



## Town of Reading Meeting Posting with Agenda

RECEIVED  
TOWN CLERK  
READING, MASS.

### Board - Committee - Commission - Council:

Board of Selectmen

2015 MAR 19 P 4:49

Date: 2015-03-24

Time: 7:00 PM

Building: Reading Town Hall

Location: Selectmen Meeting Room

Address: 16 Lowell Street

Purpose: General Business

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

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

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

### Topics of Discussion:

- OFFICE ½ HOUR – John Arena** **6:30**
- 1) **Reports and Comments**
    - a. Selectmen's Liaison Reports and Comments
    - b. Public Comment
    - c. Town Manager's/Assistant Town Manager's Report
  - 2) **Open Session for topics not reasonably anticipated 48 hours in advance of the meeting**
  - 3) **Proclamations/Certificates of Appreciation**
  - 4) **Personnel & Appointments** 7:15
    - a. Mystic Valley Elder Services
    - b. Council on Aging
    - c. Economic Development Committee
    - d. Community Planning and Development Commission
    - e. Town Forest Committee
  - 5) **Discussion/Action Items**
    - a. Appoint Town Accountant 7:20
    - b. Reading Ice Arena Report 7:25
    - c. Permission for Early/Increased Field Hours 7:30
    - d. Birch Meadow Update 7:40
    - e. Close Warrant for April 27, 2015 Special Town Meeting 7:55
    - f. Vote Special Town Meeting Articles 8:00
    - g. Revisit Driveway Permit – 181 South Street 8:10
    - h. Draft ad hoc Committee on Firearms Safety 8:15
    - i. Hearing – Water, Sewer and Storm Water Rates for FY16 9:00  
(effective December 2015 billing)
    - j. Vote and Sign Order of Taking and Plan for Bus Shelter 9:25  
Easement at 25 Walkers Brook Drive

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.



## Town of Reading Meeting Posting with Agenda

### 5) Continued

- k. Vote Annual Town Meeting Warrant Articles 9:30
- l. Approve Charter Changes Made by the MA Senate 9:50

### 6) Approval of Minutes

- a. January 21, 2015
- b. February 3, 2015
- c. February 10, 2015
- d. February 24, 2015

### 7) Licenses, Permits and Approvals

### 8) Executive Session

### 9) Correspondence

- copy a. Correspondence from MassDOT regarding Installation of an Underground Fiber Optic Communications Link along Interstate 93 and 95 – Lexington to Lynnfield
- copy b. Email from Jill Reddish from FiOs regarding the elimination of The Weather Channel
- copy c. Email from Denise Wyer to the Board of Selectmen re: naming of Morton Field
- copy d. Email from Frank Maniscalco to John Doherty re: Modular Classrooms – No Facility on Woburn Street
- copy e. Correspondence from Jane Lyman at Comcast re: Form 500 for 2014
- copy f. Correspondence from Jill Reddish from Verizon re: Form 500 for 2014
- copy g. Letter of Commendation from Police Chief James Cormier to Sgt. Christine Amendola for saving the life of a stranger while off duty and shopping at Market Basket
- copy h. Correspondence from Richard Verville from FEMA re: FEMA's upcoming Risk Mapping, Assessment and Planning (Risk MAP) Discovery meeting for the Charles Watershed in eastern Massachusetts
- copy i. Bill sponsored by Governor Charles D. Baker entitled "An Act Making Appropriations for the Fiscal Year 2015 to Provide for Supplementing Certain Existing Appropriations and for Certain Other Activities and Projects"



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

**781-942-9043**

**[townmanager@ci.reading.ma.us](mailto:townmanager@ci.reading.ma.us)**  
**[www.readingma.gov/town-manager](http://www.readingma.gov/town-manager)**

**To:** Board of Selectmen  
**From:** Robert W. LeLacheur, Jr. CFA  
**Date:** March 19, 2015  
**RE:** March 24<sup>th</sup> Agenda

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You will have a busy agenda next week!

First, John Arena will hold the BOS office ½ hour at 6:30pm. Next, the VASC met recently and has some suggested appointments for the full Board to consider. I suggested that no Associate members be appointed until we have clarity on that topic, and the VASC agreed. You will have that opportunity in June when year-end appointments are made.

Next is the decision of appointing Sharon Angstrom to another term as Town Accountant. Historically this has been done annually effective April 1<sup>st</sup>. The Charter Review Committee suggested the term be changed to coincide with the fiscal year. I therefore will suggest you appoint the Town Accountant to a term from April 1, 2015 through June 30, 2016. Note that Sharon (if re-appointed!) will be in with her quarterly update on May 5<sup>th</sup>.

Carl McFadden, the Boards appointed liaison to the Reading Ice Arena Authority, will be in to give his annual update. As I mentioned a few meetings ago, we received a very healthy check (over \$160,000) this year from the RIAA.

John Feudo will request extra field time due to the weather conditions. As you can imagine, all spring sports are backed up across the state. He will also make a presentation on the Birch Meadow field lighting request – much more detail to follow.

There are three issues that I will request the Board address by calling for a Special Town Meeting to be held at 8pm on the first night of Annual Town Meeting. We won't break the record for nights of Town Meeting this year, but we probably already have for number of Special Town Meetings. The three issues are debt for the Birch Meadow field lighting, debt for some repairs on a retaining wall at RMHS that I just learned about today, and the Sutton superfund site issue is back. On the latter, we may need to schedule an Executive Session with the Board as Town Counsel sees fit.

We have a brief driveway request on South Street that I will ask you to approve, and then a quick review of a draft policy for an ad hoc Firearms Safety Committee

Next up is a Public Hearing on Water, Sewer, Storm Water rates.

Finally, the MA Senate had one minor and one more substantial change to make on those sections of the Charter for which we requested legislative approval. The latter involves days counts and elections to a portion of the Charter we did not change – but it needs to in order to comply with state elections law.

<b>DRAFT - BOARD OF SELECTMEN</b>			
<b>2015</b>	<b>AGENDAS</b>		<b>2015</b>
<i>3/19/2015</i>		<b>Staff</b>	<b>Estimated</b>
	<b>March 24, 2015</b>		
<b>Office Hour</b>	<b>John Arena</b>		<b>6:30</b>
	<b>Appointments - Mystic Valley Elder Services, Council on Aging, EDC, CPDC, Town Forest Committee</b>	<b>VASC</b>	<b>7:15</b>
	<b>Appoint Town Accountant</b>	<b>Arena</b>	<b>7:20</b>
	<b>Reading Ice Arena Report</b>	<b>LeLacheur</b>	<b>7:25</b>
	<b>Permission for early/increased field hours</b>	<b>Feudo</b>	<b>7:30</b>
	<b>Birch Meadow update</b>	<b>Feudo</b>	<b>7:40</b>
<b>HEARING</b>	<b>Close Warrant for April 27, 2015 Special Town Meeting</b>	<b>LeLacheur</b>	<b>7:55</b>
	<b>Vote Special Town Meeting Articles</b>	<b>LeLacheur</b>	<b>8:00</b>
	<b>Revisit Driveway Permit - 181 South Street</b>	<b>LeLacheur</b>	<b>8:10</b>
	<b>Draft ad hoc Committee on Firearms Safety</b>	<b>LeLacheur</b>	<b>8:15</b>
<b>HEARING</b>	<b>Water, Sewer and Storm Water Rates for FY16 (effective December 2015 billing)</b>	<b>LeLacheur</b>	<b>9:00</b>
<b>HEARING</b>	<b>Bus shelter easement taking</b>	<b>LeLacheur</b>	<b>9:25</b>
	<b>Vote Annual Town Meeting Warrant Articles</b>	<b>LeLacheur</b>	<b>9:30</b>
	<b>Approve Charter changes made by the MA Senate</b>	<b>LeLacheur</b>	<b>9:50</b>
	<b>Local elections April 7, 2014</b>	<b>Tuesday</b>	
	<b>April 9, 2015 - Adopt an Island Kick off</b>	<b>Senior Center</b>	<b>7:00</b>
	<b>April 14, 2015</b>		
<b>Office Hour</b>	<b>John Halsey</b>		<b>6:30</b>
	<b>Board Re-organization</b>	<b>LeLacheur</b>	<b>7:00</b>
	<b>Dunkin Donuts/Walkers Brook Hours of Operation</b>	<b>LeLacheur</b>	<b>7:20</b>
	<b>Driveway variance - 74 Edgemont</b>	<b>LeLacheur</b>	<b>7:25</b>
	<b>Climate Advisory Committee - Earth Day</b>	<b>LeLacheur</b>	<b>7:30</b>
	<b>Reading Garden Club &amp; Reading Cultural Connection - May 16th community event</b>	<b>Wilson</b>	<b>7:40</b>
	<b>MAPC member Report</b>	<b>Delios</b>	<b>8:00</b>
	<b>MAPC Service Inventory</b>	<b>Delios</b>	<b>8:10</b>
	<b>Bylaw discussion on Associate Members</b>	<b>LeLacheur</b>	<b>9:00</b>
	<b>HOLD for Development Project</b>	<b>LeLacheur</b>	<b>9:30</b>
	<b>Town Meeting April 27, 2015</b>	<b>Monday</b>	
	<b>Town Meeting April 30, 2015</b>	<b>Thursday</b>	
	<b>Town Meeting May 4, 2015</b>	<b>Monday</b>	

	<b>May 5, 2015</b>		
<b>Office Hour</b>	<b>Kevin Sexton</b>		<b>6:30</b>
	<b>Town Accountant Report</b>	<b>Angstrom</b>	<b>7:20</b>
	<b>Reading Housing Authority Report</b>	<b>LeLacheur</b>	<b>7:30</b>
	<b>RCTV members Report</b>	<b>LeLacheur</b>	
	<b>CAB (RMLD) member Report</b>	<b>LeLacheur</b>	
	<b>HOLD for Development Project</b>	<b>LeLacheur</b>	<b>8:15</b>
	<b>Discuss Boards and Committees that 'sunset' on June 30, 2015</b>	<b>LeLacheur</b>	<b>9:00</b>
	<b>May 19, 2015</b>		
	<b>RMHS Robotics Team followup</b>	<b>LeLacheur</b>	<b>7:30</b>
	<b>HOLD for Development Project</b>	<b>LeLacheur</b>	<b>8:15</b>
	<b>Review FY16 Town Manager Goals</b>	<b>LeLacheur</b>	<b>9:00</b>
	<b>June 2, 2015</b>		
<b>Office Hour</b>	<b>Dan Ensminger</b>		<b>6:30</b>
<b>HEARING</b>	<b>Approve Classification &amp; Compensation</b>		
	<b>Appoint Town Counsel</b>		
	<b>Appointments of BCCs</b>		
	<b>June 16, 2015</b>		
	<b>June 30, 2015</b>		
	<b>July 21, 2015</b>		
<b>Office Hour</b>			<b>6:30</b>
	<b>August 11, 2015</b>		
<b>Office Hour</b>			<b>6:30</b>
	<b>September 1, 2015</b>		
<b>Office Hour</b>			<b>6:30</b>
	<b>September 15, 2015</b>		
	<b>October 6, 2015</b>		
<b>Office Hour</b>			<b>6:30</b>
	<b>October 20, 2015</b>		
	<b>November 3, 2015</b>		

<b>Office Hour</b>			<b>6:30</b>
	<b>Town Meeting November 9, 2015</b>	<b>Monday</b>	
	<b>Town Meeting November 12, 2015</b>	<b>Thursday</b>	
	<b>Town Meeting November 16, 2015</b>	<b>Monday</b>	
	<b>November 17, 2015</b>		
	<b>Liquor License Renewals</b>		
	<b>December 1, 2015</b>		
<b>Office Hour</b>			<b>6:30</b>
	<b>December 15, 2015</b>		
	<b>Approve Licenses - non-alcohol</b>		
<b>Future Agendas</b>			
	<b>Joint Meeting with RMLD Commissioners</b>		
	<b>Joint Meeting with School Committee</b>		
	<b>Policy for Permanent Building Committee</b>		
	<b>Multi Board/Committee Summit</b>		
	<b>Reading 2020 Community Meeting</b>		
	<b>Downtown Parking</b>		
	<b>Strout Avenue Master Plan</b>		
<b>Recurring Items</b>			
	<b>Close Warrants</b>	<b>by Sep 23/Nov</b>	
		<b>by Mar 3/April</b>	
	<b>Review BOS/TM Goals</b>	<b>Mar-July-Dec</b>	<b>Tri-ann</b>
	<b>Review Customer Service survey results</b>	<b>Feb &amp; Aug</b>	<b>Semi-ann</b>
	<b>Review Regionalization efforts</b>		<b>as needed</b>
	<b>Appointments of BCCs</b>	<b>June</b>	<b>Annual</b>
	<b>Approve Classification &amp; Compensation</b>	<b>May/June</b>	<b>Annual</b>
	<b>Tax Classification Hearing</b>	<b>October</b>	<b>Annual</b>
	<b>Approve licenses</b>	<b>December</b>	<b>Annual</b>
	<b>Appoint Town Counsel</b>	<b>June</b>	<b>Annual</b>
<b>Reports to BOS</b>	<b>Town Accountant Report</b>		<b>Qtrly</b>
	<b>RCTV members Report</b>		<b>Semi-ann</b>
	<b>CAB (RMLD) member Report</b>		<b>Semi-ann</b>
	<b>MAPC member Report</b>		<b>Semi-ann</b>
	<b>BOS Appointed Boards, Committees &amp; Commissions</b>	<b>NEW</b>	<b>Annual</b>
	<b>Reading Housing Authority Report</b>		<b>Annual</b>
	<b>Reading Ice Arena Report</b>		<b>Annual</b>



## Town of Reading Meeting Minutes

### **Board - Committee - Commission - Council:**

#### Volunteer Appointment Subcommittee

Date: 2015-03-03

Time: 7:30 PM

Building: Reading Town Hall

Location: Berger Room

Address: 16 Lowell Street

Purpose: General Business

Attendees: **Members - Present:**

Chairman Daniel Ensminger and Kevin Sexton

**Members - Not Present:**

**Others Present:**

Town Manager Robert LeLacheur, Greg Johnson, Brian Snell, Karen  
Goncalves-Dolan, Kurt Habel

**Minutes Respectfully Submitted By:** Secretary

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### **Topics of Discussion:**

Mr. Ensminger called the meeting to order at 7:30pm and gave an overview of the VASC process which will conclude with the Selectmen voting at their next meeting on March 24<sup>th</sup>. He asked Greg Johnson to discuss his interest in MVES.

**Greg Johnson** described his first contact with MVES in 1999 as he required services for his mother. Subsequently Greg has created a foundation for Alzheimer's Research and runs a golf tournament in it's 15<sup>th</sup> year, with proceeds to benefit Peter Sanborn Place and their day care location. They also give a scholarship for RMHS in home health care. Greg is also active in Rotary and in the adopt-a-family program.

Mr. Ensminger asked what he would add to the MVES program, if the Cure Alzheimer would be linked to MVES? Mr. Johnson said that he would be willing to fundraise and take a leadership role, and hoped that such a link could be established.

Mr. Sexton asked about the time commitment given his professional responsibilities. Mr. John replied that Lee Kimball was a family design/build family business so that he had flexibility as would be needed.

Mr. Ensminger asked if he had any questions for the VASC. Mr. Johnson replied that he had met with Human/Elder Services Administrator Jane Burns and had a good understanding of the position.

Mr. LeLacheur asked if he had any conflicts of interest, or anything that would give the appearance of a conflict, and Mr. John replied that he did not.

Brian Snell was not present.

Mr. Ensminger moved to recommend Brian Snell to a position on the Council on Aging, with a term through June 30, 2016, seconded by Mr. Sexton and approved by a vote of 2-0.

Mr. Ensminger moved to recommend Greg Johnson to a position on the MVES, with a term through September 30, 2015, seconded by Mr. Sexton and not approved by a vote of 1-1. Mr. Sexton suggested they invite both candidates to the March 24<sup>th</sup> Board of Selectmen meeting for a final determination.

Economic Development Committee

Karen Goncalves-Dolan  
Ronald Powell

Mr. Ensminger welcomed **Karen Goncalves-Dolan** and asked her to describe her background and interest in volunteer positions. She described her background in commercial development and finance. Mr. Sexton asked what her top choice was for volunteer positions, and she said that upon further reflection the opening in CPDC was her first choice. She stated that she was interested in having a role on the future growth of the town.

Mr. Ensminger asked if her current position would present any conflicts of interest. Ms. Goncalves-Dolan said that there were no conflicts, as her company does not do any work in the Town. Mr. Sexton asked what other planning boards she deals with, and she replied almost exclusively Boston with a bit of Cambridge activity as well. Her work is generally revitalization of neighborhoods, with a focus on repositioning assets.

Mr. Sexton asked about time commitment and Ms. Goncalves-Dolan said that she was fine with the Monday night schedule, understanding sometimes the meetings went late.

Mr. Ensminger asked if she had followed the recent Summer Avenue situation, and she replied that she went to school with the children of that house and was a frequent guest, and therefore tried to distance herself from the recent issues raised. Mr. Ensminger asked if she had any questions, and she replied that she did not.

Ron Powell did not appear at his schedule time.

Mystic Valley Elder Services (continued)

**Brian Snell** arrived at 8:10pm and apologized for missing his earlier time slot. Mr. Ensminger informed him of his appointment to the COA and asked why he was interested in MVES. Mr. Snell replied that when his inlaws moved in with them he became a user of their service, instead of simply referring folks there as an elder care lawyer. He thought that wearing both the professional and customer hats provided a valuable background.

Mr. Ensminger asked if he perceived a conflict of interest in this situation, and Mr. Snell replied that he never got any clients from MVES so there was no conflict. He noted that he has no ability to influence town staff referrals.

Mr. Sexton asked about the time commitment. Mr. Snell said there would be no change going from an Associate to a full member on the COA, and that since his children had grown and left home he had plenty of free time for the MVES position.

Mr. Ensminger asked if he would suggest any MVES program changes, and Mr. Snell said that he would first need to get a better handle on their current services. He did suggest improving the public education and outreach. He noted that the sandwich generation doesn't have time to spend on research.

Mr. Sexton asked about fundraising experience, and Mr. Snell described his experience with the Knights of Columbus, the Rotary Club, and Reading Soccer. Mr. Ensminger asked if he had any questions, and Mr. Snell asked what type of person they were looking for. Mr. Ensminger replied that they were seeking someone who was forward looking towards the next decade.

Town Forest Committee

**Kurt Habel** described his background as both a dog owner and a Troop 702 Boy Scout participant. Mr. Ensminger asked if there were any hot issues now in the Town Forest Committee, and Mr. Habel said that things were relatively quiet compared to when he began as an Associate member.

Mr. Habel described the signs he created and donated that had an ability to add events. He said the Town Forest was very busy with dog walkers, and that as a result dog waste was always an issue, although it had improved in the past year.

**Mr. Ensminger moved to recommend Karen Goncalves-Dolan to a position on CPDC with a term through June 30, 2017, seconded by Mr. Sexton and approved by a vote of 2-0.**

**Mr. Ensminger moved to recommend Sandra Popaja, Ronald Powell and Karen Goncalves-Dolan to a position on the EDC with a term through June 30, 2017, seconded by Mr. Sexton. Votes for these nominees were Ms. Popaja (2), Mr. Powell (0) and Ms. Goncalves-Dolan (0).**

**Mr. Ensminger moved to recommend Kurt Habel to a position on the Town Forest Committee with a term through June 30, 2015, seconded by Mr. Sexton and approved by a vote of 2-0.**

**Mr. Ensminger moved to reconsider the earlier vote for MVES, seconded by Mr. Sexton and approved by a vote of 2-0.**

**Mr. Ensminger moved to recommend Greg Johnson and Brian Snell to a position on MVES with a term through September 30, 2015, seconded by Mr. Sexton. Votes for these nominees were Mr. Snell (2) and Mr. Johnson (0).**

**Mr. Sexton moved to adjourn the VASC at 8:45 p.m., seconded by Mr. Ensminger and approved by a vote of 2-0.**

Respectfully submitted,  
Secretary



Town of Reading  
16 Lowell Street  
Reading MA 01867

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TOWN CLERK  
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Office of the Town Clerk  
781-942-9050

fax: 781-942-9070

2015 FEB -5 Website: www.readingma.gov

**Application for Appointment to  
Boards, Committees and Commissions**

Name: Snell Brian C Date: 2/6/15  
(Last) (First) (Middle)

Address: 99 Walnut St

Phone (Home): \_\_\_\_\_ Phone (Work): \_\_\_\_\_

Which number should be listed? Business

Occupation: ATTORNEY Number of years in Reading: 20

Are you a registered voter in Reading? Yes E-mail address: \_\_\_\_\_

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

- |   |   |
|---|---|
| <input type="checkbox"/> Animal Control Appeals Committee           | <input type="checkbox"/> Economic Development Committee           |
| <input type="checkbox"/> Audit Committee                            | <input type="checkbox"/> Fall Street Faire Committee              |
| <input type="checkbox"/> Board of Appeals                           | <input type="checkbox"/> Finance Committee                        |
| <input type="checkbox"/> Board of Cemetery Trustees                 | <input type="checkbox"/> Historical Commission                    |
| <input type="checkbox"/> Board of Health                            | <input type="checkbox"/> Housing Authority                        |
| <input type="checkbox"/> Board of Registrars                        | <input type="checkbox"/> Human Relations Advisory Committee       |
| <input type="checkbox"/> Bylaw Committee                            | <input type="checkbox"/> MBTA Advisory Committee                  |
| <input type="checkbox"/> Celebration Committee                      | <input type="checkbox"/> Metropolitan Area Planning Council       |
| <input type="checkbox"/> Climate Advisory Committee                 | <input checked="" type="checkbox"/> Mystic Valley Elder Services  |
| <input type="checkbox"/> Commissioner of Trust Funds                | <input type="checkbox"/> RCTV Board of Directors                  |
| <input type="checkbox"/> Community Planning and Development         | <input type="checkbox"/> Recreation Committee                     |
| <input type="checkbox"/> Conservation Commission                    | <input type="checkbox"/> RMLD Citizens Advisory Board             |
| <input type="checkbox"/> Constable                                  | <input type="checkbox"/> Town Forest Committee                    |
| <input type="checkbox"/> Contributory Retirement Board              | <input type="checkbox"/> Trails Committee                         |
| <input checked="" type="checkbox"/> Council on Aging                | <input type="checkbox"/> West Street Historic District Commission |
| <input type="checkbox"/> Cultural Council                           | <input type="checkbox"/> Zoning Board of Appeals                  |
| <input type="checkbox"/> Custodian of Soldiers' and Sailors' Graves | <input type="checkbox"/> Other _____                              |

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

I am a current associate member of the Council and would like to be considered for the full member.

My experience as an Elder Law Attorney provides me an opportunity to both learn from an appointment to the MVES Board and to contribute real life examples.

Yaxb



# Town of Reading, MA

## Application for Appointment to Boards/Committees/Commissions

Name: Popaja Sandra N/A Date: 12/10/2014  
(Last) (First) (Middle)

Address: 195 Main St, Reading MA 01867 Tel. (Home) \_\_\_\_\_  
Tel. (Work) same as above  
(Is this number listed?) \_\_\_\_\_

Occupation: Management Consulting (Healthcare organizations) # of years in Reading: 1.5

Are you a registered voter in Reading? not yet, but will be e-mail  
address: \_\_\_\_\_

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

- |  |   |
|--|---|
| <input type="checkbox"/> Animal Control Appeals Committee          | <input type="checkbox"/> Fall Street Faire Committee              |
| <input type="checkbox"/> Audit Committee                           | <input type="checkbox"/> Finance Committee                        |
| <input type="checkbox"/> Board of Appeals                          | <input type="checkbox"/> Historical Commission                    |
| <input type="checkbox"/> Board of Cemetery Trustees                | <input type="checkbox"/> Housing Authority                        |
| <input type="checkbox"/> Board of Health                           | <input type="checkbox"/> Human Relations Advisory Committee       |
| <input type="checkbox"/> Board of Registrars                       | <input type="checkbox"/> MBTA Advisory Board                      |
| <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"/> Climate Advisory Committee                | <input type="checkbox"/> RCTV Board of Directors                  |
| <input type="checkbox"/> Commissioner of Trust Funds               | <input type="checkbox"/> Recreation Committee                     |
| <input type="checkbox"/> Community Planning & Development Comm.    | <input type="checkbox"/> RMLD Citizens Advisory Board             |
| <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"/> Ad Hoc Committee _____                   |
| <input type="checkbox"/> Cultural Council                          | <input type="checkbox"/> Other _____                              |
| <input type="checkbox"/> Custodian of Soldiers' & Sailors' Graves  |   |
| <input checked="" type="checkbox"/> Economic Development Committee |   |

2014 DEC 11 AM 10:41

Please outline relevant experience for the position(s) sought: (feel free to attach a resume or other statement of interest/qualifications)

I have been an associate member of the Economic Development Commission since May of this year. I have enjoyed my time with the commission, started working on redeveloping the Reading Passport to doing Business. I would like to make an even bigger impact in the community by becoming a full voting

member. I am a management and operations consultant in the healthcare sector. Currently, I am also the Boston area leader of my company's Cultural Awareness team. Part of my role includes planning and organizing cultural events, as well as creating literature/conducting interviews to help educate the company and build diversity awareness.

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2014 DEC 11 A 10:10

402



Town of Reading  
16 Lowell Street  
Reading MA 01867

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READING, MASS.

