



Town of Reading Meeting Posting with Agenda

2018-07-16 LAG

Board - Committee - Commission - Council:

Select Board

Date: 2025-07-15

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: Jacquelyn LaVerde on behalf of Chair Chris Haley

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:

	Zoom Option:	PAGE #
	Join Zoom Meeting https://us06web.zoom.us/j/85756451595 Meeting ID: 857 5645 1595 Dial by your location • +1 646 558 8656 US (New York) • +1 646 518 9805 US (New York)	
7:00	Pledge of Allegiance	
	Overview of Meeting	
7:05	Public Comment (For any items not included on the agenda)	
7:15	Town Manager Report	
7:20	Community Spotlight	
7:25	Public Hearing Discuss and Vote on Traffic Amendments <ul style="list-style-type: none">• 2025-6 Enact Article 5.2.3 Barrow's School Neighborhood Parking• 2025-7 Amend Article 12.1 Public Ways• 2025-8 Amend Article 12.1 Public Ways- Longwood Road	4
7:55	Eastern Gateway Priority Planning Update	11

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



Town of Reading Meeting Posting with Agenda

8:15	Discuss Potential Override/Budget Review (Recurring Discussion)*	28
8:35	Discussion on Proposed Montessori School at Mattera Cabin*	42
8:55	Discuss Forming a Water & Sewer Rate Advisory Committee	
9:05	Discuss and Vote on Board & Committee FY26 Budget Requests	72
9:15	Discuss Communication Tracking Method	87
9:20	Select Board Liaison Reports	
9:30	Future Agendas	88
9:35	Discuss and Vote to Approve Prior Meeting Minutes <ul style="list-style-type: none">• June 10, 2025• June 24, 2025	91

*Revised 7/10/2025 to rearrange agenda items. Originally posted 3:19 pm, Jul 09, 2025.

Select Board DRAFT Motions – July 15, 2025

Discuss and Vote on Arcadia Avenue Parking Amendments

- Move to close the hearing regarding Traffic Amendments 2025-6, 2025-7, and 2025-8.
- Move to approve Amendment 2025-6 to the Traffic and Parking Regulations as presented.
- Move to approve Amendment 2025-7 to the Traffic and Parking Regulations as presented.
- Move to approve Amendment 2025-8 to the Traffic and Parking Regulations as presented.

Discuss and Vote on Board and Committee FY2026 Budget Requests

Move that the Board allocate funding for the following Boards and Committees:

- Climate Advisory Committee \$_____
- Conservation Commission \$_____
- Historical Commission \$_____
- Town Forest Committee \$_____
- Trails Committee \$_____

Approve Prior Meeting Minutes

Move to approve the meeting minutes of June 10, 2025 as presented (**or** amended).

Move to approve the meeting minutes of June 24, 2025 as presented (**or** amended).



Town of Reading Meeting Posting with Agenda

Board - Committee - Commission - Council:

Select Board

Date: 2025-07-15

Time: 7:00 PM

Building: Reading Town Hall

Location: Select Board Meeting Room

Address: 16 Lowell Street

Agenda:

Purpose: Public Hearing

Meeting Called By: Jacquelyn LaVerde on behalf of Chair Chris Haley

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Topics of Discussion:

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 Tuesday, July 15, 2025 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 2025-6; limit parking between the hours of 7:00 AM to 5:00 PM on weekdays from August 25th through June 30th without a Barrow's Neighborhood Resident or Barrow's School Facility Permit.
- Amendment Number 2025-7; limit parking on the following streets without a Barrow's Neighborhood Resident Permit: Arcadia Avenue, Edgemont Avenue, Stewart Road, Shelby Road, Munroe Avenue, Garret Road, and Arnold Avenue.
- Amendment Number 2025-8; limit parking a vehicle between the hours of 7:00 AM to 3:00 PM on weekdays from August 25th through June 30th on sections of Longwood Road.

A copy of the proposed documents regarding this topic will be in the Select Board packet on the website at 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 to townmanager@readingma.gov

By order of
Matthew A. Kraunelis
Town Manager

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.

Amendment Number: 2025-6

Date Filed: July 15, 2025

Filed By: Traffic and Safety Officer Michael S. Scouten

On Behalf of: The Reading Police Department

Section 1:

Purpose of Amendment –Within Traffic Rules and Regulations – Enact Article 5.2.3 Barrow's School Neighborhood Parking.

Section 2:

Purpose of Amendment – Enact Pursuant to Article 5.2.3 a vehicle will not be able to park between the hours of 7:00 AM to 5:00 PM on Mondays, Tuesdays, Wednesdays, Thursdays or Fridays from August 25th through June 30th without a Barrow's Neighborhood Resident Permit. Barrow's School facility permits will be assigned permits as needed. The Police Department will oversee the permit process.

Section 3:

Effective Date:

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

Select Board:

Date Signed: _____

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.

Town Clerk

Town Corporate Seal

Amendment Number: 2025-7

Date Filed: July 15, 2025

Filed By: Traffic and Safety Officer Michael S. Scouten

On Behalf of: The Reading Police Department

Section 1:

Purpose of Amendment –Within Article 12 - Traffic Rules and Regulations - Amend Article 12.1 Public Ways.

Section 2:

Purpose of Amendment – Article 12.1 to Enact Pursuant to Article 5.2.3: No person shall park on the following streets without a Barrow's Neighborhood Resident Permit: Arcadia Avenue, Edgemont Avenue, Stewart Road, Shelby Road, Munroe Avenue, Garret Road, and Arnold Avenue.

Section 3:

Effective Date:

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

Select Board:

Date Signed: _____

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.

Town Clerk

Town Corporate Seal

Amendment Number: 2025-8

Date Filed: July 15, 2025

Filed By: Traffic and Safety Officer Michael S. Scouten

On Behalf of: The Reading Police Department

Section 1:

Purpose of Amendment –Within Article 12 - Traffic Rules and Regulations - Amend Article 12.1 Public Ways- Longwood Road

Section 2:

Purpose of Amendment – Article 12.1 to Enact Pursuant to Article 5.4.4.13: No person shall park a vehicle between the hours of 7:00 AM to 3:00 PM on Mondays, Tuesdays, Wednesdays, Thursdays or Fridays from August 25th through June 30th on the northerly side of Longwood Road from West Street starting at 15 Longwood Road ending at 57 Longwood Road. (After 57 the Road is a private way).

Section 3:

Effective Date:

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

Select Board:

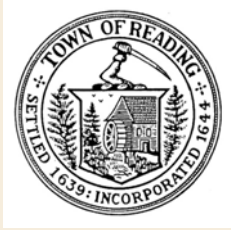
Date Signed: _____

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.

Town Clerk

Town Corporate Seal



Town of Reading

EASTERN GATEWAY

Work to Date, General Findings, Next Steps

July 15, 2025

HELLO!

Agenda:

- Quick Refresher
- Tonight's Discussion
 - Example Processes
 - Work to Date
 - General Findings
 - Public Feedback
 - Resident Steering Committee Work
 - Next Steps/Topics



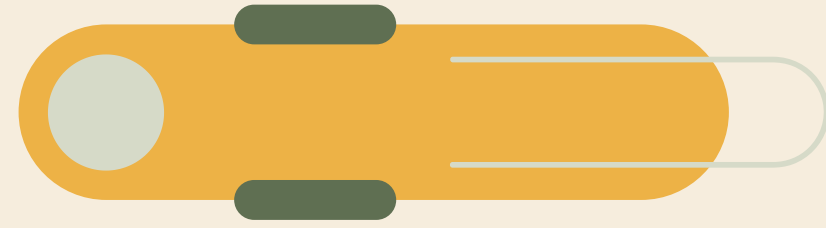
THE AREA

Existing 'Industrial Zone'
between Walkers Brook
Drive and Ash St

“North” and “South”
Considerations -
Commuter Rail split

Large Commercial Parcels





PREVIOUS WORK AND CONSIDERATIONS

01

Economic Development Action Plan (EDAP) 2016-2022

02

Conceptual Thought Building - Gamble Associates 2019

03

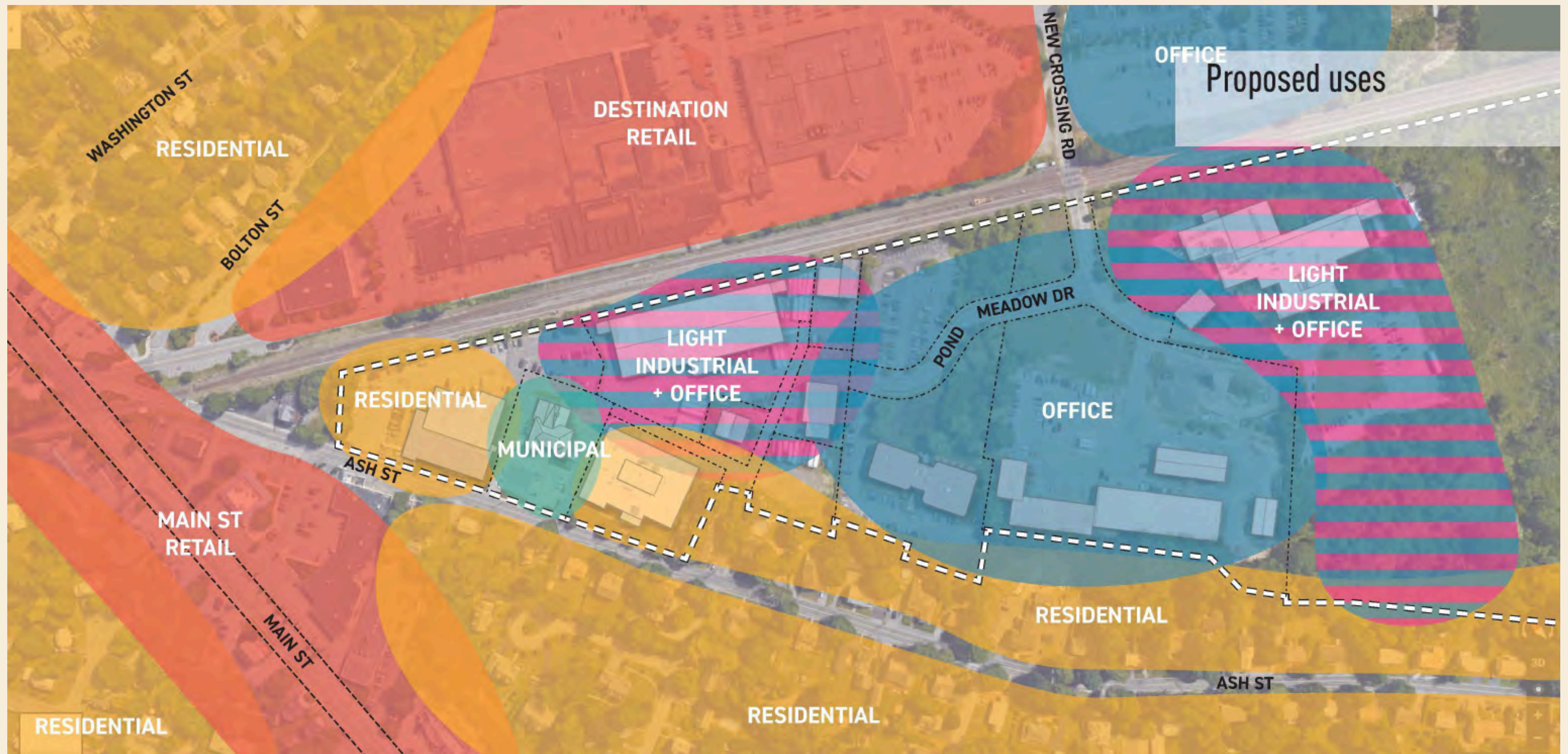
Revisit and Refresh - Economic Development Summit 2022

04

Area Corridor Studies 2021-2024 and Present

05

Housing Choice Grant 2024-25



Gamble Associates - Eastern Gateway/The Yard 2019

SCOPE OF THIS EFFORT



Planning initiative to build upon and expand previous efforts - build a framework for future considerations related to zoning and infrastructure

What it IS

Publicly Engaging
Conceptual and Visual
Characteristic and Fitting

Reflecting on existing
area - identifying local
needs/wants

Tasks

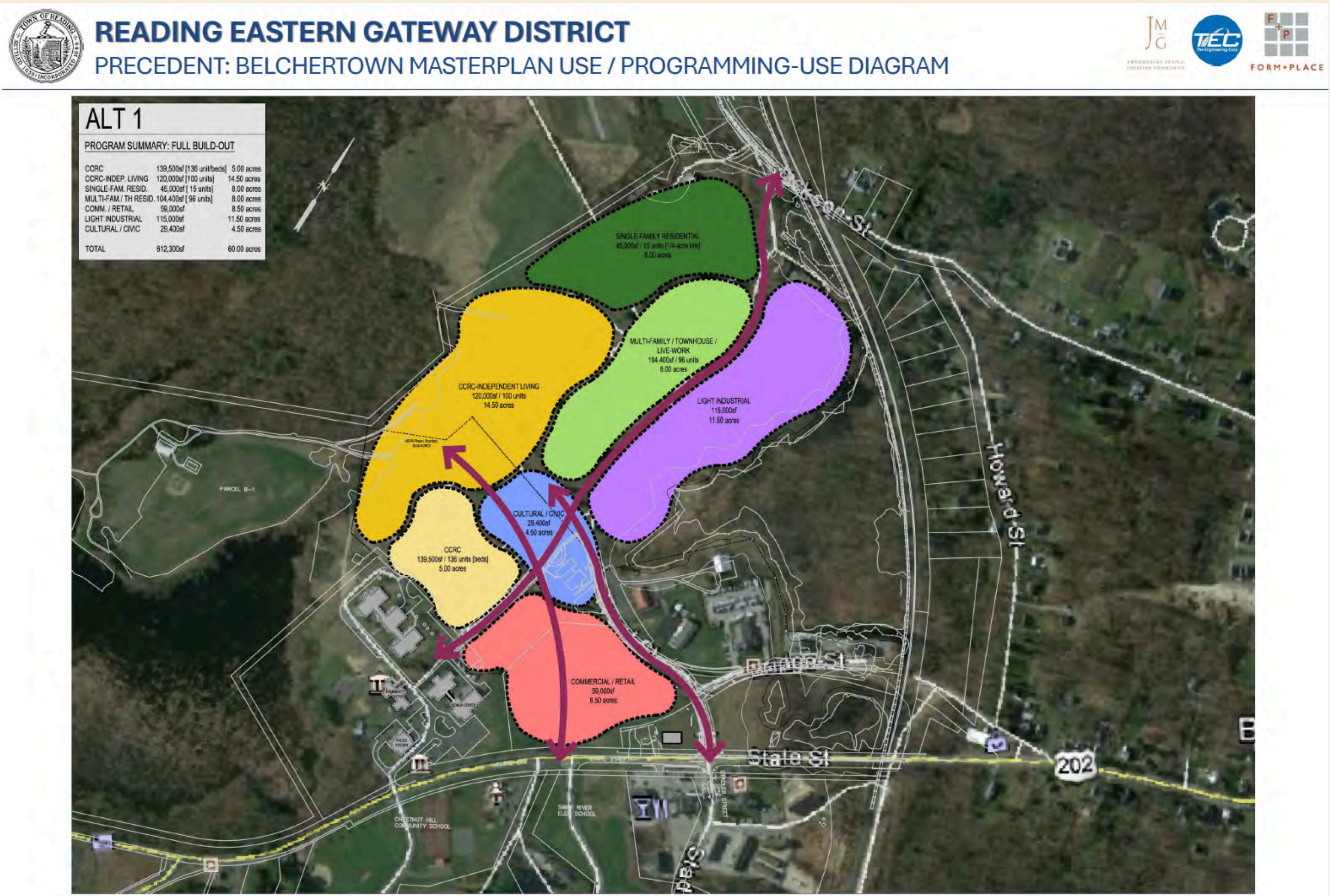
Existing Conditions Analysis
Zoning Analysis
Conceptual Build-outs and
Testing
Final Preferences

What it is NOT

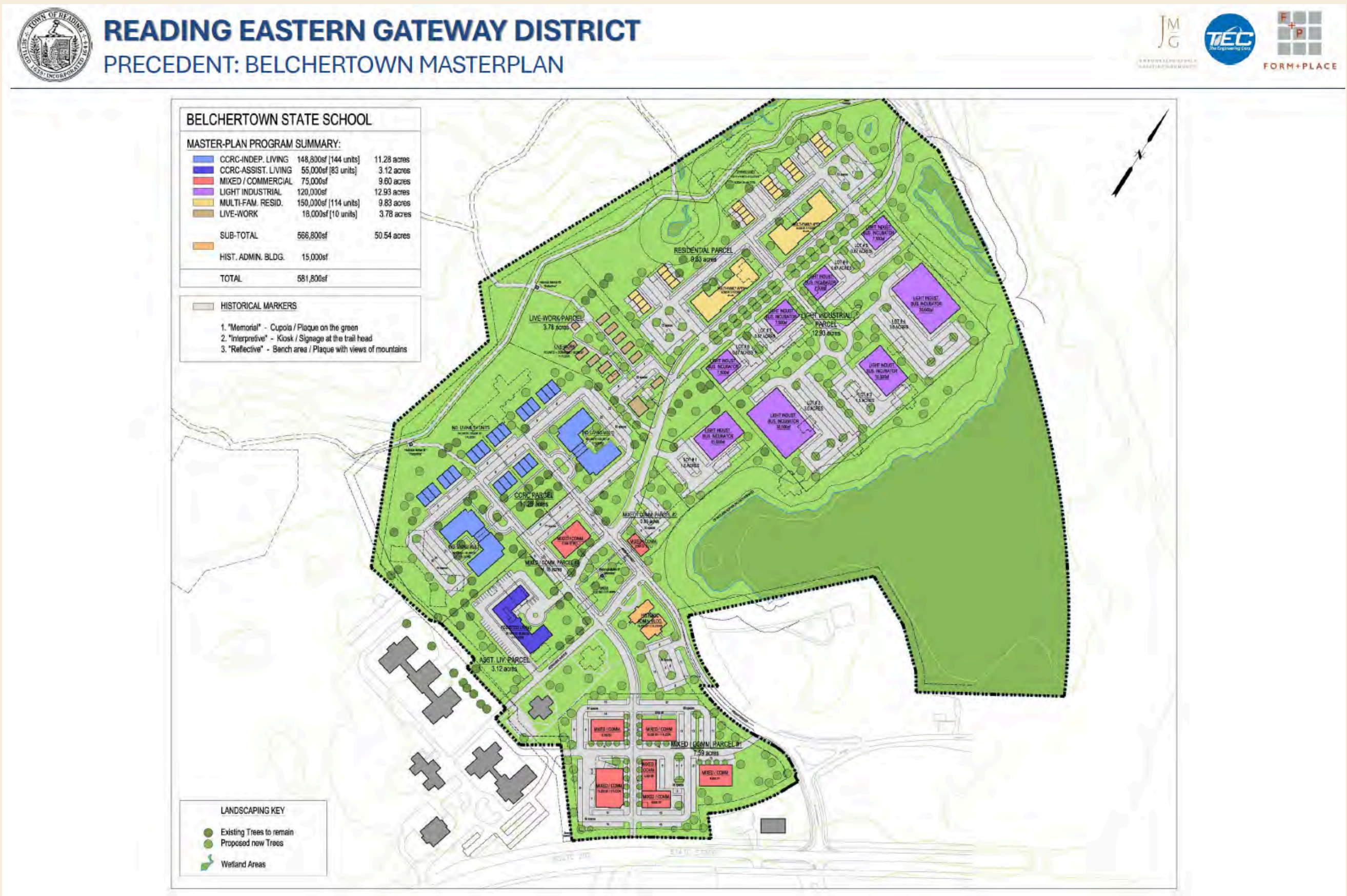
Actual development
proposals
Full Zoning Proposal



QUICK EXAMPLES: DISTRICT PLAN PROCESS



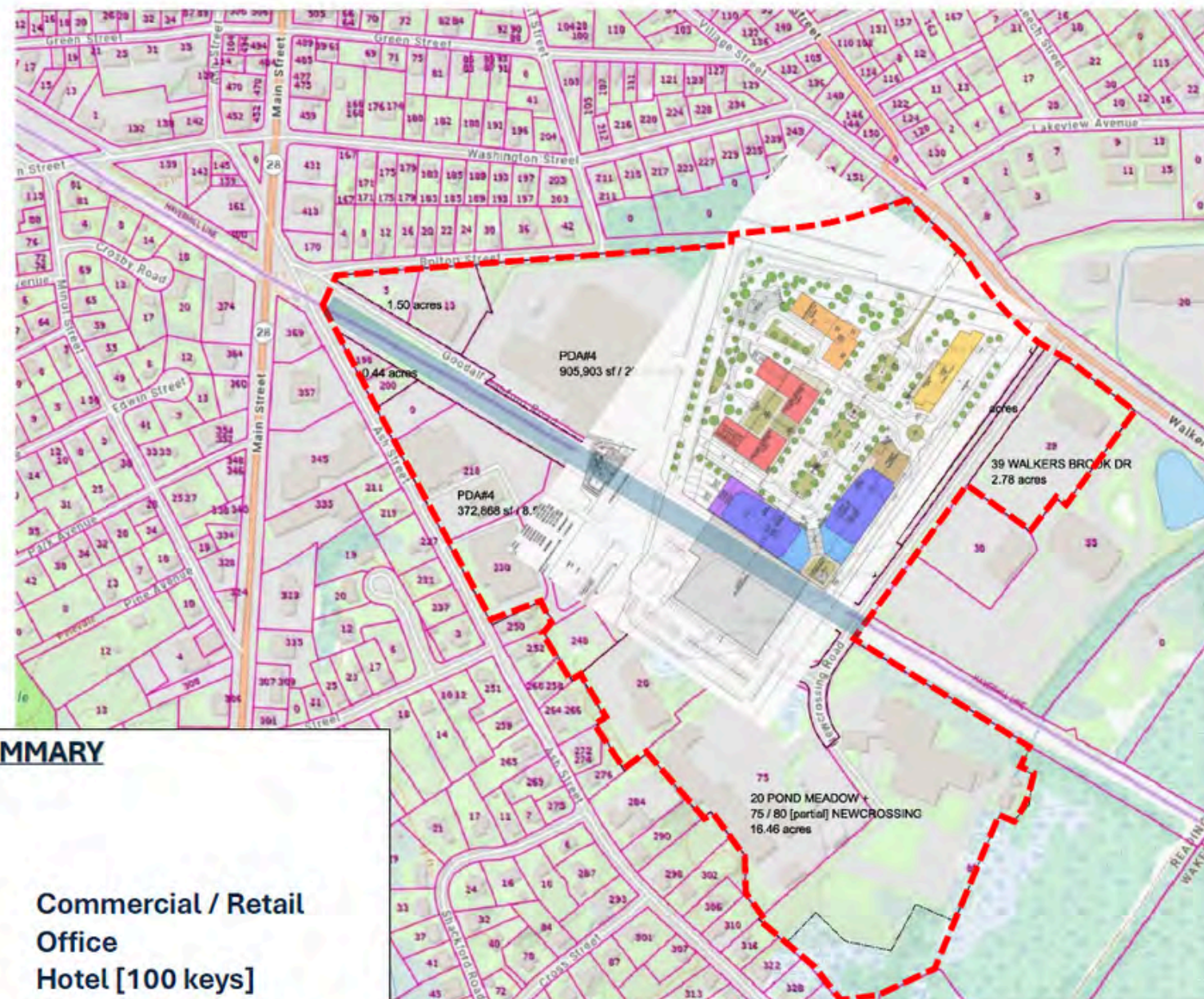
QUICK EXAMPLES: DISTRICT PLAN PROCESS



QUICK EXAMPLES: SITE CAPACITY



READING EASTERN GATEWAY DISTRICT PRECEDENT OVERLAY: DASCOMB ROAD STUDY, ANDOVER



PROGRAM SUMMARY

15-acre site

105,000sf	Commercial / Retail
150,000sf	Office
65,000sf	Hotel [100 keys]
5,000sf	Community space
225 DU's	Residential [55+]
600,000sf	TOTAL



