



## Town of Reading Meeting Posting with Agenda

RECEIVED  
TOWN CLERK  
READING, MASS.

2016 OCT 20 A 10:32

### Board - Committee - Commission - Council:

Board of Selectmen

Date: 2016-10-25

Time: 7:00 PM

Building: Reading Town Hall

Location: Selectmen Meeting Room

Address: 16 Lowell Street

Agenda:

Purpose: General Business

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

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

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

### Topics of Discussion:

- 1) **Reports and Comments**
  - a. Selectmen's Liaison Reports and Comments
  - b. Public Comment
  - c. Town Manager's/Assistant Town Manager's Report
- 2) **Open Session for topics not reasonably anticipated 48 hours in advance of the meeting**
- 3) **Proclamations/Certificates of Appreciation**
  - a. Girl Scout Silver Award – Samantha Gibbs 7:00
- 4) **Personnel & Appointments**
- 5) **Discussion/Action Items**
  - a. Hearing – Approve Amendments to the FY17 Classification Plan 7:20
  - b. Change in Manager for American Legion 7:30
  - c. Wine and Spirits Change of d/b/a to Baystate Liquors 7:40
  - d. Approve Internal Borrowing – Library Building Project 7:50  
because the Last State Payment of \$1,021,022 is Expected in early 2017
  - e. Auburn Street Water Tank Repairs/Cell Company Equipment 8:00
  - f. Special Election Wrap-Up 8:30
  - g. Close Warrant for Special Town Meeting (requested by School Committee) – RMHS Construction 9:00
  - h. Close Warrant for Special Town Meeting – Special Act Request for Liquor Licenses 9:15
  - i. Town Manager Evaluation 9:30
- 6) **Approval of Minutes**
  - a. October 4, 2016
- 7) **Licenses, Permits and Approvals**
- 8) **Executive Session**

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



## Town of Reading Meeting Posting with Agenda

### 9) Correspondence

- copy a. Acceptance of Donation Agreement between the City of Woburn and the Town of Reading for Donation of Library Shelves
- copy b. Notice of Change of Channel Lineup from Verizon re: Infinito
- copy c. Notice of Change of Upcoming Change to Fios TV Programming

<b>DRAFT - BOARD OF SELECTMEN</b>			
<b>2016</b>	<b>AGENDAS</b>		<b>2016</b>
<i>10/20/2016</i>		<b>Staff Responsibility</b>	<b>Estimated Start time</b>
	<b>October 13, 2016</b>	<b>Thursday</b>	
<b>Executive Session &amp; Open Session</b>	<b>Joint Meeting with School Committee to discuss RMHS Construction litigation settlement</b>	<b>Dr. Doherty</b>	<b>7:30</b>
	<b>Special Election October 18, 2016</b>	<b>Tuesday</b>	
	<b>October 25, 2016</b>		
<b>Certificate</b>	<b>Girl Scout Silver Award</b>		<b>7:00</b>
<b>Hearing</b>	<b>Approve FY17 Classification Plan</b>	<b>LeLacheur</b>	<b>7:20</b>
	<b>Change in Manager for American Legion</b>	<b>LeLacheur</b>	<b>7:30</b>
	<b>Wine and Spirits change of d/b/a</b>	<b>LeLacheur</b>	<b>7:40</b>
	<b>Approve internal borrowing - Library Building Project (because last state payment \$1,021,022 is expected in early 2017)</b>	<b>LeLacheur</b>	<b>7:50</b>
	<b>Auburn Water Tank repairs/Cell Company Equipment</b>	<b>LeLacheur</b>	<b>8:00</b>
	<b>Special Election wrap-up</b>	<b>Halsey</b>	<b>8:30</b>
	<b>Close Warrant for Special Town Meeting (requested by School Committee) - RMHS construction</b>	<b>LeLacheur</b>	<b>9:00</b>
	<b>Close Warrant for Special Town Meeting - Special Act request for liquor licenses</b>	<b>LeLacheur</b>	<b>9:15</b>
	<b>Town Manager Evaluation</b>	<b>Ensminger</b>	<b>9:30</b>
	<b>Financial Forum November 2, 2016</b>	<b>Pleasant St Ctr</b>	<b>7:00</b>
	<b>Presidential and State Elections Nov 8, 2016</b>	<b>Tuesday</b>	
	<b>Town Meeting November 14, 2016</b>	<b>Monday</b>	
	<b>November 15, 2016</b>	<b>Pleasant St Ctr</b>	
<b>Office Hour</b>	<b>John Halsey</b>		<b>6:30</b>
	<b>Economic Development update</b>	<b>Wilson</b>	<b>7:15</b>

	<b>Realistic Commercial Development in Reading: Joint Meeting with CPDC and commercial developers</b>	<b>LeLacheur</b>	<b>7:45</b>
	<b>Update on 40B projects (Goal #23)</b>	<b>Delios</b>	<b>8:45</b>
<b>Hearing</b>	<b>Tax Classification</b>	<b>Santaniello</b>	<b>9:00</b>
	<b>Town Meeting November 17, 2016</b>	<b>Thursday</b>	
	<b>Town Meeting November 21, 2016</b>	<b>Monday</b>	
	<b>Town Meeting November 28, 2016</b>	<b>Monday</b>	
	<b>November 29, 2016</b>		
<b>Hearing</b>	<b>Board of Selectmen Policies: Article 3 Liquor Licenses (Goal #18)</b>	<b>Town Counsel</b>	<b>7:30</b>
	<b>Approve Licenses</b>		<b>7:20</b>
	<b>Town Meeting December 1, 2016</b>	<b>Thursday</b>	
	<b>Town Meeting December 5, 2016</b>	<b>Monday</b>	
	<b>Town Meeting December 8, 2016</b>	<b>Thursday</b>	
	<b>Town Meeting December 12, 2016</b>	<b>Monday</b>	
	<b>December 13, 2016</b>		
<b>Office Hour</b>	<b>John Arena</b>		<b>6:30</b>
	<b>Town Personnel Policies (draft version)</b>	<b>Perkins</b>	<b>7:30</b>
	<b>Request formation of an ad hoc Cable Advisory Committee (Goal #13)</b>	<b>Kraunelis</b>	<b>8:00</b>
	<b>Town Meeting December 19, 2016</b>	<b>Monday</b>	
	<b>Town Meeting December 22, 2016</b>	<b>Thursday</b>	
<b>Future Agendas</b>			
	<b>Boards &amp; Committees</b>	<b>Halsey</b>	
	<b>Board of Selectmen Policies: Article 1 General Operating Procedures</b>	<b>Burns</b>	
	<b>Board of Selectmen Policies: Article 2 Volunteer Boards/Committees/Commissions (Goals #11 and #12)</b>	<b>Kraunelis</b>	
	<b>Board of Selectmen Policies: Article 3 Licenses</b>	<b>Burns</b>	
	<b>Schoolhouse Commons - 40B project at 172 Woburn St (former St. Agnes school)</b>		
<b>Recurring Items</b>			
	<b>Review BOS/TM Goals</b>	<b>Mar &amp; Sep</b>	<b>Semi-ann</b>
	<b>Appointments of Boards &amp; Committees</b>	<b>June</b>	<b>Annual</b>
<b>Hearing</b>	<b>Approve Classification &amp; Compensation</b>	<b>June</b>	<b>Annual</b>
<b>Hearing</b>	<b>Tax Classification</b>	<b>October</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>



## Certificate of Recognition



This Certificate is hereby awarded to

*Samantha Gibbs*

In recognition of her achieving the Girl Scout Silver Award for her creation of the buddy bench to address friendship and inclusion.

Given this 25th day of October, 2016 by the Reading Board of Selectmen

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Thank you for having me at your meeting tonight.

Last year I worked on my Silver Award for Girl Scouts. I needed to find a problem in my community to solve and make sure that it would always be solved.

I decided to address friendship and inclusion and raised money for a Buddy Bench to put at each elementary school and the RISE preschool in Reading. Dr. Doherty helped me so much and gave me permission to talk with the principals about my idea. Many people supported me while I worked on my project and made donations to help me achieve my goal. Mrs. King told my story to a reporter at Channel 5 and Erika Tarantal came to interview me at Coolidge in May. Dr. Doherty, would you please play the interview?

So after that, I got a lot more donations and we were able to order all the benches we needed. Part of what I had to do for my project was make sure that the problem would be fixed for many years, if not forever. So I asked Shawn Callan to make a video of me and my friends. Dr. Doherty, would you please play the video?

Now the principals have the video to show their students at assemblies and students will know how to use it. No one should be alone like I was sometimes at school and I hope that the Buddy Bench is a tool that all students will be able to use.