2015 JAN 20 A 10:35

fax: 781-942-9070

website: www.readingma.gov

Office of the Town Clerk  
781-942-9050

**Application for Appointment to  
Boards, Committees and Commissions**

Name: GONCALVES-DOLAN KAREN — Date: 1/20/15  
(Last) (First) (Middle)

Address: 754 PEARL ST, READING

Phone (Home): — Phone (Work): —

Which number should be listed? HOME

Occupation: Property Management + Real Estate Number of years in Reading: 25

Are you a registered voter in Reading? yes E-mail address: —

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

- Animal Control Appeals Committee
- Audit Committee
- Board of Appeals
- Board of Cemetery Trustees
- Board of Health
- Board of Registrars
- Bylaw Committee
- Celebration Committee
- Cities for Climate Protection
- Commissioner of Trust Funds
- 4 Community Planning & Development
- Conservation Commission
- Constable
- Contributory Retirement Board
- Council on Aging
- Cultural Council
- Custodian of Soldiers' & Sailors' Graves
- 2 Economic Development Committee
- 1 Finance Committee
- Historical Commission
- 3 Housing Authority
- Human Relations Advisory Committee
- MBTA Advisory Committee
- Metropolitan Area Planning Council
- Mystic Valley Elder Services
- RCTV Board of Directors
- Recreation Committee
- RMLD Citizens Advisory Board
- Telecommunications and Technology Advisory Committee
- Town Forest Committee
- Trails Committee
- West Street Historic District Commission
- Other —

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

Over 12 years property management + real estate experience. Experience with Budgeting (over \$33 million), Accounting audits, finance, contract negotiation, financial reporting including interpreting + reporting financial statements. Bachelor's Degree in ~~business~~ management + marketing.



Town of Reading  
16 Lowell Street  
Reading MA 01867

RECEIVED  
TOWN CLERK  
READING, MASS.

Office of the Town Clerk  
781-942-9050

2015 FEB 26 A 11:37

fax: 781-942-9070  
website: www.readingma.gov

**Application for Appointment to  
Boards, Committees and Commissions**

Name: Habel Kurt W Date: 2/26/15  
(Last) (First) (Middle)

Address: 832 Main St Reading

Phone (Home): 781 942 0405 Phone (Work):           

Which number should be listed? Home

Occupation: Painter Number of years in Reading: 20+

Are you a registered voter in Reading? Yes E-mail address:           

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

- Animal Control Appeals Committee
- Audit Committee
- Board of Appeals
- Board of Cemetery Trustees
- Board of Health
- Board of Registrars
- Bylaw Committee
- Celebration Committee
- Climate Advisory Committee
- Commissioner of Trust Funds
- Community Planning and Development
- Conservation Commission
- Constable
- Contributory Retirement Board
- Council on Aging
- Cultural Council
- Custodian of Soldiers' and Sailors' Graves
- Economic Development Committee
- Fall Street Faire Committee
- Finance Committee
- Historical Commission
- Housing Authority
- Human Relations Advisory Committee
- MBTA Advisory Committee
- Metropolitan Area Planning Council
- Mystic Valley Elder Services
- RCTV Board of Directors
- Recreation Committee
- RMLD Citizens Advisory Board
- Town Forest Committee
- Trails Committee
- West Street Historic District Commission
- Zoning Board of Appeals
- Other

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

I am currently an non-voting member of the TFC and have been asked by the committee to become a voting member. I am an Eagle Scout (Troop 702) and former coach of the Coolidge Science Team Forestry event (Finished 11th nationally 2012)

ye

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

<u>Art.</u> <u>#</u>	<u>Article Description</u>	<u>Sponsor</u>	<u>Mover/ Comment</u>	<u>Moderator Notes</u>
1	Reports	Board of Selectmen	◆ Motion to Table –	
2	Instructions	Board of Selectmen	◆ Motion to Table –	
3	Amend the Capital Improvement Program FY 2015-FY 2025	Board of Selectmen	◆ Motion to Table –	
4	Authorize Debt – Birch Meadow Field lighting	Board of Selectmen	◆ Presentation – Bob LeLacheur ◆ FINCOM report -	<b>2/3 vote required</b>
5	Authorize Debt – RMHS Retaining Wall repairs	Board of Selectmen	◆ Presentation – Dr. John Doherty ◆ FINCOM report -	<b>2/3 vote required</b>
6	Settle potential litigation – Sutton Brook Disposal Area Superfund Site	Board of Selectmen	◆ Presentation – Bob LeLacheur/Ray Miyares ◆ FINCOM report -	

# COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss. Officer's Return, Reading:

By virtue of this Warrant, I, on \_\_\_\_\_, 2015 notified and warned the inhabitants of the Town of Reading, qualified to vote in Town elections and Town affairs, to meet at the place and at the time specified by posting attested copies of this Town Meeting Warrant in the following public places within the Town of Reading:

- Precinct 1 J. Warren Killam School, 333 Charles Street
  - Precinct 2 Reading Police Station, 15 Union Street
  - Precinct 3 Reading Municipal Light Department, 230 Ash Street
  - Precinct 4 Joshua Eaton School, 365 Summer Avenue
  - Precinct 5 Walter S. Parker Middle School, 45 Temple Street
  - Precinct 6 Barrows School, 16 Edgemont Avenue
  - Precinct 7 Birch Meadow School, 27 Arthur B Lord Drive
  - Precinct 8 Wood End School, 85 Sunset Rock Lane
- Town Hall, 16 Lowell Street

The date of posting being not less than fourteen (14) days prior to April 27, 2015, the date set for Town Meeting in this Warrant.

I also caused a posting of this Warrant to be published on the Town of Reading website on \_\_\_\_\_, 2015.

\_\_\_\_\_  
, Constable

A true copy Attest:

\_\_\_\_\_  
Laura Gemme, Town Clerk

502

# TOWN WARRANT



## COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

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

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Reading, qualified to vote in elections and Town affairs, to meet at the **Reading Memorial High School Performing Arts Center**, 62 Oakland Road, in said Reading, on Monday, April 27, 2014, at **eight o'clock** in the evening, at which time and place the following articles are to be acted upon and determined exclusively by Town Meeting Members in accordance with the provisions of the Reading Home Rule Charter.

**ARTICLE 1** To hear and act on the reports of the Board of Selectmen, School Committee, Library Trustees, Municipal Light Board, Finance Committee, Bylaw Committee, Town Manager, Town Accountant and any other Town Official, Board or Committee.

Board of Selectmen

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

Board of Selectmen

**ARTICLE 3** To see if the Town will vote to amend the FY 2015-25 Capital Improvements Program as provided for in Section 7-7 of the Reading Home Rule Charter and as previously amended, or take any other action with respect thereto.

Board of Selectmen

**ARTICLE 4** To see what sum the Town will raise by borrowing or transfer from available funds, or otherwise, and appropriate for the purpose of making extraordinary repairs, replacement and/or new installation of field lighting systems, including the costs of consulting services, audits, plans, documents, cost estimates, bidding services and all related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the Town Manager; and to see if the Town will authorize the Board of Selectmen, Town Manager, or any other agency of the Town, to apply for a grant or grants, to be used to defray the cost of all, or any part of, said field lighting systems improvements; and to authorize the Town Manager to enter into any and all contracts and agreements as may be necessary to carry out the purposes of this Article, or take any other action with respect thereto

Board of Selectmen

5e3

**ARTICLE 5** To see what sum the Town will raise by borrowing or transfer from available funds, or otherwise, and appropriate for the purpose of making extraordinary repairs, replacement and/or new installation of retaining walls at Reading Memorial High School, including the costs of consulting services, audits, plans, documents, cost estimates, bidding services and all related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the School Committee and the Town Manager; and to see if the Town will authorize the School Committee, Board of Selectmen, Town Manager, or any other agency of the Town, to apply for a grant or grants to be used to defray the cost of all, or any part of, said improvements; and to authorize the School Committee and/or the Town Manager to enter into any and all contracts and agreements as may be necessary to carry out the purposes of this Article.

Board of Selectmen

**ARTICLE 6** To see if the Town will vote, pursuant to Section 5.2 of the Reading General Bylaws, to approve and authorize the Board of Selectmen to settle potential litigation involving the Sutton Brook Disposal Area Superfund Site, involving the possible payment of a sum of more than Fifty Thousand (\$50,000) Dollars, or take any other action relating thereto.

Board of Selectmen

and you are directed to serve this Warrant by posting an attested copy thereof in at least one (1) public place in each precinct of the Town not less than fourteen (14) days prior to April 27, 2015, or providing in a manner such as electronic submission, holding for pickup or mailing, an attested copy of said Warrant to each Town Meeting Member.

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

Given under our hands this \_\_\_<sup>th</sup> day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
John Arena, Chairman

\_\_\_\_\_  
Marsie K. West, Vice Chairman

\_\_\_\_\_  
Daniel Ensminger, Secretary

\_\_\_\_\_  
John R. Halsey

\_\_\_\_\_  
Kevin Sexton

SELECTMEN OF READING

\_\_\_\_\_  
, Constable

5es

## Schena, Paula

---

**From:** Wilson, Jessie  
**Sent:** Tuesday, February 24, 2015 6:08 PM  
**To:** Tom Wise  
**Cc:** Delios, Jean; LeLacheur, Bob; Schena, Paula  
**Subject:** RE: 181 South Street  
**Attachments:** ZBA Approved Plan.pdf; BOS Driveway Approval.pdf; ConCom Approved Plan\_181 South Street.pdf; CPDC Approval\_181 South Street\_Scenic Roads.pdf

Tom,

Unfortunately the Town Manager will not be able to bring this up tonight. The next available agenda is March 24<sup>th</sup>. He will be able to bring this up to them at that point. I also did the collecting of plans so that we are all on the same page. You will find:

The BOS Approved Plan (dated 1/9/2014)

The ZBA Presented Plan (dated 1/9/2014) – same as BOS, withdrawn from ZBA

The ConCom Approved Plan (dated 2/12/2014) – effectively the same plan, but the survey was corrected. The driveway is in the same location as well as the addition. You will notice the Street layout is different as there was a going-back-and-forth regarding the tree.

The CPDC Approved Plan (dated 5/8/2014) – reflects some dimensions the building inspector wanted as well as 1 more foot between the eastern property line and the addition.

Jessie

**Jessie Wilson**  
**Community Development Administrator**  
Town of Reading  
16 Lowell Street  
Reading, MA 01867

p: 781.942.6648

f: 781.942.9071

[jwilson@ci.reading.ma.us](mailto:jwilson@ci.reading.ma.us)

Town Hall Hours:

Monday, Wednesday, & Thursday : 7:30am - 5:30pm

Tuesday 7:30am - 7:00pm & CLOSED on Fridays

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**From:** Tom Wise [mailto:Tom.Wise@gmo.com]

**Sent:** Tuesday, February 24, 2015 3:45 PM

**To:** Wilson, Jessie

**Cc:** Delios, Jean; LeLacheur, Bob; Schena, Paula

**Subject:** RE: 181 South Street

I thought I sent this...did you receive it?

Jessie –

Thank you for the e-mail. I am happy to provide the details. I may even be able to make the Board of Selectman meeting on the 24<sup>th</sup> if that helps. Here are the details of change from the last Board of Selectman meeting:

1. No change to the house footprint.
2. No change to the driveway location.
3. The driveway configuration was further clarified in the Conservation Commission submission, which is attached here. The only discernable change there is 1 foot of crushed stone on each side of the driveway for water run-off capture.
4. The only other proposed change is the planned addition of a fence at the boundary of the property on that side and going around the back. Exact location and dimensions haven't been determined yet, but it will provide appropriate separation between the two houses and shield the driveway from the neighbor. I am expecting a high quality, 6 foot high fence.

As for the shifting 1 foot comment below, that is with respect to the last Zoning Board submission, but is not applicable to the last Board of Selectman submission. We are essentially going back to the plan that was submitted to the Board of Selectman and the Conservation Commission since we are no longer limited by the 1982 interpretation of the old By Law.

Please let me

**Tom Wise**  
Enterprise Data Management

T: +1.617.790.5189  
M: +1.617.869.6825  
F: +1.617.310.4585  
E: [tom.wise@gmo.com](mailto:tom.wise@gmo.com)



---

**From:** Wilson, Jessie [<mailto:jwilson@ci.reading.ma.us>]  
**Sent:** Thursday, February 12, 2015 12:50 PM  
**To:** Tom Wise  
**Cc:** Delios, Jean; LeLacheur, Bob; Schena, Paula  
**Subject:** 181 South Street

Hi Tom,

Thanks for coming in yesterday and updating us on your plan. I know it has been a long road and we certainly want to make it as smooth as possible moving forward. I reached out to the Town Manager and what we would like to do is provide an update to the Board of Selectmen on the 24<sup>th</sup>. This is something the Town Manager has offered to do and there is no need for you to attend the meeting. The goal would be to provide them with information on what you plan on doing moving forward and confirm that their vote stands true. If not, then they can make a determination that evening and have you come in at a later date after you develop the new survey.

So in order to provide the update on the 24<sup>th</sup>, can you please clearly describe what has changed and what you intend to change to the plan that was previously approved by the Board? I know yesterday you mentioned there is no change to the driveway location, which is important to state, but it is also important to clarify other changes to the plan (shifting 1-foot, size, fence, etc.) even if the changes do not relate to the driveway. This is so there is a clear picture as to what is changing and what is staying the same (i.e. the driveway). The best way to go about this is to use the plan they saw the last time (attached) and describe the changes moving forward based on that plan. You are welcome to do this via email and I can ensure the Town Manager has it for the Selectmen on the 24<sup>th</sup>. Ideally we would like this no later than Wednesday of next week.

Let me know if you have any questions.

Thanks,

Jessie

**Jessie Wilson**  
**Community Development Administrator**

Town of Reading  
16 Lowell Street  
Reading, MA 01867

p: 781.942.6648

f: 781.942.9071

[jwilson@ci.reading.ma.us](mailto:jwilson@ci.reading.ma.us)

Town Hall Hours:

Monday, Wednesday, & Thursday : 7:30am - 5:30pm

Tuesday 7:30am - 7:00pm & CLOSED on Fridays

# Miller Design LLC

52 Statler Road  
Belmont MA 02478

March 4, 2014

Board of Selectmen  
Reading, MA

Re: 181 South Street driveway appeal

On behalf of Tom and Heidi Wise, homeowners of 181 South Street, I would like to submit this request for the BOS to approve a second driveway at the above mentioned property.

We have submitted the attached certified plot plan showing the existing and proposed driveways to the Engineering Department and received their rejection on 2/27/14. The basis for the rejection is that the second driveway does not meet the separation requirement of at least 125' (criteria "F" on driveway rules and regulations, quoted below).

*f. Two access ways may be allowed on any single lot if the distance between the access points shall be at least 125' unless specific indicated needs to the contrary are demonstrated.*

This appeal includes two "specific needs to the contrary."

The first specific need relates to a dimensional limitation. The new second driveway is proposed on the far (west) side of the frontage from the existing driveway, maximizing the distance between them. The total frontage for the property is 158' with 100' between the existing driveway and the far property line thereby limiting the actual proposed separation between the two driveways to approximately 85' (10' wide driveway with 5' between the driveway and the side property line). This proposed location addresses the intent of criteria "F" to the best of our ability, given the property dimensions.

The second specific need relates to a personal circumstance. The proposed entry on the west side of the dwelling (closest to the proposed driveway) is intended for Heidi's elderly parents. It would present a hardship and potential risk for them to have to regularly walk the long distance from the existing driveway on the east side of the property to the entry to their living space on the west side.

The proposed driveway has been found to meet the remaining 11 criteria on the driveway rules and regulations. Therefore, we respectfully appeal to the Board of Selectmen to permit this second driveway.

Yours truly,



Diane Beckley Miller, AIA, LEED AP, Ed.M  
Partner, Miller Design LLC

Diane Beckley Miller, AIA, LEED AP EdM  
52 Statler Road Belmont MA 02478

T: 617-993-3157 E: [diane@millerdesignllc.com](mailto:diane@millerdesignllc.com)

564

Board of Selectmen Minutes – March 18, 2014 – page 4

Ron D'Addario indicated that the committee would like to work closer with the Board of Selectmen.

Second Driveway Request 181 South Street – Diane Miller, Architect and the home owner were present.

Ms. Miller noted that they are proposing an addition to the house and a new driveway on the west side. The total frontage is 158 feet. This addition will create additional space to join the family and this driveway will service their use.

Town Engineer George Zambouras noted that the driveway will not affect the site distance. Engineering has no problem with this. The only requirement is to verify that the tree is on private property.

A motion by Tafoya seconded by West that the Board of Selectmen approve the second driveway at 181 South Street as indicated on the plot plan submitted and subject to the condition that the Engineering Division shall verify that the tree proposed to be removed is not a public shade tree, was approved by a vote of 5-0-0.

Hearing – FY15 Water, Sewer and Storm Water Rates – The Secretary read the hearing notice. The Town Manager noted that very little has changed. The rates cover local costs, the capital and debt plan and water main replacement. He is recommending a three month delay in the rates to begin in December.

Ben Tafoya suggested putting larger water projects as a debt exclusion so it will be a tax deduction.

Marsie West asked if this money is to fix culverts and the Town Manager indicated it has not in the past because when the fund was established there was discussion that we wouldn't add anything we weren't already doing.

John Arena asked if we have an inventory on culverts and the Town Manager indicated he wasn't sure. This is a discussion that the Board needs to have in the future.

Ben Tafoya noted it is ridiculous to increase the rates by 10% to give an early payment discount. John Arena asked how many take advantage of the discount and the Town Manager indicated approximately 70%.

A motion by Tafoya seconded by Ensminger to close the hearing on setting the FY15 water, sewer and storm water rates was approved by a vote of 5-0-0.

A motion by Ensminger seconded by West that the Board of Selectmen set the FY 2015 Water Rate at \$9.45 per 100 cubic feet with a minimum quarterly bill of \$19.90 effective with the December, 2014 billing was approved by a vote of 5-0-0.

A motion by Ensminger seconded by West that the Board of Selectmen set the FY 2015 Sewer Rate at \$10.56 per 100 cubic feet with a minimum quarterly bill of \$21.12 effective with the December, 2014 billing was approved by a vote of 5-0-0.

ZONE: S20  
DIMENSIONAL REGS.  
SETBACKS:

FRONT: 20'  
SIDE: 15'  
REAR: 15'

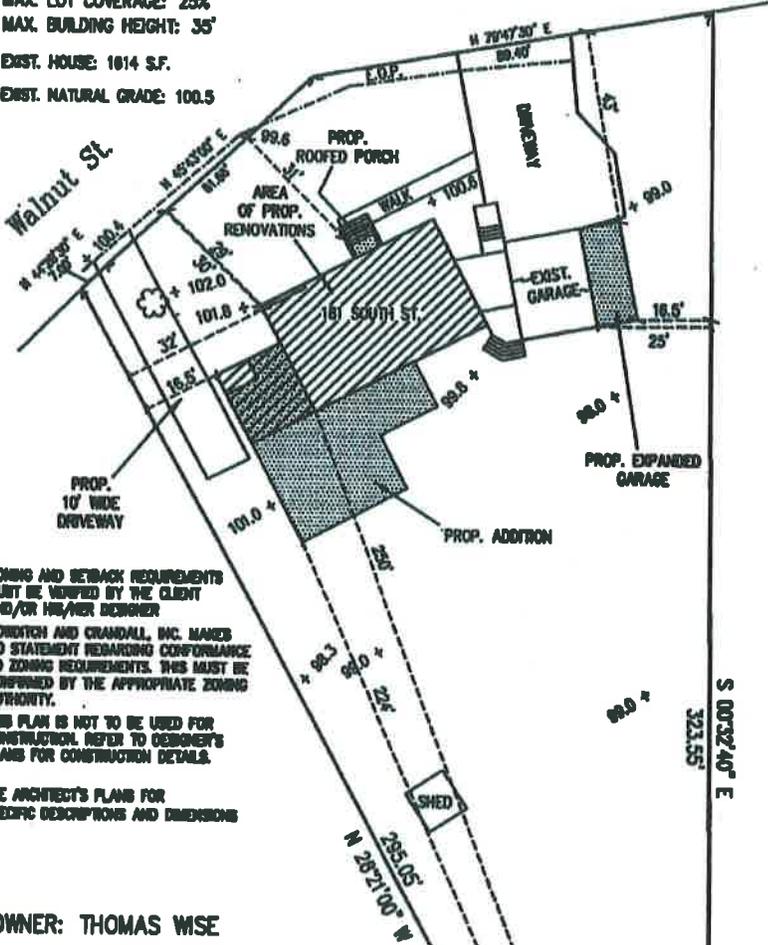
MAX. LOT COVERAGE: 25%  
MAX. BUILDING HEIGHT: 35'  
EXIST. HOUSE: 1614 S.F.  
EXIST. NATURAL GRADE: 100.5

PROPOSED LOT COVERAGE: 12%

DEED REFERENCE: BOOK 51892, PAGE 328  
PLAN REFERENCE: REG. BOOK 423, PAGE 277

ASSESSORS MAP: 3/13

South Street



ZONING AND SETBACK REQUIREMENTS MUST BE VERIFIED BY THE CLIENT AND/OR HIS/HER DESIGNER  
BOWDITCH AND CRANDALL, INC. MAKES NO STATEMENT REGARDING CONFORMANCE TO ZONING REQUIREMENTS. THIS MUST BE CONFIRMED BY THE APPROPRIATE ZONING AUTHORITY.  
THIS PLAN IS NOT TO BE USED FOR CONSTRUCTION. REFER TO DESIGNER'S PLANS FOR CONSTRUCTION DETAILS.  
SEE ARCHITECT'S PLANS FOR SPECIFIC DESCRIPTIONS AND DIMENSIONS

OWNER: THOMAS WISE

DATE: 1-9-2014  
SCALE: 1" = 30'

I CERTIFY THAT THE INFORMATION SHOWN ON THIS PLAN IS BASED ON RECORD INFORMATION AND ON AN ACTUAL FIELD SURVEY AND IS CORRECT TO THE BEST OF MY KNOWLEDGE.

*John W. McEachern*  
JOHN W. McEACHERN P.L.S.



Prepared By:  
Bowditch & Crandall, Inc.  
8 Holt St.  
Belmont, Ma. 02478  
781-641-9600

PLOT PLAN  
181 SOUTH ST.  
READING, MA.

LOT AREA  
23,006 S.F.

566

ZONE: S20  
DIMENSIONAL REGS.

SETBACKS:  
FRONT: 20'  
SIDE: 15'  
REAR: 15'

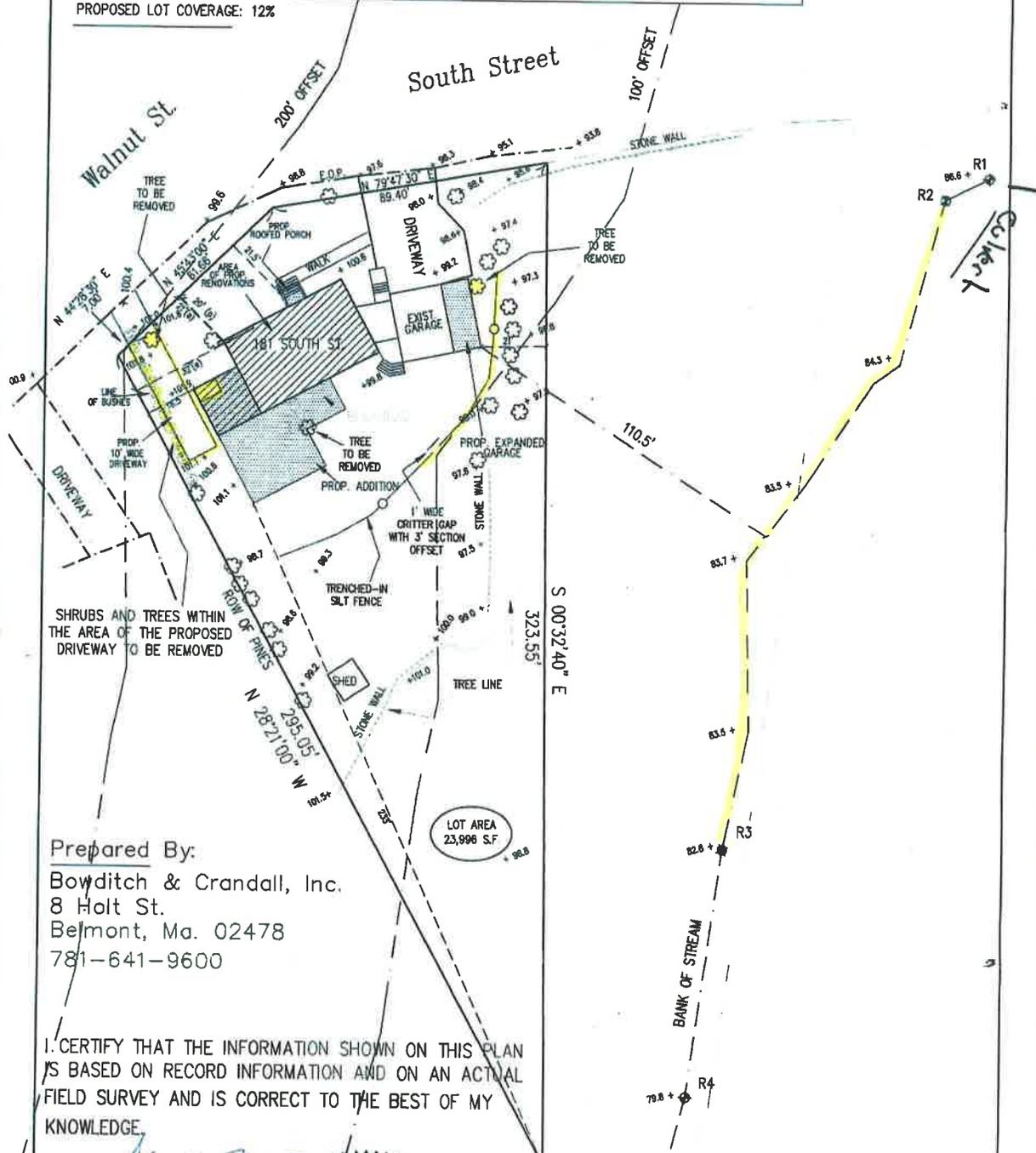
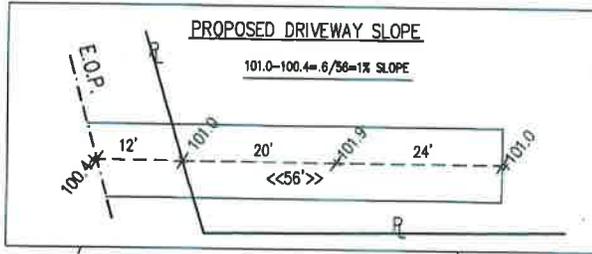
MAX. LOT COVERAGE: 25%  
MAX. BUILDING HEIGHT: 35'

EXIST. HOUSE: 1614 S.F.  
EXIST. NATURAL GRADE: 100.5

PROPOSED LOT COVERAGE: 12%

DEED REFERENCE: BOOK 51892, PAGE 329  
PLAN REFERENCE: REG. BOOK 425, PAGE 277

ASSESSORS MAP: 3/13



Prepared By:  
Bowditch & Crandall, Inc.  
8 Holt St.  
Belmont, Ma. 02478  
781-641-9600

I CERTIFY THAT THE INFORMATION SHOWN ON THIS PLAN IS BASED ON RECORD INFORMATION AND ON AN ACTUAL FIELD SURVEY AND IS CORRECT TO THE BEST OF MY KNOWLEDGE.

