



Town of Reading Meeting Posting with Agenda

Board - Committee - Commission - Council:

Select Board

Date: 2022-05-17

Time: 7:00 PM

Building: Reading Town Hall

Location: Select Board Meeting Room

Address: 16 Lowell Street

Agenda:

Purpose: General Business

Meeting Called By: Caitlin Nocella on behalf of Chair Mark Dockser

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:

	<p><i>This Meeting will be held in-person in the Select Board Meeting Room at Town Hall and remotely on Zoom. It will also be streamed live on RCTV as usual.</i></p> <p>Join Zoom Meeting https://us06web.zoom.us/j/81992111871</p> <p>Meeting ID: 819 9211 1871 One tap mobile +16465588656,,81992111871# US (New York) +16465189805,,81992111871# US (New York)</p> <p>Dial by your location +1 646 558 8656 US (New York) +1 646 518 9805 US (New York)</p> <p>Meeting ID: 819 9211 1871 Find your local number: https://us06web.zoom.us/u/kbbIKHjnXT</p>	
7:00	Overview of Meeting	
7:05	SB Liaison & Town Manager Reports	
7:15	Public Comment	
7:30	Public Hearing – Discuss/Vote on FY23 Non-Union Classification and Compensation Schedules	5
7:35	Vote to spend ARPA Funds on Water Enterprise Budget	8

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

7:45	Public Hearing – Vote on FY23 Water & Sewer Rates	
8:00	Discuss/Vote Time Sensitive School Department ARPA Fund Request	16
8:30	Town Accountant Quarterly Update	32
8:50	National Public Works Week Proclamation	53
9:00	Discuss Flag Policy	
9:15	Discuss and Plan Pride Month Celebration	54
9:20	Discuss and Plan Juneteenth Holiday	55
9:30	Vote to Accept the Intermunicipal Agreement for the Director of Assessing Department	56
9:40	Appoint Select Board member to RMHS Track Naming Committee	
9:50	Discuss Future Agendas	68
10:00	Approve Meeting Minutes <ul style="list-style-type: none">• May 3rd, 2022	70



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

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

To: Select Board
From: Fidel A. Maltez
Date: May 17, 2022
RE: Town Manager Memo for May 17th, 2022 Meeting

I am happy to report that our Town Meeting concluded successfully! I have spoken with a lot of Town Meeting members who liked being in person and were satisfied with precautions taken to ensure the safety of all. I would like to thank all our staff and volunteers who prepared for, presented and made Town Meeting a success!

In this meeting packet you will see a chart that provides details on the next steps of our Killam School. We will officially begin the "MSBA's Eligibility Period" on June 1, 2022. Our staff is prepped to hit the ground running on this date. Specifically, I wanted to point out some major milestones:

1. The Town of Reading must create a "School Building Committee" by July 31, 2022. In accordance with our bylaws this committee must include the 5 Permanent Building Committee members plus an additional 4 members at the discretion of Appointing Committee. The Appointing Committee is made up of the Town Moderator, School Committee Chair, and the Select Board Chair. We will appoint this committee in June.
2. We will bring an article to Fall Town Meeting requesting \$2.2 Million to fund the design of the school. This funding must be approved to be moved to the next step in the MSBA process.
3. If the MSBA votes the full project on July 1, 2024, we will bring the full project funding request to Town Meeting in the Fall 2024 and as a ballot question to Reading voters in the Spring 2025.

Tonight, the Select Board will hold two public hearings on critical Town items:

1. We recommend that you accept the FY2023 Compensation and Classification Charts. These charts are in line with the FY2023 budget voted by Town Meeting.
2. We recommend that you set the water & sewer rates as presented in the packet. We are incredibly lucky to have received support from the Reading ARPA Advisory Committee to use ARPA funds towards the water enterprise budget.

Finally, before you tonight is a Intermunicipal Agreement for our Director of Assessing. The main change is that we are adding Lynnfield to the agreement that Reading and Wakefield has had for several years. We feel confident that our Assessor, Victor Santaniello, can manage the workload. We will also receive a modest saving of 15% with this agreement.

FAM

ELIGIBILITY PERIOD STARTS JUNE 1, 2022 AND ENDS FEBRUARY 27, 2023

1 Initial Compliance Certification

Required by: July 1, 2022
Owner: Town Manager/ School Superintendent
Execution of Legal Documents to Sign-On the Town to the project.

5 Enrollment/Certification Executed

Required by: November 28, 2022
Owner: School Superintendent/ Director of Finance
Execution of Legal Documents for enrollment.

2 School Building Committee

Required by: July 31, 2022
Owner: Town Moderator/ SC Chair/ SB Chair
Responsible for overseeing the project, 9 board members, appointed by Town Moderator, School Committee Chair and Select Board Chair; must include 5 permanent members of the Permanent Building Committee.

6 Maintenance & Capital Planning Info

Required by: November 28, 2022
Owner: Town Manager/ Director of Facilities
Detailed document outlining our history of maintenance and investments in the Killam School and the Reading Public School District.

3 Educational Profile Questionnaire

Required by: August 30, 2022
Owner: School Superintendent/ Director of Finance
Detailed document outlining the Killam School and current state of the school.

7 Local Vote Authorization

Subsequent Town Meeting on November 14, 2022
Owner: Town Meeting
Funding request for feasibility study, design and owner's project manager of the Killam School.
Request will be \$2.2 Million from Free Cash.

4 Online Enrollment Projection

Required by: August 30, 2022
Owner: School Superintendent/ Director of Finance
Forecast of future enrollment in Killam School and Reading Public School District.

8 Feasibility Study Agreement

Required by: February 27, 2023
Owner: Town Manager/ School Superintendent
Contract with MSBA to complete feasibility study.

KILLAM
MSBA
Eligibility Period
Schedule of Deliverables

**Legal Notice
(Seal)
Town of Reading**

To the Inhabitants of the Town of Reading:

Please take notice that the Select Board of the Town of Reading will hold a series of public hearings on May 17th, 2022 in the Select Board Meeting Room, 16 Lowell Street, Reading, Massachusetts, and remotely via Zoom, to:

- Approve the FY23 Non-Union Classification and Compensation Schedules at 7:30 PM
- Approve Water, Sewer, and Storm Water rates for FY23 at 7:45 PM

A copy of the proposed documents regarding these topics will be in the Select Board packet on the website at www.readingma.gov

All interested parties are invited to attend the hearing, or may submit their comments in writing or by email prior to 4:00 p.m. on May 17th, 2022 to townmanager@ci.reading.ma.us

By order of
Fidel Maltez
Town Manager

To the Chronicle: Please publish on May 3rd and again on May 10th, 2022

Send the bill and tear sheet to: Town Manager, 16 Lowell Street, Reading, MA 01867

TOWN OF READING CLASSIFICATION PLAN effective June 20, 2022

Schedule A-1

A	Library Technician								
B	Clerk	Library Associate							
C	Administrative Secretary	Parking Enforcement Officer	Senior Library Associate	Van Driver					
D	Administrative Assistant	Senior Center Coordinator							
E	Assistant Town Clerk	Case Manager	Coalition Outreach Coordinator	Regional Housing Services Coordinator	Senior Administrative Assistant				
F	Administrative Specialist	Assistant Assessor	Assistant Collector	Benefits Coordinator	Computer Technician	Health Inspector	Librarian I	Lib. Communications Specialist	Plumbing/Gas Inspector
	Senior Case Manager	Staff Planner	Veteran's Service Officer	Wiring Inspector					
G	Assistant Town Accountant	Assistant Town Clerk	Assistant Treasurer	Conservation Administrator	Head Public Safety Dispatcher	Human Resources Generalist	Librarian II	Nurse Advocate	Public Health Nurse
H	Public Safety Clinician	Elder/Human Services Administrator	Executive Assistant	Permits Coordinator	Recreation Administrator	Senior Computer Technician	Senior Planner	Software Coordinator	Water Quality & Safety Administrator
I	Assistant Library Director	Collector	Director of Equity & Social Justice	GIS Administrator	Coalition Director	Library Collection Services Division Head	Library Public Services Division Head	Town Clerk	Procurement Officer
J	Assessor	Assistant Facilities Director	Building Commissioner	Building Inspector	Business Administrator	Community Development Director	Community Services Director	Economic Development Director	Human Resources Director
	Treasurer/Assistant Finance Director								
K	Assistant DPW Director	Assistant Fire Chief	Deputy Police Chief	Technology Director					
L	Administrative Services Director	Health Director	Library Director	Town Accountant/ Finance Director					
M	Assistant Town Manager	DPW Director	Facilities Director	Fire Chief	Police Chief				

FY2023 TOWN OF READING COMPENSATION PLAN

Schedule B-1

(1.75% COLA increase coupled with step movement when eligible)

effective June 20, 2022

ANNUAL (based on a 37.5 hr workweek) Salaries are rounded to the nearest dollar

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14
A	\$ 34,671	\$ 35,354	\$ 36,075	\$ 36,777	\$ 37,518	\$ 38,279	\$ 39,020	\$ 39,819	\$ 40,619	\$ 41,438	\$ 42,257	\$ 43,095	\$ 43,973	\$ 44,850
B	\$ 38,142	\$ 38,883	\$ 39,663	\$ 40,463	\$ 41,262	\$ 42,101	\$ 42,939	\$ 43,797	\$ 44,675	\$ 45,572	\$ 46,488	\$ 47,405	\$ 48,360	\$ 49,335
C	\$ 41,945	\$ 42,783	\$ 43,622	\$ 44,499	\$ 45,396	\$ 46,313	\$ 47,249	\$ 48,165	\$ 49,140	\$ 50,115	\$ 51,129	\$ 52,143	\$ 53,196	\$ 54,269
D	\$ 46,137	\$ 47,073	\$ 47,990	\$ 48,965	\$ 49,940	\$ 50,934	\$ 51,968	\$ 53,001	\$ 54,054	\$ 55,146	\$ 56,238	\$ 57,369	\$ 58,520	\$ 59,690
E	\$ 50,759	\$ 51,773	\$ 52,806	\$ 53,840	\$ 54,932	\$ 56,024	\$ 57,135	\$ 58,286	\$ 59,456	\$ 60,645	\$ 61,874	\$ 63,102	\$ 64,370	\$ 65,657
F	\$ 55,829	\$ 56,940	\$ 58,071	\$ 59,241	\$ 60,411	\$ 61,620	\$ 62,868	\$ 64,136	\$ 65,423	\$ 66,710	\$ 68,055	\$ 69,401	\$ 70,785	\$ 72,228
G	\$ 61,406	\$ 62,634	\$ 63,882	\$ 65,150	\$ 66,476	\$ 67,802	\$ 69,147	\$ 70,532	\$ 71,936	\$ 73,398	\$ 74,861	\$ 76,343	\$ 77,883	\$ 79,443
H	\$ 67,548	\$ 68,913	\$ 70,278	\$ 71,682	\$ 73,106	\$ 74,588	\$ 76,070	\$ 77,591	\$ 79,151	\$ 80,730	\$ 82,349	\$ 83,987	\$ 85,683	\$ 87,380
I	\$ 74,315	\$ 75,797	\$ 77,298	\$ 78,858	\$ 80,438	\$ 82,037	\$ 83,675	\$ 85,352	\$ 87,068	\$ 88,784	\$ 90,578	\$ 92,372	\$ 94,224	\$ 96,116
J	\$ 81,725	\$ 83,382	\$ 85,040	\$ 86,717	\$ 88,472	\$ 90,246	\$ 92,040	\$ 93,893	\$ 95,745	\$ 97,676	\$ 99,626	\$ 101,634	\$ 103,643	\$ 105,729
K	\$ 89,895	\$ 91,709	\$ 93,522	\$ 95,414	\$ 97,325	\$ 99,275	\$ 101,244	\$ 103,272	\$ 105,339	\$ 107,445	\$ 109,610	\$ 111,794	\$ 114,036	\$ 116,318
L	\$ 98,885	\$ 100,874	\$ 102,902	\$ 104,949	\$ 107,036	\$ 109,181	\$ 111,365	\$ 113,607	\$ 115,869	\$ 118,190	\$ 120,549	\$ 122,948	\$ 125,424	\$ 127,940
M	\$ 108,791	\$ 110,975	\$ 113,178	\$ 115,440	\$ 117,761	\$ 120,120	\$ 122,519	\$ 124,956	\$ 127,452	\$ 130,026	\$ 132,620	\$ 135,252	\$ 137,982	\$ 140,732

HOURLY

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14
A	17.78	18.13	18.50	18.86	19.24	19.63	20.01	20.42	20.83	21.25	21.67	22.10	22.55	23.00
B	19.56	19.94	20.34	20.75	21.16	21.59	22.02	22.46	22.91	23.37	23.84	24.31	24.80	25.30
C	21.51	21.94	22.37	22.82	23.28	23.75	24.23	24.70	25.20	25.70	26.22	26.74	27.28	27.83
D	23.66	24.14	24.61	25.11	25.61	26.12	26.65	27.18	27.72	28.28	28.84	29.42	30.01	30.61
E	26.03	26.55	27.08	27.61	28.17	28.73	29.30	29.89	30.49	31.10	31.73	32.36	33.01	33.67
F	28.63	29.20	29.78	30.38	30.98	31.60	32.24	32.89	33.55	34.21	34.90	35.59	36.30	37.04
G	31.49	32.12	32.76	33.41	34.09	34.77	35.46	36.17	36.89	37.64	38.39	39.15	39.94	40.74
H	34.64	35.34	36.04	36.76	37.49	38.25	39.01	39.79	40.59	41.40	42.23	43.07	43.94	44.81
I	38.11	38.87	39.64	40.44	41.25	42.07	42.91	43.77	44.65	45.53	46.45	47.37	48.32	49.29
J	41.91	42.76	43.61	44.47	45.37	46.28	47.20	48.15	49.10	50.09	51.09	52.12	53.15	54.22
K	46.10	47.03	47.96	48.93	49.91	50.91	51.92	52.96	54.02	55.10	56.21	57.33	58.48	59.65
L	50.71	51.73	52.77	53.82	54.89	55.99	57.11	58.26	59.42	60.61	61.82	63.05	64.32	65.61
M	55.79	56.91	58.04	59.20	60.39	61.60	62.83	64.08	65.36	66.68	68.01	69.36	70.76	72.17

