



Town of Reading Meeting Posting with Agenda

2018-07-16 LAG

Board - Committee - Commission - Council:

Select Board

Date: 2023-04-18

Time: 7:00 PM

Building: Reading Town Hall

Location: Select Board Meeting Room

Address: 16 Lowell Street

Agenda: Revised

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:

	<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>	PAGE #
	<p>Join Zoom Meeting https://us06web.zoom.us/j/82138792845</p> <p>Meeting ID: 821 3879 2845 One tap mobile +16465588656,,82138792845# US (New York) +16465189805,,82138792845# US (New York)</p> <p>Dial by your location +1 646 558 8656 US (New York) +1 646 518 9805 US (New York)</p> <p>Meeting ID: 821 3879 2845 Find your local number: https://us06web.zoom.us/u/kbBjHFphR</p>	
7:00	Overview of Meeting	
7:05	Public Comment	
7:10	Select Board Vote to Reorganize	
7:30	SB Liaison & Town Manager Reports	
7:45	Select Board Appointment of Temporary Board of Registrars Member, in accordance with M.G.L. c. 51, s.	

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

	20	
8:00	Discussion and Potential Vote on recommendations of parking violation fees and potential changes	3
8:30	Discuss Revisions to Section 1.2.5 of Reading's Select Board Policy	7
8:45	Discuss the purchase of real property for municipal use, including a potential executive session under Purpose 6 to consider the value of 17 Harnden Street	
9:15	Discuss Future Agendas	9
9:30	Approve Meeting Minutes	12



READING POLICE DEPARTMENT

15 Union Street ▪ Reading, Massachusetts 01867

Emergency Only: 911 ▪ All Other Calls: (781) 944-1212 ▪ Fax: (781) 944-2893

Date: February 8, 2023
To: Town Manager Fidel Maltez
From: Lieutenant Christopher Jones
RE: Parking ticket fee structure

Sir,

The police department has analyzed the parking violations and fines for Reading and our surrounding communities. The police department recommends the following changes in order to update the fee structure and be consistent with surrounding communities.

Group A Violations: Increase from \$20 to \$25

(No Parking Zones, Overtime Parking, Wrong Direction, Blocking Private Road/Driveway, etc.)

Group B Violations: Increase from \$50 to \$100

(Ten Feet from Hydrant, Fire Lane)

Group C violations: Increase from \$100 to \$300

(Illegal Parking in Handicap Spaces)

Often motor vehicles that are ticketed still remain in violation for several hours after. In an effort to deter this, we would recommend a separate violation ticket may be issued after two hours of the violation is still occurring.

All the above language conforms to M.G.L. c. 90, §20A½ in that fees would not be greater than specified under the law.

Handicap Additional Amendments:

Over the past few years we have observed many handicap violations such as cars blocking the handicap ramp that is next to the handicap space, cars parking on the marked-out space used for handicap van access, and several vehicles to even include a delivery truck parking in a handicap space and once ticketed still refusing to move. We would like the ability to tow motor vehicles in these if they refuse to move.

The Reading Police Department recommends adopting Mass General Law Chapter 40 Section 22D; "Vehicles parked in violation of law; removal" into Traffic and Parking Regulations within Town of Reading Bylaws Regulations and Policies under Public Safety.

Local governments may impose parking rules and restriction and may authorize the “Chief Officer of the police department or such Sergeants or other officers of higher rank” to remove, to some convenient place any vehicle parked or standing on any part of any way under the control of the municipality in such a manner as to:

- *Obstruct any curb ramp designed for use by handicapped persons as means persons as means of egress to a street or public way.*
- *To occupy or obstruct any parking space reserved for a vehicle used by a disabled veteran or handicapped person (with proper credentials)*
- *To impede in any way the removal or plowing of snow or ice or in violation of any rule or regulation which prohibits the parking or standing of all vehicles on such ways or portions thereof at such time and recites that **violator pays removal fee:** whoever violated it shall be liable to charges for the removal and storage of the vehicle as well as subject to punishment by fine.*

The following vehicles shall not be removed:

- *Vehicles owned by the commonwealth, a political subdivision (City or Town) or the United States or any foreign diplomatic corps or by foreign consular who is not a citizen of the United States.*

Respectfully,

Christopher Jones

Lt. Christopher Jones

The parking fees for surrounding towns are:

Andover:

- \$250 - Handicapped
- \$100 - 10' of hydrant, fire lane and Taxi stand
- \$30 - Crosswalk, winter parking ban, blocking driveway or sidewalk and 25 ft. from fire station
- \$20- meter violation, overtime parking, wrong direction, all night parking (when Restricted)

Beverly:

- \$200 - Handicapped
- \$100 - 10' of hydrant, fire lane and Taxi stand
- \$50 - bike lane, winter parking ban, and prohibited areas
- \$20-\$15 for all other violations
- \$5 Penalties for non-payment after 21 days
- \$30 after registry notification

Concord:

- \$150 - Handicapped
- \$50 - 10' of hydrant
- \$25-\$20 for all other violations
- \$5 - Penalties for non-payment after 21 days
- \$30 - after registry notification

Lynnfield:

- \$100 - Handicapped
- \$15 – Fire lane
- \$15 – Parking on sidewalk
- \$15 – Parking on crosswalk
- \$15 - Snow removal
- \$15 – All night parking

Melrose:

- \$150 - Handicapped
- \$150 – Handicapped ramp
- \$50 – 10' hydrant (towable), Snow emergency (towable), Snow removal (towable)
- \$50- (6) wheel or larger 1hour limit
- \$25 - for all other violations
- \$5 Penalties for non-payment after 21 days
- \$30 after registry notification

Stoneham:

- \$300 – Handicapped/ramp
- \$100 - 10' of hydrant, 10' from unobstructed lane, fire lane and bus stop
- \$50 – 15' from a fire station
- \$25 \$15 - for all other violations
- \$5 Penalties for non-payment after 21 days
- \$30 after registry notification

Wilmington:

- \$100 - Handicapped /ramp, blocking hydrant
- \$15 - 10' from hydrant, fire lane, bus/taxi areas, snow removal, loading zone, upon crosswalk/sidewalk, all night parking 1am-6am.

Winchester:

- \$100 - Handicapped
- \$30 - 10' of hydrant, Snow removal/plowing, blocking private driveway or loading zone
- \$25 for all other violations
- Penalties for non-payment after 21 days registry notification

Wakefield:

- \$125-Handicapped
- \$100-Parking in Bus Stop
- \$50- Fire Hydrant/Snow removal
- \$25 for all other violations
- Penalties for non-payment after 21 days registry notification

Woburn:

- \$300 – Handicapped/ramp
- \$50-Parked in roadway for 72hrs (abandoned)
- \$25- Fire lane/Upon a sidewalk or crosswalk
- \$10- Bus stop
- \$20-\$15 for all other violations

rotate turns with Office Hours, and make a report to the full Board during Liaison reports as needed.

1.2.3 – Meeting Agendas

The purpose of the agenda is to allow the general public an opportunity to participate in a topic matching their interests.

The Agenda shall:

1. Be approved by the Chair in consultation with the Town Manager.
2. Contain any discussion item requested by two or more Board members as soon as practical
3. Be published in advance as far as is possible.
4. Contain public communication received since the last Board meeting.

Some Board meetings may consider only a single agenda item. However typical Board meetings will have the following agenda items:

1. Proclamations / Certificates of Appreciation
2. Reports and Comments (including Select Board Liaison Reports and Comments, Town Manager's Report, and Public Comment)
3. Open session for topics not reasonably anticipated 48 hours in advance of the meeting
4. Approval of Previous Meeting Minutes
5. Personnel and Appointments
6. Discussion / Action Items
7. Licenses, Permits, and Approvals
8. Preview of the Next Meeting's Agenda
9. Executive Session

The regularly scheduled meetings of the Select Board shall be limited by having discussion limited to agenda items taken up or tabled prior to 11:00 p.m. All remaining items will be deferred to a subsequent meeting. In order to facilitate the above policy efficiently, the Chair shall:

1. Limit the time of speakers from the floor especially during public hearings.
2. Call for votes on major issues or policy changes prior to 11:00 p.m., or defer final votes to subsequent meetings.
3. Request staff to prepare motions for Board action in advance.

1.2.4 – Deferred Agenda Items

It shall be the policy of the Select Board to conduct the business on its agenda at the meeting for which it is listed, unless a particular member of the Board is essential to the topic of discussion by virtue of special background or expertise, and is not able to be present at the meeting for which that item is listed.

1.2.5 – Public Comment

Each person appearing before the Select Board who wishes to speak will, upon recognition by the Chair, identify him/herself by name and address of residence. Failure to identify him/herself may result in the Chair withdrawing permission for that individual to speak to the Select Board. When

recognized by the Chair, the speaker shall (1) address only the Chair; (2) speak for only the time allocated; and (3) avoid making disparaging comments about individuals.