JOHN W. McEACHERN P.L.S.

DATE: 2-12-2014



SCALE: 1" = 40'  
0 40  
Scale in Feet

PLOT PLAN  
181 SOUTH ST.  
READING, MA.

OWNER: THOMAS WISE

567



# TOWN OF READING

16 Lowell Street  
Reading, MA 01867-2683  
Phone: (781) 942-6610  
Fax: (781) 942-9070

COMMUNITY PLANNING & DEVELOPMENT COMMISSION

RECEIVED  
TOWN CLERK  
READING MASS

2014 JUN 25 A 8:50

June 23, 2014

## DECISION COMMUNITY PLANNING & DEVELOPMENT COMMISSION Scenic Road

*Project: 181 South Street, Scenic Rd.*

*To the Town Clerk:*

*This is to certify, at a public hearing of the Reading Community Planning and Development Commission (CPDC) opened and closed on June 23, 2014 by a motion duly made and seconded, it was voted:*

"We, the CPDC, as requested by Mr. Tom Wise, owner of 181 South Street (Map 3, Lot 13), under the provisions of the Article 8.2 Public Order Scenic Roads of the General By-Laws of the Town of Reading and the CPDC Adopted Scenic Road Regulations, to consider modifications to the scenic way known as South Street, do hereby vote 4-0-1, to approve the construction activities in the public right-of-way as shown on the Plot Plan for 181 South Street, prepared by John W. McFachern, P.L.S dated February 2, 2014 and lastly revised May 18, 2014."

### Findings:

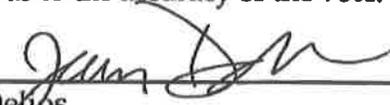
1. The CPDC hereby approves the construction activity in the public right-of-way subject to approval of the proposed curb cut by the necessary approving authorities.
2. The Engineering Division has determined the tree proposed for removal is a private tree and not located within the public right-of-way.
3. The proposed driveway will have a curb cut that will not exceed 12-feet in width.

**This approval was granted**

**without additional Conditions.**

with the following Conditions:

Signed as to the accuracy of the vote:

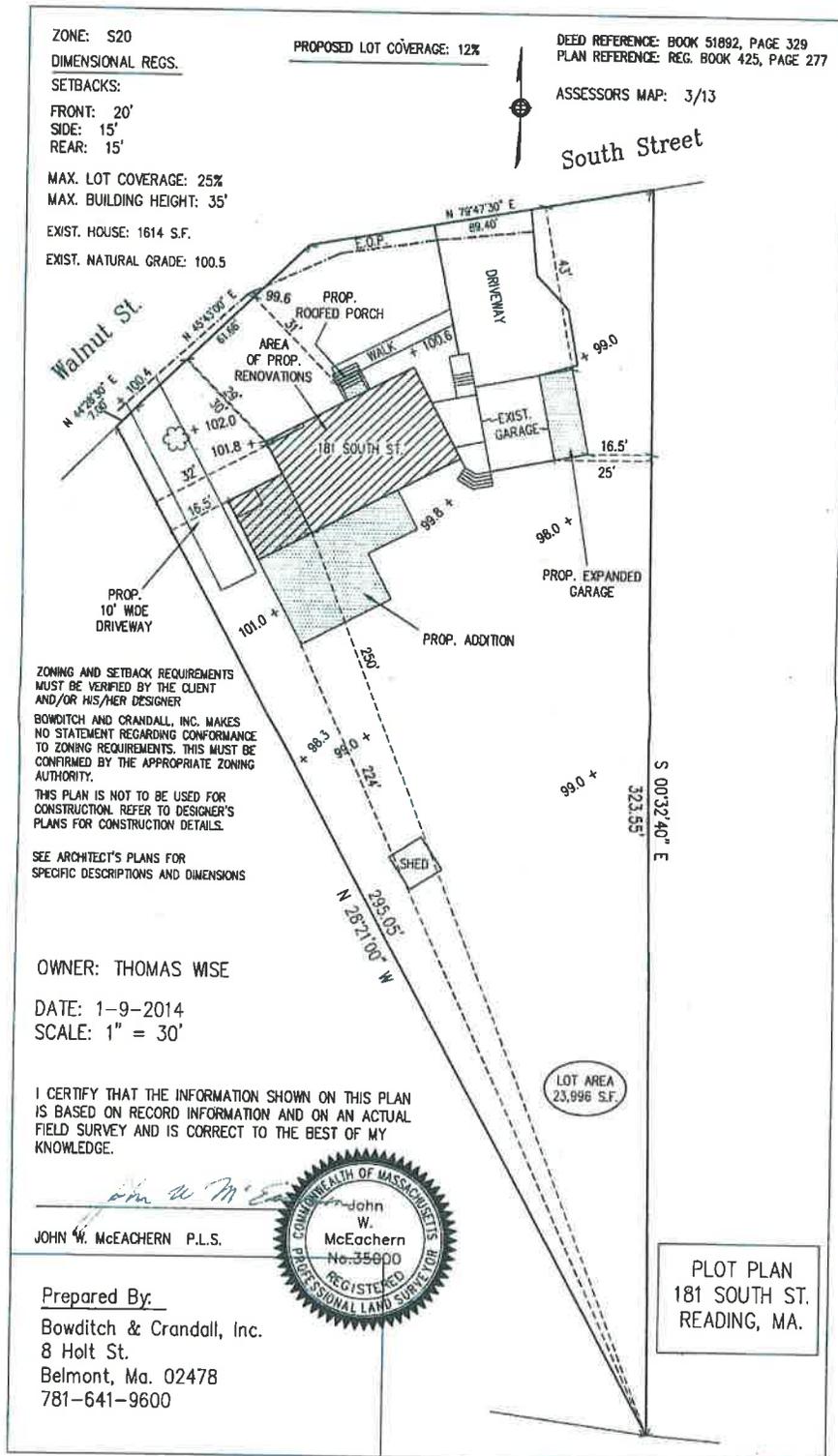
  
\_\_\_\_\_  
Jean Delios  
Assistant Town Manager, Community Services

6/25/14  
\_\_\_\_\_  
Date

Cc: Applicant, Building Inspector, Town Clerk, Planning files, Town Manager, Town Engineer

568

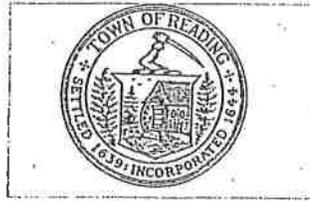
ZBA plan  
(withdrawn)  
(same as BOS)



569

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**LEGAL NOTICE**



**To the Inhabitants of the  
Town of Reading:**

Please take notice that the Board of Selectmen of the Town of Reading will hold a public hearing on March 24, 2015 in the Selectmen's Meeting Room, 16 Lowell Street, Reading, Massachusetts on the following:

- Setting the FY16 Water, Sewer and Storm Water Rates  
9:00 p.m.
- Vote and Sign Order of Taking and Plan for Bus shelter  
9:20 p.m.  
easement at 25 Walkers Brook Drive

Copies of the proposed documents regarding these topics are available in the Town Manager's office, 16 Lowell Street, Reading, MA, M-W-Thurs from 7:30 a.m. - 5:30 p.m., Tues from 7:30 a.m. - 7:00 p.m. and are attached to the hearing notice on the website at [www.readingma.gov](http://www.readingma.gov)

All interested parties are invited to attend the hearing, or may submit their comments in writing or by email prior to 6:00 p.m. on March 24, 2015 to [townmanager@ci.reading.ma.us](mailto:townmanager@ci.reading.ma.us)

By order of  
Robert W. LeLacheur  
Town Manager

---

3.17.15

511

# Water, Sewer and Storm Water

Board of Selectmen

March 24, 2015

# Impacts on Water & Sewer Rates

- Local costs
- MWRA charges
- Other factors
- Use of Reserves

# Local Costs

- These items are under local control: wages, local expenses, general fund overhead, debt and capital

(\$mil)	'14	'15	'16	'17	'18	Avg/yr
Water*	\$3.89	\$3.71	<b>\$3.62</b>	\$3.90	\$4.11	1.4%
Sewer	\$1.62	\$2.02	<b>\$1.20</b>	\$1.52	\$1.63	0.2%
TOTAL	\$5.51	\$5.73	<b>\$4.82</b>	\$5.42	\$5.74	1.0%

- Use capital planning to smooth local costs

# MWRA Charges

- These items are not under local control (except for usage). Forecasted rates below:

(mil.)	'14	'15	'16	'17	'18	Avg/yr
Water	\$1.86	\$1.93	<b>\$2.03</b>	\$2.14	\$2.31	5.6%
Sewer	\$4.52	\$4.64	<b>\$4.67</b>	\$4.97	\$5.35	4.3%
TOTAL	\$6.38	\$6.60	<b>\$6.70</b>	\$7.11	\$7.66	4.7%

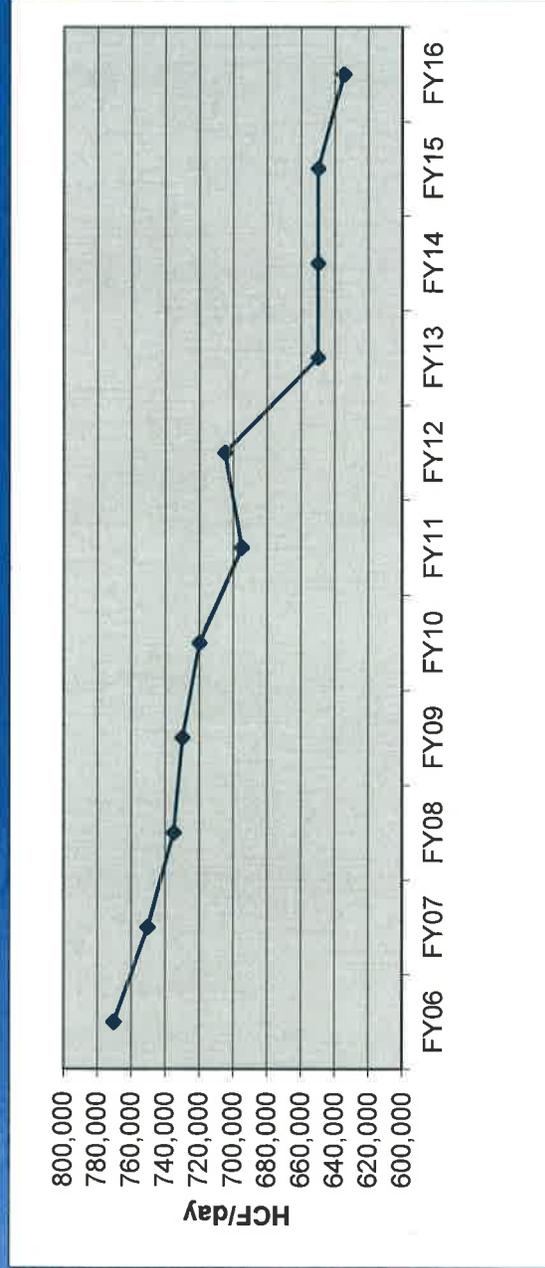
– Use Reserves to smooth MWRA costs

## Other Factors

- Billable Usage – a small change is needed to 'stay ahead' of conservation efforts.
  - Water: from 650k to 635k per '100 cubic feet'
  - Sewer: from 630k to 615k "
- This change translates to about +2.2% on combined water/sewer rates.

## Other Factors

- Usage has been declining for ten years, with a couple of dry summers interrupting that trend. Below shows our annual usage assumptions:



# Other Factors

- Collections – two options:
  - Discount 10% for early payments unchanged
    - Advantage – “no change”
    - Advantage – 10% extra revenue when discount is missed
  - Eliminate the discount and switch to late fees
    - Advantage - EVERYONE gets the 10% discount in the new rates since we mark up rates by 10% as a cushion
    - Advantage – avoid mad payment rush and bad feelings when the deadline is narrowly missed
    - Note - Late charges will be assessed as are done with all other bill payments

# Reserves

Balances: Water \$2.7 mil.; Sewer \$2.4 mil.  
Targets: Water \$1.0 mil.; Sewer \$1.1 mil.  
Excess: Water \$1.7 mil.; Sewer \$1.3 mil.

Suggested: Water – modest \$150k reserve usage  
Sewer - use no reserves  
*(using \$600k at April '15 Town Meeting)*

Options: Use higher amounts given solid Excess Reserve position, but a caution on future (FY17-FY19) annual MWRA rates (W+5.3%, S +6.3%)

# FY16 Rates

	Water Rates	Sewer Rates	Combined Rates
Early Payment Discount	+2.4%	+1.4%	+1.9%
Everyone Gets the Discount	-7.5%	-8.5%	-8.0%

Use of additional Reserves

Every \$100k reduces combined rates by 0.8%

Plenty of Reserves available

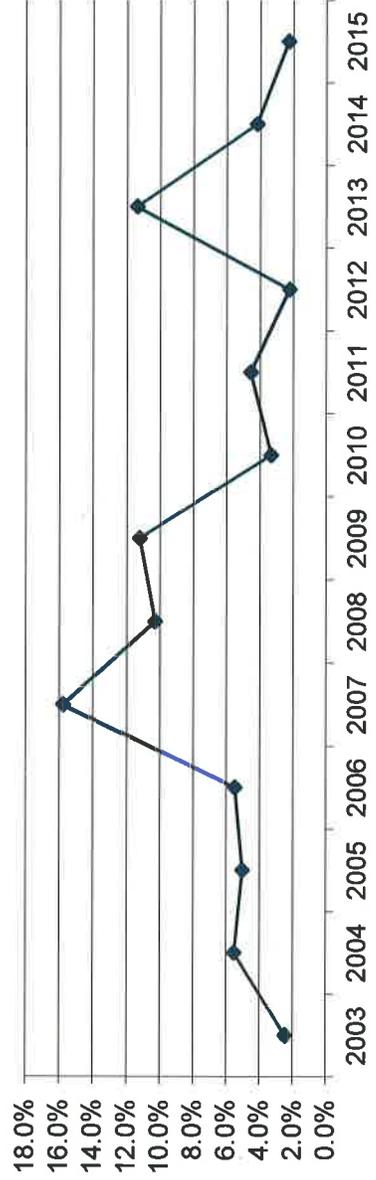
Problem is in future years this offset is a dependence  
or a future rate increase

# FY15 Water & Sewer Rates

per 100 cubic feet

Fiscal	Water	Sewer	Combined
2011	\$8.03	\$ 8.44	\$16.47
2012	\$8.27	\$ 8.57	\$16.84 + 2.2%
2013	\$8.96	\$ 9.80	\$18.76 +11.4% (usage)
2014	\$9.17	\$10.38	\$19.55 + 4.2%
2015	\$9.45	\$10.56	\$20.01 + 2.3%
2016	\$9.68	\$10.71	\$20.39 + 1.9%
2016x	\$8.74	\$ 9.66	\$18.57 - 8.0%

Change in Annual Combined Water & Sewer Rates



# Future – Water & Sewer

Projected Future Budgets	FY17	FY18	FY19	Assumed 3-year Reserve Usage
Water	+5.3%	+4.1%	+4.3%	\$950k
Sewer	+5.4%	+7.1%	+6.6%	\$875k
<b>Combined</b>	<b>+5.3%</b>	<b>+5.6%</b>	<b>+5.5%</b>	

## Rate forecast:

35% of Water and 79% of Sewer rates determined by MWRA

Local cost management through capital planning

=> However W/S infrastructure must be maintained

# FY 16 Storm Water

No significant change in the budget

Result: Rate steady at \$40.00 for single-family home; no change in current commercial rates.

Long term: Outlook depends on status of two large river projects (Saugus & Aberjona), and on Federal regulations.

# FY 16 Storm Water

## River projects.

Design and permitting costs for each are capital planned for FY18 to be paid by Reserves. Rates do not need to change for these studies.

Future Debt payments planned for both projects beginning in FY20. Rates would need to increase to over \$100 for the single family household – if current estimates are accurate.

## Federal regulations

Recent changes suggest a stricter set of rules and regulations will apply to communities to improve storm water systems. Rates may need to increase – too soon to tell.

# Enterprise Fund Budgets

No.	March 18, 2015	Approved FY - 2014		Requested FY - 2015		Requested FY - 2016		Projected FY - 2017		Projected FY - 2018		Projected FY - 2019		Percent Change
		FY - 2014	Percent Change	Requested FY - 2015	Percent Change	Requested FY - 2016	Percent Change	Projected FY - 2017	Percent Change	Projected FY - 2018	Percent Change	Projected FY - 2019	Percent Change	
<b>Water</b>														
RA +2.6% vs actual														
+6% for FY15														
W1	*Wages	674,178	2.6%	682,830	1.3%	654,900	-4.1%	674,547	3.0%	694,783	3.0%	715,627	3.0%	3.0%
W2	*Expenses	603,882	-3.9%	645,500	6.9%	734,500	13.8%	756,535	3.0%	779,231	3.0%	802,608	3.0%	2.9%
W3	*GF Offsets	413,013	7.3%	427,470	3.5%	439,225	2.7%	452,402	3.0%	465,974	3.0%	479,953	3.0%	4.8%
W4	Debt+Capital	2,195,786	11.5%	1,949,421	-11.2%	1,788,675	-8.2%	2,015,429	12.7%	2,174,289	7.9%	2,210,569	1.7%	1.7%
WL	Local Water Costs	3,886,859	6.8%	3,705,221	-4.7%	3,617,300	-2.4%	3,898,913	7.8%	4,114,277	5.5%	4,208,757	2.3%	2.3%
W5	MWRA Assessment	1,857,683	2.4%	1,930,393	3.9%	2,033,000	5.3%	2,140,749	5.3%	2,309,868	7.9%	2,376,854	2.9%	2.9%
WG	Gross Water Fund	5,744,542	5.3%	5,635,614	-1.9%	5,650,300	0.3%	6,039,662	6.9%	6,424,145	6.4%	6,585,611	2.5%	2.5%
W6	Reserves	(870,000)		(100,000)		(150,000)		(250,000)		(400,000)		(300,000)		
WN	Net Water Fund	4,874,542	-8.1%	5,535,614	13.6%	5,500,300	-0.6%	5,789,662	5.3%	6,024,145	4.1%	6,285,611	4.3%	4.3%
WV	TM Voted Water Fund	5,331,529	5.2%	5,208,144	-2.3%	5,211,075	0.1%	5,587,260	7.2%	5,958,171	6.6%	6,105,658	2.5%	2.5%
<b>Sewer</b>														
RA +4.5% vs actual														
+6% for FY15														
S1	*Wages	283,935	3.2%	288,980	1.8%	290,950	0.7%	299,679	3.0%	308,669	3.0%	317,929	3.0%	3.0%
S2	*Expenses	399,461	-1.1%	404,000	1.1%	390,820	-3.3%	402,545	3.0%	414,621	3.0%	427,060	3.0%	3.0%
S3	*GF Offsets	283,056	7.1%	292,985	3.5%	301,021	2.7%	310,052	3.0%	319,353	3.0%	328,934	3.0%	3.0%
S4	Debt+Capital	656,934	47.4%	1,116,934	70.0%	216,940	-80.6%	502,940	131.8%	583,940	16.1%	607,140	4.0%	4.0%
SL	Local Sewer Costs	1,623,386	16.9%	2,102,879	29.5%	1,199,731	-42.9%	1,515,215	26.3%	1,626,583	7.3%	1,681,062	3.3%	3.3%
S5	MWRA Assessment	4,521,077	3.1%	4,642,165	2.7%	4,672,000	0.6%	4,971,008	6.4%	5,348,805	7.6%	5,605,547	4.8%	4.8%
SG	Gross Sewer Fund	6,144,463	6.4%	6,745,044	9.8%	5,871,731	-12.9%	6,486,223	10.5%	6,975,388	7.5%	7,286,609	4.5%	4.5%
S6	Reserves	(195,000)		(670,000)		(300,000)		(300,000)		(350,000)		(225,000)		
SN	Net Sewer Fund	5,949,463	5.8%	6,075,044	2.1%	5,871,731	-3.3%	6,186,223	5.4%	6,625,388	7.1%	7,061,609	6.6%	6.6%
SV	TM Voted Sewer Fund	5,861,407	6.4%	6,452,079	10.1%	5,570,710	-13.7%	6,176,171	10.9%	6,656,034	7.8%	6,957,676	4.5%	4.5%
<b>Combined W&amp;S</b>														
Local Water&Sewer														
W5	Local Water&Sewer	5,510,245	9.6%	5,808,100	5.4%	4,817,031	-17.1%	5,414,127	12.4%	5,740,860	6.0%	5,889,819	2.6%	2.6%
W6	MWRA Assessments	6,378,760	2.9%	6,572,558	3.0%	6,705,000	2.0%	7,111,757	6.1%	7,658,673	7.7%	7,982,402	4.2%	4.2%
W7	Gross W&S Budgets	11,889,005	5.9%	12,380,658	4.1%	11,522,031	-6.9%	12,525,884	8.7%	13,399,533	7.0%	13,872,221	3.5%	3.5%
W8	Reserves	(1,065,000)		(770,000)		(150,000)		(550,000)		(750,000)		(525,000)		
W9	Net W&S Budgets	10,824,005	-0.9%	11,610,658	7.3%	11,372,031	-2.1%	11,975,884	5.3%	12,649,533	5.6%	13,347,221	5.5%	5.5%
<b>Reserves</b>														
certified														
W10	Water	1,728,653		2,785,948		2,635,948		2,385,948		1,985,948		1,685,948		Target
W11	Sewer	2,203,974		2,365,482		2,365,482		2,065,482		1,715,482		1,490,482		987,842
W12	Storm Water	661,283		932,523		897,523		862,523		537,523		487,523		1,092,991
W13	Storm Water	138,903	3.5%	143,950	3.6%	152,400	5.9%	156,972	3.0%	161,681	3.0%	166,532	3.0%	3.0%
W14	*Expenses	63,943	-0.2%	60,700	-5.1%	83,400	37.4%	85,902	3.0%	88,479	3.0%	91,133	3.0%	3.0%
W15	Debt+Capital	190,000	0.0%	165,000	-13.2%	150,000	-9.1%	150,000	0.0%	425,000	183.3%	150,000	-64.7%	-64.7%
W16	Storm Water Fund	392,846	1.2%	369,650	-5.9%	385,800	4.4%	392,874	1.8%	675,160	71.9%	407,665	-39.6%	-39.6%
W17	Reserves	(30,000)		(30,000)		(35,000)		(35,000)		(325,000)		(50,000)		
W18	Net Storm Water	362,846	-0.1%	369,650	1.9%	350,800	-5.1%	357,874	2.0%	350,160	-2.2%	357,665	2.1%	2.1%
W19	estimated revenues @\$40 is \$380k													\$40

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## Sewer Enterprise Fund

The Sewer Division is responsible for operating the municipal sewer collection systems in accordance with all applicable state, federal and MWRRA regulations for the collection and discharge of wastewater. This ranges from maintaining and repairing over 100 miles of sewer mains and 12 pumping stations to responding to customer service needs for individual sewer and drainage problems.

Sewer Fund	FY15	FY16	Change
Wages	\$288,980	\$290,950	+0.7%
Exp (non-MWRA)	404,000	390,820	-3.3%
GF overhead	292,965	301,021	+2.7%
Debt + Capital	516,934	216,940	-80.6%
<b>Local Costs</b>	<b>\$1,502,879</b>	<b>\$1,199,731</b>	<b>-20.1%</b>
MWRA Expense	4,642,165	4,672,000	+0.6%
<b>Gross budget</b>	<b>\$6,145,044</b>	<b>\$5,871,731</b>	<b>-12.9%</b>
Use of Reserves	(150,000)		
<b>Net Budget</b>	<b>\$5,995,044</b>	<b>\$5,871,731</b>	<b>-3.3%</b>

The Capital plan allows for the rehab of these twelve sewer stations over the next ten years, as has been discussed previously. At April 2015 Annual Town Meeting a request will be made to move a \$520,000 sewer station repair project planned for FY16 up to FY15 and to add an \$80,000 related capital request, to be paid for fully by reserves. **Note that none of this is reflected in the previous table as Town Meeting has not yet voted.** We have learned that there will be a significant cost advantage to combine this project with one already

approved for FY15, so we would like to bid these projects as a pair.

