



Town of Reading Meeting Posting with Agenda

2018-07-16 LAG

Board - Committee - Commission - Council:

Select Board

Date: 2025-08-05

Time: 7:00 PM

Building: Reading Town Hall

Location: Select Board Meeting Room

Address: 16 Lowell Street

Agenda:

Purpose: General Business

Meeting Called By: Madeleine Baptiste 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/86965964534 Meeting ID: 869 6596 4534 Dial by your location • +1 646 518 9805 US (New York) • +1 646 558 8656 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	Discuss and Vote on Internal Borrowing Related to Killam School, Reading Center for Active Living, and Birch Meadow Phase II Projects	4
7:35	Discuss Potential Override/Budget Review - Possible Ways to Increase Revenues Through Review of Field Advertising, Short Term Rentals, and Accessory Dwelling Units Rules and Regulations	7

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

8:05	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	10
8:15	Discuss Forming a Water & Sewer Rate Advisory Committee	13
8:25	Discuss Communication Tracking Methods	19
8:30	Select Board Liaison Reports	
8:35	Future Agendas	20
8:40	Discuss and Vote to Approve Meeting Minutes <ul style="list-style-type: none">July 15, 2025	23

Select Board DRAFT Motions – August 5, 2025

Discuss and Vote on Internal Borrowing Related to Killam School, Reading Center for Active Living, and Birch Meadow Phase II Projects

Move to approve the internal borrowing of \$9.64 Million for the following projects:

- Birch Meadow Phase II: \$2,140,000
- Killam School: \$6,000,000
- Reading Center for Active Living: \$1,500,000

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

- Move to close the Public Hearing regarding the Transfer of All-Alcohol Restaurant Liquor License for Florida Coal Fired Pizza LLC, d/b/a Anthony's Coal Fired Pizza
- Move that the Board approve the transfer of the All-Alcohol Liquor License for Florida Coal Fired Pizza LLC, d/b/a Anthony's Coal Fired Pizza, located at 48 Walkers Brook Drive

Approve Prior Meeting Minutes

Move to approve the meeting minutes of July 15, 2025 as presented (or amended).



ADVANCE OF FUNDS IN LIEU OF BORROWING REPORT

City/Town/District of Town of Reading, Massachusetts

Purpose of Issue Birch Meadow Phase II

Authorization Special Town Meeting, November 13, 2023, Article 6
(Date and article of town meeting vote and M.G.L. citation)

Grant Number _____
(If applicable)

A. Amount of Loan Authorized		\$ 2,140,000
Computation of Limit on Total of Advances:		
B. Unappropriated Free Cash	\$ 11,953,622	
C. Stabilization Fund	\$2,037,976	
D. 1% of FY <u>26</u> Budget	\$1,241,345	
E. Greatest of line B, C or D	\$11,953,622	
F. Other Advances Outstanding	\$ -	
G. Remaining Limit (line E less line F)		\$ 11,953,622
H. Amount to be Advanced - This Issue (not to exceed line G)		\$ 2,140,000

Date of Advance August 6, 2025

Treasurer

Approved:

Mayor or City Manager
Majority of Selectmen or Commissioners

Please send 1st Copy to: **Accountant or Auditor**
See IGR No. 17-21 for instructions and accounting procedures

Date of Repayment to General Fund: _____

Accountant/Auditor

Please send 2nd Copy to: municipaldebt@dor.state.ma.us
Please do not mail forms

(Revised: August 2021)



ADVANCE OF FUNDS IN LIEU OF BORROWING REPORT

City/Town/District of Town of Reading, Massachusetts

Purpose of Issue Killam School Building Project

Authorization Special Town Meeting, May 1, 2025, Article 2
(Date and article of town meeting vote and M.G.L. citation)

Grant Number _____
(If applicable)

A. Amount of Loan Authorized		\$ 6,000,000
Computation of Limit on Total of Advances:		
B. Unappropriated Free Cash	\$ 11,953,622	
C. Stabilization Fund	\$2,037,976	
D. 1% of FY <u>26</u> Budget	\$1,241,345	
E. Greatest of line B, C or D	\$11,953,622	
F. Other Advances Outstanding	\$ -	
G. Remaining Limit (line E less line F)		\$ 11,953,622
H. Amount to be Advanced - This Issue (not to exceed line G)		\$ 6,000,000

Date of Advance August 6, 2025

Treasurer

Approved:

Mayor or City Manager
Majority of Selectmen or Commissioners

Please send 1st Copy to: **Accountant or Auditor**
See IGR No. 17-21 for instructions and accounting procedures

Date of Repayment to General Fund: _____

Accountant/Auditor

Please send 2nd Copy to: municipaldebt@dor.state.ma.us
Please do not mail forms

(Revised: August 2021)



ADVANCE OF FUNDS IN LIEU OF BORROWING REPORT

City/Town/District of Town of Reading, Massachusetts

Purpose of Issue Reading Center for Active Living

Authorization Special Town Meeting, May 1, 2025, Article 2
(Date and article of town meeting vote and M.G.L. citation)

Grant Number _____
(If applicable)

A. Amount of Loan Authorized		\$ 1,500,000
Computation of Limit on Total of Advances:		
B. Unappropriated Free Cash	\$ 11,953,622	
C. Stabilization Fund	\$2,037,976	
D. 1% of FY 26 Budget	\$1,241,345	
E. Greatest of line B, C or D	\$11,953,622	
F. Other Advances Outstanding	\$ -	
G. Remaining Limit (line E less line F)		\$ 11,953,622
H. Amount to be Advanced - This Issue (not to exceed line G)		\$ 1,500,000

