



# Town of Reading Meeting Posting with Agenda

## Board - Committee - Commission - Council:

Select Board

Date: 2022-09-20

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:

	<b><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></b>	PAGE #
	Join Zoom Meeting <a href="https://us06web.zoom.us/j/82779430369">https://us06web.zoom.us/j/82779430369</a>  Meeting ID: 827 7943 0369 One tap mobile +16465588656,,82779430369# US (New York) +16465189805,,82779430369# US (New York)  Dial by your location +1 646 558 8656 US (New York) +1 646 518 9805 US (New York) Meeting ID: 827 7943 0369 Find your local number: <a href="https://us06web.zoom.us/u/kfyUjStXP">https://us06web.zoom.us/u/kfyUjStXP</a>	
<b>7:00</b>	Overview of Meeting	
<b>7:05</b>	Public Comment	
<b>7:10</b>	SB Liaison and Town Manager Reports	
<b>7:20</b>	Class I License Approval/Transfer – Honda	
<b>7:30</b>	Economic Development Update	

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

<b>8:00</b>	Update on the BID	
<b>8:15</b>	Update from the Cultural Council	
<b>8:30</b>	Open and Discuss Responses to RFP for Purchase of Real Property	
<b>8:45</b>	Discussion and Update on Senior Center Exploration Process	
<b>9:00</b>	Vote to Close Subsequent Town Meeting Warrant	
<b>9:15</b>	Grove Street Lot 5 Update	
<b>9:30</b>	Discuss Future Agenda Items and Office Hours	
<b>9:45</b>	Approve Meeting Minutes	

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, MA

08/24/2022

## MV-15

### Motor Vehicle License

**Status:** Active**Date Created:** Aug 23, 2022

#### Applicant

Angelina Pillsbury  
apillsbury@amsinet.com  
505 S. Flagler Drive  
Suite 1400  
West Palm Beach, FL 33401  
561-655-8900 x109

#### Primary Location

88 WALKERS BROOK DRIVE  
Reading, MA 01867

#### Owner:

PRM AUTO/READING LLC  
300 TRADE CENTER SUITE 7700 WOBURN, MA 01801

### IMPORTANT

EVERY QUESTION MUST BE ANSWERED WITH FULL INFORMATION. FALSE STATEMENTS HEREIN MAY RESULT IN THE REJECTION OF YOUR APPLICATION OR THE SUBSEQUENT REVOCATION OF YOUR LICENSE IF ISSUED.

#### Permit Info

##### Permit For

Class I

##### Comments

--

##### Conditions

--

#### Licensee Information

##### Business Name

TTHD Wakefield, LLC

##### DBA

RT. 128 HONDA

#### Business Details

**Are you engaged principally in the business of buying, selling, or exchanging motor vehicles?**

Yes

**Is your principal business the sale of new motor vehicles?**

Yes

**Is your principal business the buying and selling of second hand motor vehicles?**

No

**Give a complete description of all the premises to be used for the purpose of carrying on the business**

Two 25,000 sf buildings consisting of showroom, sales, business offices, parts and service departments, including service bays. Parking lot containing 373 spaces for display, customer and employee parking.

**State the location of the repair facility**

Onsite

**Maximum number of vehicles offered to be sold at any one time**

300

**Are you a recognized agent of a motor vehicle manufacturer?**

Yes

**If so, state name of manufacturer**

AMERICAN HONDA MOTOR COMPANY

**Have you signed contract as required by Section 58, Class 1?**

No

**Have you ever applied for a license to deal in second hand motor vehicles or parts thereof?**

No

**Has any license issued to you in this or any other state to deal in motor vehicles or parts thereof ever been suspended or revoked?**

No

**Is the above concern an individual, co-partnership, and association, or a corporation?**

Corporation

**Association/Corporation Information**

<b>Officer Full Name</b> TERRY TAYLOR	<b>Officer Title</b> PRESIDENT
<b>Officer Phone</b> 561-655-8900	<b>Officer Email Address</b> apillsbury@amsinet.com
<b>Officer Residential Street Address</b> 505 S. Flagler Drive, Suite 1400	<b>Officer Residential City</b> West Palm Beach
<b>Officer Residential State</b> FL	<b>Officer Residential Zip</b> 33401

<b>Officer Full Name</b> ALINA OYTSEY	<b>Officer Title</b> SECRETARY
<b>Officer Phone</b> 561-655-8900	<b>Officer Email Address</b> aoytser@amsinet.com

**Officer Residential Street Address**

505 S. FLAGLER DRIVE, STE 1400

**Officer Residential City**

West Palm Beach

**Officer Residential State**

FL

**Officer Residential Zip**

33401

**Officer Full Name**

STEPHEN TERRY

**Officer Title**

ASSISTANT SECRETARY

**Officer Phone**

561-655-8900

**Officer Email Address**

sterry@amsinet.com

**Officer Residential Street Address**

505 S. Flagler Drive, Suite 1400

**Officer Residential City**

West Palm Beach

**Officer Residential State**

FL

**Officer Residential Zip**

33401

**Officer Full Name**

NANCY CERA

**Officer Title**

ASSISTANT SECRETARY

**Officer Phone**

561-655-8900

**Officer Email Address**

ncera@amsinet.com

**Officer Residential Street Address**

505 S. FLAGLER DRIVE, STE 1400

**Officer Residential City**

WEST PALM BEACH

**Officer Residential State**

FL

**Officer Residential Zip**

33401

**Person Responsible for Daily Operation****Name**

DANIEL LOGGINS

**Phone**

781-896-6400

**Email**

dloggins@rt128honda.com

**Signature**

**I, the undersigned, duly authorized by the concern herein mentioned, hereby apply for a Class I, II, or III license to Buy, Sell, Exchange, or Assemble second hand motor vehicles or parts thereof, in accordance with the provisions of Chapter 140 of the General Laws.**

DANIEL LOGGINS

08/23/2022






NOTE: If the applicant has not held a license in the year prior to this application, he/she must file a duplicate of the application with the registrar. (See Sec. 59)

**Staff Section**

License shall be issued according to Select Board Policy - Licenses Section 3.4 including, but not limited to, the following rules and regulations:

- Business must be located within a commercial or industrial zoning district.
- Business must be the principal business of the licensee
- The licensee must conform with the Zoning By-Laws including the sign portions of the Zoning By-Laws


## Attachments

-  Assignment and Assumption of Lease AMSI (Honda Reading).pdf  
Uploaded by Angelina Pillsbury on Aug 23, 2022 at 11:35 am
-  Proof of Repair Facility Letter.pdf  
Uploaded by Angelina Pillsbury on Aug 23, 2022 at 11:38 am
-  SITE PLAN.pdf  
Uploaded by Angelina Pillsbury on Aug 23, 2022 at 11:40 am
-  Worker's Comp \_ COI.pdf  
Uploaded by Angelina Pillsbury on Aug 23, 2022 at 3:52 pm
-  DBA Filing\_RT 128 Honda\_SIGNED.pdf  
Uploaded by Angelina Pillsbury on Aug 23, 2022 at 3:58 pm

## History

Date	Activity
Aug 9, 2022 at 11:36 am	Angelina Pillsbury started a draft of Record MV-15
Aug 23, 2022 at 3:33 pm	Angelina Pillsbury altered Record MV-15, changed ownerName from "PRM AUTO READING LLC" to "PRM AUTO/READING LLC"
Aug 23, 2022 at 3:58 pm	Angelina Pillsbury added attachment DBA Filing_RT 128 Honda_SIGNED.pdf to Record MV-15
Aug 23, 2022 at 4:45 pm	Angelina Pillsbury submitted Record MV-15
Aug 23, 2022 at 4:45 pm	approval step Application Review was assigned to Jacquelyn LaVerde on Record MV-15
Aug 23, 2022 at 4:49 pm	Jacquelyn LaVerde assigned approval step Application Review to Caitlin Saunders on Record MV-15

## Timeline

Label	Status	Activated	Completed	Assignee	Due Date
 Application Review	Active	Aug 23, 2022 at 4:45 pm	-	Caitlin Saunders	-
 Class I & II Fee	Active	Aug 23, 2022 at 4:45 pm	-	-	-
 Building/Zoning Review	Inactive	-	-	-	-
 Police (MV and Livery) Review	Inactive	-	-	-	-
 Town Manager / Select Board Review	Inactive	-	-	-	-
 License Issuance - Class I	Inactive	-	-	-	-



**ASSIGNMENT AND ASSUMPTION OF  
TENANT’S INTEREST IN LEASE**

THIS ASSIGNMENT AND ASSUMPTION OF TENANT’S INTEREST IN LEASE (this “Assignment”) is made and entered into effective as of September \_\_, 2022 by and between GPI MA-HII, Inc., a Massachusetts corporation d/b/a Ira Honda 128, (“Assignor”) and TTHD WAKEFIELD, LLC, a Massachusetts limited liability company d/b/a RT. 128 Honda (“Assignee”).

**RECITALS:**

A. Assignor is the tenant under that certain lease agreement described on Exhibit A (as amended, the “Lease”), pursuant to which Assignor leased certain premises located at 88-98 Walkers Brook Drive, Reading, MA and 619 North Avenue, Wakefield, MA, as more particularly described in the Lease;

B. Assignor desires to assign its interest in and to the Lease to Assignee and Assignee desires to assume the obligations of Assignor under the Lease on the terms and condition hereinafter recited.

**AGREEMENT:**

NOW, THEREFORE, in consideration of the foregoing and the agreements and covenants herein set forth and other good and valuable consideration this day paid and delivered by Assignee to Assignor, the receipt and sufficiency of which are hereby acknowledged by Assignor, the parties hereto agree as follows:

1. Assignor does hereby GRANT, BARGAIN, SELL, CONVEY, ASSIGN, TRANSFER, and DELIVER unto Assignee, its successors and assigns all of Assignor’s right, title and interest in and to the Lease.

2. By its execution hereof, Assignee hereby assumes and agrees to perform all of the terms, covenants and conditions of the Lease on the part of the Tenant therein required to be performed from and after the date hereof.

3. All of the covenants, terms and conditions set forth herein shall be binding upon and shall inure to the benefit of the parties hereto and their respective heirs, legal representatives, successors and assigns.

4. If two or more persons or parties are named as Assignor herein, then the term “Assignor” shall mean all such parties individually and collectively. If two or more persons or



parties are named as Assignee herein, then the term “Assignee” shall mean all such parties individually and collectively.

5. This Assignment may be executed in any number of counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.

6. The parties hereby agree that a PDF copy of each party’s original signature to this Assignment delivered by electronic mail shall be effective as such party’s signature to this Assignment.

7. This Assignment is given pursuant to that certain Dealership Asset Purchase Agreement, dated as of June 24, 2022, by and among Automotive Management Services, Inc., a Florida corporation and GPI MA-HII, Inc., a Massachusetts corporation (as amended from time to time, the “Agreement”). This Assignment is made in accordance with, and is in all respects, subject to, the terms, provisions and conditions of the Agreement.

REMAINDER INTENTIONALLY LEFT BLANK

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

**ASSIGNOR:**

GPI MA-HIL, Inc., a Massachusetts corporation  
d/b/a Ira Honda 128

---

Name:

Title:

**ASSIGNEE:**

TTHD Wakefield, LLC, a Massachusetts limited  
liability company d/b/a RT. 128 Honda

---

Name:

Title:

## **Exhibit A**

### **Lease**

1. Lease Agreement, dated February 12, 2019, between PRM Auto/Reading LLC as landlord, and AMR Auto Holdings - HNR, LLC, a Delaware limited liability company as tenant
2. Assignment and Assumption of Tenant's Interest in Lease dated November 17, 2021 between AMR Auto Holdings – HNR, LLC, a Delaware limited liability company and GPI MA-HII, Inc., a Massachusetts corporation



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/26/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b>  Hays Companies 1000 S. Pine Island Road #225 Plantation, FL 33324	<b>CONTACT NAME:</b> William E. Allen	
	<b>PHONE</b> (A/C. No. Ext: 954-475-3600	<b>FAX</b> (A/C. No): 954-475-2120
<b>E-MAIL</b> ADDRESS: dealers@hayscompanies.com		
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURER A</b>	Starr Indemnity & Liability Company	38318
<b>INSURER B</b>	National Fire & Marine Insurance Company	20079
<b>INSURER C</b>	Starr Specialty Insurance Company	16109
<b>INSURER D</b>		
<b>INSURER E</b>		
<b>INSURER</b>		

**COVERAGES** **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSU	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<b>GENERAL LIABILITY</b>			[REDACTED]	4/01/2022	4/01/2023	EACH OCCURENCE	\$ 2,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIAB LITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV NJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 4,000,000
							PRODUCTS - COMP/OP AGG	\$ 4,000,000
								\$
A	<b>GARAGE LIABILITY</b>			[REDACTED]	4/01/2022	4/01/2023	GARAGE OPERATIONS (Ea accident)	\$ 2,000,000
	<input checked="" type="checkbox"/> SYMBOL 21						AUTO ONLY	\$ 2,000,000
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					OTHER THAN AUTO ONLY AGGREGATE	\$ 4,000,000
	<input type="checkbox"/> H RED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident)	\$
								\$
B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b>	<input checked="" type="checkbox"/> OCCURENCE		[REDACTED]	4/01/2022	4/01/2023	Each Occurrence / General Aggregate	\$ 10,000,000
	<input type="checkbox"/> <b>EXCESS LIAB</b>	<input type="checkbox"/> CLAIMS-MADE					Products Completed Operations Aggregate	\$ 10,000,000
	<input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$25,000							
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>			[REDACTED]	4/01/2022	4/01/2023	<input checked="" type="checkbox"/> WC STATUTORY LIMITS	<input type="checkbox"/> OTHER
	<input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N	N/A				E L. EACH ACCIDENT	\$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E L. DISEASE - POLICY L MIT	\$ 1,000,000
A	<b>GARAGEKEEPERS DIRECT PRIMARY SYMBOL 30</b>			[REDACTED]	4/01/2022	4/01/2023	COMPREHENSIVE PER OCC COLLISION PER OCC	\$2,500,000 \$2,500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Policy provides \$10,000 in PIP \*10 days' notice of cancellation for non-payment of premium

**CERTIFICATE HOLDER**

The Commonwealth of Massachusetts  
Department of Industrial Accidents  
Office of Investigations  
Lafayette City Center  
2 Avenue de Lafayette  
Boston, MA 02111-1750

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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# TTHD WAKEFIELD, LLC

August 18, 2022

**VIA ONLINE PORTAL:**

Town of Reading, MA

**RE: Proof of Repair Facility, Class 1 Dealer License for TTHD Wakefield, LLC d/b/a RT.  
128 Honda, 88-98 Walkers Brook Drive, Reading, MA 01867**

To Whom it May Concern:

TTHD Wakefield, LLC d/b/a RT. 128 Honda located at 88-98 Walkers Brook Drive, Reading, MA 01867 has an on-site repair facility that is sufficient to satisfy the warranty repair obligations imposed by Mass. G.L. c. 90, § 7N1/4.

Sincerely,

  
\_\_\_\_\_  
Terry Taylor, Owner/President

**RT. 128 HONDA  
88-98 Walkers Brook Dr, Reading, MA 01867**

Job No.

Vantage #: 27-APR-09  
Date: 09-06-98  
Design #: 3/8"-1'-0"  
Sales: A. Jackson  
Designer: J. Foster

Rev. #:  
Date:

- Vector Artwork Required
- High Resolution Image Required
- Final Colours Required

Conceptual artwork only

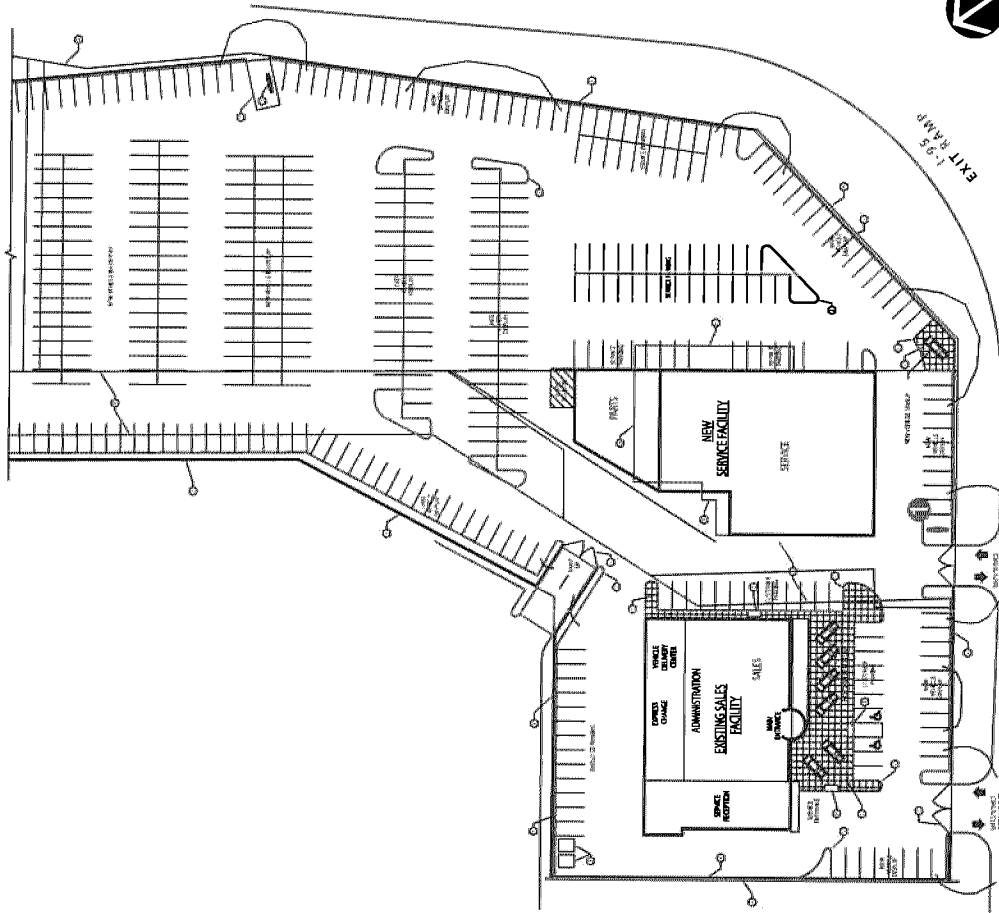
120V  347V

Other

Customer Approval

Date

**HONDA**  
 Gallery #207227  
 89-98 Whackers Brock Dr.  
 Reading, MA



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 Toll Free 1-800-208-6556





# READING POLICE DEPARTMENT

---

15 Union Street, Reading, Massachusetts 01867  
Emergency Only: 911 All Other Calls: 781-944-1212 Fax: 781-944-2893  
[www.readingma.gov/police-department](http://www.readingma.gov/police-department)

## **EXECUTIVE SUMMARY**

### **Class I – IRA Honda 128**

August 24, 2022

Chief David J. Clark  
Reading Police Department  
15 Union Street  
Reading, MA 01867

Chief Clark,

As directed by your office and in accordance with Reading Police Department Policy and Procedure, I have placed together an executive summary of Class I License Application. They have had no unusual calls for service and the following employee has passed the fingerprint background check:

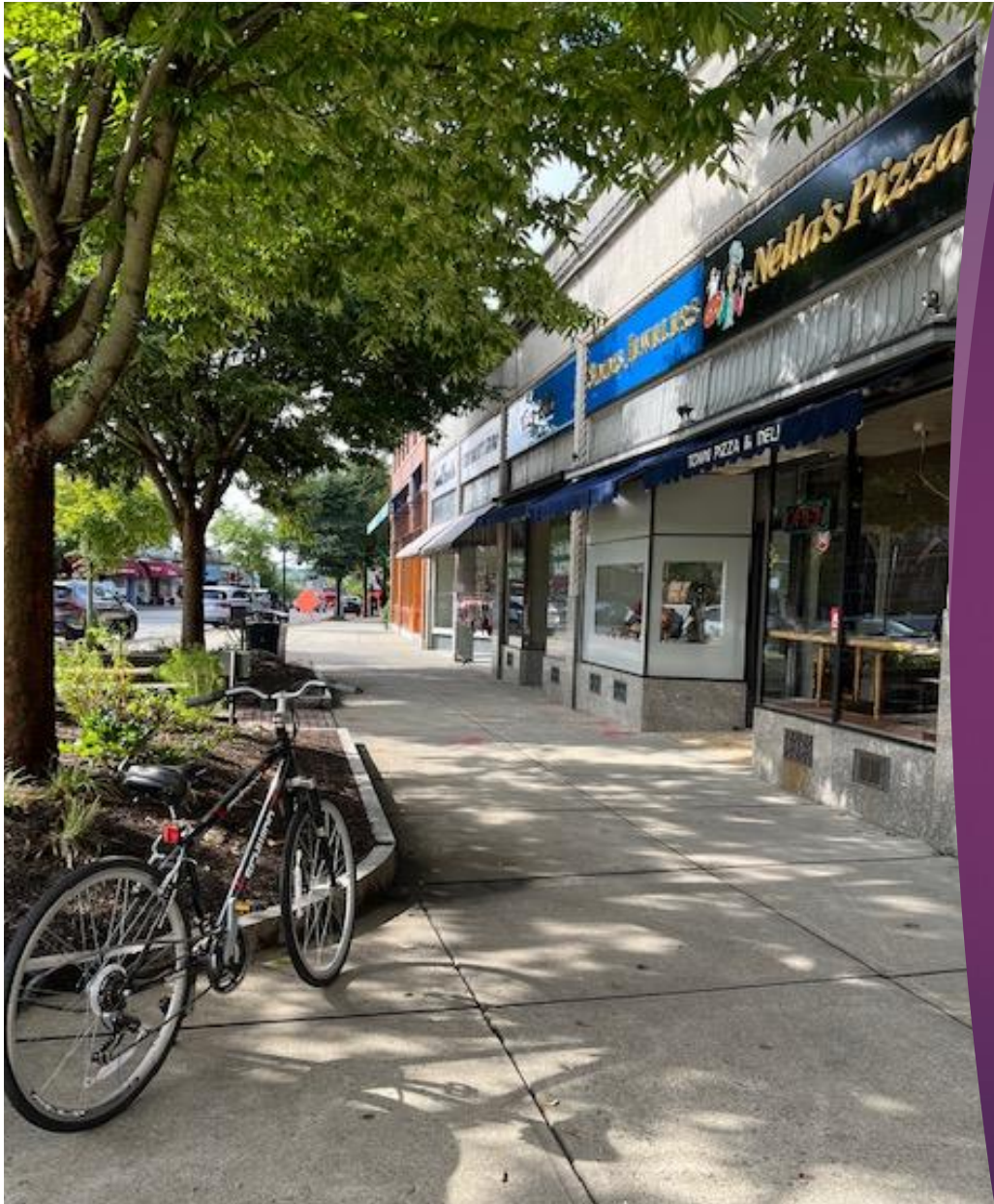
-Daniel Loggins

Based on the above information, I recommend that IRA Honda 128 Class I License be issued.

