



Town of Reading Meeting Posting with Agenda

2018-10-15-06

Board - Committee - Commission - Council:

Select Board

Date: 2025-10-21

Time: 7:00 PM

Building: Reading Town Hall

Location: Select Board Meeting Room

Address: 16 Lowell Street

Agenda:

Purpose: General Business

Meeting Called By: 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:

	Public Comment is permitted after each Agenda Item limited to that Item	
	Zoom Option: Join Zoom Meeting https://us06web.zoom.us/j/87322150591 Meeting ID: 873 2215 0591 Dial by your location • +1 646 558 8656 US (New York) • +1 646 518 9805 US (New York)	PAGE #
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	Fiscal Year 26 Tax Classification Preview	5
7:55	Vote to Close Special Town Meeting Warrant	34
8:00	Discussion and Potential Vote to Support the Local Initiative Program Application for Local Action Units to be Submitted with the Executive	39

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

	Office of Housing and Livable Communities by BLVD Reading, LLC for a lot of land at 258-262 Main Street, Reading	
8:30	Discuss and Vote on Amendment to Select Board Communication Policy Section 1.4: Addition of Social Media and Cell Phone Sections	44
9:00	Review and Vote on Finance Committee's Request to Receive a Free-Review of Town Financial Policies from Division of Local Services Financial Management Resource Bureau (FMRB)	48
9:15	Discuss and Vote to Instruct Town Manager to Explore Friday and Saturday Only Valet Parking License Agreement	
9:30	Select Board Liaison Reports	
9:35	Future Agendas	50
9:40	Approve Meeting Minutes <ul style="list-style-type: none"> • September 9, 2025 • September 16, 2025 • October 7, 2025 	52
9:45	Executive Session Purpose 2 & Purpose 3: To Conduct Strategy Discussions with Respect to Collective Bargaining and Collective Bargaining with the Facilities Union <i>Executive Session will be held in the Select Board Meeting Room</i>	

Select Board

Draft Motions

October 21, 2025

Vote to Close Special Town Meeting Warrant

Move to close the Special Town Meeting Warrant consisting of 4 Articles to take place on November 10, 2025.

Vote to Support Local Initiative Petition Application to be Submitted for 258-262 Main Street

Move to support the Local Initiative Program Application for Local Action Units to be submitted with the Executive Office of Housing and Livable Communities by BLVD Reading, LLC for a lot of land at 258-262 Main Street, Reading, and to authorize the Town Manager to sign said application and any other documents necessary to support BLVD's application for the Local Action Units.

Discuss and Vote on Amendment to Select Board Communication Policy: Social Media and Cell Phone

Move to amend Section 1.4 of the Select Board policies by adopting a new Section 1.4.3, entitled Social Media, as presented today.

Move to amend Section 1.4 of the Select Board policies by adopting a new Section 1.4.4, entitled Cell Phone Use, as presented today.

Review and Vote on Finance Committee's Request to Receive a Free-Review from FMRB

Move that the Board request a review of the town's financial policies from the Division of Local Services' Financial Management Resource Bureau.

Discuss and Vote to Instruct Town Manager to Explore Valet Parking License Agreement

Move that the Board instruct the Town Manager to explore a Friday-Saturday only valet parking license agreements.

Discuss and Vote to Approve Prior Meeting Minutes

- Move to approve the meeting minutes of September 9, 2025, as presented (**or** amended).
- Move to approve the meeting minutes of September 16, 2025, as presented (**or** amended).
- Move to approve the meeting minutes of October 7, 2025, as presented (**or** amended).

Executive Session

- Move to enter into executive session under Purpose 2 and Purpose 3 to conduct a strategy session with respect to collective bargaining and collective bargaining with the Facilities Union, as an open meeting will have a detrimental effect on the bargaining position of the Select Board, as declared by the Chair, to invite Town Manager Matt Kraunelis, Assistant Town Manager Jayne Wellman, Human Resources Director Sean Donahue, Facilities Director Joe Huggins, and Executive Assistant Maddie Baptiste into the executive session and to adjourn from executive session and not return to open session.

FY 2026 Classification Information



Presented by the
Reading Board of Assessors
October 21, 2025

Required Actions by SB

- Selection of a Minimum Residential Factor
- Selection of a Discount for Open Space
- Granting of a Residential Exemption
- Granting of a Small Commercial Exemption

Minimum Residential Factor

- Recently, Reading has adopted a slight split tax rate.
- An MRF of 1 would yield a single tax rate.
- $(\text{Tax Levy} / \text{Total Value}) \times 1000 = \text{TR}$
- Tax Levy is \$91,158,891 / \$8,275,536,877
= $0.01102 \times 1000 = \$11.02$
- Single Tax Rate would be \$11.02 est.

Reading Senior Circuit Breaker Credit Details

217 Seniors applied for the exemption. 203 Seniors were approved.

Max Amt: \$2,730 Avg Amt: \$2,049 Min Amt: \$101

Total Amount of Circuit Breaker Income Tax Credits Received by Qualified Seniors: \$416,096. The Current Exemption Amount is 100%.

- The total credit amount of \$416,096 is be shifted within the residential class of properties to pay for the tax relief.
- At 100%, we would be shifting \$416,096 and the residential tax rate would be \$11.07 and the CIP rate would be \$11.02 at a shift of 1.00. The average cost is \$47 without a tax shift.
- At a shift of 1.10 the tax rates would be \$11.00 & \$12.12 respectively.
- Without a shift the tax rates would be \$11.07 residential and \$11.02 for CIP.

The average single family home value for FY 2026 is **\$944,000**
The table below summarizes the anticipated FY 2026 average tax bill amounts at various shift intervals.

CIP SHIFT	MRF	RES %	RES TAX RATE	EST 2026 BILL
1	1.0000	93.8723	11.07	\$10,450
1.01	0.999347	93.8110	11.06	\$10,441
1.02	0.998694	93.7497	11.05	\$10,431
1.03	0.998041	93.6884	11.05	\$10,431
1.04	0.997389	93.6272	11.04	\$10,422
1.05	0.996736	93.5659	11.03	\$10,412
1.06	0.996083	93.5046	11.02	\$10,403
1.07	0.995430	93.4433	11.02	\$10,403
1.08	0.994777	93.3820	11.01	\$10,393
1.09	0.994125	93.3208	11.00	\$10,384
1.10	0.993472	93.2595	11.00	\$10,384

CIP SHIFT	MRF	RES %	RES TAX RATE	EST 26 TAX BILL
1.1	0.993472	93.2595	11.00	\$10,384
1.11	0.992819	93.1982	10.99	\$10,375
1.12	0.992166	93.1369	10.98	\$10,365
1.13	0.991514	93.0757	10.97	\$10,356
1.14	0.990861	93.0144	10.97	\$10,356
1.15	0.990208	92.9531	10.96	\$10,346
1.16	0.989555	92.8918	10.95	\$10,337
1.17	0.988902	92.8305	10.94	\$10,327
1.18	0.988250	92.7693	10.94	\$10,327
1.19	0.987597	92.7080	10.93	\$10,318
1.2	0.986944	92.6467	10.92	\$10,308
1.21	0.986291	92.5854	10.92	\$10,308
1.22	0.985639	92.5242	10.91	\$10,299
1.23	0.984986	92.4629	10.90	\$10,290
1.24	0.984333	92.4016	10.89	\$10,280
1.25	0.983680	92.3403	10.89	\$10,280
1.26	0.983028	92.2791	10.88	\$10,271
1.27	0.982375	92.2178	10.87	\$10,261
1.28	0.981722	92.1565	10.87	\$10,261
1.29	0.981069	92.0952	10.86	\$10,252
1.3	0.980416	92.0339	10.85	\$10,242

CIP SHIFT	MRF	RES %	RES TAX RATE	EST 26 TAX BILL
1.31	0.979764	91.9727	10.84	\$10,233
1.32	0.979111	91.9114	10.84	\$10,233
1.33	0.978458	91.8501	10.83	\$10,224
1.34	0.977805	91.7888	10.82	\$10,214
1.35	0.977153	91.7276	10.81	\$10,205
1.36	0.976500	91.6663	10.81	\$10,205
1.37	0.975847	91.6050	10.80	\$10,195
1.38	0.975194	91.5437	10.79	\$10,186
1.39	0.974541	91.4824	10.79	\$10,186
1.4	0.973889	91.4212	10.78	\$10,176
1.41	0.973236	91.3599	10.77	\$10,167
1.42	0.972583	91.2986	10.76	\$10,157
1.43	0.971930	91.2373	10.76	\$10,157
1.44	0.971278	91.1761	10.75	\$10,148
1.45	0.970625	91.1148	10.74	\$10,139
1.46	0.969972	91.0535	10.74	\$10,139
1.47	0.969319	90.9922	10.73	\$10,129
1.48	0.968667	90.9310	10.72	\$10,120
1.49	0.968014	90.8697	10.71	\$10,110
1.5	0.967361	90.8084	10.71	\$10,110

