



Town of Reading Meeting Posting with Agenda

Board - Committee - Commission - Council:

Select Board

Date: 2022-05-31

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/89775897550</p> <p>Meeting ID: 897 7589 7550 One tap mobile +16465189805,,89775897550# US (New York) +16465588656,,89775897550# US (New York)</p> <p>Dial by your location +1 646 518 9805 US (New York) +1 646 558 8656 US (New York) Meeting ID: 897 7589 7550 Find your local number: https://us06web.zoom.us/u/kLaE4CNac</p> | PAGE # |
| 7:00 | Overview of Meeting | |
| 7:05 | Public Comment | |
| 7:15 | SB Liaison & Town Manager Reports | |
| 7:25 | Vote to spend ARPA Funds on Elder Services Request | 4 |
| 7:50 | Department of Public Health Update | 21 |

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

| | | |
|-------------|--|----|
| 8:05 | Presentation of Open Space & Recreation Plan Update | 36 |
| 8:25 | Change of DBA for Ricky's Liquors | 60 |
| 8:35 | Discuss Affordable Housing Trust Fund Town Meeting Instructional Motion | 65 |
| 8:50 | Discuss Senior Center Town Meeting Instructional Motion | 72 |
| 9:05 | Discuss Symonds Way Advisory Committee Creation and Charge | 73 |
| 9:25 | Select Board Policy 1.6.8 Declare Surplus Property, Police Car 12 | 75 |
| 9:35 | Discuss Future Agendas | 77 |
| 9:45 | Approve Meeting Minutes <ul style="list-style-type: none">• May 17, 2022 | 79 |



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 26, 2022
RE: Town Manager Memo for May 31st, 2022 Meeting

As I write this memo, Town Staff is gearing up for Memorial Day! We have a tremendous event planned for our community. It is with great sadness that we say good-bye to Kevin Bohmiller, our Community Services Director, who will be retiring at the end of June. Kevin is loved by our Veterans, and we thank him for his service. We are in the process of hiring a full-time Veterans Services Officer (VSO); we are working hard to ensure the VSO is in place before Kevin's departure.

I am incredibly excited about several items on our agenda. First and foremost, you have a vote to approve a \$900,000 request for additional programming and services for our seniors. Our Elder Services staff, led by our Assistant Town Manager Jean Delios, has been working hard to address our seniors' needs. Jean presented to the Reading ARPA Advisory Committee (RAAC) on May 11th and May 24th. The RAAC voted to support the request for seniors 6-0-1, after an important discussion. We now ask the Select Board to approve this funding, which will allow our staff to increase programming for our seniors.

We also have a presentation of our updated Open Space and Recreation plan. The presentation will be by Krista Moravic, from Horsley-Witten, who helped our team with these updates. We would like the Select Board to endorse the plan and provide a letter of support that we can use for future grant submission. The plan endorsed for the Maillet, Sommes and Morgan Stormwater Wetlands, a large project we submitted grants for. The weblink to the draft OSRP plan documents is <https://www.readingma.gov/192/Open-Space-Recreation-Plan>

We will also review two instructional motions approved during our Annual Town Meeting. The first is a motion to modernize our Affordable Housing Trust Fund. Town Counsel has drafted a legal opinion which is in the packet for your reference. The recommendation is to place an article in November's Town Meeting to adopt Massachusetts General Law Chapter 44, Section 55C. This section of the law allows the Select Board to create an Affordable Housing Trust Fund Board which will be responsible for managing affordable housing projects and most importantly the fund. The second motion is a request that the Select Board look at possible leased spaces as an alternative to the Pleasant Street Center. After speaking with Town Counsel, we can advertise a Request for Proposal (RFP) for leased spaces in Reading. The RFP is non-committal and allows us to explore options available and more importantly, to understand their cost. I would recommend that we follow the instructional motion and advertise the RFP. This would give us an understanding of the possibilities of leased spaces, without requiring any financial commitments.

Finally, you have in the packet a draft charge for the Symonds Way Advisory Committee (SWAC). This would be an ad-hoc committee that would provide input to the Select Board on potential options for development of this important property.

FAM



Town of Reading - Elder Human Services



5/24/22 - Reading ARPA Advisory Committee Presentation on Elder Human Services Needs



Senior Citizens (Age 60+) Growing Population

(source: Umass 4/22 Public Forum)

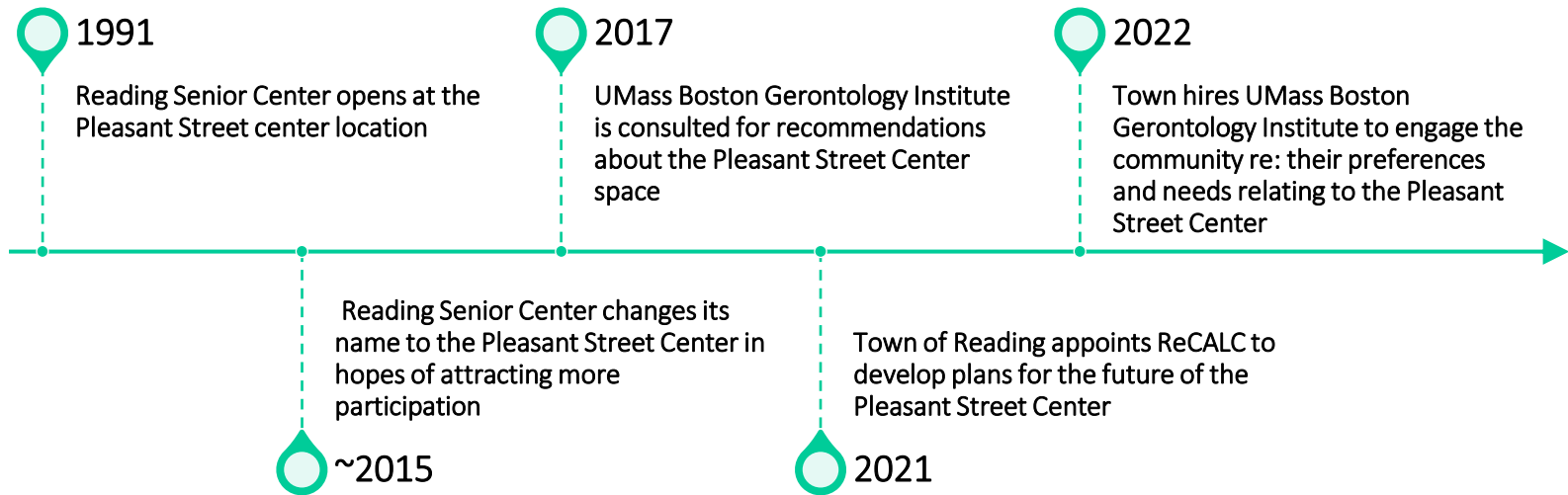
| Age Category | Number | Percentage |
|------------------|--------|------------|
| Under age 18 | 6,187 | 25% |
| Age 18-49 | 8,758 | 35% |
| Age 50 to 59 | 3,803 | 15% |
| Age 60 to 79 | 5,266 | 21% |
| Age 80 and older | 1,222 | 5% |
| Total | 25,236 | 100% |

Source: American Community Survey, 2016-2020, Table B01001. Numbers are calculated from 5-year survey estimates.



Planning Process Senior/Community Center

(source: UMass 4/22 Public Forum)





What We Have Heard Seniors Need

Wellness
Socialization
Transportation
Entertainment
Games
Trips
Arts



Reading Center for Active Living Committee (ReCalc)

A volunteer ad hoc committee reporting to the Select Board

The charge of ReCalc:

Explore the current and future needs of the Community, and initiate planning for a potential new Senior/Community Center in town that will focus on residents aged 60+ and possibly other members of the Community.