Thank you again for having me and supporting my project.

## LEGAL NOTICE



### TOWN OF READING

To the Inhabitants of the Town of Reading:

Please take notice that the Board of Selectmen of the Town of Reading will hold a public hearing on October 25, 2016 at 7:20 p.m. in the Selectmen's Meeting Room, 16 Lowell Street, Reading, Massachusetts on approving amendments to the Non-Union FY17 Classification Plan.

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 October 25, 2016 to [townmanager@ci.reading.ma.us](mailto:townmanager@ci.reading.ma.us)

By order of  
Robert W. LeLacheur  
Town Manager

10.18.16

501

FY 2017 TOWN OF READING CLASSIFICATION PLAN effective October 31, 2016

Schedule A-1

A	Parking Enforcement Officer	Van Driver							
B	Clerk	Library Associate							
C	Administrative Secretary	Senior Library Associate							
D	Administrative Assistant	Animal Control Officer	RCASA Youth Coordinator	Senior Center Coordinator					
E	Assistant Town Clerk Zoning Enforcement Inspector	Case Manager	Computer Technician	Librarian	Office Manager/Public Services	RCASA Outreach Coordinator	<del>Recreation Program Coordinator</del>	Regional Housing Services Coordinator	Senior Administrative Assistant
F	Assistant Assessor	Assistant Collector	Assistant Treasurer	Health Inspector	Permits Coordinator	Plumbing/Gas Inspector	Senior Case Manager	Veteran's Service Officer	Wiring Inspector
G	Conservation Administrator	Head Public Safety Dispatcher	Human Resources Generalist	Library Children's Services Division Head	Library Circulation Division Head	Library Information Services Division Head	Library Technical Services Division Head	Nurse Advocate	Public Health Nurse
	Recreation Administrator	Senior Computer Technician	Water Supply Coordinator						
H	Elder/Human Services Administrator	Executive Assistant	GIS Administrator						
I	Assistant Library Director	RCASA Director	Health Agent	Town Clerk	Procurement Officer				
J	Assessor	Assistant Facilities Director	Building Inspector	Business Administrator	Community Development Director	Community Services Director	Human Resources Director	Treasurer-Collector/Assistant Finance Director	
K	Assistant DPW Director	Assistant Fire Chief	Deputy Police Chief	Technology Director					
L	Administrative Services Director	Library Director	Town Accountant/Finance Director						
M	Assistant Town Manager	DPW Director	Facilities Director	Fire Chief	Police Chief				

5a2



The Commonwealth of Massachusetts  
 Alcoholic Beverages Control Commission  
 239 Causeway Street  
 Boston, MA 02114  
 www.mass.gov/abcc

2016 OCT 20 PM 1:42

**AMENDMENT APPLICATION FOR A CHANGE OF MANAGER**

Please complete this entire application, leaving no fields blank. If field does not apply to your situation, please write N/A.

**1. NAME OF LICENSEE (Business Contact)** Reading Veterans Association, For. D/WA <sup>AMERICAN</sup> LEGION post 62

ABCC License Number  City/Town of Licensee

**2. APPLICATION CONTACT**

The application contact is required and is the person who will be contacted with any questions regarding this application.

First Name:  Middle:  Last Name:

Title:  Primary Phone:

Email:

**3. BUSINESS CONTACT**

Please complete this section ONLY if there are changes to the licensee phone number, business address (corporate headquarters), or mailing address.

Entity Name:

Primary Phone:  Fax Number:

Alternative Phone:  Email:

**Business Address (Corporate Headquarters)**

Street Number:  Street Name:

City/Town:  State:

Zip Code:  Country:

**Mailing Address**  Check here if your Mailing Address is the same as your Business Address

Street Number:  Street Name:

City/Town:  State:

Zip Code:  Country:

## APPLICATION FOR A NEW RETAIL ALCOHOLIC BEVERAGES LICENSE

### 4. MANAGER CONTACT

The Manager Contact is required and is the individual who will have day-to-day, operational control over the liquor license.

Salutation  First Name  Middle Name  Last Name  Suffix

Social Security Number  Date of Birth

Primary Phone:  Email:

Mobile Phone:  Place of Employment

Alternative Phone:  Fax Number

### Citizenship / Residency / Background Information of Proposed Manager

Are you a U.S. Citizen?  Yes  No

Do you have direct, indirect, or financial interest in this license?  Yes  No

Have you ever been convicted of a state, federal, or military crime?  Yes  No  
If yes, attach an affidavit that lists your convictions with an explanation for each

Have you ever been Manager of Record of a license to sell alcoholic beverages?  Yes  No

If yes, please list the licenses for which you are the current or proposed manager:

If yes, percentage of interest

If yes, please indicate type of Interest (check all that apply):

Officer  Sole Proprietor  
 Stockholder  LLC Manager  
 LLC Member  Director  
 Partner  Landlord  
 Contractual  Revenue Sharing  
 Management Agreement  Other

Please indicate how many hours per week you intend to be on the licensed premises

### Employment Information of Proposed Manager

Please provide your employment history for the past 10 years

Date(s)	Position	Employer	Address	Phone
2013 - Present	MANAGER	Buster Nouni LIMO	3 WASHINGTON ST. N. ANDOVER, MA 01864	966-279-5466
1996 - 2012	MANAGER	CTM MEDIA	30 SIXTH RD ANDOVER, MA 01864	966-935-6690

### Prior Disciplinary Action of Proposed Manager

Have you ever been involved directly or indirectly in an alcoholic beverages license that was subject to disciplinary action? If yes, please complete the following:

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

**APPLICANT'S STATEMENT**

I, Brendan Hoyt the:  sole proprietor;  partner;  corporate principal;  LLO/LLP member  
Authorized Signatory

of Ready Veterans Assoc. Inc., hereby submit this application for CHANGE of MANAGER  
Name of the Entity/Corporation Transaction(s) you are applying for

(hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statement and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises does not violate any requirement of the ABCC or other state law or local ordinances;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the Application information as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of, the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.

Signature: Brendan L Hoyt

Date: Oct. 14, 2016

Title: MANAGER

563

"For God and Country"  
THE AMERICAN LEGION

Reading Post 62



VICTORY HOUSE

Box 148  
37 Ash Street  
Reading, Massachusetts 01867  
781-944-4259

August 16, 2016

To Whom it May Concern:

RE: Change of Bar Manager

At a regular meeting of the Executive Board of American Legion Post # 62, a/k/a/ Reading Veteran's Association, Inc., a motion was made and seconded to appoint James J. Fucci of 28 Pinevale Avenue, Reading MA 01867 as Bar Manager, and to accept the resignation of Dennis F. Lane, as prior Bar Manager, all subject to, and to take effect upon, the approval of such Change by the Town of Reading MA and the Alcoholic Beverages Control Commission. SO VOTED.

The foregoing is a true and accurate account of the actions taken by the Executive Board of American Legion Post # 62 on August 16, 2016

American Legion Post # 62

By:

A handwritten signature in cursive script, appearing to read "William J. Jordan".

William J. Jordan, Commander/President

564



The Commonwealth of Massachusetts  
Alcoholic Beverages Control Commission  
239 Causeway Street  
Boston, MA 02114  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

2016 OCT 17 AM 10: 37

**AMENDMENT APPLICATION FOR:**  
Change of Corporate Name, Change of DBA, Change of Legal Structure, Change of Class, Change of Category

Please complete this entire application. If field does not apply to your situation, please write N/A.

<b>1. NAME OF LICENSEE</b> (Business Contact)	HT Reading Liquors LLC		
ABCC License Number	101600009	City/Town of Licensee	Reading

**2. APPLICATION CONTACT**  
The application contact is required and is the person who will be contacted with any questions regarding this application.

First Name:	Tarak	Middle:	B	Last Name:	Patel
Title:	Owner	Primary Phone:	978-590-2158		
Email:					

**3. BUSINESS CONTACT**  
Please complete this section ONLY if there are changes to the Licensee phone number, business address (corporate headquarters), or mailing address.

Entity Name:				
Primary Phone:		Fax Number:		
Alternative Phone:		Email:		

**Business Address (Corporate Headquarters)**

Street Number:		Street Name:		
City/Town:		State:		
Zip Code:		Country:		

**Mailing Address**  Check here if your Mailing Address is the same as your Business Address

Street Number:		Street Name:		
City/Town:		State:		
Zip Code:		Country:		

**AMENDMENT APPLICATION FOR:**

**Change of Corporate Name, Change of DBA, Change of Legal Structure, Change of Class, Change of Category**

Please check the amendment that you are applying for and complete the corresponding section. Please refer to the requirements page for required documents.

