



Town of Reading Meeting Posting with Agenda

RECEIVED
TOWN CLERK
READING, MASS.

Board - Committee - Commission - Council:

Board of Selectmen

2015 JUL 16 P 1:21

Date: 2015-07-21

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 Daniel Ensminger

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 – Barry Berman 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**
 - a. Americans with Disabilities Act Day 7:20
 - b. Certificates of Appreciation for Retiring Volunteers Who Served Five Years or More
 - 4) **Personnel & Appointments 7:25**
 - a. Climate Advisory Committee
 - b. Cultural Council
 - c. Fall Street Faire Committee
 - d. Human Relations Advisory Committee
 - e. Historic District Commission
 - f. Trails Committee
 - 5) **Discussion/Action Items**
 - a. Election Machine Demonstration 7:30
 - b. Vacate Final Judgement in Tax Lien – 216 Summer Avenue 7:35
 - c. Temporary Internal Borrowing Authority – Birch Meadow 7:40
Lighting Project, Reconstruction of water services and water distribution system improvements
 - d. Technology Division Presentation 7:45
 - e. Reading 2020 & Town Manager Goals: 8:45
FY15 Review and FY16 Look Ahead

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

- 6) **Approval of Minutes**
 - a. June 23, 2015
- 7) **Licenses, Permits and Approvals**
- 8) **Executive Session**
- 9) **Correspondence**
 - copy a. Correspondence from Barbara Crosby to the Town Manager regarding the Reading Townhouse Development 40B at 364 Lowell Street
 - copy b. Email from Jill Reddish at FiOS TV re: channel changes
 - copy c. Correspondence from Robert W. LeLacheur to the Wilmington Board of Selectmen re: Mutual Aid
 - copy d. Correspondence from Robert W. LeLacheur to the North Reading Board of Selectmen re: Mutual Aid
 - copy e. Email from Assistant Town Manager Jean Delios to Town Manager Robert LeLacheur re: Economic Development Roundtable Discussions

DRAFT - BOARD OF SELECTMEN AGENDAS			
2015			2015
<i>7/16/2015</i>		Staff	Estimated
	July 18, 2015	WEEKEND WORKSHOP	8:00am
	Reading 2020 Groups	LeLacheur	
	July 21, 2015		
Office Hour	Barry Berman		6:30
Proclamation	ADA Day		
Certificates	Certificates of Appreciation for retiring volunteers who served 5 years or more	Ensminger	7:20
Appointments	Trails Committee, Fall Street Faire Committee, Climate Advisory Committee, Human Relations Advisory Committee, Cultural Council, Historic District Commission	VASC	7:25
	Election machine demonstration	Gemme	7:30
	Vacate Final Judgement in tax lien - 216 Summer Avenue	LeLacheur	7:35
	Temporary Internal Borrowing Authority - Birch Meadow lighting project, reconstruction of water services and water distribution improvements	LeLacheur	7:40
	Technology Division presentation	Furilla	7:45
	Reading 2020 & Town Manager Goals: FY15 review and FY16 look ahead	LeLacheur	8:45
	August 11, 2015		
Office Hour	John Arena		6:30
	Presentation on Nicotine, E-Cigarettes and Vaping Products		7:30
	September 1, 2015		
Office Hour	John Halsey		6:30
	Vote to discontinue old Accuvote machines and approve the new voting machines		7:30
	Discussion about moving local election to March 1, 2016 and combining it with the State Presidential Primary		7:40

	September 5, 2015	WEEKEND WORKSHOP	8:00am
	Reading 2020 Groups	LeLacheur	
	September 15, 2015		
	October 6, 2015		
Office Hour	Kevin Sexton		6:30
	October 20, 2015		
	November 3, 2015		
Office Hour			6:30
	Town Meeting November 9, 2015	Monday	
	Town Meeting November 12, 2015	Thursday	
	Town Meeting November 16, 2015	Monday	
	November 17, 2015		
	Liquor License Renewals		
	December 1, 2015		
Office Hour			6:30
	December 15, 2015		
	Approve Licenses - non-alcohol		
Future Agendas			
	Joint Meeting with RMLD Commissioners		
	Joint Meeting with School Committee		
	Multi Board/Committee Summit		
	Reading 2020 Community Meeting		
	Downtown Parking		
	Strout Avenue Master Plan		
Recurring Items			
	Close Warrants	by Sep 23/Nov	
		by Mar 3/April	
	Review BOS/TM Goals	Mar-July-Dec	Tri-ann
	Review Customer Service survey results	Feb & Aug	Semi-ann
	Review Regionalization efforts		as needed
	Discontinue/New voting machines		
	Appointments of BCCs	June	Annual
	Approve Classification & Compensation	June	Annual
	Appoint Town Counsel	June	Annual
	Tax Classification Hearing	October	Annual
	Approve licenses	December	Annual