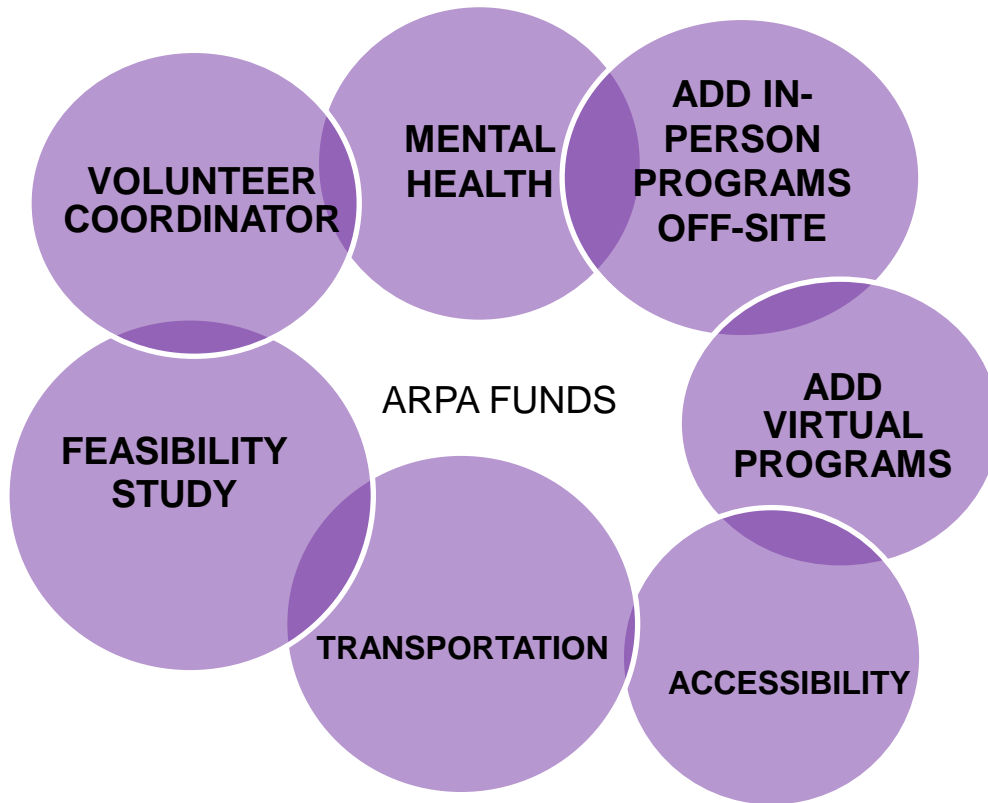


Planning for New Center

- **Vision** – A far reaching vision for the future is needed to plan for the needs of the community.
- **Re-Calc Benchmarking** – 21 area communities
- **UMass** – Community Engagement
- **Public Forum #3** – 6/1/22 7:00 p.m. RPL
- **ReCalc/UMass Data Collection** - inform the next steps



Request for ARPA Funds





ARPA Funds - Short-Term and Long-Term Needs

Short-Term (Outsourced Supplemental Services):

- Off-site programming, partner first with Library
- Expand bus trips
- Add virtual programs
- New activities under the tent
- “Wellness Wednesdays”

Long-Term

- Fund Feasibility Study for new Center



ELDER SERVICES REQUEST ARPA FUNDS

| | |
|--|-------------------------|
| 1. Feasibility Study | \$300,000 |
| 2. Supplemental Programming/Space | \$250,000 |
| 3. Senior Bus Trips | \$150,000 |
| 4. Wellness Programs | \$ 75,000 |
| 5. Virtual Programming | \$ 25,000 |
| 6. Volunteer Coordinator (contracted) | \$ 50,000 |
| 7. Accessibility Improvements | <u>\$ 50,000</u> |
| | \$900,000 |



\$300,000 - Feasibility Study

Evaluate BOTH New Construction and Re-Use/Expansion of Existing Historic PSC –

- \$150,000 - Baseline Services: Existing Conditions, Space Needs Program, Alternative Site Identification, Cost Estimates, Public Meetings.
- \$ 30,000 - Geotechnical
 - \$ 20,000 - Structural
 - \$ 50,000- Hazardous Materials
 - \$ 25,000 - Traffic and Parking Study
 - \$ 25,000 - Historical Analysis



\$250,000 Programming/Space 24 months

Rent Space Off Site (churches, schools, or other) – \$70,000

Instructors, Supplies, Etc. (contract with vendors)- \$30,000

Staff Support, Promotion, Administration, - \$100,000

Budget for Food, and other - \$50,000



\$150,000 Senior Bus Trips

| | 2022 | 2023 | 2024 | Total Cost |
|--------------------------------------|------|------|------|------------|
| Holiday Pops | 1 | | | \$10,000 |
| March – October (incl. Holiday Pops) | | 20 | | 90,000 |
| March-October (inc. Holiday Pops) | | | 10 | 50,000 |
| Total | | | | \$150,000 |



\$75,000 - Wellness Programs

Outsource to Vendors for Programming on holistic therapy once per month at the Reading Public Library
Some services could be at no cost:

- Pet Therapy
- Meditation
- Reiki
- Classes on the Town Common
- Cost of outsourcing is (approx. \$200/session; 375 sessions/24 mo. Or 15 +/- sessions/month).
- Bonus is this extends outreach and referral of patrons to existing clinician and EHS Team



\$25,000 - Virtual Programming

Contract Out for Virtual Programming Services

- Company in Newton as an example
- Cost of contracting for professional services is estimate to be over 24 months.



\$50,000 - Contracted Volunteer Coordinator

- Build a team that can sustain programming with volunteers
- Coordinate the volunteers in a way that supplements existing programs and provides a bridge to the future
- Create programs led by volunteers that can be replicated without relying on ARPA Funds



\$50,000 - Accessibility Improvements

- Funding for Interpreters at events who can translate audio using sign language
- Improvements to Audio Systems to Enhance Programming and Users Experience



Questions?

Jean Delios
Assistant Town Manager
idelios@ci.reading.ma.us
781-942-6612



The Role of Public Health & MAPC Recommendations

Town of Reading Select Board Meeting, May 31, 2022.

COVID-19 Updates

- Total Case Count: 5158
- ACTIVE: 75 (May19- May 26)
- Deaths: 53
- Recovered: 4,920
- Testing
- Treatment
- Vaccination
- Face masks recommended in public indoor settings

Key Responsibilities

- Code Enforcement
- Food Protection and Safety
- Public and Environmental Health Protection, and Pollution Control
- Disease Prevention and Control
- Emergency Preparedness

Code Enforcement

- Housing Code
- Recreational Camps Code
- Public/Semi Public Swimming pool Code
- Indoor Skating Rink Code
- Lead Poisoning Prevention- Not a chapter in the State Code

**** Enforce State Sanitary Code****

Food Protection and Safety

- Food Establishment Inspections
- Retail Food Inspections
- Temporary Food Inspections
- Food Truck Inspections
- Bacteriological Reports Soft Serve

****Foodborne illness Prevention or Food Poisoning*****

Public and Environmental Health Protection, and Pollution Control

- Nuisance Investigation
- Noise Pollution
- Animal Control and Inspection
- Tobacco Control
- Sub-Surface Sewage Disposal Inspection
- Mosquito Control

Disease Prevention and Control

- Health Clinics
- Isolation & Quarantine
- Vaccinations
- Disease control

Emergency Preparedness

- Incident Command
- Community Preparedness
- Emergency Operations Coordination
- Emergency Public Information and Warning
- Public Health Surveillance and Epidemiological Investigation
- Volunteer Management

