



# Town of Reading Meeting Posting with Agenda

2018-07-16 LAG

## Board - Committee - Commission - Council:

Select Board

Date: 2023-06-20

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 Jackie McCarthy

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><b><i>This Meeting will be held in-person in the Select Board Meeting Room at Town Hall and remotely on Zoom. It will also be streamed live on RCTV as usual.</i></b></p> <p>Join Zoom Meeting  <a href="https://us06web.zoom.us/j/86715371089">https://us06web.zoom.us/j/86715371089</a></p> <p>Meeting ID: 867 1537 1089</p> <p>One tap mobile            +16465588656,,86715371089# US (New York)            +16465189805,,86715371089# 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: 867 1537 1089</p> <p>Find your local number: <a href="https://us06web.zoom.us/u/kileDaM6f">https://us06web.zoom.us/u/kileDaM6f</a></p>	PAGE #
<b>7:00</b>	Overview of Meeting	
<b>7:05</b>	Public Comment	
<b>7:15</b>	SB Liaison & Town Manager Reports	
<b>7:30</b>	Hearing – Vote on Traffic Amendments on Family Circle, Woodland Street and Bancroft Avenue	3

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



## Town of Reading Meeting Posting with Agenda

<b>7:45</b>	Hearing Continued – Discuss/ Vote on Meadow Brook Alteration of Premises Liquor License *(WILL BE CONTINUED TO JULY 18, 2023 ON REQUEST OF APPLICANT)	
<b>8:30</b>	Discussion and Vote on FY2024 Water and Sewer Rates	13
<b>8:45</b>	Vote on VASC Recommendations to volunteer appointments on various boards	29
<b>9:30</b>	Vote on Letter of Support for PARC Grant Program	102
<b>9:35</b>	Discuss future agendas	105
<b>9:45</b>	Approve Meeting Minutes	107

\*AGENDA REVISED ON 6/15 TO NOTE THE MEADOW BROOK LIQUOR LICENSE ITEM WILL BE CONTINUED TO JULY 18, 2023 ON THE REQUEST OF THE APPLICANT

**LEGAL NOTICE**



**TOWN OF READING**

To the Inhabitants of the Town of Reading:

Please take notice that the Select Board of the Town of Reading will hold a public hearing on June 20th, 2023 at 7:00 PM in the Select Board Meeting Room at Town Hall, 16 Lowell Street, Reading, MA or also available remotely on Zoom to act on proposed changes to the following Traffic and Parking Regulations:

- Amendment Number 2023-6; Parking shall be prohibited on Family Cir along the entire westerly side starting at Grove Street to the beginning of the cul-de-sac.
- Amendment Number 2023-7; Parking shall be prohibited at the end of the Northeasterly dead-end section of Woodland Street.
- Amendment Number 2023-8; Parking shall be prohibited on Bancroft Avenue along the entire westerly side starting at Hartshorne to the end of Bancroft Avenue.
- Amendment Number 2023-9; Resident Permit stickers and Compost Center stickers can be purchased on the Town of Reading Website or at the Reading Police Station during their posted business hours. These stickers allow resident's access to Resident and Commuter Permit Parking spaces and access to the Compost Center.

A copy of the proposed documents regarding this topic will be in the Select Board packet on the website at [www.readingma.gov](http://www.readingma.gov)

All interested parties are invited to attend the hearing in person or remotely via Zoom; or may submit their comments in writing or by email prior to 6:00 p.m. on June 20, 2023 to [townmanager@ci.reading.ma.us](mailto:townmanager@ci.reading.ma.us)

By order of  
Fidel Maltez  
Town Manager

230714

6/12/23

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

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By order of  
Fidel Maltez  
Town Manager

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**Town of Reading  
Amendment to the  
Traffic and Parking Regulations**



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**Amendment Number:** 2023-6

**Date Filed:** June 20, 2023

**Filed By:** TSO Michael S. Scouten

**On Behalf of:** Parking Traffic Transportation Task Force

**Section 1:**

Purpose of Amendment – Amend of Article 12 Traffic Rules and Regulations - Public Ways  
Article 5.3 No Parking Anytime.

**Section 2:**

Purpose of Amendment – Article 12.1 to Enact: Pursuant to Article 5.3: Parking shall be prohibited on Family Cir along the entire westerly side starting at Grove Street to the beginning of the cul-de-sac.

**Section 3:**

Effective Date:

This act shall take effect upon its passage and the provisions above shall not expire.

Select Board:

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Date Signed: \_\_\_\_\_



**Town of Reading  
Amendment to the  
Traffic and Parking Regulations**



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Certification of Amendment:

The Town Clerk certifies that Amendment Number \_\_\_\_\_ above was \_\_\_\_\_ by the Select Board of the Town of Reading through an official vote occurring during a public hearing held on \_\_\_\_\_. The Amendment was \_\_\_\_\_ through a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ opposed.

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Town Clerk

Town Corporate Seal



**Town of Reading  
Amendment to the  
Traffic and Parking Regulations**



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**Amendment Number:** 2023-7

**Date Filed:** June 20, 2023

**Filed By:** TSO Michael S. Scouten

**On Behalf of:** Parking Traffic Transportation Task Force

**Section 1:**

Purpose of Amendment – Amend of Article 12 Traffic Rules and Regulations - Public Ways  
Article 5.3 No Parking Anytime.

**Section 2:**

Purpose of Amendment – Article 12.1 to Enact: Pursuant to Article 5.3: Parking shall be prohibited at the end of the Northeasterly dead-end section of Woodland Street.

**Section 3:**

Effective Date:

This act shall take effect upon its passage and the provisions above shall not expire.

Select Board:

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Date Signed: \_\_\_\_\_



**Town of Reading  
Amendment to the  
Traffic and Parking Regulations**



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The Town Clerk certifies that Amendment Number \_\_\_\_\_ above was \_\_\_\_\_ by the Select Board of the Town of Reading through an official vote occurring during a public hearing held on \_\_\_\_\_. The Amendment was \_\_\_\_\_ through a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ opposed.

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Town Clerk

Town Corporate Seal



**Town of Reading  
Amendment to the  
Traffic and Parking Regulations**



**Amendment Number:** 2023-8

**Date Filed:** June 20, 2023

**Filed By:** TSO Michael S. Scouten

**On Behalf of:** Parking Traffic Transportation Task Force

**Section 1:**

Purpose of Amendment – Amend of Article 12 Traffic Rules and Regulations - Public Ways  
Article 5.3 No Parking Anytime.

**Section 2:**

Purpose of Amendment – Article 12.1 to Repeal: Pursuant to Article 5.2.2: parking shall be restricted by permit to those with a Reading Resident Community Access Permit Sticker, from the hours of 2:00 PM to 10:00 PM from April 1st to August 31st on the westerly side from Hartshorn Street to end of Bancroft Avenue.

**Section 3:**

Purpose of Amendment – Article 12.1 to Enact: Pursuant to Article 5.3: Parking shall be prohibited on Bancroft Avenue along the entire westerly side starting at Hartshorne to the end of Bancroft Avenue.

**Section 3:**

Effective Date:

This act shall take effect upon its passage and the provisions above shall not expire.

Select Board:

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Date Signed: \_\_\_\_\_



**Town of Reading  
Amendment to the  
Traffic and Parking Regulations**



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Town Clerk

Town Corporate Seal



# Town of Reading Amendment to the Traffic and Parking Regulations



**Amendment Number:** 2023-9

**Date Filed:** June 20, 2023

**Filed By:** TSO Michael S. Scouten

**On Behalf of:** Parking Traffic Transportation Task Force

**Section 1:**

Purpose of Amendment – Amend of Article 5 Traffic Rules and Regulations – Stopping standing and Parking Article 5.2 Reading Community access Stickers.

**Section 2:**

Purpose of Amendment – Article 5 to Enact: Pursuant to Article 5.2.: Resident Permit stickers in the form of a Reading Community Access sticker will be available to Reading residents only at a cost of \$150.00. These stickers allow resident’s access to Resident and Commuter Permit Parking spaces and access to the Compost Center. **These can be purchased on the Town of Reading Website or at the Reading Police Station during their posted business hours.**

Residents who have more than one vehicle registered to the same address may secure ONE additional Reading Community Access sticker only, for an additional cost of \$25.00.

Residents may purchase a Compost Center only sticker for \$25.00. Also, there is a Senior Discount, which reduces the cost of the Compost Center only Sticker to \$15.00 for those residents over the age of sixty-five. **These can be purchased on the Town of Reading website, Reading Town Hall, or at the Reading Police Station during their posted business hours.**

~~These stickers will be available at the Reading Police Station, 15 Union Street, at any time, day or night.~~ Reading Community Access stickers will be issued on an annual basis beginning January 1.

**Section 3:**

Effective Date:

This act shall take effect upon its passage and the provisions above shall not expire.

Select Board:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date Signed: \_\_\_\_\_



**Town of Reading  
Amendment to the  
Traffic and Parking Regulations**



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Certification of Amendment:

The Town Clerk certifies that Amendment Number \_\_\_\_\_ above was \_\_\_\_\_ by the Select Board of the Town of Reading through an official vote occurring during a public hearing held on \_\_\_\_\_. The Amendment was \_\_\_\_\_ through a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ opposed.

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Town Clerk

Town Corporate Seal





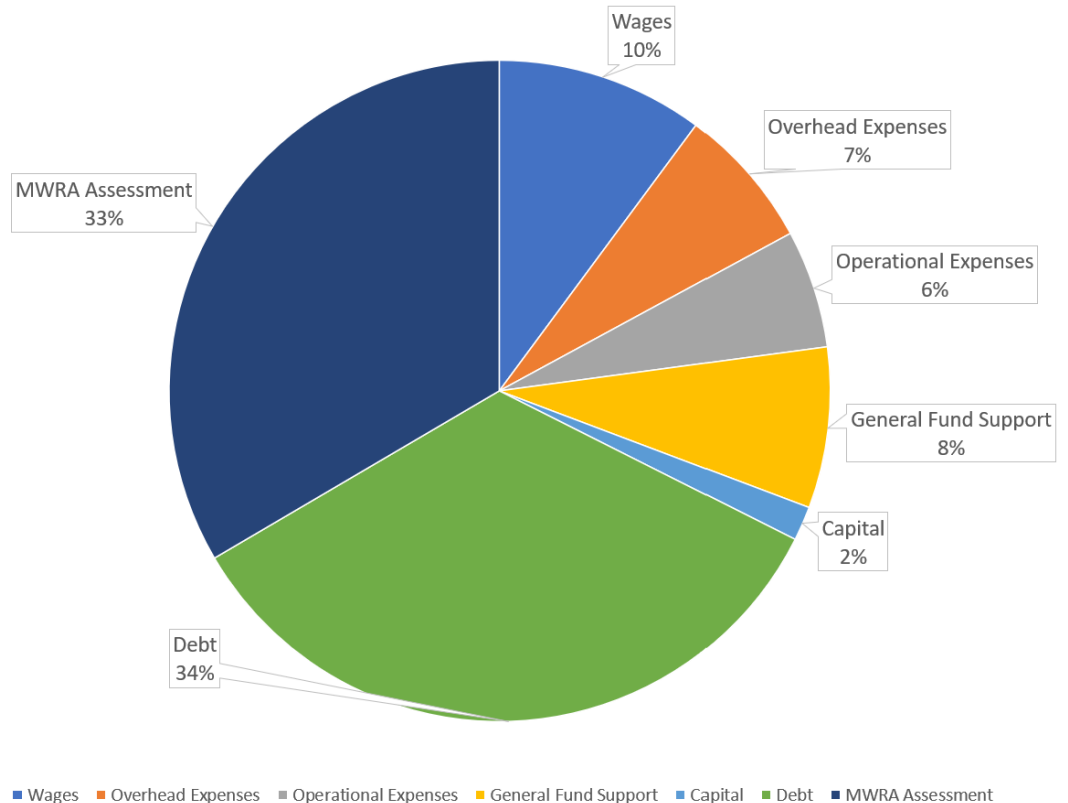
# Town of Reading



**Water & Sewer Public Forum**  
**May 31, 2023**



**FY24 Water  
Enterprise  
Budget  
\$8,655,507  
(2% Reduction  
vs. FY23)**

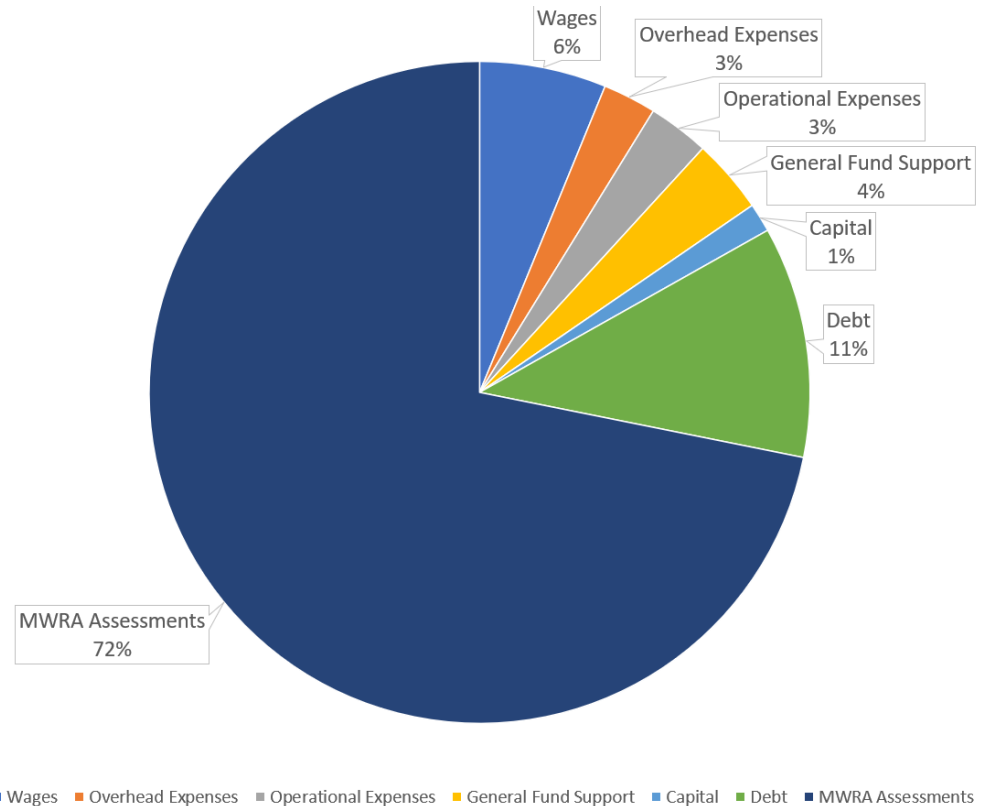


### **Voted by Town Meeting:**

- **\$850,000 Offset from Reserves**
- **\$145,000 from ARPA to Support Capital**



**FY24 Sewer  
Enterprise  
Budget  
\$7,791,992  
(2.5% Increase  
vs. FY23)**



## **Voted by Town Meeting:**


- **\$650,000 Offset from Reserves**



# Look at Structural Change for FY24

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

**Wakefield  
Data**



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

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



# **FY24 Rates, Reading is pursuing Tiered Rates**

## **Overview:**

- **Today we have a single rate system, based on water usage**
- **Proposal is to go to a tiered system that would encourage conservation. Higher usage would be billed at a higher rate**
- **Town Meeting funded a water & rate study that developed proposals that the Select Board has been reviewing since February**
  - **Rates have been discussed at three Select board meetings**
  - **Public Hearing held on May 23, 2023**
- **Select Board recommended a public forum, which we are holding today to answer residents' questions**
- **The Select Board will Vote on new water & sewer rates at their meeting on June 6, 2023**
- **New rates will be in effect on September 1, 2023**



# FY24 Rates – Good News

- **Thanks to a more than usual dry-summer in 2022, revenue in the water & sewer enterprise funds is ahead of projections**
  - **This will result in additional regeneration of retained earnings, more than anticipated**
  - **Very hard to predict what next summer will be like, we do not want to assume a dry summer every year**
- **MWRA Preliminary Assessment is very positive for Reading**
  - **0.6% Increase in Water Assessment (\$2,825,027)**
  - **-0.8% Decrease in Sewer Assessment (\$5,337,985)**
  - **-0.3% Decrease combined**

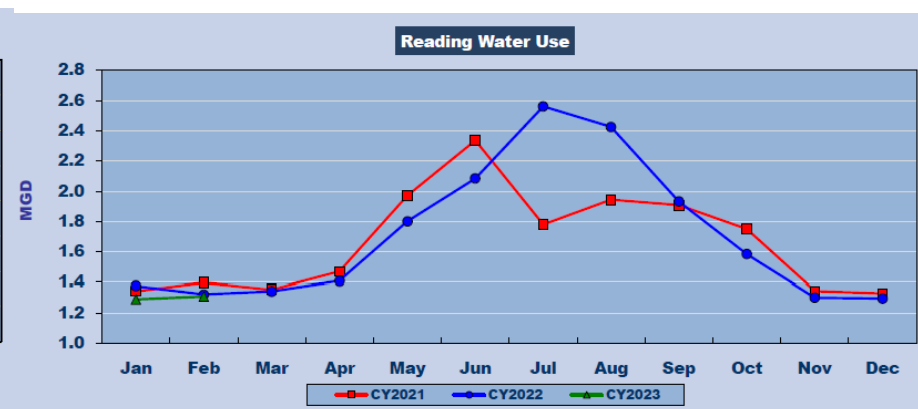
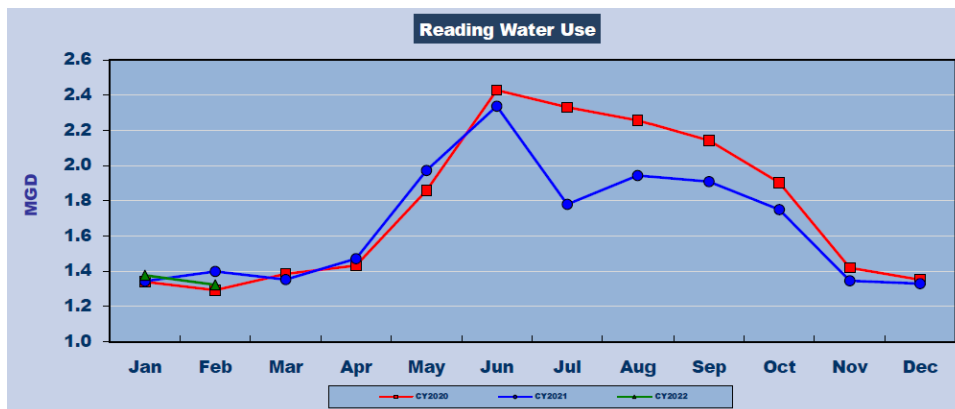
## Historic MWRA Water Assessments

Fiscal Year ---->	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024P
<b>MWRA Assessment</b>	\$ 1,726,878	\$ 1,772,389	\$ 1,811,212	\$ 1,854,203	\$ 1,931,410	\$ 2,032,766	\$ 2,109,549	\$ 2,211,234	\$ 2,296,922	\$ 2,370,637	\$ 2,399,752	\$ 2,831,288	\$ 2,807,828	\$ 2,825,027
<b>Change from Prior Yr</b>		2.6%	2.2%	2.4%	4.2%	5.2%	3.8%	4.8%	3.9%	3.2%	1.2%	18.0%	-0.8%	0.6%
												<b>Average Last Five Years, incl. FY24P:</b>		<b>4.4%</b>
												<b>Average All 12 Years, incl. FY24P:</b>		<b>3.9%</b>



# Question: Are we using the right time frame?

- For our analysis we are using, 4 quarters (1-year) worth of data: 7/27/2021, 10/26/2021, 1/25/2022, 4/26/2022.
- Below is a graphical trend of water usage for Reading, issued on February 2022 and on February 2023.
- Higher water usage the summer of 2020 (presumably because of COVID) and the summer of 2022 (presumably because of weather). It appears that the winter months stay consistent, year over year.
- Going back to 2019 is too dated, especially with development.
- We still think the data used for analysis is the best.





