



Town of Reading Meeting Posting with Agenda

2018-07-16 LAG

Board - Committee - Commission - Council:

Select Board

Date: 2023-03-21

Time: 7:00 PM

Building: Reading Town Hall

Location: Select Board Meeting Room

Address: 16 Lowell Street

Agenda:

Purpose: General Business

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

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

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

Topics of Discussion:

	<p><i>This Meeting will be held in-person in the Select Board Meeting Room at Town Hall and remotely on Zoom. It will also be streamed live on RCTV as usual.</i></p> <p>Join Zoom Meeting https://us06web.zoom.us/j/89714215395</p> <p>Meeting ID: 897 1421 5395 One tap mobile +16465588656,,89714215395# US (New York) +16465189805,,89714215395# US (New York)</p> <p>Dial by your location +1 646 558 8656 US (New York) +1 646 518 9805 US (New York) Meeting ID: 897 1421 5395 Find your local number: https://us06web.zoom.us/u/kcyzaSnaLX</p>	PAGE #
7:00	Overview of Meeting	
7:05	Public Comment	
7:15	SB Liaison and Town Manager Reports	3
7:30	Presentation from Consultant on FY24 Water & Sewer Rates	11
8:00	Presentation from ReCalc	23

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



Town of Reading Meeting Posting with Agenda

8:30	Presentation from Economic Development Director on Parking Kiosk Roll-Out	44
8:45	Presentation of Town Forest Committee	62
9:15	Select Board Policy 1.6.8 – Vote to Declare Surplus Property; Police Handguns and ammunition	75
9:30	Discuss and Vote on Select Board member to Affordable Housing Trust Board; as well as advertise for members	77
9:45	Discuss the purchase of 17 Harnden Street and other real property for municipal use, including a potential executive session under Purpose 6 to consider the purchase and value of 17 Harnden Street	
10:30	Discuss Future Agendas	80
10:45	Approve Meeting Minutes	83



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

781-942-9043

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

To: Select Board
From: Fidel A. Maltez
Date: March 16, 2023
RE: Town Manager Memo for March 21st, 2023 Meeting

We have concluded meetings with FINCOM to review the FY2024 Budget. FINCOM does an excellent job reviewing the budget and provide valuable insight ahead of Town Meeting. Our Department Heads delivered professional presentations and answered all questions. I am extremely proud of our leadership team, and thankful for their hard work in this budget process.

At our last meeting, I provided a preview of the Birch Meadow Phase I project, noting that construction prices came significantly over budget, compared to the original estimate presented to the Reading ARPA Advisory Committee last spring. I want to emphasize that the increases are due to the high inflationary environment we are in, as well as supply chain issues affecting all construction projects. Following guidance from the Recreation Committee and the Finance Committee, and with approval of our Select Board, Town Staff will request that Town Meeting fund the difference in cost for the entire project. We heard that Birch Meadow has been a community priority for over 10 years. We also know that construction prices are not likely to go down soon, and the Town would gain economies of scale by completing the entire project at once. Finally, this project is shovel-ready and would be built this coming construction season. We heard a preference from the Finance Committee, to recommend that we use funding sources other than Free Cash for this project. Town Staff have identified the following funding sources for Town Meeting:

1. \$600,000 from the Parker Middle Roof Project. The Select Board might recall that we received competitive bids for this project. This project was bonded at 0.87% interest rate.
2. \$180,000 from the Police Station Renovation Roof Project. This project is now completed and has a remaining balance. This project was bonded at 0.87% interest rate.
3. \$440,000 from the 40R District Incentive/Bonus Payments from the Commonwealth. We currently have \$917,000 in this stabilization fund. The incentive payments can only be used for capital projects.

The numbers above might change slightly as we get closer to the Town Meeting, and we finalize the draft motions. Finally, the Department of Public Works will hold a public forum on Monday March 27 at 6 PM in the Select Board Room to discuss the upcoming article for rubbish and recycling carts.

FAM



Town of Reading



Birch Meadow Phase I Project Discussion
March 21, 2023



Birch Meadow Phase I Project



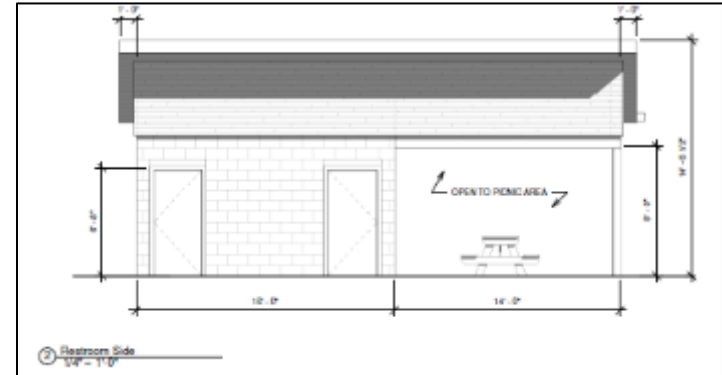
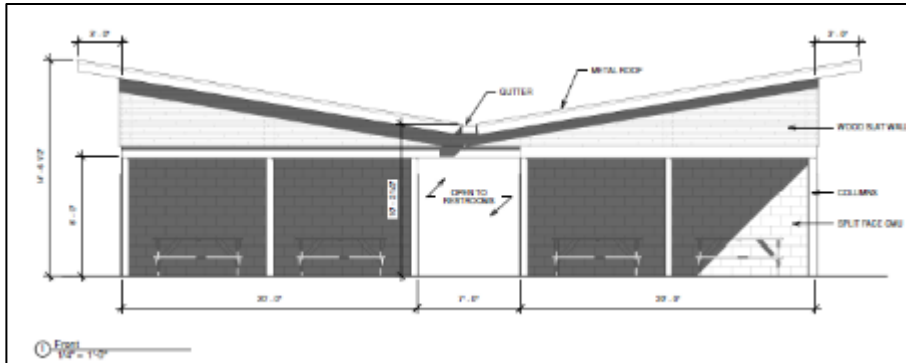


Birch Meadow Phase I Project



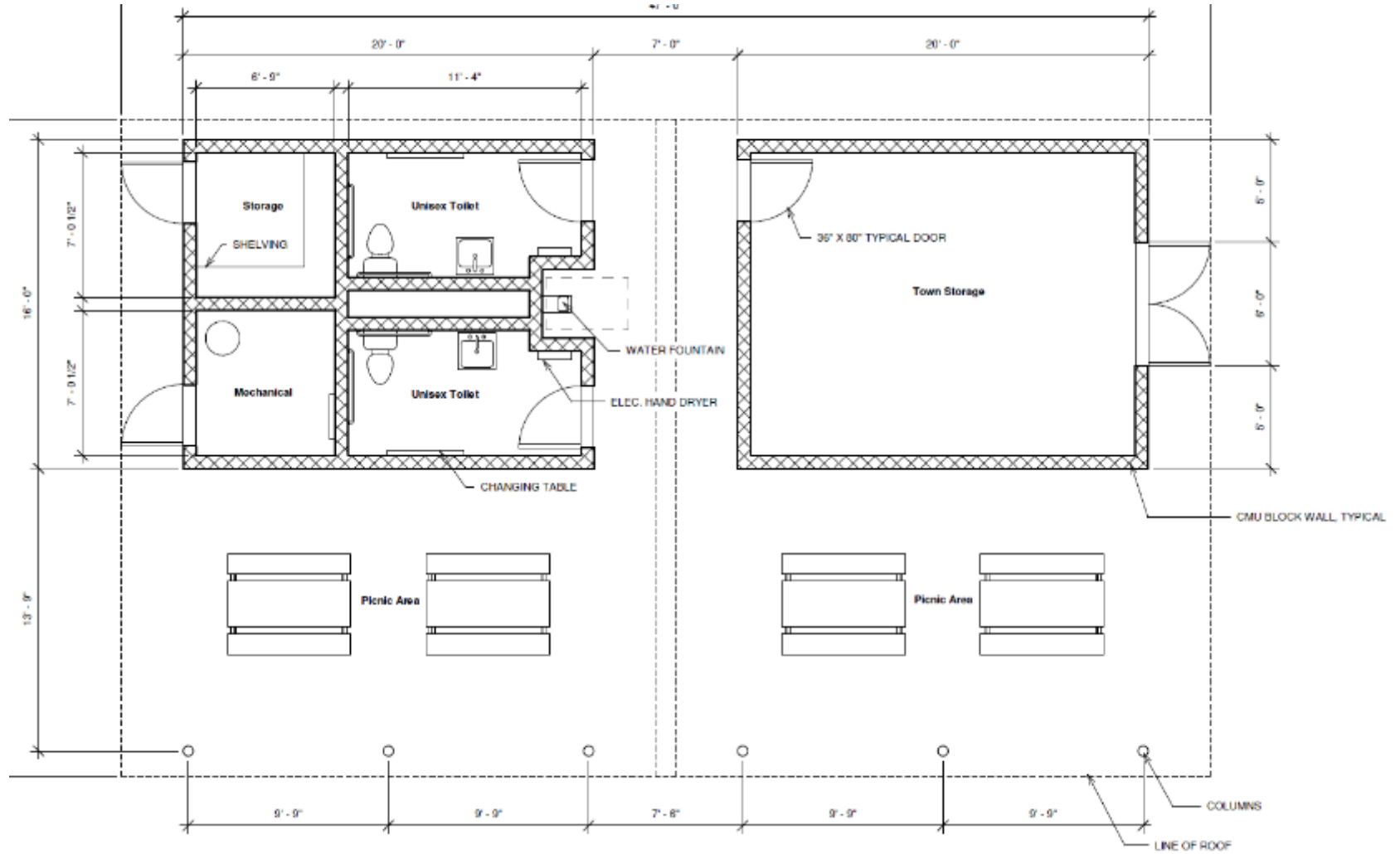


Birch Meadow Phase I Project





Birch Meadow Phase I Project





Birch Meadow Phase I Project – Budget Update

"Infrastructure" Only	
BELKO (Base+3 Alts)	\$ 1,349,900.00
Police Details	\$ 25,000.00
CA - Activitas - 5%	\$ 67,495.00
Contingency - 20%	\$ 269,980.00
TOTAL	\$ 1,712,375.00
Town Meeting Request	\$ 212,375.00

"Infrastructure" + Building	
BELKO (Base+3 Alts)	\$ 1,349,900.00
Construction Dynamics	\$ 787,000.00
Police Details	\$ 50,000.00
CA - Activitas - 5%	\$ 106,845.00
Contingency - 20%	\$ 427,380.00
TOTAL	\$ 2,721,125.00
Town Meeting Request	\$ 1,221,125.00

- **Bids were significantly over the \$1.5 Million from ARPA. Recreation Committee recommended asking Town Meeting for the remaining funds.**
- **Option 1: do Infrastructure Only, Option 2: do Infrastructure and Pavillion**
- **Belko is low-bidder for Infrastructure Work**
- **Construction Dynamics is low-bidder for Pavillion**
- **Requesting 20% Contingency to Anticipate Unknowns**



Birch Meadow Phase I Project – Potential Funding Sources

Unspent Amounts from Past Projects

- **Parker Middle School Roof - \$600,000**
- **Police Department Renovation - \$180,000**
- **Total: \$780,000**
- **Remaining Funding: \$440,000**

Additional Funding Sources

- **Finance Committee voted 8-0 to fund the remaining balance from the 40R Incentive/Bonus Payments from the Commonwealth. This requires a 2/3 vote of Town Meeting since it is a stabilization account**
- **40R Incentive Account Available Balance - \$917,000**
- **Funding Request - \$440,000**
- **40R Incentive Account After Request - \$477,000**

Town of Reading Water and Sewer FY 2024 Rate Study

The Abrahams Group

March 2023

Rate Study Objectives

- Review historical and current water and sewer fund financials.
- Use historical and current financial and billing data to project revenues and expenses over a five-year period of FY 2024 to FY 2028.
- Create rate options to ensure the funds remain in good financial standing.
 - Including targeting a retained earnings balance of 20% of fund expenses.
- Consider the implementation of a tiered rate structure for water and sewer.
 - Compile billing data into a file that can be used to project revenues from a tiered rate structure.
 - Mass. General Law states that MWRA communities shall have a base rate that “shall be increased at an increasing block rate to fairly reflect the resource demand and consumption of high-volume users of water”.

Current Rate Structure

The Town bills users quarterly, typically in July, October, January, and April.

Water

- Flat Rate of \$11.41 per 100 cubic feet of usage
- Minimum Charge of \$21.80 per bill

Sewer

- Flat Rate of \$10.86 per 100 cubic feet of flow
- Minimum Charge of \$21.80 per bill

FY 2023 Projections

FY 2023 projections in the financial analyses indicate:

Water

- Projected deficit of \$300,000
- Retained earnings of \$3.7 million, or 41.5% of expenses

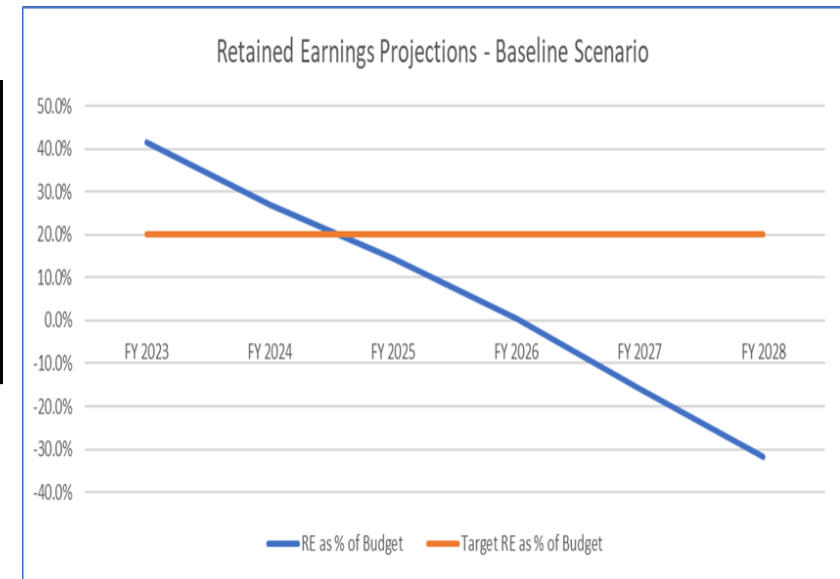
Sewer

- Projected surplus of \$60,000
- Retained earnings of \$7.0 million, or 92.7% of expenses

Projections – FY 2024 to 2028 – Baseline – Water

The following projections are from the baseline scenario, which assumes no rate action. The graph contains projected retained earnings.