QUICK EXAMPLES: SITE CAPACITY



READING EASTERN GATEWAY DISTRICT PRECEDENT OVERLAY: MARKETSTREET LYNNFIELD



PROGRAM SUMMARY

89-acre site

395,000sf

80,000sf

180 DU's

48 DU's

694,000sf

Commercial / Retail

Office

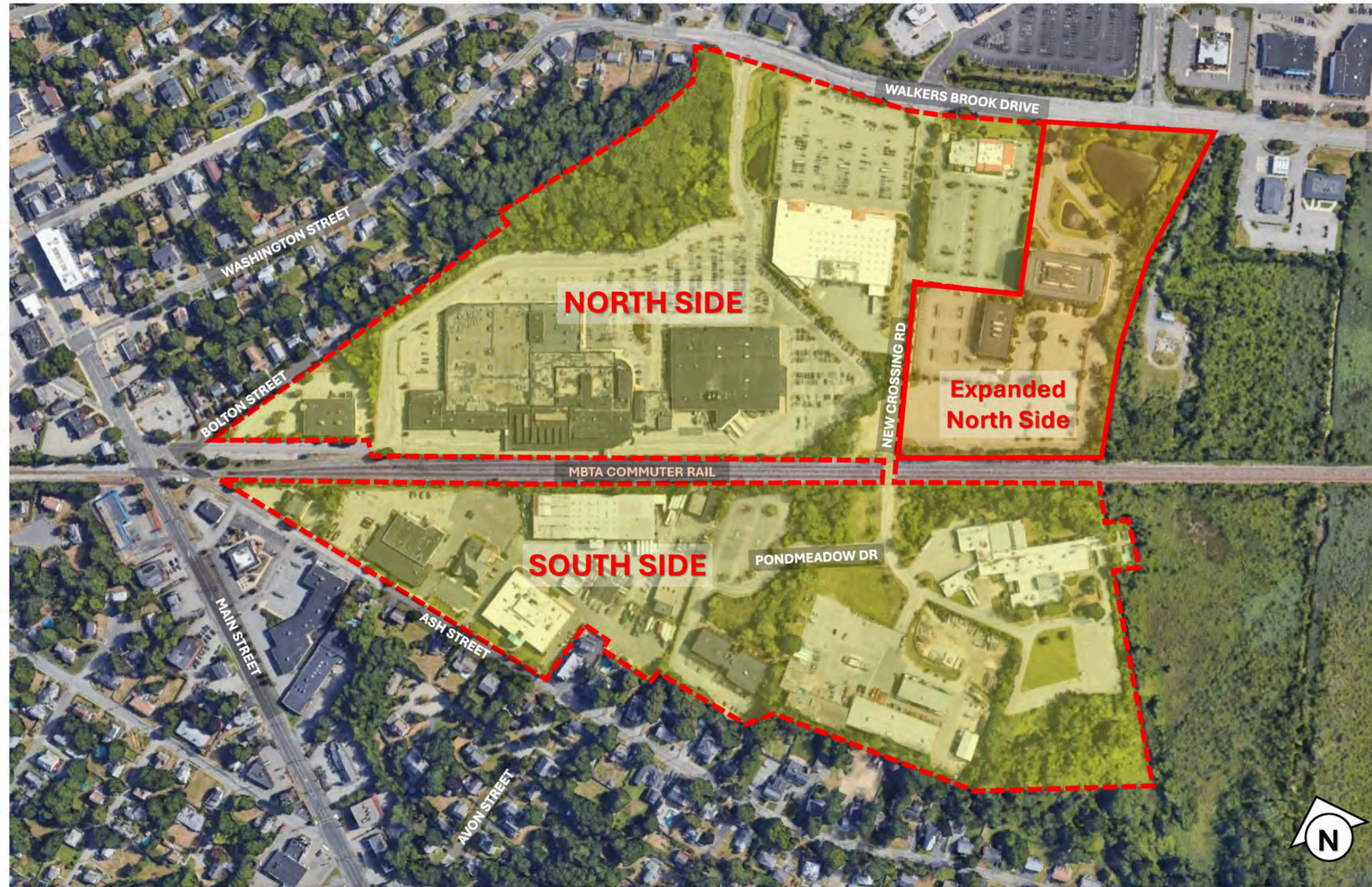
Residential [rental]

Residential [senior living]

TOTAL



EXISTING USES



NORTH: 40+ ACRES

350,000sf of Finished Area
74% of which is 1 General Way
Mostly single-story variety retail
Anchor Uses (grocery)
High Turn-over / Vacancy
Limited 'street faces'

Market Basket, Stop & Shop
Bertucci's, Longhorns

SOUTH: 24 ACRES

133,150sf of Finished Area
10 individual lots, 6 owners

RMLD, DPW
Other heavy industrial uses

QUALITATIVELY



Throughout the years and recent efforts we have heard the following:

Previous Efforts

Facilitate Compact Development
Enhance Walkability & Connectivity
Activate Cultural and Public spaces
Attract and Retain / Brand & Market
Promote Public/Private Partnerships



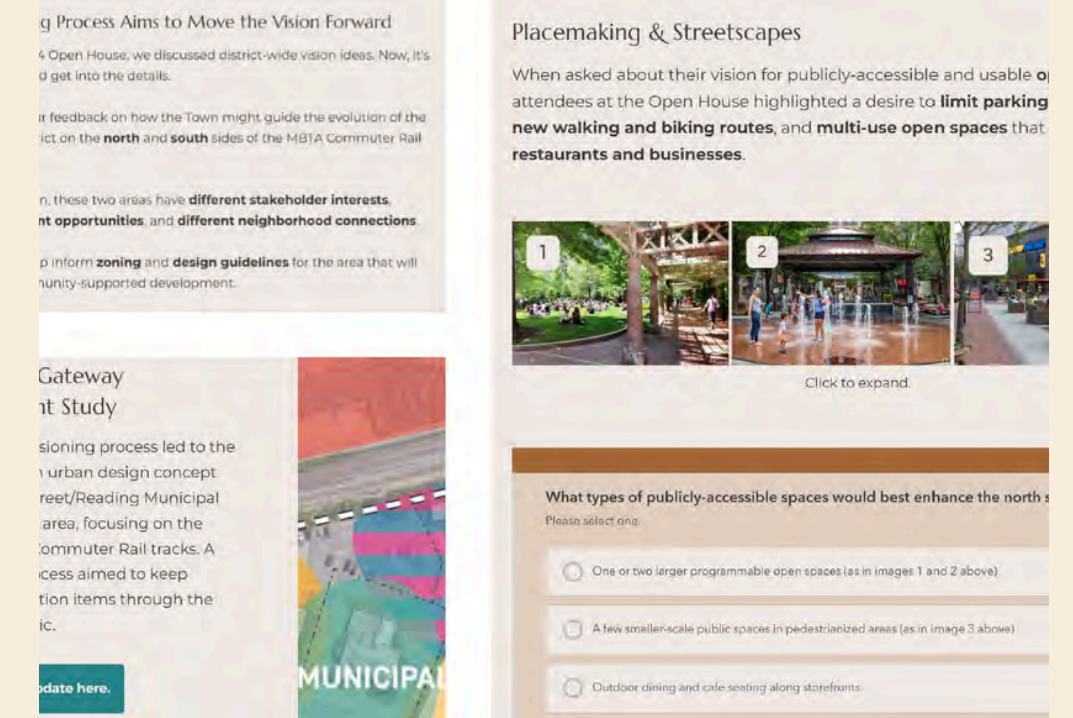
Open House Kick-off

Mixed-uses connected to Downtown
Connectivity Improvements Needed
Integrated Open Spaces
Diversify Buildings and Types
Apprehension and Questions

Public Survey

Create new Mixed-use options
Facilitated 'Pedestrianization'
Community Scale and Spaces

Congested/Limited
Access/Development Impacts





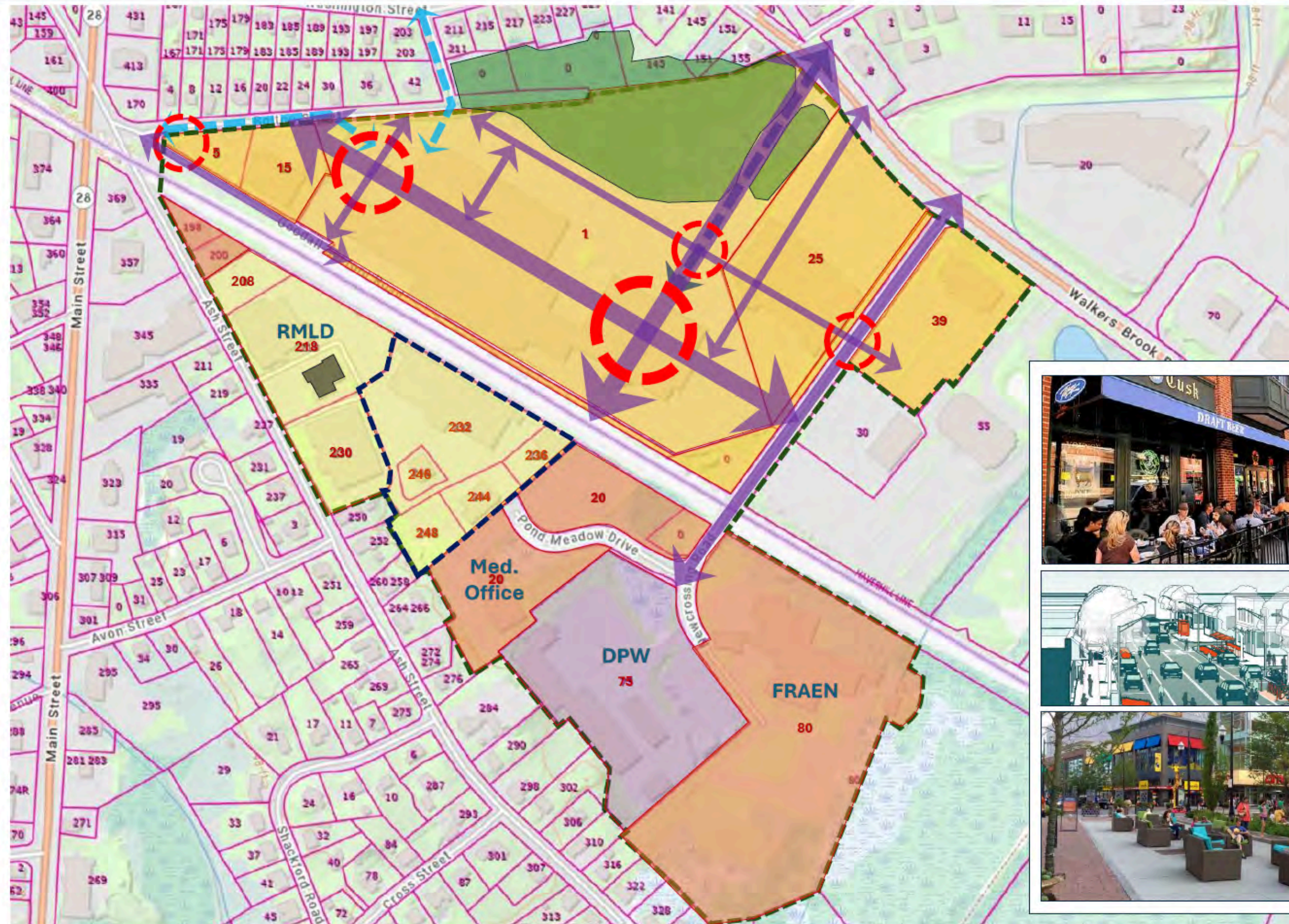
RESIDENT STEERING COMMITTEE

- Role Description and Application Released
- Community Planning, Finance, Climate Action, Select Board Representatives + Four New Resident Voices
 - Other residents have attended as well to learn and ask questions
- Meeting Topics to Date:
 - General Kick-off, Summary of Past Work, Examples
 - Streetscape and Atmosphere in General
 - Commercial Space - Needs, Opportunities, Challenges
 - Anchor Base (grocery) trends
 - Public Transit and Connections
 - Layout and Space Analysis's
 - Engagement Practices and Actions





Connections &
Nodes
Buildable Spaces
and Alignment
Open Space Areas
More



NEXT STEPS & ACTIONS

Summer

Refine and Condense
Concepts

Focus Group Meetings -
Abutting Neighborhoods
Town Meeting Members

Property Owner
Discussions

Staff Planning Meetings

Fall

Hopeful Grants:
Market Analysis and Fiscal
Impact Study

Public Workshop(s)

Further Analyzing

Further Refinements

Final Deliverables

WHAT ELSE?

What will help Town leadership gain confidence in the process and results?

Other topics to discuss and provide research on?

Relationship to Walkers Brook Drive corridor design efforts



THANK YOU

Please Reach Out to Planning@readingma.gov at any time to discuss and learn more
Project Website: www.readingma.gov/egpp



To: Select Board
From: Sharon Angstrom, CFO/Town Accountant
Subject: FY27 Potential Budget Savings Review
Date: July 9, 2025

The Town Manager and I met with Select Board Chairman Chris Haley to discuss our FY26 expenses and identify areas where we may be able to find savings for FY27, which would help reduce the amount of free cash needed to fund the operational budget and delay the need for an override for as long as possible.

I began this process by reviewing our accommodated costs to determine if there are any signs of costs stabilizing that may yield some savings in our financial forecast. In the Benefits category, the pension assessment, which had been budgeted for an 8.3% increase each year, has been reduced to a 5.71% increase (see Exhibit 1). This represents a \$249,184 reduction from the FY27 projection shown in the April Annual Town Meeting warrant book. The FY28 pension assessment projection is reduced by \$476,916, and the FY29 assessment projection is reduced by \$714,967. These reductions are the result of the Retirement Board adopting a new pension funding schedule that pushes our date to fund our pension liability out from 2031 to 2032.

Every two years, an actuary performs a valuation of our pension liability, and the Retirement Board selects a funding schedule accordingly. To stay on track to be fully funded by 2031, the pension assessment would need to increase by 10.7% each year. As a member of the Retirement Board, I expressed concern that the 8.3% increase we experienced in FY25 and FY26 was accompanied by many other larger-than-normal increases in accommodated costs, which strained the Town's budget, necessitating a higher-than-usual use of free cash. Given this information, the Retirement Board voted to approve a funding schedule that increases by only 5.71% over the next couple of years, providing some relief to the Town's budget.

Another area where some savings may be found is under Property and Casualty Insurance and Workers' Compensation Insurance. Over the last few years, the Property and Casualty and Workers' Compensation expenses have increased by more than 10% on multiple occasions. The Town's FY25 and FY26 invoices are included in your packet for review. Property and Casualty Insurance in FY25 was \$958,646, and the bill we recently received for FY26 shows Property and Casualty Insurance at \$979,131, representing a 2.1% increase over the prior year. However, the Worker's Compensation for FY25 was \$434,171, and the FY26 bill is only \$387,484, representing a 10.75% reduction from the prior year (see Exhibits 2 & 3). I have yet to receive the FY26 invoice broken out by fund, so I am unable to determine the exact savings for the General Fund at this time. I will keep you updated as I receive more information.



This week, I received the invoice for FY26 from Northeast Metropolitan Regional Vocational School for \$1,295,702, which is \$236,175 higher than the budgeted amount. In your packet, I included a memorandum that was received on April 17, 2025, from Jay Picone, the Finance Director at NEMRV, informing us that on April 10, 2025, the NEMRV Committee unanimously approved a 10.18% increase in the operating budget for FY26 (See Exhibit 4). The memo states that the rise in member communities' assessments is wholly attributed to the increase in minimum contribution and the rise in debt service payments in FY26, as they are scheduled to borrow an additional \$60,000,000 for school construction, consistent with their debt schedule. This notice came too late to modify our FY26 numbers, so we will need to ask for additional funding to cover this shortfall at the November 2025 Town Meeting. In total, the assessment, including the capital portion, is up 50.3% over the prior year. Over the past couple of years, enrollment at NEMRV has increased from 36 students to 51 students. As our enrollment numbers rise, so does our share of the overall assessment to member communities. Unfortunately, this NERMV school increase offsets the pension assessment savings found for FY27, as these figures roughly cancel each other out.

I provided copies of the financial forecast included in the April Town Meeting warrant (see Exhibit 5), along with the updated financial forecast for changes identified thus far (see Exhibit 6). You will note that the free cash required in FY28 has been reduced from \$8,500,000 to \$8,075,000, and the FY29 free cash projections have been adjusted from \$9,620,000 to \$8,815,000 to account for the pension assessment savings mentioned earlier.

Another cost for which we will be able to provide more definitive numbers soon is rubbish collection. Our current rubbish collection contract ends on June 30, 2026. Our financial forecast shows an estimated 20% increase for FY27. We are putting this contract out to bid, and we should have the results by September 2025.

Other areas we can explore for savings at our future PEC meetings include health insurance plan design changes and adjustments to the rules of the Health Insurance Opt-Out program to encourage more employees to elect an opt-out payment instead of our health insurance coverage, thereby reducing insurance costs.

Another area we can look at is potentially increasing departmental fees. The last time most of these fees were reviewed was on October 14, 2014. I gave a presentation with some proposed increases, and the Select Board approved the changes they deemed reasonable. I provided the minutes from this meeting (see Exhibit 7). If the Select Board would like to consider this approach to increase revenues, we can plan to initiate this process.

SECTION 9 - RESULTS BY DEPARTMENT

Department	Storm Water Enterprise	Housing	Municipal Light	School	Sewer	Water	Retirement	Town	Total
Unfunded Actuarial Accrued Liability (UAAL) as of January 1, 2025									
4.1 UAL = 2.5 - 3.1	(106,836)	492,610	10,642,892	5,477,060	761,440	1,380,719	219,659	32,470,080	51,337,624
Projected Payroll	120,559	317,070	10,149,770	3,185,693	264,898	881,332	135,623	21,684,337	36,739,283
FY2026 Appropriation									
5.1 Employer Normal Cost	1,778	19,650	872,942	171,454	8,509	21,035	14,209	1,898,177	3,007,754
5.2 Amortization Payment of UAL*	(1,778)	70,245	1,515,426	880,414	113,304	225,252	(14,209)	4,818,815	7,607,469
5.3 Total = 5.1 + 5.2	0	89,895	2,388,368	1,051,868	121,813	246,287	0	6,716,992	10,615,223
FY2027 Appropriation									
6.1 Employer Normal Cost	1,740	19,232	854,350	167,802	8,328	20,587	13,906	1,857,751	2,943,696
6.2 Amortization Payment of UAL**	(19,886)	79,949	1,727,733	870,097	122,685	218,718	44,269	5,234,093	8,277,658
6.3 Total = 6.1 + 6.2	(18,146)	99,181	2,582,083	1,037,899	131,013	239,305	58,175	7,091,844	11,221,354
6.4 Adjusted Appropriation***	18,146	355	9,244	3,716	469	857	(58,175)	25,388	0
6.5 Total = 6.3 + 6.4	0	99,536	2,591,327	1,041,615	131,482	240,162	0	7,117,232	11,221,354
Increase over prior year	0.000%	10.725%	8.498%	-0.975%	7.938%	-2.487%	0.000%	5.959%	5.710%
FY2028 Appropriation									
7.1 Employer Normal Cost	1,787	19,747	877,236	172,297	8,551	21,138	14,279	1,907,515	3,022,550
7.2 Amortization Payment of UAL	(21,236)	85,376	1,845,011	929,159	131,013	233,564	47,274	5,589,381	8,839,542
7.3 Total = 7.1 + 7.2	(19,449)	105,123	2,722,247	1,101,456	139,564	254,702	61,553	7,496,896	11,862,092
7.4 Adjusted Appropriation***	19,449	374	9,697	3,923	497	907	(61,553)	26,706	0
7.5 Total = 7.3 + 7.4	0	105,497	2,731,944	1,105,379	140,061	255,609	0	7,523,602	11,862,092
Increase over prior year	0.000%	5.989%	5.426%	6.122%	6.525%	6.432%	0.000%	5.710%	5.710%

Notes:

1. Actuarial Value of Plan Assets (3.1) is derived from allocation of assets as shown on separate attachment.
2. FY2027 and FY2028 Appropriation is based on Funding Schedule A-6 adopted by the Retirement Board June 25, 2025.
3. 2026 Employer Normal Cost (5.1) is the Employer Normal Cost as of January 1, 2025, adjusted for payment timing (1.6). 2027 Employer Normal Cost (6.1) is based on 2026 Employer Normal Cost (5.1) increased by 3.25%.
- *4. Amortization Payment of UAL (5.2) equals fiscal year 2026 budgeted appropriation (5.3) developed in the January 1, 2023 actuarial valuation less Employer Normal Cost (5.1).
- **5. Amortization Payment of UAL (6.2) is the total Amortization Payment of UAL (6.2) allocated to each department in the proportion that the UAL (4.1) less 2026 Amortization Payment of UAL (5.2) bears to the total UAL (4.1) less total 2026 Amortization Payment of UAL (5.2).
- ***6. The appropriation developed for the Retirement department and any appropriation less than zero is allocated to each remaining department in the proportion that the department's fiscal year appropriation bears to the total fiscal year appropriation.



Nonprofit
Locally Based
Member Driven

Serving Massachusetts communities since 1982

MIIA Property and Casualty Group, Inc.
P.O. Box 49015
Baltimore, MD 21297
PH: 800-526-6442

Property, Liability and Workers Compensation Invoice

FY25

To:	Town of Reading Town Hall, 16 Lowell Street Reading, MA 01867	Invoice Number: 1154	Invoice Date: 7/1/2024
		Policy Number: REA00214-24	Invoice Total: \$1,357,997
CONTRACT INFORMATION			
Type of Coverage:	Group Coverages		
Insurance Company:	MIIA Property and Casualty Group, Inc.		
Effective Date:	7/1/2024		
Expiration Date:	7/1/2025		
Transaction:	Renewal		
Payment Due Date:	8/1/2024		
CONTRIBUTIONS AND CREDITS			AMOUNT
Property, Liability, and Professional Contribution			\$958,646
Workers Compensation Contribution			\$434,171
Less 2.5% prepayment discount			(\$34,820)
SUB-TOTAL			\$1,357,997
TOTAL			\$1,357,997

MAKE CHECKS PAYABLE TO: MIIA Property and Casualty Group, Inc.
SEND TO: P.O. Box 49015, Baltimore, MD 21297

Please Note:

- (1) Your earned FY23 Rewards Credit is included in this package.
(2) 2.5% prepayment discount available if paid in full by 08/01/2024

Please retain one copy for your records and return the other with your payment. Thank you for your continued support of the MIIA programs.

