



Town of Reading Meeting Posting with Agenda

RECEIVED
TOWN CLERK
READING, MASS.

Board - Committee - Commission - Council:

Board of Selectmen

2015 JAN 29 A 11:48

Date: 2015-02-03

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:

- 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. Joint Meeting with Reading Municipal Light Board to appoint new Light Board Member 7:15
 - b. Private/Public Road Discussion 7:30
 - c. Morton Field Improvements 9:00
 - d. Town Manager FY16 Budget 9:15
 - e. Preview Annual Town Meeting Warrant 9:45
- 6) **Approval of Minutes**
 - a. December 9, 2014
 - b. January 13, 2015
- 7) **Licenses, Permits and Approvals**
 - a. One day liquor license for the Reading Rotary Bunco Fundraiser Night on January 31, 2015
- 8) **Executive Session**
- 9) **Correspondence**
 - copy a. Email from Verizon re: 2015 Verizon FiOS TV for Business \$5 Price Increase
 - copy b. Email from Terrence Selle announcing his resignation from the Conservation Commission and Town Forest and Trails Committees

This Agenda has been prepared in advance and represents a listing of topics that the chair reasonably anticipates will be discussed at the meeting. However the agenda does not necessarily include all matters which may be taken up at this meeting.

DRAFT - BOARD OF SELECTMEN			
2015	AGENDAS		2015
1/29/2015		Staff Responsibility	Estimated Start time
	January 27, 2015	CANCELLED	
	February 3, 2015		
	Joint meeting with RMLB to appoint new RMLB member		7:15
	Private/Public Road discussion	Zambouras	7:30
	Morton Field Improvements	Halsey	9:00
	Town Manager FY16 Budget	LeLacheur	9:15
	Preview Annual Town Meeting Warrant	LeLacheur	9:45
	February 10, 2015		
Office Hour	Marsie West		6:30
	RMHS Robotics Team		7:20
	Town Accountant Report		
	Review FY15 Town Manager Goals		9:00
	Discuss Reading 2020 Working Groups		9:30
	February 23, 2015 - Special Town Meeting	RMHS PAC	7:30
	February 24, 2015		
	Police Badge Pinning - Matt Vatcher		7:30
HEARING	Close Warrant for April 27, 2015 Annual Town Meeting	LeLacheur	
	Town Meeting Instructional Motion - Firearms		
	March 10, 2015		
Office Hour	John Arena		6:30
	March 24, 2015		
	Appoint Town Accountant		
	Vote Annual Town Meeting Warrant Articles		
	Local elections April 7, 2014	Tuesday	
	April 14, 2015		
Office Hour	John Halsey		6:30

	Town Accountant Report		
	MAPC member Report		
	Reading Housing Authority Report		
	RCTV members Report		
	CAB (RMLD) member Report		
	Reading Ice Arena Report		
	Review FY16 Town Manager Goals		
	Town Meeting April 27, 2015	Monday	
	Town Meeting April 30, 2015	Thursday	
	Town Meeting May 4, 2015	Monday	
	May 5, 2015		
Office Hour	Kevin Sexton		6:30
	Town Meeting May 7, 2015	Thursday	
	May 19, 2015		
	June 2, 2015		
Office Hour	Dan Ensminger		6:30
	Approve Classification & Compensation		
	Appoint Town Counsel		
	Appointments of BCCs		
	June 16, 2015		
	June 30, 2015		
	July 21, 2015		
Office Hour			6:30
	August 11, 2015		
Office Hour			6:30
	September 1, 2015		
Office Hour			6:30
	September 15, 2015		
	October 6, 2015		
Office Hour			6:30
	October 20, 2015		

	November 3, 2015		
Office Hour			6:30
	Town Meeting November 9, 2015	Monday	
	Town Meeting November 12, 2015	Thursday	
	Town Meeting November 16, 2015	Monday	
	November 17, 2015		
	Liquor License Renewals		
	December 1, 2015		
Office Hour			6:30
	December 15, 2015		
	Approve Licenses - non-alcohol		
Future Agendas			
	Reading 2020 Community Meeting		Spring '15
	Downtown Parking		Spring '15
	Multi BCC Summit		
	RMLD joint meeting		
	Strout Avenue Master Plan (after Town Forest planning work is done)	Feudo	
Recurring Items			
	Close 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		as needed
	Appointments of BCCs	June	Annual
	Approve Classification & Compensation	May/June	Annual
	Tax Classification Hearing	October	Annual
	Approve licenses	December	Annual
	Appoint Town Counsel	June	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



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: AWARDING AGENCY
Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention
ATTENTION:
Virginia Simmons, Grants Management Officer
Division of Grants Management, OFR
GRANT NUMBER:
1H79SP019233-01 REVISED
SAMHSACONT13-04

From: Robert W. LeLacheur, Jr. CFA
Date: January 12, 2015
RE: Letter of Attestation

Dear Ms. Simmons,

Per the instructions for grant#5 SP019233-04, I submit this letter of attestation for the Year 4- Grant Budget for the Reading Coalition Against Substance Abuse STOP (Sober Truth on Underage Drinking Project) Project.

The budget amount for the grant year from 9/30/2015 through 9/29/2016 was \$48,258 annually allocated in the categories below:

Salary and Wages	\$40,794
Supplies	\$ 2,179
Contract	\$ 1,000
Travel	\$ 3,718
Other	\$ 567

The detailed budget and narrative justification for the current budget period will not change more than 25% in the total budget planned for the next year.

Sincerely,

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; (F) 781-942-9037

101



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: Marc Draisen, Executive Director
Metropolitan Area Planning Council
60 Temple Place
Boston, MA 02111

From: Robert W. LeLacheur, Jr. CFA

Date: January 6, 2015

RE: Technical assistance grant application relative to Reading 2020 Strategic Planning and Streamlined Permitting exercise

The Town of Reading is pleased to submit this application for \$12,000 in technical assistance funding for work in support of Reading's 2020 strategic planning program and implementation of streamlined permitting consistent with its updated zoning by-law. These technical assistance funds would supplement the approximately \$10,000 that the Town is contributing to MAPC for its support in these endeavors. This assistance will enable Reading officials and community volunteers to:

- 1) Identify town service areas that can be provided more effectively and/or at lower cost in support of Reading's 2020 priorities; and
- 2) Develop graphical representations (flow charts, check lists, etc..) for the updated zoning bylaw. These graphics will create a visual representation of the permitting process for applicants.

Background

The two projects described above will make the Town of Reading more effective and efficient. The Reading 2020 strategic planning exercise is working to determine a set of priorities for Reading to strive for over the next five years. A key component of the exercise is ensuring the Town can continue to deliver high-quality services with the resources it will have available. Doing so will require the Town and its residents to consider new service delivery models and to prioritize the services it considers necessary. MAPC can provide invaluable assistance in this effort by conducting an inventory of current Town services and helping us facilitate a community dialogue about the choices we face going forward.

MAPC can also help implement the Town's newly updated zoning by-law, making it easier for zoning applicants to understand and be prepared for the planning process. Providing applicants with easy-to-follow material that guides them through the planning process will save them, as well as Town officials and Board members, significant time and effort.

Project Need

Ensuring that Reading can sustain high-quality public services in a fiscally responsible manner lies at the heart of its Reading 2020 strategic planning effort and is the key driver for the assistance we are seeking from MAPC. The Town's finances can also be strengthened by sustainable economic growth. Streamlined permitting should facilitate development that meets Reading's needs through a process that is more efficient in the use of Town

resources. This project would directly support MAPC's 2015-2020 strategic priority: *Partnering with our cities and towns to promote regional collaboration, enhance effectiveness and increase efficiency.*

Expected Deliverables

The key deliverables expected for the Reading 2020 work will include:

- **Development of a service inventory**, cataloguing the range of services currently provided by Reading Town government and whether those services are delivered wholly by the Town or in partnership with external parties, such as contractors, community groups, town residents. This work will also include possible areas recommended for service delivery reform;
- **Reviewing the use of performance measures** to assess the quality of Town service provision (i.e. where/how they are used); and
- **Planning and facilitating one (or more) community forums** to discuss opportunities for more effective, efficient service delivery.

The key deliverables expected for the Streamlined Permitting work will include:

- **Creation of easy-to-use flow charts** that present the steps an applicant must take in the zoning/permitting process; and
- **Development of a check list guide** that will assist applicants to ensure they are prepared and have done wants required at each step of that process.

Outcomes and Benefits

The Reading 2020 project will enable Reading officials and community stakeholders to identify Town service areas that can be provided more effectively and/or at lower cost. In the long-term, it is expected that the process will lead to changes in the way certain services are delivered and ultimately to real savings that will ensure service quality within available resources. The streamlined permitting work's outcomes will be a set of tools that should measurably reduce the amount of time it takes for applicants to go through the planning process.

Timelines and Milestones

The Reading 2020 and Streamlined Permitting projects are expected to run through April 2015.

For Reading 2020, key milestones will include:

- Mid-Jan 2015: Kickoff meeting with Town officials
- Mid-Jan thru Mid-Feb: Interviews with Town officials and key stakeholders
- Late Jan: Community forum planning session
- Late Feb: Presentation of service inventory, performance measures review to Town officials
- Mid-March: Reading 2020 community forum
- Late-March: Next steps, handover

For the streamlined permitting, key milestones will include:

- Mid-Jan-Early Feb 2015: meetings with key Town officials on updated zoning by-law, permitting process
- Mid-Feb: Initial draft of flow charts
- Late-Feb: Initial draft of check list guide
- Mid-March: Final drafts of flow charts
- Late-March: Final drafts of check list guide
- Mid-April: Implementation, handover

103

Municipal Commitment

The Town of Reading is very committed to implementing the reforms detailed above. The Town has made a direct contribution to the delivery of the projects and will greatly benefit from the additional assistance MAPC can provide to make the progress a success.

Thanks very much for your consideration – please contact me if you have any questions.

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; (F) 781-942-9037



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: The Honorable Bradley H. Jones, Jr.
State Representative and Minority Leader
State House – 24 Beacon Street
Boston, MA 02133-1030

From: Robert W. LeLacheur, Jr. CFA

Date: January 15, 2015

RE: Request for a Special Act

CC: The Honorable Jason M. Lewis, State Senator
The Honorable James J. Dwyer, State Representative

Dear Representative Jones,

For the past two years, a group of Town Meeting members acting as a Charter Review Committee have been discussing our Home Rule Charter. Their review was the first comprehensive look at the Charter since inception over twenty five years ago, and included over twenty public meetings. This review process culminated on January 7, 2015, when a Reading Special Town Meeting overwhelmingly voted a series of changes to our Charter.

Most of these changes involve only local voter approval, which we plan on requesting at our next local election on April 7, 2015.

A small portion of these changes were in the form of a request to the state legislature for a Special Act, which is the reason for my letter today. We respectfully request that the state legislature approve our request.

We also understand that there is a chance that the Special Act may be sent back to Reading and require local voter approval. Because of that, I would additionally request that the Special Act be on the fastest track possible, as we would like to request any and all changes to the Charter all at once at the next local election. This will save us from considerable voter confusion, as well as significant publishing and voter notification costs.

I have included along with this letter a certified copy of the vote of Town Meeting on Article 8, which requests the Special Act. I have also included a copy of the entire Charter as revised by the vote of the Special Town Meeting, and finally a brief overview of what types of changes were made in each section.

Please note that for the latter, an asterisk is shown next to the sections of the Charter that are part of the Special Act. The two most significant changes in the Special Act section are likely a change from 28 days to 35 days for the nomination papers filing deadline – to bring us into compliance with current state law; and a change in the tie-breaker method for Town Meeting election to be from ballot position to vote of the Precinct.

104

If any questions arise at the staff level about our request, I am happy to provide the following contact for Town Counsel as well as myself as a resource – we are both available at any time:

J. Raymond Miyares
Miyares and Harrington LLP
40 Grove Street Suite 190
Wellesley, MA 02482

Tel 617-489-1600 Fax 617-489-1630

ray@miyares-harrington.com

www.miyares-harrington.com

On behalf of the entire community of Reading, many thanks to you and your colleagues Senator Lewis and Representative Dwyer for your assistance on this matter. Reading well knows and appreciates the continued support throughout the year that you three provide.

Thanks!

Robert W. LeLacheur, Jr. CFA
Town Manager
Town of Reading

105

APPOINTMENTS TO BECOME EFFECTIVE JANUARY 27, 2015

Reading Municipal Light Board

Term: 3 years

1 Vacancy

Appointing Authority: Elected

<u>Present Member(s) and Term(s)</u>	<u>Orig. Date</u>	<u>Term Exp.</u>
Philip B. Pacino	5 Washington Street Unit D6 (87)	April 16
David Talbot	75 Linden Street (13)	April 16
Thomas O'Rourke	50 Chequessett Road (14)	April 17
<u>Vacancy</u>	()	April 15
John Stempeck	65 Avalon Road (12)	April 15

Candidates:

David R. Hennessy

5a1



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

RECEIVED
TOWN CLERK
READING, MASS.

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

2014 NOV 24 A 9:46

TOWN MANAGER
(781) 942-9043

VOLUNTEER VACANCY
TOWN OF READING
READING MUNICIPAL LIGHT BOARD

One vacancy exists on the Reading Municipal Light Board. The Municipal Light Board has charge of all the real estate, facilities, personnel and equipment of the Town pertaining to the production and transmission of electrical power both within the Town and elsewhere; shall have all the powers and duties given to cities and towns in respect to municipal lighting plants under G.L. c. 164, s. 34 et seq., and other general and specific acts pertaining thereto together with such further powers and duties assigned to them by the Charter, by Bylaw or by other Town Meeting vote.

Interested persons may apply at the Town Clerk's office, 16 Lowell Street, Reading, Massachusetts until the position is filled. Although the term for this position expires April 2015, the appointment that will be made by a joint meeting of the Municipal Light Board and Board of Selectmen will have a term expiring on Election day April 7, 2015.

502

MUNICIPAL LIGHT BOARD

<u>Term</u>	Three years
<u>Appointing Authority</u>	Elected
<u>Number of Members</u>	Five Members whose terms are so arranged that as nearly an equal number of terms as possible shall expire each year
<u>Meetings</u>	
<u>Authority</u>	Reading Charter – Adopted March 24, 1986
<u>Purpose</u>	Shall have charge of all the real estate, facilities, personnel and equipment of the Town pertaining to the production and transmission of electrical power both within the Town and elsewhere; shall have all the powers and duties given to cities and towns in respect to municipal lighting plants under G.L. c. 164, s. 34 et seq., and other general and specific acts pertaining thereto together with such further powers and duties assigned to tem by the Charter, by Bylaw or by other Town Meeting vote.