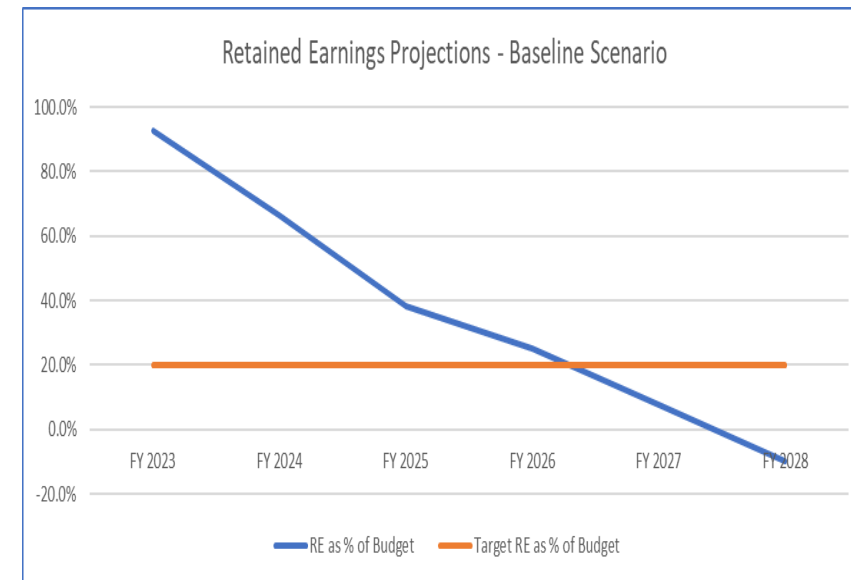
Baseline	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
Surplus/Deficit	\$ (758,101)	\$ (1,340,108)	\$ (1,019,981)	\$ (1,262,771)	\$ (1,472,979)
Projected Retained Earnings	\$ 2,315,451	\$ 1,295,470	\$ 32,699	\$ (1,440,280)	\$ (2,913,259)
RE as % of Budget	27.0%	14.4%	0.4%	-16.1%	-31.8%



Projections – FY 2024 to 2028 – Baseline – Sewer

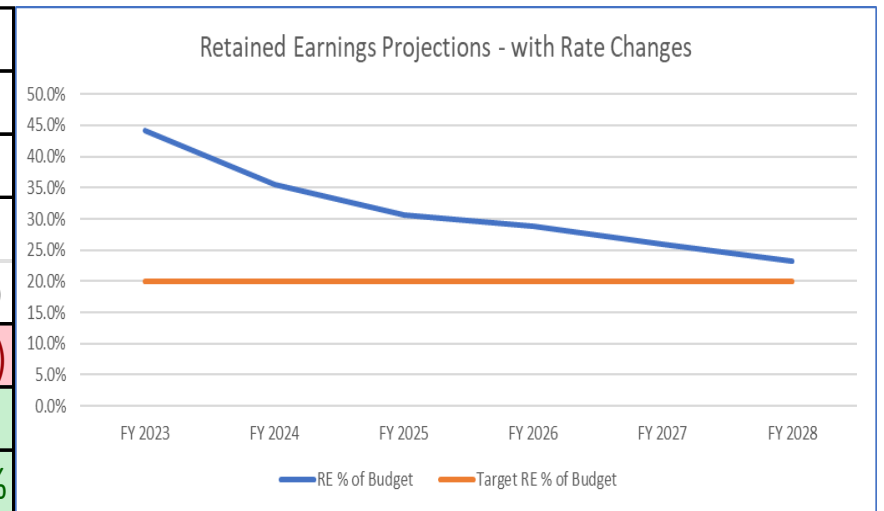
The following projections are from the baseline scenario, which assumes no rate action. The graph contains projected retained earnings.

Baseline	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
Surplus/Deficit	\$ (214,062)	\$ (1,995,786)	\$ (1,429,294)	\$ (1,386,617)	\$ (1,542,027)
Projected Retained Earnings	\$ 5,020,167	\$ 3,590,873	\$ 2,204,256	\$ 662,229	\$ (879,798)
RE as % of Budget	66.3%	38.4%	25.1%	7.6%	-9.9%



Rate Option 1 – Rate Changes Only – Water

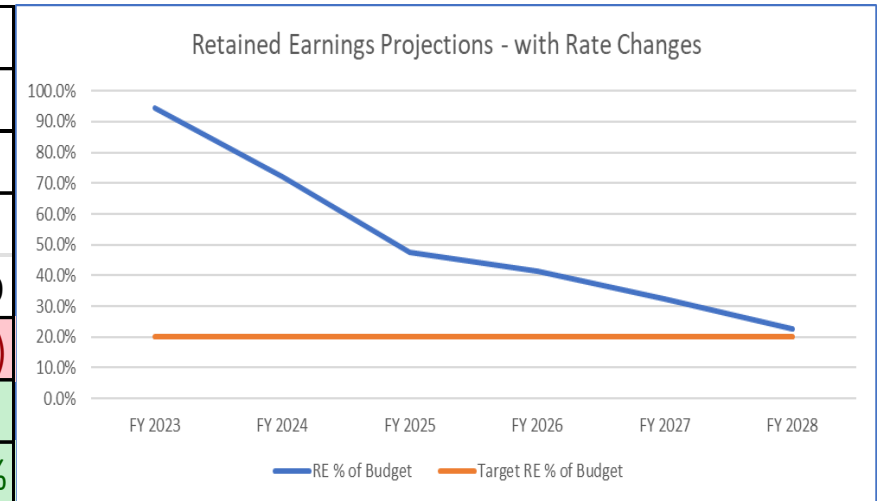
Rate Changes:	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
		3.25%	3.25%	3.25%	3.25%
New Rate	\$ 11.41	\$ 11.78	\$ 12.16	\$ 12.56	\$ 12.97
Rate Impact	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
Surplus/Deficit	\$ (518,342)	\$ (852,797)	\$ (277,072)	\$ (255,958)	\$ (193,684)
Projected Retained Earnings	\$3,042,521	\$2,765,449	\$2,509,491	\$2,315,807	\$2,122,123
RE % of Budget	35.4%	30.6%	28.8%	25.9%	23.2%



User Impact (per Bill) - Water Bills Only			New Bills				
User Type	Usage	Current Bill	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Low-End User	500	\$ 57.05	\$ 58.90	\$ 60.82	\$ 62.80	\$ 64.84	\$ 66.94
Avg. Residential User (45 gpd)	1,500	\$ 171.15	\$ 176.71	\$ 182.46	\$ 188.39	\$ 194.51	\$ 200.83
Avg. Residential User (65 gpd)	2,200	\$ 251.02	\$ 259.18	\$ 267.60	\$ 276.30	\$ 285.28	\$ 294.55
Large Residential User	4,500	\$ 513.45	\$ 530.14	\$ 547.37	\$ 565.16	\$ 583.52	\$ 602.49
Large Commercial User	10,000	\$ 1,141.00	\$ 1,178.08	\$ 1,216.37	\$ 1,255.90	\$ 1,296.72	\$ 1,338.86
Very Large Commercial User	100,000	\$11,410.00	\$11,780.83	\$12,163.70	\$12,559.02	\$12,967.19	\$13,388.62

Rate Option 1 – Rate Changes Only – Sewer

Rate Changes:	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
	2.00%	2.00%	2.00%	2.00%	2.00%
New Rate	\$ 10.86	\$ 11.08	\$ 11.30	\$ 11.52	\$ 11.76
Rate Impact	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
Surplus/Deficit	\$ (73,341)	\$ (1,711,530)	\$ (998,631)	\$ (806,620)	\$ (809,710)
Projected Retained Earnings	\$5,445,144	\$ 4,446,513	\$3,639,893	\$2,830,183	\$2,020,473
RE % of Budget	71.9%	47.6%	41.4%	32.4%	22.7%



User Impact (per Bill) - Sewer Bills Only			New Bills				
User Type	Usage	Current Bill	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Low-End User	500	\$ 54.30	\$ 55.39	\$ 56.49	\$ 57.62	\$ 58.78	\$ 59.95
Avg. Residential User (45 gpd)	1,500	\$ 162.90	\$ 166.16	\$ 169.48	\$ 172.87	\$ 176.33	\$ 179.85
Avg. Residential User (65 gpd)	2,200	\$ 238.92	\$ 243.70	\$ 248.57	\$ 253.54	\$ 258.61	\$ 263.79
Large Residential User	4,500	\$ 488.70	\$ 498.47	\$ 508.44	\$ 518.61	\$ 528.98	\$ 539.56
Large Commercial User	10,000	\$ 1,086.00	\$ 1,107.72	\$ 1,129.87	\$ 1,152.47	\$ 1,175.52	\$ 1,199.03
Very Large Commercial User	100,000	\$10,860.00	\$ 11,077.20	\$11,298.74	\$11,524.72	\$11,755.21	\$11,990.32

Rate Option 2 – Tier Structure

Objectives:

- Set tiers and rates per tier to recover a similar amount of revenue as in FY 2023. This does not include a rate increase for FY 2024.
- Aim to minimize impact on users' bills, avoiding large swings in bills.
 - After initial implementation, can consider different changes to different tiers.
- Create four tiers, with the option to switch to five in the future.

	Tiers	Start	End	FY 2024
Water	1	-	500	\$ 10.10
	2	501	1,000	\$ 10.80
	3	1,001	2,500	\$ 11.70
	4	2,501	5,000	\$ 13.00
	5	5,001	+	\$ 13.00

	Tiers	Start	End	FY 2024
Sewer	1	-	500	\$ 10.00
	2	501	1,000	\$ 10.50
	3	1,001	2,500	\$ 10.70
	4	2,501	5,000	\$ 12.00
	5	5,001	+	\$ 12.00

Rate Option 2 – Tier Structure – Water

Rate Changes:	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
	Tiers		4.50%	4.50%	4.50%
Rate Impact	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
Surplus/Deficit	\$ (764,719)	\$ (1,015,048)	\$ (348,318)	\$ (228,909)	\$ (60,617)
Projected Retained Earnings	\$2,633,893	\$ 2,285,575	\$2,056,666	\$1,996,049	\$1,935,432
RE % of Budget	30.7%	25.3%	23.6%	22.3%	21.1%

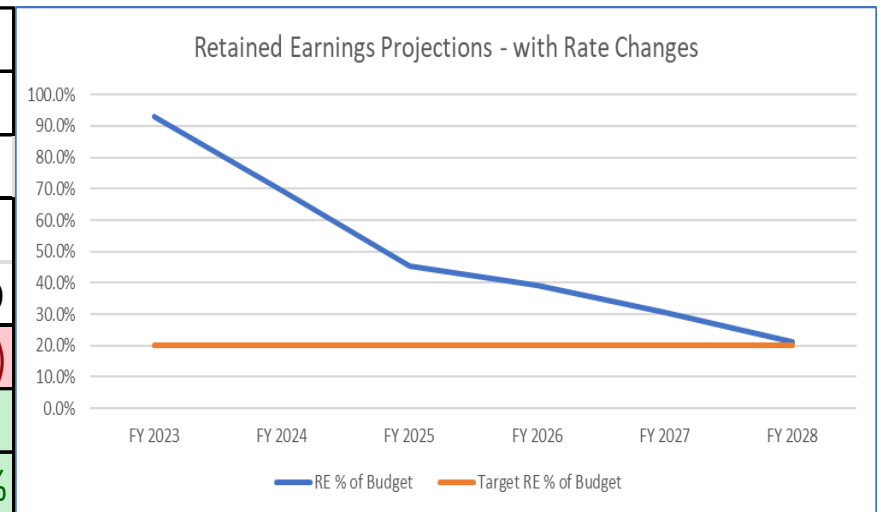
Retained Earnings Projections - with Rate Changes

Fiscal Year	RE % of Budget	Target RE % of Budget
FY 2023	41.0%	20.0%
FY 2024	30.7%	20.0%
FY 2025	25.3%	20.0%
FY 2026	23.6%	20.0%
FY 2027	22.3%	20.0%
FY 2028	21.1%	20.0%

User Impact (per Bill) - Water Bills Only			New Bills				
User Type	Usage	Current Bill	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Low-End User	500	\$ 57.05	\$ 50.50	\$ 52.77	\$ 55.15	\$ 57.63	\$ 60.22
Avg. Residential User (45 gpd)	1,500	\$ 171.15	\$ 163.00	\$ 170.34	\$ 178.00	\$ 186.01	\$ 194.38
Avg. Residential User (65 gpd)	2,200	\$ 251.02	\$ 244.90	\$ 255.92	\$ 267.44	\$ 279.47	\$ 292.05
Large Residential User	4,500	\$ 513.45	\$ 540.00	\$ 564.30	\$ 589.69	\$ 616.23	\$ 643.96
Large Commercial User	10,000	\$ 1,141.00	\$ 1,255.00	\$ 1,311.48	\$ 1,370.49	\$ 1,432.16	\$ 1,496.61
Very Large Commercial User	100,000	\$11,410.00	\$ 12,955.00	\$13,537.98	\$14,147.18	\$14,783.81	\$15,449.08

Rate Option 2 – Tier Structure – Sewer

Rate Changes:	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
	Tiers		2.50%	2.50%	2.50%
Rate Impact	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
Surplus/Deficit	\$ (177,548)	\$ (1,782,458)	\$ (1,034,731)	\$ (806,289)	\$ (771,290)
Projected Retained Earnings	\$5,270,009	\$ 4,235,278	\$ 3,428,989	\$2,657,699	\$1,886,409
RE % of Budget	69.6%	45.3%	39.0%	30.4%	21.2%



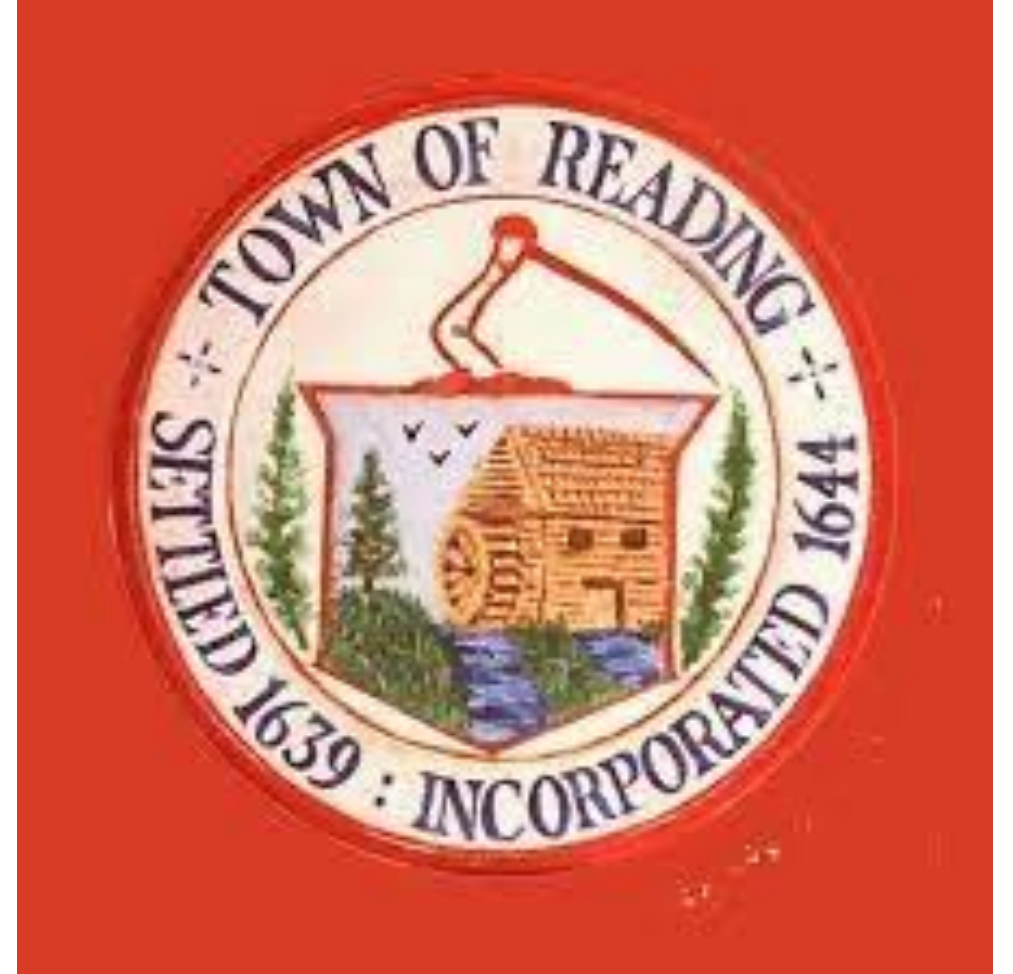
User Impact (per Bill) - Sewer Bills Only			New Bills				
User Type	Usage	Current Bill	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Low-End User	500	\$ 54.30	\$ 50.00	\$ 51.25	\$ 52.53	\$ 53.84	\$ 55.19
Avg. Residential User (45 gpd)	1,500	\$ 162.90	\$ 156.00	\$ 159.90	\$ 163.90	\$ 167.99	\$ 172.19
Avg. Residential User (65 gpd)	2,200	\$ 238.92	\$ 230.90	\$ 236.67	\$ 242.59	\$ 248.65	\$ 254.87
Large Residential User	4,500	\$ 488.70	\$ 503.00	\$ 515.58	\$ 528.46	\$ 541.68	\$ 555.22
Large Commercial User	10,000	\$ 1,086.00	\$ 1,163.00	\$ 1,192.08	\$ 1,221.88	\$ 1,252.42	\$ 1,283.73
Very Large Commercial User	100,000	\$10,860.00	\$ 11,963.00	\$ 12,262.08	\$12,568.63	\$12,882.84	\$13,204.91

Thank You

Question/Comments?