Thank you,

*Deputy Chief Amendola*

Deputy Chief Amendola  
Reading Police Department



# Economic Development Update

TOWN OF READING  
SEPTEMBER 2022



# Economic Development Director

*A proactive approach to position the Town to be ready for economic opportunities*

- ▶ Lead
- ▶ Develop
- ▶ Cultivate
- ▶ Support
- ▶ Coordinate
- ▶ Collaborate
- ▶ Manage
- ▶ Implement
- ▶ Promote



# Why Economic Development in Reading?



*To diversify and increase  
the Town's tax base  
through managed growth  
and development*

# State Earmark and Grants Recap

## New Earmark, State and Other Grant Awards

	FY22 Award	FY23 Award	FY24 Award	Total
Earmark: Community Gardens	10,000	-	-	10,000
Earmark: Redesign Haven St. Parking Lot	50,000	-	-	50,000
Earmark: Eastern Gateway Pedestrian Accessibility	50,000	-	-	50,000
Earmark: Substance Abuse	10,000	-	-	10,000
Earmark: Grove Street Land Acquisition	150,000	-	-	150,000
State Grant- Municipal Road Grant	20,490	-	-	20,490
Federal Grant- Accelerated Literacy Grant (School)	200,000	-	-	200,000
State Grant- ASOT Grant (School) After School and Out of School Time	18,715	-	-	18,715
State Grant- DPH Grant (School)	29,600	-	-	29,600
Community Compact Grant: Municipal Fiber Grant	-	192,234	-	192,234
Municipal Vulnerability Preparedness (MVP)	-	1,398,240	718,338	2,116,578
MassDOT - Sidewalk Unit for Snow Removal	-	47,535	-	47,535
MassDOT -WRAP -Winter Recovery Assistance Program	-	308,566	-	308,566
MassDOT -WRAP -Municipal Small Bridge Program	-	100,000	-	100,000
Stanton K-9 Grant	-	32,000	-	32,000
Earmark: Rock Wall Repairs at Memorial Park	-	25,000	-	25,000
Earmark: Reading Robotics Team	-	25,000	-	25,000
Earmark: Ladder Truck for RFD	-	50,000	-	50,000
Earmark: Placemaking Implementation	-	100,000	-	100,000
Earmark: Pedestrian Crossing Improvements (Lakeview Ave and Walker Brook Dr.)	-	200,000	-	200,000
Earmark: Electric Vehicle for Reading Coalition	-	50,000	-	50,000
Earmark: Electric Vehicle for General Operations	-	60,000	-	60,000
Earmark: Birchmeadow Master Plan	-	125,000	-	125,000
	538,805	2,713,575	718,338	3,970,718

## Pending Applications:

	FY22	FY23	FY24	Total
Pleasant St Ctr (feasibility, visioning, and redesign )	-	1,000,000	-	1,000,000

Budget money, to be paid

Bond earmarks,  
discretionary

# Grants (FY22 and FY23)

## FY22 Grants:

- \$260,000 Microenterprise Grant (CDBG-CV) to Reading Businesses
- \$15,000 DHCD Massachusetts Downtown Initiative (BID)
- \$25,000 MassDevelopment Real Estate Technical Services program (BID)
- \$60,000 DHCD Massachusetts Downtown Initiative (LRRP)
- \$260,000 CDBG-CV Microenterprise COVID Relief for local businesses - *MGCC*

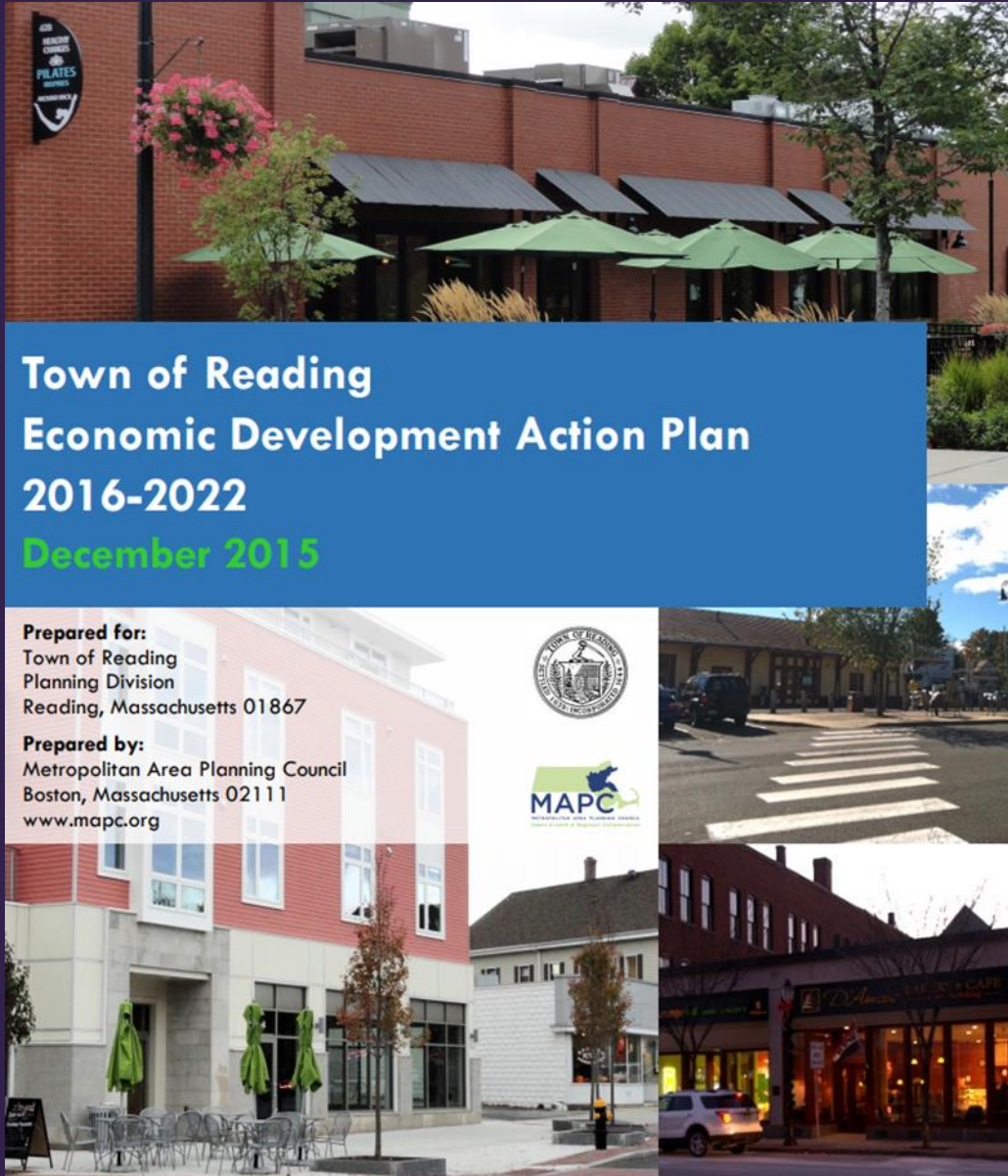
I also provided technical assistance to help Reading businesses access the following grants:

- \$1.98 million Sector Specific Small Business Grants to Reading Businesses – *MGCC*
- \$1.04 million Restaurant Revitalization Fund Grant to Reading restaurants – *SBA*
- \$271,840 Shuttered Venue Operators Grant to non-profits entertainment venues – *SBA*

## FY23 Grants:

- \$2,500 Northern Bank Community Grant to Support BID Committee (*received*)
- \$25,000 DHCD Massachusetts Downtown Initiative to Support BID Committee (*pending*)
- \$250,000 Housing Choice Grant – Walker’s Brook Drive Corridor and Rotary (*pending*)

# Economic Development Goals



- ▶ 1. Adopt local policies to facilitate mixed-use development in transit accessible areas
- ▶ 2. Enhance walkability and connectivity
- ▶ 3. Brand and market priority development areas
- ▶ 4. Support existing local businesses
- ▶ 5. Promote public/private partnerships
- ▶ 6. Build community and activate the public realm in downtown through cultural economic development and placemaking initiatives



# Goal #1

*Facilitate Mixed-Use Transit Oriented Development*

# 40R Smart Growth District Investment



8 Sanborn Street- Post Office (2021-22)



600 Main Street- MF Charles



475 Main Street- Rise475 (2020)

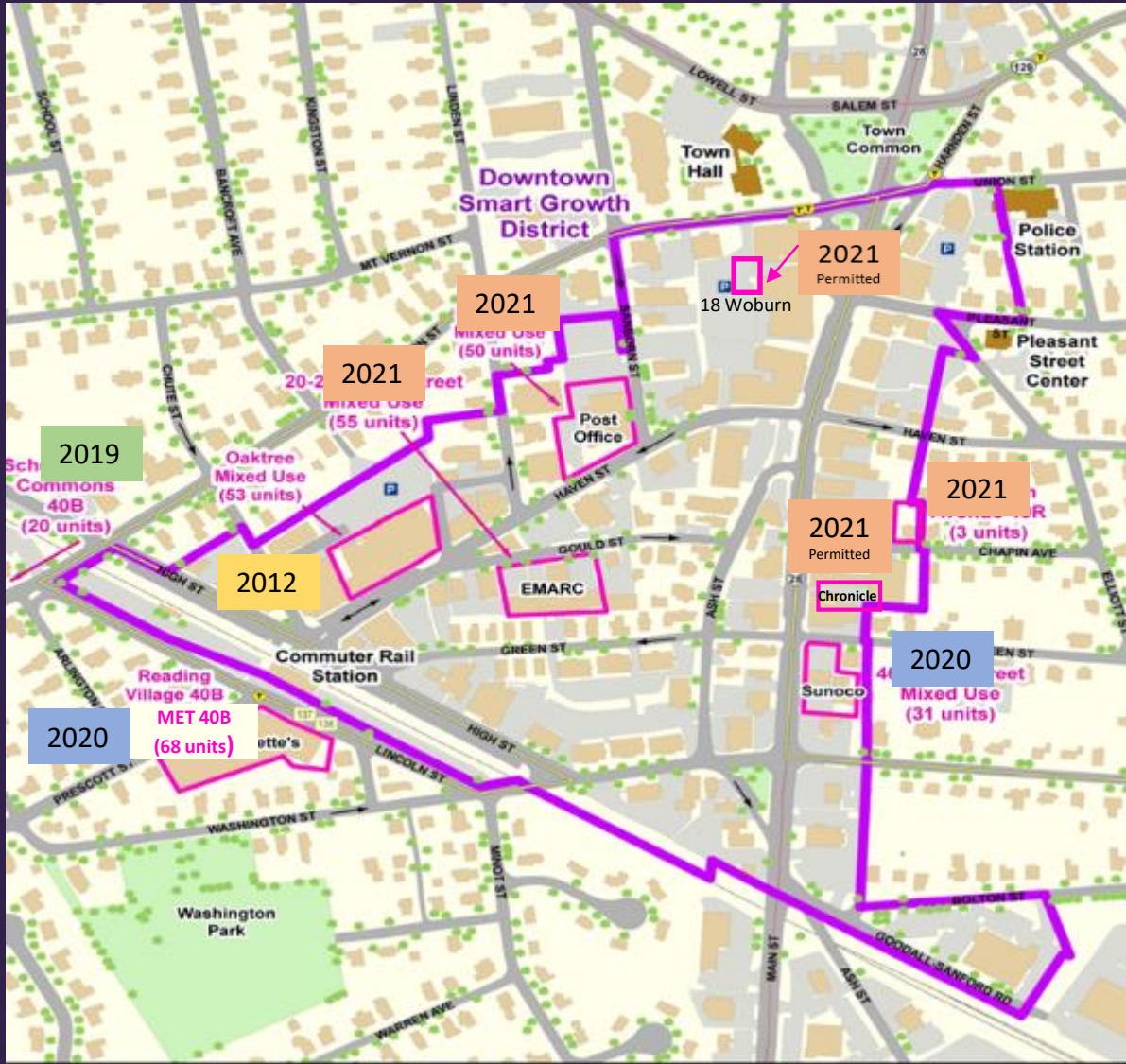


30 Haven Street- Oak Tree (2012)



20-24 Gould Street- EMARC (2021-22)

# Managed Growth - 40R Smart Growth District Benefits



- ▶ **\$958,000 of new growth tax revenue (Fall 2021).** Another way to look at that is it pays over \$600,000 to the School department and almost \$350,000 to Town government annually.
- ▶ 192 housing units, 43 deed-restricted workforce housing
- ▶ 41,464 sq. ft. of new first floor commercial/retail space
- ▶ On-site parking for residential use
- ▶ Improved sidewalks, street level facades, and street trees



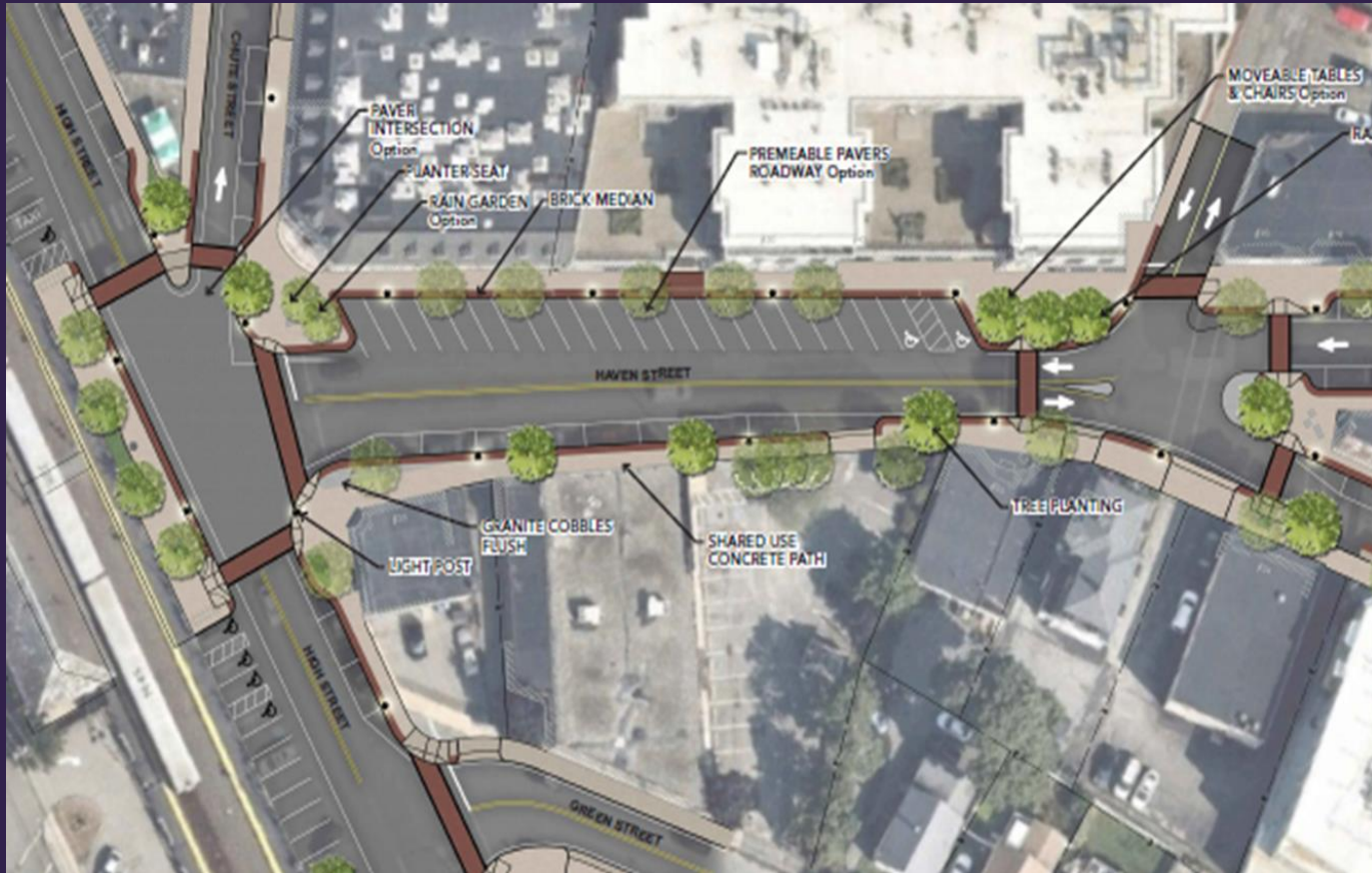
# 40R Smart Growth Policy Changes

- ▶ A density cap below the density of any approved mixed-use 40R developments
- ▶ Increased building setback requirements
- ▶ Increased parking requirements
- ▶ Increased affordability requirements
- ▶ Open space language
- ▶ Increased requirements for density waiver requests



## Goal #2 Walkability and Connectivity

# Haven Streetscape Improvements



- ▶ Build permanent infrastructure to support downtown businesses and placemaking initiatives
- ▶ Improve walkability and connectivity
- ▶ Improve stormwater management
- ▶ Improve amenities including lighting, street trees, open spaces, sidewalks