1.2.6 – Executive Sessions

The Board shall always begin a meeting in Open Session, and may enter Executive Session only for the purposes allowed under Open Meeting Laws. Whenever possible, Executive Sessions will be scheduled at the end of an open session, and for the convenience of the public the Board will announce their intention to adjourn without returning to open session.

In accordance with the provisions of the Open Meeting Law, the Town Manager, acting as clerk to the Select Board, will review approved confidential minutes of the Select Board's Executive Sessions on a regular basis. It is the intent of the Select Board to withhold minutes only for as long as the publication of the record would defeat the original purpose of a lawfully convened Executive Session. The Town Manager will review all approved minutes still in confidential status, and will release for publication those segments that need not be confidential any longer. This action will be part of a report on the "Routine Matters" of the Select Board's meeting agenda.

1.2.7 – Conduct of Select Board Meetings

In the conduct of all Select Board Meetings, the following rules shall be observed:

Rule 1 A quorum for doing Select Board business shall be a majority of the total number of Select Board members, as defined in the Reading Home Rule Charter.

Rule 2 Pursuant to Sec. 1.6 of the Reading Home Rule Charter, except as otherwise determined by bylaw or statute, a majority of the total number of Select Board members shall constitute the majority vote for approving motions.

Rule 3 All articles on the Select Board agenda shall be taken up in the order of their arrangement in the agenda unless otherwise decided by a majority vote of the members.

Rule 4 Every Select Board member shall respectfully address the Chair, shall not speak until recognized by the Chair, shall speak to the question under debate and shall avoid making disparaging comments about individuals.

Rule 5 No speaker at a Select Board Meeting shall be interrupted, except by a Member making a point of order, or by the Chair.

Rule 6 A procedural ruling of the Chair may be overturned by a majority vote of the Board.

Rule 7 Select Board members who have a financial interest in any matter that comes before the Select Board for consideration is required by *M.G.L. c.268A, §19* to recuse themselves from participating in the Select Board deliberations. Members of the public who have a financial interest in any matter that comes before the Select Board for consideration and any person whose employer has such an interest are encouraged to disclose such interest or interests before speaking on such matter.

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	
	Overview of Meeting	Dockser	7:00
	Public Comment	Board	7:05
	SB Liaison & Town Manager Reports	Board	7:15
	Vote on Local option to increase the Cost of Living Adjustment (“COLA”) for Fiscal Year 2023 to up to 5 percent on the base amount specified pursuant to G.L. c. 32, § 103, for retirees.	Board	7:30
	Vote on Letter of Support for MassWorks Grant	Board	7:45
	Discuss Exploration of Town Counsel	Board	8:15
	Discussion on a Dog Park in Reading	Board	8:30
	Discuss FY24 Water & Sewer Rates		
	Discuss Future Agendas	Board	9:30
	Approve Meeting Minutes	Board	9:40
May 23, 2023		Tuesday	
	Overview of Meeting	Dockser	7:00
	Public Comment	Board	7:05
	SB Liaison & Town Manager Reports	Board	7:15
HEARING	Approve Classification & Compensation	Maltez	7:30
HEARING	Vote on FY2023 Water & Sewer Rates	Maltez	7:45
	Committee Report from CPDC	CPDC	8:00
HEARING	Discuss/Vote on FY24 Non-Union Classification & Compensation Schedules		
	Discuss Future Agendas	Board	9:30
	Approve Meeting Minutes	Board	9:40
June 6, 2023		Tuesday	
	Ice Arena Authority Report	Board	8:00
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	
November 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	
	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 &	May	Annual
	Appointments of Boards & Committees	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		February/March

Select Board Draft Minutes

March 21st, 2023

MD – ZOOM

Public Comment

Diane Sirwa of Sanborn Lane noted she would like to see a sidewalk put in because the road is narrow and unsafe as is.

Bruce Mackenzie, also of Sanborn Lane, noted he was the resident who placed the last 2 citizen petitioned Articles on the Town Meeting warrant and would like help from staff to improve his articles. He would also like the Select Board to take a vote to recommend his two articles before town meeting.

Bill Brown noted none of the restrooms are ADA compliant in Town Hall. He would like this building brought up to code ASAP.

Geno Pilyavsky wanted to comment about incentivizing volunteers that the board spoke of last meeting. He doesn't feel offering money or gift cards is the right way to go because we want to draw in volunteers who are passionate about the boards they are on, not just volunteering for the money.

