



Town of Reading Meeting Posting with Agenda

Board - Committee - Commission - Council:

Board of Selectmen

Date: 2015-09-15

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:

- 1) **Reports and Comments**
 - a. Selectmen's Liaison Reports and Comments
 - b. Public Comment
 - c. Town Manager's/Assistant Town Manager's Report
- 2) **Open Session for topics not reasonably anticipated 48 hours in advance of the meeting**
- 3) **Proclamations/Certificates of Appreciation**
- 4) **Personnel & Appointments**
- 5) **Discussion/Action Items**
 - a. 375th Celebration 7:20
 - b. Vote to discontinue old Accuvote machines and approve the new voting machines 7:30
 - c. Discussion about moving Local Election to March 1, 2016 and combining it with the State Presidential Primary 7:40
 - d. Hearing – Early Opening Request for Tread LLC, 6 Linden Street to open at 5:00 a.m. 7:55
 - e. Hearing – Private Road Acceptances – Causeway Road, Cory Lane, Dividence Road, Pond View, Roma Lane and Sailor Tom's Way 8:00
 - f. Close Warrant for November Town Meeting 9:00
- 6) **Approval of Minutes**
 - a. September 1, 2015
- 7) **Licenses, Permits and Approvals**
- 8) **Executive Session**
- 9) **Correspondence**
 - a. Email from Rita Robertson announcing her resignation from the Celebration Trust Committee

DRAFT - BOARD OF SELECTMEN AGENDAS			
2015			2015
<i>9/10/2015</i>		Staff	Estimated
	September 15, 2015		
	375th Celebration	Alan Foulds	7:20
	Vote to discontinue old Accuvote machines and approve the new voting machines	LeLacheur	7:30
	Discussion about moving local election to March 1, 2016 and combining it with the State Presidential Primary	LeLacheur	7:40
Public Hearing	Early Opening Request - Tread LLC	LeLacheur	7:55
Public Hearing	Private Road Acceptances	Zambouras	8:00
Public Hearing	Close Warrant for November Town Meeting	LeLacheur	9:00
	September 16, 2015	Coolidge MS	7:30
	Financial Forum with School Committee, Library Trustees and Finance Committee	FY16 budget	
	October 6, 2015		
Office Hour	Kevin Sexton		6:30
Public Hearing	Approve Classification & Compensation	LeLacheur	8:00
	Vote November Warrant Articles	LeLacheur	
	October 20, 2015		
	Town Accountant Quarterly Report	Angstrom	
	October 28, 2015	PSC	7:30
	Financial Forum with School Committee, Library Trustees and Finance Committee	FY17 budget	
	November 3, 2015		
Office Hour	Barry Berman		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		
	HOLD for MAPC		

	December 1, 2015		
Office Hour	Dan Ensminger		6:30
	HOLD for MAPC		
	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
	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



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

781-942-9043

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

To: Board of Selectmen
From: Robert W. LeLacheur, Jr. CFA
Date: September 10, 2015
RE: September 15th Agenda



Last Wednesday Army Sergeant Christopher Vars returned home, 65 years after being listed as MIA in North Korea. Thanks to Veteran's Agent Kevin Bohmiller, the North Reading FD and all town staff involved in honoring this homecoming.

Next week an initial informal planning committee for the 375th Anniversary consisting of Kathi Crook, Stephen Crook, Ace Foulds, Alan Foulds, Amanda Foulds, Catie Robertson, Phil Rushworth and Ben Pyke will be in to present three options for the Board to consider in advance of the celebration in 2019:

- (1) BOS create a committee;
- (2) BOS create committee of seven members, the committee appoints up to eight more members; or
- (3) Town Meeting Warrant Article: BOS 3 members; Town Moderator 3 members; SC on member; 8 at large members as needed.

If Town Meeting action is pursued I would suggest that happen no later than November 2016.

After that discussion Town Clerk Laura Gemme will be in to ask you to vote to discontinue the old Accuvote machines. Our procurement of new machines is scheduled to happen on 9/15 so we expect to also ask your approval, but in case this part is delayed we will be back at your next meeting. Your votes to discontinue and approve are a requirement in order for us to use the new machines at the next election.

Speaking of which, we will also ask you to consider moving the next scheduled local elections from April 5, 2016 to March 1, 2016 to coincide with the state presidential primary. We have done this in the past and I am in favor of this consolidation for a couple of reasons. First, attached will show a rough cost savings of \$8,000 (conservatively). At least as important though is to provide a convenience to the voters, the schools and our election workers. If such a change is made it is important to get that word out to the community as early as possible.

Next will be a Public Hearing from a request by Tread LLC to open their business at 5am. We have notified abutters and as have not yet heard any objections, nor do we have any objections from town staff.

Another Public Hearing will follow during which you will discuss private road acceptances. Since I had a conflict of interest, former Community Development Director Jessie Wilson led this effort for the past year with assistance from our engineering division. They identified six private roads that are ready for November 2015 Town Meeting, and then another several that might be ready for November 2016 Town Meeting. This first group, described below, will not propose to assess any costs to the residents. It is likely that any subsequent roads will involve costs, which will result in a few discussions between the Board and the affected residents as has happened in that past.

The six roads being proposed for public acceptance at November Town Meeting are: Causeway Road; Cory Lane; Dividence Road; Pondview Lane; Roma Lane and Sailor Tom's Way. Note that in some cases only a portion of these roads are included, as will be described to you on Tuesday night. We have invited all affected residents to attend the Public Hearing.

These six roads consist of two different circumstances. The first are four roads that went through the CPDC under the Subdivision Control Law. At their meeting on August 24th the CPDC unanimously recommended that Roma Lane, Sailor Tom's Way, Pondview Lane and Cory Lane had met the necessary conditions and should be accepted as a public way. The two remaining roads, Dividence Road and Causeway Road, are not part of the subdivision process, so residents of these roads sent in petitions (attached) requesting that they change to become a public way. At their meeting on September 14th the CPDC will review these roads, and as a courtesy be asked to also recommend that they become public.

The Board will hear additional information from Town Engineer Gorge Zambouras next Tuesday that some of these six roads had previously been approved by Town Meeting but were never completed; some roads previously assessed betterments but were never completed; and a variety of other historical facts. Regardless of the past, these six roads are now ready for public acceptance at no (further) cost to the residents. I commend all staff that worked very hard for over one year to bring us to this point!

The last agenda item will be to close the Warrant for November Town Meeting. Today we received a request from the Board of Cemetery Trustees under the Charter, but their request is not in proper form. Town Counsel and Bond Counsel are working to craft one or two Articles that will accomplish their intended purpose – to revisit the cemetery garage situation discussed at last April's Annual Town Meeting. As such I today attach only an outline of the proposed Warrant for November, and will send along the full text of the articles as soon as I am able.

375th Anniversary Initial Planning Committee

Prepared by the initial planning committee, consisting of: Kathi Crook, Stephen Crook, Ace Foulds, Alan Foulds, Amanda Foulds, Catie Robertson, Phil Rushworth, and Ben Pyke (Associate Member).

The 375th anniversary of the Town of Reading will be observed in 2019. The initial planning committee suggests a formal planning committee be created to plan and execute a town-wide event to celebrate this milestone. The initial planning committee is approaching the Board of Selectmen with three options for endorsement to move forward with the planning process, in no particular order, as follows:

Option 1: Board of Selectmen Created

The Board of Selectmen will create a committee to plan a town-wide event to celebrate the town's 375th anniversary in 2019.

Option 2: Planning Committee

The Board of Selectmen will create a committee consisting of the seven (7) members of the initial planning committee. The committee will appoint up to eight (8) additional members (for a total of 15), as needed. The committee will plan a town-wide event to celebrate the town's 375th anniversary in 2019.

Option 3: Town Meeting Warrant Article

The Board of the Selectmen will put an article on the warrant as follows: To see if the town will vote to create a committee to plan a town-wide event to celebrate the town's 375th anniversary in 2019 or take any other action with respect thereto.