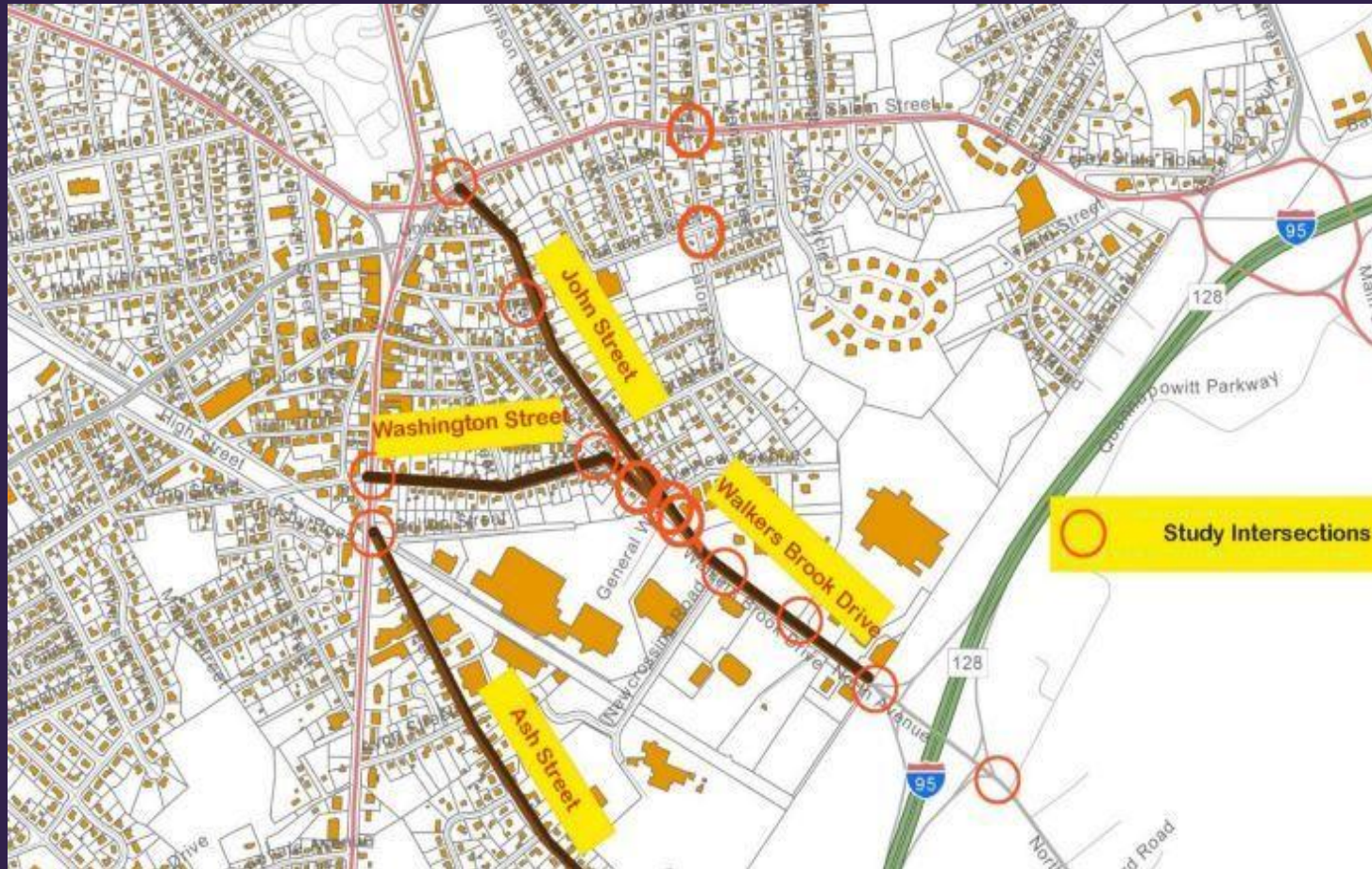
\*This year is the only opportunity to pursue a MassWorks grant = construction funding

# Haven Streetscape Improvements

<b>Activities</b>	<b>Year 1 - 2021</b>	<b>Year 2 -2022</b>	<b>Year 3- 2023</b>	<b>Year 4 -2024 +</b>
<b>Staff Collaboration</b>	Project planning	Project planning	Project planning	Project planning and construction implementation
<b>Work Plan Actions</b>	Preliminary funding due diligence and preliminary design/survey work	25% design and survey work and preliminary infrastructure cost estimates	Preliminary public preview of 25% design + planning	
<b>Next Steps</b>	<p>Review of planning, design and infrastructure needs</p> <p>Review of grant programs, requirements and sequencing in relation to project sequencing</p>	<p>Identification and negotiation of private developer partnership preparation – (grant requirement)</p> <p>Request planning and design funds</p>	<p>Town meeting funding request</p> <p>Public engagement, engineering, 100% design – (grant requirement)</p> <p>Apply for MassWorks infrastructure grant</p>	<p>Public engagement/ communication</p> <p>Construction management</p> <p>Partnership management</p> <p>Grant management</p>
<b>Funding</b>		\$100,000 Town Funds + \$50,000 earmark	Town meeting request \$750,000 (standard 10% of total project cost)	MassWorks + any supplemental funding sources

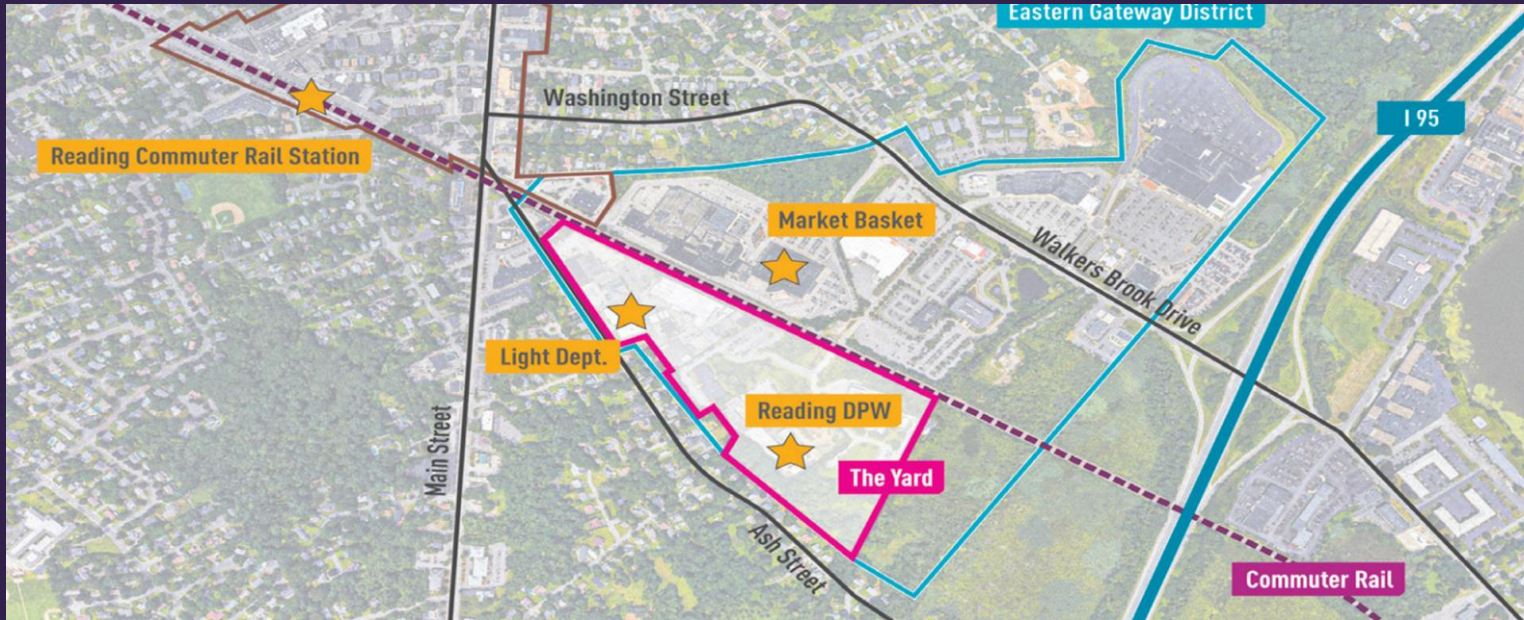
# Eastern Gateway Infrastructure Planning

*Federal, state, and regional partnerships help Reading accomplish local goals*



- ▶ Walker's Brook Lakeview intersection improvements Phase 1 and Phase 2
- ▶ Walker's Brook corridor improvements
- ▶ Mystic Highlands Greenway
- ▶ Planning for future infrastructure grants

# Eastern Gateway Planning- The Yard



*Save the Date*

*We want to hear from you!*

*Thursday, October 6, 2022*

*7pm to 9pm*

*Location: 230 Ash Street,  
RMLD Cafeteria*



TOWN OF  
**READING**  
MASSACHUSETTS

DEPARTMENTS BOARDS RESIDENTS BUSINESS HOW DO I...

Search...

A photograph of a street scene in Reading, Massachusetts. The image shows several storefronts with awnings. From left to right, the visible signs are "CHILDREN'S SHOP", "Ciao Bella", and "SIMMS JEWELERS". There are trees and a utility pole in the foreground. The text "WELCOME TO READING" is overlaid in large white letters on the image.

WELCOME  
TO  
READING

Goal #3

Brand and Market Priority Development Areas

# Branding and Marketing Reading

**P**  
Public Parking  
Free 2 hr. on-street parking  
Paid Parking Kiosks (2023)  
Brande Court Lot  
Upper Haven Street Lot

**T**  
Reading Depot  
MBTA Commuter Rail Station  
Haverhill Line

**Shops**

1. Tin Bucket
2. Aine's Boutique
3. Reading Trophy
4. CVS
5. Simm's Jewelers
6. Goodhearts Children's Shop
7. Whitelam Books
8. Atlantic Framing Co.
9. Pamplemousse
10. Jewelry & Beauty Boutique
11. Biss Botanicals
12. Everything But the Dog
13. Flower Shoppe of Eric's
14. Mary Roses Quilts and Treasures
15. Purple Door Paint Store
16. Comically Speaking
17. Reading Quick Stop
18. Sounds Unlimited
19. The Chocolate Truffle
20. Square Liquors

**Salon/Personal Care**

1. Ciao Bella Nail Salon
2. Kiara Mooney Salon + Spa
3. Tread
4. Chiefs Barber Shop
5. Utopia Hair Salon
6. Elite Freestyle Karate
7. Bisou by Melissa
8. MJ Coco Salon
9. Indigo Salon
10. Salon on Haven
11. Strength and Fitness
12. Real Nail Shop
13. Leah's Hair Salon
14. RG Salon
15. The Style Lounge
16. J Michaels Salon
17. Reading Square Barber
18. Boutique Nail Spa
19. O'Deas Barber Shop
20. Fox & Fable Tattoo Shop
21. Expressions Hair Studio
22. Fitness Within
23. Salon Fabiano
24. My Furry Dogmother
25. Tread II

**Professional Services\***

1. Ruff N Ready
2. Remax Renaissance
3. Middlesex Animal Hospital
4. Family Dental
5. Kumon Learning Center
6. Dibiase Homes
7. Classified Realty
8. Strong Insurance Company
9. Reading Eye Associates
10. Reading Pediatrics
11. PDA Dental Group
12. Nick's Dry Cleaning
13. US Post Office
14. Anton's Cleaners
15. Latham Law Offices
16. William Raveis
17. Magic Cleaners
18. Cooling Unlimited
19. RCTV Studios
20. Premier Realty
21. Mission of Deeds
22. Reading Cleaner & Tailor
23. Village Carpet
24. DiNapoli Painting
25. The Village Chiropractor
26. Mathnasium

**Banks**

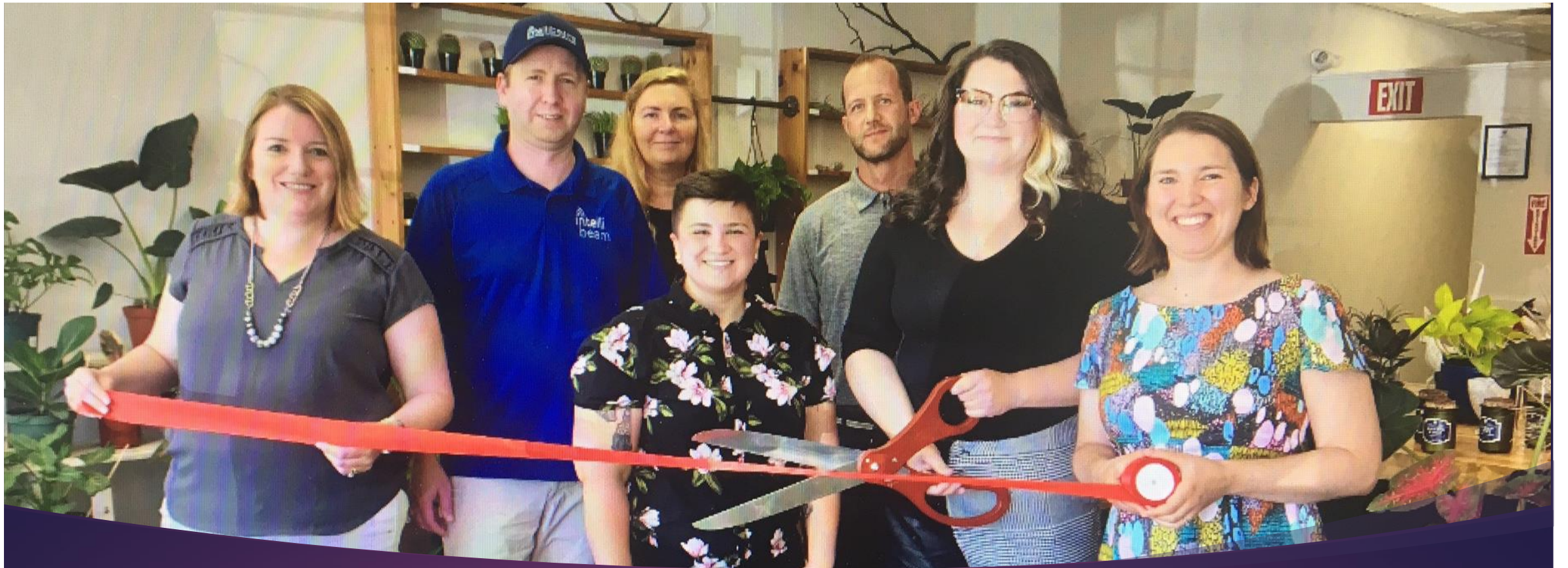
1. Northern Bank & Trust
2. Reading Co-Op Bank
3. Eastern Bank
4. Bank of America
5. North Shore Bank
6. Metro Credit Union

*shop.dine.relax*

\*Listed professional businesses are first floor businesses. There are additional professional businesses on upper building levels.

- ▶ New Town website
- ▶ Updated downtown business and parking map
- ▶ Business Improvement District assistance
- ▶ Participation in state, regional, and local partnerships





Goal #4  
Support Existing Local Businesses

# Support Existing Local Businesses



- ▶ Connect businesses to resources and incentives
- ▶ Lead, develop, coordinate, and implement business communication strategies
- ▶ One on one business assistance
- ▶ Business advocacy



*Goal #5*  
*Promote Public Private Partnerships*

# Promote Public/Private Partnerships

- ▶ Meet with property owners
- ▶ Meet with prospective and current businesses
- ▶ Work with federal, state, regional and local agencies and organizations





Goal #6  
Build Community, Cultural Economic Development

# Building Community, Cultural Economic Development - Highlights

 **Town of Reading, MA** is at Fat Larry's.  
April 20 · Reading · 🌐

Recently the Town placed bistro sets around downtown - inviting, colorful, spots to take a break (and maybe grab a bite). We spotted Gabriel this afternoon on Haven Street taking a break with the wee friendly beastie, Max.

Come on and join us downtown



  152

 Comment

 Share

5 Comments 6 Shares

 **Town of Reading, MA**  
June 21 · 🌐

A new pocket park is coming to Haven Street complete with public art, new bistro tables, and flower planters. This week come check out professional muralist Anna Dugan at work painting rain barrels for the park. Anna's work celebrates her Filipino heritage through vibrant colors, patterns, storytelling and modern folk art. For more information about Anna's work visit: <https://www.annadidathing.com/>

### New Haven Street Pocket Park

Meet muralist Anna Dugan!  
She is painting rain barrels this week for a new pocket park installation at 52 Haven Street. Come see her in action!


More about Anna at [annadidathing.com](https://www.annadidathing.com)





 **TOWN OF READING** Town of Reading Economic Development Division  
Erin Schaeffer, Economic Development Director  
[eschaeffer@ci.reading.ma.us](mailto:eschaeffer@ci.reading.ma.us)



  59

14 Shares

 **Town of Reading, MA**  
July 14 · 🌐

Photos from the Ribbon Cutting at the new Haven Street Pocket Park today!



  126

7 Comments 4 Shares



Open

GUY AND DOLL

Fat Leroy's

Monday 9-2







**PDA DENTAL GROUP**  
PEDIATRIC | ORTHODONTIC | ADULT

54

**Haven Street  
Pocket Park**  
Please support the  
local businesses and  
enjoy this public  
space.

# Welcome New Businesses!

- ▶ Half and Half
- ▶ Mathnasium
- ▶ Metro Credit Union
- ▶ Kumon
- ▶ The Style Lounge
- ▶ William Raveis Real Estate
- ▶ DiBiase Homes
- ▶ The Village Chiropractor





**Town of Reading**  
**16 Lowell Street**  
**Reading, MA 01867-2683**

**Erin Schaeffer**  
**Economic Development Director**  
**Phone: (781) 942-6791**  
**Fax: (781) 942-9071**  
**eschaeffer@ci.reading.ma.us**

---

**To:** Fidel Maltez, Town Manager  
**From:** Erin Schaeffer, Economic Development Director  
**CC:** Jean Delios, Assistant Town Manager  
**Date:** September 20, 2022  
**Re:** Economic Development Updates

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### **Economic Development**

Economic Development planning proactively helps a community be queued up for economic opportunities. Reading's Economic Development Action Plan is available online here [Economic Development Action Plan \(EDAP\) \(hyperlinked\)](#).

### **What is the Role of the Economic Development Director?**

As the Town's Economic Development Director, I provide the following professional technical work to advance the Town's economic development goals and objectives:

- Lead, develop, coordinate and implement the Town's Economic Development Action Plan (EDAP) goals and objectives
- Collaborate with community partners, stakeholders and interdisciplinary teams of Town staff
- Review Town of Reading policies and make recommendations to modify and support goals
- Serve as a Town business liaison – serve as primary contact for business development inquiries; cultivate and maintain strong, professional working relationships; communicate with businesses; provide technical assistance and resources
- Serve as a Town business liaison for complex projects (infrastructure) and special community events – Examples: Route 28 Road Diet, downtown water and sewer improvements; Special events: Winterfest, sidewalk sales, Fall Street Faire, Downtown Trick or Treat, Shop the Block and Holiday Lights
- Write and manage grants
- Lead and manage special projects and programs
- Attend and participate in internal and external meetings including interdepartmental meetings (DRT and PTTTF)
- Develop, publish, promote relevant information attract business opportunities and support community programs.

### **Why Economic Development in Reading?**

In the Town's 2005 Master Plan and other subsequent planning studies, the Town has identified a need to diversify and increase the Town's tax base. At the time, the Town identified that it would do this through managed growth and redevelopment of vacant and underutilized properties.

The priority development areas in the Town of Reading include: Downtown, South Main Street, New Crossing Road/Ash Street area, and 1 General Way. These locations are where the Town, through a public planning process, identified areas for potential future redevelopment opportunities for future managed growth and development (EDAP 2015-2022).

Our approach to Economic Development is to 1) keep downtown vital, 2) preserve what is important, 3) be queued up for opportunities.

### **Town's Economic Development Goals**

The Town's Economic Development goals are to:

- 1) Adopt local policies and practices to facilitate mixed-use compact development in transit accessible areas
- 2) Enhance walkability and connectivity within and between priority redevelopment areas
- 3) Brand and market priority development areas to attract interest from developers, commercial establishments, and potential customers
- 4) Support existing local businesses
- 5) Promote public/private partnerships and collaboration to maximize redevelopment potential
- 6) Build community and activate the public realm in Downtown Reading through cultural economic development and placemaking initiatives

### **Economic Development Action Plan Goals and Updates**

#### ***Goal #1 - Local Policies for Mixed- Use Transit Oriented Development – 40R Smart Growth District***

Below is an update on local policies and practices to facilitate mixed-use development in transit accessible areas.

#### ***Benefits of the 40R Smart Growth District***

The Town's 40R Smart Growth District is a local policy that facilitated mixed-use development in transit accessible areas. Private investment in the downtown provided significant growth to the Town's tax base.

The following projects alone represented \$5.4 million of assessed value prior to redevelopment and about \$74 million most recently (Fall 2021). Projects include: 8 Sanborn Street (Postmark), 600 Main Street (MF Charles), 475 Main Street (Rise475), 30 Haven Street (Oak Tree), and 20-24 Gould Street (Ace Flats). At today's tax rate, as of Fall 2021, that translates into \$958,000 of new growth tax revenue, providing over \$600,000 to the School department and almost \$350,000 to the Town government annually.

These projects also provided 41,464 square feet of new commercial and retail opportunities 192 new housing units, 43 are deed restricted workforce housing, which helps the Town to retain its 10% state mandated affordable housing goal, further protecting other parts of the Town from adverse 40B developments. Please see the Town's [Economic Development Summit for more information \(hyperlinked\)](#).