# Question: Are we required to go to tiers?

- **M. G. L. c. 165, § 2B was passed in 1993, but was to take effect on July 1, 1994. Subsequently, the law was amended to include additional language on July 10, 1994, with the amendment also retroactive to July 1, 1994.**
- **The original version of G. L. c. 165, § 2B was passed in 1993 and stated as follows: “All municipalities or water districts shall institute water charges and fees that incorporate a base rate for all users; provided, that said base rate shall be increased at an increasing block rate to fairly reflect the resource demand and consumption of high volume users of water.” St.1993, c. 110, § 195. Section 196 of that legislation further intended to add that Section 195 was to take effect on July 1, 1994, but contained a typo referring to Section 196, which was subsequently corrected on January 14, 1994.**
- **On July 10, 1994, the Legislature amended G. L. c. 165, § 2B to include additional language [shown here in italics]: “All municipalities or water districts *within the jurisdiction of the Massachusetts Water Resources Authority, but not including communities serviced by the Connecticut Valley Aqueduct* shall institute water charges and fees that incorporate a base rate for all users; provided, that said base rate shall be increased at an increasing block rate to fairly reflect the resource demand and consumption of high volume users of water.” The amendment was made effective retroactively as of July 1, 1994. St.1994, c. 60, § 140.**





## **Question: Should we implement second meters?**

- **Commonly known as “Irrigation Meters”, this would allow water used for irrigation or pools to be metered separately and not billed for sewer usage**
- **It will create a deficit in sewer revenue that is hard to predict**
- **Residents must install and pay all plumbing expenses, permits and purchase second meter to take advantage of this**
- **If Select Board would like to pursue this option, recommend limiting to 50 Residential Properties for at least 2 fiscal years, to analyze trends and impacts on revenue**
- **Do not recommend allowing irrigation meters to commercial properties**



# Question: How many people in a household would fall in each tier?

- A resident asked the size of home that would fall on each tier. The table below is the best approximation we can show:
  - 45 gallons/person/day is based on MWRA data for Reading
  - 65 gallons/person/day is based on EPA nationwide data
  - Does not account for irrigation, pools, or outside water usage, this accounts for domestic consumption

			# of persons in household per tier			
			45 gallons per day		65 gallons per day	
Tiers	Start	End	Start	End	Start	End
1	-	500	0	1	0	1
2	501	1,000	1	2	1	1
3	1,001	2,500	2	5	1	3
4	2,501	4,000	5	7	3	5
5	4,001	+	7	or More	5	or More



**March 7 Proposal**

# FY23 Rates

Water	Sewer
<b>Rates</b>	
\$ 11.41	\$ 10.86
Rate per 100 cubic feet of usage	

# Proposed FY24 Tiered Rates

Water					
Tiers	1	2	3	4	5
Start	-	501	1,001	2,501	5,001
End	500	1,000	2,500	5,000	+
Rate	\$ 10.10	\$ 10.80	\$ 11.70	\$ 13.00	\$ 13.00
% Difference	-11%	-5%	3%	14%	14%

Usage and tiers in cubic feet; rates based on 100 cubic feet of usage

Sewer					
Tiers	1	2	3	4	5
Start	-	501	1,001	2,501	5,001
End	500	1,000	2,500	5,000	+
Rate	\$ 10.00	\$ 10.50	\$ 10.70	\$ 12.00	\$ 12.00
% Difference	-8%	-3%	-1%	10%	10%

Usage and tiers in cubic feet; rates based on 100 cubic feet of usage

- **Initial Rates Proposed in February 2023. Select Board was concerned with such a high increase to tier 4 & tier 5 users**
- **Select Board requested that tier 4 & tier 5 be separated and that tier 4 receive a lower increase than tier 5**



**May 9 Proposal**

# FY23 Rates

Water	Sewer
<b>Rates</b>	
\$ 11.41	\$ 10.86
Rate per 100 cubic feet of usage	

# Proposed FY24 Tiered Rates

Water						Sewer					
<b>Tiers</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>Tiers</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
<b>Start</b>	-	501	1,001	2,501	4,001	<b>Start</b>	-	501	1,001	2,501	4,001
<b>End</b>	500	1,000	2,500	4,000	+	<b>End</b>	500	1,000	2,500	4,000	+
<b>Rate</b>	\$ 10.10	\$ 10.80	\$ 11.70	\$ 12.50	\$ 13.00	<b>Rate</b>	\$ 9.60	\$ 10.30	\$ 11.15	\$ 11.90	\$ 12.35
<b>% Difference</b>	-11%	-5%	3%	10%	14%	<b>% Difference</b>	-12%	-5%	3%	10%	14%

- **Big change: modified tier 4: 2,501 to 4,000, to lower the impact on larger households. Tier 4 has a lower increase than tier 5**
- **The proposal had a significant decrease to tier 1 users but has a large increase to tier 5 users.**
- **Select Board Chair requested that we lower the reduction to tier 1 and lower the increase to tier 5**



# FY23 Rates

Water	Sewer
Rates	
\$ 11.41	\$ 10.86
Rate per 100 cubic feet of usage	

May 23 Proposal

## Proposed FY24 Tiered Rates

Water					
Tiers	1	2	3	4	5
Start	-	501	1,001	2,501	4,001
End	500	1,000	2,500	4,000	+
Rate	\$ 10.75	\$ 10.75	\$ 11.70	\$ 12.00	\$ 12.50
% Difference	-6%	-6%	3%	5%	10%

Sewer					
Tiers	1	2	3	4	5
Start	-	501	1,001	2,501	4,001
End	500	1,000	2,500	4,000	+
Rate	\$ 10.20	\$ 10.20	\$ 11.15	\$ 11.50	\$ 12.00
% Difference	-6%	-6%	3%	6%	10%

- **Big change: modified Tier 1 & Tier 2: from 0 to 1,000 cubic feet charged the same rate. Reduces the distribution between Tier 1 & Tier 5.**
- **Water: With this plan, billings are projected to go up \$195,848 (or 2.6%) if the new structure is in place for a full year and \$36,252 (0.5%) if the new structure is in place for ¾ of a year.**
- **Sewer: With this plan, billings are projected to go up \$53,245 (or 0.7%) if the new structure is in place for a full year and \$25,059 (0.3%) if the new structure is in place for ¾ of a year.**



# Projected Billing for Water

## User Impact (per Bill) - Water Bills Only

User Type	Usage	Current Bill	FY 2024 - TIERS	FY 2024 - NO TIERS
Low-End User	500	\$ 57.05	\$ 53.75	\$ 58.90
Avg. Residential User (45 gpd)	1,500	\$ 171.15	\$ 166.00	\$ 176.71
Avg. Residential User (65 gpd)	2,200	\$ 251.02	\$ 247.90	\$ 259.18
Large Residential User	4,500	\$ 513.45	\$ 525.50	\$ 530.14
Large Commercial User	10,000	\$ 1,141.00	\$ 1,213.00	\$ 1,178.08
Very Large Commercial User	100,000	\$11,410.00	\$ 12,463.00	\$ 11,780.83

# Projected Billing for Sewer

## User Impact (per Bill) - Sewer Bills Only

User Type	Usage	Current Bill	FY 2024 - TIERS	FY 2024 - NO TIERS
Low-End User	500	\$ 54.30	\$ 51.00	\$ 55.93
Avg. Residential User (45 gpd)	1,500	\$ 162.90	\$ 157.75	\$ 167.79
Avg. Residential User (65 gpd)	2,200	\$ 238.92	\$ 235.80	\$ 246.09
Large Residential User	4,500	\$ 488.70	\$ 501.75	\$ 503.36
Large Commercial User	10,000	\$ 1,086.00	\$ 1,161.75	\$ 1,118.58
Very Large Commercial User	100,000	\$10,860.00	\$ 11,961.75	\$ 11,185.80



# Recommendation for Water & Sewer Rates for FY24

Tiers	1	2	3	4	5
<b>Water Rate</b>	\$ 10.75	\$ 10.75	\$ 11.70	\$ 12.00	\$ 12.50
<b>Sewer Rate</b>	\$ 10.20	\$ 10.20	\$ 11.15	\$ 11.50	\$ 12.00
<b>FY24 Combined Rate</b>	\$ 20.95	\$ 20.95	\$ 22.85	\$ 23.50	\$ 24.50
<b>FY23 Combined Rate</b>	\$ 22.27	\$ 22.27	\$ 22.27	\$ 22.27	\$ 22.27
<b>% Difference</b>	-6%	-6%	3%	6%	10%

Avg. Residential User (45 gpd)	Usage	Current Bill	New Bill
Quarterly Water Bill	1500	\$ 171.15	\$ 166.00
Quarterly Sewer Bill	1500	\$ 162.90	\$ 157.75
Combined Bill	1500	\$ 334.05	\$ 323.75
<b>Usage in cubic feet</b>			



# Next Steps

- **We developed a tool to project Residents' Water & Sewer bill by inputting their usage. We will demonstrate this tool now. We will also make it available on our website.**
- **The Board will be asked to vote on Water & Sewer rates on their next meeting on June 6, 2023.**

**WATER RATES  
PUBLIC FORUM**

Join us to learn about tiered water rates and share your feedback with town staff.

Town Hall Select Board Room  
16 Lowell Street  
Wednesday, May 31st at 6:00 PM

Or on Zoom:  
[Meeting ID 899 9619 9574](#)

The poster features a blue and white water splash background with a large water drop icon at the top center. The text is in a clean, sans-serif font.



<b>VOLUNTEER BOARD VACANCIES</b>		
<b>AS OF 7/1/2023*</b>		
<b><u>Board/Committee/Commission</u></b>	<b><u>Full</u></b>	<b><u>Associate</u></b>
Animal Control Appeals Committee	1	1
Board of Assessors	1	2
Board of Cemetery Trustees	2	3
Board of Health	1	1
Board of Registrars	1	0
Bylaw Committee	3	0
Celebration Committee	3	0
Climate Advisory Committee	2	3
Commissioners of Trust Funds	1	2
Community Planning and Development Commission	2	1
Conservation Commission	3	3
Constables	2	0
Council on Aging	3	3
Cultural Council	2	3
Finance Committee	4	0
Historic District Commission	1	3
Historical Commission	3	1
Housing Authority	1	0
Metropolitan Area Planning Council (MAPC)	1	0
Mystic Valley Elder Services Board of Directors	1	0
Permanent Building Committee	2	2
Reading Ice Arena Authority	1	0
Recreation Committee	3	4
RMLD Citizen Advisory Board	1	0
Town Forest Committee	1	2
Trails Committee	1	1
Zoning Board of Appeals	2	2

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

\*Includes Incumbents Seeking Reappointment

<b>BCC Member List 2023</b>									
<b>Board/Committee</b>	<b># Full Mbrs</b>	<b>Max # Assoc</b>	<b>Members</b>	<b>Full/ Assoc</b>	<b>Orig. Date</b>	<b>Term Ends</b>	<b>Appt. Authority</b>	<b>Term Length</b>	
Animal Control Appeals Committee	3	2	John Miles	F	2009	2025	SB		3
Animal Control Appeals Committee			Richard Robbins	F	2015	2024	SB		3
Animal Control Appeals Committee			VACANT	F	2008	2023	SB		3
Animal Control Appeals Committee			Salvatore Clemente	A	2023	2024	SB		2
Animal Control Appeals Committee			VACANT	A		2023	SB		2
Board of Assessors	3	2	Brendan Zarechian	F	2018	2025	SB		3
Board of Assessors			Michael Golden	F	2017	2024	SB		3
Board of Assessors			Cheryl Moschella	F	2020	2023	SB		3
Board of Assessors			VACANT	A		2024	SB		2
Board of Assessors			Jean-Paul Plouffe	A	2022	2023	SB		2
Board of Cemetery Trustees	6	4	Caitlin Salmon	F	2018	2025	SB		3
Board of Cemetery Trustees			Ronald Stortz	F	2004	2025	SB		3
Board of Cemetery Trustees			Virginia Blodgett	F	2017	2024	SB		3
Board of Cemetery Trustees			William Brown	F	1999	2024	SB		3
Board of Cemetery Trustees			Brian Boyle	F	2019	2023	SB		3
Board of Cemetery Trustees			Carl McFadden	F	2018	2023	SB		3
Board of Cemetery Trustees			Sally Hilgendorff	A	2022	2024	SB		2
Board of Cemetery Trustees			VACANT	A		2024	SB		2
Board of Cemetery Trustees			VACANT	A		2023	SB		2
Board of Cemetery Trustees			VACANT	A		2023	SB		2
Board of Health	3	2	Richard Lopez	F	2020	2025	SB		2
Board of Health			Paula Curren	F	2020	2024	SB		3
Board of Health			Kerry Dunnell	F	2020	2023	SB		3
Board of Health			Kevin Sexton	A	2020	2024	SB		2
Board of Health			Geri Cramer	A	2020	2023	SB		2
Board of Registrars	4	0	Laura Gemme (BVO)	F	2009	Indef	BVO		Indef
Board of Registrars			Krissandra Holmes	F	2006	2025	SB		3
Board of Registrars			Tina Ohlson	F	2021	2023	SB		3
Board of Registrars			Nancy Ziemiak	F		2024	SB		3



<b>BCC Member List 2023</b>									
<b>Board/Committee</b>	<b># Full Mbrs</b>	<b>Max # Assoc</b>	<b>Members</b>	<b>Full/ Assoc</b>	<b>Orig. Date</b>	<b>Term Ends</b>	<b>Appt. Authority</b>	<b>Term Length</b>	
Conservation Commission	7	4	William McCants	F	2023	2025	SB	3	
Conservation Commission			VACANT	F		2025	SB	3	
Conservation Commission			Carl Saccone	F	2018	2024	SB	3	
Conservation Commission			Martha Moore	F	2020	2024	SB	3	
Conservation Commission			Andrew Dribin	F	2021	2024	SB	3	
Conservation Commission			VACANT	F	2020	2023	SB	3	
Conservation Commission			Brian Bowe	F	2021	2023	SB	3	
Conservation Commission			Tony Rodolakis	A	2023	2024	SB	2	
Conservation Commission			VACANT	A		2024	SB	2	
Conservation Commission			Walter Talbot	A	2021	2023	SB	2	
Conservation Commission			VACANT	A		2023	SB	2	
<b>New Applicants:</b> Thomas Armstrong (3) Linda Connors (3) Hillary Mateev (2)									
Constables	4	0	Anthony Lalicata	F	2019	2025	SB	3	
Constables			VACANT	F		2025	SB	3	
Constables			Thomas Freeman	F	1993	2024	SB	3	
Constables			Sally Hoyt	F	1972	2023	SB	3	
Council on Aging	10	6	Deborah Small	F	2018	2025	SB	3	
Council on Aging			Joan Coco	F	2017	2025	SB	3	
Council on Aging			Karen Janowski	F	2022	2025	SB	3	
Council on Aging			Karen Fotino	F	2020	2024	SB	3	
Council on Aging			Karen Pinette	F	2019	2024	SB	3	
Council on Aging			Marilyn Shapleigh	F	2014	2024	SB	3	
Council on Aging			Nancy Tawadros	F	2022	2024	SB	3	
Council on Aging			John Parsons	F	2015	2023	SB	3	
Council on Aging			VACANT	F		2023	SB	3	
Council on Aging			VACANT	F	2014	2023	SB	3	
Council on Aging			Jacquelyn Behenna	A	2020	2024	SB	2	
Council on Aging			Rosemarie DeBenedetto	A	2022	2024	SB	2	
Council on Aging			Beverly Cunio	A	2022	2024	SB	2	
Council on Aging			VACANT	A		2023	SB	2	
Council on Aging			Nancy Ziemiak	A	2021	2023	SB	2	
Council on Aging			Jean Prato	A	2022	2023	SB	2	
<b>New Applicants:</b> Linda Connors (2)									





<b>BCC Member List 2023</b>								
<b>Board/Committee</b>	<b># Full Mbrs</b>	<b>Max # Assoc</b>	<b>Members</b>	<b>Full/ Assoc</b>	<b>Orig. Date</b>	<b>Term Ends</b>	<b>Appt. Authority</b>	<b>Term Length</b>
Town Forest Committee	5	3	Tim Kirwan	F	2021	2025	SB	3
Town Forest Committee			William Sullivan	F	2013	2025	SB	3
Town Forest Committee			Kurt Habel	F	2013	2024	SB	3
Town Forest Committee			William Hughes III	F	2022	2024	SB	3
Town Forest Committee			Jeffrey Lamson	F	2020	2023	SB	3
Town Forest Committee			Thomas Gardiner	A	2010	2024	SB	2
Town Forest Committee			VACANT	A		2024	SB	2
Town Forest Committee			Nancy Docktor	A	2015	2023	SB	2
<b>New Applicants:</b>								
Jake Anderson								
Trails Committee	5	3	David Williams	F	2008	2025	SB	3
Trails Committee			Kathy Kelly	F	2018	2025	SB	3
Trails Committee			Ray Vaillancourt	F	2021	2024	SB	3
Trails Committee			Benjamin Ream	F	2018	2024	SB	3
Trails Committee			William Finch	F	2011	2023	SB	3
Trails Committee			John Kastrinos	A	2022	2024	SB	2
Trails Committee			Tim Kirwan	A	2022	2024	SB	2
Trails Committee			Thomas Gardiner	A	2008	2023	SB	2
Zoning Board of Appeals	5	2	Damase Caouette	F	2021	2025	SB	3
Zoning Board of Appeals			Patrick Houghton	F	2021	2024	SB	3
Zoning Board of Appeals			Chris Cridler	F	2023	2024	SB	3
Zoning Board of Appeals			Cynthia B Hartman	F	2020	2023	SB	3
Zoning Board of Appeals			Andrew Grasberger	F	2021	2023	SB	3
Zoning Board of Appeals			VACANT	A		2023	SB	1
Zoning Board of Appeals			VACANT	A		2023	SB	1
			Incumbent seeking reappointment					
			Incumbent Associate seeking Full or Full seeking Associate					



**Town of Reading**  
**16 Lowell Street**  
**Reading, MA 01867-2685**

RECEIVED  
TOWN CLERK  
READING, MA. K)  
2023 APR 24 AM 9:04

FAX: (781) 942-9071  
Email: [townmanager@ci.reading.ma.us](mailto:townmanager@ci.reading.ma.us)  
Website: [www.readingma.gov](http://www.readingma.gov)

TOWN MANAGER  
(781) 942-9043

MEMORANDUM

TO: Virginia Adams  
59 Azalea Circle  
Reading, MA 01867

FROM: Fidel Maltez, Town Manager

DATE: April 20, 2023

RE: Reappointment to the Historic District Commission

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

I wish to be considered for reappointment.

