014		
Office Hour	John Arena		6:30
	Approve licenses		
	Town Meeting November 20, 2014	Thursday	
	December 9, 2014		
Office Hour	John Halsey		6:30
	Review FY16 Town Manager Goals		
	December 23, 2014		

Future Agendas			
	RMLD joint meeting		
	Multi BCC Summit		
	Strout Avenue Master Plan (after Town Forest planning work is done)	Feudo	
	Technology Update	Furilla	
Recurring Items			
	Close Town Meeting Warrants	by Sep 23/Nov	
		by Mar 3/April	
	Review BOS/TM Goals	Mar-July-Dec	Tri-ann
	Review Customer Service survey results	Feb & Aug	Semi-ann
	Review Regionalization efforts	June	Annual
	Appointments of BCCs	June	Annual
	Approve Classification & Compensation	June	Annual
	Appoint Town Counsel	June	Annual
	Tax Classification Hearing	October	Annual
	Approve licenses	December	Annual
Reports to BOS			
	Town Accountant Report		Qtrly
	RCTV members Report		Semi-ann
	CAB (RMLD) member Report		Semi-ann
	MAPC member Report		Semi-ann
	BOS Appointed Boards, Committees & Commissions	NEW	Annual
	Reading Housing Authority Report		Annual
	Reading Ice Arena Report		Annual

LEGAL NOTICE



TOWN OF READING

To the Inhabitants of the
Town of Reading:

Please take notice that the Board of Selectmen of the Town of Reading will hold a public hearing on August 12, 2014 at 7:30 p.m. in the Selectmen's Meeting Room, 16 Lowell Street, Reading, Massachusetts on a request from the property owner for a second driveway at 420 Franklin Street.

A copy of the proposed document regarding this topic is available in the Town Manager's office, 16 Lowell Street, Reading, MA, M-W-Thurs from 7:30 a.m. - 5:30 p.m., Tues from 7:30 a.m. - 7:00 p.m. and is attached to the hearing notice on the website at www.readingma.gov

All interested parties are invited to attend the hearing, or may submit their comments in writing or by email prior to 6:00 p.m. on August 12, 2014 to townmanager@ci.reading.ma.us

By order of
Robert W. LeLacheur
Town Manager

8/5

561

Schena, Paula

From: Reinhart, Peter
Sent: Tuesday, July 15, 2014 11:48 AM
To: LeLacheur, Bob
Cc: Schena, Paula; Zambouras, George
Subject: Driveway Approval - 420 Franklin St
Attachments: 420 Franklin Street Driveway.pdf

Bob,

The homeowners at 420 Franklin Street are requesting a "Pre-approval" for a second driveway to their property. They would like to construct a garage in their rear yard but, do not want to go to the expense of hiring an architect unless they have permission for the second driveway.

The home is an old farm house on the corner of Pasture Road. The existing driveway is off of Franklin Street and can be described as being a "pull off" as opposed to a driveway. The homeowners would like to keep this existing opening. At one time there was a second driveway (off of Franklin Street) to a barn in the rear of the lot. The barn was razed approximately in 2007 to make way for the construction of new homes. The driveway to the barn became a utility easement for one of the new homes. It is at this location that the homeowners are seeking permission for the second driveway. They would like to re-establish the driveway opening where it once stood before the barn was razed. The separation between the existing driveway opening and the proposed is only 60 feet and does not meet current Selectmen's policies. The Selectmen would need to approve this driveway. This approval would be for the driveway opening only. The homeowners would still need to meet all other Town (zoning, conservation, Historical, DPW, etc.) requirements regarding any activity on their property. The proposed driveway can be seen on the attached plan (marked in red) and would go through the already existing opening in the stonewall as seen on the attached photos.

Can you please add this to the next available Selectmen's agenda?

Peter

Peter Reinhart, Civil Engineer
Town of Reading, Engineering Division
16 Lowell Street
Reading, MA 01867
781-942-9082
781-942-5441 (fax)

Reinhart, Peter

From: D'Ambrosio, Chris <Christopher.D'Ambrosio@morganstanleypwm.com>
Sent: Monday, July 14, 2014 12:10 PM
To: Reinhart, Peter
Subject: Proposed driveway at 420 Franklin St

We would like to get pre-approval to reinstate part of the old driveway in the rear of our lot, in order to put a new garage attached to the rear of the house.

Prior to the 2006 division of the property at 420 Franklin St into separate buildable lots, the proposed area had a fully paved driveway to a large barn. We simply want to use reinstate part of the old driveway and have it turn back toward the house and new garage.

Currently, our existing "driveway" is more of a large breakdown lane off the street. In fact, the police often park in the driveway in order to catch speeders on Franklin St. We have also had friends of neighbors park there uninvited. If we had the new driveway and garage, we wouldnt need to park there either and have our cars plowed over with snow during the winter.

Thank you for your consideration.

**Chris & Sue D'Ambrosio
420 Franklin St
617-257-6449**

Sent from my iPad

Important Notice to Recipients:

Please do not use e-mail to request, authorize or effect the purchase or sale of any security or commodity. Unfortunately, we cannot execute such instructions provided in e-mail. Thank you.

The sender of this e-mail is an employee of Morgan Stanley Smith Barney LLC ("Morgan Stanley"). If you have received this communication in error, please destroy all electronic and paper copies and notify the sender immediately. Erroneous transmission is not intended to waive confidentiality or privilege. Morgan Stanley reserves the right, to the extent permitted under applicable law, to monitor electronic communications. This message is subject to terms available at the following link: <http://www.morganstanley.com/disclaimers/mssbemail.html>. If you cannot access this link, please notify us by reply message and we will send the contents to you. By messaging with Morgan Stanley you consent to the foregoing.

NO. 410

83.5'

WOOD SHED

EXISTING DRIVEWAY TO BE REMOVED AND RETURNED TO LAWN

WOOD BARN TO BE REMOVED
RIM=120.5
6"IN.=116.9±

N52°58'00"W
178.66

WOOD BARN

AREA TO BE MAINTAINED AS LAWN

PROPOSED 20' WIDE ACCESS & UTILITY EASEMENT

LOT B
24,617± S.F.

1 STORY WOOD

2 1/2 STORY WOOD HOUSE NO. 420

S37°02'00"W 220.90

DRIVEWAY

PROP. HOUSE
58.00
T.F.=125.75
G.F.=118.25
C.F.=118.25
38.00

PROP. BLOCK WALL

DRYWELLS
TOP OF TANK = 120.0
BOTTOM STONE = 116.0

LOT C
44,664± S.F.
24,575 S.F. (UPLAND)

HYDRIC SOIL BOUNDARY

PROP. SOIL HOLE #2
SILTFENCE

REPLACEMENT AREA
1,480± S.F.

Δ=90°00'00" 35' BUFFER ZONE (READING WETLAND)
R=30.00
L=47.12
25' BUFFER ZONE (READING WETLAND)

100' BUFFER ZONE (READING WETLAND)