This change significantly lowers the FY16 capital requested, and it also removes the need for usage of reserves to set FY16 rates. Note that without that change, local costs still decrease but only by a modest amount. There are no changes in staffing levels, and budgets are forecast to rise by about 5% for the next few years, a figure very highly dependent on future MWRRA rates.

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TOWN OF READING  
NEXT YEAR BUDGET HISTORICAL COMPARISON

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ACCOUNTS FOR:  
SEWER

FOR PERIOD 99

PROJECTION: 20162 FY16 Enterprise Funds

	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
0440 SEWER - OPERATIONS							
03 SALARIES							
62003511 511010 SWR ADMIN ASST	.00	.00	20,282.44	11,180.93	.00	.00	.0%
62003511 511014 SWR SENIOR ADMIN ASSISTANT	.00	.00	.00	3,469.53	23,800.00	23,800.00	3.1%
62003511 511401 SEWER SUPERVISOR	39,606.37	40,237.62	39,731.20	25,217.52	37,000.00	38,050.00	2.8%
62003511 511405 SEWER WORKING FORMAN	49,721.29	50,629.09	52,407.11	36,806.24	53,675.00	54,950.00	2.4%
62003511 511409 SEWER EQUIPMENT OPERATOR	53,507.15	54,329.60	55,624.32	32,593.72	57,600.00	58,700.00	1.9%
62003511 511417 SEWER LABORER	67,132.86	67,788.76	64,681.94	41,762.56	72,600.00	72,000.00	- .8%
62003511 511471 SEWER CLERK(S)	17,476.96	18,242.54	.00	.00	.00	.00	.0%
62003511 511481 SEWER SNOW REMOVAL	.00	-2,296.97	-5,364.54	-1,954.14	-2,500.00	-2,500.00	.0%
62003511 515000 SEWER OVERTIME	24,031.08	42,402.76	47,991.99	32,868.03	40,000.00	40,000.00	.0%
62003511 516050 SEWER OUT OF GRADE WORK	6,673.20	4,827.79	4,836.40	2,001.04	3,500.00	3,500.00	.0%
62003511 516060 SEWER WGS ON-CALL PREMIUM	2,747.00	2,304.00	3,020.13	1,335.00	2,950.00	2,450.00	-16.9%
62003511 516080 SEWER WAGES LONGEVITY	1,075.00	1,075.00	9,000.00	7,925.00	1,075.00	.00	-100.0%
62003517 517017 SEWER SICK LEAVE BUYBACK	2,968.63	.00	.00	.00	.00	.00	.0%
TOTAL SALARIES	264,939.54	279,540.19	292,210.99	193,205.43	288,980.00	290,950.00	.7%
05 EXPENSES							
62005519 519000 SEWER MEDICARE EMPL BENEFITS	1,906.44	1,880.40	1,549.92	.00	1,500.00	1,500.00	.0%
62005519 519700 SEWER RETIREMENT ASSESSMENT	23,275.00	27,234.00	28,460.00	33,800.00	30,000.00	35,320.00	17.7%
62005519 519750 SEWER OPEB CONTRIBUTIONS	.00	9,667.00	7,901.00	.00	20,000.00	20,000.00	.0%
62005521 521301 SEWER ELECTRICITY	26,963.78	26,237.63	26,380.04	20,048.41	30,000.00	30,000.00	.0%
62005524 524469 SEWER STATION REPAIR	.00	7,000.00	14,053.00	8,064.93	30,000.00	25,000.00	-16.7%
62005524 524474 MANHOLE MAINTENANCE	8,478.75	4,200.00	1,925.00	.00	10,000.00	10,000.00	.0%
62005524 524476 INFLOW/INFILTRATION PREVENTION	60,697.86	99,410.51	38,099.02	34,119.43	100,000.00	100,000.00	.0%

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PROJECTION: 20162 FY16 Enterprise Funds

ACCOUNTS FOR:  
SEWER

	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
62005529 529433	7,571.50	9,125.88	5,975.16	6,976.00	12,000.00	12,000.00	.0%
62005530 530000	21,608.22	20,905.00	20,554.54	10,586.53	21,000.00	21,000.00	.0%
62005530 530105	.00	.00	439.50	.00	.00	.00	.0%
62005530 530110	.00	.00	.00	.00	2,000.00	2,000.00	.0%
62005530 530420	10,778.11	1,888.65	3,071.09	3,488.01	5,000.00	5,000.00	.0%
62005530 530490	19,432.90	10,684.91	10,980.73	3,204.80	15,000.00	15,000.00	.0%
62005530 530492	10,662.32	.00	3,967.71	2,076.30	15,000.00	15,000.00	.0%
62005531 531000	.00	.00	1,700.00	435.00	2,000.00	2,000.00	.0%
62005536 536000	.00	3,270.58	5,062.88	1,000.00	5,000.00	7,500.00	50.0%
62005540 540420	893.91	230.13	2,681.24	3,226.77	7,000.00	7,000.00	.0%
62005540 540493	1,654.16	3,197.35	8,789.69	6,657.28	8,000.00	8,000.00	.0%
62005540 540495	3,576.12	1,733.75	5,781.64	3,227.72	7,500.00	7,500.00	.0%
62005554 554000	1,724.95	2,034.96	2,343.73	.00	2,500.00	.00	-100.0%
62005563 563400	4,128,058.00	4,326,182.00	4,499,328.00	3,713,699.20	4,642,165.00	4,672,000.00	.6%
62005574 574000	64,291.39	60,782.76	56,429.46	28,267.26	65,000.00	50,000.00	-23.1%
62005574 574010	1,127.00	850.00	878.00	897.00	1,000.00	1,000.00	.0%
62005574 574500	2,500.00	.00	2,500.00	4,916.00	.00	.00	.0%
62005574 574550	11,624.00	9,821.00	12,000.00	13,864.00	13,500.00	15,000.00	11.1%
62005578 578100	180.00	240.00	255.00	135.00	1,000.00	1,000.00	.0%
TOTAL EXPENSES	4,407,004.41	4,626,576.51	4,761,106.35	3,898,689.64	5,046,165.00	5,062,820.00	.3%
07 DEBT SERVICE							
62007591 591000	116,800.00	86,240.00	77,374.00	77,374.00	166,934.00	126,940.00	-24.0%
62007591 592000	1,406.25	.00	.00	.00	.00	.00	.0%
TOTAL DEBT SERVICE	118,206.25	86,240.00	77,374.00	77,374.00	166,934.00	126,940.00	-24.0%

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PROJECTION: 20162 FY16 Enterprise Funds

ACCOUNTS FOR:  
SEWER

	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY2 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
08 CAPITAL EXPENDITURES							
62008584 584406	SEWER DUMP TRUCK .00	.00	110,798.00	.00	.00	.00	.0%
62008584 584416	SEWER TRUCK #6 42,759.46	.00	.00	.00	40,000.00	40,000.00	.0%
62008584 584417	SEWER TRUCK #10 38,864.46	.00	.00	.00	.00	.00	.0%
62008584 584422	SEWER BACKHOE 430D .00	78,000.00	.00	.00	.00	.00	.0%
62008588 588450	SEWER SYSTEMS .00	175,818.63	.00	.00	.00	.00	.0%
62008588 588500	SEWER MAIN PROJECTS .00	.00	.00	.00	50,000.00	50,000.00	.0%
62008588 588502	LEWIS/CHARLES/HOWARD SWR MAIN .00	.00	188,970.20	.00	.00	.00	.0%
62008588 588503	WEST ST SEWER MAIN PROJECT .00	.00	6,928.35	.00	.00	.00	.0%
62008588 588510	SEWER STATION REHAB .00	.00	.00	111,525.58	300,000.00	.00	-100.0%
TOTAL CAPITAL EXPENDITURES	81,623.92	253,818.63	306,696.55	111,525.58	350,000.00	90,000.00	-74.3%
09 OTHER FINANCING USES							
62009596 596111	WAGE SUPPORT-ADM SVCS 14,061.96	14,345.04	24,458.04	71,688.00	71,688.00	73,659.00	2.7%
62009596 596112	EXPENSE SUPPORT-ADM SVCS .00	.00	.00	33,710.04	33,710.00	34,637.00	2.7%
62009596 596121	WAGE SUPPORT-ACCOUNTING 9,516.96	9,710.04	10,050.00	.00	.00	.00	.0%
62009596 596122	EXPENSE SUPPORT-ACCOUNTING 170.04	174.96	180.96	.00	.00	.00	.0%
62009596 596131	WAGE SUPPORT-FINANCE 30,249.00	30,860.04	31,940.04	34,920.00	34,920.00	35,880.00	2.7%
62009596 596132	EXPENSE SUPPORT-FINANCE 20,439.96	20,850.00	21,581.04	22,524.00	22,524.00	23,143.00	2.7%
62009596 596141	WAGE SUPPORT-HUMAN RESOURCES 4,628.04	4,721.04	4,886.04	.00	.00	.00	.0%
62009596 596142	EXPENSE SUPPORT-HUMAN RESOURCE 2,136.96	2,180.04	2,256.00	.00	.00	.00	.0%
62009596 596151	WAGE SUPPORT-TECHNOLOGY 29,997.96	30,597.96	31,668.96	.00	.00	.00	.0%
62009596 596152	EXPENSE SUPPORT-TECHNOLOGY 28,715.04	29,289.00	30,314.04	.00	.00	.00	.0%
62009596 596161	WAGE SUPPORT-DPW ADMINISTRATIO 47,475.00	48,425.04	50,120.04	51,875.04	51,875.00	53,302.00	2.8%
62009596 596171	WAGE SUPPORT-ENGINEERING 60,065.04	61,266.00	63,410.04	65,630.04	65,630.00	67,435.00	2.8%

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TOWN OF READING  
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 4  
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PROJECTION: 20162 FY16 Enterprise Funds

FOR PERIOD 99

ACCOUNTS FOR:  
SEWER

	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
62009596 596181	2,418.96	2,466.96	2,553.00	2,643.00	2,643.00	2,716.00	2.8%
62009596 596182	9,129.00	9,312.00	9,638.04	9,975.00	9,975.00	10,249.00	2.7%
TOTAL OTHER FINANCING USES	259,003.92	264,198.12	283,056.24	292,965.12	292,965.00	301,021.00	2.7%
TOTAL SEWER - OPERATIONS	5,130,778.04	5,510,373.45	5,720,444.13	4,573,759.77	6,145,044.00	5,871,731.00	-4.4%

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EFS



PROJECTION: 20162 FY16 Enterprise Funds

ACCOUNTS FOR:  
SEWER

	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
0990 OTHER FINANCING SOURCES/USES							
02 OTHER FINANCING SOURCES							
62002490 499990 SEWER FREE CASH OP BUD SUPPORT	-200,000.00	-150,000.00	-195,000.00	-150,000.00	-150,000.00	.00	-100.0%
TOTAL OTHER FINANCING SOURCE	-200,000.00	-150,000.00	-195,000.00	-150,000.00	-150,000.00	.00	-100.0%
09 OTHER FINANCING USES							
62009590 599910 SEWER DEBT ISSUE COSTS	2,500.00	.00	2,100.00	.00	.00	.00	.0%
TOTAL OTHER FINANCING USES	2,500.00	.00	2,100.00	.00	.00	.00	.0%
TOTAL OTHER FINANCING SOURCE	-197,500.00	-150,000.00	-192,900.00	-150,000.00	-150,000.00	.00	-100.0%
TOTAL SEWER	4,933,278.04	5,360,373.45	5,527,544.13	4,423,759.77	5,995,044.00	5,871,731.00	-2.1%

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EF9

### Sewer Enterprise Fund Capital + Debt

Annual change to water capital+debt	47.4%		70.0%		-80.6%		131.8%		16.1%		4.0%		3.4%		36.6%		2.6%		-18.2%		-11.1%		-18.0%		-1.0%					
	Approved	Requested	Approved	Requested	Requested	Projected	Projected	Legend: Debt (issued) and Debt (not yet approved)	FY-2016	FY-2017	FY-2018	FY-2019	FY-2020	FY-2021	FY-2022	FY-2023	FY-2024	FY-2025	FY-2026	TOTAL	FY-2026									
Sewer Ent. Fund Capital & Debt	330,000	520,000	950,000	420,000	80,000	117,000	325,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	925,000		
Sewer Capital	115,800	136,934	166,934	126,940	82,940	503,940	490,140	552,840	532,840	512,840																			3,222,148	
Sewer Debt	445,800	656,934	1,116,934	216,940	502,940	583,940	607,140	627,840	857,840	879,840																			8,901,148	
Total Capital & Debt	330,000	520,000	950,000	420,000	80,000	117,000	325,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	925,000		
Sewer CAPITAL	200,000																												200,000	
Main: Poets Corner (\$350K)																													350,000	
Sewer Main Lewis: Charles, Howard																													925,000	
Sewer Main projects																													300,000	
Station: West St.																													520,000	
Station: Batchelder Rd.																													270,000	
Station: Joseph's Way																													100,000	
Station: Sturges \$690K debt																													debt	
Station: Small Lane																													debt	
Station: Charles St. \$1.2mi debt																													debt	
Station: Grove St.																													280,000	
Portable Generator - Grove																													15,000	
Station: Strout Ave.																													290,000	
Station: Brewer Lane																													250,000	
Station: Collins Ave.																													410,000	
Portable Generator - Collins																													15,000	
Station: Longwood Rd.																													270,000	
Station: Pilman Drive																													150,000	
Meter Replacements																													750,000	
Backhoe 430D																													230,000	
Pickup #8 (2004)																													40,000	
Truck #17 (2001)																													120,000	
Car #1 (2006)																													30,000	
Pickup #6 (2011)																													42,000	
Pickup #11 (2011)																													42,000	
Sewer DEBT	115,800	136,934	166,934	126,940	82,940	503,940	490,140	552,840	532,840	512,840																			42,000	
MWRA Inflow & Infiltration	1	115,800	136,934	166,934	126,940	82,940	131,340	92,840	92,840	92,840																				3,222,148
Station: Sturges (\$690K)	2						372,600	358,800																					1,170,748	
Station: Charles St. (\$1.2mil)	3								460,000	440,000	420,000																		731,400	
Repayment of Principal:									492,840	492,840	492,840																		1,320,000	
MWRA Inflow & Infiltration	1a	32,934	32,934	32,934																									98,802	
MWRA Inflow & Infiltration	1b	8,866																											8,866	
MWRA Inflow & Infiltration	1c	44,000	44,000	44,000	44,000	44,440																							176,000	
MWRA Inflow & Infiltration P7		30,000	30,000	30,000	30,000	38,500																							178,880	
MWRA Inflow & Infiltration P8		30,000	30,000	30,000	38,500	38,500																							214,000	
MWRA Inflow & Infiltration P9		30,000	30,000	30,000	38,500	38,500																							494,200	
Station: Sturges (\$690K)	2																												690,000	
Station: Charles St. (\$1.2mil)	3																												1,200,000	
Sunnyside/Fairview Sewer	4								400,000	400,000	400,000																		-	
Interest on Long Term Debt:																													-	
MWRA Inflow & Infiltration									60,000	60,000	60,000																		161,400	
Station: St. Joe's Sturges (\$1mil)	2																												-	
Station: Charles St. (\$1.2mil)	3								27,600	13,800	13,800																		41,400	
Sunnyside/Fairview Sewer	4																												120,000	

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## Water Enterprise Fund

Water Supply is responsible for the administrative management, operation, technical support, maintenance and security of the drinking water supply in accordance with all Federal, State and local regulations. Water Distribution is responsible for maintaining and operating the municipal water distribution system in accordance with industry standards and all applicable regulations. In addition, this division oversees water meter installation, repair and meter reading as well as the maintenance of all fire hydrants.

decrease. There are no changes in staffing levels, and budgets are forecast to rise by about 5% for the next few years, a figure more moderately dependent on future MWRA rates.

Water Fund	FY15	FY16	Change
Wages	\$682,830	\$654,900	-4.1%
Exp (non-MWRA)	645,500	734,500	+13.8%
GF overhead	427,470	439,225	+2.7%
Debt + Capital	1,949,421	1,788,675	-8.2%
<b>Local Costs</b>	<b>\$3,705,221</b>	<b>\$3,617,300</b>	<b>-2.4%</b>
MWRA Expense	1,930,393	2,033,000	+5.3%
<b>Gross budget</b>	<b>\$5,635,614</b>	<b>\$5,650,300</b>	<b>+0.3%</b>
Use of Reserves	(100,000)	(150,000)	
<b>Net Budget</b>	<b>\$5,535,614</b>	<b>\$5,500,300</b>	<b>-0.6%</b>

Expenses show an increase caused by a higher pension assessment that catches up for past apparent underfunding, and an increase in health insurance premiums driven by a small increase in enrollment. Note that local costs show a slight 2.4%

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EP11



TOWN OF READING  
NEXT YEAR BUDGET HISTORICAL COMPARISON

FOR PERIOD 99

03/18/2015 09:40  
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PROJECTION: 20162 FY16 Enterprise Funds

ACCOUNTS FOR:  
WATER

	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
0450 WATER - OPERATIONS							
05 EXPENSES							
61005519 519000 WTR MEDICARE EMPL BENEFITS	5,774.84	6,783.52	7,129.76	.00	8,000.00	8,000.00	.0%
61005519 519700 WTR RETIREMENT ASSESSMENT	27,927.00	73,126.00	76,417.00	113,368.00	80,000.00	118,500.00	48.1%
61005519 519750 WATER OPEB CONTRIBUTIONS	.00	47,664.00	45,215.00	.00	50,000.00	50,000.00	.0%
61005529 529433 WTR GEN HAZARD WASTE DISPOSAL	7,449.06	5,978.34	7,925.50	.00	10,000.00	10,000.00	.0%
61005530 530480 WTR GEN PRIMACEY ASSMNT	5,267.71	5,454.45	5,076.37	5,036.17	5,500.00	5,500.00	.0%
61005530 530491 WTR GEN PURCH SVC WAKEFIELD	7,870.50	7,636.44	7,406.42	3,920.37	8,000.00	8,000.00	.0%
61005531 531000 WTR GEN PROF DEV/TRAINING	5,838.00	2,445.00	5,390.00	1,591.50	5,000.00	7,500.00	50.0%
61005558 558450 WATER CONSERVATION PROMOTION	.00	.00	13,630.96	13,470.00	40,000.00	40,000.00	.0%
61005574 574000 WTR HEALTH INSURANCE PREMIUM	142,941.46	132,738.75	142,062.71	114,556.22	150,000.00	190,000.00	26.7%
61005574 574004 WTR OPT-OUT HEALTH INS PWN	.00	3,000.00	4,500.00	.00	.00	.00	.0%
61005574 574010 WTR PROP & CASUALTY INS PREM	24,001.00	26,877.00	27,669.00	31,436.00	31,500.00	35,000.00	11.1%
61005574 574550 WTR WORKER COMP INS PREM	16,234.00	16,177.00	12,710.00	14,172.00	15,000.00	15,000.00	.0%
TOTAL EXPENSES	243,303.57	327,880.50	355,132.72	297,550.26	403,000.00	487,500.00	21.0%
07 DEBT SERVICE							
61007530 530705 WTR FUND DEBT ISSUANCE COSTS	.00	.00	2,500.00	.00	.00	.00	.0%
61007591 591000 WTR GEN LONG TM DEBT PRINCIPAL	1,370,000.00	935,000.00	935,000.00	1,076,200.00	1,315,000.00	1,236,200.00	-6.0%
61007591 592000 WTR GEN LONG TERM DEBT INT	414,710.00	366,670.00	339,905.00	164,096.25	358,221.00	352,475.00	-1.6%
TOTAL DEBT SERVICE	1,784,710.00	1,301,670.00	1,277,405.00	1,240,296.25	1,673,221.00	1,588,675.00	-5.1%
09 OTHER FINANCING USES							
61009596 596111 WAGE SUPPORT-ADM SVCS	14,895.96	15,194.04	30,351.00	80,588.04	80,588.00	82,804.00	2.7%
61009596 596112 EXP SUPPORT- ADM SVCS	.00	.00	.00	35,709.96	35,710.00	36,692.00	2.7%

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FOR PERIOD 99

PROJECTION: 20162 FY16 Enterprise Funds

ACCOUNTS FOR: WATER	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
61009596 596121	10,077.96	10,280.04	10,640.04	.00	.00	.00	.0%
61009596 596122	180.00	183.96	189.96	.00	.00	.00	.0%
61009596 596131	32,031.96	32,673.00	33,816.96	36,912.96	36,913.00	37,928.00	2.7%
61009596 596132	21,653.04	22,086.00	22,858.80	23,856.00	23,856.00	24,512.00	2.7%
61009596 596141	4,899.96	4,998.00	5,172.96	.00	.00	.00	.0%
61009596 596142	2,264.04	2,309.04	2,390.04	.00	.00	.00	.0%
61009596 596151	31,776.96	32,412.96	33,546.96	.00	.00	.00	.0%
61009596 596152	30,417.96	31,026.00	32,112.00	.00	.00	.00	.0%
61009596 596161	104,690.04	106,784.04	110,520.96	114,390.00	114,390.00	117,536.00	2.8%
61009596 596171	98,406.96	100,374.96	103,887.96	107,523.96	107,524.00	110,481.00	2.8%
61009596 596181	6,729.96	6,864.96	7,104.96	7,353.96	7,354.00	7,556.00	2.7%
61009596 596182	19,341.96	19,728.96	20,420.04	21,135.00	21,135.00	21,716.00	2.7%
61009596 596500	414,500.00	.00	.00	.00	.00	.00	.0%
TOTAL OTHER FINANCING USES	791,866.76	384,915.96	413,012.64	427,469.88	427,470.00	439,225.00	2.7%
TOTAL WATER - OPERATIONS	2,819,880.33	2,014,466.46	2,045,550.36	1,965,316.39	2,503,691.00	2,515,400.00	.5%

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TOWN OF READING  
NEXT YEAR BUDGET HISTORICAL COMPARISON

FOR PERIOD 99

ACCOUNTS FOR:  
WATER

PROJECTION: 20162 FY16 Enterprise Funds

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ACCOUNTS FOR:	WATER	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
0451	WATER - DISTRIBUTION							
03	SALARIES							
61013511	511010 WTR ADMIN ASST	.00	.00	20,282.44	11,180.76	.00	.00	.0%
61013511	511014 WTR SENIOR ADMIN ASSISTANT	.00	.00	.00	3,547.61	23,800.00	23,800.00	3.1%
61013511	511401 WTR DIST SUPERVISOR	39,606.34	40,237.58	40,001.20	25,217.52	37,000.00	38,050.00	2.8%
61013511	511403 WTR DIST FOREMAN	60,668.32	61,658.25	61,957.60	36,732.65	67,325.00	70,000.00	4.0%
61013511	511405 WTR DIST WORKING FOREMAN	99,351.19	102,659.22	99,180.19	74,539.09	120,975.00	109,850.00	-9.2%
61013511	511406 WATER QUALITY/ SUPPLY COORDINA	.00	.00	.00	7,239.31	.00	.00	.0%
61013511	511409 WTR DIST EQUIPMENT OPERATOR	140,226.77	143,252.16	136,185.29	83,584.80	152,050.00	159,750.00	5.1%
61013511	511413 WTR DIST SKILLED LABORER	41,711.24	42,478.12	33,382.64	28,347.25	45,050.00	42,000.00	-6.8%
61013511	511417 WTR DIST LABORER	64,916.55	67,137.44	70,281.44	51,253.80	72,550.00	77,400.00	6.7%
61013511	511471 WTR DIST CLERK(S)	17,476.79	18,242.11	.00	.00	.00	.00	.0%
61013511	511481 WTR DIST SNOW REMOVAL	.00	-5,169.94	-9,821.71	-7,870.30	-6,500.00	-6,500.00	.0%
61013511	515000 WTR DIST WAGES OVERTIME	78,570.57	50,679.67	40,159.66	44,363.77	50,000.00	50,000.00	.0%
61013511	516050 WTR DIST OUT OF GRADE WORK	5,164.80	5,119.24	6,219.94	4,157.80	5,000.00	5,000.00	.0%
61013511	516060 WTR DIST ON-CALL PREM	10,270.00	10,752.00	10,812.87	8,302.68	11,000.00	11,600.00	5.5%
61013511	516080 WTR DIST WGS LONGEVITY	5,550.00	5,550.00	44,083.00	35,558.00	4,875.00	.00	-100.0%
61013512	512000 WTR DIST WAGES TEMP	6,172.72	4,990.58	8,661.60	4,452.23	8,000.00	9,000.00	12.5%
61013517	517017 WTR DIST SICK LEAVE BUYBACK	2,968.64	.00	39,946.70	-5,385.00	.00	.00	.0%
	TOTAL SALARIES	572,653.93	547,586.43	601,332.86	405,221.97	590,405.00	589,950.00	-1%
05	EXPENSES							
61015521	521301 WTR DIST ELECTRICITY	8,361.89	9,166.42	8,583.53	8,040.83	10,000.00	10,000.00	.0%
61015521	521303 WTR DIST NATURAL GAS	264.62	269.12	261.40	195.21	500.00	500.00	.0%
61015521	521392 WTR DIST WIRELESS COMMUNICATI	2,851.63	2,452.46	.00	.00	2,000.00	.00	-100.0%

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TOWN OF READING  
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 9  
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PROJECTION: 20162 FY16 Enterprise Funds