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

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

TOWN MANAGER
(781) 942-9043

January 15, 2015

David R. Hennessy
7 Pine Ridge Road
Reading, MA 01867

Dear Mr. Hennessy:

Thank you for applying for a position on Reading Municipal Light Board for the Town of Reading. The Board of Selectmen and Reading Municipal Light Board will be jointly interviewing candidates on January 27, 2015, in the Selectmen's Meeting Room, 16 Lowell Street, Reading, MA. We have scheduled your interview to take place at 7:15 p.m.

Attached is a copy of the description of the Board(s), Committee(s) or Commission(s) to which you have applied. Please make sure that we have in advance a resume or description of your qualifications if you would like to submit this material. Also, please note that the Charter requires that you be a resident of Reading and the Board of Selectmen requires that you be a registered voter to be considered for appointment (there are exceptions if the applicant is not old enough to be a registered voter). The following is a list of questions that are commonly asked of new applicants.

1. Can you meet the time commitment that will be required for this position?
2. Are there any conflicts in your personal or professional life with serving in the position that you seek?
3. Briefly summarize your qualifications. Why are you interested in this particular position?
4. Are there any specific issues that you would like to deal with as a member of this Committee?
5. Are you accessible to residents who have business before the Reading Municipal Light Board – i.e. do you have a listed telephone number?

Please contact Paula Schena at 942-9043 and let her know whether or not you will be able to be present for this interview.

Sincerely,

Robert W. LeLacheur, Jr.
Town Manager

RWL/ps

cc: RMLD General Manager
Reading Municipal Light Board
Board of Selectmen

504

2014 OCT 15 AM 11: 53

APPLICATION FOR APPOINTMENT TO BOARDS/COMMITTEES/COMMISSIONS

Name: Hennessy David R.
(Last) (First) (Middle)

Date: 10/14/14

Address: 7 Pine Ridge Rd, Reading, MA

Tel. (Home) 617.448.2375
Tel. (Work) 617.720.9104
(Is this number listed?)

Occupation: SR. Vice President, Keystone Partners

of years in Reading: 7

Are you a registered voter in Reading?

e-mail address: dhennessy@keystonepartners.com

Place a number next to your preferred position(s) (up to four choices) with #1 being your first priority.
(Attach a resume if available.)

- | | |
|---|---|
| <input type="checkbox"/> Animal Control Appeals Committee | <input type="checkbox"/> Economic Development Committee |
| <input type="checkbox"/> Aquatics Advisory Board | <input type="checkbox"/> Finance Committee |
| <input type="checkbox"/> Audit Committee | <input type="checkbox"/> Historical Commission |
| <input type="checkbox"/> Board of Appeals | <input type="checkbox"/> Housing Authority |
| <input type="checkbox"/> Board of Cemetery Trustees | <input type="checkbox"/> Human Relations Advisory Committee |
| <input type="checkbox"/> Board of Health | <input type="checkbox"/> Land Bank Committee |
| <input type="checkbox"/> Board of Registrars | <input type="checkbox"/> MBTA Advisory Committee |
| <input type="checkbox"/> Bylaw Committee | <input type="checkbox"/> Metropolitan Area Planning Council |
| <input type="checkbox"/> Celebration Committee | <input type="checkbox"/> Mystic Valley Elder Services |
| <input type="checkbox"/> Cities for Climate Protection | <input type="checkbox"/> Recreation Committee |
| <input type="checkbox"/> Commissioner of Trust Funds | <input checked="" type="checkbox"/> RMLD Citizens Advisory Board |
| <input type="checkbox"/> Community Planning & Development Comm. | <input type="checkbox"/> Telecommunications and Technology Advisory Committee |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Town Forest Committee |
| <input type="checkbox"/> Constable | <input type="checkbox"/> Trails Committee |
| <input type="checkbox"/> Contributory Retirement Board | <input type="checkbox"/> West Street Historic District Commission |
| <input type="checkbox"/> Council on Aging | <input type="checkbox"/> Other <u>Reading Municipal Light Board</u> |
| <input type="checkbox"/> Cultural Council | |
| <input type="checkbox"/> Custodian of Soldiers' & Sailors' Graves | |

Please outline relevant experience for the position(s) sought:

I am an executive at a large regional career management + leadership development firm. I have been president of a Human Resources Association and have been on the Advisory Board of NEHRA. The largest HR Association in New England.

505



Town of Reading

16 Lowell Street
Reading, MA 01867-2683

Fax: (781) 942-5441
Website: www.ci.reading.ma.us

Public Works - Engineering Division
(781) 942-9082

January 22, 2015

Mr. John Arena, Chairman
Town of Reading
Board of Selectman

Honorable Board Members,

The Town has received numerous inquiries regarding whether their street is a public way or how to make a private roadway a public way. This evening's informational meeting is to identify the private ways that exist in the Town and to explain the procedures that are necessary to enable a private way to become a public way.

On the attached map approximately 80 roadways are identified as either private ways or private driveways. Of the private ways identified the information provided herein addresses 57 of the roadways identified as private ways and 3 which are classified as private driveways. A listing of the names of these roadways and their limits are detailed further on the attached spreadsheet. The spreadsheet also identifies the status of more recent subdivisions to the extent known.

The remaining roadways identified as "private driveways" are roadways which exist in complexes such as Johnson Woods, Reading Woods, Reading Commons (Archstone Circle), Carnation Circle and Gazebo Circle which when built were not planned to be public and are not included in this review.

Roadways are private for various reasons: the intent of original developer, by design, because of sub-standard design, because of incomplete work, failure in the acceptance process or by desire of residents.

The process for accepting a roadway is typically initiated by one of the following methods:

- Newer subdivisions – initiated by developer upon completion of the development
- Older roadways - initiated by resident petition
- Town initiates acceptance / taking

On the private roadways to be discussed this evening they can be classified into the following categories:

- I. Roadways that have been completed where the final steps for acceptance were never requested or completed

- II. Roadways that are incomplete where bonds are in place to complete the work. If bonds are insufficient the Town through the Board of Selectman must decide if betterments are to be assessed
- III. Older roadways where the reasons for non acceptance are unknown
- IV. Roadways that when constructed were intended to be private but the residents may desire the roadways to become public
- V. Roadways that when constructed were intended to be private and the residents desire the roadways to remain private
- VI. Roadways within small development complexes, i.e. 40B and PRD's, that when constructed were intended to be private where the residents may now desire the roadways to become public

While the final steps in accepting a roadway are the same the initial steps vary depending on which category the private roadway falls under. The variations of each category are as follows:

Category I

Completed roadways in which the final steps for acceptance either were never requested or completed the following steps are required.

- Perform bound certification survey and draft acceptance plan
- CPDC votes completion of subdivision, to release covenant (if needed) and vote recommendation of acceptance to Board of Selectman.
- Board of Selectman hold Public Hearing – Vote intent to layout and recommend approval to Town Meeting
- Town Meeting warrant for acceptance of Roadway
- Board of Selectman hold Public Hearing vote the Order of Taking

Category II

Incomplete roadways where a bond exists to complete the work.

- CPDC votes to seize bond and complete work
- If bonds are insufficient to complete outstanding work the Town through the Board of Selectman must decide if completion costs in excess of bond amount will be assessed to residents as betterments. (The method and steps necessary for assessment of betterments is explained in the next category)
- Work completed through contractual work or DPW crews
- Perform bound certification survey and draft acceptance plan
- CPDC votes completion of subdivision, to release covenant (if needed) and vote recommendation of acceptance to Board of Selectman.
- Board of Selectman hold Public Hearing – Vote intent to layout and recommend approval to Town Meeting
- Town Meeting warrant for acceptance of Roadway
- Board of Selectman hold Public Hearing vote the Order of Taking

Category III, IV, V and VI

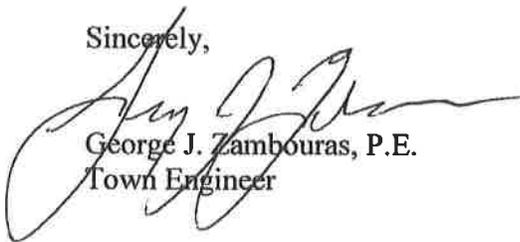
Older roadways where the reasons for non acceptance are unknown, roadway intended to be private and residents now desire the roadways to become public as well as small development complexes that when constructed were intended to be private and residents now desire the roadways to become public, will all have a similar process.

- Determination if residents desire to have roadway accepted – resident petition or questionnaire by Town
- Board of Selectman authorize project
- Engineering develops cost estimate for improvements needed
- Notice of estimated assessed betterments furnished to all affected residents
- Board of Selectman hold Public Hearing – approved extent of improvements, betterments and vote intent of acceptance
- Town Meeting warrant for acceptance of Roadway
- Town constructs improvements
- Determine final cost of betterment assessment – cannot be higher than original estimate
- Board of Selectman hold Public Hearing to vote betterment assessments and taking of roadway as public way
- Betterments assessed to resident properties.

When necessary improvements are assessed as betterments the cost of the betterments are distributed amongst residents based upon linear foot of frontage. Betterments can be paid in a lump sum or spread out over a period of up to 20 years with interest.

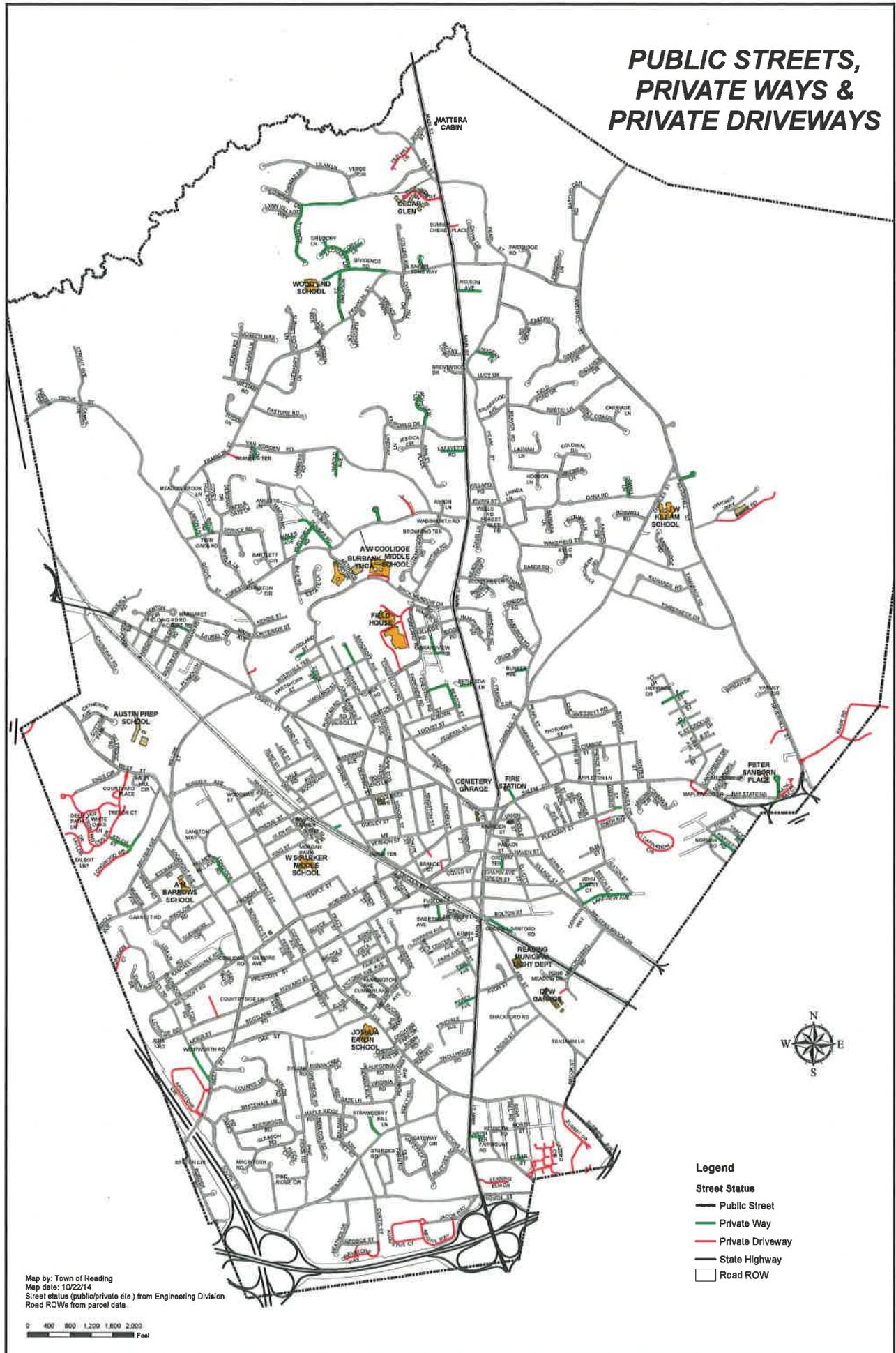
It is the intent of Town staff to begin the process of having these roadways accepted as public ways starting with the roadways in Category I and then in Category II. For the remainder of the categories Town staff would need to perform surveys to determine residents' input on having their roadway accepted. Once this is determined additional meetings with the Board of Selectman will be required.