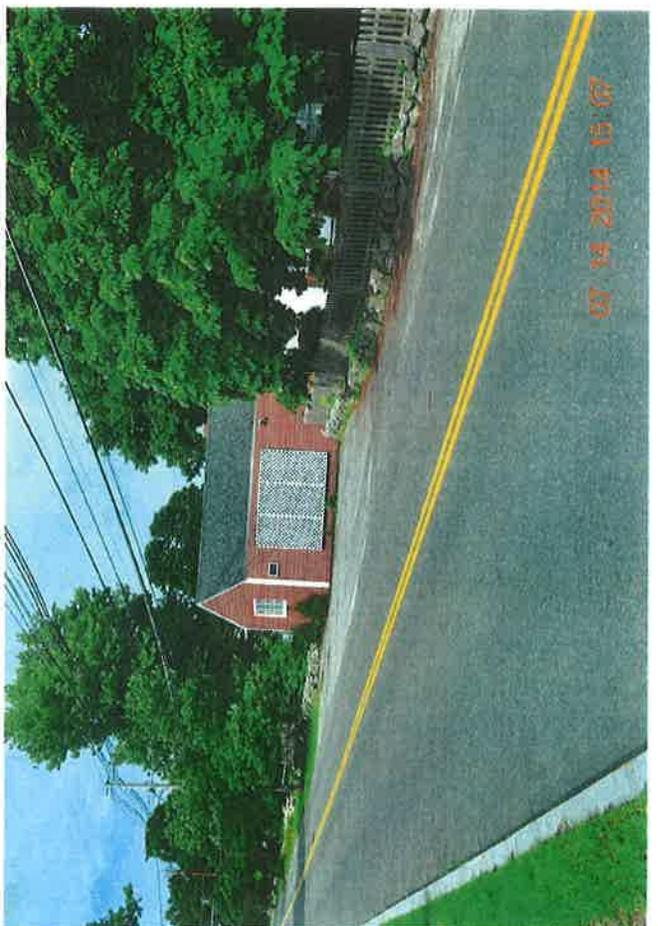
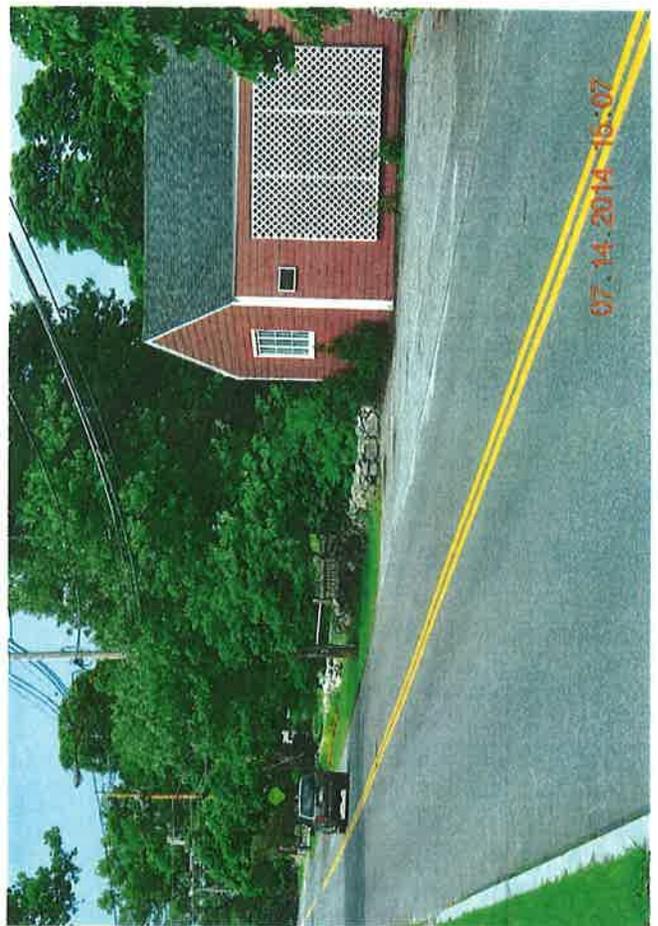
MATCH EXISTING SIDEWALK AND PAVEMENT GRADE

PASTURE ROAD
(50' WIDE-PUBLIC)

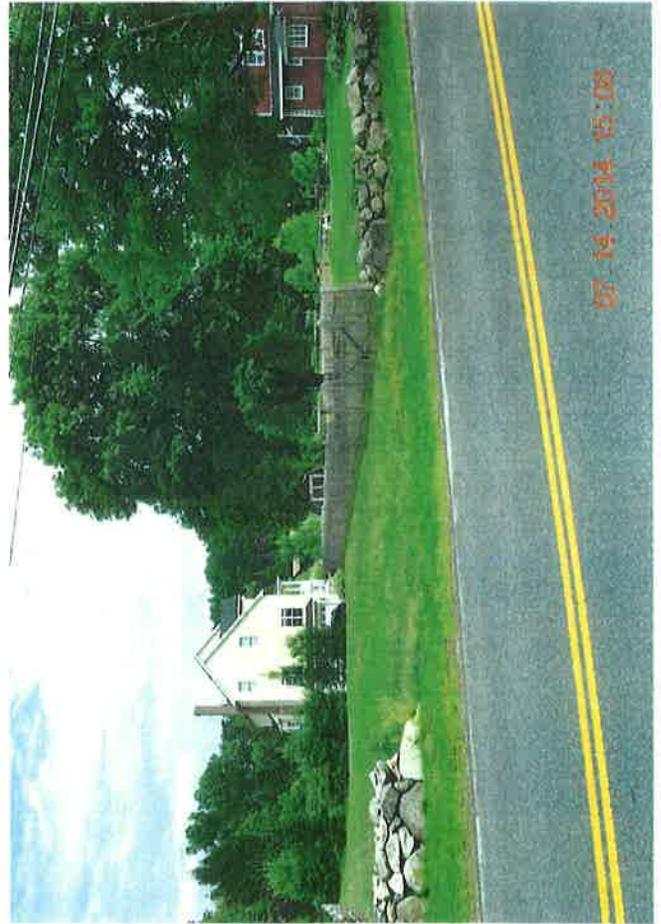
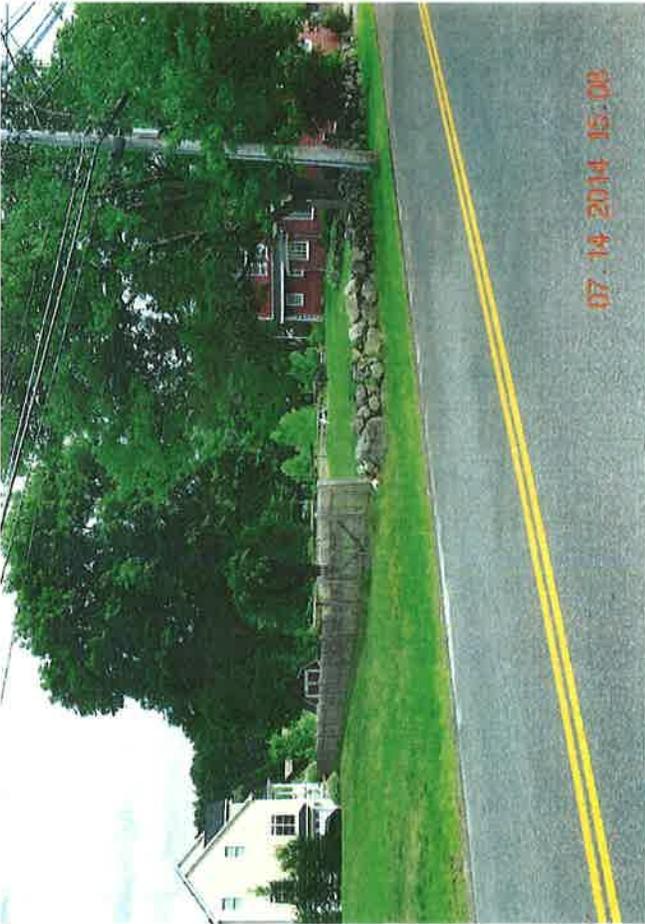
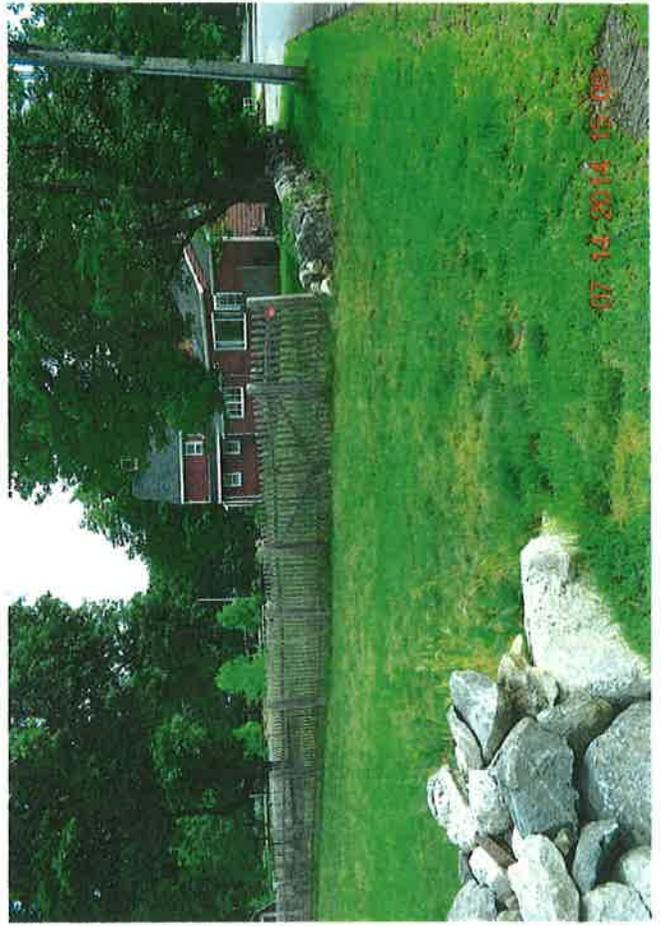
DRIVEWAY LOW POINT (SEE DETAIL)

NOTE:
TRANSFER SOIL MATERIAL
REPLACEMENT AREA WITH
AND SWITCHGRASS (PANIC

564



565





Town of Reading
16 Lowell Street
Reading, MA 01867-2685

RECEIVED JUL 31 2014
(jmf)

FAX: (781) 942-9071
Email: townmanager@ci.reading.ma.us
Website: www.readingma.gov

TOWN MANAGER
(781) 942-9043

TO: ASSESSORS OFFICE

REQUEST FOR CERTIFIED ABUTTERS LIST

Subject Property:

Address: 420 FRANKLIN STREET - DIRECT ABUTTERS + OVER THE SIDE
Assessors' Map 44 Lot 2 ACROSS THE STREET

Applicant:

Name: PAULA SCHEWA

Board or Commission for which this request is made:

Board of Selectmen:

Liquor License
Traffic Regulations
Other 2ND DRIVEWAY REQUEST

Date need list by: 8/5/14

Applicant's Signature: Paula Schewa

Date: 7/31/14

567

MAP 44 LOT 2	SITE ADDRESS	OWNER	OWNER2	MAILING ADDRESS	CITY	ST	ZIP
		STONEHAM PLANNING BOARD		35 CENTRAL ST.	STONEHAM	MA	02180
		WAKEFIELD PLANNING BOARD		1 LAFAYETTE STREET	WAKEFIELD	MA	01880
		LYNNFIELD PLANNING BOARD		55 SUMMER STREET	LYNNFIELD	MA	01940
		MASS DEPT OF HOUSING & COM. DEV.		100 CAMBRIDGE STREET, SUITE 300	BOSTON	MA	02114
		WILMINGTON PLANNING BOARD		121 GLEN ROAD	WILMINGTON	MA	01887
		NORTH READING PLANNING BOARD		235 NORTH STREET	NORTH READING	MA	01864
		WOBURN PLANNING BOARD		10 COMMON STREET	WOBURN	MA	01801
		METRO AREA PLANNING COUNCIL		60 TEMPLE PLACE	BOSTON	MA	02111
044.0-0000-0044.0	429 FRANKLIN ST	MARCHIO JOSEPHINE M (L.E.)	CARL M MARCHIO	429 FRANKLIN ST	READING	MA	01867
044.0-0000-0045.0	419 FRANKLIN ST	VAQUERANO FELIPE A	MARIA E VAQUERANO	419 FRANKLIN ST	READING	MA	01867
044.0-0000-0046.0	413 FRANKLIN ST	SAMMARCO ROSEMARY		413 FRANKLIN STREET	READING	MA	01867
044.0-0000-0021.0	3 PASTURE RD	LEMENIN WILLIAM R JR	CASEY L MOULTON	3 PASTURE RD	READING	MA	01867
044.0-0000-0003.0	410 FRANKLIN ST	DAY SHIRLEY E TRUSTEE	SHIRLEY E DAY REVOCABLE TRUST	410 FRANKLIN ST	READING	MA	01867
044.0-0000-0004.0	10 PASTURE RD	ROTSSTEIN SERGIO		10 PASTURE RD	READING	MA	01867