Average single family tax bill history from 2008 to present

Fiscal Year	Single Family Assessed Values	Single Fam Parcel	Single Family Avg Val	Residential Tax Rate	Avg Single Family Tax Bill	Percent Change
2008	2,933,909,900	6,490	452,066	12.6	5,696	2.23%
2009	2,882,787,600	6,501	443,438	13.21	5,858	2.84%
2010	2,816,270,800	6,505	432,939	13.75	5,953	1.62%
2011	2,880,796,500	6,508	442,655	13.80	6,109	2.62%
2012	2,895,475,600	6,514	444,500	14.15	6,290	2.96%
2013	2,816,675,700	6,516	432,300	14.94	6,459	2.68%
2014	2,910,595,200	6,524	446,100	14.74	6,575	1.76%
2015	3,030,663,500	6,528	464,250	14.71	6,828	3.84%
2016	3,266,065,400	6,539	499,500	14.51	7,248	6.15%
2017	3,491,464,400	6,544	533,537	14.04	7,490	3.33%
2018	3,666,153,000	6,549	559,803	13.87	7,761	3.62%
2019	3,897,988,400	6,556	594,568	14.26	8,479	9.25%
2020	4,117,586,400	6,566	627,104	13.96	8,748	3.24%
2021	4,315,911,300	6,566	657,312	13.83	9,090	3.92%
2022	4,619,196,800	6,574	702,646	13.33	9,366	3.03%
2023	5,076,375,600	6,590	770,314	12.61	9,716	3.73%
2024	5,663,161,900	6,592	859,096	11.72	10,068	4.05%
2025	5,888,168,950	6,593	893,100	11.39	10,172	1.12%
2026	6,227,898,700	6,596	944,193	10.99*	10,377	2.01%

FY 2026 TAX RATE NOTE

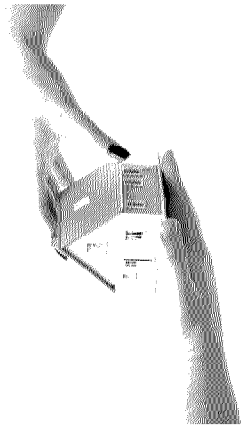
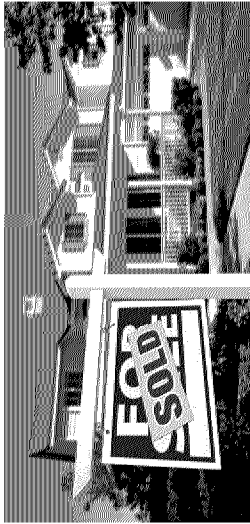
Total Amount of the FY 2026 Debt Exclusion is
ZERO!

This adds ZERO to the FY 2026 Res Tax Rate

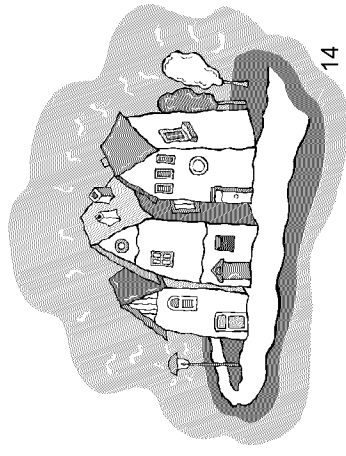
ZERO to the Average Single Family Home

ZERO to the Average Commercial Property

FY 2026 TAX RATE NOTES Cont.



	<u>2023</u>	<u>2024</u>
Sales Activity	141	195
Days on Market	34.43	26.35
Avg. Sale Price	\$992,213	\$946,467 (-4.61%)



The average commercial property valuation for FY 2026 is **\$2,025,600**.

The table below summarizes the anticipated FY 2026 average commercial tax bill amounts.

CIP SHIFT	MRF	CIP %	CIP TAX RATE	EST 2026 BILL
1	1.0000	6.1278	11.02	\$22,322
1.01	0.999347	6.1890	11.13	\$22,545
1.02	0.998694	6.2503	11.24	\$22,768
1.03	0.998041	6.3115	11.35	\$22,991
1.04	0.997389	6.3728	11.46	\$23,213
1.05	0.996736	6.4341	11.57	\$23,436
1.06	0.996083	6.4954	11.68	\$23,659
1.07	0.995430	6.5567	11.79	\$23,882
1.08	0.994777	6.6180	11.90	\$24,105
1.09	0.994125	6.6792	12.01	\$24,327
1.10	0.993472	6.7404	12.12	\$24,550

CIP SHIFT	MRF	CIP %	CIP TAX RATE	EST 26 TAX BILL
1.11	0.992819	6.8019	12.23	\$24,773
1.12	0.992166	6.8631	12.34	\$24,996
1.13	0.991514	6.9243	12.45	\$25,219
1.14	0.990861	6.9856	12.56	\$25,442
1.15	0.990208	7.0469	12.67	\$25,664
1.16	0.989555	7.1082	12.78	\$25,887
1.17	0.988902	7.1694	12.89	\$26,110
1.18	0.988250	7.2308	13.00	\$26,333
1.19	0.987597	7.2920	13.11	\$26,556
1.2	0.986944	7.3532	13.22	\$26,778
1.21	0.986291	7.4146	13.33	\$27,001
1.22	0.985639	7.4759	13.44	\$27,224
1.23	0.984986	7.5371	13.55	\$27,447
1.24	0.984333	7.5983	13.66	\$27,670
1.25	0.983680	7.6597	13.77	\$27,893
1.26	0.983028	7.7209	13.88	\$28,115
1.27	0.982375	7.7822	13.99	\$28,338
1.28	0.981722	7.8436	14.10	\$28,561
1.29	0.981069	7.9048	14.21	\$28,784
1.3	0.980416	7.9660	14.32	\$29,007
1.31	0.979764	8.0273	14.43	\$29,229

CIP SHIFT	MRF	CIP %	CIP TAX RATE	EST 26 TAX BILL
1.32	0.979111	8.0887	14.54	\$29,452
1.33	0.978458	8.1499	14.65	\$29,675
1.34	0.977805	8.2111	14.76	\$29,898
1.35	0.977153	8.2725	14.87	\$30,121
1.36	0.976500	8.3337	14.98	\$30,343
1.37	0.975847	8.3949	15.09	\$30,566
1.38	0.975194	8.4563	15.20	\$30,789
1.39	0.974541	8.5176	15.31	\$31,012
1.4	0.973889	8.5788	15.42	\$31,235
1.41	0.973236	8.6401	15.53	\$31,458
1.42	0.972583	8.7014	15.64	\$31,680
1.43	0.971930	8.7627	15.75	\$31,903
1.44	0.971278	8.8239	15.86	\$32,126
1.45	0.970625	8.8852	15.97	\$32,349
1.46	0.969972	8.9465	16.08	\$32,572
1.47	0.969319	9.0077	16.19	\$32,794
1.48	0.968667	9.0690	16.30	\$33,017
1.49	0.968014	9.1304	16.41	\$33,240
1.5	0.967361	9.1916	16.52	\$33,463

The median commercial property valuation for FY 2026 is **\$887,750**.
The table below summarizes the anticipated FY 2026 median commercial tax bill amounts.

CIP SHIFT	MRF	CIP %	CIP TAX RATE	EST 2026 BILL
1	1.0000	6.1278	11.02	\$9,783
1.01	0.999347	6.1890	11.13	\$9,881
1.02	0.998694	6.2503	11.24	\$9,978
1.03	0.998041	6.3115	11.35	\$10,076
1.04	0.997389	6.3728	11.46	\$10,174
1.05	0.996736	6.4341	11.57	\$10,271
1.06	0.996083	6.4954	11.68	\$10,369
1.07	0.995430	6.5567	11.79	\$10,467
1.08	0.994777	6.6180	11.90	\$10,564
1.09	0.994125	6.6792	12.01	\$10,662
1.10	0.993472	6.7404	12.12	\$10,760

CIP SHIFT	MRF	CIP %	CIP TAX RATE	EST 26 TAX BILL
1.1	0.992819	6.8019	12.12	\$10,760
1.11	0.992166	6.8631	12.23	\$10,857
1.12	0.991514	6.9243	12.34	\$10,995
1.13	0.990861	6.9856	12.45	\$11,052
1.14	0.990208	7.0469	12.56	\$11,150
1.15	0.989555	7.1082	12.67	\$11,248
1.16	0.988902	7.1694	12.78	\$11,345
1.17	0.988250	7.2308	12.89	\$11,443
1.18	0.987597	7.2920	13.00	\$11,541
1.19	0.986944	7.3532	13.11	\$11,638
1.2	0.986291	7.4146	13.22	\$11,736
1.21	0.985639	7.4759	13.33	\$11,834
1.22	0.984986	7.5371	13.44	\$11,931
1.23	0.984333	7.5983	13.55	\$12,029
1.24	0.983680	7.6597	13.66	\$12,127
1.25	0.983028	7.7209	13.77	\$12,224
1.26	0.982375	7.7822	13.88	\$12,322
1.27	0.981722	7.8436	13.99	\$12,420
1.28	0.981069	7.9048	14.10	\$12,517
1.29	0.992819	6.8019	14.21	\$12,615
1.3	0.980416	7.9660	14.32	\$12,713