I **do not** wish to be considered for reappointment.

Signature Virginia Adams Date 4-24-23





Town of Reading
16 Lowell Street
Reading, MA 01867-2685

RECEIVED
TOWN CLERK
READING, MA.
2023 MAY -2 PM 6:46

FAX: (781) 942-9071
Email: townmanager@ci.reading.ma.us
Website: www.readingma.gov

TOWN MANAGER
(781) 942-9043

MEMORANDUM

TO: Angela Binda
10 Orchard Park Drive
Reading, MA 01867
FROM: Fidel Maltez, Town Manager
DATE: April 20, 2023
RE: Reappointment to the Recreation Committee

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

- 1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

X I wish to be considered for reappointment.

I do not wish to be considered for reappointment.

Signature Angela J Binda Date

## LaVerde, Jacquelyn

---

**From:** Ilene Bornstein  
**Sent:** Monday, April 24, 2023 8:57 AM  
**To:** LaVerde, Jacquelyn; Ilene Bornstein  
**Subject:** Re: Historic District Commission - Term Expiring June 30th  
**Attachments:** Bornstein - HDC.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi.  
I wish to be considered for reappointment to the HDC.  
In view of my longtime service, I request to be grandfathered from the VAS meeting.  
Thank you.  
Ilene Bornstein. 4/24/23

Sent from: I's iPhone

On Apr 20, 2023, at 12:59 PM, LaVerde, Jacquelyn <jlaverde@ci.reading.ma.us> wrote:

Hello Ilene,

Your term on the Historic District Commission expires on June 30<sup>th</sup>. Please complete the attached questionnaire and return it to the Town Clerk's Office no later than Monday, May 15<sup>th</sup>.

The Volunteer Appointment Subcommittee will be scheduling meetings in late May/Early June, so that the Select Board can vote on reappointments and new appointments before the start of the new fiscal year on July 1<sup>st</sup>.

If you have any questions, please don't hesitate to ask.

Thank you and kind regards,  
Jackie

**Jackie LaVerde**  
Administrative Specialist  
Town of Reading  
16 Lowell Street  
Reading, MA 01867  
781-942-6643  
[jlaverde@ci.reading.ma.us](mailto:jlaverde@ci.reading.ma.us)

**Town Hall Hours:**  
Mon, Wed, Thurs 7:30 am – 5:30 pm  
Tues 7:30 am – 7:00 pm  
Friday - CLOSED



Town of Reading
16 Lowell Street
Reading, MA 01867-2685

RECEIVED
TOWN CLERK
READING, MA.
2023 MAY 25 PM 12:17

FAX: (781) 942-9071
Email: townmanager@ci.reading.ma.us
Website: www.readingma.gov

TOWN MANAGER
(781) 942-9043

MEMORANDUM

TO: Brian Bowe
15 Brewer Lane
Reading, MA 01867
FROM: Fidel Maltez, Town Manager
DATE: April 20, 2023
RE: Reappointment to the Conservation Commission

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

- 1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

X I wish to be considered for reappointment.

I do not wish to be considered for reappointment.

Signature Brian P. Bowe Date May 25, 2023

## LaVerde, Jacquelyn

---

**From:** bing126 <bing126@comcast.net>  
**Sent:** Wednesday, May 17, 2023 2:03 PM  
**To:** LaVerde, Jacquelyn  
**Subject:** RE: Board of Cemetery Trustees - Term Expiring June 30th

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Jackie  
I will complete the document.  
Sorry I was away. Please let me know if it is too late.  
Thanks  
Brian Boyle

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

**From:** "LaVerde, Jacquelyn" <jlaverde@ci.reading.ma.us>  
**Date:** 5/16/23 3:56 PM (GMT-05:00)  
**To:** bing126@comcast.net  
**Cc:** "O'Halloran, Michael" <mohalloran@ci.reading.ma.us>  
**Subject:** RE: Board of Cemetery Trustees - Term Expiring June 30th

Hello Brian,

Your term on the Board of Cemetery Trustees expires on June 30<sup>th</sup>. Can you please let me know if you would like to seek reappointment?

Thank you and kind regards,

Jackie

---

**From:** LaVerde, Jacquelyn <jlaverde@ci.reading.ma.us>  
**Sent:** Thursday, April 20, 2023 10:44 AM  
**To:** bing126@comcast.net  
**Subject:** Board of Cemetery Trustees - Term Expiring June 30th

Hello Brian,

Your term on the Board of Cemetery Trustees expires on June 30<sup>th</sup>. Please complete the attached questionnaire and return it to the Town Clerk's Office no later than Monday, May 15<sup>th</sup>.

The Volunteer Appointment Subcommittee will be scheduling meetings in late May/Early June, so that the Select Board can vote on reappointments and new appointments before the start of the new fiscal year on July 1<sup>st</sup>.

If you have any questions, please don't hesitate to ask.

Thank you and kind regards,

Jackie

**Jackie LaVerde**

Administrative Specialist

Town of Reading

16 Lowell Street

Reading, MA 01867

781-942-6643

[jlaverde@ci.reading.ma.us](mailto:jlaverde@ci.reading.ma.us)

***Town Hall Hours:***

Mon, Wed, Thurs 7:30 am – 5:30 pm

Tues 7:30 am – 7:00 pm

Friday - CLOSED



**Town of Reading**  
**16 Lowell Street**  
**Reading, MA 01867-2685**

**FAX: (781) 942-9071**  
**Email: [townmanager@ci.reading.ma.us](mailto:townmanager@ci.reading.ma.us)**  
**Website: [www.readingma.gov](http://www.readingma.gov)**

**TOWN MANAGER**  
**(781) 942-9043**

MEMORANDUM

TO: Heather Clish  
51 Deering Street  
Reading, MA 01867

FROM: Fidel Maltez, Town Manager

DATE: April 20, 2023

RE: Reappointment to the Community Planning & Development Commission

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

I wish to be considered for reappointment.

I **do not** wish to be considered for reappointment.

Signature Heather Clish Date 4/29/23



**Town of Reading**  
16 Lowell Street  
Reading, MA 01867-2685

RECEIVED  
TOWN CLERK  
READING, MA.

2023 MAY 15 AM 9:16

FAX: (781) 942-9071  
Email: [townmanager@ci.reading.ma.us](mailto:townmanager@ci.reading.ma.us)  
Website: [www.readingma.gov](http://www.readingma.gov)

TOWN MANAGER  
(781) 942-9043

MEMORANDUM

TO: Samantha Couture  
56 Pearl Street  
Reading, MA 01867

FROM: Fidel Maltez, Town Manager

DATE: April 20, 2023

RE: Reappointment to the Historical Commission

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

I wish to be considered for reappointment.

I **do not** wish to be considered for reappointment.

Signature

Date

5/10/2023



## LaVerde, Jacquelyn

---

**From:** Geri Cramer <gericramer@gmail.com>  
**Sent:** Tuesday, May 16, 2023 4:36 PM  
**To:** LaVerde, Jacquelyn  
**Cc:** Solarin, Adetokunbo; Keegan, Cassidy  
**Subject:** Re: Board of Health - Term Expiring June 30th

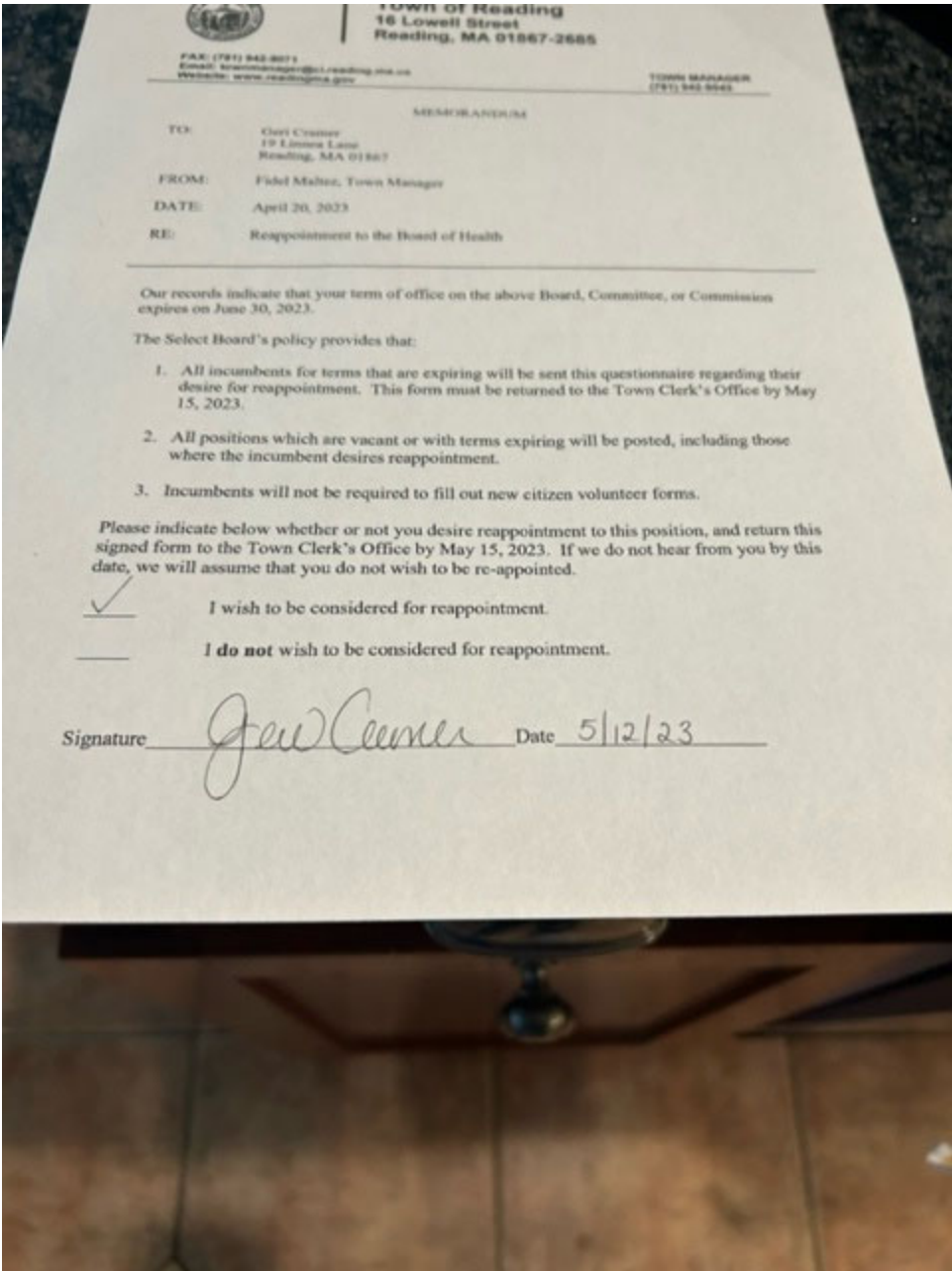
CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Jackie,

I'd be happy to continue for another term. I completed the form but didn't get it to the Town Clerk in time (obviously).

If there is someone else who wants a turn, I'm also fine with letting them participate.





Sent from my iPhone

On May 16, 2023, at 3:56 PM, LaVerde, Jacquelyn <jlaverde@ci.reading.ma.us> wrote:

Hello Geri,

Your term on the Board of Health expires on June 30<sup>th</sup>. Can you please let me know if you would like to seek reappointment?

Thank you and kind regards,  
Jackie

---

**From:** LaVerde, Jacquelyn <jlaverde@ci.reading.ma.us>  
**Sent:** Thursday, April 20, 2023 10:44 AM  
**To:** gericramer@gmail.com  
**Subject:** Board of Health - Term Expiring June 30th

Hello Geri!

Your term on the Board of Health expires on June 30<sup>th</sup>. Please complete the attached questionnaire and return it to the Town Clerk's Office no later than Monday, May 15<sup>th</sup>.

The Volunteer Appointment Subcommittee will be scheduling meetings in late May/Early June, so that the Select Board can vote on reappointments and new appointments before the start of the new fiscal year on July 1<sup>st</sup>.

If you have any questions, please don't hesitate to ask.

Thank you and kind regards,  
Jackie

**Jackie LaVerde**  
Administrative Specialist  
Town of Reading  
16 Lowell Street  
Reading, MA 01867  
781-942-6643  
[jlaverde@ci.reading.ma.us](mailto:jlaverde@ci.reading.ma.us)

***Town Hall Hours:***  
Mon, Wed, Thurs 7:30 am – 5:30 pm  
Tues 7:30 am – 7:00 pm  
Friday - CLOSED

<Cramer - Board of Health.pdf>



**Town of Reading**  
**16 Lowell Street**  
**Reading, MA 01867-2685**

RECEIVED  
TOWN CLERK  
READING, MA.

2023 APR 20 PM 3:23

FAX: (781) 942-9071  
Email: [townmanager@ci.reading.ma.us](mailto:townmanager@ci.reading.ma.us)  
Website: [www.readingma.gov](http://www.readingma.gov)

**TOWN MANAGER**  
**(781) 942-9043**

MEMORANDUM

TO: Nancy Docktor  
371 Pearl Street  
Reading, MA 01867

FROM: Fidel Maltez, Town Manager

DATE: April 20, 2023

RE: Reappointment to the Town Forest Committee

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

I wish to be considered for reappointment.

I do not wish to be considered for reappointment.

Signature

Date

4-20-23



**From:** LaVerde, Jacquelyn [jlaverde@ci.reading.ma.us](mailto:jlaverde@ci.reading.ma.us)  
**Subject:** Board of Health - Term Expiring June 30th  
**Date:** April 20, 2023 at 10:44 AM  
**To:** Kerry Dunnell [dunnellk@gmail.com](mailto:dunnellk@gmail.com)



Hi Kerry!

Your term on the Board of Health expires on June 30<sup>th</sup>. Please complete the attached questionnaire and return it to the Town Clerk's Office no later than Monday, May 15<sup>th</sup>.

The Volunteer Appointment Subcommittee will be scheduling meetings in late May/Early June, so that the Select Board can vote on reappointments and new appointments before the start of the new fiscal year on July 1<sup>st</sup>.

If you have any questions, please don't hesitate to ask.

Thank you and kind regards,  
Jackie

Jackie LaVerde  
Administrative Specialist  
Town of Reading  
16 Lowell Street  
Reading, MA 01867  
781-942-6643  
[jlaverde@ci.reading.ma.us](mailto:jlaverde@ci.reading.ma.us)

**Town Hall Hours:**

Mon, Wed, Thurs 7:30 am – 5:30 pm  
Tues 7:30 am – 7:00 pm  
Friday - CLOSED



**Town of Reading**  
16 Lowell Street  
Reading, MA 01867-2685

FAX: (781) 942-9071  
Email: [townmanager@ci.reading.ma.us](mailto:townmanager@ci.reading.ma.us)  
Website: [www.readingma.gov](http://www.readingma.gov)

TOWN MANAGER  
(781) 942-9043

MEMORANDUM

TO: Kerry Dunnell  
182 Bancroft Avenue  
Reading, MA 01867

FROM: Fidel Maltez, Town Manager

DATE: April 20, 2023

RE: Reappointment to the Board of Health

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

I wish to be considered for reappointment.

I do not wish to be considered for reappointment.

Signature

Kerry C. Dunnell Date 5/9/2023

Kerry C. Dunnell



## LaVerde, Jacquelyn

---

**From:** will finch <williamfinch193@gmail.com>  
**Sent:** Tuesday, May 16, 2023 8:39 PM  
**To:** LaVerde, Jacquelyn  
**Cc:** Kathy Kelly; Tirone, Charles  
**Subject:** Re: Trails Committee - Term Expiring June 30th

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Yes, I will. I need to stop by TH. Thanks for the reminder.

Will

On Tue, May 16, 2023 at 3:57 PM LaVerde, Jacquelyn <[jlaverde@ci.reading.ma.us](mailto:jlaverde@ci.reading.ma.us)> wrote:

Hello Will,

Your term on the Trails Committee expires on June 30<sup>th</sup>. Can you please let me know if you would like to seek reappointment?

Thank you and kind regards,

Jackie

---

**From:** LaVerde, Jacquelyn <[jlaverde@ci.reading.ma.us](mailto:jlaverde@ci.reading.ma.us)>  
**Sent:** Thursday, April 20, 2023 11:16 AM  
**To:** [williamfinch193@gmail.com](mailto:williamfinch193@gmail.com)  
**Subject:** Trails Committee - Term Expiring June 30th

Hello William,

Your term on the Trails Committee expires on June 30<sup>th</sup>. Please complete the attached questionnaire and return it to the Town Clerk's Office no later than Monday, May 15<sup>th</sup>.

The Volunteer Appointment Subcommittee will be scheduling meetings in late May/Early June, so that the Select Board can vote on reappointments and new appointments before the start of the new fiscal year on July 1<sup>st</sup>.