Date of Advance August 6, 2025

Treasurer

Approved:

Mayor or City Manager

Majority of Selectmen or Commissioners

Please send 1st Copy to: **Accountant or Auditor**

See IGR No. 17-21 for instructions and accounting procedures

Date of Repayment to General Fund: _____

Accountant/Auditor

Please send 2nd Copy to: municipaldebt@dor.state.ma.us

Please do not mail forms

(Revised: August 2021)

Supporting a Commonwealth of Communities

mass.gov/DLS

PUBLIC SOLICITATIONS IN THE SCHOOLS

The School Committee will place limits on commercial activities and fund-raising activities in the schools for the following reasons:

1. The school system should provide students, parents, and employees some measure of protection from exploitation by commercial and charitable fund-raising organizations.
2. The school system should not give the public the impression of generally endorsing or sanctioning commercial and fund-raising activities.
3. Commercial and fund-raising activities may disrupt school routine and cause loss of instructional time.

Following these guiding statements, the Superintendent and Principals may permit occasional commercial or fund-raising activities related to the objectives of the schools with the following exceptions:

1. No direct solicitation of students or employees may take place without School Committee permission.
2. No general or class distribution of commercial or fund-raising literature may take place without School Committee permission.

For the purposes of this policy, local PTA and PTO groups and groups representing school system employees will be considered "school groups" and will be governed by the Committee's policy on staff solicitations.

Adopted by the Reading School Committee on March 26, 2007

LEGAL REF.: M.G.L. 44:53A

CROSS REFS.: GBEBC, Staff Gifts and Solicitations
JJE, Student Fund-Raising Activities
JP, Student Gifts and Solicitations
KHB, Advertising in the Schools

ADVERTISING IN THE SCHOOLS

No advertising of commercial products or services will be permitted in school buildings or on school grounds or properties without the permission of the Superintendent of Schools. Publications of the school system will not contain any advertising. However, this will not prevent advertising in student publications that are published by student organizations, subject to administration controls, or the use of commercially-sponsored, free teaching aids if the content is approved by the administration.

Solicitation of sales or use of the name of the school system to promote any product will not be permitted by the Committee.

Adopted by the Reading School Committee on March 26, 2007

CROSS REF.: JP, Student Gifts and Solicitations
 KHA, Public Solicitations in the School



Town of Reading
16 Lowell Street
Reading, MA 01867

Public Services Department
Planning Division
Phone: 781.942-6670
Fax: 781.942-9071
Website: www.readingma.gov

To: Reading Select Board and Town Managers Office
From: Andrew MacNichol, Community Development Director
Date: July 31, 2025
Re: Short Term Rentals (STRs) and Accessory Dwelling Units (ADUs)

STR's:

- Town adopted Local Room Tax in 1989 at 4% rate. Many peer communities tax at the 6% maximum. Reading could consider this increase, which would require Town Meeting vote.
 - This applies to Hotels and STR's.
 - STR's **must** register with the State and Department of Revenue. DOR collects the tax and remits to the Town.
- There is an additional 3% Community Impact Fee that can be assessed, though it only triggers in certain scenarios if adopted. 35% of fees collected under this must be dedicated to Affordable Housing.
- Local Room Tax Revenue in Reading:
 - 2022: \$15,291.61
 - 2023: \$10,694.52
 - 2024: \$13,592.70
 - 2025: \$17,528.45
- Division of Local Services FAQ [here](#).
- There are some zoning considerations to be made regarding STR's.

ADU's:

- New detached ADU's or expansion of Principal Dwellings can facilitate New Growth on a property
- There are some zoning considerations to be made regarding ADU's, as well as their potential for use as STR's.

Legal Notice



Town of Reading

To the Inhabitants of the Town of Reading:

Please take notice that the Select Board of the Town of Reading will hold a public hearing on Tuesday, August 5, 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 a Transfer of License Application for an Annual All-Alcohol Restaurant License located at 48 Walkers Brook Drive, Reading, MA from Anthony's Coal Fired Pizza LLC, d/b/a Anthony's Coal Fired Pizza to Florida Coal Fired Pizza LLC.

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 prior to 6:00 p.m. on August 5, 2025 to townmanager@readingma.gov.

By order of
Matthew A. Kraunelis
Town Manager



READING POLICE DEPARTMENT

15 Union Street ▪ Reading, Massachusetts 01867

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

Web: www.ci.reading.ma.us/police/

EXECUTIVE SUMMARY

Transfer of License for Florida Coal Fired Pizza LLC,
d/b/a Anthony's Coal Fired Pizza, located at 48 Walkers Brook Drive

July 24, 2025

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

Chief Clark,

As directed by your Office and in accordance with Reading Police Department Policy and Procedures, I have placed together an executive summary of the application for a Transfer of Retail Alcoholic Beverage License for the Liquor License #00038-RS-1016.

The current location of this license is 48 Walkers Brook Drive, and the current licensee is Anthony's Coal Fired Pizza of Reading LLC. The proposed transferee is Florida Burger, Inc. The store will continue to be at the same location.

Principal:

- Jessica Singh

Principal:

- Kuljeet Singh

I find no reason why the license application should not go forward.