Reports to BOS	Town Accountant Report		Qtrly
	RCTV members Report		Semi-ann
	CAB (RMLD) member Report		Semi-ann
	MAPC member Report		Semi-ann
	BOS Appointed Boards, Committees & Commissions	NEW	Annual
	Reading Housing Authority Report		Annual
	Reading Ice Arena Report		Annual

PROCLAMATION
AMERICANS WITH DISABILITIES ACT DAY

Whereas, July 26, 2015 marks the 25th anniversary of the signing of the Americans with Disabilities Act (ADA); and

Whereas, The Town of Reading celebrates the contributions that people with disabilities have made and continue to make, and the Town renews its commitment to upholding the nondiscrimination principles of the ADA; and

Whereas, Many organizations locally, regionally and nationally work tirelessly to support citizens with disabilities, and those organizations deserve the recognition, respect, and support of their communities for their service.

Now, therefore, we, The Board of Selectmen of the Town of Reading, Massachusetts do hereby proclaim **July 26, 2015** as **Americans with Disabilities Act Day** in the Town of Reading and urge all citizens support the efforts of the Independent Living Center of the North Shore and Cape Ann, Inc., which is the voice of all persons with disabilities and their families. This proclamation is an acknowledgement of the rights of all persons with disabilities under the ADA and their daily activities, struggles and triumphs here in the Town of Reading.

THE BOARD OF SELECTMEN



INDEPENDENT LIVING CENTER of the North Shore and Cape Ann, Inc.

27 CONGRESS STREET, SUITE 107 • SALEM, MA 01970
(978) 741-0077 v/TTY • TOLL FREE: (888) 751-0077 v/TTY
FAX: (978) 741-1133 • WEB ADDRESS: www.ilcnscsa.org

Member: Aging & Disability Resource Consortium of the Greater North Shore

SERVING:

Beverly 6/1/2015

Danvers

Essex

Gloucester

Hamilton

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Lynn

Lynnfield

Manchester
By-The-Sea

Marblehead

Melrose

Middleton

Nahant

North Reading

Peabody

Reading

Rockport

Rowley

Salem

Saugus

Stoneham

Swampscott

Topsfield

Wakefield

Wenham

Dear Town Manager Lelacheur,

July 26, 2015 marks the Twenty-fifth anniversary of the signing of the Americans with Disabilities Act (ADA). To commemorate this anniversary, the Independent Living Center of the North Shore and Cape Ann, Inc. (ILCNCSA) requests that the Town of Reading proclaim July 26, 2015 as "ADA Day". The ILCNSCA will designate one of our employees, and perhaps a Board Member, to visit Reading to receive this proclamation and we will send a press release to the local press in order to further publicize your issuing of this important proclamation.

If you can honor this request please contact me, at (978) 741-0077 x 140 to arrange a location, date and time for this proclamation issuance event. If possible, we would like to have the issuance event before or during the week of July 20-24, 2015. If you cannot arrange to issue your proclamation to ILCNSCA directly, you may send it by mail to Mary Margaret Moore, Executive Director, at the address above.

For your convenience, I have enclosed a sample proclamation that you may adapt for your municipality. If you have any questions or need further information, please contact me at (978) 741-0077 x 140, by fax at (978) 741-1133 or by email at smcduff@ilcnscsa.org. Thank you.

Yours truly,

Shawn McDuff
Deputy Director

CC: Mary Margaret Moore, Executive Director; Midge Dawicki, Board President, ILCNSCA; File

Enclosure: Proclamation sample

Retiring Volunteers with 5 Years or More Service

<u>Volunteer</u>	<u># of years</u>	<u>B/C/C</u>
Barbara Meade	14 years	Board of Health
David Singer	12 years	Board of Health
Ronald O'Keefe	9 years	Bylaw Committee
Erica Lynne Deane	6 years	Council on Aging
Maria Higgins	5 years	Economic Development Committee
Meghan Young	9 years	Economic Development Committee
George A. Rio	7 years	Economic Development Committee
John Russell	9 years	Economic Development Committee
Karen Flammia	15 years	Housing Authority
Monique Pillow	7 years	Human Relations Advisory Comm.
Gnanaratnam		

Consider Vote to Vacate Final Judgment Entered in tax Lien Foreclosure Case Town of Reading v. Priscilla R. Norton, Case No. 13 TL 147022

As provided under MGL Chapter 60, Section 69,

I _____ hereby move to vacate the final judgment entered on May 7, 2014 in tax lien foreclosure case Town of Reading v. Priscilla R. Norton, Case No. 13 TL 147022 covering the property located at 216 Summer Avenue, Reading, MA, Assessors' Map 15, Lot 226 upon payment by **PRISCILLA R. TROUTMAN** on or before **JULY 31, 2015** of all amounts due to redeem the tax taking covering the property, which include, but are not limited to, taxes and interest to the date of payment, all charges and fees associated with the foreclosure case and any costs incurred by the Town in the care, custody and control of the property after the entry of the judgment.