CIP SHIFT	MRF	CIP %	CIP TAX RATE	EST 26 TAX BILL
1.3	0.980416	7.9660	14.32	\$12,713
1.31	0.979764	8.0273	14.43	\$12,810
1.32	0.979111	8.0887	14.54	\$12,908
1.33	0.978458	8.1499	14.65	\$13,006
1.34	0.977805	8.2111	14.76	\$13,103
1.35	0.977153	8.2725	14.87	\$13,201
1.36	0.976500	8.3337	14.98	\$13,298
1.37	0.975847	8.3949	15.09	\$13,396
1.38	0.975194	8.4563	15.20	\$13,494
1.39	0.974541	8.5176	15.31	\$13,591
1.4	0.973889	8.5788	15.42	\$13,689
1.41	0.973236	8.6401	15.53	\$13,787
1.42	0.972583	8.7014	15.64	\$13,884
1.43	0.971930	8.7627	15.75	\$13,982
1.44	0.971278	8.8239	15.86	\$14,080
1.45	0.970625	8.8852	15.97	\$14,177
1.46	0.969972	8.9465	16.08	\$14,275
1.47	0.969319	9.0077	16.19	\$14,373
1.48	0.968667	9.0690	16.30	\$14,470
1.49	0.968014	9.1304	16.41	\$14,568
1.5	0.967361	9.1916	16.52	\$14,666

MEDIAN COMMERCIAL TAX COMPARISON

FY25 vs FY26

FY	CIP SHIFT	TAX RATE	MEDIAN VALUE	TAXES
2025	1.11	\$12.67	\$792,000	\$10,034
2026	1.11	\$12.23	\$887,750	\$10,955

FY 2026 Assumes same shift interval of 1.11 from FY 2025.

Commercial Property Value Breakdown for FY 2026

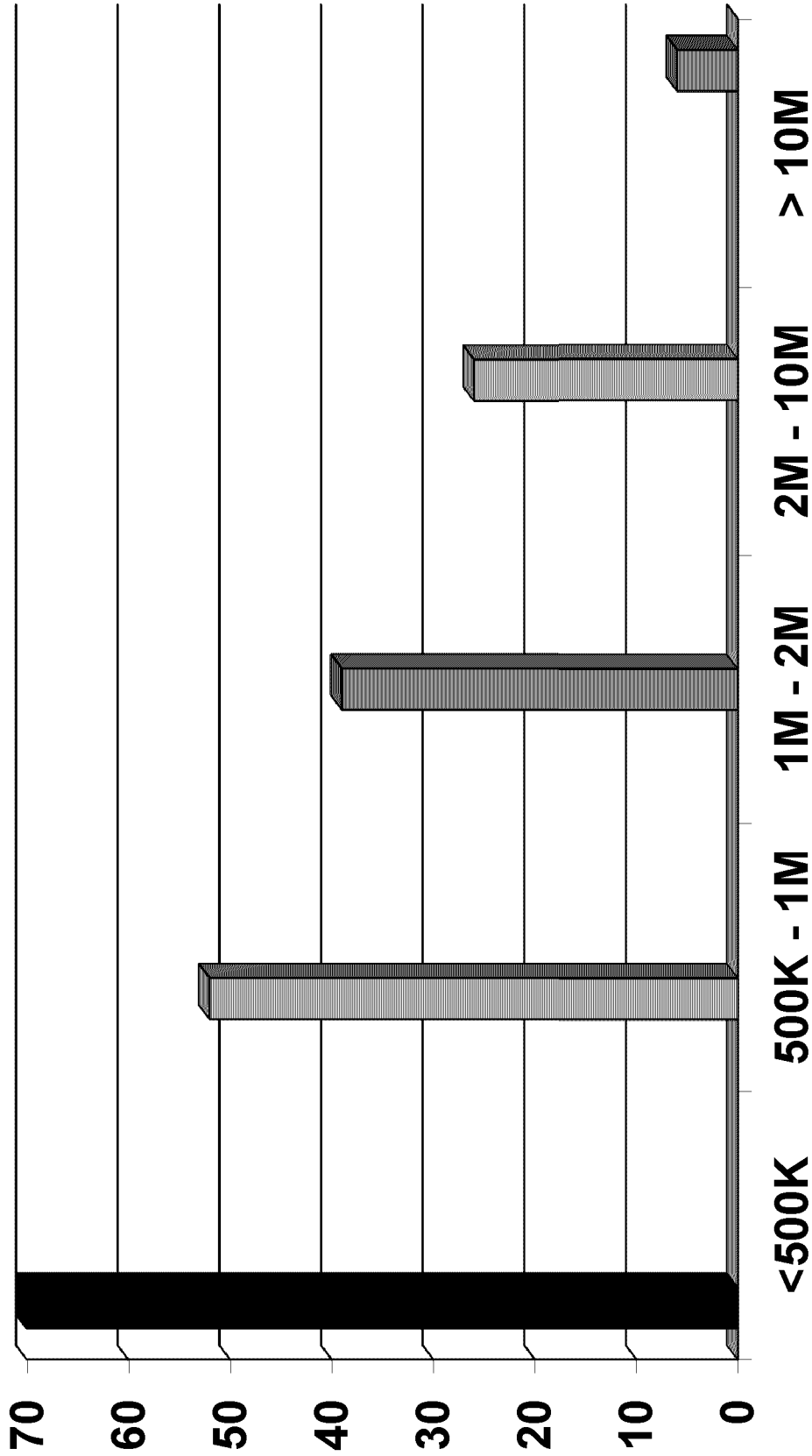
65 properties < \$500K

46 from \$500K - \$1M

45 from \$1M to \$2M

28 from 2M to \$10M

7 Properties above \$10M



Average commercial tax bill history from 2008 to present

Fiscal Year	Total Commercial Value	Comm. Parcels	Average Commercial Value	Tax Rate	Average Commercial Tax Bill	Percent Change
2008	256,582,400	203	\$1,263,953	12.6	15,926	10.46%
2009	262,919,463	206	\$1,276,308	13.21	16,860	5.87%
2010	270,816,033	205	\$1,321,054	13.75	18,164	7.74%
2011	319,506,376	204	\$1,566,208	13.8	21,614	18.99%
2012	320,481,055	205	\$1,563,322	14.15	22,121	2.35%
2013	300,063,400	199	\$1,507,900	14.94	22,527	1.84%
2014	285,068,700	198	\$1,439,700	14.76	21,221	-5.7%
2015	284,141,800	196	\$1,449,700	14.71	21,325	.488%
2016	294,140,500	197	\$1,493,100	14.51	21,665	1.59%
2017	309,470,100	198	\$1,563,000	14.04	21,945	1.29%
2018	317,592,400	201	\$1,580,062	13.92	22,002	-0.007%
2019	319,725,400	194	\$1,648,064	14.20	23,403	6.36%
2020	327,747,500	192	\$1,707,018	14.21	24,257	3.65%
2021	327,145,600	190	\$1,721,818	14.06	24,251	-0.13%
2022	347,922,700	193	\$1,802,000	13.55	24,417	0.68%
2023	357,568,000	194	\$1,843,134	12.83	23,647	-3.15%
2024	368,131,400	192	\$1,917,351	12.34	24,772	4.5%
2025	383,070,400	193	\$1,984,800	12.67	25,147	1.52%
2026 est	383,070,400	193	\$2,025,653	12.23	24,774	-1.48%

Discount for Open Space

- MGL C59, sec 2A defines class 2 open space as: “land which is not otherwise classified and which is not taxable under provisions of Chapters 61A or 61B, or taxable under a permanent conservation restriction, and which land is not held for the production of income but is maintained in an open or natural condition and which contributes significantly to the benefit and enjoyment of the public.”
- An exemption of up to 25% could be adopted for property classified as Class 2 Open Space.
- Reading has never adopted a discount for Class 2 Open Space.

Residential Exemption

- SB may adopt a Residential Exemption for residential properties in town that are owner occupied.
- Amount up to 35% of the average assessed value of ALL residential properties, including vacant land.
- Adopting this would raise the residential tax rate. This would apply to all residential properties before the exemption. The top third of the residential properties would be paying for the exemption.
- Adopted by only 13 communities including Boston, Chelsea, Cambridge & Waltham.
- Since the shift is only in the res class, higher valued homes will pay for the exemption to those homes of lower value.

Small Commercial Exemption

- Up to 10% of property value for commercial properties only. (No industrial or personal property).
- Total Property Value less than \$1,000,000
- Not more than 10 employees as certified by the Dept. of Employment & Training.
- One business in a building of several would qualify only if all other businesses qualified.
- Exemption goes to the real estate owner and not the business owner.
- Less than a dozen communities in the Commonwealth have adopted this exemption.