FY23 - based on hours 1,959.0 (52 weeks + one 9hr day)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14
A	\$ 34,831	\$ 35,517	\$ 36,242	\$ 36,947	\$ 37,691	\$ 38,455	\$ 39,200	\$ 40,003	\$ 40,806	\$ 41,629	\$ 42,452	\$ 43,294	\$ 44,175	\$ 45,057
B	\$ 38,318	\$ 39,062	\$ 39,846	\$ 40,649	\$ 41,452	\$ 42,295	\$ 43,137	\$ 43,999	\$ 44,881	\$ 45,782	\$ 46,703	\$ 47,623	\$ 48,583	\$ 49,563
C	\$ 42,138	\$ 42,980	\$ 43,823	\$ 44,704	\$ 45,606	\$ 46,526	\$ 47,467	\$ 48,387	\$ 49,367	\$ 50,346	\$ 51,365	\$ 52,384	\$ 53,442	\$ 54,519
D	\$ 46,350	\$ 47,290	\$ 48,211	\$ 49,190	\$ 50,170	\$ 51,169	\$ 52,207	\$ 53,246	\$ 54,303	\$ 55,401	\$ 56,498	\$ 57,634	\$ 58,790	\$ 59,965
E	\$ 50,993	\$ 52,011	\$ 53,050	\$ 54,088	\$ 55,185	\$ 56,282	\$ 57,399	\$ 58,555	\$ 59,730	\$ 60,925	\$ 62,159	\$ 63,393	\$ 64,667	\$ 65,960
F	\$ 56,086	\$ 57,203	\$ 58,339	\$ 59,514	\$ 60,690	\$ 61,904	\$ 63,158	\$ 64,432	\$ 65,724	\$ 67,017	\$ 68,369	\$ 69,721	\$ 71,112	\$ 72,561
G	\$ 61,689	\$ 62,923	\$ 64,177	\$ 65,450	\$ 66,782	\$ 68,114	\$ 69,466	\$ 70,857	\$ 72,268	\$ 73,737	\$ 75,206	\$ 76,695	\$ 78,242	\$ 79,810
H	\$ 67,860	\$ 69,231	\$ 70,602	\$ 72,013	\$ 73,443	\$ 74,932	\$ 76,421	\$ 77,949	\$ 79,516	\$ 81,103	\$ 82,729	\$ 84,374	\$ 86,078	\$ 87,783
I	\$ 74,657	\$ 76,146	\$ 77,655	\$ 79,222	\$ 80,809	\$ 82,415	\$ 84,061	\$ 85,745	\$ 87,469	\$ 89,193	\$ 90,996	\$ 92,798	\$ 94,659	\$ 96,559
J	\$ 82,102	\$ 83,767	\$ 85,432	\$ 87,117	\$ 88,880	\$ 90,663	\$ 92,465	\$ 94,326	\$ 96,187	\$ 98,126	\$ 100,085	\$ 102,103	\$ 104,121	\$ 106,217
K	\$ 90,310	\$ 92,132	\$ 93,954	\$ 95,854	\$ 97,774	\$ 99,733	\$ 101,711	\$ 103,749	\$ 105,825	\$ 107,941	\$ 110,115	\$ 112,309	\$ 114,562	\$ 116,854
L	\$ 99,341	\$ 101,339	\$ 103,376	\$ 105,433	\$ 107,530	\$ 109,684	\$ 111,878	\$ 114,131	\$ 116,404	\$ 118,735	\$ 121,105	\$ 123,515	\$ 126,003	\$ 128,530
M	\$ 109,293	\$ 111,487	\$ 113,700	\$ 115,973	\$ 118,304	\$ 120,674	\$ 123,084	\$ 125,533	\$ 128,040	\$ 130,626	\$ 133,232	\$ 135,876	\$ 138,619	\$ 141,381



Town of Reading



**Reading ARPA Advisory Committee
May 11, 2022**



ARPA SPENDING BUCKETS

**COMMUNITY
PRIORITIES**

\$1.75
MILLION

**WATER &
SEWER**

\$2 MILLION

\$1.5 MILLION

**ATHLETICS
RECREATION**

\$2 MILLION

**SCHOOL
PRIORITIES**

COMMUNITY PRIORITIES

DEFINED BY
RAAC;
SIDEWALKS,
HOUSING,
MENTAL
HEALTH

WATER & SEWER

CAPITAL
PROJECTS FY23
& FY24
MINIMIZE RATE
INCREASES

SCHOOL PRIORITIES

Early Literacy,
HS Pathways,
Pandemic-
Related
Interventions
and Supports

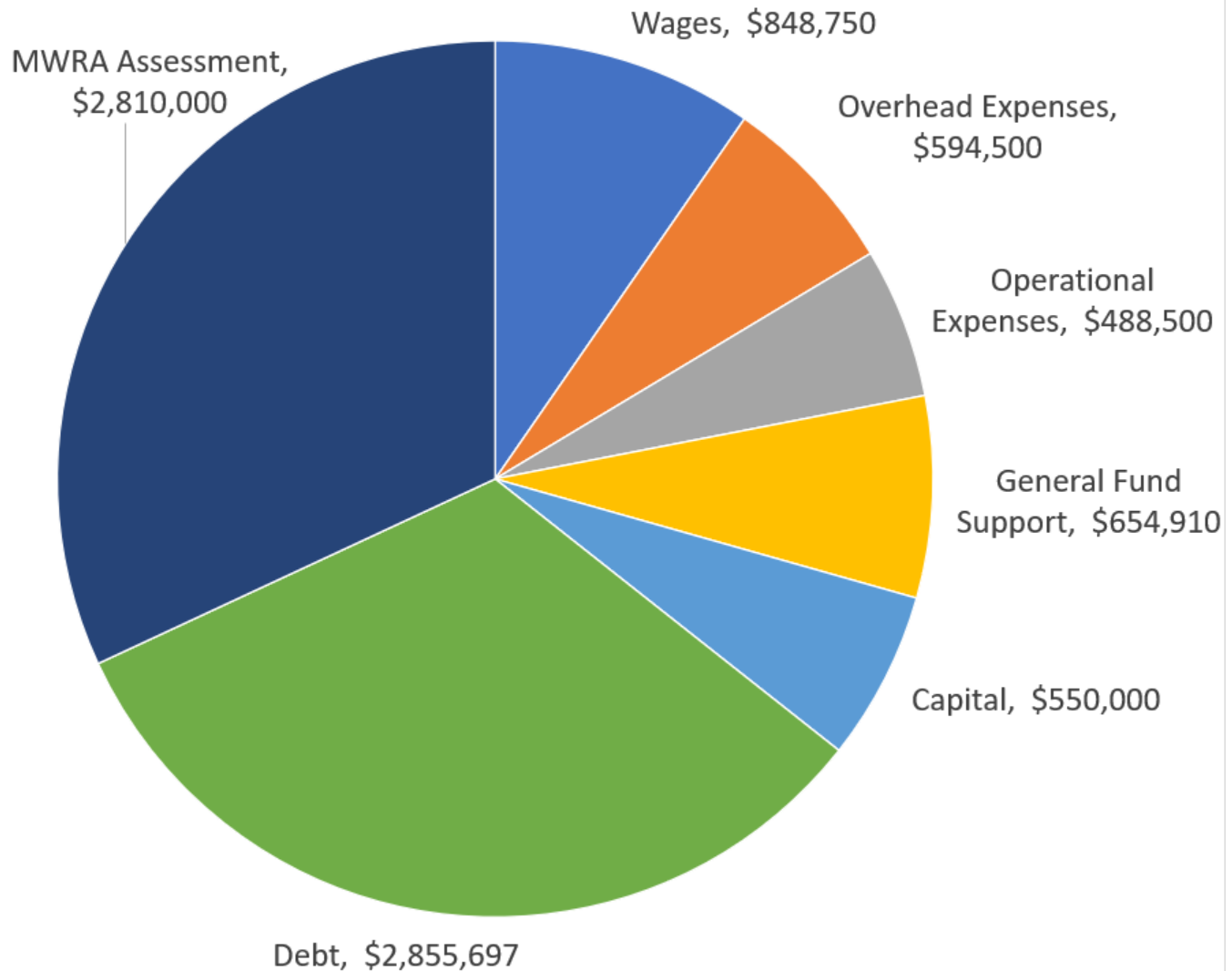
ATHLETICS RECREATION

BIRCH
MEADOW
MASTER PLAN
PHASE I



FY23 Water Enterprise Budget

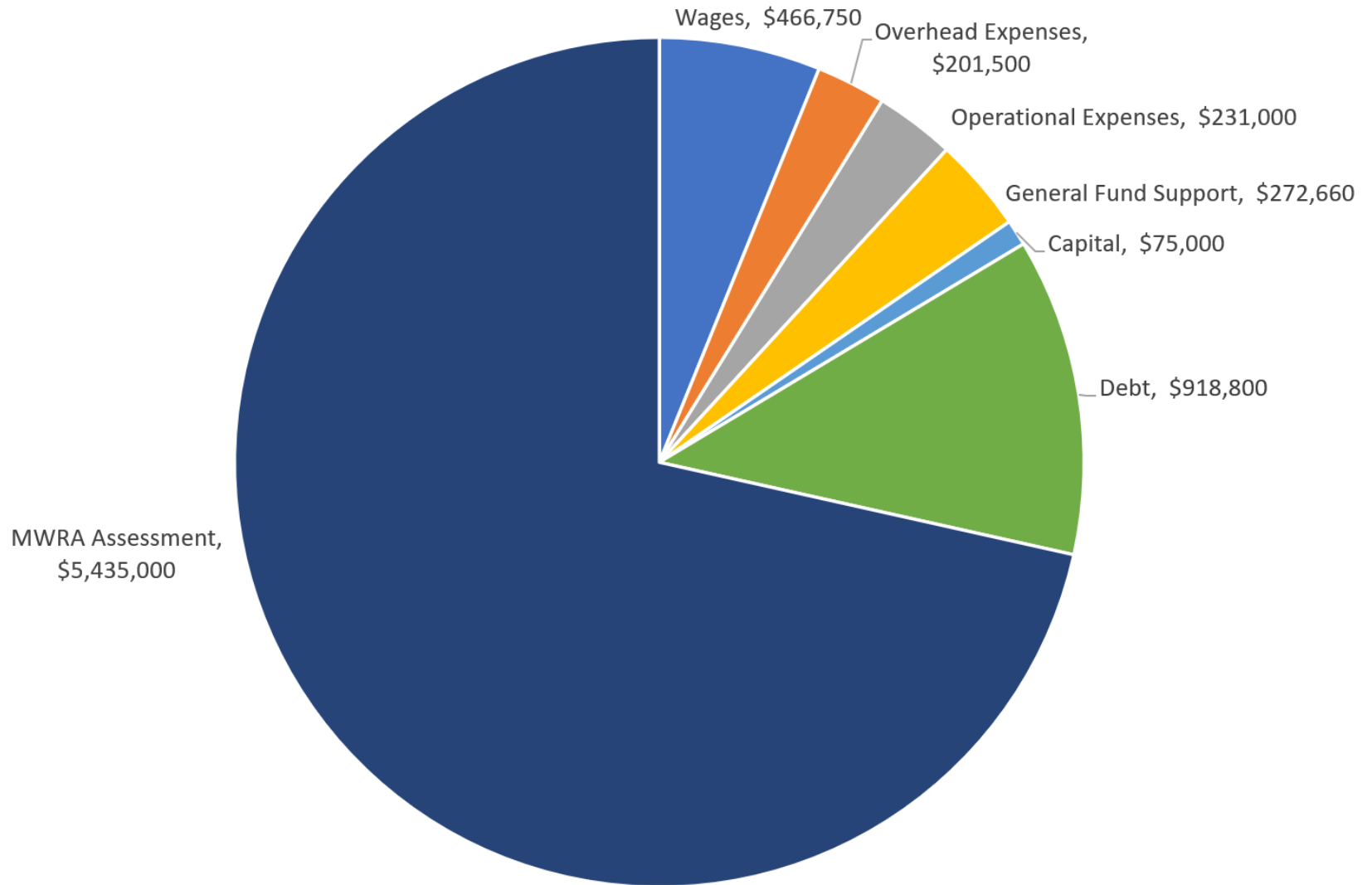
\$8,802,357





FY23 Sewer Enterprise Budget

\$7,600,710





Proposed Sewer Rate for FY23

FY23 Sewer Enterprise Budget	\$ 7,500,710
Reserves Used to Lower Rates	\$ (450,000)
Allowance (4%) for Lien	\$ 282,028
Total Required Billing	\$ 7,332,738
Estimated Annual Water Consumption (100 Cu Ft)	675,000
FY23 Sewer Rate per 100 Cu Ft	\$ 10.86
FY22 Sewer Rate per 100 Cu Ft	\$ 10.90
% Increase FY22 to FY23	-0.3%



Proposed Water Rate for FY23

	OPTION 2
FY23 Water Enterprise Budget	\$ 8,702,357
Reserves Used to Lower Rates	\$ (650,000)
ARPA Used to Lower Rates	\$ (650,000)
Allowance (4%) for Lien	\$ 296,094
Total Required Billing	\$ 7,698,451
Estimated Annual Water	675,000
FY23 Water Rate/100CuFt	\$ 11.41
FY22 Water Rate/100CuFt	\$ 10.90
% Increase FY22 to FY23	4.6%



Recommendation for Water & Sewer Rates for FY23

Description	Rate	% Increase
FY23 Water Rate/100 Cu Ft	\$ 11.41	4.6%
FY23 Sewer Rate/100 Cu Ft	\$ 10.86	-0.3%
FY23 Combined Rate	\$ 22.27	2.2%


Annual Combined Water and Sewer Costs Single Family - Annual Consumption of 120 HCF	
Water Cost Per Month	\$114.10
Sewer Cost Per Month	\$108.60
2022 Annual Combined	\$2,616.00
2023 Annual Combined	\$2,672.40



Look at Structural Change for FY24

- **Wakefield completed Water Rate Study to implement Tiered Water and Sewer Billing**

**Wakefield
Data**



Tiers	Start	End	Water	Sewer
1	1	1,000	\$7.30	\$11.20
2	1,001	2,500	\$7.72	\$11.70
3	2,501	6,000	\$8.15	\$12.21
4	6,001	+	\$8.99	\$13.22

- **65 gallons per person per day (8.7 cubic feet) used as basis for setting tiers**
- **Tier 1 captures person living alone, senior couples, and other small users**
- **Tier 2 captures average residential user (approx. 1,950 cubic feet) and three-person households**
- **Tier 3 threshold allows commercial accounts and larger residential users to conserve to avoid or limit tier 4 consumption**

Presentation to RAAC Committee

May 11, 2022





ARPA SPENDING BUCKETS

COMMUNITY PRIORITIES

\$1.75
MILLION

WATER & SEWER

\$2 MILLION

COMMUNITY PRIORITIES

DEFINED BY
RAAC;
SIDEWALKS,
HOUSING,
MENTAL
HEALTH

WATER & SEWER

CAPITAL
PROJECTS FY23
& FY24
MINIMIZE RATE
INCREASES

\$1.5 MILLION

ATHLETICS RECREATION

\$2 MILLION

SCHOOL PRIORITIES

Early Literacy,
HS Pathways,
Pandemic-
Related
Interventions
and Supports

ATHLETICS RECREATION

BIRCH
MEADOW
MASTER PLAN
PHASE I

SCHOOL PRIORITIES



School Connections to ARPA Guidelines

- “Assistance to address the impact of learning loss for K-12 students (e.g. high-quality tutoring, **differentiated instruction**)”
- “Services to **address educational disparities**, including assistance to high-poverty school districts & **educational and evidence-based services to address student academic, social, emotional, and mental health needs.**”



Our Context

Goal: All students will be grade-level readers.