<input type="checkbox"/> Change of Corporate Name This is the License Entity Name or the Business Contact	Last-Approved Corporate Name:	<input type="text"/>
	Requested New Corporate Name:	<input type="text"/>

<input checked="" type="checkbox"/> Change of DBA	Last-Approved DBA:	<input type="text" value="Wine and Spirits"/>
	Requested New DBA:	<input type="text" value="Baystate Liquors"/>

<input type="checkbox"/> Change of Corporate Structure LLC, Corporation, Sole Proprietor, etc	Last-Approved Corporate Structure	<input type="text"/>
	Requested New Corporate Structure	<input type="text"/>

<input type="checkbox"/> Change of License Category All Alcohol, Wine and Malt, Wine Malt and Cordials	Last-Approved License Category	<input type="text"/>
	Requested New License Category	<input type="text"/>

<input type="checkbox"/> Change of License Class Seasonal or Annual	Last-Approved License Class	<input type="text"/>
	Requested New License Class	<input type="text"/>

<input type="checkbox"/> Change of License Type* i.e. Restaurant to Club Package Store to Supermarket	Last-Approved License Type	<input type="text"/>
	Requested New License Type	<input type="text"/>

\*CAN NOT change from an on-premise to an off-premises license type.\*

**APPLICANT'S STATEMENT**

I, **Tarak Patel** the:  sole proprietor;  partner;  corporate principal;  LLC/LLP member  
Authorized Signatory

of **HT Reading Liquors LLC**, hereby submit this application for **Change of DBA**  
Name of the Entity/Corporation Transaction(s) you are applying for

(hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statement and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises does not violate any requirement of the ABCC or other state law or local ordinances;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the Application information as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of, the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.

Signature: **Tarak Patel** Digitally signed by Tarak Patel  
Date: 2016.09.22 07:59:48 -04'00'

Date: **09/22/2016**

Title: **Owner**

503



**THE LICENSING BOARD OF THE TOWN OF READING**

**HEREBY GRANTS A RETAIL PACKAGE GOODS STORE LICENSE  
to Expose, Keep for Sale and to Sell  
All Kinds of Alcoholic Beverages  
Not to be Drunk on the Premises**

**License No.101600009**

**TO: HT READING LIQUORS LLC. D/B/A WINE AND SPIRITS, 345 MAIN  
STREET, READING, MA**

**on the following described premises:** First floor approx. 5668 sq. ft. front entrance,  
rear service entrance

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires December 31, 2016, unless earlier suspended, cancelled or revoked and is subject to the following conditions:

**All Bylaws, Rules and Regulations of the Town of Reading and of the Commonwealth of Massachusetts shall be followed, and also subject to a satisfactory inspection of the establishment by the Town Manager;**

In Testimony Whereof, the undersigned have hereunto affixed their official signatures this 3<sup>rd</sup> day of May, 2016.

The hours during which  
Alcoholic Beverages may be  
sold are:

**Monday-Saturday**

From 8:00 a.m. to 11:00 p.m.  
except 8:00 a.m. to 11:30 p.m.

The day before a holiday.

**Sunday**

From 10:00 a.m. to 11:00 p.m.

*[Handwritten signatures of three individuals over horizontal lines]*

LICENSING BOARD

**THIS LICENSE SHALL BE DISPLAYED ON THE PREMISES IN A  
CONSPICUOUS POSITION WHERE IT CAN EASILY BE READ.**

5011

ADVANCE OF FUNDS IN LIEU OF BORROWING REPORT

City/Town/District of Town of Reading, Massachusetts

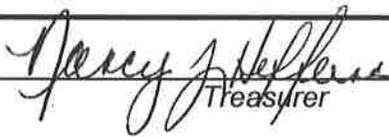
Purpose of Issue Library Renovation (Additional)

Authorization Special Town Meeting 02/13/14; Article 6, pursuant to Chapter 44 s 7(3A)  
(Date and article of town meeting vote and M.G.L. citation)

Grant Number \_\_\_\_\_  
(If applicable)

<b>A. Amount of Loan Authorized</b>			
Computation of Limit on <u>Total</u> of Advances:			
B. Unappropriated Free Cash	\$	5,443,349	
C. Stabilization Fund	\$	1,565,475	
D. 1% of FY <u>17</u> Budget	\$	903,333	
E. Greatest of line B, C or D	\$	5,443,349	
F. Other Advances Outstanding	\$	-	
G. Remaining Limit ( line E less line F)			\$ 5,443,349
H. Amount to be Advanced - This Issue (not to exceed line G)			\$ 1,021,022

Date of Advance: October 25, 2016

  
Treasurer

Approved: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Mayor or City Manager; Majority of Selectmen or Commissioners