Sincerely,



George J. Zambouras, P.E.
Town Engineer

PUBLIC STREETS, PRIVATE WAYS & PRIVATE DRIVEWAYS



PRIVATE WAYS

21-Jan-15

STREET NAME	Length	Comments
-------------	--------	----------

Category I

Cory Lane	All	Developer Recenently Completed Outstanding Work - Ready for Acceptance
Dividence Road	All	Requires Acceptance Plan
Nugent Lane	All	Developer Recenently Completed Outstanding Work- Ready for Acceptance
Pondview Lane	All	Subdivision Complete - Ready for Acceptance

Category II

Baldwin Lane Ext	65 northerly to end	\$6000 bond for outstanding work
Bay State Road	All	\$6000 bond for outstanding work
Bethesda Lane	All	\$4000 bond for outstanding work
Gregory Lane	All	Outstanding Work Remains - Bond Unknown
Roma Lane	All	Subdivision Incomplete by Developer
Strawberry Hill Lane	All	Not Completed - Last Records Indicate \$20,000 Bond
Zachary Lane	All	Subdivision Incomplete by Developer

Category III, IV and V

Arbor Way	All	
Beacon Street	north of Auburn	
Birch Road	All	
Bunker Avenue	All	
Cedar Street	Bearhill Rd easterly to end	
Coldspring Road	All	
Coolidge Road	north of Springvale Road	
County Road	Lewis St to West St	
D Street	west of Libby	
Dunbar Road	All	
Elderberry lane	All	
Emerson Street	All	
Essex Street	All	

565

PRIVATE WAYS

21-Jan-15

STREET NAME	Length	Comments
-------------	--------	----------

Category III, IV and V (continued)

F Street	All	
Franklin Terrace	All	
Goodall-Sanford Road	All	
Grandview Road	All	
Hanscom Avenue	Hartshorn northerly to end	
Harold Avenue	All	
Harvest Road	Track Rd southerly to Line Road	
Hurlburt Road	All	
Jadem Terrace	All	
John Street Court	All	
Kelch Street	All	
LaFayette Road	All	
Lakeview Avenue	All	
Larch Lane	#15 Larch Ln to Spruce Road	
Linda Avenue	All	
Longview Road	King St to Palmer Hill	
Longwood Road	#57 to end	
Michelini Lane	All	
Nelson Avenue	All	
Ordway Terrace	All	
Percy Avenue	All	
Pine Avenue	All	
Pleasant Street	Manning Street easterly to end	
Robert Road	All	
Sanborn Lane	Lilah Lane to Roma Lane	
Small Lane	All	
Star Road	All	
Swan Road	All	
Tarpin Terrace	All	

PRIVATE WAYS

21-Jan-15

STREET NAME	Length	Comments
-------------	--------	----------

Category III, IV and V (continued)

Timothy Place	All	on the northeasterly side of the "track", Quannapowitt drain to Line Road is private
Wales Avenue	All	western end after #34

Category VI

Back Bay Court	All	private driveway - PRD with 4 homes
Old Mill Lane	All	private driveway - PRD with 5 homes
Summer Cheney Place		private driveway - 40B with 4 homes



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: Residents affected by Private Roads
From: Robert W. LeLacheur, Jr. CFA
Date: January 14, 2015
RE: January 27th Board of Selectmen Meeting

Bob

Dear fellow residents,

The Board of Selectmen would like to invite you to their meeting on Tuesday January 27, 2015, at approximately 7:30pm at Town Hall on Lowell Street.

You have been selected for notification because you live on, or are affected by, a private road.

On private roads the Town will do minimal patch work do ensure that emergency and public safety vehicles have access, whereas on public roads the town bears the responsibility to maintain a better roadway condition (subject to funding).

During the past few years we have had occasional interest from some neighborhoods that they would like to convert their private road to a public road, and they have wondered what the process is. We have had a couple of neighborhoods go through with that process.

We have learned in the last couple of years that there are groups of residents that were unaware that they live on a private road, and that they are therefore responsible for any significant road repairs. In some cases this situation arose because of a lack of follow-through by a developer as many as 20+ years ago.

In order to have your private road turned over to the town, we require it first to be brought up to modern safety conditions – often involving the width of the road. Ultimately the decision is up to a vote of Town Meeting as to accept these roads – and therefore accept all future responsibility and costs.

Please come to the meeting on January 27th to learn what circumstance your private road faces, and what the process, costs and benefits would be to convert to a public road. We planned this as a community meeting with the Selectmen, because if a few neighborhoods (or more) are interested, the relative improvement costs could be substantially reduced.

I am happy to answer any questions you have in advance, so please contact me as shown above. However for purposes of full disclosure, I own a home on a private road so I will not be present during this portion of the Selectmen's meeting due to that conflict.

568

SEABURY ROBERT M TRUSTEE THE F X MACNEIL FAMILY TRUST 7 KATHLEEN DRIVE WAKEFIELD MA 01880	CHOKLANG TENZIN SAMDUP NGAWANG 17 JOHN STREET CT READING MA 01867	BEAUPRE TODD R VIRGINIA M BEAUPRE 49 LONGWOOD RD READING MA 01867
FONG ELAINE 25 RIDGE RD READING MA 01867	EMERY SANDRA L 9 GREGORY LN READING MA 01867	VILIOTT PAUL A DAWN M VILIOTT 85 LONGWOOD RD READING MA 01867
ZANNI DOROTHY M TR LAKEVIEW REALTY TRUST 22 LAKEVIEW AVE READING MA 01867	MEKERIAN AREG MEKERIAN KELLY 11 GREGORY LN READING MA 01867	DUFOUR ELLEN L TRUSTEE THE ELLEN L DUFOUR TRUST 47 LINE RD READING MA 01867
MCGONAGLE PATRICK J ALLISON MCGONAGLE 84 LONGWOOD RD READING MA 01867	ELLIOTT GREGGORY M ELLIOTT LORI P 19 HAROLD AVE READING MA 01867	BONI FREDERICK J 116 VAN NORDEN RD READING MA 01867
CHEN KEVIN PAN JOANNA 128 VAN NORDEN RD READING MA 01867	CURRY SEAN P CURRY ARIZONA L 90 PROSPECT STREET READING MA 01867	SWYTER DAVID M ETAL TRUSTEES SWYTER BIRON FAMILY TRUST 98 HARTSHORN ST READING MA 01867
CAMPBELL ANDREW J MICHELLE B CAMPBELL 120 HANSCOM AVE READING MA 01867	COVINO ANTHONY M JUDITH ANN COVINO 9 KELCH ST READING MA 01867	KNEELAND RANDALL E SUSAN M CORTESE 68 LONGWOOD RD READING MA 01867
LYNCH JAMES O 27 HAROLD AVE READING MA 01867	LEARY TIMOTHY F BARBARA M LEARY 113 LONGWOOD RD READING MA 01867	SHEEHY MICHAEL SHEEHY LISA A 29 LAFAYETTE RD READING MA 01867
JANKUN JONATHAN KAREN JANKUN 67 LONGWOOD RD READING MA 01867	KUSHAKJI AIDA 41 ZACHARY LN READING MA 01867	BROWN SALLY MONROE 199 FOREST STREET READING MA 01867
CAPOMACCIO CAMILLE 25 HARVEST RD READING MA 01867	CLIFFORD KEVIN C JULIE A CLIFFORD 14 HARVEST RD READING MA 01867	HEINOLD DEAN A MARY T HEINOLD 20 LAFAYETTE ROAD READING MA 01867
CALNAN FRANCIS X LINDA L CALNAN 160 MAIN ST WAKEFIELD MA 01880	ARSENAULT DANA G CORINNE M ARSENAULT 70 LONGVIEW RD READING MA 01867	SKINNER BULLOUGH JONI SKINNER JEFFREY E 12 LINDA AVE READING MA 01867

BOISSONEAU CAROLE P 122 JOHN ST READING MA 01867	OLEARY STEPHEN J OLEARY MARY ANN 75 LONGVIEW RD READING MA 01867	SILWOSKI STEVEN H LINDA M SILWOSKI 18 LARCH LN READING MA 01867
CHOI HYUNG-TAE ELIOT YOONJI CHOI 125 HANSCOM AVE READING MA 01867	CREHAN NUALA 163 GREEN ST READING MA 01867	HOLMES KELLY W DONALD B HOLMES, JR 17 HAROLD AVE READING MA 01867
SOVEREIGN BANK C/O BRIAN BHUTA 16 LAFAYETTE RD READING MA 01867	ORR MATTHEW J ORR LISA C 69 LONGVIEW RD READING MA 01867	GREEN JOHN GINA E COLETTI 6 LAKEVIEW AVE READING MA 01867
GARRISON BREVARD S REGINA M SNYDER 11 JADEM TERR READING MA 01867	HUGHES ELIZABETH 16 KELCH ST READING MA 01867	CUSOLITO ROBERT P JOANNE CUSOLITO 23 GRANDVIEW RD READING MA 01867
O'LEARY DAVID K STEPHANIE O'LEARY 91 HIGH ST READING MA 01867	COLLINS DAVID G LILLIAN MARIE COLLINS 24 PINE RIDGE ROAD NORTH READING MA 01864	IORIO ROBERT A IORIO MARY T 121 HANSCOM AVE READING MA 01867
CERVONE MARIA A 116 JOHN ST READING MA 01867	SMITH WALTER A 100 LIBBY AVE READING MA 01867	MESSINA-PEREZ KAREN E 23 RIDGE RD READING MA 01867
D'AREZZO ANTHONY ELIZABETH A D'AREZZO 130 JOHN ST READING MA 01867	CARPENTER JOHN E 114 HANSCOM AVE READING MA 01867	MCNAMARA ANGELA M 10 KELCH ST READING MA 01867
ROMANO JOHN A JR PAMELA A ROMANO 26 HURLBURT ROAD READING MA 01867	ZANNI MARY E (L.E.) ETAL TRS MARY E ZANNI 1990 REALTY TRUST 22 LAKEVIEW AVENUE READING MA 01867	1-15 LAKEVIEW AVENUE LLC 828 MAIN ST WINCHESTER MA 01890
LYNCH NANCY T LAWRENCE J POWELL C/O MINTZ-LEVIN LAW BOSTON ONE MA 02111	NOLA CHRISTOPHER MELANIE M NOLA 6 F ST READING MA 01867	SALEM FIVE CENTS SAVINGS BANK A MASS CHARTERED SAVINGS BA 210 ESSEX ST SALEM MA 01970
SWEENEY MICHAEL W MARGARET SWEENEY 93 KING ST READING MA 01867	SINGH MANWINDER HARJINDER KAUR 10 GREGORY LN READING MA 01867	CATANZANO DAVID A LOUISE M CATANZANO 56 LONGWOOD RD READING MA 01867

5610

WONG CHUNG MOU ETAL TRUSTEES W.C. REALTY TRUST 13 HARVEST RD READING MA 01867	SCOTT JOHN W JULIE B SCOTT 129 HANSCOM AVE READING MA 01867	MORRISON MICHAEL MARRIAH MORRISON 20 DUNBAR RD READING MA 01867
SORORNEJAD NEDA ALASTI 35 ZACHARY LANE READING MA 01867	MAHONY PAUL P LAURA M MAHONY 76 LONGWOOD RD READING MA 01867	ST. HILAIRE JUSTIN F ST. HILAIRE RANDI L 30 LAFAYETTE RD READING MA 01867
FANTASIA DANIEL S JULIE A FANTASIA 183 FOREST ST READING MA 01867	BRAMHALL KERRY G 11 JOHN ST CT READING MA 01867	FRAINE DANIEL E LESLEY A FRAINE 25 BEECH STREET READING MA 01867
SYNAN COLLEEN M 1130 MAIN ST READING MA 01867	15 BOLTON STREET LLC 30 HUNTER LANE CAMP HILL PA 17011	WANG ZHENGYU MENG ZHANG 10 LAKEVIEW AVE READING MA 01867
VISOCCHI JOHN P MAUREEN K VISOCCHI 74 TRACK RD READING MA 01867	ALLEN DEBRA J 4 LAKEVIEW AVE READING MA 01867	ZIEGLER WILLIAM CARLENE ZIEGLER 92 HARTSHORN ST READING MA 01867
FIGUEROA JUAN 8 JOHN ST CT READING MA 01867	SHARPE AUSTIN E ABIGAIL H SHARPE 2 LAKEVIEW AVE READING MA 01867	DRUID DAVID A PATRICIA E DRUID 10 GRANDVIEW RD READING MA 01867
BOORNAZIAN ARAM A SHARYN S BOORNAZIAN 9 HAROLD AVE READING MA 01867	NELSON MICHAEL A GINA NELSON 6 HURLBURT RD READING MA 01867	ZANNI EDWARD J TRUSTEE ZANNI NEW READING NOMINEE R TR 22 LAKEVIEW AVE READING MA 01867
15 BOLTON STREET LLC 30 HUNTER LANE CAMP HILL PA 17011	SHOR ROBERT B SHOR ROSE S 65 LONGVIEW RD READING MA 01867	ZANNI INC DOMENICK 22 LAKEVIEW AVE READING MA 01867
DOUCETTE PAUL J JOAN B DOUCETTE 5 F ST READING MA 01867	WOLL JASON 8 HURLBURT RD READING MA 01867	GAGNON RAYNOR ETAL TRUSTEES GAGNON FAMILY TRUST OF 2008 7 HAROLD AVE READING MA 01867
CANUSO JULIANA L 63 LONGWOOD RD READING MA 01867	MORRISON MICHAEL MARRIAH MORRISON 20 DUNBAR RD READING MA 01867	GUEVARA ELADIO S 7 HARVEST RD READING MA 01867

5611

QUIGLEY BERNADETTE 43 LINE RD READING MA 01867	FULEIHAN FARID SUSAN FULEIHAN 126 HANSCOM AVE READING MA 01867	OLDONI ANNETTE M KEVIN M OLDONI 4 F ST READING MA 01867
NGUYEN KHANH KIM-HOANG DANG 24 HAROLD AVE READING MA 01867	SHARMA SHRADHA VENKATESH RAJAPPA 26 HARVEST RD READING MA 01867	WATZ ANGELA 13 JOHN STREET CT READING MA 01867
MAFFEI LOUIS F MAFFEI REALTY TRUST 18 ARROW CIRCLE READING MA 01867	GARGANO DEBRA A 12 JOHN STREET CT READING MA 01867	BERMAN BARRY C LAURA B GOLD 54 LONGVIEW RD READING MA 01867
PANDOLFO PAUL R 105 LIBBY AVE READING MA 01867	DANIS GEORGE E TR DANIS READING REALTY TRUST PO BOX 672 READING MA 01867	BOWMAN ANN T 15 LARCH LN READING MA 01867
LEFAVOUR HELEN E THOMAS W LEFAVOUR 106 LIBBY AVE READING MA 01867	PFEIFER JOSEPH V MARY HOLLIS PFEIFER 11 LARCH LANE READING MA 01867	GUARINO MICHELINA (L.E.) TERESA MALGIERI 19 HARVEST RD READING MA 01867
CONNELL LISA A MICHAEL BRUNO 12 LARCH LN READING MA 01867	HENNIGAR JILL M 146 VAN NORDEN RD READING MA 01867	KUMOR DANIEL J KUMOR CYNTHIA E CHUY 31 HAROLD AVE READING MA 01867
DRESSER STEPHEN A ETAL TRUSTEES THE DRESSER REALTY TRUST 167 GREEN ST READING MA 01867	WHITE DENNIS R WHITE LORI J 103 LIBBY AVENUE READING MA 01867	OBRIEN MICHAEL KONIG TAMARA 18 SPRUCE RD READING MA 01867
LEBLANC BRIAN A DONNA J LEBLANC 9 F ST READING MA 01867	SEGALLA JOHN C SEGALLA MARY E 115 HANSCOM AVE READING MA 01867	COTTER MICHAEL A JOANNE M COTTER 15 KELCH ST READING MA 01867
BECKWITH GEOFFREY C DRUCILLA WOOD-BECKWITH 17 PALMER HILL AVE READING MA 01867	KEEFE WILLIAM F JUDITH E KEEFE 60 LONGVIEW RD READING MA 01867	LIU MIN JUN DU 21 LAFAYETTE RD READING MA 01867
WINKLER THEISS E 66 LONGVIEW RD READING MA 01867	BHOLA VISHAL BHOLA ALKA 18 HARVEST RD READING MA 01867	TROJER PATRICK 57 LONGWOOD RD READING MA 01867