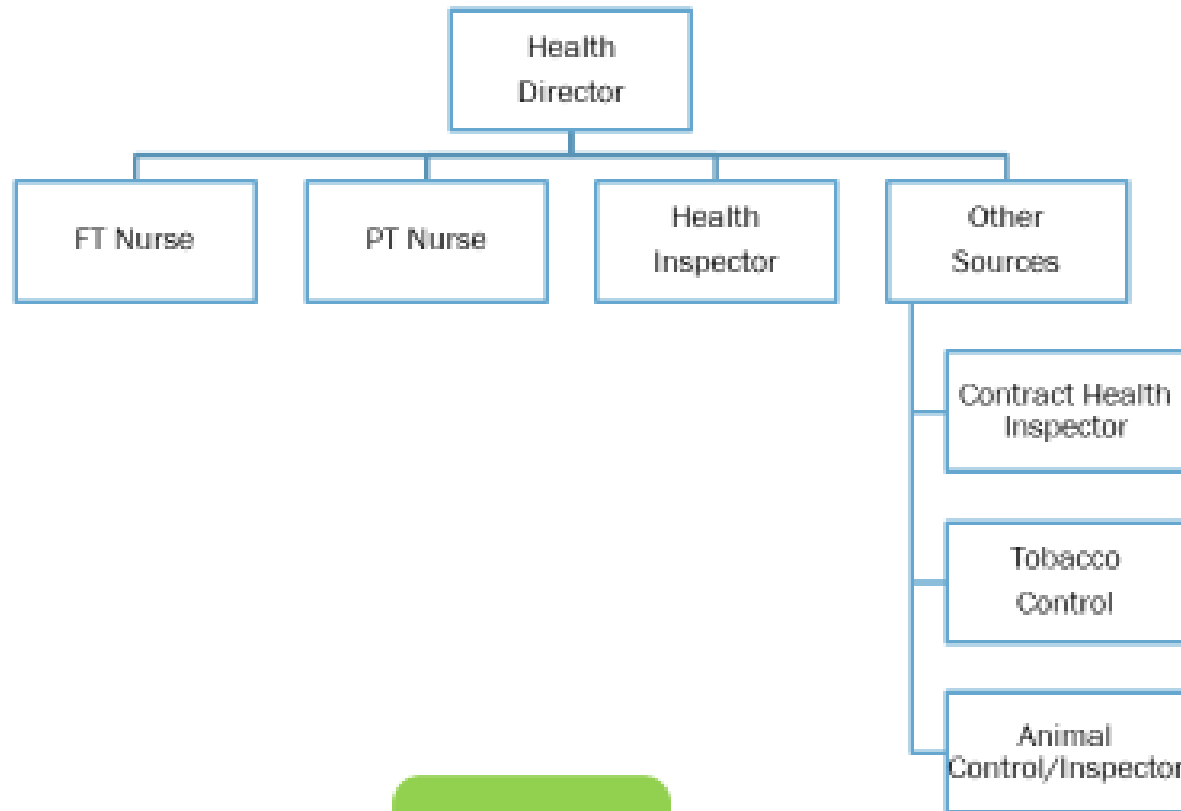
Creation of a Board of Health

- The general structure, powers, and duties of a Board of Health are created pursuant to M.G.L. c. 111, s.26-33.
- Reading Board of Health has a unique and special authority to protect both the Public and Environmental health.
- Boards of Health are made up of people from all walks of life who care about the well being of their community.
- They are elected or appointed and are given the legal authority to set policies and make regulations to protect the public and environmental health -In Reading, our BOH members are appointed by the Select Board.
- Boards of health shall consist of three or more members and one member shall be a physician. In Reading we have a Board of Health that consists of 3 voting members and 2 associate members. Chair-Physician

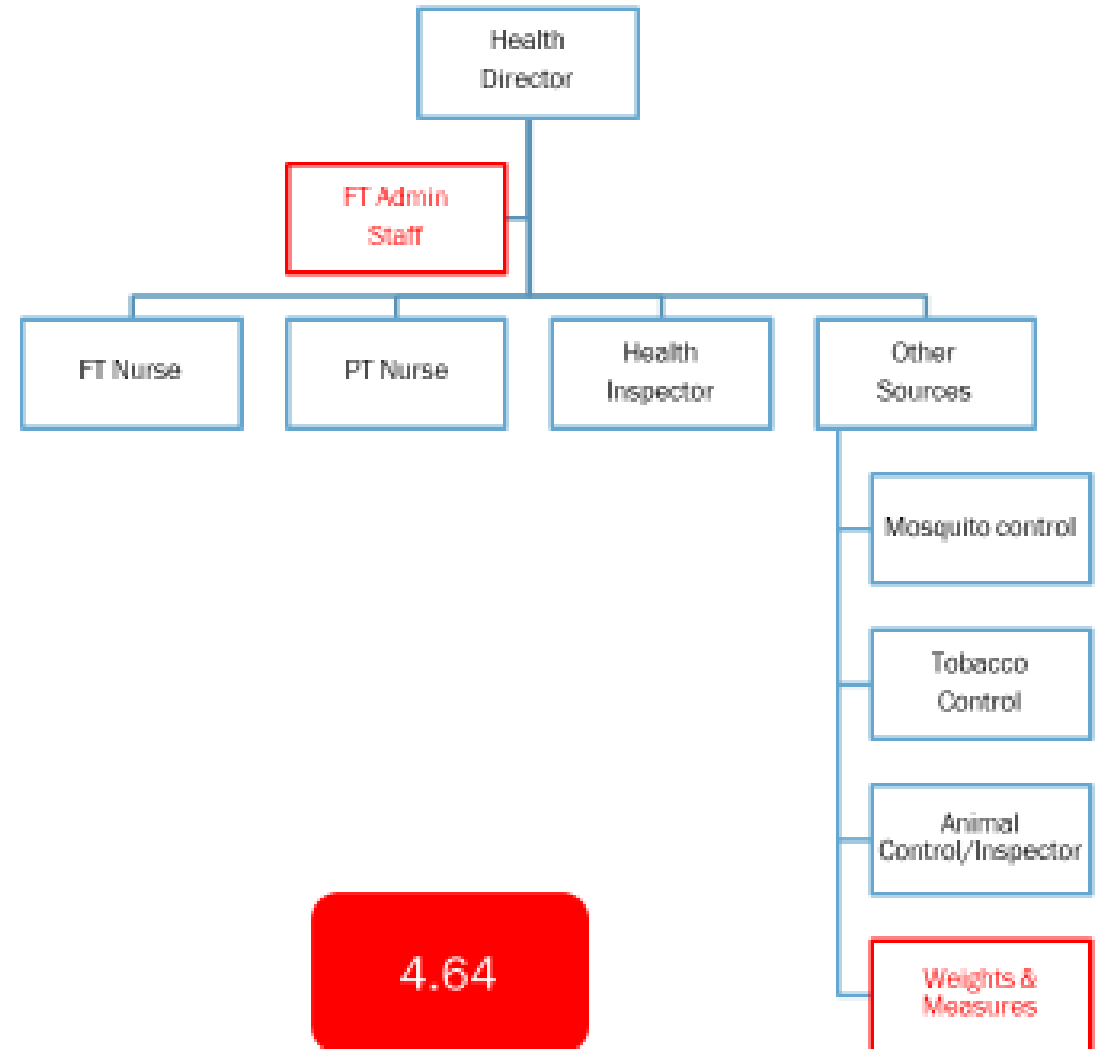
Creation of a Health Department

- A town may provide for the establishment of a Health Department pursuant to M.G.L. c. 111, § 26A et seq. The Town of Reading created a Health Department in the year 2020
- In Reading , we have a Board of Health and a Health Department- With the Health Department carrying out Public Health services on behalf of the board.

HEALTH DEPARTMENT STRUCTURE



3.64



4.64

Contact Information

- Reach us at 781-942-9061 or Visit our website at <https://www.readingma.gov/207/Public-Health-Department>
- Board of Health Members: Richard Lopez (Chair) , Kerry Dunnell (Vice Chair) ,Paula Curren, (Member) , Kevin Sexton,(Associate member) , Geri Cramer (Associate member),
- Public Health Director: Ade Solarin MPH
- Public Health Nurse: Kristine Harris RN
- Health Inspector: Jennifer Velazquez CP-FS

MAPC Focus Areas

- Development
- Partnerships
- Communications/engagement
- Leadership/staffing

Leadership/Staffing Recommendations (MAPC)

- Create a Health Department
- Hire a Fulltime Health Director
- Provide the Director and department with a Health Clerk
- Hire an experienced Health Inspector
- Procure and utilize permitting and inspection software
- Amend charter to change BOH from three members to five members



QUESTIONS

Reading Open Space & Recreation Plan

Presentation to Reading Select Board

May 31, 2022



What is open space?

“... **public and privately-owned undeveloped lands**, which are important resources for a variety of reasons including conservation (ecological or natural features), recreation, agriculture, or simply because of their scenic qualities and their contribution to the overall character of a town.”

Open Space & Recreation Plan Requirements, DCS



What is recreation?

- Indoor and outdoor facilities
 - Playgrounds
 - Parks
 - Ballfields
 - Basketball courts
 - Multi-use fields



Photo source: Bob Holmes, The Patch

Why have an OSRP?