Respectfully Submitted,

Lt. Det. Richard Abate
Criminal Division Commander

Please see Supplemental Packet for the Transfer of License Application for Anthony's Coal Fired Pizza

<https://www.readingma.gov/DocumentCenter/View/17944/2025-08-05-Select-Board-Packet-Part-2-PDF>

Canton, MA

<https://www.town.canton.ma.us/252/Water-Sewer-Rate-Policy-Committee>

Water / Sewer Rate & Policy Committee

Members

- **William R. Scollins, III - Finance Director**
- **Michael Trotta - Superintendent of Public Works**
- **Michael Jerrier - Billing Water & Sewer**
- **Vacant - Conservation Rep**
- **C. David Emhardt - Capital Planning Rep.**
- **Dan Cole - Finance Committee Rep.**
- **Joseph Ridge - Member at Large**
- **Chris Sykes - Water & Sewer Supervisor**

For more information, please email the [chair](#).

Mission and Goals

To consider and review various matters that impact water and sewer rates and advise that Water & Sewer Commissioners of the Committee's recommendations. The primary goal of the Committee is to ensure the Water and Sewer enterprises are sufficiently resourced to provide reliable clean sources of water and sewerage infrastructure for the entire Canton community in an efficient manner.

Volunteer Opportunities

There are currently no vacancies on this committee. Preferred qualifications for volunteers include a working understanding of basic municipal financial and concepts such as strategic planning, appropriating, funding, rate setting and the disparate authorities that must coordinate together to manage the related governmental processes and service delivery. The approximate time commitment varies as the committee meets on an as needed basis.

All of these terms last for 1 year and are appointed by the Select Board.

Published on *Swampscott, MA* (<https://www.swampscottma.gov>)

[Home](#) > [Boards & Committees](#) > Water & Sewer Rate Review Advisory Committee

Water & Sewer Rate Review Advisory Committee

This committee will research different ways to structure how the Town bills water and sewer charges. The committee will consist of two (2) residents (one of whom should be a business owner), a representative of the Select Board, the Assistant Town Administrator of Operations, the DPW Administrative Assistant, and the Assistant Town Administrator of Administration and Finance.

Source URL: <https://www.swampscottma.gov/water-sewer-rate-review-advisory-committee>



Published on *Wakefield, MA* (<https://www.wakefield.ma.us>)

[Home](#) > [Boards & Committees](#) > Advisory Board of Public Works

Advisory Board of Public Works

As described in our Charter, the Advisory Board of Public Works shall, from time to time, consult with the Town Administrator for the purpose of providing advice and assistance in the development of policy guidelines for the operation of the Department of Public Works and perform other advisory functions related to the Department of Public Works as the Town Council may direct.

Contact the Chair of the Advisory Board of Public Works at AdvisoryBoardPublicWorks@wakefield.ma.us.

The following tasks are undertaken by the Advisory Board:

- Serve as the Solid Waste Advisory Committee
- Develop, revise, and update, as necessary, policies and procedures related to rubbish and recycling, sanitary sewer connection permits, cemeteries, parks, playgrounds, and recreational areas
- Review all public works articles for Town Meeting and provide recommendations for each such article to the Town Administrator and Town Council
- Serve as the Water and Sewer Advisory Committee
- Recommend water and sewer rates to the Town Council
- Hold hearings and make recommendations on petitions of residents for acceptance of private ways under the Betterment Act
- Develop, revise, and update, as necessary, public works policies and procedures
- Hold public hearings with the Town Council, as required, on petitions to construct or alter utility lines in the Town of Wakefield and make recommendations regarding disposition of such petition

Phone:

781-246-6301

Address

*1 Lafayette Street
Wakefield, MA 01880
United States
See map: [Google Maps](#)*

When:

As needed, see Public Meeting calendar for agendas

Board Members

Shane McCarthy Board Member, April 30, 2026

Elena Proakis-Ellis Board Member, April 30, 2028

Christopher Tarr Chair, April 30, 2027

Source URL: <https://www.wakefield.ma.us/advisory-board-of-public-works>

PART V
ADMINISTRATIVE ORGANIZATION

Sec. 5-1. Powers of Organization

The Town Administrator subject to the approval of the Town Council, or the Town Meeting by by-law, may reorganize, create, consolidate or abolish, in whole or in part, committees, commissions, offices, departments and agencies under the supervision of the Town Administrator; may establish new committees, commissions, offices, departments and agencies as deemed necessary; and may for such purposes transfer the duties and powers, and, so far as is consistent with the use for which the funds were voted by the Town, transfer the appropriation of one committee, commission, office, department or agency to another.

Sec. 5-2. Department of Public Works

- (a) Powers and Duties. Until such time as otherwise provided in accordance with Section 5-1, there shall be established a Department of Public Works under the direction of a Director of Public Works. The Department shall assume all of the powers and duties and perform all of the functions related to public works, including, but not limited to, those functions which, prior to the adoption of this charter, were performed by the tree warden, highway department, cemetery department, engineering department, water department, sewer department, and the refuse and collection and disposal function under the Board of Health, or now vested in or exercised by any of the following departments and offices, which are hereby renamed divisions and included within the Department of Public Works: Highway, Engineering, Public Buildings, Cemeteries, Parks, and Tree Warden. **[Amended 11-5-2018 RTM by Art. 36]**
- (b) Operations. Operations under the Department of Public works may include, but need not be limited to, the following:
- (1) refuse collection and disposal;
 - (2) storm sewers and drains;
 - (3) protection of natural resources;
 - (4) forestry services;
 - (5) streets, roads, and sidewalks;
 - (6) cemeteries;
 - (7) engineering services;
 - (8) water and sewer service;
 - (9) parks: and,
 - (10) maintenance of all other Town-owned buildings grounds and facilities (excluding libraries and the facilities of the Municipal Gas and Light Department), including, but not limited to, maintenance of school buildings and grounds with the exception of

school janitorial duties which shall be a function of the School Department.