Reading Center for Active Living Committee ReCALC

- Summary Presentation
- March 21, 2023





Executive summary

Charge

- ***The charge of ReCALC is to explore the current and future needs of the Community, and initiate planning for a potential new Senior/Community Center in town that will focus on residents aged 60+ and possibly other members of the Community***
-

Results

- Identified current and future needs of the entire community for a Senior/Community Center (with a dedicated senior space)
- Solicited the community's preference for addressing facility needs

Primary Recommendation

- ***Identify and implement a solution to the facility needs for the Senior population in the immediate (2 to 3 year) timeframe.***

ReCALC MILESTONES

Nov 2021	Select Board creates and appoints 7-member Ad-Hoc Committee
Dec 2021	Bi-monthly meetings including joint meetings with COA
Jan 2022	Review of project parameters; Committee feedback
Feb 2022	Public Services Department hires UMASS Gerontology Institute (2021 Capital Funds) to lead community engagement.
Mar 2022	15 Site Visits to area centers; joint meeting with COA/UMASS Consultant team to review community outreach plan
Apr – Jun 2022	Held three community forums and four stakeholder focus groups
July-Aug 2022	Secured \$300k ARPA funding for future feasibility study work
Jul-Sep 2022	Prepared & executed Community Survey (1470 responses)
Sep-Oct 2022	ReCALC working group review of potential Walgreens site Lunch & Learn – Sr. Center Options presentation by “Town Mgr. Select Board presentation – Extension of ReCALC to June 2023
Nov-Dec 2022	UMASS presentation on Survey results and final report



TOWN OF READING MASSACHUSETTS


NOVEMBER 01 7:00PM

Public Forum

TUESDAY, NOVEMBER 1
7:00PM AT THE READING PUBLIC LIBRARY

Topic of Discussion → Discussion on the Walgreens site as a potential new Reading Senior/Community Center

Join Town Staff for an informative evening full of Q & A regarding a potential new Senior/Community Center.



Why Plan for A Center for Active Living (ReCALC)?

Vision

- A far-reaching vision for the future is needed to plan for the needs of the community.

Needs

- What are the needs of the community?

Pleasant Street Center has outlived its' useful life

- Needs Assessment, UMASS Gerontology Institute, 2017

Demographic Trends

- Growing overall population with 27% residents are 60+years

Impact on Service Delivery

- A dedicated staff having difficulty meeting the demand of community

Limited Capacity

- Some residents leave town for Services

Pleasant Street Center

Deficiencies (not a complete list)



Smell of Gas!!!

- No bathroom on first floor
- No private offices
- No one-on-one space
- Inadequate Kitchen
- Unable to run multiple (lg.) programs at once
- 140 yr. old historical building
- No dedicated space for art, fitness, social, library
- Building Access



Kitchen



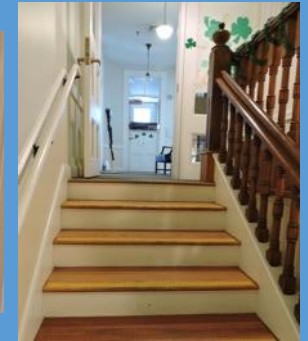
Non-Dividable Multi-Purpose Room (700 Sq. ft.)



Art/Lunch/Meeting Room (no dedicated storage)



Registration



Hallway Waiting Areas



Computer & Game Rooms (basement)

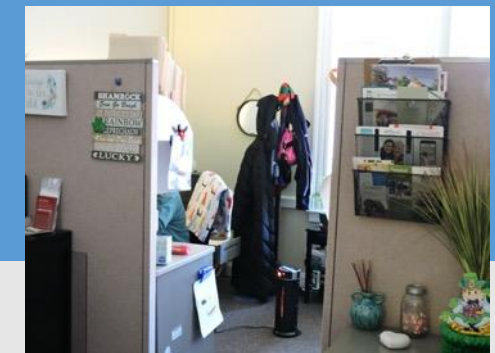


Reception



Nurse & Senior Case Worker Office (no privacy or one-on-one space)

Office in the Hallway





ReCALC Strategies

- Engaged the community
- Collaborated with other community partners and volunteer boards
- Benchmarked local Senior Center/Community Centers
- Established lines of communication
- Explored a combined option of an All-ages Community Center (ACC)



Supporting Recommendations

- Review the identified needs, perform a more detailed assessment of priorities, and then define explicit plans to address the needs.
- Perform feasibility study (studies) on potential Senior Center/ACC solutions
- Advocate for continued investment in Elder Services
- Develop communication strategies and tools to keep the community informed
- Support the concept of an ACC ensuring first that the needs of the Seniors are being met.



Community Needs

Overall

- The focus of ReCalc was to assess needs and then translate that assessment into a recommendation for a Senior Center/ACC.
- Program and service needs differ by age group, but implications for the facility (indoor & outdoor space and accessibility) appears to be consistent (and similar).
- The survey results provide insight into the top five selected indoor & outdoor space and accessibility needs across the age groups, and for the most part, those results were well aligned.
- There was a clear difference in service needs (respondents were given option to select service importance) by age group.

8 Areas

- Socialization
- Interesting/Specialty Program Offerings
- Physical Activity
- Meals
- Outdoor Activity
- Administrative Services
- Accessibility
- Affordability

Socialization

The need for socialization is a common theme

Every aspect of bringing people together can be thought of satisfying this need

Facility Implications:

- Café or drop-in space, dedicated arts and crafts space, multipurpose space for both small and large group activities, space for games, space for group exercise
- many of the local centers visited included a dedicated lounge area



INTERESTING/SPECIALTY PROGRAM OFFERINGS

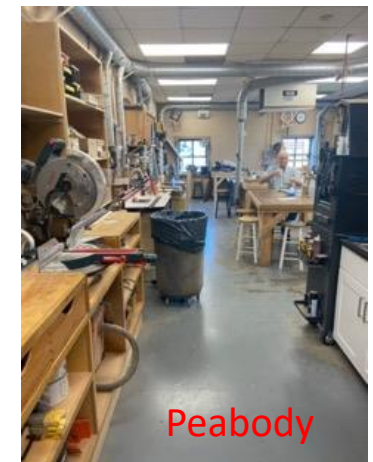


Desire for expanded program offerings designed to draw in more participants, engaging a larger demographic.

Art, theater, clubs, games, thought-provoking activities, like enriching courses in cooking, technology, lectures, etc.

Facility implications:

- Dedicated space - Art, Games, and Technology
- Flexible multipurpose space (large space) that can be configured (broken up into smaller space) to adapt for a particular program
- Classrooms and program rooms should be accessible and inclusive, including technology for audio and visual presentations and the capability to receive participants who are participating virtually.



PHYSICAL ACTIVITY



One of the top attended programs at the current Pleasant Street Center (PSC) are those with a physical activity component, such as Zumba or Yoga.

Community feedback was consistent, expressing more support and facilities for fitness programs and access to exercise equipment.

They would also like to see expansion of these programs and the addition of other options such as Dance.

Facility implications:

- Dedicated space, or at least space that is designed with the correct flooring (etc.)
- Dedicated fitness and exercise rooms (indoor space) were listed as a top priority for all age groups.



MEALS

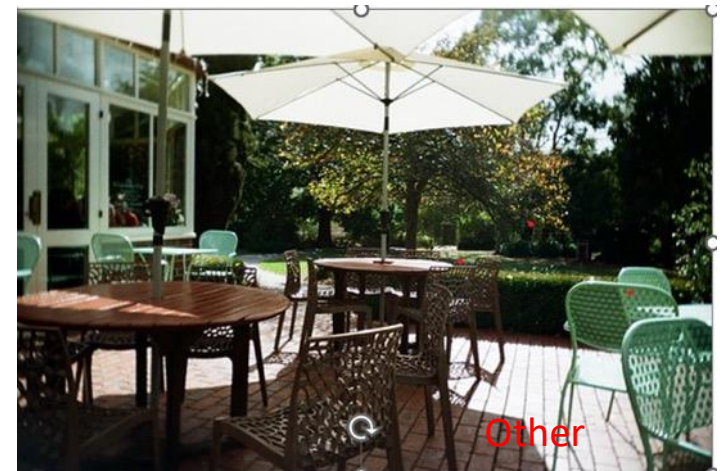


- Providing the option for a daily meal was not only deemed a priority from the community survey, but also appeared as a common service offered by peer community centers.
- The differentiating factor is the facility amenities to support provision of meals. Currently the PSC does not provide the ability for on-site preparation, limiting what can be provided.
- The community expressed the need to have access to food and nutrition services.
- Facility implications:
 - Kitchen to support the defined dining space
 - Consider commercial kitchen



OUTDOOR ACTIVITY

- The community has expressed the need for a set of outdoor activities that should be supported by a new center.
- Facility implications:
 - Benches/comfortable seating
 - Picnic area
 - Grass area for lawn games
 - Gardening area
 - Walking/running track.

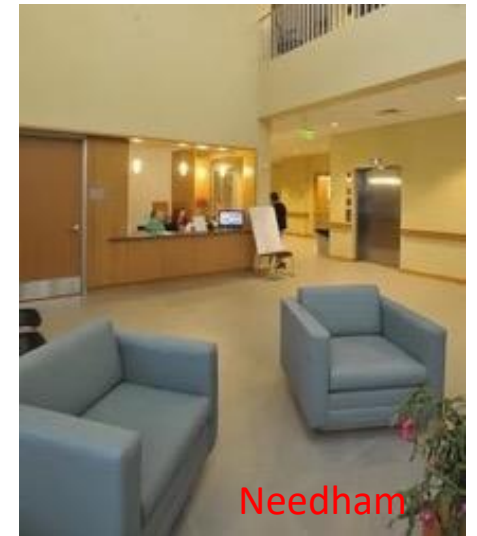


ADMINISTRATIVE SERVICES

- Staffing to provide the programs and services
- Provide private office spaces for staff to conduct 1-1 appointments with residents.
- Provision of adequate staffing to support the core programs and services of Elder Services is a prerequisite, with additional staff needed to meet new program, service and facility requirements.

- Facility implications:

- Private office spaces
- 1-1 conference rooms



The staff of the Pleasant Street Center are “maxed-out in their ability to meet the demands of the community.”

ACCESSIBILITY

- Support for hearing (audio assistive devices), sight (design considerations), and handicapped accessibility beyond the standard ADA compliance
- Access the center because of limited hours of operation (for those that work during the day), the need for transportation (those that don't drive), adequate parking either on-site or in satellite lots (with shuttle service).
- Program and/or service accessibility can also be impacted by communication of information and the registration process

Facility implications:

- Hours of operation
- Parking & Transportation
- Technology for virtual participation
- Design for disabilities



AFFORDABILITY

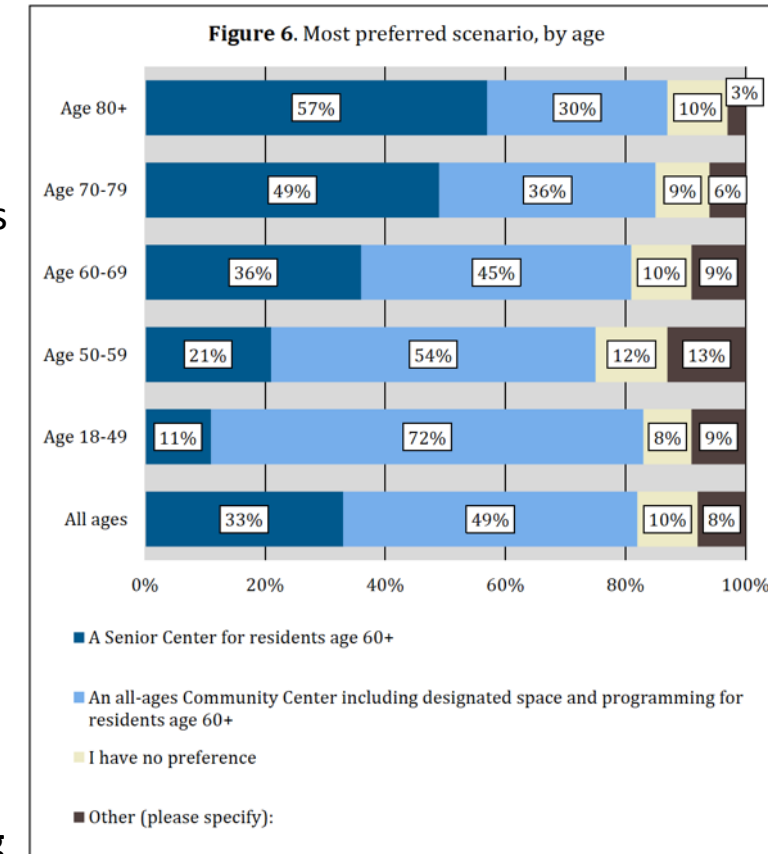
- Most selected accessibility feature for a Sr./Community center was No to little cost to participate in programs.
- Center Cost
 - (+) Forty-seven percent of residents indicated they would be willing to pay up to \$200 (added to annual property taxes), and sixty-four percent indicated they would be willing to pay up to \$100
 - (-) A third of those surveyed indicated they would not support a new building if it required an increase in taxes. Those willing to pay \$200 or more per year was only 23%.
- Resident concerns about affordability and the realization that some may be priced out of the community if the increase in taxes and other expenses (rent, utilities, etc.) continue unabated.