#### ***Planning and Public Engagement***

After several Town Meeting instructional motions regarding the need to modify the 40R Smart Growth District policies, the Town's Planning and Community Development Division launched a significant public engagement process to explore policy options. More information about this public planning effort is here: Your Downtown <https://www.readingma.gov/329/Your-Downtown-Initiative>

#### *40R Smart Growth District Modifications- Town Meeting April 2022*

At Town Meeting in April 2022, the 40R Smart Growth District was amended to include:

- A density cap below the density of any mixed-use approved 40R developments
- Increased/additional setback requirements
- Increased parking requirements
- Increased affordability requirements
- Open space language
- Increased requirements for density waiver requests

*The changes adopted at April 2022 Town Meeting are designed to slow down development and limit density. We believe that this signals a community goal of encouraging economic development outside of Downtown.*

The Town will need to be in compliance with the State's [Multi-Family Zoning Requirements for MBTA Communities](#). This state law requires municipalities to have zoning that facilitates multi-family housing within ½ mile from public transportation (MBTA station). The Town is currently not in compliance and recent zoning changes have made it even more challenging to comply. The consequences of non-compliance include ineligibility for several important state grant funding opportunities that together can provide millions of dollars to the Town.

- Local Capital Projects Fund
- MassWorks
- Housing Choice Initiative

Planning and Community Development staff are currently reviewing the law and working on a plan to pursue compliance.

#### ***Goal #2 - Enhance walkability and connectivity***

Below is a summary Economic Development to enhance walkability and connectivity between priority development areas. I am actively working in partnership with Town staff and community partners to help plan and implement this work.

#### *Downtown Projects - Connectivity*

Woburn Street sidewalk improvements –I would like to recognize the Town's Engineering Division for making significant infrastructure improvements to the sidewalks. This project will improve walkability and connectivity.

[Haven Streetscape Improvements](#) – The goals of this streetscape improvement project are to:

- Build permanent infrastructure to support downtown businesses and placemaking initiatives
- Provide improvement walkability and connectivity
- Improve stormwater catchment and provide open space/green space opportunities

*Haven Streetscape Improvement Planning*

Infrastructure improvements require years of staff coordination and planning.

<b>Activities</b>	<b>Year 1 - 2021</b>	<b>Year 2 -2022</b>	<b>Year 3- 2023</b>	<b>Year 4 -2024 +</b>
<b>Staff Coordination</b>	Project planning (sequencing, funding tools, partnerships) with interdisciplinary Town staff (DRT)	Project planning	Project planning	Project planning and construction implementation
<b>Work Plan Actions</b>	Preliminary funding due diligence and preliminary design/survey work	25% design and survey work and preliminary infrastructure cost estimates	Preliminary public preview of 25% design + planning	
<b>Next Steps</b>	Review of planning, design and infrastructure needs  Review of grant programs, requirements and sequencing in relation to project sequencing	Identification and negotiation of private developer partnership preparation – (grant requirement)  Request planning and design funds	Town meeting funding request  Public engagement, engineering, 100% design – (grant requirement)  Apply for MassWorks infrastructure grant	Public engagement/ communication  Construction management  Partnership management  Grant management
<b>Funding</b>		\$100,000 Town Funds + \$50,000 earmark	Town meeting request \$750,000 (standard 10% of total project cost)	MassWorks + any supplemental funding sources

This year is the only window of opportunity to pursue a multi-million dollar [MassWorks Infrastructure Program](#) grant due to:

- No new development projects anticipated in the corridor
- Non-compliance with Multi-Family Zoning Requirements for MBTA Communities

*Town Meeting warrant Article 16 will help position the Town to apply for a MassWorks construction grant.*

## *Eastern Gateway Projects- Connectivity*

[The Yard](#)- The Economic Development and Planning and Community Development Divisions have been working with Gamble Associates to envision new circulation and connectivity opportunities with the potential long-term redevelopment of “The Yard”. Part of this vision includes a greenway opportunity along the MBTA tracks to provide a safe multi-modal connection between downtown Reading’s MBTA train station, Ash Street, Walker’s Brook and beyond.

- This year’s Economic Development Public Forum will be held on **Thursday, October 6<sup>th</sup> from 7:00 to 9:00PM** at 230 Ash Street, at the RMLD Cafeteria to receive community feedback on vision concepts.

[Eastern Gateway Infrastructure Planning and Improvements](#) (large scale- local)– The purpose of this analysis is to lay the foundation for future design, engineering, and infrastructure improvement implementation in the area. This analysis was requested by area residents as a mitigation measure of the Eaton Lakeview 40B development. This work is important to help connect downtown Reading with the Eastern Gateway and improve circulation and connectivity more broadly along Walker’s Brook to the Eaton Lakeview neighborhood and to Lake Quannapowitt in Wakefield as requested by the neighborhood.

Since 2019, the Town has been working with Green International Associates to provide a holistic analysis and redesign opportunities for key intersections and corridors in the Eastern Gateway.

Due to the large-scale nature of this work, the Town staff are working jointly to pursue and manage different stages of several infrastructure projects simultaneously. Projects include:

- Signalization of Walker’s Brook and Lakeview intersection (Engineering Division)
  - Construction drawings have been received and under staff review
  - A bond earmark \$200,000 earmark has been requested and is currently under consideration. These funds are not guaranteed at this time and are at the discretion of the executive branch over several years.
- Design and engineering services for the exploration of a rotary at Walker’s Brook and Lakeview (Planning and Community Development Division)
- Design and engineering service funding request for survey, design and engineering of Walker’s Brook corridor improvements to help connect Reading to Wakefield and the greater [Mystic Highlands Greenway](#). (Economic Development Division)
  - I applied for \$250,000 from the state’s Housing Choice Grant Program to fund design and engineering services of this project. A grant decision will be announced in the next few months.

## *Regional Partnerships for Local and Regional Connectivity*

[Mystic Highlands Greenway](#) (large scale- regional) – The Economic Development Division has been working for over a year with the Mystic Highlands Greenway coalition to advocate, plan, and implement a new greenway connecting Malden, Melrose, Stoneham, Reading and Wakefield. By participating in this coalition, I have been able to understand wider state and regional connectivity goals and forge a

partnership to help the Town of Reading accomplish local connectivity goals particularly along the Walker's Brook corridor. State partners include leadership from Senator Lewis, MAPC and MADOT.

*Grant Funding for Transportation Planning and Infrastructure*

[Safe Streets and Roads for All Safety Action Planning](#) – The Economic Development Division was asked to explore this federal funding opportunity. I met with MAPC and representatives of the Boston MPO (transportation planners) and learned that these agencies are preparing a large-scale regional grant to funding a planning process, of which Reading will be included.

By participating in this regional planning process, the Town of Reading will be eligible to apply for future infrastructure grants from this federal program. There are multiple infrastructure improvements identified by the Eastern Gateway Infrastructure Improvement concepts that could have local and regional benefits.

Working with federal, state and regional partners helps the Town accomplish local goals.

***Goal #3 Brand and Market Priority Development Areas***

Below is a summary of Economic Development work to brand and market priority development areas to attract interest from developers, commercial establishments, and customers.

[New Town of Reading website](#) (Town-wide)– The Economic Development Division worked with a team of interdisciplinary Town staff to develop the new website. The updated Town website provides streamlined navigation, accessibility upgrades, translation of content in multiple languages, and serves as a new branding and marketing tool for the entire Town.

[Updated Downtown Business and Parking Map](#) (Downtown)– The Economic Development Division updates the downtown business and parking map to help market downtown Reading.

[Business Improvement District liaison](#) (Downtown)– As Economic Development Director serve as a liaison to the Reading BID committee and provide technical resources and support. I meet with this committee on a weekly basis and recently helped the committee apply for a grant to support a short-term part time person who is helping the committee with their signature campaign process. I also work with our grant funded technical consultant to ensure that the BID committee will be ready to transition to a full fledged downtown professional organization. This work includes drafting an MOU, drafting documents related to Select Board action, documents related to articles of organization, reference materials for specific anticipated projects, and other relevant resources for the BID.

Members of the BID committee will be attending September 20<sup>th</sup> to provide an update.



#### ***Goal #4 Support Existing Local Businesses***

- [Business Resources and Incentives](#) – The Economic Development Division maintains a list of business resources and business grants as one of many ways the Town supports local businesses. Business resources are regional, state, and federal organizations that provide free and/or low-cost services for a variety of business sectors.
- Business Communication Assistance – As Economic Development Director, I lead, develop, coordinate and implement business communication strategies to engage with businesses before, during and after complex interdisciplinary municipal projects.

Currently, I am working with the Town’s Engineering Division to communicate with businesses about the current water main rehabilitation and construction. Communication has included a public forum, three sets of door-to-door business visits to speak with over 150 downtown businesses each time; many personalized follow up business conversations; communication with the Reading -North Reading Chamber, Reading Rotary, Downtown Retailers, BID Steering committee and other organizations with planned downtown activities. We continue to communicate directly with businesses on an as needed basis. These steps are in addition to regular general informational communication.

This level of personalized, inclusive, and transparent communication with businesses is an important strategy. There are many benefits to this approach. As a Town, we better understand specific business needs and adapt to have a better project with fewer business impacts. Our businesses also have specific information that is relevant to their individual needs to best adapt to any anticipated business impacts. Town accommodations for businesses have included:

- Working to schedule impactful work before business hours (when possible)
- Meeting with individual businesses about specific questions and concerns
- Choosing a materials laydown area with the least downtown business and parking impacts
- Cleaning up and temporarily removing construction materials to accommodate a specific business grand opening
- Coordination, clean up and temporary removal of construction materials to accommodate needs of the Fall Street Faire
- Assessment and coordination with the Reading-North Reading Chamber in anticipation of Holiday Lights and construction
- Planning and staging the project to stay away from Haven Street during critical times of year.

#### ***Goal #5 Promote Public/Private Partnerships***

1. Local and regional partnerships – Reading BID Committee, Reading-North Reading Chamber, Rotary, Mystic Highlands Greenway, Economic Development Directors Lunch N Learn
  - Reading BID Committee – See pg. 6
  - Reading- North Reading Chamber – I meet weekly with the Reading-North Reading Chamber and participate in special events (business ribbon cuttings, business networking, business education workshops)
  - Rotary- I meet regularly with the Reading Rotary Fall Street Faire Committee to serve as the Town’s liaison. I help the committee connect with DRT, navigate any Rotary

questions related to anything Town related such as connecting the committee with new staff, helping to navigate permitting processes or coordinating public works construction details. I also help the Rotary connect to property owners and new businesses, as needed. An example is connecting the Rotary to the property management companies of downtown mixed-use developments to more effectively communicate anticipated impacts and mitigation measures for downtown residents.

- Mystic Highlands Greenway – See pg. 5
- Economic Development Director’s Lunch N’ Learn – I lead and coordinate a group of professional Economic Development Directors from over 40 peer communities. This network is an invaluable professional group for the Town of Reading. Peer communities exchange ideas, policies and lessons learned on key topics of interest. This group also brings in key speakers to share topic specific information that is relevant to this professional group. This group meets monthly and many connect more regularly for any questions or topics that come up between meetings.
- MAPC – I participate in MAPC North Suburban Planning Council meetings with fellow planning staff. These meetings are an important way that our staff to connect with fellow planners of peer communities and stay up to date on regional planning initiatives, policy updates and grant opportunities.
- Meet with property owners, prospective and current businesses – (Town-wide)  
Over time, I have developed strong professional relationships with property owners and businesses, which I continue to maintain and expand. I do this work in a variety of proactive ways including strategic downtown business visits, direct one-on-one business communication, connecting businesses directly with business resource partners and programs, staying up to date on real estate needs and availability, directly connecting property owners with prospective businesses.

***Goal #6 Build Community, Cultural Economic Development and Placemaking***

- *Bistro Table Program Expansion*
- *Haven Street Pocket Park*
- *Rain Barrel Murals – Public Art*
- *New Resident Open House – October 18<sup>th</sup> 5:30-7:30PM*
- *Supporting Town departments and community organizations that plan and implement special events – Winterfest, Sidewalk Sale, Fall Street Faire, Downtown Trick or Treat (Reading Recreation, Shop the Block*

**The following is a recap of new earmarks and grants:**

New Earmark, State and Other Grant Awards

	FY22 Award	FY23 Award	FY24 Award	Total
Earmark: Community Gardens	10,000	-	-	10,000
Earmark: Redesign Haven St. Parking Lot	50,000	-	-	50,000
Earmark: Eastern Gateway Pedestrian Accessibility	50,000	-	-	50,000
Earmark: Substance Abuse	10,000	-	-	10,000
Earmark: Grove Street Land Acquisition	150,000	-	-	150,000
State Grant- Municipal Road Grant	20,490	-	-	20,490
Federal Grant- Accelerated Literacy Grant (School)	200,000	-	-	200,000
State Grant- ASOT Grant (School) After School and Out of School Time	18,715	-	-	18,715
State Grant- DPH Grant (School)	29,600	-	-	29,600
Community Compact Grant: Municipal Fiber Grant	-	192,234	-	192,234
Municipal Vulnerability Preparedness (MVP)	-	1,398,240	718,338	2,116,578
MassDOT - Sidewalk Unit for Snow Removal	-	47,535	-	47,535
MassDOT -WRAP -Winter Recovery Assistance Program	-	308,566	-	308,566
MassDOT -WRAP -Municipal Small Bridge Program	-	100,000	-	100,000
Stanton K-9 Grant	-	32,000	-	32,000
Earmark: Rock Wall Repairs at Memorial Park	-	25,000	-	25,000
Earmark: Reading Robotics Team	-	25,000	-	25,000
Earmark: Ladder Truck for RFD	-	50,000	-	50,000
Earmark: Placemaking Implementation	-	100,000	-	100,000
Earmark: Pedestrian Crossing Improvements (Lakeview Ave and Walker Brook Dr.)	-	200,000	-	200,000
Earmark: Electric Vehicle for Reading Coalition	-	50,000	-	50,000
Earmark: Electric Vehicle for General Operations	-	60,000	-	60,000
Earmark: Birchmeadow Master Plan	-	125,000	-	125,000
	<b>538,805</b>	<b>2,713,575</b>	<b>718,338</b>	<b>3,970,718</b>

Pending Applications:

	FY22	FY23	FY24	Total
Pleasant St Ctr (feasibility, visioning, and redesign )	-	1,000,000	-	1,000,000

Please note, the following grants from FY22 from the Economic Development Division include:

- \$260,000 Microenterprise Grant (CDBG-CV) to Reading Businesses
- \$15,000 DHCD Massachusetts Downtown Initiative (BID)
- \$25,000 MassDevelopment Real Estate Technical Services program (BID)
- \$60,000 DHCD Massachusetts Downtown Initiative (LRRP)
- \$260,000 CDBG-CV Microenterprise COVID Relief for local businesses - *MGCC*

I also provided technical assistance to help Reading businesses access the following grants:

- \$1.98 million Sector Specific Small Business Grants to Reading Businesses – *MGCC*
- \$1.04 million Restaurant Revitalization Fund Grant to Reading restaurants – *SBA*
- \$271,840 Shuttered Venue Operators Grant to non-profits entertainment venues – *SBA*

Please note, the following grants FY23 from the Economic Development Division include:

- \$2,500 Northern Bank Community Grant to Support BID Committee (*received*)
- \$25,000 DHCD Massachusetts Downtown Initiative to Support BID Committee (*pending*)
- \$250,000 Housing Choice Grant – Walker’s Brook Drive Corridor and Rotary (*pending*)

The Economic Development Division and Community Development Division have a strong sustained track record of being highly competitive in writing, receiving and managing grants.

FY23 Budgeted Earmarks (funding is secured):

- Earmark: Rock Wall Repairs at Memorial Park - \$25,000
- Earmark: Reading Robotics Team - \$25,000
- Earmark: Ladder Truck for RFD - \$50,000

FY 23 Bond Earmarks (funding requires an authorization for the state to borrow and distribute these fund)  
Borrowing and distribution of funds is at the discretion of the executive branch

- Earmark: Placemaking Implementation - \$100,000 - *pending economic development bill*
- Earmark: Pedestrian Crossing Improvements - \$200,000 - *pending*
- Earmark: Electric Vehicle for Reading Coalition - \$50,000 - *pending*
- Earmark: Electric Vehicle for General Operations - \$60,000 - *pending*
- Earmark: Birchmeadow Master Plan – \$125,000 - *pending*

## **Business Updates**

Business Openings (2022):

- Half and Half
- Mathnasium
- Metro Credit Union
- Kumon
- The Style Lounge
- William Raveis Real Estate
- DiBiase Homes (office)
- The Village Chiropractor

Business Closures

- Biltmore and Main – Public Kitchen (coming soon)
- Fusion Café – Now Half and Half
- Natural Food Exchange – (to Stoneham)
- The Green Tomato

Expansions

- Fox and Fable

Partnership

- Kaleyedoscope Salon now at Utopia Salon & Spa (Haven Street)

Moved

- Classified Realty Group

## **Vacant Downtown First Floor Retail Updates**

### Common District Meeting House Restaurant – 136 Haven Street (Postmark)

- Property is currently under construction and has received all permits requested to date
- As the Town’s business liaison, I am in touch with the business owner and he has the information he needs to make a request if and when there is an opportunity for the Town to provide additional technical support. There are no other resources or specific services that we can provide as a municipality at this time to help this business be successful or open sooner.

### Public Kitchen (former Biltmore and Main) – 530 Main Street

- Currently under construction

### Ace Flats – 22-24 Gould Street

- Property owner working on details of design and construction for commercial units build out including preparing for permitting and construction.
- The property owner is working to subdivide the retail commercial spaces and has a prospective business for the larger of the two spaces.
- A second retail space is available and an active search for a tenant is underway

## **Private Investment**

Some key highlights in private development and investment include:

- Three 40R developments were approved by CPDC prior to spring 2022 Town Meeting including: 531 Main Street (Chronicle Building), 18 Woburn Street and 6-16 Chute Street.
- 531 Main Street – (Chronicle Building) under construction, foundation permit
- 18 Woburn Street – Building permit anticipated Fall 2022
- 6-16 Chute Street- Construction start anticipated in early 2024
- 459 Main Street – Under review for mixed-development, filed prior to 40R Smart Growth policy changes.
- 25 Haven Street- Under review for mixed-development, filed prior to 40R Smart Growth policy change



# Reading Cultural Council

## Reading Cultural Council FY2022 Summary Report

# Reading Cultural Council

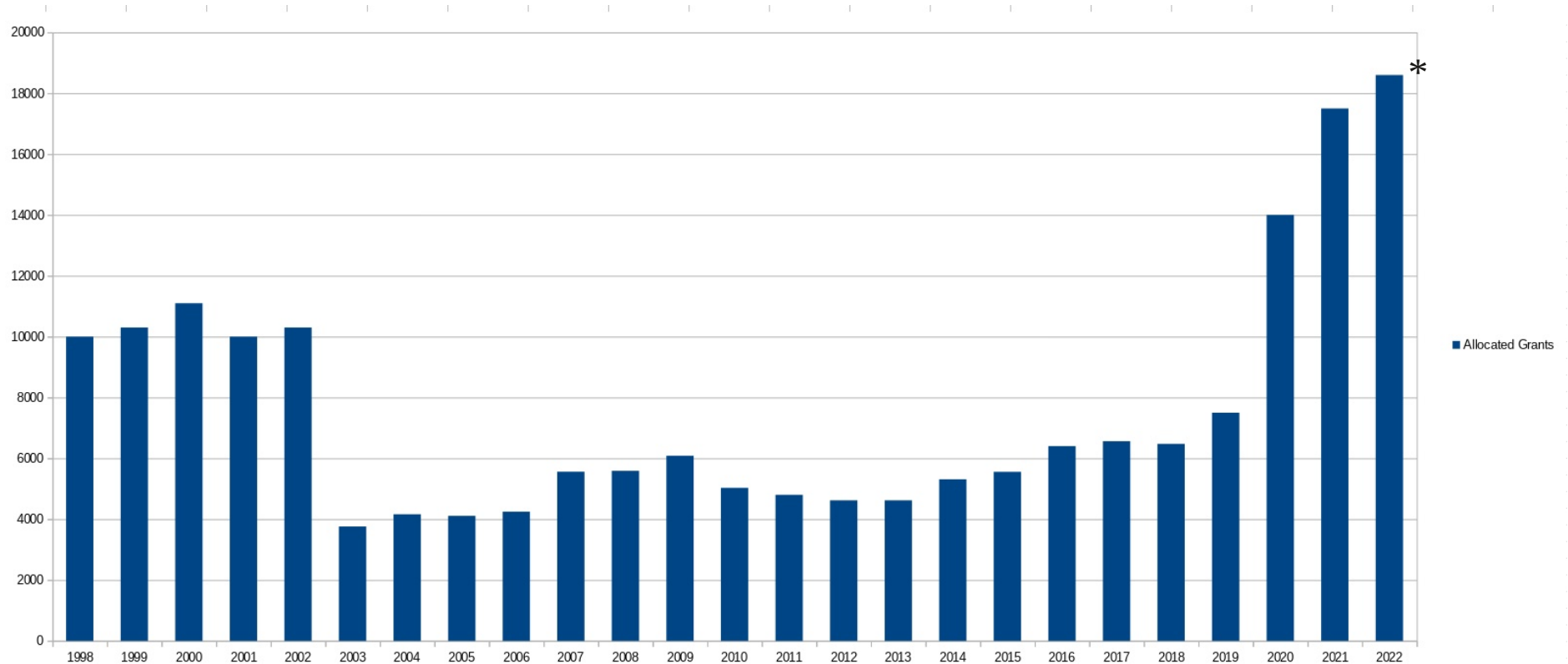
## FY 2022 Funding

- The Reading Cultural Council was funded \$10,600 from the Massachusetts Cultural Council.
- Additional funding of \$8,000 was provided by the Town of Reading.
- \$4,900 came from interest and funds rolled over from cancelled projects in FY 2021.
- The total was \$23,500, which the Cultural Council granted to 30 cultural events in Reading.