Neighboring Communities / FY 2025

Community	Avg. Single Family Value	Avg. Single Family Tax Bill	Tax Rate /\$1000 RES / CIP	CIP SHIFT MAX / ACTUAL
Lynnfield	\$1,045,013	\$11,035	10.51/17.99	1.67/1.67
No. Reading	\$855,002	\$11,166	13.21	1.50/1.00
Stoneham	\$765,770	\$7,834	10.59/20.17	1.75/1.75
Wakefield	\$776,158	\$8,809	11.25/21.70	1.75/1.75
Wilmington	\$702,889	\$8,048	11.43/26.23	1.75/1.75
Woburn	\$700,311	\$5,981	8.54/20.41	1.75/1.75
READING	\$890,915	\$10,148	11.72 / 12.92	1.50/1.11

VARIOUS COMMUNITIES RESIDENTIAL VS CIP

SHARE OF TAX BASE 2025

Arlington	14,620,586,615	558,650,253	29,121,000	225,953,800	15,434,311,668	94.7278	5.2722
Belmont	11,010,749,600	472,850,888	31,370,000	118,884,880	11,633,855,368	94.6440	5.3560
Burlington	6,383,275,340	3,043,316,176	293,327,424	295,621,930	10,015,540,870	63.7337	36.2663
Concord	8,741,097,979	533,969,063	29,985,204	74,664,390	9,379,716,636	93.1915	6.8085
Lexington	15,977,353,073	847,945,410	1,255,775,000	406,689,050	18,487,762,533	86.4212	13.5788
Lynnfield	4,396,936,466	450,620,276	25,238,200	72,486,520	4,945,281,462	88.9118	11.0882
Melrose	7,342,445,623	198,770,977	29,630,910	158,572,820	7,729,420,330	94.9935	5.0065
Milton	8,592,593,311	181,491,477	5,702,500	205,463,790	8,985,251,078	95.6300	4.3700
North Reading	4,390,635,146	284,828,399	184,195,200	105,521,584	4,965,180,329	88.4285	11.5715
Stoneham	5,540,472,703	428,483,701	41,912,300	101,188,155	6,112,056,859	90.6483	9.3517
Sudbury	6,790,843,084	276,917,020	41,374,300	183,553,167	7,292,687,571	93.1185	6.8815
Wakefield	6,801,853,038	535,705,976	101,796,900	206,132,780	7,645,488,694	88.9656	11.0344
Watertown	9,192,683,019	1,033,281,083	2,248,030,588	408,961,360	12,882,956,050	71.3554	28.6446
Wilmington	5,443,140,337	229,613,692	1,310,943,918	285,193,190	7,268,891,137	74.8827	25.1173
Winchester	10,878,761,569	328,565,531	43,189,700	118,393,770	11,368,910,570	95.6887	4.3113
Woburn	8,784,546,184	1,222,396,948	1,207,951,089	708,113,200	11,923,007,421	73.6773	26.3227

Middlesex League / FY2025

Community	Avg. Single Family Value	Avg. Single Family Tax Bill	Tax Rate / \$1000 RES / CIP	CIP SHIFT MAX / ACT
Arlington	\$1,076,858	\$11,598	10.77	1.50 / 1.00
Belmont	\$1,648,400	\$18,775	11.39	1.50 / 1.00
Burlington	\$782,078	\$6,773	8.66 / 25.47	1.75 /1.73
Lexington	\$1,578,591	\$19,306	12.23 / 24.26	1.75 /1.75
Melrose	\$817,630	\$8,095	9.90 / 17.75	1.75 /1.73
Reading	\$890,915	\$10,148	11.39 / 12.67	1.50 /1.11
Stoneham	\$765,770	\$7,834	10.23 / 19.40	1.75 /1.75
Wakefield	\$776,158	\$8,809	11.35 / 21.76	1.75 /1.75
Watertown	\$655,561	\$7,657	11.68 / 22.83	1.745 /1.745
Wilmington	\$702,889	\$8,048	11.45 / 26.77	1.75 /1.75
Winchester	\$1,595,586	\$17,695	11.09 / 10.60	1.50 /1.0
Woburn	\$700,311	\$5,981	8.54 / 20.41	1.75 /1.75

Largely Residential Comparable Communities Fiscal Year 2025 Data

Community	Avg. Single Family Value	Avg. Single Family Tax Bill	Tax Rate / \$1000 RES / CIP	CIP SHIFT MAX / ACT
Arlington	\$1,076,858	\$11,598	10.77	1.50 / 1.00
Belmont	\$1,648,400	\$18,775	11.39	1.50 / 1.00
Concord	\$1,488,028	\$19,585	13.26 / 12.39	1.50 / 1.00
Lincoln	\$1,597,379	\$20,462	12.81 / 19.55	1.50 / 1.49
Lynnfield	\$1,045,013	\$11,035	10.56 / 19.18	1.67 / 1.67
Melrose	\$817,630	\$8,095	9.90 / 17.75	1.75 / 1.73
Milton	\$1,028,487	\$11,406	11.09 / 16.93	1.50 / 1.49
Reading	\$890,915	\$10,148	11.39 / 12.67	1.50 / 1.11
Sudbury	\$1,116,350	\$16,343	14.64 / 21.04	1.50 / 1.40
Wakefield	\$776,158	\$8,809	11.35 / 21.76	1.75 / 1.75
Winchester	\$1,595,586	\$17,695	11.09 / 10.60	1.50 / 1.00

Reading had the third lowest average single family tax bill of those listed.

READING TOWN COMPARISONS FY2025

Municipality	Residential Tax Rate	Commercial Tax Rate	# of Single-Family Parcels	Average Single-Family Assessment	Average Single-Family Tax Bill	R/O % of Total Value	CIP % of Total Value	Max CIP Shift Allowed	CIP Shift
Andover	12.49	24.31	8,738	1,026,321	12,819	82.3580	17.6420	1.750000	1.67000
Arlington	10.77	10.77	8,011	1,076,858	11,598	94.7278	5.2722	1.500000	1.00000
Bedford	12.04	27.12	3,459	986,414	11,876	77.0569	22.9431	1.750000	1.75000
Belmont	11.39	11.39	4,540	1,648,400	18,775	94.6440	5.3560	1.500000	1.00000
Burlington	8.66	25.47	6,593	782,078	6,773	63.7337	36.2663	1.750000	1.72629
Canton	9.89	20.45	5,538	827,196	8,181	75.9801	24.0199	1.646276	1.64550
Concord	13.26	12.39	4,628	1,477,028	19,585	93.1915	6.8085	1.500000	1.00000
Danvers	10.99	18.79	6,173	693,303	7,619	78.7859	21.2141	1.500000	1.48614
Dedham	12.62	26.20	6,643	761,990	9,616	82.6905	17.3095	1.750000	1.75000
Lexington	12.23	24.26	9,065	1,578,591	19,306	86.4212	13.5788	1.750000	1.75000
Lincoln	12.81	19.55	1,535	1,597,379	20,462	96.2933	3.7067	1.500000	1.49878
Lynnfield	10.56	19.18	3,891	1,045,013	11,035	88.9118	11.0882	1.669601	1.66578
Mansfield	13.17	20.05	5,462	644,826	8,492	80.2777	19.7223	1.500000	1.38018
Marshfield	9.90	9.90	9,249	758,800	7,512	93.7535	6.2465	1.500000	1.00000
Melrose	9.90	17.75	6,385	817,630	8,095	94.9935	5.0065	1.750000	1.73050
Milton	11.09	16.93	7,224	1,028,487	11,406	95.6300	4.3700	1.500000	1.49237
Natick	11.96	11.96	8,536	877,913	10,500	82.9426	17.0574	1.500000	1.00000
North Andover	11.26	15.82	6,339	825,382	9,294	84.1690	15.8310	1.500000	1.32007
North Reading	13.06	13.06	4,317	855,002	11,166	88.4285	11.5715	1.500000	1.00000
Reading	11.39	12.67	6,593	890,915	10,148	93.7007	6.2993	1.500000	1.11000
Shrewsbury	12.04	12.04	9,438	706,928	8,511	89.1502	10.8498	1.500000	1.00000
Stoneham	10.23	19.40	5,129	765,770	7,834	90.6483	9.3517	1.750000	1.75000
Sudbury	14.64	21.04	5,451	1,116,350	16,343	93.1185	6.8815	1.500000	1.39919
Tewksbury	13.22	24.97	7,930	629,508	8,322	84.4805	15.5195	1.750000	1.65975
Wakefield	11.35	21.76	6,264	776,158	8,809	88.9656	11.0344	1.750000	1.75000
Walpole	12.83	17.34	6,633	784,202	10,061	88.7536	11.2464	1.500000	1.29989
Watertown	11.68	22.83	2,853	655,561	7,657	71.3554	28.6446	1.745529	1.74504
Westborough	16.29	16.29	3,938	755,913	12,314	70.3460	29.6540	1.500000	1.00000
Westford	13.47	13.47	6,510	796,584	10,730	90.3612	9.6388	1.500000	1.00000
Wilmington	11.45	26.77	7,159	702,889	8,048	74.8827	25.1173	1.750000	1.75000
Winchester	11.09	10.60	5,684	1,595,586	17,695	95.6887	4.3113	1.500000	1.00000
Woburn	8.54	20.41	8,109	700,311	5,981	73.6773	26.3227	1.750000	32,75000

IMPORTANT TERMS

TERM	DEFINITION
Levy	The property tax levy is the revenue a community can raise through real and personal property taxes.
Levy Limit	The maximum amount a community can levy in a given year equal to last year's levy plus 2.5% plus new growth plus debt exclusion / override if applicable.
Levy Ceiling	Equal to 2.5% of the total full and fair cash value of all taxable real and personal property in the community.
New Growth	Increase in the tax base due to new construction, parcel subdivisions, condo conversions and property renovations, but not due to revaluation. It is calculated by multiplying the increased assessed value by the prior year's tax rate for the property class.
Override	A permanent increase to a community's levy limit.
Override Capacity	The difference between the levy ceiling and the levy limit. It is the maximum amount by which a community may override its levy limit.
Debt Exclusion	A temporary increase to the levy limit for the payment of a specific debt service item over a specified period of time.
Capital Outlay Expenditure	A temporary exclusion for the purpose of raising funds for capital projects.
Excess Levy Capacity	The difference between the actual levy and the levy limit.