Maintain and enhance the benefits of open space and recreation resources

Understand where we are, where we need to be, and how we get there

Support efforts to acquire funding



Reading OSRP

Community Profile

Environmental Resource Inventories
& Challenges

Open Space & Recreation Resource
Inventory

Needs

Natural Resource Protection

Community

Management

Goals and Objectives

7 Year Action Plan



Photo: Jason Bessuille via Google



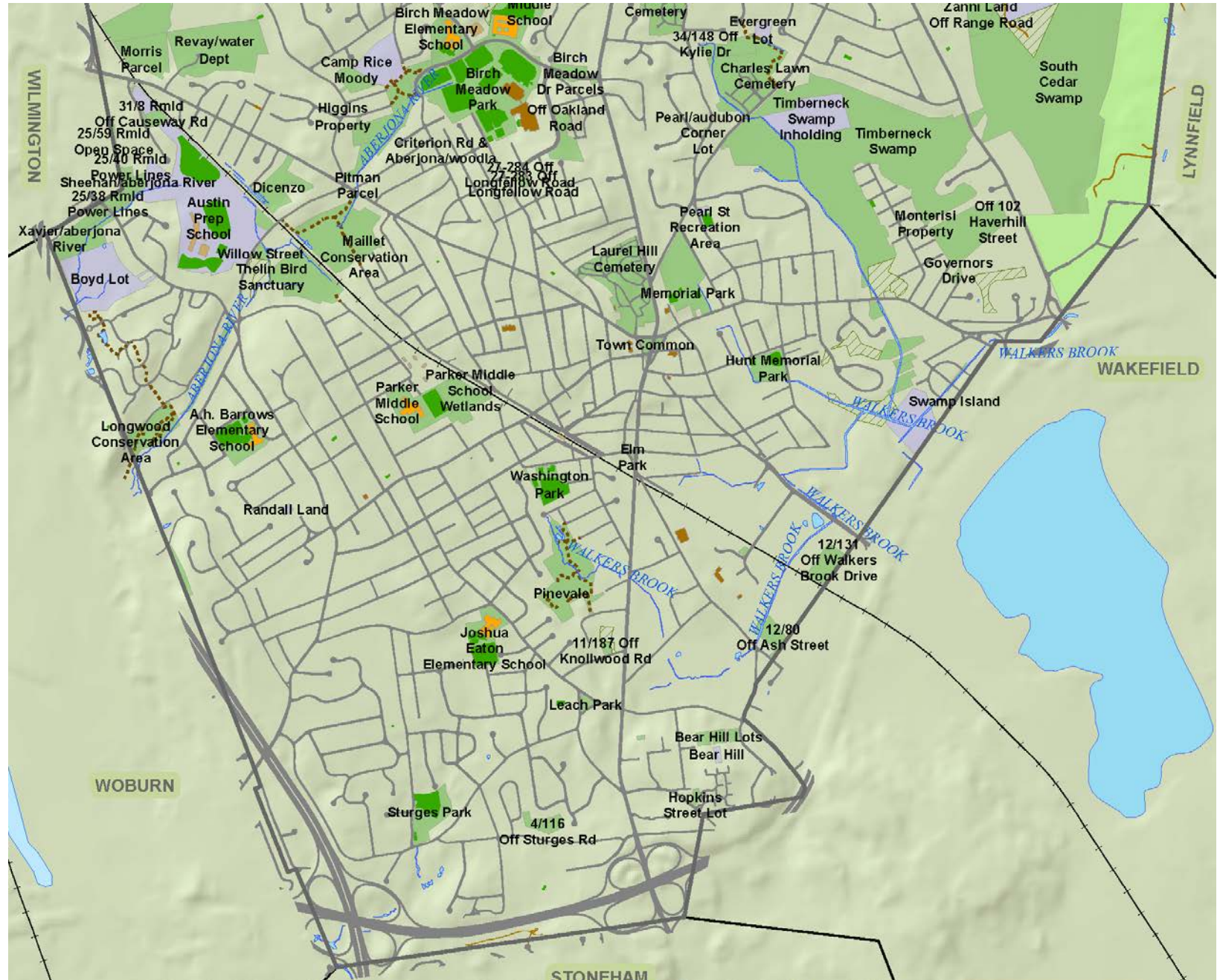
Open Space & Recreation Inventory

Open Space & Recreation Inventory

- Town-owned Recreation Land
- Town-owned Conservation Land
- Schools
- Non-profit & Private Lands
 - Reading Open Land Trust
 - Reading Rifle & Revolver Club
 - Reading Senior Living Association
- Chapter 61 Lands
- Conservation Restrictions

Open Space & Recreation Inventory

Open Space & Recreation Inventory





Analysis of Need

Public Input

- Public Community Survey
October 2020 – January 2021
- Virtual Public Workshop
February 1, 2021
- Virtual Open House
February 1-28, 2022

Existing Work

- Town Forest Management Plan
- MVP Workshop Summary
- Reading Climate Advisory Committee's Climate Change Adaptation Report
- Reading Housing Production Plan
- Reading Bicycle Network & Pedestrian Priority Plan
- Economic Development Action Plan
- MyRWA & Resilient Mystic Collaborative

Resource Protection Needs

- Water Quality
 - Stormwater management
 - Public education
- Habitat Protection, Wildlife Corridors
 - Protect land
 - Connect habitat
- Natural Hazards, Climate Change
 - Protect, enhance

Community Needs

- Recreation
 - New activities, amenities
- Conservation Areas
 - Increase awareness
- Walking & Biking
 - Continue to build network on/off road
- Targeted Populations
 - Accessibility
 - Environmental justice, equity
 - Youth and seniors

Management Needs

- Upkeep of Existing Areas
 - Maintenance
 - Management plans
 - Master plans
- New opportunities
 - Chapter 61 properties, priorities
 - Existing town properties
 - Pursuing CPA

Management Needs

- Communication, Public Outreach
 - What the Town has to offer
- Regulatory, Policy Needs
 - Connect rec, open space with development projects
 - Use LID, NBS, GI
 - Consider impacts of climate change



Goals & Objectives



Build local capacity to financially support the planning, protection, management, and sustainable use of open space and recreational resources in Reading.



Maintain and enhance existing open space for passive recreation so they can be enjoyed by all users.



Maintain and enhance existing recreation facilities and programs so they can be enjoyed by all users.



Create a network of accessible open space and recreational resources.



Protect and enhance natural resources to protect wildlife habitat and water quality and adapt to the impacts of natural hazards and climate change.

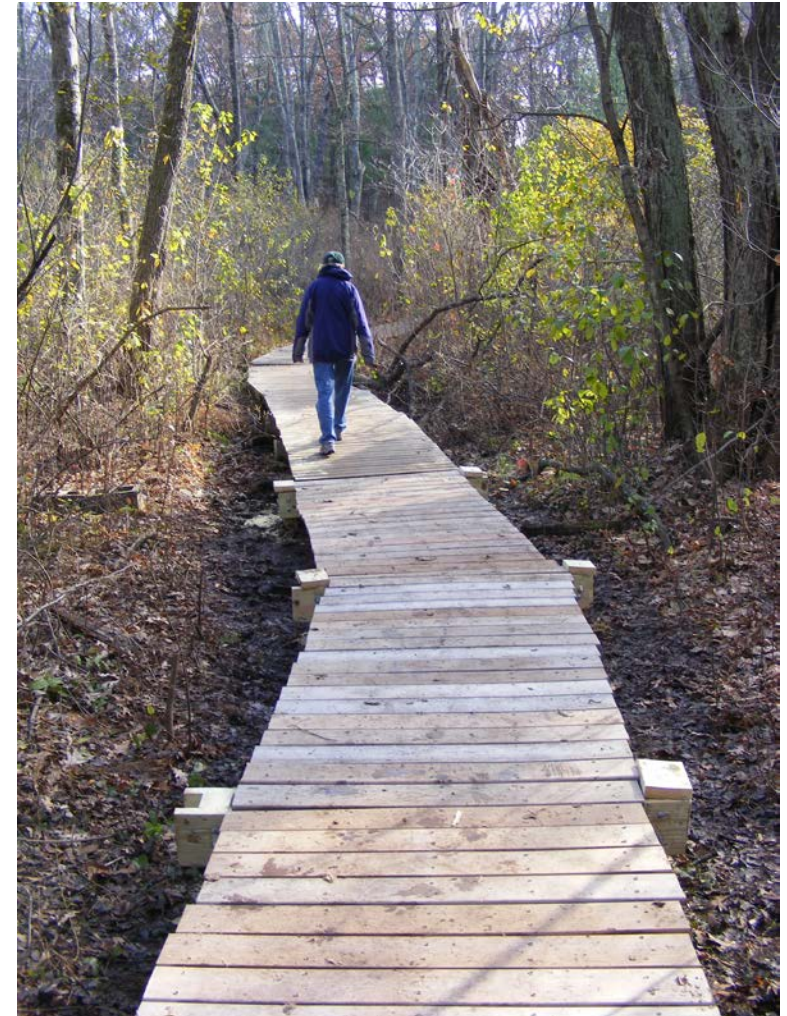


Build local capacity to financially support the planning, protection, management, and sustainable use of open space and recreational resources in Reading.

Objective 1.A. Promote the establishment of a sustainable, municipal funding source for ongoing management and maintenance of existing conservation areas and recreational facilities.

Objective 1.B. Use local partners to financially support open space protection and develop recreational opportunities.

Objective 1.C. Pursue the Community Preservation Act to provide a regular funding source for future open space and recreation development.





Maintain and enhance existing open space for passive recreation so they can be enjoyed by all users.

Objective 2.A. Perform long-range planning and management of Town conservation areas.

Objective 2.B. Improve knowledge of and experiences at conservation areas.

Objective 2.C. Build capacity to manage and promote volunteerism at conservation areas.





Maintain and enhance existing recreation facilities and programs so they can be enjoyed by all users.

Objective 3.A. Perform long-range planning and management of Town parks and facilities.

Objective 3.B. Provide accessible recreational areas and facilities for all users.

Objective 3.D. Create new recreational opportunities and enhance existing facilities, parks, and public open spaces to encourage community gatherings.



Photo source: Bob Holmes, The Patch



Create a network of accessible open space and recreational resources.