# Reading Cultural Council

## Grants Funding FY 1998 through FY 2022



\* The bar shows only the funds allocated in FY 2022. We also granted \$4,900 that was rolled over from FY 2021 to make the total for FY 2022 \$23,500

# Reading Cultural Council

**The Reading Cultural Council supported thirty events and organizations in 2022.**  
Page 1 of 2

- Killam Elementary PTO - *3rd Grade Arts Field Trip*
- Susan McFarlane - *Guided Watercolor Landscape focus*
- Birch Meadow Elementary School - *New Perspectives in Enrichment Programming*
- Melanie Carlson - *The Music Porch*
- Pamela Means Presents - *The Power of the Protest Song*
- Killam Elementary School - *Reggie Laurent and J.W. Killam Grade 4 Create!*
- Understanding Disabilities - *DEAFinitely: Performance and Panel Discussion with UD*
- Joshua Eaton School - *Multi Cultural School Assembly*
- Killam Elementary School - *Reading Community Task Party!*
- Reading Memorial High School - *Equity, Justice, and Inclusion Speaker Series*
- *Reading PorchFest 2022*
- Greater Boston Stage Company - *Discounted Theatre Tickets for Reading Students and Seniors*
- Alex Leff - *Cycle of Memory*
- Susan McFarlane - *Virtual Art Classes*
- Reading Civic Concert Band - *Purchase of additional music*

# Reading Cultural Council

**The Reading Cultural Council supported thirty events and organizations in 2022.**  
Page 2 of 2

- Northeast School of Ballet - *Tales of the Spirit*
- CATO - The Coalition of Us - *Reading Remembrance Tour*
- Reading Art Association - *Fall Exhibit*
- North Suburban Child & Family Resource Network - *Hula La Family Concert*
- Discover the Arts Day Cultural Festival*
- Barrows Elementary School - *Race and Music . . . continued!*
- Howard Newman - *Music for Seniors*
- Downtown Reading Art Walk*
- Hip Hop Dance Chair Exercise for Seniors!*
- Songs and Stories - The Highwaymen*
- Killam Elementary School - *RSTAR (Reading Students and Teachers Against Racism)*
- Quannapowitt Players - *Suburban Holidays Ten*
- The Delvena Theatre Company - *Bon Appetit, Julia!*
- Reading Community Singers - *RCS Celebrates the Holidays*
- Parker Middle School - *Science Olympiad*

# Reading Cultural Council

## FY 2022 Community Survey Results Overview

- The survey was open from April 7, 2022 to May 30, 2022 – 8 weeks
- We received 118 responses.
- The most cited sources for the awareness of cultural events came from Facebook Events, Friends, Reading Patch, Reading Post and the Library.
- The Reading Porch Fest was the most attended event, followed by the Downtown Reading Art Walk.
- The most common strategies used by attendees for dealing with the pandemic were attending fewer events or not attending at all. Over half of the respondents reported that they had attended fewer or none of the funded events.
- Event organizers reported 31.3% had no impact from Covid-19, 18.8% were changed to a virtual event, and 12.5% were rescheduled. Only 17.2% reported that they had to cancel.
- 28 new contacts were added to the mailing list.
- Responders preferred in-person or hybrid events over virtual events.

# Reading Cultural Council

## FY 2023 Grant Cycle

**The timeline for FY23 is back to normal.**

- **Thursday, September 1:** Applications open, grant cycle begins.
- **Saturday, October 17:** Grant cycle closes and applications to RCC are due.
- **October - November 2022:** Information meetings with applicants are held.
- **Late November and December 2022:** Voting meetings held to determine the grants.
- **January 2023:** Applicants are informed of the Cultural Council decisions.

# Reading Cultural Council

The Reading Cultural Council  
would like to express its deep appreciation  
for the support provided by the Town of Reading.

The Reading Cultural Council has a new Social Media presence. We are now on Facebook, Instagram and Twitter using the common handle "@readingmasscc".

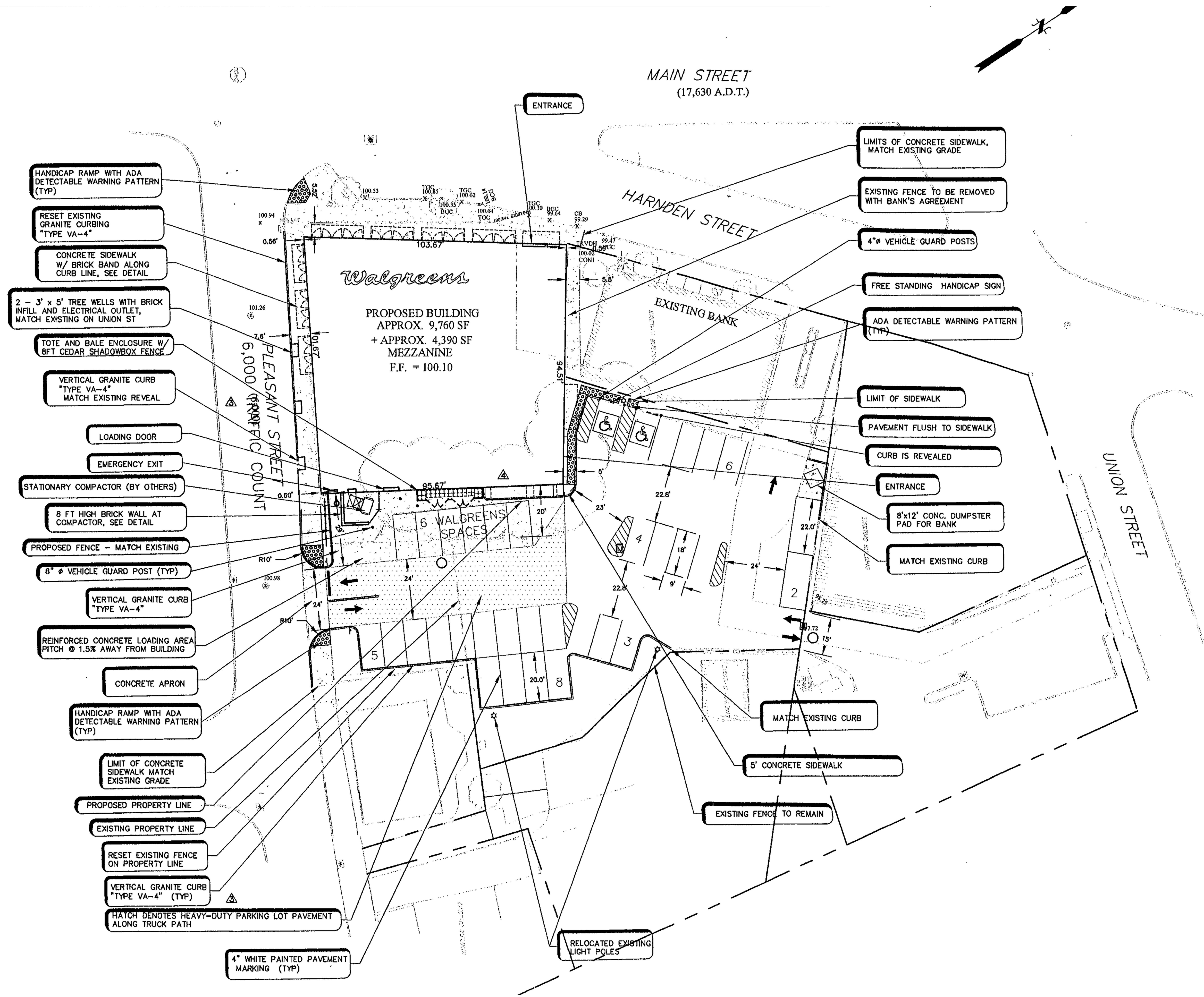
Follow all of our accounts and activities at our LinkTree page:

[linktr.ee/readingmasscc](https://linktr.ee/readingmasscc)

If you have any questions, contact the RCC at

[ReadingCulturalCouncil@gmail.com](mailto:ReadingCulturalCouncil@gmail.com)



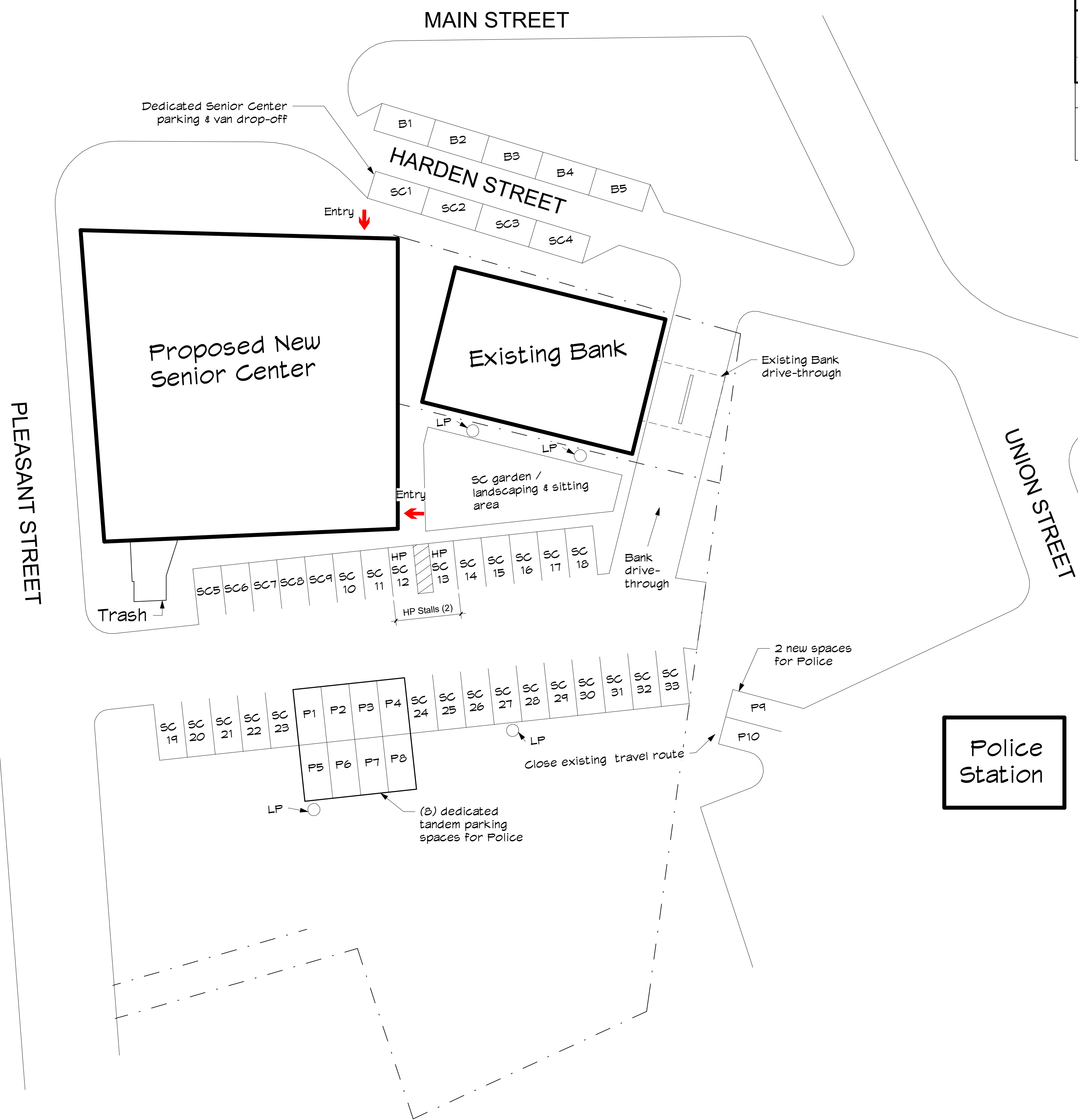


Existing Site Plan  
 Reading Senior Center Walgreens Test Fit

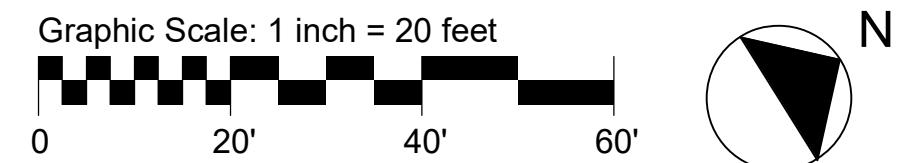
08/26/22

682.23

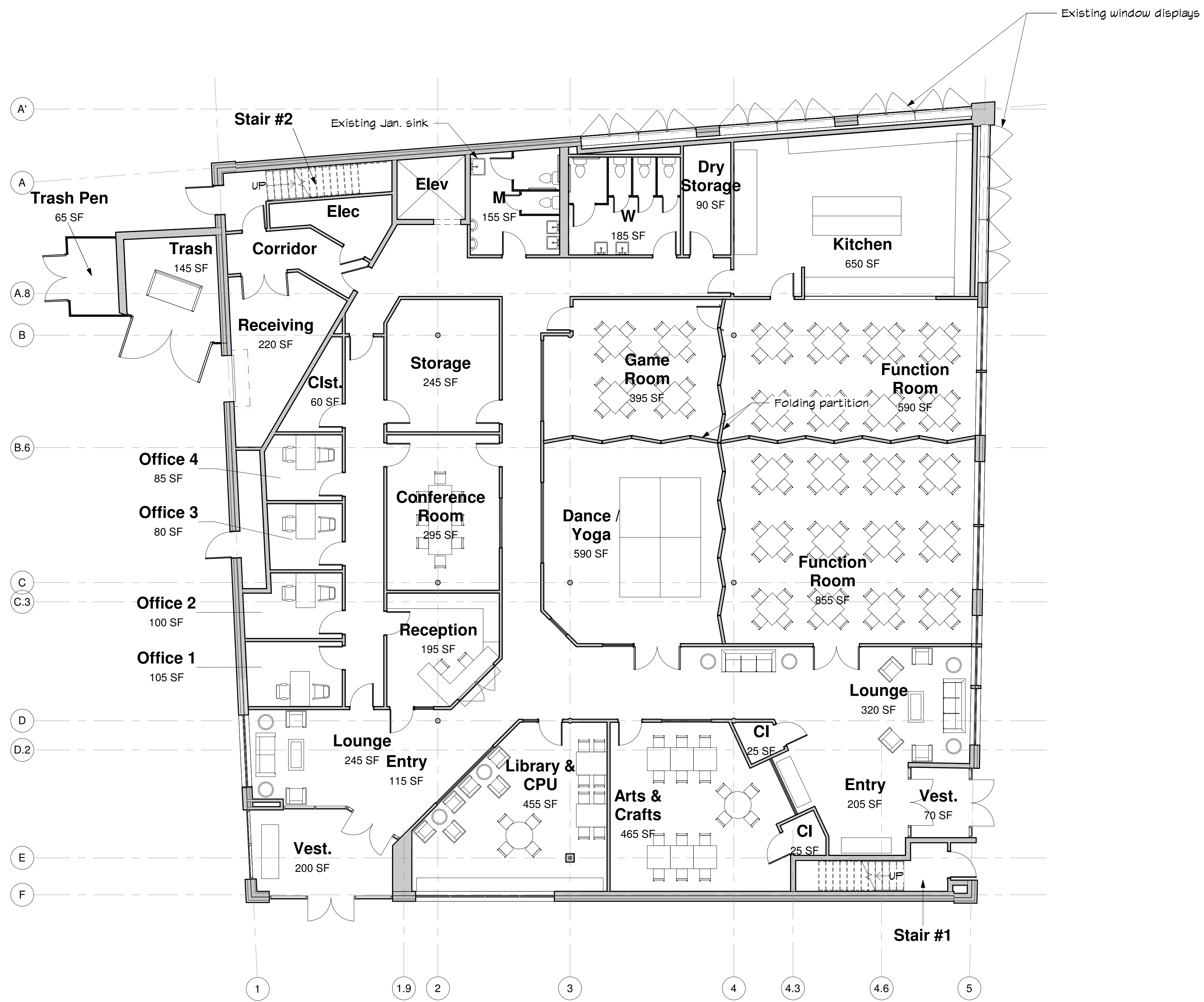
Parking Count Table	
New Senior Center (on Site)	= 33 spaces (SC)
Existing Senior Center (Pleasant St.)	= 27 spaces (E)
Town Senior Center Spaces	= 60 spaces
Bank Spaces	= 5 spaces (B)
Available Public Spaces (on Main St. & Pleasant St. directly across from Senior Center)	= +/- 40 spaces (E)



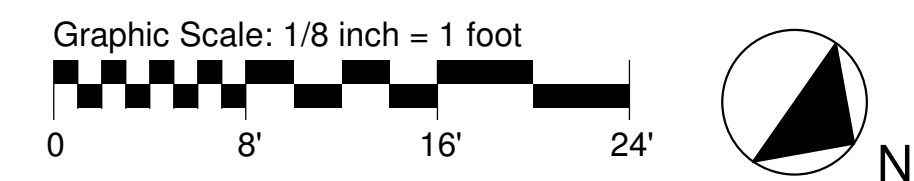
① Site Plan  
1" = 20'-0"





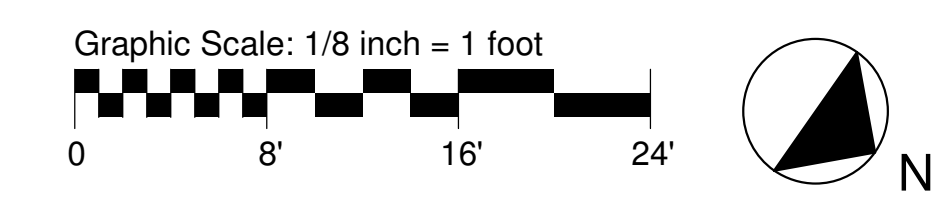


1 First Floor Plan  
1/8" = 1'-0"





1 Second Floor Plan  
1/8" = 1'-0"





**Reading Senior Center -Walgreens**

Probable Construction Cost

158 Main Street

Reading, MA

08/19/22

Prepared: LF

**0 CIVIL-SITEWORK**

0.01 Enlarge Dumpster with new pad and gate	unit	1	10000	\$	10,000		
0.02 Repair ADA pads	unit	1	5000	\$	5,000		
	<b>Subtotal</b>					\$	15,000 \$ 1.00

**DEMOLITION**

1 General Building gut all Interiors/Systems	Unit	22,500	\$	20	\$	450,000	
1.1 Five new window openings 2nd Flr Offices	ea	5	\$	1,000	\$	5,000	
	<b>Subtotal</b>					\$	455,000 \$ 30.33

**MASONRY**

4.01 Miscellaneous	sf	1	\$	5,000	\$	5,000	
4.02 Five new window openings 2nd Flr Offices	ea	5	\$	5,000	\$	25,000	
	<b>Subtotal</b>					\$	30,000 \$ 2.00

**CARPENTRY / GWB PARTITIONS**

6.01 Exterior Framing 5 window openings	each	5	\$	2,000	\$	10,000	
6.02 First floor fit out w/ Finishes	SF	25000	\$	60	\$	1,500,000	
6.03 Second floor fit out w/Finishes	SF	7500	\$	60	\$	450,000	
6.04 Millwork	unit	1	\$	50,000	\$	50,000	
6.05 Extr Wall insulation	sf	15000	\$	4	\$	60,000	
6.06	unit	0	\$	-	\$	-	
6.07	unit	0	\$	-	\$	-	
6.08	sf	0	\$	\$0.00	\$	-	
	<b>Subtotal</b>					\$	2,070,000 \$ 138.00

**MOISTURE**

7.00 Roof - Minor repair	unit	1	\$	5,000.00	\$	5,000	
7.01 New Roof Opening for Kitchen hood	sf	1	\$	5,000.00	\$	5,000	
7.02 Floor mitigation/patching	sf	\$5		15000	\$	75,000	
	<b>Subtotal</b>					\$	85,000 \$ 5.67