FOR READING BOARD OF ASSESSORS

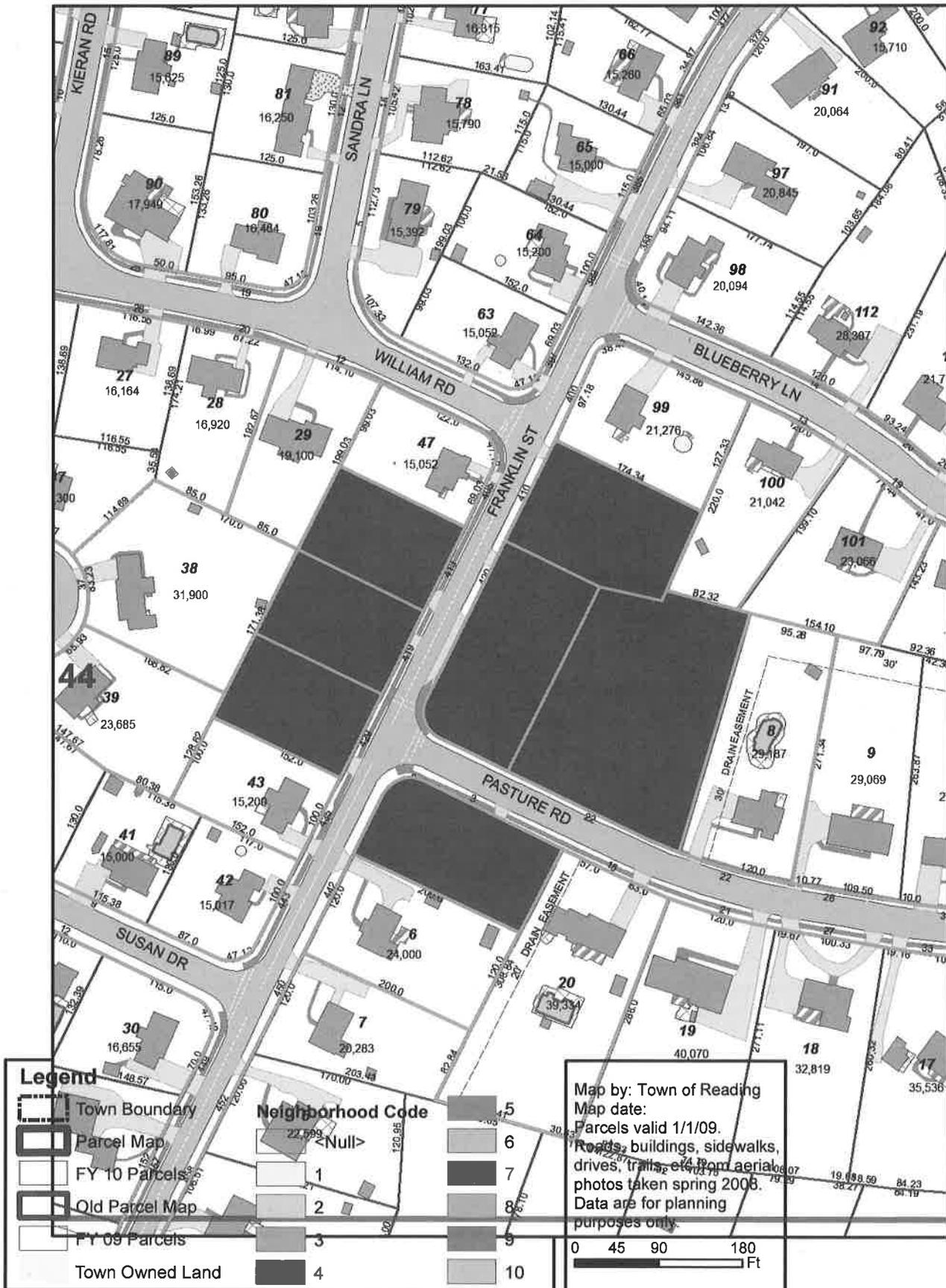
VICTOR P. SANTANIELLO, APPRAISER



PATRICIA A. SULLIVAN, ASSISTANT APPRAISER

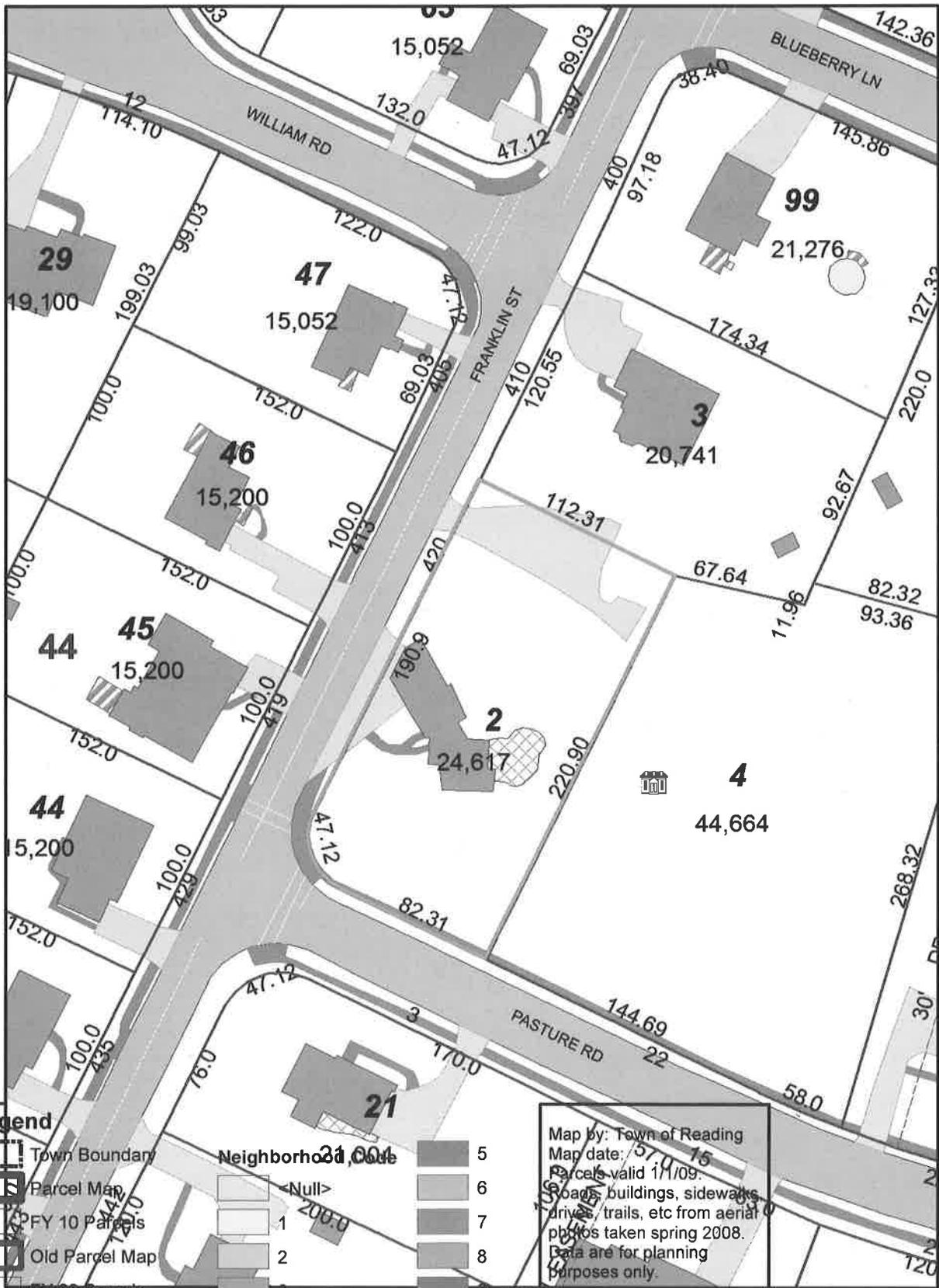
588

READING ASSESSING MAP



569

READING ASSESSING MAP

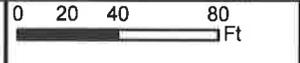


- Legend**
- Town Boundary
 - Parcel Map
 - PFY 10 Parcels
 - Old Parcel Map
 - FY 09 Parcels
 - Town Owned Land

Neighborhood Code

	<Null>		5
	1		6
	2		7
	3		8
	4		9
			10

Map by: Town of Reading
 Map date: 5/10/15
 Parcels valid 11/09.
 Roads, buildings, sidewalks,
 drives, trails, etc from aerial
 photos taken spring 2008.
 Data are for planning
 purposes only.



5610

2014 Special Town Meeting
Monday September 29, 2014
WARRANT OUTLINE REVISED 08/07/2014

1

<u>Art.</u> <u>#</u>	<u>Article Description</u>	<u>Sponsor</u>	<u>Mover/ Comment</u>	<u>Moderator Notes</u>
1	Reports	Board of Selectmen	<ul style="list-style-type: none"> ◆ Permanent Building Committee – Stephen Crook, Bylaw Committee Chair ◆ Motion to Table – John Arena 	
2	Instructions	Board of Selectmen	◆ Motion to Table –	
3	Amend the Capital Improvement Program FY 2015 - FY 2024	Board of Selectmen	<ul style="list-style-type: none"> ◆ Motion – ◆ Presentation – Bob LeLacheur ◆ FINCOM report – 	
4	Dispose of Surplus Tangible Properties 1998 Leeboy Pavement Spreader – estimated value \$10,000 will flow to Free Cash when sold	Board of Selectmen	<ul style="list-style-type: none"> ◆ Motion – ◆ Presentation – Bob LeLacheur ◆ FINCOM report – 	
5	Rescind Debt Authorization Amounts not issued & not needed: 2010 STM Article 9 \$326,772 Green School Repairs 2011 ATM Article 16 \$110,607 Green School Repairs	Board of Selectmen	<ul style="list-style-type: none"> ◆ Motion – ◆ Presentation – Bob LeLacheur ◆ FINCOM report – 	

**2014 Special Town Meeting
Monday September 29, 2014
WARRANT OUTLINE REVISED 08/07/2014**

6	<p>Transferring previous Debt Authorization in the amount of \$94,685 to the West Street project</p> <p><i>-Barrows \$65.71 -Green Repairs \$47,193.63 -Downtown Improvements \$7,728.07 -Technology \$39,697.59</i></p> <p><i>West Street – bids not in yet from the state</i></p> <p>Appraisals and easements 203,800 Engineering 193,300 Construction <u>694,934</u> Subtotal 1,092,034 Contingency (15%) <u>163,800</u> Total Amount 1,255,834 <i>(\$1.3 million authorized plus this <\$100k will be sufficient)</i></p>	Board of Selectmen	<ul style="list-style-type: none"> ◆ Motion – ◆ Presentation – Bob LeLacheur ◆ FINCOM report – 	
7	<p>Debt authorization <i>Water main work:</i> \$2.5 million for capital. Improvements – will not alter FY15 debt service projections</p>	Board of Selectmen	<ul style="list-style-type: none"> ◆ Motion – ◆ Presentation – Bob LeLacheur ◆ FINCOM report – 	

2014 Special Town Meeting
Monday September 29, 2014
WARRANT OUTLINE REVISED 08/07/2014

8	<p>Amend the FY 2015 Budget C99 Capital \$23,000 \$50,000 Town Hall generator (estimate); C99 Elder/Human Services Van (\$27,000) – grant funded \$46,495 (80%) – keep Town share \$12,000 of \$39,000 funded; E99 Vocational Schools: \$75,000 Essex North Shore Agricultural; F99 FINCOM Reserves: \$10,000 (DPW trade-in); G92 Administrative Svcs expenses: \$100,000 Legal expenses – TLT RMHS; K92 Public Works expenses: \$25,000 Eng. Traffic Controls due to lightning strike \$18,000; \$7,000 stone</p> <p>Reduce debt service by funds needed (West Street project delayed)</p>	FINCOM	<ul style="list-style-type: none"> ◆ Motion – Mark Dockser ◆ Presentation – Bob LeLacheur ◆ FINCOM report – Mark Dockser 	
9	Zoning Bylaws – Section 1	CPDC	<ul style="list-style-type: none"> ◆ Motion - ◆ Presentation – ◆ Bylaw Committee report 	
10	Zoning Bylaws – Section 3	CPDC	<ul style="list-style-type: none"> ◆ Motion - ◆ Presentation – ◆ Bylaw Committee report 	
11	Zoning Bylaws – delete Section 4.5 (Mixed Use Overlay District)	CPDC	<ul style="list-style-type: none"> ◆ Motion - ◆ Presentation – ◆ Bylaw Committee report 	
12	Zoning Bylaws – delete Section 4.6 (Wetlands Protection District)	CPDC	<ul style="list-style-type: none"> ◆ Motion - ◆ Presentation – ◆ Bylaw Committee report 	

2014 Special Town Meeting
Monday September 29, 2014
WARRANT OUTLINE REVISED 08/07/2014

13	Zoning Bylaw Changes – Medical Marijuana	CPDC	<ul style="list-style-type: none"> ◆ Motion - ◆ Presentation – ◆ Bylaw Committee report - 	
14	Summer Avenue	TBA	<ul style="list-style-type: none"> ◆ Motion - ◆ Presentation – ◆ Bylaw Committee report - 	
15			◆	

504

Zoning Bylaw Update – Section 1

Existing	Proposed
<p>1.0 PURPOSE</p> <p>1.1 The purposes of this Zoning Bylaw include, but are not limited to, the following:</p> <ul style="list-style-type: none"> a To promote the health, safety and general welfare of the inhabitants of the Town of Reading; b To lessen congestion in the streets; c To conserve health; d To secure safety from fire, flood panic, congestion and other dangers; e To provide adequate light and air; f To prevent over-crowding of land; g To avoid undue concentration of population; h To encourage housing for persons of all income levels; i To facilitate the adequate provisions of transportation, water, water supply, drainage, sewerage, schools, parks, open space and other public requirements; j To conserve the value of land and buildings, including the conservation of natural resources and the prevention of blight and pollution of the environment; k To encourage the most appropriate use of land throughout the Town of Reading, including consideration of the recommendations of comprehensive plans adopted by Town Meeting; and l To preserve natural conditions and historic sites and to enhance beauty and amenities. 	<p>1.0 AUTHORITY AND PURPOSE</p> <p>1.1 This Bylaw shall be known and may be cited as the “Zoning Bylaw of the Town of Reading, Massachusetts,” hereafter referred to as “Bylaw.”</p> <p>1.2 The Zoning Bylaw is adopted pursuant to the authority granted by Chapter 40A of the General Laws of the Commonwealth of Massachusetts (M.G.L.) as amended, hereafter called “The Zoning Act.” Where the Zoning Act is amended from time to time after the effective date of this Bylaw and where such amendments are mandatory, such amendments shall supersede any conflicting regulations of the Bylaw which are based on the Zoning Act in existence at the effective date of the Bylaw.</p> <p>1.3 The purposes of this Zoning Bylaw include, but are not limited to, the following:</p> <ul style="list-style-type: none"> a. To promote the public health, safety, general welfare, and convenience, of the inhabitants of the Town of Reading; b. To secure safety from fire, flood, panic, congestion and other dangers; c. To conserve the value of land and buildings, including the conservation of natural resources and the prevention of blight and pollution of the environment; d. To encourage compatible development and appropriate use of the land and resources throughout the Town of Reading, including consideration of comprehensive plans adopted by the Town of Reading; e. To encourage an orderly expansion of the tax base by utilization, development, and redevelopment of land; f. To encourage housing for persons of varying income levels and individual needs; g. To facilitate the adequate provisions of transportation, water, water supply, drainage, sewerage, schools, parks, open space and other public infrastructure; h. To preserve natural conditions and historic sites and to enhance beauty and amenities; i. To establish a fair and reasonable set of standards for evaluating each development proposal impartially; j. To provide adequate light and air; and k. To provide the Town with the full protection