Wire Transfer/ACH Transfer Instructions:

MIIA Property and Casualty Group, Inc.
3 Center Plaza, Suite 610
Boston, MA 02108
Phone: 617-426-7272 x263

Bank Account

Capital One
1307 Walt Whitman Road
Melville, NY 11747
Phone: 866-561-2580
ABA Routing: 255071981
ACH Routing: 065000090
Account: 4670289649



MIIA Property and Casualty Group, Inc.
P.O. Box 49015
Baltimore, MD 21297
PH: 800-526-6442

Property, Liability and
Workers Compensation Invoice

FY26

To:	Town of Reading Town Hall, 16 Lowell Street Reading, MA 01867	Invoice Number: 9079	Invoice Date: 7/1/2025
		Policy Number: REA00214-25	Invoice Total: \$1,332,450
CONTRACT INFORMATION			
Type of Coverage:	Group Coverages		
Insurance Company:	MIIA Property and Casualty Group, Inc.		
Effective Date:	7/1/2025		
Expiration Date:	7/1/2026		
Transaction:	Renewal		
Payment Due Date:	8/1/2025		
CONTRIBUTIONS AND CREDITS			AMOUNT
Property, Liability, and Professional Contribution			\$979,131
Workers Compensation Contribution			\$387,484
Less 2.5% prepayment discount			(\$34,165)
SUB-TOTAL			\$1,332,450
TOTAL			\$1,332,450

MAKE CHECKS PAYABLE TO: MIIA Property and Casualty Group, Inc.
SEND TO: P.O. Box 49015, Baltimore, MD 21297

Please Note:

- (1) Your earned FY25 Rewards Credit is included in this package.
- (2) 2.5% prepayment discount available if paid in full by 08/01/2025

Please retain one copy for your records and return the other with your payment. Thank you for your continued support of the MIIA programs.

Wire Transfer/ACH Transfer Instructions:

MIIA Property and Casualty Group, Inc.
3 Center Plaza, Suite 610
Boston, MA 02108
Phone: 617-426-7272 x 263

Bank Account

Capital One
1307 Walt Whitman Road
Melville, NY 11747
Phone: 866-561-2580
ABA Routing: 255071981
ACH Routing: 065000090
Account: 4670289649

Memorandum

To: Mr. Matt Kraunelis- Town Manager
Ms. Diane Morabito-Treasurer

CC: Mr. Carlo Bacci- Chairman, Select Board

From: Jay Picone, Director of Finance

Date: 4/17/2025

Re: FY26 Northeast Metropolitan Regional Vocational School Assessment

At the public hearing on April 10, 2025, the Northeast Metropolitan Regional Vocational School Committee voted unanimously for a FY26 budget increase of 10.18% over last year's operating budget. The increase to the member community's assessment is wholly attributed to the increase in minimum contribution and the increase in debt service payment due in FY26, as Northeast is scheduled to borrow an additional \$60,000,000, consistent with our debt schedule, continually updated and shared with the communities since 2022, for the MSBA approved school building project in May of 2025. While the original debt service payment based on the current rates was originally assessed at \$9,196,255, Northeast has reduced that payment in FY26 by \$2.7 million by using certified Excess & Deficiency funds, significantly reducing the member burden in this difficult financial time. The principal and interest payment for this bond is due six and twelve months after issuance, respectively.

Regional assessments are based on approval of the State Budget submitted by Governor Healey, but the final budget may be amended by the House or Senate before final passage. Member communities are assessed on the Northeast October 1 enrollment numbers from sending districts. In addition to fluctuating enrollments, district assessments are based on required minimum contribution which is a value based on the property wealth and by the income level of residents, determined by the Department of Revenue. Consequently, some communities may see an increase in assessments based on enrollment numbers and demographic changes, while other communities may see a decrease in assessments using the same data. As mentioned above, due to the increase in the required minimum contribution and the additional debt service due in FY26, the total assessment increase for FY26 for our member communities equates to 11.06%

Below is the information needed by Reading for inclusion in the FY 26 Town Budget:

District:	Reading
FY26 Operating Assessment:	\$1,055,796
FY26 Debt Assessment:	\$239,905
FY26 Total Assessment:	\$1,295,702
FY26 Enrollment:	51

↓
\$236,175
More than budgeted
50.3% increase
over FY25

Financial Forecast

Budget Summary

Town of Reading Budget Summary											
2/27/25 12:07 PM		One Yr		One Yr		One Yr		One Yr		One Yr	
No.		Projected FY25	Chng FY25	Projected FY26	Chng FY26	Projected FY27	Chng FY27	Projected FY28	Chng FY28	Projected FY29	Chng FY29
Revenues											
A1	Total Property Taxes	88,643,352	1.7%	90,422,744	2.0%	93,733,312	3.7%	97,151,645	3.6%	100,655,436	3.6%
A2	Total Other Local Revenues	10,952,000	19.2%	11,526,000	5.2%	12,026,000	4.3%	12,451,500	3.5%	12,925,000	3.8%
A3	Total Intergov't Revenues	16,086,023	3.4%	16,488,174	2.5%	16,900,378	2.5%	17,322,887	2.5%	17,755,960	2.5%
A4	Total Transfers & Available	4,293,468	0.7%	4,387,951	2.2%	4,477,600	2.0%	4,571,434	2.1%	4,667,558	2.1%
A98	Revs before Free Cash	\$ 119,974,844	3.29%	\$ 122,824,869	2.38%	\$ 127,137,291	3.51%	\$ 131,497,467	3.43%	\$ 136,003,954	3.43%
A5	Free Cash	3,560,000	38.0%	6,000,000	68.5%	7,400,000	23.3%	8,500,000	14.9%	9,620,000	13.2%
A6	Extra for Capital	700,000	0.0%	0	-100%	0	-100%	0	-100%	0	-100%
A99	Net Available Revenues	\$ 124,234,844	4.02%	\$ 128,824,869	3.69%	\$ 134,537,291	4.43%	\$ 139,997,467	4.06%	\$ 145,623,954	4.02%
Accommodated Costs											
B	Benefits	22,350,282	7.2%	24,790,102	10.9%	27,055,106	9.1%	29,229,537	8.0%	31,497,361	7.8%
C	Capital	3,787,000	28.9%	3,398,000	-10.3%	3,336,000	-1.8%	3,794,000	13.7%	4,266,500	12.5%
	Debt (inside levy)	2,818,038	-16.6%	3,051,975	8.3%	3,395,050	11.2%	3,130,925	-7.8%	2,861,100	-8.6%
D	Debt (excluded)	1,279,700	-52.4%	0	-100.0%	0		0		0	
E	Energy	2,563,800	11.9%	2,592,001	1.1%	2,676,472	3.3%	2,774,785	3.7%	2,866,542	3.3%
F	Financial	1,331,700	7.2%	1,336,368	0.4%	1,367,902	2.4%	1,400,380	2.4%	1,433,835	2.4%
G	Education - Out of district	6,035,328	4.0%	6,311,716	4.6%	6,548,405	3.8%	6,793,971	3.8%	7,048,744	3.8%
H	Education - Vocational	1,110,992	22.8%	1,317,435	18.6%	1,353,661	2.7%	1,403,467	3.7%	1,433,480	2.1%
J	Miscellaneous	3,701,017	4.4%	3,829,049	3.5%	4,292,907	12.1%	4,422,956	3.0%	4,557,839	3.0%
K	Community Priorities	150,000	0.0%	150,000	0.0%	0	0.0%	0	0.0%	0	0.0%
L1	Accommodated Costs	\$ 45,127,857	3.07%	\$ 46,776,645	3.65%	\$ 50,025,503	6.95%	\$ 52,950,020	5.85%	\$ 55,965,401	5.69%
L2	Net Accommodated Costs	\$ 45,127,857	3.07%	\$ 46,776,645	3.65%	\$ 50,025,503	6.95%	\$ 52,950,020	5.85%	\$ 55,965,401	5.69%
		\$ 64,392		\$ 24,138		\$ 15		\$ 321		\$ 13	
Operating Costs											
OC1	Municipal Gov't Operating	27,515,838	4.00%	28,589,220	3.50%	29,470,866	2.85%	30,354,992	3.00%	31,265,641	3.00%
	adjustments	106,597		65,000							
	adjustments (EF+RF)	1,294,677	4.00%	1,339,991	3.50%	1,378,181	2.85%	1,419,526	3.00%	1,462,112	3.00%
	TOTAL Muni Gov't OPER	28,917,112	4.38%	29,994,211	3.72%	30,849,046	2.85%	31,774,518	3.00%	32,727,753	3.00%
OC2	School Operating	49,973,557	4.00%	51,879,875	3.50%	53,512,726	2.85%	55,272,608	3.00%	56,930,786	3.00%
	adjustments	151,925		150,000		150,000					
	TOTAL School OPER	50,125,483	4.32%	52,029,875	3.80%	53,662,726	3.14%	55,272,608	3.00%	56,930,786	3.00%
OC4	Operating Budgets	\$ 79,042,595	4.34%	\$ 82,024,086	3.77%	\$ 84,511,772	3.03%	\$ 87,047,126	3.00%	\$ 89,658,539	3.00%
	Municipal Gov't Operating	36.6%		36.6%		36.5%		36.5%		36.5%	
	School Operating	63.4%		63.4%		63.5%		63.5%		63.5%	
	TOTAL SPENDING	\$ 124,170,452	3.87%	\$ 128,800,731	3.73%	\$ 134,537,276	4.45%	\$ 139,997,146	4.06%	\$ 145,623,941	4.02%
	Muni Gov't OPER	\$ 28,917,112	4.38%	\$ 29,994,211	3.72%	\$ 30,849,046	2.85%	\$ 31,774,518	3.00%	\$ 32,727,753	3.00%
	Muni Gov't ACCOM	\$ 6,465,778	7.01%	\$ 6,603,410	2.13%	\$ 7,159,423	8.42%	\$ 7,395,817	3.30%	\$ 7,630,855	3.18%
	Muni Gov't TOTAL	\$ 35,382,890	4.86%	\$ 36,597,621	3.43%	\$ 38,008,469	3.86%	\$ 39,170,335	3.06%	\$ 40,358,608	3.03%
	School OPER	\$ 50,125,483	4.32%	\$ 52,029,875	3.80%	\$ 53,662,726	3.14%	\$ 55,272,608	3.00%	\$ 56,930,786	3.00%
	School ACCOM	\$ 6,035,328	4.00%	\$ 6,311,716	4.58%	\$ 6,548,405	3.75%	\$ 6,793,971	3.75%	\$ 7,048,744	3.75%
	School TOTAL	\$ 56,160,811	4.28%	\$ 58,341,591	3.88%	\$ 60,211,131	3.20%	\$ 62,066,578	3.08%	\$ 63,979,530	3.08%

Revenues - Details

A	Town of Reading		One Yr		One Yr		One Yr		One Yr		One Yr	
	Revenues - Details		Projected	Chng	Projected	Chng	Projected	Chng	Projected	Chng	Projected	Chng
No.	2/27/25 12:07 PM		FY25	FY25	FY26	FY26	FY27	FY26	FY28	FY28	FY29	FY29
	Property Taxes											
	Tax levy (within levy limit)		87,419,731	3.4%	90,315,249	3.3%	93,470,006	3.5%	96,883,006	3.7%	100,406,956	3.6%
	New Growth		692,707	-4.1%	875,000	26.3%	1,050,000	20.0%	1,075,000	2.4%	1,075,000	0.0%
	Tax levy (debt exclusion)		1,279,700	-52.4%	-	-100.0%	-	#DIV/0!	-	#DIV/0!	-	#DIV/0!
	Abatements and exemptions		(748,786)	-4.1%	(767,506)	2.5%	(786,693)	2.5%	(806,361)	2.5%	(826,520)	2.5%
A1	Total Property Taxes		88,643,352	1.7%	90,422,744	2.0%	93,733,312	3.7%	97,151,645	3.6%	100,655,436	3.6%
	Other Local Revenues											
	Motor Vehicle Excise		4,329,000	10.6%	4,555,000	5.2%	4,783,000	5.0%	5,041,500	5.4%	5,309,000	5.3%
	Meals and Room Tax		699,000	23.7%	730,000	4.4%	785,000	7.5%	845,000	7.6%	900,000	6.5%
	Penalties/interest on taxes		378,000	8.0%	416,000	10.1%	445,000	7.0%	475,000	6.7%	500,000	5.3%
	Payments in lieu of taxes		456,000	3.6%	485,000	6.4%	510,000	5.2%	535,000	4.9%	545,000	1.9%
	Charges for services		2,439,000	3.7%	2,604,000	6.8%	2,775,000	6.6%	2,914,000	5.0%	3,060,000	5.0%
	Licenses & permits		173,000	4.8%	196,000	13.3%	206,000	5.1%	220,000	6.8%	235,000	6.8%
	Fines		113,000	54.8%	100,000	-11.5%	106,000	6.0%	115,000	8.5%	125,000	8.7%
	Interest Earnings		2,245,000	91.9%	2,270,000	1.1%	2,241,000	-1.3%	2,126,000	-5.1%	2,071,000	-2.6%
	Medicaid Reimbursement		120,000	-22.6%	170,000	41.7%	175,000	2.9%	180,000	2.9%	180,000	0.0%
A2	Total Other Local Revenues		10,952,000	19.2%	11,526,000	5.2%	12,026,000	4.3%	12,451,500	3.5%	12,925,000	3.8%
	Intergovernmental Revenue											
	State Aid		16,086,023	3.4%	16,488,174	2.5%	16,900,378	2.5%	17,322,887	2.5%	17,755,960	2.5%
A3	Total Intergov't Revenues		16,086,023	3.4%	16,488,174	2.5%	16,900,378	2.5%	17,322,887	2.5%	17,755,960	2.5%
	Operating Transfers and Available Funds											
	Cemetery sale of lots		25,000	0.0%	25,000	0.0%	25,000	0.0%	25,000	0.0%	25,000	0.0%
	RMLD payment		2,522,510	-0.6%	2,572,960	2.0%	2,624,419	2.0%	2,676,908	2.0%	2,730,446	2.0%
	Enterprise Fund Support		1,294,677	4.0%	1,339,991	3.5%	1,378,181	2.9%	1,419,526	3.0%	1,462,112	3.0%
	School Revolving Funds		100,000	0.0%	100,000	0.0%	100,000	0.0%	100,000	0.0%	100,000	0.0%
	Premiums Reserve for Debt		1,281	-62%	0	-100%	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
	Overlay surplus		350,000	0.0%	350,000	0.0%	350,000	0.0%	350,000	0.0%	350,000	0.0%
A4	Total Transfers & Available		4,293,468	0.7%	4,387,951	2.2%	4,477,600	2.0%	4,571,434	2.1%	4,667,558	2.1%
	OPERATING REVENUES		119,974,844	3.29%	122,824,869	2.38%	127,137,291	3.51%	131,497,467	3.43%	136,003,954	3.43%
A5	Free Cash		4,260,000	29.9%	6,000,000	40.8%	7,400,000	23.3%	8,500,000	14.9%	9,620,000	13.2%
	TOTAL REVENUES		124,234,844	4.02%	128,824,869	3.69%	134,537,291	4.43%	139,997,467	4.06%	145,623,954	4.02%

Accommodated/Shared Costs

Town of Reading Acc. Costs - Summary		One Yr		One Yr		One Yr		One Yr		One Yr	
2/27/25 12:07 PM		Projected	Chng	Projected	Chng	Projected	Chng	Projected	Chng	Projected	Chng
No.		FY25	FY25	FY26	FY26	FY27	FY27	FY28	FY28	FY29	FY28
B	Benefits	22,350,282	7.2%	24,790,102	10.9%	27,055,106	9.1%	29,229,537	8.0%	31,497,361	7.8%
C	Capital	3,787,000		3,398,000		3,336,000		3,794,000		4,266,500	
	Debt (inside levy)	2,818,038	4.5%	3,051,975	-2.3%	3,395,050	4.4%	3,130,925	2.9%	2,861,100	2.9%
D	Debt (excluded)	1,279,700		-		-		-		-	
E	Energy	2,563,800	11.9%	2,592,001	1.1%	2,676,472	3.3%	2,774,785	3.7%	2,866,542	3.3%
F	Financial	1,331,700	7.2%	1,336,368	0.4%	1,367,902	2.4%	1,400,380	2.4%	1,433,835	2.4%
G	Education - Out of district	6,035,328	4.0%	6,311,716	4.6%	6,548,405	3.8%	6,793,971	3.8%	7,048,744	3.8%
H	Education - Vocational	1,110,992	22.8%	1,317,435	18.6%	1,353,661	2.7%	1,403,467	3.7%	1,433,480	2.1%
J	Miscellaneous	3,701,017	4.4%	3,829,049	3.5%	4,292,907	12.1%	4,422,956	3.0%	4,557,839	3.0%
K	Community Priorities	\$ 150,000		\$ 150,000							
TOTAL Accom. COSTS		\$ 45,127,857	3.1%	\$ 46,776,645	3.7%	\$ 50,025,503	6.9%	\$ 52,950,020	5.8%	\$ 55,965,401	5.7%
Town of Reading Acc. Costs - Details		One Yr		One Yr		One Yr		One Yr		One Yr	
		Projected	Chng	Projected	Chng	Projected	Chng	Projected	Chng	Projected	Chng
		FY25	FY25	FY26	FY26	FY27	FY27	FY28	FY28	FY29	FY28
B1	Contributory Retirement	7,168,650	16.8%	7,763,648	8.3%	8,408,031	8.3%	9,105,897	8.3%	9,861,687	8.3%
B3	OBRA fees & OPEB study	40,000	0.0%	40,000	0.0%	40,000	0.0%	40,000	0.0%	40,000	0.0%
B4	OPEB contribution	200,000	-33.3%	200,000	0.0%	500,000	150.0%	500,000	0.0%	500,000	0.0%
B5	Workers Compensation	400,000	2.6%	405,000	1.3%	410,000	1.2%	415,000	1.2%	415,000	0.0%
B6	Unemployment Benefits	75,000	0.0%	80,000	6.7%	85,000	6.3%	85,000	0.0%	85,000	0.0%
B7	Group Health / Life Ins.	13,301,632	4.4%	15,110,654	13.6%	16,395,060	8.5%	17,788,640	8.5%	19,300,674	8.5%
B8	Medicare / Social Security	1,040,000	2.0%	1,060,800	2.0%	1,082,016	2.0%	1,155,000	6.7%	1,155,000	0.0%
B9	Police / Fire Indemnification	125,000	-7.4%	130,000	4.0%	135,000	3.8%	140,000	3.7%	140,000	0.0%
B99	Acc. Costs - Benefits	\$ 22,350,282	7.2%	\$ 24,790,102	10.9%	\$ 27,055,106	9.1%	\$ 29,229,537	8.0%	\$ 31,497,361	7.8%
C99	Acc. Costs - Capital	\$ 3,787,000	28.9%	\$ 3,398,000	-10.3%	\$ 3,336,000	-1.8%	\$ 3,794,000	13.7%	\$ 4,266,500	12.5%
D1	Debt Service - Principal	3,490,000	-33.1%	2,319,000	-33.6%	2,614,000	12.7%	2,474,000	-5.4%	2,319,000	-6.3%
D2	Debt Service - Interest	607,738	-28.2%	732,975	20.6%	781,050	6.6%	656,925	-15.9%	542,100	-17.5%
D3	Excluded debt	(1,279,700)	-52.4%	-	-100.0%	-	#DIV/0!	-	#DIV/0!	-	#DIV/0!
	Total Included Debt	\$ 2,818,038	-16.6%	\$ 3,051,975	8.3%	\$ 3,395,050	11.2%	\$ 3,130,925	-7.8%	\$ 2,861,100	-8.6%
	Premiums for general fund	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!
D99	Acc. Costs - Debt	\$ 4,097,738	-32.5%	\$ 3,051,975	-25.5%	\$ 3,395,050	11.2%	\$ 3,130,925	-7.8%	\$ 2,861,100	-8.6%
E1	Street Lighting (DPW)	135,000	0.0%	135,000	0.0%	140,000	3.7%	145,000	3.6%	145,000	0.0%
E2	Electricity (FacCORE)	1,095,000	2.3%	1,095,000	0.0%	1,127,850	3.0%	1,172,964	4.0%	1,219,883	4.0%
E3	Nat Gas (FacCORE)	878,800	30.0%	896,376	2.0%	932,231	4.0%	969,520	4.0%	1,008,301	4.0%
E4	Water/Sewer (FacCORE)	225,000	2.4%	230,625	2.5%	236,391	2.5%	242,300	2.5%	248,358	2.5%
E6	Fuel - vehicles (DPW)	230,000	21.1%	235,000	2.2%	240,000	2.1%	245,000	2.1%	245,000	0.0%
E99	Acc. Costs - Energy	\$ 2,563,800	11.9%	\$ 2,592,001	1.1%	\$ 2,676,472	3.3%	\$ 2,774,785	3.7%	\$ 2,866,542	3.3%
F1	Casualty Ins (AD SVC)	986,700	10.0%	1,011,368	2.5%	1,036,652	2.5%	1,062,568	2.5%	1,089,132	2.5%
F2	Vets Assistance (PUB SVC)	\$ 145,000	0.0%	\$ 125,000	-13.8%	\$ 131,250	5.0%	\$ 137,813	5.0%	\$ 144,703	5.0%
F3	FINCOM Reserve Fund	200,000	0.0%	200,000	0.0%	200,000	0.0%	200,000	0.0%	200,000	0.0%
F99	Acc. Costs - Financial	\$ 1,331,700	7.2%	\$ 1,336,368	0.4%	\$ 1,367,902	2.4%	\$ 1,400,380	2.4%	\$ 1,433,835	2.4%
G1	SPED transp OOD (Sch)	1,119,456	4.0%	1,253,636	12.0%	1,300,647	3.8%	1,349,422	3.8%	1,400,025	3.8%
G2a	SPED tuition OOD (Sch)	6,029,920	4.0%	5,804,636	-3.7%	6,022,310	3.8%	6,248,146	3.8%	6,482,452	3.8%
G2b	SPED contingency	508,352	4.0%	1,190,046	134.1%	1,234,673	3.8%	1,280,973	3.8%	1,329,009	3.8%
G3	SPED offsets OOD (Sch)	(1,622,400)	4.0%	(1,936,602)	19.4%	(2,009,225)	3.8%	(2,084,570)	3.8%	(2,162,742)	3.8%
G99	Acc. Costs - OOD SPED	\$ 6,035,328	4.0%	\$ 6,311,716	4.6%	\$ 6,548,405	3.8%	\$ 6,793,971	3.8%	\$ 7,048,744	3.8%
H1	Voc School - NERMVS	702,224	5.5%	719,912	2.5%	748,708	4.0%	778,657	4.0%	809,803	4.0%
	Voc School - NERMVS Capital	160,000		339,615	112.3%	337,560	-0.6%	347,574	3.0%	336,225	-3.3%
H2	Voc School - Minute Man	54,080	4.0%	55,432	2.5%	56,818	2.5%	58,238	2.5%	59,694	2.5%
	Voc School - Essex North	194,688	4.0%	202,476	4.0%	210,575	4.0%	218,998	4.0%	227,757	4.0%
H99	Acc. Costs - Vocational	\$ 1,110,992	22.8%	\$ 1,317,435	18.6%	\$ 1,353,661	2.7%	\$ 1,403,467	3.7%	\$ 1,433,480	2.1%
J1	Rubbish (DPW)	2,095,278	3.0%	2,200,041	5.0%	2,640,050	20.0%	2,745,652	4.0%	2,855,478	4.0%
J2	Snow and Ice Control (DPW)	675,000	0.0%	675,000	0.0%	675,000	0.0%	675,000	0.0%	675,000	0.0%
J3	State Assessments	930,739	11.3%	954,007	2.5%	977,858	2.5%	1,002,304	2.5%	1,027,362	2.5%
	Cemetery (DPW)										
J99	Acc. Costs - Misc.	\$ 3,701,017	4.4%	\$ 3,829,049	3.5%	\$ 4,292,907	12.1%	\$ 4,422,956	3.0%	\$ 4,557,839	3.0%