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss. Officer's Return, Town of Reading:

By virtue of this Warrant, I _____, on _____, 2025 notified and warned the inhabitants of the Town of Reading, qualified to vote on Town affairs, to meet at the place and at the time specified by posting attested copies of this Town Meeting Warrant, in the following public places within the Town of Reading:

Precinct 1	J. Warren Killam School, 333 Charles Street
Precinct 2	Reading Police Station, 15 Union Street
Precinct 3	Reading Municipal Light Department, 230 Ash Street
Precinct 4	Joshua Eaton School, 365 Summer Avenue
Precinct 5	Reading Public Library, 64 Middlesex Avenue
Precinct 6	Barrows School, 16 Edgemont Avenue
Precinct 7	Birch Meadow School, 27 Arthur B Lord Drive
Precinct 8	Wood End School, 85 Sunset Rock Lane
	Town Hall, 16 Lowell Street

The date of posting being not less than fourteen (14) days prior to November 10, 2025, the date set for Town Meeting in this Warrant.

Constable

A true copy Attest:

Laura Gemme, Town Clerk



SPECIAL TOWN MEETING WARRANT COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

To any of the Constables of the Town of Reading, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Reading, qualified to vote in the Local Elections and Town affairs, to meet at the Reading Memorial High School Performing Arts Center, 62 Oakland Road, in said Reading on

MONDAY, the TENTH DAY of NOVEMBER A.D., 2025

at seven-thirty o'clock in the evening, at which time and place the following articles are to be acted upon and determined exclusively by Town Meeting Members in accordance with the provisions of the Reading Home Rule Charter.

ARTICLE 1 Reports

To hear and act on the reports of the Select Board, School Committee, Library Trustees, Municipal Light Board, Finance Committee, Bylaw Committee, Town Manager, Town Accountant and any other Town Official, Board or Committee.

ARTICLE 2 To see if the Town will vote to authorize the Select Board, on behalf of the Town, to petition the General Court for passage of a special law, as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before enactment by the General Court; and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition; or take any other action with respect thereto.

AN ACT AUTHORIZING THE TOWN OF READING TO ESTABLISH A MEANS TESTED SENIOR CITIZEN PROPERTY TAX EXEMPTION.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

SECTION 1. There shall be an exemption from the property tax for each qualifying parcel of real property classified as class 1 residential in the Town of Reading in an amount to be set annually

by the Select Board as provided in section 3. The exemption shall be applied only to the domicile of the taxpayer; provided, however, that for the purposes of this act, "parcel" shall mean a unit of real property as defined by the board of assessors under the deed for the property and shall include a condominium unit. The exemption provided for in this act shall be in addition to any and all other exemptions allowed by the General Laws.

SECTION 2. The board of assessors in the Town of Reading may deny an application if they find the applicant has excessive assets that place the applicant outside of the intended recipients of the exemption under this act. Real property shall qualify for the exemption under section 1 if:

- (i) the qualifying real property is owned and occupied by a person whose prior year's income would make the person eligible for the circuit breaker income tax credit under subsection (k) of section 6 of chapter 62 of the General Laws;
- (ii) the qualifying real property is owned by a single applicant not less than 65 years old at the close of the previous year or jointly by persons either of whom is not less than 65 years old at the close of the previous year and the other joint applicant is not less than 60 years old;
- (iii) the qualifying real property is owned and occupied by the applicant or joint applicants as their domicile;
- (iv) the applicant or at least 1 of the joint applicants has been domiciled and owned a home in the town for not less than 10 consecutive years before filing an application for the exemption;
- (v) the maximum assessed value of the qualifying real property is no greater than the prior year's maximum assessed value for qualification for the circuit breaker income tax credit under subsection (k) of section 6 of chapter 62 of the General Laws as adjusted annually by the department of revenue; and
- (vi) the board of assessors has approved the application.

SECTION 3. The Select Board of the Town of Reading, shall annually set the exemption amount under section 1 at 100 per cent of the amount of the circuit breaker income tax credit under subsection (k) of section 6 of chapter 62 of the General Laws for which the applicant qualified in the previous year. The total amount exempted by this act shall be allocated proportionally within the tax levy on all residential taxpayers.

SECTION 4. A person who seeks to qualify for the exemption under section 1 shall, before the deadline established by the board of assessors of the town of Reading, file an application, on a form to be adopted by the board, with supporting documentation relative to the applicant's income and assets as described in the application. The application shall be filed each year for which the applicant seeks the exemption.

SECTION 5. No exemption shall be granted under this act until the department of revenue certifies a residential tax rate for the applicable tax year where the total exemption amount is raised by a burden shift within the residential tax levy.

SECTION 6. This act shall expire 3 years after implementation of the exemption under this act.

Select Board

ARTICLE 3 To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 40, Section 8J to establish a commission on disability or take any other action with respect thereto.

Select Board

ARTICLE 4 To see if the Town will vote to rescind, reallocate, and transfer \$198,681.73 or any other sum of money, from previously approved appropriations, for the purpose of paying any and all costs associated with the Killam School Building Project, or any other Town project, as itemized and described below:

Original Project	Original Town Meeting Approval	Amount to be Reallocated	New Purposes
Police Station Renovation	10/18/21	\$1,302.63	Killam School Building Project
Energy Improvements II	10/18/21	\$17,977.73	Killam School Building Project
Parker Roof	4/26/21	\$42,447.62	Killam School Building Project
Building Security Project	4/22/19	\$13,996.56	Killam School Building Project
Turf II Improvements	4/22/19	\$882.00	Killam School Building Project
RMHS Turf/Track	4/26/21	\$13.29	Killam School Building Project
BM Field Lighting Design	4/27/15	\$28,349.21	Killam School Building Project
Library Renovations	1/28/13	\$93,712.69	Killam School Building Project
Total:		\$198,681.73	

or take any other action with respect thereto.

Select Board

and you are directed to serve this Warrant by posting an attested copy thereof in at least one (1) public place in each precinct of the Town not less than fourteen (14) days prior to November 10, 2025, or providing in a manner such as electronic submission, holding for pickup or mailing, an attested copy of said Warrant to each Town Meeting Member.

Hereof fail not and make due return of this Warrant with your doings thereon to the Town Clerk at or before the time appointed for said meeting.

Given under our hands this ____th day of _____, 2025.

Christopher Haley, Chair

Melissa Murphy, Vice Chair

Karen Rose-Gillis, Secretary

Carlo Bacci, Member

Karen Gately Herrick, Member

SELECT BOARD OF READING

, Constable

LOCAL INITIATIVE PROGRAM APPLICATION FOR LOCAL ACTION UNITS

Introduction

The Local Initiative Program (LIP) is a state housing initiative administered by the Executive Office of Housing and Livable Communities (EOHLC) to encourage communities to produce affordable housing for low- and moderate-income households.

The program provides technical and other non-financial assistance to cities or towns seeking to increase the supply of housing for households at or below 80% of the area median income. LIP-approved units are entered into the subsidized housing inventory (SHI) pursuant to Chapter 40B.

Local Action Units (LAUs) are created through local municipal action *other than* comprehensive permits; for example, through special permits, inclusionary zoning, conveyance of public land, utilization of Community Preservation Act (CPA) funds, etc.

The Department shall certify units submitted as Local Action Units if they meet the requirements of 760 CMR 56.00 and the Local Initiative Program Guidelines, which are part of the Comprehensive Permit Guidelines and can be found on the EOHLC website at www.mass.gov/eohlc.

To apply, a community must submit a complete, signed copy of this application to:

**Executive Office of Housing and Livable Communities
100 Cambridge Street, Suite 300
Boston, MA 02114**

Attention: Alyxandra Sabatino, LIP/HOP Coordinator
Telephone: 617-573-1328
Email: alyxandra.sabatino@mass.gov

Community Support Narrative, Project Description, and Documentation

Strada

In April of 2024, the Reading Community Planning and Development Commission unanimously voted to grant a Special Permit to BLVD Reading, LLC for a lot of land on 258-262 Main Street which, as permitted, allows for a mixed-use building that will include a total of thirty (30) residential apartments. Three (3) of these units will be designated as affordable units and will be rented to a household with no more than 80% of the area median income (AMI).

Strada will be a community free of fossil fuels and will be solely powered by electricity. There will be two parking spaces available for electric vehicles. Strada is located less than a mile away from the Reading MBTA commuter rail station and I-95/128.