ADVANCE OF FUNDS IN LIEU OF BORROWING REPORT

City/Town/District of Town of Reading, Massachusetts

Purpose of Issue Birch Meadow Field Lighting

Authorization Special Town Meeting 04/27/15 Article 4
(Date and article of town meeting vote and M.G.L. citation)

Grant Number [Redacted]
(If applicable)

A. Amount of Loan Authorized			\$	1,000,000
Computation of Limit on <u>Total</u> of Advances:				
B. Unappropriated Free Cash	06/30/14	\$	5,806,765	
C. Stabilization Fund	06/30/14	\$	1,552,950	
D. 1% of FY <u>16</u> Budget		\$	866,175	
E. Greatest of line B, C or D		\$	5,806,765	
F. Other Advances Outstanding		\$	-	
G. Remaining Limit (line E less line F)		\$	5,806,765	
H. Amount to be Advanced - This Issue (not to exceed line G)		\$	1,000,000	

Date of Advance: July 21, 2015

[Signature]
Treasurer

Approved: _____

Mayor or City Manager; Majority of Selectmen or Commissioners

Please send 1st Copy to: **Accountant or Auditor**

See IGR #92-105 for instructions and accounting procedures

Date of Repayment to General Fund: _____

Accountant / Auditor

Please send 2nd Copy to: **Division of Local Services
Public Finance Section
PO Box 9569
Boston MA 02114-9569**

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ADVANCE OF FUNDS IN LIEU OF BORROWING REPORT

City/Town/District of Town of Reading, Massachusetts

Purpose of Issue Water Distribution System improvements (Town debt)

Authorization Annual Town Meeting 04/22/2013 Article 16
(Date and article of town meeting vote and M.G.L. citation)

Grant Number [Redacted]
(If applicable)

A. Amount of Loan Authorized			\$	265,000
Computation of Limit on <u>Total</u> of Advances:				
B. Unappropriated Free Cash	06/30/14	\$	5,806,765	
C. Stabilization Fund	06/30/14	\$	1,552,950	
D. 1% of FY <u>16</u> Budget		\$	866,175	
E. Greatest of line B, C or D		\$	5,806,765	
F. Other Advances Outstanding		\$	1,235,000	
G. Remaining Limit (line E less line F)		\$	4,571,765	
H. Amount to be Advanced - This Issue (not to exceed line G)		\$	265,000	

Date of Advance: July 21, 2015

[Signature]
Treasurer

Approved: _____

Mayor or City Manager; Majority of Selectmen or Commissioners

Please send 1st Copy to: **Accountant or Auditor**

See IGR #92-105 for instructions and accounting procedures

Date of Repayment to General Fund: _____

Accountant / Auditor

Please send 2nd Copy to: **Division of Local Services
Public Finance Section
PO Box 9569
Boston MA 02114-9569**

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ADVANCE OF FUNDS IN LIEU OF BORROWING REPORT

City/Town/District of Town of Reading, Massachusetts

Purpose of Issue Reconstructing water services (MWRA LWSAP non-interest loan program)

Authorization Subsequent Town Meeting 11/08/2010 Article 7
(Date and article of town meeting vote and M.G.L. citation)

Grant Number [Redacted]
(If applicable)

A. Amount of Loan Authorized			\$	235,000
Computation of Limit on <u>Total</u> of Advances:				
B. Unappropriated Free Cash	06/30/14	\$	5,806,765	
C. Stabilization Fund	06/30/14	\$	1,552,950	
D. 1% of FY <u>16</u> Budget		\$	866,175	
E. Greatest of line B, C or D		\$	5,806,765	
F. Other Advances Outstanding		\$	1,000,000	
G. Remaining Limit (line E less line F)		\$	4,806,765	
H. Amount to be Advanced - This Issue (not to exceed line G)		\$	235,000	

Date of Advance: July 21, 2015

Garrey J. Heffernan
Treasurer

Approved: _____

Mayor or City Manager; Majority of Selectmen or Commissioners

Please send 1st Copy to: **Accountant or Auditor**

See IGR #92-105 for instructions and accounting procedures

Date of Repayment to General Fund: _____

Accountant / Auditor

Please send 2nd Copy to: **Division of Local Services
Public Finance Section
PO Box 9569
Boston MA 02114-9569**

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Town of Reading Meeting Minutes

Board - Committee - Commission - Council:

Board of Selectmen

Date: 2015-06-23

Time: 7:00 PM

Building: Reading Town Hall

Location: Selectmen Meeting Room

Address: 16 Lowell Street

Purpose: General Business

Attendees: **Members - Present:**

Chairman Daniel Ensminger, Vice Chairman John Halsey, Secretary Kevin Sexton, John Arena and Barry Berman

Members - Not Present:

Others Present:

Town Manager Robert LeLacheur, Kathi and Stephen Crook, Catie Robertson, Philip Rushworth, Marcel Dubois, Ruth Urell, John Carpenter, Paula Schena

Minutes Respectfully Submitted By: Secretary Kevin Sexton

Topics of Discussion:

Reports and Comments

Selectmen's Liaison Reports and Comments – Kevin Sexton noted that the Volunteer Appointment Subcommittee (him and John Halsey) met and interviewed quite a few applicants. Three were not present so they will be deferred until July. There are still some unfilled vacancies. The Chairman of the Conservation Commission has asked that the new member's term begin June 23 so he can participate in their meeting tomorrow night. The Firearm Safety Committee met for third time last night. Town Counsel did not like the way the bylaw is set up – he feels it was poorly written. The committee decided to go with one option that Town Counsel recommended with a few revisions. They have set two more meetings.

Barry Berman asked about the Permanent Building Committee and the Town Manager noted we only have four applicants and that is not enough. Barry Berman noted he attended the Economic Development Committee meeting and they were choosing applicants who applied for signage funding. He also attended the Fall Street Faire Committee meeting and they are working full force.

Barry Berman noted he attended the MAPC workshop on Economic Development and he was intrigued with the proposal for behind the RMLD. Kevin Sexton asked if they showed more commercial space and Barry Berman indicated they did kind of a mixed use. John Halsey suggested using a different facility/venue next time. The Town Manager noted that most of the people who attended were not the traditional group. John Arena asked why we drew a different crowd and John Halsey noted it was advertised on social media. John Halsey also noted that Jessie Wilson did a presentation at the senior lunch and they were very interested. It was a good discussion regarding housing, parking and many other things.

Public Comment – Bill Brown noted that the two Cemetery Trustees for the Building Committee are only for the Cemetery Garage project.

Town Manager's Report – The Town Manager noted that the Town Election will be in April. The State primary has not been set yet though he heard it may be in February. He and Daniel Ensminger had lunch with Town Counsel last week. Matt Kraunelis wants to meet with each Selectman and there will be a technology update in August. The Town Manager noted he will speak with Bunratty's regarding having to have a full food service and the issue of discriminating against children.

Daniel Ensminger noted that there seems to be work ongoing on Salem Street for the pedestrian signal. He asked if there has been a resolution to the Oakland Road paper streets and he requested that second water meters be put on an agenda. The Town Manager noted he will look into the paper street issue.

Discussion/Action Items

Approve Sale of BANS – The Town Manager noted this is to borrow for one year for two school projects – the retaining wall and the portable classrooms and a piece of a water project. He noted that the Town and facilities are running into costs that we can't afford. Contractors are not bidding so projects won't be done. There seems to be a shortage of contractors. Barry Berman asked if we should bundle some projects and the Town Manager noted that Killam was unique. We can do others internally but we need to plan ahead. John Arena asked if any others came in way off and the Town Manager noted that two sewer stations bundled came in way off – we budgeted \$750,000 and the bid came in at \$1.2 million. We need to restructure the Capital Plan.

Sexton moved and Arena seconded that the Board of Selectmen approve the sale of a \$2,365,000 0.75 percent General Obligation Bond Anticipation Note (the "Note") of the Town dated June 29, 2015, and payable June 29, 2016, to Century Bank and Trust Company at par, plus a premium of \$6,859.00.

Further Voted: that in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated June 5, 2015, and a final Official Statement dated June 17, 2015, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Town Treasurer and the Board of Selectmen be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Notes for the benefit of the holders of the Notes from time to time.

Further Voted: that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures in such form as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Notes.

Further Voted: that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes. The motion was approved by a vote of 5-0-0.

602

Approve Regional Health Agreement with Melrose (Senior Health Inspector) – The Town Manager noted this is a scaled back version of the agreement for the Senior Health Inspector. This person does the restaurant inspections. Melrose has approved the first reading of this. Barry Berman asked how the time gets allocated and the Town Manager noted that is on Appendix A which the City of Melrose has not approved yet. Barry Berman noted the contract doesn't stipulate recourse if we are not happy and the Town Manager noted he meets monthly with the Mayor of Melrose and a lot is based on trust. They talk through any problems. He noted that we will never find a perfect regional agreement.

A motion by Sexton seconded by Arena that the Board of Selectmen approve the Inter-Municipal Agreement between the City of Melrose and the Town of Reading for shared public health services for the incumbent Melrose Senior Health Inspector was approved by a vote of 5-0-0.

Hearing – Approve FY16 Non-Union Classification and Compensation Plans – The Secretary read the hearing notice. The Town Manager noted that the Classification Plan has no proposed grade changes but a lot of name changes. The Social Worker is now the RCASA Outreach Coordinator, the RCASA Program Coordinator has been renamed, the Treasurer Collector and Town Accountant have title changes, the Assistant Fire Chief has been added and four employees have joined a union so they will be removed from the plan.