Objective 4.A. Develop a long-range strategy to create a local and regional walking and biking network through and to open space and recreational resources.

Objective 4.B. Improve pedestrian and bicycle infrastructure and amenities on local roadways to create safe places to walk and bike.

Objective 4.C. Ensure the equitable distribution of accessible conservation areas and recreational opportunities in all parts of Town.



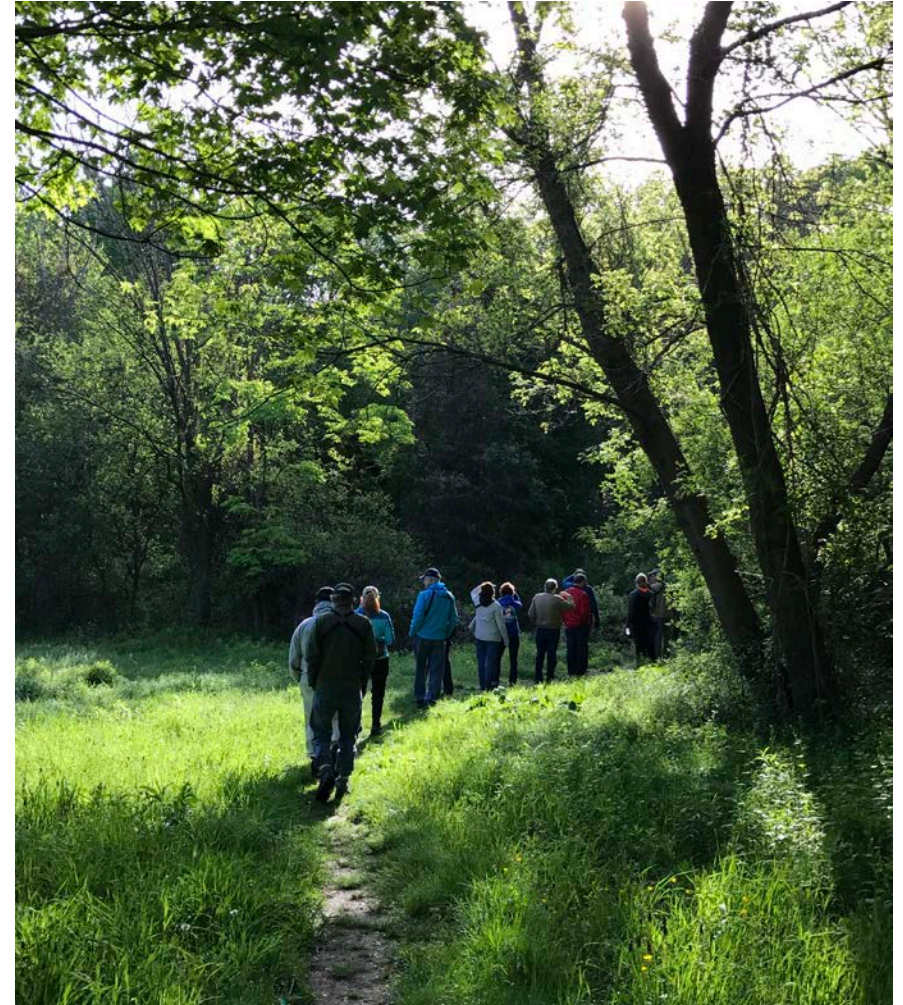


Protect and enhance natural resources to protect wildlife habitat and water quality and adapt to the impacts of natural hazards and climate change.

Objective 5.A. Use local land development policies and regulations to minimize impacts to natural resources and adapt to the effects of climate change and natural hazards.

Objective 5.B. Partner with nonprofits and private property owners to protect natural resources.

Objective 5.C. Promote and demonstrate environmental stewardship and educate the public on the important functions and values of the Town's natural resources.



Thank you!





The Commonwealth of Massachusetts
 Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
 www.mass.gov/abcc

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
 MONETARY TRANSMITTAL FORM

APPLICATION FOR AMENDMENT-Change of Business Entity Information

DO NOT MAKE PAYMENT OR COMPLETE THIS FORM FOR CHANGE OF DBA AMENDMENT

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

Please make \$200.00 payment here: [ABCC PAYMENT WEBSITE](#)

PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE PAYMENT RECEIPT

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

ENTITY/ LICENSEE NAME

ADDRESS

CITY/TOWN

STATE

ZIP CODE

For the following transactions (Check all that apply):

- | | | | |
|--|---|---|---|
| <input type="checkbox"/> New License | <input type="checkbox"/> Change of Location | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal) | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input type="checkbox"/> Transfer of License | <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Change of License Type (i.e. club / restaurant) | <input type="checkbox"/> Pledge of Collateral (i.e. License/Stock) |
| <input type="checkbox"/> Change of Manager | <input type="checkbox"/> Change Corporate Name | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt) | <input type="checkbox"/> Management/Operating Agreement |
| <input type="checkbox"/> Change of Officers/ Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest (LLC Members/ LLP Partners, Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder | <input type="checkbox"/> Change of Hours |
| | | <input type="checkbox"/> Other <input type="text"/> | <input checked="" type="checkbox"/> Change of DBA |

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS TRANSMITTAL FORM ALONG WITH COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:

**Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3
 Chelsea, MA 02150-2358**



The Commonwealth of Massachusetts
 Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
 www.mass.gov/abcc

APPLICATION FOR AMENDMENT-Change of Business Entity Information

Change of Corporate Name

Change of DBA

- Payment Receipt (Req. for Chg of Corp Name only)
- Monetary Transmittal Form
- DOR Certificate of Good Standing (Req. for Chg of Corp Name only)
- DUA Certificate of Compliance (Req. for Chg of Corp Name only)
- Change of Corporate Name/DBA Application
- Vote of the Entity
- Business Structure Documents
 - If Sole Proprietor, **Business Certificate**
 - If partnership, **Partnership Agreement**
 - If corporation or LLC, **Articles of Organization** from the Secretary of the Commonwealth

Change of Corporate Structure

- Payment Receipt
- Monetary Transmittal Form
- DOR Certificate of Good Standing
- DUA Certificate of Compliance
- Change of Corporate Structure Application
- Vote of the Entity
- Business Structure Documents
 - If Sole Proprietor, **Business Certificate**
 - If partnership, **Partnership Agreement**
 - If corporation or LLC, **Articles of Organization** from the Secretary of the Commonwealth

1. BUSINESS ENTITY INFORMATION

Entity Name

Municipality

ABCC License Number

Jay and Ricky Inc.

Reading

00017-PK-1016

Please provide a narrative overview of the transaction(s) being applied for.

APPLICATION CONTACT

The application contact is the person who should be contacted with any questions regarding this application.

Name

Title

Email

Phone

Kalpesh Patel

Owner

Kalpesh_Patel@Verizon.net

781-248-6186

2. CHANGES TO BUSINESS ENTITY INFORMATION

2a. Change of Corporate Name

Last-Approved Corporate Name:

Requested New Corporate Name:

2b. Change of DBA

Last-Approved DBA:

Requested New DBA:

READING LIQUORS

2c. Change of Corporate Structure

LLC, Corporation, Sole Proprietor, etc

Last-Approved Corporate Structure

Requested New Corporate Structure

Signature:

Kalpesh Patel

Date:

5/4/22

Title:

Owner

APPLICANT'S STATEMENT

I, Kalpesh Patel the: sole proprietor; partner; corporate principal; LLC/LLP manager
Authorized Signatory

of Jay and Ricky Inc.
Name of the Entity/Corporation

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

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

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.
- (10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature: 

Date: 5/4/22

Title: Owner

ENTITY VOTE

The Board of Directors or LLC Managers of Jay and Ricky Inc.
Entity Name

duly voted to apply to the Licensing Authority of Reading and the
City/Town

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on _____
Date of Meeting

For the following transactions (Check all that apply):

- Change Corporate Name
- Change Corporate Structure (i.e. Corp / LLC)
- Change of DBA
- Other _____

"VOTED: To authorize Kalpesh Patel
Name of Person

to sign the application submitted and to execute on the Entity's behalf, any necessary papers and do all things required to have the application granted."

A true copy attest,

[Signature]
Corporate Officer /LLC Manager Signature

KALPESH. PATEL
(Print Name)

For Corporations ONLY

A true copy attest,

Corporation Clerk's Signature

(Print Name)



Town of Reading

BUSINESS CERTIFICATE

Certificate #: **22-030**

Original Issue: **February 22, 2022**

Type: **New**

Renew:

Expiration: **February 22, 2026**

In conformity with the provisions of Massachusetts General Laws, Ch 110 Sec 5, as amended, the undersigned hereby declares that a business is conducted under the title of:

Jay and Ricky Inc dba Reading Liquors

214 Main Street

Reading, MA 01867

Phone: 781-248-6186

Said business is conducted by the following named person(s). If a corporation, include the title of each corporate officer signing the certificate.