SEABURY ROBERT M TRUSTEE THE F X MACNEIL FAMILY TRUST 7 KATHLEEN DRIVE WAKEFIELD MA 01880	CHOKLANG TENZIN SAMDUP NGAWANG 17 JOHN STREET CT READING MA 01867	BEAUPRE TODD R VIRGINIA M BEAUPRE 49 LONGWOOD RD READING MA 01867
FONG ELAINE 25 RIDGE RD READING MA 01867	EMERY SANDRA L 9 GREGORY LN READING MA 01867	VILIOTT PAUL A DAWN M VILIOTT 85 LONGWOOD RD READING MA 01867
ZANNI DOROTHY M TR LAKEVIEW REALTY TRUST 22 LAKEVIEW AVE READING MA 01867	MEKERIAN AREG MEKERIAN KELLY 11 GREGORY LN READING MA 01867	DUFOUR ELLEN L TRUSTEE THE ELLEN L DUFOUR TRUST 47 LINE RD READING MA 01867
MCGONAGLE PATRICK J ALLISON MCGONAGLE 84 LONGWOOD RD READING MA 01867	ELLIOTT GREGGORY M ELLIOTT LORI P 19 HAROLD AVE READING MA 01867	BONI FREDERICK J 116 VAN NORDEN RD READING MA 01867
CHEN KEVIN PAN JOANNA 128 VAN NORDEN RD READING MA 01867	CURRY SEAN P CURRY ARIZONA L 90 PROSPECT STREET READING MA 01867	SWYTER DAVID M ETAL TRUSTEES SWYTER BIRON FAMILY TRUST 98 HARTSHORN ST READING MA 01867
CAMPBELL ANDREW J MICHELLE B CAMPBELL 120 HANSCOM AVE READING MA 01867	COVINO ANTHONY M JUDITH ANN COVINO 9 KELCH ST READING MA 01867	KNEELAND RANDALL E SUSAN M CORTESE 68 LONGWOOD RD READING MA 01867
LYNCH JAMES O 27 HAROLD AVE READING MA 01867	LEARY TIMOTHY F BARBARA M LEARY 113 LONGWOOD RD READING MA 01867	SHEEHY MICHAEL SHEEHY LISA A 29 LAFAYETTE RD READING MA 01867
JANKUN JONATHAN KAREN JANKUN 67 LONGWOOD RD READING MA 01867	KUSHAKJI AIDA 41 ZACHARY LN READING MA 01867	BROWN SALLY MONROE 199 FOREST STREET READING MA 01867
CAPOMACCIO CAMILLE 25 HARVEST RD READING MA 01867	CLIFFORD KEVIN C JULIE A CLIFFORD 14 HARVEST RD READING MA 01867	HEINOLD DEAN A MARY T HEINOLD 20 LAFAYETTE ROAD READING MA 01867
CALNAN FRANCIS X LINDA L CALNAN 160 MAIN ST WAKEFIELD MA 01880	ARSENAULT DANA G CORINNE M ARSENAULT 70 LONGVIEW RD READING MA 01867	SKINNER BULLOUGH JONI SKINNER JEFFREY E 12 LINDA AVE READING MA 01867

BOISSONEAU CAROLE P 122 JOHN ST READING MA 01867	OLEARY STEPHEN J OLEARY MARY ANN 75 LONGVIEW RD READING MA 01867	SILWOSKI STEVEN H LINDA M SILWOSKI 18 LARCH LN READING MA 01867
CHOI HYUNG-TAE ELIOT YOONJI CHOI 125 HANSCOM AVE READING MA 01867	CREHAN NUALA 163 GREEN ST READING MA 01867	HOLMES KELLY W DONALD B HOLMES, JR 17 HAROLD AVE READING MA 01867
SOVEREIGN BANK C/O BRIAN BHUTA 16 LAFAYETTE RD READING MA 01867	ORR MATTHEW J ORR LISA C 69 LONGVIEW RD READING MA 01867	GREEN JOHN GINA E COLETTI 6 LAKEVIEW AVE READING MA 01867
GARRISON BREVARD S REGINA M SNYDER 11 JADEM TERR READING MA 01867	HUGHES ELIZABETH 16 KELCH ST READING MA 01867	CUSOLITO ROBERT P JOANNE CUSOLITO 23 GRANDVIEW RD READING MA 01867
O'LEARY DAVID K STEPHANIE O'LEARY 91 HIGH ST READING MA 01867	COLLINS DAVID G LILLIAN MARIE COLLINS 24 PINE RIDGE ROAD NORTH READING MA 01864	IORIO ROBERT A IORIO MARY T 121 HANSCOM AVE READING MA 01867
CERVONE MARIA A 116 JOHN ST READING MA 01867	SMITH WALTER A 100 LIBBY AVE READING MA 01867	MESSINA-PEREZ KAREN E 23 RIDGE RD READING MA 01867
D'AREZZO ANTHONY ELIZABETH A D'AREZZO 130 JOHN ST READING MA 01867	CARPENTER JOHN E 114 HANSCOM AVE READING MA 01867	MCNAMARA ANGELA M 10 KELCH ST READING MA 01867
ROMANO JOHN A JR PAMELA A ROMANO 26 HURLBURT ROAD READING MA 01867	ZANNI MARY E (L.E.) ETAL TRS MARY E ZANNI 1990 REALTY TRUST 22 LAKEVIEW AVENUE READING MA 01867	1-15 LAKEVIEW AVENUE LLC 828 MAIN ST WINCHESTER MA 01890
LYNCH NANCY T LAWRENCE J POWELL C/O MINTZ-LEVIN LAW BOSTON ONE MA 02111	NOLA CHRISTOPHER MELANIE M NOLA 6 F ST READING MA 01867	SALEM FIVE CENTS SAVINGS BANK A MASS CHARTERED SAVINGS BA 210 ESSEX ST SALEM MA 01970
SWEENEY MICHAEL W MARGARET SWEENEY 93 KING ST READING MA 01867	SINGH MANWINDER HARJINDER KAUR 10 GREGORY LN READING MA 01867	CATANZANO DAVID A LOUISE M CATANZANO 56 LONGWOOD RD READING MA 01867

5814

WONG CHUNG MOU ETAL TRUSTEES W.C. REALTY TRUST 13 HARVEST RD READING MA 01867	SCOTT JOHN W JULIE B SCOTT 129 HANSCOM AVE READING MA 01867	MORRISON MICHAEL MARRIAH MORRISON 20 DUNBAR RD READING MA 01867
SORORNEJAD NEDA ALASTI 35 ZACHARY LANE READING MA 01867	MAHONY PAUL P LAURA M MAHONY 76 LONGWOOD RD READING MA 01867	ST. HILAIRE JUSTIN F ST. HILAIRE RANDI L 30 LAFAYETTE RD READING MA 01867
FANTASIA DANIEL S JULIE A FANTASIA 183 FOREST ST READING MA 01867	BRAMHALL KERRY G 11 JOHN ST CT READING MA 01867	FRAINE DANIEL E LESLEY A FRAINE 25 BEECH STREET READING MA 01867
SYNAN COLLEEN M 1130 MAIN ST READING MA 01867	15 BOLTON STREET LLC 30 HUNTER LANE CAMP HILL PA 17011	WANG ZHENGYU MENG ZHANG 10 LAKEVIEW AVE READING MA 01867
VISOCCHI JOHN P MAUREEN K VISOCCHI 74 TRACK RD READING MA 01867	ALLEN DEBRA J 4 LAKEVIEW AVE READING MA 01867	ZIEGLER WILLIAM CARLENE ZIEGLER 92 HARTSHORN ST READING MA 01867
FIGUEROA JUAN 8 JOHN ST CT READING MA 01867	SHARPE AUSTIN E ABIGAIL H SHARPE 2 LAKEVIEW AVE READING MA 01867	DRUID DAVID A PATRICIA E DRUID 10 GRANDVIEW RD READING MA 01867
BOORNAZIAN ARAM A SHARYN S BOORNAZIAN 9 HAROLD AVE READING MA 01867	NELSON MICHAEL A GINA NELSON 6 HURLBURT RD READING MA 01867	ZANNI EDWARD J TRUSTEE ZANNI NEW READING NOMINEE R TR 22 LAKEVIEW AVE READING MA 01867
15 BOLTON STREET LLC 30 HUNTER LANE CAMP HILL PA 17011	SHOR ROBERT B SHOR ROSE S 65 LONGVIEW RD READING MA 01867	ZANNI INC DOMENICK 22 LAKEVIEW AVE READING MA 01867
DOUCETTE PAUL J JOAN B DOUCETTE 5 F ST READING MA 01867	WOLL JASON 8 HURLBURT RD READING MA 01867	GAGNON RAYNOR ETAL TRUSTEES GAGNON FAMILY TRUST OF 2008 7 HAROLD AVE READING MA 01867
CANUSO JULIANA L 63 LONGWOOD RD READING MA 01867	MORRISON MICHAEL MARRIAH MORRISON 20 DUNBAR RD READING MA 01867	GUEVARA ELADIO S 7 HARVEST RD READING MA 01867

5615

QUIGLEY BERNADETTE 43 LINE RD READING MA 01867	FULEIHAN FARID SUSAN FULEIHAN 126 HANSCOM AVE READING MA 01867	OLDONI ANNETTE M KEVIN M OLDONI 4 F ST READING MA 01867
NGUYEN KHANH KIM-HOANG DANG 24 HAROLD AVE READING MA 01867	SHARMA SHRADHA VENKATESH RAJAPPA 26 HARVEST RD READING MA 01867	WATZ ANGELA 13 JOHN STREET CT READING MA 01867
MAFFEI LOUIS F MAFFEI REALTY TRUST 18 ARROW CIRCLE READING MA 01867	GARGANO DEBRA A 12 JOHN STREET CT READING MA 01867	BERMAN BARRY C LAURA B GOLD 54 LONGVIEW RD READING MA 01867
PANDOLFO PAUL R 105 LIBBY AVE READING MA 01867	DANIS GEORGE E TR DANIS READING REALTY TRUST PO BOX 672 READING MA 01867	BOWMAN ANN T 15 LARCH LN READING MA 01867
LEFAVOUR HELEN E THOMAS W LEFAVOUR 106 LIBBY AVE READING MA 01867	PFEIFER JOSEPH V MARY HOLLIS PFEIFER 11 LARCH LANE READING MA 01867	GUARINO MICHELINA (L.E.) TERESA MALGIERI 19 HARVEST RD READING MA 01867
CONNELL LISA A MICHAEL BRUNO 12 LARCH LN READING MA 01867	HENNIGAR JILL M 146 VAN NORDEN RD READING MA 01867	KUMOR DANIEL J KUMOR CYNTHIA E CHUY 31 HAROLD AVE READING MA 01867
DRESSER STEPHEN A ETAL TRUSTEES THE DRESSER REALTY TRUST 167 GREEN ST READING MA 01867	WHITE DENNIS R WHITE LORI J 103 LIBBY AVENUE READING MA 01867	OBRIEN MICHAEL KONIG TAMARA 18 SPRUCE RD READING MA 01867
LEBLANC BRIAN A DONNA J LEBLANC 9 F ST READING MA 01867	SEGALLA JOHN C SEGALLA MARY E 115 HANSCOM AVE READING MA 01867	COTTER MICHAEL A JOANNE M COTTER 15 KELCH ST READING MA 01867
BECKWITH GEOFFREY C DRUCILLA WOOD-BECKWITH 17 PALMER HILL AVE READING MA 01867	KEEFE WILLIAM F JUDITH E KEEFE 60 LONGVIEW RD READING MA 01867	LIU MIN JUN DU 21 LAFAYETTE RD READING MA 01867
WINKLER THEISS E 66 LONGVIEW RD READING MA 01867	BHOLA VISHAL BHOLA ALKA 18 HARVEST RD READING MA 01867	TROJER PATRICK 57 LONGWOOD RD READING MA 01867