Proposed motion: Move to create a Steering Committee to plan and execute a celebration in 2019 in honor of the town's 375th anniversary, to be appointed as follows: 3 members appointed by the Board of Selectmen, three members appointed by the town Moderator, one member appointed by the School Committee, and up to eight at-large members appointed by the committee, as needed.

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Town of Reading
16 Lowell Street
Reading MA 01867

Town Clerk
781-942-9050

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

Election Costs

Listed below are the major cost factors of an election - **all costs listed are estimated rounded numbers**

Items	State Election	Local Election	Combined Cost	Savings
Absentee Ballot Postage	\$ 100.00	\$ 100.00	\$ 200.00	\$ 0.00
Ballot Printing	\$ 0.00	\$ 4200.00	\$ 4200.00	\$ 0.00
Common Signs	\$ 80.00	\$ 80.00	\$ 80.00	\$ 80.00
DPW Detail	\$ 1200.00	\$ 1200.00	\$ 1200.00	\$ 1200.00
Election Workers	8 Per Precinct 8 Extra Staff 72 FTE \$ 9000.00	8 Per Precinct 8 Extra Staff 72 FTE \$ 9000.00	13 Per Precinct 8 Extra Staff 112 FTE \$ 13920.00	\$ 4080.00
Food - Election Workers	\$ 1100.00	\$ 1100.00	\$ 1700.00	\$ 500.00
Legal Notice - Paper	\$ 0.00	\$ 450.00	\$ 450.00	\$ 0.00
Media Cards - ES&S	\$ 0.00	\$ 2000.00	\$ 2000.00	\$ 0.00
Media Cards - LHS	\$ 2000.00	\$ 2000.00	\$ 4000.00	\$ 0.00
Police Detail	\$ 4000.00	\$ 4000.00	\$ 6000.00	\$ 2000.00
Poll Worker Postage	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
Printing - Voter List	\$ 350.00	\$ 350.00	\$ 700.00	\$ 0.00
Total Estimated Savings				\$ 8010.00

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LEGAL NOTICE



TOWN OF READING

To the Inhabitants of the
Town of Reading:

Please take notice that the Board of Selectmen of the Town of Reading will hold a public hearing on September 15, 2015 at 7:55 p.m. in the Selectmen's Meeting Room, 16 Lowell Street, Reading, Massachusetts on: Request for early opening at 5:00 a.m. for Tread LLC, 6 Linden Street.

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

All interested parties are invited to attend the hearing, or may submit their comments in writing or by email prior to 6:00 p.m. on September 15, 2015, to townmanager@ci.reading.ma.us

By order of
Robert W. LeLacheur
Town Manager

9.9.15

5d1

LJH BRANDE COURT LLC
21 ANGLEWOOD LN
NORTH READING, MA 01864

HEIDIE BRONWYN 1/2 GERMAN
MANUEL ETAL 1/2
12 LINDEN ST
READING, MA 01867

READING MASONIC BLDG ASSOC
PO BOX 521
READING, MA 01867

NEW ENGLAND TEL & TEL CO C/O
NYNEX PROP DEPT
PO BOX 152206
IRVING, TX 75015-2206

JAMMAL HAVEN STREET LLC
175 GREAT ROAD SUITE 100
BEDFORD, MA 01730

NORDEN MARILYN
18 LINDEN STREET
READING, MA 01867

US OF AMERICA POST OFFICE
136 HAVEN ST
READING, MA 01867

BLUNT RALPH C ADELE F BLUNT
22 LINDEN ST
READING, MA 01867

OAK-RJF 30 HAVEN LLC
30 HAVEN STREET
READING, MA 01867

FILLMORE SCOTT N JANET M FARINHA
25 LINDEN ST
READING, MA 01867

CARLSON RICHARD W TR 55 HAVEN
STREET REALTY TRUST
60 HARBOR AVE
MARBLEHEAD, MA 01945

STINCHFIELD ANNE
47 PRESCOTT ST
READING, MA 01867

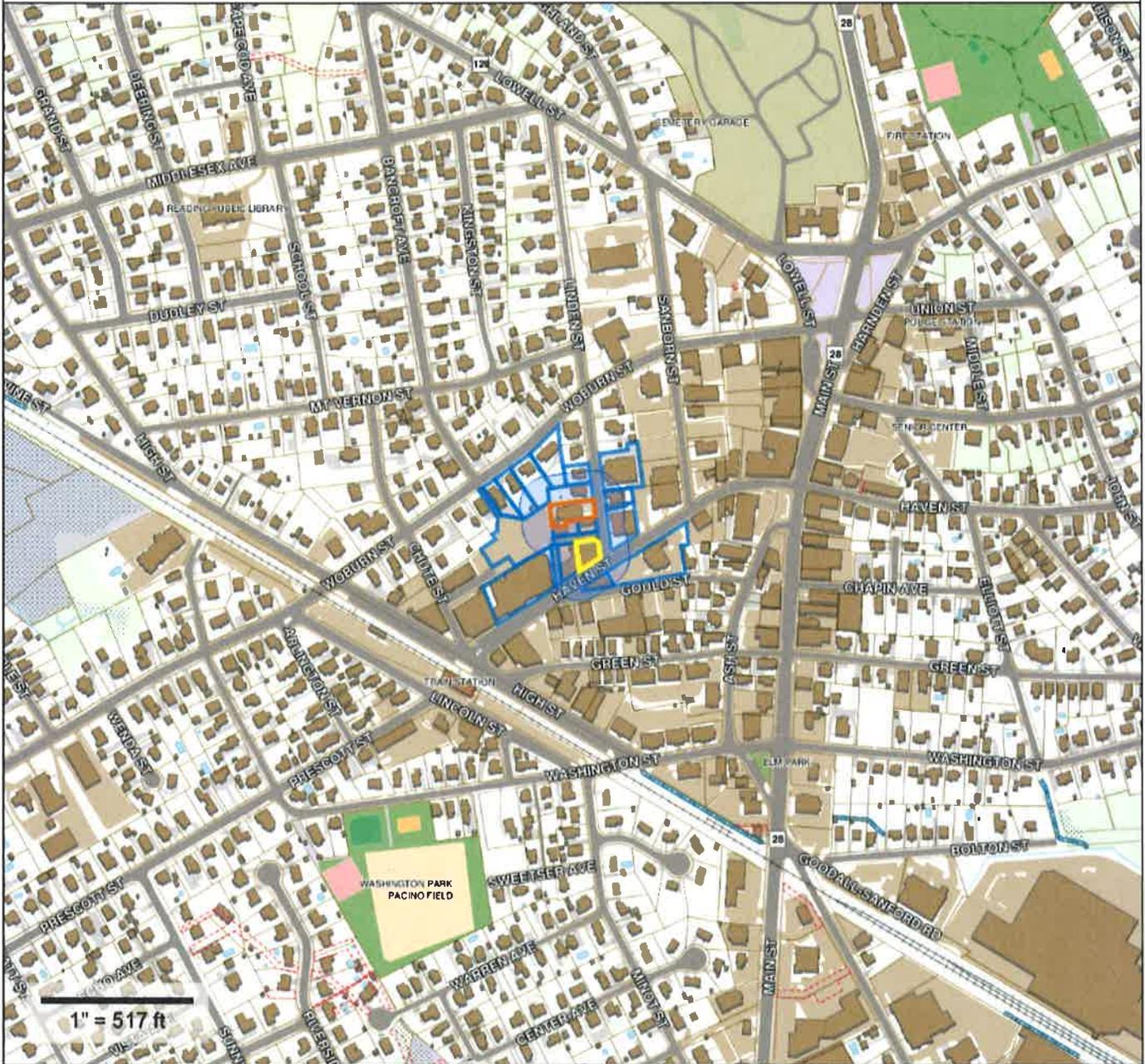
COLOMBO ROBERT G ETAL TRS
COLOMBO, O'LEARY & COLOMBO R T
70 HAVEN ST
READING, MA 01867

GALLO MATTEO TRUSTEE OCEAN
VIEW NOMINEE TRUST
376 NORTH ST
BOSTON, MA 02113

CICCARIELLO PATSY TRUSTEE LINDEN
STREET REALTY TRUST
597 MAIN ST UNIT B7
STONEHAM, MA 02180

BARILE RALPH A ETAL TRS BEAUFORT
REALTY TRUST
11 LINDEN ST
READING, MA 01867

5d2



Property Information

Property ID 016.0-0000-0382.0
Location 78 HAVEN ST
Owner LJH LINDEN STREET LLC



**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

The Town makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Parcels updated 1/1/2014

100 ft. Abutters



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Board of Selectmen
Town Hall
16 Lowell Street
Reading, MA 01867

TREAD LLC PETITION FOR EARLY (5AM) OPENING

August 29, 2015

Dear Board of Selectmen:

Tread LLC of 6 Linden Street, Reading, MA would like to respectfully petition to open at 5am so that we can have fitness classes that start at 5:15am. This is the prime time that our patrons and fellow Reading residents like to get in their workout. Our community is made of people balancing work, family and health and this is the hour they prefer to get in their workout.

