



## Town of Reading Meeting Posting with Agenda

RECEIVED  
TOWN CLERK  
READING, MASS.

### Board - Committee - Commission - Council:

Board of Selectmen

2015 OCT 29 P 2:43

Date: 2015-11-03

Time: 7:00 PM

Building: Reading Town Hall

Location: Selectmen Meeting Room

Address: 16 Lowell Street

Purpose: General Business

Meeting Called By: Paula Schena on behalf of Chairman 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**
  - 4) **Personnel & Appointments**
  - 5) **Discussion/Action Items**
    - a. Authorize MWRA Debt **7:20**
    - b. Hearing Tax Classification for FY2016 **7:30**
    - c. Discuss Human Relations Advisory Committee and Boards and Committee Communication Policy **8:30**
  - 6) **Approval of Minutes**
    - a. October 20, 2015
    - b. October 6, 2015
    - c. September 16, 2015
  - 7) **Licenses, Permits and Approvals**
  - 8) **Executive Session**
    - a. Approval of Minutes
      - October 6, 2015
  - 9) **Correspondence**
    - a. Email from Mary Rienzo re: Parker Middle School Area

<b>DRAFT - BOARD OF SELECTMEN AGENDAS</b>			
<b>2015</b>			<b>2015</b>
<i>10/29/2015</i>		<b>Staff</b>	<b>Estimated</b>
	<b>November 3, 2015</b>		
<b>Office Hour</b>	<b>Barry Berman</b>		<b>6:30</b>
	<b>Authorize MWRA debt</b>	<b>LeLacheur</b>	<b>7:20</b>
<b>Public Hearing</b>	<b>Tax Classification</b>	<b>Santaniello/Brd of Assessors</b>	<b>7:30</b>
	<b>Discuss HRAC &amp; Board/Committee communication policy</b>	<b>LeLacheur</b>	<b>8:30</b>
	<b>Town Meeting November 9, 2015</b>	<b>Monday</b>	
	<b>Town Meeting November 12, 2015</b>	<b>Thursday</b>	
	<b>Town Meeting November 16, 2015</b>	<b>Monday</b>	
	<b>November 17, 2015</b>		
	<b>Liquor License Renewals</b>	<b>LeLacheur</b>	<b>7:20</b>
	<b>Police Master Planning</b>	<b>Cormier</b>	<b>7:30</b>
	<b>Climate Committee</b>	<b>LeLacheur</b>	<b>8:15</b>
	<b>December 1, 2015</b>		
<b>Office Hour</b>	<b>Dan Ensminger</b>		<b>6:30</b>
	<b>MAPC presentation on Economic Development opportunities</b>	<b>Delios</b>	<b>7:30</b>
	<b>RMLD update</b>	<b>O'Brien</b>	<b>8:30</b>
	<b>Economic Development models</b>	<b>Delios</b>	<b>9:00</b>
	<b>December 15, 2015</b>		
	<b>Approve Licenses - non-alcohol</b>		<b>7:20</b>
	<b>Confirm appointment of Police Chief</b>	<b>LeLacheur</b>	<b>7:30</b>
	<b>Library Project Update - joint meeting with Library Building Committee</b>	<b>Huggins</b>	<b>8:00</b>
	<b>Birch Meadow Master Plan joint meeting with Recreation Committee</b>		<b>8:45</b>
	<b>Disability Commission</b>	<b>LeLacheur</b>	<b>9:30</b>
<b>Future Agendas</b>			
	<b>Discuss forming Cable Advisory Committee - cable agreements expire 11/23/18 - 3yr formal process is allowed</b>	<b>Town Counsel</b>	
	<b>Joint Meeting with RMLD Commissioners</b>		
	<b>Joint Meeting with School Committee</b>		
	<b>Multi Board/Committee Summit</b>		

	<b>Reading 2020 Community Meeting</b>		
	<b>Downtown Parking</b>		
	<b>Strout Avenue Master Plan</b>		
<b>Recurring Items</b>			
	<b>Close Warrants</b>	<b>by Sep 23/Nov</b>	
		<b>by Jan 26/Mar</b>	
	<b>Review BOS/TM Goals</b>	<b>Mar-July-Dec</b>	<b>Tri-ann</b>
	<b>Review Customer Service survey results</b>	<b>Feb &amp; Aug</b>	<b>Semi-ann</b>
	<b>Review Regionalization efforts</b>		<b>as needed</b>
	<b>Appointments of BCCs</b>	<b>June</b>	<b>Annual</b>
	<b>Approve Classification &amp; Compensation</b>	<b>June</b>	<b>Annual</b>
	<b>Appoint Town Counsel</b>	<b>June</b>	<b>Annual</b>
	<b>Tax Classification Hearing</b>	<b>Oct./Nov.</b>	<b>Annual</b>
	<b>Approve licenses</b>	<b>December</b>	<b>Annual</b>
<b>Reports to BOS</b>	<b>Town Accountant Report</b>		<b>Qtrly</b>
	<b>RCTV members Report</b>		<b>Semi-ann</b>
	<b>CAB (RMLD) member Report</b>		<b>Semi-ann</b>
	<b>MAPC member Report</b>		<b>Semi-ann</b>
	<b>BOS Appointed Boards, Committees &amp; Commissions</b>	<b>NEW</b>	<b>Annual</b>
	<b>Reading Housing Authority Report</b>		<b>Annual</b>
	<b>Reading Ice Arena Report</b>		<b>Annual</b>

**LeLacheur, Bob**

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**From:** Zambouras, George  
**Sent:** Wednesday, October 28, 2015 2:20 PM  
**To:** LeLacheur, Bob  
**Cc:** Kinsella, Jane; Heffernan, Nancy; Gemme, Laura; Percival, Ryan; Zager, Jeff  
**Subject:** MWRA I/I Assistance  
**Attachments:** MWRA Loan Agreement.pdf; MWRA Cover Letter.pdf; MWRA Financial Agreement.pdf

Bob,

We have submitted an application to MWRA for a sewer project that will authorize the remaining Phase 8 I/I funds in the amount of \$71,000. This will require a vote by the Board to authorize you to sign the financial agreement between the Town and MWRA. As indicated in the cover letter all of this must be done asap to enable the Bond and Opinion of Bond Counsel to be dated by November 16<sup>th</sup>.

Once voted by the BOS the Financial Assistance application and Loan Agreement must be signed by you and certified by Laura. Copies are attached I have the originals.

These new funds will be coupled with unexpended previously authorized funds to perform the following work:

Internal TV Inspection	\$ 18,500
Design, Contract Preparation & Bidding*	\$ 149,500
Elimination of Inflow Sources	\$ <u>53,000</u>
Total Project	\$ 221,000

The design contract is to prepare a contract for next year to re-hab 24,500 lf of sewer. The funds for construction will be from MWRA Phase 9 & 10 funds and developer I/I monies we have on hand.

I don't know if the developer funds are made available by BOS vote or TM vote, If TM vote is required then we would need to place that on the spring warrant. I'll forward the amounts and additional info in a separate email.

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George J. Zambouras, P.E.

Town Engineer

781-942-6683

781-942-5441(fax)

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

Please note Town Hall Hours

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

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

Friday: CLOSED



# MASSACHUSETTS WATER RESOURCES AUTHORITY

Charlestown Navy Yard  
100 First Avenue, Building 39  
Boston, MA 02129

Frederick A. Laskey  
Executive Director

Telephone: (617) 242-6000  
Fax: (617) 788-4899  
TTY: (617) 788-4971

October 27, 2015

Mr. George J. Zambouras, P. E.  
Town Engineer  
Town of Reading  
16 Lowell Street  
Reading, MA 01867

**RE: MWRA Phase 9 I/I Local Financial Assistance Program – November 2015 Funding Distribution**

Dear Mr. Zambouras:

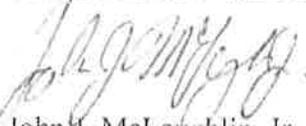
Please find enclosed six (6) original MWRA I/I Local Financial Assistance and Loan Agreements for signature. These agreements detail the terms and conditions associated with the MWRA's Phase 9 I/I Local Financial Assistance Program for Town of Reading Project No. WRA-P9-28-3-930. This approved funding distribution involves 3 projects: Internal TV Inspection of Approximately 5,000 l.f. of Sewer; Design & Contract Document Preparation for Recommended Sewer Rehabilitations; Inflow Elimination at Various Locations Using Town's Annual On-Call Contractor.

Once the above agreements are approved and executed, the MWRA will provide the community with a total financial assistance amount of \$71,000 from the Town's Phase 8 allotment, of which \$31,950 (forty-five percent of the total award amount) shall be in the form of a grant and \$39,050 (fifty-five percent of the total award amount) shall be represented by the Loan Agreement. The award amount will be transferred to Massachusetts Municipal Depository Trust Account No. 44257384. Funding distribution is planned for on or about November 19, 2015. To achieve this distribution date, all agreements must be executed and returned to the Authority by November 9, 2015.

Please note that the Bond and Opinion of Bond Counsel must be dated and received by MWRA by November 16, 2015.

If you have any questions relating to this matter, please do not hesitate to contact me at (617) 788-4349.

Very Truly Yours,  
Massachusetts Water Resources Authority

  
John J. McLaughlin, Jr.  
Project Manager – Community Support Program

Enclosures

cc: Nancy Heffernan, Town Treasurer, w/enclosures  
Kimberly Kessler Bragg, Locke Lord LLP, w/enclosures  
Robert Musci, CDM Smith, Inc, w/enclosures  
Carl Leone, MWRA Community Support Program

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## LOAN AGREEMENT

LOAN AGREEMENT, dated the 16<sup>th</sup> day of November 2015 between the Massachusetts Water Resources Authority, a body politic and corporate, a public instrumentality and an independent public authority of The Commonwealth of Massachusetts (the "Authority") established by the Massachusetts Water Resources Authority Act, Chapter 372 of the Acts of 1984 of the Commonwealth of Massachusetts ("Commonwealth"), as amended (the "Act"), having its principal place of business in Boston, Massachusetts, and the Town of Reading, MA (the "Government Unit").

WITNESSETH:

WHEREAS, the Authority has established a program of loans and grants (the "I/I Local Financial Assistance Program") to assist Local Bodies, as defined in the Act, in establishing programs for the reduction and control of infiltration and inflow ("I/I") into local sewer systems (the "Local I/I Programs") which will have a beneficial impact on the Authority's cost of maintaining and improving the Authority's sewer system; and

WHEREAS, the Government Unit has requested a loan from the Authority in the amount of \$39,050 (hereinafter referred to as the "Loan") for the purposes of funding its Local I/I Program and, to evidence the indebtedness to be incurred thereby, has duly authorized the issuance of its bonds in the principal amount of the Loan (the "Municipal Bonds"), which Municipal Bonds are to be issued to and held by the Authority in accordance with this Loan Agreement; and

WHEREAS, simultaneously with the making of the Loan, the Authority is making a grant in the amount of \$31,950 to the Government Unit (the "Grant"), which Grant will also be used by the Government Unit to fund its Local I/I Program; and

WHEREAS, the Authority may finance the Loan and the Grant from the proceeds of an issue of its tax-exempt revenue bonds which proceeds are subject to certain limitations as to investment and application;

NOW THEREFORE, the parties hereto agree as follows:

1. The Loan, the Grant and the Municipal Bonds. The Authority hereby agrees to make the Loan and the Grant and the Government Unit hereby agrees to accept the Loan and the Grant and, with respect to the Loan, to evidence its obligation to repay the Loan by issuing to the Authority the Municipal Bonds in the principal amount of the Loan, and substantially in the form attached hereto as Exhibit A. Neither the Loan nor the Municipal Bonds shall bear interest.

2. Representations and Warranties. The Government Unit represents and warrants as follows: (a) it has duly adopted all necessary votes and resolutions and has taken all proceedings required by law to enable it to enter into this Loan Agreement and issue its Municipal Bonds to the Authority to evidence its obligation to pay the Loan; (b) the Municipal Bonds have been duly authorized, executed and delivered by the Government Unit and constitute valid and binding

obligations of the Government Unit, enforceable in accordance with their terms, except as such enforceability may be limited by bankruptcy, insolvency, moratorium, reorganization or other laws affecting creditors' rights heretofore or hereafter enacted and general equity principles; (c) the Municipal Bonds constitute general obligations of the Government Unit to which its full faith and credit is pledged; (d) all permits and approvals necessary to construct the project being financed by the Grant and the Loan (the "Project"), given the current status of the Project, have been obtained and remain in full force and effect; and (e) no litigation before or by any court, public board or body is pending or threatened against the Government Unit seeking to restrain or enjoin the issuance of the Municipal Bonds or the construction of the Project.

3. Covenants. The Government Unit agrees that until the Loan shall be paid in full, and the proceeds of the Loan and the Grant, together with the earnings thereon, shall be expended in full, it shall perform the following covenants: (a) it shall make the payments with respect to the principal of the Municipal Bonds in five equal annual installments, all at the time and in the amounts set forth in the Municipal Bonds; (b) it shall notify the Authority in writing, from time to time, of the name of the official of the Government Unit to whom invoices for the payment of principal should be addressed if different from the address set forth in paragraph 8; and (c) it shall furnish the Authority annually such information regarding the Government Unit's Local I/I Program and the implementation thereof, including project status and expenditure reports and evidence of compliance with any applicable permits and any other financial or project information as the Authority may reasonably request.

4. Opinion of Bond Counsel. Attached hereto as Exhibit B is an opinion of bond counsel to the Government Unit to the effect that (i) the Municipal Bonds have been duly authorized, executed and delivered by the Government Unit and constitute valid and binding general obligations of the Government Unit, enforceable in accordance with their terms, except as such enforceability may be limited by bankruptcy, insolvency, and moratorium, reorganization or other laws affecting creditors' rights heretofore or hereafter enacted and to general equity principles, and (ii) the Municipal Bonds constitute general obligations to which the Government Unit's full faith and credit is pledged.

5. Application of Grant and Loan Moneys. (a) The Government Unit shall deposit the proceeds of the Loan and the Grant (collectively, the "Proceeds") in a single account (the "Account") separated from its other moneys. Such Account shall be invested with Massachusetts Municipal Depository Trust or in such other manner as may be approved by the Authority from time to time in the Authority's reasonable discretion. Earnings on the Account shall be retained in such Account. The Government Unit shall arrange for copies of all investment reports with respect to the Account to be furnished in timely fashion to the Authority.