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

See IGR #92-105 for instructions and accounting procedures

Date of Repayment to General Fund: \_\_\_\_\_

\_\_\_\_\_  
Accountant / Auditor

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

5d

# PROPOSED CELL TOWER AT AUBURN STREET WATER TANK

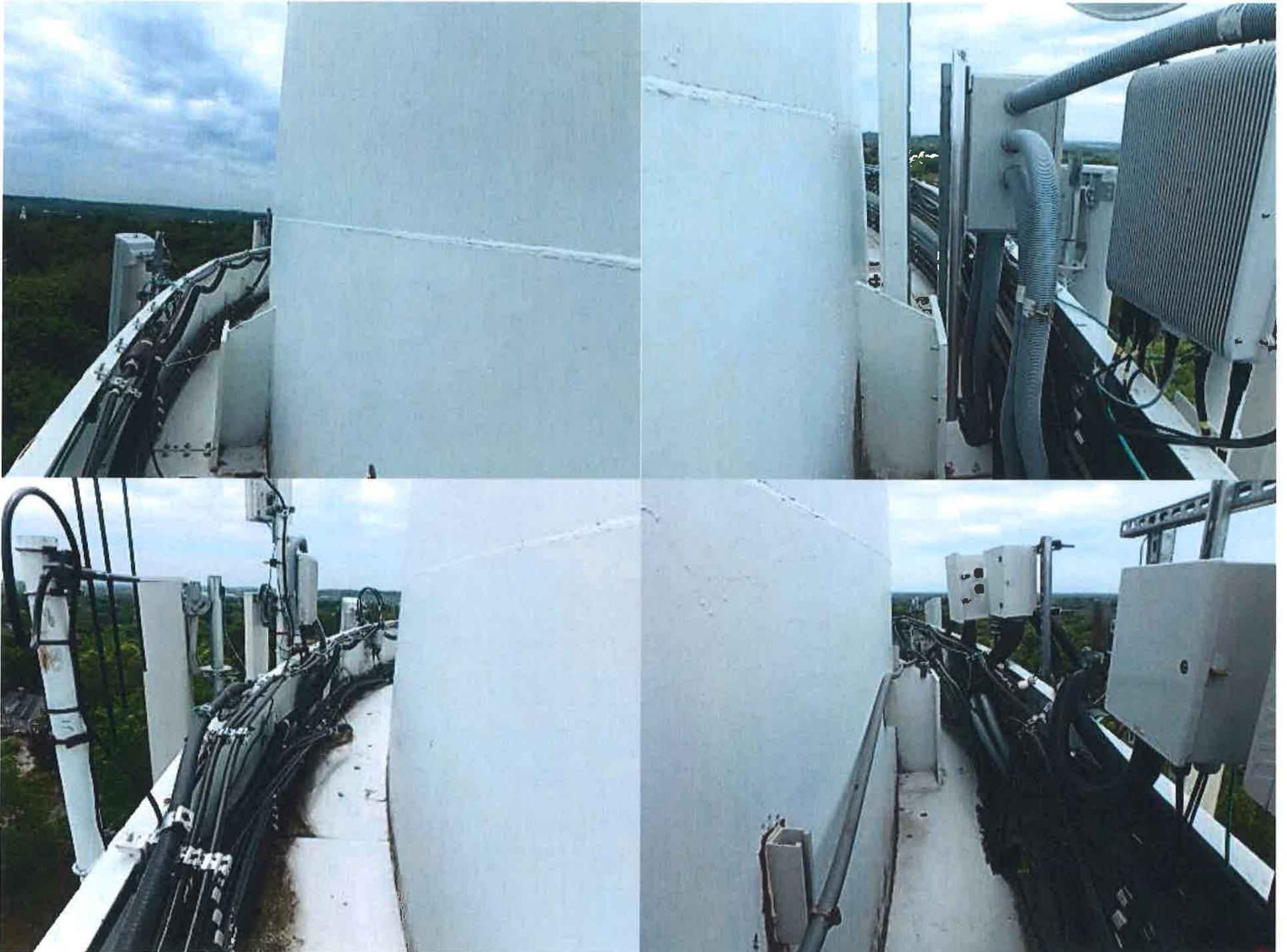


# AUBURN STREET WATER TANK

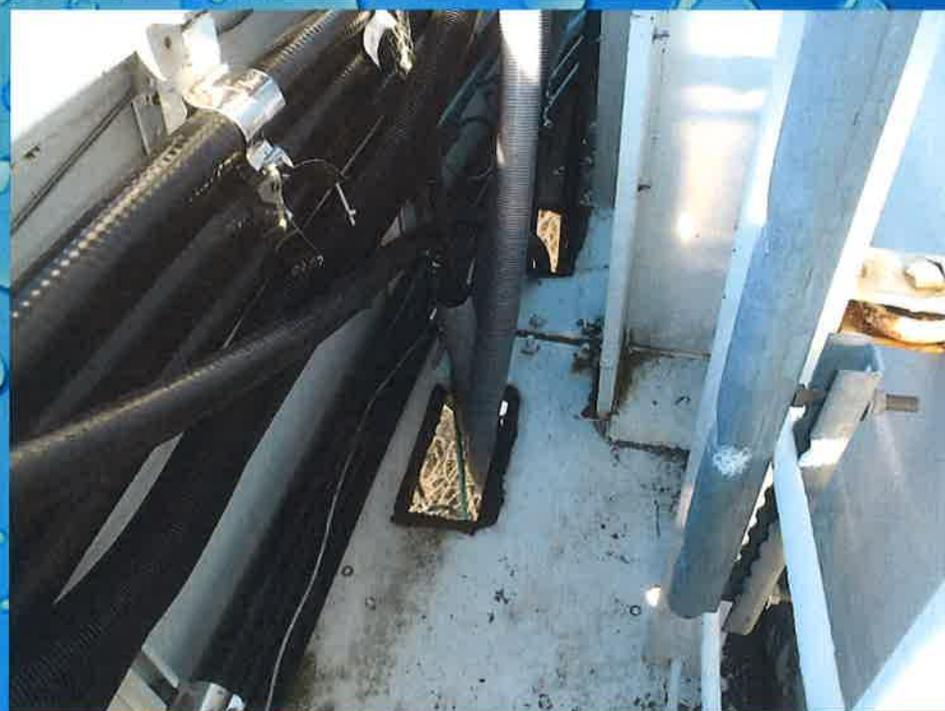
- 750,000 GAL Elevated Tank
- Constructed 1953
- Height = Approx. 110 Feet
- 3 Cellular carriers currently on tank, including Town Public Safety and DPW antennas
- Last Painted in 1996 Interior/1998 Exterior
  - In need of Maintenance/Painting
  - Tanks on average should be painted every 15 years

# ISSUES AFFECTING TANK

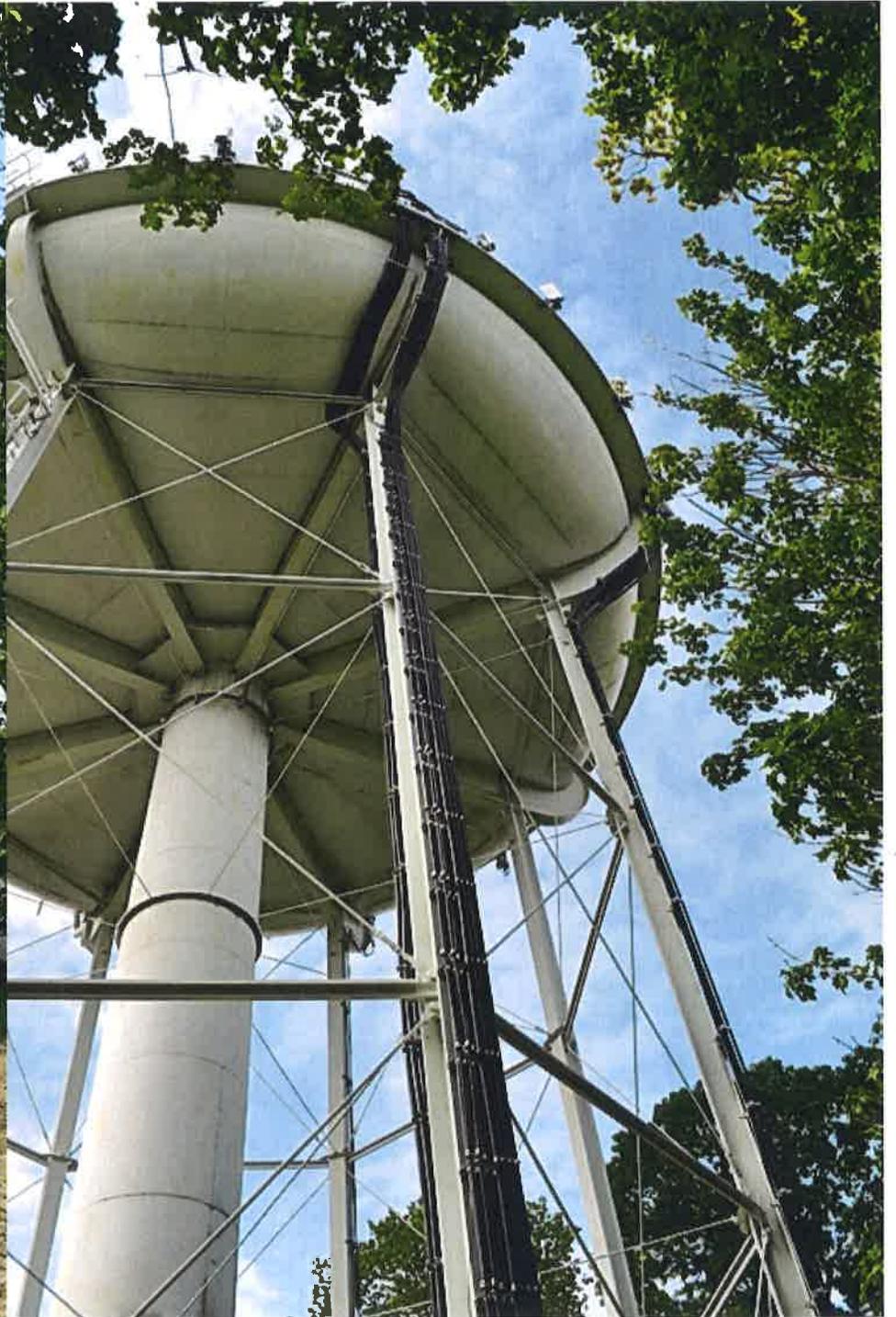
- Roof shell ladder mobility
- Cell antennas directly mounted to the tank
  - Need to be removed for painting/maintenance
- Overcrowded catwalk
  - Does not meet OSHA regulations
- Catwalk is structurally overloaded
  - Will require structural support
- Tank Corrosion



5e4



5es



5eb

# OPTIONS SOLVING CELL CARRIER OBSTRUCTIONS

- Option 1 – Modify tank construction by welding support brackets to offset antennas from tank, and increase structural supports.
- Option 2 (preferred) – Construct new cell tower, removing cell carriers permanently from tank.