FOR PERIOD 99

ACCOUNTS FOR:  
WATER

	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
61015530 530420	12,280.86	10,674.88	15,102.34	15,782.99	17,500.00	17,500.00	.0%
61015530 530470	7,976.26	13,509.50	14,169.55	7,150.00	10,000.00	10,000.00	.0%
61015530 530472	9,790.00	11,470.00	12,281.25	2,882.50	10,000.00	10,000.00	.0%
61015530 530474	72,145.27	68,936.41	50,891.33	41,171.84	50,000.00	55,000.00	10.0%
61015530 530478	5,380.00	5,280.00	5,580.00	1,680.00	8,000.00	8,000.00	.0%
61015531 531000	1,400.00	1,750.00	.00	249.00	.00	.00	.0%
61015536 536000	.00	5,339.80	9,400.19	2,500.00	5,000.00	7,500.00	50.0%
61015540 540470	15,692.79	21,449.16	25,282.25	22,302.53	25,000.00	30,000.00	20.0%
61015540 540472	20,772.04	28,354.89	21,896.85	23,472.99	30,000.00	30,000.00	.0%
61015540 540474	.00	420.00	.00	155.09	5,000.00	5,000.00	.0%
61015554 554000	4,860.53	3,891.52	4,185.47	.00	6,000.00	.00	-100.0%
61015578 578100	990.00	460.00	1,143.00	405.00	1,500.00	1,500.00	.0%
<b>TOTAL EXPENSES</b>	162,765.89	183,424.16	168,777.16	125,987.98	180,500.00	185,000.00	2.5%
<b>08 CAPITAL EXPENDITURES</b>							
61018584 584406	WATER DUMP TRUCK	.00	.00	.00	.00	150,000.00	.0%
61018584 584418	WTR TRUCK	39,954.45	.00	.00	.00	.00	.0%
61018585 585452	WATER BOOSTER STATION TECH	.00	.00	.00	130,000.00	.00	-100.0%
61018585 585461	WATER TANK INSPECTION	.00	.00	.00	.00	.00	.0%
61018588 588450	WTR DIST SYSTEMS	.00	.00	.00	50,000.00	50,000.00	.0%
61018588 588468	LARCH LANE WATER MAIN	.00	.00	.00	120,000.00	.00	-100.0%
<b>TOTAL CAPITAL EXPENDITURES</b>					300,000.00	200,000.00	-33.3%
<b>TOTAL WATER - DISTRIBUTION</b>	775,374.27	731,010.59	730,310.02	531,209.95	1,070,905.00	974,950.00	-9.0%

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PROJECTION: 20162 FY16 Enterprise Funds

ACCOUNTS FOR:  
WATER

	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
0452 WATER - SUPPLY / TREATMENT							
03 SALARIES							
61023511 511461 WTR SUPPLY PLANT SUPERVISOR	84,062.88	85,425.60	86,610.24	86,220.80	87,925.00	60,450.00	-31.2%
61023511 511481 WTR SUPPLY SNOW REMOVAL	.00	-328.56	-1,327.36	-1,315.20	-500.00	-500.00	.0%
61023511 515000 WTR SUPPLY-OVERTIME	11,393.59	7,074.35	2,820.64	1,284.05	5,000.00	5,000.00	.0%
TOTAL SALARIES	95,456.47	92,171.39	88,103.52	86,189.65	92,425.00	64,950.00	-29.7%
05 EXPENSES							
61025521 521301 WTR SUPPLY ELECTRICITY	19,710.36	18,122.42	18,693.09	14,076.36	20,000.00	20,000.00	.0%
61025521 521308 WTR SUPPLY FUEL OIL	1,518.11	1,416.00	.00	.00	3,000.00	3,000.00	.0%
61025521 521302 WTR SUPPLY WATER /SEWER	214.72	214.72	214.72	107.36	500.00	500.00	.0%
61025521 521390 WTR SUPPLY TELEPHONE	1,135.89	830.81	894.01	629.44	2,500.00	2,500.00	.0%
61025530 530000 WTR SUPPLY PROF/TECH SV	4,184.34	16,207.33	-4,305.33	18,168.07	10,000.00	10,000.00	.0%
61025540 540000 WTR SUPPLY SUPPLIES/EQUIPMEN	1,794.13	1,801.79	2,313.74	3,068.01	6,000.00	6,000.00	.0%
61025540 540455 WTR SUPPLY WELLS	9,223.98	9,401.82	6,246.11	9,823.55	20,000.00	20,000.00	.0%
61025540 540499 MWRA WATER EMERGENCY	1,180.44	.00	.00	.00	.00	.00	.0%
61025563 563400 WTR SUPPLY MWRA	1,772,389.00	1,811,212.00	1,854,203.00	1,545,128.00	1,930,393.00	2,033,000.00	5.3%
TOTAL EXPENSES	1,811,350.97	1,859,206.89	1,878,259.34	1,591,000.79	1,992,393.00	2,095,000.00	5.1%
08 CAPITAL EXPENDITURES							
61028583 583000 WTR SUPPLY PLANT	67,396.35	.00	.00	.00	.00	.00	.0%
61028584 584407 WATER SUPPLY PICKUP TRUCK	.00	35,219.16	.00	.00	.00	.00	.0%
TOTAL CAPITAL EXPENDITURES	67,396.35	35,219.16	.00	.00	.00	.00	.0%
TOTAL WATER - SUPPLY / TREAT	1,974,203.79	1,986,597.44	1,966,362.86	1,677,190.44	2,084,818.00	2,159,950.00	3.6%

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03/18/2015 09:21  
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TOWN OF READING  
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 11  
bgnyrpts

PROJECTION: 20162 FY16 Enterprise Funds

FOR PERIOD 99

ACCOUNTS FOR:  
WATER

	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
0990 OTHER FINANCING SOURCES/USES							
02 OTHER FINANCING SOURCES							
61002490 490099			-45,364.91	.00	.00	.00	.0%
61002490 499990			-870,000.00	-100,000.00	-100,000.00	-150,000.00	50.0%
TOTAL OTHER FINANCING SOURCE			-915,364.91	-100,000.00	-100,000.00	-150,000.00	50.0%
09 OTHER FINANCING USES							
61009590 599910							
TOTAL OTHER FINANCING USES							
TOTAL OTHER FINANCING SOURCE			-915,364.91	-100,000.00	-100,000.00	-150,000.00	50.0%
TOTAL WATER			3,826,858.33	4,073,716.78	5,559,414.00	5,500,300.00	-1.1%

5129

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## Water Enterprise Fund Capital + Debt

		Legend: Debt (issued) and Debt (not yet approved)																	
		Projected ==>																	
Water Ent. Fund Capital & Debt	Approved	FY-2014	Approved	FY-2015	Requested	FY-2016	FY-2017	FY-2018	FY-2019	FY-2020	FY-2021	FY-2022	FY-2023	FY-2024	FY-2025	FY-2026	FY-2027	FY-2028	
Total Capital & Debt		2,195,786	1,949,421	1,788,675	2,015,429	2,174,289	2,210,569	2,078,069	2,070,569	1,847,069	1,684,569	1,518,069	100,000	112,000	109,6075	1,053,375	669,588	497,800	
Water CAPITAL		920,000	300,000	200,000	80,000	275,000	425,000	325,000	350,000	159,000	234,000	100,000	112,000	112,000	100,000	100,000	100,000	100,000	
<b>Water Supply</b>																			
Treatment Plant Design		Debt																	
MWRA (\$3.18mil partial join)		Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt
MWRA (\$7.8mil full join)		Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt
WTP demo & chlorine (\$800k)		Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt
Well Abandonment							225,000												
Replace Pickup Truck #3 (2003)													39,000						
<b>Water Distribution</b>																			
WM:Haverhill&Howard (\$2.285m)		Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt
WM: MWRA loan to be used		Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt
WM Phase 1 R#1 \$4.012mil/10yr		Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt
WM Phase 1 R#2 \$3.5mil/10yr		Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt
WM Reading Phase 2 \$5.0mil/10yr																			
WM Reading Phase 3 \$7.5mil/7BA																			
WM Reading Phase 4 \$15mil/7BA																			
WM: Larch Lane			120,000																
WM Lining Program		50,000	50,000	50,000	50,000	50,000	50,000	75,000	75,000	75,000	75,000	75,000	75,000	100,000	100,000	100,000	100,000	100,000	100,000
Meter Replacement								250,000	250,000	250,000	250,000								
Tank Inspect & Design: Auburn																			
Tank Maintenance: Auburn																			
Bear Hill Storage Tank (\$1.4mil) - remove pending MWRA 2nd connection																			
Booster Station SCADA																			
SCADA Upgrade (every 5 yrs)																			
Replace Pickup Truck #12 (1997)																			
Replace Van #2																			
Replace Truck#6																			
Replace Truck#14																			
Replace Backhoe #420E																			
Replace Utility Truck #5																			
Replace Pickup #15																			

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### Water Enterprise Fund Capital + Debt

Water-Ent. Fund Capital & Debt	Approved		Requested		Projected		Legend: Debt (issued) and Debt (not yet approved)								
	FY-2014	FY-2015	FY-2016	FY-2017	FY-2018	FY-2019	FY-2020	FY-2021	FY-2022	FY-2023	FY-2024	FY-2025	FY-2026	FY-2027	FY-2028
Water-DEBT	1,275,786	1,649,421	1,588,675	1,935,429	1,899,289	1,785,569	1,753,069	1,720,569	1,688,069	1,450,569	1,418,069	984,075	941,375	569,588	397,800
Water Treatment Plant Design	109,000	104,500	104,500	104,500	104,500	104,500	104,500	104,500	104,500	104,500	104,500	104,500	104,500	104,500	104,500
Join MWRA (partial \$3.18m)	252,656	246,656	237,719	229,719	224,069	217,669	211,269	204,869	198,469	192,069	185,669	178,975	162,375	156,188	
Join MWRA (full \$7.8m)	618,150	603,525	588,656	571,350	553,800	538,200	522,600	507,000	491,400	475,800	460,200	444,600	429,000	413,400	397,800
Demo WTP/chlorinate (\$0.8m)	90,980	88,540	86,100	83,660	81,220	78,780	76,340	73,900	71,460	69,020	66,580	64,140	61,700	59,260	
WM: Haverhill & Howard (\$2.285m)	185,000	185,000	185,000	185,000	185,000	185,000	185,000	185,000	185,000	185,000	185,000	185,000	185,000	185,000	
WM: MWRA loan to be used	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	
WM Phase 1 R#1 \$4.012mil/10yr	401,200	401,200	401,200	401,200	401,200	401,200	401,200	401,200	401,200	401,200	401,200	401,200	401,200	401,200	
WM Phase 1 R#2 \$3.5mil/10yr		70,000	70,000	444,500	434,000	423,500	413,000	402,500	392,000	381,500	371,000	360,500			
WM Reading Phase 2 \$5.0mil/10yr															
WM Reading Phase 3 \$7.5mil/10yr															
WM Reading Phase 4 \$15mil/10yr															
Repayment of Principal:	935,000	1,336,200	1,236,200	1,586,200	1,586,200	1,506,200	1,506,200	1,506,200	1,506,200	1,301,200	1,301,200	900,000	890,000	540,000	390,000
Water Treatment Plant Design	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Join MWRA (partial \$3.18m)	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	150,000
Join MWRA (full \$7.8m)	390,000	390,000	390,000	390,000	390,000	390,000	390,000	390,000	390,000	390,000	390,000	390,000	390,000	390,000	390,000
Demo WTP/chlorinate (\$0.8m)	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	
WM: Haverhill & Howard (\$2.285m)	185,000	185,000	185,000	185,000	185,000	185,000	185,000	185,000	185,000	185,000	185,000	185,000	185,000	185,000	
WM: MWRA loan to be used	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	
WM Phase 1 R#1 \$4.012mil/10yr	401,200	401,200	401,200	401,200	401,200	401,200	401,200	401,200	401,200	401,200	401,200	401,200	401,200	401,200	
WM Phase 1 R#2 \$3.5mil/10yr				350,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000	
WM Reading Phase 2 \$5.0mil/10yr															
WM Reading Phase 3 \$7.5mil/10yr															
WM Reading Phase 4 \$15mil/10yr															
Interest on Long Term Debt:	340,786	313,221	352,475	349,229	313,089	279,369	246,869	214,369	181,869	149,369	116,869	84,075	51,375	29,588	7,800
Water Treatment Plant Design	9,000	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500
Join MWRA (partial \$3.18m)	92,656	86,656	77,719	69,719	64,069	57,669	51,269	44,869	38,469	32,069	25,669	18,975	12,375	6,188	
Join MWRA (full \$7.8m)	228,150	213,525	198,656	181,350	163,800	148,200	132,600	117,000	101,400	85,800	70,200	54,600	39,000	23,400	7,800
Demo WTP/chlorinate (\$0.8m)	10,980	8,540	6,100	3,660	1,220										
WM: Haverhill & Howard (\$2.285m)															
WM: MWRA loan to be used															
WM Phase 1 R#1 \$4.012mil/10yr															
WM Phase 1 R#2 \$3.5mil/10yr															
WM Reading Phase 2 \$5.0mil/10yr															
WM Reading Phase 3 \$7.5mil/10yr															
WM Reading Phase 4 \$15mil/10yr															

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### Storm Water Enterprise Fund

The Storm Water Division consists of some activities conducted under the general fund budget, and some in the enterprise fund budget. As a whole, the Division is responsible for the construction, maintenance and repair of all catch basins and storm drainage systems.

Storm Water	FY15	FY16	Change
Wages	\$143,950	\$152,400	+5.9%
Expenses	60,700	83,400	+37.4%
Debt & Capital	165,000	150,000	-9.1%
<b>TOTAL</b>	<b>\$369,650</b>	<b>\$385,800</b>	<b>+4.4%</b>
Use of Reserves		(35,000)	
<b>Net Budget</b>	<b>\$369,650</b>	<b>\$350,800</b>	<b>-5.1%</b>

The \$40 annual charge for a single family home, and the analogous per square foot charge based on impervious surface for commercial customers, produces about \$375,000 in annual revenues. Thus the FY16 budget will not require any change to that \$40 charge; however some reserves are used to allow for any cash flow lags in bill payments.

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EP2



TOWN OF READING  
NEXT YEAR BUDGET HISTORICAL COMPARISON

03/18/2015 09:21  
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PROJECTION: 20162 FY16 Enterprise Funds

FOR PERIOD 99

ACCOUNTS FOR: STORM WATER MANAGEMENT	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
0428 STORM WATER MANAGEMENT							
03 SALARIES							
65003511 511413 STMWTR SKILLED LABORER	.00	37,542.31	39,797.28	57,403.20	41,250.00	85,700.00	107.8%
65003511 511417 STM WTR LABORER	70,163.84	35,657.36	36,462.72	564.48	38,125.00	.00	-100.0%
65003511 511453 STMWTR ASST CIVIL ENGINEER	51,947.61	52,957.61	54,667.31	39,685.81	56,575.00	58,700.00	3.8%
65003511 515000 STM WTR - OVERTIME	4,153.12	4,122.24	2,793.79	1,965.71	4,500.00	4,500.00	.0%
65003511 516050 OUT OF GRADE WORK	2,818.78	2,612.35	1,523.68	953.76	3,500.00	3,500.00	.0%
TOTAL SALARIES	129,083.35	132,891.87	135,244.78	100,572.96	143,950.00	152,400.00	5.9%
05 EXPENSES							
65005519 519000 STMWTR MEDICARE BENEFITS	1,854.12	1,983.14	1,242.22	.00	1,750.00	1,750.00	.0%
65005519 519700 STMWTR PENSION ASSESSMENT	885.00	2,210.00	2,309.00	13,060.00	2,450.00	13,650.00	457.1%
65005519 519750 STMWTR OPEB CONTRIBUTIONS	.00	5,570.00	5,783.00	.00	6,000.00	6,000.00	.0%
65005524 524428 DRAINAGE MAINTENANCE	7,133.82	10,812.88	3,887.19	3,115.81	25,000.00	25,000.00	.0%
65005527 527301 STM WTR EQUIPMENT RENTAL	.00	.00	.00	.00	5,000.00	5,000.00	.0%
65005530 530000 STM WTR PROF/TECH SERVICES	3,461.96	200.00	790.75	1,516.90	5,000.00	5,000.00	.0%
65005531 531000 PROFESSIONAL DEV/TRAINING	.00	.00	1,375.00	.00	2,000.00	2,000.00	.0%
65005554 554000 STM WTR CLOTHING ALLOWANCE	500.00	700.00	700.00	.00	1,500.00	.00	-100.0%
65005574 574000 STMWTR HEALTH INS PREMIUMS	10,275.24	10,275.24	10,840.80	9,756.23	12,000.00	25,000.00	108.3%
TOTAL EXPENSES	24,110.14	31,751.26	26,927.96	27,448.94	60,700.00	83,400.00	37.4%
08 CAPITAL EXPENDITURES							
65008584 584413 STMWTR EXCAVATOR	.00	54,479.23	.00	.00	.00	.00	.0%
65008588 588412 STRM WTR DRAINAGE IMPROVEMENTS	69,422.45	24,975.50	-9,687.25	28,386.42	140,000.00	125,000.00	-10.7%
65008588 588421 STM WTR MAPPING DESIGN WORK	.00	1,212.79	-48,500.00	1,000.00	25,000.00	25,000.00	.0%

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EP2

PROJECTION: 20162 FY16 Enterprise Funds

ACCOUNTS FOR:  
STORM WATER MANAGEMENT

	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
55008588 588425	255.36	137.50	.00	.00	.00	.00	.0%
55008588 588430	.00	.00	-1,280.50	.00	.00	.00	.0%
TOTAL CAPITAL EXPENDITURES	69,677.81	80,805.02	-59,467.75	29,386.42	165,000.00	150,000.00	-9.1%
TOTAL STORM WATER MANAGEMENT	222,871.30	245,448.15	102,704.99	157,408.32	369,650.00	385,800.00	4.4%

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TOWN OF READING  
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 14  
bgnyrpts

FOR PERIOD 99

PROJECTION: 20162 FY16 Enterprise Funds

ACCOUNTS FOR:  
STORM WATER MANAGEMENT

PRIOR FY3 ACTUALS

PRIOR FY2 ACTUALS

LAST FY1 ACTUALS

CY ACTUALS

CY REV BUDGET

PROJECTION LEVEL 2

PCT CHANGE

0990 OTHER FINANCING SOURCES/USES

02 OTHER FINANCING SOURCES

65002490 490099 TRANS FROM MULTI-YR PROJECT FD  
-52,457.52 -75,736.73  
65002490 499990 STM WTR.FREE CASH OF BUDSUPRT  
.00 -25,000.00

TOTAL OTHER FINANCING SOURCE

TOTAL OTHER FINANCING SOURCE

TOTAL STORM WATER MANAGEMENT

GRAND TOTAL

ACCOUNTS FOR:	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
0990 OTHER FINANCING SOURCES/USES							
02 OTHER FINANCING SOURCES							
65002490 490099 TRANS FROM MULTI-YR PROJECT FD			.00	.00	.00	.00	.0%
65002490 499990 STM WTR.FREE CASH OF BUDSUPRT			-30,000.00	.00	.00	-35,000.00	.0%
TOTAL OTHER FINANCING SOURCE			-30,000.00	.00	.00	-35,000.00	.0%
TOTAL OTHER FINANCING SOURCE			-30,000.00	.00	.00	-35,000.00	.0%
TOTAL STORM WATER MANAGEMENT			72,704.99	157,408.32	369,650.00	350,800.00	-5.1%
GRAND TOTAL			9,427,107.45	8,654,884.87	11,924,108.00	11,722,831.00	-1.7%

\*\* END OF REPORT - Generated by Bob LeLacheur \*\*

5:35

EF2

**Storm Water Enterprise Fund  
Capital + Debt**

	Approved FY-2015	Requested FY-2016	Projected FY-2017	FY-2018	FY-2019	FY-2020	FY-2021	FY-2022	FY-2023	FY-2024	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY15-29 TOTAL
<b>Storm Water Ent. Fund Capital &amp; Debt</b>																
Storm-Water Capital	165,000	150,000	150,000	425,000	150,000	150,000	325,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	2,715,000
Storm Water Debt	-	-	-	-	-	930,000	899,000	868,000	837,000	806,000	775,000	744,000	713,000	682,000	651,000	7,905,000
<b>Total Capital &amp; Debt</b>	<b>165,000</b>	<b>150,000</b>	<b>150,000</b>	<b>425,000</b>	<b>150,000</b>	<b>1,080,000</b>	<b>1,224,000</b>	<b>1,018,000</b>	<b>987,000</b>	<b>956,000</b>	<b>925,000</b>	<b>894,000</b>	<b>863,000</b>	<b>832,000</b>	<b>801,000</b>	<b>10,620,000</b>
<b>Storm Water CAPITAL</b>	<b>165,000</b>	<b>150,000</b>	<b>150,000</b>	<b>425,000</b>	<b>150,000</b>	<b>150,000</b>	<b>325,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>2,715,000</b>
Drainage Improvements (project)	140,000	125,000	125,000	125,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	2,165,000
MS4 Permit, Consult & Lab test	25,000	25,000	25,000	150,000												75,000
Saugus River Design/Permit																150,000
Saugus River Improv. (I) \$2mil						Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	-
Saugus River Improv. (II) \$2mil						Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	-
Aberjona River Design/Permit				150,000												150,000
Aberjona River Improv. \$2.2mil						Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	-
Sweeper, Elgin Pelican							175,000									175,000
Dump Truck (new)																-
<b>Storm Water DEBT</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>930,000</b>	<b>899,000</b>	<b>868,000</b>	<b>837,000</b>	<b>806,000</b>	<b>775,000</b>	<b>744,000</b>	<b>713,000</b>	<b>682,000</b>	<b>651,000</b>	<b>7,905,000</b>
Saugus River Improv. (I)						300,000	290,000	280,000	270,000	260,000	250,000	240,000	230,000	220,000	210,000	2,550,000
Saugus River Improv. (II)						300,000	290,000	280,000	270,000	260,000	250,000	240,000	230,000	220,000	210,000	2,550,000
Aberjona River Improv.						330,000	319,000	308,000	297,000	286,000	275,000	264,000	253,000	242,000	231,000	2,805,000
<b>Repayment of Principal:</b>																
Saugus River Improv. (I)						620,000	620,000	620,000	620,000	620,000	620,000	620,000	620,000	620,000	620,000	6,200,000
Saugus River Improv. (II)						200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	2,000,000
Saugus River Improv. (I) 2						200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	2,000,000
Aberjona River Improv.						220,000	220,000	220,000	220,000	220,000	220,000	220,000	220,000	220,000	220,000	2,200,000
<b>Interest on Long Term Debt:</b>																
Saugus River Improv. (I)						310,000	279,000	248,000	217,000	186,000	155,000	124,000	93,000	62,000	31,000	1,705,000
Saugus River Improv. (II)						100,000	90,000	80,000	70,000	60,000	50,000	40,000	30,000	20,000	10,000	550,000
Saugus River Improv. (I) 2						100,000	90,000	80,000	70,000	60,000	50,000	40,000	30,000	20,000	10,000	550,000
Aberjona River Improv.						110,000	99,000	88,000	77,000	66,000	55,000	44,000	33,000	22,000	11,000	605,000

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EP2

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**LEGAL NOTICE**



**To the Inhabitants of the  
Town of Reading:**

Please take notice that the Board of Selectmen of the Town of Reading will hold a public hearing on March 24, 2015 in the Selectmen's Meeting Room, 16 Lowell Street, Reading, Massachusetts on the following:

- Setting the FY16 Water, Sewer and Storm Water Rates  
9:00 p.m.
- Vote and Sign Order of Taking and Plan for Bus shelter  
9:20 p.m.  
easement at 25 Walkers Brook Drive

Copies of the proposed documents regarding these topics are available in the Town Manager's office, 16 Lowell Street, Reading, MA, M-W-Thurs from 7:30 a.m. - 5:30 p.m., Tues from 7:30 a.m. - 7:00 p.m. and are attached to the hearing notice on the website at [www.readingma.gov](http://www.readingma.gov)

All interested parties are invited to attend the hearing, or may submit their comments in writing or by email prior to 6:00 p.m. on March 24, 2015 to [townmanager@ci.reading.ma.us](mailto:townmanager@ci.reading.ma.us)

By order of  
Robert W. LeLacheur  
Town Manager

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3.17.15

5J1

TOWN OF READING

ORDER OF TAKING

The Board of Selectmen of the Town of Reading, in the County of Middlesex and Commonwealth of Massachusetts, acting under the authority of and in accordance with General Laws Chapters 79, as amended, and by virtue of the authority conferred upon them by a vote of more than two-thirds pursuant to Article 6 of the Special Town Meeting held on November 10, 2014, a certified copy of which is attached hereto as Exhibit A, do hereby take by eminent domain a permanent easement over the following parcel of land:

That land shown as "EASEMENT AREA = 108.3 SF" on the plan attached hereto as **Exhibit A** and entitled "Easement For Construction & Maintenance Of Bus Shelter Located At 25 Walkers Brook Dr., Reading, MA", scale: 1" = 5', dated September 18, 2014, prepared by "Bay State Surveying Associates, Beverly, Massachusetts," said plan to be recorded herewith.

Said easement shall be for the purpose of authorizing the installation, maintenance, repair, operation, and use by members of the public of a bus stop waiting area and shelter on said parcel.

Being a portion of the property conveyed to 25 WBD LLC by deed recorded with Middlesex South District Registry of Deeds in Book 47593, Page 537.

No damages will be awarded. G.L. c.79, §§14 and 16, provide the owner of record may petition the Superior Court for an assessment of damages within three (3) years after the right to damages has vested.

IN WITNESS WHEREOF, a majority of the Board of Selectmen of the Town of Reading have adopted the foregoing Order of Taking this \_\_\_\_\_ day of \_\_\_\_\_ 2015.