505

	authorized by Massachusetts General Laws Chapter 40A as may be amended.
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Zoning Bylaw Update – Section 3

Existing

Proposed

ESTABLISHMENT OF DISTRICTS

ESTABLISHMENT OF DISTRICTS

3.1 Districts

3.1 Districts

Type	Full Name	Short Name
Residence	Single Family 15 District	S-15
Residence	Single Family 20 District	S-20
Residence	Single Family 40 District	S-40
Residence	Apartment 40 District	A-40
Residence	Apartment 80 District	A-80
Business	Business A District	Bus A
Business	Business B District	Bus B
Business	Business C District	Bus C
Industrial	Industrial	Ind
Overlay	Flood Plain District	F
Overlay	Wetlands Protection District	W
Overlay	Municipal Building Reuse District	MR
Overlay	National Flood Insurance	NF
Overlay	Flood Management District	
Overlay	Aquifer Protection District	AQ
Overlay	Planned Unit Development	PUD
Overlay	Planned Residential Development	PRD

3.2 Zoning Map

Districts are shown, defined and bounded on the map dated April 8, 2013 entitled "Reading Zoning Map", as amended, consisting of an index map and 61 detailed maps, prepared and signed approved by the Community Planning and Development Commission, which constitutes a part of these Zoning Bylaw.

The "Reading Zoning Map" map shall be kept on file and current by the Town Engineer who shall

3.2 Intent of Districts

3.2.1 The Single Family 15, Single Family 20 and Single Family 40 Districts are established to set aside areas of the Town for single-family residences. For new residential development, the SF-15 district has a minimum lot size of 15,000 square feet; the SF-20 district has a minimum lot size of 20,000 square feet; and the SF-40 district has a minimum lot size of 40,000 square feet.

507

<p>supply copies to the Town Clerk, the Town Planner, the Building Inspector, the Board of Appeals and the CPDC. The "Flood Insurance Rate Map, Town of Reading, Massachusetts Middlesex County" consisting of 7 panels, dated June 4, 2012 and they are to be appended to the "Reading Zoning Map" as Exhibits 1, 2, 3 and 4 the maps entitled "Flood Insurance Rate Map, Town of Reading, Massachusetts Middlesex County" with an effective date of July 2, 1981 consisting of Panel 1 of 4, Panel 2 of 4, Panel 3 of 4 and Panel 4 of 4; and Exhibit 5 the map entitled "Aquifer Protection Overlay District Map, Town of Reading" dated September, 1985 consisting of 1 panel are incorporated into and made a part of the "Reading Zoning Map".</p> <p>3.3 Boundaries of Districts</p> <p>3.3.1 Boundaries of zoning districts shall be interpreted as follows:</p> <p>3.3.1.1 Where a boundary is indicated within a street or railroad right of way, the boundary shall be the center line of such street or right of way.</p> <p>Where a boundary is indicated approximately parallel to a street or railroad right of way, together with a single noted dimension, it shall be interpreted as parallel and located the noted distance from the center line of such street or right of way.</p> <p>Where a boundary is indicated together with two or more dimensions, it shall be interpreted consistent with such dimensions.</p> <p>Where an un-dimensioned boundary apparently follows property lines in existence at the time of the establishment of such boundary, it shall be so interpreted.</p> <p>All other boundaries shall be indicated upon the map.</p> <p>3.3.1.2 Where a boundary of an Overlay District is indicated as a contour, the boundary shall be the noted contour based on the mean sea level lines, the end of drainage structures or other features, or extensions thereof, it shall be so interpreted.</p> <p>Where a boundary is indicated as approximately parallel to a street line or bank of a water body or watercourse, together with a single noted dimension, it shall be interpreted as parallel and located the noted distance from such street line or the elevation, at the bank of a water body, where vegetation changes from predominantly terrestrial to aquatic, and along the bank of a watercourse where the annual high water has left a definite mark in the channel.</p> <p>3.4 Lots in Two Districts</p> <p>3.4.1 Where a district boundary line divides a lot as existing at the time this Bylaw takes effect, and the major portion of said lot is in the less restricted district, the regulations relating to said less restricted district may extend to such portion of said lot as is not more than thirty (30) feet</p>	<p>3.2.1 The Apartment 40 District is established to set aside areas of the Town for single-family residences, two-family dwellings, and multi-family dwellings. The A-40 District has a minimum lot size of 40,000 square feet.</p> <p>3.2.3 The Apartment 80 District is established to set aside areas of the Town for single-family residences, two-family dwellings, and multi-family dwellings. The A-80 District has a minimum lot size of 80,000 square feet.</p> <p>3.2.4 The Business A District is established to set aside areas of the Town bordering transportation corridors for business and commercial uses and suitable residential development.</p> <p>3.2.5 The Business C District is established to set aside areas of the Town adjacent to Town borders and heavily traveled public ways for business, commercial, and industrial uses.</p> <p>3.2.6 The Industrial District is established to set aside areas of the Town for utility services, business, commercial, wholesale and industrial uses.</p> <p>3.2.7 The Town has established overlay districts in certain areas of the Town that may specify alternate use and/or dimensional regulations. See Sections _____ for the intent of these districts.</p> <p>3.3 Zoning Map</p> <p>Districts are shown, defined and bounded on the map dated April 8, 2013 entitled "Reading Zoning Map", as amended, consisting of an index map and 61 detailed maps, prepared, signed and approved by the Community Planning and Development Commission (CPDC), which constitutes a part of these Zoning Bylaw.</p> <p>The "Reading Zoning Map" map shall be kept on file and current by the Town Engineer who shall supply copies to the Town Clerk, the Town Planner, the Building Inspector, the Board of Appeals and the CPDC. The "Flood Insurance Rate Map, Town of Reading, Massachusetts Middlesex County" consisting of 7 panels, dated June 4, 2012 and they are to be appended to the "Reading Zoning Map" as Exhibits 1, 2, 3 and 4 the maps entitled "Flood Insurance Rate Map, Town of Reading, Massachusetts Middlesex County" with an effective date of July 2, 1981 consisting of Panel 1 of 4, Panel 2 of 4, Panel 3 of 4 and Panel 4 of 4; and Exhibit 5 the map entitled "Aquifer Protection Overlay District Map, Town of Reading" dated September, 1985 consisting of 1 panel are incorporated into and made a part of the "Reading Zoning Map".</p> <p>3.4 Boundaries of Districts</p> <p>Boundaries of zoning districts shall be interpreted as follows:</p> <p>3.4.1 Where a boundary is indicated within a street or railroad right of way, the boundary shall be the center line of such street or right of way.</p>
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508

within the more restricted district. This provision shall not apply to any lot used for apartments.

3.5 Intent of Districts

3.5.1 Reserved

3.5.2 Reserved

3.5.3 Reserved

3.5.4 Reserved

3.5.5 Reserved

3.5.6 Reserved

3.5.7 Reserved

3.5.8 Reserved

3.5.9 Reserved

3.6 In addition to the purposes enumerated in Section 1.0, the purpose of the Floodplain District is to provide that land in the Town of Reading subject to seasonal or periodic flooding shall not be used for residence or other purposes in such a manner as to endanger the health or safety of the occupants thereof.

3.6.1 In addition to the purposes in Section 1.0, the purposes of the Wetlands Protection District are:

- a To provide that lands in the Town of Reading subject to seasonal or periodic flooding shall not be used for residence or other purposes in a manner as to endanger the health or safety of the occupants thereof, or the public generally or to burden the public with costs resulting from the unwise individual choices of land use;
- b To protect, preserve and maintain the water table and water recharge areas within the Town so as to preserve present and potential water supplies for the public health and safety of the Town and the Metropolitan Area; and
- c To assure the continuation of the natural flow pattern of the water courses within Reading and to preserve natural flood water storage areas so as to protect persons and property against the hazards of flood inundation.