**WINDOWS / DOORS**

7.02 5 New Store Front windows- Office	sf	350	\$	65	\$	22,750	
7.03 Front entry repairs and thresholds 4 Locations	unit	4	\$	2,500	\$	10,000	
7.04 New Interior Windows and SF	sf	6	\$	5,000	\$	30,000	
7.05 New Interior Doors and Frames	sf	40	\$	1,500	\$	60,000	
7.06 New Hardware	sf	40	\$	1,000	\$	40,000	



**Reading Senior Center -Walgreens**

Probable Construction Cost

158 Main Street

Reading, MA

08/19/22

Prepared: LF

7.08 New exterior storefront windows	SF	450	\$90.00	\$	40,500			
	<i>Subtotal</i>				\$	203,300		\$ 13.55
<b>5 STRUCTURAL REPAIRS</b>								
5.1 New Roof Opening	unit	1	\$	5,000	\$	5,000		
5.2 New Concret slab for Toilets	unit	1	\$	20,000	\$	20,000		
5.3 Miscl metals	unit	1	\$	5,000	\$	5,000		
	<i>Subtotal</i>				\$	30,000		\$ 2.00
<b>9 PAINTING</b>								
9.1 Prep and paint Interiors	sf	25,000	\$	6	\$	150,000		
9.2 Prep and Paint Doors/Frames	Units	40	\$	250	\$	10,000		
9.3 Miscl.	unit	1	\$	2,500	\$	2,500		
	<i>Subtotal</i>				\$	162,500		\$ 10.83
<b>10 MISCL FITTINGS/ACCESSORIES</b>								
10.1 TB/MB/Corner gurads, wall guards,Signage	unit	1	\$	30,000	\$	30,000		
10.2 Toilet Partitions	unit	3	\$	5,000	\$	15,000		
10.3 Window treatment	unit	1	\$	10,000	\$	10,000		
	<i>Subtotal</i>				\$	55,000		\$ 3.67
<b>12 EQUIPMENT</b>								
12.1 Folding Room Partition	If	60	\$	1,000	\$	60,000		
12.2 Kitchen Equipment	unit	1	\$	175,000	\$	175,000		
	<i>Subtotal</i>				\$	235,000		
<b>14 ELEVATOR START-UP</b>								
14.1 Testing, reparis and inspection	unit	1	\$	15,000	\$	15,000		
	<i>Subtotal</i>				\$	15,000		\$ 1.00
<b>21 FIRE PROTECTION</b>								
21.1 New testing and Calcs	unit	1	\$	2,500	\$	2,500		
21.2 New Distribution/Demolition	unit	15,000	\$	5	\$	75,000		
	<i>Subtotal</i>				\$	77,500		\$ 5.17
<b>22 PLUMBING</b>								
22.1 Plumb New kitchen	unit	1	\$	40,000	\$	40,000		
22.2 New toilet rooms	ea	4	\$	30,000	\$	120,000		
	<i>Subtotal</i>				\$	160,000		\$ 10.67



**Reading Senior Center -Walgreens**

**Probable Construction Cost**

158 Main Street

Reading, MA

**08/19/22**

Prepared: LF

**23 HVAC**

23.1 New Roof Top Units	unit	9	\$	6,000	\$	54,000		
23.2 New Distribution /Demolition	SF	15,000	\$	50	\$	750,000		
23.3 New Kitchen Fit out	unit	1	\$	25,000	\$	25,000		
	<i>Subtotal</i>					\$	829,000	\$ 55.27

**26 ELECTRIC**

26.1 New Roof RTU/energize	ea	9	\$	500	\$	4,500		
26.2 New Distribution /Demolition/Fit-out	SF	15,000	\$	45	\$	675,000		
26.3 New Kitchen Fit out	unit	1	\$	15,000	\$	15,000		
26.4 New Security	SF	15,000	\$	4	\$	60,000		
26.5 New Fire Alarm	SF	15,000	\$	5	\$	75,000		
26.6 New IT/AV	SF	15,000	\$	4	\$	60,000		
	<i>Subtotal</i>					\$	889,500	\$ 59.30

**TOTAL CONSTRUCTION**

General requirements	10%					\$	5,311,800	
GENERAL CONDITIONS AND OVERHEAD	15%					\$	796,770	
Design/Estimate contingency 10%	10%					\$	663,975.0	
Permit Fee- Waived								
Total Construction Budget-						\$	7,303,725	\$ 486.92 AVG \$/SF

***Does not include escalation***

***Does not include site improvement costs.***

# COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss. Officer's Return, Town of Reading:

By virtue of this Warrant, I \_\_\_\_\_, on \_\_\_\_\_, 2022 notified and warned the inhabitants of the Town of Reading, qualified to vote on Town affairs, to meet at the place and at the time specified by posting attested copies of this Subsequent Town Meeting Warrant in the following public places within the Town of Reading:

- Precinct 1     J. Warren Killam School, 333 Charles Street
  - Precinct 2     Reading Police Station, 15 Union Street
  - Precinct 3     Reading Municipal Light Department, 230 Ash Street
  - Precinct 4     Joshua Eaton School, 365 Summer Avenue
  - Precinct 5     Reading Public Library, 64 Middlesex Avenue
  - Precinct 6     Barrows School, 16 Edgemont Avenue
  - Precinct 7     Birch Meadow School, 27 Arthur B Lord Drive
  - Precinct 8     Wood End School, 85 Sunset Rock Lane
- Town Hall, 16 Lowell Street

The date of posting being not less than fourteen (14) days prior to Monday, November 14, 2022, the date set for Town Meeting in this Warrant.

\_\_\_\_\_  
Constable

A true copy Attest:

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

# TOWN WARRANT



## COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

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

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Reading, qualified to vote in the Local Elections and Town affairs, to meet at the Reading Memorial High School Performing Arts Center, 62 Oakland Road, in said Reading, on Monday, November 14, 2022 at seven-thirty o'clock in the evening, at which time and place the following articles are to be acted upon and determined exclusively by Town Meeting Members in accordance with the provisions of the Reading Home Rule Charter.

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

Select Board

**Background:** This article appears on the Warrant for all Town Meetings. At this Subsequent Town Meeting, the following reports are anticipated:

- Killam School Building Committee (Permanent Building Committee Chair)
- ad hoc Reading ARPA Advisory Committee (RAAC)
- ad hoc Reading Center for Active Living Committee (ReCalc)

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

Select Board

**Background:** This Article appears on the Warrant of all Town Meetings. There are no known Instructional Motions at this time. The Town Moderator requires that all proposed Instructional Motions be submitted to the Town Clerk prior to Town Meeting so that Town Meeting Members may be "warned" as to the subject of an Instructional Motion in advance of the motion being made. Instructional Motions are normally held until the end of all other business at Town Meeting.

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**ARTICLE 3** To see if the Town will vote to amend the FY 2023-33 Capital Improvements Program as provided for in Section 7-7 of the Reading Home Rule Charter and as previously amended, or take any other action with respect thereto.

Select Board

**Background:** This Article is included in every Town Meeting Warrant. The Reading General Bylaw (section 6.1.3) states "... *No funds may be appropriated for any capital item unless such item is included in the Capital Improvements Program, and is scheduled for funding in the Fiscal Year in which the appropriation is to be made.*" Bond ratings agencies also want to ensure that changes to a long-term Capital Improvements Program (CIP) are adequately described.

The following changes are proposed to the FY2023 – FY2033 CIP (current year plus ten years):

### General Fund

**FY23: +\$705,000 net changes (500k debt auth.)**

- +\$ 80,000 Firearms replacement
- +\$ 60,000 Sturges park tennis & basketball courts
- +\$ 65,000 Fire passenger car #1 (moved from FY24 increased from \$50k to \$65k)
- +\$500,000 Parker MS roofing project (debt authorization)

**FY24: +\$392,000 net changes**

- +\$200,000 RMHS glycol reclamation & installation
- \$120,000 RMHS/Rise playground improvements (moved to FY26)
- \$ 45,000 Carpenter's Ford F350 Pickup (2013) (moved to FY26)
- \$ 55,000 Schools carpeting/flooring (moved to FY25)
- \$ 20,000 Schools doors & windows (moved to FY25)
- \$ 30,000 Schools doors & windows (moved to FY25)
- +\$ 65,000 Card readers for all schools
- +\$ 15,000 Fire passenger car # 1 (increased from \$50k to \$65k)
- +\$ 12,000 Fire passenger car # 2 (increased from \$53k to \$65k)
- \$ 40,000 Police unmarked vehicle (moved to FY 26)
- +\$ 40,000 DPW truck#7 (2008) (increased from \$200k to \$240k)
- +\$ 40,000 DPW truck#11(2008) (increased from \$200k to \$240k)
- +\$ 40,000 Parks Chevy pickup #9 (2011) (increased from \$60k to \$100k)
- +\$ 25,000 Parks/Cemetery Supervisor pickup (increased from \$55k to \$80k)
- +\$ 55,000 Loader to replace Sicard (increased from \$225k to \$280k)
- +\$ 60,000 Blower unit for loader (increased from \$165k to \$225k)
- +\$175,000 Field, playground, court improvements (increased from \$25k to \$200k)
- \$ 25,000 General parking lot improvements (reduced from \$50k to \$25k)

**FY25+**

Various other changes made

### Enterprise Funds – Water

**FY23: None**

**FY24: \$5,000 net change**

- +\$ 5,000 Engineering vehicle (increased from \$30k to \$35k)



**FY25+**

Various changes made

**Enterprise Funds – Sewer**

**FY23: None**

**FY24: None**

**FY25+**

Various changes made

**Enterprise Funds – Storm Water**

**FY23: None**

**FY24: None**

**FY25+**

Various changes made

**Finance Committee Report:** The Finance Committee recommends the proposed amendments to the FY 2023 – FY 2033 Capital Improvements Program by a vote of \_\_\_\_ at their meeting on \_\_\_\_\_. Placing items in the Capital Improvement Program is a prerequisite first step but in itself does not authorize spending funds toward these items.

**Bylaw Committee Report:** No Report.

**ARTICLE 4** To see if the Town will vote to amend the Town's Operating Budget for the Fiscal Year commencing July 1, 2022, as adopted under Article 18 of the Annual Town Meeting of April 7, 2022; and to see if the Town will vote to raise and appropriate, borrow or transfer from available funds, or otherwise provide a sum or sums of money to be added to the amounts appropriated under said Article, as amended, for the operation of the Town and its government, or take any other action with respect thereto.

Finance Committee

**Background:**

**General Fund – Wages and Expenses**

<b><u>Account Line</u></b>	<b><u>Description</u></b>	<b><u>Decrease</u></b>	<b><u>Increase</u></b>
B99 - Benefits	Retirement Assessment -\$145,000 Worker's Compensation -\$20,000 Health insurance -\$82,000	\$247,000	
C99 - Capital	As described in Article 3		\$205,000
E99 – Regional Vocational Education	Northeast Metro Regional Voke		\$30,000

F99 – FINCOM Reserves	Veteran's Agent to full-time		\$30,000
G92 – Administrative Services expenses	Property & Casualty Insurance +\$87,000		\$87,000
H91 - Public Services Wages	Vacation buyback \$25,000		\$25,000
I91 – Finance Wages	Vacation buyback +\$8,000 Treasurer transition (overlap) +\$9,000		\$17,000
K92 – Public Works Expenses	Birch Meadow Complex Pedestrian, Traffic Improvements Study +\$40,000		\$40,000
M92 – Town Buildings - Fac)	Vacation/sick buyback +\$13,000		\$13,000
	<b>Subtotals</b>	<b>\$247,000</b>	<b>\$447,000</b>
	<b>Net Operating Expenses</b>		<b>\$0</b>
	<b>From Free Cash</b>		<b>\$200,000</b>

**Enterprise Funds**

<b><u>Account Line</u></b>	<b><u>Description</u></b>	<b><u>Decrease</u></b>	<b><u>Increase</u></b>
W99 Water EF			
S99 Sewer EF			
	<b>Subtotals</b>		<b>\$0</b>
	<b>Net Operating Expenses</b>		<b>\$0</b>
	<b>From Water EF Reserves</b>		<b>\$0</b>
	<b>From Sewer EF Reserves</b>		<b>\$0</b>

**Finance Committee Report:** At their meeting on \_\_\_\_\_, the Finance Committee voted \_\_\_\_\_ to recommend this Article to Town Meeting.

**Bylaw Committee Report:** No Report.

**ARTICLE 5** To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money to pay bills remaining unpaid from prior fiscal years for goods and services actually rendered to the Town, or take any other action with respect thereto.

Select Board

**Background:** There are no prior years' bills, this Article is expected to be tabled.

**Finance Committee Report:** No Report.

**Bylaw Committee Report:** No Report.

**ARTICLE 6**

To see if the Town will vote to:

(1) Authorize the Select Board, on behalf of the Town, to petition the General Court for passage of a special law to dissolve its existing affordable housing trust created by Chapter 140 of the Acts of 2001 and transfer all funds to the trust fund established pursuant to G.L. c.44, §55C at this Subsequent Town Meeting as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before enactment by the General Court; and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition;

An act authorizing the Town of Reading to dissolve its  
Affordable Housing Trust Fund

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:*

Whereas, Chapter 140 of the Acts of 2001 authorized the Town of Reading to establish an Affordable Housing Trust Fund;

Whereas, in 2005, the legislature enacted Section 55C of Chapter 44 of the Massachusetts General Laws (the "Municipal Affordable Housing Trust Fund Law"), which empowers municipalities to establish a local affordable housing trust, managed by a Board of Trustees;

Whereas, the Municipal Affordable Housing Trust Fund Law presents significant and important opportunities for the creation and maintenance of affordable housing stock;

Whereas, Reading Town Meeting voted to accept the Municipal Affordable Housing Trust Fund Law and adopt a bylaw establishing Board of Trustees at its meeting on November 14, 2022;

And whereas, the Town of Reading hereby seeks to dissolve its existing affordable housing trust created by Chapter 140 of the Acts of 2001 and transfer all funds to the trust fund established pursuant to the Municipal Affordable Housing Trust Fund Law.

SECTION 1. Chapter 140 of the Acts of 2001, An Act Authorizing the Town of Reading to Establish an Affordable Housing Trust Fund, is hereby repealed.

SECTION 2. All properties and funds held by the Reading Affordable Housing Trust previously established under Chapter 140 of the Acts of 2001 is hereby transferred to the Reading Affordable Housing Trust established pursuant to G.L. c. 44, s. 55C and shall only be managed, disposed of, or expended in accordance with said Section 55C.

SECTION 3. This act shall take effect upon the posting or publication, by the Town Clerk in accordance with G.L. c. 40, s. 32, an amendment to the Reading General Bylaws to establish an affordable housing trust for the Town of Reading under the authority of G.L. c. 44, s. 55C.

(2) accept G.L. c.44, §55C, to establish a trust to be known as the Reading Affordable Housing Trust Fund, whose purpose shall be to provide for the creation and preservation of housing that is affordable in the Town of Reading for the benefit of low and moderate income households;

(3) Insert a new Section 3.3.7, Affordable Housing Trust, in the General Bylaws, as follows;

### **3.3.7 Affordable Housing Trust**

- 3.3.7.1 Purpose. Pursuant to the authority of Chapter 44, Section 55C of the Massachusetts General Laws, there is hereby created a local municipal affordable housing trust to be known as the Reading Affordable Housing Trust, hereinafter the "Trust", whose purpose shall be to provide for the creation and preservation of housing that is affordable in the Town of Reading for the benefit of low and moderate income households.
- 3.3.7.2 Membership. There shall be a Board of Trustees of the Reading Affordable Housing Trust, hereinafter the "Board of Trustees", consisting of five voting members. The voting members shall be appointed by the Select Board and shall include a member of the Select Board, a member of the Reading Housing Authority, and three other members, each of whom, to the extent possible, shall have a background or interest in affordable housing, finance, law, including land use and zoning law, real estate, or real estate development.
- 3.3.7.3 Term. The Select Board shall appoint the Trustees for a term of two years, except that three of the initial trustee appointments shall be for a term of one year, provided said Trustees may be re-appointed at the discretion of the Select Board. Vacancies shall be filled by the Select Board for the remainder of the unexpired term. Any member of the Board of Trustees may be removed by the Select Board for cause after the opportunity of a hearing.
- 3.3.7.4 Declaration of Trust. The Board of Trustees is hereby authorized to execute a Declaration of Trust and Certificate of Trust for the Reading Affordable Housing Trust to be recorded with the Middlesex Registry of Deeds and filed with the Middlesex Registry District of the Land Court.
- 3.3.7.5 General Duties. The Board of Trustees shall have the following powers, all of which shall be carried on in furtherance of the purposes set forth in G.L. c.44, §55C, except that the Board of Trustees shall obtain prior approval of the Select Board to borrow money, mortgage or pledge trust assets, or purchase, accept, sell, lease, exchange, transfer, abandon, or convey any interest in real or personal property:
- a. To accept and receive real property, personal property or money, by gift, grant, contribution, devise or transfer from any person, firm, corporation or other public or private entity, including but not limited to money, grants of funds or other property tendered to the Trust in connection with any by-law or any general or special law or any other source;
  - b. To purchase and retain real or personal property, including without restriction investments that yield a high rate of income or no income;
  - c. To sell, lease, exchange, transfer, or convey any personal, mixed, or real property at public auction or by private contract for such consideration

and on such terms as to credit or otherwise, and to make such contracts and enter into such undertaking relative to Trust property as the Board of Trustees deems advisable notwithstanding the length of any such lease or contract;

- d. To execute, acknowledge, and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases, grant agreements, and other instruments sealed or unsealed, necessary, proper, or incident to any transaction in which the Board of Trustees engages for the accomplishment of the purposes of the Trust;
- e. To employ advisors, consultants, and agents, including, but not limited to accountants, appraisers, and lawyers as the Board of Trustees deems necessary;
- f. To pay reasonable compensation and expenses to all advisors, consultants, and agents and to apportion such compensation between income and principal as the Board of Trustees deems advisable;
- g. To apportion receipts and charges between incomes and principal as the Board of Trustees deems advisable, to amortize premiums and establish sinking funds for such purpose, and to create reserves for depreciation depletion or otherwise;
- h. To participate in any reorganization, recapitalization, merger, or similar transactions; and to give proxies or powers of attorney with or without power of substitution to vote any securities or certificates of interest; and to consent to any contract, lease, mortgage, purchase or sale of property, by or between any corporation and any other corporation or person;
- i. To deposit any security with any protective reorganization committee, and to delegate to such committee such powers and authority with relation thereto as the Board of Trustees may deem proper and to pay, out of Trust property, such portion of expenses and compensation of such committee as the Board of Trustees may deem necessary and appropriate;
- j. To carry property for accounting purposes other than acquisition date values;
- k. To borrow money on such terms and conditions and from such sources as the Board of Trustees deems advisable, to mortgage and pledge Trust assets as collateral; any debt incurred by the Board of Trustees shall not constitute a pledge of the full faith and credit of the Town of Reading and all documents related to any debt shall contain a statement that the holder of any such debt shall have no recourse against the Town of Reading with an acknowledgement of said statement by the holder;
- l. To make distributions or divisions of principal in kind;
- m. To comprise, attribute, defend, enforce, release, settle, or otherwise adjust claims in favor or against the Trust, including claims for taxes, and to accept any property, either in total or partial satisfaction of any indebtedness or other obligation, and subject to the provisions of G.L. c. 44, §55C, to continue to hold the same for such period of time as the Board of Trustees may deem appropriate;

- n. To manage or improve real property; and to abandon any property which the Board of Trustees determines not to be worth retaining;
- o. To hold all or part of the Trust property uninvested for such purposes and for such time as the Board of Trustees may deem appropriate;
- p. To make recommendations on proposals to Town Meeting, subject to approval by the Select Board, when such proposals create or support affordable housing for low- and moderate-income households;
- q. To extend the time for payment of any obligation to the Trust.

3.3.7.6 Custodian of funds. The Town of Reading Treasurer shall be the custodian of the funds of the Trust. Any income or proceeds received from the investment of funds shall be credited to and become part of the fund. The Board of Trustees shall provide for an annual audit of the books and records of the Trust. Such audit shall be performed by an independent auditor in accordance with accepted accounting practices and may be part of the Town’s annual financial audit. Upon receipt of the audit by the Board of Trustees, a copy shall be provided forthwith to the Select Board.

And

(4) Amend Section 3.3.1.5 of the Town’s General Bylaws by adding the bold and italicized language, as follows:

**3.3.1.5 Term of Office**  
 The term of office of each member of boards, committees and commissions shall commence on July 1 in the year of appointment, and shall expire on June 30 in the third following calendar year, except the terms of the members of the Reading Housing Authority ***and the Reading Affordable Housing Trust*** are for five (5) ***and two (2)*** years, ***respectively***.

(5) authorize the Reading Affordable Housing Trust Fund Board of Trustees to file a declaration and certification of trust with the registry, which it may amend on its own initiative.

or take any other action with respect thereto.