Signatures of Support for the Local Action Units Application

Chief Executive Officer:

defined as the mayor in a city and the board of selectmen in a town, unless some other municipal office is designated to be the chief executive officer under the provisions of a local charter

Signature: _____

Print Name: _____

Date: _____

Chair, Local Housing Partnership:
(as applicable)

Signature _____

Print Name: _____

Date: _____

Municipal Contact Information:

**Chief Executive Officer/Town
Administratos:**

Name: Matt Kraunelis, Town Manager

Address: 16 Lowell Street, Reading, MA 01867

Email: mkraunelis@ci.reading.ma.us

Town Planner:

Name: Andrew MacNichol, Community Development Director

Address: 16 Lowell Street, Reading, MA 01867

Email: amacnichol@ci.reading.ma.us

Town Planner:

Name: Olivia Knightly, Senior Planner

Address: 16 Lowell Street, Reading, MA 01867

Email: oknightly@ci.reading.ma.us

Town Counsel:

Name: Matt Kraunelis

Address: 16 Lowell Street, Reading, MA 01867

**Chair, Local Housing
Partnership (if any):**

N/A

Community Contact Person:

N/A

The Project: Strada

Developer:	Name: BLVD Reading, LLC Attention: Saverio Fulciniti
	Address: 1 Sylvan Street, Peabody, MA 01960
	Phone: Saverio Fulciniti 781-389-5989
	Email: saverio@weare14.com
Project Site:	Address: 258 Main Street, Reading, MA 01867

Is your municipality utilizing any HOME or CDBG funding for this project? No X

Local tax rate per thousand \$11.39 for Fiscal Year 2025

Site Characteristics: proposed or existing buildings by design, ownership type, and size.

<u>Project Style</u>	<u>Total Number of Units</u>	<u>Number of Units Proposed for Local Action Units Certification</u>
Detached Single-family house	_____	_____
Row house/townhouse	_____	_____
Duplex	_____	_____
Multifamily house (3+ family)	_____	_____
Multifamily rental/mixed use building	<u>30</u>	<u>3</u>

Unit Composition

<u>Type of Unit (Rental)</u>	<u># of Units</u>	<u># of BRs</u>	<u># of Baths</u>	<u>Livable Square Feet</u>	<u>Proposed Net Rents</u>	<u>Proposed Utility Allowance</u>
Affordable:	2	1	1	572-614	\$2,431	\$215
	1	2	2	995	\$2,666	\$311
Market:	18	1	1	485-775	\$2,800	N/A
	9	2	2	995-1,072	\$3,600	
Total:	30					

Please attach the following documents to your application:

1. Documentation of municipal action (e.g., copy of special permit, CPA funds, land donation, etc.)
2. Long-Term Use Restrictions (request documents before submission):

For ownership projects, this is the Regulatory Agreement for Ownership Developments, redlined to reflect any proposed changes, and/or the model deed rider.

For rental projects, this is the Regulatory Agreement for Rental Developments, redlined to reflect any proposed changes.

For HOME-funded projects, this is the HOME covenant/deed restriction. When attaching a HOME deed restriction to a unit, the universal deed rider cannot be used.

3. Documents of Project Sponsor's (developer's) legal existence and authority to sign the Regulatory Agreement:
 - appropriate certificates of Organization/Registration and Good Standing from the Secretary of State's Office
 - mortgagee consents to the Regulatory Agreement
 - Trustee certificates or authorization for signer(s) to execute all documents
 - Copy of Site Plan
4. For Condominium Projects Only: The Master Deed with schedule of undivided interest in the common areas in percentages set forth in the condominium master deed
5. For Rental Projects Only: A copy of the lease with lease addendum and Local Housing Authority's current Utility Allowances
6. MEPA (Massachusetts Environmental Policy Act) environmental notification form (ENF) for new construction only (request form before submission)
7. Affirmative Fair Marketing and Lottery Plan, including:
 - ads and flyers with HUD Equal Housing Opportunity logo
 - informational materials for lottery applicants
 - eligibility requirements
 - lottery application and financial forms
 - lottery and resident selection procedures
 - request for local preference and demonstration of need for the preference
 - measures to ensure affirmative fair marketing, including outreach methods and venue list
 - name of Lottery Agent with contact information

See Section III of the Comprehensive Permit Guidelines at: <http://www.mass.gov> (enter LIP 40b guidelines in Search field) for more information.

PLEASE contact our office if you have any questions: 617-573-1328.

Section 1.4 – Communication

1.4.1 - Select Board Communication

It is important to the public and to the Select Board itself to make it clear when individual members are speaking for the Board as a whole, or when they are speaking for themselves as individuals. In order to ensure this clarity of communication, the following shall be the policy of the Select Board:

1. Members of the Select Board shall be given stationery with the Town seal in printed and electronic format for their use. This stationery shall name only that member of the Board on the masthead. Board members may only use this stationery for correspondence relative to Town matters. Any such correspondence shall state that the views expressed are those of that member of the Select Board only.

2. The Select Board stationery, naming all five members of the Board on the masthead, shall be used only for correspondence from the full Select Board. This stationery shall be used to communicate positions of the full Select Board based on consensus of the full Board or based upon actually voted positions of the Board.

3. The Select Board may take votes on recommendations on Warrant Articles appearing before Town Meeting, and the Chair of the Select Board or the designee thereof shall be responsible for communicating those recommendations to Town Meeting based on votes of the Board.

4. When Board members rise to speak at Town Meeting, they shall identify whether they are speaking for the full Board or as individuals.

5. In today's society, much of the correspondence to the Select Board is electronic, and often is copied to all members of the Board. The Select Board acknowledges that correspondence in electronic form that is made and/or received by it and its individual members are public records, unless specifically exempted from the definition of public record. Additionally, the Select Board acknowledges that the manner in which it deals with electronic correspondence may raise concerns relative to the Open Meeting Law. The Board also feels it is important to ensure that a proper response is given to an email request.

Correspondence shall be handled in the following manner::

- a. The Select Board's Secretary shall respond to electronic communication sent to the entire Board and acknowledge receipt of the correspondence.
 - i. If the correspondence may require actions by Town staff, the Town Manager shall be copied and so noted to the sender.

- ii. If the correspondence requests action from the Board on a particular matter within the Board's jurisdiction, the sender shall be advised that the Requests for action shall appear in the next available published meeting schedule under 'Future Agendas' as appropriate.
- iii. All non-electronic correspondence shall be converted to an electronic format and forwarded to the full Select Board in a timely manner. All correspondence circulated pursuant to this provision shall be subject to the terms of subsection a, above.
- b. Select Board members may respond directly to any email correspondence received, provided they do not violate the Open Meeting Law in doing so. They are encouraged to copy the Town Manager on issues that may involve Town staff.
- c. The Town Manager is encouraged to reply directly to the sender on issues that have been noted under section 1.4.1.5.b.i above and to update the entire Select Board on a timely basis either through email or at the next Select Board meeting. The Town Manager shall maintain a record of outstanding resident requests and inquiries that have come to the Select Board's attention that may require actions by Town staff. Such a record shall be included in each meeting packet and shall contain the name, request, and status of response, which shall be provided to the Board as part of the Town Manager's report at each meeting. Multiple requests on the same topic may be consolidated into one record.

If an inquiry relates to interaction with a member of Town staff, the Town Manager shall provide all relevant updates to the Board as permitted by law or pursuant to the advice of Town Counsel. The Town Manager, the Ombudsman and the Human Resources Director shall make themselves available to the public as may be helpful for further follow up on the inquiry; provided, however, that the Town Manager, the Ombudsman and the Human Resources Director shall provide an acknowledgement but shall not provide substantive responses to such inquiries when doing so would violate a contract or other law and need not so respond when such response would be contrary to the advice of Town Counsel.

- d. Members of the Select Board may communicate electronically as a quorum on the scheduling, cancellation, and time of meetings.
- e. Documents may be distributed via email from the Select Board to all members of the Town's boards, commissions and committees to permit advance review of materials to be discussed at upcoming meetings, provided such distribution does not violate the Open Meeting Law.
- f. Relative to information potentially of interest to members of the Select Board, the Town Manager shall err on the side of providing that information to all members of the Board on a timely basis either through email or at the next Select Board meeting. Correspondence relative to setting meeting agendas may be limited to the Town Manager and Chair.

- g. The Town Manager shall respond individually to members of the Select Board who email the Town Manager as individual members, unless the individual Board member requests that the Town Manager provide the information to all members of the Board and such communication does not violate the Open Meeting Law.
- a. If individual Board members request the Town Manager or Town staff take a particular action and it is unclear whether that request is representative of the will of the Board as a whole, the Town Manager may request the Board provide additional instruction or take a formal vote to indicate their preference or instruction for staff action.

*Section revised March 9, 2004
revised June 5, 2007
revised February 16, 2021
revised August 10, 2021*

1.4.2 – Access to Public Records

The Select Board is committed to the philosophy that the citizens should have access to public records that are not exempt by law. To this end, the Town Clerk is hereby designated as custodian of public records for the Town of Reading (not including the School or Light Department).