\_\_\_\_\_  
JOHN ARENA, CHAIR

\_\_\_\_\_  
MARSIE K. WEST, VICE CHAIR

\_\_\_\_\_  
DANIEL ENSMINGER

\_\_\_\_\_  
JOHN R. HALSEY

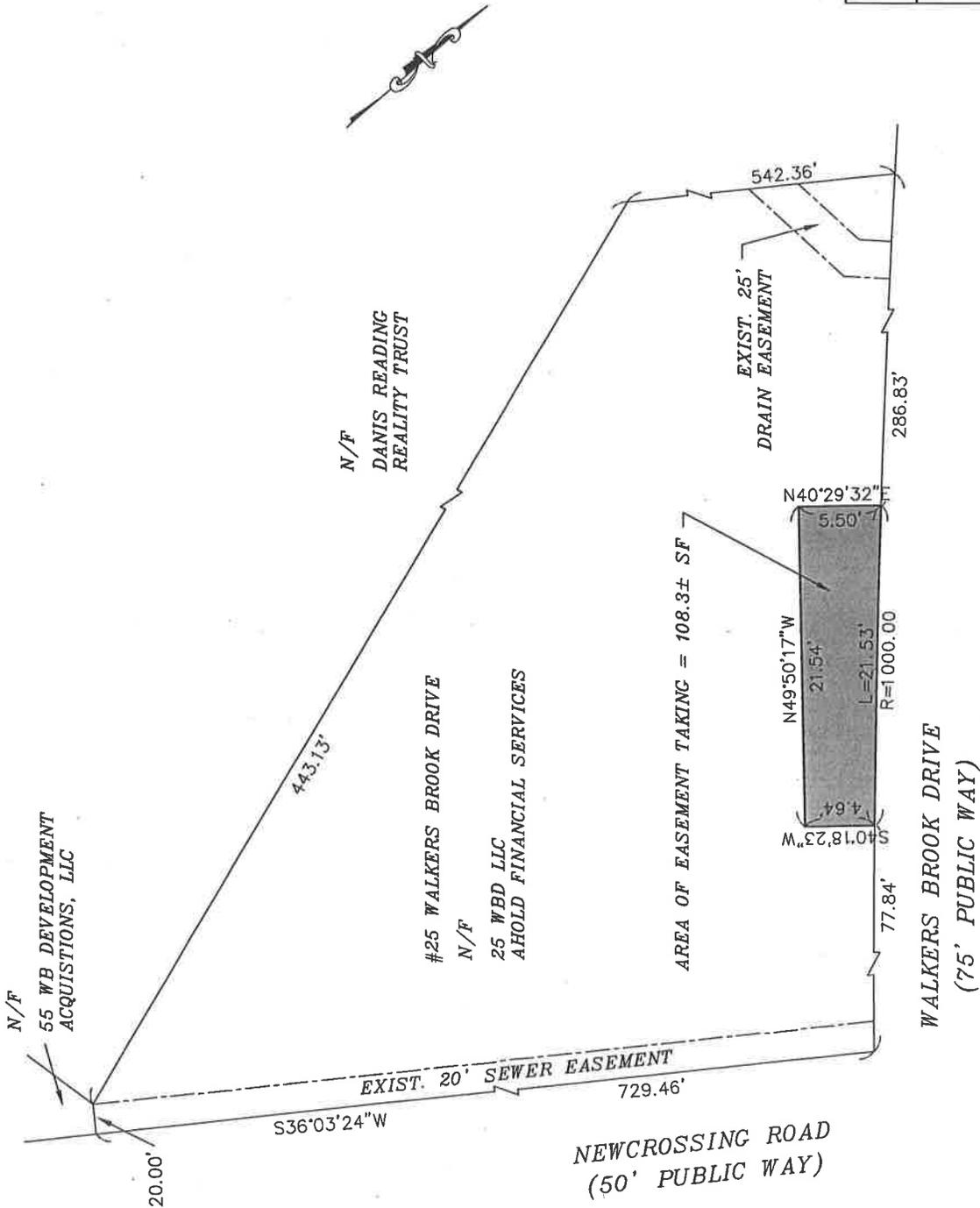
\_\_\_\_\_  
KEVIN M. SEXTON

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

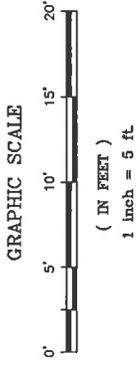
On this \_\_\_\_\_ day of \_\_\_\_\_, 2015, before me, the undersigned notary public, personally appeared Kevin M. Sexton, John Arena, John R. Halsey, Daniel Ensminger and Marsie K. West, as they are the members of the Board of Selectmen for the Town of Reading, proved to me through satisfactory evidence of identification, which was \_\_\_\_\_, to be the persons whose names are signed on the preceding or attached document, and acknowledged to me that they signed it voluntarily for its stated purpose.

\_\_\_\_\_  
Notary Public



REGISTRY USE ONLY

APPROVED: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Board of Selectmen  
 Town of Reading



TOWN OF READING MASSACHUSETTS  
 DEPARTMENT OF PUBLIC WORKS

**EASEMENT FOR  
 CONSTRUCTION & MAINTENANCE  
 OF BUS SHELTER**

LOCATED AT  
**25 WALKERS BROOK DR., READING, MA**

SCALE: 1 IN = 5 FT      DATE: SEPT. 18, 2014  
 JEFFREY T. ZAGER, DIRECTOR      D.P.W.  
 GEORGE J. ZAMBOURAS, P.E., TOWN ENGINEER

BAY STATE SURVEYING ASSOCIATES  
 100 CUMMINGS CENTER  
 BEVERLY, MA 01915

GEORGE J. ZAMBOURAS, P.E.  
 READING TOWN ENGINEER

CHAPTER 880, ACTS OF 1966  
 I CERTIFY THAT THE PROPERTY LINES SHOWN ON THIS  
 PLAN ARE THE LINES DURING EXISTING OWNERSHIP AND  
 THAT THE LINES SHOWN ON THIS PLAN ARE THE LINES  
 OF THE LINES DURING EXISTING OWNERSHIP OF  
 PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED  
 AND THAT NO NEW LINES FOR DIVISION OF EXISTING OWNERSHIP  
 OR FOR NEW WAYS ARE SHOWN

I FURTHER CERTIFY THAT I HAVE CONFORMED WITH THE RULES  
 AND REGULATIONS OF THE REGISTERS OF DEEDS  
 IN PREPARING THIS PLAN.

PROFESSIONAL LAND SURVEYOR \_\_\_\_\_ DATE \_\_\_\_\_

554

## COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss. Officer's Return, Reading:

By virtue of this Warrant, I, on \_\_\_\_\_, 2015 notified and warned the inhabitants of the Town of Reading, qualified to vote in Town elections and Town affairs, to meet at the place and at the time specified by posting attested copies of this Town Meeting Warrant in the following public places within the Town of Reading:

- Precinct 1 J. Warren Killam School, 333 Charles Street
- Precinct 2 Reading Police Station, 15 Union Street
- Precinct 3 Reading Municipal Light Department, 230 Ash Street
- Precinct 4 Joshua Eaton School, 365 Summer Avenue
- Precinct 5 Walter S. Parker Middle School, 45 Temple Street
- Precinct 6 Barrows School, 16 Edgemont Avenue
- Precinct 7 Birch Meadow School, 27 Arthur B Lord Drive
- Precinct 8 Wood End School, 85 Sunset Rock Lane
- Town Hall, 16 Lowell Street

The date of posting being not less than fourteen (14) days prior to April 27, 2015, the date set for Town Meeting in this Warrant.

I also caused a posting of this Warrant to be published on the Town of Reading website on \_\_\_\_\_, 2015.

\_\_\_\_\_  
, Constable

A true copy Attest:

\_\_\_\_\_  
Laura Gemme, Town Clerk

SKI

## TOWN WARRANT



### COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

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

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Reading, qualified to vote in the Local Elections and Town affairs, to meet in the following place designated for the eight precincts in said Town, namely:

**Precincts 1, 2, 3, 4, 5, 6, 7 and 8**  
**Reading Memorial High School, Hawkes Field House, Oakland Road**

TUESDAY, the SEVENTH DAY OF APRIL, A.D., 2015  
from 7:00 a.m. to 8:00 p.m. to act on the following Articles, viz:

**ARTICLE 1** To elect by ballot the following Town Officers:

A Moderator for one year;  
One member of the Board of Selectmen for three years;  
One member of the Board of Selectmen for one year;  
One member of the Board of Assessors for three years;  
Two members of the Board of Library Trustees for three years;  
Two members of the Municipal Light Board for three years;  
Two members of the School Committee for three years;  
One member of the School Committee for one year; and  
Sixty Seven Town Meeting Members shall be elected to represent each of the following precincts:

Precinct 1 Eight members for three years;  
Precinct 2 Eight members for three years;  
Precinct 3 Eight members for three years;  
One member for two years;  
Precinct 4 Eight members for three years;  
Precinct 5 Eight members for three years;  
Precinct 6 Eight members for three years;  
Precinct 7 Eight members for three years;  
One member for two years;  
Precinct 8 Eight members for three years; and  
One member for one year.

5K2

and to vote on the following question:

**Question 1: CHARTER**

Shall this Town approve the Charter Amendment proposed by the Town Meeting, as summarized below?

The proposed Charter Amendment retains the representative town meeting form of government. Proposed changes include updates to conform more closely to existing state law; to reflect current municipal practice; and to simplify, clarify and modernize language. The proposed Amendment also includes several technical corrections.

Major changes include:

- Finance Committee term limits would be amended to exclude any partial terms served by a Committee member that are less than two years.
- The Board of Assessors would be changed from an elected board to an appointed board. The number and term of members would remain the same, but the Board of Selectmen would be responsible for appointing the Board of Assessors.
- The Town Manager would be responsible for appointing the Town Appraiser, subject to confirmation by the Board of Assessors.
- A new Charter Review Committee would be created and charged with reviewing the Charter every 10 years.
- The power to create new boards or committees for specific purposes would be extended to all elected boards and committees. Currently, only the Board of Selectmen has this authority.
- A new section would be added to authorize associate membership on appointed boards and committees.
- Town Counsel appointment would be changed from annually to "at will."
- Budget deadlines for the Town Manager and School Committee would be amended to reflect current practice.
- Procedures would be included to clarify the removal process of members of appointed boards and committees.

Because certain types of Charter changes are beyond the power of Town Meeting and the local voters, implementation of the Town Meeting's proposals requires two separate processes. Those sections that may be sent to the local voters by Town Meeting are included in this Question. Those sections that are beyond the power of Town Meeting to recommend to the voters are being sent to the State Legislature in a request for a Special Act and are not included in this Question.

Yes \_\_\_\_\_ No \_\_\_\_\_

and to meet at the Reading Memorial High School, 62 Oakland Road, in said Reading on

MONDAY, the TWENTY-SEVENTH DAY of APRIL A.D., 2015

at seven-thirty o'clock in the evening, at which time and place the following Articles are to be acted upon and determined exclusively by Town Meeting Members in accordance with the provisions of the Reading Home Rule Charter.

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**ARTICLE 2** To hear and act on the reports of the Board of Selectmen, School Committee, Library Trustees, Municipal Light Board, Finance Committee, Bylaw Committee, Town Manager, Town Accountant and any other Town Official, Board or Committee.

Board of Selectmen

**Background:** This article appears on the Warrant for all Town Meetings. At this Annual Town Meeting, the following report(s) are anticipated:

- Board of Selectman Chair xxx "State of the Town"
- Finance Committee Chair Mark Dockser "FY16 Budget Report and Financial Overview"
- Library Building Committee Chair David Hutchinson "Project Update"
- Firearms Instructional Motion Update xxx Board of Selectmen

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**ARTICLE 3** To choose all other necessary Town Officers and Boards or Committees and determine what instructions shall be given Town Officers and Boards or Committees, and to see what sum the Town will vote to appropriate by borrowing or transfer from available funds, or otherwise, for the purpose of funding Town Officers and Boards or Committees to carry out the instructions given to them, or take any other action with respect thereto.

Board of Selectmen

**Background:** This Article appears on the Warrant of all Town Meetings. There are no known Instructional Motions at this time. The Town Moderator requires that all proposed Instructional Motions be submitted to the Town Clerk in advance so that Town Meeting Members may be "warned" as to the subject of an Instructional Motion in advance of the motion being made. Instructional Motions are normally held until the end of all other business at Town Meeting.

**Finance Committee Report:** No report.

**Bylaw Committee Report:** No report.

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**ARTICLE 4** To see if the Town will vote to amend the FY2015-25 Capital Improvements Program as provided for in Section 7-7 of the Reading Home Rule Charter and as previously amended, or take any other action with respect thereto.

Board of Selectmen

**Background:** This Article is included in every Town Meeting Warrant. The Reading General Bylaw states (section 6.1.3) "... No funds may be appropriated for any capital item unless such item is included in the Capital Improvements Program, and is scheduled for funding in the Fiscal Year in which the appropriation is to be made." Bond ratings agencies also want to ensure that changes to a long-term CIP are adequately described.

The following changes are proposed to the FY2015 – FY2025 CIP (current year plus ten years):

SK4

## General Fund

### FY15: \$1,677,000

- \$1.0 mil. Birch Meadow field lighting (a portion moved up from larger project in FY17)
- \$620,000 RMHS Retaining wall repairs
- \$ 34,000 DPW Car #5 Chevy Blazer (replace 2000 model)
- \$ 23,000 Firefighter breathing air bottles & related safety face pieces (moved up from FY17)

### FY16: -\$314,000

- (\$134,000) Town Fac: Main Fire Station roof repair project (defer to FY17)
- (\$120,000) Town Fac: Town Hall roof repair project – retain only \$80,000 for connector repairs
- (\$ 60,000) Town Fac: West Side Fire Station roof repair project (defer to FY17)

### FY17: +\$519,000

- \$134,000 Town Fac: Main Fire Station roof repair project (from FY16)
- +\$120,000 Town Fac: Town Hall roof repair project (from FY16 - now \$420k total)
- \$115,000 DPW Truck #10 (move up from FY19)
- \$100,000 DPW Aerial Pickup Truck #14 (replaces 1994 model)
- \$ 60,000 Town Fac: West Side Fire Station roof repair project (from FY16)
- (\$ 10,000) Firefighter breathing air bottles (move up to FY15)

### FY17+

- (\$800,000) Reduce Birch Meadow field project to \$1.5 million
- Various other changes made

## Enterprise Funds - Water

### FY15 and FY17: \$0

No changes made

### FY16: +\$150,000

- \$150,000 Utility Truck #5 (move up from FY22)

### Y18+

Various changes made

## Enterprise Funds - Sewer

### FY15: +\$600,000

- \$520,000 Batchelder Road Sewer Station (move up from FY16)
- \$ 80,000 SCADA programming for Sewer Station projects

### FY16: (\$480,000)

- \$ 40,000 Pickup truck #8 (moved up from FY17)
- (\$520,000) Batchelder Road Sewer Station (move up to FY15)

### FY17: (\$40,000)

- (\$40,000) Pickup truck #8 (moved up to FY16)

### FY18+

Various changes made

SKS

## Enterprise Funds – Storm Water

### **FY15: \$0**

No changes

### **FY16: (\$25,000)**

+\$100,000 General drainage improvement projects (total now \$125,000)  
(\$125,000) Eliminate purchase of new dump truck

### **FY17: (\$25,000)**

+\$125,000 General drainage improvement projects (total now \$125,000)  
(\$150,000) defer Saugus River Design to FY18

### **FY18+**

Various changes

**Finance Committee Report:** The Finance Committee recommends the proposed amendments to the FY 2015 – FY 2025 Capital Improvements Program by a vote of xx at their meeting on March 25, 2015. Placing items in the Capital Improvement Program is a prerequisite but in itself does not authorize spending funds towards these items.

**Bylaw Committee Report:** No report.

*By Charter, both the Finance Committee and Bylaw Committee are advisory to Town Meeting and their votes must be reported to Town Meeting, preferably in writing in advance when possible. Other volunteer Boards and Committees also vote on Warrant Articles, and when possible those votes are noted herein with an asterisk (\*) next to their name. Please note that the Board of Selectmen may act as the sponsor for Articles at Town Meeting, but they do so as a courtesy and may or may not agree with it.*

**\*Board of Selectmen Report:** The Board of Selectmen at their meeting on March 24, 2015 voted xx to support this Article.

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*After the vote on Article 4 (above) concludes, the Special Town Meeting will begin. When the Special Town Meeting concludes, Article 5 (below) will be considered.*

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**ARTICLE 5** To see if the Town will vote to amend the Town's Operating Budget for the Fiscal Year commencing July 1, 2014, as adopted under Article 14 of the Annual Town Meeting of April 28, 2014 and amended under Article 8 of the Special Town Meeting of September 29, 2014, further amended under Article 4 of the Special Town Meeting of January 5, 2015 and further amended under Article 6 of the Special Town Meeting of February 23, 2015; and to see if the Town will vote to raise and appropriate, borrow or transfer from available funds, or otherwise provide a sum or sums of money to be added to the amounts appropriated under said Article, as amended, for the operation of the Town and its government, or take any other action with respect thereto.

Finance Committee

5K6

**Background:**

**General Fund – Wages and Expenses**

<u>Account Line</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
B91 – Benefit wages (new line)	Disability Retirement (Three Firefighters – cost shifted from department to central location)		\$151,662
B99 – Benefits Expenses	Retirement (\$49,000) Health Insurance Premiums (\$175,000)	\$224,000	
C99 – Capital Expenses	DPW Car #5 Chevy Blazer \$34,000 Firefighter breathing air bottles & related safety face pieces \$23,000		\$ 57,000
D99 – Debt Service	Interest savings from refinancing (\$75,000)	\$75,000	
G92 – Administrative Services Expenses	Legal expenses \$80,000 Charter \$20,000 (8,500 copies mailed) Technology/Police software license \$15,000		\$115,000
J92 – Public Safety Expenses	Police Academy tuition reimbursed by employee directly to General Fund \$3,500		\$ 3,500
K91 – Public Works wages	Vacation/Sick Retirement buyback \$11,628		\$ 11,628
K92 – Public Works expenses	Professional Development \$10,000 Shade Trees \$2,000 Fuel (\$62,000)	\$50,000	
K93 – Public Works snow & ice	Snow & Ice removal \$850,000		\$850,000
K94 – Public Works street lights	Rubbish disposal (\$75,000)	\$ 75,000	
K95 – Public Works Rubbish	Street lights (\$25,000)	\$ 25,000	
L92 – Library Expenses	Library Long Range Plan \$40,000		\$40,000
	<b>Subtotals</b>	<b>\$449,000</b>	<b>\$1,228,790</b>
	<b>Net Operating Expenses</b>		<b>\$ 779,790</b>
	<b>From Sick Buyback stabilization fund</b>		<b>\$ 11,628</b>
	<b>From Inspections Revolving Fund</b>		<b>\$ 140,000</b>
	<b>From Free Cash</b>		<b>\$ 628,162</b>

**Enterprise Funds – Wages and Expenses**

<u>Account Line</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
X99 Sewer	Sewer station project (Batchelder Road) moved up from FY16 \$520,000 SCADA for sewer station projects \$80,000		\$600,000
	<b>Subtotals</b>	<b>\$0</b>	<b>\$600,000</b>
	<b>Net Operating Expenses</b>		<b>\$600,000</b>
	<b>From Sewer Reserves</b>		<b>\$600,000</b>

547

**Finance Committee Report:** The Finance Committee recommends this Article by a vote of xx at their meeting on March 25, 2015.

**Bylaw Committee Report:** No report.

**\*Board of Selectmen Report:** The Board of Selectmen at their meeting on March 24, 2015 voted xx to support this Article.

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**ARTICLE 6** To see if the Town will vote to transfer funds received from the Commonwealth of Massachusetts, pursuant to Section 9 of Chapter 40R of the *Massachusetts General Laws*, in payment for development within the Town's Smart Growth Zoning Districts from Free Cash into the Smart Growth Stabilization Fund, or take any other action with respect thereto.

Board of Selectmen

**Background:** The Town of Reading has received an additional \$150,000 payment from the State for the 40R Smart Growth project at Reading Woods. This Article will move the \$150,000 from Free Cash and into the 40R Stabilization Fund, which will therefore have a \$503,000 balance. Prior 40R funds have been allocated to school technology and roadway and sidewalk improvements, but no use of offsets are planned as part of the FY16 budget.

**Finance Committee Report:** The Finance Committee recommends this Article by a vote of xx at their meeting on March 25, 2015.

**Bylaw Committee Report:** No report.

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**ARTICLE 7** To see what sum the Town will appropriate to the irrevocable trust for "Other Post-Employment Benefits Liabilities" or take any action with respect thereto.

Board of Selectmen

**Background:** As part of the FY15 budget the town voted \$475,000 in the general fund, \$50,000 in the water fund, \$20,000 in the sewer fund and \$6,000 in the storm water fund for the Other Post Employment Benefit (OPEB) contributions. Although savings from health insurance premiums are available, this year they are needed to help pay for the snow and ice budget deficit so no further contributions are proposed. This Article will therefore move the total of all these OPEB contributions (\$551,000) to the irrevocable trust for Other Post Employment Benefit liabilities.

The OPEB valuation as of June 2013 shows the Town's OPEB liability at \$67.2 million. The three Enterprise Funds and the Light Department are on an aggressive fully funding twenty year schedule, and the General Fund is on a partial funding schedule projected over thirty years. The latter will transition to a full funding schedule as soon as possible, as is required by law or after the Pension Fund is fully funded in FY28.

**Finance Committee Report:** The Finance Committee recommends this Article by a vote of xx at their meeting on March 25, 2015.

5K8

**Bylaw Committee Report:** No report.

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**ARTICLE 8** To see if the Town will vote to accept the provisions of Section 1 of Chapter 90I of the *Massachusetts General Laws*, to allow the Town to participate in the Complete Streets Certification Program, and to apply for and receive grants pursuant to said program; or take any action with respect thereto.

Board of Selectmen

**Background:** Article 8 seeks approval from Town Meeting to allow the Town to access Complete Street Funding under Section 1 of Chapter 90-I of the Massachusetts General Laws, including applying for and receiving grants in association with identified complete streets projects.

The Board of Selectmen adopted Reading's Complete Street Policy on July 29, 2014, making the community eligible for "Certification" under the Complete Streets Program. Once certification is received, the Town will then be eligible to apply for grants and/or funding under Section 1 of Chapter 90-I of the Massachusetts General Laws to implement Complete Streets Project, provided however, that Town Meeting as accepted this statute.

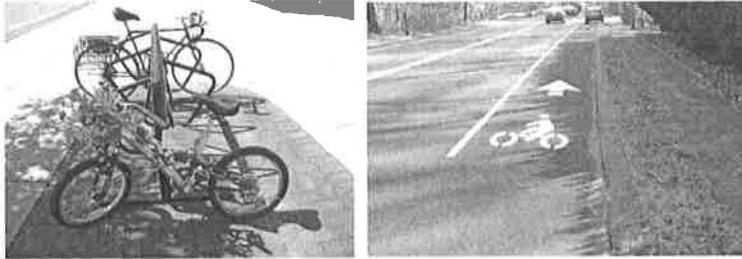
A "Complete Street" is a street that accommodates all users including drivers, bicyclists and pedestrians. It allows for pro-active planning to ensure that a right-of-way is constructed or reconstructed to provide for safe travel for everyone in a manner that is specific to that particular situation. Some examples of complete street elements include:

- Pedestrian: Sidewalks, crosswalks, curb neckouts, curb ramps, retimed pedestrian signals, audible signals, median refuges;
- Bicyclists: Bicycle lanes, cycle tracks, sharrows, wide shoulders;
- Streetscape: Improved lighting, streets trees, plantings, trash receptacles, street furniture;
- Traffic calming: Narrowed travel lanes, rotaries, bow outs, tight curb radii, speed humps, rumble strips;
- Shared roads, multi-use paths;
- Improved signage.

Reading already has many complete street elements and several are located right in the downtown. Here are some examples of complete street elements in Reading:



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Note that Reading stands a solid chance of receiving grant funding as our Complete Streets Policy was ranked in a sixth place tie across the entire country, as reported by the National Complete Streets Coalition.

**Finance Committee Report:** The Finance Committee recommends this Article by a vote of xx at their meeting on March 25, 2015.

**Bylaw Committee Report:**

X

**ARTICLE 9** To hear the report of the Board of Selectmen relative to the laying out and the widening and relocation of the following named streets under the provisions of Chapter 82 of the *Massachusetts General Laws*; and to see if the Town will vote to accept such streets as and for public ways and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain any land or interest in land necessary for such laying out, and act on all manners relating thereto:

Cory Lane	from Zachary Lane to dead end
Nugent Lane	from Pearl Street to dead end
Pondview Lane	from Fairchild Drive to dead end
Dividence Road	from Franklin Street to Zachary Lane

or take any other action relative thereto.

Board of Selectmen

**Background:** This Article will be tabled and brought back to November 2015 Subsequent Town Meeting.

**Finance Committee Report:** No report.

**Bylaw Committee Report:** No report.

SK10

4

**ARTICLE 10** To see if the Town will to authorize the Town Manager to enter into a contract or contracts for the acceptance, processing or disposal of its municipal solid waste, including any extension, renewal or option under an existing contract, for a term in excess of three years, upon such terms and conditions determined by the Town Manager to be in the best interests of the Town; or take any other action with respect thereto.

Board of Selectmen

**Background:** Subsequent Town Meeting in November 2005 authorized the Town Manager to enter into a contract for this purpose exceeding three years but not twenty years. The final deal struck a few months later involved a five-year contract with a five-year renewal, which expires on July 1, 2016.

The current rubbish and recycling collection contractor is in the process of putting together proposals for both five and ten years, with additional renewal options. While rubbish and recycling contracts are not subject to typical state procurement laws, the current climate in the industry is more competitive than it was ten years ago. As a result the Town may decide to issue a formal request for competitive quotes from any qualified parties instead of renewing with the current contractor. The final determination will be made by the Town Manager in consultation with the Board of Selectmen. Factors for this decision will include level and quality of service in addition to short-term and long-term cost considerations.