CENTER PREFERENCE

(MOST PREFERRED SCENARIO)

- 82% of the respondents selected either a senior center for residents age 60+ (33%) or an all-ages community center including designated space and programming for residents age 60+ (49%).
- Preference for a senior center increased with age, preference for an all-ages community center with designated space and programming for residents age 60+ declined with age
- Nearly half of survey respondents elaborated on their selection
 - 21% of those expressed support – stating a community center as **“an opportunity for community cohesion and inclusion.”**
 - Nearly the same number (1 in 5) expressed resistance to a new building/development citing concerns **“about how development costs will influence their own expenses (e.g., increased tax bill) as well as perceptions that there are other priorities for town funding (e.g., improving school facilities, addressing road and sidewalk repairs). Those expressing resistance to a new development also reported the perception that are adequate existing resources in town that can be rehabbed or repurposed.”**



CENTER PREFERENCE

(RECALC CONCLUSION)



Needham

- ReCalc believes the desire for an all-ages community center (with dedicated Sr. space) is real, but
 - It should not take precedence over first meeting the program, service and needs of our Seniors
 - Take into consideration existing town services and facilities that could be used to support the types of programs and opportunities expressed for such a center.
 - There should always be separate space, programs and services for older residents.

Lexington



Lynnfield



NEXT STEPS - PRIMARY RECOMMENDATION

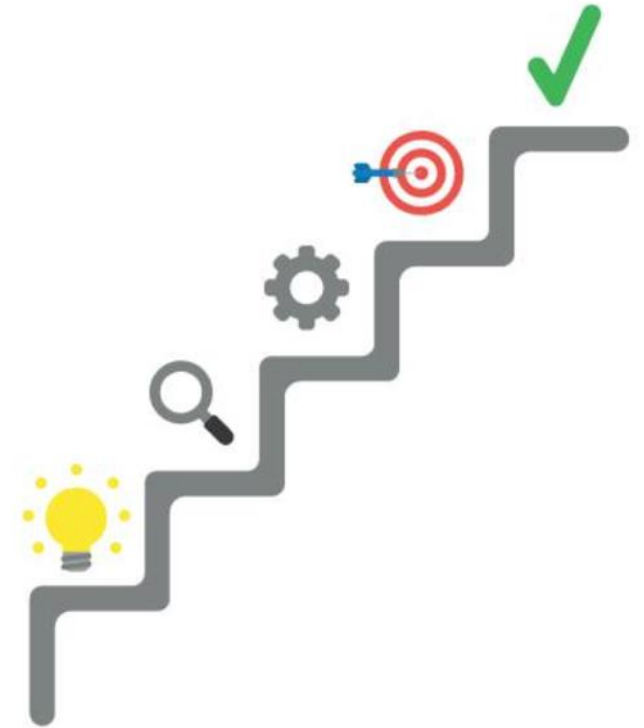
The following next steps should be performed to address the primary recommendation (***identify and implement a solution to the facility needs for the Senior population in the immediate (2 to 3 year) timeframe***):

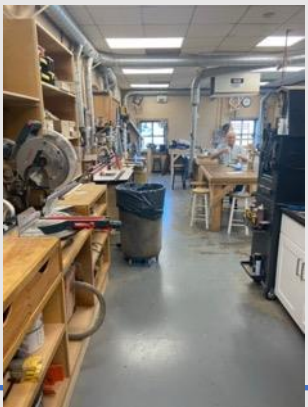
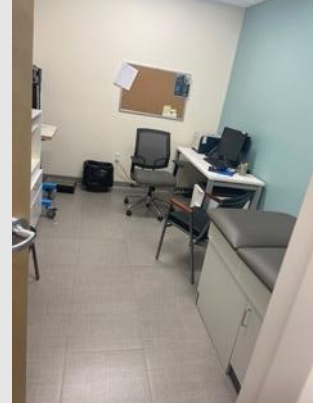
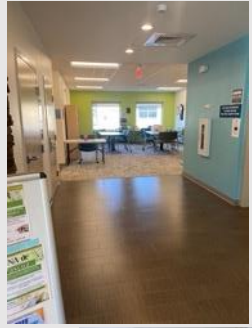
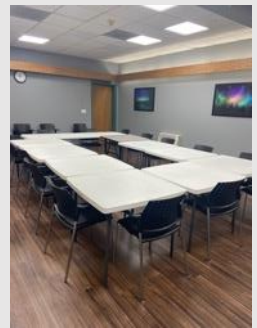
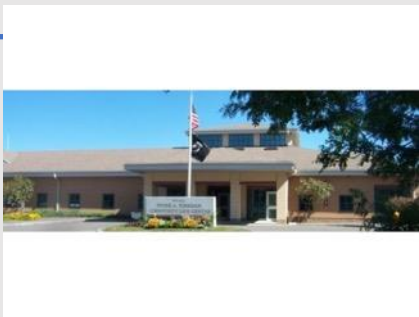
- (1) Define and execute an immediate facility solution for replacing and/or expanding the current Senior Center.
- (2) Continue to enhance (invest in) the programming/services for Seniors including new offerings and better accessibility (e.g., address transportation, evening programming, etc.)
- (3) Develop communication strategies and community outreach regarding the needs for Seniors



FUTURE OF RECALC

- ReCALC is scheduled to sunset by June 30, 2023
- Extension of its work to this date (from November 2022) was intended to allow the committee to finish its work on this phase of the Sr./Community Center project and report to the Select Board its final recommendations.
- ReCALC has developed an in depth understanding of the community needs.
- **Whether ReCALC continue to exist, executing the recommendations found in this summary report would benefit from continued support from members of the ReCALC committee.**



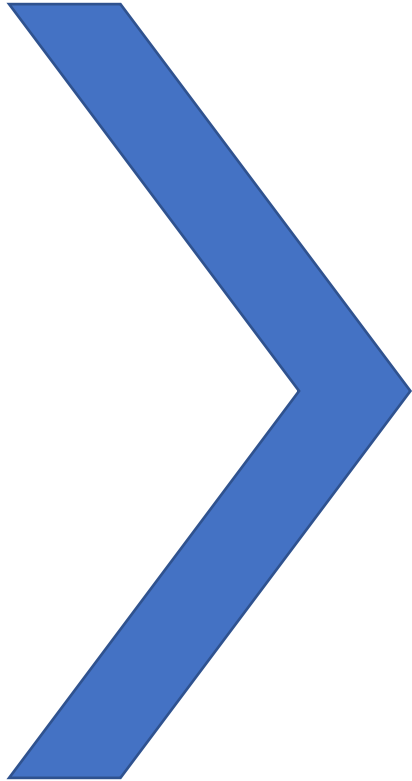




Downtown Parking Changes Upper Haven (CVS) and Brande Court Lots

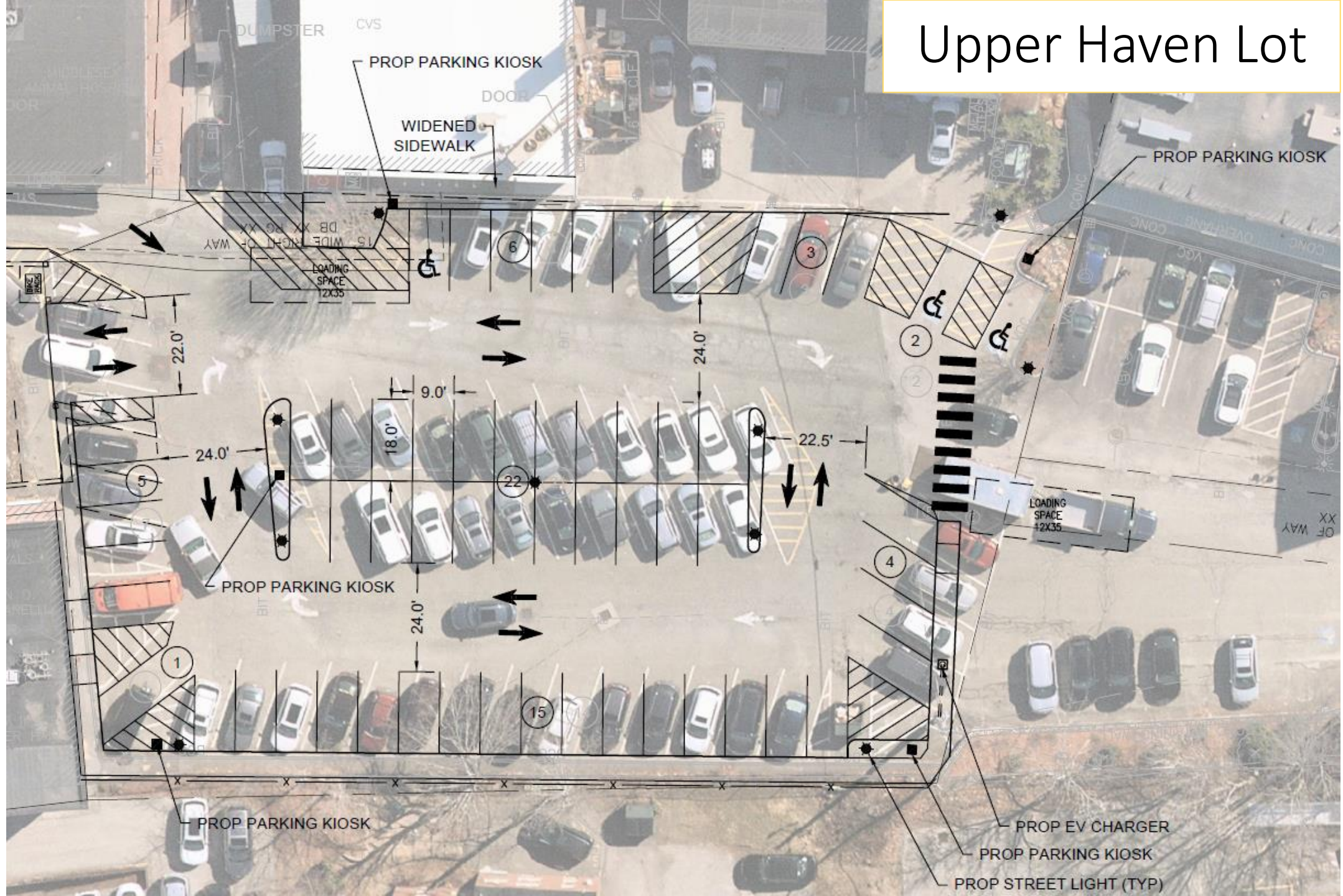
COMMUNICAIONS STRATEGY CONSIDERATIONS FOR BUSINESSES, RESIDENTS AND USERS

MARCH 2023

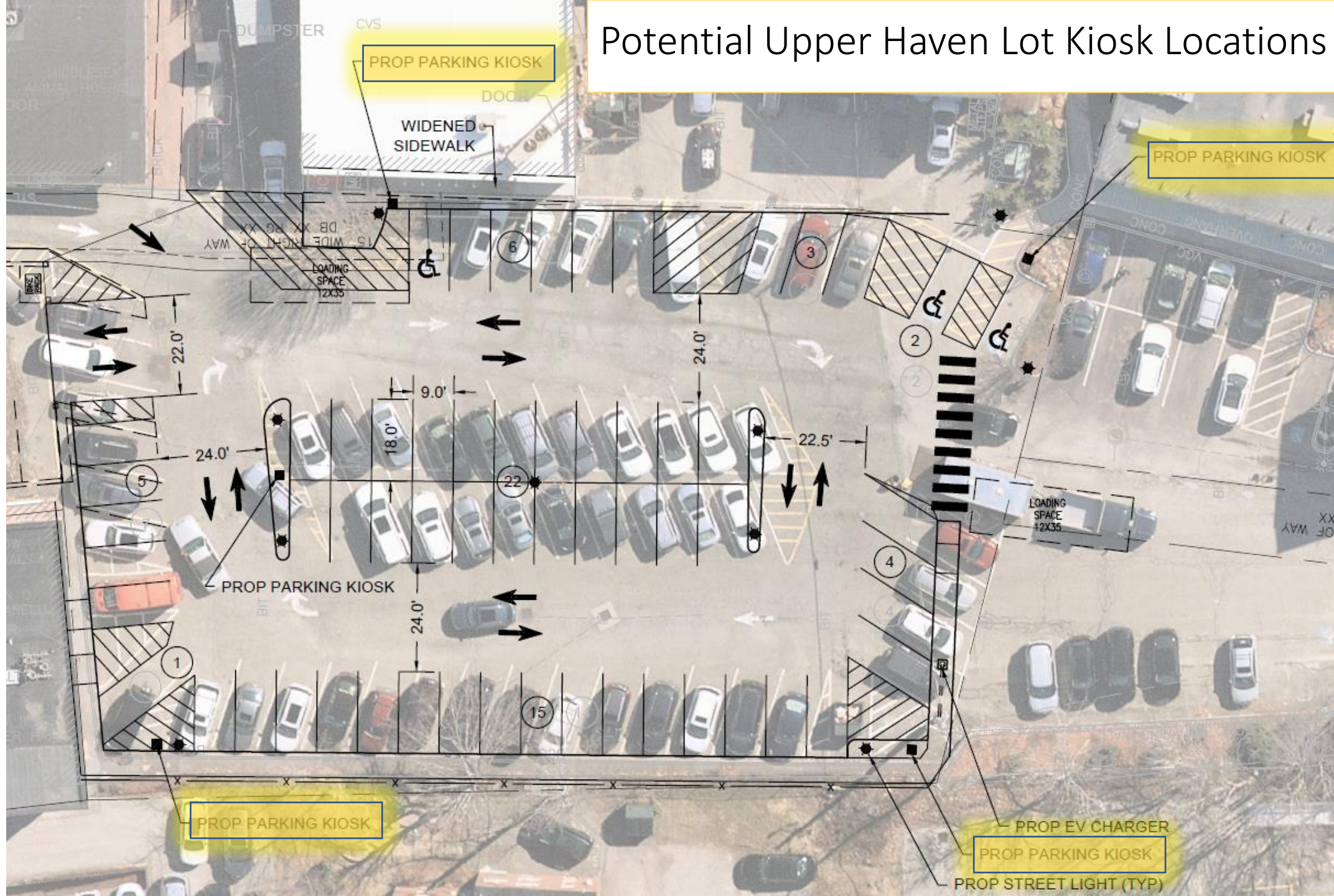


What is Changing in the
Upper Haven (CVS) and
Brande Court Lots?