The custodian of public records will carry out the duties and responsibilities of a record custodian as required by Massachusetts General Laws, Chapter 66, Section 10, and may establish and charge such reasonable fees and establish other regulations in accordance with rules and regulations established by the Supervisor of Public Records, Regulation 950 CMR 32.06, or other applicable laws and regulations.

*Section revised December 13, 1994
Revised February 16, 2021*

1.4.3 – Social Media

The Select Board recognizes the importance of social media in facilitating timely and accessible communication with residents and the public. In alignment with the Board's values of transparency, openness, and public participation, Board members who use personal social media accounts to discuss matters related to their official role hereby signify their intent not to silence dissent, criticism or opposing viewpoints related to Board matters. This includes decisions to block individuals or restrict access to posts related to Board business. To the extent a Board member believes that blocking a comment or deleting a comment is necessary, the Board member is strongly encouraged to contact Town Counsel to ensure compliance with all applicable laws prior to taking any action.

1.4.4 – Cell Phone Use

The Select Board shall maintain a professional and focused environment during meetings by limiting the use of cellular phones. Board members are expected to refrain from using cell phones for personal calls, texting, messaging, or engaging with non-meeting-related content,

except in cases of emergencies or urgent matters requiring immediate attention. If a member must use their phone for such purposes, they should briefly excuse themselves from the meeting to minimize disruptions. All phones should be set to silent or vibrate mode to avoid interruptions, ensuring that the Board's attention remains on the agenda and public business at hand.

To: Reading Select Board

CC: Reading Finance Committee, Town Manager Matt Kraunelis, Assistant Town Manager Jayne Wellman, and Chief Financial Officer Sharon Angstrom

From: Joe Carnahan

Date: September 14, 2025

Re: Review of Reading's Financial Policies

After consulting with the rest of the Finance Committee, I would like to ask if the Select Board could request a free review of the town's financial policies from the Division of Local Services' Financial Management Resource Bureau (FMRB). Such a review would reassure both voters and credit agencies of Reading's commitment to fiscal responsibility, and it could help us identify if there are any opportunities to further improve our planning and spending practices.

Background:

On June 3, 2025, I attended a webinar organized by the Massachusetts Municipal Association with Sean Cronin and Theo Kalivas from the Massachusetts Department of Local Service on "Developing Local Financial Policies" (mma.org/mma-webinar-with-dls-covers-financial-policies). I originally signed up for this webinar because of previous discussions the Finance Committee has had about our own policies:

- Debt and Capital
- OPEB
- Reserves
- Peer communities

(The first three of these policies can be found at readingma.gov/546/Policies, while our Peer Communities Benchmarking Guidelines can be found at readingma.gov/DocumentCenter/View/2294/Peer-Community-Benchmarking-Guidelines-PDF.)

The webinar outlined an ambitious set of policies, some 20 in all. Of those, roughly half concerned planning and were relevant to the Finance Committee, while the other half were operational and hence primarily relevant to town staff. Besides policies that we already have, the webinar discussed policies for

- the budget planning process itself
- the capital planning process
- financial forecasting
- indirect cost allocation (operating expenses that should be covered by enterprise funds)
- overlays (how to budget for property tax abatements and exceptions)
- special purpose appropriations.

I am not aware of any problems with how any of these things work in Reading. Still, I think there is value in documenting these processes to keep them running smoothly into the future.

I am also concerned by how and when policies are updated. Reading's peer community policy (which interestingly was *not* included as a standard local policy in the webinar) is almost 12 years old, and it includes peers that have undergone significant changes in the shape of their

community and their tax base since then. Even the newest FinCom policies date to August 2018, which means they were set shortly after the last override.

The FMRB recommends that municipalities review their financial policies every 5-10 years. To enable this, the Select Board of any town can invite the FMRB to review the town's financial policies at no cost to the town. Such a review could provide direct benefits if it uncovers any opportunities to better manage taxpayers' money. Perhaps just as importantly, a review would provide the indirect benefit of reassuring voters and credit agencies that Reading is as serious as ever about fiscal responsibility.

Given the possible benefits of this free service, I would like to ask the Select Board to invite the FMRB for a review of Reading's financial policies.

I am happy to discuss this proposal further with any or all of you. Thank you for taking the time to consider this request.

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		
	Select Board Reorganization		
Public Hearing	Public Hearing: Discuss and Vote Fiscal Year 2026 Tax Classification	Santaniello	
	REPC Proclamation		5 mins
Public Hearing	Public Hearing: Discuss and Vote on Transfer of Annual Wine and Malt Liquor License for Bangkok Spice LLC d/b/a Bangkok Spice, Located at 76 Haven Street		
	Discuss Future of Pleasant Street Center		
	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		
	Discuss Town Manager Evaluation		
	Select Board Liaison Reports		
	Future Agendas		
	Approve Meeting Minutes		
December 3, 2025	Budget Presentations		
	Department Budget Presentations Night One		7:00
			7:05
			7:15

Select Board

September 9, 2025

Town Hall – Select Board Meeting Room

Members Present: Chris Haley, Melissa Murphy, Karen Rose-Gillis, Carlo Bacci, Karen Gately Herrick (8:30 pm)

Others Present: Town Manager Matt Kraunelis, Assistant Town Manager Jayne Wellman, Fire Chief Rick Nelson, CFO Sharon Angstrom (remote), Town Clerk Laura Gemme, Taylor Gregory, Town Counsel Ivria Fried (remote), Simone Payment, Sean Tesoro, Chris Soria, Judy Coltman, Angela Binda, Jeff Lamson, Bob Beckman (remote), Laura Stella (remote), Kate Harrington (remote), Meg Alfoni (remote),

Charter Review Committee Members: Raymond Porter, Jeff Struble, Jonathan Barnes, Alan Foulds, Jesse Arnold (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 7:00 pm.

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

Angela Binda of Orchard Park Drive noted that at the last meeting, the Select Board designee of the Reading Ice Arena Authority misspoke when he called the payment to the town a donation and clarified that it is a rent payment in lieu of taxes.

Town Manager Report

Town Manager Matt Kraunelis began by thanking the organizers, sponsors, and volunteers for another successful Fall Street Faire this past weekend. The MBTA is meeting with abutters to the proposed turnback track, with a public meeting for the public at large to attend on September 15th. In preparation for the upcoming Subsequent Town Meeting, the Bylaw Committee will be hosting two public forums on the proposed Snow Shoveling Bylaw: a virtual forum on September 16th, and a hybrid forum on September 24th. The Finance Committee has planned their Financial Forum for October 8th.

Mr. Kraunelis recapped a meeting that he and Chair Haley had with Austin Prep Headmaster, Dr. Hickey, earlier today. He noted that construction is underway, and the school is making efforts to address neighbors' concerns. He also noted that the recent parking restrictions implemented on Arcadia Avenue seem to be working.

Mr. Kraunelis also shared that Bertucci's on Walkers Brook Drive closed at the end of August and surrendered its liquor license. A new restaurant is in the works for that location.

Mr. Kraunelis concluded by remembering the victims of September 11, 2001, especially the first responders, as the anniversary approaches later this week.

Community Spotlight

Town Manager Matt Kraunelis congratulated Fusilli's Cucina on celebrating its ten year anniversary. He also congratulated staff member Avantika Mehta, Human Resources Benefits Specialist, on her five year anniversary with the Town.

Update from Reading Food Pantry

Reading Food Pantry (RFP) Executive Director, Simone Payment, and Board President, Sean Tesoro, presented the history of the organization and the services it provides. In 2024, the RFP served over 4,000 residents, and distributed more than 15,000 bags of food. Due to economic changes in the last few years, use of the pantry has increased substantially. The RFP has outgrown their current space, and faces several challenges including, space constraints, limited food storage capacity, lack of accessibility, and storage on different levels that create logistical and safety issues. The RFP respectfully requested partial use of the Pleasant Street Center (PSC) for future expansion of the RFP headquarters, when the Reading Center for Active Living is complete. Board members expressed interest in continuing the conversation of a rent agreement for the PSC in the future.

Discuss and Vote on 413 Main Street Early Opening

Chair Chris Haley opened the Public Hearing and Karen Rose-Gillis read the Hearing Notice. The Select Board discussed McDonald's request for an early opening at 5 AM. The Board agreed that it would be acceptable to open the inside of the store only at 5:00 am, while the opening of the drive-thru should remain at 6:00 AM, consistent with the recommendations of the Police Department and Planning Division.

Karen Rose-Gillis moved to close the Public Hearing regarding the early opening request for 413 Main Street. The motion was seconded by Carlo Bacci and approved by a vote of 4-0.

Karen Rose Gillis moved to approve a license to operate a retail business between the hours of midnight and 6:00 a.m. pursuant to Section 7.7 of the Reading General Bylaws and further pursuant to Section 3.8 of the Select Board Policies to McDonald's, 413 Main Street. This license is for approval to open for business not earlier than 5:00 a.m. indoors only, and 6:00 a.m. for the drive thru. In granting this license the board finds:

- 1. In accordance with Section 7.7.4.1 of the General Bylaws that the operation of the establishment will not cause unreasonable disruption or disturbance to, or otherwise adversely affect, the customary character of any adjacent or nearby residential neighborhood; and**
- 2. In accordance with Section 7.7.4.2 of the General Bylaws that the operation of the establishment is reasonably necessary to serve the public health, safety and welfare, serves a public need and provides a public convenience which outweighs any increase in the impacts on the adjacent or nearby residential.**

The motion was seconded by Melissa Murphy and approved by a vote of 4-0.