Updated 7/9/25

		4.00%		3.50%		2.75%		2.75%		2.75%	
Town of Reading Budget Summary		One Yr		One Yr		One Yr		One Yr		One Yr	
7/9/25 6:04 PM		Projected	Chng	Projected	Chng	Projected	Chng	Projected	Chng	Projected	Chng
No.		FY25	FY25	FY26	FY26	FY27	FY27	FY28	FY28	FY29	FY29
Revenues											
A1	Total Property Taxes	88,643,352	1.7%	90,422,744	2.0%	93,583,312	3.5%	96,872,895	3.5%	100,244,718	3.5%
A2	Total Other Local Revenues	10,947,000	19.2%	11,578,500	5.8%	12,168,600	5.1%	12,717,049	4.5%	13,256,842	4.2%
A3	Total Intergov't Revenues	16,086,023	3.4%	16,488,174	2.5%	16,900,378	2.5%	17,322,887	2.5%	17,755,960	2.5%
A4	Total Transfers & Available	4,293,468	0.7%	4,316,982	0.5%	4,403,872	2.0%	4,492,775	2.0%	4,583,741	2.0%
A98	Revs before Free Cash	\$ 119,969,844	3.28%	\$ 122,806,399	2.36%	\$ 127,056,162	3.46%	\$ 131,405,607	3.42%	\$ 135,841,261	3.38%
A5	Free Cash	3,560,000	38.0%	6,000,000	68.5%	7,400,000	23.3%	8,075,000	9.1%	8,815,000	9.2%
A6	Extra for Capital	700,000	0.0%	0	-100%	0	-100%	0	-100%	0	-100%
A99	Net Available Revenues	\$ 124,229,844	4.01%	\$ 128,806,399	3.68%	\$ 134,456,162	4.39%	\$ 139,480,607	3.74%	\$ 144,656,261	3.71%
Accommodated Costs											
B	Benefits	22,350,282	7.2%	24,795,314	10.9%	26,805,923	8.1%	28,752,621	7.3%	30,782,394	7.1%
C	Capital	3,787,000	28.9%	3,398,000	-10.3%	3,336,000	-1.8%	3,794,000	13.7%	4,266,500	12.5%
	Debt (inside levy)	2,818,038	-16.6%	3,051,975	8.3%	3,395,050	11.2%	3,130,925	-7.8%	2,861,100	-8.6%
D	Debt (excluded)	1,279,700	-52.4%	0	-100.0%	0		0		0	
E	Energy	2,563,800	11.9%	2,592,001	1.1%	2,676,472	3.3%	2,774,785	3.7%	2,866,542	3.3%
F	Financial	1,331,700	7.2%	1,336,368	0.4%	1,367,902	2.4%	1,400,380	2.4%	1,433,835	2.4%
G	Education - Out of district	6,035,328	4.0%	6,311,716	4.6%	6,548,405	3.8%	6,793,971	3.8%	7,048,744	3.8%
H	Education - Vocational	1,110,992	22.8%	1,553,610	39.8%	1,599,283	2.9%	1,658,913	3.7%	1,699,144	2.4%
J	Miscellaneous	3,701,017	4.4%	3,829,049	3.5%	4,292,907	12.1%	4,422,956	3.0%	4,557,839	3.0%
K	Community Priorities	150,000	0.0%	150,000	0.0%	0	0.0%	0	0.0%	0	0.0%
L1	Accommodated Costs	\$ 45,127,857	3.07%	\$ 47,018,032	4.19%	\$ 50,021,941	6.39%	\$ 52,728,551	5.41%	\$ 55,516,099	5.29%
L2	Net Accommodated Costs	\$ 45,127,857	3.07%	\$ 47,018,032	4.19%	\$ 50,021,941	6.39%	\$ 52,728,551	5.41%	\$ 55,516,099	5.29%
		\$ 59,392		\$ (235,718)		\$ 4,472		\$ 490		\$ 2,927	
Operating Costs											
OC1	Municipal Gov't Operating	27,515,838	4.00%	28,589,220	3.50%	29,442,211	2.75%	30,251,872	2.75%	31,083,799	2.75%
	adjustments	106,597		65,000							
	adjustments (EF+RF)	1,294,677	4.00%	1,339,991	3.50%	1,376,841	2.75%	1,414,704	2.75%	1,453,608	2.75%
	TOTAL Muni Gov't OPER	28,917,112	4.38%	29,994,211	3.72%	30,819,052	2.75%	31,666,576	2.75%	32,537,407	2.75%
OC2	School Operating	49,973,557	4.00%	51,879,875	3.50%	53,460,696	2.75%	55,084,990	2.75%	56,599,828	2.75%
	adjustments	151,925		150,000		150,000					
	TOTAL School OPER	50,125,483	4.32%	52,029,875	3.80%	53,610,696	3.04%	55,084,990	2.75%	56,599,828	2.75%
OC4	Operating Budgets	\$ 79,042,595	4.34%	\$ 82,024,086	3.77%	\$ 84,429,748	2.93%	\$ 86,751,566	2.75%	\$ 89,137,235	2.75%
	Municipal Gov't Operating	36.6%		36.6%		36.5%		36.5%		36.5%	
	School Operating	63.4%		63.4%		63.5%		63.5%		63.5%	
	TOTAL SPENDING	\$ 124,170,452	3.87%	\$ 129,042,118	3.92%	\$ 134,451,690	4.19%	\$ 139,480,117	3.74%	\$ 144,653,334	3.71%
	Muni Gov't OPER	\$ 28,917,112	4.38%	\$ 29,994,211	3.72%	\$ 30,819,052	2.75%	\$ 31,666,576	2.75%	\$ 32,537,407	2.75%
	Muni Gov't ACCOM	\$ 6,465,778	7.01%	\$ 6,603,410	2.13%	\$ 7,159,423	8.42%	\$ 7,395,817	3.30%	\$ 7,630,855	3.18%
	Muni Gov't TOTAL	\$ 35,382,890	4.86%	\$ 36,597,621	3.43%	\$ 37,978,475	3.77%	\$ 39,062,393	2.85%	\$ 40,168,262	2.83%
	School OPER	\$ 50,125,483	4.32%	\$ 52,029,875	3.80%	\$ 53,610,696	3.04%	\$ 55,084,990	2.75%	\$ 56,599,828	2.75%
	School ACCOM	\$ 6,035,328	4.00%	\$ 6,311,716	4.58%	\$ 6,548,405	3.75%	\$ 6,793,971	3.75%	\$ 7,048,744	3.75%
	School TOTAL	\$ 56,160,811	4.28%	\$ 58,341,591	3.88%	\$ 60,159,101	3.12%	\$ 61,878,961	2.86%	\$ 63,648,572	2.86%

A	Town of Reading Revenues - Details		One Yr		One Yr		One Yr		One Yr		One Yr	
	Projected	Chng	Projected	Chng	Projected	Chng	Projected	Chng	Projected	Chng	Projected	Chng
No.	7/9/25 6:04 PM	FY25	FY25	FY26	FY26	FY27	FY26	FY28	FY28	FY29	FY29	FY29
	Property Taxes											
	Tax levy (within levy limit)	87,419,731	3.4%	90,315,249	3.3%	93,470,006	3.5%	96,729,256	3.5%	100,121,237	3.5%	
	New Growth	692,707	-4.1%	875,000	26.3%	900,000	2.9%	950,000	5.6%	950,000	0.0%	
	Tax levy (debt exclusion)	1,279,700	-52.4%	-	-100.0%	-	#DIV/0!	-	#DIV/0!	-	#DIV/0!	
	Abatements and exemptions	(748,785)	-4.1%	(767,506)	2.5%	(786,693)	2.5%	(806,361)	2.5%	(826,520)	2.5%	
A1	Total Property Taxes	88,643,352	1.7%	90,422,744	2.0%	93,583,312	3.5%	96,872,895	3.5%	100,244,718	3.5%	
	Other Local Revenues											
	Motor Vehicle Excise	4,329,000	10.6%	4,510,000	4.2%	4,785,500	6.1%	5,034,775	5.2%	5,315,000	5.6%	
	Meals and Room Tax	699,000	23.7%	670,000	-4.1%	705,500	5.3%	735,500	4.3%	765,000	4.0%	
	Penalties/interest on taxes	378,000	8.0%	390,000	3.2%	405,600	4.0%	421,824	4.0%	438,697	4.0%	
	Payments in lieu of taxes	456,000	3.6%	478,000	4.8%	495,000	3.6%	509,850	3.0%	525,146	3.0%	
	Charges for services	2,434,000	3.4%	2,510,000	3.1%	2,662,000	6.1%	2,805,100	5.4%	2,990,000	6.6%	
	Licenses & permits	173,000	4.8%	165,500	-4.3%	175,000	5.7%	182,000	4.0%	190,000	4.4%	
	Fines	113,000	54.8%	85,000	-24.8%	90,000	5.9%	95,000	5.6%	100,000	5.3%	
	Interest Earnings	2,245,000	91.9%	2,600,000	15.8%	2,675,000	2.9%	2,750,000	2.8%	2,750,000	0.0%	
	Medicaid Reimbursement	120,000	-22.6%	170,000	41.7%	175,000	2.9%	183,000	4.6%	183,000	0.0%	
A2	Total Other Local Revenues	10,947,000	19.2%	11,578,500	5.8%	12,168,600	5.1%	12,717,049	4.5%	13,256,842	4.2%	
	Intergovernmental Revenue											
	State Aid	16,086,023	3.4%	16,488,174	2.5%	16,900,378	2.5%	17,322,887	2.5%	17,755,960	2.5%	
A3	Total Intergov't Revenues	16,086,023	3.4%	16,488,174	2.5%	16,900,378	2.5%	17,322,887	2.5%	17,755,960	2.5%	
	Operating Transfers and Available Funds											
	Cemetery sale of lots	25,000	0.0%	25,000	0.0%	25,000	0.0%	25,000	0.0%	25,000	0.0%	
	RMLD payment	2,522,510	-0.6%	2,501,991	-0.8%	2,552,031	2.0%	2,603,071	2.0%	2,655,133	2.0%	
	Enterprise Fund Support	1,294,677	4.0%	1,339,991	3.5%	1,376,841	2.8%	1,414,704	2.8%	1,453,608	2.8%	
	School Revolving Funds	100,000	0.0%	100,000	0.0%	100,000	0.0%	100,000	0.0%	100,000	0.0%	
	Premiums Reserve for Debt	1,281	-62%	0	-100%	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	
	Overlay surplus	350,000	0.0%	350,000	0.0%	350,000	0.0%	350,000	0.0%	350,000	0.0%	
A4	Total Transfers & Available	4,293,468	0.7%	4,316,982	0.5%	4,403,872	2.0%	4,492,775	2.0%	4,583,741	2.0%	
	OPERATING REVENUES	119,969,844	3.28%	122,806,399	2.36%	127,056,162	3.46%	131,405,607	3.42%	135,841,261	3.38%	
A5	Free Cash	4,260,000	29.9%	6,000,000	40.8%	7,400,000	23.3%	8,075,000	9.1%	8,815,000	9.2%	
	TOTAL REVENUES	124,229,844	4.01%	128,806,399	3.68%	134,456,162	4.39%	139,480,607	3.74%	144,656,261	3.71%	
	Town of Reading											
	Acc. Costs - Summary											
	7/9/25 6:04 PM											
No.		Projected	One Yr	Projected	One Yr	Projected	One Yr	Projected	One Yr	Projected	One Yr	
		FY25 <th>FY25</th> <th>FY26</th> <th>FY26</th> <th>FY27</th> <th>FY27</th> <th>FY28</th> <th>FY28</th> <th>FY29</th> <th>FY29</th> <th>FY28</th>	FY25	FY26	FY26	FY27	FY27	FY28	FY28	FY29	FY29	FY28
B	Benefits	22,350,282	7.2%	24,795,314	10.9%	26,805,923	8.1%	28,752,621	7.3%	30,782,394	7.1%	
C	Capital	3,787,000		3,398,000		3,336,000		3,794,000		4,266,500		
	Debt (inside levy)	2,818,038	4.5%	3,051,975	-2.3%	3,395,050	4.4%	3,130,925	2.9%	2,861,100	2.9%	
D	Debt (excluded)	1,279,700		-		-		-		-		
E	Energy	2,563,800	11.9%	2,592,001	1.1%	2,676,472	3.3%	2,774,785	3.7%	2,866,542	3.3%	
F	Financial	1,331,700	7.2%	1,336,368	0.4%	1,367,902	2.4%	1,400,380	2.4%	1,433,835	2.4%	
G	Education - Out of district	6,035,328	4.0%	6,311,716	4.6%	6,548,405	3.8%	6,793,971	3.8%	7,048,744	3.8%	
H	Education - Vocational	1,110,992	22.8%	1,553,610	39.8%	1,599,283	2.9%	1,658,913	3.7%	1,699,144	2.4%	
J	Miscellaneous	3,701,017	4.4%	3,829,049	3.5%	4,292,907	12.1%	4,422,956	3.0%	4,557,839	3.0%	
K	Community Priorities	\$ 150,000		\$ 150,000								
	TOTAL Accomm. COSTS	\$ 45,127,857	3.1%	\$ 47,018,032	4.2%	\$ 50,021,941	6.4%	\$ 52,728,551	5.4%	\$ 55,516,099	5.3%	

Town of Reading		One Yr		One Yr		One Yr		One Yr		One Yr	
Acc. Costs - Details		Projected	Chng	Projected	Chng	Projected	Chng	Projected	Chng	Projected	Chng
		FY25	FY25	FY26	FY26	FY27	FY27	FY28	FY28	FY29	FY28
B											
B1	Contributory Retirement	7,168,650	16.8%	7,768,860	8.4%	8,158,847	5.0%	8,628,981	5.8%	9,146,720	6.0%
B3	OBRA fees & OPEB study	40,000	0.0%	40,000	0.0%	40,000	0.0%	40,000	0.0%	40,000	0.0%
B4	OPEB contribution	200,000	-33.3%	200,000	0.0%	500,000	150.0%	500,000	0.0%	500,000	0.0%
B5	Workers Compensation	400,000	2.6%	405,000	1.3%	410,000	1.2%	415,000	1.2%	415,000	0.0%
B6	Unemployment Benefits	75,000	0.0%	80,000	6.7%	85,000	6.3%	85,000	0.0%	85,000	0.0%
B7	Group Health / Life Ins.	13,301,632	4.4%	15,110,654	13.6%	16,395,060	8.5%	17,788,640	8.5%	19,300,674	8.5%
B8	Medicare / Social Security	1,040,000	2.0%	1,060,800	2.0%	1,082,016	2.0%	1,155,000	6.7%	1,155,000	0.0%
B9	Police / Fire Indemnification	125,000	-7.4%	130,000	4.0%	135,000	3.8%	140,000	3.7%	140,000	0.0%
B99	Acc. Costs - Benefits	\$ 22,350,282	7.2%	\$ 24,795,314	10.9%	\$ 26,805,923	8.1%	\$ 28,752,621	7.3%	\$ 30,782,394	7.1%
C99	Acc. Costs - Capital	\$ 3,787,000	28.9%	\$ 3,398,000	-10.3%	\$ 3,336,000	-1.8%	\$ 3,794,000	13.7%	\$ 4,266,500	12.5%
D1	Debt Service - Principal	3,490,000	-33.1%	2,319,000	-33.6%	2,614,000	12.7%	2,474,000	-5.4%	2,319,000	-6.3%
D2	Debt Service - Interest	607,738	-28.2%	732,975	20.6%	781,050	6.6%	656,925	-15.9%	542,100	-17.5%
D3	Excluded debt	(1,279,700)	-52.4%	-	-100.0%	-	#DIV/0!	-	#DIV/0!	-	#DIV/0!
	Total Included Debt	\$ 2,818,038	-16.6%	\$ 3,051,975	8.3%	\$ 3,395,050	11.2%	\$ 3,130,925	-7.8%	\$ 2,861,100	-8.6%
	Premiums for general fund	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!
D99	Acc. Costs - Debt	\$ 4,097,738	-32.5%	\$ 3,051,975	-25.5%	\$ 3,395,050	11.2%	\$ 3,130,925	-7.8%	\$ 2,861,100	-8.6%
E1	Street Lighting (DPW)	135,000	0.0%	135,000	0.0%	140,000	3.7%	145,000	3.6%	145,000	0.0%
E2	Electricity (FacCORE)	1,095,000	2.3%	1,095,000	0.0%	1,127,850	3.0%	1,172,964	4.0%	1,219,883	4.0%
E3	Nat'l Gas (FacCORE)	878,800	30.0%	896,376	2.0%	932,231	4.0%	969,520	4.0%	1,008,301	4.0%
E4	Water/Sewer (FacCORE)	225,000	2.4%	230,625	2.5%	236,391	2.5%	242,300	2.5%	248,358	2.5%
E6	Fuel - vehicles (DPW)	230,000	21.1%	235,000	2.2%	240,000	2.1%	245,000	2.1%	245,000	0.0%
E99	Acc. Costs - Energy	\$ 2,563,800	11.9%	\$ 2,592,001	1.1%	\$ 2,676,472	3.3%	\$ 2,774,785	3.7%	\$ 2,866,542	3.3%
F1	Casualty Ins (AD SVC)	986,700	10.0%	1,011,368	2.5%	1,036,652	2.5%	1,062,568	2.5%	1,089,132	2.5%
F2	Vet's Assistance (PUB SVC)	\$ 145,000	0.0%	\$ 125,000	-13.8%	\$ 131,250	5.0%	\$ 137,813	5.0%	\$ 144,703	5.0%
F3	FINCOM Reserve Fund	200,000	0.0%	200,000	0.0%	200,000	0.0%	200,000	0.0%	200,000	0.0%
F99	Acc. Costs - Financial	\$ 1,331,700	7.2%	\$ 1,336,368	0.4%	\$ 1,367,902	2.4%	\$ 1,400,380	2.4%	\$ 1,433,835	2.4%
G1	SPED transp OOD (Sch)	1,119,456	4.0%	1,253,636	12.0%	1,300,647	3.8%	1,349,422	3.8%	1,400,025	3.8%
G2a	SPED tuition OOD (Sch)	6,029,920	4.0%	5,804,636	-3.7%	6,022,310	3.8%	6,248,146	3.8%	6,482,452	3.8%
G2b	SPED contingency	508,352	4.0%	1,190,046	134.1%	1,234,673	3.8%	1,280,973	3.8%	1,329,009	3.8%
G3	SPED offsets OOD (Sch)	(1,622,400)	4.0%	(1,936,602)	19.4%	(2,009,225)	3.8%	(2,084,570)	3.8%	(2,162,742)	3.8%
G99	Acc. Costs - OOD SPED	\$ 6,035,328	4.0%	\$ 6,311,716	4.6%	\$ 6,548,405	3.8%	\$ 6,793,971	3.8%	\$ 7,048,744	3.8%
H1	Voc School - NERMVS	702,224	5.5%	956,087	36.2%	994,330	4.0%	1,034,104	4.0%	1,075,468	4.0%
	Voc School - NERMVS Capital	160,000		339,615	112.3%	337,560	-0.6%	347,574	3.0%	336,225	-3.3%
H2	Voc School - Minute Man	54,080	4.0%	55,432	2.5%	56,818	2.5%	58,238	2.5%	59,694	2.5%
	Voc School - Essex North	194,688	4.0%	202,476	4.0%	210,575	4.0%	218,998	4.0%	227,757	4.0%
H99	Acc. Costs - Vocational	\$ 1,110,992	22.8%	\$ 1,553,610	39.8%	\$ 1,599,283	2.9%	\$ 1,658,913	3.7%	\$ 1,699,144	2.4%
J1	Rubbish (DPW)	2,095,278	3.0%	2,200,041	5.0%	2,640,050	20.0%	2,745,652	4.0%	2,855,478	4.0%
J2	Snow and Ice Control (DPW)	675,000	0.0%	675,000	0.0%	675,000	0.0%	675,000	0.0%	675,000	0.0%
J3	State Assessments	930,739	11.3%	954,007	2.5%	977,858	2.5%	1,002,304	2.5%	1,027,362	2.5%
	Cemetery (DPW)										
J99	Acc. Costs - Misc.	\$ 3,701,017	4.4%	\$ 3,829,049	3.5%	\$ 4,292,907	12.1%	\$ 4,422,956	3.0%	\$ 4,557,839	3.0%

John Arena noted that he looks forward toward a continued collaborative relationship. He noted the dialogue should be collegial but it hasn't always been. He noted this issue is out of the hands of the Board of Selectmen and he is confident that the Finance Committee will do a good job. Ms. O'Brien noted that she is coming in to talk with the Selectmen on November 18th about the LED lighting, tree trimming and charging stations.

Daniel Ensminger noted that he would like to see her Board on a face to face basis. John Arena suggested a dedicated meeting to talk about what is possible.

On another note, Town Accountant Sharon Angstrom noted an anonymous letter was received regarding a DPW employee who purchased a DPW Town truck a while back. It was a 1976 Chevy Dump Truck and \$2195 was the high bid. The comparable range from \$700 - \$3300 depending on condition. The truck was in terrible condition and sold for parts. The truck is not comparable to what was given but she hasn't had the chance to review it yet. She recommends that in the future the Town get a value before going out to bid. The Town also needs a policy to help employees not make any mistakes about a conflict of interest.

John Halsey asked if we can require a phone call to the Ethics Commission to see if the employee is allowed to bid and Ms. Angstrom noted she will check with the Town Clerk. She also noted that he was supposed to notify the Town Clerk but he didn't.

Marsie West noted that the vehicle needs to be advertised long enough (longer than one day) and to the right audience. Ms. Angstrom noted that this vehicle was advertised in many locations and we received multiple bids.

John Halsey suggested putting a reserve clause on the auction and if the reserve is not met then go to the high bidder and see if we can get fair value.

The Board thanked Ms. Angstrom for her work on this.

Discuss Fees and Collection Policies – Ms. Angstrom reviewed the fee analysis and noted that she is only showing the fees that need to change. The Fire Department proposed fee increases include the fire alarm permit fee increasing from \$15 to \$25; the flammable storage from \$10 to \$25; day care inspections from \$0 to \$25; gun powder storage from \$15 to \$25; single family smoke detector from \$25 to \$50; two family smoke detector from \$50 to \$100; miscellaneous permit from \$15 to \$25 and the sprinkler permit from \$15 to \$25. Ms. Angstrom noted that these are not a source of big revenue.

The proposed fee increases for Community Services permits include residential plumbing 1 fixture from \$22 to \$45; commercial plumbing 1 fixture from \$55 to \$100; residential gas 1 fixture from \$22 to \$45; commercial gas 1 fixture from \$55 to \$75; residential plumbing and gas up to 3 fixtures from \$22 to \$45; electrical 1 – 10 outlets from \$22 to \$25. There seems to be a problem with the \$22 amount in View Permit so the request is to increase to \$25.

The proposed fee increase for street opening/occupancy permits includes increasing all of the street opening permits to \$50. The sewer permits all require the same effort so the proposal is to increase from \$75 to \$100.

The water fees are low and should be increased to cover the cost of the actual parts being replaced. This would include increasing the ¾" valve replacement from \$30 to \$75 and the 1" valve replacement from \$30 to \$100. The meter test increase from \$15 to \$50 – we do a lot of these at the request of the homeowner and very seldom is there a problem with the meter. Hydrant test flow from \$0 to \$75 plus cost of ad; and the tapping fee for a new house from \$0 to \$250. The proposal for connecting the storm water to the Town's drainage from \$0 to \$75. Other Engineering proposals include plan scans from \$0 to \$5 and soil test witness/inspection from \$0 to \$25.