- New understanding of literacy instructional practices
- [EdReports](#), DESE
- Demands on teachers for planning and preparation
- Pandemic context
- Grant Funding: [Accelerating Literacy Grant](#), ARPA
- Reading in Reading Committee



Percentage of Students Meeting or Exceeding Expectations on MCAS 2016-17 through 2020-21

	ELA Grades 3-8	ELA Grades 10
2020-21	64%	84%
2019-20	No MCAS	
2018-19	68%	70%
2017-18	68%	96%
2016-17	63%	95%



Percentage of Students Meeting or Exceeding Expectations on MCAS by Subgroup Spring 2021

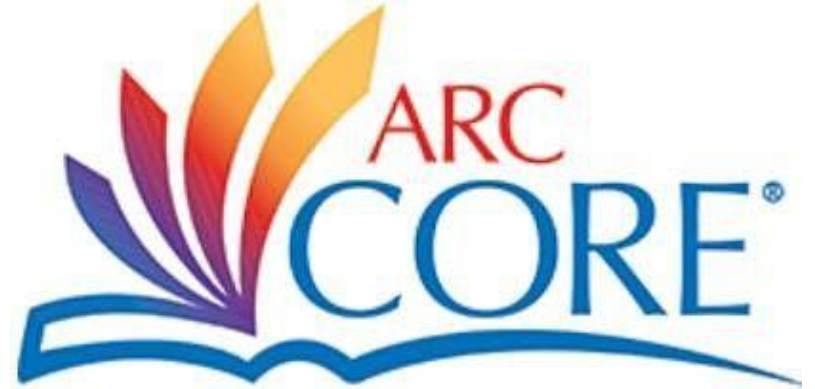
Grades 3-8 % Meeting or Exceeding Expectations	
	ELA
All Students	64
Reported Subgroups	
Econ. Disadvantaged	39
Students w/ Disabilities	25
High Needs	33
Race/Ethnicity	
African Amer./Black	32
Asian	74
Hispanic/Latino	41
Multi-Race, Non-Hisp./Lat.	63
White	65

Grade 10 % Meeting or Exceeding Expectations	
	ELA
All Students	84
Reported Subgroups	
Econ. Disadvantaged	69
Students w/ Disabilities	41
High Needs	51
Asian	94
White	86



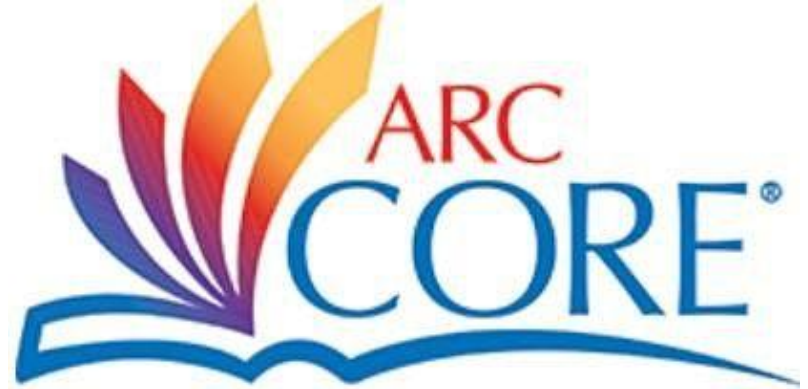
American Reading Company (ARC) Core

ARC Core is a comprehensive program that includes instruction and materials for all aspects of literacy instruction including: Foundational skills, vocabulary, grammar, fluency, reading comprehension, writing in response to reading, and writing across genres.

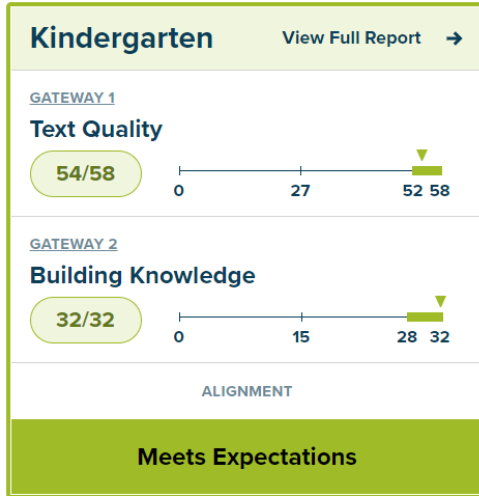


Why American Reading Company (ARC) Core?

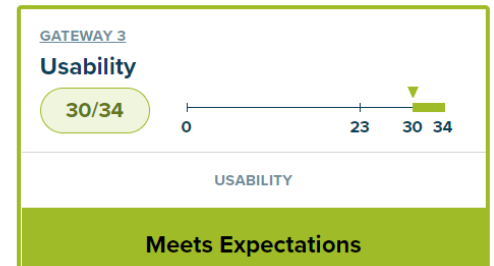
- High ratings in [CURATE](#) and [EdReports](#)
- Highest program as rated by teachers on Literacy Leadership Team
- Differentiated instruction is at the heart of the program
- Knowledge-building curriculum
- Embedded social-emotional learning and critical thinking



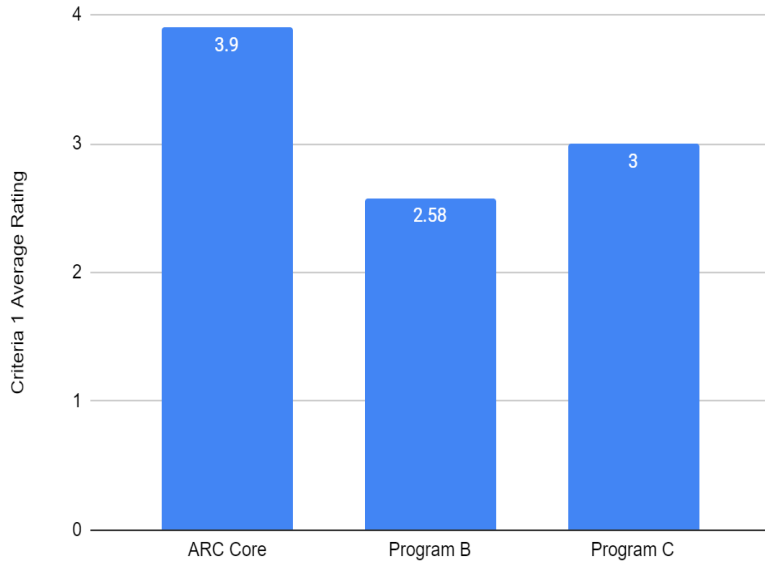
EdReports Rating



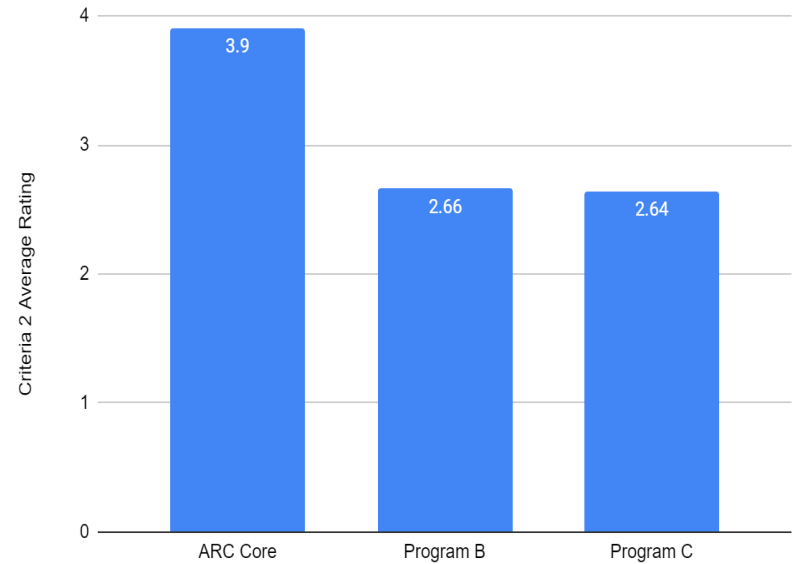
EdReports Rating



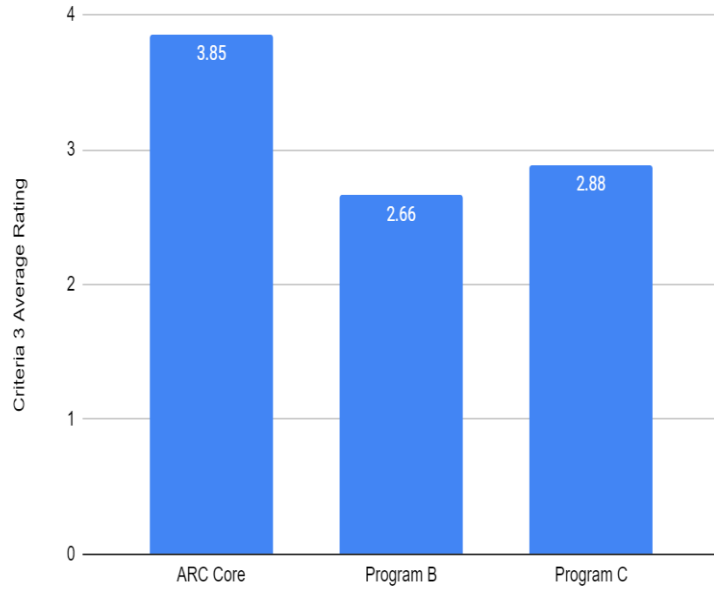
Criteria 1: Student Engagement and Culturally Responsive



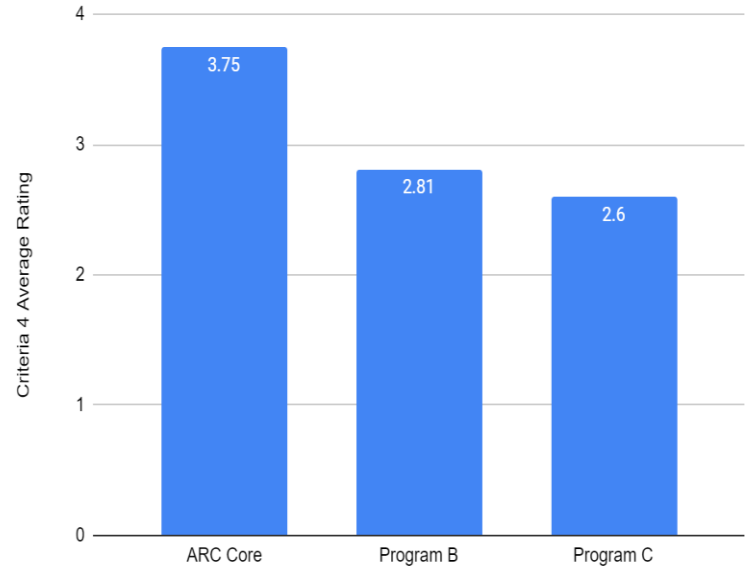
Criteria 2: Access for All and Equity Centered



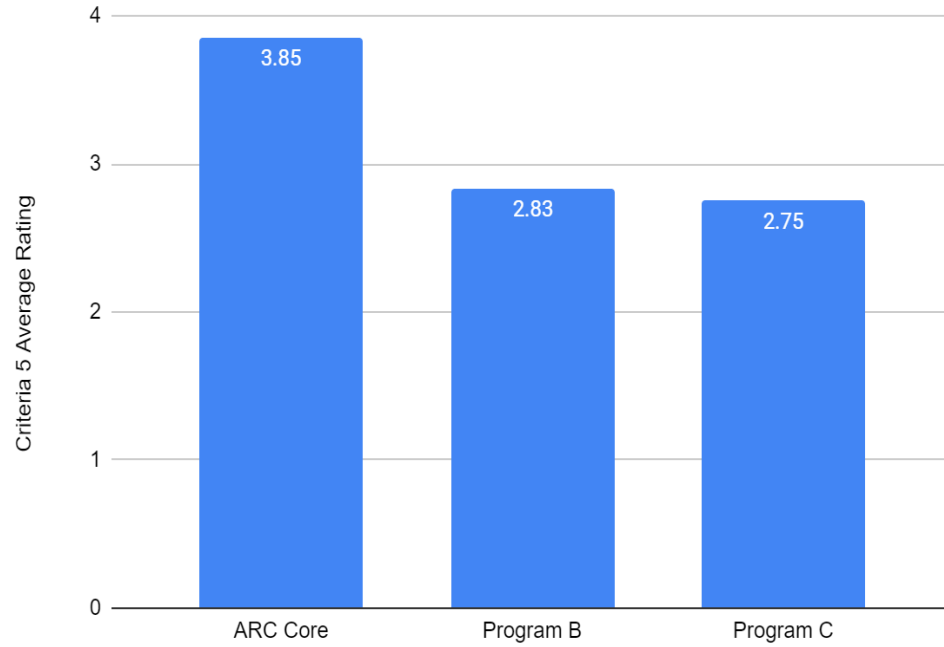
Criteria 3: Content



Criteria 4: Assessment



Criteria 5: Teacher Accessibility



Professional Development

Year 1

- 10-15 days of teacher PD per school
- 10 days of Leadership Learning Series per district

Year 2

- 10 days of teacher PD per school
- 10 days of Leadership Learning Series per district

Year 3

- 5-8 days of teacher PD per school
- 10 days of Leadership Learning Series per district



Initial Investment: ARC Core Estimated Costs Years 1 through Year 4

Year	Grades	Phase	Expense Categories	Estimated Cost
Year 1 - FY23	3-5	Implementation	PD, Digital Licensing, Materials	715,900
Obligate in FY22			<i>FY 22 DESE Literacy Grant</i>	<i>(195,050)</i>
			<i>FY22 Operating Budget</i>	<i>(87,280)</i>
			Subtotal Year 1	433,570
Year 2 - FY24	3-5	Continuation	PD, Digital Licensing, Material Replenishment	166,050
Obligate in FY23	K-2	Implementation	PD, Digital Licensing, Materials	625,375
			Subtotal Year 2	791,425
Year 3 - FY25	3-5	Continuation	Digital Licensing, Material	165,790
Obligate in FY24	K-2	Continuation	PD, Digital Licensing, Material Replenishment	238,175
			Subtotal Year 3	403,965
Year 4- FY26	3-5	Ongoing Renewal	Digital Licensing, Material Replenishment	136,365
Obligate in FY25 (by December, 2024)	K-2	Continuation	Digital Licensing, Material Replenishment	234,675
			Subtotal Year 4	371,040
Years 1 through 4		Total K-5		2,000,000



Ongoing Investment: ARC Core Year 5 and Beyond - Steady State

Year	Grades	Phase	Expense Categories	Estimated Cost
Year 5 - FY27	K-5	Ongoing Renewal/Steady State	Digital Licensing, Material Replenishment	\$43,000 to \$150,000



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TOWN OF READING
GENERAL FUND REVENUE SUMMARY - BUDGETED CATEGORIES
BUDGET TO ACTUAL (REVSUMBD/A) PRIORMNTH SEE PRINT