(b) The Proceeds, together with the earnings thereon, shall be applied to the costs of the Government Unit's Local I/I Program.

(c) The Government Unit acknowledges that the Authority has financed the Loan and the Grant with the issue of the Authority's tax-exempt revenue bonds (the "Authority Bonds"). The Government Unit agrees to take such steps as are reasonably requested by the Authority in order to

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preserve the tax-exempt status of the Authority Bonds including, but not limited to, the following: (i) to pay to the Authority such amount, not exceeding the Government Unit's investment earnings on the Proceeds, as may be required to satisfy the Authority's obligation to pay rebate to the United States pursuant to Section 148 of the Internal Revenue Code of 1986, as amended (the "Code"); (ii) to the extent feasible, to limit the investment of the Proceeds, together with any earnings thereon, to such interest rate or to such investments as the Authority may specify from time to time in writing; and (iii) to repay to the Authority the Proceeds upon its written request, together with any earnings thereon, in exchange for other moneys which are not subject to investment restrictions or which are subject to lesser restrictions.

(d) The Government Unit shall repay to the Authority the unexpended balance in any account established pursuant to Section 5(a) hereof on or before November 18, 2016 or thereafter shall invest such unexpended balance in accordance with the directions of the Authority in order to assure compliance with the applicable provisions of the Code.

6. Prepayment of Loan. The Authority shall have the right to cancel all or any part of its obligations hereunder and the Government Unit shall be obligated to repay all of the Proceeds previously disbursed to it which remain unexpended, together with any earnings on the Proceeds, upon the Authority's request if: (a) any representation made by the Government Unit to the Authority in connection with its application for Authority assistance shall be incorrect or incomplete in any material respect; or (b) the Government Unit is in (i) default of any of its obligations hereunder to make payment on the Municipal Bonds as and when the same shall become due and payable, or (ii) in default of any other covenant or agreement on its part contained herein, and such default shall continue for thirty (30) days after written notice from the Authority specifying the default and requesting that the same be remedied.

If the Authority demands repayment of the Proceeds and the earnings thereon pursuant to Section 6(a) or if repayment is made pursuant to Section 5(d), the moneys returned to the Authority shall be attributed first to the Proceeds. Forty-five percent of the Proceeds shall be treated as a return of the Grant. Fifty-five percent of the Proceeds and any earnings on the Proceeds shall be applied to a prepayment of the Loan. If the Authority demands repayment of the Proceeds and the earnings thereon pursuant to Section 6(b), the moneys returned to the Authority shall be attributed first to earnings on the Proceeds and then to a return of the Grant. Any Proceeds after such allocation shall be applied to a prepayment of the Municipal Bonds.

In addition to the foregoing provisions, the Government Unit may prepay the Loan upon thirty (30) days written notice to the Authority. Except as expressly provided herein, all prepayments shall be without penalty.

The Government Unit shall remain liable after any prepayment for the unpaid principal on the Municipal Bonds. Any prepayment shall be applied to the installments of principal due in inverse chronological order.

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7. Tax Covenants. The Government Unit shall not take, or permit to be taken, with respect to the Loan or the Project, any action or actions that would cause any of the Authority's Bonds to be an "arbitrage bond" within the meaning of Section 148 of the Code or a "private activity bond" within the meaning of Section 141(a) of the Code or that would cause any such bond to be "federally guaranteed" within the meaning of Section 149(b) of the Code, or that would otherwise cause interest on the Authority Bonds to become included in gross income of the recipient thereof for the purpose of federal income taxation.

8. Any notices to be delivered under this Loan Agreement shall be effective upon receipt and shall be given by certified mail, return receipt requested to:

As to the Authority:

Matthew R. Horan, Treasurer  
Massachusetts Water Resources Authority  
100 First Avenue, Charlestown Navy Yard  
Boston, MA 02129

As to the Government Unit:

Town of Reading, Massachusetts  
Town Hall  
16 Lowell Street  
Reading, MA 01867  
ATTN: Robert W. LeLacheur, Jr., Town Manager

9. Severability. If any provisions of this Loan Agreement shall for any reason to be held to be invalid or unenforceable, the invalidity or unenforceability of such provision shall not affect any of the remaining provisions of this Loan Agreement and this Loan Agreement shall be construed and enforced as if such invalid or unenforceable provision had not been contained herein.

10. Counterparts. This Loan Agreement may be executed in one or more counterparts, any of which shall be regarded for all purposes as an original and all of which constitute but one and the same instrument. Each party agrees that it will execute any and all documents or other instruments, and take such other actions as may be necessary to give effect to the terms of this Loan Agreement.

11. No Waiver. No waiver by either party of any term or conditions of this Loan Agreement shall be deemed or construed as a waiver of any other terms or conditions, nor shall a waiver of any breach be deemed to constitute a waiver of any subsequent breach, whether of the same or of a different section, subsection, paragraph, clause, phrase, or other provision of this Loan Agreement.

12. Integration. This Loan Agreement merges and supersedes all prior negotiations, representations, and agreements between the parties hereto relating to the subject matter hereof and constitutes the entire agreement between parties hereto in respect hereof.

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IN WITNESS WHEREOF, the parties hereto have executed this agreement the day and year first above written.

(SEAL)  
Attest:

MASSACHUSETTS WATER RESOURCES AUTHORITY

\_\_\_\_\_  
Bonnie Hale  
Assistant Secretary

By: \_\_\_\_\_  
Matthew R. Horan, Treasurer

(SEAL)  
Attest:

TOWN OF READING, MASSACHUSETTS

\_\_\_\_\_  
Laura A. Gemme  
Town Clerk

By: \_\_\_\_\_  
Robert W. LeLacheur, Jr., Town Manager

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# MASSACHUSETTS WATER RESOURCES AUTHORITY

Charlestown Navy Yard  
100 First Avenue, Building 39  
Boston, MA 02129

Frederick A. Laskey  
Executive Director

Telephone: (617) 242-6000  
Fax: (617) 788-4899  
TTY: (617) 788-4971

October 27, 2015

Mr. George J. Zambouras, P. E.  
Town Engineer  
Town of Reading  
16 Lowell Street  
Reading, MA 01867

**RE: MWRA Phase 9 I/I Local Financial Assistance Program – November 2015 Funding Distribution**

Dear Mr. Zambouras:

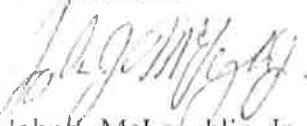
Please find enclosed six (6) original MWRA I/I Local Financial Assistance and Loan Agreements for signature. These agreements detail the terms and conditions associated with the MWRA's Phase 9 I/I Local Financial Assistance Program for Town of Reading Project No. WRA-P9-28-3-930. This approved funding distribution involves 3 projects: Internal TV Inspection of Approximately 5,000 l.f. of Sewer; Design & Contract Document Preparation for Recommended Sewer Rehabilitations; Inflow Elimination at Various Locations Using Town's Annual On-Call Contractor.

Once the above agreements are approved and executed, the MWRA will provide the community with a total financial assistance amount of \$71,000 from the Town's Phase 8 allotment, of which \$31,950 (forty-five percent of the total award amount) shall be in the form of a grant and \$39,050 (fifty-five percent of the total award amount) shall be represented by the Loan Agreement. The award amount will be transferred to Massachusetts Municipal Depository Trust Account No. 44257384. Funding distribution is planned for on or about November 19, 2015. To achieve this distribution date, all agreements must be executed and returned to the Authority by November 9, 2015.

Please note that the Bond and Opinion of Bond Counsel must be dated and received by MWRA by November 16, 2015.

If you have any questions relating to this matter, please do not hesitate to contact me at (617) 788-4349.

Very Truly Yours,  
Massachusetts Water Resources Authority

  
John J. McLaughlin, Jr.  
Project Manager – Community Support Program

Enclosures

cc: Nancy Heffernan, Town Treasurer, w/enclosures  
Kimberly Kessler Bragg, Locke Lord LLP, w/enclosures  
Robert Musci, CDM Smith, Inc, w/enclosures  
Carl Leone, MWRA Community Support Program

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FINANCIAL ASSISTANCE AGREEMENT

BY AND BETWEEN

THE AUTHORITY  
AND  
TOWN OF READING, MASSACHUSETTS

This Financial Assistance Agreement is made by and between the Massachusetts Water Resources Authority, a body politic and corporate and public instrumentality, existing under Chapter 372 of the Acts of 1984, with its principal place of business at 100 First Avenue Charlestown, MA 02129, ("Authority" or "MWRA") and the Town of Reading, MA, a municipal corporation duly organized and existing under the laws of the Commonwealth of Massachusetts, with its principal place of business at Town Hall, 16 Lowell Street, Reading, MA 01867 ("Awardee") (collectively, "Parties");

WHEREAS, on August 19, 1992 the Authority Board of Directors voted to approve a program whereby the Authority was permitted to offer financial assistance to certain local communities committed to infiltration and inflow reduction or sewer system rehabilitation; and

WHEREAS, the Awardee intends to conduct, or is conducting, an infiltration/inflow ("I/I") reduction or sewer system rehabilitation project ("Project"); and

WHEREAS, the Awardee filed a Financial Assistance Application in which it furnished information about the Project to the Authority; and

WHEREAS, the MWRA will provide financial assistance to the Awardee for its Project under certain terms and conditions, hereinafter provided.

NOW THEREFORE, in consideration of the foregoing and the promises contained herein, the Parties agree that the Authority will provide and the Awardee will accept financial assistance under the following terms and conditions:

I. SCOPE OF SERVICES.

The Awardee has entered into or will enter into, within ninety (90) days of the execution of this Agreement, a contract with a consultant or contractor for sewer rehabilitation and/or I/I reduction services, in accordance with the Awardee's competitive procurement practice, and the scope of such work is listed in Attachment A.

II. FINANCIAL ASSISTANCE.

A. The Authority shall provide financial assistance ("Award") to the Awardee in the form of both a grant and a loan. The total amount of the Award shall be \$71,000, of which \$31,950 shall be in the form of a grant ("Grant") and \$39,050 shall be in the form of an interest-free loan ("Loan").

B. The Loan shall be governed by the attached Loan Agreement, which is incorporated herein by reference as Attachment D.

C. Upon execution of the Loan Agreement, the Authority shall initiate an electronic transfer for the Total Award through the Automated Clearing House (ACH) having a pay date three business days after the execution date, including both the grant and the loan, to the following designated account of the Awardee:

MMDT Account No. 44257384

Federal Tax ID No. 04-600-1277

D. The Authority shall not be obligated to provide additional financial assistance above the Award amount regardless of additional Project costs which may be incurred by the Awardee.

E. In the event that the Project is not initiated as outlined in the Project Schedule, the Awardee shall return the entire Grant to the Authority within ninety (90) days.

III. EFFECTIVE DATE OF AGREEMENT.

This agreement will not become effective until the Loan Agreement is fully executed.

IV. TERM.

The term of this Agreement shall begin upon the date of execution of this Agreement, including the execution of the Loan Agreement, and shall be in effect until the Awardee fully repays the Loan to the Authority in accordance with the terms of the Loan Agreement. As evidence that the final payment has been made, the Authority will send a letter to the Awardee indicating that the Loan has been discharged.

V. PROJECT SCHEDULE.

Implementation of the Project must begin within ninety (90) calendar days of execution of the Agreement, including the Loan Agreement, or all grant funds must be returned to the Authority. The Project must comply with the Project Schedule listed in Attachment B.

It is the obligation of the Awardee to obtain all licenses, permits, easements or any other approvals necessary to begin and successfully complete the Project.

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VI. EXPENDITURE VERIFICATION REQUIREMENTS.

A. Throughout the completion of the Project Scope of Services, the Awardee shall submit progress reports to the Authority, on forms provided by the Authority, which outline the overall progress of the Project, the progress of key Project tasks, and the total Project cost expended to date. The frequency and schedule for progress reporting is outlined within the I/I Local Financial Assistance Program Guidelines for Sewer Projects. Progress reports shall be submitted to:

Massachusetts Water Resources Authority  
Charlestown Navy Yard  
100 First Avenue  
Boston, MA 02129  
Attn: Community Support Program

B. The Awardee shall append to each progress report information which documents eligible Project costs, including, but not limited to, consultant and/or contractor invoices; awardee labor, equipment, materials and other costs; and ancillary expenses. Time sheets and work summaries documenting any requests for force account work reimbursement must also be provided.

C. The Awardee shall exercise its best efforts to accomplish the Project set forth in the Scope of Services within the Award Amount established. In the event that an increase or decrease in the total Project cost is anticipated, or in fact occurs, the Awardee shall immediately notify the Authority in writing, and shall submit a status report including reasons for changes in Project cost, work completed to date, total dollars expended to date, and an estimate of the cost required to complete the Project.

VII. PROJECT INSPECTION.

The Awardee shall make the Project site and all Project records available to the Authority staff for review during the course of the Project. Authority staff may periodically monitor the progress of work to insure that the Project is: (1) proceeding substantially as defined in the Scope of Services; (2) proceeding substantially within the Project Schedule; and (3) proceeding in a manner which will substantially produce the quantitative I/I reduction result which the Awardee estimated would be achieved in the Financial Assistance Application.

VIII. PROJECT CLOSEOUT PROVISIONS.

A. Upon completion of the Project, the Awardee shall notify the Authority that the Project is complete and shall certify, on a form provided by the Authority, that all work included in the Scope of Services has been completed and performed in accordance with this Agreement. The Awardee shall submit to the Authority a Project closeout package which shall include a summary of all Project expenditures and the final Project cost.

B. If the final Project cost meets or exceeds the Award, no revision to the Grant shall be made during Project closeout.

C. If the final Project cost is less than the Award, a revision to the Grant shall be made during Project closeout. The difference between the Award and the final Project closeout cost will be calculated and defined as the Project "Shortage Amount". The existence of a Project Shortage Amount will not affect the Loan repayment amount or schedule.

D. In the event that a Project Shortage Amount exists, the Awardee agrees to repay forty-five percent (45%) of such Project Shortage Amount to the Authority. The Authority will send the Awardee a separate invoice for payment of the Project Shortage Amount forty-five (45) days prior to the next loan repayment date.