Sumner Cheney

FRANKLIN TERRACE

KALAFATAS JOHN D KALAFATAS
KAREN R
482 FRANKLIN ST
READING, MA 01867

CATINO NICHOLAS A ELAINE V
CATINO
1 SUMNER CHENEY PL
READING, MA 01867

GERAGHTY STEPHEN J SUZANNE P
GERAGHTY
480 FRANKLIN ST
READING, MA 01867

VIRPURA RAVINDRASINH
2 SUMNER CHENEY PL
READING, MA 01867

POOR WARREN R CAROLYN I POOR
1 FRANKLIN TER
READING, MA 01867

KINCAID STEPHANIE A
3 SUMNER CHENEY PL
READING, MA 01867

HARRINGTON JOSEPH C JR MARGARET
M HARRINGTON
12 FRANKLIN TERRACE
READING, MA 01867

EILEEN BONASERA
4 SUMNER CHENEY PL
READING, MA 01867

LOOR EDGAR A LOOR KATARZYNA J
5 SUMNER CHENEY PL UNIT 5
READING, MA 01867

LI NA JIANFENG QIN
6 SUMNER CHENEY PL
READING, MA 01867

MASTROMAURO CHARLES CAROL
ANNE MASTROMAURO
31 VINTON ST
MELROSE, MA 02176

5617

FERRARA CHRISTOPHER
29 ROMA LN
READING, MA 01867

GASS MICHAEL T KATHERINE A GASS
3 ROMA LN
READING, MA 01867

CONNOLLY MARK M CAROLANN
CONNOLLY
37 ROMA LN
READING, MA 01867

INDICIANI ADELE NINO INDICIANI
19 ROMA LANE
READING, MA 01867

PERRINA LUCIO SILVANA PERRINA
47 ROMA LN
READING, MA 01867

KAVJIAN ANDREW JR JANICE N
KAVJIAN
12 ROMA LN
READING, MA 01867

VENTURA ROBERT R TRUSTEE CINDY
A VENTURA TRUSTEE
55 ROMA LN
READING, MA 01867

CHABANE SID A ANN MARIE
GREENWOOD
106 SANBORN LANE
READING, MA 01867

ROMA LN

DANNEMILLER EILEEN M JOHN J
DANNEMILLER
54 ROMA LN
READING, MA 01867

JAQUES STELLA F
6 ROBERT RD
READING, MA 01867

CARROLL MATTHEW D CARROLL
SUZANNE M
44 ROMA LN
READING, MA 01867

RIFFE MICHAEL L TERESA A RIFFE
26 PARKMAN RD
READING, MA 01867

KATHLEEN A ANDREWS ETAL
TRUSTEES
34 ROMA LN
READING, MA 01867

BOWERS CRAIG E DENISE M BOWERS
12 ROBERT RD
READING, MA 01867

FERRANTI STEPHEN JOAN L FERRANTI
22 ROMA LN
READING, MA 01867

SOUSA JOHN P DIANE L SOUSA
20 PARKMAN ROAD
READING, MA 01867

KELLY PAUL D LINDA L KELLY
66 ROMA LANE
READING, MA 01867

JAQUES STELLA F
6 ROBERT RD
READING, MA 01867

BLAIS WILLIAM J LISA G BLAIS
70 ROMA LN
READING, MA 01867

5618

DEANGELO MONA C
15 STRAWBERRY HILL LANE
READING, MA 01867

NADEAU JOYCE H TRUSTEE JOYCE H
NADEAU 2006 TR
3 STRAWBERRY HILL LN
READING, MA 01867

SNELL BRIAN C LINDA E SNELL
99 WALNUT STREET
READING, MA 01867

258 MAIN STREET READING LLC
P O BOX 163
READING, MA 01867

ST PIERRE PHILIP P MICHELE ST
PIERRE
8 STRAWBERRY HILL LN
READING, MA 01867

WILLIAMS WILLIAM R ADRIANA S
WILLIAMS
12 PINEVALE AVE
READING, MA 01867

DEANGELO MONA C
14 STRAWBERRY HILL LN
READING, MA 01867

NEAL STEPHEN D CYNTHIA A NEAL
16 PINEVALE AVENUE
READING, MA 32821

STRAWBERRY HILL

BITA MICHAEL J MARLENA T
D'AGOSTINO
18 STRAWBERRY HILL LN
READING, MA 01867

VENTOLA DAVID P CAROLINE A
VENTOLA
22 STRAWBERRY HILL LN
READING, MA 01867

TOCCO-BURNS LAURIE A
26 STRAWBERRY HILL
READING, MA 01867

HASS JAMES P SUSAN MARY TUCKER
25 STRAWBERRY HILL LN
READING, MA 01867

CULBERT ROBERT A (LE) CULBERT
JENNIFER H (LE)
21 STRAWBERRY HILL LN
READING, MA 01867

ONISKEY MICHAEL H CAROL A
ONISKEY
7 STRAWBERRY HILL LN
READING, MA 01867

5619

MCNEIL RICHARD L CAROL M MCNEIL
37 WOODLAND ST
READING, MA 01867

HINDS MICHAEL F NANCY M HINDS
21 MARTIN RD
READING, MA 01867

PUGLIA MICHAEL DAWN PUGLIA
43 WOODLAND ST
READING, MA 01867

NELSON MICHAEL A GINA NELSON
6 HURLBURT RD
READING, MA 01867

MARONEY DIANA K JOHN B MARONEY
47 WOODLAND ST
READING, MA 01867

MAGGIACOMO JOHN A
8 HURLBURT RD
READING, MA 01867

WOODLAND

DAYTON DAVID L CAROLYN C
DAYTON
40 WOODLAND ST
READING, MA 01867

GRANT SUSAN V
25 MARTIN RD
READING, MA 01867

MERULLO MICHAEL C KRISTEN M
MERULLO
48 WOODLAND STREET
READING, MA 01867

SKINNER BULLOUGH JONI SKINNER
JEFFREY E
12 LINDA AVE
READING, MA 01867

CASELL DAVID W LARAIN M
CASELL
34 WOODLAND ST
READING, MA 01867

DRESCHER KURT W SHARON J
DRESCHER
33 WOODLAND ST
READING, MA 01867

5620

WOOD KENNETH WOOD SILVIA
27 LINE ROAD
READING, MA 01867

MDS REALTY LLC
137 MAIN ST
READING, MA 01867

TOWN OF READING
16 LOWELL ST
READING, MA 01867

CIANO ANGELO TRUSTEE ONAIC
REALTY TRUST
143 MAIN ST
READING, MA 01867

TRACK

LEVESQUE CHRISTINE L
33 LINE RD
READING, MA 01867

BROGAN ERIN E
147 MAIN ST
READING, MA 01867

ELADIO S GUEVARA
7 HARVEST RD
READING, MA 01867

TARPIN TERR.

FUSTOLO JOSEPH TRUSTEE SWAN
REALTY TRUST
58 SWAN STREET
MEDFORD, MA 02155

TOWN OF READING
16 LOWELL ST
READING, MA 01867

TARPIN ALBERT A JR
11 TARPIN TERR
READING, MA 01867

DIRANIAN NICHOLAS TRUSTEE 15
TIMOTHY PLACE NOMINEE RLTY TR
15 TIMOTHY PL
READING, MA 01867

WRIGHT ROBERT S
4 SWAN RD
READING, MA 01867

THORNTON JOHN T BETH A
THORNTON
365 HAVERHILL ST
READING, MA 01867

FOWLE DANA H SUSAN C FOWLE
10 SWAN RD
READING, MA 01867

TRIMPER JACQUELINE C
379 HAVERHILL ST
READING, MA 01867

MILLEY EVERETT G MARY GLADYS
MILLEY
9 SWAN RD
READING, MA 01867

VIGORITO FRANK N JEANETTE
QUILES-VIGORITO
10 TIMOTHY PL
READING, MA 01867

BENNET VALERIE A
3 SWAN RD
READING, MA 01867

5621

Nelson.