We are committed to helping keep our community healthy and bringing people together. We have had many local residents come through our doors this month and we are getting requests on an almost daily basis to start having early morning classes. This request is also critical to operating a business that is a class-based fitness studio as this is a prime time and we are often closed in the middle of the day.

Clientele / Main demographics

- Working residents commuting to Boston that need early workout before the commute
- Homemakers / stay at home parents that need early workouts before the kids get up
- Teachers / Municipal workers that need to get to school before 7am
- Fitness enthusiasts that want to start the day early

Comparables in Reading

- All other fitness centers in Reading have a 5am opening:
 - Planet Fitness
 - Snap Fitness
 - YMCA
 - Core Barre
 - Pure Fit Studio
 - Healthy Changes Pilates
 - And previously the Reading Athletic Club

Commitment to the Reading Community

We have only been open one month but have tried to integrate closely with other local businesses with the idea that by helping each other we will all grow - a rising tide will lift all boats.

Our Grand Opening block party was attended by more than 200 Reading residents. We prominently promoted other Reading businesses during the event: Snap Fitness, Reading Wine Store, Tada Makeup

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and Eric's Flower Shoppe. We have hosted a night for Reading's Connect the Tots organization and have worked on two charity events.

We will continue to integrate deeply into the community and help bring success and happiness to the businesses and patrons around us.

Conclusion

Both owners are Reading born and bred. We are so excited to have a local business in Reading – it is truly a dream come true. We hope you will allow us to have standard fitness hours to allow us to make our business a success and continue our path as a strong contributing member of the community.

Best,

Lori Haverty

**Lori Haverty
Owner & Lead Instructor**

Tiffany Freitas

**Tiffany Freitas
Owner & Business Operations**

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Appendix: Resident Requests

- Letter from Julie Silbovitz
- Recent examples of Facebook posts
 - [Amy Nolan Cinelli](#) Early morning
 - [April Stein](#) Any chance you could do a 5:15 am class for those of us that have to catch early trains?
 - [Alison Donlon](#) 5:15 or 5:30 am spin and muscle!
 - [Jennifer Siemen Boudette](#) Early AM classes, any classes!! Can't wait
 - [Jess Fazio Blaney](#) 5am muscle!
 - [Jade Green](#) Early and late classes - 5am and 7.30pm. Can't wait to come and try a class
 - [Traci Murphy](#) Love the 5 am class idea!!
 - [Susan Fidler-Parziale](#) 5:30am class Spin, kickboxing or muscle. I also love a half spin/half muscle class
 - [Jennifer Coombs Foley](#) Yes!!! I'll be there for the 5:15
 - [Lori McKenna Gorski](#) Hey Lori - will you be offering 5am/5:15am classes? Thanks!

Attn: Board of Selectmen of Reading, MA

From: Julie Silbovitz

26 Milton Road, Reading MA

August 28th, 2015

To Whom It May Concern,

It has come to my attention that at the September 1st Town Meeting you will be discussing a permit allowing Tread LLC in Reading to operate classes at 5:15 am. As a lifelong Reading resident I would like to take the opportunity to voice my opinion on this matter.

As previously mentioned I grew up in Reading. I graduated Reading High class of 1998 and when I got engaged we purchased our home on Milton Road. We could not be happier. We love Reading and feel like we like we are a part of a real community.

I have been active my whole life. I think I have had a gym membership of some sort since my late teens. In 2010 I welcomed my first child into our home. I had no idea how much our life would change. Here I was a mother who worked full time, with a new child and a home to care for. It was at this time that I came to the realization that it would be impossible to visit a gym after work. The only option was 5:00am classes.

I started frequenting these early classes at another studio in 2011. I quickly realized that there is a whole separate community in Reading of people like me. People who need to run a family and work and are trying really hard to balance all of this. We are all at these early morning classes, and to be honest it is awesome. It makes you feel like you are not alone with trying to balance it all. The early morning classes keep many of us sane.

This brings me to my last point. I entered Tread on the first day of their soft opening in August. I don't know if you have entered Tread, if you haven't I can assure you that you should. Lori and Tiffany have created something here that is not just about working out. They both are inviting and truly care about their community. They, like me, are longtime Reading residents. I need to go to Tread, and my community of early morning Men and Women need to go to Tread. I would be very grateful if you grant them this permit for these early morning classes. It not only has a huge health impact on us working parents that just can't get there any other time, but on our town as a whole.

Thank you,

Sincerely,

Julie Silbovitz.

5d7

LEGAL NOTICE



TOWN OF READING

To the Inhabitants of the
Town of Reading:

Please take notice that the Board of Selectmen of the Town of Reading will hold a public hearing on September 15, 2015 at 8:00 p.m. in the Selectmen's Meeting Room, 16 Lowell Street, Reading, Massachusetts on: Private Road Acceptances of Causeway Road, Cory Lane, Dividence Road, Pond View, Roma Lane and Sailor Tom's Way.

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

All interested parties are invited to attend the hearing, or may submit their comments in writing or by email prior to 6:00 p.m. on September 15, 2015 to townmanager@ci.reading.ma.us