#### IX. PROJECT AUDIT PROVISIONS.

A. The Awardee, its engineers, and its contractors shall maintain books, records, and other documents that pertain to and involve transactions related to this Agreement in accordance with generally accepted accounting principals. The Awardee, its engineers, and its contractors shall also maintain the financial information and data used by the engineers and contractors in the preparation or support of all invoices and progress reports. The Authority and any other duly authorized person, shall have access to such books, records, documents, and other evidence for inspection, audit, and copying during normal business hours, upon ten (10) days notice and at the Authority's expense. The Awardee, its engineers, and its contractors shall provide proper facilities for such access and inspection. All documents shall be kept for at least seven (7) years after either the final payment to the engineer or contractor or after the closeout of the Project, whichever is later.

B. The Awardee agrees to include the wording of Section IX A, above, in all contracts and subcontracts hereafter awarded to third party contractors, vendors and service providers related to this Agreement.

C. Audits conducted by the Authority, or its duly authorized representatives, shall be in accordance with generally accepted government auditing standards and established procedures and guidelines of the Authority. Such audits shall be conducted at the expense of the Authority upon ten (10) days notice to the Awardee.

D. The Awardee agrees to provide the Authority with a copy of the Awardee's annual audited financial statements within a reasonable time after the issuance thereof, together with a certificate of the Awardee stating that the Awardee is in compliance with its obligations under this agreement.

#### X. INTERACTION WITH OTHER PROGRAMS OF ASSISTANCE.

The Awardee certifies that it has not and will not receive financial assistance under the State Revolving Fund (SRF) or any other state, federal, or other program of funding assistance for any Project costs for which financial assistance has been provided by the MWRA I/I Local Financial Assistance Program.

XI. AUTHORITY TO EXECUTE AGREEMENT.

Prior to the execution of this Agreement, the Awardee shall take all steps necessary to authorize it to properly execute this Agreement and such authorization shall be documented by Awardee's execution of Attachment C, Authority to Execute Agreement.

XII. GOVERNING LAW.

This Agreement shall be governed by and construed and enforced in accordance with the laws of the Commonwealth of Massachusetts.

XIII. COMPLIANCE WITH LOCAL LAWS.

The Awardee shall comply with all applicable laws, ordinances, and codes of the state and local governments, and shall commit no trespass on any public or private property in performing any of the work embraced by this Agreement.

XIV. INVALIDITY OF PARTICULAR PROVISIONS.

If any provision of this Agreement shall to any extent be held invalid or unenforceable, the remainder of this Agreement shall not be deemed affected thereby.

XV. CONTRACTING/SUBCONTRACTING.

The Awardee shall have no capacity to involve the Authority in any contract nor to incur any liability on the part of the Authority.

XVI. CHANGES TO SCOPE OF SERVICES.

The Authority and the Awardee may, during the course of the project, mutually agree to revisions in the Scope of Services or Project Schedule. Such changes shall be incorporated into this Agreement by written amendment.

XVII. PROVISION OF CONTRACTS.

The Awardee agrees to submit to the Authority an executed copy of each contract for engineering services or construction relevant to the Scope of Services.

XVIII. EQUAL EMPLOYMENT OPPORTUNITY.

The Awardee shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, age, handicap status or national origin. The Awardee, its engineer(s), and its contractor(s) shall comply with all applicable laws and regulations pertaining to nondiscrimination, equal opportunity and affirmative action, including without limitation executive

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orders and rules and regulations of federal and state agencies of competent jurisdiction. The Awardee shall make positive efforts to achieve a goal of 7.18 percent participation of Minority-owned Business Enterprise(s) and 5.77 percent participation of Woman-owned Business Enterprise(s) within Professional Services contracts which are funded through financial assistance under this Agreement. For Non-Professional Services category work, the Awardee should make positive efforts to achieve a goal of 5.61 percent participation of Minority-owned Business Enterprise(s) and a goal of 4.88 percent participation of Woman-owned Business Enterprise(s) within project contracts.

For Construction, the Awardee shall require all construction contractors and subcontractors to make positive efforts to achieve: (1) a minority employee work force hour goal of 10.00 percent, (2) a woman employee work force hour goal of 6.90 percent, (3) a goal of 7.24 percent participation of Minority-owned Business Enterprise(s), and (4) a goal of 3.60 percent participation of Woman-owned Business Enterprise(s) within the project contracts.

XIX. INDEMNIFICATION.

The Awardee, at its expense, shall defend and shall indemnify and hold harmless the Authority, its members, officers and employees, from and against any and all claims, causes of action, suits, losses, damages and expenses, including attorneys' fees, arising out of or resulting from any acts, errors or omissions or breach of contractual duties by the Awardee and anyone employed by it (including Contractors, Subcontractors and/or Consultants and their employees) in performance of this Agreement. Such obligation shall not be construed to negate or abridge any other obligation of indemnification running to the Authority which would otherwise exist.

XX. MEMBERS, EMPLOYEES NOT LIABLE.

No member or employee of the Authority shall be charged personally or held contractually liable by or to the Awardee under any term or provision of this Agreement or because of any breach thereof or because of its execution or attempted execution.

XXI. INTEREST OF AWARDEE.

The Awardee covenants that its Contractors, Subcontractors and/or Consultants presently have no interest and shall not acquire any interest, direct or indirect, in the property to which this Agreement pertains or any parcels therein or any other interest which would conflict in any manner or degree with the performance of its services hereunder. The Awardee further covenants that no person having any such interest shall be employed in the performance of this Agreement.

XXII. INTEREST OF EMPLOYEES; M.G.L.C. 268A.

Neither Awardee, nor its Contractors, Subcontractors and/or Consultants shall, during the term of this Agreement, hire or employ on either a full-time or part-time basis any person or persons so long as such person shall be employed by the Authority.

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The Awardee acknowledges that the Authority is a state agency for the purposes of Chapter 268A of the Massachusetts General Laws (the Massachusetts Conflict of Interest statute). The Awardee agrees to take actions and to forbear from taking actions, as circumstances require, so as to be in compliance at all times with said statute.

#### XXIII. ASSIGNABILITY.

The Awardee shall not assign any interest, in whole or in part, in this Agreement and shall not transfer any interest in the same, whether by assignment or novation, without the prior written approval of the Authority.

#### XXIV. PAYMENT NOT A WAIVER.

The Authority's payment to Awardee under this Agreement or its review, approval or acceptance of any actions by Awardee under this Agreement shall not operate as a waiver of any rights under this Agreement and the Awardee shall remain liable to the Authority for all damages incurred by the Awardee's failure to perform in accordance with the terms and conditions of this Agreement.

The rights and remedies of the Authority provided for under this Agreement are in addition to any other rights or remedies provided by law. The Authority may assert a right to recover damages by any appropriate means, including but not limited to set-off, suit, withholding, recoupment, or counter-claim either during or after performance of this Agreement.

#### XXV. TERMINATION OF THE AGREEMENT FOR CAUSE.

If, through any cause, the Awardee shall fail to fulfill in a timely and proper manner its obligations under this Agreement (including performance of the Scope of Services and maintenance of the Project Schedule); or if it is determined that there is probable cause to believe that the Award was obtained on the basis of fraud, deceit, or illegality; or if the Awardee has failed to comply with the terms and conditions of this Agreement; the Authority shall hereupon have the right to terminate this Agreement by giving written notice to the Awardee of such termination and specifying the effective date thereof.

The Awardee agrees that if this Agreement is terminated by the Authority, the Awardee shall immediately repay to the Authority the full Grant which is identified in Section II, above. The Awardee also agrees that the Loan shall not be affected by such termination and that the separate Loan Agreement shall remain in full effect.

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XXVI. ATTACHMENTS.

Attachments to this Agreement are incorporated herein and are as follows:

- Attachment A Scope of Services
- Attachment B Project Schedule
- Attachment C Authority to Execute Agreement
- Attachment D Loan Agreement

XXVII. PROJECT SPECIFIC ADDITIONAL TERMS AND CONDITIONS.

1. A copy of the executed Task Order No. 4 between CDM Smith and the Town for the Collection System Design, Bidding & Oversight services to be provided must be submitted to MWRA.

2. Two (2) copies of the Draft and Final Report or Technical Memorandum on the results and analysis of the Internal TV Inspection of Sewers must be submitted to MWRA for review, comment and approval.

3. One (1) copy of the Draft Contract Documents for all the sewer rehabilitation projects prepared under this funding distribution must be submitted to MWRA prior to bidding for review and comment.

4. Two (2) copies of the As-Bid Contract Documents for all the sewer rehabilitation projects prepared under this funding distribution must be submitted to MWRA.

5. The Town must submit to MWRA, a copy of the Engineer's opinion of probable construction cost at the completion of all the design phases.

6. The Town must submit to MWRA the on-call contractor invoices/pay estimates for all Inflow Elimination work performed under this funding distribution.

7. The Town will be responsible for informing MWRA of the construction schedule for the Inflow Elimination work so that field visits can be planned by MWRA staff.

8. A copy of the As-Built Quantity Tables/ Record Drawings for the Inflow Elimination work must be submitted to MWRA upon completion.

IN WITNESS WHEREOF, the parties have executed this Agreement this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

MASSACHUSETTS WATER RESOURCES AUTHORITY

BY: \_\_\_\_\_  
Matthew R. Horan, Treasurer

AWARDEE: Town of Reading, Massachusetts

BY: \_\_\_\_\_

Print Name: Robert W. LeLacheur, Jr.

Print Title: Town Manager

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**MWRA I/I LOCAL FINANCIAL ASSISTANCE PROGRAM - PHASE 9  
ATTACHMENT A  
FINANCIAL ASSISTANCE AGREEMENT**

**PROJECT NO. WRA-P9-28-3-930  
TOWN OF READING**

**INTERNAL TV INSPECTION OF APPROXIMATELY 5,000 LF OF SEWER; DESIGN &  
CONTRACT DOCUMENT PREPARATION FOR RECOMMENDED SEWER  
REHABILITATIONS; INFLOW ELIMINATION AT VARIOUS LOCATIONS USING TOWN'S  
ANNUAL ON-CALL CONTRACTOR**

**SCOPE OF SERVICES**

This project continues the Town of Reading's Infiltration/Inflow (I/I) identification and elimination program. The proposed work is primarily based on the recommendations from the August 2010 & November 2012 "Infiltration & Inflow Investigations" Report

The internal TV inspection of the approximately 5,000 lf of sewer includes those sewers which were not inspected under the subject reports. These sewers are located in the following streets: Scotland Rd (2,300 lf); Sigby Ave (320 lf); Countryside Lane (215 lf); Louganis Drive (204 lf); Indian Tree Lane (587 lf); Curtis St (461 lf); Sturges Rd (1,052 lf).

The design & preparation of Contract Documents for the recommended sewer rehabilitations primarily involves the cured-in-place pipelining (CIPPL) of approximately 24,500 lf of sewer as shown in Table 3 of the April 2, 2015 Memorandum from CDM Smith to the Town and Tables 6-3 & 6-4 of the November 2012 Report. The design will potentially include any of those Inflow sources not removed under this funding distribution. See below for further details.

Also included under this funding distribution will be the engineering services to be provided during the bidding & award of the sewer rehabilitation contract that will be utilizing the Town's Phase 9 Funding Allotment.

In the August 2010 Report (Table 5-4) and November 2012 Report (Table 6-2), there were various Inflow sources identified. These Inflow sources consisted of 19 manhole frame seals, 4 catch basins, 3 roof leaders, 1 sump pump, 2 driveway drains, 1 yard drain & 1 floor drain. Under this funding distribution, the Town's annual on-call Contractor will be removing as many of these sources within the designated amount of \$53,000. The elimination of the remaining Inflow sources will be included in the design work previously stated.

**PROJECT COST SUMMARY**

Task	Estimated Cost
Internal TV Inspection	\$ 18,500
Design, Preparing of Contract Documents & Bidding	\$ 149,500
Elimination of Inflow Sources	\$ 53,000
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<b>Total Estimated Cost</b>	<b><u>\$ 221,000</u></b>

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**MWRA I/I LOCAL FINANCIAL ASSISTANCE PROGRAM - PHASE 9  
ATTACHMENT A  
FINANCIAL ASSISTANCE AGREEMENT**

**PROJECT NO. WRA-P9-28-3-930**

**TOWN OF READING**

**INTERNAL TV INSPECTION OF APPROXIMATELY 5,000 LF OF SEWER; DESIGN  
& CONTRACT DOCUMENT PREPARATION FOR RECOMMENDED SEWER  
REHABILITATIONS; INFLOW ELIMINATION AT VARIOUS LOCATIONS USING  
TOWN'S ANNUAL ON-CALL CONTRACTOR**

**PROJECT SCHEDULE**

<u>Item</u>	<u>Start Date</u>	<u>Completion Date</u>
Internal TV Inspections	November 2015	December 2015
Design, Preparing of Contract Documents & Bidding	November 2015	February 2016
Elimination of Inflow Sources	November 2015	May 2016

**I/I LOCAL FINANCIAL ASSISTANCE PROGRAM - PHASE 9  
ATTACHMENT C  
FINANCIAL ASSISTANCE AGREEMENT**

**PROJECT NO.: WRA-P9-28-3-930  
TOWN OF READING**

**AUTHORITY TO EXECUTE AGREEMENT**

I hereby certify that the (name of governing body) Board of Selectman of the (City, Town, or Commission) Town of Reading (hereinafter referred to as the "Awardee"), at a meeting noticed and conducted in accordance with all applicable legal requirements, duly voted, at a meeting of the governing body held on the \_\_\_\_\_ day of \_\_\_\_\_, 2015 and duly recorded in my office, to authorize (title official) Town Manager to act on behalf of the Awardee, as its agent, in executing agreements and performing any or all other actions necessary to secure for the Awardee financial assistance in the form of grants and interest-free loans for the planning, design, or construction of infiltration/inflow reduction and/or sewer system rehabilitation projects as may be made available to the Awardee from the Massachusetts Water Resources Authority.