Board of Selectmen Minutes – October 14, 2014 – page 4

For late fees on dog licenses the proposal is to keep the fee at \$10 or \$20 plus the \$50 bylaw violation on May 1 and then lien against the tax bill in a timeframe as prescribed by law including a \$75 recording fee and \$75 release fee. If the dog owner is not the property owner the matter would go to court as it currently does. John Arena asked what the timeframe is for this and Ms. Angstrom indicated nine months to one year. John Halsey noted this is not only a fee reduction but a recovery process and he likes this because it is practical. The Town Manager noted this also simplifies the workload.

Mary Ellen O'Neill asked what happens if a dog passes. Town Clerk Laura Gemme noted that if the dog passes in the year issued then it will be voided for that year. She noted that the biggest problem is that people return the form but don't put their name on it.

Compost Sticker/Depot Parking – The Town Manager noted that the MBTA charges \$4 per day which works out to be \$983 per space per year or \$70,000 for 71 spaces. The Town of Reading collects \$80,000 per year for 545 spaces. Most people don't know that the Town pays \$536,000 per year to the MBTA for costs and that comes out of State aid. He suggests splitting the Compost Center/Depot parking fees. The Town can pay our trash contractor to pick up more leaves for approximately \$25,000 per year. It costs \$40,000 per year to run the Compost Center. The community would need a lot of lead time of at least one year to make this change.

Marsie West noted that she parks at the depot every day and the cost is too low - \$.10 per day.

Vote Subsequent Town Meeting Warrant Articles – Regarding Article 6 the Town Manager noted that the owner of Stop and Shop is a Dutch company and they are not interested in acting on this issue. They are actually thrilled that we are doing this and this gives the Town the ability to put a bus shelter there.

Article 8 are zoning changes to be made over four Town Meetings. Marsie West noted that the ones in November are core articles. The Town Manager noted that every Town Meeting Member will get a large handout to read in advance. We will start Articles 7 and 8 on the second night of Town Meeting.

Robert Corwin, 199 Summer Avenue and member of the 01867 Neighborhood Preservation Group spoke regarding Article 9. He noted that there are over 500 lawn signs throughout Town and 900 residents signed petitions. They are asking the Board of Selectmen to support sending Article 9 to Town Meeting.

John Arena noted that 22 houses responded and 2 did not. He asked about the relationship between 01867 and the sponsor or the Article the West Street Historic District Commission.

Daniel Ensminger asked for the rationale of not going all the way down Summer Avenue. Kathy Greenfield noted that decision was up to the West Street Historic District Commission to create the boundaries and she knows that they wanted to capture Wisteria Lodge. Daniel Ensminger asked if the West Street Historic District Commission noticed the homes and Kathy Greenfield indicated they did.

John Halsey noted that there was no one from the West Street Historical District Commission here this evening. He noted they are having a public hearing on October 27th. He would love to see the house preserved but can't vote to support an Article that the Selectmen do not sponsor. He can't vote until he hears from the West Street Historic District Commission and the public.

Board of Selectmen Minutes – October 14, 2014 – page 5

From: [Wellman, Jayne](#)
To: [Kraunelis, Matthew](#); [Tirone, Charles](#)
Cc: [Baptiste, Madeleine](#); [LaVerde, Jacquelyn](#)
Subject: Mattera Cabin & Montessori Pilot Program
Date: Thursday, July 10, 2025 1:35:04 PM
Attachments: [Pilot Montessori Forest School - Reading Conservation Commission Proposal \(2\) \(002\).pdf](#)
[Application - Mattera Cabin fillable.pdf](#)
[Information about the Mattera Cabin \(PDF\).pdf](#)
Importance: High

Matt,

Chuck Tirone provided the following estimated licensing fee information regarding the request from the Mulberry Forest Montessori for a pilot program to use the Mattera Cabin and Bare Meadow. This estimate is based on Mattera's existing non-profit rental rates and reflects the anticipated use as described by the school. Chuck says the Montessori Forest School will be officially recognized as a Reading-based nonprofit by the start of the school year.

The preliminary estimate is about \$10,000 for cabin use. This figure is subject to further discussion by the Conservation Commission, which may recommend a higher amount. Chuck has spoken to Co-Founder Mary Jirmanus Saba about these figures.

Also attached are the proposal from the school, information about Mattera Cabin, and the usual application form.

Proposed Licensing Fee Estimate, Montessori Forest School

Mattera Rental Rate Used: As a Reading-based nonprofit, the school would qualify for the nonprofit rate of \$20/hour (2-hour minimum per day), consistent with guidance from Town Counsel that rates be based on what we charge the general public.

1. Base Use – Bathroom Access Only

180 school days 2-hour minimum × \$20/hour = \$40/day

\$40/day × 180 days = **\$7,200**

2. Estimated Rainy Days – Full-Day Indoor Use

Estimated 15 full days (7 hours/day) 7 hours × \$20/hour = \$140/day

\$140/day × 15 days = **\$2,100**

Total Estimated Licensing Fee:

\$7,200 (base use)

\$2,100 (rainy day indoor use)

Total: **\$9,300**

This estimate is based on the school's anticipated use of the building.

Jayne

Jayne Wellman, MPA, MCPPO
Assistant Town Manager

16 Lowell St

Reading, MA 01867

781.942.6637 (o)

781.970.2537 (m)

A Self-Care Note: Your workday or hours may differ from mine. So please don't feel obligated to respond outside your normal working hours.

The Massachusetts Secretary of State has determined that general email is a public record unless the content falls within one of the stated exemptions under the Massachusetts Public Records Laws.



Mulberry Forest Montessori

Mary Jirmanus Saba, PhD & Aimee B. Fraulo, PhD
Heads of School



School Description

Mulberry Forest Montessori

Proposed Location at Mattera Cabin, Reading Conservation Commission

Mission Statement

By centering our core principles of accessibility, land stewardship, and community care, we provide children with a high-quality education that nurtures the mind, body, and spirit through engagement with nature and the outdoor world. We foster care and stewardship for the land, our community, and each other while ensuring that the chance to convene with nature is accessible to all.

Vision Statement

We are all interconnected - people, plants, land, animals, and other beings. Understanding our interconnectedness and direct connection to the land will ground children's inherent curiosity and commitment to making a positive impact on the place we live, while fostering deep commitment to caring for the land, themselves, each other, and our broader community.

Guiding Principles

We are guided by the principles of accessibility, land stewardship, and community care. Through outdoor, place-based education, centered in these principles, we foster critical thinking alongside important practical life skills, a love for learning, and a deep connection to ourselves, our histories, and one another.

A Research Based Approach

[Abundant research](#) shows that learning outdoors not only supports diverse learners such as those with attention and focus difficulties, but that establishing a strong relationship to nature encourages resiliency, focus, regulation among people of all ages. But as importantly, we believe that developing a relationship to the forest, becoming stewards of the land, from a young age, is an essential response to our rapidly changing climate and world. As young conservationists and land stewards, children in our program learn to read, write, and think critically, to tackle math and science in hands-on and practical applications in the Forest, making those skill sets both more enjoyable and less intimidating. Movement is naturally built into the day. And while the Forest offers distinct



challenges from a traditional classroom, persisting in our learning amid challenges builds resilience, cognitive vibrancy and collaborative problem solving. Following our school's principles of land stewardship, community care and accessibility allows for the unique opportunity for children to learn civic responsibility, reciprocity, to respect all beings, and the understanding of a broader ecosocial contract.

Instructional Philosophy & Focus

Montessori Education - Montessori is an education philosophy and practice that fosters rigorous, self-motivated growth for children and adolescents in all areas of their development, with a goal of nurturing each child's natural desire for knowledge, understanding, and respect. It is a very individualized approach to learning. Most lessons are given one-on-one, and in small groups and this enables each child to progress at their own pace and level of ability. Each child has an individual education plan, allowing the teacher, and child, to assess and adjust progress throughout the year.

Montessori materials incorporate the child's senses in the learning process. We believe children learn best by doing. Thus, materials in the classroom are for manipulating. This nurtures the direct hand-to-brain connection in the young child. Many Montessori materials also incorporate a control of error, which enables students to correct their own mistakes without adult intervention, encouraging confidence and problem solving.

Children in a Montessori classroom gain independence and develop responsibility toward themselves and their environment. A Montessori child is a well-rounded individual whose social skills are nurtured along with their academic skills. Children in a Montessori school enjoy the freedom to learn in a friendly, peaceful environment.

Forest School - For millenia, children have learned naturally outdoors. Friedrich Frobel, a German educator, formalized this approach almost two centuries ago, opening the world's first kindergartens ("children's gardens") more than 150 years ago. He believed that young children should spend their time playing in nature, with less emphasis on learning letters and numbers. While forest schools have long been popular across Europe, they have only rapidly spread throughout the United States in recent years.

Based primarily outdoors year-round, forest schools encourage children's connection to nature and land stewardship from a young age, foster problem-solving skills, and encourage children to take supported risks. Forest Schools connect curriculum to children's experience in the forest with broader experiences at home and in the community, scaffolding learning within a holistic connection to the world. Opportunities



for collaborative problem solving and leadership skills development are integral to the forest setting, which offers a range of environmental contexts for exploration.

The Forest environment is intrinsically beautiful, quiet, and peaceful – with innumerable sensory opportunities that are not available in an indoor classroom setting. Learning outside has been shown to naturally encourage regulation and focus, improve mental health, and intrinsically build physical movement into the child and adult leader’s days. Centering play, beauty, peacefulness, and context-based problem-solving, forest schools are deeply compatible with the Montessori approach.

Accessibility-First Pedagogy As a school committed to accessibility, and with the expertise of our seasoned Board member-experts in special education and Universal Learning Design, we bring the best of evidence-based research about accessible learning methods to a Montessori-Forest Classroom. We understand that every person has “access needs” and distinct ways of best processing and mastering skills and information. In order to robustly meet each individual child’s learning needs, allowing them to thrive, we incorporate a combination of educational approaches for all children, including:

- 1) Diagnostic Assessments in Math and ELA for each child at the start of the school year, and quarterly.
- 2) Individualized learning plans for each child.
- 3) Observation and portfolio based assessment methods for evaluating student level and progress

Impetus for Founding

I. An innovative child-led learning model

Forest school and Montessori education compliment one another, together offering a rich, grounded learning environment. Mulberry Forest Montessori will nurture child-led learning experiences, grounded in nature and a place-based connection to the land. Very few schools in the United States combine these philosophies — we hope to be a model for other Montessori forest schools. Trees, not screens, are the future of education.

II. An opportunity to meet a need in the community



The growing network of Forest and nature-based schools in Massachusetts primarily focus on early childhood education. Mulberry Forest Montessori is nearly unique in offering nature-based education to children from age three to twelve, filling an undermet need for children who thrive in outdoor and alternative school settings as they grow older. As a micro school focusing on equity and accessibility, we bring high-quality alternative education to low-income families as well as families who can afford private education.

Our revenue model is based on income-graded tuition, with additional support of grants and other donations, allowing us to make our program accessible to low income families. Our goal is to reach a point where we never turn any families away. Once firmly rooted, we will also be well situated to partner with other community groups to offer free and sliding scale land stewardship programming to the community.

III. Community Care for the Long Run

The early years of a child's life fundamentally impact their development and sense of self going forward. By centering accessibility and healthy practices, we promote wellbeing for children, families, and our natural world. As a primarily outdoor school year round, we also create accessible schooling for immunocompromised children and families who have relied on outdoor preschools, to continue their children's elementary schooling in an outdoor setting that uses additional layers of public health protections. Through immersion in nature and exploratory learning, children will learn how to be good stewards of themselves, others, the land, and our natural resources. Understanding and caring for the land, climate, water, and other resources will be increasingly important in the coming years. Set in the forest and grounded in accessibility, land stewardship and community care, Mulberry Forest Montessori will emphasize environmental education from a young age – creating caring community members with the knowledge to protect our environment, the land, themselves, and each other for generations to come.

Student Body

Pilot year: Ages 3-6: 5-10 children; Ages 6-12: 5-10 children (up to 20 children total)



Proposed Collaboration with Reading Conservation Commission

Mutually Supportive Collaboration

Top Line

We propose to locate our school on Conservation Land at and around Mattera Cabin during school hours for the 2025-2026 school year. At a minimum, we request access to bathrooms, emergency shelter, and secure shelving storage space.

We would participate in work days at the Cabin, steward and take care of the land around it. Our board and community will donate in-kind labor in the form of grant-writing and co-organizing fundraiser concerts, and our program will make a donation to the Conservation Commission Fund.

I. Location

For the 2025-2026 school year, we propose to locate our school at and around the Mattera Cabin. Our school hours will be 8:30 am - 3:00 pm, Monday-Friday. Our program is primarily nature-based, meaning that we are outside most of the day, year-round. This means that for most of the year (see calendar below), we would be primarily outdoors, locating indoors in the Cabin on rainy, cold, windy, and otherwise extremely inclement weather days.

II. Supporting the Goals of the Conservation Commission

Our mission and vision align with those of the Reading Conservation Commission, and we aspire to a mutually supportive and adaptable relationship with the Commission and its conservation goals. To that end, we would be able to support the Commission's work in the following ways:

- Make a yearly donation to the Conservation Commission Fund.
- Participate in work days in and around the Mattera Cabin as a "Friends of Mattera Cabin" initiative
- Maintain a presence in and around the Conservation area to deter hunters



- Educate visitors to the Conservation areas about the reasons not to walk dogs on Conservation land. Could include a flyering campaign in accordance with Conservation Commission policy
- Identify and remove invasive plants from Conservation land
- Record any land and/or facilities issues on the land around the Conservation area and Mattera Cabin itself
- Other supports as requested by the Conservation Commission

We will regularly communicate with the Conservation Commission to assure our operations are dovetailing with the Conservation Commission's goals and work and those of the Town of Reading.

III. Conservation Fund Donation Amount in Year One for Part-time Use of Cabin

Part of our goal in collaborating with a Conservation Commission is to direct funds that would otherwise go to private or commercial rent, to conservation goals instead. We direct all tuition towards expenses like fair wages, benefits, materials and scholarships for low income students

As of July 10, 2025, we have not begun enrollment for September 2025, as we are waiting to confirm our location. Our preference is to be at Mattera Cabin; however, we have a confirmed backup location at a local summer camp site. We have students who have been in our outdoor homeschool program in the past and are committed to attending in the fall. We intend to open a pilot program in order to give them a place to go to school.

However, this late start in enrollment means that in our pilot year, we do not yet know our 2025-2026 enrollment or school revenue.

We anticipate being able to afford \$3,000-\$5,000 in the 2025-2026 school year.

Facilities

I. Outdoor Classroom

We aim to be outdoors for most of the day, year round. The Conservation areas around and behind Mattera Cabin and the Pavilion above the community garden will provide space for playing, exploring, and learning.



Outdoor learning or “work,” as it is called within Montessori pedagogy, will take place on the grounds of the Cabin and Pavilion areas, with explorations into the woods and conservation areas. Children tend to select areas for play and work based on natural features. True to land stewardship principles, we will be mindful of children’s impact on the land, and will relocate our “classroom” areas regularly and in conversation to minimize impact.

Outdoor Classroom Asks:

- a) For shelter from light rain, we propose to use temporary popup or canopy tents to create discrete work spaces close to the cabin in addition to the Pavilion.
- b) We also request permission to install a portable or connected outdoor sink to facilitate handwashing and minimize traffic to the indoor bathroom.

If permitted, Mulberry Forest Montessori would be responsible for the installation, upkeep, and removal of any structures as requested and the restoration of land to its natural condition.

II. Pedagogical Materials Access and Storage Space

Mulberry Forest Montessori will require accessible shelving storage space in a covered and secure location. Montessori pedagogy relies heavily on natural materials, placed on shelves in appealing ways easily accessible to children. In addition, we will require emergency shelter for holding lessons in inclement weather.

We propose to place eight lockable storage shelves in a location inside the cabin in which we have semi-exclusive use, to prevent materials being lost or damaged. Children would enter the cabin each day to take their materials to outdoor work areas, or indoor work areas during inclement weather.

To start the 2025-2026 school year, we request non-exclusive use of one or more indoor spaces of the Cabin as “emergency shelter” during days when inclement weather prevents us from holding outdoor lessons. We request non-exclusive daily use of the restroom facilities in the Cabin during the school day throughout the school year.

We request to be notified if the cabins will have other users on a given day. We also request permission to create temporary outdoor classroom areas (e.g., popup tents), which we would be responsible for upkeep and rotation to minimize impact on the land.

We will tidy the Cabin at the end of each day and return the materials.



III. Indoor Classroom in Mattera Cabin

While we will continue to be outdoors even on cold days, we anticipate spending extended periods indoors during the colder months (indicated in calendar below). During the winter months, in which the Cabin has fewer regular users, we would agree upon certain areas that we would be able to work and learn in. We would be responsible for additional heating and electricity costs related to our usage. We would also donate and maintain air purifiers in each of the rooms of the Cabin.

We anticipate bringing in small mobile furniture additions such as floor cushions and a few small tables.

Cleaning and Upkeep:

We would clean the Cabin lightly each day after our use and thoroughly at the end of each week to prepare it for any weekend users.

IV. Bathroom Access and Handwashing Station

We request bathroom access inside the Cabin throughout the school day and school year.

We request to either:

- a) place a portable outdoor hand washing station outside the Cabin to minimize traffic indoors for handwashing, or to
- b) install an outdoor sink adjacent to the cabin for which we would assume the costs of installation and maintenance.

Operations

I. Parking, Pickup, and Drop off

Staff will arrive before students, by 8:00 am. We anticipate that a **maximum of 4-5 cars belonging to staff and volunteers** will park at the lot during the school day.



Our students will be dropped off in the morning between **8:20 and 8:30 am** and picked up in the afternoon between **3:00 and 3:10 pm**. Half-day students in the primary classroom will be picked up between **12:00 and 12:10 pm**.

Parents will be told to pull their cars all the way to the kiosk to drop off their children, who will be greeted by a teacher and directed to walk down the path to the cabin's back deck. We will place cones to indicate the drop off area. We will ask parents who wish to speak with the instructors before or after school to inform us by text before the start of the school day. We will indicate a parking spot, on the other side of the lot from dropoff, for parents who wish to speak briefly with teachers, to ensure that these exchanges do not create a drop off/pickup bottleneck.

Because of our limited enrollment in our pilot year, we do not anticipate traffic issues during pickup and drop off times.

II. Anticipated Enrollment Numbers

In our pilot year, we anticipate a maximum of 15-20 enrolled students*. The students will range in age from 3 to 12 years, divided into two “classrooms,” one elementary classroom (ages 6-12) and one primary classroom (ages 3-6).

Primary classroom students who have not yet turned 6 years old by December have the option to attend half days, from 8:30 am - 12:00 pm, two, three or five days a week. Students who are 6 years or older by December will attend full-time, 5 days per week.

We will also have a homeschooler enrichment program one afternoon a week.

NOTE: We have delayed enrollment to confirm our location. Enrollment will likely be significantly lower than our initial projection, reducing the number of children at pickup and dropoff, and also reducing our total tuition-based revenue.

III. Indoor/Outdoor Time

Given the average temperatures and snowfall in Eastern MA, we anticipate using the outdoor classroom as our primary classroom September through November, and April through June. The months of December and March will be transition months, with time spent both indoors and outdoors. The months of January and February will primarily be indoors with outdoor time every day (see table below.)

Table: Typical Conditions by Month with Anticipated Primary Classroom Setting

Month	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Avg. Temp. in °F & Snow	74-50 0"	62-39 0"	50-29 2"	39-21 8"	34-14 8"	37-15 11"	45-24 7"	58-34 1"	70-45 0"	78-55 0"
Class Setting	Outdoor	Outdoor	Outdoor	Outdoor + Indoor	Indoor + Outdoor	Indoor + Outdoor	Outdoor + Indoor	Outdoor	Outdoor	Outdoor

Source: <https://www.ncei.noaa.gov>

Tools will help us decide when to retreat indoors. We will consult various resources regarding heat and humidity, including the following from the NWS:

- [HeatIndex chart](#)
- [Wet Bulb Globe Map](#)
- [HeatRisk map](#)

In cold temperatures, forecasts for extreme cold will be monitored. Below 40°F, wind chill factors will play a role in determining how frequently students need to go inside to warm up. The Iowa Department of Public Health's chart on wind chill factors (a widely respected national resource) will be a resource in decision-making. For temperatures between 40°F and 35°F, students will be both indoors and outdoors throughout the day. When temperatures are 35°F or below, time spent outdoors will be limited, depending on other conditions. We will make this decision as to time allocation before 7:30am, and adjust during the day should temperatures change rapidly.

Our team will follow the public school's direction for snow days.

IV. Accreditation

We are seeking accreditation as a private micro school from the Reading School Committee. We anticipate presenting in front of the Reading School Committee in August and hope to receive their approval before the school year begins in September. DESE does not accredit independent private schools, rather leaving that decision to local school boards or committees.

While we are seeking accreditation, elementary age children (turning 6 years old by December 2025) will be enrolled as homeschoolers in their respective school districts. We will assist families with drafting homeschool education plans to be submitted to each school district.



We are simultaneously pursuing licensing with the department of Early Education and Care (EEC) for our preschool (primary) program as a Nature-based preschool and anticipate being licensed within the Fall semester. Until we are licensed, we will run as a license-exempt program.

V. Liability Insurance

We have a liability insurance policy by Great American Insurance with coverage of \$2,000,000, an abuse and molestation policy, and a separate policy for slips and falls.

We will provide a COI to the Town of Reading and the Conservation Commission.

VI. Health and Safety

We have a lower than average student-teacher ratio, and focus on individualized teaching that ensures attention to children's movement and activities in a safe way. Part of the first few weeks of school and our morning and afternoon meetings are about reinforcing norms of staying together, looking out for each other, establishing social and physical boundaries, teaching children to use tools properly and safely, and general safe interaction with one another and the environment.

All staff will be First Aid and CPR certified before the start of school. We always keep a comprehensive first aid kit on hand. Parents will be notified to pick up children who sustain minor injuries or illness. In the case of significant injury or illness, emergency services will be called, and the student plus one qualified adult will be taken to the nearest hospital for treatment (e.g., Melrose Wakefield Hospital, Lahey Hospital Burlington, or Winchester Hospital).

We have a primary care physician on call.

VI. Emergency Services and Evacuation

Upon reaching an agreement with the Town of Reading, we plan to develop an emergency and evacuation plan in consultation with the Conservation Commission, based on the Town's planning and architectural documents about the Cabin and the surrounding areas. An emergency planning and evacuation document is required by the



Department of Early Education and Care and will be in place weeks before the start of school.

VII. Accessibility: Creating Schooling Options for Family Needs

Our commitment to accessibility permeates our entire program. Our curriculum is designed around principles of intuitive design and incorporates evidence-based pedagogies that meet the needs of every learner. In short, our goal is to meet each student where they are in their learning process, rather than following a one-size-fits-all approach.

Following our joint Montessori-Forest-Accessibility approach, we implement individualized learning plans – a tool from Special Education – for each student. Teachers are trained to differentiate instruction to meet the needs of all learners and to develop individualized learning plans for all students. These plans are based on teacher observation and formative evaluation of student learning. On a quarterly basis, there will be an assessment of students' skills in decoding, reading comprehension, reading fluency, written expression, and mathematical reasoning and problem solving. These diagnostic assessments are reviewed by all members of the MFS teaching team and are used to identify appropriate skills instruction and teaching methodologies.