3.6.2 In addition to the purposes enumerated in Section 1.0, the purpose of the Municipal Building Reuse District is to provide for the conversion of surplus municipal buildings and the land on which they are situated to private use, in a manner which encourages residential development and use, which is situated and which fosters flexibility and creativity of development for the

3.4.2 Where a boundary is indicated approximately parallel to a street or railroad right of way, together with a single noted dimension, it shall be interpreted as parallel and located the noted distance from the center line of such street or right of way.

3.4.3 Where a boundary is indicated as approximately parallel to a street line or bank of a water body or watercourse, together with a single noted dimension, it shall be interpreted as parallel and located the noted distance from such street line or the elevation, at the bank of a water body, where vegetation changes from predominately terrestrial to aquatic, and along the bank of a watercourse where the annual high water has left a definite mark in the channel.

3.4.4 Where a boundary is indicated together with two or more dimensions, it shall be interpreted consistent with such dimensions.

3.4.5 Where an un-dimensioned boundary apparently follows property lines in existence at the time of the establishment of such boundary, it shall be so interpreted.

3.4.6 Where a boundary of an Overlay District is indicated as a contour, the boundary shall be the noted contour based on the mean sea level lines, the end of drainage structures or other features, or extensions thereof, it shall be so interpreted.

3.4.7 All other boundaries shall be as indicated upon the map.

3.5 Lots in Two Districts

3.5.1 If a lot is located in two zoning districts and more than fifty percent (50%) of the lot is located in the less restrictive of the two districts, as defined by the Table of Dimensional Controls in Section 5 (see graphic), the parcel owner may apply the dimensional requirements of the less restrictive zoning district for up to thirty feet (30') within the more restrictive district. This provision shall not apply to any lot used for multi-family housing.

For example, a lot with sixty percent (60%) of the lot area located in Business A and 40% in S-15, the applicant may extend the Business A regulations (less restrictive) up to thirty feet (30') into the S-15 district.

	public benefit.
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5010

LeLacheur, Bob

From: LeLacheur, Bob
Sent: Thursday, July 24, 2014 1:21 PM
To: Angstrom, Sharon; Burns, Greg; Cormier, James; Delios, Jean; Doherty, John; LeLacheur, Bob; O'Brien, Coleen; Sybert, Martha; Urell, Ruth; Zager, Jeff
Subject: Remote participation policy

Hi folks,

A quick couple of questions for those of you with Boards, Committees and Commissions. The Board of Selectmen will review this policy at their meeting on August 19, 2014.

- 1> Have any BCCs used this policy in the past 12 months?
- 2> If so, how often?
- 3> If so, was the policy beneficial?
- 4> Has there been any problems associated with this policy?
- 5> Any other comments are welcome!

If you could get back to me by August 12th that would be great. If I don't hear back I will assume there was no usage by your BCCS during this time.

Thanks,
Bob

Robert W. LeLacheur, Jr. CFA

Town Manager

Town of Reading

16 Lowell Street

Reading, MA 01867

townmanager@ci.reading.ma.us

(P) 781-942-9043

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www.readingma.gov

Please fill out our brief customer service survey at:

<http://readingma-survey.virtualtownhall.net/survey/sid/ff5d3a5f03e8eb60/>

Town Hall Hours:

Monday, Wednesday and Thursday: 7:30 a.m - 5:30 p.m.

Tuesday: 7:30 a.m. - 7:00 p.m.

Friday: CLOSED



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: Bob LeLacheur
Date: July 24, 2014
RE: Remote Participation Policy

Insert bold language below in Selectmen's Polices section 2.1 as item # 9.

9. All appointed and elected Boards, Committees and Commissions (hereinafter 'public body') are hereby authorized to conduct Remote Participation subject to the requirements of The Massachusetts Open Meeting Law, G.L. c30A, §20(d), 940 CMR 29.10, and the Additional Regulations listed below. This authorization is on a trial basis and expires on December 31, 2014 if not renewed.

Additional Regulations

- (1) Remote participation is limited to members of a public body and is not available to the general public;**
- (2) A member of a public body requesting remote participation must notify the Chair or acting Chair in writing and in advance of the meeting, stating the reasons why;**
- (3) The person chairing the meeting may permit remote participation if he or she determines that one or more of the following factors makes it unreasonably difficult for the member requesting remote participation to physically attend the meeting.
 - a. Personal illness;**
 - b. Personal disability;**
 - c. Emergency;**
 - d. Military service; or**
 - e. Geographic distance.****
- (4) Remote participation is allowed as audio only. The remote audio must be clearly heard in the public meeting space to all participants;**
- (5) The Chair or acting Chair shall announce the presence of any remote participants at the start of the meeting;**

Sdz

- (6) If technical difficulties arise and persist during a meeting, the remote participant will be declared to have left the meeting and the Chair of the public body may decide to continue with the Agenda if there is a quorum still physically present;**
- (7) A quorum of the body, including the Chair or, in the Chair's absence, the person authorized to Chair the meeting, shall be physically present at the meeting location, as required by M.G.L. c. 30A, sec 20(d);**
- (8) All votes must be by roll call if there is a remote public body participant;**
- (9) All handouts or presentations must be made available to all remote participants in advance. If used during the meeting, such documents shall be part of the official record of the meeting, and shall be listed in the meeting minutes and retained in accordance with M.G.L. c. 30A, sec. 22;**
- (10) A member participating remotely may participate in an executive session, but shall state at the start of any such session that no other person is present and/or able to hear the discussion at the remote location, unless presence of that person is approved by a simple majority vote of the public body;**
- (11) Any costs associated with remote participation are born entirely by the remote participant.**

523



Town of Reading Meeting Minutes

Board - Committee - Commission - Council:

Board of Selectmen

Date: 2014-07-29

Time: 7:00 PM

Building: Reading Town Hall

Location: Selectmen Meeting Room

Address: 16 Lowell Street

Purpose: General Business

Attendees: **Members - Present:**

Chairman John Arena, Vice Chairman Marsie West, Secretary Daniel Ensminger, Selectmen John Halsey and Kevin Sexton

Members - Not Present:

Others Present:

Town Manager Robert LeLacheur, Town Counsel Raymond Miyares, Police Chief James Cormier, Police Detective Richard Abate, Assistant Town Manager Jean Delios, Community Development Administrator Jessie Wilson, Office Manager Paula Schena, John Freitas, Robert Corwin, Mary Ellen O'Neill, Marla Clough, Everett and Virginia Blodgett, Alison Stager, David O'Connor, Carl McFadden, David Godwin, Cynda Rohmer, Bob Drake, Anne Godwin, Annika Scanlon, Christine Parks, Joanne Senders, Christopher Crane, Lorraine Salter, Robert Salter, Susan Coccoluto, Sharlene Reynolds Santo, Virginia Adams, Demetra Tseckares, Luca Restuccia, Joe Lupi, Elizabeth Lupi, Frank Keane, Leslie Marsh, Larry and Lisa Gilligan, Stephen Crook

Minutes Respectfully Submitted By: Secretary Daniel Ensminger

Topics of Discussion:

Reports and Comments

Selectmen's Liaison Reports and Comments – Daniel Ensminger noted that the Volunteer Appointment Subcommittee met and he will report on that later. He also participated in an Adopt an Island Event.

John Arena noted that he attended the Historical Commission meeting regarding the demolition delay at 186 Summer Avenue and it was a well-run meeting.

Marsie West noted that she had spoken to RMLD communities members about the sale of trucks at the RMLD and they had concerns.

Public Comment – Elizabeth Lupi, 167 Summer Avenue noted that the 01867 Neighborhood Preservation Association was formed last night. They are against the Criterion Group coming into their neighborhood.

A resident from 199 Summer Avenue indicated he was a member of the newly formed Association and requested that the Town help them. They have a lot of questions regarding the bylaws. John Arena noted that the Board of Selectmen is the last recall to the demolition delay but the applicant has accepted the delay.

6a1

Bob Salter, 257 Summer Avenue noted that the Dover act will be used to build the school. He wants the Board of Selectmen to act to incorporate that house into the Historic District. John Arena indicated the Board cannot do that because the property is under a contingent sale. Mr. Salter indicated that there is a strong feeling that the sale of the property for that purpose is not in the best interest of the Town.

A resident from 70 Howard Street asked if Criterion will be looked into. Jean Delios noted that the applicant came to the Building Inspector to apply for a demolition permit. The Historical Commission issued a six month delay. The permitting process will start at any time. The Town needs to see ownership for the Dover Amendment to go into effect.

Town Counsel Ray Miyares noted that the Dover amendment basically says that no zoning bylaw shall prohibit or regulated on land owned or leased for religious or educational purposes. They do, however, have to prove they are a nonprofit educational organization and that the property is to be used for educational purposes. The property owner's lawyers have to make that case. There would be two hearings – site plan review and Board of Appeals, but the applicant has to apply. The articles of organization say education but they have to prove it.