Liaison Reports

Bacci mentioned the Recreation Committee meeting that discussed softball putting in a temporary home-run fence and pickleball is not pursuing courts at Sturgis or Washington Park. June 10th is friends and family day. Ice Arena Authority had a standard meeting before this; they are working on a few internal bylaw changes. He noted he has found 7 firms that handle municipal law.

Haley noted the School Committee meeting met and decided on the first day of school. RCTV held the candidate forum last week.

Herrick noted last Thursday was Winterfest and it was well attended. FINCOM finished up budget presentations and discussed standardizing the trash carts and Birch Meadow Phase I. She attended RMHS PTO noting travel programs are back. She spoke about the Reading Scholarship Foundation who distributes funds to Reading residents. Last night the Killam School Building committee met last night as we enter the next phase of the MSBA program. Today was METCO advocacy day at the State House; she joined Sherilla Lestrade and many students from the METCO program. She thanked Mark Dockser for being Chair the past year.

McCarthy attended FINCOM where DPW and Fidel explained the recent comments made regarding staffing levels and they have made great progress filling those positions. She attended an MMA Webinar about affordable housing trust funds and communities that have adopted one of these. The RMLD board met last week. She was nominated to the Energy and Environment policy committee through the MMA. She mentioned health related events coming up.

Dockser noted the Bill Russell events that were held recently. ReCalc will be making a presentation tonight on their findings. The Select Board will have a table at Friends and Family day.

Town Managers Report

He noted we are significantly overbudget for Birch Meadow because of inflation and market conditions, not because the project was changed in anyway. There are some options on deferring certain aspects of the project but there are some concerns about doing that. Article 14 for Town Meeting covers this request and reallocating funds from other projects. He noted they are down to only three vacancies in DPW right now.

Water & Sewer Rates

Matt Abrahams from the Abrahams Group gave the board a presentation about water and sewer rates and going to a tiered system. He noted is a lot of the same material the Town Manager has showed them previously. The presentation can be found in the Select Board meeting packet on the town website.

The board discussed when the tiered system would start and what kind of increases they would see each year.

Carla Nazzaro asked if tiered rates are mandated? It was noted the MWRA states that towns belonging to the MWRA should have a tiered rate. She also asked which tier a family of 4 would be considered. An average family of 4 would be in tier 4 which this system would not help; it would increase their rates.

ReCalc Presentation

ReCalc and Council on Aging called to order.

John Sasso of ReCalc gave the board a presentation on their findings. The presentation can be found in the Select Board packet on the town website.

ReCalc and Council of Aging adjourned at 9:31 PM.

Parking Kiosks Presentation

Economic Development Director Ben Cares gave the board a presentation about how to roll out the parking kiosks the board voted previously to put in to help downtown parking. The presentation can be found in the Select Board packet on the town website.

Sherilla Lestrade suggested changing the cobblestones in front of CVS to 15 minute parking instead now so that can be used for people doing quick errands.

Town Forest Committee Presentation

William Sullivan, Chair of the Town Forest committee gave the board a presentation about what the committee has been up to lately. The presentation can be found in the Select Board packet on the town website.

Surplus

There has been a request of the board to vote to declare some items from the police department as surplus.

Haley moved to declare the 37 Glock Handguns as presented as surplus property. The motion was seconded by Herrick and approved with a unanimous roll call vote.

Haley moved to declare the ammunition as presented as surplus property. The motion was seconded by Bacci and approved with a unanimous roll call vote.

Affordable Housing Trust Fund

The board needs to vote a member to be the board representative on the new Affordable Housing Trust Fund Board.

Dockser nominated McCarthy to be the board representative. Bacci seconded the nomination. The motion passed with a unanimous roll call vote.

Future Agendas

The board discussed future agenda items.

Minutes

The board edited previous meeting minutes.

Haley moved to approve the meeting minutes from March 7th, 2023 as amended. The motion was seconded by Herrick and approved with a unanimous roll call vote.

Executive Session

At 10:39 PM, Haley moved to enter executive session under Purpose 6 to consider the purchase, exchange, lease, or value of 17 Harnden Street, as the Chair declares that an open meeting could have a detrimental effect on the bargaining position of the body, to invite Town Counsel Ivria Fried and Jennie Merrill, Town Manager Fidel Maltez and Executive Assistant Caitlin Nocella to attend the executive session, and not to reconvene in open session.