Barry Berman asked if this is the same format as previous and the Town Manager noted that it is – 10% between grades and 12 steps in each. Barry Berman asked if the Appraiser would be in a different grade elsewhere and the Town Manager noted that we do internal grading, financial analyst of structural pay and market pay.

The Town Manager noted that there are two compensation plans in the packet. One is 1% COLA and the other is 1.50% COLA. The CPI is approximately 1.50% COLA. He has set aside \$55,000 in funding so if it is approved every non-union employee will get 1.50%. We will need to add approximately \$100,000 per year to get up to speed with other towns.

Barry Berman asked if we are seeing a runoff of talent and the Town Manager noted we are having a hard time replacing people at the same rate of pay. He can't say if we are losing because of pay but he feels it is a problem and the schools do too. He is requesting approval of the 1.5% plan.

A motion by Arena seconded by Sexton to close the hearing to approve the FY16 Non-Union Compensation and Classification Plans was approved by a vote of 5-0-0.

A motion by Sexton seconded by Arena that the Board of Selectmen approve the FY16 Non-Union Classification Plan and the FY16 Non-Union Compensation Plan that includes the 1.50% increase from FY15 was approved by a vote of 5-0-0.

RCTV Members Report – Kevin Walsh noted he was the Board of Selectmen rep on the committee. He also noted that Kathy Crook, President of RCTV Board of Directors, Marcel Dubois, Phil Rushworth, Katie Walsh and John Carpenter were present. Kevin Walsh noted that the Board gave an update to the Selectmen in October 2013. He noted that anybody can be a member and participate. They have done seven shows for Elder Services.

Kathy Crook noted that they have a street faire group to plan for the faire this year. They cover the candidate nights, covered very long elections, Reading Tales. In addition they do a workshop in the summer for acting and behind the scenes. They brought a lot of kids into the mix from RMHS and the middle schools. They had six teams. She noted that everything is produced in HD and by the end of the summer the Conference Room and School will be HD.

6a3

John Arena noted the audio track leaves a lot to be desired. Kevin Walsh noted that audio issues are a big deal and they are continually working on it.

Daniel Ensminger noted that the RCTV Schedule shows the Selectmen meeting every Tuesday night, but they don't meet every Tuesday. Kathy Crook noted that they have sent letters to Verizon and Comcast to display their schedule but Verizon said it is not in the contract. John Arena also noted that the events are not listed alphabetically.

The Town Manager noted that the schools are super happy with the coverage of the school meetings but they are not happy that you are not physically at the school to work with the kids.

John Arena noted that RCTV is doing well financially and asked how they spend the money. It was noted the money is spent on the rent liability fund and property maintenance.

John Halsey asked if they have corporate membership and Kathy Crook noted yes. The PR game show will need sponsors and that will air local businesses.

Appointment of Board, Committee and Commissions – John Halsey noted that not all people were available for an interview so they will be interviewed in July.

The Town Manager noted that the Town Forest is at the maximum number of Associates (3) and all Associates are in a holding pattern until we hear from the Attorney General.

John Arena asked when the Board will have a substitute discussion and the Town Manager indicated nothing will be done until the Attorney General approves it.

A motion by Sexton seconded by Berman that the Board of Selectmen accept the recommendation of the Volunteer Appointment Subcommittee as follows:

<u>Position</u>	<u>Appointment</u>	<u>Term ending</u>
Audit Committee	Stephen Herrick	6-30-18
Board of Appeals	Robert Redfern David Traniello	6-30-18 6-30-18
Board of Cemetery Trustees	William Brown Mary Vincent	6-30-18 6-30-18
Board of Health	Elizabeth Shurland Nancy Docktor	6-30-18 6-30-16
Board of Registrars	Gloria Hulse	6-30-18
Celebration Committee	Kurt Habel	6-30-18

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Climate Advisory Committee	Joan Boegel	6-30-18
	Ray Porter	6-30-18
Climate Adv. Com. (Associates)	Michele Benson	6-30-16
	Gina Snyder	6-30-16

Commissioners of Trust Funds	Neil Cohen	6-30-18
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The motion was approved by a vote of 5-0-0.

A motion by Ensminger seconded by Arena that the Board of Selectmen accept the recommendation of the Volunteer Appointment Subcommittee as follows:

Conservation Commission	Brian Sullivan	6-30-18
	Michael Flynn	6-30-18 (effective 6/23)

Constable	Thomas Freeman	6-30-18
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Community Planning & Development Commission	Jeffrey Hansen	6-30-18
CPDC (Associate)	George Katsoufis	6-30-16

Council on Aging	Thomas Procopio	6-30-18
	Marilyn Shapleigh	6-30-18
	Margaret Havey	6-30-18
	Joyln Ek	6-30-18
Council on Aging (Associate)	Pooja Parsons	6-30-16
	Cara Leonard	6-30-16

Cultural Council	Maryann Kozlowski	6-30-18
	Julie Barber	6-30-18
	Jane Soloway	6-30-18
	Nora Bucko	6-30-16

Economic Development Comm. EDC (Associates)	John Russell	6-30-16
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Fall Street Faire Committee	Brian Snell	6-30-18
Fall Street Faire Committee (Associate)	Allison Ullman	6-30-16

60-5

Historic District Commission	Priscilla Poehler	6-30-18
	Virginia Adams	6-30-18

Historical Commission	Sharlene Reynolds Santo	6-30-18
	Jonathan Barnes	6-30-16

Historical Commission (Associate)	Virginia Adams	6-30-16
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The motion was approved by a vote of 5-0-0.