YAU KAM SHIU ETAL
14 NELSON AVE
READING, MA 01867

NEWMAN DENNIS MARIE NEWMAN
580 PEARL STREET
READING, MA 01867

SHAW TERRENCE M ETAL TRS SHAW
REALTY TRUST
404 PARK ST
NORTH READING, MA 01864

BERGER S SCOTT DONNA V BERMAN
1301 MAIN ST
READING, MA 01867

DRISCOLL EDWARD F PATRICIA A
DRISCOLL
105 WASHINGTON ST
READING, MA 01867

CHASE RICHARD KAREN CHASE
11 NELSON AVE
READING, MA 01867

BOUCHER MARK E LAURIE REILLY
109 WASHINGTON ST
READING, MA 01867

PREVITI BRANDY MICHAEL A PREVITI
13 NELSON AVE
READING, MA 01867

KILBAN JOHN J JR
113 WASHINGTON ST
READING, MA 01867

BREWER CAITLIN L MOSCA TRAVIS
15 NELSON AVE
READING, MA 01867

BENT ROBERT G BENT SUZANNE M
7 SWEETSER AVE
READING, MA 01867

ALTERISO ROSE A ROSEMARIE
SANTOS
26 NELSON AVE
READING, MA 01867

MCKENNA KATHLEEN M (MEDLIN)
11 SWEETSER AVE
READING, MA 01867

GHIKA THOMAS M
22 NELSON AVE
READING, MA 01867

DAVIS JOHN DAVIS SHIRLEY
7 MICHELINI LN
READING, MA 01867

ARETUSI DANIEL F JULIE A ARETUSI
19 NELSON AVE
READING, MA 01867

ARETUSI REMO FRANCES P ARETUSI
23 NELSON AVE
READING, MA 01867

Nelson

5622

LABRIOLA WILLIAM L LISA M
LABRIOLA
507 PEARL ST
READING, MA 01867

TRUE SUSAN K DARLING- DANIEL
TRUE
22 CHAPIN AVE
READING, MA 01867

LEARNED BRIAN C KELLI A LEARNED
11 NUGENT LN
READING, MA 01867

DRISCOLL FRANCIS P LINDA M
DRISCOLL
7 ORDWAY TER
READING, MA 01867

SHANNON ELOISE A TRUSTEE ELOISE
A SHANNON TRUST
517 PEARL ST
READING, MA 01867

ELIZABETH E YANCY-BOSTIC
10 ORDWAY TERR
READING, MA 01867

Miss Jones
NUGENT DAVID MICHELLE R NUGENT
16 NUGENT LN
READING, MA 01867

MAYBERRY JILL M
16 CHAPIN AVE
READING, MA 01867

NUGENT CHRISTOPHER SUSAN
NUGENT
20 NUGENT LN
READING, MA 01867

PACKER EVERETT P PACKER FRANCES
A
271 HAVEN ST
READING, MA 01867

JIANG WEI CHU YI
24 NUGENT LANE
READING, MA 01867

CEDRONE MARK
275 HAVEN ST
READING, MA 01867

5623

DOHERTY PHILIP H TRUSTEE PHILIP
DOHERTY FAMILY TRUST
13 PINE AVE
READING, MA 01867

DOHERTY PHILIP H TRUSTEE PHILIP
DOHERTY FAMILY TRUST
13 PINE AVE
READING, MA 01867

COOPER JAMES D JUDY A COOPER
7 PINE AVE
READING, MA 01867

DOUCETTE EDWARD MARION
DOUCETTE
18 MINOT ST
READING, MA 01867

POLIZZOTTI BRIAN M KELLI A
POLIZZOTTI
10 MINOT ST
READING, MA 01867

MACAULAY ANNA MARIE
12 PINE AVE
READING, MA 01867

NAKANO TAKAYUKI FUMIKO NAKANO
16 PERCY AVE
READING, MA 01867

BELL ROBERT B ETAL DBA THE
TRIBELL CO.
288 MAIN ST
READING, MA 01867

BAY BANK MIDDLESEX C/O BANK OF
AMERICA
101 N TRYON ST NC10010381
CHARLOTTE, NC 28246

ZERFAS JASON JENNIFER BRICKLEY
5 PERCY AVE
READING, MA 01867

LAETSCH NELLIE
13 PERCY AVE
READING, MA 01867

MACDOUGALL GEORGE E AMY E
ROSENBLATT MACDOUGALL
9 PERCY AVENUE
READING, MA 01867

COZZI RAYMOND R
19 PERCY AVE
READING, MA 01867

PINE

5624

LEBLANC WILLIAM F ANNE M
LEBLANC
43 FAIRCHILD DR
READING, MA 01867

RIVERS WILLIAM F MARYANNE L
RIVERS
12 PONDVIEW LN
READING, MA 01867

LEWIN DAVID PAIGE LEWIN
53 FAIRCHILD DR
READING, MA 01867

TOWN OF READING
16 LOWELL STREET
READING, MA 01867

SCHMIDT MARTIN LYNDA WALL
SCHMIDT
11 PONDVIEW LN
READING, MA 01867

BATTAGLIA CHAD T JENNIFER M
BATTAGLIA
23 PONDVIEW LN
READING, MA 01867

POWERS CHRISTOPHER A KAREN L
POWERS
235 PLEASANT ST
READING, MA 01867

MCNEICE DONALD P JR JANE MCNEICE
33 PONDVIEW LN
READING, MA 01867

STRANDBERG THOMAS
22 MANNING ST
READING, MA 01867

HENSON JOHN R TRUSTEE 39
PONDVIEW LANE NOMINEE TRUST
39 PONDVIEW LANE
READING, MA 01867

OCONNELL RONALD V REN
OCONNELL
63 COLBURN ST
READING, MA 01867

DURANT JOHN L JR CATHERINE S
DURANT
40 PONDVIEW LN
READING, MA 01867

TRAVIS BARBARA
229 PLEASANT ST
READING, MA 01867

TWOMEY KEVIN J JULIE K TWOMEY
34 PONDVIEW LN
READING, MA 01867

DUGAN RAYMOND JOSEPH
1A CARNATION CIR
READING, MA 01867

TIERNEY MARTIN F LINDA TIERNEY
28 PONDVIEW LN
READING, MA 01867

CLEMENTE ANTHONY B
22 PONDVIEW LN
READING, MA 01867

PONDVIEW

5625

Benjamin Ln

YAN JUN HUIHUI GU
6 BENJAMIN LN
READING, MA 01867

PATEL KALPESH RAKSHA PATEL
12 BENJAMIN LN
READING, MA 01867

STETSON SHAWN STETSON MELANIE
20 BENJAMIN LN
READING, MA 01867

JUNEJA ANURAG JUNEJA ABHILASHA
19 BENJAMIN LN
READING, MA 01867

5626

OLD MILL CN

TRANIELLO DAVID
1 OLD MILL LN
READING, MA 01867

LUO MICHAEL ZHJING XIAO HUA
HUANG
2 OLD MILL LN
READING, MA 01867

GODSOE SCOTT A KRISTEN A GODSOE
3 OLD MILL LN
READING, MA 01867

STASIAK ANDREW D VALERIE A
STASIAK
4 OLD MILL LN
READING, MA 01867

YU JUN PENGGAO DUAN
5 OLD MILL LN
READING, MA 01867

LUO MICHAEL OLD MILL RESIDENTS
ASSOCIATION
2 OLD MILL LN
READING, MA 01867

LUO MICHAEL OLD MILL RESIDENTS
ASSOCIATION
2 OLD MILL LN
READING, MA 01867

5627

BACK BAY COURT

SHAW-WINSLOW CHRISTINE A JAMES
WINSLOW
8 BACK BAY CT
READING, MA 01867

ANTONUCCI ROBERT J ELLEN M
ANTONUCCI
11 BACK BAY CT
READING, MA 01867

KEEGAN ROBERT TR BACK BAY
COURT REALTY TRUST
38 BACK BAY CT
READING, MA 01867

KEEGAN ROBERT M TR BACK BAY
COURT REALTY TRUST
38 BACK BAY CT
READING, MA 01867

KEEGAN ROBERT M TR BACK BAY
COURT REALTY TRUST
38 BACK BAY CT
READING, MA 01867

DECOLOGERO DAVID J DECOLOGERO
PATRIZIA E
27 BACK BAY CT
READING, MA 01867

KIBARIAN OGANES NVART KIBARIAN
37 BACK BAY CT
READING, MA 01867

KEEGAN ROBERT M TR BACK BAY
COURT REALTY TRUST
38 BACK BAY CT
READING, MA 01867

5628

COLEMAN MALLARY D
53 ZACHARY LANE
READING, MA 01867

CAMERON DANIEL A PATRICIA V
CAMERON
22 ZACHARY LANE
READING, MA 01867

TORELLO NICHOLAS JR ROSEMARY
TORELLO
49 DIVIDENCE ROAD
READING, MA 01867

CARUSO JOSEPH P TRUSTEE CARUSO
REALTY TRUST
30 ZACHARY LN
READING, MA 01867

KRAINSKI WALTER J JR JOANNA D
KRAINSKI
49 ZACHARY LN
READING, MA 01867

CARPINITO PASQUALE
40 ZACHARY LN
READING, MA 01867

KUSHAKJI AIDA
41 ZACHARY LN
READING, MA 01867

YAMANE STEPHEN Y JENNIFER H.
YAMANE
48 ZACHARY LANE
READING, MA 01867

SORORNEJAD NEDA ALASTI
35 ZACHARY LANE
READING, MA 01867

MICALE DOMENIC KELLIE MICALE
54 ZACHARY LN
READING, MA 01867

GREENE MICHAEL S CO HARTFORD 21
221 TRUMBULL STREET
HARTFORD, CT 06103

FIORENZA GIORGIO CHERYL A
FIORENZA
3 ZACHARY LN
READING, MA 01867

BRESTEN THERESA M
25 ZACHARY LN
READING, MA 01867

DAMIAN N DELL'ANNO ETAL TRS 19
ZACHARY LN REALTY TRUST
19 ZACHARY LN
READING, MA 01867

GROTTKAU BRIAN E GROTTKAU
SHARON M
11 ZACHARY LANE
READING, MA 01867

BUCK ANDREW WALTER TRUSTEE
THE AVK GROUP REAL ESTATE TRUST
12 ZACHARY LN
READING, MA 01867

5629

FODERA CIRO MARIA A FODERA
147 SANBORN LN
READING, MA 01867

HARDEN EDMUND B MICHELLE M
HARDEN
101 SANBORN LN
READING, MA 01867

CHABANE SID A ANN MARIE
GREENWOOD
106 SANBORN LANE
READING, MA 01867

HOGAN JOHN J III ANDREA HOGAN
99 SANBORN LN
READING, MA 01867

HULSE HAROLD V GLORIA R HULSE
107 SANBORN LN
READING, MA 01867

RECORD RONALD A JR
100 SANBORN LN
READING, MA 01867

KALOYANIDES ERIK MONIQUE
KALOYANIDES
105 SANBORN LN
READING, MA 01867

HAYES MICHAEL G DOROTHY M
HAYES
97 SANBORN LN
READING, MA 01867

PERCY DANA C
104 SANBORN LN
READING, MA 01867

RICHARDSON CRAIG E MELINDA J
RICHARDSON
4 LILAH LN
READING, MA 01867

STATHOULOPOULOS NIKO SUSAN
STATHOULOPOULOS
80 SANBORN LN
READING, MA 01867

NAPPI MARY JOAN
92 SANBORN LN
READING, MA 01867

BENASSI JOSEPH JR JOSEPHINE
BENASSI
98 SANBORN LN
READING, MA 01867

MACKENZIE BRUCE MARTHA E
MOORE
102 SANBORN LN
READING, MA 01867

HULSE HAROLD V ETAL TTEES HULSE
FAMILY TRUST
107 SANBORN LANE
READING, MA 01867

5630

2/11/2013

DOHERTY PAUL F CAROL A DOHERTY
37 DANA RD
READING, MA 01867

WILSON R J MONTGOMERY JR LAURA
ALOISE WILSON
27 DANA ROAD
READING, MA 01867

HUGHES ERIC BETH HUGHES
18 SMALL LN
READING, MA 01867

LADANY TIBOR JUDITH LADANY
17 SMALL LN
READING, MA 01867

DYMENT WILLIAM E WILLA M
DYMENT
22 SMALL LN
READING, MA 01867

SMALL

Ms. Barbara Cook, P.E.
Weston & Sampson
5 Central Drive,
Peabody, MA 01960

1395



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 21, 2015
RE: January 27th BOS Meeting

Thanks for your feedback on the budget process this year – I also liked the format of the discussions, so we'll consider that a permanent change.

Attached please find the DRAFT Town Manager's balanced budget for the Municipal Government portion. There are two significant documents that are included:

- (1) a report showing my proposed budget, along with historical budget and actual spending information. It cites proposed budget-budget increases from FY15 to FY16;
- (2) a report that shows, and in some cases explains, the changes I made from Department requests in order to get to a balanced budget. Next week I will also show the Board a longer term view of Town government staffing, which would require finding some new sources of revenue starting in FY17.

In summation, the budget as proposed is up 2.9% and up 2.75% on an operating basis, in line with FINCOM's guidance. There is about \$3,000 unspent – I apologize in not leaving more on the table to allocate, but as always am very open if the Board has different priorities than I have expressed herein.

On the revenue front, the only fee left on the table for discussion is the parking depot/compost site. Either the Board could tackle this issue quickly and allocate revenues to a municipal purpose, or wait for a broader community discussion. I feel very strongly that the \$25/year for depot parking is too low – however I see wisdom in a more measured approach to the issue.

As I have proposed, here is a summary of the various department budgets:

(\$000s)	FY16 Dept. Requested	TnMgr Cuts	FY16 TnMgr	1yr Oper. Budget (2.75% target)	1yr Total Budget
Admin Svc	2,977	520	2,455	3.33%	4.3%
Public Services	1,592	30	1,562	5.79%	4.9%
Finance	783	37	746	3.70%	3.7%
Public Safety	9,693	150	9,543	2.98%	3.0%
Public Works	5,870	210	5,660	0.31%	1.5%
Public Library	1,468	41	1,426	2.75%	2.8%
Muni Gov't	22,382	989	21,393	2.75%	2.9%

5d1

**2015 Annual Town Meeting
Monday April 27, 2015**

<u>Art.</u> #	<u>Article Description</u>	<u>Sponsor</u>	<u>Mover/ Comment</u>	<u>Moderator Notes</u>
1	Election			April 7, 2015
2	Reports	Board of Selectmen	<ul style="list-style-type: none"> ◆ “State of the Town” report – Board of Selectmen Chair John Arena ◆ FY16 Budget Report & Financial Overview – Finance Committee Chair Mark Dockser ◆ Motion to Table – 	
3	Instructions	Board of Selectmen	◆ Motion to Table –	
4	Amend the Capital Improvement Program FY 2015-FY 2024	Board of Selectmen	<ul style="list-style-type: none"> ◆ Presentation – Bob LeLacheur ◆ FINCOM report – 	
5	Amend the FY 2015 Budget	FINCOM	<ul style="list-style-type: none"> ◆ Presentation – Bob LeLacheur ◆ FINCOM report - 	
6	Additional funding - Smart Growth Stabilization Fund	Board of Selectmen	<ul style="list-style-type: none"> ◆ Presentation – Sharon Angstrom ◆ FINCOM report – 	
7	Fund OPEB Trust	Board of Selectmen	<ul style="list-style-type: none"> ◆ Presentation – Sharon Angstrom ◆ FINCOM report– 	
8	Vacating/abandoning portions of Hartshorne Road, Waverly Place, Birch Meadow Drive re RMHS and Birch Meadow park	Board of Selectmen	<ul style="list-style-type: none"> ◆ Presentation – ◆ Bylaw Committee report – 	
9	Accept Complete Streets Program	Board of Selectmen	<ul style="list-style-type: none"> ◆ Presentation – Jessie Wilson ◆ FINCOM report – 	

2015 Annual Town Meeting Monday April 27, 2015

10	Accept Public Ways	Board of Selectmen	<ul style="list-style-type: none"> ◆ Presentation – ◆ Bylaw Committee report – 	
11	General Bylaw Changes - Animal Control Bylaw	Board of Selectmen	<ul style="list-style-type: none"> ◆ Presentation – Police Chief James Cormier ◆ Bylaw Committee report – 	
12	Approve Affordable Housing Trust Fund Allocation Plan	Board of Selectmen	<ul style="list-style-type: none"> ◆ Presentation – Jean Delios ◆ FINCOM report – 	
13	Approve Rubbish Contract extension	Board of Selectmen	<ul style="list-style-type: none"> ◆ Presentation – Bob LeLacheur ◆ Finance Committee report – ◆ Bylaw Committee report – 	
14	Approve Cell Tower Wireless Leases	Board of Selectmen	<ul style="list-style-type: none"> ◆ Presentation – Bob LeLacheur ◆ Finance Committee report - ◆ Bylaw Committee report – 	
15	General Bylaw Changes – Posting of the Warrant	By Petition	◆	
16	Dispose of Surplus Tangible Property	Board of Selectmen	<ul style="list-style-type: none"> ◆ Presentation – Sharon Angstrom ◆ FINCOM report – 	
17	Authorize Debt – Cemetery Garage	Board of Cemetery Trustees	<ul style="list-style-type: none"> ◆ Presentation – ◆ FINCOM report – 	2/3 vote
18	Authorize Debt – allow MWRA Sewer loans	Board of Selectmen	<ul style="list-style-type: none"> ◆ Presentation – Bob LeLacheur ◆ FINCOM report – 	2/3 vote

2015 Annual Town Meeting Monday April 27, 2015

19	Approve FY 2016 – 2025 Capital Improvements program	Board of Selectmen	<ul style="list-style-type: none"> ◆ Presentation – Bob LeLacheur ◆ FINCOM report – 	
20	Approve Revolving Funds	Board of Selectmen	<ul style="list-style-type: none"> ◆ Presentation – Bob LeLacheur ◆ FINCOM report – 	
21	Adopt FY 2016 Budget	FINCOM	<ul style="list-style-type: none"> ◆ Presentation – Bob LeLacheur and Dr. John Doherty ◆ FINCOM report – 	2/3 vote for some sections – and therefore for the entirety. Begin discussion on 2nd night (April 30th)
22	Authorize FY 2016 Chapter 90 Expenditures	Board of Selectmen	<ul style="list-style-type: none"> ◆ Presentation – Bob LeLacheur ◆ FINCOM report – 	2/3 vote
			◆	
23	Remove Town Meeting members pursuant to Section 2.6 of the Reading Home Rule Charter	Board of Selectmen	<ul style="list-style-type: none"> ◆ Presentation – Precinct Chairs 	
			◆	
			◆	
			◆	
			◆	
			◆	
	<i>General Bylaw Changes - Amend RGB 2.2.9 making Rules Committee Chairman consistent with the Reading Home Rule Charter</i>		◆	HOLD until Charter approved
	<i>General Bylaw Changes - Amend RGB 2.2.3 re Town Meeting appointed Committees to be bound by Open Meeting Law</i>		◆	HOLD until Charter approved

5e3



Town of Reading Meeting Minutes

Board - Committee - Commission - Council:

Board of Selectmen

Date: 2014-12-09

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, John Halsey

Members - Not Present:

Kevin Sexton

Others Present:

Town Manager Bob LeLacheur, Office Manager Paula Schena, Bill Brown, Alice Collins, Edward Sartell, David Pinette, Marc Pinette, Raymond Boyd, Ruth Boyd, Anthony and Barbara Bono, Stephen Croke, Phil Pacino

Minutes Respectfully Submitted By: Secretary Daniel Ensminger

Topics of Discussion:

Reports and Comments

Selectmen's Liaison Reports and Comments – Marsie West noted that she spoke with Joanne Senders regarding the Zoning Bylaw changes. She attended the tree lighting and the Reading Community Singers concert.

John Arena noted that he went to Camp Curtis Guild with John Halsey and Bob LeLacheur to welcome back the troops from Afghanistan. He attended the CPDC meeting last night regarding the Criterion project and the conduct of all in attendance was outstanding.

Daniel Ensminger noted that he attended the School Space Committee meeting. The state aid for full time kindergarten is no longer available. The need is still there but the funding is not. He noted that he watched the CPDC meeting regarding 186 Summer Avenue and the meeting was run very professionally. The hearing was continued to January 12th.

John Halsey noted that he attended also attended the Space Committee meeting and there was discussion about the impact of the Permanent Building Committee. The question what it will do to the Space Committee and they have information they want to pass along to the community. He attended the RCASA meeting and the focus was on the report on the multi-town World Café. He attended a meeting with the library folks regarding the pay and class plan. He attended the Rotary by invitation and the Robotics Team from Reading Memorial High School was there and they are very competitive. He suggests inviting them in to a meeting. The first Northshore District Robotic Competition is March 6 – March 8 with 36 teams competing and they will also sponsor a food drive at the event. He also attended the Camp Curtis Guild welcome home. In addition, he had office hour tonight and one visitor came thinking they had one hour when in fact it is only one half hour – perhaps rename the event.

Town Manager's Report – The Town Manager noted that the Reading Ice Arena Authority brought in a check for \$163,579 which is the highest they have ever contributed – they usually contribute \$50,000 - \$100,000.

He thanked the Community Planning and Development Commission for the meeting last night on Criterion and also thanked facilities for setting up an alternate space in case they needed it. A 9th article has been added to the Special Town Meeting Warrant to settle possible litigation. He has included the proposed Charter in the Warrant and will do a translation guide to explain.

Personnel and Appointments

Council on Aging, Cultural Council, Fall Street Faire Committee, Human Relations Advisory Committee, RCTV Board of Directors, and West Street Historic District Commission – Daniel Ensminger noted that he met with Kevin Sexton on December 4, 2014 to interview applicants. The Council on Aging approves of Associate members.

A motion by Ensminger seconded by West that the Board of Selectmen accept the recommendation of the Volunteer Appointment Subcommittee and make the following appointments:

- **Marilyn Shapleigh to a position on the Council on Aging with a term expiring June 30, 2015;**
- **Jolyn Ek and Brian Snell as Associate members to the Council on Aging with terms expiring June 30, 2015;**
- **Brian Snell to a position on the Fall Street Faire Committee with a term expiring June 30, 2015 to fill the vacancy created by Steve Goldy's resignation;**
- **Greg Maganzini to the West Street Historic District Commission with a term expiring June 30, 2016;**
- **Nancy Ziemiak to a position on the Cultural Council with a term expiring June 30, 2017;**
- **Stephen Goldy to a position on the Reading Community TV Board of Directors with a term expiring June 30, 2016;**
- **Camille Anthony to a full position on the Human Relations Advisory Committee with a term expiring June 30, 2015;**

The motion was approved by a vote of 4-0-0.

Discussion/Action Items

Approve Licenses – John Arena noted these are the non-alcohol licenses including common victualler, entertainment, automatic amusement, Class 1, 2 and 3, livery licenses, early openings and 24 hour permit. The Town Manager noted there are no issues with any of the licenses. The Board had requested to review Cumberland Farms early opening, but the construction won't be starting until March and the early opening will begin after that.

Close Warrant for January 5, 2015 Special Town Meeting – The Town Manager reviewed the Warrant for the Special Town Meeting. He noted that the Bylaw Committee wants to know if Article 5 accomplishes what the Town wants and he can't answer that. It is up to Town Meeting to decide.