# CELL TOWER ADVANTAGES

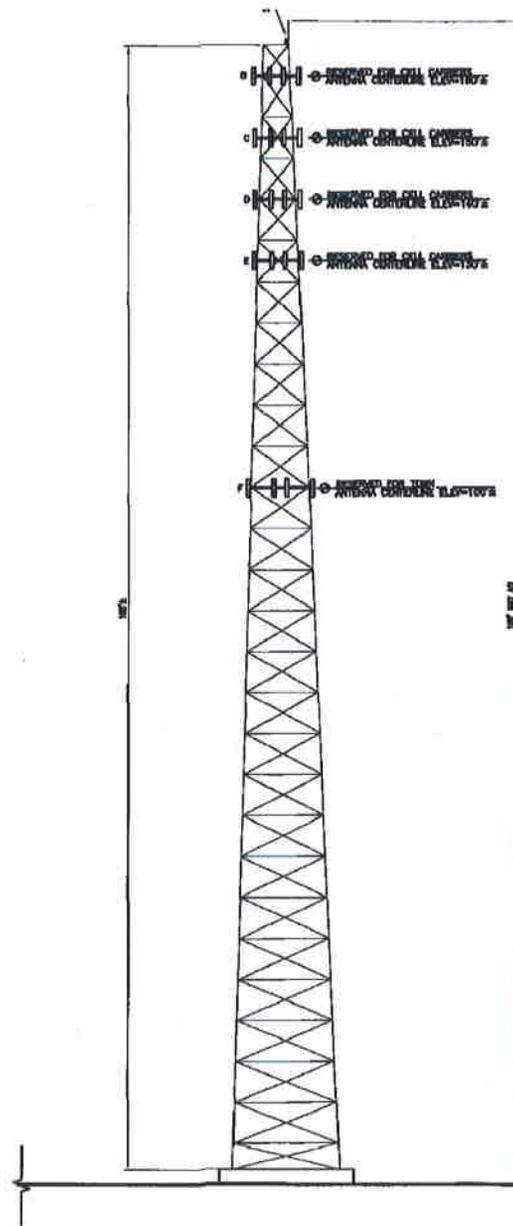
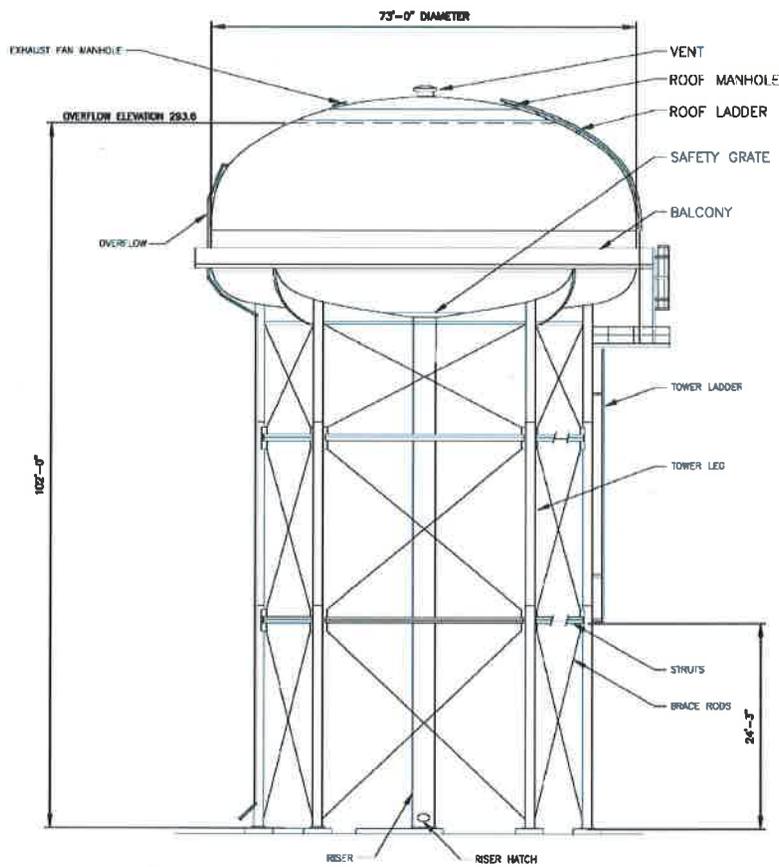
- No future tank maintenance issues
- Extended range for Public Safety radios, including Mutual Aid
- Tank will not need structural modifications to support carriers
- Increased safety and security
- Support additional carriers
- Increased cell coverage
- Increased revenue



**PLAN**  
 SCALE: 1" = 20'

TOWN OF BEADING, MASSACHUSETTS

529



# ESTIMATED PROJECT COST

- Option 1 - \$1.75M
  - Tank Rehab/Painting - \$1.35M
  - Carrier Relocation/Structural Supports - \$400K
- Option 2 - \$1.75M
  - Tank Rehab/Painting - \$1.35M
  - Cell Tower - \$400K

# BURLINGTON Blanchard Road

- Height = 135 feet
- Type – Lattice
- On Town Property



# Conclusion

- This is an opportunity to remove the antennas from the current tank and build a structure more applicable for future maintenance on the tank. The proposed tower will increase the cell network as well as extend coverage for its public safety radio network.

# COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss. Officer's Return, Reading:

By virtue of this Warrant, I, on \_\_\_\_\_, 2016 notified and warned the inhabitants of the Town of Reading, qualified to vote in Town elections and Town affairs, to meet at the place and at the time specified by posting attested copies of this Town Meeting Warrant in the following public places within the Town of Reading:

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

The date of posting being not less than fourteen (14) days prior to November 14, 2016, the date set for Special Town Meeting in this Warrant.

I also caused a posting of this Warrant to be published on the Town of Reading website on \_\_\_\_\_, 2016.

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

A true copy Attest:

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

591

# TOWN WARRANT



## COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

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

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Reading, qualified to vote in Town elections and Town affairs, to meet at the Reading Memorial High School Performing Arts Center, 62 Oakland Road, in said Reading, on Monday, November 14, 2016, at seven-thirty o'clock in the evening, at which time and place the following articles are to be acted upon and determined exclusively by Town Meeting Members in accordance with the provisions of the Reading Home Rule Charter.

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

Board of Selectmen

---

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

Board of Selectmen

---

**ARTICLE 3** To see if the Town will vote to amend the FY 2017-27 Capital Improvements Program as provided for in Section 7.7 of the Reading Home Rule Charter and as previously amended, or take any other action with respect thereto.

Board of Selectmen

---

**ARTICLE 4** To see if the Town will vote to amend the vote take under Article 5 of the January 13, 2003 Special Town Meeting, as amended by the vote taken under Article 10 of the November 13, 2006 Subsequent Town Meeting, to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum of money for the purpose of making extraordinary repairs and additions to the Reading Memorial High School at 62 Oakland Road, including the costs of engineering and architectural fees, plans, documents, cost estimates, interest and

592

related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the School Committee; and to authorize any agency of the Town to file applications for grants, loans, exclusions, or other sources of additional funding to be used to defray the cost of all or any part of the cost of the project; and to authorize the School Committee to enter into all contracts and agreements as may be necessary to carry out the purposes of this Article; or take any other action with respect thereto.

Board of Selectmen as a courtesy to the School Committee

and you are directed to serve this Warrant by posting an attested copy thereof in at least one (1) public place in each precinct of the Town not less than fourteen (14) days prior to November 14, 2016, or providing in a manner such as electronic submission, holding for pickup or mailing, an attested copy of said Warrant to each Town Meeting Member.

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

Given under our hands this \_\_\_<sup>th</sup> day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
John R. Halsey, Chairman

\_\_\_\_\_  
Kevin Sexton, Vice Chairman

\_\_\_\_\_  
Barry Berman, Secretary

\_\_\_\_\_  
John Arena

\_\_\_\_\_  
Daniel Ensminger

SELECTMEN OF READING

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

# COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss. Officer's Return, Reading:

By virtue of this Warrant, I, on \_\_\_\_\_, 2016 notified and warned the inhabitants of the Town of Reading, qualified to vote in Town elections and Town affairs, to meet at the place and at the time specified by posting attested copies of this Town Meeting Warrant in the following public places within the Town of Reading:

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

The date of posting being not less than fourteen (14) days prior to November 21, 2016, the date set for Special Town Meeting in this Warrant.

I also caused a posting of this Warrant to be published on the Town of Reading website on \_\_\_\_\_, 2016.

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

A true copy Attest:

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

5h1

# TOWN WARRANT



## COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

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

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Reading, qualified to vote in Town elections and Town affairs, to meet at the Reading Memorial High School Performing Arts Center, 62 Oakland Road, in said Reading, on Monday, November 21, 2016, at seven-thirty o'clock in the evening, at which time and place the following articles are to be acted upon and determined exclusively by Town Meeting Members in accordance with the provisions of the Reading Home Rule Charter.

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

Board of Selectmen

---

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

Board of Selectmen

---

**ARTICLE 3** To see if the Town will vote to amend the FY 2017-27 Capital Improvements Program as provided for in Section 7.7 of the Reading Home Rule Charter and as previously amended, or take any other action with respect thereto.

Board of Selectmen

---

**ARTICLE 4** To see if the Town will vote to authorize the Board of Selectmen, on behalf of the Town, to petition the General Court for passage of a special law substantially as provided below. The Legislature may make clerical or editorial changes in form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the Legislature. The Board of Selectmen is hereby authorized to approve amendments that shall be within the scope of the general public objectives of this petition.

5h2

AN ACT AUTHORIZING THE TOWN OF READING TO GRANT LICENSES FOR THE  
SALE OF ALCOHOLIC BEVERAGES

SECTION 1. Notwithstanding the provisions of Section 11 of Chapter 138 of the General Laws, or any other general or special law to the contrary, the licensing authority of the Town of Reading shall be authorized to grant licenses, for the sale of all alcoholic beverages and wine or malt beverages only, pursuant to Section 12 of said Chapter 138; and to grant licenses for the sale of all alcoholic beverages pursuant to Section 15 of said Chapter 138.