A motion by Sexton seconded by Arena that the Board of Selectmen accept the recommendation of the Volunteer Appointment Subcommittee as follows:

Housing Authority	Richard Robbins	6-30-20
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Human Relation Adv. Com		
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RCTV Board of Directors	Kevin Walsh	6-30-18
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Recreation Committee	Daniel Foley	6-30-18
	Nancy Linn Swain	6-30-18

Recreation Committee (Associate)	Mary Ellen Stolecki	6-30-16
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Town Forest Committee	Richard Wetzler	6-30-18
	Kurt Habel	6-30-18

Town Forest Committee (Associates)	Nancy Docktor	6-30-16
	Michael Bourque	6-30-16
	Daniel Ford	6-30-16

Trails Committee	Thomas Gardiner	6-30-18
	Jean Jacobs	6-30-18

Trails Committee (Associate)	John Parsons	6-30-16
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The motion was approved by a vote of 5-0-0.

Hearing – Transfer of a Liquor License from Athens Liquor Inc. to Raksha Inc. d/b/a Square Liquors, 13 High Street – The Secretary read the hearing notice. The Town Manager noted that there is a letter from the Police Department saying okay.

626

Attorney Howard Rock indicated he represents Raksha Inc. Raksha is the sole owner and will obtain a loan from the bank and on her home and there will be a second loan when the inventory has been determined. Raksha is an employee of JK Market. She is TIPS trained and everyone who works for her will be TIPS certified. She will work 40 – 50 hours per week. The current owner will work 4 – 5 hours per day and she is also hiring one of his current employees. She plans on purchasing equipment to scan ID's.

John Arena asked if she has any financial interest in JK Market or Ricky's Liquor and it was noted she does not.

John Halsey asked if Raksha lived in Reading and it was noted she does. John Halsey asked if the corporation will have any other holdings other than the liquor store and it was noted it will not.

John Arena noted that this Board of Selectmen takes a very dim view of sale to minors and their focus is to keep alcohol out of the hands of minors. They have dealt harshly with this in the past.

John Halsey noted that Mrs. Patel was working in a liquor store with multiple violations and Mrs. Patel noted yes, she will keep an eye on that. John Halsey asked if the retaining employee is TIPS trained and it was noted he is.

A motion by Sexton seconded by Arena that the Board of Selectmen close the hearing on the transfer of the liquor license from Athens Liquor Inc. to Raksha Inc. was approved by a vote of 5-0-0.

A motion by Sexton seconded by Arena that the Board of Selectmen approve the transfer of the liquor license from Athens Liquor Inc. to Radsha Inc. d/b/a Square Liquors, 13 High Street subject to the following conditions:

All Bylaws, Rules and Regulations of the Town of Reading and of the Commonwealth of Massachusetts shall be followed, and subject to a satisfactory inspection of the establishment by the Town Manager or his designee was approved by a vote of 5-0-0.

The Board took a brief recess and resumed at 8:50 p.m.

Review Boards and Committees due to Sunset - Daniel Ensminger noted that they will discuss the five committees that are due to sunset on June 30, 2015.

John Arena noted that the basic sunset concept is a good idea. This is a time to reflect and determine if the purpose of the committee is to advise the Board of Selectmen and/or act on the Board's behalf. Some committees want a platform to communicate with the community, which may not be related to the Selectmen.

John Halsey noted that boards and committees need a mission. The Selectmen need to let the committees know what we want and determine if it is valuable to the Selectmen.

Barry Berman noted it is great that we have so many committees and he feels the committees will sunset themselves when there is no interest.

John Halsey noted that the recent staff reorganization in Public Services is working well, and improving board communication already. For example he cited recent "Rec staff" at the Senior Center. He also would be in favor of quarterly meetings with board Chairs and Vice Chairs.

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Climate Advisory Committee – Daniel Ensminger noted that the committee requested an additional two years.

John Halsey noted that we do hear from them regularly.

John Arena noted that they do tangible work that makes changes in Reading.

Daniel Ensminger noted that they are working on emergency preparedness i.e. power issues.

A motion by Sexton seconded by Halsey to extend the Climate Advisory Committee to June 30, 2017 was approved by a vote of 5-0-0.