I hereby certify that (name of official) Robert W. LeLacheur, Jr. is the present incumbent of the position referenced above, and do hereby certify:

1. that said meeting noted above was duly convened and held in all respects in accordance with law and to the extent required by law, due and proper notice of such meeting was given; and a legal quorum was present throughout the meeting, and a legally-sufficient number of members of the governing body voted in the proper manner and for the adoption of said authorization; that all other requirements and proceedings under the law incident to the proper adoption or passage of said authorization, including publication, if required, have been duly fulfilled, carried out, and otherwise observed; and that I am authorized to execute this certificate:

2. that if an impression of a seal has been affixed below, it constitutes the official seal of the Awardee and this certification is hereby executed under such official seal; but if no seal has been affixed, the Applicant does not have an official seal:

IN WITNESS WHEREOF, this \_\_\_\_\_ day of \_\_\_\_\_, 2015

\_\_\_\_\_  
(Signature of Officer)

Laura A. Gemme  
(Print Name of Officer)

Town Clerk  
(Print Title)

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**MWRA I/I LOCAL FINANCIAL ASSISTANCE PROGRAM - PHASE 9  
ATTACHMENT D  
FINANCIAL ASSISTANCE AGREEMENT**

**PROJECT NO. WRA-P9-28-3-930**

**TOWN OF READING**

**INTERNAL TV INSPECTION OF APPROXIMATELY 5,000 LF OF SEWER; DESIGN  
& CONTRACT DOCUMENT PREPARATION FOR RECOMMENDED SEWER  
REHABILITATIONS; INFLOW ELIMINATION AT VARIOUS LOCATIONS USING  
TOWN'S ANNUAL ON-CALL CONTRACTOR**

**LOAN AGREEMENT**

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**LEGAL NOTICE**



**TOWN OF READING**

To the Inhabitants of the Town  
of Reading:

Notice is hereby given that a public hearing will be held in accordance with the Massachusetts General Laws, Chapter 369 of the Acts of 1982 on the issue of determining a residential factor in assessing the percentage of tax burden to be borne by each class of property for Fiscal Year 2016. The hearing will be held on Tuesday, November 3, 2015 at 7:30 p.m. in the Selectmen's Meeting Room, 16 Lowell Street, Reading, MA. The five classes of property involved are residential, open space, commercial, industrial and personal property.

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](http://www.readingma.gov)

All interested parties are invited to attend the hearing, or may submit their comments in writing or by email prior to 6:00 p.m. on November 3, 2015 to

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

US

By order of  
Robert W. LeLacheur, Jr.  
Town Manager

10.20.15

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## FY 2016 Classification Information



Presented by the Reading Board  
of Assessors

November 3, 2015

## Required Actions by BOS

- Selection of a Minimum Residential Factor.
- Selection of a Discount for Open Space.
- Granting of a Residential Exemption.
- Granting of a Small Commercial Exemption.

## Minimum Residential Factor

- Reading has never adopted a split tax rate.
- The MRF will be 1.
- $(\text{Tax Levy} / \text{Total Value}) \times 1000 = \text{TR}$
- The anticipated tax rate is  $\$62,514,360 / \$4,309,708,047 = 0.01451 \times 1000 = \$14.51$
- Single Tax Rate \$14.51 est.

The average single family home value for FY 2016 is **\$499,500**  
 The table below summarizes the anticipated FY 2016 average tax bill amounts at various shift intervals.

CIP SHIFT	MRF	RES %	RES TAX RATE	EST 2016 BILL	TAX SAVINGS
1	100	91.7487	\$14.51	\$7,248	
1.1	99.1007	90.9235	\$14.38	\$7,183	\$65
1.2	98.2013	90.0984	\$14.24	\$7,113	\$135
1.3	97.3020	89.2733	\$14.11	\$7,048	\$200
1.4	96.4026	88.4482	\$13.98	\$6,983	\$265
1.5	95.5034	87.6230	\$13.85	\$6,918	\$330

Average single family tax bill history from 2003 to present.

Fiscal Year	Single Family Assessed Values	Single Fam Parcel	Single Family Avg Value	Residential Tax Rate	Avg Single Family Tax Bill	Percent Change
2003	2,295,207,400	6,473	354,582	11.49	4,074	
2004	2,532,435,800	6,470	391,412	12.23	4,787	17.50%
2005	2,722,599,400	6,483	419,960	12.57	5,279	10.28%
2006	2,912,273,100	6,490	448,732	12.08	5,421	2.69%
2007	2,994,759,900	6,487	461,656	12.07	5,572	2.79%
2008	2,933,909,900	6,490	452,066	12.6	5,696	2.23%
2009	2,882,787,600	6,501	443,438	13.21	5,858	2.84%
2010	2,816,270,800	6,505	432,939	13.75	5,953	1.62%
2011	2,880,796,500	6,508	442,655	13.8	6,109	2.62%
2012	2,895,475,600	6,514	444,500	14.15	6,290	2.96%
2013	2,816,675,700	6,516	432,300	14.94	6,459	2.68%
2014	2,910,595,200	6,524	446,100	14.74	6,575	1.76%
2015	3,030,663,500	6,528	464,250	14.71	6,828	3.84%
2016	3,266,065,400	6,539	499,500	14.51	7,248	6.15%

### FY 2016 TAX RATE NOTES Cont.



	<u>2013</u>	<u>2014</u>
Sales Activity	259	234
Days on Market	54.5	41.85 (-23%)
Avg Sale Price	\$492,362	\$519,863(+5.59%)

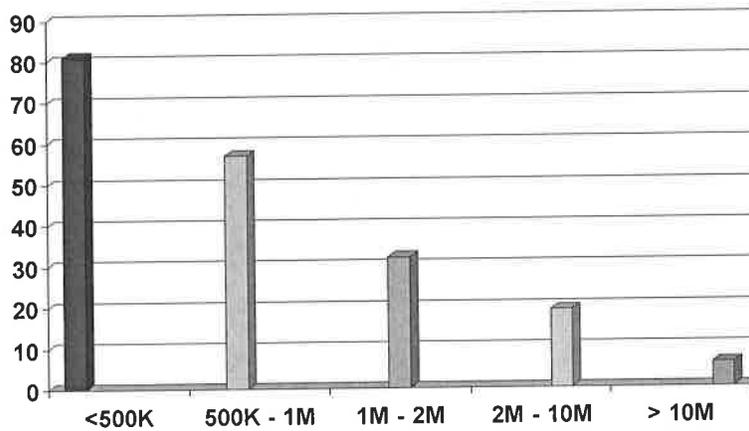


The average commercial property valuation for FY 2016 is **\$1,493,100**.  
 The table below summarizes the anticipated FY 2016 average commercial tax bill amounts.

CIP SHIFT	MRF	CIP %	CIP TAX RATE	EST 2016 BILL	TAX INCREASE
1	100	8.2514	\$14.51	\$21,665	
1.1	99.1007	9.0764	\$15.96	\$23,830	\$2,165
1.2	98.2013	9.9016	\$17.41	\$25,995	\$4,330
1.3	97.3020	10.7267	\$18.86	\$28,160	\$6,495
1.4	96.4026	11.5519	\$20.31	\$30,325	\$8,660
1.5	95.5033	12.377	\$21.76	\$32,460	\$10,795

**Commercial Property Value Breakdown for FY 2016**

81 properties < \$500K                      57 from \$500K - \$1M  
 32 from \$1m to 2M                      19 from 2M to 10M  
 6 Properties above \$10M



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## Average commercial tax bill history from 2003 to present

Fiscal Year	Total Commercial Value	Comm. Parcels	Average Commercial Value	Tax Rate	Average Commercial Tax Bill	Percent Change
2003	156,623,500	175	\$894,991	11.49	10,283	
2004	155,560,000	176	\$883,864	12.23	10,810	5.12%
2005	186,339,900	178	\$1,046,853	12.57	13,159	21.73%
2006	219,005,200	179	\$1,223,493	12.08	14,780	12.32%
2007	236,516,816	198	\$1,194,529	12.07	14,418	-2.45%
2008	256,582,400	203	\$1,263,953	12.6	15,926	10.46%
2009	262,919,463	206	\$1,276,308	13.21	16,860	5.87%
2010	270,816,033	205	\$1,321,054	13.75	18,164	7.74%
2011	319,506,376	204	\$1,566,208	13.8	21,614	18.99%
2012	320,481,055	205	\$1,563,322	14.15	22,121	2.35%
2013	300,063,400	199	\$1,507,900	14.94	22,527	1.84%
2014	285,068,700	198	\$1,439,700	14.76	21,221	-5.7%
2015	284,141,800	196	\$1,449,700	14.71	21,325	.488%
2016	294,140,500	197	\$1,493,100	14.51	21,665	1.59%

## Discount for Open Space

- MGL C59, sec 2A defines class 2 open space as: "land which is not otherwise classified and which is not taxable under provisions of Chapters 61A or 61B, or taxable under a permanent conservation restriction, and which land is not held for the production of income but is maintained in an open or natural condition and which contributes significantly to the benefit and enjoyment of the public."
- An exemption of up to 25% could be adopted for property classified as Class 2 Open Space.
- Reading has never adopted a discount for Class 2 Open Space.

## Residential Exemption

- BOS may adopt a Residential Exemption for residential properties in town that are owner occupied.
- Amount up to 20% of the average assessed value of ALL residential properties, including vacant land.
- Adopting this would raise the residential tax rate to \$17.51 from the \$14.51 est. This would apply to all residential properties before the exemption which is estimated to be approx. \$1,650 off for all owner occupied residential properties. The est. break-even point is \$550,000 and a tax amount of \$7,980.
- 74.4% of Single Family Values fall below the break even point.
- Adopted by only 13 communities including Boston, Chelsea, Cambridge & Waltham.
- Since the shift is only in the res class, higher valued homes will pay for the exemption to those homes of lower value.

## Small Commercial Exemption

- Up to 10% of prop value for commercial properties only. (No industrial or personal property).
- Total Property Value less than \$1,000,000
- Not more than 10 employees as certified by the Dept. of Employment & Training.
- One business in a building of several would qualify only if all other businesses qualified.
- Exemption goes to the real estate owner and not the business owner.
- Less than a dozen communities in the Commonwealth have adopted this exemption.

**Neighboring Communities / FY 2015**

Community	Res%	Split	Shift	Avg. S. F. Tax Bill	Tax Rate / \$1000 RES / CIP
Lynnfield	87.20	Yes	1.16	\$8,021	14.49 / 17.28
No. Reading	87.30	No	1.0	\$8,022	16.62
Stoneham	88.90	Yes	1.58	\$5,411	12.96 / 22.08
Wakefield	84.90	Yes	1.75	\$5,608	13.48 / 27.22
Wilmington	76.40	Yes	1.75	\$5,466	14.37 / 32.74
Woburn	69.90	Yes	1.75	\$3,728	10.17 / 26.30
<b>READING</b>	91.4	No	1.0	\$6,824	14.70

Only Reading has a CIP sector less than 10%.

**Middlesex League / FY2015**

Community	Res%	Split	Shift	Avg. S.F. Tax Bill	Tax Rate / \$1000 RES / CIP
Arlington	94.2	No	1.0	\$7,306	13.55
Belmont	94.4	No	1.0	\$10,938	12.90
Burlington	62.7	Yes	1.63	\$4,768	11.35 / 29.40
Lexington	87.6	Yes	1.75	\$12,191	14.86 / 29.10
Melrose	94.1	Yes	1.42	\$5,549	12.96 / 18.90
Stoneham	88.9	Yes	1.58	\$5,411	12.96 / 22.08
Wakefield	84.9	Yes	1.75	\$5,608	13.48 / 27.22
Watertown	81.2	Yes	1.75	Res Ex	15.03 / 27.87
Wilmington	76.4	Yes	1.75	\$5,466	14.37 / 32.74
Winchester	95.0	Yes	1.0	\$10,588	12.14 / 11.40
Woburn	69.9	Yes	1.75	\$3,728	15.03 / 27.87
<b>READING</b>	91.4	No	1.0	\$6,824	14.70

**Largely Residential Comparable Communities  
Fiscal Year 2015 Data**

Community	Res%	Split	Shift	Avg. S.F. Tax Bill	Tax Rate / \$1000 RES / CIP
Arlington	94.2	No	1.0	\$7,306	13.55
Belmont	94.4	No	1.0	\$10,938	12.90
Concord	91.0	No	1.0	\$12,890	14.29
Lincoln	96.5	Yes	1.30	\$14,367	14.15 / 18.60
Lynnfield	87.2	Yes	1.16	\$8,021	14.49 / 17.28
Melrose	94.1	Yes	1.42	\$5,549	12.96 / 18.90
Milton	96.1	Yes	1.57	\$7,880	13.94 / 22.40
Sudbury	93.6	Yes	1.38	\$11,598	17.60 / 24.88
Wakefield	84.9	Yes	1.75	\$5,608	13.48 / 27.22
Winchester	95.0	Yes	1.0	\$10,588	12.14 / 11.40
<b>READING</b>	91.4	No	1.0	\$6,824	14.70

Reading had the third lowest average single family tax bill of those listed.  
All communities except Wakefield and Milton had a 1.5 shift capacity.