PAGE 1

	LAST YEARS REVISED BUDGET	LAST YEARS COLLECTED TO THIS MONTH	CURRENT YEAR REVISED BUDGET	CURRENT YR COLLECTED TO THIS MONTH	LAST YRS PERCENT % COLLECTED	CURRENT PERCENT COLLECT
	2021	2021	2022	2022	2021	2022
01 REVENUES						
41000 DELINQUENT PROPERTY TAXES	0	71,446	.00	311,633.30	.00	.00%
41100 PERSONAL PROPERTY TAX	721,453	715,467	815,305.80	802,974.45	99.17	98.49%
41200 REAL ESTATE TAXES	77,359,399	77,331,958	80,761,814.20	80,654,286.22	99.96	99.87%
41500 MOTOR VEHICLE EXCISE TAX	3,600,000	3,256,244	3,750,000.00	3,562,329.27	90.45	95.00%
41600 OTHER EXCISE TAXES	250,000	325,173	365,000.00	388,514.69	130.07	106.44%
41700 PENALTY & INTEREST	160,000	195,330	200,000.00	307,711.53	122.08	153.86%
41800 PAYMENT LIEU OF TAX	385,000	233,001	375,000.00	238,653.16	60.52	63.64% 1
43000 FEES	2,000,000	1,806,903	1,870,000.00	1,853,017.10	90.35	99.09%
44000 LICENSE, PERMITS	140,000	117,619	125,000.00	155,433.00	84.01	124.35%
45000 FEDERAL REVENUE	75,000	899,343	80,000.00	224,825.10	1,199.12	281.03%
46000 STATE REVENUE	14,539,863	13,221,150	14,777,471.00	12,941,453.79	90.93	87.58%
47500 SPECIAL ASSESSMENTS	0	7,291	.00	6,711.72	.00	.00%
47700 FINES & FORFEITS	75,000	24,180	30,000.00	48,610.60	32.24	162.04%
48000 MISCELLANEOUS REVENUE	0	281,606	.00	98,624.49	.00	.00%
48200 EARNINGS ON INVESTMENTS	375,000	190,315	200,000.00	151,720.44	50.75	75.86% 2
48210 RESTRICTED INTEREST INCOME	0	0	.00	.00	.00	.00%
TOTAL 01 REVENUES	99,680,715	98,677,032	103,349,591.00	101,746,498.86	98.99	98.45%
02 OTHER FINANCING SOURCES						
46000 STATE REVENUE	0	0	.00	.00	.00	.00%
48000 MISCELLANEOUS REVENUE	0	20,000	.00	1,766.11	.00	.00%
49000 OTHER FUNDING SOURCES	2,468,728	2,480,506	4,070,000.00	4,337,280.50	100.48	106.57%
49700 ENTERPRISE FUND SUPPORT	1,115,046	1,136,939	1,150,727.00	1,178,191.00	101.96	102.39%
49720 OTHER FUND SUPPORT(NON ENT FD	75,000	25,297	125,000.00	118,200.00	33.73	94.56%
49900 DESIGNATED FUND BALANCE USED	2,440,739	2,440,739	3,707,009.19	3,706,956.66	100.00	100.00%
TOTAL 02 OTHER FINANCING SOURCES	6,099,513	6,103,481	9,052,736.19	9,342,394.27	100.07	103.20%
TOTAL	105,780,228	104,780,514	112,402,327.19	111,088,893.13	99.05	98.83%

1. Payment in Lieu of Tax is lower than expected percentage because RMLD pays in two installments, the first is paid in December and the second is in June. When this payment is collected we will meet projection.

2. Earnings on investments is looking a little low, however the interest for April hasn't been booked yet. If I project out the potential revenues for Apr- June we will collect approx. \$221,620 which will exceed the \$200,000 revenue projection for this line item.

Overall, no real concern of a revenue deficit as we have collected 98.45% of the projected revenues with almost 1.65 months remaining in the fiscal year.

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TOWN OF READING
YEAR-TO-DATE BUDGET REPORT

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FOR 2022 12

General Fund Expenses as of 5/11/22

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
<u>0105 ADMINISTRATIVE SERVICES</u>							
03 SALARIES							
	1,551,400.00	49,000.00	1,600,400.00	1,345,711.95	0.00	254,688.05	84.1%
05 EXPENSES	1,751,100.00	276,432.36	2,027,532.36	1,629,199.03	102,288.06	296,045.27	85.4%
08 CAPITAL EXPENDITURES	100,000.00	775,711.38	875,711.38	494,320.71	205,276.43	176,114.24	79.9%
TOTAL ADMINISTRATIVE SERVICES	3,402,500.00	1,101,143.74	4,503,643.74	3,469,231.69	307,564.49	726,847.56	83.9%
<u>0110 PUBLIC SERVICES</u>							
03 SALARIES							
	1,393,300.00	-15,000.00	1,378,300.00	1,018,158.78	0.00	360,141.22	73.9%
05 EXPENSES	234,500.00	152,462.74	386,962.74	146,859.91	38,674.64	201,428.19	47.9%
08 CAPITAL EXPENDITURES	115,000.00	360,494.43	475,494.43	39,878.54	125,601.41	310,014.48	34.8%
TOTAL PUBLIC SERVICES	1,742,800.00	497,957.17	2,240,757.17	1,204,897.23	164,276.05	871,583.89	61.1%
<u>0130 FINANCE</u>							
03 SALARIES							
	801,350.00	0.00	801,350.00	664,686.11	0.00	136,663.89	82.9%
05 EXPENSES	152,250.00	77,773.43	230,023.43	158,496.97	27,538.04	43,988.42	80.9%
TOTAL FINANCE	953,600.00	77,773.43	1,031,373.43	823,183.08	27,538.04	180,652.31	82.5%
<u>0140 FINANCE RESERVE FUND</u>							

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YEAR-TO-DATE BUDGET REPORT

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0140 FINANCE RESERVE FUND	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
05 EXPENSES	200,000.00	0.00	200,000.00	0.00	0.00	200,000.00	.0%
TOTAL FINANCE RESERVE FUND	200,000.00	0.00	200,000.00	0.00	0.00	200,000.00	.0%
<hr/>							
0200 PUBLIC SAFETY							
03 SALARIES	12,354,475.00	123,000.00	12,477,475.00	10,306,858.41	0.00	2,170,616.59	82.6%
05 EXPENSES	658,350.00	283,048.47	941,398.47	626,358.87	99,090.73	215,948.87	77.1%
08 CAPITAL EXPENDITURES	1,410,000.00	749,921.00	2,159,921.00	787,711.02	1,372,141.00	68.98	100.0%
TOTAL PUBLIC SAFETY	14,422,825.00	1,155,969.47	15,578,794.47	11,720,928.30	1,471,231.73	2,386,634.44	84.7%
<hr/>							
0300 SCHOOL COMMITTEE - EDUCATION							
08 CAPITAL EXPENDITURES	365,000.00	47,990.06	412,990.06	149,659.66	61,841.07	201,489.33	51.2%
10 PROFESSIONAL SALARIES	34,289,600.00	60,440.76	34,350,040.76	26,838,323.70	0.00	7,511,717.06	78.1%
20 CLERICAL SALARIES	983,843.00	0.00	983,843.00	849,021.73	0.00	134,821.27	86.3%
30 OTHER SALARIES	5,532,759.00	-219,108.76	5,313,650.24	4,268,477.34	0.00	1,045,172.90	80.3%
40 CONTRACTED SERVICES	2,979,255.00	109,373.76	3,088,628.76	1,966,288.50	1,028,627.97	93,712.29	97.0%
50 SUPPLIES & MATERIALS	935,473.00	1,299,123.86	2,234,596.86	1,443,865.40	398,070.63	392,660.83	82.4%
60 OTHER EXPENSES	4,975,068.00	2,896,696.11	7,871,764.11	4,990,483.69	1,019,734.93	1,861,545.49	76.4%
TOTAL SCHOOL COMMITTEE - EDUCATION	50,060,998.00	4,194,515.79	54,255,513.79	40,506,120.02	2,508,274.60	11,241,119.17	79.3%
<hr/>							
0400 PUBLIC WORKS							

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YEAR-TO-DATE BUDGET REPORT

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0400 PUBLIC WORKS	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
03 SALARIES	2,881,475.00	0.00	2,881,475.00	2,257,066.82	0.00	624,408.18	78.3%
05 EXPENSES	843,500.00	196,867.75	1,040,367.75	671,833.73	101,065.57	267,468.45	74.3%
08 CAPITAL EXPENDITURES	1,020,000.00	1,073,864.25	2,093,864.25	603,535.44	468,098.53	1,022,230.28	51.2%
TOTAL PUBLIC WORKS	4,744,975.00	1,270,732.00	6,015,707.00	3,532,435.99	569,164.10	1,914,106.91	68.2%
<hr/>							
0401 DPW-TRASH SNOW STREET LIGHTING							
03 SALARIES	130,000.00	100,000.00	230,000.00	211,217.76	0.00	18,782.24	91.8%
05 EXPENSES	2,600,500.00	139,021.85	2,739,521.85	2,051,270.70	599,064.19	89,186.96	96.7%
TOTAL DPW-TRASH SNOW STREET LIGHTING	2,730,500.00	239,021.85	2,969,521.85	2,262,488.46	599,064.19	107,969.20	96.4%
<hr/>							
0480 FACILITIES							
03 SALARIES	899,525.00	0.00	899,525.00	769,118.10	0.00	130,406.90	85.5%
05 EXPENSES	2,632,725.00	445,776.09	3,078,501.09	2,315,513.65	195,048.24	567,939.20	81.6%
08 CAPITAL EXPENDITURES	550,000.00	276,321.56	826,321.56	359,909.54	217,282.30	249,129.72	69.9%
TOTAL FACILITIES	4,082,250.00	722,097.65	4,804,347.65	3,444,541.29	412,330.54	947,475.82	80.3%
<hr/>							
0600 LIBRARY							
03 SALARIES	1,544,550.00	0.00	1,544,550.00	1,260,077.56	0.00	284,472.44	81.6%
05 EXPENSES	387,400.00	0.00	387,400.00	286,051.57	1,562.65	99,785.78	74.2%

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TOWN OF READING
YEAR-TO-DATE BUDGET REPORT

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FOR 2022 12

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
08 CAPITAL EXPENDITURES	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00	.0%
TOTAL LIBRARY	1,941,950.00	0.00	1,941,950.00	1,546,129.13	1,562.65	394,258.22	79.7%
<hr/>							
0700 DEBT SERVICE							
07 DEBT SERVICE	4,762,844.00	0.00	4,762,844.00	4,604,526.25	0.00	158,317.75	96.7%
TOTAL DEBT SERVICE	4,762,844.00	0.00	4,762,844.00	4,604,526.25	0.00	158,317.75	96.7%
<hr/>							
0820 STATE ASSESSMENTS							
05 EXPENSES	760,150.00	-27,651.00	732,499.00	628,147.00	0.00	104,352.00	85.8%
TOTAL STATE ASSESSMENTS	760,150.00	-27,651.00	732,499.00	628,147.00	0.00	104,352.00	85.8%
<hr/>							
0840 REGIONAL SCHOOL ASSESSMENTS							
05 EXPENSES	788,000.00	-30,000.00	758,000.00	753,258.44	0.00	4,741.56	99.4%
TOTAL REGIONAL SCHOOL ASSESSMENTS	788,000.00	-30,000.00	758,000.00	753,258.44	0.00	4,741.56	99.4%
<hr/>							
0900 EMPLOYEE BENEFITS							
03 SALARIES	65,000.00	0.00	65,000.00	54,697.27	0.00	10,302.73	84.1%
05 EXPENSES	19,043,534.00	-752,000.00	18,291,534.00	15,314,141.88	12,500.00	2,964,892.12	83.8%

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YEAR-TO-DATE BUDGET REPORT

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ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL EMPLOYEE BENEFITS 19,108,534.00	-752,000.00	18,356,534.00	15,368,839.15	12,500.00	2,975,194.85	83.8%
0990 OTHER FINANCING SOURCE/USE						
09 OTHER FINANCING USES 0.00	1,770,000.00	1,770,000.00	1,856,270.00	0.00	-86,270.00	104.9%
TOTAL OTHER FINANCING SOURCE/USE 0.00	1,770,000.00	1,770,000.00	1,856,270.00	0.00	-86,270.00	104.9%
GRAND TOTAL 109,701,926.00	10,219,560.10	119,921,486.10	91,720,996.03	6,073,506.39	22,126,983.68	81.5%

** END OF REPORT - Generated by Sharon Angstrom **

REPORT OPTIONS

	Field #	Total	Page Break
Sequence 1	2	Y	N
Sequence 2	5	Y	N
Sequence 3	0	N	N
Sequence 4	0	N	N

Report title:
YEAR-TO-DATE BUDGET REPORT

Includes accounts exceeding 0% of budget.