Other activities and functions that are related to a department of public works may, from time to time, be assigned to the Department in accordance with the Town's by-laws or other vote of Town Meeting.

- (c) Director of Public Works. The Town Administrator shall appoint, subject to the approval of the Town Council, a Director of Public Works, who shall be a person especially suited by education, training and previous experience to perform the duties of the office. The Director shall be responsible for the supervision and coordination of all public works operations of the Town that are placed under control of the Director by this charter, by by-law, or by other vote of Town Meeting.
- (d) Advisory Board of Public Works. The Town Council shall appoint a three (3) member Advisory Board of Public Works, who are suitably qualified, for terms of three (3) years each, so arranged that the term of one member shall expire each year. The Advisory Board of Public Works shall from time to time consult with the Town Administrator for the purpose of providing advice and assistance in the development of policy guidelines for the operation of the Department of Public Works, and perform other advisory functions related to the Department of Public Works as the Town Council may direct.

Sec. 5-3. Personnel System

The Town Administrator shall adopt rules and regulations establishing a personnel system. The personnel system shall make use of modern concepts of personnel management and may include, but not be limited to, the following elements: a method of administration; personnel policies indicating the rights, obligations and benefits of employees; a classification plan; a compensation plan; a method of recruiting and selecting employees based upon merit principles; a centralized record keeping system; disciplinary procedures; and other elements that are deemed necessary. All Town agencies and positions shall be subject to the rules and regulations adopted under this section excluding employees of the School Department.

Sec. 5-4. Town Counsel [Amended 11-5-2018 RTM by Art. 38]

The Town Council shall appoint a Town Counsel, to a term not to exceed three (3) years, and fix his compensation within the amount annually appropriated for that purpose. The person appointed and employed by the Town Council as Town Counsel shall be a member in good standing of the bar of the Supreme Judicial Court of Massachusetts and of all other courts before which he has been admitted to practice. Any special counsel employed by the Town Council shall be a member in good standing of the bar of all courts before which he has been admitted to practice.

In addition to those duties which the Town Council may request or authorize the Town Counsel to perform, he shall have the following powers and duties:

- (a) The Town Counsel shall examine and report to the Town Administrator upon the title to any land to be acquired by the Town or any agency;
- (b) The Town Counsel shall, when requested, counsel with respect to all contracts, bonds, deeds

<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 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 Side Letter Between the Town of Reading and Local 1703, Reading Facilities Maintenance Workers and Town Custodians		
	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		
	Discuss and Vote on 413 Main Street Early Opening		
	Discuss Establishment of a Commission on Disabilities in Reading		15 mins
	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

July 15, 2025, 7:00 pm

Town Hall Select Board Meeting Room

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

Others Present: Town Manager Matt Kraunelis, Assistant Town Manager Jayne Wellman, Deputy Police Chief Christine Amendola, DPW Director Chris Cole, Conservation Administrator Chuck Tirone, Community Development Director Andrew MacNichol, CFO Sharon Angstrom (Remote), Computer Technician Tim Johnson (Remote), Carla Nazzaro, Marianne Downing, Martha Moore, Maria Morgan, Ryan Morgan, Ed Ross, Kristen Hagstrom, Will Finch, Brian Bowe, Jaclyn Lee (Remote), Tricia Kiely (Remote), Aimee Fraulo (Remote), Geoffrey Wilson (Remote), Margaret Nelson (Remote), Kit Leonard (Remote), Susan Colella (Remote), Jim Kelleher (Remote), Jonathan's iPhone (Remote), Charisse (Remote), Murban (Remote), Liz Leahy (Remote), Timnia Serino (Remote), Bridget Power (Remote), Michael Wang (Remote), Mary Jirmanus (Remote), Joseph Fleury (Remote), Elizabeth Joyce (Remote), Anna Puurna (Remote), James McGovern (Remote), Maitri Patel (Remote), Walter Talbot (Remote), Ann Marie Faust (Remote), Naila Jirmanus (Remote), iPhone de Mariajo (Remote), Angela Binda (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, then thanked the Fire Department for their efforts during the Summer Avenue house fire.

Public Comment (for any items not on the agenda)

Residents Maria Morgan of 26 Lee Street, Dilly Wilson of 376 West Street, and Liz Leahy of 516 Haverhill Street expressed concerns about construction projects interfering with the Extended School Year (ESY) programs, specifically regarding safety of the children, and sought better coordination between the Town and School District Officials in planning these projects.

Marianne Downing of 13 Heather Drive expressed numerous concerns and potential impacts on Resident access with the Montessori School's proposed use of Mattera Cabin.

Carla Nazzaro of 64 Lawrence Road expressed her support for the construction projects taking place during the summertime. She stated that it is the least disruptive time for the Town and was impressed with the Facilities and DPW Departments' ability to get contractors to fix areas not currently suitable for young children.