By order of
Robert W. LeLacheur
Town Manager

9.9.15

5e1

Causeway

ARNOTT CAMERON CARRIE ARNOTT
31 CAUSEWAY RD
READING, MA 01867

ANTONIO BIASELLA
80 CAUSEWAY RD
READING, MA 01867

BARTALINI ROCKELL RONALD
BARTALINI
33 CAUSEWAY RD
READING, MA 01867

CURTO JOSEPH P JOAN M CURTO
81 CAUSEWAY RD
READING, MA 01867

LIVINGSTONE FREDERICK E ET AL TRS
OF FEL & EEL IRREV TRUS
52 CAUSEWAY RD
READING, MA 01867

MAZZEI JOSEPH
53 CAUSEWAY RD
READING, MA 01867

ROBERT I WALLACE
60 CAUSEWAY ROAD
READING, MA 01867

BOYAN JOSEPH J JOYCE M BOYAN
61 CAUSEWAY RD
READING, MA 01867

JONES JOHN R SHERYL S JONES
65 CAUSEWAY ROAD
READING, MA 01867

CHAPMAN STEPHEN A CHAPMAN
CAROL A
66 CAUSEWAY ROAD
READING, MA 01867

COMMONWEALTH OF MASS
100 CAMBRIDGE ST
BOSTON, MA 02202

BALLANTYNE HEATHER
73 CAUSEWAY RD
READING, MA 01867

CULLERS HARRY R MARCIA W
CULLERS
74 CAUSEWAY RD
READING, MA 01867

AUGUSTINIAN H.S. OF READING
101 WILLOW ST
READING, MA 01867

522

Cory

SPADAFORA ROBERT L JR ANGELA R G
SPADAFORA
PO BOX 188
READING, MA 01867

MOYLAN KENNETH J JOANNE
D'ANGELO MOYLAN
15 CORY LN
READING, MA 01867

FOGARTY BRIAN P DOREEN M
FOGARTY
18 CORY LN
READING, MA 01867

GORDON NEIL RUTH MULLIGAN-
GORDON
21 CORY LN
READING, MA 01867

SULLIVAN CHRISTINE G ETAL TTS
CHRISTINE G SULLIVAN REV TRUST
24 CORY LN
READING, MA 01867

DINAPOLI TROY
25 CORY LN
READING, MA 01867

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

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

5e3

Dividence

MARSDEN ROBERT J LAURA J
MARSDEN
15 DIVIDENCE RD
READING, MA 01867

HERRICK STEPHEN W KAREN GATELY
HERRICK
9 DIVIDENCE RD
READING, MA 01867

SCHAMP THOMAS A
26 DIVIDENCE RD
READING, MA 01867

BARBARA A LENEY (L.E.)
44 EMERSON ST
READING, MA 01867

PATEL ANJU ETAL TRUSTEES CROSS
STREET REALTY TRUST
29 DAVIS LANE
READING, MA 01867

POLK ELIOT M HILARY SELBY POLK
47 EMERSON STREET
READING, MA 01867

COULOURIS JAMES M LISA M
COULOURIS
29 DIVIDENCE RD
READING, MA 01867

ZHANG XUN HONG WANG
209 FRANKLIN ST
READING, MA 01867

YOUNIS EILEEN S (L.E.) GREGORY M
YOUNIS ETAL
32 DIVIDENCE RD
READING, MA 01867

FANDEL JONATHAN J AMY L FANDEL
211 FRANKLIN ST
READING, MA 01867

IANTOSCA JAMES MICHELE IANTOSCA
38 DIVIDENCE RD
READING, MA 01867

CURREN MICHAEL F PAULA G CURREN
223 FRANKLIN ST
READING, MA 01867

GARRITY DONALD JR GARRITY KAREN
46 DIVIDENCE ROAD
READING, MA 01867

CAMPANARO JONATHAN DOLLY
THOMAS
225 FRANKLIN ST
READING, MA 01867

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

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

MURPHY ANDREW KIM MURPHY
53 DIVIDENCE RD
READING, MA 01867

CARACO MATTHEW D DANIELLE P
CARACO
3 DIVIDENCE RD
READING, MA 01867

5e4

Pondview

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

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

LEWIN DAVID PAIGE LEWIN
53 FAIRCHILD DR
READING, MA 01867

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

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

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

CARTER RICHARD M CARTER
CHRISTINE A
15 PONDVIEW LN
READING, MA 01867

CLEMENTE ANTHONY B
22 PONDVIEW LN
READING, MA 01867

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

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

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

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

505

Roma

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

JOHNSON DAVID P
61 ROMA LN
READING, MA 01867

INDICIANI ADELE NINO INDICIANI
19 ROMA LANE
READING, MA 01867

GUARRACINO STACY A ETAL (1/2)
ALMEIDA CAROL A (1/2)
66 ROMA LANE
READING, MA 01867

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

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

FERRARA CHRISTOPHER
29 ROMA LN
READING, MA 01867

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

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

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

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

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

PERRINA LUCIO SILVANA PERRINA
47 ROMA LN
READING, MA 01867

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

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

566

Sailor Tom

LEWIS BRYAN D
14 SAILOR TOMS WAY
READING, MA 01867

CARAVIELLO RICHARD CARAVIELLO
LISA K
15 SAILOR TOMS WAY
READING, MA 01867

QIU JIANHUA SHAO YING
3 SAILOR TOMS WAY
READING, MA 01867

5e7

Town of Reading

CPDC

16 Lowell Street

Reading, MA 01867-2683

Phone: 781-942-6612 fax: 781-942-9071

website: www.ci.reading.ma.us/planning

Contact: Jessie Wilson, Community Development Director

e-mail: jwilsons@ci.reading.ma.us

Community Planning and Development Commission

Agenda Notes

August 24, 2015

Request for Certificate of Appropriateness - 505 Main Street, Professor's Market

Enclosed in your packets is an application for signage at 505 Main Street. The proposed tenant is Professor's Market. The owner is seeking approval for signage that does not comply with the existing Master Signage Plan, therefore will require a separate Certificate of Appropriateness. The proposal is for one wall sign that will be externally illuminated by three gooseneck lights. The Applicant is also proposing a sunbrella fabric awning to go over the storefront window and door. A draft decision is included in your packets for consideration.

Mariano Drive Subdivisions - Tree Remediation

During a site inspection for Mariano Drive it was observed that four trees were removed from Lot 1, which were proposed to be retained. They include one 40" Oak, one 30" Oak, one 20" Oak, and one 12" Oak. The Developer was notified of this and worked with the Tree Warden to identify and appropriate species for replacement. Enclosed in your packets is a Letter from the Developer identifying the replacement with four 2" Cherry Trees. In accordance with Section 7.6.25 of the Subdivision Rules and Regulations, trees between 6-12" in caliper are to be replaced by two trees of not less than 4" in caliper and trees which are greater than 12" in caliper are to be replaced in kind by two trees not less than 6" in caliper. Although the Tree Warden has advised that many larger caliper trees have a more difficult time surviving, it is recommend that four additional trees be planted within the subdivision at the recommendation of the Tree Warden.

Subdivision Acceptance

Sailor Tom's Way

Sailor Tom's Way is now complete and the Developer is requesting a final bond release and issuance of a Certificate of Completion. The remaining bond held is \$500 which was for the planting of a tree. The tree has been installed and the Tree Warden has verified it is acceptable. The Town Engineer has provided a memo recommending release of the bond and final covenant.

Roma Lane

Roma Lane includes the entire length of roadway from Sanborn to the dead end. However, this was developed in Phases. The majority of Roma Lane was constructed as Carriage Estates Phase I. The remaining two lots off of Roma Lane were constructed under Carriage Estates Phase II. The entire roadway is proposed to be on the Warrant for Fall Town Meeting to be accepted. According to the Town Engineer, only minor miscellaneous items are needed to complete the road. In order to recommend the roadway to Town Meeting for acceptance, the CPDC would need to confirm a Lot Release for Phase II (staff could not locate the recorded document) and grant a Certificate of Completion for the entire roadway. Note, that Roma Lane was presented to Town Meeting in 1999 and was voted to be accepted. However, the Street Acceptance Plan was never approved by the Board of Selectmen. The Town Engineer has provided a memo recommending release of the remaining bond in the amount of \$6,000 and accepted as a public way.

Dividence Road

To be deferred to a future CPDC Meeting.

Pondview Lane

The CPDC granted a final bond release on Pondview Lane on March 7, 2011 based on the fact the roadway has been completed. The CPDC will need to grant a Certificate of Completion prior to making a recommendation to Town Meeting for acceptance. The Town Engineer has provided a memo recommending acceptance of Pondview Lane.

Cory Lane

Cory Lane is part of Carriage Estates Phase II. This road was also extended by a separate developer. The CPDC last granted a bond reduction for Cory Lane on February 11, 2013 establishing a final bond of \$1,700 for incidental items. It is recommended by the Town Engineer that CPDC vote to secure these bonds so that the Town of Reading DPW can finish the outstanding work. Once the work is complete, Staff will return to the CPDC for a Certificate of Completion and recommendation for acceptance to Town Meeting.

Causeway Road

To be deferred to a future CPDC Meeting.

Aquifer Protection District - Zoning Amendment Recommendation

Enclosed in your packet is the final version of the Aquifer Protection District amendments. There is a bold and cross out version, a clean version and also a tracked changes version detailing the changes per MassDEP recommendations. The CPDC is to review the draft and make a recommendation to Town Meeting.