If you have any questions, please don't hesitate to ask.

Thank you and kind regards,

Jackie

**Jackie LaVerde**

Administrative Specialist

Town of Reading

[16 Lowell Street](#)

Reading, MA 01867

781-942-6643

[jlaverde@ci.reading.ma.us](mailto:jlaverde@ci.reading.ma.us)

***Town Hall Hours:***

Mon, Wed, Thurs 7:30 am – 5:30 pm

Tues 7:30 am – 7:00 pm

Friday - CLOSED



**Town of Reading**  
**16 Lowell Street**  
**Reading, MA 01867-2685**

**FAX: (781) 942-9071**  
**Email: [townmanager@ci.reading.ma.us](mailto:townmanager@ci.reading.ma.us)**  
**Website: [www.readingma.gov](http://www.readingma.gov)**

**TOWN MANAGER**  
**(781) 942-9043**

MEMORANDUM

TO: Amelia Freedman  
180 Grove Street  
Reading, MA 01867

FROM: Fidel Maltez, Town Manager

DATE: April 20, 2023

RE: Reappointment to the Historical Commission

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

I wish to be considered for reappointment.

I **do not** wish to be considered for reappointment.

Signature Amelia Devin Freedman Date 5/3/2023





**Town of Reading**  
16 Lowell Street  
Reading, MA 01867-2685

RECEIVED  
TOWN CLERK  
READING, MA.

2023 APR 26 AM 10:03

KJ

FAX: (781) 942-9071  
Email: [townmanager@ci.reading.ma.us](mailto:townmanager@ci.reading.ma.us)  
Website: [www.readingma.gov](http://www.readingma.gov)

TOWN MANAGER  
(781) 942-9043

MEMORANDUM

TO: Thomas Gardiner  
182 Franklin Street  
Reading, MA 01867

FROM: Fidel Maltez, Town Manager

DATE: April 20, 2023

RE: Reappointment to the Trails Committee

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

I wish to be considered for reappointment.

I **do not** wish to be considered for reappointment.

Signature

*Thomas Gardiner*

Date

*4-24-2023*



Town of Reading
16 Lowell Street
Reading, MA 01867-2685

FAX: (781) 942-9071
Email: townmanager@ci.reading.ma.us
Website: www.readingma.gov

TOWN MANAGER
(781) 942-9043

MEMORANDUM

TO: Andrew Grasberger
129 Green Street
Reading, MA 01867
FROM: Fidel Maltez, Town Manager
DATE: April 20, 2023
RE: Reappointment to the Zoning Board of Appeals

RECEIVED
TOWN CLERK
READING, MA.
2023 MAY -8 AM 11:46

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

- 1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

[X] I wish to be considered for reappointment.
I do not wish to be considered for reappointment.

Signature [Handwritten Signature] Date 5/8/2023



**Town of Reading**  
**16 Lowell Street**  
**Reading, MA 01867-2685**

**FAX: (781) 942-9071**  
**Email: [townmanager@ci.reading.ma.us](mailto:townmanager@ci.reading.ma.us)**  
**Website: [www.readingma.gov](http://www.readingma.gov)**

**TOWN MANAGER**  
**(781) 942-9043**

MEMORANDUM

TO: Richard Hand  
20 Meadowbrook Lane  
Reading, MA 01867

FROM: Fidel Maltez, Town Manager

DATE: April 20, 2023

RE: Reappointment to the Recreation Committee

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

I wish to be considered for reappointment.

I **do not** wish to be considered for reappointment.

Signature

*Richard Hand*

Date

*5/23/2023*



**Town of Reading**  
**16 Lowell Street**  
**Reading, MA 01867-2685**

**FAX: (781) 942-9071**  
**Email: [townmanager@ci.reading.ma.us](mailto:townmanager@ci.reading.ma.us)**  
**Website: [www.readingma.gov](http://www.readingma.gov)**

**TOWN MANAGER**  
**(781) 942-9043**

MEMORANDUM

**TO:** Cynthia B Hartman  
20C Carnation Circle  
Reading, MA 01867

**FROM:** Fidel Maltez, Town Manager

**DATE:** April 20, 2023

**RE:** Reappointment to the Zoning Board of Appeals

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

I wish to be considered for reappointment.

I do not wish to be considered for reappointment.

Signature Cynthia B Hartman Date 5-4-23



**Town of Reading**  
16 Lowell Street  
Reading, MA 01867-2685

FAX: (781) 942-9071  
Email: [townmanager@ci.reading.ma.us](mailto:townmanager@ci.reading.ma.us)  
Website: [www.readingma.gov](http://www.readingma.gov)

TOWN MANAGER  
(781) 942-9043

MEMORANDUM

TO: Sally Hoyt  
221 West Street  
Reading, MA 01867

FROM: Fidel Maltez, Town Manager

DATE: April 20, 2023

RE: Reappointment to the Constables

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

I wish to be considered for reappointment. *yes.*

I do not wish to be considered for reappointment.

Signature Sally M. Hoyt Date April 22, 2023

## LaVerde, Jacquelyn

---

**To:** Gemme, Laura; Maltez, Fidel; Marilyn Shapleigh  
**Cc:** Sally Hoyt; Kowaleski, Christopher; Fiorente, Genevieve  
**Subject:** RE: Change In Sally Hoyt's Position on COA from Full Member to Associate Member

On Jun 8, 2023, at 10:11 AM, Marilyn Shapleigh <[shapleigh.marilyn@gmail.com](mailto:shapleigh.marilyn@gmail.com)> wrote:

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi,

I am forwarding an email Chris received from Sally Hoyt in which she states that she has decided to continue serving on the Board of the COA, but she wishes to switch from Full member to Associate member. I have copied Sally, Jenna, and Chris so that we will all be in the loop on this change.

Please let us know if there is any further information required to make this change.

Thanks,  
Marilyn

**From:** Sally Hoyt <[sallyhoyt@hotmail.com](mailto:sallyhoyt@hotmail.com)>  
**Sent:** Tuesday, June 6, 2023 7:33 PM  
**To:** Kowaleski, Christopher <[ckowaleski@ci.reading.ma.us](mailto:ckowaleski@ci.reading.ma.us)>  
**Subject:** RE: PSC May Report

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear Christopher,

It was my decision to continue serving on the Reading Council on

Aging, however, I DO wish to continue as an Associate member.

Would you please let me know if you can make the change for me?

Thank you.

Sally M. Hoyt





Town of Reading
16 Lowell Street
Reading, MA 01867-2685

RECEIVED
TOWN CLERK
READING, MA.
MAY 11 AM 9:00

FAX: (781) 942-9071
Email: townmanager@ci.reading.ma.us
Website: www.readingma.gov

TOWN MANAGER
(781) 942-9043

MEMORANDUM

TO: Christine Keller
33 Pasture Road
Reading, MA 01867
FROM: Fidel Maltez, Town Manager
DATE: April 20, 2023
RE: Reappointment to the Historical Commission

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

- 1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

[checked] I wish to be considered for reappointment. I would like to apply for the voting member seat vacated by Sharlene Reynolds Santo
I do not wish to be considered for reappointment.

Signature Christine Keller Date 5/10/2023
Home 781-779-1055



## LaVerde, Jacquelyn

---

**From:** Jeffrey Lamson  
**Sent:** Wednesday, May 17, 2023 1:58 PM  
**To:** LaVerde, Jacquelyn  
**Cc:** Kinsella, Jane  
**Subject:** Re: Town Forest Committee - Term Expiring June 30th

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello  
Yes please, I would like to seek reappointment.  
Do I need to return the form in your email?

Jeff

On May 16, 2023, at 15:57, LaVerde, Jacquelyn <jlaverde@ci.reading.ma.us> wrote:

Hello Jeff,

Your term on the Town Forest Committee expires on June 30<sup>th</sup>. Can you please let me know if you would like to seek reappointment?

Thank you and kind regards,  
Jackie

---

**From:** LaVerde, Jacquelyn <jlaverde@ci.reading.ma.us>  
**Sent:** Thursday, April 20, 2023 11:16 AM  
**To:** Jeffrey Lamson <jlamson04@gmail.com>  
**Subject:** Town Forest Committee - Term Expiring June 30th

Hello Jeffrey,

Your term on the Town Forest Committee expires on June 30<sup>th</sup>. Please complete the attached questionnaire and return it to the Town Clerk's Office no later than Monday, May 15<sup>th</sup>.

The Volunteer Appointment Subcommittee will be scheduling meetings in late May/Early June, so that the Select Board can vote on reappointments and new appointments before the start of the new fiscal year on July 1<sup>st</sup>.

If you have any questions, please don't hesitate to ask.

Thank you and kind regards,  
Jackie

**Jackie LaVerde**  
Administrative Specialist

Town of Reading  
16 Lowell Street  
Reading, MA 01867  
781-942-6643  
[jlaverde@ci.reading.ma.us](mailto:jlaverde@ci.reading.ma.us)

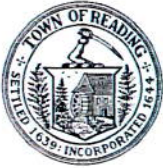
***Town Hall Hours:***

Mon, Wed, Thurs 7:30 am – 5:30 pm

Tues 7:30 am – 7:00 pm

Friday - CLOSED

<Lamson - Town Forest Committee.pdf>



Town of Reading
16 Lowell Street
Reading, MA 01867-2685

RECEIVED
TOWN CLERK
READING, MA.
2023 APR 24 PM 12:32

FAX: (781) 942-9071
Email: townmanager@ci.reading.ma.us
Website: www.readingma.gov

TOWN MANAGER
(781) 942-9043

MEMORANDUM

TO: Carl McFadden
33 Wakefield Street
Reading, MA 01867
FROM: Fidel Maltez, Town Manager
DATE: April 20, 2023
RE: Reappointment to the Board of Cemetery Trustees

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

- 1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

I wish to be considered for reappointment.
I do not wish to be considered for reappointment.

Signature Carl McFadden Date 4-24-23



Town of Reading
16 Lowell Street
Reading, MA 01867-2685

RECEIVED
TOWN CLERK
READING, MA.
2023 APR 24 PM 12:32

FAX: (781) 942-9071
Email: townmanager@ci.reading.ma.us
Website: www.readingma.gov

TOWN MANAGER
(781) 942-9043

MEMORANDUM

TO: Carl McFadden
33 Wakefield Street
Reading, MA 01867
FROM: Fidel Maltez, Town Manager
DATE: April 20, 2023
RE: Reappointment to the Reading Ice Arena Authority

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

- 1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

I wish to be considered for reappointment.
I do not wish to be considered for reappointment.

Signature Carl D. NY Date 4-21-23



Town of Reading
16 Lowell Street
Reading, MA 01867-2685

RECEIVED
TOWN CLERK
READING, MA.
APR 24 PM 12:19

FAX: (781) 942-9071
Email: townmanager@ci.reading.ma.us
Website: www.readingma.gov

TOWN MANAGER
(781) 942-9043

MEMORANDUM

TO: Cheryl Moschella
117 County Road
Reading, MA 01867
FROM: Fidel Maltez, Town Manager
DATE: April 20, 2023
RE: Reappointment to the Board of Assessors

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

- 1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

[checked] I wish to be considered for reappointment.

[ ] I do not wish to be considered for reappointment.

Signature Cheryl Moschella Date 4/20/2023



**Town of Reading**  
16 Lowell Street  
Reading, MA 01867-2685

FAX: (781) 942-9071  
Email: [townmanager@ci.reading.ma.us](mailto:townmanager@ci.reading.ma.us)  
Website: [www.readingma.gov](http://www.readingma.gov)

TOWN MANAGER  
(781) 942-9043

MEMORANDUM

TO: Tina Ohlson  
200 Forest Street  
Reading, MA 01867

FROM: Fidel Maltez, Town Manager

DATE: April 20, 2023

RE: Reappointment to the Board of Registrars

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

I wish to be considered for reappointment.

I **do not** wish to be considered for reappointment.

Signature

Date

5/23/23





Town of Reading  
16 Lowell Street  
Reading MA 01867

Town Clerk  
781-942-9050

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

**Application for Appointment to  
Boards, Committees and Commissions**

Name: Ohlson Tina Marie Date: May 23, 2023  
(Last) (First) (Middle)  
Address: 200 Forest Street  
Phone (Home): (617) 240-4186 Phone (Work): (617) 240-4186  
Phone (Cell): (617) 240-4186 Which number should be listed? Cell  
Occupation: Attorney Number of years in Reading: 42  
E-mail address: tinaohlson@gmail.com

Place a number next to your preferred position(s) (up to four choices) with number 1 being your first priority. (Please attach a resume if available)

- Animal Control Appeals Committee
- Board of Assessors
- Board of Health
- Bylaw Committee
- Climate Advisory Committee
- Community Planning and Development Commission
- Constables
- Cultural Council
- Finance Committee
- Historical Commission
- Human Relations Advisory Committee
- RCTV Board of Directors
- Retirement Board
- Town Forest Committee
- Veterans Memorial Trust Fund Committee
- Other \_\_\_\_\_
- Audit Committee
- Board of Cemetery Trustees
- Board of Registrars
- Celebration Trust Committee
- Commissioners of Trust Funds
- Conservation Commission
- Council on Aging
- Custodian of Soldier and Sailor Graves
- Historic District Commission
- Housing Authority
- Permanent Building Committee
- Recreation Committee
- RMLD Citizen Advisory Board
- Trails Committee
- Zoning Board of Appeals

Please outline relevant experience for the position(s) sought. I have been a Board of Registrar Member since August, 2021.

I have attached my resume.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Tina M. Ohlson  
34 Salem Street, Suite 202  
Reading, MA 01867  
(617) 240-4186  
tinaohlson@gmail.com

---

## EXPERIENCE

<b>Board of Registrars</b> <i>Registrar</i>	Reading, MA August 2021 - Present
<b>Ohlson &amp; Ohlson, Attorneys at Law</b> <i>Partner</i>	Reading, MA January 2009 - Present
<b>Animal Control Appeals Committee</b> <i>Chair</i>	Reading, MA November 2008 - March 2023
<b>Conservation Commission</b> <i>Commissioner</i>	Reading, MA November 2008 - June 2011
<b>Law Offices of George F. Ohlson, Jr.</b> <i>Attorney</i>	Wakefield, MA July 2006 - January 2009
<b>Law Offices of Corey C. Shaw</b> <i>Attorney</i>	Walpole, MA February 2003 - September 2005
<b>Suffolk County District Attorney's Office</b> <i>Student Prosecutor - Practicing under 3:03 Certification</i>	Boston, MA September 2001 - December 2001
<b>Suffolk Superior Court, Civil Session</b> <i>Legal Intern</i>	Boston, MA January 2001 - April 2001
<b>Commonwealth Financial Group</b> <i>Financial Assistant</i>	Boston, MA June 2000 - February 2003
<b>Woburn District Court, Probation Department</b> <i>Intern</i>	Woburn, MA September 1998 - December 1998

## EDUCATION

<b>New England School of Law, Boston, MA, Juris Doctor</b>	May 2002
<b>University of Massachusetts, Lowell, MA, Bachelor of Science</b> <i>Major: Criminal Justice</i>	June 1999

## BAR ADMISSIONS

<b>United States District Court</b>	January 2004
<b>Commonwealth of Massachusetts</b>	December 2002





**Town of Reading**  
16 Lowell Street  
Reading, MA 01867-2685

RECEIVED  
TOWN CLERK  
READING, MA.  
2023 APR 24 AM 11:30

K)

FAX: (781) 942-9071  
Email: [townmanager@ci.reading.ma.us](mailto:townmanager@ci.reading.ma.us)  
Website: [www.readingma.gov](http://www.readingma.gov)

TOWN MANAGER  
(781) 942-9043

MEMORANDUM

TO: John Parsons  
3 C Street  
Reading, MA 01867

FROM: Fidel Maltez, Town Manager

DATE: April 20, 2023

RE: Reappointment to the Council on Aging

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

I wish to be considered for reappointment.

I **do not** wish to be considered for reappointment.

Signature John Parsons Date 4/24/23

## LaVerde, Jacquelyn

---

**From:** JEAN PAUL PLOUFFE <jplouffe32156@comcast.net>  
**Sent:** Tuesday, May 16, 2023 4:22 PM  
**To:** LaVerde, Jacquelyn  
**Subject:** RE: Board of Assessors - Term Expiring June 30th

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Jackie  
Thanks for the reminder. Life's been hectic. Sure, I'll take reappointment.  
Thanks  
Paul Plouffe

On 05/16/2023 3:56 PM LaVerde, Jacquelyn <jlaverde@ci.reading.ma.us> wrote:

Hello Jean-Paul,

Your term on the Board of Assessors expires on June 30<sup>th</sup>. Can you please let me know if you would like to seek reappointment?

Thank you and kind regards,

Jackie

---

**From:** LaVerde, Jacquelyn <jlaverde@ci.reading.ma.us>  
**Sent:** Thursday, April 20, 2023 10:44 AM  
**To:** jplouffe32156@comcast.net  
**Subject:** Board of Assessors - Term Expiring June 30th

Hello Jean-Paul,

Your term on the Board of Assessors expires on June 30<sup>th</sup>. Please complete the attached questionnaire and return it to the Town Clerk's Office no later than Monday, May 15<sup>th</sup>.

The Volunteer Appointment Subcommittee will be scheduling meetings in late May/Early June, so that the Select Board can vote on reappointments and new appointments before the start of the new fiscal year on July 1<sup>st</sup>.

If you have any questions, please don't hesitate to ask.

Thank you and kind regards,

Jackie

**Jackie LaVerde**

Administrative Specialist

Town of Reading

16 Lowell Street

Reading, MA 01867

781-942-6643

[jlaverde@ci.reading.ma.us](mailto:jlaverde@ci.reading.ma.us)

***Town Hall Hours:***

Mon, Wed, Thurs 7:30 am – 5:30 pm

Tues 7:30 am – 7:00 pm

Friday - CLOSED



Town of Reading
16 Lowell Street
Reading, MA 01867-2685

RECEIVED
TOWN CLERK
READING, MA.
2023 MAY -2 AM 11:50

FAX: (781) 942-9071
Email: townmanager@ci.reading.ma.us
Website: www.readingma.gov

TOWN MANAGER
(781) 942-9043

MEMORANDUM

TO: Jean Prato
25 Orchard Park Drive
Reading, MA 01867
FROM: Fidel Maltez, Town Manager
DATE: April 20, 2023
RE: Reappointment to the Council on Aging

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

- 1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

[checked] I wish to be considered for reappointment.

[ ] I do not wish to be considered for reappointment.