Community	Res %	Split	Shift	Avg. S.F. Tax Bill	Tax Rate / \$1000 RES / CIP
Andover	80.20	Yes	1.47	\$8,648	14.97 / 24.77
Bedford	78.60	Yes	1.75	\$8,607	14.62 / 32.12
Belmont	94.40	No	1.0	\$10,938	12.90
Burlington	62.70	Yes	1.63	\$4,768	11.35 / 29.40
Canton	77.40	Yes	1.66	\$6,066	12.82 / 26.36
Danvers	74.00	Yes	1.29	\$5,350	14.91 / 21.42
Dedham	80.50	Yes	1.75	\$6,375	15.87 / 33.95
Lynnfield	87.20	Yes	1.16	\$8,021	14.49 / 17.28
Mansfield	76.50	Yes	1.24	\$5,816	15.50 / 20.75
Marshfield	92.10	No	1.0	\$5,139	13.29
Milton	96.10	Yes	1.57	\$7,880	13.94 / 22.40
Natick	77.40	No	1.0	\$6,630	13.82
North Reading	87.30	No	1.0	\$8,022	16.62
North Andover	87.20	Yes	1.34	\$6,851	14.39 / 20.29
Shrewsbury	87.00	No	1.0	\$5,030	13.20
Stoneham	88.90	Yes	1.58	\$5,411	12.96 / 22.08
Tewksbury	81.80	Yes	1.50	\$5,355	16.37 / 27.62
Wakefield	84.90	Yes	1.75	\$5,608	13.48 / 27.22
Walpole	86.40	Yes	1.28	\$6,603	15.70 / 20.93
Westborough	64.50	No	1.0	\$8,045	18.59
Westford	84.70	No	1.0	\$7,543	16.24 / 16.44
Wilmington	76.40	Yes	1.75	\$5,466	14.37 / 32.74
Winchester	95.00	No	1.0	\$10,588	12.14 / 11.40
<b>READING</b>	91.4	No	1.0	\$6,824	14.70

569

**IMPORTANT TERMS**

TERM	DEFINITION
Levy	The property tax levy is the revenue a community can raise through real and personal property taxes.
Levy Limit	The maximum amount a community can levy in a given year equal to last year's levy plus 2.5% plus new growth plus debt exclusion / override if applicable.
Levy Ceiling	Equal to 2.5% of the total full and fair cash value of all taxable real and personal property in the community.
New Growth	Increase in the tax base due to new construction, parcel subdivisions, condo conversions and property renovations, but not due to revaluation. It is calculated by multiplying the increased assessed value by the prior year's tax rate for the property class.
Override	A permanent increase to a community's levy limit.
Override Capacity	The difference between the levy ceiling and the levy limit. It is the maximum amount by which a community may override its levy limit.
Debt Exclusion	A temporary increase to the levy limit for the payment of a specific debt service item over a specified period of time.
Capital Outlay Expenditure	A temporary exclusion for the purpose of raising funds for capital projects.
Excess Levy Capacity	The difference between the actual levy and the levy limit.

5610

Residential Factor Worksheet												
	FY	Avg-Unit Assessd. Value		Residential Factor	Property Tax Rate		Property Tax on Avg Unit		Avg-Unit Prop. Tax + /- vs. Prev FY		Pct. Tax Increase FY ovr FY	
		Res.	C/I/P		Res.	C/I/P	Res.	C/I/P	Res.	C/I/P	Res.	C/I/P
ACTUAL	2007	\$461,656	\$1,194,529	1	\$12.07	\$12.07	\$5,572	\$14,418	---	---	---	---
	2008	\$452,066	\$1,263,953	1	\$12.60	\$12.60	\$5,696	\$15,926	\$124	\$1,508	2.2%	10.5%
	2009	\$443,438	\$1,276,308	1	\$13.21	\$13.21	\$5,858	\$16,860	\$162	\$934	2.8%	5.9%
	2010	\$432,939	\$1,321,054	1	\$13.75	\$13.75	\$5,953	\$18,164	\$95	\$1,304	1.6%	7.7%
	2011	\$442,655	\$1,566,208	1	\$13.80	\$13.80	\$6,109	\$21,614	\$156	\$3,449	2.6%	19.0%
	2012	\$444,500	\$1,563,322	1	\$14.15	\$14.15	\$6,290	\$22,121	\$181	\$507	3.0%	2.3%
	2013	\$432,300	\$1,507,900	1	\$14.94	\$14.94	\$6,459	\$22,528	\$169	\$407	2.7%	1.8%
	2014	\$446,100	\$1,439,700	1	\$14.74	\$14.74	\$6,576	\$21,221	\$117	-\$1,307	1.8%	-5.8%
	2015	\$464,250	\$1,449,700	1	\$14.71	\$14.71	\$6,829	\$21,325	\$254	\$104	3.9%	0.5%
PROJECTED	2016	\$499,518	\$1,493,108	1	\$14.51	\$14.51	\$7,248	\$21,665	\$419	\$340	6.1%	1.6%
	2016	\$499,518	\$1,493,108	1.1	\$14.38	\$15.96	\$7,183	\$23,830	\$354	\$2,505	5.2%	11.7%
	2016	\$499,518	\$1,493,108	1.2	\$14.24	\$17.41	\$7,113	\$25,995	\$284	\$4,670	4.2%	21.9%
	2016	\$499,518	\$1,493,108	1.3	\$14.11	\$18.86	\$7,048	\$28,160	\$219	\$6,835	3.2%	32.1%
	2016	\$499,518	\$1,493,108	1.4	\$13.98	\$20.31	\$6,983	\$30,325	\$154	\$9,000	2.3%	42.2%
	2016	\$499,518	\$1,493,108	1.5	\$13.85	\$21.76	\$6,918	\$32,490	\$89	\$11,165	1.3%	52.4%
Pct Avg Unit Tax Increase 2007-2015											22.6%	47.9%

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Residential Factor Worksheet

	FY	Avg-Unit Assesd. Value		Residential Factor	Property Tax Rate		Property Tax on Avg Unit		Avg-Unit Prop. Tax +/- vs. Prev FY	
		Res.	C/I/P		Res.	C/I/P	Res.	C/I/P	Res.	C/I/P
ACTUAL	2013	\$432,300	\$1,507,900	1	\$14.94	\$14.94	\$6,458,562	\$22,528,026	----	----
	2014	\$446,100	\$1,439,700	1	\$14.74	\$14.74	\$6,575,514	\$21,221,178	\$116,952	-\$1,306,848
	2015	\$464,250	\$1,449,700	1	\$14.71	\$14.71	\$6,829,118	\$21,325,087	\$253,604	\$103,909
PROJECTED	2016	\$499,500	\$1,493,100	1	\$14.51	\$14.51	\$7,247,745	\$21,664,881	\$418,628	\$339,794
	2016	\$499,500	\$1,493,100	1.05	\$14.44	\$15.23	\$7,212,780	\$22,739,913	\$383,663	\$1,414,826
	2016	\$499,500	\$1,493,100	1.1	\$14.38	\$15.96	\$7,182,810	\$23,829,876	\$353,693	\$2,504,789
	2016	\$499,500	\$1,493,100	1.15	\$14.31	\$16.68	\$7,147,845	\$24,904,908	\$318,728	\$3,579,821
	2016	\$499,500	\$1,493,100	1.2	\$14.24	\$17.41	\$7,112,880	\$25,994,871	\$283,763	\$4,669,784
	2016	\$499,500	\$1,493,100	1.25	\$14.18	\$18.13	\$7,082,910	\$27,069,903	\$253,793	\$5,744,816
	2016	\$499,500	\$1,493,100	1.3	\$14.11	\$18.86	\$7,047,945	\$28,159,866	\$218,828	\$6,834,779
	2016	\$499,500	\$1,493,100	1.4	\$13.98	\$20.31	\$6,983,010	\$30,324,861	\$153,893	\$8,999,774
	2016	\$499,500	\$1,493,100	1.5	\$13.85	\$21.76	\$6,918,075	\$32,489,856	\$88,958	\$11,164,769
	2016			1.6			\$0	\$0	-\$6,829,118	-\$21,325,087
	2016			1.7			\$0	\$0	-\$6,829,118	-\$21,325,087
2016			1.8			\$0	\$0	-\$6,829,118	-\$21,325,087	

5612

<500K	Location	2016 Value	single tax rate	10% shift	diff @	20% shift		30% shift	
			14.51	15.96	10%	17.41	diff @ 20%	18.86	diff @ 30%
	21 High Street	\$273,100	\$3,963	\$4,359	\$396	\$4,755	\$792	\$5,151	\$1,188
	531 Main Street	\$411,700	\$5,974	\$6,571	\$597	\$7,168	\$1,194	\$7,765	\$1,791
500K - 1.0M	117 Main Street	\$674,800	\$9,791	\$10,770	\$978	\$11,748	\$1,957	\$12,727	\$2,935
	285 Main Street	\$659,100	\$9,564	\$10,519	\$956	\$11,475	\$1,911	\$12,431	\$2,867
	39 Lincoln Street	\$566,400	\$8,218	\$9,040	\$821	\$9,861	\$1,643	\$10,682	\$2,464
1M - 2M	126 Main Street	\$1,125,000	\$16,324	\$17,955	\$1,631	\$19,586	\$3,263	\$21,218	\$4,894
	83 Main Street	\$1,363,200	\$19,780	\$21,757	\$1,977	\$23,733	\$3,953	\$25,710	\$5,930
	110 Main Street	\$1,931,200	\$28,022	\$30,822	\$2,800	\$33,622	\$5,600	\$36,422	\$8,401
2M - 10M	88 Walkers Brook Road	\$3,212,200	\$46,609	\$51,267	\$4,658	\$55,924	\$9,315	\$60,582	\$13,973
	275 Salem Street	\$6,303,000	\$91,457	\$100,596	\$9,139	\$109,735	\$18,279	\$118,875	\$27,418
>10M	60 Walkers Brook Road	\$22,345,400	\$324,232	\$356,633	\$32,401	\$389,033	\$64,802	\$421,434	\$97,202
	50 Walkers Brook Road	\$24,612,100	\$357,122	\$392,809	\$35,688	\$428,497	\$71,375	\$464,184	\$107,063

THE ESTIMATES BELOW ARE BASED ON A SHIFTED TAX RATE AND 10% SMALL COMMERCIAL EXEMPTION

It only applies to properties less than \$1,000,000

<500K	Location	2016 Value	single rate	no shift 10%		shift 10%		shift 20%			
				ex	save	16.11	tax with ex	save	17.58	tax with ex	save
	21 High Street	\$273,100	\$3,962.68	\$ 3,600.82	\$361.86	\$4,399.64	\$ 3,959.68	\$3.00	\$4,801.10	\$4,320.99	-\$358.31
	531 Main Street	\$411,700	\$5,973.77	\$ 5,428.26	\$545.50	\$6,632.49	\$ 5,969.24	\$4.53	\$7,237.69	\$6,513.92	-\$540.15
					\$0.00		\$ -	\$0.00		\$0.00	\$0.00
500K - 1.0M	117 Main Street	\$674,800	\$9,791.35	\$ 8,897.24	\$894.11	\$10,871.03	\$ 9,783.93	\$7.42	\$11,862.98	\$10,676.69	-\$885.34
	285 Main Street	\$659,100	\$9,563.54	\$ 8,690.23	\$873.31	\$10,618.10	\$ 9,556.29	\$7.25	\$11,586.98	\$10,428.28	-\$864.74
	39 Lincoln Street	\$566,400	\$8,218.46	\$ 7,467.98	\$750.48	\$9,124.70	\$ 8,212.23	\$6.23	\$9,957.31	\$8,961.58	-\$743.12

EFFECT OF SMALL COMMERCIAL EXEMPTION ON PROPERTIES OVER \$1 MILLION

1M - 2M	Location	2016 Value	single rate	14.65		16.11		17.58			
				ex	save	ex	save	ex	save	ex	save
	126 Main Street	\$1,125,000	\$16,324	\$ 16,481	\$158	\$18,124	\$1,800	\$19,778	\$3,454		
	83 Main Street	\$1,363,200	\$19,780	\$ 19,971	\$191	\$21,961	\$2,181	\$23,965	\$4,185		
	110 Main Street	\$1,931,200	\$28,022	\$ 28,292	\$270	\$31,112	\$3,090	\$33,950	\$5,929		
					\$0	\$0	\$0	\$0	\$0		
					\$0	\$0	\$0	\$0	\$0		
2M - 10M	88 Walkers Brook Road	\$3,212,200	\$46,609	\$ 47,059	\$450	\$51,749	\$5,140	\$56,470	\$9,861		
	275 Salem Street	\$6,303,000	\$91,457	\$ 92,339	\$882	\$101,541	\$10,085	\$110,807	\$19,350		
					\$0	\$0	\$0	\$0	\$0		
>10M	60 Walkers Brook Road	\$22,345,400	\$324,232	\$ 327,360	\$3,128	\$359,984	\$35,753	\$392,832	\$68,600		
	50 Walkers Brook Road	\$24,612,100	\$357,122	\$ 360,567	\$3,446	\$396,501	\$39,379	\$432,681	\$75,559		

5613

40% shift		50% shift	
20.31	diff @ 40%	21.76	diff @ 50%
\$5,547	\$1,584	\$5,943	\$1,980
\$8,362	\$2,388	\$8,959	\$2,985
\$13,705	\$3,914	\$14,684	\$4,892
\$13,386	\$3,823	\$14,342	\$4,778
\$11,504	\$3,285	\$12,325	\$4,106
\$22,849	\$6,525	\$24,480	\$8,156
\$27,687	\$7,907	\$29,663	\$9,883
\$39,223	\$11,201	\$42,023	\$14,001
\$65,240	\$18,631	\$69,897	\$23,288
\$128,014	\$36,557	\$137,153	\$45,697
\$453,835	\$129,603	\$486,236	\$162,004
\$499,872	\$142,750	\$535,559	\$178,438

30% 19.04	tax with ex	save	40% 20.51	tax with ex	save	50% 21.76	tax with ex	save
\$5,199.82	\$4,679.84	-\$717.16	\$5,601.28	\$5,041.15	-\$1,078.47	\$5,942.66	\$5,348.39	-\$1,385.71
\$7,838.77	\$7,054.89	-\$1,081.12	\$8,443.97	\$7,599.57	-\$1,625.80	\$8,958.59	\$8,062.73	-\$2,088.97
	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$12,848.19	\$11,563.37	-\$1,772.02	\$13,840.15	\$12,456.13	-\$2,664.79	\$14,683.65	\$13,215.28	-\$3,423.94
\$12,549.26	\$11,294.34	-\$1,730.80	\$13,518.14	\$12,166.33	-\$2,602.79	\$14,342.02	\$12,907.81	-\$3,344.27
\$10,784.26	\$9,705.83	-\$1,487.37	\$11,616.86	\$10,455.18	-\$2,236.71	\$12,324.86	\$11,092.38	-\$2,873.91

19.04		20.51		21.97	
\$21,420	\$5,096	\$23,074	\$6,750	\$24,716	\$8,393
\$25,955	\$6,175	\$27,959	\$8,179	\$29,950	\$10,169
\$36,770	\$8,748	\$39,609	\$11,587	\$42,428	\$14,407
\$0		\$0		\$0	
\$0		\$0		\$0	
\$61,160	\$14,551	\$65,882	\$19,273	\$70,572	\$23,963
\$120,009	\$28,553	\$129,275	\$37,818	\$138,477	\$47,020
\$0		\$0		\$0	
\$425,456	\$101,225	\$458,304	\$134,072	\$490,928	\$166,697
\$468,614	\$111,493	\$504,794	\$147,673	\$540,728	\$183,606