Review Draft Town Meeting Zoning Amendment Presentations

Included in your packets are draft presentations for November Town Meeting. The Purpose and Aquifer Protection presentation draft is based on what was presented to the

public at the hearing with the CPDC. Staff has drafted an initial presentation for the Personal Wireless Service Zoning Bylaw. The CPDC should review the presentations.



Town of Reading Meeting Minutes

Board - Committee - Commission - Council:

Community Planning and Development Commission

Date: 2015-08-24

Time: 7:30 PM

Building: Reading Town Hall

Location: Selectmen Meeting Room

Address: 16 Lowell Street

Purpose: General Business

Session: General Session

Attendees: **Members - Present:**

Chair Jeff Hansen, Karen Goncalves-Dolan, Dave Tuttle, John Weston, Nick Safina

Members - Not Present:

Others Present:

Community Development Director Jessie Wilson, Assistant Town Manager Jean Delios, Administrative Assistant Caitlin Saunders, Frank Pellegrini, Dave Freeman, Harold Withrow, Stephen Crook, Melinda Richardson, Al Sylvia, Al Couillard, Bruce Mackenzie.

Minutes Respectfully Submitted By:

DRAFT

Topics of Discussion:

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Subdivision Acceptance

Dividence and Causeway will not be talked about tonight because they fall under different rules. Ms. Wilson noted staff is okay with all six of these acceptances.

Mr. Tuttle, second by Mr. Safina, move the CPDC to release Lots 1 and 20 identified on Roma Lane (Carriage Estates II) as identified on recorded Plan No. 344 (1-2) of 1993 from the Covenant Agreement recorded in Book 323269, Page 057, approved with a 5-0-0 vote.

Mr. Tuttle, second by Mr. Weston, move the CPDC to release the outstanding bond or surety in the amount of \$6,000 held in connection with Roma Lane (Carriage Estates II) as recommended by the Town Engineer in the memo dated August 20, 2015, approved with a 5-0-0 vote.

Mr. Tuttle, second by Mr. Safina, move the CPDC issue a Certificate of Completion for Roma Lane Carriage Estates Phase I and Phase II, approved with a 5-0-0 vote.

Mr. Tuttle, second by Ms. Goncalves-Dolan, move the CPDC to recommend acceptance of Roma Lane from Sanborn Lane to the dead end, to Subsequent Town Meeting, November 2015.

Mr. Tuttle, second by Mr. Safina, move the CPDC to release the remaining bond of \$500 held in connection with the completion of Sailor Tom's Way and release from the Covenant recorded in Book 47823 Page 221 and as recommended by the Town Engineer in the memorandum dated August 20, 2015, approved with a 5-0-0 vote.

5ell

Mr. Tuttle, second by Mr. Weston, move the CPDC issue a Certificate of Completion for Sailor Tom's Way, approved with a 5-0-0 vote.

Mr. Tuttle, second by Mr. Safina, move the CPDC to recommend acceptance of Sailor Tom's Way as shown on the plan entitled "Street Acceptance Plan Sailor Tom's Way", prepared by JM Associates, dated November 8, 2013, to Subsequent Town Meeting, November 2015, approved with a 5-0-0 vote.

Mr. Tuttle, second by Mr. Safina, move the CPDC to issue a Certificate of Completion for Pondview Lane, approved with a 5-0-0 vote.

Mr. Tuttle, second by Mr. Weston, move the CPDC to recommend acceptance of Pondview Lane as shown on the plan entitled "Street Acceptance Plan Pondview Lane", dated November 1, 2010, to subsequent Town Meeting, November 2015, approved with a 5-0-0 vote.

Mr. Tuttle, second by Mr. Weston, move the CPDC to secure the outstanding bond in the amount of \$1,700 in order for the Town to complete the outstanding work associate with Cory Lane, approved with a 5-0-0 vote.

Mr. Tuttle, second by Mr. Weston, move the CPDC to release Lots 11, 12 and 13 as identified on recorded Plan No. 344 (1-2) of 1993 and Lot 13 as further subdivided to Lot 13A and Lot 13B as identified on Plan recorded in Book 26357, Page 264 from the Community Planning and Development Commission Covenant Agreement recorded at said Registry in Book 323269 Page 057, and Lots 1, 2, 3 and 4 as identified on recorded plan and 20 identified on Roma Lane (Carriage Estates II) as identified on recorded Plan No. 207 of 1998 from the Covenant Agreement recorded in Book 28235, Page 113, approved with a 5-0-0 vote.

Bruce Mackenzie asked how you decide to only accept a portion of Dividence Road. Town Engineer George Zambouras noted they are taking the half they can. If the small portion at the end wants to be accepted the residents have to petition for it or the town has to take it, however the road would still need to be brought up to acceptable condition before that is done.

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DRAFT

5/12

LeLacheur, Bob

From: Wilson, Jessie
Sent: Wednesday, September 09, 2015 9:44 AM
To: LeLacheur, Bob
Subject: FW: Causeway Road

This is all I got from Ray. We can discuss in a few minutes!

From: J. Raymond Miyares [ray@miyares-harrington.com]
Sent: Thursday, August 20, 2015 5:53 PM
To: Wilson, Jessie
Cc: LeLacheur, Bob; Blake Mensing
Subject: Re: Causeway Road

Jessie:

Dividence and Causeway roads were not part of any development that went through the CPDC approval process under the *Subdivision Control Law*. As such, the street acceptance set set forth in section 9.6.1(b)(1) through (6) of the Reading Subdivision Regulations will not apply.

We recommend that the Town attempt to obtain petitions signed by as many of the affected abutting property owners on Dividence and Causeway as possible, explicitly requesting the Town to accept the streets as public ways. Once such a petition is received, the remaining steps to complete the street acceptances (CPDC recommendation, BOS hearing and Town Meeting vote) should be followed.

If you have any questions please do not hesitate to ask.

Ray

J. Raymond Miyares
MIYARES AND HARRINGTON LLP
40 Grove Street • Suite 190 • Wellesley, MA 02482
Tel 617-489-1600 • Fax 617-489-1630
www.miyares-harrington.com

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On Aug 20, 2015, at 11:35 AM, Wilson, Jessie <jwilson@ci.reading.ma.us> wrote:

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

August 2015

Dear Reading Board of Selectmen and Reading Town Manager,

We the residents of Dividence Road (Franklin to Zachary) hereby strongly request that our road be accepted as a public way as soon as possible. Since the road was redesigned and upgraded to facilitate approval of the Zachary Rd subdivision in the mid-1990's, our road has been believed to be a public way and treated as such by the school, town and gas company, and residents current and past.

It was only upon the request about necessary road resurfacing that it was discovered that the road acceptance process was never completed.

Dividence Rd (lower) now has thoroughly deteriorated after the Wood End gas line installation, thousands of school bus trips as well as on-going residential construction projects and daily Wood End School school traffic.

We therefore strongly support acceptance of this road by the Town. Please let us know of any additional steps that we need to take to achieve this result.

Sincerely,

1. Karen + Stephen Henick 9 Dividence Rd
2. Danilo + Matt Caraco 3 Dividence Rd.
223 Franklin St
3. Paula + Michael Curren (Back driveway on Dividence)
15 Dividence Rd.
4. Naura + Robert Marsden Redding, MA
5. Michael + Tom Schamp 26 Dividence Rd.
6. Gluchile + Jim Iantosca 38 Dividence Rd
7. Ira and Jim Culooris 29 Dividence Rd.
8. Eileen S. Younis 32 Dividence Rd
9. George + Cheryl Fiorenza 3 Zachary Ln
(Frontage on Dividence)

5214

10. Nicholas V. Tardito Dr

11. Tarsha Fendel 211 Franklin St. (driveway

12. Amy L Saughel 211 Franklin St. on driveway

To the Reading Board of Selectmen:

We, the undersigned residents of Causeway Road, hereby petition the Town to accept Causeway Road as a Public Way.
 Please let us know of any additional steps we should take in order to achieve this result.
 We understand that this action will require NO further charge to the residents.