Select Board

**Background:** During our Annual Town Meeting in April 2022, Town Meeting passed an instructional motion requesting that the “Select Board, Town Manager, and relevant town staff investigate the creation of a permanent committee to oversee the Affordable Housing Trust and identify opportunities to expand the trust and utilize said funds.” With consultation from Town Counsel, the Select Board pursued the idea of creating an “Affordable Housing Trust Fund” committee in accordance with Massachusetts General Law Chapter 44 Section 55C. This new committee will have 5 members appointed by the Select Board to serve for 2-year terms. The committee must have at least one member from the Select Board and one member from the Board of the Reading Housing Authority. It is critical that the Housing Authority be aligned with the work of this committee. We feel that this new structure sufficiently addresses the instructional motion passed by Town Meeting.

**Finance Committee Report:** At their meeting on \_\_\_\_\_, the Finance Committee voted \_\_\_ to recommend this Article to Town Meeting.

**Bylaw Committee Report:** At their meeting on \_\_\_\_\_, the Bylaw Committee voted \_\_\_ to recommend this Article to Town Meeting.

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**ARTICLE 7** To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the Killam School Building Committee for a feasibility study to consider the repair, addition and renovation, or replacement of the J. Warren Killam Elementary School, located at 333 Charles Street, Assessor's Map Parcel 41-19, for which feasibility study the Town may be eligible for a grant from the Massachusetts School Building Authority, and further, that the Town acknowledge that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in connection with the feasibility study in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; or take any other action with respect thereto.

Select Board

**Background:** The Killam Elementary School opened in 1969 and has not undergone any significant renovations since opening. While the facility has been well-maintained, it is now 53 years old and has a number of deficiencies. The building is not fully ADA-compliant, including bathrooms and entry points to some classrooms and common areas. The water fountains have been unusable for years due to lead levels, requiring the district to provide drinking water through expensive and wasteful water bottles. Many of the windows and doors are original to the school, so they are not energy efficient and create challenges with maintaining comfort levels. There is a fire alarm system, but no fire suppression system. Sightlines to the main doors are poor, presenting a security concern. Due to the age of the foundation, there have been some issues with water infiltration.

Programmatically, the building's configuration also presents many challenges. Some classrooms and common spaces are only accessible through other classrooms. The library / media center is an open space located at the "crossroads" of the building, which makes it difficult to maintain a quiet environment or use the space for special education or other services that may call for a degree of privacy. The needs of students and our understanding of how to provide appropriate interventions have changed over the many decades since Killam was built, and the building doesn't adequately support the space requirements for these needs. Tier 2 supports (such as small reading groups) are taking place in open settings, including hallways. Spaces originally intended for storage have been converted to offices and even learning spaces in some cases. The accessibility challenges of many of the building's spaces significantly limit the staff's ability to creatively use the building's footprint.

It could be possible to address some of these deficiencies through smaller renovation projects, but given the scope of the needs, it is likely that any significant renovations would reach a threshold of 20% of the building's assessed value. This would trigger a number of compliance requirements that are currently grandfathered in (including ADA compliance). As a result, while renovations are a possible outcome of the MSBA process, a new building may be the more likely outcome.

In March, Reading was fortunate to be invited by the Massachusetts School Building Authority (MSBA) to the Eligibility Period, opening the door to significant MSBA financial support for a renovation or rebuild of Killam. While the precise figures are to be determined, this program may provide reimbursement to the town for nearly half of the cost of any project. RPS and town staff have been working diligently over the last several months to meet the numerous requirements to graduate from the Eligibility Period into Modules 2-5, which will allow us to form a project team, conduct a feasibility study, develop a schematic design, and pursue town and MSBA approval to enter into an agreement around project scoping and funding.

This warrant article is among the final requirements for advancing beyond the Eligibility Period – specifically the “community authorization” requirement. It a) provides an affirmative vote from Town Meeting as an indication to the MSBA that the town is likely to support a project that emerges from the design phase, and b) provides the funding required to proceed through Modules 2-5, including hiring an Owner’s Project Manager (OPM), a designer, and paying for a number of analyses and studies related to the site that may be required.

**Finance Committee Report:** At their meeting on \_\_\_\_\_, the Finance Committee voted \_\_\_\_ to recommend this Article to Town Meeting.

**Bylaw Committee Report:** No Report.

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**ARTICLE 8** To see if the Town will authorize the Select Board to execute one or more leases of space on the water tank and surrounding ground space, located on Town-owned property located at 0 Auburn Street, and shown as Assessor’s Map Parcel 27-362, for the purpose constructing, installing, maintaining and operating wireless telecommunication facilities thereon for a term not to exceed twenty years on such terms and conditions as the Select Board deem appropriate, and further, to authorize the Select Board to relocate the Town’s emergency communications equipment from the temporary tower located on said Town-owned property to the water tank; or take any other action with respect thereto.

Select Board

**Background:** Town Meeting authorized the replacement of the Auburn Water Tank. Replacement of the water tank is underway, with the project being on schedule and on budget. The tank is designed to host 4 cellular carriers. In accordance with Massachusetts procurement law, the Town will issue a Request for Proposal (RFP) to lease space for carriers that would like to install their equipment on our water tank. The RFP makes for a competitive process that will result in the Town obtaining the best financial benefit possible. While we cannot mandate any carrier to respond to the RFP, we have been meeting with all carriers to ensure they are aware of when it will be published. We are requesting the ability to execute long term leases with these carriers, up to twenty years. This will further incentive the carriers to respond and will provide long term benefits to our Town and our residents.

**Finance Committee Report:** No Report.

**Bylaw Committee Report:** No Report.

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**ARTICLE 9** To see if the Town will vote to authorize the Select Board, on behalf of the Town, to petition the General Court for passage of a special law, as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before enactment by the General Court; and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition; or take any other action with respect thereto.

AN ACT AUTHORIZING THE TOWN OF READING TO ESTABLISH A MEANS TESTED  
SENIOR CITIZEN PROPERTY TAX EXEMPTION.

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:*

SECTION 1. There shall be an exemption from the property tax for each qualifying parcel of real property classified as class 1 residential in the town of Reading in an amount to be set annually by the select board as provided in section 3. The exemption shall be applied only to the domicile of the taxpayer; provided, however, that for the purposes of this act, "parcel" shall mean a unit of real property as defined by the board of assessors under the deed for the property and shall include a condominium unit. The exemption provided for in this act shall be in addition to any and all other exemptions allowed by the General Laws.

SECTION 2. The board of assessors in the town of Reading may deny an application if they find the applicant has excessive assets that place the applicant outside of the intended recipients of the exemption under this act. Real property shall qualify for the exemption under section 1 if:

- (i) the qualifying real property is owned and occupied by a person whose prior year's income would make the person eligible for the circuit breaker income tax credit under subsection (k) of section 6 of chapter 62 of the General Laws;
- (ii) the qualifying real property is owned by a single applicant not less than 65 years old at the close of the previous year or jointly by persons either of whom is not less than 65 years old at the close of the previous year and the other joint applicant is not less than 60 years old;
- (iii) the qualifying real property is owned and occupied by the applicant or joint applicants as their domicile;
- (iv) the applicant or at least 1 of the joint applicants has been domiciled and owned a home in the town for not less than 10 consecutive years before filing an application for the exemption;
- (v) the maximum assessed value of the qualifying real property is no greater than the prior year's maximum assessed value for qualification for the circuit breaker income tax credit under subsection (k) of section 6 of chapter 62 of the General Laws as adjusted annually by the department of revenue; and
- (vi) the board of assessors has approved the application.

SECTION 3. The select board of the town of Reading, shall annually set the exemption amount under section 1 at 150 per cent of the amount of the circuit breaker income tax credit under subsection (k) of section 6 of chapter 62 of the General Laws for which the applicant qualified in

the previous year. The total amount exempted by this act shall be allocated proportionally within the tax levy on all residential taxpayers.

SECTION 4. A person who seeks to qualify for the exemption under section 1 shall, before the deadline established by the board of assessors of the town of Reading, file an application, on a form to be adopted by the board, with supporting documentation relative to the applicant's income and assets as described in the application. The application shall be filed each year for which the applicant seeks the exemption.

SECTION 5. No exemption shall be granted under this act until the department of revenue certifies a residential tax rate for the applicable tax year where the total exemption amount is raised by a burden shift within the residential tax levy.

SECTION 6. This act shall expire 3 years after implementation of the exemption under this act.

Select Board

**Background:** This article is a request to extend our current senior

**Finance Committee Report:** At their meeting on \_\_\_\_\_ the Finance Committee voted \_\_\_\_\_ to recommend this Article to Town Meeting.

**Bylaw Committee Report:** At their meeting on \_\_\_\_\_, the Bylaw Committee voted \_\_\_\_ to recommend this Article to Town Meeting.

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**ARTICLE 10** To see if the Town will vote to accept the provisions of Clause 56 of Section 5 of Chapter 59 of the Massachusetts General Laws, which authorizes the Board of Assessors to grant, real and personal property tax abatements up to 100 per cent of the total tax assessed to members of the Massachusetts National Guard and to reservists on active duty in foreign countries for the fiscal year they performed such service subject to eligibility criteria to be established by the Board.

Select Board

**Background:**

**Finance Committee Report:** No Report.

**Bylaw Committee Report:** At their meeting on \_\_\_\_\_, the Bylaw Committee voted \_\_\_\_ to recommend this Article to Town Meeting.

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**ARTICLE 11** To see if the Town will vote to authorize the Select Board, on behalf of the Town, to petition the General Court for passage of a special law, as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before enactment by the General Court; and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition; or take any other action with respect thereto.

AN ACT RELATIVE TO THE BOARD OF HEALTH IN THE TOWN OF READING

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:*

Section 1. Article 4.4 of the town of Reading home rule charter is hereby amended by striking out the first paragraph and inserting, in place thereof, the following:

There shall be a Board of Health consisting of five (5) members appointed by the Board of Selectmen for three (3) year terms so arranged that at least one (1) term shall expire each year.

Section 2. Within 30 days of passage of this act, the Board of Selectmen shall appoint two individuals to the Board of Health in accordance with Article 4.4 of the Charter and Section 1 of this act, provided, however, that one (1) member shall have an initial term of two (2) years. After that initial two (2) year term, all terms shall be for three (3) years.

Section 3. This act shall take effect immediately upon its passage.

**Background:**

**Finance Committee Report:** No report.

**Bylaw Committee Report:** At their meeting on \_\_\_\_\_, the Bylaw Committee voted \_\_\_ to recommend this Article to Town Meeting.

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**ARTICLE 12** To see if the Town will vote to amend Section 8.8.3.2 of the Town's General Bylaws by:

(1) inserting a new Section 8.8.3.2.3, as follows:

**Cemetery Grounds**

Except with the permission of the Board of Cemetery Trustees, no dog may be on the grounds of Charles Lawn, Forest Glen, Laurel Hill, or Wood End cemeteries.

and

(2) Renumbering the remaining sections accordingly;

or take any other action with respect thereto.

Select Board

**Background:**

**Finance Committee Report:** No Report.

**Bylaw Committee Report:** At their meeting on \_\_\_\_\_, the Bylaw Committee voted \_\_\_\_ to recommend this Article to Town Meeting.

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**ARTICLE 13** To see if the Town will vote to authorize the Select Board, on behalf of the Town, to petition the General Court for passage of a special law, as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before enactment by the General Court; and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition; or take any other action with respect thereto.

AN ACT AUTHORIZING THE CONTINUED EMPLOYMENT OF ANTHONY DEL SIGNORE,  
THE ASSISTANT FIRE CHIEF OF THE TOWN OF READING

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:*

SECTION 1. (a) Notwithstanding chapter 32 of the General Laws or any other general or special law to the contrary, Anthony Del Signore, Assistant Chief of the Fire Department of the town of Reading, may continue in service beyond the age of 65; provided, however, that Anthony Del Signore is mentally and physically capable of performing the duties of his office. The town may, at its own expense, require that Anthony Del Signore be examined by an impartial physician designated by the town to determine such capability. In no case, shall Anthony Del Signore remain in service as the Assistant Chief of the Fire Department past the date of February 29, 2024. This act shall not entitle Anthony Del Signore to remain in service to the town of Reading if otherwise removed or suspended from office in accordance with applicable laws, rules and regulations.

(b) No further deductions shall be made from Anthony Del Signore's regular compensation under chapter 32 of the General Laws for any service performed subsequent to reaching the age of 65. Upon his retirement, he shall receive a superannuation retirement allowance equal to that which he would have been entitled had he retired upon reaching age 65, if any.

SECTION 2. This act shall take effect upon its passage.

Select Board

**Background:**

**Finance Committee Report:** No Report.

**Bylaw Committee Report:** At their meeting on \_\_\_\_\_, the Bylaw Committee voted \_\_\_ to recommend this Article to Town Meeting.

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**ARTICLE 14** To see if the Town will vote to appropriate a sum of money to pay costs of the construction and reconstruction of the water distribution system, including the payment of all incidental or related costs; to determine whether this amount shall be raised by borrowing or otherwise; to authorize the Town to apply for, accept and expend any federal or state grants that may be available for this project, or to take any other action with respect thereto.

Select Board

**Background:** At the November 2020 Subsequent Town Meeting, Town Meeting “voted to appropriate the sum of four million three hundred thousand dollars (\$4,300,000) for the purposes of making water main improvements in the downtown area”. The purpose of this article is to request \$1.5M in additional funding for this project due to the increase in construction and material costs which resulted in higher bid prices. The Town was able to award the contract up to Alternate 1 but needs extra funds to cover any contingencies and traffic management. If the Town has enough resources remaining, Alternate 2, a critical railroad watermain jacking, will be awarded. The Town will utilize the Massachusetts Water Recourse Authority (“MWRA”) Local Financial Assistance Program, a no-interest loan, to fund the \$1.5M.

In 2019, the Town of Reading selected Weston & Sampson to update the Water System Mater Plan which was spurred by the recent economic development in the Downtown area. Specifically, the Town wanted to ensure that there is enough hydraulic capacity to support the planned developments and identify any improvements necessary to provide adequate hydraulic capacity to the proposed development areas. Available fire flows in the economic development areas were modeled during maximum day demand (MDD) conditions and compared to the anticipated Insurance Services Office’s (ISO) required fire flows.

It was determined through the hydraulic analysis that pressures were above the required 35psi, but the existing infrastructure in the Downtown area did not have enough capacity to support the planned development. Some areas show less than 2,500 gpm at 20 psi, below the anticipated required fire flow.

**Finance Committee Report:** At their meeting on \_\_\_\_\_ the Finance Committee voted \_\_\_\_\_ to recommend this Article to Town Meeting.

**Bylaw Committee Report:** No Report.

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**ARTICLE 15** To see if the Town will vote to raise and appropriate, borrow, transfer from available funds or otherwise provide a sum or sums of money to pay the costs of constructing and improving the Maillet, Sommes, and Morgan stormwater systems, which will restore wetlands on Town-owned conservation land, provide significant new stormwater storage capacity, protect habitat for native species, and create walking trails, including the payment of any and all other costs incidental and related to thereto, or take any other action with respect thereto.

Select Board

**Background:**

## Regional Project History

The Maillet, Sommes & Morgan Constructed Stormwater Wetland project arose from a regional planning process with the Mystic River Watershed Association (MyRWA), the Resilient Mystic Collaborative (RMC) and a number of associated municipalities. The efforts of the regional watershed effort is to reduce flooding in the downstream communities by creating offline storage and treatment areas upstream within the Mystic River Watershed. In FY19 the City of Cambridge and the RMC partnered on an MVP Action Grant award to identify and pursue site-specific green infrastructure projects for regional stormwater management and local co-benefits. Ranking, mapping and descriptions of each regional opportunity was conducted – including the Maillet, Sommes & Morgan land. The Reading land was identified as a top five site in the region. This led to the pursuance and awarding of a subsequent FY20 MVP Action Grant through the town of Lexington and the RMC. This grant advanced the design of project specific sites in three communities, and the Maillet, Sommes, Morgan land was pushed to 75% design. During the design process a number of stakeholder and public engagement opportunities were conducted, including public hearings through the local Conservation Commission. The Cons Com issued an Order of Conditions for the project in August of 2021.

## Project Benefits/Why it was selected

The Maillet, Sommes & Morgan land was identified as a top solution because the Mystic River headwaters begin at the Aberjona River (which runs through the land), it improves climate resilience for the region and local community, the natural slope of the land is ideal and, the co-benefits of the project design are needed in the area.

The project proposes to capture and attenuate stormwater impacting the Aberjona River by creating adjacent offline storage areas. The overall objective is to reduce climate related in-land flooding upstream by increasing stormwater storage capacity through the construction of a series of stormwater wetlands that will also provide co-benefits of: stormwater treatment/water quality; improved ecological and stream stability; invasive species removal; additional open space and trail development (including ADA access); and parking.

Stormwater would be diverted from the local roadways (i.e. Lowell Street) within an existing culvert as well as overland from the Aberjona River during high flow events. The wetland system would be designed to maintain a consistent water level by utilizing overflows and set elevations with an eventual discharge back into the Aberjona River. The Town of Reading will reduce local in-land flooding, which is being exasperated through climate change, in the adjacent residential neighborhoods, and be provided additional co-benefits described above. There are currently 35 properties along the Aberjona River within the 500-year storm flood zone. Regionally, the lower Mystic River communities will see reduced flooding impact and erosion; and, stormwater quality and runoff will be improved by filtering sediments and pollutants through the treatment train and series of wetlands and marshes. The project mitigates local and regional climate impacts through nature-based solutions and will turn a pre-existing non-accessible area into a vibrant, multi-use area with ADA accessible trails.

## Reading MVP History

Reading was designated an MVP Community in 2020 after a public engagement process. The result was the Reading MVP Final Report and Risk Matrix. Both provide a summary of the

strengths, weaknesses and priorities of the Town in relation to climate impacts on its public health, environment and infrastructure.

How the project addresses established municipal priorities:

Designing and constructing stormwater infiltration projects identified by MyRWA has been identified as a high local priority within the Reading MVP Community Resilience Building Summary of Findings. Addressing drainage issues within the Willow Street area was a separated high priority goal in the MVP Summary of Findings that this project addresses. The local Climate Advisory Committee attended the CRB workshops and has stated support of the project in recent meetings. The Climate Advisory Committees 2009 Action Plan recommends use Low Impact Development and stormwater treatment, a well-established goal in Town routinely recommended/required on new development projects. The 2013 Aberjona River Study, performed by AECOM, recommends a series of drainage improvements at the Maillet, Sommes, Morgan land and surrounding area. Further, the 2019 Assessment of Culverts and Flooding near Austin Preparatory School concludes with recommendations of assessing alternative drainage designs options at Austin Prep and the Aberjona River area, a goal which this project hits.

### Costs/Remaining Needs/Next Steps

The \$3,000,000 request is to ensure proper procurement, invoicing and payment procedures. With an estimated cost of \$2,100,000 provided in 2021 it is expected that the materials for the project will exceed the original estimate. The project has been awarded \$2,100,000 in MVP Grant Funding, however such also comes with a 25% municipal match requirement. The grant is also reimbursement based so the Town must have a mechanism to cover the original costs prior to the reimbursement. The Town appropriation will be utilized to cover a portion of the project match requirements and any construction contingency. Construction is expected to begin in Spring 2023 and run through June 2024.



**Finance Committee Report:** At their meeting on \_\_\_\_\_ the Finance Committee voted \_\_\_\_\_ to recommend this Article to Town Meeting.

**Bylaw Committee Report:** No Report.

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**ARTICLE 16** To see if the Town will vote to raise and appropriate, borrow, transfer from available funds or otherwise provide a sum or sums of money to pay the costs of Haven Street Roadway Design including the payment of any and all other costs incidental and related to thereto, or take any other action with respect thereto.

Select Board

**Background:** Since the onset of the Smart Growth District, the downtown has welcomed multiple redevelopment projects. One area the Town has seen significant development has been on Haven Street. In order to accommodate this growth, the Town has invested in an extensive utility improvement plan. Additionally, the need has risen to revitalize the Haven Street streetscape for better access for both vehicles and pedestrians. The goal would also be to activate the street to help improve economic growth with improved lighting and amenities to support local businesses.

In 2019, the Town hired Beta Group, Inc. to develop a 25% conceptual plan for Haven Street. This conceptual plan included a full topographic survey, traffic analysis, and a 25% design. Beta Group was instrumental in the Main Street improvements and was asked to extend their design and input from Main Street to the Haven Street corridor. During the initial phase of the design, staff input was compiled and incorporated into a functioning conceptual plan. The result of this plan will be the basis in which the next design phase will build upon. In 2020 Beta Group provided an engineering budget which estimated the reconstruction of Haven Street to be approximately \$7MIL. Beta Group also extended costs for the adjacent streets and Town owned parking lot.