Our commitment to equity extends to health equity by making our program accessible to families who are immunocompromised, disabled or who otherwise need or desire additional layers of public health protections in order to join in person schooling. Our masking requirements root from our values around community care, collective reciprocity, and solidarity. In the past several years, nature-based preschool programs have proliferated; these programs are primarily outdoors and thus provide options for families who need or desire additional public health protections. Yet no such options exist for elementary school. As a primarily outdoor program that implements layers of protection, we are uniquely positioned to provide in-person schooling options to elementary-age children and families who have otherwise been unable to access school in person.



Staffing and Governance Structure

Staffing Overview

Mulberry Forest Montessori is a nonprofit school, anticipating affiliation with the [Wildflower Schools Network](#) of Montessori schools before the start of our school year in September 2025. Our curriculum is designed by veteran educators who also sit on our board, who together have decades of experience in rigorous, alternative, and accessible pedagogical approaches.

Our teaching team is made up of experienced educators who hold teaching credentials and Montessori certificates.

Curriculum Design and Pedagogy Team

James McGovern, Educator (Pro-Bono Consultant)

James McGovern recently retired after more than 25 years as an educator. While he spent most of his career as an upper elementary school teacher, he also worked as a behavior support specialist, an after-school program leader, and a paraprofessional. As a founding member of a democratically-run progressive public school in the Boston Public School district, James's classroom design and student-centered pedagogy has been featured in various film and print media. As a trained artist, one of James's passions is creating unique classroom spaces that encourage democratic process, social-emotional wellness and ongoing inquiry. James has supervised and recruited scores of student teachers and has appeared as a guest lecturer at the university level at Schools of Education throughout the Boston area.

Lindsey McGovern, Educator and School Administrator (Pro-Bono Consultant)

Lindsey McGovern is a dedicated, creative and hands-on teacher and educational leader with a background in curriculum, instruction, and assessment for diverse student needs. A lifelong learner, she holds a Masters degree in secondary curriculum and instruction from Boston College and a CAES (certificate of advanced educational specialization) in



educational leadership and policy, also from Boston College and has completed extensive additional training. She is licensed as a special education administrator, superintendent, English teacher, history teacher and special education teacher. She has worked as a teacher, special education administrator, and education director in public and private school settings, and has served as a Section 504 Coordinator, Civil Rights Coordinator, and Title IX Coordinator. At the university level, she supervised student teachers, assisted in educational research, and co-taught graduate courses in education with an emphasis on universal design for learning (UDL). Lindsey has also worked at the state level, providing complaint resolution to parents and monitoring school systems across the Commonwealth for compliance with federal program areas. Lindsey currently teaches English at one of Massachusetts's two public virtual schools. She is a fierce advocate for equity in education and is actively involved in disability and mental health advocacy work. In her free time, she enjoys spending time with her husband and rescue dogs, walking on the beach and reading fiction. She has never turned down a cup of strong coffee.

Aimee Fraulo, PhD, Educator, Ecologist and Research Scientist, Co-head of School

Aimee Fraulo has over 20 years of experience developing outdoor, nature-based educational programming grounded in neuroscience and sociocultural learning theories. Her background in environmental sociology, ecological systems theory, and learning sciences has informed her collaborative, interdisciplinary, nature-based, and child-centered approach to teaching. She has created educational materials and outdoor learning activities for elementary students and homeschool groups aligned with North American Association for Environmental Education's (NAAEE) Guidelines for Excellence, developed and presented professional development programs for classroom teachers in the US and internationally in Naples, Italy and Cape Town, South Africa. She holds certifications in Montessori elementary education through the American Montessori Society and in Environmental Education through the North Carolina department of Environmental Quality. She also holds certifications in Mindfulness Based Stress Reduction from Duke University and Nature Education through the Civic Ecology Lab at Cornell University.

Mary Jirmanus Saba, PhD Geographer, Co-head of School

Mary Jirmanus Saba is a geographer, filmmaker and educator whose artistic practice bridges community organizing, land stewardship and household labor. Her multidisciplinary works have shown and been awarded widely at festivals, galleries and community spaces, from the Berlinale in Germany, to the ICA in London, the Busan International Film Festival in Korea and Anthology Film Archives in New York. She holds a PhD in Geography from UC Berkeley, and is currently a University of California



Presidential Postdoctoral Fellow at the University of California, Santa Cruz. A lifelong educator, who has taught from preschool to the graduate level, she is currently pursuing a Montessori teaching credential from the Authentic Institute of Montessori.

Staffing

Mulberry Forest Montessori will maintain lower than average child:adult ratios (9:1) and practice the teacher/assistant model. Teachers will be referred to as “guides” to better describe their role of guiding the children’s development.

Aimee Fraulo, PhD, Lead Guide Elementary holds a PhD in Teacher Education and Learning Sciences from North Carolina State University, Raleigh, an MS in Interdisciplinary Ecology from University of Florida, Gainesville, and an American Montessori Society Montessori Teaching credential. Aimee Fraulo has over 20 years of experience developing outdoor, nature-based educational programming grounded in neuroscience and sociocultural learning theories. Her background in environmental sociology, ecological systems theory, and learning sciences has informed her collaborative, interdisciplinary, nature-based, and child-centered approach to teaching. She has created educational materials and outdoor learning activities for elementary students and homeschool groups aligned with North American Association for Environmental Education’s (NAAEE) Guidelines for Excellence, developed and presented professional development programs for classroom teachers in the US and internationally in Naples, Italy and Cape Town, South Africa. She holds certifications in Montessori elementary education through the American Montessori Society and in Environmental Education through the North Carolina department of Environmental Quality. She also holds certifications in Mindfulness Based Stress Reduction from Duke University and Nature Education through the Civic Ecology Lab at Cornell University.

Mary Jirmanus Saba, Elementary Guide holds a PhD in Geography from UC Berkeley, and is currently a University of California Presidential Postdoctoral Fellow at the University of California, Santa Cruz. A lifelong educator, who has taught from preschool to the graduate level, she is currently pursuing a Montessori teaching credential from the Authentic Institute of Montessori.

Annapurna Xochiestentli, Lead Guide Primary holds a BA in Environmental Studies and Women, Gender, and Sexuality Studies, Latinx Studies from Williams College, and an Association Montessori International Assistant Credential for the primary level. She is trilingual in Spanish, Portuguese, and English, and is currently pursuing a Montessori Teaching Credential from Authentic Montessori Institute. Annapurna grew up in the margins of Mexico City and the mountains beyond the capital. Her pedagogy is grounded



in the belief that teaching is a dialectical process, involving as much learning from children as teaching them. She brings experience in climate education, environmental research, and multilingual storytelling. Through Montessori nature-based education, she seeks to nurture care practices for land and water that cross generations and borders.

Note: An Assistant Teacher will support our Lead Guides.

Board of Directors

Heather Barger, Founder and Teacher Leader at The Montessori Field School

Heather was born and raised in Southern Indiana. She spent her childhood playing in its woods and creeks, and now, as a mom, is so happy for her kids to do the same. Heather has been a Montessori educator since 2011. She has a Bachelors degree in Elementary Education, Masters in Education with a Montessori Emphasis, and Montessori credential. She loves traveling and spent a year establishing a new Montessori school in Shanghai, China. When Heather's not bringing her dream of a Montessori forest school to reality, you can find her on an outdoor adventure with her husband, Zach, and two young children, William and Hazel. She co-founded the Montessori Field School, a Montessori-Forest School and member of the Wildflower network in St. Francis, Indiana.

Ann Marie Faust, PhD Biologist

Ann Marie Faust is a Senior Principal Scientist at Novartis Biomedical Research in Cambridge, MA. She has a PhD in Molecular and Cell Biology from UC Berkeley. She has taught biology courses at the university level at UC Berkeley, Berkeley City College, and Novartis Learning. She has experience with project management in drug discovery and in Massachusetts homeschooling regulations. Ann Marie has also been a community organizer in Eastern Massachusetts since 2021.

Mary Jirmanus Saba, PhD Geographer

Mary Jirmanus Saba is a geographer, filmmaker and educator whose artistic practice bridges community organizing, land stewardship and household labor. Her multidisciplinary works have shown and been awarded widely at festivals, galleries and community spaces, from the Berlinale in Germany, to the ICA in London, the Busan International Film Festival in Korea and Anthology Film Archives in New York. She holds a PhD in Geography from UC Berkeley, and is currently a University of California Presidential Postdoctoral Fellow at the University of California, Santa Cruz.



James McGovern, Educator

James McGovern recently retired after more than 25 years as an educator. While he spent most of his career as an upper elementary school teacher, he also worked as a behavior support specialist, an after-school program leader, and a paraprofessional. James holds a BFA from Mass Art and a Masters of Education from Wheelock College. As a founding member of a democratically-run progressive public school, the Mission Hill School, James's classroom design and student-centered pedagogy has been featured in various film and print media. As a trained artist, one of James's passions is creating unique classroom spaces that encourage democratic process, social- emotional wellness and ongoing inquiry. James has supervised and recruited scores of student teachers and has appeared as a guest lecturer at Schools of Education throughout the Boston area. In retirement, James is an avid fan of science fiction and horror film, blogs frequently on these genres, and is in the process of building a museum for his collection of classic monster toys. In addition, he is actively involved in multiple progressive causes about which he engages in frequent, spirited debate on social media. Most of all, he enjoys spending time with his rescue dogs and his wife and working in his backyard creating relaxing, natural spaces.

Lindsey McGovern, Educator and School Administrator

Lindsey McGovern is a dedicated, creative and hands-on teacher and educational leader with a background in curriculum, instruction, and assessment for diverse student needs. A lifelong learner, she holds a Masters degree in secondary curriculum and instruction from Boston College and a CAES (certificate of advanced educational specialization in educational leadership and policy, also from Boston College and has completed extensive additional training. She is licensed as a special education administrator, superintendent, English teacher, history teacher and special education teacher. She has worked as a teacher, special education administrator, and education director in public and private school settings, and has served as a Section 504 Coordinator, Civil Rights Coordinator, and Title IX Coordinator. At the university level, she supervised student teachers, assisted in educational research, and co-taught graduate courses in education with an emphasis on universal design for learning (UDL). Lindsey has also worked at the state level, providing complaint resolution to parents and monitoring school systems across the Commonwealth for compliance with federal program areas. Lindsey currently teaches English at one of Massachusetts's two public virtual schools. She is a fierce advocate for equity in education and is actively involved in disability and mental health advocacy work.



In her free time, she enjoys spending time with her husband and rescue dogs, walking on the beach and reading fiction. She has never turned down a cup of strong coffee.

Noel Sanders, Disability Rights Advocate

Noel Sanders, Disability Advocate and Senior Organizer Boston Center for Independent Living, Organizer at City Life Vida Urbana. Also an experienced Outdoor Educator, she has led rock climbing, hiking, and camping excursions to create spaces of belonging and facilitate team building.

School Calendar & Daily Schedule

I. School Calendar

Mulberry Forest Montessori will follow an academic calendar in line with Reading Public Schools, with some variation to accommodate seasonal weather changes. Instruction will be for 5.5 hours a day, and will begin the second full week of September and conclude the second full week of June, following the state guideline of providing at least 900 hours of instruction per year.

MFM will be closed on the following federal and state holidays:

- Columbus Day/Indigenous People's Day
- Veteran's Day
- Thanksgiving and the day after Thanksgiving
- Christmas Eve and Christmas Day (part of planned Winter break)
- New Year's Eve and New Year's Day (part of planned Winter break)
- Martin Luther King, Jr. Day
- President's Day (part of planned February break)
- Patriot's Day (part of planned April break)
- Memorial Day

Planned school breaks:

Thanksgiving break: November 27 - 28 2025

Winter break: December 24 2025 - January 2 2026

February break: February 16 - 20 2026

April break: April 20 - 24 2026



II. Daily Schedule and Instruction

Staff will be onsite from 8:00 am until 3:30 pm, Monday through Friday. Student drop-off will be from 8:20-8:30 am, and pick-up will be from 3:00 - 3:10 pm.

I. Daily Schedule

8:30 a.m. Arrival

8:30 - 9:00 a.m. Mindfulness activity, morning meeting to establish learning for the day (instructional time)

9:00-11:45 a.m. Montessori work period adjacent to Mattera Cabin (instructional time)

*Emphasis on English Language Arts (ELA) and Math blocks

11:45 -12:15 p.m. Lunch

12:15 - 2:30 p.m. Land Stewardship-focused emergent work period in the Forest (instructional time)

* Integrated Science and Social Sciences with emphasis on project-based and collaborative learning; Arts education

2:30 - 3:00 p.m. Afternoon meeting - student consolidation of learning for the day (instructional time)

3:00 p.m. Dismissal

II. Typical Day - Narrative Description

Our day begins with a morning meeting, where children gather with educators (known as guides) to check in, ground themselves, and establish goals for the day. Morning and afternoon meetings allow children time to learn and practice important socioemotional skills, build community, communication skills, listening, drawing communication based on what they hear, and interacting in ways that are respectful and challenging.



Deriving from the Montessori approach, all children have an individualized learning plan, and the guides check in at or after morning meeting to review that children are aware of what learning or “work” (in Montessori language) they plan to engage with that day.

After the morning meeting, children enter the cabin to retrieve stored learning materials on the cabin’s upper level. The day begins with a one-hour math block, where children understand that they will be working on math-related tasks. Children take math materials outside and go about their learning tasks, individually or in small groups. The guides circulate among the children, offering mini lessons in a “three phase instruction” structure (see below). The guides observe and document student progress to better support their learning. An English Language Arts (ELA) block follows the math block, again with the same Montessori method.

True to Montessori principles, children will still retain flexibility to move among different learning activities and subjects, changing their learning materials for others during the morning independent work period. Based on accessibility research, we add learning blocks to offer predictability that can be important for diverse learners.

The children then break for lunch on the deck and areas behind the cabin, or under the pavilion when it rains.

The afternoon period consists of Montessori and emergent project-based learning in the Forest, integrating science, health, environmental education, and social studies. These projects will be built around emergent themes (e.g., seasonal change and ecosystem adaptation in the transition from Summer to Fall). The specific content will be facilitated by our skilled Lead Guides with an eye to drawing our specific learning outcomes around ecology, local history, contemporary governance, conservation, biology and physics. Particular themes and projects are determined by collective decision-making among children with support of the guide. These afternoon periods offer children ample opportunity to put into practice Math and ELA skills in a practical context in a way that encourages meaning and understanding of application, relevance and real world circumstances.

For example, children may construct an educational nature trail in conversation with the Conservation Commission. This project could involve writing a proposal for the project, measuring and complex math calculations, researching biology, social history, ecology to develop educational signs, applying art skills to design the



signs, and ultimately constructing them and putting them up. This process is also physical education, whole child embodied learning, empowering children's self-esteem and agency. Children will also practice various forms of critical reading and writing, encountering literature, poetry, scientific and historical texts, in relation to the learning experience.

The afternoon work periods also give the children the opportunity to practice collaboration and compromise, regulation and decision-making, among other important socioemotional learning skills.

On alternating days, we will intersperse arts instruction: music, dance, and visual arts. These subjects will be taught by our guides, also facilitated by local expert guest lecturers. One or two days a week we will incorporate Spanish language immersion through music and games with one of our guides.

Children will return to the cabin for afternoon meeting at 2:30 pm, where they will reflect on what was accomplished that day and begin setting goals for the following day.

Children and instructors will say goodbye to the forest for the day, to be picked up in the parking lot at 3:00 pm.

Tuition and Enrollment

Our Commitment to Equity and Accessibility

True to our principle of accessibility, our program is committed to making our rigorous, land-stewardship focused education available to all families. Thus, we have a graded tuition model that allows us to guarantee financial accessibility.

As an emerging Wildflower school, we commit to having at least 1/3 of our students on reduced tuition - we intend to eventually exceed this ratio. Our ultimate goal is to accept all children regardless of economic status or family income, while developing a revenue model that is primarily tuition based and not reliant on external grant funding.

Tuition, at our highest income bracket, is already slightly below the average tuition for comparable local Montessori and nature-based programs. Tuition will go directly to fair



teacher salaries, insurance, materials, and scholarships for other students. In our pilot year, we anticipate having a handful of students on full income-based scholarships.

Further, our board is all volunteer, and in our pilot year, our curriculum-development and accessibility experts and Founding Co-head of school are working in a pro bono fashion in order to launch the school.

Tuition Rates 2025-2026

Full time (8:30 am - 3:00 pm, M-F) tuition for our elementary and primary program is \$21,400 per year.

Full time (8:30 am - 12:00 pm, M-F) tuition for our preschool morning program is \$13,125 per year.

We have additional part-time options for our preschool morning program:

- Three mornings per week: \$9,240 per year
- Two mornings per week: \$6,720 per year

We have a graded tuition model offering reduced rates dependent on income levels.

Comparable Local Tuition Rates

	Location	Philosophy	Hours	Ages	Tuition
Birches Nature School	Lincoln	Mixed Pedagogies	Full Day	2.9 - grade 8	\$26,700 - \$33,400
Andover School of Montessori	Andover	Montessori	Full Day	2.9 - grade 8	\$23,350 - \$26,400 plus activity fee
Boston Outdoor Preschool Network	Roslindale and Melrose	Forest School	Full day	2.9 - 6 yo	\$23,500 - \$25,000



Wright Locke Farm School	Winchester	Forest School	Half-day	3 - 6 yo	\$15,000
Wildwood Nature School	Hopkinton	Forest School	Full Day	3-8 yo	\$16,000 - \$18,500
Allium Wildflower Montessori	Cambridge	Montessori	Full day	5.9 - grade 8	\$23,700

Mattera Cabin Rental Request

1481 MAIN STREET, READING, MASSACHUSETTS

Applicant Information

Name of Applicant:	Today's Date:
Contact Name:	Day Time Phone:
Mailing Address:	Evening Phone:
Town, State and Zip Code:	Email Address:
Purpose for use:	
Number of people:	

Date(s) and Time(s) Requested:

Include set-up and breakdown

Date	Begin	End

Date	Begin	End

Date	Begin	End

The field fees collected by Conservation Division go into a revolving account for the operation and improvements of Mattera Cabin. Please note, access codes to the building can be obtained by contacting the Conservation Department during normal Town Hall hours. Cancellations will be charge a \$10.00 fee, unless fee is credited for next event.

By signing below, I agree that I have read and understand the Mattera Cabin Use Policy and Protocol on pages 2 & 3.

Signature

Date

For Office Use Only			
Total Fee Paid	Date Paid	Approved By	Approval Date

Mattera Cabin Use Protocol

Accessing Cabin:

You must contact the Conservation Division for the lock box code. This should be done several days in advance . Town Hall is closed Friday through Sunday – so please plan head. There is a key box to the right of the front door, slide the black shield down and dial the code left to right. Now you are set for your event.!

Please note that the 2nd level loft is closed to non-staff.

Feel free to use the refrigerator (you may need to plug it in), sink, bathroom, cabinets etc. Tables and furniture may be moved around to help satisfy the needs of your event.

Upon your departure, please make sure you put everything back to its original location and remove everything you bring with you including the trash/recycling, cups, sugars, etc.

Things you should consider bringing to your event:

- Trash bags
- Paper Towels
- Paper/Plastic Goods

Closing the cabin:

- Make sure you clean-up and leave the cabin as you found it. There is a broom and mop under the staircase in the closet.
- Make sure you remove all the trash.
- Make sure all the windows and doors are closed and secured.

Mattera Cabin Do's & Don'ts

Do's:

- If it is dark outside, please make sure the outside lights are on while you are in the Cabin. Once your event is over, please turn off all lights.
- While in the Cabin, please keep doors unlocked. Once your event is over, please lock up.
- Thermostats can be adjusted for the comfort of users but must be reset to 55 degrees at the end of your event. The cabin may be empty for a significant time.
- Parking is not defined, please let your guests know where to park ahead of time. There is room for approximately 20 cars in the parking and driveway area.
- Please be considerate about noise levels. There are many residents close by. If your event includes music, please keep the volume moderate and keep the doors and windows shut. Also, please refrain from excessive noise in the parking lots – noise travels far in the quiet of the night.
- Your event must end by 9 PM.
- There are at least 5 chairs and 1 folding table available for your event. After your event ends, please clean them thoroughly and return them to their storage location.

Don'ts:

- Please do not bring any alcohol and or cigarettes into the cabin.
- Please do not use any type of open flames. This includes no candles or sparklers. Mattera Cabin does NOT have an internal fire safety sprinkler system.
- Please do not leave any trash behind. The cabin does not have trash bags, so please bring your own trash bags, bundle up your trash and take your trash bags with you. This includes removing any recycling you put into the recycling bin.
- The Loft Area is closed to the public. *It is not handicap accessible.*
- Do not use any adhesives, push pins, tacks or nails to attach decorations and/or signs on the walls or ceilings. If you wish to have decorations, please use specialty adhesive strips that do not damage surfaces and remember to remove the decorations and the adhesive strip's remnants when your event is over!

MATTERA CABIN

1481 MAIN STREET, READING, MASSACHUSETTS

History

A few years ago the Town of Reading with a generous donation from Mr. and Mrs. Burbank combined with some grant funding purchased the Mattera Cabin as part of a 2+ acre wooded parcel. Located at 1481 Main Street, the Cabin has been improved and is now available for rent - it can accommodate 25-30 people and is approximately 800 square feet. The Cabin has one handicap-accessible bathroom, a large fully furnished foyer and two smaller break-out rooms.

Cabin Amenities*

- 800 square feet
- Accommodates 25-30 people
- Parking for approximately 12 cars (1 ADA compliant)
- 2 folding tables and 10 chairs
- 1 regular table and 6 chairs
- 1 pub table and 4 chairs
- 5 outdoor chairs
- Outdoor picnic bench
- Kitchenette
- 1 couch and 1 chair
- 1 coffee table
- ADA compliant bathroom
- 400 foot ADA accessible trail
- Viewing Platform

*please note the amount of chairs and tables can vary



Want to check out the cabin or to book it for your next event?

Contact the Conservation Division via email at ctirone@ci.reading.ma.us 781-942-6616

Mattera Cabin Rental Rates

Rental Type	Reading Non- Profit	Reading Private Function	Town Gov't	Non-Reading Non-Profit	Non-Reading Private Function	Non-Reading Town Gov't
Rates Per Hour*	\$20per hour*	\$40 per hour*	No Charge	\$35 per hour*	\$75*	\$35* 71

***2 hour minimum required**

FY26 Board & Committee Funding Requests

Board/Committee	Item(s)/Project(s)	Amount Requested
Climate Advisory Committee	TOTAL	\$1,000

Conservation Commission	Landscaping Tools @ Mattera Cabin	\$500
	Invasive Management @ Bare Meadow	\$5,000
	Signage & Kiosk	\$3,100
	Mattera Cabin Improvements	\$1,600
	Fence Repair @ Maillet Sommes	\$280
	TOTAL	\$10,480

Historical Commission	Annual Operating Budget	\$1,500
	Temporary Archival Processing Services	\$5,000
	TOTAL	\$6,500

Town Forest Committee	TOTAL	\$6,500
Trails Committee	Materials	\$3,000
	Equipment	\$2,000
	TOTAL	\$5,000

TOTAL REQUESTS

\$29,480

FY25 Board & Committee Funding Requests (For Reference)

Board/Committee	Amount Voted by Select Board
Climate Advisory Committee	\$1,000
Conservation Commission	\$6,000
Historical Commission	\$1,500
Town Forest Committee	\$6,500
Trails Committee	\$5,000
	\$20,000

From: [Genady Pilyavsky](#)
To: [LaVerde, Jacquelyn](#)
Cc: [Kraunelis, Matthew](#); [Baptiste, Madeleine](#)
Subject: Re: BCC Funding Requests
Date: Tuesday, July 8, 2025 10:36:14 AM

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Thank you for reaching out to Jackie.