5614

<500K	Location	2016 Value	single tax rate		10% shift		20% shift	
			14.51		15.96	diff @ 10%	17.41	diff @ 20%
	21 High Street	\$273,100	\$3,963	\$4,359	\$396	\$4,755	\$792	
	531 Main Street	\$411,700	\$5,974	\$6,571	\$597	\$7,168	\$1,194	
500K - 1.0M	117 Main Street	\$674,800	\$9,791	\$10,770	\$978	\$11,748	\$1,957	
	285 Main Street	\$659,100	\$9,564	\$10,519	\$956	\$11,475	\$1,911	
	39 Lincoln Street	\$566,400	\$8,218	\$9,040	\$821	\$9,861	\$1,643	
1M - 2M	126 Main Street	\$1,125,000	\$16,324	\$17,955	\$1,631	\$19,586	\$3,263	
	83 Main Street	\$1,363,200	\$19,780	\$21,757	\$1,977	\$23,733	\$3,953	
	110 Main Street	\$1,931,200	\$28,022	\$30,822	\$2,800	\$33,622	\$5,600	
2M - 10M	88 Walkers Brook Road	\$3,212,200	\$46,609	\$51,267	\$4,658	\$55,924	\$9,315	
	275 Salem Street	\$6,303,000	\$91,457	\$100,596	\$9,139	\$109,735	\$18,279	
>10M	60 Walkers Brook Road	\$22,345,400	\$324,232	\$356,633	\$32,401	\$389,033	\$64,802	
	50 Walkers Brook Road	\$24,612,100	\$357,122	\$392,809	\$35,688	\$428,497	\$71,375	

**THE ESTIMATES BELOW ARE BASED ON A SHIFTED TAX RATE AND 10% SMALL COMMERCIAL EXEMPTION**

It only applies to properties less than \$1,000,000

<500K	Location	2016 Value	single rate	no shift 10%		shift 10%		shift 20%		tax with ex	save
				ex	save	16.11	tax with ex	17.58	tax with ex		
	21 High Street	\$273,100	\$3,962.68	\$ 3,600.82	\$361.86	\$4,399.64	\$ 3,959.68	\$3.00	\$4,801.10	\$4,320.99	-\$358.31
	531 Main Street	\$411,700	\$5,973.77	\$ 5,428.26	\$545.50	\$6,632.49	\$ 5,969.24	\$4.53	\$7,237.69	\$6,513.92	-\$540.15
					\$0.00		\$ -	\$0.00		\$0.00	\$0.00
500K - 1.0M	117 Main Street	\$674,800	\$9,791.35	\$ 8,897.24	\$894.11	\$10,871.03	\$ 9,783.93	\$7.42	\$11,862.98	\$10,676.69	-\$885.34
	285 Main Street	\$659,100	\$9,563.54	\$ 8,690.23	\$873.31	\$10,618.10	\$ 9,556.29	\$7.25	\$11,586.98	\$10,428.28	-\$864.74
	39 Lincoln Street	\$566,400	\$8,218.46	\$ 7,467.98	\$750.48	\$9,124.70	\$ 8,212.23	\$6.23	\$9,957.31	\$8,961.58	-\$743.12

**EFFECT OF SMALL COMMERCIAL EXEMPTION ON PROPERTIES OVER \$1 MILLION**

1M - 2M	Location	2016 Value	single rate	14.65		16.11		17.58	
				ex	save	ex	save	ex	save
	126 Main Street	\$1,125,000	\$16,324	16481.25	\$158	\$18,124	\$1,800	\$19,778	\$3,454
	83 Main Street	\$1,363,200	\$19,780	19970.88	\$191	\$21,961	\$2,181	\$23,965	\$4,185
	110 Main Street	\$1,931,200	\$28,022	28292.08	\$270	\$31,112	\$3,090	\$33,950	\$5,929
					\$0	\$0	\$0	\$0	\$0
					\$0	\$0	\$0	\$0	\$0
2M - 10M	88 Walkers Brook Road	\$3,212,200	\$46,609	47058.73	\$450	\$51,749	\$5,140	\$56,470	\$9,861
	275 Salem Street	\$6,303,000	\$91,457	92338.95	\$882	\$101,541	\$10,085	\$110,807	\$19,350
					\$0	\$0	\$0	\$0	\$0
>10M	60 Walkers Brook Road	\$22,345,400	\$324,232	327360.11	\$3,128	\$359,984	\$35,753	\$392,832	\$68,600
	50 Walkers Brook Road	\$24,612,100	\$357,122	360567.265	\$3,446	\$396,501	\$39,379	\$432,681	\$75,559

5615

<b>30% shift</b>	
<b>18.86</b>	<b>diff @ 30%</b>

\$5,151	\$1,188
\$7,765	\$1,791

\$12,727	\$2,935
\$12,431	\$2,867
\$10,682	\$2,464

\$21,218	\$4,894
\$25,710	\$5,930
\$36,422	\$8,401

\$60,582	\$13,973
\$118,875	\$27,418

\$421,434	\$97,202
\$464,184	\$107,063

<b>40% shift</b>	
<b>20.31</b>	<b>diff @ 40%</b>

\$5,547	\$1,584
\$8,362	\$2,388

\$13,705	\$3,914
\$13,386	\$3,823
\$11,504	\$3,285

\$22,849	\$6,525
\$27,687	\$7,907
\$39,223	\$11,201

\$65,240	\$18,631
\$128,014	\$36,557

\$453,835	\$129,603
\$499,872	\$142,750

<b>50% shift</b>	
<b>21.76</b>	<b>diff @ 50%</b>

\$5,943	\$1,980
\$8,959	\$2,985

\$14,684	\$4,892
\$14,342	\$4,778
\$12,325	\$4,106

\$24,480	\$8,156
\$29,663	\$9,883
\$42,023	\$14,001

\$69,897	\$23,288
\$137,153	\$45,697

\$486,236	\$162,004
\$535,559	\$178,438

<b>shift 30%</b>		
<b>19.04</b>	tax with ex	save

\$5,199.82	\$4,679.84	-\$717.16
\$7,838.77	\$7,054.89	-\$1,081.12
	\$0.00	\$0.00
\$12,848.19	\$11,563.37	-\$1,772.02
\$12,549.26	\$11,294.34	-\$1,730.80
\$10,784.26	\$9,705.83	-\$1,487.37

<b>shift 40%</b>		
<b>20.51</b>	tax with ex	save

\$5,601.28	\$5,041.15	-\$1,078.47
\$8,443.97	\$7,599.57	-\$1,625.80
	\$0.00	\$0.00
\$13,840.15	\$12,456.13	-\$2,664.79
\$13,518.14	\$12,166.33	-\$2,602.79
\$11,616.86	\$10,455.18	-\$2,236.71

<b>shift 50%</b>		
<b>21.76</b>	tax with ex	save

\$5,942.66	\$5,348.39	-\$1,385.71
\$8,958.59	\$8,062.73	-\$2,088.97
	\$0.00	\$0.00
\$14,683.65	\$13,215.28	-\$3,423.94
\$14,342.02	\$12,907.81	-\$3,344.27
\$12,324.86	\$11,092.38	-\$2,873.91

19.04	
\$21,420	\$5,096
\$25,955	\$6,175
\$36,770	\$8,748
\$0	
\$0	
\$61,160	\$14,551
\$120,009	\$28,553
\$0	
\$425,456	\$101,225
\$468,614	\$111,493

20.51	
\$23,074	\$6,750
\$27,959	\$8,179
\$39,609	\$11,587
\$0	
\$0	
\$65,882	\$19,273
\$129,275	\$37,818
\$0	
\$458,304	\$134,072
\$504,794	\$147,673

21.97	
\$24,716	\$8,393
\$29,950	\$10,169
\$42,428	\$14,407
\$0	
\$0	
\$70,572	\$23,963
\$138,477	\$47,020
\$0	
\$490,928	\$166,697
\$540,728	\$183,606

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## Health Issues in College Students

With the coming of the new school year, many Reading residents have entered their first year of college. The Reading Board of Health would like to highlight some of the most pressing health challenges faced during this vulnerable time of life. These include, depression, suicide, anxiety, , drug abuse, and eating disorders. While college can be an exciting time for students, both students and parents should be aware of these, and other health-related issues associated with this major life transition.

In order to identify potentially troubling health matters in their children, parents need to maintain a certain level of non-judgmental communication with their son or daughter living at college. Should any of the following health issues become a concern, the Board of Health recommends the student seek immediate help by visiting student health care services.

**Depression:** While brief episodes of depression can be caused by situational issues, depressive tendencies can of course be symptoms of more serious mental health issues. Signs of depression include extreme sadness, irritability, lack of motivation, hopelessness, withdrawal from friends, peers, and activities you used to enjoy, heavy use (including alcohol) to relieve symptoms of depression, and thoughts of death or suicide. Note that a family history of depression is a risk factor.

**Suicide:** The worst possible outcome of an untreated mental illness is suicide. Even for people without a serious mental disorder, the stress of a completely new environment can lead to suicidal thoughts. Anyone who has seriously considered suicide, including thoughts of worthlessness or guilt, should seek professional help immediately.

**Anxiety:** Most college students experience some level of stress, but when anxiety starts to interfere with daily function and quality of life, this is when anxiety becomes a health issue. Signs of an excessive level of anxiety include anxious or worrisome thoughts on a daily basis, fears that family and friends perceive as unfounded or irrational, avoidance of social activities because they cause you anxiety, and panic attacks.

**Eating Disorders:** According to some estimates, approximately 20 percent of women and 10 percent of men in college struggle with an eating disorder. Eating disorders are serious and could lead to devastating consequences for a young person's health. Signs of eating disorders include a refusal to eat food or skipping meals, a fear of eating in public with others, counting calories out of a need for control, strict eating habits followed by feeling guilty and shame if you break them, a history of perfectionism, and an obsession or dissatisfaction with your weight or body shape. If you notice any of these symptoms in your child, seek immediate professional help.

**Drug Abuse:** For individuals of any age, addiction can lead to significant and life threatening health issues without proper treatment. Addiction can be especially devastating for young people, who may turn to drugs to deal with general stress or an underlying mental health disorder. Binge drinking is an especially common form of addiction found on American campuses. According to

one recent study, of the 61 percent of surveyed college students that drank, 40.5 percent binge drank and 16.3 percent were heavy drinkers. For many who struggle with addiction, often the hardest hurdle for them to overcome is admitting that they have a problem. Indications of drug addiction include feeling uncomfortable when drugs are not available, heavy use of drugs when you are disappointed, distressed or get in a fight, failure to remember part of the previous evening, even though your friends say you did not pass out, concern expressed by a friend or family member about your drug use, and a history of drug addiction in your family.

A variety of web sites provide a more detailed account of health issues faced by college students, including sexual issues such as sexual assault, unintended pregnancies, and sexually transmitted diseases. The Reading Board of Health encourages you to visit these sites to gain a greater understanding of these health issues.

Andrew Friedmann, Ph.D., Chair, Reading Board of Health



## Town of Reading Meeting Minutes

### Board - Committee - Commission - Council:

Board of Selectmen

Date: 2015-10-20

Time: 7:00 PM

Building: Reading Town Hall

Location: Selectmen Meeting Room

Address: 16 Lowell Street

Purpose: General Business

Session:

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 Bob LeLacheur, Town Accountant Sharon Angstrom, Superintendent of Schools John Doherty, Martha Sybert, Executive Assistant Paula Schena, Bill Brown, Karen and Manuel German, John Facitas, Stephen Crook, John Costigan, Jan Baronian

**Minutes Respectfully Submitted By:** Secretary Kevin Sexton

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### Topics of Discussion:

#### Reports and Comments

Selectmen's Reports and Comments - John Arena welcomed back John Halsey after his recuperation.

John Halsey noted that he attended the RCASA presentation. RCASA was formed 10 years ago and Erica McNamera does a spectacular job. The knowledge we have now is amazing and progress is being made. RCASA is expanding to address bullying, violence, and sexual issues. He compliments Erica and her team. He will have her send the presentation to Bob to be distributed to the Board. John Halsey noted that he, Mark Segalla and Chief Burns attended a meeting of the Reading Emergency Regional Planning Committee and there is so much that goes on behind the scenes just planning in case something goes wrong.

Barry Berman noted that he attended the School Committee meeting last night for the RCASA presentation. It is great that we have 10 years of data and we have made a lot of strides. He attended the hearing on Summer Avenue which is a total remodel. The Historic District Commission pushed back the decision for another year. He also noted that his wife has formed a campaign against child abuse called "Enough Abuse" and she is looking for volunteers.

Kevin Sexton noted that he also attended the Summer Avenue hearing. He and John Halsey attended the last meeting of the Firearms Safety Committee to approve minutes. The Fire Department Open House was great, the kids loved it.

Daniel Ensminger noted he attended the MAPC Forum with Barry Berman and they will appear before the Board of Selectmen on December 1. He participated in the Reading Conversation show by Kevin Vendt. He attended the second Permanent Building Committee meeting. Chairman Ensminger went on to read a passage of his report to Town Meeting

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regarding the budget where he indicates he is happy to report significant progress in Facilities, collaborating on technology and moving forward with Human Resource support. He also noted that they will be talking next week at the Financial Forum about a Proposition 2 ½ override.

John Halsey noted that a Prop 2 ½ override is hard to talk about. The Town has approved two operational overrides usually every 10 years, but it has been 14 years since the last one. We have to replace longtime employees, there is a demand on services and MAPC says Reading's population could be 7% more in 20 years. He endorses the topic that is being proposed and we need to explore every possibility.

John Arena noted that it is important to explain to the residents and make clear the trajectory we are on.

Town Manager's Report – The Town Manager noted that there is an invite from Veteran's Agent Kevin Boehmiller for Veterans Day. The MAPC says that Reading had the best turnout at their event. There were at least 70 people and at least 40 of them he didn't know so new people are getting involved. The tax classification hearing will be on November 3<sup>rd</sup>.

### **Personnel and Appointments**

Badge Pinning – Police and Fire – Chairman Daniel Ensminger welcomed everyone.