SECTION 2. In addition to any licenses authorized by Chapter 459 of the Acts of 2011 or other special law, licenses for the sale of all alcoholic beverages may be granted pursuant to Section 12 and Section 15 of Chapter 138 of the General Laws as provided in the first full paragraph of Section 17 of said Chapter 138; and licenses, for the sale of wine and malt beverages only, may be granted pursuant to Section 12 of said Chapter as provided in the second full paragraph of Section 17 of said Chapter 138.

SECTION 3. Any license granted for the sale of alcoholic beverages prior to the effective date of this Act shall remain in full force and effect and shall be included in any determination, pursuant to Section 17 of Chapter 138 of the General Laws, of the number of licenses allowed to be granted by the Town of Reading; provided that the licensee continues to comply with said Chapter 138 and the terms and conditions of its license.

or take any other action with respect thereto.

Board of Selectmen

and you are directed to serve this Warrant by posting an attested copy thereof in at least one (1) public place in each precinct of the Town not less than fourteen (14) days prior to November 21, 2016, or providing in a manner such as electronic submission, holding for pickup or mailing, an attested copy of said Warrant to each Town Meeting Member.

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

Given under our hands this \_\_\_<sup>th</sup> day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
John R. Halsey, Chairman

\_\_\_\_\_  
Kevin Sexton, Vice Chairman

\_\_\_\_\_  
Barry Berman, Secretary

\_\_\_\_\_  
John Arena

\_\_\_\_\_  
Daniel Ensminger

SELECTMEN OF READING

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

544



## Town of Reading Meeting Minutes

### Board - Committee - Commission - Council:

Board of Selectmen

Date: 2016-10-04

Time: 7:00 PM

Building: Pleasant Street Senior Center

Location: Great Room

Address: 49 Pleasant Street

Session: Open Session

Purpose: General Business

Version:

Attendees: **Members - Present:**

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

**Members - Not Present:**

**Others Present:**

Town Manager Bob LeLacheur, Executive Assistant Paula Schena, Facilities Director Joe Huggins, Assistant DPW Director Jane Kinsella, Finance Committee members Mark Dockser, Paul McNeice, Marc Moll, Anne Landry, David Nashat, Vanessa Alvarado, Eric Burkhart and Peter Lydecker; Permanent Building Committee members Gregory Stepler, Patrick Tompkins, John Coote, Bradford Congdon, Michael Bean and David Traniello; Board of Cemetery Trustee members Elise Ciregna, Bill Brown, Ronald Stortz, Janet Baronian, Olive Hecht and Mary Vincent; Stephen Crook, Al Sylvia, Joseph Zuccherro, Rosemary Murphy, Brian O'Mara, and Rick Nazzaro

**Minutes Respectfully Submitted By:** Secretary

---

### Topics of Discussion:

#### **Reports and Comments**

Selectmen's Liaison Reports and Comments – Barry Berman noted that he attended the Library opening ceremony and it is absolutely beautiful. He noted that while he was there an elderly person passed out and the Fire Department was able to get in and out okay including using the elevator which they would not have been able to do in the old Library.

Kevin Sexton asked if the Selectmen will get a tour and the Town Manager noted he will find out. Kevin Sexton noted that he hopes to see some historical items there. John Halsey asked Barry Berman if there has been any discussion with the Library Trustees regarding the Historical Commission having space there and Barry Berman noted that they have been focusing on just getting the project done.

Public Comment – Bill Brown noted that he gave the Town Manager the latest rendition of Oakland Road and he noted the property was taken in 1939, not 1937.

Town Manager's Report – The Town Manager noted that the Mass Selectmen's Association is having their annual conference on October 29<sup>th</sup> and they should let Paula Schena know if they plan on attending. He also noted that there is a letter in the handout from Kevin Bohmiller inviting at least one Selectman to give remarks at the Veteran's Day ceremony on November 11<sup>th</sup>.

**Discussion/Action Items**

Close Warrant for Presidential and State Elections 11-8-16 – John Halsey asked when the early voting will start and Town Clerk Laura Gemme noted October 24, 2016. She also noted that absentee ballots are available now for the Special Election.

**A motion by Berman seconded by Ensminger to close the Warrant for the November 8, 2016 Presidential and State Elections was approved on a roll call vote with all five members voting in the affirmative.**

Vote Warrant Articles #14 - #23 (land use and General Bylaw) for Subsequent Town Meeting November 14, 2016 – The Town Manager noted that Article 14 is to abandon a drainage easement.

Article 15 is to abandon streets on Oakland Road. In November 2011, Town Meeting discontinued the public ways when it should have been private ways. This will correct that.

Article 16 is to reauthorize the Board of Selectmen to sell real estate on Oakland Road. There is no specific Town use for the land at this time. The Selectmen can designate a use or just solicit proposals.

Article 17 allows the Town Clerk to make alphanumeric corrections to the Charter.

Article 18 is a new General Bylaw authorizing revolving funds.

Article 19 is the new storm water management and erosion Bylaw. CPDC will be discussing this at their next meeting so the Selectmen might want to defer until after CPDC gives their opinion.

Article 20 recognizes through a Bylaw that there is a Department of Public Works.

Article 21 is a General Bylaw regarding temporary repairs on private ways. Our behavior will not change, only the liability will. We can also charge for repairs.

Article 22 establishes a storm water utility that we already have.

Article 23 brings us into compliance with the Federal regulations regarding the illicit connections and discharge to storm drain system.

**A motion by Berman seconded by Ensminger that the Board of Selectmen recommend the subject matter of Articles 14, 15, 16, 17, 18, 20, 22 and 23 of the November 14, 2016 Subsequent Town Meeting was approved on a roll call vote with all five members voting in the affirmative.**

**A motion by Berman seconded by Ensminger that the Board of Selectmen recommend the subject matter of Article 21 of the November 14, 2016 Subsequent Town Meeting was approved on a roll call vote with Halsey, Berman, Arena, and Ensminger voting in the affirmative and Sexton abstaining.**

Cemetery Building Project – Joint Meeting with the Permanent Building Committee, the Finance Committee and the Board of Cemetery Trustees – The Permanent Building Committee, Finance Committee and Board of Cemetery Trustees all called to order at 8:00 p.m.

The Town Manager noted that the Permanent Building Committee has been in to see the Selectmen a couple of times. They have worked on the cemetery building and drafted Bylaw revisions. The biggest change in the Bylaw is defining the Permanent Building Committee and at what point do other members join them. They feel a project needs to get

622

further into the process before bringing in other members. They recommend that only three elected Boards can bring a project to the Permanent Building Committee. The elected Boards need to be the gatekeepers of the money. The instructional motion by Mark Dockser was for the Permanent Building Committee to review and determine a solution to resolve the physical space needs of the cemetery department. Since Town Meeting, the Facilities Department has taken control and has made the building safer so the urgency is not as great as it was then.

Permanent Building Committee Chairman Gregory Stepler noted that the committee was formed in October 2015. Their immediate task was to evaluate the cemetery building and establish guidelines for the committee. They developed a flowchart to be used. They started the process of what they needed, developed a matrix regarding the site selection with two cemeteries as possible locations and created an OPM request for services.

John Halsey noted that it sounds like there was no intention of going beyond outside of the cemeteries. Greg Stepler noted that was correct because the data that was available to them said there were no opportunities outside of cemeteries and they didn't have the instructional motion. John Halsey noted that the instructional motion had a different path than what they were doing. In addition, the Permanent Building Committee has dealt with unfavorable opposition that wasn't deserving and the data they were given was not the best information. Greg Stepler noted that the Permanent Building Committee should evaluate every option not just what one group wants to hear.

Barry Berman noted that the Permanent Building Committee was formed and Town Meeting asked them to solve the cemetery building problem. They figured out a way and a process but it wasn't a project yet. He feels a good value came out of the process.

Greg Stepler noted that the instructional motion short circuited the first half of the process. John Halsey noted that some of the material that was provided was flawed i.e. no other Town property to use. Greg Stepler noted that was correct because otherwise they would have asked for a list of Town owned land. John Halsey noted that the Board of Selectmen owes the Permanent Building Committee an apology.

John Arena noted that the Board of Selectmen and Finance Committee were against this but the Town Meeting instructional motion bypassed that so what do we do now? John Halsey noted that nothing can be done until there is funding. We have two Warrant Articles that have money going to the design. The Board of Selectmen and the Finance Committee can vote on them and then Town Meeting.

Greg Stepler reviewed the Committee's Bylaw revisions. The process includes taking input, evaluate and then make a recommendation. There is no project at this point. They would then make a report to Town Meeting. Town Meeting then approves the project and gives the Permanent Building Committee temporary members.