Just the standard request we put in every year should be sufficient. I do not believe we used it this year, reusing posters from the year before, but could use an update on them.

The other item, which I do not believe went through the SB in the past, is for the town to send out a survey along with the census. We have done this every other year, and in the past Bob and Fidel covered the cost (printing) of the survey from some other budget item. The survey has not been updated just yet, but will be in the next few months.

Lastly, we would like to have a logo competition, where kids in the school district submit their designs. Not sure if we'll be asking elementary, middle, high, or combination of, to submit. Ideally, we would like to offer a prize, either cash or maybe gift cards to local businesses? Not sure if this is something a town would or could cover, if you would like for us to reach out to businesses, or if I should just bank roll it myself. Please advise from a legal perspective as I do not want to cross into a gray area.

Thank you in advance,

-Gena

On Tue, Jul 8, 2025 at 10:11 AM LaVerde, Jacquelyn <jlaverde@readingma.gov> wrote:

Hi Gena,

Just wanted to check in with you and ask if the Climate Advisory Committee had any requests for funding for FY26. The Select Board will be voting on board/committee funding requests at their next meeting on July 15th. If you have anything, please let me know

Many thanks,

Jackie

From: Kraunelis, Matthew <mkraunelis@readingma.gov>

Sent: Thursday, June 12, 2025 6:12 PM

To: Jeffrey Lamson <jlamson04@gmail.com>; Pino D'Orazio <pdorazio@gmail.com>; John Kastrinos <johnbobk@icloud.com>; genady.pilyavsky@gmail.com; bpbowe@outlook.com
Cc: Wellman, Jayne <jwellman@readingma.gov>; LaVerde, Jacquelyn <jlaverde@readingma.gov>
Subject: BCC Funding Requests

Good Evening Board Chairs,

The Select Board will take up Board Funding Requests at their meeting on July 15th. Please send us your requests by Wednesday, July 9th so that they can be included in the Select Board Packet.

Thanks,

Matt

Matthew A. Kraunelis, Esq.

Town Manager

Town of Reading

16 Lowell Street

Reading, MA 01867

781-942-9043

mkraunelis@ci.reading.ma.us

www.readingma.gov

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Dear Select Board Members:

I'm writing to respectfully request approval for an operating budget for the Conservation Commission, as Conservation has no stand-alone operating budget at this time.

A total of \$10.480 in the following increments:

General Landscaping tools to help with maintenance around Matter Cabin. \$500

- Weed Whacker
- Shovel(s)
- Garden Rake
- Wheelbarrow (8.75 cu ft cart)

Invasive Management – Bare Meadow - \$5.000

Mass Audubon's stewardship plan identifies several patches of invasive species in Bare Meadow, including Japanese knotweed and Oriental bittersweet. These should be addressed before they spread further and become more difficult to manage.

Signage and Kiosk - \$3,100

These signs would be in same format as recent purchases for other Conservation Areas and town buildings.

- A sign at Kurchian Woods at the end of Veterans Way

Mattera Cabin Improvements - \$1,600

Work to construct a new 24' x 24' deck behind Mattera Cabin. Once the deck is complete, we want to purchase a picnic table for use by visitors and during educational programming.

Fence Repair – Maillet, Sommes & Morgan Conservation Area - \$280

There is a single section of fencing that has broken. To replace it we will need two posts and one cross rail.

Thank you,
Brian Bowe
Chair, Conservation Commission

From: [jonathan.barnes](#)
To: [Kraunelis, Matthew](#)
Cc: [LaVerde, Jacquelyn](#); [Pino, D'Orazio](#); [Baptiste, Madeleine](#)
Subject: Re: Historical Commission Annual Budget For FY26
Date: Wednesday, July 9, 2025 10:59:31 PM

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Hi Matt,

I just wanted to get back to you following our RHC meeting tonight, regarding the upcoming Select Board consideration of board budget requests for this fiscal year. And thank you for the opportunity given to us to review our budget request this year. We would like to request the following in addition to our traditional \$1,500 yearly operating budget amount (which generally only covers supplies; event expenses such as display materials and registration fees for Arts Reading, Friends & Family, Garden Club Plant Sale, Fall Street Faire; membership renewal fees, etc.):

- Up to \$5,000 for Temporary Archival Processing Services at approximately \$23-\$25/hour . Last year we were fortunate to utilize AARPA funds for a temporary archivist to begin the process of organizing and cataloging the Town's collections of historical photographs, manuscripts, and documents. But much more needs to be done to finish that process. Our records are now identified, categorized, and enumerated in a collection management software system. We still need to refine that system and upload as much as reasonably possible into it. We also need to improve our storage of our physical items using best preservation practices, and identify and cull duplicates.

Please let me know if you need any additional information or if we can answer any questions from Select Board members. Thanks very much.

Best,

Jonathan

On Jul 8, 2025, at 10:39 AM, Kraunelis, Matthew <mkraunelis@readingma.gov> wrote:

Thanks Jonathan, I won't be around much on Thursday, so please copy Jackie and Maddie from my office on anything you send.

Matt

From: jonathan barnes <jebarnes2@verizon.net>
Sent: Tuesday, July 8, 2025 10:35 AM
To: Kraunelis, Matthew <mkraunelis@readingma.gov>
Cc: LaVerde, Jacquelyn <jlaverde@readingma.gov>; Pino D'Orazio <pdorazio@gmail.com>
Subject: Re: Historical Commission Annual Budget For FY26

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Hi Matt,

Thanks very much for your email. The RHC is meeting tomorrow night, and I'll ask if we have any need to request funds additional to the \$1,500. I'll follow up by Thursday.

Best,

Jonathan

On Jul 8, 2025, at 10:17 AM, Kraunelis, Matthew <mkraunelis@readingma.gov> wrote:

Hi Jonathan, the Select Board plans to take up board budget requests at their meeting next Tuesday. We are putting together the meeting agenda and gathering information for the packet. Below you have requested \$1,500 for the RHC. Should I just include your email in the packet or would the RHC like to submit something additional? We are finalizing the packet on Thursday.

Thanks,

Matt

From: jonathan barnes <jebarnes2@verizon.net>
Sent: Tuesday, April 29, 2025 4:28 PM
To: Kraunelis, Matthew <mkraunelis@readingma.gov>
Subject: Re: Historical Commission Annual Budget For FY26

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Hi Matt,

Thank you, much appreciated! Please let me know if you need anything else from the RHC regarding our request. Please also let me know if you or the SB would expect or would like any of the RHC members to attend the SB meeting when these requests are to be considered. I'm not aware that currently, the RHC has any additional budget needs or plans, and will inquire at our upcoming May meeting. Thanks again.

Best,

Jonathan

On Apr 29, 2025, at 12:29 PM, Kraunelis, Matthew
<mkraunelis@readingma.gov> wrote:

Hi Jonathan,

Thanks, the process is the same for FY26.
The money for the RHC is within the Select Board line. At the appropriate time, the Select Board will begin taking requests from boards. I will recommend that the RHC continue to receive \$1,500 from this fund.

Matt

-----Original Message-----
From: jonathan barnes

<jebarnes2@verizon.net>

Sent: Monday, April 28, 2025 3:19 PM

To: Kraunelis, Matthew

<mkraunelis@readingma.gov>

Subject: Historical Commission Annual
Budget For FY26

CAUTION: This email originated from outside of the Town of Reading's email system. Do not click links or open attachments unless you recognize the sender's email address and know the content is safe.

Hi Matt,

I'm sure you're very busy with Town Meeting, but I just wanted to check in with you about the Reading Historical Commission's annual operating budget for FY26. As you know, the RHC used to have an annual \$1,500 budget approved each year at Town Meeting. However, a couple of years ago, Bob LaLacheur changed that by incorporating any RHC budget into a fund controlled by the Select Board/Town Manager. I noticed in the TM warrant book re the FY26 budget that the RHC again had a \$0 budgeted amount. Since then you and the Town have continued to allocate at least that \$1,500 budget amount to the RHC from the SB/Town Manager account, and I wanted to request that you continue to provide that budget amount to the RHC for FY26. Would you please let me know? I'm happy to talk further with you and/or the Select Board if you prefer. Thanks very much!

Best,

Jonathan

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From: [Kraunelis, Matthew](#)
To: [LaVerde, Jacquelyn](#)
Subject: FW: BCC Funding Requests
Date: Thursday, June 26, 2025 4:10:55 PM

Have you gotten many of these back?....

From: Jeff Lamson <jlamson04@gmail.com>
Sent: Thursday, June 26, 2025 10:54 AM
To: Kraunelis, Matthew <mkraunelis@readingma.gov>
Subject: Re: BCC Funding Requests

CAUTION: This email originated from outside of the Town of Reading's email system. Do not click links or open attachments unless you recognize the sender's email address and know the content is safe.

Hi Mr Kraunelis

The Town Forest Committee is requesting the same amount as last year (\$6500).

Thank you

Jeff

On Thu, Jun 12, 2025 at 18:12 Kraunelis, Matthew <mkraunelis@readingma.gov> wrote:

Good Evening Board Chairs,

The Select Board will take up Board Funding Requests at their meeting on July 15th. Please send us your requests by Wednesday, July 9th so that they can be included in the Select Board Packet.

Thanks,

Matt

Matthew A. Kraunelis, Esq.
Town Manager
Town of Reading
[16 Lowell Street](#)
Reading, MA 01867
781-942-9043
mkraunelis@ci.reading.ma.us
www.readingma.gov

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From: noreply@civicplus.com
To: [Townmanagersoffice](#)
Subject: Online Form Submittal: Town Manager - Contact Us
Date: Thursday, May 29, 2025 8:37:01 PM

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Town Manager - Contact Us

Town Manager Staff	Matt Kraunelis, Town Manager
First & Last Name	John Kastrinos
Your E-mail Address	johnbobk@icloud.com
Subject	Reading Trails Committee budget request
Message	<p>Dear Mr. Kraunelis:</p> <p>The purpose of this letter is to request funding of \$5,000 for the upcoming year of work dedicated to maintaining, repairing, and expanding the trail network in the conservation land areas enjoyed by citizens of the Town of Reading. The wealth of green spaces for recreation, habitat, and community aesthetics is owed in no small part to the generous funding the Town continues to provide our active and hard-working Committee of volunteers. With over 15 miles of trails featuring over 25 boardwalks and bridges, the work of the Committee in keeping our trails safe and passable is never done. There are fallen trees to be removed, unstable boardwalk sections to be replaced, eroded segments to be restored and new boardwalks needed where ponding has encroached, making some sections of trail seasonally impassable.</p> <p>The funding we are requesting will be put to good use maintaining and repairing equipment, particularly power tools, and purchasing wood chips, stone, and stone dust to mark the trails and protect them from erosion. The funding will also support purchase of boardwalk/bridge lumber and associated hardware to build new infrastructure or repair existing features that are unsafe due to a combination of factors, including settlement, and rot. The Committee estimates the funding will be used for the following:</p> <p>Materials: \$3,000 (enough to cover roughly 120 ft of boardwalk or bridge)</p>

Equipment: \$2,000 (for hand tools, power tools, and rental or purchase of equipment for transporting trail materials)

The Trails Committee greatly appreciates the Town's consideration of this proposal.

Sincerely,

John R. Kastrinos
Chair, Reading Trails Committee

Email not displaying correctly? [View it in your browser.](#)

<u>Date Received</u>	<u>Sender</u>	<u>Topic</u>	<u>SB Response</u>	<u>Staff Response Required?</u>	<u>Response Date</u>	<u>Follow up Comments</u>	<u>Closed</u>
			Board update for March 1st meeting below				
2/11/2022	Bob Kaminer	459 Main Street					
2/14/2022	Nick Bonanno	Comments for 2/15/22 BOS Hearing					
2/15/2022	Bruce Mackenzie	SB Agenda Request, Safe Routes Schools, and Sanborn Lane					
2/17/2022	Leslie McGonagle	FAX: Scoreboard Vote by Select Board		Fidel/Jenna	2/23/2022	Met with Resident to final alternatives	yes
2/19/2022	Kathy Hegarty	New Parking Meters					
2/21/2022	Tina Torman	Parking Meter Request					
2/21/2022	Walt Tuvell	Re: Open Meeting Law Complaint					
2/23/2022	Kendra Cooper	Fwd: 34 Deborah Drive Accessory Apartment - Conservation Hearing 2/23/22					
2/24/2022	Elaine McKenna	Parking Meters					
			Board update for March 22nd meeting below				
2/27/2022	Mary Ellen O'Neill	Sidewalks	FAM		2/27/2022	DPW clearing them	yes
2/27/2022	Mary Ellen O'Neill	Sidewalk Follow-Up					
2/28/2022	Anne Coneeney	Flooding issue in yards of lower Temple and Woburn Streets					
3/1/2022	Angela Binda	Birch Meadow funding - CIP					
3/1/2022	Joseph DiGiovanni	Feedback about 34 Deborah Drive Accessory Apartment					
3/2/2022	Alicia Williams	Town Manager Severance					
3/7/2022	Kendra Cooper	Re: 34 Deborah Drive Accessory Apartment-Special Permit Hearing/Plans 5/1/22					
			Board update for July 15th meeting below				
6/13/2025	Ed Thomas	Road Work Part 2		DPW/Engineering	6/17/2025	DPW Engineering informed resident that Prescott Street will be paved this summer	
7/2/2025	Mary Hagstrom	Resident Parking Permit		PD	7/2/2025	Working with Police Dept on West Hill Circle Parking Recommendations	
7/6/2025	Julie MacDonnell	Austin Prep Student Parking		PD	7/7/2025	Working with Police Dept on West Hill Circle Parking Recommendations	

August 5, 2025			
	Pledge of Allegiance		7:00
	Overview of Meeting		
	Public Comment (for any items not included on the agenda)		7:05
	Town Manager Report		7:15
	Community Spotlight		
Public Hearing	Discuss and Vote on Transfer of All-Alcohol Restaurant Liquor License for Florida Coal Fired Pizza LLC, d/b/a Anthony's Coal Fired Pizza, located at 48 Walkers Brook Drive		
	Discuss and Vote on 413 Main Street Early Opening		
	Discuss Potential Override/Budget Review (Recurring Discussion)		10 mins
	Select Board Liaison Reports		
	Future Agendas		
	Approve Meeting Minutes		
August 26, 2025			
	Pledge of Allegiance		7:00
	Overview of Meeting		
	Public Comment (for any items not included on the agenda)		7:05
	Town Manager Report		7:15
	Community Spotlight		
	Discuss and Vote on Overdose Awareness Proclamation		
	Annual Update from Reading Ice Arena Authority		
	Discuss and Vote on 32 Lincoln Street Renovations/Re-Roofing		
	Select Board Liaison Reports		
	Future Agendas		
	Approve Meeting Minutes		
September 9, 2025			
	Pledge of Allegiance		7:00
	Overview of Meeting		
	Public Comment (for any items not included on the agenda)		7:05
	Town Manager Report		7:15
	Community Spotlight		
	Select Board Liaison Reports		
	Future Agendas		
	Approve Meeting Minutes		
September 23, 2025			
	Pledge of Allegiance		7:00

	Overview of Meeting		
	Public Comment (for any items not included on the agenda)		7:05
	Town Manager Report		7:15
	Community Spotlight		
	Close Warrant: Subsequent Town Meeting		
	Select Board Liaison Reports		
	Future Agendas		
	Approve Meeting Minutes		
October 7, 2025			
	Pledge of Allegiance		7:00
	Overview of Meeting		
	Public Comment (for any items not included on the agenda)		7:05
	Town Manager Report		7:15
	Community Spotlight		
	Select Board Liaison Reports		
	Future Agendas		
	Approve Meeting Minutes		
October 21, 2025			
	Pledge of Allegiance		7:00
	Overview of Meeting		
	Public Comment (for any items not included on the agenda)		7:05
	Town Manager Report		7:15
	Community Spotlight		
	Select Board Liaison Reports		
	Future Agendas		
	Approve Meeting Minutes		
November 4, 2025			
	Pledge of Allegiance		7:00
	Overview of Meeting		
	Public Comment (for any items not included on the agenda)		7:05
	Town Manager Report		7:15
	Community Spotlight		
	Review 2026 Meeting Schedule		
	Select Board Liaison Reports		
	Future Agendas		
	Approve Meeting Minutes		
November 10, 2025	Town Meeting		
November 13, 2025	Town Meeting		
November 17, 2025	Town Meeting		
November 20, 2025	Town Meeting		

December 2, 2025			
	Pledge of Allegiance		7:00
	Overview of Meeting		
	Public Comment (for any items not included on the agenda)		7:05
	Town Manager Report		7:15
	Community Spotlight		
	Approve Annual Licenses		
	Select Board Liaison Reports		
	Future Agendas		
	Approve Meeting Minutes		
December 3, 2025			
	Pledge of Allegiance		7:00
	Overview of Meeting		
	Public Comment (for any items not included on the agenda)		7:05
	Town Manager Report		7:15
	Community Spotlight		
	Budget Presentations		
	Select Board Liaison Reports		
	Future Agendas		
	Approve Meeting Minutes		
December 9, 2025			
	Pledge of Allegiance		7:00
	Overview of Meeting		
	Public Comment (for any items not included on the agenda)		7:05
	Town Manager Report		7:15
	Community Spotlight		
	Budget Presentations		
	Select Board Liaison Reports		
	Future Agendas		
	Approve Meeting Minutes		

Select Board

June 10, 2025, 7:00 pm

Town Hall Select Board Meeting Room

Members Present: Melissa Murphy, Chris Haley, Karen Rose-Gillis, Karen Gately Herrick, Carlo Bacci

Others Present: Town Manager Matt Kraunelis, Assistant Town Manager Jayne Wellman, Deputy Police Chief Christine Amendola, Lt. Chris Jones, Economic Development Planner Kevin McCarthy, DPW Director Chris Cole, Assistant DPW Director Mike Kessman, CFO Sharon Angstrom (remote), Matthew Abrahams (remote), CTO Kevin Furilla, Town Clerk Laura Gemme (remote), Town Counsel Ivria Fried (remote), Angela Binda, Nancy Docktor, Nancy Ziemplak, Kristen Hagstrom, Katie O'Meara, Roger Lewis, Bob Sherman, Bob Coulter, Greg Selvitelli, Mike Fahey, Eric Fournier, Mary Kimball, Carolyn Johnson, Lucia Corbett, Joe Harrington, Ben Goldlust, Bob Beckman, Andrew Derusha, Linda Snow Dockser, Geoffrey Coram, Michael Coelho (RCTV), David Monahan (ACE Committee), Stephen Crook, Jeffrey Dietz, Beth Mosier, Joseph White, Genady Pilyavsky, Rita Robertson, Bruce Cooper, Kendra Cooper, Jake McAleer, William Meyers, Carla Nazzaro (remote), Helena Johnson (remote), Christopher Cridler (remote), Sarah Brukilacchio (remote), Lorraine Willwerth (remote), Sherri VandenAkker (remote), Tom Mottl (remote), James Bonazoli (remote), Kate Goldlust (remote), Jack (remote), George Kachen (remote)

This meeting was held in the Town Hall Select Board Meeting Room and remotely via Zoom.

Chair Chris Haley called the meeting to order at 7:00 pm and provided an overview of the evening's agenda.

Public Comment (for any items not included on the agenda)

Nancy Docktor of 371 Pearl Street expressed her concerns with the changes to the Public Comment format and a potential conflict of interest with the Chair relative to RCTV discussions.

David Monahan of 25 Maple Ridge Road, and Select Board designee on the ad hoc Commemoration Establishment Committee (ACE), shared that the Committee will be

hosting a table at the upcoming Friends and Family Day this weekend, and the Juneteenth Freedom Festival the following weekend, to share the Committee's mission and gather perspective from the public.

Nancy Ziemplak of 15 Orchard Park Drive requested clarification on the new Public Comment format, as she wished to share comments about RCTV.

Angela Binda of 10 Orchard Park Drive thanked recently retired Chronicle reporter, Bob Holmes, for all he had done, and stated that she hopes to carry on with what he had done.

Town Manager Report

Town Manager Matt Kraunelis highlighted upcoming events including the Police Department Open House, Friends and Family Day, and Juneteenth Freedom Festival. He also provided an update on the rigid plastic and trash barrel collection.

Community Spotlight

Town Manager Matt Kraunelis thanked former Town Forest Committee Chair, Bill Sullivan, who did not seek reappointment, for his many years of service and contributions to the community.

He also congratulated local business, Cal's Creamery, who just recently celebrated four years of business.

Assistant Town Manager Jayne Wellman congratulated Mr. Kraunelis on his decade of service, and highlighted the many roles he has held in his tenure with the Town.

Discuss and Vote on Juneteenth Resolution

Karen Rose-Gillis read the proclamation "Juneteenth in United States."

Angela Binda of Orchard Park Drive expressed her appreciation to the Board for recognizing the event.

Karen Rose-Gillis moved that the Town of Reading and Reading Select Board recognize June 19th, 2025, as Juneteenth, and continue to support the nationwide celebration of Juneteenth Independence Day throughout the United States of America. The motion was seconded by Karen Gately Herrick and approved by a vote of 5-0.

Discuss Arcadia Avenue Parking Issues

Deputy Police Chief Christine Amendola reviewed the parking and traffic safety issues in the Austin Prep High School neighborhood, particularly on Arcadia Avenue. She presented potential solutions including a neighborhood parking permit and time-of-day parking restrictions.

The neighborhood parking permit would only be issued to residents of the neighborhood and staff of the nearby Barrows Elementary School, would enable residents to obtain visitor placards, require less signage, and require the least amount of enforcement.

The timed parking restrictions would eliminate all parking on the street, including for residents and Barrows staff, and would require an unsightly amount of signage, though enforcement would be easier.

Both solutions would only be in effect during the school year from August 25th through June 30th, and could be eliminated in the future, as Austin Prep is in the design phase of expanding their parking lot.

Several neighborhood residents, including Kristen Hagstrom, Katie O'Meara, Roger Lewis, Bob Sherman, Bob Coulter, Mike Fahey, and Mary Kimball expressed concerns about safety, property damage, and disrespectful driving behavior by Austin Prep students.

Based on the feedback from the community, the consensus of the Select Board was to recommend pursuing the neighborhood parking permit restrictions.

Deputy Chief Amendola and the Police Department will prepare the proposed traffic amendments for a public hearing for the July 15th meeting.

Economic Development Update

Economic Development Planner Kevin McCarthy provided updates on various properties and businesses, including 6-16 Chute Street, 18 Woburn Street, a new business Presence & Co. at the former RCTV space on Main Street, the vacant former Pamplémousse space on Haven Street, and noted other commercial developments, expansions, and vacancies.

Mr. McCarthy also reviewed potential improvements to the Eastern Gateway area, including the possibility of an MBTA stop and the need to engage with property owners in the area. Continued work with the Steering Committee and community engagement are

planned throughout this summer. There are no major grants on cycle right now, and the Town has applied for some smaller state grants.

Public Hearing: Discuss and Vote on FY26 Water, Sewer, and Storm Water Rates

Karen Rose-Gillis read the hearing notice. Consultant Matthew Abrahams reviewed water and sewer rate options for FY26. The Board discussed and focused on setting rates while considering retained earnings and future projections. They also discussed the need to review the current 30% target ratio and potentially move to a more industry-standard range of 10-30%.