John Halsey noted that if it wasn't for some of the people here tonight, he wouldn't be here tonight. He noted that three weeks ago he was in need of emergency medical help and the safety team of emergency police and medical was remarkable. We have the best professional team.

Fire Chief Greg Burns noted that there were two promotions and three new Fire Fighters tonight. Garret Antanavica, and Scott Myette were promoted to Lieutenant and Brian Yeager, Eric Bagby and John Messer are new Fire Fighters being pinned tonight.

Police Chief James Cormier congratulated the Fire Fighters and introduced Tim Barrett, the newest Police Officer. He noted that Tim is a small plane pilot should the Board find a need to have a plane as part of the fleet.

The Board congratulated the Fire Fighters and Police Officer.

### **Discussion/Action Items**

Town Accountant Quarterly Report and Update on School Revolving Funds – Town Accountant Sharon Angstrom, Superintendent of Schools John Doherty, Martha Sybert and School Committee member Jeanne Borawski were present.

Sharon Angstrom noted that the Revolving Funds are growing over 6 – 24 months. There are four in the School Department. The budget supports one amount but taking very little out. Full Day Kindergarten has \$963,000 funded but only used \$800,000. Some students have reduced or no tuition. The fee charging is close to cost and the last time it was looked at was 2010. Special Ed saves money and the revolving fund is not meant to run the full program, just help. In 2013 there was a significant difference between what was budgeted and what was used. The revolving fund is supposed to cover the negatives but the full amount was not always taken. There is a big discrepancy in 2013 and it went up again in 2014.

John Halsey asked why and Sharon Angstrom indicated she didn't know why. They should charge year to year what it costs to run the program. It is all up to interpretation.

John Arena noted the issue is usually the incoming funds and support to reimburse match but in 2013 and 2014 there was a substantial difference and no text of how the offset is

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managed. Sharon Angstrom noted that the law says the balance can be rolled over but it doesn't say how much. John Arena noted there needs to be textual content to say how it is managed. Sharon Angstrom noted that part of the problem is the lack of understanding. The money is trapped in a fund that can't be used for any other uses. Someone needs to determine what is reasonable. John Arena indicated that there needs to be a policy of what the Town expects. Sharon Angstrom noted that Martha has budgeted out over the next three years but it will take time to draw down the money.

Barry Berman noted it is important to look at how it works and to work together. That will give the community a sense that we are spending money wisely. Sharon Angstrom noted that she will monitor it closely.

Kevin Sexton asked how long it will take to draw down the money. Sharon Angstrom noted that they will continue to draw down until it is at a normal level once it is determined what is normal. She's confident it will go right. There is no disagreement on what needs to be done. Perhaps the Director should look at expanding programs.

John Halsey noted that the auditors made us look at this and this is a healthy fiscal process. He noted that Sharon Angstrom is making it easy to understand. He noted that the people building the program should not be doing the bookkeeping.

John Arena noted that this will set a precedent on how the Town and Schools work together. The report has comparables to RISE and public institution versus private institution which has capital needs. Sharon Angstrom noted that she was just looking at how much they were charging to see if we were near that charge. Landmark is very expensive and we were reasonably below.

Sharon Angstrom went on to talk about Gatsby 54 Fund Balance. There are five categories that need to be acknowledged in a policy: Permanent Fund, Restricted Fund, Committed Fund, Assigned Fund and Unassigned Fund. She noted that the draft Certified Free Cash policy has a goal of 7% with anything less than 5% being caused for concern. She asked the Board if the 7% was okay.

John Arena asked if the 7% means at or above and Ms. Angstrom indicated both, this is just something they want us to adopt at some point. John Halsey indicated 7% or above is good to add just don't box yourself in.

Sharon Angstrom noted there also needs to be a policy on the order of expenditures. Barry Berman asked if there is any guidance from MMA and Sharon Angstrom noted that she got some other community templates but didn't see this come up at MMA. She will show this to the Finance Committee. John Halsey suggested discussing this at the Financial Forum.

Sharon Angstrom noted that Certified Free Cash was certified today at \$200,000 more than last year. There were a lot of unused expenses where positions were unfilled. Barry Berman asked how much of that was due to unfilled positions and Ms. Angstrom indicated she wasn't sure but some of that was also from capital projects that didn't get done.

John Arena noted that if you look at free cash regeneration and identify where it is coming from, you will find some good and some not so good. Not being able to deliver services because there was no staff is not good.

Sharon Angstrom noted that the water, sewer and storm water funds are all healthy amounts. The auditors have been here and they are happy so far. They will be returning.

Hearing – Early Opening Request – Tread LLC, 6 Linden Street – The Secretary read the hearing notice. Owners Lori Haverty and Tiffany Feitas were present. Dan Ensminger noted that the Board had granted a temporary 5:00 a.m. opening that expires midnight tonight.

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The Town Manager noted that on pages 4 and 5 of the handout there was a list of what has been done and copies of letters of support.

Ms. Feitas noted that they have been opening at 5:00 a.m. for six weeks now. They have made a lot of investments in soundproofing. They brought in sound engineers and they have gotten much better but not perfect. Some specific songs are worse than others. They schedule only certain classes during the 5:00 – 6:00 a.m. time slot and that is how they will continue.

Karen German from 12 Linden Street noted she has good news. Their efforts made a dramatic difference and it is now at a tolerable level. She doesn't hear anything from 5:00 – 6:00 a.m. She sees no reason why they can't continue though their windows could be soundproofed more. She was opening her window later in the day and could hear them.

John Halsey noted he has been down there at 5:00 a.m. and couldn't hear anything.

Kevin Sexton commended the owners and neighbors for working together and noted the owners did a lot. The vibration was a big thing and they turned it down and elevated it off the floor. Good work.

**A motion by Sexton seconded by Arena to close the hearing for the early opening for Tread LLC at 6 Linden Street was approved by a vote of 5-0-0.**

**A motion by Sexton seconded by Arena to approve a license to operate a retail business between the hours of midnight and 6:00 a.m. pursuant to Section 7.1 of the Reading General Bylaws and further pursuant to Section 3.9 of the Board of Selectmen Policies to Tread, LLC, 6 Linden Street, subject to the following conditions:**

- 1. This license is for approval, pursuant to the Board of Selectmen regulation 3.9, to open for business not earlier than 5:00 a.m. on Monday through Friday, and not earlier than 6:00 a.m. on Saturday, Sunday and holidays.**
- 2. This approval expires at midnight on December 31, 2015;**
- 3. All signs shall conform to the Zoning Bylaws of the Town of Reading;**

**In granting this license the Board finds that in accordance with Section 5.10.4 of the General Bylaws:**

- It is in the interest of the public health, safety and welfare or that public necessity or convenience will be served by permitting such operation; and**
- There is no detrimental effect of such operation on the Town or the immediately abutting neighbors.**

**The motion was approved by a vote of 5-0-0.**

Climate Committee – Update on Gas Leaks – Daniel Ensminger noted that this agenda item has been postponed.

Board of Cemetery Trustees – Cemetery Trustees Bill Brown, Janet Baronian, Elise Ciregna, Ronald Stortz, Olive Hecht and Mary Vincent were present.

Daniel Ensminger asked the Board of Selectmen how they want to proceed on Article 13.

Barry Berman suggested go to the Permanent Building Committee and ask them to seek funding for a design. He noted that this is the prototype project for what the Building Committee should be used. It is not outrageous that the Permanent Building Committee

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propose having money set aside for studies and consultants. The question is how to get the money for studies. The Town Manager noted that if the money is put in a fund then Town Meeting approval will be needed or we can give the Finance Committee a larger reserve fund to fund it.

Daniel Ensminger noted that the two Cemetery Trustees cannot be appointed to the Permanent Building Committee until Town Meeting approves the project.

Janet Baronian noted that the Trustees support Bill Brown and they hope to have the Permanent Building Committee take a tour of the cemetery building before the snow falls.

Bill Brown noted that it is the Cemetery Trustees job to make sure the money is spent wisely and properly and that is why they disagree with joining DPW.

John Halsey asked if they would consider a columbarium within one of the cemeteries and Bill Brown noted that the site of the current building would be a good site and Elise wants to do an ash garden.

Preview of Financial Forum – The Town Manager noted that new growth is over \$900,000 and this is the highest one over the past five years. John Arena asked what is driving that and the Town Manager noted the building revolving funds with everyone remodeling so \$900,000 goes into next year's base. He proposes \$1 Million in revenues. Available revenues is at 3% and health insurance is a huge expense in accommodated costs.

John Arena commented that it is amazing how much a business spends on wages and benefits. The Town Manager noted that the Schools and Public Safety are high on wages.

John Halsey noted that we can't avoid a proposition 2 ½ but if we do things right then maybe we won't need to do another one for 20 years. Barry Berman noted the goal is not to come back in five years.

Daniel Ensminger remarked on the survey that was done at Town Meeting regarding an override and 9% said they would want less services and 54% said they would want more services. It was also noted that 20% of the voters said do nothing and 80% said they would agree to an increase of some amount.

Kevin Sexton asked what the 20% who say no increase want to cut. John Halsey noted that if you talk to the 20% most won't change.

John Arena noted that we need to get the word across without numbers.

Barry Berman noted it is important to let them know the things that we will be adding.

John Halsey noted that we need to work with Boards, Committees and Commissions on how staff time gets authorized because there is definitely an overuse of staff time.

The Town Manager noted that next year looks better, it assumes use of \$2 million in free cash.

John Halsey asked how much of funding of RCASA is grants and how much longer will we have them. The Town Manager noted that there are no more grants available and they are talking about fundraising.

John Arena suggested that Chairman Ensminger do a quick report at Town Meeting and he would be happy to help with the message creation.

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**A motion by Sexton seconded by Arena to adjourn the meeting at 9:40 p.m. was approved by a vote of 5-0-0.**

Respectfully submitted,

Secretary

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## Town of Reading Meeting Minutes

### Board - Committee - Commission - Council:

Board of Selectmen

Date: 2015-10-06

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 (participated remotely beginning at 7:20 p.m.), Secretary Kevin Sexton, John Arena and Barry Berman

**Members - Not Present:**

**Others Present:**

Town Manager Bob LeLacheur, Administrative Services Director Matt Kraunelis, Town Clerk Laura Gemme, Executive Assistant Paula Schena, Stephen Crook, Tom Wise

**Minutes Respectfully Submitted By:** Secretary Kevin Sexton

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### Topics of Discussion:

**A motion by Sexton seconded by Arena to go into Executive Session to consider the purchase, exchange, lease or value of real property and that the Chair declared that an open meeting may have a detrimental effect on the negotiating position of the body and to reconvene in Open Session at approximately 7:20 p.m. was approved on a roll call vote with all four members voting in the affirmative.**

The Board reconvened in Open Session at 7:20 p.m. at which time John Halsey joined them remotely.

### **Reports and Comments**

**Selectmen's Liaison Reports and Comments** – Barry Berman noted that he attended a few outside meetings including the 40<sup>th</sup> anniversary of Mystic Valley Elder Services. He attended the Library Building Committee meeting and the drainage issue has been resolved but it has pushed back the site work a couple of months. He attended the RCASA viewing of "If only" which is a film about kids and families struggling with drugs. There was a full house on a weeknight and RCASA did a great job.

Kevin Sexton noted that he attended the Human Relations Advisory Committee meeting and three student liaisons from the High School were present also. He will meet with them more to develop a communication policy before coming in before the Board of Selectmen. He had a resident come in for office hour and the resident wants to establish a committee or commission on disability to work on some small things that get missed by the ADA Coordinator such as closed captioning for RCTV. He thinks this is a good idea. Daniel Ensminger passed that task along to Administrative Services Director Matt Kraunelis.

Daniel Ensminger noted that he attended the Financial Forum at which time they voted to accept the new Facility Department organization. The Permanent Building Committee Appointment Committee appointed Greg Stepler, Nancy Twomey, Patrick Tompkins, John Coote, Bradford Congdon and Michael Bean as an Associate member. They are meeting again on October 19<sup>th</sup> to appoint one more member. He and the Town Manager attended the North Reading Town Meeting regarding the first phase of their hookup to the MWRA. They are trying to get the money and it is a win/win situation for both towns. Daniel Ensminger noted there is a MAPC session tomorrow night at the RMLD at 6:30 p.m.

Town Manager's Report – The Town Manager noted that there is a chart showing the meals tax history in tonight's handout. The Town has received \$1,638,079.79 to date in meals tax.

Vote to Discontinue Old Accuvote Machines and Approve the New Voting Machines – Town Clerk Laura Gemme noted it was not an easy decision. LHS was just a little cheaper and has been serving us for 20 years. She feels the best way to go is with the Image Machine from LHS.

John Arena asked how much training will be done and Laura Gemme noted that LHS will come out and train her and the Wardens and then she will train the rest.

Barry Berman asked if there was enough time to get up and running by March 1<sup>st</sup> and Laura Gemme noted there was. Barry Berman asked what will be done with the old machines and Laura Gemme noted that they have to go back and we will get credits. North Reading and other communities have asked for the black boxes if that is okay. Daniel Ensminger noted that is fine.

**A motion by Sexton seconded by Arena to discontinue the use of the old Accuvote machines effective immediately was approved on a roll call vote with all five members voting in the affirmative.**

**A motion by Sexton seconded by Berman to approve the use of the ImageCast machine effective immediately was approved on a roll call vote with all five members voting in the affirmative.**

Second Driveway – Request to Revoke Prior Approval for 181 South Street – The Town Manager noted that Tom Wise was before the Board of Selectmen requesting a second driveway and it was approved.

Tom Wise noted that part of the ZBA appeal is tied to the second driveway. The court said that there was not proper notification to the abutters. The Town Manager noted these were all allegations.

Tom Wise noted that he is asking that the decision be revoked because he will not be using the second driveway.

**A motion by Sexton seconded by Arena that the Board of Selectmen revoke the March 18, 2014 approval of a second driveway at 181 South Street was approved on a roll call vote with all five members voting in the affirmative.**

Hearing – Approve Amendments to the Non-Union FY16 Classification Plan – The Secretary read the hearing notice. The Town Manager noted that Facilities is being reconfigured. The Facilities Director position is being added to Grade M and an Assistant Facilities Director is being added to Grade J. The vacant Business Analyst position is being changed to a Purchasing Agent to take on additional Facilities work. The Assistant Recreation Program Coordinator is being promoted to Recreation Administrator. In addition we are renaming the Appraiser and Assistant Assessor positions. We are adding a Human Resource

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Generalist which will be shared with schools because a lot of Human Resource time is spent on Schools. The Assistant Building Inspector position is being deleted.