Greg Stepler noted that the sponsoring agency is the gatekeeper so they won't have advisory committees going to Permanent Building Committee. The application process includes a statement of interest to feed the Permanent Building Committee information.

Bill Brown noted that this circumvents the Charter because anybody can put an Article on the Warrant. John Halsey noted that an Article is different than an application to the Permanent Building Committee.

Bill Brown asked why the Cemetery Board was invited tonight. He noted there is a critical need to replace that building and they have a brand new truck sitting outside. Putting them down at the DPW Garage is not efficient. John Halsey noted that is a process that not one of the Committees here tonight can decide. We have heard from the abutters and we would be ill advised to put a financial commitment in play. Bill Brown noted that the Weston and

6a3

Sampson report said there is no room at the DPW site. The Town Manager noted that report is outdated and in his opinion that report was flawed.

Kevin Sexton noted that there has not been a full evaluation. We've looked too narrowly at parcels we own right now. The Permanent Building Committee model is phenomenal and he wasn't aware that the Permanent Building Committee didn't have all of the information needed. He recommends pressing the reset button on this.

Elise Ciregna, Chairman of the Board of Cemetery Trustees, noted that the idea of reset is okay but what will it take to get the right information. John Halsey noted that a list of everything the Town owns is available but the Permanent Building Committee was told there was none. He also noted that to spend capital without due process in advance is inappropriate. In addition, this committee needs a certain amount of money to do its work.

John Arena departed from the meeting at 8:45 p.m.

Finance Committee Chairman Mark Dockser noted that he wrote that instructional motion. He noted that we had a project for many years that needed to be vetted. He's sorry it was a painful process for the Permanent Building Committee.

The Town Manager noted that there has been discussion with past and current DPW staff. The study that was done was done cheaply with a predetermined result. If the Permanent Building Committee goes forward then it will be a good process. In FY16 \$200,000 was allocated for the process. He kept \$50,000 of the \$200,000 for an OPM. In April Town Meeting took \$150,000 for facilities but the money was not used by June 30<sup>th</sup> so it went back to free cash. There is a financial mechanism in Article 11 to remove the \$150,000.

Greg Stepler noted having some money available is critical to get the data they need to make a decision. John Halsey asked if \$100,000 in a revolving fund is appropriate and Greg Stepler indicated it is. The Town Manager noted he didn't know if a revolving fund is appropriate, he thinks it would be better to have a budget line. He would like to see an annual funding in facilities and he would add another line in facilities for the cemetery building.

David Traniello asked if the \$100,000 has been allocated to facilities for the Permanent Building Committee and the Town Manager indicated yes if the Finance Committee approves it tonight.

Bill Brown asked if a project over \$2.5 million has to go to the voters and the Town Manager noted that \$1.5 - \$2 million is excluded debt and the policy is not binding.

Elise Ciregna noted that the Cemetery Board is satisfied with the discussion tonight and thanked the Board for the invitation. The Cemetery Board voted to adjourn at 9:20 p.m.

Barry Berman thanked the Permanent Building Committee and the Permanent Building Committee adjourned at 9:21 p.m.

Vote Warrant Articles #3 - #13 for Subsequent Town meeting 11-14-16 - Vanessa Alvarado asked if the \$100,000 will be used at the discretion of the Permanent Building Committee and the Town Manager noted that if we don't hire an OPM for \$50,000 then the money cannot be used for any other purpose. The \$50,000 from last year is iron clad but there can be some leeway for the \$150,000 for this process. John Halsey noted this fuels the spirit of the instructional motion.

609

Barry Berman asked if we don't build a cemetery garage is the money lost and the Town Manager noted the money goes back to free cash at the end of the fiscal year.

Vanessa Alvarado asked how long the result of the research is valid. The Town Manager noted that none of their work will have a dollar amount so it will be timeless.

Mark Dockser asked at what point do we get a cost estimate and the Town Manager noted after the design process.

David Neshat asked about the \$125,000 budget amendment for the security evaluation. The Town Manager noted this might not be capital it just might be a process.

Mark Dockser asked what the total for cleaning services is and the Town Manager noted that we had to change cleaning companies and the Town is \$200,000 and the Schools \$290,000.

The Town Manager noted that these numbers are not final numbers so what they see at Town Meeting might change.

Vanessa Alvarado asked if any other buildings are being looked at. The Town Manager noted that Killam and the DPW Garage have been discussed but nobody has asked the Permanent Building Committee to spend any money on those. Vanessa Alvarado asked if there are any concerns regarding the override and the cemetery project and the Town Manager indicated no, that is why the Permanent Building Committee was formed.

**A motion that the Finance Committee recommends the subject matter of Article 11 as amended was approved by a vote of 8-0-0.**

**A motion by Berman seconded by Ensminger that the Board of Selectmen recommends the subject matter of Article 11 as amended was approved by a vote of 4-0-0.**

Brian O'Mara, Precinct 1, asked what does that mean now since the RFP was put out with a narrow scope. The Town Manager noted that he will talk to the Procurement Officer about redoing it to increase the scope.

Rick Nazzaro, Precinct 1, thanked the Board for taking the residents comments in opposition and thank the Permanent Building Committee for them.

Daniel Ensminger noted that the Weston and Sampson report is outdated. The issue of a DPW Garage is an issue also. When will they look at that? John Halsey noted that they will hopefully consider that when they are looking at alternatives.

The Town Manager noted that Article 3 is changes to the Capital Plan. Mark Dockser noted that the enterprise fund timing is being delayed to future years.

**A motion by McNeice seconded by Moll that the Finance Committee recommends the subject matter of Article 3 was approved by a vote of 8-0-0.** Peter Lydecker will give the report.

The Town Manager noted that Article 4 is to dispose of surplus.

**A motion by Moll seconded by Neshat that the Finance Committee recommends the subject matter of Article 4 was approved by a vote of 8-0-0.** Marc Moll will give the report.

The Town Manager noted that Article 5 is to rescind Library debt authorization.

605

**A motion by McNeice seconded by Alvarado that the Finance Committee recommends the subject matter of Article 5 was approved by a vote of 8-0-0.** Vanessa Alvarado will give the report.

The Town Manager noted that Article 6 is to clear debt off the books.

**A motion by Landry seconded by Alvarado that the Finance Committee recommends the subject matter of Article 6 was approved by a vote of 8-0-0.**

The Town Manager noted that Article 7 is to transfer previous debt. He noted that previously issued debt in the amount of \$140,000 has to be used towards a project and he suggests moving it to the library project. The last estimate shows we are \$149,000 over and another \$100,000 disputed. If Town Meeting authorizes he can pay. He prefers to close the project out as fast as possible.

Mark Dockser noted that he was shocked that we have an overage on the Library project. He asked if it was core costs or items such as furniture. The Town Manager noted that there was a lot of ledge in the rear parking lot that we didn't know about. In addition, the condition of the existing building fundamental structure was very poor and it was uncovered when the walls were taken down. We also took three ways to make sure the Library doesn't flood again.

Barry Berman noted that there were a number of things including the retaining wall on Deering Street. That was originally not part of the budget but we rebuilt it right at the cost of \$100,000. The overage has to be paid and in the overall scheme of things it is not that much over.

Mark Dockser asked if anything was done outside of the budget. The Town Manager noted that RCTV built a place for their equipment; the Library Trustees paid \$180,000 for the book sorter; and DPW did some site work. The Library Trustees did not do fundraising up front.

Daniel Ensminger asked if the \$140,000 covers the outside lighting and the Town Manager noted he was not sure and he just found out that the lights cannot be dimmed – they either have to be on or off.

Paul McNeice noted he was extremely disappointed that the Library Trustees have not done fundraising. Vanessa Alvarado noted that Friends of the Library have contributed a large amount of money so there are donations coming in.

The Town Manager noted that any construction work has to be in the \$18.9 million cap.

**A motion by McNeice seconded by Neshat that the Finance Committee recommends the subject matter of Article 7 was approved by a vote of 8-0-0.** David Neshat will give the report.

The Town Manager noted that Article 8 is to transfer debt to water projects.

**A motion by Moll seconded by Alvarado that the Finance Committee recommends the subject matter of Article 8 was approved by a vote of 8-0-0.** Paul McNeice will give the report.

The Town Manager noted that Article 9 authorizes the grant loan program in the sewer enterprise fund.

**A motion by McNeice seconded by Moll that the Finance Committee recommends the subject matter of Article 9 was approved by a vote of 8-0-0.** Paul McNeice will give the report.

*bab*

The Town Manager noted that Article 10 is to add more Library debt but the odds are less than 2% that we will need this and it can't be approved tonight because we don't have a number.