A resident from 189 Summer Avenue asked if Summer Avenue can be made a Historic District and Town Counsel indicated that a Historic District would affect any new applicants. If the Historic District is put in place quickly then it would apply to the new structure going in place.

Sharlene Santo noted there is a Historic District Bylaw in Town. If there was a 12 month demolition delay then the Town would have more time to act. She also asked when the current owner transfers to the new owner and Town Counsel indicated the demo permit can be transferred, but there are usually steps to do during the delay.

Demetra Tseckares, 106 Oak Street noted that the temple in Melrose was voted down because it was too big. Parking, safety of kids, and project reasonably fitting in with the beauty of the neighborhood should be considered.

Bob Salter asked when a new Historic District could be in place. The Town Manager indicated the warrant for a Special Town Meeting on September 29th will be closing on September 2nd and he needs a lead contact for the group. It was noted that Mary Ellen O'Neill will be the contact.

John Halsey noted that the current ownership is maintained by the current owner but there is a P & S. Ownership has to be identified for a building permit. The demolition permit will not be impacted by the new district.

John Arena noted that there is an urgency to find out if this is covered under the Dover amendment and also to add Summer Avenue to the Historic District.

Cynda Roma noted that the owner is supposed to work with the Historical Commission to find an alternate purchaser but she said she can't because the P & S has been signed. Sharlene Santo indicated there is no requirement that they cooperate. Town Counsel indicated there is no consequence if they don't cooperate.

A member of the Association noted that they do not intend to "stick it" to the current owner and he noted that the Town might have to bend some rules to make a compelling argument to move to a different alternative.

Everett Blodgett, Chairman of the West Street Historic District Committee indicated they should be involved to give input on what works and what doesn't work.

6a2

Sharlene Santo indicated the Historical Commission can talk with the property owner about keeping some of the structure and that would allow them to release the delay early so there is encouragement to work with the Historical Commission.

Cynda Roma indicated they have no interests in keeping any of that building because it has asbestos.

Personnel and Appointments

Conservation Commission, Historical Commission and Cultural Council – Daniel Ensminger noted that the Volunteer Appointment Subcommittee interviewed applicants for these committees.

A motion by Ensminger seconded by Halsey that the Board of Selectmen confirm the Volunteer Appointment Subcommittee's recommendation to appoint Ronald Weston to the Historical Commission with a term expiring June 30, 2017 was approved by a vote of 4-0-0 (West was not present).

A motion by Ensminger seconded by Halsey that the Board of Selectmen confirm the Volunteer Appointment Subcommittee's recommendation to appoint Jonathan Barnes as an Associate to the Historical Commission with a term expiring June 30, 2015 was approved by a vote of 4-0-0 (West was not present).

A motion by Ensminger seconded by Halsey that the Board of Selectmen confirm the Volunteer Appointment Subcommittee's recommendation to appoint Alison Stager to the Conservation Commission with a term expiring June 30, 2015 was approved by a vote of 5-0-0.

A motion by Ensminger seconded by West that the Board of Selectmen confirm the Volunteer Appointment Subcommittee's recommendation to appoint Rosemary Lewis to the Cultural Council with a term expiring June 30, 2017 was approved by a vote of 5-0-0.

A motion by Ensminger seconded by West that the Board of Selectmen confirm the Volunteer Appointment Subcommittee's recommendation to appoint Maryann Kozlowski to the Cultural Council with a term expiring June 30, 2015 was approved by a vote of 5-0-0.

Discussion/Action Items

Amplified Sound Permit – Carl McFadden noted that this is the third year for flag football in a partnership with Reading Recreation. Last year 350 kids participated and this year they are up to 500 kids with a waiting list. Mr. McFadden noted this is a community event with cheerleaders, face painting, and the RMHS football team will coach. There will be food from Portland Pie and Cupcake City. They are cognizant of the families in the neighborhood. The DJ is G rated and the concession stand profits go to different teams each week. John Arena asked if there were any complaints and Chief Cormier indicated he is not aware of any complaints.

A motion by Ensminger seconded by Halsey to approve the amplified sound permit as resent subject to the approval by the Recreation Committee was approved by a vote of 5-0-0.

Change of Manager – Chili's – Rob Harris noted that he has worked for Chili's for 19 years. He's been dealing with alcohol for a long time and there have been no issues since he's been General Manager.

A motion by Ensminger seconded by Sexton that the Board of Selectmen approve the Change of Manager for Pepper Dining, Inc. d/b/a Chili's Grill and Bar from Ron Dumont to Robert Harris was approved by a vote of 5-0-0.

Hearing – Liquor Violation – Ricky's Liquor – Sales to a Minor – The Secretary read the hearing notice. Police Chief James Cormier indicated the department received anonymous tips.

Police Detective Robert MacHugh noted that he received information that Ricky's Liquors was selling to minors. On July 3, 2014 he noticed a car pull into Ricky's parking lot and teenagers entered Ricky's Liquor. He saw one male go up to the register and leave with a bag. He followed the vehicle to Berger King where all of them went inside but were not purchasing anything. They then exited with a small bag of food. He spoke with the driver and was told that nobody in the vehicle was 21 years old. He questioned the male who had the bag and he admitted to buying and stated it's a well-known fact that Ricky's Liquor sells to minors. Detective MacHugh then removed the alcohol from the vehicle. All of the occupants were from out of town. On July 8, 2014 he spoke with the owner and asked to see the video from that night. He saw the male enter, buy and leave the store. He requested a copy of the video and has not received it yet.

Daniel Ensminger asked he can view the video for other instances and Detective MacHugh noted there is no way to verify the age.

Attorney Chris Coleman noted he was there to represent Kalpesh Patel and Bruce Armstrong. He feels the implications of the reports makes Ricky's look bad. He noted that Mr. Patel has 20 years of experience operating his store and selling cigarettes and asking for ID's. Attorney Coleman noted that July 3 was a busy night and Mr. Patel was there until 6:00 p.m. and then returned at 9:00 p.m. The minor was 6 feet tall, 20 years old and looked older. Mr. Armstrong has been the Manager of CVS for many years and he has finished his TIPS training. Mr. Patel is currently hiring a fourth person and will be purchasing a check ID machine. He also noted that they have never seen that minor in the store before.

John Halsey asked why the employee was not properly trained and Mr. Patel indicated they were trying to find a place to do training. He had missed one and finally did it online. Mr. Armstrong noted that he works full time for CVS and did training for them. He works part time for Mr. Patel.

John Halsey asked why the surveillance video was not turned over to the Police and Attorney Coleman indicated it is difficult to transfer the tape from a laptop. John Halsey indicated when the license is in question he should have hired someone to do it. John Arena noted that their business and reputation are at risk.

Marsie West asked if Mr. Patel and his wife are TIPS trained and it was noted they are. Marsie West indicated that any new employees must be trained before they start working.

John Arena noted that Reading focus' on substance abuse and alcohol is the single most used drug. He also noted that if the comments are believed, it wasn't this minor's first visit and he lives out of town. Mr. Arena also noted that this was not a compliance check, it was a tip. Attorney Coleman indicated that the Town was putting a lot of stock in a young persons words when he was under duress.

John Halsey noted the Police received an anonymous tip and the Detective immediately sees it happen. These out of town kids were not there because there was a sale going on. He is not happy that there was a six month delay in training and a delay in getting the video to

604

the Police. He couldn't understand why he would spend \$4,000 for an ID checker but won't hire an IT person to give the Police what they ask for.

John Arena asked if there was more than one tip and Chief Cormier indicated there was – one verbal and one week later a text tip.

Kevin Sexton asked if the Police went back to view the tapes to see if other purchases were made by minors and Detective MacHugh indicated no because they had a hard time narrowing down the tape to July 3rd.

Marsie West asked how long their license has been valid and it was noted it was issued on June 24, 2013.

The Town Manager noted that the Selectmen's Policy suggests a warning to three day suspension for the first offense. Town Counsel Ray Miyares noted that the policy is a guideline.

John Arena noted that three indicators are a trend and he is inclined to do greater than the minimum.

Marsie West suggested five days, but five days was for a third violation.

Kevin Sexton suggested four days.

John Halsey noted that it is very troubling that there has been no compliance check in over one year; the TIPS training has been ignored; and there's been halfhearted support to the Police. He feels that four days will send a message and if another violation happens he will vote to suspend and revoke the license.

A motion by Ensminger seconded by West that the Board of Selectmen close the hearing on the possible modification, suspension or revocation of the Retail Package Store License to Expose, Keep for Sale and to Sell All Kinds of Alcoholic Beverages for Jay & Ricky, Inc. d/b/a Ricky's Liquor, 214 Main Street, for violating MGL Chapter 138, Section 34 for the sale or delivery of alcoholic beverages to a person under 21 years of age, was approved by a vote of 5-0-0.