Economic Development Committee – Daniel Ensminger noted that Jack Russell sent a memo on how to re-form the composition of this committee.

John Halsey noted that Jack Russell’s email was well thought out. He also noted that Jack often attends events. He recommends sunseting the committee and starting over.

Barry Berman noted that the committee needs to be refreshed and refocused. We don’t want to lose focus on existing businesses and the impact of new businesses on existing businesses.

Daniel Ensminger noted there are good points to keep some of their functions. The group could be split in two – inward focus and outward focus. Mr. Ensminger also noted that years ago the Industrial Group (for the landfill) got folded into the Community Planning and Development Commission.

John Halsey noted that the Selectmen need to take an active role and he also noted that staff time is at a premium.

Barry Berman noted that the Selectmen need to be the EDC for a while.

Kevin Sexton agreed with the consensus.

A motion by Sexton seconded by Arena to sunset the Economic Development Committee along with the Board of Selectmen thanks as of June 30, 2015 was approved by a vote of 5-0-0.

Fall Street Faire Committee – Daniel Ensminger noted that they requested three more Faires with a sunset date of December 31, 2017.

John Halsey noted that Brian Snell, the Chairman, indicated that they need Associates. He also noted that they requested that the Board dissolve them in 2017.

A motion by Sexton seconded by Arena to extend the Fall Street Faire Committee to December 31, 2017 was approved by a vote of 5-0-0.

Human Relations Advisory Committee – Daniel Ensminger noted that they are doing important work but wondered if their mission were aligned with town government? Perhaps they should fall under the School Department or the Reading Clergy Association.

John Arena noted that their passion is the best of intentions but he feels the Board of Selectmen has failed to assist them. He asked what their mission was. He suggested bringing them back in to chat about their mission to understand their relationship to the Selectmen.

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A motion by Sexton seconded by Arena to extend the Human Relations Advisory Committee to June 30, 2017 was approved by a vote of 5-0-0.

Trails Committee – Daniel Ensminger noted they do good work on grants.

A motion by Sexton seconded by Arena to extend the Trails Committee to June 30, 2018 was approved by a vote of 5-0-0.

Town Manager Evaluation Process – A committee consisting of Daniel Ensminger and Barry Berman was formed to conduct the process.

Approval of Minutes

A motion by Sexton seconded by Arena to approve the minutes of May 19, 2015 was approved by a vote of 5-0-0.

A motion by Sexton seconded by Arena to approve the minutes of June 2, 2015 was approved by a vote of 4-0-1 with Halsey abstaining.

A motion by Sexton seconded by Arena to approve the minutes of June 3, 2015 was approved by a vote of 3-0-2 with Arena and Sexton abstaining.

A motion by Sexton seconded by Arena to approve the Executive Session minutes of June 2, 2015 as written was approved on a roll call vote with Arena, Ensminger, Sexton and Berman voting in the affirmative and Halsey abstaining.

A motion by Sexton seconded by Halsey to adjourn the meeting at 10:20 p.m. was approved by a vote of 5-0-0.

Respectfully submitted,

Secretary

ba9

June 29, 2015

Robert W. LeLacheur, Jr.
Town Manager
Town of Reading
16 Lowell Street
Reading, MA 01867

Dear Mr. LeLacheur:

My wife and I would like to thank you for your letter to the state requesting that the application filed by Reading Townhouse Development 40B at 364 Lowell Street be rejected.

We were unaware that the project is moving forward as a 40B since this company has not notified us officially.

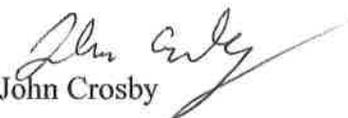
Our house is the original one on Dustin Road and is situated somewhat higher than other homes on this street. That being said, we have not had a water problem. If there is a wholesale removal of the trees on the lot, infiltration will become a problem for us as well as an increase in water for others on Dustin Road that already use sump pumps.

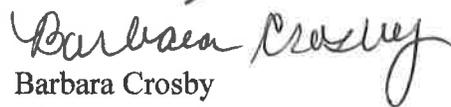
It is discouraging to think that we have no control of what a developer can force into a neighborhood under the guise of affordable housing and in the process destroy wetlands, disrupt water flow and remove trees. This development will decrease property values.

Neither of the projects that this company has come forward with belong in this neighborhood. Is this a strong arm tactic to allow them to build the larger homes they originally proposed?

We appreciate the efforts of everyone involved in this process and hope this 40B is rejected by the state.

Sincerely,


John Crosby


Barbara Crosby
16 Dustin Road
Reading, MA 01867

4 CBOS

Schena, Paula

From: LeLacheur, Bob
Sent: Monday, July 06, 2015 8:16 PM
To: Schena, Paula
Subject: FW: FiOS TV notice
Attachments: Customer Notice - Tennis Channel.pdf

For BOS packet

From: Reddish, Jill M [jill.m.reddish@verizon.com]
Sent: Monday, July 06, 2015 5:39 PM
To: Reddish, Jill M
Subject: FiOS TV notice

Dear Municipal Official,

This is to notify you of an upcoming change to FiOS® TV.