Signature Jean Prato Date April 30, 2023



**Town of Reading**  
**16 Lowell Street**  
**Reading, MA 01867-2685**

FAX: (781) 942-9071  
Email: [townmanager@ci.reading.ma.us](mailto:townmanager@ci.reading.ma.us)  
Website: [www.readingma.gov](http://www.readingma.gov)

**TOWN MANAGER**  
**(781) 942-9043**

MEMORANDUM

TO: Vivek Soni  
147 Johnson Woods Drive *54 Johnson Woods Drive*  
Reading, MA 01867

FROM: Fidel Maltez, Town Manager

DATE: April 20, 2023

RE: Reappointment to the RMLD Citizen Advisory Board

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

I wish to be considered for reappointment.

I **do not** wish to be considered for reappointment.

Signature

*V. Soni*

Date

*4/20/2023*



**Town of Reading**  
**16 Lowell Street**  
**Reading, MA 01867-2685**

**FAX: (781) 942-9071**  
**Email: [townmanager@ci.reading.ma.us](mailto:townmanager@ci.reading.ma.us)**  
**Website: [www.readingma.gov](http://www.readingma.gov)**

**TOWN MANAGER**  
**(781) 942-9043**

MEMORANDUM

TO: Steven Sullivan  
41 Colburn Road  
Reading, MA 01867

FROM: Fidel Maltez, Town Manager

DATE: April 20, 2023

RE: Reappointment to the MAPC

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

**YES** I wish to be considered for reappointment.

I **do not** wish to be considered for reappointment.

Signature Steven R. Sullivan Date April 21, 2023





Town of Reading
16 Lowell Street
Reading, MA 01867-2685

RECEIVED
TOWN CLERK
READING, MA.
Rk
2023 MAY -1 AM 10:11

FAX: (781) 942-9071
Email: townmanager@ci.reading.ma.us
Website: www.readingma.gov

TOWN MANAGER
(781) 942-9043

MEMORANDUM

TO: Walter Talbot
33 Pasture Road
Reading, MA 01867
FROM: Fidel Maltez, Town Manager
DATE: April 20, 2023
RE: Reappointment to the Conservation Commission

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

- 1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

X I wish to be considered for reappointment. I WISH TO BE CONSIDERED FOR FULL POSITION
I do not wish to be considered for reappointment.

Signature [Handwritten Signature] Date 5/1/23



Town of Reading  
16 Lowell Street  
Reading, MA 01867-2685

RECEIVED  
TOWN CLERK  
READING, MA.  
2023 APR 24 AM 9:06

KJ

FAX: (781) 942-9071  
Email: [townmanager@ci.reading.ma.us](mailto:townmanager@ci.reading.ma.us)  
Website: [www.readingma.gov](http://www.readingma.gov)

TOWN MANAGER  
(781) 942-9043

MEMORANDUM

TO: Nancy Ziemplak  
15 Orchard Park Drive  
Reading, MA 01867

FROM: Fidel Maltez, Town Manager

DATE: April 20, 2023

RE: Reappointment to the Council on Aging

Our records indicate that your term of office on the above Board, Committee, or Commission expires on June 30, 2023.

The Select Board's policy provides that:

1. All incumbents for terms that are expiring will be sent this questionnaire regarding their desire for reappointment. This form must be returned to the Town Clerk's Office by May 15, 2023.
2. All positions which are vacant or with terms expiring will be posted, including those where the incumbent desires reappointment.
3. Incumbents will not be required to fill out new citizen volunteer forms.

Please indicate below whether or not you desire reappointment to this position, and return this signed form to the Town Clerk's Office by May 15, 2023. If we do not hear from you by this date, we will assume that you do not wish to be re-appointed.

I wish to be considered for reappointment.

I **do not** wish to be considered for reappointment.

Signature Nancy Ziemplak Date 4/20/23



New Volunteer  
Applicants for FY24

First	Last	Interviewed	Occupation	Years	Choices
Pamela	Adrian		Retired	26	Historical Commission RMLD Citizens Advisory Board
Jake	Anderson		Electrician	29	Town Forest Committee
Thomas	Armstrong		Retired	1	Community Planning & Development Commission Permanent Building Committee Conservation Commission
Eric	Boemer	5/1/2023	Stay-at-home Parent/Volunteer	24	Recreation Committee
Salvatore	Clemente		Court Officer	23	Animal Control Appeals Committee
Linda	Connors		Retired Tax Pro	75	Historical Commission Council on Aging Conservation Commission Retirement Board
Rosemarie	Debenedetto		Retired Office Manager	46	Council on Aging - Current Associate seeking Full
Carolyn	Johnson		Volunteer	23	Climate Advisory Committee
Kevin	Leete		Sr. Director Sales - Software/Technology		Recreation Committee
Mark	Logsdon		Data Scientist	4	Climate Advisory Committee
Peter	Lydecker	5/1/2023	Retired	40	Recreation Committee
Hillary	Mateev		Architect	8	Community Planning & Development Commission Conservation Commission Recreation Committee Permanent Building Committee
Ben	Ream		Retired	22	Climate Advisory Committee Recreation Committee
Tony	Rodolakis		Environmental Consultant	8	Conservation Commission - Current Associate seeking Full
Ann	Ward		Retired	44	Historical Commission



Town of Reading
16 Lowell Street
Reading MA 01867

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READING, MA.
2023 JUN 13 PM 12:30

Town Clerk
781-942-9050

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

Application for Appointment to
Boards, Committees and Commissions

Name: Adrian, Pamela Date: 6/13/23
Address: 87 Ash Street
Phone (Home): 781-942-9967 Phone (Work): retired
Phone (Cell): 617-240-1327 Which number should be listed?
Occupation: Retired (previously a Sr. Tech Writer) Number of years in Reading: 26
E-mail address: pam.adrian@comcast.net

Place a number next to your preferred position(s) (up to four choices) with number 1 being your first priority. (Please attach a resume if available)

- Animal Control Appeals Committee
Board of Assessors
Board of Health
Bylaw Committee
Climate Advisory Committee
Community Planning and Development Commission
Constables
Cultural Council
Finance Committee
Historical Commission
Human Relations Advisory Committee
RCTV Board of Directors
Retirement Board
Town Forest Committee
Veterans Memorial Trust Fund Committee
Audit Committee
Board of Cemetery Trustees
Board of Registrars
Celebration Trust Committee
Commissioners of Trust Funds
Conservation Commission
Council on Aging
Custodian of Soldier and Sailor Graves
Historic District Commission
Housing Authority
Permanent Building Committee
Recreation Committee
RMLD Citizen Advisory Board
Trails Committee
Zoning Board of Appeals

Please outline relevant experience for the position(s) sought:

After serving 4 years on CPDC with 2 years acting as a lead on the Ash & Green Association for the Gould St. 40R project I want to further serve the Town of Reading. I also have a passion for Genealogical Research and have a number of my forebears buried in Reading Cemetery
Pamela Adrian June 13, 2023



Town of Reading  
16 Lowell Street  
Reading MA 01867

RECEIVED  
TOWN CLERK  
READING, MA.  
LG  
2023 MAR 13 AM 9:32

Town Clerk  
781-942-9050

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

**Application for Appointment to  
Boards, Committees and Commissions**

Name: ANDERSON JAKE - N/A - Date: 3/8/2023  
(Last) (First) (Middle)  
Address: 527 SUMMER AVENUE  
Phone (Home): \_\_\_\_\_ Phone (Work): \_\_\_\_\_  
Phone (Cell): 781-439-2558 Which number should be listed? CELL  
Occupation: ELECTRICIAN Number of years in Reading: 29  
E-mail address: JAKE.ELECTRIC@VERIZON.NET

Place a number next to your preferred position(s) (up to four choices) with number 1 being your first priority. (Please attach a resume if available)

- |  |   |
|--|---|
| <input type="checkbox"/> Animal Control Appeals Committee              | <input type="checkbox"/> Audit Committee                        |
| <input type="checkbox"/> Board of Assessors                            | <input type="checkbox"/> Board of Cemetery Trustees             |
| <input type="checkbox"/> Board of Health                               | <input type="checkbox"/> Board of Registrars                    |
| <input type="checkbox"/> Bylaw Committee                               | <input type="checkbox"/> Celebration Trust Committee            |
| <input type="checkbox"/> Climate Advisory Committee                    | <input type="checkbox"/> Commissioners of Trust Funds           |
| <input type="checkbox"/> Community Planning and Development Commission | <input type="checkbox"/> Conservation Commission                |
| <input type="checkbox"/> Constables                                    | <input type="checkbox"/> Council on Aging                       |
| <input type="checkbox"/> Cultural Council                              | <input type="checkbox"/> Custodian of Soldier and Sailor Graves |
| <input type="checkbox"/> Finance Committee                             | <input type="checkbox"/> Historic District Commission           |
| <input type="checkbox"/> Historical Commission                         | <input type="checkbox"/> Housing Authority                      |
| <input type="checkbox"/> Human Relations Advisory Committee            | <input type="checkbox"/> Permanent Building Committee           |
| <input type="checkbox"/> RCTV Board of Directors                       | <input type="checkbox"/> Recreation Committee                   |
| <input type="checkbox"/> Retirement Board                              | <input type="checkbox"/> RMLD Citizen Advisory Board            |
| <input checked="" type="checkbox"/> Town Forest Committee              | <input type="checkbox"/> Trails Committee                       |
| <input type="checkbox"/> Veterans Memorial Trust Fund Committee        | <input type="checkbox"/> Zoning Board of Appeals                |
- Other \_\_\_\_\_

Please outline relevant experience for the position(s) sought:

29 YEAR RESIDENT IN READING AND 24 YEARS INVOLVED IN  
CUB SCOUTS AND BOY SCOUTS HAVE ALWAYS ENJOYED THE TOWN  
FOREST AND WOULD LOVE TO HELP WITH ITS PRESERVATION  
I HAVE BEEN INVOLVED IN MANY PROJECTS IN AND AROUND  
THE TOWN FOREST THAT WERE DONE BY BOYS/GIRLS  
EARNING THEIR EAGLE RANK IN SCOUTING AND WOULD LIKE  
TO HELP WITH UPCOMING REPLANTING PROJECTS.



Town of Reading  
16 Lowell Street  
Reading MA 01867

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TOWN CLERK  
READING, MA.

2023 MAR -6 AM 10: 25

fax: 781-942-9070

website: www.readingma.gov

Town Clerk  
781-942-9050

**Application for Appointment to  
Boards, Committees and Commissions**

Name: ARMSTRONG THOMAS MORAY Date: MAR 3, 2023  
(Last) (First) (Middle)

Address: 9 COURTYARD PLACE

Phone (Home): 860-977-5247 Phone (Work): \_\_\_\_\_

Phone (Cell): 860-977-5247 Which number should be listed? Home/Cell

Occupation: RETIRED Number of years in Reading: see attached

E-mail address: TARMSTRONGENV@GMAIL.COM

Place a number next to your preferred position(s) (up to four choices) with number 1 being your first priority. (Please attach a resume if available)

- |   |  |
|---|--|
| <input type="checkbox"/> Animal Control Appeals Committee                         | <input type="checkbox"/> Audit Committee                           |
| <input type="checkbox"/> Board of Assessors                                       | <input type="checkbox"/> Board of Cemetery Trustees                |
| <input type="checkbox"/> Board of Health  | <input type="checkbox"/> Board of Registrars                       |
| <input type="checkbox"/> Bylaw Committee  | <input type="checkbox"/> Celebration Trust Committee               |
| <input type="checkbox"/> Climate Advisory Committee                               | <input type="checkbox"/> Commissioners of Trust Funds              |
| <input checked="" type="checkbox"/> Community Planning and Development Commission | <input checked="" type="checkbox"/> 3 Conservation Commission      |
| <input type="checkbox"/> Constables   | <input type="checkbox"/> Council on Aging                          |
| <input type="checkbox"/> Cultural Council   | <input type="checkbox"/> Custodian of Soldier and Sailor Graves    |
| <input type="checkbox"/> Finance Committee  | <input type="checkbox"/> Historic District Commission              |
| <input type="checkbox"/> Historical Commission                                    | <input type="checkbox"/> Housing Authority                         |
| <input type="checkbox"/> Human Relations Advisory Committee                       | <input checked="" type="checkbox"/> 2 Permanent Building Committee |
| <input type="checkbox"/> RCTV Board of Directors                                  | <input type="checkbox"/> Recreation Committee                      |
| <input type="checkbox"/> Retirement Board   | <input type="checkbox"/> RMLD Citizen Advisory Board               |
| <input type="checkbox"/> Town Forest Committee                                    | <input type="checkbox"/> Trails Committee                          |
| <input type="checkbox"/> Veterans Memorial Trust Fund Committee                   | <input type="checkbox"/> Zoning Board of Appeals                   |
- Other Your suggestion

Please outline relevant experience for the position(s) sought:  
See Attached

March 3, 2023

Laura Gemme, Town Clerk

I would like to serve as a volunteer on one of Reading's Committees. I will be moving from Avon, CT to Reading after my closing on April 14<sup>th</sup>. My goal would be to learn more about Reading while bringing my experience to one of its Committees.

In Avon, I presently serve on its Planning & Zoning Commission and Wastewater Pollution Control Authority. My experience has been rewarding and has allowed me to participate in the Town's growth and future planning.

On Avon's Planning & Zoning Commission, an appointed commission, I have served approximately 8 years, half of the time in the position of Chair or Vice Chair. Avon's P&Z appears to have a somewhat broader scope than Reading's Community Planning & Development Commission. The Avon P&Z's reviews and acts on almost all development applications (other than wetland applications), construction applications, site plans, parking, signage, affordable housing, subdivisions, 10 year planning, etc.

I have also served on the Avon Wastewater Pollution Control Authority for approximately 10 years, most of the time as its Vice Chair. The AWPCA oversees the Town's sewer system consisting of sewer lines and pump stations for residential, commercial and industrial users. Treatment facilities are in neighboring towns and governed by inter-municipal agreements. The Authority sets user rates and benefit assessments for line extensions. Reading does not appear to have a similar volunteer authority.

Prior to my retirement, I was an environmental attorney in a 50 lawyer firm with offices in Hartford and New Haven, Connecticut.

If you want references for Avon WPCA, please call Larry Baril, Town Engineer, 860-409-4322, or for Avon P&Z call Hiram Peck, Town Planner, 860-409-4328 or Brandon Robertson, Avon Town Manager, 860-409-4300. A description of the Avon WPCA and P&Z can be found on the Town of Avon website.

If you have any questions of me, call 860-977-5247 or email [TArmstrongenv@gmail.com](mailto:TArmstrongenv@gmail.com).

*Thank you, James Armstrong*



Town of Reading  
16 Lowell Street  
Reading MA 01867

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READING, MA.

2023 APR 11 AM 10:26

Town Clerk  
781-942-9050

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

**Application for Appointment to  
Boards, Committees and Commissions**

Name: Boemer Eric Allen Date: 4/6/23  
(Last) (First) (Middle)

Address: 276 Woburn Street

Phone (Home): 781-944-9831 Phone (Work): \_\_\_\_\_

Phone (Cell): 617-816-8394 Which number should be listed? cell

Occupation: stay at home parent/volunteer Number of years in Reading: 24

E-mail address: e.boemer@comcast.net

Place a number next to your preferred position(s) (up to four choices) with number 1 being your first priority. (Please attach a resume if available)

- |  |   |
|--|---|
| <input type="checkbox"/> Animal Control Appeals Committee              | <input type="checkbox"/> Audit Committee                        |
| <input type="checkbox"/> Board of Assessors                            | <input type="checkbox"/> Board of Cemetery Trustees             |
| <input type="checkbox"/> Board of Health                               | <input type="checkbox"/> Board of Registrars                    |
| <input type="checkbox"/> Bylaw Committee                               | <input type="checkbox"/> Celebration Trust Committee            |
| <input type="checkbox"/> Climate Advisory Committee                    | <input type="checkbox"/> Commissioners of Trust Funds           |
| <input type="checkbox"/> Community Planning and Development Commission | <input type="checkbox"/> Conservation Commission                |
| <input type="checkbox"/> Constables                                    | <input type="checkbox"/> Council on Aging                       |
| <input type="checkbox"/> Cultural Council                              | <input type="checkbox"/> Custodian of Soldier and Sailor Graves |
| <input type="checkbox"/> Finance Committee                             | <input type="checkbox"/> Historic District Commission           |
| <input type="checkbox"/> Historical Commission                         | <input type="checkbox"/> Housing Authority                      |
| <input type="checkbox"/> Human Relations Advisory Committee            | <input type="checkbox"/> Permanent Building Committee           |
| <input type="checkbox"/> RCTV Board of Directors                       | <input checked="" type="checkbox"/> Recreation Committee        |
| <input type="checkbox"/> Retirement Board                              | <input type="checkbox"/> RMLD Citizen Advisory Board            |
| <input type="checkbox"/> Town Forest Committee                         | <input type="checkbox"/> Trails Committee                       |
| <input type="checkbox"/> Veterans Memorial Trust Fund Committee        | <input type="checkbox"/> Zoning Board of Appeals                |
| <input type="checkbox"/> Other _____                                   |   |

Please outline relevant experience for the position(s) sought:

please see attached

After 20 plus years of raising our children here in Reading as a stay at home dad I stand ready to become more involved with town committees. I am specifically seeking to be on the recreation committee. I've been involved with various youth activities in and around town - all the way from tee ball to softball to high school swimming. I've (we've along with my wife) have extensive experience and support for other youth programs such as the YMCA. We've advocated before the select board for softball programs with field time and field safety. I currently serve on the board of trustees in town for the mission of deeds. Although my daughter Anna is graduating high school this year we've built up numerous relationships across all ages and activities. I feel that I could help add a new perspective and to facilitate others with younger families become more involved. The survey results on Symonds Way clearly demonstrate that there's a large interest from the younger family demographic for recreation. (Plus other sponsored surveys.) I want to help the committee to facilitate those surveys results into an action plan for Reading.





Town of Reading  
16 Lowell Street  
Reading MA 01867

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READING, MA.