Name

Address

Kalpesh Patel

12 Benjamin Lane Reading, MA 01867

Kalpesh Patel

Type of Business: **Liquor Store**

Appeared before me the above named person(s) and acknowledged the foregoing to be a true and accurate account, given under the pains and penalties of perjury this 22nd day of February 2022.

Laura A. Gemme, Town Clerk

In accordance with the provisions of Massachusetts Laws the business certificate shall be in effect for a period of 4 years from the date of issue and shall be renewable by the applicant every four years thereafter. In the event of discontinuance, withdrawal of partner, retirement, or amendment of the certificate in any manner it shall be necessary to file with the Town Clerk such change, under oath. Such change shall be recorded with and become part of the original filing. Copies of the Business Certificate shall be available at the address of the business and shall be furnished to any person(s), making purchases of goods or services upon request. This is not a license to do business. Necessary licenses and permits must be obtained at the Town Manager's Office or Board of Health.



Town of Reading
16 Lowell Street
Reading MA 01867

Office of the Town Clerk
781-942-9050

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

**ANNUAL TOWN MEETING
APRIL 25, 2022**

Instructional Motion 3: – Affordable Housing Trust

Motion made by Vanessa Alvarado, Precinct 5 - Barry Berman, Precinct 6 - Steve Peacock, Precinct 7

Direct the Select Board, Town Manager and relevant town staff to investigate the creation of a permanent committee to oversee the Affordable Housing Trust and identify opportunities to expand the trust and utilize said funds. If possible, presenting the findings at Subsequent Town Meeting in November 2022

A true copy Attest:

Laura A Gemme, CMMC
Town Clerk



J. Raymond Miyares Thomas J. Harrington Christopher H. Heep Donna M. Brewer Jennie M. Merrill
Bryan Bertram Ivria Glass Fried Alexandra B. Rubin Ethan B. Dively Maurica D. Miller Rian R. Holmquest Andrew N. Bettinelli

May 13, 2022

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

Re: Options for Affordable Housing

Dear Fidel,

In 2001, Reading sought special legislation to create an Affordable Housing Trust Fund (AHTF). The 2001 Special Act established a funding mechanism for the Town to utilize for the purpose of fostering a diverse housing stock. At the time, the legislation was innovative, laying out a framework for other communities to follow.

Responding to a growing call for more housing that is affordable, the legislature passed the *Municipal Affordable Housing Trust Fund Law*, G.L. c.44, §55C, in 2005. The law codified a process for cities and towns to adopt an Affordable Housing Trust Fund. Over the years, the legislature amended the law to reflect and incorporate best practices for creating and maintaining low- and moderate-income housing.

Reading has not adopted §55C and, instead, continues to utilize the Special Act AHTF, which remains unchanged since 2001. Town Meeting and the Select Board have expressed a sentiment that the Town's AHTF may no longer be the best tool to foster and promote housing that is affordable.

This letter will briefly explain the differences between the Town's existing Special Act AHTF and a §55C AHTF and present a few options for the Town to consider in moving forward.

I. FUND OPTIONS

A. 2001 Special Act Affordable Housing Trust Fund

Chapter 140 of the Acts of 2001 established an Affordable Housing Trust Fund for the "purpose of creating or preserving affordable housing by the town of Reading [and] the Reading

Housing Authority...” Expenditures from the fund must be used for “low or moderate income housing” as defined in G.L. c.40B, §20. Specifically, the funds may be used to:

- Purchase and improve land;
- Purchase dwelling units;
- Develop new or rehabilitate existing dwelling units for purchase or rental by low- or moderate-income housing purchasers or tenants; and
- Preserve existing subsidized housing inventory as maintained by the Department of Housing and Community Development.

Expenditures must follow an Allocation Plan created by the Select Board and submitted annually to the Town Meeting for its approval. The Allocation Plan must be “a general plan of how funds from the fund will be expended over the next fiscal year, and a report on how funds were spent during the previous fiscal year.” All expenditures from the fund, including capital purchases of land, must be in accordance with the Allocation Plan and approved by a majority vote of the full combined membership of the Select Board and the Reading Housing Authority (RHA).¹

The Town’s existing AHTF is a funding mechanism only. It does not empower the Select Board or the RHA to take any actions above and beyond authorizing an expenditure of funds. Furthermore, any expenditure must be in accordance with the Allocation Plan. This can limit the ability of the Town to move quickly on projects that arise mid-year and were not originally contemplated in the approved Allocation Plan. As described below, this is one of the more significant differences between the Special Act AHTF and the AHTF authorized under G.L. c.44, §55C.

B. G.L. c.44, §55C Affordable Housing Trust Fund

Section 55C is a local option statute that permits communities to establish an Affordable Housing Trust Fund. The purpose of the fund is “to provide for the creation and preservation of affordable housing in municipalities for the benefit of low and moderate income households and for the funding of community housing.” Acceptance is by a majority vote of Town Meeting.

Unlike the 2001 Special Act, which places the Select Board and the RHA in charge of fund expenditures, §55C calls for the creation of a Board of Trustees and empowers the Board to take certain actions. Below is a brief overview of the Board’s composition and powers.

Membership. Section 55C states that there shall be a Board of Trustees with a minimum of five members, including at least one member of the Select Board. While there is no maximum membership requirement, many Boards range between five and nine members. The statute directs the Select Board to appoint the Trustees, each with a term not to exceed

¹ If the Town ever elects to adopt the Community Preservation Act, the 2001 Special Act permits the AHTF to be the repository for any affordable housing funds allocated under the CPA.

2 years. The composition of the Board is set by bylaw and could include members with expertise in affordable housing development, real estate development, banking, finance, and real estate law.²

Powers. Section 55C also specifies 16 powers that a Town may grant a Board of Trustees. The statute permits a Town to omit, modify or grant additional powers that are consistent with the statute through the adoption of a bylaw. The below list summarizes some of the primary powers that a Town may give the Board of Trustees:

- Accept and receive property or money by gift, grant, etc.;
- Purchase and retain real or personal property;
- Sell, lease, exchange transfer or convey any property;
- Employ and pay advisors;
- Borrow money and mortgage or pledge trust assets as collateral;
- Manage or improve property; and
- Various accounting and fund administration capabilities.

Communities have adopted various combinations of powers for its Board. Some have adopted all the powers allowed under the statute. Others have given the Board additional powers. A community has the option of including powers they don't envision using right away but would provide flexibility in the future.³

Expenditures. In comparison to the 2001 Special Act, Section 55C empowers the Board of Trustees to expend funds without Town Meeting, Select Board, or RHA authorization. The only requirement is that the expenditure is in keeping with the authorizations outlined in the local bylaw and Section 55C.

According to the Massachusetts Affordable Housing Trust Guidebook,⁴ Board of Trustees typically operate in one of two ways: as a funding entity or as an active initiator of projects (sometimes trusts act as a mixture of both). A Board that acts primarily as a funding entity would solicit proposals or applications either by announcing a funding round and providing an application form or by issuing a Request for Proposals (e.g., Westford and Yarmouth). Whereas a Board that is an active initiator of projects may, for example, acquire property, contract for predevelopment work on the site, and solicit a developer to construct affordable units (e.g., Carlisle and Bourne).

² While the statute permits the Select Board to designate the Town Manager to serve as a member, the current Town Manager would be ineligible to sit on the Trustee Board due to the fact that he is not a Reading resident. General Bylaw Section 3.3.1.3; Charter Section 4.14.

³ For example, the Town could limit the borrowing power to a percentage of the trust's assets or mandate that any purchase, sale or lease of any interest in real property requires a two-thirds vote of the board of trustees. These limitations would be placed in the bylaw.