On or after October 1, 2015 the Tennis Channel will move from channels 303 SD/803 HD to channels 92 SD/592 HD. Verizon will notify affected subscribers of the above by means of bill message beginning on or around August 1, 2015. A sample customer notice is attached.

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

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

Sincerely,



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



FiOS® TV Channel Change

On or after October 1, 2015 the Tennis Channel will move from channels 303 SD/803 HD to channels 92 SD/592 HD.

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LCBOS



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

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

To: Wilmington Board of Selectmen
121 Glen Road
Wilmington, MA 01887

From: Robert W. LeLacheur, Jr. CFA *Bob*

Date: July 8, 2015

RE: Mutual Aid

CC: Jeffrey Hull, Wilmington Town Manager
Reading Board of Selectmen

Over the weekend of July 4th, our Building Inspector was injured and deemed unable to return to work for an extended period of time. Typically we have two backups, but as luck would have it both were unavailable during the week of July 6th, and we had some vital inspections and other related business to tend to.

I sent out a distress signal to area Managers and Mayors early on July 6th, and was quite happy – and not the least bit surprised – when Jeff Hull responded that Wilmington stood ready to help. The next day Al Spaulding came over for a few hours and our Building department did not miss a beat.

I have been involved with Reading town government as both a volunteer and employee for nearly twenty years. I am confident when I say that the sense of community among area cities and towns has never been stronger during those years, and you need look no further than Jeff Hull for the reason that is true in Wilmington. On behalf of the entire Town of Reading through both myself and our Board of Selectmen, please accept our thanks for the recent mutual aid and the ongoing great working relationship between our towns.

I would be remiss if I did not also thank Selectmen Lou Cimaglia in public, as I have done many, many times in private, for all the assistance he has given us in the area of Veterans Services over the years. Wilmington has a lot to be proud of, and there is no finer evidence than Jeff and Lou.

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4c B05



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

781-942-9043

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

To: North Reading Board of Selectmen
235 North Street
North Reading, MA 01864

From: Robert W. LeLacheur, Jr. CFA *RW*

Date: July 9, 2015

RE: Mutual Aid

CC: Michael Gilleberto, North Reading Town Administrator
Reading Board of Selectmen

Over the weekend of July 4th, our Building Inspector was injured and deemed unable to return to work for an extended period of time. Typically we have two backups, but as luck would have it both were unavailable during the week of July 6th, and we had some vital inspections and other related business to tend to.

I sent out a distress signal to area Managers and Mayors early on July 6th, and was quite happy when – while away on vacation – Mike Gilleberto responded that North Reading stood ready to help. Today Jim DeCola came over for a few hours and our Building department did not miss a beat.

I have been involved with Reading town government as both a volunteer and employee for nearly twenty years. I am confident when I say that the sense of community among area cities and towns has never been stronger during those years, and you need look no further than Mike Gilleberto for the reason that is true in North Reading. On behalf of the entire Town of Reading through both myself and our Board of Selectmen, please accept our thanks for the recent mutual aid and the ongoing great working relationship between our towns.

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Town of Reading
16 Lowell Street
Reading, MA 01867-2683

LCB03
JEAN DELIOS
Assistant Town Manager

Phone: (781) 942-6612
Fax: (781) 942-9071
jdelios@ci.reading.ma.us

MEMORANDUM

To: Robert W. LeLacheur, Jr.,
Town Manager

From: Jean Delios,
Assistant Town Manager

Date: July 9, 2015

Re: Economic Development Roundtable Discussions

On June 25, 2015 I participated in the Economic Development Roundtable Discussions hosted by the Commonwealth of Massachusetts, Executive Office of Housing and Economic Development (EOHED). EOHED Secretary Jay Ash led the discussion on emerging trends and best practices related to economic development.

The second half of the meeting involved the following breakout sessions: Preparing Communities for Success; Fostering a Culture of Innovation and Entrepreneurship; Sector Strategies; Competitiveness and Regulations; Talent Retention and Workforce Development; and Housing Development. I attended the session on preparing communities for success.

The debriefing that followed included some key economic development strategies including:

- Training for Board members
- Strategic Planning
- The EDSAT
- Lawrence Partnership as a successful model

There was considerable discussion about borrowing funds from the State for things like infrastructure programs. Secretary Ash commented on programs similar to the Industrial Revenue Bonds as maybe something that the State could take another look at.

At the conclusion of the meeting, Secretary Ash invited us to join him to discuss economic development. As one of a dozen or so people who stayed to meet with Secretary Ash I was appreciative of the opportunity to have a voice as the Commonwealth begins to develop their Economic Development Plan.

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