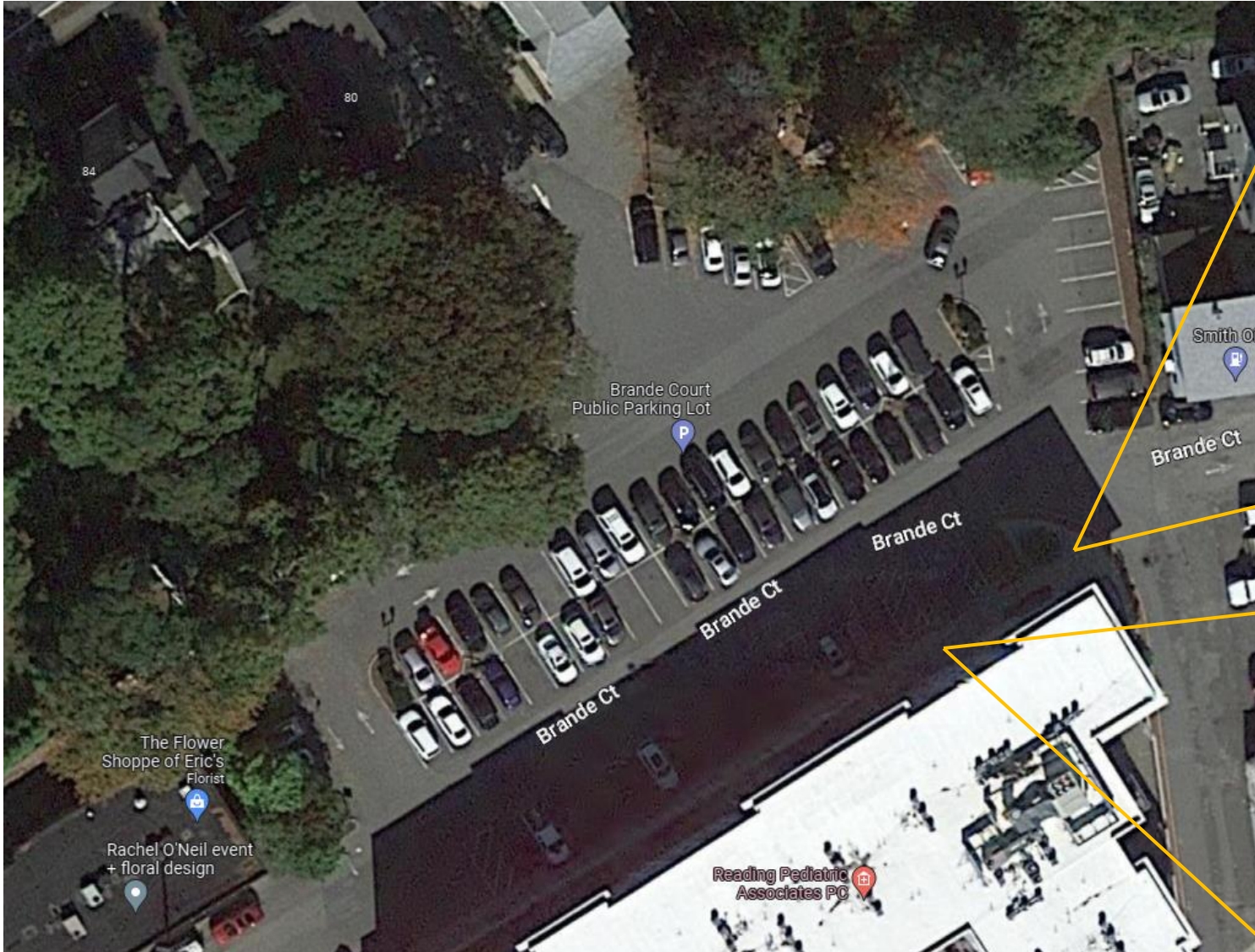
Upper Haven Lot

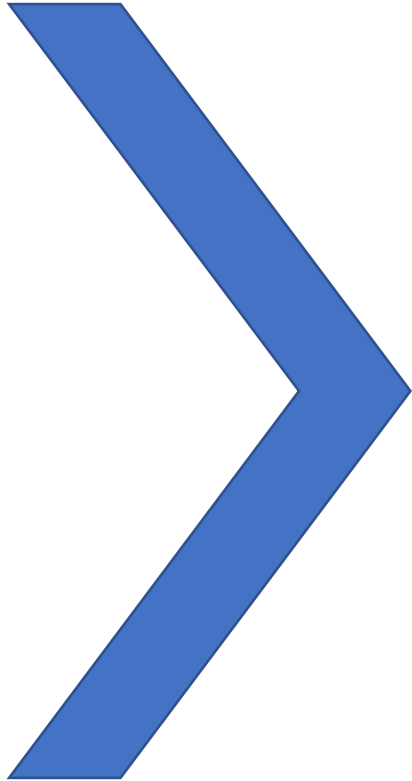


Potential Upper Haven Lot Kiosk Locations



Brande Court Potential Kiosk Location





How has parking changed
throughout downtown
following PARC and staff
recommendations?

Legend

Parking Regulations

- Resident Permit Parking 6:00 AM to 9:30 AM Mon-Fri
- 2 Hour
- 30 Minute
- 2 Hour or Employee
- Handicap
- No Parking
- No Parking 6:00 AM to 9:30 AM Mon-Fri

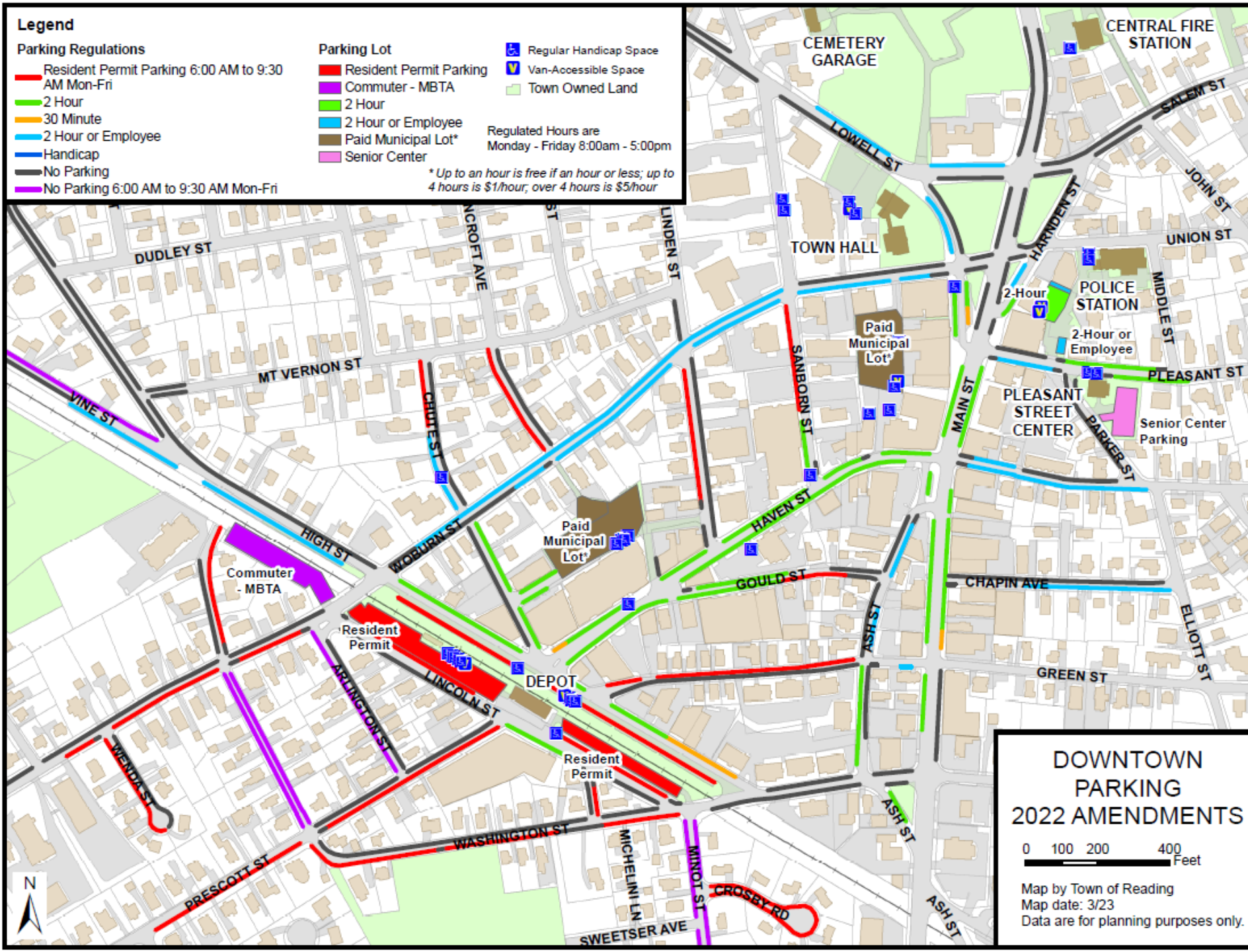
Parking Lot

- Resident Permit Parking
- Commuter - MBTA
- 2 Hour
- 2 Hour or Employee
- Paid Municipal Lot*
- Senior Center

- Regular Handicap Space
- Van-Accessible Space
- Town Owned Land

Regulated Hours are
Monday - Friday 8:00am - 5:00pm

* Up to an hour is free if an hour or less; up to 4 hours is \$1/hour; over 4 hours is \$5/hour



DOWNTOWN PARKING 2022 AMENDMENTS

0 100 200 400 Feet

Map by Town of Reading
Map date: 3/23
Data are for planning purposes only.

Legend

Parking Regulations

- █ Resident Permit Parking 6:00 AM to 9:30 AM Mon-Fri
- █ 2 Hour
- █ 30 Minute
- █ 2 Hour or Employee
- █ Handicap
- █ No Parking
- █ No Parking 6:00 AM to 9:30 AM Mon-Fri

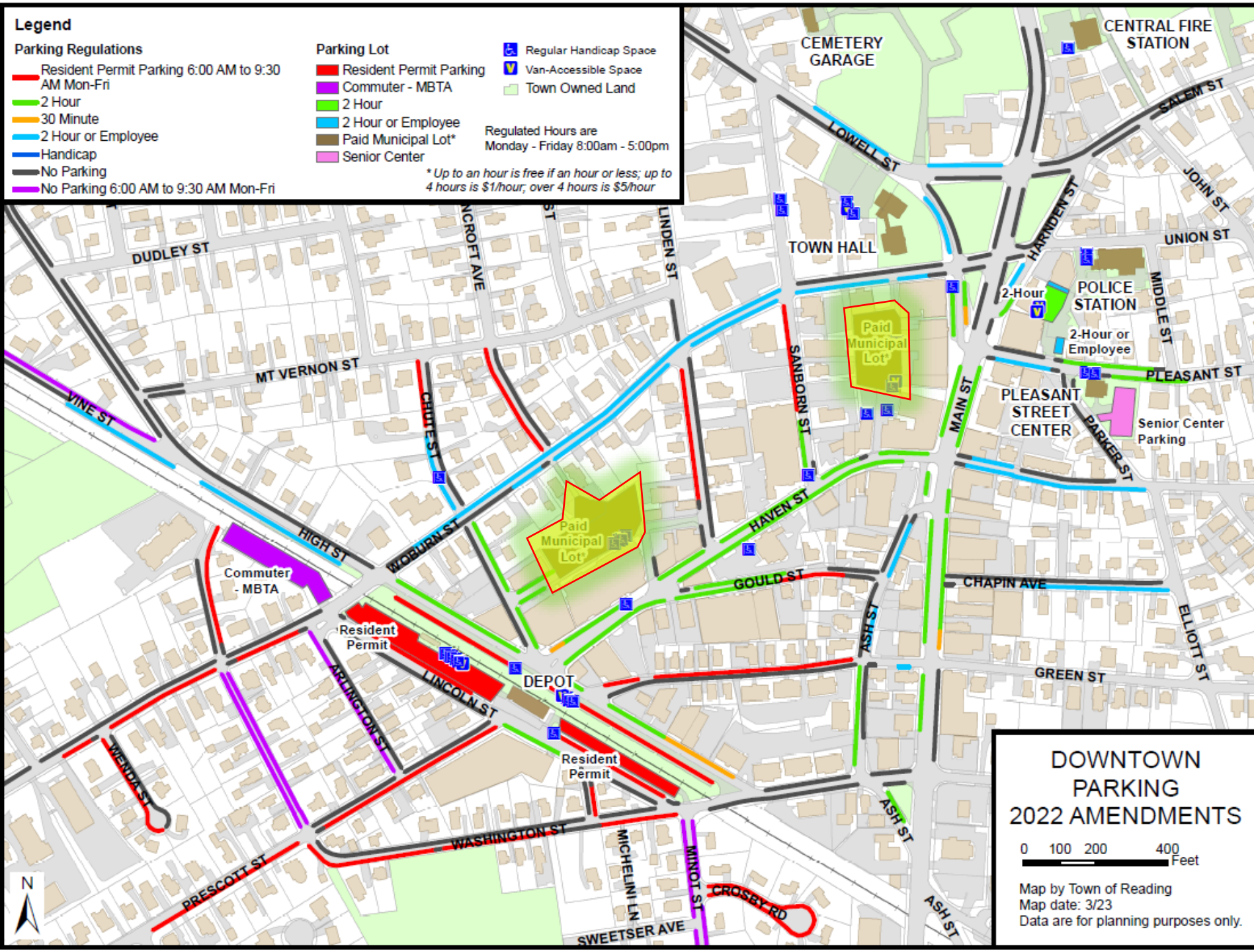
Parking Lot

- █ Resident Permit Parking
- █ Commuter - MBTA
- █ 2 Hour
- █ 2 Hour or Employee
- █ Paid Municipal Lot*
- █ Senior Center

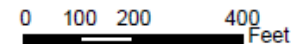
- Regular Handicap Space
- Van-Accessible Space
- Town Owned Land

Regulated Hours are Monday - Friday 8:00am - 5:00pm

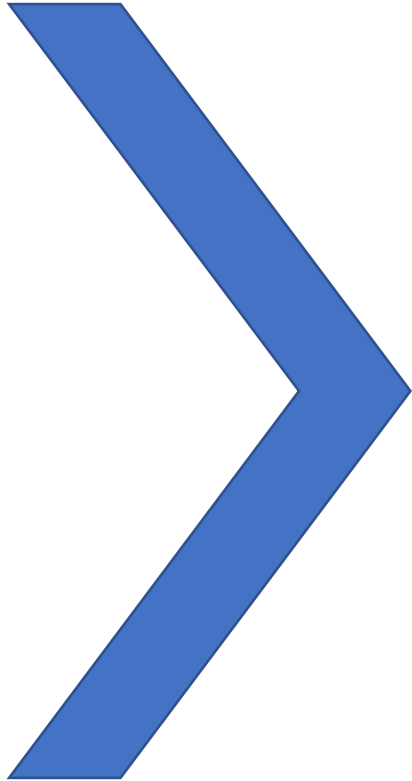
* Up to an hour is free if an hour or less; up to 4 hours is \$1/hour; over 4 hours is \$5/hour



DOWNTOWN PARKING 2022 AMENDMENTS



Map by Town of Reading
 Map date: 3/23
 Data are for planning purposes only.



Where are employees
expected to park now that
these changes have been
made?