The required first step is for Town Meeting to grant permission to enter into any contract longer than three years.

**Finance Committee Report:** The Finance Committee recommends this Article by a vote of xx at their meeting on March 25, 2015.

**Bylaw Committee Report:** No report.

4

**ARTICLE 11** To see if the Town will vote to amend Section 8.8 Animal Control of the General Bylaw in the following manner:

**8.8 Animal Control**

Pursuant to the authority set forth in M.G.L. Chapter 140, Sections 136A-137E, inclusive, and any other relevant statutes and regulations issued pursuant thereto 147A, the following bylaw is enacted for the regulation of dogs in the Town of Reading.

**8.8.1 Definitions**

As used in this bylaw, the following words and terms have the following meanings:

**8.8.1.1 Animal Control Appeals Committee (ACAC)**

The "Hearing Authority," as that term is defined in M.G.L. Chapter 140, Section 136A, charged with the responsibility of handling dog complaints, pursuant to M.G.L. Chapter 140, Section 157.

**8.8.1.2 Animal Control Officer (ACO)**

A person designated appointed by the Town Manager who is authorized to enforce this Bylaw and M.G.L. Chapter 140, Sections 136A-174E, inclusive.

SK11

**8.8.1.23 Dangerous Dog**

A dog that either; (a) without justification, attacks a person or domestic animal causing physical injury or death; or (b) behaves in a manner that a reasonable person would believe poses an unjustified imminent threat of physical injury or death to a person or to a domestic or owned animal.

**8.8.1.34 Effective Voice Control**

To be under effective voice control, the animal must be within the owner's or keeper's sight and the owner or keeper must be carrying a leash and the animal must refrain from illegal activities.

**8.8.1.45 Euthanize**

An order by the Animal Control Appeals Committee (ACAC) that a dangerous dog be euthanized in accordance with M.G.L. Chapter 140 and the American Veterinary Medical Association Guidelines on Euthanasia.

**8.8.1.56 Keeper**

~~A person, business, corporation, entity or society, other than the owner, having possession of a dog. Any person having charge of an animal within the Town of Reading, including but not limited to the animal's owner, dog walkers, dog sitters, members of the animal owner's household or family.~~

**8.8.1.67 Kennel**

Four or more dogs, six months of age or older, kept on a single property, whether for breeding, boarding, sale, training, hunting, companionship or any other purpose. "Kennel" includes commercial boarding or training kennel, commercial breeder kennel, domestic charitable corporation kennel, personal kennel or veterinary kennel.

**8.8.1.78 Kennel License**

A special license issued to a kennel, which allows payment of a single fee covering all dogs in the kennel; with the kennel license, the kennel owner receives a special kennel tag for each dog in the kennel.

**8.8.1.89 License**

A dog's registration, evidenced by a tag issued annually by the Town Clerk to the owner or keeper of each dog residing in Reading and worn by the dog securely fixed to its collar or harness.

**8.8.1.910 License Transfer**

The registration issued to a dog already licensed in another U.S. jurisdiction, after the dog moves into the Town of Reading.

**8.8.1.1011 License Period**

An annual period, from January 1 through December 31.

**8.8.1.1112 Muzzling**

Using a device that fits over a dog's mouth and prevents it from biting, but that does not cause any injury or interfere with the vision or respiration of the dog that wears it.

5K12

**8.8.1.1213 Nuisance Dog**

A dog that: (i) by excessive barking or other disturbance, is a source of annoyance to a sick person residing in the vicinity; or (ii) by excessive barking, causing damage or other interference, a reasonable person would find such behavior disruptive to one's quiet and peaceful enjoyment; or (iii) has threatened or attacked livestock, a domestic animal or person, but such threat or attack was not a grossly disproportionate reaction under all the circumstances~~An animal that repeatedly violates Section 8.8.3 of this bylaw.~~

**8.8.1.1314 Permanent Restraint**

An order issued by the Animal Control Appeals Committee under Section 8.8.5.3 requiring a dangerous dog's keeper to restrain it.

**8.8.1.1415 Restraint**

Limiting, restricting, or keeping an animal under control by means of a physical barrier (e.g., a leash, substantial chain or line, visible or invisible fence).

**8.8.1.1516 Running at Large**

A dog is running at large if it is not on the private property of its owner or keeper, or on private property with the express permission of that property's owner, or on a leash, or under effective voice control (i.e., within the owner's or keeper's sight and the owner or keeper is carrying a leash).

**8.8.1.1617 Temporary Confinement Order**

An order issued by the ACO pursuant to Section 8.8.4.4 authorizing or requiring the temporary housing of an animal.

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**8.8.1.18 Temporary Restraint Order**

An order issued by the ACO under Section 8.8.4.3-2 requiring the dog's owner or keeper to restrain a nuisance dog or suspected dangerous dog for thirty (30) days. An invisible fence will not be considered a temporary restraint for a suspected dangerous dog.

**8.8.1.1719 Other Meanings**

Any word or term defined in M.G.L. Chapter 140 Section 136A and not otherwise defined here, is incorporated by reference.

**8.8.2 Vaccination, Licensing and Fees**

**8.8.2.1 Three or fewer dogs**

**License and vaccination requirements**

All dogs six months and older, while residing in the Town of Reading, must have a license from the Town Clerk. To obtain or renew the license, each dog owner or keeper must annually present proof of a current rabies vaccination. When a veterinarian determines that vaccination is inadvisable, the owner or keeper may present a veterinarian's certificate exempting an old or sick dog from vaccination for a stated period of time.

**New Dogs**

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Within thirty (30) days of acquiring a dog six (6) months of age or older, each dog owner or keeper in Reading must present proof of that dog's current rabies vaccination and obtain a license and dog tag from the Town Clerk.

#### **New Puppies**

Within six (6) months of a puppy being born, each dog owner or keeper in Reading must present proof of that puppy's current rabies vaccination and obtain a license and dog tag from the Town Clerk.

#### **New Residents**

A new resident who owns a dog six (6) months of age or older must license it within thirty (30) days after moving into Reading. The Town Clerk will issue each dog a transfer license upon the owner's or keeper's surrender of a current license from another U.S. jurisdiction and proof of current rabies vaccination. The transfer license is valid until the next regular licensing period.

#### **Lost Tags and Replacement Tags**

Dog owners and keepers must replace a lost tag within three (3) business days of the loss, by obtaining a replacement tag from the Town Clerk.

#### **Tag exemptions for dog events and medical reasons:**

- A dog while actually participating in an official dog sporting or dog fancy event (if the event sponsors do not allow participants to wear tags) is exempt from the requirement that its license tag be affixed to its collar, provided its owner or keeper has the tag at the event and available for inspection by the ACO.
- When a veterinarian determines that a dog cannot wear a collar for medical reasons, the dog is exempt from wearing a tag until it recovers, from the requirement that its license tag be affixed to its collar, provided its owner or keeper has the tag in his or her possession and available for inspection by the ACO.

#### **Annual Renewal**

Dog owners and keepers must renew each dog license annually. The annual licensing period runs from January 1 through December 31.

#### **License due Date and Late Fee**

The application form for obtaining, renewing or transferring a license shall be available to each household no later than December 31 each year. Dog owners and keepers must return forms and fees to the Clerk by March 31 (or the first business day thereafter, if March 31 falls on Friday, Saturday, Sunday or legal holiday). Any license renewed after this date is overdue, and the owner or keeper must pay a late fee as determined by the Board of Selectmen in addition to the license renewal fee. The overdue license fee and the late fee may be added to the owner's or keeper's tax bill or may be recovered through the imposition of a municipal charges lien on any property standing in the name of the dog owner or keeper, pursuant to M.G.L. Chapter 40 Section 58.

#### **License Fees**

The fees for licensing each dog shall be determined by the Board of Selectmen. The fees shall differentiate between neutered or spayed dogs, and

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non-neutered or non-spayed dogs. The fee for neutered or spayed dogs shall be less than the fee for non-neutered or non-spayed dogs. There is no fee for a dog license for service dogs as defined by the Americans with Disabilities Act or regulations promulgated thereunder. No fee shall be charged for a license for a dog owned by a person aged 70 years or over.

#### **8.8.2.2 Four or more dogs**

##### **License and Vaccination Requirements**

Anyone who owns or boards four or more dogs within the Town of Reading must apply for and obtain a kennel license from the Town Clerk. (This requirement shall not apply to medical boarding by any licensed veterinarian practicing in the Town of Reading.) To obtain or renew the license, the kennel licensee who is also the owner or keeper of the dogs must present proof of current rabies vaccinations for each dog older than six months in the kennel. When it is off the kennel property, each dog in the kennel must wear a kennel tag, issued by the Town Clerk, affixed to its collar or harness. Kennel licensees who offer temporary boarding services must obtain valid proof that each dog in the kennel that is older than 6 months has received a current rabies vaccination which proof must be maintained in accordance with 8.8.2.1 bullet one herein.

##### **New Dogs and New Puppies**

The kennel licensee who is also the owner or keeper of the dogs must report to the Town Clerk each new dog in the kennel within thirty (30) days of its acquisition, show proof of current vaccination, and obtain a kennel tag for that dog. The kennel licensee must show proof of current vaccination and obtain a tag for each puppy when it reaches six months old.

##### **Inspection Process**

Before the Town Clerk can issue the kennel license, the Health Division Animal Inspector must inspect the proposed kennel, file a report on the inspection, and favorably recommend that the kennel meets all the following requirements:

- The location of the kennel is appropriate for housing multiple dogs.
- The location of the kennel on the property will have no significant adverse effect on the peace and quiet or sanitary conditions of the neighborhood.
- The area provided for housing, feeding, and exercising dogs is no closer than twenty (20) feet to any lot line.
- The area provided for housing, feeding, and exercising dogs is no closer than fifty (50) feet to any existing dwelling on an abutting lot.
- The kennel will be operated in a safe, sanitary and humane condition.
- Records of the numbers and identities of the dogs are properly kept.
- The operation of the kennel will be consistent with the health and safety of the dogs and of the neighbors.

##### **Periodic Inspections**

Before a kennel license is renewed, and at any time they believe it necessary, the ACO and/or the Health Division may inspect any kennel. If the ACO or the

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Health Division determine that the kennel is not being maintained in a safe, sanitary and humane condition, or if the kennel records on the numbers and identities of the dogs are not properly kept, the ACO will report the violations to the Animal Control Appeals Committee (ACAC) for a hearing on whether to impose fines or revoke the kennel license.

#### **Kennel Review Hearings**

Within seven (7) business days after receiving the ACO's report of violations, the ACAC will notify all interested parties of a public hearing to be held within fourteen (14) days after the notice date. Within seven (7) business days after the public hearing, the ACAC shall either revoke the kennel license, suspend the kennel license, order compliance, or otherwise regulate the kennel.

#### **Penalties**

Any person maintaining a kennel after the kennel license has been denied revoked or suspended will be subject to the penalties in Section 8.8.7 of this bylaw.

#### **Annual Renewal**

Each kennel licensee must renew the license annually at the Town Clerk's Office. The annual licensing period runs from January 1 to December 31.

#### **License Due Date**

Kennel license renewal forms will be sent to each licensed kennel no later than December 1 each year. Kennel licensees must return forms and fees to the Town Clerk by January 15 (or the first business day thereafter, if the 15th falls on Friday, Saturday, Sunday or legal holiday). Failure to pay on time will result in a late fee, due in addition to the license fee. The overdue license fee and the late fee may be added to the licensee's tax bill or may be recovered through the imposition of a municipal charges lien on any property standing in the name of the kennel licensee, pursuant to M.G.L. Chapter 40 Section 58. Nothing in this bylaw shall prevent or abrogate the Board of Health's authority to license and inspect kennels in the Town of Reading.

#### **Fees**

The fees for licensing each kennel shall be established by the Board of Selectmen.

#### **Incorporation**

The following provisions of M.G.L. Chapter 140 are expressly incorporated herein: Section 137B - Sale or other delivery of unlicensed dog by kennel licensee; Section 137D - Licensee convicted of violation of statutes relating to offenses against animals; and Section 138A - Importation of dogs and cats for commercial resale, etc.

### **8.8.3 Conduct of Animals**

#### **8.8.3.1 Endangering Safety**

No animal owner or keeper shall allow it's animal to bite, menace or threaten, all without provocation, so as to endanger the safety of any person, domestic animal or livestock provided such threat or attack was not a grossly disproportionate reaction under all the circumstances. This section is not

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meant to preclude an animal from acting as a watchdog on its owner's or keeper's property.

**8.8.3.2 Disturbing the Peace**

No animal owner or keeper shall allow the animal to disturb the peace of any neighborhood by making excessive noise without provocation. Noise is excessive if it is uninterrupted barking, yelping, whining, or howling, causing damage or other interference that a reasonable person would find disruptive to one's quiet and peaceful enjoyment for a period of time exceeding 15 minutes. Or, by excessive barking or other disturbance, which is a source of annoyance to a sick person residing in the vicinity. This section is not meant to preclude a dog from acting as a watchdog on its owner's or keeper's property.

**8.8.3.3 Damaging Property**

No animal owner or keeper shall allow the animal to damage public or private property or realty.

**8.8.3.4 Running at Large**

When not on the private property of its owner or keeper, or on private property with the express permission of that property's owner, an animal must be on a leash or may be under effective voice control in locations noted below. To be under effective voice control, the animal must be within the owner's or keeper's sight and the owner or keeper must be carrying a leash.

**8.8.3.5 Voice Control in Place of Leash Control Allowed**

A dog shall be under voice control when within the Town Forest or on Conservation lands.

**8.8.3.6 Public Gatherings - Leash Control Only**

An animal may be at any public gathering not otherwise specified in this bylaw only if it is on a six-foot or shorter leash and the animal must refrain from illegal activities.

**8.8.3.7 School Grounds**

Animals are not allowed during school - leash control only at other times. Unless the school Principal gives permission in advance, no animal may be on school grounds from thirty (30) minutes before classes begin until thirty (30) minutes after classes end. At all other times, the animal may be on school grounds only if it is on a six-foot or shorter leash. An animal is not violating this prohibition if it remains within a vehicle.

**8.8.3.8 Exception for Assistance Animals (service animals)**

Section 8.8.3.4 does not apply to any properly trained assistance animal or service animal while performing its duties.

**8.8.3.9 Chasing**

No animal owner or keeper shall allow the animal to chase a person, motor-powered vehicle, human-powered vehicle, or animal drawing or carrying a person.

**8.8.3.10 Dog Litter**

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Every dog owner or keeper is responsible for expeditiously removing any dog feces the dog deposits anywhere except on its owner's or keeper's private property, on other private property with the property owner's permission. This provision does not apply to any assistance dog or service dog while it is performing its duties.

#### **8.8.4 Animal Control Officer**

##### **8.8.4.1 Appointment**

The Town Manager shall appoint an Animal Control Officer (ACO) under the provisions of M.G.L. Chapter 140 Sections 151 and 151A to carry out the provisions of this bylaw and to perform such other duties and responsibilities as the Town Manager or his designee may determine.

##### **8.8.4.2 Duties**

The ACO's duties shall include but not be limited to the following:

- Enforcement of the Town of Reading Animal Control bylaw and relevant State regulations.
- Explanation of bylaw violations.
- Notification to the owner or keeper of unlicensed dogs.

##### **8.8.4.3 Issuance of Temporary Restraint Orders**

The ACO shall issue an ~~order of Temporary Restraint Order~~ to the owner or keeper of any animal that is a nuisance or that is awaiting a decision under Section 8.8.6 as to whether it is dangerous. An ~~order of Temporary Restraint Order~~ is an order that the animal must be confined to its owner's or keeper's property when not on a six (6) foot or shorter leash or may be ordered to be sheltered at a local kennel or veterinarian facility at the animal owner's or keeper's expense; muzzling will be at the ACO's discretion. It shall be in force for no more than thirty (30) days unless the ACO renews it in writing for subsequent thirty (30) day periods. The ACO shall rescind or stop renewing the order when, in the ACO's judgment, restraint is no longer required. The animal's owner or keeper can petition the Animal Control Appeals Committee (ACAC) under Section 8.8.5.2 to rescind the ~~order of Temporary Restraint Order~~.

##### **8.8.4.4 Issuance of an Order of Temporary Confinement Order**

The ACO may make arrangements for the temporary housing of any animal that is to be confined under the provisions of this bylaw and may issue an Temporary Confinement Order authorizing such temporary housing. The housing may be at local veterinary clinics, or at dog kennels within the Town or neighboring towns, and shall be at the animal owner's or keeper's expense.

##### **8.8.4.5 Complaint Resolution**

The ACO shall investigate all written complaints arising within the Town pertaining to violations of this bylaw and try to mediate disputes between Town residents complaining that a dog owned or kept in Town is a nuisance dog or a dangerous dog.

##### **8.8.4.6 Recordkeeping**

The ACO shall keep accurate, detailed records of the confinement and disposition of all animals held in custody and of all bite cases reported, and the results of investigations of the same. The ACO shall maintain a telephone

log of all calls regarding animals and submit a monthly report summarizing the log to the ACAC.

#### **8.8.5 Animal Control Appeals Committee (ACAC)**

##### **8.8.5.1 Composition of the ACAC**

The Animal Control Appeals Committee is comprised of three Reading residents, none of whom can be employees of the Town, appointed to three-year overlapping terms by the Board of Selectmen. The ACAC will annually select a member to serve as the Chair. At least one of the three members must be a dog owner.

##### **8.8.5.2 Right to Appeal**

When the ACO has investigated a complaint regarding an animal's behavior and has issued a ~~finding or an order of~~ Temporary Restraint Order or a Temporary Confinement Order with which either the animal's owner or keeper or the complainant disagrees, then either party may appeal by sending a written request to the Town Clerk within ten (10) business days after issuance of the ACO's decision. Following the Clerk's receipt of a written appeal, the ACAC shall hold a public hearing on the appeal within fourteen (14) days, at which the dog owner or keeper, the complainant, and the ACO must appear.

##### **8.8.5.3 Findings and Further Appeals**

The ACAC shall vote at the public hearing on whether to uphold, reverse, or modify the ACO's ~~temporary order decision~~ and shall mail its ruling to the animal owner or keeper, complainant, and ACO within three (3) business days after the public hearing.

##### **8.8.5.4 Hearings**

The ACAC shall hold public hearings and make decisions on any dangerous dog declaration under Section 8.8.6 or a nuisance dog declaration under Section 8.8.7.

##### **8.8.5.5 Further Appeals**

An appeal from an order or decision of the ACAC may be made by either the Owner or Keeper or Complainant within 10 days at the Woburn District Court.

#### **8.8.6 Dangerous Dogs**

##### **8.8.6.1 Declaring a Dog Dangerous**

A dog that either;

- without justification, attacks a person or domestic animal causing physical injury or death; or
- behaves in a manner that a reasonable person would believe poses an unjustified imminent threat of physical injury or death to a person or to a domestic or owned animal may be declared dangerous by the ACAC. An exception may be made for a puppy (animal under six (6) months old) that draws blood, or for a dog that attacks or bites an unaccompanied domestic animal on the dog owner's or keeper's property.

##### **8.8.6.2 Procedure for Declaring a Dangerous Dog**

Upon the written complaint of the ACO, any other public safety agent, or upon the petition of individual the Animal Control Appeals Committee (ACAC) shall

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hold a public hearing, after which it will determine whether it should declare a dog dangerous and, if so declared, what remedy is appropriate.

#### 8.8.6.3 Exceptions

No dog shall be deemed dangerous:

- Solely based upon growling or barking or solely growling and barking;
- Based upon the breed of such dog; or
- If such dog was reacting to another animal or to a person and such dog's reaction was not grossly disproportionate to any of the following circumstances:
  - Such dog was protecting or defending itself, its offspring, another domestic animal or a person from attack or assault;
  - The person who was attacked or threatened by the dog was committing a crime upon the person or property of the owner or keeper of such dog;
  - The person attacked or threatened by the dog was engaged in teasing, tormenting, battering, assaulting, injuring or otherwise provoking such dog; or
  - At the time of such attack or threat, the person or animal that was attacked or threatened by such dog had breached an enclosure or structure in which the dog was kept apart from the public and such person or animal was not authorized by the owner of the premises to be within such enclosure including, but not limited to a gated, fenced in area if the gate was closed, whether locked or unlocked; provided, however, that if a person is under the age of 7, it shall be a rebuttable presumption that such person was not committing a crime, provoking the dog or trespassing.

#### 8.8.6.4 Remedies

Upon its finding that the dog is dangerous, the ACAC shall order one of the following remedies: permanent restraint or ~~n~~-euthanasia in accordance with the American Veterinary Medical Association Guidelines on Euthanasia.

- A Permanent Restraint Order is an order that the dog must at all times while on its owner's or keeper's property be kept within the owner's or keeper's house or a secure enclosure. The secure enclosure shall be a minimum of five (5) feet wide, 10 feet long, and five (5) feet in height, with a horizontal top covering the entire enclosure; shall be constructed of not less than nine (9) gauge chain link fencing; the floor shall be not less than three (3) inches of poured concrete; with the bottom edge of fencing embedded in the concrete; shall be posted with a clearly visible warning sign including a warning symbol; must contain and provide protection from the elements; and shall comply with all applicable building codes and with the Zoning Bylaws of the Town of Reading. In addition, the owner or keeper of the dog shall annually provide proof to the Town Clerk of a liability insurance policy of at least One Hundred Thousand (\$100,000) Dollars for the benefit of the public safety; and whenever removed from the premises of the owner or the premises of the person keeping the dog, the dog shall be securely and humanely muzzled and restrained with a chain or other tethering device having a minimum tensile strength of 300 pounds and not exceeding 3 feet in length. A Euthanasia Order is an order to take the life of the dog by the administration of barbiturates in a manner

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deemed acceptable by the American Veterinary Medical Association Guidelines on Euthanasia.

### **8.8.7 Nuisance Animal**

#### **8.8.7.1 Declaring a Dog to be a Nuisance**

An animal that repeatedly violates Section 8.8.3 of this bylaw may be declared a nuisance dog by the ACAC.

#### **8.8.7.2 Procedure for Declaring a Dog to be a Nuisance**

Upon the written complaint of the ACO, any other public safety agent, or upon the petition of individual the Animal Control Appeals Committee (ACAC) shall hold a public hearing, after which it will determine whether it should declare a dog to be a nuisance dog. The ACAC may further order that the owner or keeper of such dog take remedial action to ameliorate the cause of the nuisance behavior.

### **8.8.8 Penalties**

#### **8.8.8.1 Fines**

Any animal owner or keeper who maintains a kennel after the kennel license has been denied, revoked or suspended, or who fails to obtain a kennel license; and any animal owner or keeper who fails to comply with Section 8.8.3 Conduct of Animals shall be subject to penalties as determined by the Animal Control Appeals Committee, not exceeding Three Hundred (\$300) Dollars per day for every day of the violation.

#### **8.8.8.2 Reimbursement of Costs**

If the Animal Control Officer confines a dog and the animal owner or keeper does not pay all fees directly to the kennel or veterinary clinic, then the dog's owner or keeper must reimburse the Town of Reading for any expenses incurred in boarding that dog. If the dog has not been licensed, the owner or keeper must obtain a license and pay any applicable late fee before the dog can be released.

#### **8.8.8.3 Penalties for Violating Restraint Orders**

The ACAC shall determine a schedule of penalties not exceeding Three Hundred (\$300) Dollars per day for each and every violation of restraint orders.

### **8.8.9 Miscellaneous**

#### **8.8.9.1 Enforcement**

In addition to any other means of enforcement, the provisions of this bylaw and the regulations adopted pursuant thereto may also be enforced by non-criminal disposition in accordance with the provisions of Section 1.8 of this bylaw, and M.G.L. Chapter 40 Section 21D. The penalty for such violation shall be \$300 for each offense. Each day or part thereof shall constitute a separate offense.

#### **8.8.9.2 ~~Incorporation of State Law~~**

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The provisions of M.G.L. Chapter 140 Sections 136A through 156 and 158 through 174D, inclusive, as may be amended from time to time and except as modified herein, are hereby incorporated into this bylaw.  
or take any other action with respect thereto.

Board of Selectmen

**Background:** A previous Town Meeting voted to change this section of the general bylaws. There was a caution issued by the Attorney General's office about the appeals process in this bylaw, however. In addition, underlying state law on animal control has been in the process of changing, which is why we hesitated to bring this back to Town Meeting. Our new Town Counsel has been working with the AG's office and we have developed a two-step plan to remedy this situation.

First is the proposed wording changes above, which will at a minimum satisfy the AG's office in the short term. Changes include the following:

8.8.1.1 An added definition for the Animal Control Appeals Committee with proper citation of state law;

8.8.1.2 The addition of state law citation in the section about the Animal Control Officer;

8.8.1.6 The addition of a definition for a Keeper. Note that this term is added throughout several following sections;

8.8.1.13 A revised definition of a Nuisance Dog;

8.8.1.17 An added definition for a Temporary Confinement Order which is then used in some sections that follow.

Second will be a streamlined and revised version of this Bylaw completed by Town Counsel for the November 2015 Subsequent Town Meeting. This process will include at least one Public Hearing by the Board of Selectmen during the summer/early fall to solicit input from the community on proposed substantive changes, if any. As revised above the bylaw will be acceptable to the AG's office and will not be in conflict with state law - but all are in agreement that we can provide a much improved version next November.

**Finance Committee Report:** No report.

**Bylaw Committee Report:**

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**ARTICLE 12** To see if the Town will vote to amend the General Bylaw by inserting a new Section 3.3.1.6 as follows:

**3.3.1.6 Appointment of Associate Members**  
The Board of Selectmen shall be authorized to appoint associate members to any board, committee or commission for which it is the appointing authority.