6a2

Article 6 sets up a permanent Building Committee consisting of five permanent members and two members depending on the project. Two more members could be added if state funding is involved. They are suggesting \$2 million as a trigger for their review. The Chairman of the School Committee, Chairman of the Board of Selectmen and Town Moderator will be the appointing authority. John Halsey asked if they will do an annual report and the Town Manager indicated they will. John Arena noted that this committee could conflict with the Capital Improvement Plan.

Article 7 is the Charter and a recommended change would allow for non-residents to be appointed to Boards and Committees for positions that require technical skills or perhaps a committee that needs a business owner as a member. Also, a Bylaw would be needed to appoint Associate and allow them to vote, but they wouldn't be allowed to vote in the first 120 days.

Article 8 is a formality. The State could instruct the Town to bring the changes to the voters or if it doesn't then it will become effectively immediately.

Article 9 is a place holder for possible settlement of litigation.

A motion by Ensminger seconded by West that the Board of Selectmen close the Warrant consisting of 9 Articles for the Special Town Meeting to take place on January 5, 2015 at the Reading Memorial High School at 7:30 p.m. was approved by a vote of 4-0-0.

Hearing – Approve Results of FY15 Compensation and Classification Plan Study – The Secretary read the hearing notice. The Town Manager noted that he hired a consultant, Donald Tyler from Human Resource Partners to look at the non-union pay and classification. All non-union staff completed a questionnaire. A survey went out to 26 communities and 20 responded. There are recommendations for pay and classification changes. The empty positions were not scored. DPW and Public Safety scored higher because they are basically all union. We looked at the midpoint of the external pay range. The current structure of our compensation plan is 4% - 6% below the average, except that the Library is above the average. Administrative Services, Community Services and Finance are at the bottom of the scale.

The consultant suggests 10 – 13 grades but adding steps and changing percentages between grades is impossible to do. He will use the existing framework to address the most serious of inequities which consists of 16 positions. The consultant will come back with a long term fix.

John Halsey noted that Town Meeting needs to understand the gravity of the situation and realize that we are only solving to the midpoint, not the highest paid.

The Town Manager noted that Reading is a model. The Town expects top quality but is not willing to pay the average pay. This is an organizational problem. The Schools are seeing turnover because of money.

A motion by Ensminger seconded by Halsey to close the hearing on the results of the FY15 Compensation and Classification Plan study was approved by a vote of 4-0-0.

A motion by Ensminger seconded by West to approve the amendments to the FY15 Compensation and Classification Plans are presented was approved by a vote of 4-0-0.

6a3

Discuss Change in Bylaw Regarding Firearms – John Arena noted that a petition was presented to the Town. Article 5 deletes the last sentence in the bylaw relating to hunting and sporting.

The Town Manager noted that this was proposed at the November Town Meeting but the Town was not aware that it affected other property owners so Town Meeting tabled it. The residents have brought it back by petition and everyone who owns the land affected has been notified. This petition limits the use of guns and firearms on land and land owner rights are being taken away but the property owner can ask permission. This will be taken up at Town Meeting on January 5, 2015

Daniel Ensminger noted that the Warrant is posted around Town and will be published in the newspaper.

John Halsey said it is not possible to mail to all the residents. The Town Manager noted that we have emails for a lot of residents but the problem is what to say.

Tony Tori from Juniper Circle noted that this was put on the Warrant without due diligence being done. He also noted that the comment that was made about where the shooting is coming from is not accurate and the comment about the property being too dangerous for archery hunting is not true – it has never been deemed dangerous. He cited Chapter 131 Section 37 of the Mass General Laws which indicates that a family member or employee can kill animals to protect their property. The person who is firing a gun at midnight is not law abiding so everyone should not be punished. Mr. Tori noted that the person has to be 500 feet from a building and the comment that rifles can shoot three miles is not true.

The Town Manager noted that Town Counsel has ruled that what the petition asks for can be done, but Town Counsel has not been asked if this accomplishes the purpose because it is really an opinion. The petitioners have to speak to that.

Dorothy Marshall, 88 Timberneck Drive and originator of the petition, indicated that she is astounded that a person doesn't need Selectmen's approval to fire a gun, but they need Selectmen approval to use fireworks. She noted that her son was run out of Timberneck Swamp years ago by a hunter. She indicated she initiated this process in July and there have been many delays. She feels this is a public safety issue. Walter Marshall indicated that this is not an anti-hunting item, they are just afraid of the gun shots.

Daniel Ensminger asked when was the last time they heard gun shots and Barbara Bono indicated in March. Daniel Ensminger asked if there was any evidence of gun shots and Chief Cormier indicated there was not.

John Arena asked the Marshalls if changing the Bylaw will stop the sounds they are hearing at night and Mr. Marshall indicated this is a start.

John Halsey noted that the Mass General Law is pretty clear about what firearms can be used. Dorothy Marshall noted that the environmental police told her rifles can be shot during the day. John Halsey asked the Marshalls why they want to impact all 43 properties in Reading and Mr. Marshall indicated they want to eliminate the potential of something happening.

604

Bill Brown noted that the petitioner got a lot of signatures on Election Day and he hopes they were at least 150 feet from the fieldhouse. The Marshalls indicated they were.

Ed Sartell, 22 Oakridge Road, noted that he's been hunting for many years and a firearm going off in the dark is almost impossible to hear unless a second shot is fired. He also noted that an air rifle can produce the same sound. He also noted that what that person is doing is illegal.

Stephen Crook, 127 Pleasant Street, noted that Town Meeting will want to see the map of the properties.

Barbara Bono, 104 Timberneck Drive, noted that the shots were very close to her yard. She knows who it is but won't say. She indicated they are trying to scare the coyotes. The shots did not come from the Rifle Range. Anthony Bono noted that there was news today about a hunter somewhere who accidentally shot someone and he feels we shouldn't wait until that happens in Reading. Daniel Ensminger indicated that person broke the existing law.

Mr. Toro from Juniper Circle noted that driving home is more dangerous than hunting. He noted that this is an effort to try to ban hunting one step at a time.

Raymond Boyd, 451 Main Street, asked if there is a list of phone numbers for Town Meeting members and the Town Manager indicated the phone numbers are not provided by the Town, but the list of Town Meeting members is on the website. The Town Manager also noted that the Town Moderator will need to know ahead of time which non-Town Meeting members want to speak at Town Meeting.

John Arena noted that any presentation material needs to be sent to the Town Moderator because it becomes an official public record.

Dorothy Marshall asked what is Mr. Toro's opposition and Mr. Toro indicated that she is trying to take away a right that doesn't fix the problem.

John Halsey noted that the Town Meeting Members are the deciding factor.

Vote on Special Town Meeting Articles – A motion by Ensminger seconded by West to recommend the subject matter of Article 3 of the 2015 Special Town Meeting Warrant was approved by a vote of 4-0-0.

A motion by Ensminger seconded by West to recommend the subject matter of Article 4 of the 2015 Special Town Meeting Warrant was approved by a vote of 4-0-0.

A motion by Ensminger seconded by Halsey to recommend the subject matter of Article 5 of the 2015 Special Town Meeting Warrant failed by a vote of 0-4-0.

A motion by Ensminger seconded by West to recommend the subject matter of Article 6 of the 2015 Special Town Meeting Warrant was approved by a vote of 4-0-0.

A motion by Ensminger seconded by West to recommend the subject matter of Article 7 of the 2015 Special Town Meeting Warrant was approved by a vote of 4-0-0.

605

A motion by Ensminger seconded by West to recommend the subject matter of Article 8 of the 2015 Special Town Meeting Warrant was approved by a vote of 4-0-0.

A motion by Ensminger seconded by West to recommend the subject matter of Article 9 of the 2015 Special Town Meeting Warrant was approved by a vote of 4-0-0.

Approve Addendum to the Regional Health Agreement with Melrose – A motion by Ensminger seconded by West that the Board of Selectmen delegate authority to the Town Manager to approve payments for public health services provided by the City of Melrose due to temporary Reading position vacancies was approved by a vote of 4-0-0.

Approval of Minutes

A motion by Ensminger seconded by West to approve the minutes of October 28, 2014 was approved by a vote of 3-0-1 with Arena abstaining.

A motion by Ensminger seconded by West to approve the minutes of November 18, 2014 was approved by a vote of 4-0-0.

A motion by Ensminger seconded by West to go into Executive Session to discuss strategy with respect to collective bargaining and to discuss strategy with respect to litigation and the Chair declares that an open meeting may have a detrimental effect on the negotiating position of the body and not to reconvene in Open Session was approved on a roll call vote with all four members voting in the affirmative.

Respectfully submitted,

Secretary



Town of Reading Meeting Minutes

Board - Committee - Commission - Council:

Board of Selectmen

Date: 2015-01-13

Time: 7:00 PM

Building: Reading Town Hall

Location: Conference Room

Address: 16 Lowell Street

Purpose: General Business

Attendees: **Members - Present:**

Vice Chairman Marsie West, Secretary Daniel Ensminger (participated remotely), John Halsey, Kevin Sexton

Members - Not Present:

Chairman John Arena

Others Present:

Town Manager Robert LeLacheur, Police Chief James Cormier, Deputy Police Chief Mark Segalla, Fire Chief Greg Burns, Town Accountant Sharon Angstrom, Public Works Director Jeff Zager, Library Board of Trustees members David Hutchinson, Cherrie Dubois, Vicki Yablonsky John Brzezinski, Assistant Library Director Amy Lannon, Robert Corwin, Nancy Dockser, Stephen Crook, Executive Assistant Paula Schena

Minutes Respectfully Submitted By: Secretary

Topics of Discussion:

Reports and Comments

Selectmen's Liaison Reports and Comments – John Halsey noted that he attended the Board of Health meeting last week and they are finalizing their report to the Board of Selectmen. They will be meeting again on January 15, 2015. He attended a presentation from MAPC which was extremely thorough. The outcome is that Reading is hard to do business with. Some of our Boards, Committees and Commissions should speak more fluently with each other and the Town lacks a marketing strategy for commerce. There will be public sessions at the Senior Center on April 1 and May 13. Reading is highly desirable to move to for the schools. The major focus is on South Main Street, downtown and General Way.

Kevin Sexton noted that he attended a Community Planning and Development Commission (CPDC) meeting last night and they finished the site plan review for Summer Avenue Criterion. Criterion did a good job working with the folks – they made concessions. CPDC voted 3-1-0 to approve the site plan.

Marsie West noted that there will be a Martin Luther King Program on January 19th at 9:30 a.m. at the High School and Bob Surette will be featured.

Town Manager's Report – The Town Manager noted that Town Moderators requested Deval Patrick to take action regarding cancelling Town Meeting and he did. Town Moderators can now cancel Town Meeting in the event of bad weather.

The Town Manager noted that on page 8 of the handout is an independent rating of Reading and we are very strong in all categories except we haven't had an override in a long time. Marsie West recommended that a press release be done to let the public know.

Personnel and Appointments

Contributory Retirement Board – The Town Manager noted that Richard Foley’s term on the Contributory Retirement Board expired on December 31 and he did not want to be reappointed. Town Treasurer/Collector Nancy Heffernan is interested in being appointed.

A motion by Ensminger seconded by Halsey to appoint Nancy Heffernan to one position on the Contributory Retirement Board with a term expiring December 31, 2017 was approved on a roll call vote with all four members voting in the affirmative.

Discussion/Action Items

FY16 Town Budget – The Town Manager noted that he asked all Department Heads to bring a budget to the Board asking for everything they need. The budgets you will see are \$1 million more than we can afford.

The demographics for Reading show that over the next 20 years 73% of the residents will be over 65 and 20% will be 25 years old. John Halsey noted that some will stay and some will leave because we are not creating the spaces for people 65 plus.

The Town Manager noted that the Board will need to discuss eliminating the early discount at some point.

Public Safety – Fire – Fire Chief Greg Burns noted that his budget request is 44,508,850. The salary is \$4,351,225 and \$157,625 is for expenses. This budget permits staffing of a second in command position.

There has been an increase in emergency response with 43 structure fires, 7 mobile fires and 17 outside fires last year. The department has also seen an increase in drug overdoses of 266% increase over last year – 12 in 2013 and 32 in 2014. Ambulance fees are \$616,839.

The increase in non-union wages are according to the pay and classification that was approved by the Board. Union holiday pay shows in wages now instead of a separate line item. The union contract allows for a 1% increase on 7/1/15 and 1% on 1/16. Four fire fighters are moving up a step and three fire fighters received degrees so they receive additional pay for that.

Ambulance fees are trending higher due to increases in our ambulance fees. There is an increase in the uniforms because we will be hiring four new fire fighters. John Halsey asked if Civil Service limits who we can speak with and Chief Burns indicated it does. Daniel Ensminger noted that the Police gave up Civil Service and he asked if the Fire Department is considering that. Chief Burns noted that will have to be bargained.

The Town Manager noted that the Fire Chief is also the Emergency Management Officer which is a heavy workload. He has added a line item of \$10,000 to look at doing something different for this position.

Chief Burns noted that the overtime line is trending 8% higher but that should drop because we have hired a new fire fighter and an injured fire fighter will be returning in two weeks. He also assigned the Fire Prevention Officer to a group to help reduce overtime.

Public Safety – Police – Police Chief James Cormier noted that the Level 1 budget is funded at \$4.6 million or 3.1% over fiscal year 2015. Over 95% of this budget is spent on personnel. The Level 1 budget includes an additional officer as a School Resource Officer.

6b2

John Halsey asked if two School Resource Officers is in response to drugs and Chief Cormier noted that it is in response to substance abuse, bullying and harassment. The School Resource Officer is very busy. There are also general safety issues i.e. keeping drills up to date. Chief Cormier noted that the current School Resource Officer spends most of the time at the High School and there is a need at the other schools. He noted that the program is very successful.

Chief Cormier noted that the salaries meet all contractual agreements and non-union pay and class. The SAMSA Grant offset of \$151,921 covers RCASA salaries. Joint training with the Fire Department is in the overtime account.

Chief Cormier noted that there is a reduction in the clothing allowance because it is now included in the base pay. RCASA's expenses are now covered under the grant. Body worn cameras are a potential future expense and policies would need to be developed.

Public Safety – Dispatch – Police Chief James Cormier noted that 95% of the budget is for salaries. The Level 1 budget has a 19% increase due to a proposal to add two positions. Medical Dispatch takes up time and there is a need to have two Dispatchers at all times. Regional Dispatch is off the table – we are in the best shape out of all the communities.