Town Manager Report

Town Manager Matt Kraunelis apologized for the disruption of the ESY programs with the construction projects, acknowledged the concerns, and informed the Town that he, in conjunction with the School Department, deemed this to be the most appropriate time to address safety concerns with playgrounds. He attended Porchfest and noted its growing success. He thanked Alan and Ace Foulds as well as the Porchfest Committee for their hard work in putting together this event. He noted that residents can still bring items to the DPW Garage, and the curbside pickup of old trash and recycling containers will continue through July and August with dates available on the website. He congratulated Sergeant Noah Clark, who has served the Town since 2021, on his promotion and noted that Sergeant Clark is a great addition to Reading Police Department's Command Staff. He shared that Reading has completed the process in becoming a Green Community and thanked everyone involved for their hard work and participation. There will be an event later in August held here in Reading with more information to come soon. He noted that the first Financial Forum of the season will be on Wednesday September 17th at 7:00 pm at the Library involving the Finance Committee, Select Board, and the School Committee. He spoke with the MBTA this week and they are scheduling a meeting with the Reading delegation and Town Staff in the coming weeks to discuss various topics. Following this meeting, the MBTA is looking for resident feedback through a public meeting later this year. He reminded that better communication has always been a priority for him to have stronger connections with the Residents and improve communication methods. To ensure this, he shared that the Town started a communication survey for the public to take, and he encouraged residents to do this to understand better the needs and ideas of residents. This is available on the Town Website and social media outlets.

Community Spotlight

Town Manager Matt Kraunelis highlighted the teamwork by the Fire Department, Police Department, DPW, and Reading's Mutual Aid Partners in responding to the structure fire at

186 Summer Avenue on July 9th. He expressed immense pride in their ability to come together to fight the fire, use drones to detect hot spots, keep the surrounding area safe, remove excess water from under the property's structure, and keep all the vehicles functioning. He shared that he cannot overstate how lucky he feels to have this type of collaboration between Town Departments. He congratulated Bunratty's Tavern on their 10th anniversary in Reading and highlighted their accomplishments, including their recent feature on Phantom Gourmet.

Public Hearing Discuss and Vote on Traffic Amendments

Karen Rose-Gillis read the Public Hearing Notice.

Deputy Police Chief Amendola discussed the plan to provide Residents with the option of stickers or placards for teachers and visitors parking in the neighborhood. She shared parking lot work at Austin Prep is projected to be started soon and the regulations will be put in place immediately. Chris Haley referred to emails received earlier in the day that complained about isolating restrictions in just one area. [See Appendix]

The board heard numerous public comments in support of the new parking regulations, including Kristen Hagstrom and Bob Sherman of Arcadia Avenue, and Margaret Nelson of Edgemont Avenue. Margaret Nelson questioned if there would be a cost to residents for placards and how these new regulations would be enforced. Jeanette Vigorito, 10 Timothy Place, requested that the Town consider making parking permits available to all Reading residents and not just those affected. She suggested a one permit per household limit and feels all residents should not be restricted from parking in the newly regulated areas due to the actions of others who violate parking policies.

Karen Rose-Gillis moved to close the hearing regarding Traffic Amendments 2025-6, 2025-7, and 2025-8. The motion was seconded by Karen Gately Herrick and approved by 5-0.

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

Board Members questioned where Austin Prep students will park when enforcement begins. Deputy Chief Amendola stated that the priority is safety in the Barrows neighborhood and then they will deal with other aspects once that is addressed. Carlo

Bacci asked if Austin Prep could park on their grass and Deputy Chief Amendola said they will not do that for certain reasons after asking Austin Prep the same question.

Boards Members and residents alike expressed concerns on various topics including Austin Prep's delays in their parking plan, accessibility to Residents, and safety in the Barrows neighborhood, and Deputy Chief Amendola assured them that this is all being reviewed while trying to keep as many public roads accessible as possible and this is hopefully temporary.

Karen Rose-Gillis moved to approve Amendment 2025-6 to the Traffic and Parking Regulations as presented. The motion was seconded by Karen Gately Herrick and approved by a vote of 5-0.

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

Karen Rose-Gillis moved to approve Amendment 2025-7 to the Traffic and Parking Regulations as presented. The motion was seconded by Karen Gately Herrick and approved by a vote of 5-0.

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

Karen Rose-Gillis moved to approve the Amendment 2025-08 to the Traffic and Parking Regulations as presented. The motion was seconded by Karen Gately Herrick and approved by a vote of 5-0.

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

Deputy Chief Christine Amendola explained that the PD will send out letters to every resident affected by the new regulations to give insight into how things will be moving forward.

Eastern Gateway Priority Planning Update

Community Development Director Andrew MacNichol presented an update on the Eastern Gateway project. He started by thanking his staff and peers, JM Goldson, Michael Wang the architectural consultant from Form and Place, and the Resident Steering Committee.

Andrew explained that the project aims to develop a framework for future zoning and infrastructure in the industrial district, focusing on mixed-use, connectivity, and open spaces. In discussing next steps, he shared that it would include refining concepts, engaging with focus groups, and hosting public workshops to gather community feedback by the end of the year.

Board Members commended Andrew and his staff for their hard work on this project. They discussed aspects of this project including MBTA's involvement in increasing transit options, assuring that residents' feedback is a priority in the process moving forward, and the foreseeable timeline in continuing this project.