2023 MAR -6 AM 9:07

Town Clerk  
781-942-9050

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

**Application for Appointment to  
Boards, Committees and Commissions**

Name: Clemente Salvatore Robert Date: March 1, 2023  
(Last) (First) (Middle)

Address: 195 Main Street, Reading, MA 01867

Phone (Home): N/A Phone (Work): N/A

Phone (Cell): 781-640-8485 Which number should be listed? Unlisted if possible

Occupation: Court Officer Number of years in Reading: 23

E-mail address: salrobert.clemente@gmail.com

Place a number next to your preferred position(s) (up to four choices) with number 1 being your first priority. (Please attach a resume if available)

- 1 Animal Control Appeals Committee
- Board of Assessors
- Board of Health
- Bylaw Committee
- Climate Advisory Committee
- Community Planning and Development Commission
- Constables
- Cultural Council
- Finance Committee
- Historical Commission
- Human Relations Advisory Committee
- RCTV Board of Directors
- Retirement Board
- Town Forest Committee
- Veterans Memorial Trust Fund Committee
- Other \_\_\_\_\_
- Audit Committee
- Board of Cemetery Trustees
- Board of Registrars
- Celebration Trust Committee
- Commissioners of Trust Funds
- Conservation Commission
- Council on Aging
- Custodian of Soldier and Sailor Graves
- Historic District Commission
- Housing Authority
- Permanent Building Committee
- Recreation Committee
- RMLD Citizen Advisory Board
- Trails Committee
- Zoning Board of Appeals

Please outline relevant experience for the position(s) sought:  
Current candidate for Master's degree in Criminal Justice - Southern New Hampshire University  
Over 5 years' experience in public safety and customer service

Municipal Police Training Committee First Responder certification  
Completion of Massachusetts Court Officer Academy - Class #011

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



195 Main Street  
Reading, MA 01867

RECEIVED  
TOWN CLERK  
READING, MA. vj

2023 MAR -6 AM 9:06

Town Clerk's Office  
Town Hall  
16 Lowell Street  
Reading, MA 01867

To Whom It May Concern:

I am Salvatore Clemente, and I am interested in becoming an Associate Member of the Animal Control Appeals Committee. As a lifelong Massachusetts resident and longtime Reading resident, I feel that I have a duty to help serve and protect the people and animals in my community. I learned about this role from the Town of Reading website, am excited to apply for this excellent opportunity to volunteer and give back to my hometown.

I am a dedicated individual who recently earned my Bachelor's Degree in Criminal Justice with a minor in Psychology. I have since started a Master's Degree program. I have also completed an Associate Degree program in Criminal Justice, as well as a Certificate program in Law Enforcement. I have studied many relevant areas such as Ethics and the Criminal Justice Leader, Criminal Investigation, Policing in a Democratic Society, Communication Skills for Criminal Justice, and Evidence and Court Procedure. I have transferred this knowledge directly into the work field.

In December 2020, I graduated from the Court Officer Academy conducted by the Massachusetts Trial Court. Since my graduation, I have been working in various courthouses throughout the Commonwealth, gaining valuable experience that will remain with me throughout my entire career. I have helped pass on some of my knowledge and skills by assisting with the training of new Court Officers. Each and every day, I do my best to lead by example and serve as a role model and resource to my fellow officers and citizens alike.

For over six years, I worked as an office assistant providing customer service to a wide and diverse group of clients. I was also in charge of training new staff members on safety protocols and complex computer systems. All of this has allowed me to adapt and enhance my own communication abilities for a variety of unique situations. I also underwent regular training in CPR and First Aid. Additionally, I had the opportunity to serve as a coach for Little League baseball and U12 Girls Hockey teams. These separate but distinct opportunities allowed me to adapt my instructional methods to reach children with varying skill and interest levels. If selected for this position, I hope to fulfill my passion of working with animals.

I would like to reiterate my sincere interest and excitement about this opportunity. Thank you for your time and consideration. Please do not hesitate to contact me at your earliest convenience.

Best regards,



Salvatore Clemente  
781-640-8485  
Salrobert.clemente@gmail.com

# SALVATORE R. CLEMENTE

195 Main Street, Reading, MA 01867  
781-640-8485 salrobert.clemente@gmail.com

## EDUCATION

Southern New Hampshire University  
*Candidate for Master's Degree in Criminal Justice* Manchester, NH  
June 2022 – Present

Southern New Hampshire University  
*Bachelor's Degree in Criminal Justice, Minor in Psychology* Manchester, NH  
GPA: 4.0 May 2022

Bunker Hill Community College  
*Associate Degree in Criminal Justice and Law Enforcement Certificate* Charlestown, MA  
GPA: 3.97 May 2017

## WORK EXPERIENCE

Commonwealth of Massachusetts  
*Court Officer* Woburn, MA  
October 2020 – Present

- Provide care, custody, and control for all detainees at various court facilities
- Communicate with all judicial branch members to ensure efficient and effective operations
- Respond to and document emergency situations in accordance with policies and procedures

*Associate Court Officer* June 2019 – October 2020

- Control and regulate access to the courthouse
- Operate metal detectors and x-ray machines to screen for weapons and contraband
- Monitor closed-circuit television for unusual activity and respond to incidents accordingly

City of Cambridge  
*Parking Control Officer* Cambridge, MA  
April 2018 – June 2019

- Patrol an assigned area of the City to enforce local parking regulations
- Issue citations for any vehicles violating parking and transportation laws
- Educate the public by answering questions regarding parking and related traffic laws

Securitas Security Services  
*TD Garden Event Security Officer / Lead Officer* Boston, MA  
November 2017 – March 2018

- Utilize metal detectors to screen for and confiscate prohibited items
- Respond to incident calls, provide access control, and document details in reports
- Supervise personnel and operations in assigned section

Allied Universal Security Services  
*Armed Security Officer* Charlestown, MA  
July 2017 – October 2017

- Patrol interior and exterior premises of financial centers
- Act as a deterrent against potential threats to employees and customers

## CERTIFICATIONS

- Commonwealth of Massachusetts Class A License to Carry
- Municipal Police Training Committee First Responder certification



Town of Reading  
16 Lowell Street  
Reading MA 01867

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TOWN CLERK  
READING MA  
2023 JUN -1 PM 1:02

Town Clerk  
781-942-9050

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

**Application for Appointment to  
Boards, Committees and Commissions**

Name: Connors Linda  Date: 6/1/2023  
(Last) (First) (Middle)

Address: 109 Charles Reading MA

Phone (Home): \_\_\_\_\_ Phone (Work): \_\_\_\_\_

Phone (Cell): 781-670-6411 \* Which number should be listed? \_\_\_\_\_

Occupation: Retired Tax Pro Number of years in Reading: 75

E-mail address: \_\_\_\_\_

Place a number next to your preferred position(s) (up to four choices) with number 1 being your first priority. (Please attach a resume if available)

- |  |   |
|--|---|
| <input type="checkbox"/> Animal Control Appeals Committee              | <input type="checkbox"/> Audit Committee                        |
| <input type="checkbox"/> Board of Assessors                            | <input type="checkbox"/> Board of Cemetery Trustees             |
| <input type="checkbox"/> Board of Health                               | <input type="checkbox"/> Board of Registrars                    |
| <input type="checkbox"/> Bylaw Committee                               | <input type="checkbox"/> Celebration Trust Committee            |
| <input type="checkbox"/> Climate Advisory Committee                    | <input type="checkbox"/> Commissioners of Trust Funds           |
| <input type="checkbox"/> Community Planning and Development Commission | <input checked="" type="checkbox"/> Conservation Commission     |
| <input type="checkbox"/> Constables                                    | <input checked="" type="checkbox"/> Council on Aging            |
| <input type="checkbox"/> Cultural Council                              | <input type="checkbox"/> Custodian of Soldier and Sailor Graves |
| <input type="checkbox"/> Finance Committee                             | <input type="checkbox"/> Historic District Commission           |
| <input checked="" type="checkbox"/> Historical Commission              | <input type="checkbox"/> Housing Authority                      |
| <input type="checkbox"/> Human Relations Advisory Committee            | <input type="checkbox"/> Permanent Building Committee           |
| <input type="checkbox"/> RCTV Board of Directors                       | <input type="checkbox"/> Recreation Committee                   |
| <input checked="" type="checkbox"/> Retirement Board                   | <input type="checkbox"/> RMLD Citizen Advisory Board            |
| <input type="checkbox"/> Town Forest Committee                         | <input type="checkbox"/> Trails Committee                       |
| <input type="checkbox"/> Veterans Memorial Trust Fund Committee        | <input type="checkbox"/> Zoning Board of Appeals                |

Other: \_\_\_\_\_

Please outline relevant experience for the position(s) sought:

Taxes 28 years  
UI 7 years  
Reading Resident



Town of Reading  
16 Lowell Street  
Reading MA 01867

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READING, MA. K)

Town Clerk  
781-942-9050

2023 JUN 12 Fax 8781-942-9070  
website: www.readingma.gov

**Application for Appointment to  
Boards, Committees and Commissions**

Name: DeBenedetto Rosemarie  Date: 6-9-23  
(Last) (First) (Middle)

Address: 74 Haystack Road, Reading, MA. 01867

Phone (Home): 781-944-2695 Phone (Work): \_\_\_\_\_

Phone (Cell): 508 846 0128 Which number should be listed? Cell

Occupation: Retired Office Manager Number of years in Reading: Since

E-mail address: maradetto@yahoo.com 10/1977

Place a number next to your preferred position(s) (up to four choices) with number 1 being your first priority. (Please attach a resume if available)

- Animal Control Appeals Committee
- Board of Assessors
- Board of Health
- Bylaw Committee
- Climate Advisory Committee
- Community Planning and Development Commission
- Constables
- Cultural Council
- Finance Committee
- Historical Commission
- Human Relations Advisory Committee
- RCTV Board of Directors
- Retirement Board
- Town Forest Committee
- Veterans Memorial Trust Fund Committee
- Other \_\_\_\_\_
- Audit Committee
- Board of Cemetery Trustees
- Board of Registrars
- Celebration Trust Committee
- Commissioners of Trust Funds
- Conservation Commission
- Council on Aging - Full Voting member
- Custodian of Soldier and Sailor Graves
- Historic District Commission
- Housing Authority
- Permanent Building Committee
- Recreation Committee
- RMLD Citizen Advisory Board
- Trails Committee
- Zoning Board of Appeals

Please outline relevant experience for the position(s) sought:

To represent Reading's elderly needs I became  
knowledgeable about what interesting with others, who  
attend activities at the center.





Town of Reading  
16 Lowell Street  
Reading MA 01867

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READING, MA. ↙

Town Clerk  
781-942-9050

2023 JUN -6 AM 10:32  
fax: 781-942-9070  
website: www.readingma.gov

**Application for Appointment to  
Boards, Committees and Commissions**

Name: Johnson Carolyn L Date: 5/25/23  
(Last) (First) (Middle)

Address: 18 Thorndike St., Reading, MA 01867

Phone (Home): 781-944-5123 Phone (Work):                     

Phone (Cell): 617-281-2456 Which number should be listed? cell

Occupation: Volunteer Number of years in Reading: 23

E-mail address: celj11@gmail.com

Place a number next to your preferred position(s) (up to four choices) with number 1 being your first priority. (Please attach a resume if available)

- |  |   |
|--|---|
| <input type="checkbox"/> Animal Control Appeals Committee              | <input type="checkbox"/> Audit Committee                        |
| <input type="checkbox"/> Board of Assessors                            | <input type="checkbox"/> Board of Cemetery Trustees             |
| <input type="checkbox"/> Board of Health                               | <input type="checkbox"/> Board of Registrars                    |
| <input type="checkbox"/> Bylaw Committee                               | <input type="checkbox"/> Celebration Trust Committee            |
| <input checked="" type="checkbox"/> Climate Advisory Committee         | <input type="checkbox"/> Commissioners of Trust Funds           |
| <input type="checkbox"/> Community Planning and Development Commission | <input type="checkbox"/> Conservation Commission                |
| <input type="checkbox"/> Constables                                    | <input type="checkbox"/> Council on Aging                       |
| <input type="checkbox"/> Cultural Council                              | <input type="checkbox"/> Custodian of Soldier and Sailor Graves |
| <input type="checkbox"/> Finance Committee                             | <input type="checkbox"/> Historic District Commission           |
| <input type="checkbox"/> Historical Commission                         | <input type="checkbox"/> Housing Authority                      |
| <input type="checkbox"/> Human Relations Advisory Committee            | <input type="checkbox"/> Permanent Building Committee           |
| <input type="checkbox"/> RCTV Board of Directors                       | <input type="checkbox"/> Recreation Committee                   |
| <input type="checkbox"/> Retirement Board                              | <input type="checkbox"/> RMLD Citizen Advisory Board            |
| <input type="checkbox"/> Town Forest Committee                         | <input type="checkbox"/> Trails Committee                       |
| <input type="checkbox"/> Veterans Memorial Trust Fund Committee        | <input type="checkbox"/> Zoning Board of Appeals                |
| <input type="checkbox"/> Other _____                                   |   |

Please outline relevant experience for the position(s) sought:

Of the open spots on all of the committees CAC fits best with my interests and availability. I don't have any professional background in this area, so I would do a lot of listening and learning in the beginning. I would welcome the opportunity to help Reading continue on it's path to being a more sustainable community. Also, I am a former member of HBAC, and current Town Meeting member. Additionally, I volunteer for PAIR and actively participate in community events and activities.



Town of Reading  
16 Lowell Street  
Reading MA 01867

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2023 APR 13 PM 2:12  
fax: 781-942-9070  
website: www.readingma.gov

**Application for Appointment to  
Boards, Committees and Commissions**

Name: Leete Kevin R 4/12/2023  
(Last) (First) (Middle)

Address: 895 Main Street Reading MA 01867

Phone (Home): 6174806450 Phone (Work):

Phone (Cell): 6174806450

Occupation: Sr. Director Sales - Software/Technology

E-mail address: mayorkl@gmail.com

Place a number next to your preferred position(s) (up to four choices) with number 1 being your first priority. (Please attach a resume if available)

- |  |   |
|--|---|
| <input type="checkbox"/> Animal Control Appeals Committee              | <input type="checkbox"/> Audit Committee                        |
| <input type="checkbox"/> Board of Assessors                            | <input type="checkbox"/> Board of Cemetery Trustees             |
| <input type="checkbox"/> Board of Health                               | <input type="checkbox"/> Board of Registrars                    |
| <input type="checkbox"/> Bylaw Committee                               | <input type="checkbox"/> Celebration Trust Committee            |
| <input type="checkbox"/> Climate Advisory Committee                    | <input type="checkbox"/> Commissioners of Trust Funds           |
| <input type="checkbox"/> Community Planning and Development Commission | <input type="checkbox"/> Conservation Commission                |
| <input type="checkbox"/> Constables                                    | <input type="checkbox"/> Council on Aging                       |
| <input type="checkbox"/> Cultural Council                              | <input type="checkbox"/> Custodian of Soldier and Sailor Graves |
| <input type="checkbox"/> Finance Committee                             | <input type="checkbox"/> Historic District Commission           |
| <input type="checkbox"/> Historical Commission                         | <input type="checkbox"/> Housing Authority                      |
| <input type="checkbox"/> Human Relations Advisory Committee            | <input type="checkbox"/> Permanent Building Committee           |
| <input type="checkbox"/> RCTV Board of Directors                       | <input checked="" type="checkbox"/> 1 Recreation Committee      |
| <input type="checkbox"/> Retirement Board                              | <input type="checkbox"/> RMLD Citizen Advisory Board            |
| <input type="checkbox"/> Town Forest Committee                         | <input type="checkbox"/> Trails Committee                       |
| <input type="checkbox"/> Veterans Memorial Trust Fund Committee        | <input type="checkbox"/> Zoning Board of Appeals                |
| <input type="checkbox"/> Other _____                                   |   |

Please outline relevant experience for the position(s) sought:  
*General understanding of government via Political Science Degree*  
*Sports enthusiast (ultimate frisbee, Basketball, softball, tennis, etc)*  
*General interest in providing opportunities for field and facility usage to the most people in town cross generationally.*  
*Recognize broad need for fair use of existing fields and facilities, as well as development of new ones.*  
*Interested in participating in first Board and Committee having served 3 years on Town Meeting*\_\_\_\_\_



Town of Reading  
16 Lowell Street  
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fax: 781-942-9070

website: www.readingma.gov

Town Clerk  
781-942-9050

**Application for Appointment to  
Boards, Committees and Commissions**

Name: Logsdon Mark Frederick Date: 5/23/23  
(Last) (First) (Middle)

Address: 36 Grand St.

Phone (Home): 781-704-6320 Phone (Work): Same as "Home"

Phone (Cell): same as "Home" Which number should be listed? Home

Occupation: Data Scientist Number of years in Reading: 4

E-mail address: marklogsdon@gmail.com

Place a number next to your preferred position(s) (up to four choices) with number 1 being your first priority. (Please attach a resume if available)

- |  |   |
|--|---|
| <input type="checkbox"/> Animal Control Appeals Committee              | <input type="checkbox"/> Audit Committee                        |
| <input type="checkbox"/> Board of Assessors                            | <input type="checkbox"/> Board of Cemetery Trustees             |
| <input type="checkbox"/> Board of Health                               | <input type="checkbox"/> Board of Registrars                    |
| <input type="checkbox"/> Bylaw Committee                               | <input type="checkbox"/> Celebration Trust Committee            |
| <input checked="" type="checkbox"/> Climate Advisory Committee         | <input type="checkbox"/> Commissioners of Trust Funds           |
| <input type="checkbox"/> Community Planning and Development Commission | <input type="checkbox"/> Conservation Commission                |
| <input type="checkbox"/> Constables                                    | <input type="checkbox"/> Council on Aging                       |
| <input type="checkbox"/> Cultural Council                              | <input type="checkbox"/> Custodian of Soldier and Sailor Graves |
| <input type="checkbox"/> Finance Committee                             | <input type="checkbox"/> Historic District Commission           |
| <input type="checkbox"/> Historical Commission                         | <input type="checkbox"/> Housing Authority                      |
| <input type="checkbox"/> Human Relations Advisory Committee            | <input type="checkbox"/> Permanent Building Committee           |
| <input type="checkbox"/> RCTV Board of Directors                       | <input type="checkbox"/> Recreation Committee                   |
| <input type="checkbox"/> Retirement Board                              | <input type="checkbox"/> RMLD Citizen Advisory Board            |
| <input type="checkbox"/> Town Forest Committee                         | <input type="checkbox"/> Trails Committee                       |
| <input type="checkbox"/> Veterans Memorial Trust Fund Committee        | <input type="checkbox"/> Zoning Board of Appeals                |
| <input type="checkbox"/> Other _____                                   |   |

Please outline relevant experience for the position(s) sought:

I am a scientist in my current profession with  
an educational background in science as well.  
My interest in Climate Advisory is personal. In the  
past, I have volunteered to do data analysis for  
the Ipswich River Watershed Association.