Legend

Parking Regulations

- Resident Permit Parking 6:00 AM to 9:30 AM Mon-Fri
- 2 Hour
- 30 Minute
- 2 Hour or Employee
- Handicap
- No Parking
- No Parking 6:00 AM to 9:30 AM Mon-Fri

Parking Lot

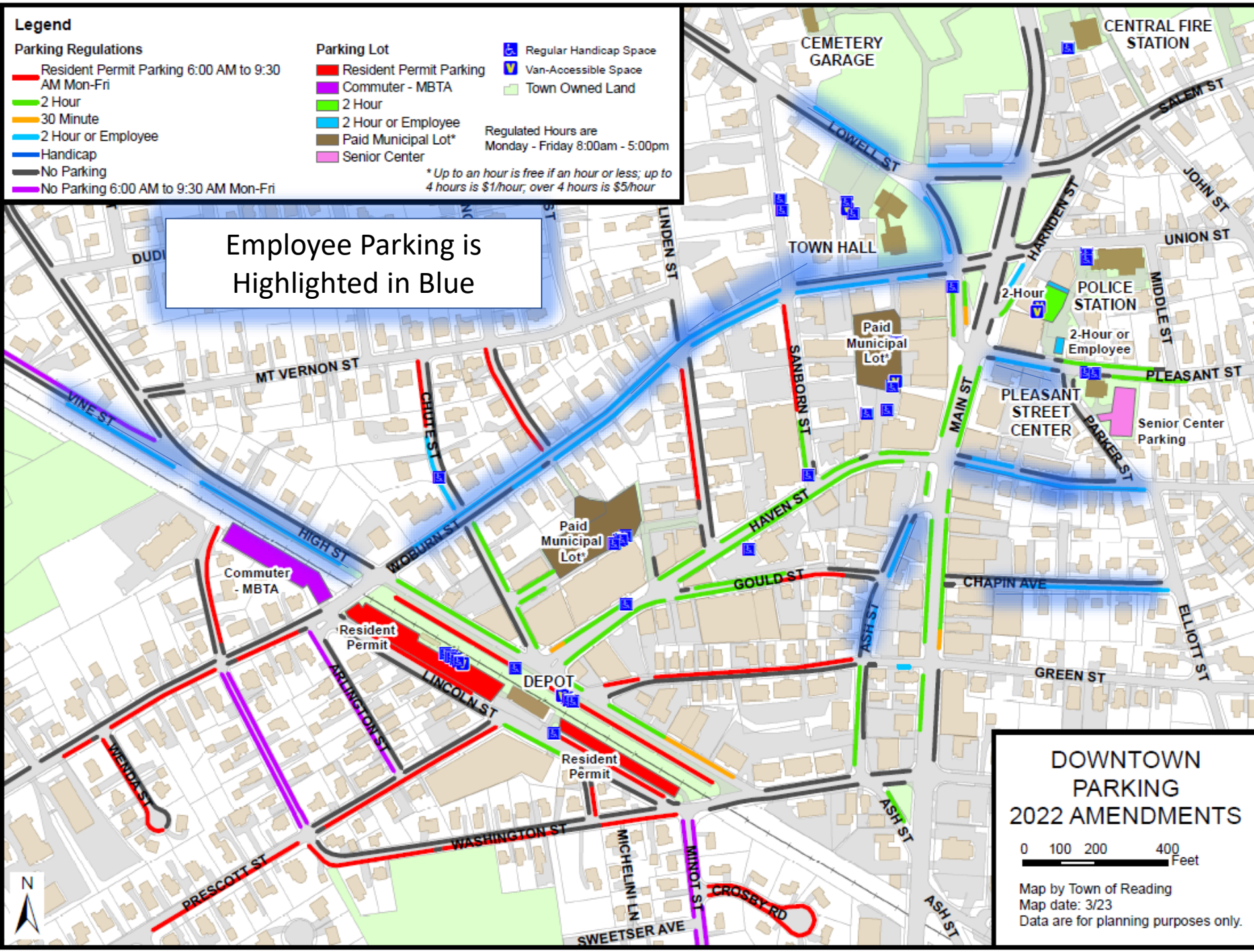
- Resident Permit Parking
- Commuter - MBTA
- 2 Hour
- 2 Hour or Employee
- Paid Municipal Lot*
- Senior Center

- Regular Handicap Space
- Van-Accessible Space
- Town Owned Land

Regulated Hours are Monday - Friday 8:00am - 5:00pm

* Up to an hour is free if an hour or less; up to 4 hours is \$1/hour; over 4 hours is \$5/hour

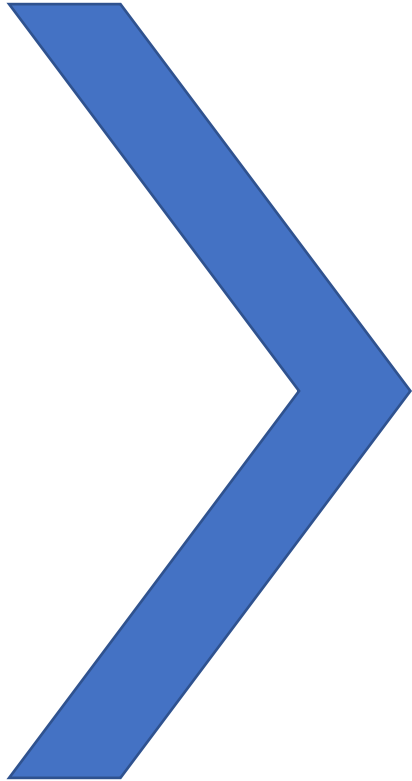
Employee Parking is Highlighted in Blue



DOWNTOWN PARKING 2022 AMENDMENTS

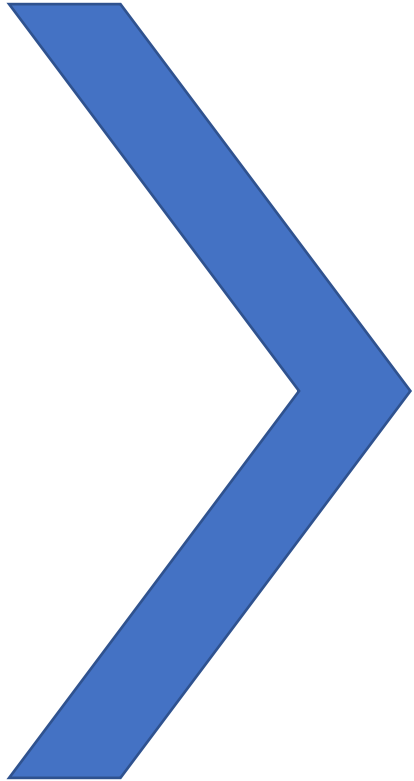
0 100 200 400 Feet

Map by Town of Reading
Map date: 3/23
Data are for planning purposes only.



What is our outreach and communication plan to ensure a smooth transition?

April	May	June	July	August
<p align="center">Begin Notice to Public & Businesses</p>	<p align="center">Continue Communications with Public & Businesses</p>	<p align="center">Kiosks Installed in Lots, App Becomes Available for Use</p>	<p align="center">Enforcement of New Parking Lot Formats</p>	<p align="center">Public Meeting to Discuss Any Issues with New Parking Lots</p>
<ul style="list-style-type: none"> • Flyers placed on windshields on weekly basis in both parking lots • Mailing to abutters and businesses of parking lots will occur one month before implementation • Social media posts on weekly basis leading up to implementation (Facebook, Chamber of Commerce, RCTV) • In person visits to businesses Downtown (primary users: 22 Woburn Street, Medical Offices on Haven, Retailers on Main) 	<ul style="list-style-type: none"> • Flyers placed on windshields on weekly basis in both parking lots • Mailing to abutters and businesses of parking lots • Social media post (Facebook, Chamber of Commerce, RCTV) • In person visits to businesses Downtown (primary users: 22 Woburn Street, Medical Offices on Haven, Retailers on Main) 	<ul style="list-style-type: none"> • Kiosks installed, communications continue • Parking payment structure completed internally with Reading financial departments and Reading Police Department 	<ul style="list-style-type: none"> • Upon installation of kiosks, new parking formats will be enforced • A two-week grace period will be granted, issuing informational tickets and handing out two pagers with FAQs and parking map • After the two-week period, parking enforcement will begin issuing tickets/fines 	<ul style="list-style-type: none"> • A public meeting will be held with businesses, property owners, and concerned residents to understand what improvements can be made to enforcement and understanding of new parking format in these lots.



What will our outreach materials look like?

Frequently Asked Questions

Q) What's changing regarding parking in Downtown Reading?

A) On-street parking in downtown Reading will remain in effect and will remain free. Paid Kiosk Parking will begin starting in June of 2023, Brande Court Lot and Upper Haven Street Lot (see map) will have paid parking kiosks. **Parking is free for less than 1 hour, but you will still need to register your vehicle via a kiosk or the Pay by Phone app. After one hour of parking, patrons will pay for the first hour plus each hour thereafter at a rate of \$1/hour. Over 4 hours is \$5/hour.**

Q) How do I pay for parking?

A) Individuals can pay for parking at kiosks or by installing and using the **PassPort** parking application on their smartphone.

Q) How will these changes help?

A) The transition to paid parking in the Upper Haven and Brande Court municipal parking lots will create more overturn of parking usage in order to allow for easier customer parking and increase the utilization of these municipal lots.

Q) Where should employees and business owners park?

A) Previous Employee parking spots have been relocated as seen on the map to all areas that are highlighted in blue. Employee Parking Passes are sold annually, starting in January. Every business has an opportunity to purchase up to 20 passes. Additional passes may be purchased after January and are on a first come, first serve basis.

Q) How will the new parking format be enforced?

A) Reading's Police Department will enforce new parking within these lots, just like they enforce parking throughout the rest of town.

Q) What happens if I get a ticket?

A) If a ticket is issued to an individual/vehicle, they will be notified via a physical ticket. This physical ticket will have instructions and a ticket number to process payment of the ticket online. Individuals can also go to the Reading Police Department to process their ticket. Tickets processed in person at the Reading Police Department are thorough cash/ check only.

Q) Who decided to make these changes?

A) The implementation of parking kiosks within both municipal lots was voted in favor of during Town Meeting. The initial idea for implementation of the kiosks occurred through Town Hall staff recommendations with support from the Parking Advisory and Recommendation Committee (PARC).

Q) Are handicap spots still free to park at?

A) Yes, vehicles with handicap placards are still free to park at within these lots and anywhere in Town.

Q) I have more questions or concerns, who can I talk to?

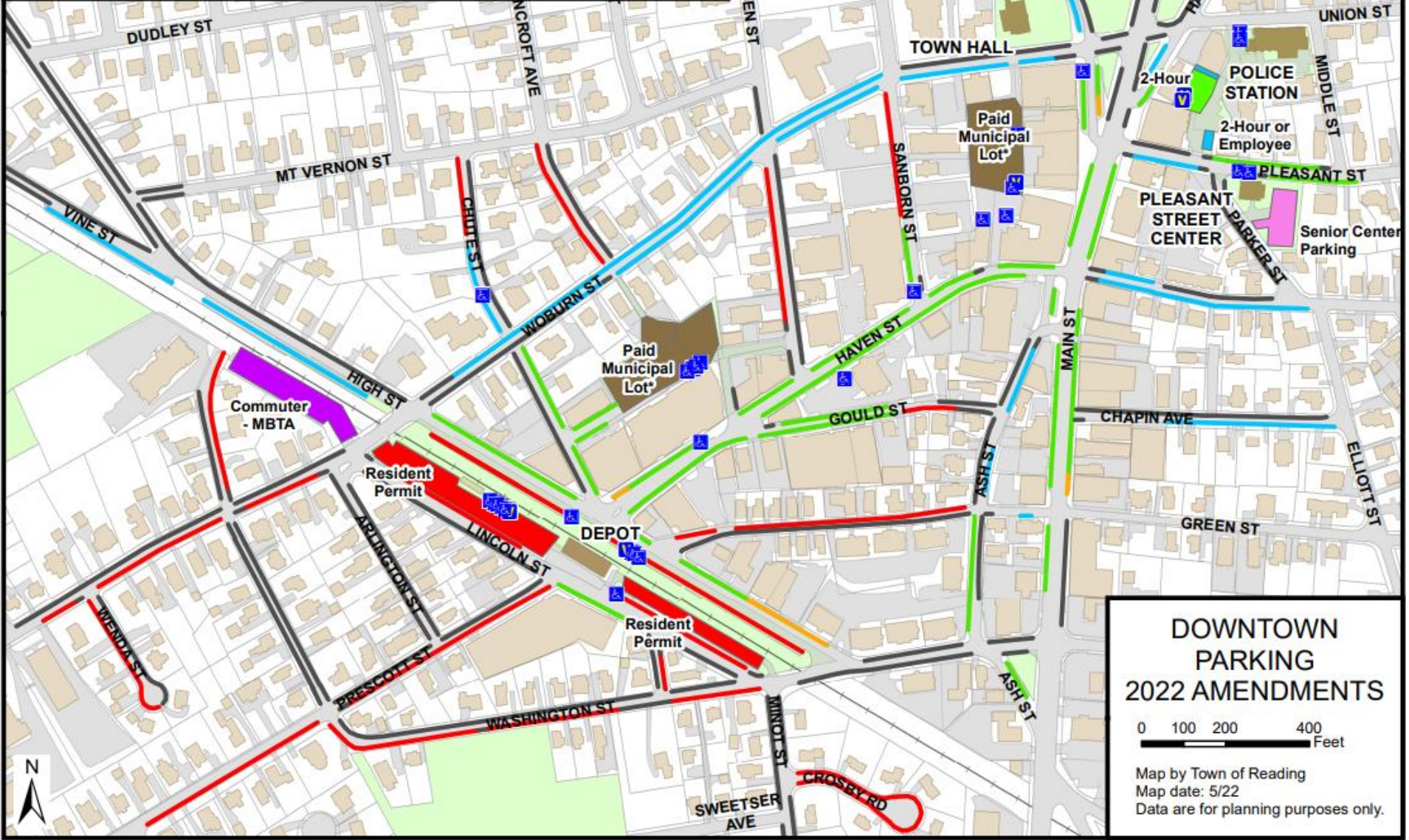
A) Please contact the Town of Reading's Economic Development Director, Ben Cares, at bcare@ci.reading.ma.us or by phone at 781.528.7150



TOWN OF
READING
MASSACHUSETTS

Legend

Parking Regulations	Parking Lot	Regular Handicap Space
Resident Permit Parking	Resident Permit Parking	Van-Accessible Space
2 Hour	Commuter - MBTA	Town Owned Land
30 Minute	2 Hour	Regulated Hours are Monday - Friday 8:00am - 5:00pm
2 Hour or Employee	2 Hour or Employee	* Up to an hour is free if an hour or less; up to 4 hours is \$1/hour; over 4 hours is \$5/hour
Handicap	Paid Municipal Lot*	
No Parking	Senior Center	

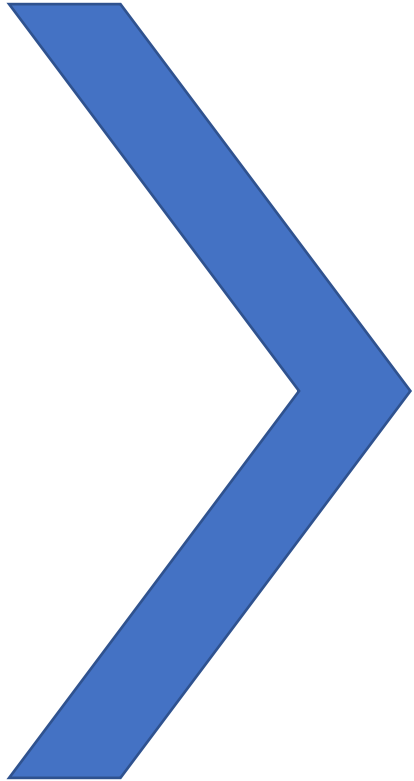


**DOWNTOWN
PARKING
2022 AMENDMENTS**

0 100 200 400 Feet

Map by Town of Reading
Map date: 5/22
Data are for planning purposes only.