Carla Nazzaro of 64 Lawrence Road suggested that property owners at the proposed development site be involved to gauge their thoughts and priorities during public workshops.

Maryanne Downing of 13 Heather Drive asked if the Town must involve the MBTA in this process with the proposed site being adjacent to the train line. Andrew MacNichol explained that it is not necessary other than from the standpoint of looking to involve them in improving public transit and is not a significant challenge to build adjacent to the train line.

Michael Wang of Form and Place Architectural Consulting highlighted the tremendous opportunity to develop a mixed-use area and affirmed that this project is on the right path.

Karen Gately Herrick asked about the success and commonality in the industry of the Riverwalk property in Lawrence. Mr. Wang explained that he created the master plan for that project and while it is not a common design, it solved their unique challenge to provide adequate parking for the different uses there and addressed the need for useable and accessible open space for the public.

Discuss Potential Override/Budget Review

CFO/Town Accountant Sharon Angstrom reviewed the fiscal year 2026 budget and identified potential savings in accommodated costs. She highlighted changes in the areas of pension, property and casualty insurance, and workers' compensation that resulted in lower contributions for the Town and a decrease in the projected costs, in turn saving free cash with continued savings projected for the upcoming fiscal years ahead. She mentioned an unexpected increase in the costs for the Northeast Metro Regional Vocational School which will require asking for additional funding at the November Town Meeting. She stated that the State Aid increased higher than anticipated, and with State Aid deductions

decreasing, the Town will experience savings. She also reported in the coming fiscal years that free cash usage will decrease due to a \$200,000 surplus by calculating the information now compared to when it was first forecasted.

In planning the Fiscal Year 2027 budget, Sharon Angstrom, Town Manager Matt Kraunelis, and Chris Haley met to investigate areas for potential cost savings. They discussed exploration in health insurance plan design changes, opt-out program rules, and a comprehensive review of departmental revenue. Sharon emphasized that accommodated costs was the logical place to start as it is necessary spending and experienced double-digit growth.

Chris Haley mentioned that the Town Staff, the Finance Committee and himself are collaborating to identify potential savings while maintaining services.

Sharon explained that there will be follow-up with RMLD to understand the decrease in the RMLD payments and costs for SPED contingency from the School Department. She will follow up on actual expenses for fiscal year 2026.

Assistant Town Manager Jayne Wellman stated that the bidding process for the new rubbish contract has already gone out and it has been a competitive process. She mentioned having all the proposals back from interested bidders by the end of July with the intention of awarding a contract at the end of August. She stated that she will share information with Board Members throughout the remainder of the process.

Sharon Angstrom explained that it is too early to have a finalized free cash number currently due to the unknown regeneration amount.

Ed Ross, 16 Kensington Avenue, a member of the Finance Committee, expressed gratitude to Sharon for the hard work in reviewing the budget and hopes to assure residents that the Town is spending every dollar thoughtfully.

Discussion on Proposed Montessori School at Mattera Cabin

Conservation Commission Chair Brian Bowe shared strong support for the Mulberry Forest School's use of Mattera Cabin. He stated that this is a unique opportunity that aligns with the values and mission of the Conservation Commission.

Mary Jirmanus Saba, Co-Head of the Mulberry Forest Montessori school shared that the school is a land stewardship focused program whose values fit with those of the Conservation Commission. She stated that she expects no exclusivity to Mattera Cabin as other groups primarily rent this space during after school hours and weekends. She also

stated that, as this is a pilot year proposal, she does not know what enrollment looks like at this time and shared that the school's goal is to provide for families and children of all incomes, and that there is growing popularity in these types of schools.

Conservation Administrator Chuck Tirone agreed that this is an exciting opportunity for Reading and expressed his appreciation to the Mulberry Forest Montessori School for bringing their interest to the Town.

Mary Jirmanus explains that the governing board is their own board and will seek accreditation from the School Committee. She mentioned that their pilot program is designed to accommodate up to 20 students and anticipates, at this late start date, to have 10 students this year. Their financial abilities will depend on the number of students and their fundraising efforts between now and the start of the school year.

Chuck Tirone stated that through conversation with Town Counsel, they discussed a fair rate of \$9,300 with an annual fee in coming years not yet known because this is just the pilot year. He also explained that the Town already plows the Mattera Cabin in the winter so that would not be an additional cost.

Mary Jirmanus Saba stated that the Mulberry Montessori is looking for a lasting and collaborative relationship with the Town and with proof of concept, would have a better idea of upcoming years' finances would look like.

Some Board Members expressed support for this program to take place at Mattera Cabin and believe it is a wonderful opportunity for all involved, while other Board Members had reservations with safety of the children, potential traffic disruptions, and financial benefit to the Town, with the proposed rate between \$3,000 and \$5,000 annually.

The Board heard many Public Comments in support of this program, including Trails Committee Member Will Finch, Elizabeth Joyce, and Conservation Commission members Joseph Fleury and Walter Talbot.

Carla Nazzaro of 64 Lawrence Road suggested to the Town that in the Mulberry Forest's potential licensing agreement, a clause be included to encompass potential costs covered by the Town and costs covered by the Conservation Commission.