Print totals only: Y

Print Full or Short description: F

Print full GL account: N

Format type: 1

Double space: N

Suppress zero bal accts: Y

Include requisition amount: N

Print Revenues-Version headings: N

Print revenue as credit: Y

Print revenue budgets as zero: N

Include Fund Balance: N

Print journal detail: N

From Yr/Per: 2020/ 1

To Yr/Per: 2021/12

Include budget entries: Y

Incl encumb/liq entries: Y

Sort by JE # or PO #: J

Detail format option: 1

Include additional JE comments: N

Multiyear view: D

Amounts/totals exceed 999 million dollars: Y

Year/Period: 2022/12

Print MTD Version: N

Roll projects to object: N

Carry forward code: 1

Find Criteria

Field Name	Field Value
Fund	0100
Budgetary	
School Budg	
Division/loc	
Category	
Object Sumry	
GAAP	
Reserved	
Character Code	
Org	
Object	
Project	
Account type	Expense

REPORT OPTIONS

Account status
Rollup Code

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TOWN OF READING
WATER FUND REVENUE COMPARISON - DETAIL
BUDGET TO ACTUAL (REVWATERDT) PRIORMNTH SEE PRINT

	LAST YEARS REVISED BUDGET	LAST YEARS COLLECTED TO THIS MONTH	CURRENT YRS REVISED BUDGET	CURRENT YR COLLECTED TO THIS MONTH	LAST YRS PERCENT % COLLECTED	CURRENT PERCENT COLLECT
	2021	2021	2022	2022	2021	2022
01 REVENUES						
61001410 412500 WTR DEFERRED PROPERTY TAXE	0	0	.00	.00	.00	.0 %
61001410 414200 WTR TAX LIENS REDEEMED	0	2,439	.00	17,583.03	.00	.0 %
61001410 414500 WTR TAX FORECLOSURES	0	0	.00	.00	.00	.0 %
61001410 417600 WTR INTEREST CHARGES	0	41,297	.00	37,760.19	.00	.0 %
61001410 417700 COLLECTOR DEMANDS AND FEES	0	0	.00	.00	.00	.0 %
61001417 417000 WTR PEN/INT TAXES/EXCISE	0	0	.00	.00	.00	.0 %
61001420 421100 COLLECTOR WATER USAGE CHAR	6,682,275	6,868,526	7,293,255.00	6,386,163.68	102.79	87.6 %
61001420 421107 COLLECTOR WATER LIENS 2007	0	0	.00	.00	.00	.0 %
61001420 421108 WATER LIENS 2008	0	0	.00	.00	.00	.0 %
61001420 421109 2009 WATER LIENS	0	0	.00	.00	.00	.0 %
61001420 421110 2010 WATER LIENS	0	0	.00	.00	.00	.0 %
61001420 421111 2011 WATER LIENS	0	0	.00	.00	.00	.0 %
61001420 421112 2012 WATER LIENS	0	0	.00	.00	.00	.0 %
61001420 421113 2013 WATER LIENS	0	0	.00	.00	.00	.0 %
61001420 421114 2014 WATER LIENS	0	0	.00	.00	.00	.0 %
61001420 421115 2015 WATER LIENS	0	0	.00	.00	.00	.0 %
61001420 421116 2016 WATER LIENS	0	0	.00	.00	.00	.0 %
61001420 421117 2017 WATER LIENS	0	0	.00	.00	.00	.0 %
61001420 421118 2018 WATER LIENS	0	0	.00	15.00	.00	.0 %
61001420 421119 2019 WATER LIENS	0	1,765	.00	.00	.00	.0 %
61001420 421120 2020 WATER LIENS	0	12,019	.00	429.79	.00	.0 %
61001420 421121 2021 WATER LIENS	0	82,915	.00	22,679.90	.00	.0 %
61001420 421122 2022 WATER LIENS	0	0	.00	97,988.52	.00	.0 %
61001420 422100 COLLECTOR OTHER WATER NON-	0	37,660	.00	32,026.86	.00	.0 %
61001430 430000 WTR FEES CHARGES FOR SERVI	0	20,581	.00	15,285.81	.00	.0 %
61001450 450900 WTR RETIREE DRUG SUBSIDY	0	0	.00	.00	.00	.0 %
61001480 480000 WATER OTHER REVENUES	0	0	.00	.00	.00	.0 %
61001480 480500 WTR REIMBURSEMENTS	0	0	.00	.00	.00	.0 %
61001480 484010 REFUND PRIOR YEAR EXPENDIT	0	0	.00	.00	.00	.0 %
61001480 484400 WTR DEVELOPER MITIGATION F	0	0	.00	.00	.00	.0 %
61001480 484410 MWRA BUY-IN JOHNSON WOODS	0	0	.00	.00	.00	.0 %
61001480 484420 WTR MWRA BUY-IN	0	0	.00	.00	.00	.0 %
61001480 484430 MWRA BUY-IN READING WOODS	0	0	.00	.00	.00	.0 %
61001480 485100 WTR INSURANCE REIMB UNDER	0	0	.00	.00	.00	.0 %
61001480 493000 GAIN OR LOSS IN INVESTMENT	0	0	.00	.00	.00	.0 %
61001480 494000 WATER DEPT SALE OF FIXED A	0	0	.00	.00	.00	.0 %
61001480 495000 WTR INSURANCE PROCEEDS	0	0	.00	.00	.00	.0 %
61001482 482000 WTR INVESTMENT EARNINGS	21,000	14,959	.00	14,267.51	71.23	.0 %
TOTAL 01 REVENUES	6,703,275	7,082,165	7,293,255.00	6,624,200.29	105.65	90.8 %

1. Although water user fees are trailing the same time the prior year, they are still in line with our revenue projection. The difference between the two years could be reduced water usage as less people are working remote than in the prior 2 years. If revenues are collected in May and June at similar levels to April, revenues would be approximately \$7.5 million which is \$200k above projections.

No real concern of a revenue deficit.

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TOWN OF READING
WATER FUND REVENUE COMPARISON - DETAIL
 BUDGET TO ACTUAL (REVVATERDT) PRIORMNTH SEE PRINT

	LAST YEARS REVISED BUDGET	LAST YEARS COLLECTED TO THIS MONTH	CURRENT YRS REVISED BUDGET	CURRENT YR COLLECTED TO THIS MONTH	LAST YRS PERCENT % COLLECTED	CURRENT PERCENT COLLECT
	2021	2021	2022	2022	2021	2022
02 OTHER FINANCING SOURCES						
61002490 490099 TRANS FROM MULTI-YR PROJEC	0	0	.00	.00	.00	.0 %
61002490 490900 PREMIUM ON BOND SALE	1,090,388	1,067,468	.00	20,667.00	97.90	.0 %
61002490 491000 BOND PROCEEDS	0	0	.00	.00	.00	.0 %
61002490 492000 TEMPORARY LOAN PROCEEDS	0	0	.00	.00	.00	.0 %
61002490 495100 LEGAL SETTLEMENT	0	0	.00	.00	.00	.0 %
61002490 499984 RESERVED PREMIUMS	0	0	.00	.00	.00	.0 %
61002490 499990 WTR FREE CASH OP BUD SUPPO	800,000	800,000	1,935,000.00	1,935,000.00	100.00	100.0 %
61002497 497100 XFER IN GENERAL FUND	13,600	13,600	.00	.00	100.00	.0 %
61002497 497200 XFER IN SPECIAL REVENUE FU	0	0	.00	.00	.00	.0 %
TOTAL 02 OTHER FINANCING SOURCES	1,903,988	1,881,068	1,935,000.00	1,955,667.00	98.80	101.1 %
TOTAL	8,607,263	8,963,234	9,228,255.00	8,579,867.29	104.14	93.0 %

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11:34:49

TOWN OF READING
SEWER FUND REVENUE COMPARISON - DETAIL
BUDGET TO ACTUAL (REVSEWERDT) PRIORMNTH SEE PRINT

			LAST YEARS REVISED BUDGET	LAST YEARS COLLECTED TO THIS MONTH	CURRENT YRS REVISED BUDGET	CURRENT YR COLLECTED TO THIS MONTH	LAST YRS PERCENT % COLLECTED	CURRENT PERCENT COLLECT
01 REVENUES			2021	2021	2022	2022	2021	2022
62001410	412500	SEWER DEFERED PROPERTY TA	0	0	.00	.00	.00	.0
62001410	414200	SEWER TAX LIENS REDEEMED	0	2,442	.00	20,102.01	.00	.0
62001410	414500	SEWER TAX FORECLOSURES	0	0	.00	.00	.00	.0
62001410	417600	SEWER INTEREST CHARGES	0	46,888	.00	41,110.72	.00	.0
62001417	417000	SEWER PEN/INT TAXES/EXCISE	0	0	.00	.00	.00	.0
62001420	421108	2008 WTR LIENS	0	0	.00	.00	.00	.0
62001420	421200	SEWER USAGE CHARGES	6,446,850	6,988,628	6,762,625.00	6,346,089.41	108.40	93.8
62001420	421207	2007 COLLECTOR SEWER LIENS	0	0	.00	.00	.00	.0
62001420	421208	2008 COLLECTOR SEWER LIENS	0	0	.00	.00	.00	.0
62001420	421209	2009 SEWER LIENS	0	0	.00	.00	.00	.0
62001420	421210	2010 SEWER LIENS	0	0	.00	.00	.00	.0
62001420	421211	2011 SEWER LIENS	0	0	.00	.00	.00	.0
62001420	421212	2012 SEWER LIENS	0	0	.00	.00	.00	.0
62001420	421213	2013 SEWER LIENS	0	0	.00	.00	.00	.0
62001420	421214	2014 SEWER LIENS	0	0	.00	.00	.00	.0
62001420	421215	2015 SEWER LIENS	0	0	.00	.00	.00	.0
62001420	421216	2016 SEWER LIENS	0	0	.00	.00	.00	.0
62001420	421217	2017 SEWER LIENS	0	0	.00	.00	.00	.0
62001420	421218	2018 SEWER LIENS	0	0	.00	.00	.00	.0
62001420	421219	2019 SEWER LIENS	0	1,780	.00	.00	.00	.0
62001420	421220	2020 SEWER LEINS	0	10,652	.00	437.10	.00	.0
62001420	421221	2021 SEWER LIENS	0	90,459	.00	19,317.94	.00	.0
62001420	421222	2022 SEWER LEINS	0	0	.00	102,702.38	.00	.0
62001430	430000	SEWER FEES CHARGES FOR SVC	0	0	.00	.00	.00	.0
62001430	430440	SEWER SEPTIC TANK SEWERAGE	0	0	.00	.00	.00	.0
62001430	432200	SEWER INSPECTION FEE	0	4,150	.00	3,475.00	.00	.0
62001460	460000	SEWER STATE GRANT FUNDS	0	1,261	.00	1,519.00	.00	.0
62001475	475400	SEWER/HOUSE ASMT-PAID IN A	0	0	.00	.00	.00	.0
62001475	475408	2008 SEWER/HOUSE ASMNT-TAX	0	0	.00	.00	.00	.0
62001475	475409	2009 SEWER/HOUSE ASMNT-TAX	0	0	.00	.00	.00	.0
62001475	475410	2010 SEWER/HOUSE ASMNT TAX	0	0	.00	.00	.00	.0
62001475	475411	2011 SEWER/HOUSE ASMNT TAX	0	0	.00	.00	.00	.0
62001475	475412	2012 SEWER/HOUSE ASMNT TAX	0	0	.00	.00	.00	.0
62001475	475413	2013 SEWER/HOUSE ASMNT TAX	0	0	.00	.00	.00	.0
62001475	475414	2014 SEWER/HOUSE ASMNT TAX	0	0	.00	.00	.00	.0
62001475	475415	2015 SEWER/HOUSE ASMNT TAX	0	0	.00	.00	.00	.0
62001475	475416	2016 SEWER/HOUSE ASMNT TAX	0	0	.00	.00	.00	.0
62001475	475417	2017 SEWER/HOUSE ASMT TAXE	0	0	.00	.00	.00	.0
62001475	475418	2018 SEWER/HOUSE ASMT TAXE	0	0	.00	.00	.00	.0
62001475	475419	2019 SEWER/HOUSE ASMT TAXE	0	0	.00	.00	.00	.0
62001475	475420	2020 SEWER/HOUSE ASMT TAXE	0	0	.00	.00	.00	.0
62001475	475421	2021 SEWER/HOUSE ASMT TAXE	0	0	.00	.00	.00	.0

1. Although revenues for sewer user fees are trailing prior year they are still trending above our revenue projections. Collections are at 93.8% as of 5.11.22 with 1.65 months remaining in the fiscal year. I approximate the revenue for this line item will be approx. \$7.4 million with excess revenues of \$640k. No concerns of a revenue deficit for the sewer enterprise fund.

05/11/2022
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TOWN OF READING
SEWER FUND REVENUE COMPARISON - DETAIL
BUDGET TO ACTUAL (REVSEWERDT) PRIORMNTH SEE PRINT

			LAST YEARS REVISED BUDGET	LAST YEARS COLLECTED TO THIS MONTH	CURRENT YRS REVISED BUDGET	CURRENT YR COLLECTED TO THIS MONTH	LAST YRS PERCENT % COLLECTED	CURRENT PERCENT COLLECT
62001475	475422	2022 SEWER/HOUSE ASMT TAXE	0	0	.00	.00	.00	.0 %
62001475	475500	SEWER ASMT-PAID IN ADVANCE	0	0	.00	.00	.00	.0 %
62001475	475508	2008 SEWER ASMT - TAXES	0	0	.00	.00	.00	.0 %
62001475	475509	2009 SEWER ASMT - TAXES	0	0	.00	.00	.00	.0 %
62001475	475510	2010 SEWER ASMNT TAXES	0	0	.00	.00	.00	.0 %
62001475	475511	2011 SEWER ASMT TAXES	0	0	.00	.00	.00	.0 %
62001475	475512	2012 SEWER ASMT TAXES	0	0	.00	.00	.00	.0 %
62001475	475513	2013 SEWER ASMT TAXES	0	0	.00	.00	.00	.0 %
62001475	475514	2014 SEWER ASMT TAXES	0	0	.00	.00	.00	.0 %
62001475	475515	2015 SEWER ASMT TAXES	0	0	.00	.00	.00	.0 %
62001475	475516	2016 SEWER ASMT TAXES	0	0	.00	.00	.00	.0 %
62001475	475517	2017 SEWER ASMT TAXES	0	0	.00	.00	.00	.0 %
62001475	475518	2018 SEWER ASMT TAXES	0	0	.00	.00	.00	.0 %
62001475	475519	2019 SEWER ASMT TAXES	0	0	.00	.00	.00	.0 %
62001475	475520	2020 SEWER ASMT TAXES	0	0	.00	.00	.00	.0 %
62001475	475521	2021 SEWER ASMT TAXES	0	1,715	.00	.00	.00	.0 %
62001475	475522	2022 SEWER ASMT TAXES	0	0	.00	974.56	.00	.0 %
62001475	475614	2014 STREET ASMT TAXES	0	0	.00	.00	.00	.0 %
62001475	475615	2015 STREET ASMT TAXES	0	0	.00	.00	.00	.0 %
62001475	475616	2016 STREET ASMT TAXES	0	0	.00	.00	.00	.0 %
62001475	475617	2017 STREET ASMT TAXES	0	0	.00	.00	.00	.0 %
62001475	475618	2018 STREET ASMT TAXES	0	0	.00	.00	.00	.0 %
62001475	475619	2019 STREET ASMT TAXES	0	0	.00	.00	.00	.0 %
62001475	475620	2020 STREET ASMT TAXES	0	0	.00	.00	.00	.0 %
62001475	475621	2021 STREET ASMT TAXES	0	0	.00	.00	.00	.0 %
62001475	475622	2022 STREET ASMT TAXES	0	0	.00	.00	.00	.0 %
62001480	480500	SEWER REIMBURSEMENTS	0	0	.00	.00	.00	.0 %
62001480	484010	REFUND PRIOR YEAR EXPENDIT	0	0	.00	.00	.00	.0 %
62001480	484440	SEWER I & I DEVELOPER FUND	0	213,552	.00	23,295.40	.00	.0 %
62001480	484450	SEWER I&I READING WOODS PU	0	0	.00	.00	.00	.0 %
62001480	484460	SEWER I&I JOHNSON WOODS	0	0	.00	.00	.00	.0 %
62001482	482000	SEWER INTEREST	24,000	9,876	.00	7,834.93	41.15	.0 %
TOTAL 01 REVENUES			6,470,850	7,371,406	6,762,625.00	6,566,858.45	113.92	97.1 %

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TOWN OF READING
SEWER FUND REVENUE COMPARISON - DETAIL
BUDGET TO ACTUAL (REVSEWERDT) PRIORMNTH SEE PRINT