⁴ https://www.mhp.net/writable/resources/documents/MAHTGuidebook_2018.pdf

II. KEY DIFFERENCES BETWEEN THE FUNDS

While both the Special Act AHTF and the §55C AHTF are designed to foster the development of housing that is affordable, there are significant differences between the way in which the funds are structured and managed. Most notably, the §55C AHTF empowers the Board of Trustees to take certain actions without Town Meeting, Select Board, or RHA authorization. Below is a chart capturing a few of the key distinctions.

| | 2001 Special Act | G.L. c.44, §55C ⁵ |
|-----------------------------------|--|--|
| <i>Entity in control of funds</i> | Select Board creates Allocation Plan. Town Meeting approves Allocation Plan. Select Board and RHA approve all expenditures from the fund. | Board of Trustees. |
| <i>Expenditures</i> | Expenditure must be in accordance with the approved Allocation Plan and supported by a majority vote of the full combined membership of the Select Board and the RHA. Significantly, if the Allocation Plan fails to contemplate a needed expenditure, the Select Board would need to go back to Town Meeting to amend the Allocation Plan prior to authorizing the expenditure. | The Board of Trustees may expend the funds without Town Meeting, Select Board, or RHA authorization, provided the authorization is permitted under G.L. c.44, §55C and the Town's local bylaw. |

⁵ This assumes that the local bylaw empowers the Board to take all actions outlined in Section 55C and doesn't limit or restrict the Board's power.

| | 2001 Special Act | G.L. c.44, §55C ⁵ |
|--|---|--|
| <i>Funding Mechanism</i> | The 2001 Special Act does not provide for a funding mechanism. As such, Town Meeting must approve all transfers of funds into the AHTF. The Town cannot dedicate a revenue stream to the AHTF. Monetary gifts for the creation of low- or moderate-income housing cannot be placed directly into the AHTF. | Section 55C provides that all moneys paid to the AHTF in accordance with any zoning bylaw, exaction fee, or private contributions shall be paid directly into the AHTF and need not be appropriated or accepted and approved by the Board of Trustees or Town Meeting. ⁶ This can provide for an easy mechanism to grow the fund balance. Private donations and grant funds may also be placed directly into the fund. ⁷ Town Meeting may, and frequently does, approve transfers of funds into the AHTF. |
| <i>Real Property Acquisitions</i> | If the Allocation Plan permits the expenditure of the funds for the acquisition of a parcel, the land may be acquired without further Town Meeting action. Town Meeting would need to revise the Allocation Plan in order to expend funds for the acquisition of land not originally included in the Allocation Plan. Land cannot be gifted to the Select Board without Town Meeting approval. | Board can acquire land, whether by expenditure or gift, without Town Meeting authority. This permits the Town to take advantage of time sensitive real estate opportunities to preserve and create housing that is affordable. |
| <i>Employees</i> | Not expressly authorized. | Yes. |

⁶ Inclusionary zoning requires that residential developers include a specified amount of affordable dwelling units in their developments. Some inclusionary zoning bylaws/ordinances allow a developer to provide cash payments to the municipality in lieu of producing affordable housing units. A payment of this sort is earmarked for affordable housing and could be allocated to the municipality’s affordable housing trust. Otherwise, these payments go into the general fund and must be appropriated by town meeting for affordable housing purposes.

⁷ Community Preservation Act funds may also be placed in the AHTF.

III. POTENTIAL OPTIONS

There are a few options for the Town to consider. First, the Town could continue to operate under the 2001 Special Act. If the Town elects to move forward in this direction, the Select Board may wish to establish a committee to advise them on the creation of the Allocation Plan. While this committee would not have any authority to expend funds, it could be tasked to identify key projects, review funding application, and make other recommendations to the Select Board.

Second, the Town could adopt §55C and establish an AHTF. If the Town elects to adopt an §55C AHTF, the Town may want to consider repealing the 2001 Special Act. While it is possible for the Town to have both the 2001 Special Act AHTF and a §55C AHTF, it could create confusion. Notably, the 2001 Special Act would still mandate the annual submittal of an Allocation Plan to Town Meeting.

If the Town does adopt a §55C AHTF, the Town would also need to consider what to do with the remaining funds in its current AHTF. The Town cannot directly transfer the existing funds in the Special Act AHTF to a §55C AHTF. Thus, the Town could either spend down the funds in the Special Act AHTF or seek special legislation dissolving the Special Act and transferring fund balance to §55C AHTF.

Please let me know if you have any questions.

Sincerely,


Ivria G. Fried



Town of Reading
16 Lowell Street
Reading MA 01867

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781-942-9050

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**ANNUAL TOWN MEETING
APRIL 25, 2022**

Instructional Motion 1: – Senior Center

Motion made by John Sasso, Precinct 2

Direct the Town Manager, Elder Services and the Select Board to investigate the availability of additional and /or new space via a leased property to support the needs of the Senior Center. Also, provide a plan that addresses the funding, logistics and staffing required to support the expansion of space and services consistent with the expected (additional) programming. If necessary, return to Town Meeting (even a Special Town Meeting) to request funding and support of such plan. Provide a report back in November of 2022.

A true copy Attest:

Laura A Gemme, CMMC
Town Clerk

Symonds Way Advisory Committee (SWAC) Charge

Authority The Symonds Way Advisory Committee (SWAC) is an ad hoc committee appointed by the Reading Select Board.

Membership The SWAC will have seven (7) members composed as follows:

- 1 Select Board Member (ex-officio, appointed by the Select Board)
- 1 Finance Committee Members (ex-officio, appointed by the Finance committee)
- 1 Recreation Committee Members (ex-officio, appointed by the Recreation committee)
- 1 Community Planning & Development Commission (CPDC) Member (ex-officio, appointed by the CPDC committee)
- 1 Conservation Committee Member (ex-officio, appointed by the Conservation committee)
- 1 Permanent Building Committee Member (ex-officio, appointed by the Permanent Building Committee)
- 1 School Committee Member (ex-officio, appointed by the School Committee)

In order to help the Committee carry out its purpose, the Select Board invites the following staff will lend their professional guidance and advice to the Committee.

- Town Manager
- Town Accountant
- Assistant Town Manager
- Community Development Director
- Administrative Services Director
- Procurement Officer
- Community Services Director

Meetings will be recorded and administrative support will be provided by Town Hall staff (scheduling and posting meetings, taking minutes, etc.)

Purpose The purpose of this committee is to serve as an advisory committee to the Reading Select Board for the purpose of recommending the highest and best use of the land located on Symonds Way, formerly known as the “Zanni Property”.

SWAC shall gather input from its members and the Reading residents as to what the property should look like and its functionality. The Committee shall consider the following:

1. Private/public partnerships to develop the property
2. Using public funds and grants where possible towards development
3. Best use to serve as many residents as possible

The first task of SWAC will be to define the best use for the property. SWAC will provide feedback on potential physical layouts on the property developed by SV Design Architects and funded by Town Meeting on April 2022. If a private/public partnership is deemed appropriate, the SWAC will work with Reading Town Hall staff to develop and review a Request for Proposals (RFP) for private developers to invest in the property. Once proposals are received, and with the help of Reading Town Hall Staff, SWAC will help review and evaluate the submittals to the RFP. If public development is deemed appropriate, the Committee will discuss and evaluate potential funding options.

Deliverable The Committee shall begin its work by July 2022 and shall submit development recommendations to the Select Board no later than February 28, 2023 unless another date is agreed to by the Select Board. If approved by the Select Board, the Committee shall present its development recommendations to Annual Town Meeting in April 2023.

Sunset The Committee shall sunset on June 30, 2023 but may be extended by a Select Board vote.

Public Body The meetings and deliberations of the Committee shall be subject to the Open Meeting Law.

SURPLUS PROPERTY FORM

| | |
|---|---|
| Date: <u>5/17/22</u> Department Name: <u>Reading Police Department</u> Contact Person: <u>Scott Craven</u> Telephone: <u>781-942-6766</u> E-Mail Address: <u>Scraven@ci.reading.ma.us</u> | Storage Address: <u>75 New Crossing Rd. (Reading DPW)</u> <u>Reading MA 01867</u> Date item(s) are no longer needed: <u>5/23/22</u> Date item(s) must be removed by: <u>ASAP</u> |
|---|---|

Please provide this information to the best of your ability.

| Description | Quantity | Age | Condition Code | Original Value* | Minimum Acceptable Bid | Reason the item is no longer needed |
|--|----------|------------------|----------------|--------------------|------------------------|--|
| EXAMPLE 1 Year <u>2011</u> Make <u>Ford</u> Model <u>Expedition</u> VIN <u>1FMJU1G5XBEF15752</u> Town Identification # _____ Any known Issues <u>Some electrical</u> | <u>1</u> | <u>11yrs old</u> | <u>A-3</u> | <u>\$28,420.00</u> | | <ul style="list-style-type: none"> - oldest car in fleet - electrical issues - car replaced |
| Example 2 Manufacturer _____ Model _____ | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