Town of Reading  
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fax: 781-942-9070  
website: www.readingma.gov

**Application for Appointment to  
Boards, Committees and Commissions**

Name: Lydecker Peter L Date: 3/14/23  
(Last) (First) (Middle)

Address: 7 Beaver Rd

Phone (Home): 781 944 8354 Phone (Work): \_\_\_\_\_

Phone (Cell): 617 750 7914 Which number should be listed? cell

Occupation: retired Number of years in Reading: 40

E-mail address: plex1@COMCAST.NET

Place a number next to your preferred position(s) (up to four choices) with number 1 being your first priority. (Please attach a resume if available)

- |  |   |
|--|---|
| <input type="checkbox"/> Animal Control Appeals Committee              | <input type="checkbox"/> Audit Committee                        |
| <input type="checkbox"/> Board of Assessors                            | <input type="checkbox"/> Board of Cemetery Trustees             |
| <input type="checkbox"/> Board of Health                               | <input type="checkbox"/> Board of Registrars                    |
| <input type="checkbox"/> Bylaw Committee                               | <input type="checkbox"/> Celebration Trust Committee            |
| <input type="checkbox"/> Climate Advisory Committee                    | <input type="checkbox"/> Commissioners of Trust Funds           |
| <input type="checkbox"/> Community Planning and Development Commission | <input type="checkbox"/> Conservation Commission                |
| <input type="checkbox"/> Constables                                    | <input type="checkbox"/> Council on Aging                       |
| <input type="checkbox"/> Cultural Council                              | <input type="checkbox"/> Custodian of Soldier and Sailor Graves |
| <input type="checkbox"/> Finance Committee                             | <input type="checkbox"/> Historic District Commission           |
| <input type="checkbox"/> Historical Commission                         | <input type="checkbox"/> Housing Authority                      |
| <input type="checkbox"/> Human Relations Advisory Committee            | <input type="checkbox"/> Permanent Building Committee           |
| <input type="checkbox"/> RCTV Board of Directors                       | <input checked="" type="checkbox"/> Recreation Committee        |
| <input type="checkbox"/> Retirement Board                              | <input type="checkbox"/> RMLD Citizen Advisory Board            |
| <input type="checkbox"/> Town Forest Committee                         | <input type="checkbox"/> Trails Committee                       |
| <input type="checkbox"/> Veterans Memorial Trust Fund Committee        | <input type="checkbox"/> Zoning Board of Appeals                |
| <input type="checkbox"/> Other _____                                   |   |

Please outline relevant experience for the position(s) sought:

Previously served on finance committee



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16 Lowell Street
Reading MA 01867

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2023 MAY 23 PM 6:01 fax: 781-942-9070
website: www.readingma.gov

Town Clerk
781-942-9050

Application for Appointment to
Boards, Committees and Commissions

Name: Mateev Hillary G Date: 05/23/2023
(Last) (First) (Middle)

Address: 199 High Street

Phone (Home): Phone (Work):

Phone (Cell): 617-938-1719 Which number should be listed? cell

Occupation: Architect Number of years in Reading: 8

E-mail address: hmateev.readingma@gmail.com

Place a number next to your preferred position(s) (up to four choices) with number 1 being your first priority. (Please attach a resume if available)

- Animal Control Appeals Committee
Board of Assessors
Board of Health
Bylaw Committee
Climate Advisory Committee
1 Community Planning and Development Commission
Constables
Cultural Council
Finance Committee
Historical Commission
Human Relations Advisory Committee
RCTV Board of Directors
Retirement Board
Town Forest Committee
Veterans Memorial Trust Fund Committee
Audit Committee
Board of Cemetery Trustees
Board of Registrars
Celebration Trust Committee
Commissioners of Trust Funds
2 Conservation Commission
Council on Aging
Custodian of Soldier and Sailor Graves
Historic District Commission
Housing Authority
4 Permanent Building Committee
3 Recreation Committee
RMLD Citizen Advisory Board
Trails Committee
Zoning Board of Appeals

Other

Please outline relevant experience for the position(s) sought:

In 2019 I was voted to represent Precinct 7 as a Town Meeting member, and have been re-elected twice, with my latest election happening this year for a 3 year term . I also was appointed to the Zoning Board of Appeals in the same year as an associate member, and left the ZBA as Chair in 2021, due to work conflicts. I am a practicing Architect, licensed in Massachusetts, New Hampshire and New York. I am also a part owner of an architecture firm based in Watertown MA, specializing in single family residential work. I am familiar with the Town of Reading By Laws due to my work with the ZBA and my participation in Town Meeting and am interested in expanding my knowledge and working of our local government. I do have past experience in more commercial projects, but I have not had the opportunity to work on projects in the Reading area currently. My work could come under the purview of the ZBA rather than the CPDC.

# Visual Portfolio and Resume:

# XP Architecture and Design LLC

May 2023

## Resume

### Education

2009 Architecture Record Exam Completion  
2003 Masters of Architecture, University of Michigan, Ann Arbor  
2001 Bachelors of Science in Architecture, University of Michigan, Ann Arbor

### Professional

6/2019 **Appointed Associate Member**  
Reading MA Zoning Board of Appeals

7/2020 **Appointed Member**  
Reading MA Zoning Board of Appeals

3/2019 **Voted Town Meeting Member - Reading MA, Precinct 7**

1/2023 **Became a Partner and Co-owner of RUHL | JAHNES Architects**

1/2022 **Joined RUHL | JAHNES Architects LLC**  
Honey Hill House  
Hudson, NY  
Completion Date - Winter 2024  
Renovation of a single family house for new owners.

Long House  
Hancock, NH  
Completion Date - Spring 2024  
New construction of a two story, three bedroom house and Additional Dwelling Unit

Tappan Street House Addition  
Brookline, MA  
Completion Date - Fall 2023

Squantum House  
Quincy MA  
Completion Date - Spring 2023

### Professional

1/2019

**Founded XP Architecture and Design LLC**  
Bedford House - Addition and Reorganization of Interior Spaces  
Reading MA  
Completion Date - Fall 2022  
Demolition and reconstruction of existing ranch style house, into a two floor modern farmhouse, with a large detached garage.

**Upland House**  
Cambridge, MA  
Completion Date - Summer 2021  
Renovation of existing basement storage space into a usable living space with additional bedroom and storage areas.

**Beacon Hill House - Full Gut and Reorganization of the Interior**  
Boston, MA  
Completion Date - Fall 2021/Winter 2022  
Working with Right Studio Architects to prepare drawings for a full gut of existing brownstone in the center of Beacon Hill. Modernizing and updating the existing building and interior spaces. Due to the historic commission this is a mostly interior exercise to accommodate new owners.

**Salon/Yoga Studio - Amesbury MA**  
Completion Date - Opened December 2020  
Tenant improvement of existing vacant two story retail location into a Hair Salon and Flexible Yoga Studio. Improvements include plumbing, electrical, organization, finishes and decor.

**Full Apartment Remodel - Cambridge MA**  
Completion Date - January 2020  
Full renovation of existing unit for new owners. Remodel an existing one and a half bath residence into a full two bedroom residence, including moving the existing kitchen to connect it to the living room.



# Visual Portfolio and Resume: XP Architecture and Design LLC

May 2023

## Resume

### Professional

- Bedroom Remodel in Existing Loft - Boston Waterfront**  
Completion Date - Nov 2019  
Create a generous spa type ensuite bathroom for new owners. The existing bath had separate compartments for the toilet and shower, as well as a large built-in tub. We incorporated a new tub and created an open feel with surrounding the shower in glass and opening up the toilet to the rest of the bathroom.
- Kitchen Remodel - Belmont, MA**  
Completed Summer 2019  
Renovate existing kitchen with IKEA cabinetry and new appliances. Bring the two disparate zones in the existing condition, into a cohesive room, and allow flow through to the rest of the house.
- 2007-11/2018 Cambridge Seven Associates, Inc., Cambridge, Massachusetts**
- Little Caesars Arena, Heritage Elements**  
Project Architect, of heritage elements located within the public areas of the new arena, including cases, interactive elements and statue enhancements, within the Little Caesars Arena, Detroit, Michigan.
- Little Caesars Arena Team Store and Heritage Hall**  
Project Architect, design and construction of a flagship Team Store with connected storage, with two additional satellite stores, and Banquet Hall with required two team flexibility, located within the new Little Caesars Arena, Detroit, Michigan
- Super Bowl Experience**  
Revision of the Super Bowl exhibit area within the existing museum. Includes new artifacts, graphics, and multimedia experiences, The Hall at Patriot Place, Foxboro, Massachusetts.
- TSMC Museum of Innovation**  
Design of a new museum focused on multi-media experiences, within an existing office building, to celebrate the innovation of the semi-conductor,

- Hinschu, Taiwan**
- TD Garden Pro Shop**  
Construction Administration of new two team retail and storage, with feature elements that allow the store to shift depending on sport events, within the existing 2nd Floor TD Garden, Boston, Massachusetts.
- San Francisco 49ers Museum and Team Store**  
Construction Administration of a new museum, including artifact curation and installation integrated with multi-media interactive experiences as well as the largest single level retail shop in the NFL, located inside the new Levi's Stadium, Santa Clara, California.
- The World of Little League**  
Project Architect, for and redesign of existing 30 year old museum and gift shop, dedicated to celebrating the Little League Program around the world, located at the Little League World Headquarters, Williamsport, Pennsylvania.
- Revere Hotel**  
Project Architect, working with interior designers BBGM redesigning and construction of the lobby, theaters, conference rooms, porte cochere, and lounge, Boston, Massachusetts.
- Corbu Spa**  
Working with interior designers Bill Roonery to redesign and expand the existing spa, including hair and nail area, and treatment rooms, lockers and retail, in Charles Hotel, Cambridge, Massachusetts.
- The Hall at Patriots Place**  
Pre-Design through Construction Administration of Interior and Exhibit Architecture for Patriots Football Hall of Fame, Gillette Stadium, Foxboro, MA.

# Visual Portfolio and Resume: XP Architecture and Design LLC

May 2023

## Resume

### Professional

2004-2007

Ruhl Walker Architects, Boston, Massachusetts

Beza House III

Project Architect for a tear down existing single-family home and ground up new home for extended family living

Organization, New Canaan CT

Keller House

Schematic Design for a renovation and addition to an existing cottage. Stratton VT

Barry House

Construction Documents and limited Construction Administration of new construction vacation home on vacant Cape lot, Brewster, MA

Mabry House

Construction Documents for renovation and addition to an existing single-family residence featured on This Old House in Winter of 2006, Cambridge, MA

Brown Loft

Project Architect for a fit out and organization of open plan loft with basic developer fittings, Channel Center Lofts, Boston, MA

2003-2004

Lorcan O'Hertilly Architects, Los Angeles, California

Stuart Residence

Key draftsman for a renovation and addition to existing single-family home taken through Construction Documents, Solano Beach, CA

Tombak/Berlin Residence

Schematic Design and Design Development as well as 3D Visualization of a renovation and addition to existing single-family home, Los Angeles, CA

Paulich Headquarters  
Design Development and Construction Documents for an interior fit out of office and factory for a fabrics importer,  
Vernon, CA

Habitat 825 Condominiums

Construction Documents for a Condominium complex on a lot with existing single family residence adjacent to the Schindler House MAK Center, Los Angeles, CA.

Vertical House

Design of cabinets and other interior improvements on a private residence, Venice Beach, CA.





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Reading MA 01867

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781-942-9050

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

**Application for Appointment to  
Boards, Committees and Commissions**

Name: Ream Ben Terrill Date: 3 May 23  
(Last) (First) (Middle)  
Address: 972 Main St. Reading  
Phone (Home): 781-942-7884 Phone (Work): (cell#)  
Phone (Cell): 781-315-9408 Which number should be listed? Cell  
Occupation: Retired Number of years in Reading: 22  
E-mail address: bream1221@gmail.com

Place a number next to your preferred position(s) (up to four choices) with number 1 being your first priority. (Please attach a resume if available)

- Animal Control Appeals Committee
- Board of Appeals
- Board of Cemetery Trustees
- Board of Registrars
- Celebration Committee
- Commissioner of Trust Funds
- Conservation Commission
- Contributory Retirement Board
- Cultural Council
- Fall Street Faire Committee
- Historic District Commission
- Housing Authority
- MBTA Advisory Committee
- Mystic Valley Elder Services
- RCTV Board of Directors
- RMLD Citizens Advisory Board
- Trails Committee
- Other \_\_\_\_\_
- Audit Committee
- Board of Assessors
- Board of Health
- Bylaw Committee
- 1.  Climate Advisory Committee
- Community Planning and Development
- Constable
- Council on Aging
- Custodian of Soldiers' and Sailors' Graves
- Finance Committee
- Historical Commission
- Human Relations Advisory Committee
- Metropolitan Area Planning Council
- 2.  Permanent Building Committee
- Recreation Committee
- Town Forest Committee
- Zoning Board of Appeals

Please outline relevant experience for the position(s) sought: 6 years Trails Committee  
- Current Member



Town of Reading  
16 Lowell Street  
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781-942-9050

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

**Application for Appointment to  
Boards, Committees and Commissions**

Name: Rodolakis Tony Date: 4/27/2023  
(Last) (First) (Middle)  
Address: 11 Appleton Lane  
Phone (Home): 978-496-0378 Phone (Work): 978-496-0378  
Phone (Cell): 978-496-0378 Which number should be listed? cell  
Occupation: Environmental consultant Number of years in Reading: 8.5  
E-mail address: tradolakis@yahoo.com

Place a number next to your preferred position(s) (up to four choices) with number 1 being your first priority. (Please attach a resume if available)

- Animal Control Appeals Committee
  - Board of Assessors
  - Board of Health
  - Bylaw Committee
  - Climate Advisory Committee
  - Community Planning and Development Commission
  - Constables
  - Cultural Council
  - Finance Committee
  - Historical Commission
  - Human Relations Advisory Committee
  - RCTV Board of Directors
  - Retirement Board
  - Town Forest Committee
  - Veterans Memorial Trust Fund Committee
  - Audit Committee
  - Board of Cemetery Trustees
  - Board of Registrars
  - Celebration Trust Committee
  - Commissioners of Trust Funds
  - Conservation Commission
  - Council on Aging
  - Custodian of Soldier and Sailor Graves
  - Historic District Commission
  - Housing Authority
  - Permanent Building Committee
  - Recreation Committee
  - RMLD Citizen Advisory Board
  - Trails Committee
  - Zoning Board of Appeals
- Other \_\_\_\_\_

Please outline relevant experience for the position(s) sought:

I am currently an Associate Member of the  
Conservation Commission and am now applying  
for full membership





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16 Lowell Street
Reading MA 01867

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781-942-9050

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

Application for Appointment to
Boards, Committees and Commissions

Name: WARD ANN CAULFIELD Date: 6/13/2023
(Last) (First) (Middle)

Address: 14 BANCROFT AVE

Phone (Home): 781-942-0293 Phone (Work):

Phone (Cell): 978 621 7253 Which number should be listed? Home

Occupation: RETIRED Number of years in Reading: 44 yrs

E-mail address: acward52@verizon.net

Place a number next to your preferred position(s) (up to four choices) with number 1 being your first priority. (Please attach a resume if available)

- Animal Control Appeals Committee
Board of Assessors
Board of Health
Bylaw Committee
Climate Advisory Committee
Community Planning and Development Commission
Constables
Cultural Council
Finance Committee
Historical Commission
Human Relations Advisory Committee
RCTV Board of Directors
Retirement Board
Town Forest Committee
Veterans Memorial Trust Fund Committee
Audit Committee
Board of Cemetery Trustees
Board of Registrars
Celebration Trust Committee
Commissioners of Trust Funds
Conservation Commission
Council on Aging
Custodian of Soldier and Sailor Graves
Historic District Commission
Housing Authority
Permanent Building Committee
Recreation Committee
RMLD Citizen Advisory Board
Trails Committee
Zoning Board of Appeals

Other

Please outline relevant experience for the position(s) sought:

I was a town meeting member for several terms
I live in an historical home
I would like to help

*ANN CAULFIELD WARD*  
*14 Bancroft Avenue*  
*Reading, Massachusetts 01867*  
*(781) 942-0293*

---

**SUMMARY** A senior software professional with thirty years of success in solving problems through the analysis and development of decision-making software for industry. Skills include a solid mathematical background, facility with statistical analysis and insight into business/management problems. Posses a high degree of energy and strong interpersonal skills. B.A. in Mathematics and M.B.A.

**TECHNICAL**

**SKILLS** *Software:* Progress(4GL), HTML, SAS, SPSS  
*Platforms:* Unix, DOS

**EXPERIENCE**

2016 to 2022 *IRON MOUNTAIN* *Boston, MA*

*Software Engineer*

Responsible for maintaining and enhancing software application designed to classify cartons using carton meta data for the purpose of calculating carton retention.

1998 to 2016 *GENERATION FIFTH APPLICATION* *Kennebunk, ME*

*This company is a software consulting firm specializing in designing, writing and implementing software for the high-density storage industry.*

*Senior Programmer/Consultant*

Responsible for maintaining and enhancing various software applications marketed by GFA, primarily the Library Archive System. Additional responsibilities include designing, coding and installing new custom software applications. Recent new applications have included a billing system and an electronic data transfer system. Acting as a consultant to the high-density storage market involves analyzing data management problems and providing solutions.

1991 - 1998 *IRON MOUNTAIN* *Boston, MA*

*This company is America's largest records management company storing various items such as boxes, files (medical, insurance), film & sound archives and electronic data storage in locations across the USA, in Europe and South America.*

*Programmer/Senior Programmer*

Responsible for maintaining and enhancing Iron Mountain's primary software application for warehouse management. This included analyzing industry problems involving storage and retrieval of various types of containers. Some areas of programming responsibility included database design, electronic data transfer, user-interface and report generation. Additional responsibilities included financial data analysis, ad-hoc reporting and third level system support.

1981 - 1990      *BAXTER HEALTH DATA INSTITUTE*      *Lexington, MA*

*This company provided quality software and analytic services to the health care industry, state and federal governing agencies.*

*Analyst/Programmer*

Responsible for evaluating data management problems and then designing and implementing software solutions for health care professionals to address these problems. This included database design, as well as user interface design and implementation, electronic data upload and report generation.

1980 - 1981      *BOSTON UNIVERSITY MEDICAL CENTER*      *Boston, MA*

*Programmer/Research Assistant*

Responsible for designing and implementing analytic computer programs that formed the core for a pilot program with a focus to create a software system that would review utilization and detect inappropriate use of inpatient ancillary services.