	LAST YEARS REVISED BUDGET	LAST YEARS COLLECTED TO THIS MONTH	CURRENT YRS REVISED BUDGET	CURRENT YR COLLECTED TO THIS MONTH	LAST YRS PERCENT % COLLECTED	CURRENT PERCENT COLLECT
	2021	2021	2022	2022	2021	2022
02 OTHER FINANCING SOURCES						
62002490 490099 TRANS FROM MULTI-YR PROJEC	0	0	.00	.00	.00	.0 %
62002490 490900 PREMIUM ON BOND SALE	376,569	368,784	.00	.00	97.93	.0 %
62002490 499984 RESERVED PREMIUMS	0	0	.00	.00	.00	.0 %
62002490 499990 SEWER FREE CASH OP BUD SUP	525,000	525,000	1,050,000.00	1,050,000.00	100.00	100.0 %
62002497 497100 XFER IN GENERAL FUND	3,500	3,500	.00	.00	100.00	.0 %
TOTAL 02 OTHER FINANCING SOURCES	905,069	897,284	1,050,000.00	1,050,000.00	99.14	100.0 %
TOTAL	7,375,919	8,268,691	7,812,625.00	7,616,858.45	112.10	97.5 %

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TOWN OF READING
STORM WATER FUND REVENUE COMPARISON - DETAIL
BUDGET TO ACTUAL (REVSTMWATDT) PRIORMTH SEE PRINT

	LAST YEARS REVISED BUDGET	LAST YEARS COLLECTED TO THIS MONTH	CURRENT YRS REVISED BUDGET	CURRENT YR COLLECTED TO THIS MONTH	LAST YRS PERCENT % COLLECTED	CURRENT PERCENT COLLECT
01 REVENUES	2021	2021	2022	2022	2021	2022
65001410 412500 STM WTR DEFERRED PROPERTY	0	0	.00	.00	.00	.0 %
65001410 414200 STM WTR TAX LIENS REDEEMED	0	131	.00	1,952.15	.00	.0 %
65001410 414500 STM WTR TAX FORECLOSURES	0	0	.00	.00	.00	.0 %
65001410 417600 STM WTR INTEREST CHARGES	0	3,640	.00	2,985.81	.00	.0 %
65001417 417000 STM WTR PEN/INT TAXES/EXCI	0	0	.00	.00	.00	.0 %
65001420 421300 STM WTR MGMT CHARGES	546,095	560,249	550,348.00	557,909.33	102.59	101.4 %
65001420 421308 STM WTR MGMT LIENS 2008	0	0	.00	.00	.00	.0 %
65001420 421309 2009 STORM WATER MGMT LIEN	0	0	.00	.00	.00	.0 %
65001420 421310 2010 STORM WATER MGMT LIEN	0	0	.00	.00	.00	.0 %
65001420 421311 2011 STORM WATER MGMT LIEN	0	0	.00	.00	.00	.0 %
65001420 421312 2012 STORM WATER MGMT LIEN	0	0	.00	.00	.00	.0 %
65001420 421313 2013 STORM WATER MGMT LIEN	0	0	.00	.00	.00	.0 %
65001420 421314 2014 STORM WATER MGMT LIEN	0	0	.00	.00	.00	.0 %
65001420 421315 2015 STORM WATER MGMT LIEN	0	0	.00	.00	.00	.0 %
65001420 421316 2016 STORM WATER MGMT LIEN	0	0	.00	.00	.00	.0 %
65001420 421317 2017 STORM WATER MGMT LIEN	0	0	.00	.00	.00	.0 %
65001420 421318 2018 STORM WATER MGMT LIEN	0	0	.00	.00	.00	.0 %
65001420 421319 2019 STORM WATER MGMT LIEN	0	152	.00	.00	.00	.0 %
65001420 421320 2020 STORM WATER MGMT LIEN	0	825	.00	51.54	.00	.0 %
65001420 421321 2021 STORM WATER MGMT LIEN	0	7,811	.00	556.45	.00	.0 %
65001420 421322 2022 STORM WATER MGMT LIEN	0	0	.00	7,069.91	.00	.0 %
65001482 482000 STM WTR INVESTMENT EARNING	4,000	2,065	.00	1,264.00	51.63	.0 %
TOTAL 01 REVENUES	550,095	574,876	550,348.00	571,789.19	104.51	103.9 %

Storm water revenues already exceed projections for FY22. Any additional revenues collected over the next 1.65 months will only increase the revenue regeneration for Storm Water.

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TOWN OF READING
STORM WATER FUND REVENUE COMPARISON - DETAIL
BUDGET TO ACTUAL (REVSTMWATDT) PRIORMTH SEE PRINT

	LAST YEARS REVISED BUDGET	LAST YEARS COLLECTED TO THIS MONTH	CURRENT YRS REVISED BUDGET	CURRENT YR COLLECTED TO THIS MONTH	LAST YRS PERCENT % COLLECTED	CURRENT PERCENT COLLECT
	2021	2021	2022	2022	2021	2022
02 OTHER FINANCING SOURCES						
65002490 490099 TRANS FROM MULTI-YR PROJEC	0	0	.00	.00	.00	.0 %
65002490 490900 PREMIUM ON BOND SALE	164,418	161,710	.00	.00	98.35	.0 %
65002490 499990 STM WTR FREE CASH OP BUDSU	90,000	90,000	90,000.00	90,000.00	100.00	100.0 %
65002497 497100 XFER IN GENERAL FUND	1,200	1,200	.00	.00	100.00	.0 %
TOTAL 02 OTHER FINANCING SOURCES	255,618	252,910	90,000.00	90,000.00	98.94	100.0 %
TOTAL	805,713	827,787	640,348.00	661,789.19	102.74	103.4 %

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sangstrom

TOWN OF READING
YEAR-TO-DATE BUDGET REPORT

P 1
glytdbud

Sewer Expense as of 5/11/22

FOR 2022 12

ACCOUNTS FOR: 0440 SEWER	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
03 SALARIES	450,700.00	0.00	450,700.00	330,695.21	0.00	120,004.79	73.4%
05 EXPENSES	5,817,000.00	40,145.00	5,857,145.00	5,088,139.85	30,718.02	738,287.13	87.4%
07 DEBT SERVICE	957,375.00	0.00	957,375.00	691,775.00	0.00	265,600.00	72.3%
08 CAPITAL EXPENDITURES	75,000.00	330,403.60	405,403.60	147,156.93	33,246.67	225,000.00	44.5%
09 OTHER FINANCING USES	262,550.00	250,000.00	512,550.00	512,550.00	0.00	0.00	100.0%
TOTAL SEWER	7,562,625.00	620,548.60	8,183,173.60	6,770,316.99	63,964.69	1,348,891.92	83.5%

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TOWN OF READING
YEAR-TO-DATE BUDGET REPORT

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glytdbud

FOR 2022 12

Water Expenses as of 5/11/22

ACCOUNTS FOR: 0450 WATER	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
03 SALARIES	809,025.00	0.00	809,025.00	690,010.66	0.00	119,014.34	85.3%
05 EXPENSES	3,829,250.00	31,648.66	3,860,898.66	3,283,571.60	32,467.27	544,859.79	85.9%
07 DEBT SERVICE	2,974,350.00	0.00	2,974,350.00	2,477,149.44	0.00	497,200.56	83.3%
08 CAPITAL EXPENDITURES	50,000.00	1,383,189.29	1,433,189.29	514,926.94	336,661.25	581,601.10	59.4%
09 OTHER FINANCING USES	630,630.00	500,500.00	1,131,130.00	1,140,770.00	500.00	-10,140.00	100.9%
TOTAL WATER	8,293,255.00	1,915,337.95	10,208,592.95	8,106,428.64	369,628.52	1,732,535.79	83.0%

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TOWN OF READING
YEAR-TO-DATE BUDGET REPORT

P 3
glytbdud

Storm Water Expenses as of 5/11/22

FOR 2022 12

ACCOUNTS FOR: 0470 STORM WATER MANAGEMENT	ORIGINAL	APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
03 SALARIES	100,000.00		0.00	100,000.00	93,690.30	0.00	6,309.70	93.7%
05 EXPENSES	133,750.00		80,633.63	214,383.63	96,241.27	18,472.37	99,669.99	53.5%
07 DEBT SERVICE	126,628.00		0.00	126,628.00	126,627.77	0.00	0.23	100.0%
08 CAPITAL EXPENDITURES	175,000.00		176,831.22	351,831.22	39,969.27	236,861.95	75,000.00	78.7%
09 OTHER FINANCING USES	104,970.00		0.00	104,970.00	104,970.00	0.00	0.00	100.0%
TOTAL STORM WATER MANAGEMENT	640,348.00		257,464.85	897,812.85	461,498.61	255,334.32	180,979.92	79.8%

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TOWN OF READING
YEAR-TO-DATE BUDGET REPORT

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FOR 2022 12

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
	GRAND TOTAL					
16,496,228.00	2,793,351.40	19,289,579.40	15,338,244.24	688,927.53	3,262,407.63	83.1%

** END OF REPORT - Generated by Sharon Angstrom **

REPORT OPTIONS

	Field #	Total	Page Break
Sequence 1	2	Y	Y
Sequence 2	5	Y	N
Sequence 3	0	N	N
Sequence 4	0	N	N

Report title:

YEAR-TO-DATE BUDGET REPORT

Includes accounts exceeding 0% of budget.

Print totals only: Y

Print Full or Short description: F

Print full GL account: N

Format type: 1

Double space: N

Suppress zero bal accts: Y

Include requisition amount: N

Print Revenues-Version headings: N

Print revenue as credit: Y

Print revenue budgets as zero: N

Include Fund Balance: N

Print journal detail: N

From Yr/Per: 2020/ 1

To Yr/Per: 2021/12

Include budget entries: Y

Incl encumb/liq entries: Y

Sort by JE # or PO #: J

Detail format option: 1

Include additional JE comments: N

Multiyear view: D

Amounts/totals exceed 999 million dollars: Y

Year/Period: 2022/12

Print MTD Version: N

Roll projects to object: N

Carry forward code: 1

Find Criteria

Field Name	Field Value
Fund	6100 6200 6500
Budgetary	
School Budg	
Division/loc	
Category	
Object Sumry	
GAAP	
Reserved	
Character Code	
Org	
Object	
Project	
Account type	Expense

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TOWN OF READING
YEAR-TO-DATE BUDGET REPORT

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REPORT OPTIONS

Account status
Rollup Code

PROCLAMATION

NATIONAL PUBLIC WORKS WEEK

- Whereas,** Public Works services provided in our community are an integral (but often unnoticed) part of our resident's everyday lives; and
- Whereas,** the support of understanding and informed residents is vital to the efficient operation of the Public Works Department in the areas of Administrative Services; Engineering; Highway and Equipment Maintenance; Stormwater; Parks and Cemetery; Forestry; Water; and Sewer; and
- Whereas,** the health, safety and comfort of residents of this community depends on these facilities and services; and
- Whereas,** the quality and effectiveness of these services is vitally dependent upon the efforts and skill of Public Works officials and employees; and
- Whereas,** the efficiency of the qualified and dedicated first responder personnel who staff our Public Works Department is materially influenced by the resident's attitude and understanding of the importance of the work they perform; and
- Now, therefore, we,** the Select Board of the Town of Reading, Massachusetts do hereby proclaim the week of May 15 to May 21, 2022 as Public Works Week in the Town of Reading and we call upon all residents and civic organizations to acquaint themselves with the issues involved in providing quality Public Works services to this community and to recognize the contributions which Public Works officials and employees make every day to our health, safety, comfort, and quality of life.

SELECT BOARD OF READING



Mark L. Dockser, Chair

Karen Gately Herrick, Vice Chair

Christopher Haley, Secretary

Carlo Bacci

Jacqueline McCarthy

Reading Select Board
A Resolution for Pride Month

Whereas, the Reading Select Board believes in the inherent dignity of everyone who helps to form our community;

Whereas, Pride Month commemorates the Stonewall uprising of June 1969 and elevates the pursuit of equal justice and opportunity for LGBTQ+ Americans; and

Whereas, the Reading Select Board values diversity, equity, and inclusion, is committed to equal rights and opportunities for Reading's LGBTQ+ residents, and is dedicated to fostering the acceptance of all members of the Reading community; and

Whereas, the Reading Select Board recognizes the important contributions of its LGBTQ+ residents to the Town's history, culture, economy, and civic life; and

Whereas, it is imperative that residents of all sexual orientations and gender identities and expressions feel valued, safe, empowered, and supported by their peers, educators, and community leaders; and

Whereas, we affirm our support for our LGBTQ+ residents and stand with them to protect their civil rights and ability to live openly without fear.

Now, therefore, be it resolved, that we, the Reading Select Board, do hereby resolve that June 2021 be recognized as Pride Month in the Town of Reading and urge members of the Reading community to recognize the contributions made by members of the LGBTQ+ community and the importance of this month;

And further, be it resolved that a rainbow flag in recognition of Pride month be raised and flown on the Town flagpole during the month of June.

June 2022

Juneteenth in United States

Whereas, News of the end of slavery did not reach the frontier areas of the United States, in particular the State of Texas and the other Southwestern States, until months after the conclusion of the Civil War, more than 2 ½ years after President Abraham Lincoln issued the Emancipation Proclamation on January 1, 1863; and

Whereas, On June 19, 1865, Union soldiers, led by Major General Gordon Granger, arrived in Galveston Texas, with news that the Civil War had ended and the enslaved were free; and

Whereas, Juneteenth became a holiday within southwestern states commonly known as “Juneteenth Independence Day.’ The word “Juneteenth” resulted from words June-nineteen merged together in speech; and

Whereas, This day is an opportunity for people to celebrate freedom and equal rights in the United States, these celebrations range from religious events, rodeos, barbecues/cookouts, neighborhood block parties, etc.; and

Whereas, On Juneteenth, certain foods became popular and subsequently synonymous at celebrations such as strawberry soda-pop. At barbecues, special dishes were prepared such as collard greens, cornbread, and meats including lamb, pork and beef; meats were not so easily accessible; and

Whereas, The Juneteenth flag was created by Ben Haith, founder of National Juneteenth Celebration Foundation, in 1997 and later revised in 2000 to what we know now. The star represents Texas and the star burst represents all 50 states, the arc represents a new horizon, and finally the colors represent the American flag, a reminder that slaves were and are American; and

Whereas, Juneteenth is celebrated all over the world including but not limited to Ghana, Honduras, Japan, Taiwan, Trinidad and Tobago; and

Whereas, On July 24, 2020 the Governor of Massachusetts signed a bill recognizing Juneteenth as a state holiday;

Now Therefore Be It Resolved, that the Town of Reading and the Reading Select Board recognize June 19, 2022 as “Juneteenth” and continue to support the nationwide celebration of Juneteenth Independence Day throughout the United States of America.