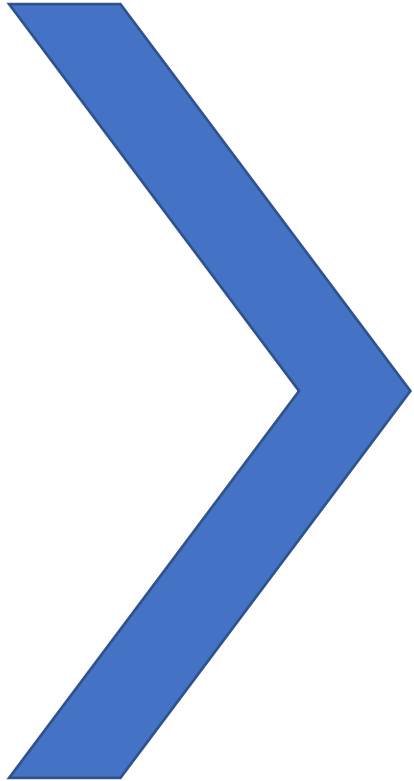


Let's recap on our
communications plan again.

Recap on the Communications Plan

- **Flyering of two-sided informational document (FAQs and Map)** of vehicles in both lots will occur three times a week for one month leading up to implementation.
- **Abutting businesses and property owners will receive a mailing** of the two-sided informational document one month before implementation.
- **The Economic Development Director will work in person with abutting businesses** (such as the retail and restaurants next to the Upper Haven lot and the medical offices abutting Brande Court) to help them understand the impacts of implementation for employee parking.
- **The Economic Development Director will work with relevant communication networks**, including Town Hall communications staff, the Chamber of Commerce, the Rotary Club, the Public Library, and other relevant communication networks to disseminate information regarding changes to these lots.





Q&A Session

Thank You!



Update to Reading Select Board

March 21, 2023

Town Forest Committee

Town Forest Committee Update

- ▶ Report on dead pine tree removal
- ▶ Report on invasive plant control
- ▶ Status of ARPA funds approved by the Select Board for Town Forest work
- ▶ Need to investigate if policy changes should be developed to reduce conflicts between residents and commercial dog walkers with large groups of unleashed dogs

Red pine trees in the Town Forest are dying due to climate change and invasive plants are widespread

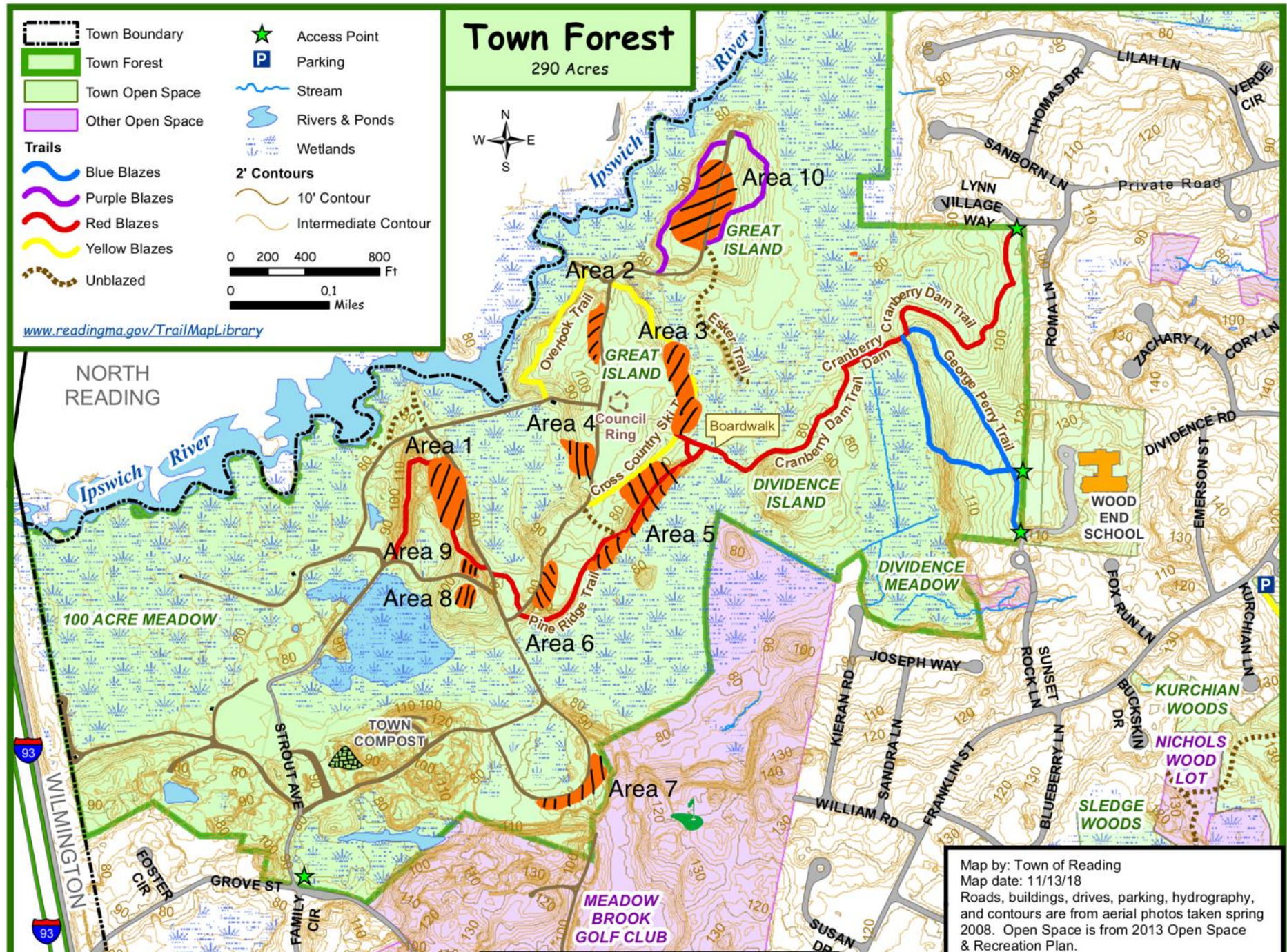


The Problem - Red Pine Trees:

- ▶ Red pine trees were planted starting in the 1930s as a resource to be periodically harvested
- ▶ Red pines are suited for more northern latitudes
- ▶ Climate change has stressed the red pines
- ▶ This stress makes the red pines vulnerable to fungus and insects such as pine scale
- ▶ Need to remove the dead trees before they fall and potentially injure users of the Town Forest or catch on fire



Red Pine Areas



Work to Date:

- ▶ Phase 1 removed dead trees on 4.5 acres in January 2020 at a cost of \$28,400 (Town funds)
- ▶ Phase 2 another 4.5 acres at a cost of \$22,900 January 2022 (Town funds with a \$10,000 grant from DCR)
- ▶ Phase 3 another 4.8 acres at a cost of \$36,493 November 2022 (ARPA funds with a \$10,000 grant from DCR)
- ▶ Projects were bid and managed by Reading DPW



The Problem - Invasive Plants:

- ▶ Invasive plants such as buckthorn, Japanese knotweed, tree of heaven and black swallow-wort have become firmly established in the Town Forest
- ▶ The adjacent Compost Area is a reservoir of invasives that will spread into the Town Forest
- ▶ If not controlled now, native plants will be crowded out and the Town Forest will be a tangle of invasive plants



Buckthorn



Tree of Heaven



Black Swallow-wort



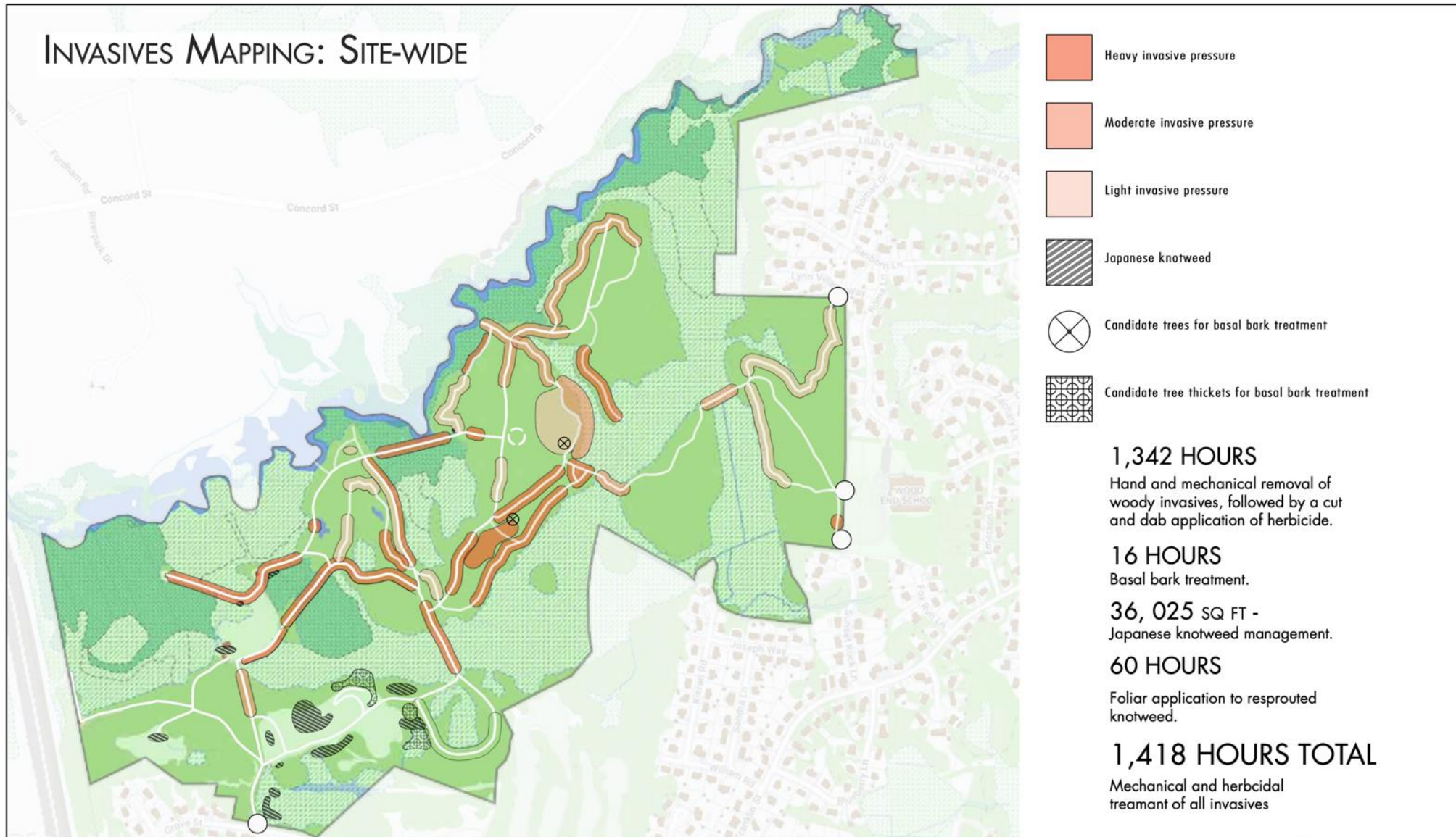
Japanese Knotweed

Invasive Plants Work to Date:

- ▶ Volunteer buckthorn pulling by Scouts, Town residents and others such as Amazon Robotics
- ▶ Phase 1 pilot buckthorn treatment by Parterre Ecological June 2022 at a cost of \$9,545 (Town funds)
- ▶ An invasive plant inventory and management plan was prepared by Parterre in February 2023 at a cost of \$9,575 (ARPA funds) to be used to document the locations of invasive plants and plan control measures including work to be bid to certified applicators



Invasive Plant Inventory and Management Plan



Status of ARPA Funds

- ▶ \$100,000 of ARPA funds was authorized by the Select Board for dead tree removal and invasive plant control
- ▶ Spent to date: \$36,068 (dead trees and invasive plants)
- ▶ Current Balance: \$63,932
- ▶ Estimate for Phase 2 of invasive plant control: \$60,000 to \$63,932
- ▶ Additional phases of dead tree removal and invasive plant control will be needed beyond the currently authorized ARPA funds
 - ▶ Phase 4 of dead tree removal should be carried out in FY 2024 at a cost of approximately \$40,000
 - ▶ Phase 3 of invasive plant control will cost approximately \$70,000
 - ▶ Grants will be sought for this work

Concern with Number of Dogs off-leash per handler

- ▶ Continuing complaints about conflicts between commercial dog walkers with multiple off-leash dogs and the public
- ▶ Current bylaw allows for off-leash when under voice control
- ▶ A recent Facebook post by one commercial dog walker said that:

“I’m a dog walker there [Town Forest] and I bring in 8 off leash and they are all under voice control. There are a lot of people on the trail who are very mean and will treat you this way. I deal with it everyday - just do your own thing and ignore them!”
- ▶ Are the conflicts caused by the dogs not being under voice control?
- ▶ Do members of the public feel unsafe by large groups of unleashed dogs?
- ▶ Are residents safety concerns being ignored?
- ▶ Police limited response due to current bylaw (Town Forest and Conservation Land)
- ▶ The Town Forest Committee investigating policies in other towns and how they handle conflicts

Summary

- ▶ Dead trees have been removed from 13.8 acres to date
- ▶ Replanting will continue in the areas cleared of dead pine trees
- ▶ The process to control invasive plants has begun and will need to extend beyond 2023
- ▶ The Town Forest Committee will investigate the dog policies in other towns and will explore options to reduce negative interactions with residents

Reading Town Forest Committee



- ▶ Bill Sullivan, Chair
- ▶ Nancy Docktor
- ▶ Tom Gardner
- ▶ Kurt Habel
- ▶ Bill Hughes
- ▶ Jeff Lamson
- ▶ Tim Kirwan

SURPLUS PROPERTY FORM

Date: <u>3/7/2023</u>	Storage Address: <u>15 Union St</u>
Department Name: <u>Reading Police Department</u>	<u>Reading, MA 01867</u>
Contact Person: <u>Armorer Noah Clark</u>	Date item(s) are no longer needed: <u>10/01/2023</u>
Telephone: <u>781-942-6766</u>	Date item(s) must be removed by: <u>11/1/2023</u>
E-Mail Address: <u>nclark@ci.reading.ma.us</u>	

Please provide this information to the best of your ability.