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or take any other action with respect thereto.

Board of Selectmen

**Background:** Special Town Meeting in January 2015 indicated a desire to defer further details about Associate Membership to a future General Bylaw discussion, and to leave the language in the Home Rule Charter broad on this topic. Without such a new General Bylaw all Associate memberships will expire on June 30, 2015.

The proposed language above is meant to be a starting point for discussion at Annual Town Meeting. While the Moderator will rule on individual amendments that are offered on the floor, he has indicated that this beginning language should allow for a wide ranging discussion.

The Board of Selectmen will discuss this issue at their meeting on March 24, 2015. While all are prepared for Town Meeting to set the tone for the rules and regulations, the Board will discuss having a Selectmen's policy to put in place before June 30, 2015 should such agreement at Town Meeting not be able to be achieved.

**Finance Committee Report:** No report.

**Bylaw Committee Report:**

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**ARTICLE 13** To see if the Town will vote to amend Section 2.1.6 of the General Bylaw by adding the words "but not more than twenty-eight (28) days" thereto so that said Section 2.1.6 will read as follows:

2.1.6 **Posting of the Warrant**  
The Board of Selectmen shall give notice of the Annual, Subsequent or any Special Town Meeting at least fourteen (14) days **but not more than twenty-eight (28) days** prior to the time of holding said meeting by causing an attested copy of the warrant calling the same to be posted in one (1) or more public places in each precinct of the Town, and causing such attested copy to be published in a local newspaper or providing in a manner such as electronic submission, holding for pickup, or mailing an attested copy of said warrant to each Town Meeting Member.

or take any other action with respect thereto.

By Petition

**Background:** The Petitioner will request that this Article be tabled.

**Finance Committee Report:** No report.

**Bylaw Committee Report:**

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**ARTICLE 14** To see of the Town will vote to authorize the Board of Selectmen to enter into a lease for a term not to exceed ten years, with the additional authority to extend the lease at its conclusion for a single additional term not to exceed ten years, allowing the use of Town land located at Auburn Street, in the Town of Reading, more particularly shown on Reading Tax Assessor's Map 114 as Lots 12, 25 and 26, to the winner of a competitive bid and to any additional winning co-locator bidders, selected pursuant to Chapter 30B of the *Massachusetts General Laws*, for the purpose of constructing, maintaining and operating a wireless telecommunication facility thereon subject to the grant of any special permit therefor as may be necessary; or take any other action with respect thereto.

Board of Selectmen

**Background:** Repairs to the water storage tank on Auburn Street have involved the current cell companies as they need to temporarily relocate their equipment in order for the Town to perform the improvements. The Town's property is of insufficient size to accommodate temporary cell facilities during the tank improvements and the cell companies have agreed to a shared staging platform during the repairs and subsequent repainting. The companies have also agreed to a revised equipment mounting system that will eliminate the access and safety issues that now exist and eliminate the conflict of cell equipment on future tank repairs performed by the Town. In the discussions to prepare for this arrangement, an additional carrier not on the tank is willing to share these costs in exchange for space on the newly renovated water storage tank. Note that by law the Town may negotiate the lease fees associated with such cell towers, but may not negotiate the rights of the cell companies to locate their equipment, provided there is enough space.

In the past, leases were structured as an initial five-year term with three subsequent five-year terms. Each was a level payment for the term of the lease and then a 15% increase for the subsequent lease term (or about +2.8%/year compounded).

In order to achieve the best financial deal for all involved, we will issue an RFP for all interested cell companies. In general the cell companies would like the longest lease possible in order to allow them to amortize their relocation costs over that period, so we need authorization from Town Meeting to exceed three years. The RFP is likely to include terms similar to what has been one in the past and described above.

**Finance Committee Report:** The Finance Committee recommends this Article by a vote of xx at their meeting on March 25, 2015.

**Bylaw Committee Report:** No report.

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**ARTICLE 15** To see if the Town will vote to authorize the Board of Selectmen to sell, exchange, or dispose of, various items of Town tangible property, upon such terms and conditions as they may determine; or take any other action with respect thereto.

Board of Selectmen

**Background:** The following equipment is scheduled for disposal:

Department	Item	Year	Est. Value	Comments
DPW	International 2554/Truck #8	2000	\$20,000	Runs, cracked frame
DPW/Water	Ford F550/Pickup #5	2002	\$15,000	Runs, 4x2
DPW	Ford F450/Dump Truck #12	1997	\$5,000	Fair, body rot
DPW	Ford F250/Pickup#2	1997	\$3,000	Poor, body rot
DPW	Chevy Blazer/Car#5	1997	\$1,000	4.3L Engine
DPW	Select Till Rototiller		nil	May not work
DPW	Holder V-Plow 4150		nil	
DPW	McConnel Boom Flail		nil	
DPW	Dynahoe Bucket		nil	
DPW	Craftsman 10" Radial Saw	1980	nil	
DPW	FMC John Bean Sprayer		nil	Motor missing parts
DPW	DMT Generator		nil	Does not run
DPW	Wayne Ray Backhoe Bucket		nil	
Police	Crown Vic/Car #2	2011	<\$2,000	90k miles
Police	Crown Vic/Car#9	2004	<\$2,000	80k miles
Police	Crown Vic/Car#11	2011	<\$2,000	100k miles
Police	Crown Vic/Car#14	2011	<\$2,000	100k miles
Fire	Freightline Pumper/Engine #3	1995	\$18,000	

**Finance Committee Report:** The Finance Committee recommends this Article by a vote of xx at their meeting on March 25, 2015.

**Bylaw Committee Report:** No report.

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**ARTICLE 16** To see what sum the Town will raise by borrowing or transfer from available funds, or otherwise, and appropriate for the purpose of making extraordinary repairs and/or replacement of sanitary sewer collection systems, including the costs of consulting services, audits, plans, documents, cost estimates, bidding services and all related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the Town Manager; and to see if the Town will authorize the Board of Selectmen, Town Manager, or any other agency of the Town, to apply for a grant or grants, to be used to defray the cost of all, or any part of, said sanitary sewer improvements; and to authorize the Town Manager to enter into any and all contracts and agreements as may be necessary to carry out the purposes of this Article, or take any other action with respect thereto.

Board of Selectmen

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**Background:** The MWRA's Infiltration and Inflow (I/I) Local Financial Assistance Program provides support to MWRA member communities to perform sewer rehabilitation to minimize excess flows due to infiltration and inflow into the sewer system.

In previous years the Assistance Program provided financial assistance to member communities through a combination of a 45% grant and a 55% low-interest loan. MWRA has revised the program for the current Phase 9 and future Phase 10. The financial assistance for these two phases will be allocated to member communities in the form of a 75% grant and a 25% low-interest loan.

#### MWRA Assistance

- The assistance is provided through a combination grant and low-interest loan
- Phase 8 Allocation balance \$71,000 (45% grant; 55% low-interest loan)
- Phase 9 Allocation is \$844,000 (\$ 633,000 grant; \$ 211,000 low-interest loan)
- Phase 10 Allocation is \$844,000 (\$ 633,000 grant; \$ 211,000 low-interest loan)
- Loan pay back to the MWRA - equal installments up to a ten year period beginning one year after distribution of the funds

Acceptance of the grant/loan offer will enable the Town to continue with its I/I removal program to remove unwanted sewage flows from the sewer system which reduces excess assessments from MWRA and decreases the excess demand on the sewer system. The anticipated project for this Phase will be to perform manhole rehabilitation, spot repairs, lining and replacement of sewers.

Infiltration occurs when surface water enters sewers through leaks, cracks and faulty joints in pipes and manholes. Inflow is caused from storm water runoff that enters the sewer system through improper connections such as cross connected drains, roof drains and sump pumps.

Since the inception of MWRA's Assistance Program the Town's I/I removal program has consisted of the following types of projects:

- House-to-house inspections
  - The house-to-house inspections identify inappropriate direct connections (inflow) to the Town's sewer system with the purpose of assisting residents with identifying methods to remove the connections. The Town also provides limited financial assistance to the homeowner.
- TV inspections, testing and sealing of manholes and sewer mains
  - TV inspections and the testing and sealing of manholes and sewer mains allows the Town to internally inspect sewer mains and manholes to with the purpose of identifying and eliminating points of infiltration into the sewer system.
- Sewer system smoke testing
  - Smoke testing of the sewer system is a method of identifying points of infiltration or inflow into the sewer system where visual or TV inspection access is not possible
- Spot repair, lining and replacement of sewers
  - Spot repairs, lining and replacement of sewers are performed when damage to the sewer system is not repairable or cost effective through internal sealing.
- Flow metering, spot gauging and dye testing
  - Flow metering, gauging and dye testing is performed to assist the Town in determining the areas of the sewer system that are experiencing the highest

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levels infiltration and inflow. Flow metering also assists in determining how affective the Town has been in mitigating I/I for the past several years.

- Sewer System Data management
  - Project updates the Town's GIS sewer database to incorporate historic closed circuit inspection data and enable future closed circuit inspection sewer system data. The resulting data will be used to assess future capital project needs and to perform asset management of the system.

**Finance Committee Report:** The Finance Committee recommends this Article by a vote of xx at their meeting on March 25, 2015.

**Bylaw Committee Report:** No report.

**ARTICLE 17** To see if the Town will vote to raise the sum of Two Million (\$2,000,000.00) dollars by borrowing for the purpose of constructing a Cemetery garage and related facilities, including site preparation, construction, originally equipping and furnishing said facilities and all other costs incidental thereto including the costs of architectural, engineering and construction services, inspection and costs of financing in connection therewith; and to authorize the Facilities Department and or the Town Manager to proceed and enter into any and all contracts and agreements necessary therefore and incidental thereto, including without limitation, contracts for architectural, engineering and construction services and to do all other acts and things necessary and proper for carrying out the provisions of this vote.

Board of Cemetery Trustees

**Background:** At present the Capital plan includes a total of \$3.0 million in future debt beginning in FY17 to address the cemetery and DPW garage space. Funding for studies of each portion were provided by past Town Meetings, and the Board of Cemetery Trustees has been very patient through some procurement issues in the Facilities department which slowed early progress and a disappointing pace of work during the past year under DPW's supervision.

One year ago a presentation was made to the Board of Selectmen to consolidate both operations in the current DPW location. While the presentation was a good one, no cost estimate was included. Finally last summer initial cost estimates of \$18 to \$20 million were received and instructions were given to streamline that early design in order to reduce costs. Several months later cost updates suggested little change to the early estimates.

Meanwhile the Board of Selectmen has been meeting in Executive Session during the past several months in order to discuss a few real estate issues that concern the town. Details must remain confidential for now, but one issue is the best location for a DPW garage. The current location was satisfactory when a landfill was a neighbor, but clearly today this is not the highest and best use of the property in the midst of the best commercial development area in town.

Conditions at the current Cemetery garage are certainly below standard, and there is a standing offer from the Town Manager that if employee safety is ever a concern that an immediate move to consolidate in the current DPW garage will be made on a temporary best-efforts basis. Along these lines the Town Manager certainly appreciates the concerns of the Board of Cemetery Trustees, however it is his recommendation that the entire DPW siting issue – including the location of the cemetery division - be turned over to the Permanent Building Committee and that

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they work collaboratively with the Board of Selectmen and the Finance Committee. This issue is significant to the community not only from a possible cost but from a future tax revenue standpoint.

**Board of Cemetery Trustees Report:** The present building in Laurel Hill consists of the original structure plus four sections that were attached to the building when it was purchased along with land in 1924, and another section that was added in the 1950s. At that time (the 1950s) there were only two cemeteries in Reading. Almost all of the burial and maintenance was done manually; few winters burials took place.

Over the years the equipment has gotten larger, and much heavier. At present one of the newest trucks will not fit into the building and must stay outside. A cube has been rented to free up space, making it safer for the employees to work. Some equipment is stored at the DPW because of lack of space. Employees take breaks and eat their lunch in a cramped machine repair and tool storage area.

Simply put, the building is worn out and long past its useful life. Unless Town Meeting is willing to spend \$22.4 Million to consolidate all DPW operations at New Crossing Road—a move the Town consultant Weston and Sampson strongly discouraged after several years of study—the Cemetery Trustees ask you to approve the funding to build a new Cemetery maintenance building. This building will be built to code, be safe for Cemetery employees to use, and provide them with basic amenities such as a separate lunch room.

**Finance Committee Report:** The Finance Committee recommends this Article by a vote of xx at their meeting on March 25, 2015.

**Bylaw Committee Report:** No report.

**ARTICLE 18** To see if the Town will vote to approve an Affordable Housing Trust Fund Allocation Plan pursuant to Chapter 140 of the Acts of 2001 entitled "AN ACT AUTHORIZING THE TOWN OF READING TO ESTABLISH AN AFFORDABLE HOUSING TRUST FUND", or take any other action with respect thereto.

Board of Selectmen

**Background:** Chapter 140 of the Acts of 2001 authorized the Town of Reading to establish a separate fund known as the Affordable Housing Trust Fund (AHTF). The AHTF requires Town Meeting approval of an annual allocation plan submitted by the Board of Selectmen.

AHTF expenditures require approval by a majority vote of the full combined membership of the Board of Selectmen and the Reading Housing Authority. AHTF uses include:

- ◆ Create or preserve affordable housing;
- ◆ Maintain or operate affordable housing;
- ◆ Develop new or rehabilitate existing housing as affordable homeownership or rental units;

The purpose of the Affordable Housing Allocation Plan is to provide a framework for the Town to expend funds on affordable housing. The current AHTF balance of \$260,720.85 reflects revenue generated through the actions of the CPDC, as well as proceeds from the loss of an

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affordable unit. There are no Town tax generated funds in the AHTF. The only expenditure to date from the AHTF, in the amount of \$200,000, was to assist Oaktree development with financing affordable housing at 30 Haven Street.

At the 2012 Annual Town Meeting, approval was given for funding to hire a consultant to assist a Town staff initiative to update the Town's Housing Plan, including the five-year "Housing Production Plan". This effort is important as a defense against unfriendly 40B developments in the community, and requires the Town to develop a phased plan to produce housing to reach the 10% threshold as required by MGL Ch. 40B. Reading's Housing Production Plan has been approved by the Board of Selectmen and by the Commonwealth of Massachusetts.

The Town commissioned and received a supplemental report on how the AHTF can best be used to support the "Planned Production" goals of the Housing Plan. This report was received in late winter 2012, and a presentation was made in April of 2013 to the Board of Selectmen and the Reading Housing Authority. The report recommends a significant restructuring of the Town's AHTF efforts. The Board of Selectmen considered these recommendations, but decided against any changes. Therefore, the current recommendation is to adopt the AHTF Allocation Plan as shown below as the framework for the use of Affordable Housing Trust Fund in FY 2016.

Note that Reading as lead community is part of a regional effort (along with North Reading, Wilmington and Saugus) to share a Regional Housing Services Office (RHSO). The RHSO monitors and administers affordable housing requirements including tracking and updating the Subsidized Housing Inventory (SHI) as well as maintaining ready buyer and ready renter lists.

**Affordable Housing Trust Fund Allocation Plan  
FY 2016**

Pursuant to Article 18 of the 2015 Annual Town Meeting, an Affordable Housing Trust Fund Allocation Plan for the Fiscal Year 2016 in accordance with the provisions of Chapter 140 of the Acts of 2001 is as follows:

Available Balance – <u>Unrestricted Funds</u> :	\$260,720.85
Available Balance – <u>Restricted Funds</u>	\$ 0

Unrestricted funds shall be used for the following purposes:

5% up to a maximum of \$10,000	for administration of Affordable Housing
Remainder	for constructing affordable housing (including loan and grant programs); or for maintaining and improving affordability of existing housing stock; or for the purchase of existing housing stock to add it to or maintain it as a part of the existing affordable housing inventory

**Finance Committee Report:** The Finance Committee recommends this Article by a vote of xx at their meeting on March 25, 2015.

**Bylaw Committee Report:** No report.

⑦ **ARTICLE 19** To see if the Town will vote to authorize revolving funds for certain Town Departments under Section 53E ½ of Chapter 44 of the *Massachusetts General Laws* for the

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fiscal year beginning July 1, 2015 with the receipts, as specified, credited to each fund; the purposes, as listed, for which each fund may be spent, the maximum amount that may be spent from each fund for the fiscal year, and the disposition of the balance of each fund at fiscal year end.

Revolving Account	Spending Authority	Revenue Source	Allowed Expenses	Expenditure Limits	Year End Balance
Conservation Commission Consulting Fees	Conservation Commission	Fees as provided for in Reading General Bylaws Section 5.7, Wetlands Protection	Consulting and engineering services for the review of designs and engineering work for the protection of wetlands.	\$25,000	Available for expenditure next year
Inspection Revolving Fund	Town Manager	Building, Plumbing, Wiring, Gas and other permits for the Oaktree, Addison-Wesley/Pearson and Johnson Woods developments	Legal, oversight and inspection, plan review, initial property appraisals and appeals, <b>Public Services</b> general management, curb sidewalks and pedestrian safety improvements, records archiving and other project related costs.	\$200,000	Available for expenditure next year
Public Health Clinics and Services	Board of Health	Clinic fees, charges and third party reimbursements	Materials and costs associated with clinics and public health programs	\$25,000	Available for expenditure next year
Library Materials Replacement	Library Director and Trustees	Charges for lost or damaged Library materials	Acquire Library materials to replace lost or damaged items	\$15,000	Available for expenditure next year
Mattera Cabin Operating	Recreation Administrator	Rental Fees	Utilities and all other maintenance and operating expenses	\$10,000	Available for expenditure next year
Town Forest	Director of Public Works upon the recommendation of the Town Forest Committee	Sale of timber; fees for use of the Town Forest	Planning and Improvements to the Town Forest	\$10,000	Available for expenditure next year

or take any other action with respect thereto.

Board of Selectmen

**Background:** The revolving funds established in this article are subject to annual renewal by Town Meeting.

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- **Conservation Consulting Revolving Fund** - These funds are used to receive payments from applicants, hire expert consultants where required, and return the balance to the applicant. There was no activity in the Conservation Consulting Revolving Fund during Fiscal Year 2015. The balance as of March 7, 2015 remains at \$0.
- **Inspections Revolving Fund** - Beginning in 2004, Town Meeting approved the Inspections Revolving Funds as a way to deposit building and other permit fees from three large projects (the Oaktree, Pulte Homes and Johnson Woods developments). During the year under the direction of the Town Manager these funds are allowed to be used directly for purposes of plan review, inspections, legal expenses, initial property value appraisal and appeals, and general management of the Public Services operations related to three developments as well as for the construction of curbs, sidewalks and pedestrian safety improvements and records archiving and management. The balance available as of March 7, 2015 in this fund is \$782,110, and of that total \$60,000 is proposed by the Town Manager to be used to help offset some of these related activities in the FY16 Public Services budget, as has been the case for several years and is planned for a few more years. This year the Town Manager is requesting that Town Meeting authorize the remainder of the \$200,000 annual spending limit (or \$140,000) to be used under Article 5 to help offset the snow & ice removal deficit during the current year. Note that while the Town Manager is subject to the spending restrictions above, Town Meeting may vote to spend these funds 'for any lawful purpose'.
- **Health Clinic Revolving Fund** - The Reading Health Division contracts for third party payments for a number of immunizations. The funds are used to augment the influenza vaccine supply from the State Department of Public Health to insure vaccine for the homebound clients and first responders. The Division also uses these funds for materials for other screening clinics. Clinic client fees are also deposited into this fund to offset vaccine and clinical supply costs. The balance available as of March 7, 2015 this fund is \$60,584. The State has been cutting back on the free flu and other vaccines to be distributed to cities and towns, and the Town therefore needs to purchase extra doses. The necessary amounts used for clinic vaccine, supplies and staff salaries related to the clinics each year directly from the revolving fund is therefore approximately \$25,000.
- **Library Materials Replacement Fund** – During the course of a year, the Library recovers funds from patrons who have lost or damaged books or other materials. Previously, those funds went into the Town's General Fund and at the end of the year went into Free Cash. Once this Revolving Fund was adopted (beginning in FY 2010), those funds recovered from patrons for lost or damaged materials were available directly to the Library for expenditure to purchase replacement materials and processing supplies. The balance available as of March 7, 2015 in this fund is \$8,316.
- **Mattera Cabin Operating Fund** – The log cabin on the Mattera conservation land was purchased several years ago, and was renovated by the Vocational School. Some of the use is revenue generating, and it is anticipated that over time the site will generate enough funding to pay the operating costs of the cabin – primarily utilities. This Article allows those revenues that are generated to be used directly for the operating expenses of the cabin. The balance available as of March 7, 2015 in this fund is \$1,533.
- **Town Forest Revolving Fund** was created in 2011. The purpose is to allow revenues from controlled timber harvesting and permit fees to then be spent by the DPW Director upon the

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recommendation of the Town Forest Committee, on improvements to the Town Forest, including planning efforts. The Town Forest Committee has had a forest stewardship plan created (through a grant) to make recommendations on forest management including controlled timber harvesting. The balance available as of March 7, 2015 in this fund is \$0. It is anticipated that timber harvesting on a limited basis could begin at any time, and therefore there will be future proceeds which can be used for the purposes of the revolving fund.

**Finance Committee Report:** The Finance Committee recommends this Article by a vote of xx at their meeting on March 25, 2015.

**Bylaw Committee Report:** No report.

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**ARTICLE 20** To see if the Town will vote to determine how much money the Town will appropriate by borrowing, or from the tax levy, or transfer from available funds, or otherwise, for the operation of the Town and its government for Fiscal Year 2016 - beginning July 1, 2015, or take any other action with respect thereto.

Finance Committee

**Background:** Please see the **Yellow Pages** of this document for full details of the FY 2016 budget.

**Finance Committee Report:** Please see the **Yellow Pages – Spending Scorecard** of this document for the votes by the Finance Committee for line items in the FY 2016 budget. The Finance Committee recommends the subject matter of Article 20 as explained by these votes at their meeting on March 25, 2015.

**Bylaw Committee Report:** No report.

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**ARTICLE 21** To see what sum the Town will vote to appropriate by borrowing, whether in anticipation of reimbursement from the State under Section 6 of Chapter 44 of the *Massachusetts General Laws*, or pursuant to any other enabling authority or from the tax levy, or transfer from available funds, or otherwise, for highway projects in accordance with Chapter 90 of the *Massachusetts General Laws*, or take any other action with respect thereto.

Board of Selectmen

**Background:** Incoming Governor Charles Baker released an additional \$100 million in funding that the legislature had already approved for Chapter 90 (local road repairs), bringing the FY15 total to \$300 million or a bit over \$900,000 for Reading. However the Governor recently filed for a total of only \$200 million for FY16, bringing the local share back down to about \$600,000. The motion made at Town Meeting will be to accept the Chapter 90 state assistance at whatever level is ultimately available, a trend in other communities in order to avoid this volatility.

**Finance Committee Report:** The Finance Committee recommends this Article by a vote of xx at their meeting on March 25, 2015.

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**Bylaw Committee Report:** No report.

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**ARTICLE 22** To see if the Town will vote, pursuant to Section 2-6 of the Reading Home Rule Charter, to declare the seats of certain Town Meeting Members to be vacant and remove certain described persons from their position as Town Meeting Members for failure to take the oath of office within 30 days following the notice of election or for failure to attend one-half or more of the Town Meeting sessions during the previous year, or take any other action with respect thereto.

Board of Selectmen

**Background:** The Reading Home Rule Charter provides for the removal by Town Meeting of Town Meeting Members who did not attend at least half of the Town Meeting sessions during the previous year. There have been a total of six Town Meeting sessions and a total of 13 nights to attend, and there are 19 members who meet the criteria for removal, as listed below.

The remaining Town Meeting Members from Precincts 2, 3, 4, 6, 7 and 8 will be asked to meet in a caucus before this Article is taken up, and to evaluate the particular circumstances of each of these situations for the listed Town Meeting members within their precinct. The affected precincts will then make a recommendation to Town Meeting as to whether the member should be removed.

Precinct	First Name	MI	Last Name	Term Ends	Total Attended
2	Denise	M	Benard	2016	3
2	Walter	J	Carroll	2017	4
2	Peter	C	Coumounduros	2015	4
2	Marcia	Nigro	Dresser	2015	5
2	Carol		Sampson	2017	0
2	George		Snow	2015	5
3	Norman	W	Blanchard	2015	0
3	Michael		Giglio	2016	0
3	Lawrence	A	Hurley	2015	2
3	Michael	J	McDade	2015	5
3	Joseph	P	Westerman	2015	4
4	Stephen	A	Goldy	2015	2
4	Andrew	W	Grimes	2015	2
6	Keith	J	Driscoll	2015	2
6	Kenneth	Mathew	Lafferty	2016	2
6	John	M	Miles	2016	3
6	Lori Ann		Russo	2016	0
7	Jesse	M	Downing	2015	2
8	Kristjan	Arni	Asgeirsson	2015	4

**Finance Committee Report:** No report.

**Bylaw Committee Report:** No report.

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and you are directed to serve this Warrant by posting an attested copy thereof in at least one (1) public place in each precinct of the Town not less than fourteen (14) days prior to April 27, 2015, or providing in a manner such as electronic submission, holding for pickup or mailing, an attested copy of said Warrant to each Town Meeting Member.

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

Given under our hands this \_\_\_<sup>th</sup> day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
John Arena, Chairman

\_\_\_\_\_  
Marsie K. West , Vice Chairman

\_\_\_\_\_  
Daniel Ensminger, Secretary

\_\_\_\_\_  
John R. Halsey

\_\_\_\_\_  
Kevin Sexton

SELECTMEN OF READING

\_\_\_\_\_  
, Constable

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