Address / Name(s)	Signature #1	Signature #2	Date
31 CAUSEWAY RD 031.0-0000-0002.0 ARNOTT CAMERON CARRIE ARNOTT			8/29/15
33 CAUSEWAY RD 031.0-0000-0003.0 BARTALINI ROCKELL RONALD BARTALINI			8/25/15
52 CAUSEWAY RD 025.0-0000-0050.0 LIVINGSTONE FREDERICK E ET AL TRS OF FEL & EEL IRREV TRUS			8/25/15
53 CAUSEWAY RD 025.0-0000-0051.0 MAZZEI JOSEPH (Away)			
60 CAUSEWAY RD 025.0-0000-0049.0 ROBERT I WALLACE (deceased)			8/25/15
64 CAUSEWAY RD 025.0-0000-0052.0 BOYAN JOSEPH J JOYCE M BOYAN			8-29-15
65 CAUSEWAY RD 025.0-0000-0053.0 JONES JOHN B SHERYL S JONES (deceased)			8/25/15
66 CAUSEWAY RD 025.0-0000-0048.0 CHAPMAN STEPHEN A CHAPMAN CAROL A			8/25/15
73 CAUSEWAY RD 025.0-0000-0054.0 BALLANTYNE HEATHER			8/25/15
74 CAUSEWAY RD 025.0-0000-0047.0 CULLERS HARRY R MARCIA W CULLERS			8/25/15
80 CAUSEWAY RD 025.0-0000-0046.0 ANTONIO BIASELLA			8/25/15
81 CAUSEWAY RD 025.0-0000-0055.0 CURTO JOSEPH P JOAN M CURTO			

x
9/2/16

Joseph Curto
81 Causeway Road
Reading MA 01867-1515

2015 SEP -3 AM 10: 57

September 1, 2015

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

Re: Causeway Road

Dear Mr. LeLacheur,

It was asked by a neighbor to sign a petition seeking to vote Causeway Rd. a public way, I will not sign because Causeway Rd. Ext has been a public way since 1960.

Causeway Road as shown on; Plan and profile of Causeway Road, Town of Reading. Dated April 1941, by Philip Welch, clearly shows the road and the "Takings" by the Town. The entire southern portion of the road at 53 Causeway Road, 5084 feet was taken from that owner, see Book 5775, Page 439. It is not a private way as indicated by the surveyor, it is owned By the town,

No taxes have ever been paid by owners for any portion of Causeway Rd. Ext
Our deeds show our property stops at the road.

The surtax levied on the property owners by the town is an illegal tax



Joseph Curto

5017

L/C Bos
C. Zarbany
File 2013 dTil

2012 OCT 22 AM 11:16

October 16, 2012

VIA FIRST CLASS MAIL

Mr. Peter Hechenbleikner
Town Manager
Town of Reading
Town Hall
16 Lowell St.
Reading, MA 01867

Re: Acceptance of Roma Lane as a Public Way

Dear Mr. Hechenbleikner:

We are residents of Roma Lane in Sanborn Village. We were surprised to learn, in connection with street repairs recently made in our neighborhood, that Roma Lane is designated as a private way, and therefore is not eligible for the same maintenance and repairs as public ways. It is our understanding, through discussions with the Reading Engineering Office, that while it was always contemplated that Roma Lane would be a public way, the developer never formally submitted a request to the town that it be accepted as a public way.

We are hereby requesting that Roma Lane be accepted by the town as a public way. To the extent that any improvements are necessary to complete the process, we request that you apply any funds from the developer's bond to do so.

Please let us know if there are any additional steps that we need to take in order to achieve this result. Thank you for your consideration.

Andrew Kavzi
Name

12 Roma Lane
Address

Katherine Gans
Name

3 Roma Lane
Address

~~J. Min~~ KEVIN WRIGHT
Name

44 ROMA LANE
Address

5e18
9a1

ChF

Name

29 Roma Lane

Address

Alan Danielson

Name

54 Roma Lane

Address

William B. Lee

Name

70 Roma Lane

Address

Robert Verts

Name

55 Roma Lane

Address

Joan Fenwick

Name

22 Roma Ln.

Address

David P. Johnson

Name

61 Roma Lane

Address

Linda Kelly

Name

66 Roma Lane

Address

K. A. Andrews

Name

34 Roma Lane

Address

Wendy J.

Name

19 Roma Lane

Address

Carolann Connolly

37 Roma Lane

Steve J.

47 Roma Lane Reading

2015 Subsequent Town Meeting
Monday November 9, 2015
WARRANT OUTLINE REVISED 09/10/2015

1

<u>Art.</u> <u>#</u>	<u>Article Description</u>	<u>Sponsor</u>	<u>Mover/ Comment</u>	<u>Moderator Notes</u>
1	Reports	Board of Selectmen	<ul style="list-style-type: none"> ◆ 375th Celebration – Town Moderator Alan Foulds ◆ Birch Meadow update – Town Manager Bob LeLacheur ◆ Municipal Light Department annual report – General Manager Coleen O’Brien ◆ School Department annual report – Superintendent Dr. John Doherty ◆ Motion to Table – Selectman Chair Dan Ensminger 	
2	Instructions	Board of Selectmen	<ul style="list-style-type: none"> ◆ Motion to Table – Selectman Vice Chair John Halsey 	
3	Amend the Capital Improvement Program FY 2016 - FY 2025	Board of Selectmen	<ul style="list-style-type: none"> ◆ Motion – Selectman Kevin Sexton ◆ Presentation – Bob LeLacheur ◆ FINCOM report – TBA 	
4	Approve Payment of Prior Year’s Bills	Board of Selectmen	<ul style="list-style-type: none"> ◆ Motion – Selectman John Arena ◆ Presentation – Town Accountant Sharon Angstrom ◆ FINCOM report – TBA 	9/10 vote required
5	Amend the FY 2016 Budget	FINCOM	<ul style="list-style-type: none"> ◆ Motion – FINCOM Chair Mark Dockser ◆ Presentation – Bob LeLacheur ◆ FINCOM report – TBA 	
6	Road Acceptances - Causeway Road; Cory Lane; Dividence Road; Pondview Lane; Roma Lane and Sailor Tom’s Way	Board of Selectmen	<ul style="list-style-type: none"> ◆ Motion – Barry Berman ◆ Presentation – TBA ◆ Bylaw Committee report – Stephen Crook 	

SP1

2015 Subsequent Town Meeting
Monday November 9, 2015
WARRANT OUTLINE REVISED 09/10/2015

7	Zoning Bylaw Changes – Purpose	CPDC	<ul style="list-style-type: none"> ◆ Motion – CPDC Chair Jeff Hansen ◆ Presentation – Jeff Hansen ◆ CPDC Report – CPDC member Nick Safina ◆ Bylaw Committee Report - TBA 	2/3 vote required
8	Zoning Bylaw Changes – Personal Wireless Service Facility	CPDC	<ul style="list-style-type: none"> ◆ Motion – Jeff Hansen ◆ Presentation – Jeff Hansen ◆ CPDC Report – Nick Safina ◆ Bylaw Committee Report - TBA 	2/3 vote required
9	Zoning Bylaw Changes – Aquifer Protection District	CPDC	<ul style="list-style-type: none"> ◆ Motion – Jeff Hansen ◆ Presentation – Jeff Hansen ◆ CPDC Report – Nick Safina ◆ Bylaw Committee Report - TBA 	2/3 vote required
10	Zoning Bylaw Changes – CPDC and ZBA Associate Members	CPDC	<ul style="list-style-type: none"> ◆ Motion – Jeff Hansen ◆ Presentation – Bob LeLacheur ◆ CPDC Report – Nick Safina ◆ Bylaw Committee Report - TBA 	2/3 vote required
11	Bylaw Changes – 3.3.1.4 Removal for Absence	Board of Selectmen	<ul style="list-style-type: none"> ◆ Motion – Selectmen Dan Ensminger ◆ Presentation – Bob LeLacheur ◆ Bylaw Committee report – Stephen Crook 	
12	Bylaw Changes – 3.3.1.3 Residency requirement	Board of Selectmen	<ul style="list-style-type: none"> ◆ Motion – John Halsey ◆ Presentation – Bob LeLacheur ◆ Bylaw Committee report – Stephen Crook 	
13	Bylaw Change – Section 8.8 Animal Control	Board of Selectmen	<ul style="list-style-type: none"> ◆ Motion – Kevin Sexton ◆ Presentation – Bob LeLacheur ◆ Bylaw Committee report – Stephen Crook 	
14	Settle Potential Litigation	Board of Selectmen	<ul style="list-style-type: none"> ◆ Motion – John Arena ◆ Presentation – Bob LeLacheur ◆ FINCOM Report – Mark Dockser 	