A motion by Ensminger seconded by Sexton that the Board of Selectmen find Jay & Ricky, Inc. d/b/a Ricky's Liquor, 214 Main Street, Reading in violation of MGL Chapter 138, Section 34 for the sale or delivery of alcoholic beverages to a person under 21 years of age on July 3, 2014, was approved by a vote of 5-0-0.

A motion by Ensminger seconded by West that Jay & Ricky, Inc. d/b/a Ricky's Liquor, 214 Main Street, Reading be penalized with a four day suspension for violation of MGL Chapter 138, Section 34 for the sale or delivery of alcoholic beverages to a person under 21 years of age on July 3, 2014, was approved by a vote of 5-0-0.

A motion by Ensminger seconded by Sexton that the four day suspension for Jay & Ricky, Inc. d/b/a Ricky's Liquor, 214 Main Street, Reading take place on September 15, 16, 17 and 18, 2014; that the license be surrendered to the office of the Town Manager no later than 9:00 a.m. the first day of the suspension, to be returned to the licensee by 9:00 a.m. the first day following the suspension; and that a placard be placed on the premises during the period of suspension indicating the business is "unable to sell liquor due to a suspension of the liquor license for sale of liquor to an underage person" and that Jay & Ricky, Inc. reimburse the Town of Reading for Constable and advertising fees and this

605

decision, including the designation of the dates of suspension, was rendered on the basis of Kalpesh Patel's waiver of appeal, was approved by a vote of 5-0-0.

Continued Hearing – Proposed 4 Way Stop at Sunnyside and Fairview – John Arena noted this is a continuation of a hearing and the proponent is not here tonight. He noted that several Selectmen have since visited the location. The bush was removed and the site line is a non-issue now.

A motion by Ensminger seconded by West to close the hearing on the proposed four way stop at Sunnyside and Fairview was approved by a vote of 5-0-0.

No further action was taken.

Planning Overview – Community Development Administrator Jessie Wilson, and Chris Kuschel from MAPC were present.

Jessie Wilson noted that the Complete Street Policy is to make streets safe, comfortable and accessible for all users, including vehicles. A handful of communities have adopted. We are already doing most of what is in the policy. It codifies what we are doing now and sets a vision for the Town. Finances and rights of way are taken into consideration. The policy allows for exceptions. It is not a one size fits all. It is a policy in practice. The team projects, large projects and subdivision regulations exist. This policy is a criterion for funding.

The Bike and Pedestrian Plan is to create bike lanes using low cost short term improvements giving access to schools, downtown and Walkers Brook Drive. The Town should look for opportunities to make lanes or do signage or consider striping on West Street. The Town Manager noted that West Street is a state project. We can ask them to do striping but can't make them. He also noted that we have to adopt this plan if we want to get money in the future.

John Arena noted that there is a need to retrain people when it comes to parking lanes adjacent to bike lanes. It was noted that requires training and education to have people look over their shoulder before opening the car door. It was also noted that not all bike lanes are adjacent to parking lanes.

John Halsey noted that there are two new dedicated turn lanes on north Main Street.

Chris Kuschel noted the plan is to give pedestrians access to schools, retail and to the lake. The Town has crosswalks with no curb cuts. Sidewalk priorities are Salem Street at the rotary and Grove and Hopkins Street.

John Halsey indicated he feels if the Board adopts the plan then they have to do everything. Chris Kuschel indicated the Town just needs to consider certain items. The Town Manager indicated this does not supersede local control.

Jessie Wilson noted that the Community Planning and Development Commission made recommendations and adopted the plan because it gives them more teeth when developers come before them.

A motion by Ensminger seconded by West to adopt the Town of Reading Complete Streets Policy was approved by a vote of 5-0-0.

A motion by Ensminger seconded by West to adopt the Town of Reading Bike and Pedestrian Plan was approved by a vote of 5-0-0.

6a6

Jean Delios gave an update on the south Main Street DIET. She noted that is conceptual at this point and under the jurisdiction of MASSDOT. The number of driveways could be problem on south Main Street. The test on reducing the lanes will be when the road is under construction for the water lines.

Discuss Reading 2020 Working Groups – The Town Manager reviewed the groups. He noted that we are starting to work on Community Partners. For Services and Performance a list of what Town government does and how it is measured will be developed. How we communicate to the public we need to be flexible. For strategic planning we need to determine what the key areas are and need to prioritize. We also need to determine what the actual action items.

John Arena noted that people don't correlate services with spending. The mission or end goal is more critical.

The Town Manager noted that a multi-board summit is needed. John Halsey recommended picking four or five pillars otherwise it would be too onerous.

The Town Manager noted that the Finance Committee will want a two year budget. That can be done but we will have to revisit the second year. The Town Manager also noted that community priorities need to be determined. During last year's budget sessions those who asked the loudest got what they wanted.

John Halsey noted that the strategic planning committee met with the Town Manager first. The Town Manager noted that the first thing is to determine if something matters. He also suggested involving the schools and use committees to do the work.

John Arena noted we should advertise our strengths.

Jean Delios noted that visioning is part of the Economic Development Plan. She recommends knowing your audience and what they want. Public input is helpful.

John Halsey recommended going to the committees as a first approach because they are an instant audience and it will be a bottom up buy-in.

Kevin Sexton recommended getting committees' input and then going out to the public and seeing what matters. Marsie West suggested finding out not only if something matters, but how much something matters.

Jean Delios noted that the Community Preservation Act is pretty rare but a potential resource to raise money. A town can collect 1% to do open space preservation, housing, or historic preservation. Reading tried to get this through years ago but it didn't pass by a narrow margin.

Town Manager Evaluation Process – John Arena noted that the Board needs a mechanism to do the Town Manager's evaluation. Most communities look the same and use a scale of 1 – 5, but he would be happy with 3 levels.

The Town Manager noted that the employee evaluations have three levels. He feels August is generally a good time to do the evaluation. He is interested in detail honesty. He noted that the School Committee each do individual evaluations then release a collective one. He suggested that two Selectmen create the form.

Kevin Sexton asked if they are doing a two year goal setting and John Arena asked for two Selectmen to review the July 10th goals and craft a score sheet. Daniel Ensminger and John Halsey volunteered to do that.

627

The Town Manager noted that there are three Selectmen meetings scheduled in September but only two are needed. John Arena recommended using the third night to meet with Department Heads beginning as early as 5:00 p.m.

It was also determined that there would not be a quorum on August 19th so that Selectmen's meeting was moved to August 12, 2014.

Approval of Minutes

A motion by Ensminger seconded by West to approve the minutes of July 15, 2014 as amended was approved by a vote of 5-0-0.

A motion by West seconded by Ensminger to adjourn the meeting at 10:42 p.m. was approved by a vote of 5-0-0.

Respectfully submitted,

Secretary

628

4C BOS

IMPORTANT INFORMATION REGARDING YOUR VERIZON FIOS TV SERVICE

Dear Valued Customer,

Thank you for your business with Verizon.

Technology is moving fast and we continue to make investments in our network. To continue to provide your business with quality service and entertainment, we need to raise our rates at times. Please note that on or after September 21, 2014, the monthly rates of our Premium channels will increase as shown below.

Premium Channels & Packages	Current Monthly Price	Increase	New Monthly Price
Fully Loaded Entertainment Pack	\$39.99	\$9.00	\$48.99
Showtime Starz Entertainment Pack	\$16.99	\$3.00	\$19.99
Showtime Starz Entertainment Pack + EPIX	\$24.99	\$4.00	\$28.99
HBO + Cinemax	\$24.99	\$5.00	\$29.99
HBO	\$16.99	\$3.00	\$19.99
Cinemax	\$11.99	\$4.00	\$15.99
Starz/Encore (standalone)	\$11.99	\$4.00	\$15.99
Showtime/The Movie Channel (Standalone)	\$11.99	\$4.00	\$15.99
EPIX	\$9.99	\$6.00	\$15.99
Polish Channel	\$17.99	\$3.00	\$20.99
Starz Encore Pack for Ultimate HD	\$9.99	\$4.00	\$13.99
Spanish Language Package	\$12.99	\$2.00	\$14.99
Showtime Starz Entertainment Pack & Sports	\$18.99	\$3.00	\$21.99
HBO/Showtime/Starz Entertainment Pack	\$27.00	\$4.00	\$31.00
HBO/Cinemax Showtime Starz Entertainment	\$37.00	\$4.00	\$41.00

We know that as a business owner, you are concerned about managing your expenses. Call us today at 1.800.VERIZON (1.800.837.4966) for an account review and ensure that you have the best services for your business and your budget.

We look forward to continuing to serve you.

Sincerely,

Your Verizon Team

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