SELECT BOARD OF READING

Mark L. Dockser, Chair

Karen Gately Herrick, Vice Chair

Christopher Haley

Carlo Bacci

Jacqueline McCarthy

INTER-MUNICIPAL AGREEMENT
AMONG THE TOWNS OF READING, WAKEFIELD AND LYNNFIELD
FOR THE
DIRECTOR OF THE ASSESSING DEPARTMENT

THIS AGREEMENT dated as of this ____ day of _____, 2022 (this “Agreement”) by and between the Town of Reading, a Massachusetts municipal corporation having a usual place of business at Town Hall, 16 Lowell Street, Reading MA 01867, acting by and through its Select Board (“Reading”), the Town of Wakefield, a Massachusetts municipal corporation having a usual place of business at 1 Lafayette Street, Wakefield, MA 01880, acting by and through its Town Council (“Wakefield”), and the Town of Lynnfield, a Massachusetts municipal corporation having a usual place of business at 55 Summer Street, Lynnfield, MA 01940 (“Lynnfield”),

WITNESSETH THAT:

WHEREAS, Reading and Wakefield currently are parties to a certain intermunicipal agreement whereby they share the services and costs associated with a Director of their respective Assessing Departments (the “Existing Agreement”); and

WHEREAS, Lynnfield desires to participate in that relationship effective July 1, 2022, and Reading and Wakefield are amenable to such participation; and

WHEREAS, each of the parties has obtained authority to enter into this Agreement pursuant to G.L. c. 40, § 4A;

NOW, THEREFORE, in consideration of the premises set forth above and for other good and valuable consideration the receipt and sufficiency of which are hereby acknowledged, the parties hereto, intending to be legally bound, hereby agree under seal as follows:

1. Termination of Existing Agreement. Reading and Wakefield agree to terminate the Existing Agreement effective June 30, 2022 in order that it be replaced by this Agreement.
2. Director of Assessing. During the term of this Agreement, Reading, Wakefield and Lynnfield shall assume their respective shares of the costs associated with a shared Director of Assessing (the “Director”). Notwithstanding any other provision of this Agreement to the contrary, Reading, Wakefield and Lynnfield shall maintain separate Boards of Assessors which shall be vested with the authority for setting policy within their respective communities.
3. Term. The term of this Agreement shall commence on July 1, 2022, and shall expire on June 30, 2025, unless earlier terminated as set forth herein. The parties shall review their contractual relationship every 12 months, the terms of which are set forth herein, to ensure that this Agreement continues to satisfy the needs and objectives of each community.
4. Identity of Director. The parties shall share the services and costs of the

incumbent Director of the Assessing Department of Wakefield, Victor Santaniello, or a successor hired through the standard personnel practice of Wakefield in consultation with Reading and Lynnfield.

5. Compensation. Wakefield shall pay the salary and benefits of the Director and shall, not less frequently than annually, give written notice to Reading and Lynnfield of the costs thereof. Reading and Lynnfield shall each contribute their respective shares of the associated costs for this position by paying to Wakefield their respective shares of such amounts per fiscal quarter during the term, each payment to be due and payable within fifteen (15) days after the commencement of such fiscal quarter (i.e., after 7/1, 10/1, 1/1 and 4/1), except as specifically set forth in Section 5(b), below.

a. Parties' Respective Shares. Reading's share of the Director's salary cost shall be 36%, and Lynnfield's shall be 28%. Reading's share of the cost of all benefits paid to, for or on account of the Director (including without limitation health insurance, retirement, workers' compensation and unemployment contributions) shall be 40% and Lynnfield's shall be 20%.

b. Lynnfield's First Year Payments. Notwithstanding any other provision of this Agreement to the contrary, Lynnfield may satisfy its payment obligations under this Section 5 with respect to the first year of the term by making payments to Wakefield in equal amounts of one-third of Lynnfield's total annual obligation for Fiscal Year 2023 by October 31, 2022; February 28, 2023; and June 30, 2023.

c. Collective Bargaining Agreement Adjustments. Wakefield shall adjust the compensation it pays the Director as it may be required to do in accordance with any collective bargaining agreements and standard personnel practices and shall give prompt written notice to Reading and Lynnfield of any such adjustment. Reading and Lynnfield shall adjust their respective quarterly payments accordingly. In the event that any collective bargaining agreement or such personnel practices may require Wakefield to make a lump sum payment to the aforesaid position reflecting a retroactive salary increase during the term hereof, Wakefield shall promptly give written notice thereof to Reading and Lynnfield, and Reading and Lynnfield shall, within sixty (60) days thereafter, pay Wakefield their respective shares of such amount (as set forth in Section 5.a, above) to the extent that the retroactive pay period includes any part of the term hereof.

6. Other Collective Bargaining Agreement Benefits. Wakefield shall provide the Director with all benefits to which he is entitled under any collective bargaining agreement and standard personnel practices. All parties agree to allow the Director to enjoy such vacation, sick days, personal days and other leave as he may be entitled to receive under such agreement and under standard personnel practices of Wakefield. No party shall make any demand on the Director or take any action with respect to the Director that is in violation of his rights under such collective bargaining agreement, standard personnel practices of Wakefield or any applicable legislation.

7. Retirement, Workers' Compensation and Other Benefits. The Director will

remain a member of the Wakefield Contributory Retirement System. Upon retirement, Reading and Lynnfield will be assessed their proportionate share of the cost of pension plans reflecting any concurrent time the Director spent working for Reading or Lynnfield hereunder pursuant to applicable Massachusetts General Laws.

8. Duties. The Director shall perform his duties as required by the respective local laws and regulations of Wakefield, Reading and Lynnfield. Attached as Appendix I is Wakefield's job description for the position. Wakefield, Reading and Lynnfield shall each provide the Director with office space and office equipment for work within their respective communities. The Director shall work primarily in the office space provided by Wakefield and shall maintain regular, public office hours in Reading and Lynnfield, such office hours to be mutually agreed upon by the parties.

9. Car. The Director will be reimbursed for any mileage incurred in the performance of services hereunder directly by the community in which said services are performed. All mileage reimbursement shall be paid at the rate then governing in the community receiving said services.

10. Indemnification. Wakefield shall hold Reading and Lynnfield harmless from any and all claims related to employment or employee benefits, collectively bargained or otherwise, made by the Director prior to the commencement of the term of this Agreement (except to the extent that such claims may arise against Reading under the Existing Agreement). Reading shall indemnify and hold harmless Wakefield and Lynnfield, and each and all of their respective officials, officers, employees, agents, servants and representatives from and against any claim arising from or in connection with the performance by the Director of his duties in or for Reading including, without limitation, any claim of liability, loss, damages, costs and expenses for personal injury or damage to real or personal property by reason of any negligent act or omission or intentional misconduct by the Director while in or performing services for Reading. Wakefield shall indemnify and hold harmless Reading and Lynnfield, and each and all of their respective officials, officers, employees, agents, servants and representatives from and against any claim arising from or in connection with the performance by the Director of his duties in or for Wakefield, including without limitation, any claim of liability, loss, damages, costs and expenses for personal injury or damage to real or personal property by reason of any negligent act or omission or intentional misconduct by the Director while in or performing services for Wakefield. Lynnfield shall indemnify and hold harmless Reading and Wakefield, and each and all of their respective officials, officers, employees, agents, servants and representatives from and against any claim arising from or in connection with the performance by the Director of his duties in or for Lynnfield, including without limitation, any claim of liability, loss, damages, costs and expenses for personal injury or damage to real or personal property by reason of any negligent act or omission or intentional misconduct by the Director while in or performing services for Lynnfield. Such indemnification shall include, without limitation, current payment of all costs of defense (including reasonable attorneys' fees, expert witness fees, court costs and related expenses) as and when such costs become due and the amounts of any judgments, awards and/or settlements, provided that (a) each indemnifying community shall each have the right to select counsel to defend against such claims, such counsel to be reasonably acceptable to the indemnified party and its insurer, if any, and to approve or reject any settlement with respect to

which indemnification is sought; (b) the parties shall cooperate with each other in all reasonable respects in connection with such defense; and (c) no party shall be responsible to pay any judgment, award or settlement to the extent occasioned by the negligence or intentional misconduct of any employee, agent, official or representative of the other party other than the Director. By entering into this Agreement, the parties have not waived any governmental immunity or limitation of damages which may be extended to any of them by operation of law including, but not limited to, G.L. c. 258, the Massachusetts Tort Claims Act.

11. Termination. This Agreement may be terminated by any party for any reason or no reason on thirty (30) days' written notice to the other parties. No such termination shall affect any obligation of indemnification that may have arisen hereunder prior to such termination. The parties shall equitably adjust any payments made or due relating to the unexpired portion of the term following such termination.

12. Assignment. No party shall assign or transfer any of its rights or interests in or to this Agreement, or delegate any of its obligations hereunder, without the prior written consent of the other parties.

13. Severability. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, illegal or unenforceable, or if any such term is so held when applied to any particular circumstance, such invalidity, illegality or unenforceability shall not affect any other provision of this Agreement, or affect the application of such provision to any other circumstances, and this Agreement shall be construed and enforced as if such invalid, illegal or unenforceable provision were not contained herein.

14. Waiver. The obligations and conditions set forth in this Agreement may be waived only by a writing signed by the party waiving such obligation or condition. Forbearance or indulgence by a party shall not be construed as a waiver, nor limit the remedies that would otherwise be available to that party under this Agreement or applicable law. No waiver of any breach or default shall constitute or be deemed evidence of a waiver of any subsequent or other breach or default.

15. Amendment. This Agreement may be amended only by a writing signed by all parties duly authorized thereunto.

16. Governing Law. This Agreement shall be governed by and construed in accordance with the substantive laws of the Commonwealth of Massachusetts, without regard to the conflicts of laws provisions thereof.

17. Headings. The paragraph headings herein are for convenience only, are no part of this Agreement and shall not affect the interpretation of this Agreement.

18. Notices. Any notice permitted or required hereunder to be given or served on any party or parties by any other party shall be in writing signed in the name of or on behalf of the party giving or serving the same. Notice shall be deemed to have been received at the time of actual receipt of any hand delivery or three (3) business days after the date of any properly

addressed notice sent by mail as set forth below.

a. To Reading. Any notice to Reading hereunder shall be delivered by hand or sent by registered or certified mail, return receipt requested, postage prepaid, to:

Fidel Maltez, Town Manager
Town Hall
16 Lowell Street
Reading MA 01867

or to such other address(es) as Reading may designate in writing to Wakefield and Lynnfield.

b. To Wakefield. Any notice to Wakefield hereunder shall be delivered by hand or sent by registered or certified mail, return receipt requested, postage prepaid, to:

Stephen P. Maio, Town Administrator
Wakefield Town Hall
1 Lafayette Street
Wakefield, Massachusetts 01880

or to such other address(es) as Wakefield may designate in writing to Reading and Lynnfield.

c. To Lynnfield. Any notice to Lynnfield hereunder shall be delivered by hand or sent by registered or certified mail, return receipt requested, postage prepaid, to:

Robert J. Dolan, Town Administrator
Lynnfield Town Hall
55 Summer Street
Lynnfield, Massachusetts 01940

or to such other address(es) as Lynnfield may designate in writing to Reading and Wakefield.

19. Complete Agreement. This Agreement constitutes the entire agreement among the parties concerning the subject matter hereof, superseding all prior agreements and understandings. There are no other agreements or understandings among the parties concerning the subject matter hereof. Each party acknowledges that it has not relied on any representations by the other parties or by anyone acting or purporting to act for any other party or for whose actions any other party is responsible, other than the express, written representations set forth herein.

20. Financial Safeguards. Wakefield shall maintain separate, accurate and comprehensive records of all services performed for each of the parties hereto. Wakefield shall maintain accurate and comprehensive records of all costs incurred by or on account of the Assessing Department, and all reimbursements and contributions received from Reading and Lynnfield. Periodic financial statements must be issued to each party. On an annual basis, the parties' Financial Officers shall jointly audit the accounts of the Director for accounting

consistency and reliability.

WITNESS OUR HANDS AND SEALS as of the first date written above.

TOWN OF WAKEFIELD
By its Town Council

Certificate of available
appropriation

Town Accountant

TOWN OF READING
By its Select Board

Certificate of available
appropriation

Town Accountant

TOWN OF LYNNFIELD
By its Select Board

Certificate of available
appropriation

Town Accountant

APPENDIX I

ASSESSORS DEPARTMENT DIRECTOR OF ASSESSING

DEFINITION

Position is responsible for the management, planning, direction, administration and evaluation of all aspects of the operation of the Assessing Department, and the appraisal and assessment of taxable property in accordance with state statutes and local bylaws and regulations. Employee is required to perform all similar or related duties.

ESSENTIAL FUNCTIONS

The essential functions or duties listed below are intended only as illustrations of the various type of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

- Assists the Board of Assessors in the appraisal of residential, commercial, industrial, and personal property for the municipality.
- Conducts inspections of and reevaluates property, as necessary, in order to maintain a uniform, full market value on all property.
- Maintains the fair and market value for all classified property in the town, evaluates all property every three- (3) years, and conducts annual interim updates.
- Ensures that property records remain up-to-date and accurate.
- Schedules, coordinates and administers Board of Assessor meetings.
- Reviews commitments for excise taxes; deletes erroneous bills; researches, calculates and records excise tax abatements; prepares monthly abatement listing for Tax Collector and Town Accountant.
- Prepares and submits the annual tax rate recapitulation sheet; provides valuation and new growth information to Finance Committee for budget development; prepares documentation for annual tax classification hearing before the Board of Selectmen.
- Prepares and submits required state reports on personal property and farm animal valuation; processes forms relating to tax-exempt non-profit property owners.
- Reviews applications for abatements, exemptions and classification under Chapters 61, 61A and 61B; researches abatement applications and prepares for review by Board of Assessors, maintains records of action of the Board of Assessors; prepares worksheet detailing assessments and value discount; and processes abatements.
- Prepares for and participates in Appellate Tax Board cases.
- Negotiates settlements with tax representatives and attorneys for presentation to the Board of Assessors.
- Receives deeds which have been filed at the Registry of Deeds; ensures data is entered into computerized files, completes monthly sales reports and transfer sheets; processes and records data on comparable properties.

- Assigns parcel number to new lots created by Planning Board action.
- Inspects new structures and improvements to real property, calculates their value, and recommends the assessment rate to the Board of Assessors.
- Supervises the issuance of personal property value questionnaires and recommends the values to be placed on personal property.
- Provide information to property owners and the public relevant to the department's assessment policies and procedures. Meets with taxpayers, specializing in cases of unique or special nature. Responds to questions, complaints and requests for information in a timely manner. Provides public disclosure informing taxpayers of market trends, sales analysis and new valuations.
- Conducts field work, measuring and documenting assessment data.
- Trains, directs, evaluates, and disciplines staff in the Assessing Department in accordance with state and federal laws and Town policies and procedures.

SUPERVISION RECEIVED

Under administrative direction, the incumbent works from policies, goals, and objectives; establishes short-range plans and objectives, departmental performance standards and assumes direct accountability for department results; consults with the supervisor only where clarification, interpretation, or exception to policy may be required or as requested by the supervisor. The incumbent exercises control in the development of departmental policies, goals, objectives and budgets and is expected to resolve all conflicts which arise and coordinate with others as necessary.