2015 Subsequent Town Meeting
Monday November 9, 2015
WARRANT OUTLINE REVISED 09/10/2015

15	Cemetery Garage Facility	Board of Cemetery Trustees	<ul style="list-style-type: none"> ◆ Motion – ◆ Presentation – ◆ FINCOM report – 	2/3 vote required (Debt)
16	Bylaw Change – Section 8.9.1 Firearms	Board of Selectmen	<ul style="list-style-type: none"> ◆ Motion – Barry Berman ◆ Presentation – ad hoc Firearms Committee ◆ Bylaw Committee report – Stephen Crook 	



Town of Reading Meeting Minutes

Board - Committee - Commission - Council:

Board of Selectmen

Date: 2015-09-01

Time: 7:00 PM

Building: Reading Town Hall

Location: Selectmen Meeting Room

Address: 16 Lowell Street

Purpose: General Business

Session: General Session

Attendees: **Members - Present:**

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

Members - Not Present:

John Arena

Others Present:

Town Manager Bob LeLacheur, Paula Schena, Carl McFadden, Stephen Crook, Superintendent of Schools John Doherty, Martha Sybert, Carolyn Wilson, Carl McFadden

Minutes Respectfully Submitted By: Secretary

Topics of Discussion:

Reports and Comments

Selectmen's Liaison Reports and Comments – Barry Berman noted that the Climate Advisory Committee is seeking support from the Selectmen on legislation regarding gas leaks that State Representatives Dwyer and Lewis support. They would like to come in and make a presentation.

Kevin Sexton noted that he and John Halsey met as the Volunteer Appointment Subcommittee and they are recommending several appointments tonight. One applicant is coming in to be interviewed by the whole Board. He is applying for the Conservation Commission and is a good fit as far as background but he is an active contractor in Town.

John Halsey noted that the Recreation Committee and Birch Meadow subcommittee received the results of the surveys. A total of 6% of the family base in Reading responded to the survey. They need to hold a public hearing. The meetings have gone well despite a couple of residents who are against it. Parking, noise, time and lights are all issues. Daniel Ensminger recommended that they develop an operational plan and then hold a hearing. John Halsey noted that musician Ben Minney, 10 years old, applied for an amplified sound permit so he can do a charitable concert in the park at Memorial Park. He noted if it gets approved then he should appear before the Board. He is an amazing young man. John Halsey noted that the Lions Club is holding a dog walking event at the Wood End School and have applied for a sound permit. The Recreation Committee couldn't act on either request because they did not have a quorum.

Daniel Ensminger noted that the Bylaw Appointment Committee met and appointed energetic Christopher O'Donoghue. There is a new business in Town called Tread LLC and they will be appearing before the Board requesting a 5:00 a.m. opening. He requested that the Town Manager put second water meters on an upcoming agenda to explain the Town's billing process.

Town Manager's Report – The Town Manager noted that we received limited approval by the Attorney General regarding associate members. In order for ZBA or Community Planning and Development Commission to have associates it must go to Town Meeting as a bylaw. CPDC will only be allowed to have one and ZBA only two.

The Town Manager noted that he will discuss the changes with facilities later. Human Resources is looking for a third person to share with schools. They are desperately understaffed. The School technology person resigned so Kevin Furilla has been appointed temp person to help keep the system running and help hire a new person. Joe Huggins has been appointed Director of Facilities.

Personnel and Appointments

Conservation Commission, Animal Control Appeals Committee, Climate Advisory Committee, Mystic Valley Elder Services Board of Directors, Community Planning and Development Commission and Recreation Committee – Kevin Sexton noted that there will be no appointment to the Community Planning and Development Commission as planned due to the Attorney General's ruling.

Kevin Sexton noted that Albert Couillard is seeking appointment to the Conservation Commission. Both he and John Halsey feel it is best for him to have a discussion with the full Board due to a possible conflict.

Mr. Couillard noted that he has been a building contractor for 30 years. He has been building in Reading for nine years and has appeared before the Conservation Commission. Daniel Ensminger asked how many cases he had before the Conservation Commission and Mr. Couillard noted one. He also noted that he would abstain if he had to appear before the Commission in the future.

John Halsey noted that someone with contractor experience would be good on the Commission but Mr. Couillard does do work in Reading.

Barry Berman asked if Mr. Couillard would be the only contractor on the Commission. John Halsey noted yes and it makes sense to have a contractor on the Commission.

Kevin Sexton noted that his only concern is how many times he will need to abstain.

The Town Manager noted that Mr. Couillard should fill out an appearance of conflict form at the Town Clerks office.

Daniel Ensminger asked Mr. Couillard if he felt he could impartially meet his duties and he indicated yes.

Barry Berman asked if he could meet the time commitment and Mr. Couillard indicated the site visits are on Sundays so that is no problem.

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

- **David Zeek to a position on the Climate Advisory Committee with a term expiring June 30, 2017;**
- **Emily Sisson to a position on the Recreation Committee with a term expiring June 30, 2018;**
- **Brian Snell to the Mystic Valley Elder Services Board of Directors with a term expiring September 30, 2018;**
- **Richard Robbins as a Constable with a term expiring June 30, 2016;**
- **Richard Robbins to the Animal Control Appeals Committee with a term expiring June 30, 2018;**

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- **Joyce Gould to an Associate position on the Animal Control Appeals Committee with a term expiring June 30, 2016;**
- **Albert Couillard to the Conservation Commission with a term expiring June 30, 2017;**
- **Heather McLean to the Human Relations Advisory Committee with a term expiring June 30, 2016.**

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

It was noted that there is still a vacancy on the Human Relations Advisory Committee for a Board of Selectmen representative.

Discussion/Action Items

Amplified Sound Permit – Carl McFadden noted this is their fourth year of flag football on Saturday nights. They have 700 kids signed up this year. They will have a bouncy house and have hired 40 High School kids to help out this year. All of the kids will be getting shirts. Each night a business will be highlighted. Chilis will do free food one night. He has never received any complaints from the neighbors regarding the DJ. Each night the concession stand will be run by different groups.

Carl McFadden noted there is one change this year and they will be shifting things back to turf 2. The bleachers will act as a sound barrier.

The Town Manager noted that he has not received one complaint.

Daniel Ensminger asked about the dates and hours. Carl McFadden noted it begins this Saturday and is from 4:00 p.m. to 8:00 p.m. They have started a K-2 and 3-5 ladies division this year.

Barry Berman asked about the cost and Carl McFadden noted it is \$159. Barry Berman asked what if a family has more than one child and Carl McFadden noted that Recreation has never turned anyone away.

The Board gave Mr. McFadden their blessing.

Busa Liquors Pledge of License – Andrew Busa was present. He noted that he is changing banks from TD Bank to Berkshire.

Daniel Ensminger asked if this is common and the Town Manager noted it is not but Town Counsel says it is okay.

Barry Berman asked if there is any implication of the Town if he defaults and it was noted there are no implications to the Town.

A motion by Sexton seconded by Halsey that the Board of Selectmen approve the pledge of license for Busa's Reading Liquors Inc. d/b/a Busa's Reading Liquors to Berkshire Bank in the amount of \$1,500,000 was approved by a vote of 4-0-0.