Barry Berman asked if we need the Assistant Building Inspector and the Town Manager noted that we have two Building Inspectors doing 1 FTE work. We don't know how long that will work, but it works well now. Barry Berman asked if there will be any feedback from the residents and the Town Manager indicated there will be no noticeable change.

**A motion by Sexton seconded by Arena to close the hearing on amending the Non-Union FY16 Classification Plan was approved on a roll call vote with all five members voting in the affirmative.**

**A motion by Sexton seconded by Arena to approve the amendments to the Non-Union FY16 Classification Plan as presented was approved on a roll call vote with all five members voting in the affirmative.**

Discuss HRAC and Communication Policy – This agenda item has been postponed to a future meeting.

Vote November Town Meeting Warrant Articles – The Town Manager reviewed Article 3. He noted that the generator at the Main Street Fire Station blew out and needs to be replaced. The sewer project was bid but could not be done so we have turned back \$780,000 and asking for that plus \$400,000 to do the work. The Cemetery Trustees voted Article 3 for \$2 million for the Cemetery Garage. The Finance Committee will vote on this next week.

Daniel Ensminger asked what the Selectmen should do if they don't want to do the \$2 million for the Cemetery Garage. The Town Manager noted that the Selectmen could move to accept Article 3 except for that line and vote that line separately. The Finance Committee can vote to change it also. The Town Manager noted that he will put the Selectmen's explanation in the Warrant Report.

Article 4 is to pay prior years bills. There is a bill from the Fire Department, two or three invoices from the School Department, DPW legal notices from 2014 and a bill for legal services for the RMHS project.

Article 5 adds \$75,000 for the modular classrooms.

John Arena asked if line painting and lighting is being deferred in lines K92 and K94. The Town Manager noted we are adding painting and lighting but the budget line is too much, we don't need that much.

The Town Manager noted that Article 6 is accepting private public roads, Articles 7, 8 and 9 are zoning Articles.

Article 10 is a Bylaw change regarding ZBA and CPDC associate members. It is up to the Selectmen to decide if they want to vote on it. Article 11 amends the General Bylaw to point to the Charter for removal of Board members.

Article 13 is sponsored by the Cemetery Trustees for the \$2 million for the Cemetery Garage. Daniel Ensminger noted that he is disappointed that the Cemetery Board is not here tonight to discuss this. He feels it would be helpful to meet with them before Town Meeting. The Town Manager noted he is disappointed that they did not approach him either. Daniel Ensminger asked if there are safety issues at the Cemetery Garage. The Town Manager noted that the new Facilities Director stepped in. MIIA, the Building Inspector and Fire Inspector went out and inspected it. The building is sound but not being used in a safe way. We will use nominal money to make it safe. It is fine for now but the

wood stove is a safety issue. He will shut it down if it is deemed not safe. The building is adequate/safe for equipment, just not safe for people.

John Halsey asked why we are allowing the use of the Cemetery Garage if there are documented issues that it is being used in an unsafe way. The Town Manager noted that the Cemetery Division put temporary storage on the property but it must be vented. It is difficult to blame the staff when they weren't told otherwise. The Town Manager noted that it seems like more of a straight way to solve the problem instead of spending \$2 million.

Daniel Ensminger suggests rejecting Article 13. The Town Manager noted that two studies were done on identified sites but there is no plan. Barry Berman suggests reserving a modest amount of money and have the Building Committee do a study. John Arena noted that a design study would be more appropriate. The Town Manager noted that if the fund money is not in Article 3 then Article 13 will go away.

Article 14 is the Firearms Bylaw. Kevin Sexton noted that the Committee met five times to look at public safety and proponent owner rights. The Firearm Bylaw is a new one which is a good compromise. John Halsey agreed that it is a common sense compromise and the mapping will be presented at Town Meeting. The goal is to serve common interest.

**A motion by Sexton seconded by Arena to recommend the subject matter of Article 3 of the 2015 Subsequent Town Meeting Warrant minus the \$2 million for the Cemetery Garage was approved on a roll call vote with all five members voting in the affirmative.**

**A motion by Sexton seconded by Arena to recommend the subject matter of Article 4 of the 2015 Subsequent Town Meeting Warrant was approved on a roll call vote with all five members voting in the affirmative.**

**A motion by Sexton seconded by Arena to recommend the subject matter of Article 5 of the 2015 Subsequent Town Meeting Warrant was approved on a roll call vote with all five members voting in the affirmative.**

**A motion by Sexton seconded by Arena to recommend the subject matter of Article 6 of the 2015 Subsequent Town Meeting Warrant was approved on a roll call vote with all five members voting in the affirmative.**

**A motion by Sexton seconded by Arena to recommend the subject matter of Article 10 of the 2015 Subsequent Town Meeting Warrant was approved on a roll call vote with all five members voting in the affirmative.**

**A motion by Sexton seconded by Arena to recommend the subject matter of Article 11 of the 2015 Subsequent Town Meeting Warrant was approved on a roll call vote with all five members voting in the affirmative.**

**A motion by Sexton seconded by Arena to recommend the subject matter of Article 12 of the 2015 Subsequent Town Meeting Warrant was approved on a roll call vote with all five members voting in the affirmative.**

**A motion by Sexton seconded by Arena to recommend the subject matter of Article 13 of the 2015 Subsequent Town Meeting Warrant failed on a roll call vote with all five members voting in the negative.**

**A motion by Sexton seconded by Arena to recommend the subject matter of Article 14 of the 2015 Subsequent Town Meeting Warrant was approved on a roll call vote with all five members voting in the affirmative.**

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Review Board of Selectmen 2016 Schedule – The Town Manager noted that the Selectmen will meet four times in January and then twice a month.

**Approval of Minutes**

**A motion by Sexton seconded by Arena to approve the minutes of September 15, 2015 as amended was approved on a roll call vote with all five members voting in the affirmative.**

**A motion by Sexton seconded by Arena to adjourn the meeting at 8:59 p.m. was approved on a roll call vote with all five members voting in the affirmative.**

Respectfully submitted,

Secretary

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## Town of Reading Meeting Minutes

### Board - Committee - Commission - Council:

Board of Selectmen

Date: 2015-09-16

Time: 7:45 PM

Building: School - Coolidge

Location: Conference Room

Address: 89 Birch Meadow Drive

Purpose: Financial Forum

Session:

Attendees: **Members - Present:**

Chairman Daniel Ensminger, Secretary Kevin Sexton and Barry Berman

**Members - Not Present:**

Vice Chairman John Halsey and John Arena

**Others Present:**

Town Manager Bob LeLacheur, Town Accountant Sharon Angstrom, Superintendent of Schools John Doherty, Facilities Director Joe Huggins, Assistant DPW Director Jane Kinsella, Director of Finance of Schools Martha Sybert, School Committee Members Linda Snow Dockser, Chuck Robinson, Elaine Webb, Gary Nihan, Jeanne Borawski and Julianne Joyce, Finance Committee members Mark Dockser, Vice Chair Paul McNeice, Paula Perry, Peter Lydecker, Marc Moll, Craig Merry, David Neshat, Vanessa Alvarado, Anne Johnson Landry, Administrative Assistant Caitlin Saunders, Nancy Docktor, Bill Brown and Stephen Crook.

**Minutes Respectfully Submitted By:** Secretary Kevin Sexton

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### Topics of Discussion:

Chairman Mark Dockser called the meeting to order right after 7:30 PM.  
Chairman Chuck Robinson called the School Committee to order.

Town Manager Bob LeLacheur explained that he and Superintendent John Doherty have been talking about restructuring the Facilities Department. The restructuring would consist of creating a new Town Facilities Department that would be overseen by the Facilities Director and Supervised by both the Superintendent and Town Manager. The Town budget will increase with facilities being added. Number wise, nothing will change with facilities, it will just be where it is shown in the budget. The Town added an Assistant Facilities Director position and another custodian. The new line M1 in the proposed FY16 will need to be voted on since it is truly shared costs. Joe Huggins is going back to his position as Facilities Director and will answer to Mr. LeLacheur and Dr. Doherty.

Chairman Dan Ensminger called the Board of Selectmen to order at 7:45 PM.

Mr. LeLacheur then explained the changes being proposed to November Town Meeting under Article 5. The Article proposed a net increase of \$977,250 to the FY16 budgets. A total of \$478,250 of Capital is being requested for technology and DPW equipment. An addition of \$150,000 is being requested for FINCOM reserves in case the modular classrooms exceed their budget. Ongoing legal expenses in the amount of \$75,000 are being requested for RMHS litigation. There is a transfer request of \$25,000 from the Permits Revolving Fund to Public Services to complete the Hazard Mitigation Planning work. The last

request of the total is \$88,000 for consulting help for the Assessor's tri-annual revaluation. All of those expenses would be one-time.

Mr. LeLacheur stated the Town and Schools are agreeing to share one more Human Resources person. Mr. Ensminger suggested using a graph to present this to Town Meeting.

The meeting then talked about Article 5 which would be to see if Town Meeting will vote to amend the Town's Operating Budget. Line B99 would reduce the benefits cost. Technology would be using a large chunk for a shared disaster recovering system with the school and a phone project. Line G91, Administrative Services Wages, the Business Analyst position is being upgraded to a Procurement Officer. Mr. LeLacheur said the sewer projects came in higher than expected:

Mr. Robinson asked what free cash is and Mr. LeLacheur said to subtract \$850k from what the free cash number is today. He also noted it is possible we may use a little less depending on how the tax rates are set up.

Ms. Alvarado asked where the money to fund all these new positions will come from next year after the initial money we use from free cash. Mr. LeLacheur noted they will go into the budget next year because they are reoccurring costs.

Ms. Alvarado then asked when all the projects we weren't able to do, get done, what will that do to free cash. Mr. LeLacheur said we will have to do less in those years. Ms. Alvarado asked when the committee will be able to see the free cash number. Ms. Angstrom said hopefully in October.

Bill Brown asked if the new Facilities Director will have any impact on the new Assistant DPW Director position and Mr. LeLacheur answered no, the positions do not have anything to do with each other.

Mr. Dockser noted he would like to get a handle on what is going on with the RMHS litigation and suggested a joint executive session to discuss it if possible.

Taking a look at the warrant outline for Subsequent Town Meeting in November, Mr. LeLacheur explained Article 3 is to amend the FY16-26 Capital Improvements program. A lot of numbers are being moved around because they are being deferred to other years. FY17 and beyond will have debt for sewer stations.

Article 4 is to vote to approve funds to pay a very large invoice in the RMHS litigation that we were not expecting to be so high and did not have the funds to pay immediately.

Article 12 will recommend Town Meeting to settle this litigation and pay the \$125k which will most likely come from free cash.

Article 13 is to see if the Town will approve to borrow \$1.2 million for a new cemetery garage.

Mr. LeLacheur noted on September 23 the Permanent Building Committee will be set up. He also asked if anyone has any ideas on how to present the new facilities to Town Meeting, feel free to suggest them.

**Mr. Ensminger made a motion that the Board of Selectmen accepts shared facilities, second by Mr. Berman and approved with a 3-0-0 vote.**

**Ms. Borawski made a motion that the School Committee accepts shared facilities, second by Mr. Nihan and approved with a 6-0-0 vote.**

**Mr. Sexton made a motion for the Board of Selectmen to adjourn at 8:15 PM, second by Mr. Berman and approved with a 3-0-0 vote.**

Respectfully submitted,

Secretary

4C BOS

**Schena, Paula**

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**From:** LeLacheur, Bob  
**Sent:** Friday, October 23, 2015 10:12 AM  
**To:** Schena, Paula; Cormier, James; Segalla, Mark  
**Subject:** FW: Parker Middle School area

Next BOS packet & next PTTTF meeting

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**From:** Mary Rienzo [1]  
**Sent:** Friday, October 23, 2015 9:52 AM  
**To:** Reading - Selectmen  
**Subject:** Parker Middle School area

Good morning,

Let me introduce myself. My name is Mary Rienzo. I live at 150 High St. I have two daughters at RMHS and one at Parker Middle School.

I'm contacting you today concerning a message thread on the Reading Parents Network. Many parents have voiced some valid concerns regarding the Parker Middle School area.

First, there are vehicles usually parked within 20 feet of the ends of Temple St. This makes it difficult to enter and exit Temple Street during drop off and pick up times. Since the law in MA is that vehicles are not supposed to be parked within 20 feet of an intersection, could the town please put up "No Parking Here to Corner" signs in these areas. I know that most towns try to be lenient with this to cause as little disruption to residents of the area but, this has caused multiple safety issues not only for the vehicles entering and exiting but also for the students in the crosswalk on Summer Ave.

Also, King Street, I have been witness to MANY vehicles trying to go against traffic in the afternoon pickup. I know there are no entry signs posted between the exits of Tannerville. Unfortunately, most of these vehicles seem to be exiting Tannerville from the side closest to Parker. Should there be a "no left turn sign between the hours of..." sign leaving Tannerville? This would hopefully alleviate another safety issue at the school.

Last, before the winter starts. The clearing of snow over the Mineral Street bridge has been a problem for years. I've seen many times where the sidewalks on the bridge are 3 feet deep and children have to walk in the street. This is a major safety issue for a town that claims the distinction of being a Safe Routes town. This also causes more traffic issues at Parker due to parents like myself not allowing our children to walk during those times because of the sidewalk situation.

Also regarding sidewalks, I've seen many crosswalks in the area completely plowed over with the schools open. I understand the town does try their best and I'm not in anyway trying to put down our DPW. But, I think these areas need to be a greater priority. If the schools are going to be open, the sidewalks and crosswalks need to be cleared.

I do want to commend how well our DPW did during last years horrific winter keeping the roads open. People forget how many hours these people work without a break to keep the roads clear. I

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work at an auto parts store and see many plow drivers come in exhausted and not having slept for days trying to keep up with the storms.

Thank you for taking the time to read this and hopefully discuss solutions for these problems. I love our town and want to keep everyone safe.

Sincerely,

Mary Rienzo