Daniel Ensminger asked if there was any defect if we don't get one or two additional Dispatchers. Chief Cormier noted that one position doesn't staff appropriately for 24 hours, it would actually end up costing overtime. The right thing to do is staff two Dispatchers 24 hours per day. Dispatch received over 2000 medical calls last year. The next generation 911 will be extended to pinpoint cell phones, etc. but the bond to pay for the next generation was vetoed by the outgoing Governor. If the incoming Governor doesn't reinstitute then it will cost the Town money.

John Halsey noted that two Dispatchers doesn't sound like a luxury. We hired two Dispatchers to fill the vacancies and they didn't work out. Seven Dispatchers are running the show now. Marsie West noted that we also have growth in Town, so there is a need.

Public Library – Assistant Library Director Amy Lannon, Library Trustees David Hutchinson, Cherrie Dubois, Vicky Yablonsky and John Brzezinski were present. Vicky Yablonsky called the meeting to order at 8:30 p.m.

Ms. Yablonsky noted that the Library has moved to 80 General Way and newcomers have found them. They are operating a full 63 hour week and informational sessions are being done around Town. The FY16 budget keeps the service level strong. The Library Board is requesting funding for a Library Strategic Plan. A Digital Services Librarian is being requested for ½ year beginning in January 2016. They will rebuild the public technology budget when they move into the new Library. Salaries include steps and 1% cost of living allowance. The material budget is at 15%.

Marsie West asked where the reductions are and Ms. Yablonsky noted that the technology supplies were reduced from \$14,500 to \$6200. The other reduction was in pages – they did not renew the student pages. John Halsey asked for the total reduction on pages and Ms. Yablonsky noted from \$14,000 to \$10,000 and next year to \$7500.

Marsie West asked about the impact of a Digital Librarian and Ms. Yablonsky indicated \$28,500 for ½ year and it is listed in the budget as Library Librarian. Mr. Hutchison indicated this person would be responsible for digital work, licensing, etc.

Marsie West asked if there will be any adjustment for going into the new building and Amy Lannon indicated that was a good question because that is why they need a strategic plan. She noted that they are adding automation so that will either reduce staff or retrain for

other duties. The Town Manager noted that now is a good time to plan and he recommended looking at restoring hours.

Daniel Ensminger asked why the budget is going from \$448,000 to \$568,000. The Town Manager noted that materials were not fully funded in FY13. Ms. Lannon indicated if you take out the Digital Librarian then the budget will go down.

The Town Manager suggested asking Town Meeting for the money for the strategic plan at the February Town Meeting.

John Halsey noted that the Library is looking at a 4% - 10% increase in all categories and they are in a smaller place. Ms. Lannon noted that they are still doing the same programming but what would have taken two hours in the past now takes three hours and is costing more for transportation.

Mr. Halsey asked how much of the costs are associated with the schools. Ms. Lannon noted that a certain percentage is spent on school support and a certain percentage is spent on other groups. She could get numbers from children's services and teens services. They spend a lot of time on early childhood literacy. The Town Manager suggested including the school libraries in the study.

Public Works – Public Works Director Jeff Zager noted that the budget has increased 7.5%. Sidewalk construction was increased from \$10,000 to \$175,000. There is a request for a second Co-op student in Engineering. The line item for vehicle parts has increased \$10,000 and there is a \$5700 increase in professional development for license upgrades and management courses for new leadership. There is an increase in personnel services to cover contract wages of 3% and 1% COLA. The Assistant DPW Director is in place and there is a new supervisor in Highway and Water. The clerk in DPW Administration was upgraded to Administrative Secretary.

Public Works paved 90 streets over the past 5 years. Sidewalks were dropped off to do the roadwork but we need to get back to sidewalks now and focus on the school and downtown areas. Marsie West suggested making sure the residents need the sidewalks because people tend to walk on the street instead of sidewalks.

The cost of adding a Co-op Student in Engineering is \$16,000. Engineering is working on 25 projects in FY15 and FY16. The Co-ops do surveys, dig safe, plans, office coverage and scan plans. In addition, Engineering is moving into the Administration office and that will help with coverage.

Jeff Zager noted that JRM wants to talk about a 5 – 10 year extension. The program has gone very well and is being duplicated in a number of communities. Daniel Ensminger noted that a cost effective curbside leaf collection program needs to be talked about. Jeff Zager agreed that something needs to be done with the Compost Center.

The Town Manager noted that we received an additional \$300,000 in road money from the State.

John Halsey noted that the Board approved a no turn on red in the center of downtown and the sign hasn't gone up yet. Chief Cormier noted that they are looking into getting a sign the same as the one at Birch Meadow/Main Street. John Halsey asked about the flashing light on Salem Street at Governor's Drive and Chief Cormier noted that is scheduled for the spring.

The Town Manager reviewed the Enterprise fund. He noted that reserves are high in water and sewer. He noted that 2% - 3% of the water bills do not get paid in the tax year. If we

664

eliminate the 10% discount then we could cut 6% - 8% of the rate and put it on the same playing field as other bills. We have to mark up rates 10% to take advantage of the discount. The published rate with a 10% discount makes us a high rate community. Eliminating the discount will make the collection process much easier. The real rates are up approximately 3% next year. The consensus of the Board was to eliminate the discount.

The Town Manager noted that the MRWA is predicting a modest increase. Volume is down in water and sewer. Retirement assessment has increased 17.7%; OPEC payments are on schedule; and health insurance has decreased due to a decrease in usage. The water retirement assessment is up 50%. John Halsey asked if we are hiring actuals and the Town Manager indicated we are and they could have been coding employees wrong.

Marsie West asked about the maintenance of the drainage ditch and Jeff Zager noted that they are putting together a minor permit so they can do minor work.

The Town Manager noted that the clothing allowance is moving into wages because the IRS says we have to do this.

A motion by Halsey seconded by Sexton to adjourn the meeting at 10:05 p.m. was approved on a roll call vote with all four members voting in the affirmative.

Respectfully submitted,

Secretary



THE COMMONWEALTH OF MASSACHUSETTS

Number: 2015-1

Fee: \$50.00

TOWN OF READING

This is to certify that JOHN DOHERTY, PRESIDENT AND MEMBER OF THE ROTARY CLUB

**IS HEREBY GRANTED
A SPECIAL ONE-DAY LICENSE**

**TO SELL ALL ALCOHOL
AT THE READING ROTARY CLUB
BUNCO FUNDRAISER NIGHT
TO BE HELD ON JANUARY 31, 2015
AT THE RESIDENCE AT PEARL STREET, 75 PEARL
STREET, BETWEEN THE HOURS OF 7:00 P.M. TO 10:00 P.M.**

Under Chapter 138, Section 14, of the Liquor Control Act.

Holders of one day licenses shall provide a bartender and/or servers who are trained and authorized to make decisions regarding continued service of alcoholic beverages to attendees. There shall be no self service of any alcoholic beverage at any event approved as a one day license.

This permission is granted in conformity with the Statutes and Ordinances relating thereto and expires at 10:00 p.m., January 31, 2015, unless suspended or revoked subject to the following conditions:

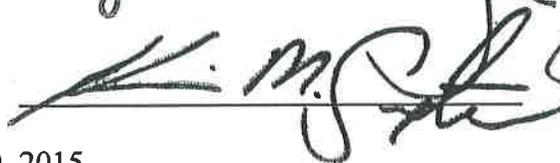
- 1. Liquor to be purchased from authorized distributor.**
- 2. Liquor to be stored on site only before and after event.**











Date Issued: January 29, 2015

7a

L/C BOS

Schena, Paula

From: LeLacheur, Bob
Sent: Thursday, January 22, 2015 5:46 PM
To: Schena, Paula
Subject: FW: FiOS TV Notice
Attachments: 2015 Verizon FiOS TV for Business \$5 Price Up National 20150121.pdf

for a BOS packet:

From: Reddish, Jill M [jill.m.reddish@verizon.com]
Sent: Thursday, January 22, 2015 3:56 PM
To: Reddish, Jill M
Subject: FiOS TV Notice

Dear Municipal Official,

This is to notify you that to continue to provide our business customers with quality entertainment service, on or after April 1, 2015, there will be a \$5.00 increase in FiOS[®] TV Business packages, as described below. For existing customers with term contracts or promotional price guarantees, rate increases become effective after the term contracts or promotional price guarantees expire.

Current Price* **New Price***

FiOS-TV Packages:

	<u>Current Price*</u>	<u>New Price*</u>
Basic for Business (Private/Public)	\$12.99	\$17.99
Basic for Business (Private/Public)	\$19.99	\$24.99
Select HD - Commercial (Private/Public)	\$49.99	\$54.99
Ultimate HD - Commercial (Private)	\$74.99	\$79.99
Ultimate HD - Commercial (Public)	\$89.99	\$94.99
Extreme HD - Commercial (Private/Public)	\$74.99	\$79.99
Premier for Business (Private/Public)	\$79.99	\$84.99
Enhanced for Business (Private/Public)	\$49.99	\$54.99
Prime HD - Commercial (Private/Public)	\$64.99	\$69.99
Enhanced for Business (Private/Public)	\$59.99	\$64.99
Basic for Business - Bars/Restaurants/Taverns	\$12.99	\$17.99
Basic for Business - Bars/Restaurants/Taverns	\$19.99	\$24.99
Extreme HD - Bars/Restaurants/Taverns	\$134.99	\$139.99
Extreme HD - Bars/Restaurants/Taverns	\$169.99	\$174.99
Extreme HD - Bars/Restaurants/Taverns	\$179.99	\$184.99
Extreme HD - Bars/Restaurants/Taverns	\$189.99	\$194.99
Extreme HD - Bars/Restaurants/Taverns	\$199.99	\$204.99
Extreme HD - Bars/Restaurants/Taverns	\$219.99	\$224.99
Extreme HD - Bars/Restaurants/Taverns	\$249.99	\$254.99
Extreme HD - Bars/Restaurants/Taverns	\$259.99	\$264.99
Extreme HD - Bars/Restaurants/Taverns	\$299.99	\$304.99
Extreme HD - Bars/Restaurants/Taverns	\$319.99	\$324.99

gal

Extreme HD - Bars/Restaurants/Taverns	\$329.99	\$334.99
Extreme HD - Bars/Restaurants/Taverns	\$359.99	\$364.99
Extreme HD - Bars/Restaurants/Taverns	\$369.99	\$374.99
Extreme HD - Bars/Restaurants/Taverns	\$379.99	\$384.99
Extreme HD - Bars/Restaurants/Taverns	\$399.99	\$404.99
Extreme HD - Bars/Restaurants/Taverns	\$409.99	\$414.99
Extreme HD - Bars/Restaurants/Taverns	\$419.99	\$424.99
Extreme HD - Bars/Restaurants/Taverns	\$429.99	\$434.99
Extreme HD - Bars/Restaurants/Taverns	\$449.99	\$454.99
Extreme HD - Bars/Restaurants/Taverns	\$489.99	\$494.99
Extreme HD - Bars/Restaurants/Taverns	\$499.99	\$504.99
Extreme HD - Bars/Restaurants/Taverns	\$519.99	\$524.99
Premier for Business -Bars/Restaurants/Taverns	\$149.99	\$154.99
Premier for Business -Bars/Restaurants/Taverns	\$168.99	\$173.99
Premier for Business -Bars/Restaurants/Taverns	\$179.99	\$184.99
Premier for Business -Bars/Restaurants/Taverns	\$189.99	\$194.99
Premier for Business -Bars/Restaurants/Taverns	\$199.99	\$204.99
Premier for Business -Bars/Restaurants/Taverns	\$219.99	\$224.99
Premier for Business -Bars/Restaurants/Taverns	\$249.99	\$254.99
Premier for Business -Bars/Restaurants/Taverns	\$259.99	\$264.99
Premier for Business -Bars/Restaurants/Taverns	\$289.99	\$294.99
Premier for Business -Bars/Restaurants/Taverns	\$299.99	\$304.99
Premier for Business -Bars/Restaurants/Taverns	\$319.99	\$324.99
Premier for Business -Bars/Restaurants/Taverns	\$329.99	\$334.99
Premier for Business -Bars/Restaurants/Taverns	\$359.99	\$364.99
Premier for Business -Bars/Restaurants/Taverns	\$369.99	\$374.99
Premier for Business -Bars/Restaurants/Taverns	\$379.99	\$384.99
Premier for Business -Bars/Restaurants/Taverns	\$399.99	\$404.99
Premier for Business -Bars/Restaurants/Taverns	\$409.99	\$414.99
Premier for Business -Bars/Restaurants/Taverns	\$489.99	\$494.99
Premier for Business -Bars/Restaurants/Taverns	\$499.99	\$504.99

*FiOS TV Business package pricing varies by market and establishment size

Affected FiOS[®] TV business customers will be notified of the above by means of direct mail on or around February 9, 2015. A sample customer notice is attached.

Access to the FiOS[®] TV channel lineup is available 24/7 online at verizon.com/fiosstvchannels.

We realize that our customers have other alternatives for entertainment and our goal is to offer the best choice and value in the industry. Verizon appreciates the opportunity to conduct business in your community. Should you or your staff have any questions, please contact me.

Sincerely,



9a2

Jill Reddish
FiOS TV- Sr. Staff Consultant
Franchise Management - NE
617 342 0558

4 CB05

Schena, Paula

From: Gemme, Laura
Sent: Wednesday, January 28, 2015 2:09 PM
To: Schena, Paula
Subject: FW: Committee and Commission memberships

FYI...

Laura A Gemme, CMMC
Town Clerk
Town of Reading
16 Lowell Street
Reading, MA 01867
(P) 781-942-6647
(F) 781-942-9070
(E) lgemme@ci.reading.ma.us
(W) <http://www.readingma.gov>

Town Hall Hours:
Monday, Wednesday and Thursday - 7:30 AM to 5:30 PM
Tuesday - 7:30 AM to 7:00 PM
Friday - CLOSED

When writing or responding, please remember that the Secretary of State's Office has determined that email is a public record. This communication may contain privileged or other confidential information. If you are not the intended recipient, or believe that you have received this communication in error, please do not print, copy, retransmit, disseminate, or otherwise use the information. Also, please indicate to the sender that you have received this email in error, and delete the copy you received.

From: Terence Selle
Sent: Wednesday, January 28, 2015 10:23 AM
To: Gemme, Laura
Subject: Committee and Commission memberships

Laura,

I have retired recently, and I am moving out of Reading as of the end of the month, and therefore am regretfully resigning from the Reading Conservation Commission, and also the Reading Town Forest and Trails committees.

I intend to continue volunteering on trail improvement projects during this summer, and shall drop by Town Hall and say goodbye.

My sincere regrets,

Terry Selle

96