Chris Haley noted that the rate they are looking to charge will depend on various factors including applicant status in conjunction with rates normally charged by the Town, enrollment, and the long-term usage of the Cabin would be at a discounted rate. He shared that while it would be a discounted rate, it must be fair to the Town and all others who wish to rent the Mattera Cabin, and he is hoping to see a number close to \$10,000. He also notes

that the Town's primary concerns with this potential partnership with Mulberry Forest are safety, security, and financial aspects.

Discuss Forming a Water and Sewer Rate Advisory Committee

Carlo Bacci moved to table the water and sewer rate discussion. The motion was seconded by Karen Gately Herrick and approved by a vote of 5-0.

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

Discuss and Vote on Board & Committee FY26 Budget Requests

The board discussed and agreed on their allocations with a \$20,000 budget for various boards and committees. The request for FY26 from the various boards and committees totaled over budget at \$29,480. While they understood all requests from these boards would contribute to critical projects, the Board agreed that making cuts would be necessary and discussed potential options. Ultimately, the board agreed to move \$500 from the Climate Advisory Committee to Conservation, and keep the remainder of funding identical to last year.

Angela Binda of 10 Orchard Park Drive spoke in full support of fully funding the over budget requests and emphasized the important work that they do. She urged the Select Board to ask Town Meeting to aid in coming up with funds to cover the requests.

Assistant Town Manager Jayne Wellman expressed wishes to find a way to find the \$9000 of over budget requests.

Karen Rose-Gillis moved that the Board allocate funding for the following Boards and Committees:

- **Climate Advisory Committee \$500**
- **Conservation Commission \$6500**
- **Historical Commission \$1500**
- **Town Forest Committee \$6500**
- **Trails Committee \$5000**

The motion was seconded by Karen Gately Herrick and approved by a vote of 5-0.

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

Discuss Communication Tracking Methods

Melissa Murphy moved to table the discussion on Communication Tracking Methods. The motion was seconded by Karen Gately Herrick and approved by a vote of 5-0.

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

Select Board Liaison Reports

Carlo Bacci moved to table the Select Board Liaison Reports. The motion was seconded by Chris Haley and approved by a vote of 5-0.

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

Future Agendas

Future Agendas will include a status update on the Master Plan Committee with CPDC.

Discuss and Vote to Approve Prior Meeting Minutes

The committee discussed suggested changes and edits to the minutes.

Karen Rose-Gillis moved to approve the meeting minutes of June 10, 2025, as amended. The motion was seconded by Karen Gately Herrick and approved by a vote of 5-0.

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

Karen Rose-Gillis moved to approve the meeting minutes of June 24, 2025, as amended. The motion was seconded by Karen Gately Herrick and approved by a vote of 5-0.

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

Carlo Bacci moved to adjourn at 11:00 pm. The motion was seconded by Karen Gately Herrick and approved by a vote of 5-0.

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

The meeting adjourned at 11:00 pm.

DRAFT

From: [Jeanette Quiles Vigorito](#)
To: [Reading - Selectboard](#)
Subject: Resident Request Regarding Parking Limitations
Date: Tuesday, July 15, 2025 1:38:38 PM

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.

Dear Members of the Reading Select Board,

I respectfully urge you to reconsider any proposal that would limit parking permits solely to residents of a specific neighborhood, such as Barrows and/or Longwood Road and surrounding Public Ways, and instead ensure that all Reading residents have equal access to parking throughout town. As taxpayers, we all support the services and infrastructure of the town as well as contribute to the maintenance and shared use of public spaces; restricting access to certain areas unfairly excludes residents who have every right to enjoy the full benefits of our community. I understand the concerns about the violations by non-residents, but it's important that those actions not result in unjust penalties to law-abiding Reading residents who have not caused the issues, who follow the town rules, and who respect the neighborhoods. I ask that you please consider and adopt a fair and inclusive policy that protects neighborhood integrity without excluding the interests of members of all our own town community who call Reading home.

Thank you for your time and service.

Very truly yours,

Jeanette Vigorito
10 Timothy Place,
Reading MA 01867

Sent from my iPhone

From: [Nicole Barletta](#)
To: [Reading - Selectboard](#)
Cc: [Town Manager](#)
Subject: Concerns Regarding Proposed Parking Permit Limitations
Date: Tuesday, July 15, 2025 6:10:03 PM

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.



Dear Members of the Reading Select Board,

I am writing to respectfully urge you to reconsider any proposal that would restrict parking permits exclusively to residents of specific neighborhoods, such as Barrows and/or Longwood Road and the surrounding public ways. I believe it is essential that all Reading residents have equitable access to parking throughout our town.

As taxpayers, we all contribute to the upkeep and infrastructure of Reading, and we all share in the responsibility of maintaining and utilizing public spaces. Limiting access to certain areas unfairly excludes residents who should be able to enjoy the full benefits of our community.

While I understand concerns related to violations by non-residents, I ask that any resulting policies avoid penalizing law-abiding Reading residents who follow town regulations and respect neighborhood standards. It is vital that we adopt a fair and inclusive approach, one that preserves neighborhood integrity without compromising the rights of our broader community.

Please consider implementing a policy that reflects the shared nature of our town and supports the interests of all Reading residents.

Thank you for your time and dedicated service.

Sincerely,

Nicole Barletta
1 Fulton Street

Reading, MA 01867

From: mthagstrom@verizon.net
To: [Reading - Selectboard](#)
Subject: Resident Permit Parking
Date: Wednesday, July 2, 2025 2:27:50 PM

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.