The next phase of design will advance from a 25% conceptual plan to a 100% design. This process will consist of public and stakeholder engagement through various formats including meetings. From this public involvement the final design will be rendered. The final design will be used to leverage any relevant grant opportunities, which would include Mass Works. The total cost to complete the design, public engagement, and provide grant application assistance is \$750,000.





**Finance Committee Report:** At their meeting on \_\_\_\_\_ the Finance Committee voted \_\_\_\_\_ to recommend this Article to Town Meeting.

**Bylaw Committee Report:** No Report.

**ARTICLE 17** To see if the Town will vote to raise and appropriate, borrow, transfer from available funds or otherwise provide a sum or sums of money to pay the costs of reconstructing and making extraordinary repairs, or replacing the Parker Middle School Roof, including the payment of any and all other costs incidental and related to thereto, or take any other action with respect thereto.

Select Board

**Background:** The Parker Middle School roof replacement project was originally scheduled during the summer of 2022 as part of the FY 23 Capital Plan. The town approved a debt authorization of 2.7 million dollars to complete this work. Design and Bidding documents were prepared with an intent to go out to bid in October of 2021. Due to supply chain issues many of the components to complete the work had long lead times and therefore a decision was made to postpone the work. This decision was made after consulting with the Superintendent's office.

A new plan was developed to go out to bid in October of 2022 and make an award no later than December of 2022. Construction will commence during July and be completed in August of 2022. Over the past two years price escalation of building materials has increased dramatically. At November town meeting Facilities is requesting an additional 500k to cover these increases allowing us to complete the project and maintain a safe contingency.

**Finance Committee Report:** At their meeting on \_\_\_\_\_ the Finance Committee voted \_\_\_\_\_ to recommend this Article to Town Meeting.

**Bylaw Committee Report:** No Report.

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**ARTICLE 18** To see if the Town will vote to:

- (1) Amend, pursuant to G.L. c.40, §5B, the purpose of the Smart Growth Stabilization Fund, so that the fund may hold all payments received from the Commonwealth of Massachusetts under Chapter 40R of the General Laws, including incentive and density bonus payments, said funds to be expended in accordance with said Chapter;

And

- (2) Transfer \$414,000 or any other sum from Free Cash into the Smart Growth Stabilization Fund, which funds the Town received from the Commonwealth of Massachusetts in payment for development within the Town's 40R Smart Growth Zoning Districts;

or take any other action with respect thereto.

Select Board

**Background:** Article 18 includes an amendment to the purpose of the Smart Growth Stabilization Fund as well as a vote to transfer a recent payment from the Department of Housing and Community Development (DHCD) into the Fund. Pursuant to M.G.L. c. 40R, DHCD makes two types of payments to municipalities: zoning incentive payments and density bonus payments.

The Smart Growth Stabilization Fund was created in 2008 for the purpose of holding the zoning incentive payment for the Reading Woods 40R project. In 2010, the purpose was expanded so the Fund could receive a zoning incentive payment for any project. Between 2008 and 2015, \$503,000, comprised of both zoning incentive and density bonus payments, was deposited into the Fund.

At this time, the Town would like to transfer a density bonus payment of \$414,000 into the Fund. This payment is for the following 40R projects: The Postmark, Ace Flats, Rise475 and 14 Chapin Ave. The payment is calculated as \$3,000 per net number of housing units. Though density bonus payments have been transferred into the Fund in prior years, Article 18 proposes first to amend the purpose of the Fund to expressly allow such an action, and then to transfer the aforementioned \$414,000 into the Fund.

Payments made into the Fund prior to 2016 can be used for any purpose; payments made into the Fund since 2016 are restricted for capital expenditures only.

**Finance Committee report:** At their meeting on \_\_\_\_\_ the Finance Committee voted \_\_\_\_\_ to recommend this Article to Town Meeting.

**Bylaw Committee Report:** No Report.

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**ARTICLE 19** To see if the Town will vote to:

- (1) Authorize the Select Board to acquire by gift, purchase, or eminent domain, \_\_\_\_\_ for municipal purposes, including senior and community center purposes, on such terms and conditions as the Select Board deems appropriate, and to authorize the Town Manager to take any and all actions and to enter into and execute any and all agreements and other documents as may be necessary or appropriate to accomplish the foregoing acquisition;

And

- (2) Raise and appropriate a sum of money for the purposes of (i) acquiring said \_\_\_\_\_, including all incidental or related costs, such funds to be administered by the Select Board, and (ii) renovating said \_\_\_\_\_, including the costs of engineering and architectural services and all incidental or related costs; and for the purpose of meeting such appropriation to authorize the Town Treasurer, with the approval of the Select Board, to borrow said sum in accordance with M.G.L. c. 44, §§7(1) and (7), or any other enabling authority and to issue bonds or notes of the Town therefor, and further that any premium received by the Town from the sale of any bonds or notes authorized by this vote, less the costs of issuance of the bonds or notes paid from the premium, and any accrued interest may be applied to pay project costs in accordance with M.G.L. c. 44, §20 and the amount authorized to be borrowed to pay those costs shall be reduced by the same amount applied; provided, however, that this appropriation and debt authorization shall be contingent upon passage of a Proposition 2½ Debt Exclusion question pursuant to M.G.L. c. 59, §21C(k);

Or take any other action with respect thereto.

Select Board

**Background:**

**Finance Committee report:** At their meeting on \_\_\_\_\_ the Finance Committee voted \_\_\_\_\_ to recommend this Article to Town Meeting.

**Bylaw Committee Report:** No Report.

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**ARTICLE 20** To see if the Town will vote to:

- (1) Add a new Section 8.14 to the Town's General Bylaws, as follows:

**8.14 Regulation of polystyrene & disposable food service containers**

**8.14.1 Purpose**

The purpose of this bylaw is to limit the distribution of polystyrene food service containers and utensils by food establishments in the Town and to encourage establishments to switch to similar items made of healthier and more environmentally

friendly materials, or to switch to reusable food service items, or to adopt other approaches that do not require such containers or utensils.

#### **8.14.2 Definitions**

The following words shall, unless the context clearly requires otherwise, have the following meanings:

- 8.14.2.1** “Director” shall mean the Public Health Director or the Public Health Director’s designee.
- 8.14.2.2** “Disposable Food Service Containers” shall mean single-use disposable products used for serving, consuming or transporting food or beverages, including, but not limited to take-out foods or leftovers from partially consumed meals prepared by a restaurant or other food establishment. This includes, but is not limited to, plates, cups, bowls, trays, hinged or lidded containers, straws, cup lids, and cutlery. It shall also include single-use disposable packaging for uncooked foods prepared on the premises, as well as disposable catering trays.
- 8.14.2.3** “Food Establishments” shall mean operations that store, prepare, package, serve, vend or otherwise provide food for human consumption as further defined in 105 CMR 590.002, including, but not limited to, restaurants, mobile food vendors, caterers, public and private schools, farmers markets, civic or religious centers or facilities, any building owned by the Town of Reading, and any establishment requiring a permit to operate in accordance with the State Food Code.
- 8.14.2.4** “Polystyrene” shall mean and includes:
- Blown polystyrene and expanded and extruded foams (sometimes called “Styrofoam,” a Dow Chemical Co. trademarked form of insulation) also referred to as expanded polystyrene (EPS), which is herein referenced in this bylaw as “Foam Polystyrene.” Foam Polystyrene is generally used to make opaque cups, bowls, plates, trays, clamshell containers, meat trays, and egg cartons; and
  - Clear or solid polystyrene which is also known as “oriented,” which is herein referenced in this bylaw as “Rigid Polystyrene.” Rigid Polystyrene is generally used to make clear clamshell containers, and clear or colored cups, plates, straws, lids, and utensils.
  - Polystyrene may be labeled with the recycling number “6” or “PS 6”.

#### **8.14.3 Regulation**

- 8.14.3.1** Food establishments within the Town shall be prohibited from using or distributing disposable food service containers made from foam polystyrene or rigid polystyrene, or polystyrene cutlery or other polystyrene single-use disposable products.
- 8.14.3.2** The following are exempt and not subject to the provisions of this bylaw:
- Prepackaged meat and produce trays, egg cartons, and other food or beverage products bought from or packaged by a supplier other than the Food Establishment.

- Any Polystyrene Disposable Food Service Containers or other food service items, such as picnic supplies, purchased by an individual for private use or for use at a private function held on property owned by the individual or any Polystyrene items unrelated to food service such as packaging peanuts or freezer chests.

**8.14.4 Administration and Enforcement**

**8.14.4.1** The Director shall have the authority to administer and enforce this bylaw. In addition to any other means of enforcement, the provision of this bylaw and any regulations adopted pursuant thereto may be enforced by non-criminal disposition in accordance with the provisions of Section 1.8 of the Town’s General Bylaw and MGL Chapter 40 Section 21D.

**8.14.4.2** Food Establishments shall have fifteen (15) calendar days, after the date that a notice of violation is issued, to pay the penalty or request a hearing in writing to the Director. No more than one (1) penalty shall be imposed upon a Food Establishment within a fifteen (15) calendar-day period.

**8.14.4.3** In the event that compliance with this bylaw is not feasible for a Food Establishment because of either unavailability of suitable alternative containers or economic hardship, the Director may grant a waiver of not more than six (6) months upon application of the owner or owner’s representative. The Director may provide one (1) additional six-month waiver upon showing of continued infeasibility or hardship, as set forth above.

**8.14.4.4** The Director may promulgate rules and regulations to implement this bylaw.

**8.14.4.5** This bylaw shall take effect six months after it is posted by the Town Clerk in accordance with G.L. c.40, §32.

And

(2) Amend the Table set forth in Section 1.8 (Non-Criminal Civil Disposition of Certain Violations of the Bylaw and any Rule or Regulation of a Town Officer, Board or Department) of the General Bylaws, by adding, after line 8.13, a new line as follows:

Section	Bylaw Title	Enforcing Person	Penalty – First Offense	Penalty – Second Offense	Penalty – Additional Offenses
8.14	Regulation of Polystyrene & Disposable Food Service Containers	Public Health Director	Warning	\$50	\$200

Or take any other action with respect thereto.

**Background:**

**Finance Committee report:** No Report.

**Bylaw Committee Report:** At their meeting on \_\_\_\_\_ the Bylaw Committee voted \_\_\_\_\_ to recommend this Article to Town Meeting.

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**ARTICLE 21** To see if the Town will create a Laura S. Parson's Trust to be administered by the Commissioners of Trust Funds, under the direction of the Council on Aging, and in accordance with the wishes of the donor, as outlined in the Gift Agreement dated 1<sup>st</sup> day of June 2022; or take any other action in relation thereto.

Select Board

**Background:** The article request that the Town establishes The Laura S. Parsons Fund to be administered by the Commissioners of Trust Funds in the amount of \$10,000. The principal balance of this gift will be preserved in perpetuity, and only the interest portion will be expended. The donor has requested that the Council on Aging determine the expenditure categories. The funds will not be spent on salaries or capital improvements.

**Finance Committee report:** No Report.

**Bylaw Committee Report:** No Report.

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**ARTICLE 22** To see if the Town will vote to adopt a mandatory charge per kilowatt-hour upon Reading Municipal Light Plant's electricity consumers located within the Town of Reading pursuant to subsection (c) of section 20 of chapter 25 of the General Laws, or such other law as may be adopted, to qualify the Town as a green community under Section 10 of Chapter 25A of the General Laws; or take any other action related thereto.

Select Board

**Background:**

**Finance Committee report:** No Report.

**Bylaw Committee Report:** No Report.

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**ARTICLE 23** To see if the Town will vote to require that owners of all commercial buildings, residences having 3 or more units and Parking lots in the Downtown Walking District shovel public sidewalks down to the hard pavement and prevent or remove icy conditions in the entire width of the sidewalk by 9:00 AM after any snowstorm.

Citizen Petition

**Background:** Much has been done in recent decades by our merchants and Town to make our downtown an attractive alternative to mall shopping. Now, with state mandated 70R and 40B zoning rules and a change to a mixed residential status, it is time to upgrade safety for users of our downtown walking district in the winter. The DPW sidewalk plow is limited by trees, benches, signposts and trash receptacles. Nonlocal building owners seem to be unaware of the safety hazards of inadequately cleared icy sidewalks. Shoppers and residents with strollers, wheelchair users and dog walkers alike are forced into busy downtown traffic. Sidewalk shoveling has never been mandated in Reading.

**Finance Committee report:** No Report.

**Bylaw Committee Report:** No Report.

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and you are directed to serve this Warrant by posting an attested copy thereof in at least one (1) public place in each precinct of the Town not less than fourteen (14) days prior to November 14, 2022, or providing in a manner such as electronic submission, holding for pickup or mailing, an attested copy of said Warrant to each Town Meeting Member.

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

Given under our hands this \_\_\_<sup>th</sup> day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mark L Dockser, Chair

\_\_\_\_\_  
Karen Gately Herrick, Vice Chair

\_\_\_\_\_  
Chris Haley, Secretary

\_\_\_\_\_  
Carlo Bacci

\_\_\_\_\_  
Jacqueline McCarthy

SELECT BOARD OF READING

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, Constable





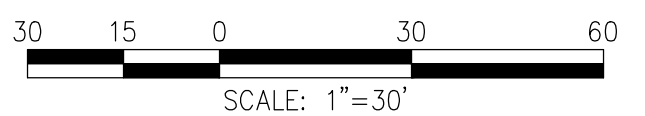
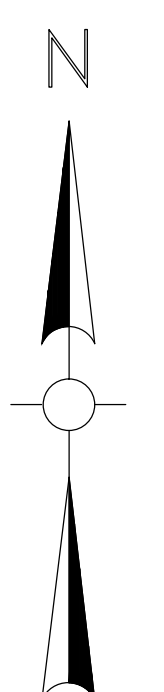
FLOOD ZONE "X-SHADED"  
FLOOD ZONE "X-UNSHADED"

GROVE STREET  
(PUBLIC TARIFFABLE WIDTH 15M)

MATCHLINE B

MATCHLINE C

MATCHLINE A



N52°43'31"E  
721.78'

S70°46'59"E  
107.23'

S67°22'39"E  
278.66'

N52°43'31"E  
198.02'

WOODEN SPIKE FOUND

S52°43'31"W  
177.00'

S51°15'16"E  
603.30'

N52°55'13"W  
124.62'

N52°55'13"W  
57.78'

173.40'  
S52°43'31"W

N37°48'39"W  
64.57'

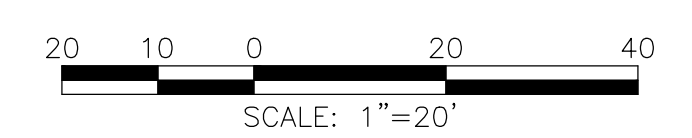
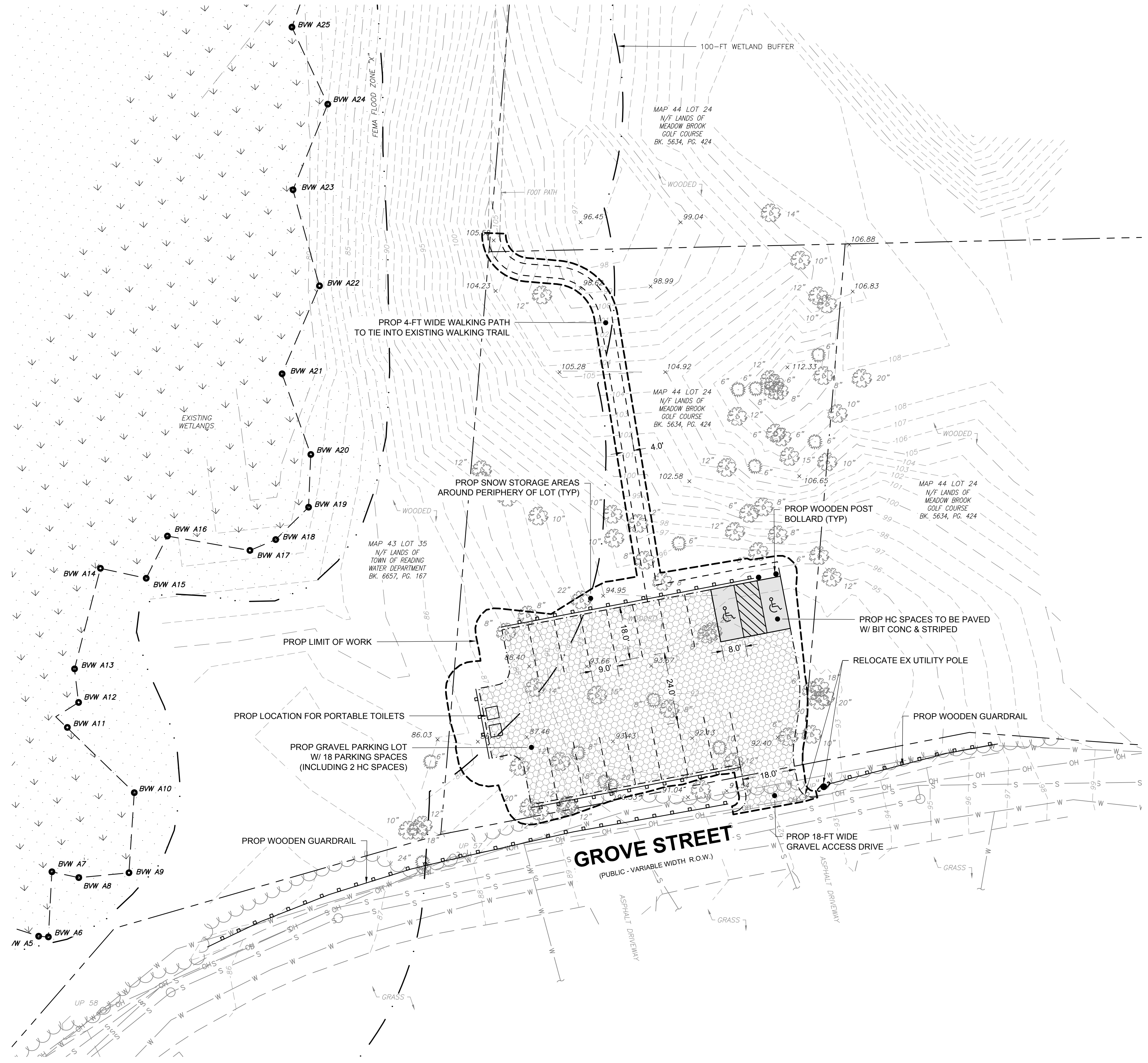
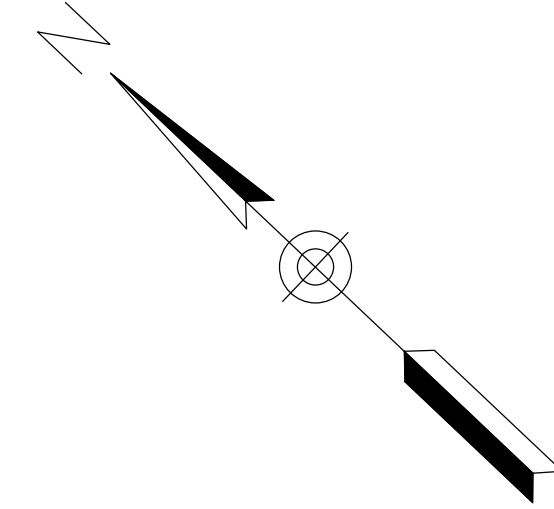
28.78'  
S74°16'36"W

N45°13'36"W  
21.40'

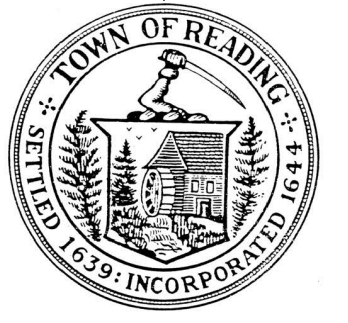
182.33'  
S52°43'31"W

28.71'  
N45°13'36"W

171.16'  
S43°51"W



Project:  
TOWN OF READING  
16 LOWELL STREET  
READING, MA 01867



GROVE STREET  
LOT 5 PARKING LOT

**Weston & Sampson**

Weston & Sampson Engineers, Inc.  
55 Walkers Brook Drive, Suite 100  
Reading, MA 01867  
978.532.1900 800.SAMPSON  
www.westonandsampson.com

Revisions:

No.	Date	Description

COA:

No.	Date	Description

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Seal:

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Reviewed By: JIP  
Approved By: JIP

W&S Project No.: ENG22-0527  
W&S File No.:  
Drawing Title:  
**CONCEPTUAL DESIGN**

Sheet Number:  
**FIG-1**