Signature  Department Head Date 5/17/22

Signature _____ Town Manager Date _____

Date of the Select Board meeting the item(s) were voted as surplus Date _____

| Condition Code | Definitions |
|-----------------------|---|
| A-1 | New or used property in excellent condition. Ready for use and identical or interchangeable with new items delivered by a manufacturer or normal source of supply. |
| A-2 | New or used property in good condition. Does not quite qualify for A-1 (because slightly shopworn, soiled, or similar), but condition does not impair utility. |
| A-3 | New or used property in fair condition. Soiled, shopworn, rusted, deteriorated, or damaged to the extent that utility is slightly impaired. |
| A-4 | Used property, further repairs or renovation required or expected to be needed in near future. |
| A-5 | Used property, working/functional |
| A-6 | Used property, not working |
| S - Salvage | Personal property that has some value in its basic material content, but which is in such condition that it has no reasonable prospect for use for any purpose as a unit and its repair or rehabilitation for use as a unit is clearly impractical. |
| T- Trash | Has no value to the Town, should be disposed of at the least cost to the Town possible. |
| * Original Value: | Actual acquisition cost (original cost) or your best estimate of the acquisition cost. |

| 2022 | DRAFT - SELECT BOARD AGENDAS | | 2022 |
|--------------------|---|----------------------------------|----------------------|
| 5/26/2022 | | Staff Responsibility | Estimated start time |
| June 14, 2021 | | Tuesday | |
| | Overview of Meeting | Dockser | 7:00 |
| | Public Comment | Board | 7:05 |
| | SB Liaison & Town Manager Reports | Board | |
| Hearing | Change of Manager - Bertuccis | Maltez | |
| | Discuss Tax Rate and Tax Rate Shift | Santaniello | |
| | Vote on Symonds Way Advisory Committee Creation and Charge | Board | |
| | Camp Rice Moody Update | Maltez | |
| | Discuss Future Agendas | Board | |
| | Approve Meeting Minutes | Board | |
| June 28, 2022 | | Tuesday | |
| | Overview of Meeting | Dockser | 7:00 |
| | Public Comment | Board | 7:05 |
| | SB Liaison & Town Manager Reports | Board | |
| | Vote on ARPA Funding Request for Maillet, Sommes and Morgan Stormwater Wetlands | Maltez | |
| | Discuss Regional Affordable Housing Inter Municipal Agreement | Mercier | |
| | Discuss Future Agendas | Board | |
| | Approve Meeting Minutes | Board | |
| July 19, 2022 | | Tuesday | |
| August 9, 2022 | | Tuesday | |
| HEARING | Vote to Approve Town Personnel Policy and SB Policies: Article 6 Personnel Related Policies | Donahue | |
| 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 | | |
| 5/26/2022 | | | | | |
| 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, 2022 | | 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 5/17

The Select Board called to order at 7:00 PM, followed by the School Committee and RAAC.

Public Comment

Mark Ventura noted he supports the School Departments request for the full \$2 million for a new curriculum.

Jen Coin echoed Mr. Ventura's thoughts.

Sherilla Lestrade speaking as a special ed/ para and also a parent, she also supports the \$2 Million request.

Marianne Downing noted she is speaking as a resident, not a member of the RAAC, when she also agrees with previous comments.

School Department ARPA Request

Superintendent Dr. Milachewski and some of his staff gave the board a presentation of why they are asking for the full \$2 million and what it will go towards.

Tom Wise, School Committee Chair, noted the School Committee voted unanimously to support this. He noted they are very excited for a new curriculum and really need it.

Marianne Downing, RAAC Chair, also noted they voted 6-1 to approve this.

Mark Dockser noted he initially was not in support of the full ask of \$2 Million, not because he doesn't think it is needed, but because of the other funding sources available to help support this. There are many asks of the ARPA funds but, he now supports the full \$2 Million ask.

Karen Herrick asked Town Accountant Sharon Angstrom to share her thoughts and she noted the money just needs to be encumbered by December 31, 2024.

Jackie McCarthy asked a question about the ability of the program to pivot and reassess once we have had more experience with it.

Carlo Bacci and Chris Haley both noted they support the full ask.

Chris Haley Move to allocate \$2,000,000 from the ARPA funds for the School Department Curriculum Funding Request. The motion was seconded by Carlo Bacci and approved with a 5-0 vote.

The School Committee and RAAC adjourned at 8:16 PM.

Classification and Compensation Schedule

Chris Haley read the hearing notice.

Town Manager Fidel explained the changes to the schedules.

Chris Haley moved to close the hearing regarding the FY23 Classification and Compensation schedules. Seconded by Carlo Bacci, the motion was approved 5-0 vote.

Chris Haley moved to approve the FY23 Non-Union Classification and Compensation Schedules as presented. The motion was seconded by Karen Herrick and approved with a 5-0 vote.

Water Rates

Town Manager Fidel gave the board a presentation of what the water rates would look like if they used \$650K in ARPA funds which they discussed at their last meeting.

Karen Herrick was concerned about rates next year. Carlo Bacci noted they will probably need to use free cash next year.

It was noted that RAAC voted unanimously to support using \$650K to offset water rates.

Haley moved to allocate \$650,000 from the ARPA funds towards the Water Enterprise to be used in FY2023. Seconded by Herrick and approved with a 5-0 vote.

Haley moved that the Board close the hearing on setting Water, Sewer and Storm Water rates for FY23. The motion was seconded by McCarthy and approved with a 5-0 vote.

Haley moved to set the FY2023 water rate at \$11.41 per 100 cubic feet with a minimum quarterly bill of \$22.82 effective with the December, 2022 billing. Seconded by Bacci and approved with a 5-0 vote.

Haley moved to set the FY2023 sewer rate at \$10.86 per 100 cubic feet with a minimum quarterly bill of \$21.72 effective with the December, 2022 billing. Seconded by McCarthy and approved with a 5-0 vote.

Haley moved to set the FY2023 Storm Water Rate at \$60 per unit (3210 square feet) per year to be billed quarterly effective with the December, 2022 billing. Seconded by Bacci and approved with a 5-0 vote.

Town Accountant Update

Town Accountant Sharon Angstrom showed the board water, sewer and storm water revenues and expense sheets along with the general fund revenues and expenses. She noted she has no real concerns at this time.

National Public Works Week Proclamation

Chris Haley read the proclamation.

Chris Haley moved to approved the National Public Works Week Proclamation as presented. With a second from Karen Herrick the motion passed 5-0.

Flag Policy

The board is discussing a flag policy due to recent requests to hang different flags on the flag pole. Town Manager Maltez noted he spoke with Town Counsel for their opinion and spoke with other communities about if their flag policies, if they had one.

Boston just had a supreme court case in which an individual sued the City for denying his flag request. The court ruled that Boston violated free speech rights when denying this particular flag but allowing others.

Town Manager Fidel explained if they board allows 1 flag they must allow any other flag requested. It is legal' s opinion and his recommendation to say no to all flags unfortunately.

Marianne Downing noted there is a difference between the town deciding to fly another flag and an individual person asking to fly a flag.

Sherilla Lestrade asked if Woburn's flag policy was looked at because she believes they have/are flying other flags.

The board agree the safe thing to do at this time would be to not allow any other flags on the flag pole except for the US and POW flags.

Pride Month Proclamation

Chris Haley read the Pride Month Proclamation.

Chris Haley moved to approve the Pride Month Proclamation as presented. The motion was seconded by Karen Herrick and approved with a 5-0 vote.

There will be a pride month celebration on June 12th. It will start with a car parade and end with a party on the common. There will also be a rainbow run on June 16th.

Juneteenth Proclamation

Chris Haley read the proclamation.

Chris Haley moved to approve the Juneteenth Proclamation as presented. The motion was seconded by Jackie McCarthy and approved with a 5-0 vote.

There will be a movie night on June 18th at Washington Park to commemorate Juneteenth. The movie they have chosen to show is 'Hidden Figures'.

Intermunicipal Assessing Agreement

Currently, our Assessor Victor Santaniello, is shared with Wakefield with an intermunicipal agreement. Lynnfield would like to join in our agreement. Mr. Santaniello feels he can service another town. This would be savings to us as well as Lynnfield would now pay for a share of the agreement.

Haley moved to approve the Intermunicipal Agreement for the Director of Assessing Department as presented. The motion was seconded by Bacci and approved with a 5-0 vote.

RMHS Track Naming Committee

The board agreed Carlo Bacci will be the Select Board representative.

Liaison Reports

Carlo Bacci reported on CPDC.

Chris Haley reported on ARPA and PARC. He also noted the RPD had an open house on Saturday and it was great.

Karen Herrick noted the community gardens at Mattera Cabin look great.

Jackie McCarthy noted the cultural council has a survey out right now about projects on interest.

Mark Dockser reported on the Council on Aging; they will have survey in September. There is a listening session on June 1st regarding senior center needs.

Town Manager Report

Town Manager Maltez noted the Killam MSBA process requires us to create a School Building Committee which they will need to do soon.

Future Agendas

The board discussed future agenda items.

Minutes

Chris Haley moved to approve the meeting minutes of May 3rd as amended. The motion was seconded by Carlo Bacci and approved with a 5-0 vote.

Chris Haley moved to adjourn at 10:14 PM. The motion was seconded by Carlo Bacci and approved with a 5-0 vote.

DRAFT