1976 - 1979      *PITNEY-BOWES*      *Framingham, MA*

*Service Representative*

Responsible for maintenance and emergency repair of postage machines and other mailroom equipment (approximately 600 accounts). Maintained good customer relations and assisted the sales department.

1974 - 1975      *STONE & WEBSTER ENGINEERING CORPORATION*      *Boston, MA*

*Computer Accountant*

Responsible for the maintenance of the computer department's accounting system of the costs (approximately \$600,00 per month) incurred by the entire company through various divisions' use of the computer hardware and software.

*EDUCATION*

M.B.A., Health Care Management, Boston University, 1980.

B.A., Mathematics, Newton College of the Sacred Heart, 1974.



TOWN OF READING, MA  
16 Lowell Street, Reading MA 01867  
Select Board

Melissa Cryan  
Executive Office of Energy & Environmental Affairs  
100 Cambridge Street, #900  
Boston, MA 02114

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Dear Ms. Cryan,

We are writing to you as the collective Select Board for the Town of Reading. We have been notified that the Town of Reading is applying for a Parkland Acquisitions and Renovations for Communities (PARC) grant under the Executive Office of Energy and Environmental Affairs. This grant, should the Town receive it, will unlock necessary financing in order to complete the next phase of the Birch Meadow Master Plan. This next phase will include the installation of an accessible playground, the renovation of basketball courts, and the provision of additional parking for the complex and its related athletic, recreational, and passive uses.

Presently, the Town of Reading does not have playground facilities that are specifically designed for accessibility. As regional interest grows for such facilities, the Town is proud to push forward a design, funding, and eventual construction of this phase of the Birch Meadow Complex work.

The Town of Reading, and the governing bodies that have overseen the massive investments to our parks and playgrounds and has shown time and again that we are looking to promote healthy and vital community assets, and safe and reliable passive and recreational options for our entire community.

The Town of Reading Select Board supports this PARC grant application and looks forward to the potential improvements for Reading's community.

Sincerely,

The Town of Reading Select Board  
16 Lowell Street, 01867  
Reading, MA



TOWN OF READING, MA  
16 Lowell Street, Reading MA 01867  
Select Board

**SELECT BOARD OF READING**

\_\_\_\_\_  
Jacqueline McCarthy, Chair

\_\_\_\_\_  
Mark L. Dockser, Vice Chair

\_\_\_\_\_  
Karen Gately Herrick, Secretary

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

\_\_\_\_\_  
Christopher Haley





READING MEMORIAL  
HIGH SCHOOL

TEN (10) TOTAL PARKING  
SPACES

FORTY-NINE (49) TOTAL  
PARKING SPACES

FORTY-FIVE (45) TOTAL  
PARKING SPACES

STORAGE UNIT

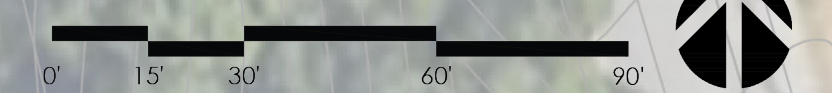
TEAM AREAS /  
DUGOUTS

BLEACHERS

ASPHALT  
WALKWAYS

BASKETBALL  
COURTS

PLAYGROUND



# Birch Meadow Park/Phase 2 Renovations

Town of Reading | Reading, MA

**ACTIVITAS**  
landscape architecture | civil engineering

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<b>July 18, 2023</b>		<b>Tuesday</b>	
	<b>Overview of Meeting</b>	<b>McCarthy</b>	<b>7:00</b>
	<b>Public Comment</b>	<b>Board</b>	<b>7:05</b>
	<b>SB Liaison &amp; Town Manager Reports</b>	<b>Board</b>	<b>7:15</b>
	<b>Presentation from PTTTF on various traffic requests</b>	<b>Board</b>	<b>7:30</b>
<b>HEARING</b>	<b>CONT Hearing - Meadow Brook Liquor License Alteration of Premises</b>	<b>Board</b>	<b>8:00</b>
	<b>Discussion on Special Committee for Charter Review</b>	<b>Board</b>	<b>8:30</b>
	<b>Presentation from Assessor on FY25 Tax Rate</b>	<b>Board</b>	<b>8:45</b>
	<b>Autumn Hendrikson Book Update</b>	<b>Board</b>	<b>9:15</b>
	<b>Discuss Dog Park</b>	<b>Board</b>	<b>9:30</b>
	<b>Discuss Future Agendas</b>	<b>Board</b>	<b>9:45</b>
	<b>Approve Meeting Minutes</b>	<b>Board</b>	<b>10:00</b>
<b>August 1, 2023</b>		<b>Tuesday</b>	
	<b>Overview of Meeting</b>	<b>McCarthy</b>	<b>7:00</b>
	<b>Public Comment</b>	<b>Board</b>	<b>7:05</b>
	<b>SB Liaison &amp; Town Manager Reports</b>	<b>Board</b>	<b>7:15</b>
	<b>Vote to Accept Easement from Meadow Brook Golf Course to Conservation Commission, Lot 5</b>	<b>Board</b>	<b>8:00</b>
	<b>Discuss Future Agendas</b>	<b>Board</b>	<b>9:30</b>
	<b>Approve Meeting Minutes</b>	<b>Board</b>	<b>9:45</b>
<b>August 22, 2023</b>		<b>Tuesday</b>	
<b>September 12, 2023</b>		<b>Tuesday</b>	
<b>September 26, 2023</b>		<b>Tuesday</b>	
<b>October 10, 2023</b>		<b>Tuesday</b>	
<b>October 24, 2023</b>		<b>Tuesday</b>	
<b>November 7, 2023</b>		<b>Tuesday</b>	
<b>November 13, 2023</b>	<b>SUBSEQUENT TOWN MEETING</b>		
<b>November 16, 2023</b>	<b>SUBSEQUENT TOWN MEETING</b>		
<b>November 20, 2023</b>	<b>SUBSEQUENT TOWN MEETING</b>		
<b>November 21, 2023</b>		<b>Tuesday</b>	
<b>Novmeber 27, 2023</b>	<b>SUBSEQUENT TOWN MEETING</b>		
<b>December 5, 2023</b>		<b>Tuesday</b>	



	Vote to approve annual licenses (delegated to TM Office)		
	Vote to approve Liquor Licenses		
<b>December 6, 2023</b>		<b>Wednesday</b>	
	Department Budget Presentations		
<b>December 12, 2023</b>		<b>Tuesday</b>	
	Department Budget Presentations		
	<b>Future Meetings - Agenda Items</b>		
	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	
	<b>Recurring Agenda Items</b>		
	Close Warrant: Annual Town Meeting	March	3/1/2022
	Close Warrant: Subsequent Town	September	9/27/2022
	Appoint Town Accountant	March	Annual
<b>HEARING</b>	Approve Classification & Compensation	May	Annual
	Appointments of Boards & Committees	May/June	Annual
<b>HEARING</b>	Approve Tax Classification	October	Annual
<b>HEARING</b>	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

May 23<sup>rd</sup>, 2023

### Public Comment

Bill Brown noted the preparation for Memorial Day will start tomorrow if anyone wishes to help. They will be putting the markers up by all the veteran's graves.

Peter Kramer expressed his dissatisfaction with non-ADA compliant port-a-potties in town.

Nancy Ziemiak asked the board to please support the RFP for a feasibility study for the Senior Center which is on their agenda later tonight.

### Liaison Reports

Haley attended the Police and Fire badge pinning ceremony and the ribbon cutting for a new business on Haven Street.

Herrick attended a 101 birthday celebration for a veteran resident in town. She attended an MAPC update with our Economic Development Director Ben Cares in which they discussed MBTA Communities. She attended the RPD open house. She attended the Killam School Building Committee in which they heard from the firms bidding the project.

Dockser noted PAIR had their monthly meeting and they have a lot of activity going on and would love to have some more volunteers. He also noted the Police and Fire badge pinning specifically noting Tanya Jarzyniecki also received an award for her efforts at the Coalition.

McCarthy noted Board of Health met last week and they discussed the high presence of rodents this spring that they are keeping an eye on. They also got an update on emergency preparedness drills. They will be holding a hearing on updating their tobacco regulations and body art regulations.

### Town Manager Report

Maltez thanked DPW for going out in their trucks and picked up scrap metal that was not picked up by our trash vendor. They believe they have gotten everyone's but if yours hasn't been picked up, please call DPW.

### National Public Works Week Proclamation

Herrick read the proclamation.

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

### Arbor Day Proclamation

Herrick read the proclamation.

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

### Classification and Compensation Schedules Hearing

Herrick read the hearing notice opening the hearing regarding the FY24 Non-Union Classification and Compensation Schedules.

Human Resources Director Sean Donahue was present to answer questions.

**Dockser moved to close the hearing; with a second from Herrick the motion passed with a 5-0 vote.**

**Herrick moved to approve the FY24 Non Union Classification and Compensation Schedules as presented. The motion was seconded by Dockser and approved with a 5-0 vote.**

### Pride Month Resolution

Herrick read the resolution.

**Herrick moved to accept the resolution as presented. The motion was seconded by Docker and approved with a 5-0 vote.**

### Juneteenth Resolution

Herrick read the resolution.

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

### MBTA Communities Grant Letter of Support

Maltez explained they are asking the board for a letter of support for a newly created grant. The grant would provide up to \$100,000 for community outreach and technical assistance to achieve compliance of the MBTA Communities Legislation.

**Herrick moved to approve signing a letter of support for the MBTA Communities Grant as presented. Dockser seconded the motion and it was approved with a 5-0 vote.**

### Water & Sewer Rates Hearing

Maltez gave the board a presentation about water and sewer rates and what the numbers would look like with a tiered system. The presentation can be found in the Select Board meeting packet on the town website. There will also be a public forum next Wednesday for residents with any thoughts/comments/questions about water rates.

The board will have more discussion at their next meeting.

**Herrick moved to close the hearing on the water and sewer rates. The motion was seconded by Dockser and approved with a 5-0 vote.**

### CPDC Committee Report

Director of Community Development Andrew MacNichol and CPDC Chair Heather Clish gave the board a presentation an overview of what CPDC has been up to lately. The presentation can be found in the Select Board packet on the town website.

### Town Masterplan Next Steps

There was recently an instructional motion to instruct the Select Board to put together a committee to discuss a townwide master plan. The board discussed timing on when to form the committee and when it should get to work. They discussed forming the committee the end of the year for work to begin in the new year of 2024.

### COLA Increase for Retirees

The board received a presentation and information regarding this request from Town Accountant Sharon Angstrom at their last meeting. It was noted again this is a one-year request for the retirees only. The board will now vote on that request.

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

### Liaison Assignments

The board discussed their liaison assignments making some changes and noting that there a lot of boards and committees for them to cover. They also felt a few were unnecessary to keep on the list.

**Dockser moved to approve the Liaison Assignments as amended. The motion was seconded by Herrick and approved with a 5-0 vote.**

### ReCalc Charge and Sunset Date discussion/vote

ReCalc is set to sunset on June 30<sup>th</sup> 2023. Dockser feels the committee may be needed in action for a little longer. As we go forth and do another RFP for a feasibility study, the committee may be useful. He would like to speak with the committee once more before voting but he would like to see them extended one more year if they agree as well. He would like to come back to the board at their next meeting for a vote.

### SWEC Charge Discussion/Vote

At their last meeting the board was asked to discuss include new land in the SWEC charge. The map of the land is in the Select Board packet on the town website. The board discussed adding specifically the new senior center/community center to the charge. They also discussed how close this land is to the refile club and how that will impact what will go there.

**Herrick moved to revise purpose of the Symonds Way Exploratory Committee to include the area shown on Exhibit A (page 40 of the Select Board Packet). The motion was seconded by Dockser and approved with a 5-0 vote.**

### Vote on issuing RFP for Feasibility Study for new Senior Center

Maltez explained in their packet is a copy of Newton’s RFQ that can be a template for Reading to use. Dockser noted that since things didn’t work out with 17 Harnden, this feasibility study should be done to find more potential sites that exist.

**Herrick moved to direct the Town Manger to issue a Request for Proposal for a Feasibility Study for a New Senior/ Community Center in Reading. The motion was seconded by Dockser and approved with a 5-0 vote.**

Future Agendas

The board discussed future agenda items.

**Dockser moved to adjourn the meeting at 10:55 PM. The motion was seconded by Herrick and approved with a 5-0 vote.**

## SELECT BOARD DRAFT MINUTES

JUNE 6<sup>TH</sup>, 2023

### Public Comment

John Sullivan expressed his concerns about the tiered water rates and urges the board to reject the current proposal.

### Liaison Reports

Dockser noted the Trust Fund Commissioners met last week. The Council on Aging met last night and they spoke about the ReCalc charter change. He will be speaking with the board about that later in the evening.

Bacci noted SWEC met last week and they went over the final results of the survey.

Haley noted the Memorial Day Celebration that was wonderful. The School Committee met at METCO headquarters in Boston. Principal Tracy is leaving at the end of this school year.

Herrick seconded Haley's comments about Memorial Day. They held the annual meeting with the Ice Arena Authority. RMLD is going to look at the Ice Arena roof to see if it is a good fit for some solar panels. She attended an MAPC meeting in Boston.

McCarthy spoke about the legislature and they will hear our request to increase the size of the Board of Health. Haley and McCarthy are interviewing incumbents as apart of the VASC. Friends and Family day is this Saturday.

### Town Manager Report

Maltez noted upcoming Juneteenth celebration on June 24<sup>th</sup>. He noted we submitted 5 grants recently and are working on one more. They have selected a OPM for the Killam School and now they are working on a contract with them. He will be attending a training program at Harvard for a couple weeks in June.

### Hearing – Meadow Brook Golf Club Alteration of Premises Liquor License

Herrick read the hearing notice. General Manager of Meadow Brook, Ron Rice, explained they would like to expand their liquor license so they can have a point of sale at the pool.

Abutter Nick Bonnano and his Attorney Cicatelli, believe that a former CPDC decision doesn't allow the club to expand their license. Mr. Bonnano stated the noise from the club directly affects him as a neighbor and this will only cause more noise. They are asking the board to decline this request.

Town Manager Maltez read a memo from Andrew MacNichol, Community Development Director and Staff Contact for CPDC, in which he stated there is no condition that limits the service of alcohol in the pool area; however, he did mention there is a maximum seating limit and certain hours of operation outlined in the CPDC decision.



Mr. Rice assured the board that they would be abiding by the hours of operation as the pool closes before the end of the time frame.

Board members did not feel comfortable voting on this without more clarification about the CPDC decision and would like our Town Counsel to weigh in on the matter as well.

All parties agreed to continue the hearing until their next meeting.

**Herrick moved to continue the hearing to June 20<sup>th</sup>, 2023. Dockser seconded the motion and it was approved with a 5-0 vote.**

#### Authorize Debt

Diane Morabito, Town Treasurer, explained they are asking the board to vote to authorize debt related to the Auburn Street Water Tank, Maillet Sommes Morgan Land and Haven Street.

**Herrick moved to dispense the reading of the motion. That was seconded by Dockser and approved with a 5-0 vote.**

**Docsker moved to approve the authorizing of debt as presented. The motion was seconded and the board voted 5-0 to pass the motion.**

#### Water and Sewer Rates

Maltez gave the board another presentation in regards to water and sewer rates. The presentation can be found in the Select Board packet on the town website.

The board is now unsure if tiers are the right way to go. They asked about just a flat increase of 3%.

Haley brought up second water meters again asking why they can't do a pilot program.

Bacci proposed using another \$1 million out of sewer reserves to help offset an increase.

Will Finch noted second water meters were discussed some 10+ years ago and they were deemed not appropriate and is why they have never moved forward since. He feels we need to teach conservation to our children for the future and giving out discounts to water your lawn is not how to do it.

The board decided they are not ready to vote and will discuss this again at their next meeting on June 20<sup>th</sup>.

#### Parking Kiosk Update

Economic Development Director Ben Cares noted the roll out date is now September 1<sup>st</sup>. He gave the board a presentation that can be found in the Select Board packet on the town website.

#### Improving Communication with Businesses

The board discussed how to improve communication with small businesses in town.

#### ARPA Funds for Health Department

Maltez explained that the Health Department is asking to use \$15,000 of their previously allocated ARPA funds for file digitization within the health department.

**Herrick moved to approve \$15,000 from the previously allocated ARPA Funds for the Health Department, for File Digitization for Public Health as requested. The motion was seconded by Dockser and approved with a 5-0 vote.**

#### ReCalc Change of Charge and Sunset Date

Dockser shared with the board an updated charge he worked on. The board edited a few items but was on board with what Dockser presented.

**Herrick moved to approve the changes for the ReCalc Charge as amended. The motion was seconded by Haley and approved with a 5-0 vote.**

**Herrick moved to extend the sunset date of ReCalc to June 30, 2024. The motion was seconded by Dockser and approved with a 5-0 vote.**

#### Discussion of Funding Requests from B/C/C's

As noted in the packet, Maltez went over the requests for funding from a few of the town's boards and committees. Maltez also showed the total amount of requests and what is available to fund. The requests are more than what is available, so he shared what he recommends.

**Dockser moved to approve the funding requests recommended by the Town Manager as presented. Herrick seconded the motion and it was approved with a 5-0 vote.**

#### Dog Park Discussion

Steven Cool noted that there is a lot of buzz and interest in getting a dog park here in town. He did a lot of research with other towns on how they went about funding and building their dog parks. There is a company that helps towns out with this but they are closing their funding at the end of the year.

The board discussed creating an ad-hoc committee or letting residents create a non-formal "friends of" committee to get this moving. The biggest hurdle will mostly be the location. The board agreed to continue this discussion at a future meeting.

#### Emails for Board/Committee Members

Haley feels every board member should have a town email or at the very least, the chair of every board should have a town email. Maltez noted IT is hesitant to do this because of the amount of management this would require noting there are over two hundred volunteers and a lot of turnover.

#### Exploration of Town Counsel

Bacci and Haley feel we should go out to bid and see what our options are for Town Counsel. Dockser along with Herrick and McCarthy, feel we shouldn't be looking for new Counsel unless there is a problem and now is not the time to be doing this.

#### Minutes

The board edited previous meeting minutes.

**Herrick moved to approve the meeting minutes of May 9<sup>th</sup> as amended. The motion was seconded by Dockser and approved with a 5-0 vote.**

**Dockser moved to adjourn the meeting at 11:43 PM. The motion was seconded by Herrick and approved with a 5-0 vote.**