SUPERVISION EXERCISED

Incumbent manager is accountable for the direction and success of programs accomplished through others. Responsible for analyzing program objectives, determining the various departmental work operations needed to achieve them, estimating the financial and staff resources required, allocating the available funds and staff, reporting periodically on the achievement and status of the program objective; and recommending new goals. The incumbent typically formulates or recommends program goals and develops plans for achieving short and long-range objectives; determines organizational structure, operating guidelines and work operations; formulates, prepares and defends budget and manpower requests and accounts for effective use of funds and staff provided; coordinates program efforts within the unit and with other departments; delegates authority to subordinate supervisors and holds them responsible for the performance of their unit's work; reviews work in terms of accomplishment of program objectives and progress reports, approves standards establishing quality and quantity of work; and assists or oversees the personnel function, including or effectively recommending hiring, training, and disciplining of employees.

ACCOUNTABILITY

Duties include department level responsibility for technical processes, service delivery, and contribution to plans and objectives and fiscal responsibility for the department, including buildings, equipment and staffing utilization. Consequences of errors, missed deadlines or poor judgment could severely jeopardize department operations or have extensive financial and legal repercussions.

JUDGMENT

Guidelines, which may be in the form of administrative or organizational policies, general principles, legislation or directives that pertain to a specific department or functional area, only provide limited guidance for performing the work. Extensive judgment and ingenuity are required to develop new or adapt existing methods and approaches for accomplishing objectives or to deal with new or unusual requirements within the limits of the guidelines or policies. The incumbent is recognized as the department or functional area's authority in interpreting the guidelines, in determining how they should be applied, and in developing operating policies.

COMPLEXITY

The work consists of employing many different concepts, theories, principles, techniques and practices relating to an administrative field. Assignments typically concern such matters as studying trends in the field for application to the work; assessing services and recommending improvements.

NATURE AND PURPOSE OF CONTACTS

Relationships are constantly with co-workers, the public, groups and/or individuals such as peers from other organizations, and representatives of professional organizations. The employee serves as a spokesperson or recognized authority of the organization in matters of substance or considerable importance, including departmental practices, procedures, regulations or guidelines. May be required to discuss controversial matters where tact is required to avoid friction and obtain cooperation.

CONFIDENTIALITY

Incumbent has regular access at the departmental level to a variety of confidential information.

EDUCATION AND EXPERIENCE

Bachelor's degree in finance or business with additional advanced training related to assessing procedures, and five to up to seven years of experience in real and personal property appraisal preferably in a municipal assessor's office, or any equivalent combination of education and experience.

Special Requirements: Completion of Department of Revenue Courses 100 and 101 required. Massachusetts Accredited Assessor (MAA) designation desirable.

KNOWLEDGE, ABILITY, AND SKILLS

Knowledge: Knowledge of Massachusetts General Laws, Chapter 59 including all subsections; knowledge of Massachusetts Assessment practices; detailed understanding of Massachusetts property, personal and real estate abatement process and personal tax exemptions. Extensive knowledge of accounting and auditing practices relative to property appraisal principles and practices; Familiarity with all methodologies and formulas used to determine the assessment value of the various classes of property. Considerable knowledge of building, zoning and construction codes.

Abilities: Ability to accurately appraise real and personal property. Ability to maintain detailed and accurate records in accordance with Massachusetts General Laws. Ability to use various statistical methods; and work with a computer on a daily basis. Ability to establish and maintain effective working relationships with town officials and the public. Ability to meet and deal with the public in a tactful and effective manner. Ability to handle problems and emergencies effectively. Ability to communicate in oral and written forms in a clear, concise, and effective manner. Ability to work independently and as a part of a team and to promote those traits in others. Ability to manage multiple tasks in a detailed, accurate and timely manner.

Skills: Excellent organizational and personnel management skills. Excellent data processing skill in the use of personal computers and office software including word processing, data base and spreadsheet applications. Skill in retaining and overseeing assessing/appraisal consulting services. Skill in utilizing computers and software programs related to the functions of the position. Excellent statistical and analysis skills.

WORK ENVIRONMENT

The work environment involves everyday discomforts typical of offices, with occasional exposure to outside elements. Noise or physical surroundings may be distracting, but conditions are generally not unpleasant. Incumbent may be required to work beyond normal business hours in response to emergency situations or to attend evening meetings.

PHYSICAL, MOTOR, AND VISUAL SKILLS

Physical Skills

Minimal physical demands are required to perform most of the work. The work principally involves sitting, with intermittent periods of stooping, walking, and standing. May be required to lift objects such as files, boxes of papers, office supplies, and office equipment weighing up to 30 pounds.

Motor Skills

Duties are largely mental rather than physical, but the job may occasionally require minimal motor skills for activities such as moving objects, using office equipment, including but not limited to telephones, personal computers, handheld technology, and other office equipment.

Visual Skills

Visual demands require routinely reading documents for general understanding and analytical purposes, includes reading construction plans.

WAKEFIELD / READING / LYNNFIELD ASSESSMENT DEPARTMENT DIRECTOR

BUDGET

Date:
5/3/2022

WAGES		FY23	FY24*	FY25*
TOTAL	\$	180,000	\$ 187,200	\$ 194,688

Wakefield	\$	64,800	\$ 67,392	\$ 70,088
Reading	\$	64,800	\$ 67,392	\$ 70,088
Lynnfield	\$	50,400	\$ 52,416	\$ 54,513

BENEFITS		FY23*	FY24*	FY25*
Health Ins	\$	18,219	\$ 19,129.58	\$ 20,086.06
Life Ins	\$	39.6	\$ 39.60	\$ 39.60
Worker Comp	\$	5,130	\$ 5,386.50	\$ 5,655.83
Medicare	\$	2,610	\$ 2,740.50	\$ 2,877.53
TOTAL	\$	25,998	\$ 27,296	\$ 28,659

Wakefield	\$	10,399	\$ 10,918	\$ 11,464
Reading	\$	10,399	\$ 10,918	\$ 11,464
Lynnfield	\$	5,200	\$ 5,459	\$ 5,732

REGIONAL TOTALS		FY23*	FY24*	FY25*
Wakefield	\$	75,199	\$ 78,310	\$ 81,551
Reading	\$	75,199	\$ 78,310	\$ 81,551
Lynnfield	\$	55,600	\$ 57,875	\$ 60,244

* estimates

2022		DRAFT - SELECT BOARD AGENDAS		2022	
		Staff Responsibility	Estimated start time		
5/12/2022					
	VASC meetings TBA				
May 31, 2022		Tuesday			
	Overview of Meeting	Dockser	7:00		
	SB Liaison & Town Manager Reports	Board	7:05		
	Public Comment	Board	7:15		
	Change of DBA for Rickys Liquors	Maltez			
	Department of Public Health Update	Solarin			
	Presentation of Open Space & Recreation Plan Update	Julie/Chuck			
	Discuss Affordable Housing Trust Fund	Maltez			
	Town Meeting Instructional Motion on Elder Services	Board			
	Accept Resolution for Pride Month	Board			
	Accept Resolution for Juneteenth	Board			
	Discuss Future Agendas	Board			
	Approve Meeting Minutes	Board			
June 14, 2021		Tuesday			
	Discuss Regional Affordable Housing Inter Municipal Agreement	Mercier			
HEARING	Vote to Approve Town Personnel Policy and SB Policies: Article 6 Personnel Related Policies (if ready)	Donahue			
June 28, 2022		Tuesday			
July 19, 2022		Tuesday			
August 9, 2022		Tuesday			
August 30, 2022		Tuesday			
September 6, 2022	State Primary Election	Tuesday			
September 13, 2022		Tuesday			
September 20, 2022		Tuesday			
	Vote to Close Subsequent Town Meeting Warrant				
October 11, 2022		Tuesday			
October 25, 2022		Tuesday			
HEARING	Tax Classification	Santaniello & Board of Assessors			

2022		DRAFT - SELECT BOARD AGENDAS		2022	
		Staff Responsibility	Estimated start time		
5/12/2022					
November 8, 2022	State Election	Tuesday			
November 14, 2022	Subsequent Town Meeting I	Monday			
November 15, 2022		Tuesday			
November 17, 2022	Subsequent Town Meeting II	Thursday			
November 21, 2022	Subsequent Town Meeting III	Monday			
November 22, 2022		Tuesday			
November 28, 2022	Subsequent Town Meeting IV	Monday			
December 6, 2022		Tuesday			
	Vote to Approve Licenses (delegated to Town Manager's Office)				
	Vote to Approve Liquor Licenses				
December 7, 2002		Wednesday			
	Town Department FY24 budgets				
December 13, 2022		Tuesday			
	Town Department FY24 budgets				
December 14, 2022		Wednesday			
	Town Department FY24 budgets (if needed)				

Select Board Draft Minutes 5/3/22

Liaison Reports

Bacci just reported about Town Meeting. Haley echoed while also noting going back to in person this year has been great and the presentations have been helpful.

McCarthy noted RMLD is interviewing candidates for General Manager today.

Dockser echoed Haley and loved the videos that were posted online prior to town meeting. He also mentioned the Meet & Greet with Sudeshna, the new Director of Equity and Social Justice, on May 18th.

Town Manager Report

Maltez mentioned Town Meeting as well and reminded the board there is a badge pinning ceremony tomorrow night that they are all invited to.

Public Comment

Alan Beaulieu noted he is following up on his request from last year about a flag policy and flying the military branches.

Land Use Discussion

Town Manager Maltez gave the board a short presentation on an idea for Oakland Road. The site could be used for senior housing and developed as a small community for seniors. Lynnfield did this recently. The town owns roughly 4 acres on Oakland Road but it was also noted there is a lot of ledge there.

McCarthy asked if this could be used for other populations not seniors. Dockser asked to look at this space for community area as well.

The board consensus was this was an interesting idea.

Maltez then discussed Symonds Way. There is roughly 2.7 acres that is buildable. Weston & Sampson are surveying the land on what we could do there. There is room for a building about the size of the ice rink. He feels it would be a good recreational use building.

The board would like to discuss putting together a sub-committee for Symonds Way.

Herrick arrives at 7:35 PM.

Half & Half Liquor Application

The owners of Zucca Italian Restaurant bought Fusion Café. They plan to turn it into a breakfast and lunch place called Half & Half. They are requesting a liquor license for this location.

Building owner Phil Vacaro noted Shanker is a great tenant and business man and he supports him expanding his businesses in town.

Haley moved to close the hearing regarding the liquor license application. The motion was seconded by Bacci and approved with a 5-0 vote.

Haley Move to approve the new Annual All Alcohol License application for Reading Foods d/b/a Half & Half at 607 Main Street as presented. The motion was seconded by Bacci and approved with a 5-0 vote.

PARC

PARC called to order at 7:47 PM.

Haley, speaking as a resident and business owner in town, noted he is in favor of the kiosks.

Tom O'Connor, resident and business owner, had the pleasure to serve on PARC. He noted he is against kiosks but if the board does move forward with them he urges the board to look the duties of the parking officer that is now in place.

Caroline Gauthier noted she has a business on Haven Street and her patients use the Brande Street lot. She explained the parking issues started after that lot was changed from the 2-hour limit. She is against the kiosks noting it would be hard for her senior patients to use an app. She urged the board if they feel the need to implement kiosks then to consider the first 2 hours free.

Deputy Chief Amendola noted anyone with a handicap placard can park anywhere, anytime in town for free.

Haley moved to close the public hearing regarding downtown parking modifications. The motion was seconded by Bacci and approved with a 5-0 vote.

Haley moved to approve Safety Amendments: 2022-5, 2022-6, 2022-7, 2022-10, 2022-12, 2022-13, 2022-14. Motion seconded by McCarthy and approved with a 5-0 vote.

Bacci noted he is not fully sold on the kiosks yet. He would like to implement everything else and wait 6 months to see what happens.

The board had a lengthy discussion about kiosks and the timeline for implementing them if they were to move forward. Herrick and Dockser noted their opinions are to move forward with the kiosks as suggested by PARC.

Haley moved to approve Safety Amendments: 2022-8, 2022-9, 2022-11. Motion seconded by Herrick and approved with a 4-0-1 vote with Haley abstaining.

Haley moved to approve Safety Amendment 2022-15. The motion was seconded by Herrick and approved with a 3-1-1 vote with Haley abstaining and Bacci opposed.

Haley moved to approve Safety Amendment 2022-4. The motion was seconded by Herrick and approved with a 4-0-1 vote with Bacci abstaining.

Haley moved to approve Safety Amendments 2022-2 and 2022-16. The motion was seconded by McCarthy and approved with a 3-0-2 with Haley and Bacci abstaining.

PARC adjourned at 8:40 PM.

Memorial Day Celebration

McCarthy and Haley noted they would be interested in speaking. The other members also noted interest in participating.

Arbor Day

Dockser read an Arbor Day proclamation.

Haley moved to accept the proclamation as presented. The motion was seconded by Bacci and approved with a 5-0 vote.

Liaisons

The board noted they were happy with the liaisons Town Manager Maltez had put together.

Dockser noted the new Director of Equity and Social Justice, Sudeshna, is starting an advisory commit called PAIR. He noted he would happily be the board representative on it.

The board asked to add a discussion about the role of liaisons to a future agenda.

Office Hours

The board discussed starting up office hours again.

Haley volunteered to do May. Bacci will do June. McCarthy will take July while Herrick takes August and Dockser does September.

The exact times and locations will be advertised ahead of time.

Future Agendas

The board discussed future agendas with Dockser adding a flag policy discussion to their next agenda.

Minutes

The board reviewed the changes Herrick put forth.

Haley moved to approve the meeting minutes of April 19, 2022 as amended. The motion was seconded by Herrick and approved with a 5-0 vote.

Executive Session

At 9:15 PM Haley moved that the board go into Executive Session, including staff members Fidel Maltez and Caitlin Nocella under Purpose 2 and Purpose 3, to discuss strategy with respect to collective bargaining with and approve contracts for the following unions: (AFSCME Local 1703, Engineers Bargaining Unit); and further the Chair declares that an open meeting could have a detrimental effect on the bargaining position of the body; and that the board will NOT reconvene in open session. The motion was seconded by Bacci and approved with a 5-0 vote.

DRAFT

VOLUNTEER BOARD VACANCIES		
AS OF 5/11/2022		
<u>Board/Committee/Commission</u>	<u>Full</u>	<u>Associate</u>
Board of Assessors	0	1
Board of Cemetery Trustees	0	3
Celebration Committee	2	0
Climate Advisory Committee	0	1
Commissioners of Trust Funds	0	1
Conservation Commission	0	3
Constables	1	0
Council on Aging	0	3
Cultural Council	1	3
Finance Committee	1	0
Housing Authority	1	0
Human Relations Advisory Committee	1	0
Mystic Valley Elder Services Board of Directors	1	0
Permanent Building Committee	0	3
Recreation Committee	0	1
RMHS Track Naming Advisory Committee	1*	0
Trails Committee	1	0

*Local Business Leader

Visit <https://www.readingma.gov/515/Volunteer-Opportunities> for more information