Good afternoon,

I am forwarding an email that I sent to our Town Manager earlier today. I want to alert the Select Board members of my request regarding the parking situation caused by Austin Prep students

I am requesting an addition to Amendment 2025-8 which lists Longwood Road as another street with limited parking. Please add West Hill Circle to this Amendment.

The email I sent earlier is as follows:

Mr. Kraunelis,

I am writing to ask for an addition to Amendment Number 2025-8. The Amendment includes Longwood Road as a street with limited parking due to the situation Austin Prep has created. Please include West Hill Circle on the list of streets with Resident Permit.

Austin Prep students already park on West Hill Circle which I have witnessed day after day. Unfortunately, I am highly familiar with the situation on Arcadia Ave. as my son and his family live at 53 Arcadia Ave.

We need to prevent a repeat of Arcadia Avenue's nightmare on West Hill Circle.

Respectively,

Mary T. Hagstrom
20 West Hill Circle

From: [Tanya Croteau](#)
To: [Reading - Selectboard](#)
Subject: Resident Request Regarding Parking Limitations
Date: Tuesday, July 15, 2025 3:12:23 PM

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.



To the Members of the Reading Select Board,

I am writing to respectfully ask that you reconsider any proposed policy that would restrict parking permits to residents of specific neighborhoods, such as Barrows and/or Longwood Road and nearby public ways. I urge the board to support a more inclusive approach that allows all Reading residents fair and equal access to parking throughout town.

As members of this community, we all contribute to the town's operations, infrastructure, and public spaces through our taxes and civic participation. Limiting access to certain areas especially when those spaces are public can feel exclusionary to law-abiding residents who simply want to enjoy the same town benefits as their neighbors.

While I understand there are concerns about misuse of parking by non-residents, I hope these concerns do not lead to unintended consequences that penalize fellow Reading residents who follow the rules and show respect for the neighborhoods they visit.

Please consider a solution that supports neighborhood integrity without excluding other community members who also call Reading home. A balanced, inclusive policy would reflect the values of fairness and unity that I believe our town stands for.

Thank you for your time and your continued dedication to our community.

Sincerely,

Tanya Croteau

43 Pilgrim Road

Reading, MA 01867

From: [Katie Theriault](#)
To: [Reading - Selectboard](#)
Subject: New Barrows area parking policy
Date: Tuesday, July 15, 2025 3:13:40 PM

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.

Hello,

I am writing today about the proposed parking ban in the Barrows area, restricting this area to only those who live in that particular neighborhood. As a tax payer, I do not believe that this is equitable as anyone can currently park in my whole neighborhood without restriction and we as tax payers should have the same courtesy throughout the town. I respectfully urge you to reconsider and allow all current Reading residents with a parking sticker the ability to park in any neighborhood throughout the town, including the Barrows area!

Respectfully,

Katie Theriault
46 Evergreen Road

Sent from my iPhone

From: [Amanda Sullivan](#)
To: [Reading - Selectboard](#)
Cc: [Town Manager](#)
Subject: Parking Limit Ban
Date: Tuesday, July 15, 2025 5:33:19 PM

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.



Dear Members of the Reading Select Board,

I respectfully urge you to reconsider any proposal that would limit parking permits solely to residents of a specific neighborhood, such as Barrows and/or Longwood Road and the surrounding public ways, and instead ensure that all Reading residents have equal access to parking throughout town.

As taxpayers, we all support the services and infrastructure of the town as well as contribute to the maintenance and shared use of public spaces; restricting access to certain areas unfairly excludes residents who have every right to enjoy the full benefits of our community.

My family and I have been residents of Reading for almost a year, and during this time we have experienced the warm, inclusive spirit that makes this town feel like home. A policy that restricts parking in this way does not seem in keeping with the welcoming and community-minded values that drew us to Reading in the first place.

I understand the concerns about violations by non-residents, but it's important that those actions do not result in unjust penalties to law-abiding Reading residents who have not caused the issues, who follow the town rules, and who respect the neighborhoods.

I ask that you please consider and adopt a fair and inclusive policy that protects neighborhood integrity without excluding the interests of members of our town community who call Reading home.

Thank you for your time and service.

Very truly yours,
Amanda and Bill Sullivan
351 Grove Street
Reading, MA 01867

From: [Julie MacDonnell](#)
To: [Reading - Selectboard](#)
Subject: Austin Prep Student Parking
Date: Sunday, July 6, 2025 11:21:11 AM

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.

Good Afternoon,

I would like to bring to your attention, that West Hill Circle should also be included for consideration of prohibited/limited parking for Austin prep students. Throughout this past school year, Austin Prep students parked on both sides of the street on West Hill Circle, making it difficult to navigate and find parking for our own families. Often, these students parked too close to West Street making it difficult to pull out safely and on several occasions students left trash. AP students would exit their cars, cross West Street in front of the Montessori school and walk up a private driveway on the right hand side to then jump off the stonewall on sane private property to continue on through the woods to Austin Prep.

With cars parked on both sides of our street, it was often difficult to back out of our very steep driveway.

Please, consider adding West Hill Circle to the no parking area for Austin Prep students. I fear parking here will just become worse after other streets in the neighborhood are banned. And there's always a concern for people crossing West Street on such a busy corner.

Thank you for your attention to this matter.

Julie MacDonnell
8 West Hill Circle.

Sent from my iPhone