The Town Manager noted that Article 12 is to pay prior year bills.

**A motion by Moll seconded by Alvarado that the Finance Committee recommends the subject matter of Article 12 was approved by a vote of 8-0-0.** Eric Burkhart will give the report.

The Town Manager noted that Article 13 is for the Retirement Cost of Living increase. There is not enough information to vote on this.

**A motion by Berman seconded by Ensminger that the Board of Selectmen recommends the subject matter of Articles 3, 4, 5, 6, 7, 8, 9 and 12 of the November 14, 2016 Subsequent Town Meeting was approved by a vote of 4-0-0.**

The Finance Committee adjourned at 10:30 p.m.

**Approval of Minutes**

**A motion by Berman seconded by Ensminger to approve the minutes of September 12, 2016 was approved on a roll call vote with all five members voting in the affirmative.**

**A motion by Berman seconded by Ensminger to approve the minutes of September 20, 2016 was approved on a roll call vote with all five members voting in the affirmative.**

**A motion by Berman seconded by Ensminger to adjourn the meeting at 10:35 p.m. was approved by a vote of 4-0-0.**

Respectfully submitted,

Secretary

LC BOS



# City of Woburn, Massachusetts

OFFICE OF THE CITY SOLICITOR

City Hall  
10 Common Street  
Woburn, MA 01801

Ellen Callahan Doucette  
City Solicitor

781-897-5910  
781-897-5917 (fax)

[ecdoucette@cityofwoburn.com](mailto:ecdoucette@cityofwoburn.com)

September 26, 2016

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

Re: Donation of Library Shelving

Dear Bob:

Enclosed is your original copy of the Acceptance of Equipment Donation Agreement between the City of Woburn and Town of Reading. Thank you again for donating the library shelving to the Woburn Public Library. To say that it was greatly appreciated would be an understatement.

Kindest Regards,

Ellen Callahan Doucette

Enc.

2016 SEP 28 AM 9:38

9a1

## CITY OF WOBURN

### ACCEPTANCE OF EQUIPMENT DONATION AGREEMENT (Library Shelving)

Agreement, dated this      day of September, 2016, by and between the **City of Woburn** a municipal corporation with executive offices at City Hall, 10 Common Street, Woburn, Massachusetts, acting through its Mayor, hereinafter the "Transferee" and the **Town of Reading**, a municipal corporation with executive offices at Town Hall, 16 Lowell Street, Reading, MA 01867, hereinafter the "Transferor".

NOW, THEREFORE, the Transferor and Transferee agree as follows:

#### Section 1. Removal of Equipment; Consideration; Transfer of Title

1.1 At a mutually acceptable time and date, the Transferee will, at Transferee's sole cost, expense and risk, remove the equipment identified in Exhibit A to this Agreement (the "Equipment") from the Transferor's temporary Public Library located at 80 General Way, Reading, MA 01867 (the "Site").

1.2 The Reading Board of Selectmen having declared the Equipment to be surplus, the sole consideration to the Transferor as a result of the donation of the Equipment to the Transferee shall be the convenience of having the Equipment removed from the Site. No monetary consideration shall be due to the Transferor under the terms of this Agreement.

1.3 Effective upon Transferee's removal of the Equipment from the Site, Transferor hereby transfers, assigns and conveys to the Transferee all of Transferor's right, title and interest in and to the Equipment, and the Transferee accepts same.

#### Section 2. Disclaimer of Warranties; Limitation of Liability.

2.1 The Equipment will be conveyed to the Transferee "As Is, Where Is". Transferor makes no warranties, express or implied, whether of title, merchantability or fitness for any particular purpose or use or otherwise, on the Equipment.

2.2 The Transferee for itself, its agents, servants and employees fully releases and discharges the Transferor from and relinquishes all rights, claims and actions for any direct, indirect, incidental, special or consequential damage to persons or property which arise out of or are in any way connected with the condition of the Equipment or its removal from the Site or use, whether known or unknown, foreseen or unforeseen, present or future. The Transferee also agrees to indemnify and hold harmless the Transferor, its officials and employees, from any and all liability, claims or expenses whatsoever arising from the donation of the Equipment, including injury to third persons.

902

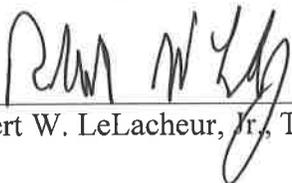
Section 3. Entire Agreement; Governing Law; Amendments.

This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts. The Transferee shall not assign, sell, subcontract or transfer any interest in this Agreement without prior written consent of the Transferor. This Agreement may only be amended by a writing signed by both parties.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.

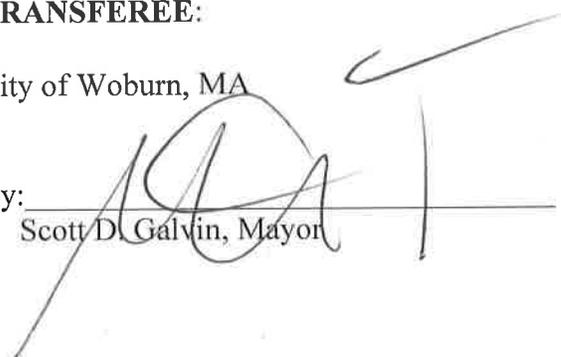
**TRANSFEROR:**

Town of Reading, MA

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

**TRANSFEE:**

City of Woburn, MA

By:   
Scott D. Galvin, Mayor

UC BOS

**Schena, Paula**

---

**From:** LeLacheur, Bob  
**Sent:** Thursday, October 06, 2016 4:53 PM  
**To:** Schena, Paula  
**Subject:** FW: Fios TV Notice  
**Attachments:** Customer Notice Infinito.pdf

BOS 10/25

**Robert W. LeLacheur, Jr. CFA**  
*Town Manager, Town of Reading*  
16 Lowell Street, Reading, MA 01867  
[townmanager@ci.reading.ma.us](mailto:townmanager@ci.reading.ma.us)  
(P) 781-942-9043;  
(F) 781-942-9037  
[www.readingma.gov](http://www.readingma.gov)

**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

---

**From:** Reddish, Jill M [<mailto:jill.m.reddish@verizon.com>]  
**Sent:** Thursday, October 06, 2016 4:08 PM  
**To:** Reddish, Jill M  
**Subject:** Fios TV Notice

Dear Municipal Official:

This is to notify you of a certain upcoming change to Fios® TV programming.

On or after December 30, 2016, the content provider of Infinito on channel 1620 will remove Infinito programming from the Fios® TV channel lineup.

Verizon will notify subscribers through the Fios® TV Message Center beginning on or around November 1, 2016. A sample customer notice is attached.

Access to the Fios® TV channel lineup is available 24/7 online at [verizon.com/fiostvchannels](http://verizon.com/fiostvchannels).

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

Sincerely,



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

961



**Fios® TV Programming Change**

On or after December 30, 2016, the provider of Infinito on channel 1620 will remove that programming from the Fios TV channel lineup. Check your channel guide to enjoy similar programs available on other stations.

962

LC BOS

**Schena, Paula**

---

**From:** LeLacheur, Bob  
**Sent:** Friday, October 14, 2016 9:51 AM  
**To:** Schena, Paula  
**Subject:** Fwd: Fios TV Notice  
**Attachments:** image002.png; ATT00001.htm; image003.png; ATT00002.htm; Customer Notice Pop.pdf; ATT00003.htm

BOS packet

Sent from my iPhone

Begin forwarded message:

**From:** "Reddish, Jill M" <[jill.m.reddish@verizon.com](mailto:jill.m.reddish@verizon.com)>  
**Date:** October 14, 2016 at 9:43:38 AM EDT  
**To:** "Reddish, Jill M" <[jill.m.reddish@verizon.com](mailto:jill.m.reddish@verizon.com)>  
**Subject:** Fios TV Notice

Dear Municipal Official:

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

On or after January 15, 2017, Pop, on channels 194 SD & 694 HD will be removed from the Fios® TV "Custom" and "Select" packages. Similar programming can be found on channels like FXX, E!, VH1 and USA.

Verizon will notify subscribers through the Fios® TV Message Center beginning on or around December 1, 2016. A sample customer notice is attached.

Access to the Fios® TV channel lineup is available 24/7 online at [verizon.com/fiostvchannels](http://verizon.com/fiostvchannels).

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

Sincerely,



**Fios® TV Programming Change**

On or after January 15, 2017, Pop, on channels 194 SD & 694 HD will be removed from the Fios TV "Custom" and "Select" packages. Similar programming can be found on channels like FXX, E!, VH1 and USA.

902