Residents Paul Silva and Joseph Prescott advocated for lowering or not increasing rates.

Karen Rose-Gillis moved to close the hearing regarding the FY26 Water, Sewer, and Storm Water Rates. The motion was seconded by Karen Gately Herrick and approved by a vote of 5-0.

The Board discussed and voted on their recommendations.

Karen Rose-Gillis moved to set the FY2026 water rate at the following rates:

- **\$11.15 per 100 cubic feet with usage between 0 and 1,000 cubic feet**
- **\$12.14 per 100 cubic feet with usage between 1,001 to 2,501 cubic feet**
- **\$12.45 per 100 cubic feet with usage between 2,501 to 4,000 cubic feet**
- **\$12.97 per 100 cubic feet with usage between 4,001 and above cubic feet**
- **minimum quarterly bill of \$22.30 effective with the December, 2025 billing.**

The motion was seconded by Karen Gately Herrick and approved by a vote of 4-1, with Karen Rose-Gillis opposed, as she preferred a 1% increase over a 0% increase.

Karen Rose-Gillis moved to set the FY2026 sewer rate at the following rates:

- **\$10.40 per 100 cubic feet with usage between 0 and 1,000 cubic feet**
- **\$11.37 per 100 cubic feet with usage between 1,001 to 2,501 cubic feet**
- **\$11.73 per 100 cubic feet with usage between 2,501 to 4,000 cubic feet**
- **\$12.24 per 100 cubic feet with usage between 4,001 and above cubic feet**
- **minimum quarterly bill to be determined effective with the December, 2025 billing.**

The motion was seconded by Chris Haley, and approved by a vote of 3-2, with Karen Rose-Gillis and Karen Gately Herrick opposed, as they preferred a 0.5% decrease over a 1% decrease.

Karen Rose-Gillis moved to set the FY2026 Storm Water Rate at \$60 per unit (3210 square feet) per year to be billed quarterly effective with the December, 2025 billing. The motion was seconded by Chris Haley and approved by a vote of 5-0.

Discuss and Vote to Approve Inter-Municipal Agreement for Regional Assessor through June 30, 2028

Town Manager Matt Kraunelis reviewed the Inter-Municipal Agreement for shared Assessment services with the towns of Wakefield and Lynnfield. Having a shared Assessor saves the Town money, and Assessor Victor Santaniello is the best. Mr. Kraunelis recommended moving forward with the agreement.

Karen Rose-Gillis moved to approve the Inter-Municipal Agreement among the towns Reading, Wakefield, and Lynnfield for the Director of the Assessing Department through June 30, 2028 as presented. The motion was seconded by Karen Gately Herrick and approved by a vote of 5-0.

Discuss and Vote on Select Board Policy Article 1, Section 1.4 Communication

Chris Haley proposed to add back a clause, which was previously removed in August of 2021, that includes any email and correspondence to the Select Board in meeting packets.

Carlo Bacci and Karen Gately Herrick expressed their deep concerns with including emails in the packet, as they weaponized the packets and contained a lot of toxic comments.

Karen Rose-Gillis, Chris Haley, and Melissa Murphy expressed their preference to include emails in the packet for reasons including expressing opinions on matters not included on an agenda, a way for residents to get involved, and as a way for residents to see what is being discussed.

Carlo Bacci suggested returning to the email tracking spreadsheet that was created under previous Town Manager, Bob LeLacheur, when the Board changed this section of their communication policy in August 2021. The Board agreed to discuss reviving the list on a future agenda.

Discussion on Select Board Office Hours

The Select Board discussed reimplementing office hours for residents to meet with Board Members. They suggested alternating times between day and evening to accommodate different schedules. Board Members were asked to each pick a month to host office hours. Karen Rose-Gillis volunteered to host office hours in June, and Carlo Bacci opted to not host office hours at all. Other Board members agreed to review their schedules and provide the Town Manager with their preferred months before the next meeting.

Kendra Cooper commented on the need to better publicize office hours and reach non-online residents. Former Board Member James Bonazoli suggested shorter, 30-minute office hours before Board meetings. Nancy Ziemplak recommended adding office hours information to the town website and including it in water bills.

Discussion and Vote to Extend or Execute a New Grant Agreement with Reading Community Television (RCTV) and/or Instruct Town Manager to Explore Options Outlined in Town Counsel's Memo (see motion)

Chief Technology Officer Kevin Furilla reviewed ongoing security and privacy issues with RCTV's equipment and recording capabilities in town facilities. After learning about multiple incidents of unauthorized recording, the Board debated whether to extend RCTV's contract for 3 or 6 months. Some board members advocated for a 6-month extension to allow time for contract negotiations and potential leadership changes at RCTV, others expressed concerns about the repeated incidents and called for more immediate action.

The Board heard several public comments from residents overwhelmingly in support of renewing RCTV's contract, including Carolyn Johnson, Nancy Docktor, Lucia Corbett, Joe Harrington, Ben Goldlust, Joseph White, Bob Beckman, Geoffrey Coram, Andrew Derusha, Angela Binda, Stephen Crook, Beth Mosier, Linda Snow Dockser, Mike Coelho, Gena Pilyavsky, Rachel Nokes, James Bonazoli, Nancy Ziemplak, George Kachen, Helena Johnson, Sarah Brukilacchio, Carla Nazzaro, and Jake McAleer.

Karen Gately Herrick moved to extend the current Reading Community Television (RCTV) contract for six months. The motion was seconded by Karen Rose-Gillis, but failed to pass by a vote of 3-2, with Karen Gately Herrick and Karen Rose-Gillis in favor, and Carlo Bacci, Chris Haley and Melissa Murphy opposed.

Karen Gately Herrick left the meeting at 11:37 pm.

Chris Haley moved pursuant to Section 6 of the Grant Agreement with Reading Community Television (RCTV) dated June 20, 2019, to extend the Grant Agreement for three months until September 30, 2025, on the same terms and conditions, and instruct the Town Manager to (1) notify RCTV in writing of this vote to extend the Grant Agreement, and (2) explore options for Public, Educational, and Governmental (PEG) Programming Access Services including:

- **Executing a new Grant Agreement with a different non-profit PEG Access Provider;**
- **Executing an Intermunicipal Agreement (IMA) with another municipality for the provision of PEG Access Services; or**
- **Providing PEG Programming through a Town Department.**

The motion was seconded by Carlo Bacci. Some members of the Board expressed concerns with so many tasks to be accomplished in such a short timeline.

Carlo Bacci moved to extend the current Reading Community Television (RCTV) contract for three months. Chris Haley withdrew his motion. Mr. Bacci's motion was seconded by Karen Rose-Gillis and approved by a vote of 4-0.

Karen Gately Herrick re-joined the meeting remotely at 11:45 pm.

The Board then discussed who to appoint to work with Town staff and negotiate with RCTV.

Chris Haley nominated Melissa Murphy to negotiate with RCTV.

Karen Rose-Gillis nominated herself to negotiate with RCTV.

Carlo Bacci moved to designate Melissa Murphy to negotiate a future grant agreement extension with RCTV. The motion was seconded by Chris Haley and passed by a vote of 3-2.

Roll call vote: Karen Gately Herrick – No, Carlo Bacci – Yes, Chris Haley – Yes, Karen Rose-Gillis – No, Melissa Murphy – Yes.

Following a brief recess, the Board adjourned at 11:53 pm.

Roll call vote: Carlo Bacci – Yes, Chris Haley – Yes, Melissa Murphy – Yes, Karen Rose-Gillis – Yes. Karen Gately Herrick was unable to vote due to technical difficulties.

Select Board Meeting – June 24, 2025, 7:00 pm

Open Session

Town Hall Select Board Meeting Room

Members Present: Chris Haley, Melissa Murphy (Remote), Karen Rose-Gillis, Carlo Bacci, Karen Gately Herrick (Remote)

Others Present: Town Manager Matt Kraunelis, Assistant Town Manager Jayne Wellman, Town Clerk Laura Gemme (Remote), Conservation Administrator Chuck Tirone, Angela Binda, Genady Pilyavsky, Taylor Gregory, Sarah Brukilacchio, Everett Blodgett, Virginia Blodgett, Amelia Devin Freedman, Pino D'Orazio, Cheryl Bellino Surette (Remote), Rick Keogh (Remote), Sheila Adams (Remote), Bruce A (Remote), Joseph White (Remote), Christine Keller (Remote), Karen Janowski (Remote)

This meeting was held in-person in the Town Hall Select Board Meeting Room and remotely via Zoom.

Chair Chris Haley called the meeting to order at 6:30 pm.

Karen Rose-Gillis moved that the Board go into Executive Session, including staff members Town Manager Matt Kraunelis, Human Resources Director Sean Donahue, Assistant Town Manager Jayne Wellman, and Executive Assistants Jackie LaVerde and Maddie Baptiste, under Purpose 2 and Purpose 3, to discuss strategy with respect to collective bargaining and approve the Public Employees Committee/Health Insurance (all unions); and further the Chair declares that an open meeting could have a detrimental effect on the bargaining position of the body; and to reconvene in open session at the conclusion of Executive Session. The motion was seconded by Carlo Bacci and approved by a vote of 5-0.

Roll call vote: Melissa Murphy – Yes, Carlo Bacci – Yes, Karen Rose-Gillis – Yes, Chris Haley – Yes.

The board entered Executive Session at 6:35 pm.

The board reconvened open session at 7:00 pm.

Public Comment (for any items not included on the agenda)

Angela Binda of 10 Orchard Park Drive urged the Select Board to discuss the Burbank Ice Arena Manager's Salary with their upcoming annual review.

Genady Pilyavsky of Harriman Avenue spoke in support of RCTV and their services.

Town Manager Report

Town Manager Matt Kraunelis thanked the Reading Lions Club for sponsoring the Friends & Family Day this year and noted that the event was highly attended. He thanked Director of Diversity Equity and Inclusion, Albert Pless, and his team, for running the Juneteenth Freedom Festival held on the Town Common this past weekend, and noted the success and high turnout for the event. He talked about the last rigid trash collection event that took place last weekend with 35 cars participating and no traffic issues. He noted that residents can still bring items to the DPW Garage, and curbside pickup will occur in July and August on regular trash days with dates available on the website. He shared that Saturday June 28th is Porchfest and more information can be found on the Porchfest website for maps, locations, and times. He thanked Alan and Ace Foulds for their hard work in putting together this event and noted its growing success. He then welcomed three new employees to Reading: Veronica Boure, a recent graduate of Merrimack College and Reading's newest and first ever female Civil Engineer, Maddie Baptiste, a former employee of the Town Clerk's Office who will be working in the Town Managers Office as an Executive Assistant, and Adam Elmore, a new Police Officer who was previously with the Georgetown Police Department.

Community Spotlight

Town Manager Matt Kraunelis highlighted Jim D'Entremont, a Reading Town Employee who received the DPW First Responder Award this year. He has over 20 years of experience here in Reading and his reliability, hard work, and dedication make him indispensable in his role. He shared that Jim is an outstanding candidate for this recognition and how proud the Town is. He then congratulated Nick Face and Empower Cafe for receiving the Stoneham Bank Small Business Spotlight Grant.

Karen Gately Herrick thanked Town Manager Matt Kraunelis for bringing up the Juneteenth event and noted the success of the Old South Church's educational program. She also added that Next Tech Ministry is coming back to Reading to provide labor for our Town Forest and Trails and praised Town Staff and volunteers including Kathy Kelly for their hard work.

Discuss and Vote to Approve Gift of Land off Waverley Road

Town Manager Matt Kraunelis shared that Cheryl Bellino Surette wishes to donate conservation land. At their meeting on May 28th, the Conservation Commission voted to accept the land and intends to put it to good use. Matt Kraunelis thanked her for the gift and recommended that the Board accept it.

Conservation Administrator Chuck Tirone thanked Cheryl for keeping up with the process, her consistency in seeing this move forward, and stated that he appreciated her hard work. He shared that the family always wanted it to go to Conservation. It is private land with wetland on it and when it is accepted, it will become Town owned Conservation Land.

Karen Rose-Gillis moved that the Board accept the gift of land at 0 Waverly Road Map 33 Lot 38. The motion was seconded by Karen Gately Herrick and approved by a vote of 5-0.

Roll Call Vote: Melissa Murphy – Yes, Karen Gately Herrick – Yes, Karen Rose Gillis – Yes, Carlo Bacci – Yes, Chris Haley - Yes

Discuss and Vote to Dedicate Archive Room per Request from the Historical Commission

Reading Historical Commission Chair Pino D'Orazio is requesting that the Archive Room in Town Hall be named in honor of Virginia Adams. Pino stated that Virginia is a founding member of the Historical Commission and Historic District Commission and has been a member since. He noted her numerous achievements and efforts as well as emphasizing her dedication to preservation and protection of Reading's History.

Board Members expressed their admiration and gratitude to Virginia Adams and thanked the Commission for bringing this forward.

Karen Rose-Gillis moved that the Board name the Historical Archive Room of Town Hall the "Virginia Adams Historical Archive Room", in honor of her dedication to the preservation of Reading's history, and to direct the Town Manager to affix an appropriate plaque to the door of the room. The motion was seconded by Chris Haley and approved by a vote of 5-0.

Roll Call Vote: Karen Gately Herrick – Yes, Melissa Murphy – Yes, Carlo Bacci – Yes, Karen Rose Gills – Yes, Chris Haley – Yes

Town Manager Matt Kraunelis stated that he will work with the Reading Historical Commission to get a plaque up promptly.

Update from Ad Hoc Commemoration Establishment Committee (ACE)

Select Board Designee to the Ad Hoc Commemoration Establishment Committee David Monahan provided an update to the Select Board. He reported on their recent community outreach efforts at local events, including sharing a statement of intent and engaging with residents. They are working to honor Bill Russell's legacy, acknowledge past mistreatment, and promote inclusivity in the town. The committee is seeking more community input and involvement as they develop ideas for educational initiatives, community discussions, and programs to celebrate diversity. They plan to reach out to the Russell family at an appropriate time and are considering various ways to commemorate Bill Russell, such as a high school program or scholarship.

The board members expressed appreciation for the updates and for the efforts of this committee.

Karen Janowski of Azalea Circle shared, from her time on the Human Relations Advisory Committee, a contest idea about how Reading was a welcoming community, and submissions were judged by the Reading Rotary with prize donations. She stated it was an excellent opportunity to educate and involve students and schools. She agreed to be a contact to speak more about this for anyone asking for information.

Discuss Town Manager Goals

Town Manager Matt Kraunelis shared that his new contract starts this month and by July 1, 2025, the Select Board will determine goals. He stated that he made progress with his last set of goals, but the new goals could use some refreshing to prioritize the Town's and the Select Board's priorities.

Karen Rose-Gillis stated that he should continue to work on the Killam Project and RECAL but maybe rephrase it since it is in a new state of progress.

Carlo Bacci suggested that the Communication Tracking Spreadsheet be managed consistently to enhance communication between the Select Board and the Town Manager. He also suggested that the Town explore a new contract with different language with RCTV,

or another provider, and to guide that process in a positive direction. He stated that communication has improved yet remains paramount. He also wished to get ahead of budget constraints and to continue working with CFO Sharon Angstrom on that.

Melissa Murphy expressed her appreciation for improved communication. She also stated that she wishes to really look through the Town Departments and tighten up the budget to avoid an override with the two debt exclusions recently voted in.

Karen Gately Herrick agreed that the budget needs to be approached differently this year. She discussed the State's recent hiring freeze and stated that it is something that could potentially be done for the budget. She also noted that the Town could be more active in applying for and filling in residents about grants.

Chris Haley suggested two goals: getting pricing for an app for the Town of Reading and replacing the message board on the Town Common with a digital board. Assistant Town Manager Jayne Wellman stated that a digital board might be possible with grant funding.

Discuss and Vote on Appointments of Boards & Committees

Melissa Murphy stated the meetings went smoothly and the Volunteer Appointment Subcommittee (VASC) was able to get most candidates in for interviews.

Karen Rose-Gillis agreed with Melissa, and she was amazed by the people who volunteered and appreciated their great attitudes.

Out of all the appointments, there is only one contested recommendation for the vacancy on the RCTV Board of Directors.

Karen Rose-Gillis supported the reappointment of incumbent member Chris Cridler to maintain leadership during the upcoming contract negotiations. She believed that making a change in leadership would not benefit the current situation.

Melissa Murphy supported appointing Ron Powell to the vacant position. She stated that she believed a change would be good to help the negotiation process and move forward with RCTV and their contract.

Carlo Bacci stated that he appreciates the work of VASC and the volunteers. He expressed his support for Ron Powell, as it would be beneficial to get a fresh perspective.

Chris Haley expressed his support for Ron Powell.

The Board discussed potentially postponing this appointment, but Chris Haley pointed out that the current term ends on June 30, 2025, so he would not recommend waiting on voting for an appointment.

Karen Herrick stated that she had spoken with Chris Cridler for the past few years and that he was instrumental in RCTV's relocation. She stated Chris Cridler is a hard worker for RCTV and she supports reappointing him. She also noted that she would like to discuss the Zoning Board of Appeals recommendations before voting on the non-contested appointments as a group.

Karen Rose-Gillis moved to appoint Chris Cridler to the RCTV Board of Directors, term date effective July 1, 2025, and expiring June 30, 2028. The motion was seconded by Carlo Bacci and failed to pass by a vote of 3-2, with Melissa Murphy, Carlo Bacci, and Chris Haley opposed.

Roll Call Vote: Melissa Murphy – No, Karen Gately Herrick – Yes, Carlo Bacci – No, Karen Rose Gills – Yes, Chris Haley - No

Karen Rose-Gillis moved to appoint Ron Powell to the RCTV Board of Directors, term date effective July 1, 2025, and expiring June 30, 2028. The motion was seconded by Carlo Bacci and approved by a vote of 5-0.

Roll Call Vote: Melissa Murphy – Yes, Karen Gately Herrick – Yes, Carlo Bacci – Yes, Karen Rose Gillis – Yes, Chris Haley - Yes

The board then discussed the appointment of Anthony Fodera to the Zoning Board of Appeals. There was a question of whether his work in construction could be a conflict of interest. Melissa Murphy confirmed that they asked during his interview if his work was a conflict of interest. He said no because most of his work takes place in Boston, so he did not feel like there was a conflict. It was explained to Anthony that if conflicts arise, that he will need to recuse himself. It was also stated that he applied for an associate position which would be a non-voting member seat.

Karen Rose Gillis moved to appoint the remainder of the volunteers to the various boards and committees for the specific terms, as outlined in the meeting packet. The motion was seconded by Carlo Bacci and approved by a vote of 5-0.

Roll Call Vote: Melissa Murphy – Yes, Karen Gately Herrick – Yes, Carlo Bacci – Yes, Karen Rose Gillis – Yes, Chris Haley - Yes

413 Main Street: Discussion and vote to acquire by gift or eminent domain

Town Manager Matt Kraunelis stated that in the process of looking at the plans and redoing the property, a portion of sidewalk presumed to be Town property was McDonalds' property. Through a legal mechanism called a "Friendly Taking," it was agreed that the Town

would be given ownership of that area of sidewalk, and it will be recognized through a deed. This was passed by Town Meeting.

Karen Rose-Gillis moved that the Board vote to adopt and execute the form of Order of Taking authorized by Article 12 of the April 28, 2025 Annual Town Meeting, to take for general municipal purposes a portion of the property owned by 413 Main Street LLC located at 170 Ash Street in Reading, Mass., consisting of approximately 261 s.f., with such Order of Taking to be held in escrow by Town Counsel until the Town and Owner execute a Purchase and Sale Agreement whereby the Owner waives all damages from the taking; and to authorize the Town Manager and Town Counsel to take any actions necessary to effectuate the execution of said Purchase and Sale Agreement and after such execution to record the Order of Taking and issue such notices as required. The motion was seconded by Carlo Bacci and approved by a vote of 5-0.

Roll Call Vote: Melissa Murphy – Yes, Carlo Bacci – Yes, Karen Rose Gills – Yes, Chris Haley – Yes, Karen Gately Herrick - Yes

Select Board Liaison Reports

Melissa Murphy shared that the Permanent Building Committee has a new Project Manager, Mark Stafford, for RECAL. The Board of Health discussed the MBTA Sound Study, and they are using a new rodent control program. The School Committee recognized many teachers and retirees' achievements who were nominated by staff, students, and residents, as well as completed Superintendent Dr. Thomas Milaschewski's review resulting in exemplary ratings overall. The School Committee reorganized, and Melissa congratulated the new chair Shawn Brandt and new Vice Chair Carla Nazzaro. Melissa's family attended the Police Department Open House and said that it was a great event.

Karen Gately Herrick attended several meetings and events including the Town Forest Committee meeting, at which they expressed thanks and said goodbye to longtime chair Bill Sullivan, the farewell for Chief Burns at the fire station, the grand opening of Presence & Co, two RMLD Meetings, where General Manager Greg Phipps resigned and a new interim will be named later this week, and the Massachusetts Municipal Association Fiscal Policy Committee.

Carlo Bacci attended the CPA meeting where they discussed what the Town Forest, Trails, and Conservation could have done if they had CPA. They also discussed what percentage to use. They are looking into having a booth for the Fall Street Faire, and they still hold monthly meetings. He also walked the Maillet Solmes Morgan area and shared his daughter's Rowing achievements.

Karen Rose-Gillis met with Simone Payment from the Food Pantry and the Reading Housing Authority. She met with the second grade class visitors at Town Hall and held VASC interviews. She attended several community events and public meetings including a middle school Civic Class to hear their town-wide suggestions, the Eastern Gateway Steering Committee meeting, the Pride Day event on the Town Common, the Council on Aging meeting, the MMA WEMO meeting where Karen Gately Herrick was one of the moderators, the MWRA meeting with fellow Select Board members, the Board of Assessors meeting, the MMA conference for new Select Board members, the Presence & Co grand opening, the Library's Garden Party, the Lafayette reenactment, the Juneteenth event, and the Town Forest Committee meeting. She also held her first Office Hours with five visitors in attendance.

Chris Haley attended the Lafayette reenactment, the Presence & Co grand opening, the Juneteenth festivities, and praised the Lions Club for the fireworks at Friends & Family Day. He also attended the MWRA meeting and noted that the Town will get back \$2 million instead of \$11 million. He attended the Killam School Security and Access meetings and learned about the new technologies available.

Future Agendas

Future agendas will include an RCTV update, a discussion on rate breaks for water and sewer bills for seniors to help alleviate the debt exclusion, a status update on MBTA discussions, a follow up discussion on the \$200k allocated by Town Meeting for the Barrows project, a proclamation for overdose awareness day or month, and a discussion on a Commission on Disability to go on a future Town Meeting Warrant.

Discuss and Vote to Approve Prior Meeting Minutes

Karen Rose-Gillis and Karen Gately Herrick expressed concern at the words "Co-Chair" in the draft minutes and suggested adding quotation marks around the term. Chris Haley stated that he felt the amendment was not needed, as that was the term he used.

Karen Rose-Gillis moved to approve the meeting minutes of May 27, 2025 and June 3, 2025, as presented. The motion was seconded by Carlo Bacci and approved by a vote of 5-0.

Roll Call Vote: Karen Gately Herrick – Yes, Melissa Murphy – Yes, Carlo Bacci – Yes, Karen Rose Gills – Yes, Chris Haley – Yes **Carlo Bacci moved to adjourn at 8:51 pm. The motion was seconded by Melissa Murphy and approved by a vote of 5-0.**

Roll Call Vote: Karen Gately Herrick – Yes, Melissa Murphy – Yes, Carlo Bacci – Yes, Karen Rose Gills – Yes, Chris Haley – Yes