Inter-Municipal Agreement with Wakefield for Post Program for Special Education Students – Superintendent of Schools John Doherty, Martha Sybert and Carolyn Wilson were present. John Doherty noted that EMARC is no longer providing services for kids outside of high school. The Town is required to provide services. The Town of Wakefield approached them to join forces and they have finally reached an agreement. He thanked the Town Manager for working on getting this agreed to.

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Carolyn Wilson noted that the post academy is for 18 – 22 year olds with intellectual impairments. It provides community based opportunities including employers with internships; independent living schools and creative living teaching community skills.

John Doherty noted this will be shared costs. Last year they spent over \$200,000 and this will cost \$150,000. They could also tuition students from other communities.

Barry Berman asked why EMARC went out of business and John Doherty noted it was due to a decrease in students. Barry Berman asked how many students they predict to have and Carolyn Wilson indicate six would be our high and Wakefield has seven.

Barry Berman asked about the cost sharing and John Doherty noted it will be 50/50 for ease of budgeting.

Daniel Ensminger asked if Reading has any financial oversight and Martha Sybert noted they will be audited. John Doherty noted that we can opt out after the first year if we want.

The Town Manager noted that when a facility is being shared that is a little bit more difficult and we have to be open minded regarding maintenance, etc.

A motion by Sexton seconded by Halsey that the Board of Selectmen approve the Inter Municipal Agreement between Reading and Wakefield to share a Special Education Program for youth ages 18 – 22 was approved by a vote of 4-0-0.

Preview Town Meeting Articles – Focus on Financial Items – The Town Manager noted that Article 6 is for 6 road acceptances. Daniel Ensminger and Karen Herrick got two petitions signed. Article 10 is a Bylaw change regarding Associate members. Article 11 is a Bylaw change for removal from a committee for absence and Article 12 is a Bylaw change regarding residence requirements for committee members.

The Town Manager noted that there is an enormous amount of action in the capital plan. There was a lot of damage to equipment last winter. Money is needed for technology and the phone project. The Facilities Department is juggling priorities. We failed two times to get good bids for the regrade of the Killam Field. Barry Berman asked if the Killam School project is too small to bid and the Town Manager indicated he did not know but it could be. Unfortunately, we don't have extra staff or equipment to do the work ourselves.

The Town Manager reviewed the pay and class changes. He proposes upgrading the vacant Business Analyst position to be a Procurement position that will be shared with facilities. We are centralizing Town facilities except the School Custodians will stay isolated. He will be asking for an Assistant Facility Director plus another person in facilities. Barry Berman asked what the Assistant Facility Director would do and the Town Manager noted that is being worked out. The Town Manager noted that operationally, there are not a lot of changes, but there is a fair amount of work to be done. The Town's expertise in construction is the Development Review Team which has the same people working together. He plans on outsourcing the Hazard Mitigation Plan.

The Town Manager noted that we will discuss the need to take care of our buildings at the Financial Forum on September 16th.

Daniel Ensminger noted that some Division Heads are doing two jobs and he asked if there is any compensation for that. The Town Manager noted that some people are doing four jobs and he has to determine how to compensate. Turnover is difficult because we can't find good replacements. Most planning departments have three to five employees, we only have two.

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Barry Berman noted that at some point we need to develop what we want to be budgeted and then whittle it down.

John Halsey noted that if we don't identify what is needed then we will not be able to manage the results. The Capital Improvement Plan works. The Town Manager noted that master planning helps.

Board of Selectmen Communication Policy – Daniel Ensminger noted that he would like to discuss email, social media and stand on legislation.

Email – Daniel Ensminger noted that the selectmen are not able to debate emails unless they are at a posted meeting. The safest way is to send emails to Bob and ask him to distribute.

Barry Berman noted that when people email individual Selectmen they want to reply. Daniel Ensminger suggested maybe the liaison should reply. The Town Manager noted that if it is not clear then the Chairman and Vice Chairman. John Halsey noted that when he responds he always copies the Town Manager and Chairman.

The Town Manager noted that in the past he has responded with a thank you and letting them know the Board of Selectmen will take it up at their next meeting. We are obligated to respond quickly. He noted that the Chairman should always be included and he would include the Vice Chair or liaison. Daniel Ensminger suggested including the Ombudsman.

Social Media – Daniel Ensminger noted that if a Selectmen posts on a site i.e. 01867 Group, it could be considered to be the Selectmen's view when it is not. The Town Manager recommended that there is no law against it, it is just perception. He suggests not saying you are a Selectman.

Barry Berman noted that as long as they don't give perception that they are replying for the whole Board, he feels it is okay for a Selectman to answer for himself because it is important to be involved. The Town Manager noted that the Selectmen need to differentiate executive session material.

The Town Manager asked about Boards, Committees and Commissions and Daniel Ensminger noted they should not be posting on social media at all. The Town Manager noted he will develop a policy.

Barry Berman asked if the Selectmen could create a Facebook page and the Town Manager indicated he will bring in Matt Kraunelis to discuss this.

Special Legislation – Daniel Ensminger noted that he can't remember the Board of Selectmen ever being asked to support legislation and he feels the Board needs guidelines for this. He noted that the Climate Advisory Committee is asking the Board to support legislation regarding gas leaks and the customers having to pay for the repairs.

Kevin Sexton noted that if it is a safety concern then it is a priority. Daniel Ensminger noted that in the case of the gas leaks legislation it is both safety and economic and we need to hear from both sides.

John Halsey noted that he doesn't know how the Board could respond to that request. He also noted that if there are 140 leaks in Reading then the Town needs to get on it by approaching them not passing legislation. He feels the Climate Advisory Committee should not be taking a stand on this and he prefers to hear from our public safety folks. John Halsey recommended having the Climate Advisory Committee, DPW and gas company in to discuss this.

Town Manager Evaluation – Daniel Ensminger noted that the overall ratings on all eight goals was “meets”. He noted that Barry Berman’s scoring of DNM on Goals 2 and 3 sound more like “meets.”

John Halsey noted that he gave a DNM under communication because the goals have been expanded and we are not there yet. It is not a critical statement, just factual, and we have hired Matt Kraunelis now so there will be changes.

Daniel Ensminger noted the accomplishments on regional projects such as health. He likes the discussion with the School Department regarding technology and Human Resources. He noted that we need to move forward with real estate. He feels the See Click Fix is a good method of communication.

Barry Berman noted that the Permanent Building Committee should be a priority.

Daniel Ensminger noted that the Historical Commission has valuable artifacts but they don’t have a home. Barry Berman noted that he spoke with the Library Director about that.

The Town Manager noted that this was a useful exercise and it was nice to see different opinions.

Barry Berman noted that he would like to see the Town Manager get out and tell our story by restarting Ask the Town Manager or a monthly article in the newspaper.

Approval of Minutes

A motion by Sexton seconded by Ensminger to approve the minutes of August 11, 2015 was approved by a vote of 3-0-1 with Halsey abstaining.

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

Respectfully submitted,

Secretary

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Schena, Paula

From: LeLacheur, Bob
Sent: Sunday, August 30, 2015 1:56 PM
To: Schena, Paula; Saunders, Caitlin
Subject: FW: Celebration Trust Committee

From: Rita Robertson [mailto:rita@readingma.gov]
Sent: Sunday, August 30, 2015 12:58 PM
To: Gemme, Laura
Cc: Town Manager
Subject: Celebration Trust Committee

Dear Ms Gemme,

Please consider this email as my resignation letter from my position on the Celebration Trust Committee, effective immediately. As you may know, I have served on this committee for twelve years and have made the decision to resign for personal reasons. As the appointee of the Town Moderator and the current Secretary, I have gained enormous knowledge and respect for the other members of this committee and their dedication and I have valued the opportunity to serve. Unless told otherwise, I will provide all notes and documents to the current Chair, Everett Blodgett, as soon as possible. If there is anything else that you need from me regarding this resignation, please do not hesitate to contact me.

Respectfully,

Rita C. Robertson
9 Elm Street
Reading