Description	Quantity	Age	Original Value*	Minimum Acceptable Bid	Reason the item is no longer needed
Manufacturer <u>GLOCK</u> Year <u>2016</u> Make <u>23</u> Model <u>Gen 4</u> Town Identification # _____ Any known Issues <u>No known issues</u>	37	7	\$450	\$200	Glocks are being replaced with Sig's as the department standard issue weapon

Signature <u></u>	Department Head	Date <u>3/7/2023</u>
Signature <u></u>	Town Manager	Date <u>3/7/2023</u>
Date of the Select Board meeting the item(s) were voted as surplus		Date _____

SURPLUS PROPERTY FORM

Date: <u>3/7/2023</u>	Storage Address: <u>15 Union St</u>
Department Name: <u>Reading Police Department</u>	<u>Reading, MA 01867</u>
Contact Person: <u>Armorer Noah Clark</u>	Date item(s) are no longer needed: <u>5/8/2023</u>
Telephone: <u>781-942-6766</u>	Date item(s) must be removed by: <u>11/1/2023</u>
E-Mail Address: <u>nclark@ci.reading.ma.us</u>	

Please provide this information to the best of your ability.

Description	Quantity	Age	Original Value*	Minimum Acceptable Bid	Reason the item is no longer needed
Manufacturer <u>Winchester USA40SW .40 165 GR Full metal jacket cases (500rd per case)</u> Year <u>N/A</u> Make _____ Model _____ Town Identification # _____ Any known Issues <u>No known issues</u>	29	1	\$150	\$50	Ammunition is no longer needed due to weapon change
CCI/Speer .40 S&W 125 GR Frangible Cleanfire (1,000rd per case)	2	N/A	\$602	\$50	Ammunition is no longer needed due to weapon change
Winchester RA40TA Ranger .40 165 Cases (500rd per case)	5	1	\$193	\$50	Ammunition is no longer needed due to weapon change

Signature 

Department Head

Date 3/7/2023

Signature 

Town Manager

Date 03/13/2023

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

Date _____



Town of Reading
16 Lowell Street
Reading MA 01867

Town Clerk
781-942-9050

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

**SUBSEQUENT TOWN MEETING
NOVEMBER 14, 2022**

ARTICLE 6: On motion made by the Select Board it was voted 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; provided, however, one of these three members shall be a resident in Affordable Housing for at least one year with the expected residency of at least the two year term.
- 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;
- o. To abandon any property which the Board of Trustees determines not to be worth retaining;
- p. 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;
- q. 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; and
- r. 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.

- (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 are for five (5) years and the members of the Reading Affordable Housing Trust are for two (2) years.

- (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.

A true copy Attest:



Laura A Gemme, CMC /CMMC
Town Clerk

April 4, 2023	TOWN ELECTION		
April 18, 2023		Tuesday	
	Overview of Meeting	Dockser	7:00
	Public Comment	Board	7:05
	SB Liaison & Town Manager Reports	Board	7:15
	Quarterly EV Charging Station Update from RMLD	Board	7:30
	Vote on recommendations of parking violation fees and potential changes	Board	7:45
	Vote to Accept Donation of Land, 0 Sanborn Lane	Board	8:30
			8:45
	Discuss Future Agendas	Board	9:00
	Approve Meeting Minutes	Board	9:30
April 24, 2023	ANNUAL TOWN MEETING		
April 27, 2023	ANNUAL TOWN MEETING		
May 1, 2023	ANNUAL TOWN MEETING		
May 4, 2023	ANNUAL TOWN MEETING		
May 9, 2023		Tuesday	
May 23, 2023		Tuesday	
June 6, 2023		Tuesday	
June 20, 2023		Tuesday	
July 18, 2023		Tuesday	
August 1, 2023		Tuesday	
August 22, 2023		Tuesday	
September 12, 2023		Tuesday	
September 26, 2023		Tuesday	
October 10, 2023		Tuesday	
October 24, 2023		Tuesday	
November 7, 2023		Tuesday	
November 13, 2023	SUBSEQUENT TOWN MEETING		
November 16, 2023	SUBSEQUENT TOWN MEETING		
November 20, 2023	SUBSEQUENT TOWN MEETING		

November 21, 2023		Tuesday	
Novmeber 27, 2023	SUBSEQUENT TOWN MEETING		
December 5, 2023		Tuesday	
	Vote to approve annual licenses (delegated to TM Office)		
	Vote to approve Liquor Licenses		
December 6, 2023		Wednesday	
	Department Budget Presentations		
December 12, 2023		Tuesday	
	Department Budget Presentations		
	Future Meetings - Agenda Items		
	VASC Policy Changes and Recommendations	VASC	
	Discuss Early Sunday Hours at Recreational Fields & Parks	Rec Comm	
	Discuss/Vote to adopt Birch Meadow Master Plan (discuss with Town Counsel in advance)	Rec Comm	
	Public Safety Quarterly updates	Board	
	Air BnB update	CPDC	
	Update on 186 Summer Ave / Review of Select Board role (consult with Town Counsel)	Town Counsel	
	Discuss Police Department Policies with respect to Police Reform Legislation & Department Accreditation	Board	
	Discuss and Approve Flag Policy	Board	
	Recurring Agenda Items		
	Close Warrant: Annual Town Meeting	March	3/1/2022
	Close Warrant: Subsequent Town	September	9/27/2022
	Appoint Town Accountant	March	Annual
HEARING	Approve Classification & Appointments of Boards & Committees	May	Annual
		May/June	Annual
HEARING	Approve Tax Classification	October	Annual
HEARING	Approve Licenses	December	Annual
	Liaison: RCTV members Report		Annual
	Liaison: CAB (RMLD) member Report		Annual
	Liaison: MAPC member Report		Annual
	Liaison: Reading Housing Authority		Annual
	Liaison: Reading Ice Arena Report		Annual
	Town Accountant Report		Qtrly
	Economic Development Director		Semi-ann
	Parking/Traffic/Transportation Task		
	Town Board & Committee visits		

	Town Department visits		
	Review Select Board Goals		
	Review Town Manager Goals		

Select Board Draft Minutes

March 7th, 2023

Public Comment

Peter Kramer feels the DPW staff is not being paid enough and that is why they keep leaving. He also thinks they do a terrible job snow plowing.

Melissa Murphy feels the Select Board should look at implementing a second water meter while discussing rates for next year.

Liz Whitelam noted she saw the discussion about Town Counsel was on the agenda and wanted to come and publicly praise and thank her for all her hard work. She worked with Ivria when she was on the PARC committee and she is a fantastic resource for the town to have.

Jessie Arnold also was present to express gratitude and thanks towards Ivria. She worked with her while on the Bylaw Committee and feels her knowledge and answers are extremely thorough and helpful.

Angela Binda echoed the prior two comments in regards to Town Counsel and would like to express her support and thanks to Ivria.

Liaison Reports

Bacci went first noting the Board of Health is updating their tobacco regulations and will be holding a public hearing in the spring. They are also working on a community health needs assessment. He also noted the March 11th pickleball event.

Haley noted Winterfest is this Thursday on the common. The VASC interviewed some great candidates and they have some recommendations for the full board tonight.

McCarthy noted there is a therapeutic art program for adults with disabilities on March 8th and 22nd. There is an event on March 30th for overcoming hurdles to disabilities inclusion. Lastly, there is a vaccine clinic on Friday.

Herrick attended the Mass School Building Association's latest meeting which Fidel will update more on. Reading Housing Authority met last night and were discussing the new trust. She noted residents were speaking about the transportation issues/ timing of available rides. There was a change of ownership on Minot Street and the new owner plans to raise the rent and she is wondering if there is anything we can do to help those residents. She attended the Council on Aging meeting and they were discussing starting a "friends of..." type group.

Dockser noted RECALC met with the Council on Aging and discussed the rendering of a potential building at Harden Street. The Council is very enthusiastic about a new building and coming together to look at what is potential to happen sooner rather than later.

Town Manager Report

Fidel noted the Killam School has been officially voted on to enter the next phase of the project to do a feasibility study. The Town put out a press release which can be found on the town website and in the Select Board packet. He then noted due to inflation and supply chain issues, the Birch Meadow project

Phase 1, which ARPA set aside \$1.5 M for, is severely over budget. He explained the three options would be to just do the infrastructure, just do the building or do it all. All of these options will need more money from Town Meeting which is Article 14 in the warrant. He plans to bring a recommendation to the board at their next meeting. Lastly, there will be a public forum to discuss the trash and recycling carts proposal again on March 27th at 6pm. The Assistant DPW Director Chris Cole will give a presentation.

Quarterly Finance Update

Town Accountant Sharon Angstrom gave the board a presentation of the town's finances for this quarter. She noted everything is on track for this time of year. The full presentation can be found in the Select Board packet on the town website.

She then went through the Towns' Municipal Financial Self-Assessment. This presentation can also be found in the Select Board Packet on the town website.

Haley moved to appoint Sharon Angstrom as Town Accountant for a term July 1, 2023 through June 30, 2024. The motion was seconded by McCarthy and approved with a 5-0 vote.

Town Counsel Discussion

Haley feels since there is no review process for Town Counsel, we should see if there are some things that can be improved upon. He spoke of the issue with the holiday display discussion and feels there could have been a lot more done in the beginning of that whole item.

Bacci noted he wanted this agenda item because he feels the board should look at their options and see what else is out there to make sure they are getting what they want and at a good rate.

McCarthy feels Ivria's analysis of the holiday display was sound and she appreciates how she responds to the board with her answers. She normally agrees that shopping around is best but noted there are only a handful of firms who handle municipal law.

Herrick noted she appreciates how responsive Ivria is and how thorough she is in her answers. She has enjoyed working with her over the years and feels she helped us greatly when 59 Middlesex sued the town. She also noted that she was on the Town Manager search committee in which Ivria was excellent in that process as well. She is very satisfied with the services we are receiving and doesn't feel the needs to undergo the process of looking at other firms.

Dockser also noted he appreciates the way Ivria answers the boards and gives precise answers with the options the board has. He believes the services they have been receiving are exceptional. He noted he spoke with some other communities who use Miyares & Harrington and received all strong comments. He also noted we have a history with Miyares & Harrington and there is a benefit to that.

Maltez echoed a lot of previous comments made and noted he is thankful to be working with Ivria.

Haley noted he does not agree with the statement made previously about the 59 Middlesex Ave; he feels that was not a win for the town and it never should have gone that far.

VASC

McCarthy went through and explained the candidates, their backgrounds, and which roles they applied for. Haley noted the candidates were all well qualified and they even had someone who is moving to Reading next month apply for a position already.

Haley moved to appoint:

- **Liz Rogers to a full position on the Cultural Council with a term expiring June 30, 2026.**
- **William McCants to a full position on the Conservation Commission with a term expiring June 30, 2025.**
- **Chris Cridler to a full position on the ZBA with a term expiring June 30, 2024.**
- **Tony Rodolakis to an associate position on the Conservation Commission with a term expiring June 30, 2024. (Applicant requested the associate position vs. full)**
- **Mark Wetzel to a full position on the CPDC with a term ending June 30th, 2024**
- **William Hughes to a full position on the Town Forest Committee with a term ending June 30th, 2024**
- **Salvatore Clemente to an associate position on the Animal Control Appeals Committee with a term ending June 30th, 2024**

The motion was seconded by Herrick and approved with a 5-0 vote.

Water & Sewer Rates Discussion

Town Manager Maltez gave the board a presentation on going to a tiered water rate system. The lowest tier would capture small users, seniors, people living alone; the middle tier would capture the average residential user and the top tier would capture commercial accounts and larger residential users. Moving to a tiered system would give the lowest users a reduction but give the larger users a cost increase. The presentation gave the board some projections in new bills per user along with a recommendation on rates per each tier. The full presentation and information on the new proposed tiered system can be found in the Select Board packet on the Town website.

Haley noted his concerns about the tier 4 and 5 people getting a 12% increase. He also asked about second water meters noting now would be a good time to roll out a program for those as well.

Dockser feels the number of people that would feel the 12% increase is slim compared to how many more would benefit in the lower tiers. He feels the 5 tiers seems about right with maybe a little bit of tweaking with rates.

Bacci feels this is a good start but they need to look more into the future not just for FY24.

McCarthy asked about process, and it was noted the consultant will give another presentation at their next meeting and then the board will vote at a future meeting in the Spring. The rates would go into effect in September.

Herrick appreciates the work to look into a tiered system. She noted most other communities have already done this and thinks it would benefit the residents greatly. She also noted there is a history that can be looked into about why second water meters have been consistently voted down in the past.

Dockser the MWRA assessment is the problem and what is hurting our rates. They discussed if/what can be done about that.

Vote to close Warrant

Maltez noted that two citizen petitions came in after the board already closed the warrant but still before the deadline so the board must re-open the warrant and add them to it. They will be Article 24 and 25 in the warrant.

Haley moved to reopen the 2023 Annual Town Meeting Warrant. The motion was seconded by Herrick and approved with a 5-0 vote.

Haley moved to insert two citizen petition articles submitted pursuant to Section 2.1.7 of the Town's General Bylaws into the 2023 Annual Town Meeting Warrant. The motion was seconded by Bacci and approved with a 5-0 vote.

Haley moved to close the 2023 Annual Town Meeting Warrant now consisting of 25 articles. The motion was seconded by Bacci and approved with a 5-0 vote.

Discuss and Vote on Town Manager Goals

Maltez gave the board a presentation on his goals for the next year. The presentation can be found in the Select Board packet on the town website.

The board gave their thoughts and discussed the construction tracker idea, the health department staff/budget, and grant opportunities.

Haley moved to approve the town manager goals as amended. The motion was seconded by Herrick and approved with a 5-0 vote.

Fostering Volunteerism

Dockser noted he looked around at other communities and it seems we are not alone with the vacancies. He also looked into how other communities were advertising their vacancies. Most commonly was the website but right on the front page at the top so it is very visible.

Haley noted he did get some feedback from a volunteer who used the website to find the vacancies and noted while he did find them, it would be much better if it was easier to find, like on the homepage.

McCarthy also noted recent feedback was opportunities being heard about through word of mouth from other residents/volunteers.

Haley suggested sending out volunteer vacancies in notices/water bill mailings. He also suggested giving out gift cards to local businesses to people who volunteer.

The board agreed posters around town and town buildings would be helpful.

17 Harnden Street

Dockser noted there is no update for this agenda item so they will postpone it until their next meeting when hopefully there is an update to discuss.

Future Agendas

The board discussed future agenda items.

Minutes

The board edited previous meeting minutes.

Haley moved to approve the meeting minutes from February 21st, 2023 as amended. The motion was seconded by Herrick and approved with a 5-0 vote.

Haley moved to adjourn at 10:38 PM; with a second from Herrick the motion passed with a 5-0 vote.