Discuss and Vote to Approve Meeting Minutes: August 26, 2025

Karen Rose-Gillis moved to approve the meeting minutes of August 26, 2025, as presented. The motion was seconded by Carlo Bacci and approved by a vote of 4-0.

Discuss Potential Override/Budget Review - Vote on Fire Department Permit Fees

Fire Chief Rick Nelson reviewed his presentation from the last meeting with proposed increases to the Fire Department fee schedule. The Board briefly discussed and agreed with the changes.

Karen Rose-Gillis moved that the Board adopt the updated Fire Department Permit Fee Schedule as presented. The motion was seconded by Melissa Murphy and approved by a vote of 4-0.

Select Board Liaison Reports

Karen Rose-Gillis shared her community engagements including attending the Eastern Gateway meeting where forum results were reviewed, attending the Permanent Building Committee meeting, meeting Town Meeting Member Ron Powell at his office hours, attending the Fall Street Faire, attending the Council on Aging meeting, and attending the Town Forest Committee meeting.

Melissa Murphy shared that the RCTV working negotiation group has a draft contract that is being reviewed by Town Counsel and RCTV Counsel. The School Committee did not approve the Mulberry Forest Montessori School. The Field House Project has been completed. The Conservation Commission discussed the shutdown of the Mattera Cabin and what is needed to get squared away with the Building Inspector. The Killam School and ReCAL projects both went before the Community Planning and Development Commission (CPDC) at recent meetings. Killam was approved, while CPDC is asking for clarification on parking for ReCAL.

Carlo Bacci noted that the CPA Study Committee hosted a tent at the Fall Street Faire to get community feedback on recommended percentages. The CPDC approved the Century 21 Boardwalk project on Main Street, and continued the hearing on the proposed Primrose School, as a lot of neighbors came out to voice concerns with parking and safety. He also shared that the City of Salem is abandoning their parking kiosk program in favor of a parking app only, as the city was unhappy with their vendor.

Chris Haley shared details from his visit to Austin Prep with the Town Manager and School Headmaster, Dr. Hickey, to look over the school and their parking project. The dedicated parking for the school at the Depot is no longer needed. The Killam School building project will save \$500,000 by opting for a smaller generator, as the ReCAL will function as the emergency shelter. He met with CPDC Chair Heather Clish regarding the Master Plan Committee and noted that the CPDC hopes to have some follow up in October. He shared that the Angeloni family on Libby Avenue was displaced by a house fire, and a resident has established a GoFundMe to help the family.

Public Information Session 1: Review Charter Changes in Preparation for Town Meeting

As Charter Review Committee Chair, Chris Haley called the Charter Review Committee to order.

Roll call: Jeff Struble, Jonathan Barnes, Ray Porter, Alan Foulds, Jesse Arnold (remote), and Chris Haley.

Town Counsel Ivria Fried reviewed the “Translation Guide” she prepared that outlines the revisions to the Charter, which ones could be adopted through a ballot vote, and which ones necessitate a Special Act.

The Charter Review Committee (CRC) members reviewed the proposed changes to the various sections of the Town Charter, particularly regarding reappointment of Finance Committee and Bylaw Committee members when the Chair is seeking reappointment, voter registration thresholds for referendum petitions, and removal processes for board and committee members.

Karen Gately Herrick arrived at 8:30 pm.

Town Counsel Ivria Fried noted that in Section 5.5.2 the term “last known legal address” is inconsistent with “last known address” in other sections and recommended striking the word “legal” in this instance, as it can be unclear what “legal address” means. As the Charter Review Committee agenda did not include “Vote”, the CRC will include it on their agenda for next week’s meeting.

Karen Gately Herrick expressed concern with the inclusion of termination pay for the Town Manager. Mr. Haley stated that the CRC did discuss the section but did not recall the details. Town Clerk Laura Gemme was tasked with reviewing the minutes from the previous meetings, and the matter would be discussed at the next meeting.

The review of the Charter will continue at next week’s Select Board meeting, with the Charter Review Committee being posted to attend and vote on any other recommended changes discussed.

Preview Subsequent Town Meeting Warrant

Town Manager Matt Kraunelis previewed the Subsequent Town Meeting Warrant, which the Board will vote to close at their next meeting.

Article 1 – Reports: The only anticipated report right now is from the Ad Hoc Community Preservation Act Study Committee.

Article 2 – Instructional Motions.

Article 3 – Changes to the Capital Improvement Program.

Article 4 – Changes to the Fiscal Year 2026 Budget.

Article 5 – Transfer Funds for Capital Projects: There is approximately \$200,000 from previous capital projects that will be reallocated to the upcoming Killam School and Reading Center for Active Living (ReCAL) projects.

Article 6 – Prior Years' Bills: There are no prior years' bills at this time. If no bills come in before Town Meeting, this article will be tabled.

Article 7 – Adopt MGL for Municipal Veterans Assistance Fund: This request comes from the Veterans Agent, which will allow people to add an optional amount to tax bills to be directed to a dedicated Veterans Assistance Fund.

Article 8 – Charter Amendments Part 1: Amendments to be adopted by voters.

Article 9 – Charter Amendments Part 2: Amendments to be adopted by Special Act.

Article 10 – Funding request from the Town Forest Committee.

Article 11 – Snow Shoveling Bylaw. This article proposes a snow shoveling bylaw in the Downtown Smart Growth Overlay District, which may be an issue of conflict for some members who have a business or home in the area. Town Counsel Ivria Fried asked those members to contact her so that she could issue a written determination on whether they could engage in discussions and vote on the matter.

Future Agendas

The board reviewed the agenda for the next meeting, including a lease amendment for the Burbank Ice Arena and appointing a designee to engage in those negotiations, RCTV license extension, discussion on disability commission, authorization for opioid settlements, and liquor license hearings. Other future agenda items include the vote on FY26 tax rates, and a reorganization at the November 4th meeting.

Carlo Bacci moved to adjourn at 10:01 pm. The motion was seconded by Melissa Murphy and approved by a vote of 5-0.

Select Board

September 16th, 2025, 7:00 pm

Town Hall Select Board Meeting Room

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

Members Not Present: Melissa Murphy

Others Present: Town Manager Matt Kraunelis, Assistant Town Manager Jayne Wellman, Town Clerk Laura Gemme, DPW Director Christopher Cole, Lieutenant Christopher Jones, Christine DeRosa, Phil Rushworth, Kathi Crook, Nancy Docktor, Angela Binda, Joseph White, Tony D'Arezzo, Rita Robertson, Ron Powell, CFO Sharon Angstrom (Remote), Computer Technician Tim Johnson (Remote), Assistant DPW Director Michael Kessman (Remote), Town Counsel Ivria Fried (Remote), RCTV Studios (Remote), Zemin Wu (Remote), Linda Snow Dockser (Remote), Meg Alfini (Remote), Sarah Brukilacchio (Remote), Sarah McLaughlin (Remote), Mark Sousa (Remote), Guest (Remote), Jonathan Barnes (Remote), Russell Chin (Remote), Jeff Struble (Remote), LSD iPhone (Remote), Jesse Arnold (Remote), Eileen Manning (Remote), Karen Janowski (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)

Angela Binda of Orchard Park Drive shared her thoughts that the Reading Center for Active Living (ReCAL) has sufficient parking and the Pickleball project lacks a parking plan. She noted her support in choosing Karen Rose-Gillis or Karen Gately Herrick as the Select Board liaison to engage in negotiations for the Lease Amendments involving ReCAL and Pickleball on behalf of the Board.

Joseph White of Prescott Street offered his support for RCTV and encouraged the Board to renew the contract.

Nancy Docktor of Pearl Street suggested that the Select Board's liaison for the Lease Amendments involving ReCAL and Pickleball should take on the same duties as the Board's RCTV liaison to maintain consistency.

Town Manager Report

Town Manager Matt Kraunelis highlighted the Reading Coalition's "A Time to Gather" event scheduled for September 17th outside of Town Hall. He stated that the event is to honor those lost to substance misuse and there will be music, a candlelight vigil, and a poetry contest. He noted that the MBTA held two public meetings involving both direct abutters and the public to discuss the turnback track proposal. He also noted that he has reached out to MBTA officials to confirm if they

still plan to come before the Board prior to filing their notice of intent. Mr. Kraunelis noted that the Bylaw Committee will be hosting two public forums on the proposed Snow Shoveling Bylaw, the virtual forum took place at the same time at this meeting and the hybrid forum is scheduled to be on September 24th. The Finance Committee has planned a Financial Forum for October 8th.

Mr. Kraunelis attended the swearing in ceremony for new Police Officer Zachary Castiglione, a graduate of Reading Memorial High School. He welcomed Officer Castiglione to Reading. He concluded by noting that it was Town Clerk Laura Gemme's birthday and wished her a happy birthday.

Community Spotlight

Town Manager Matt Kraunelis thanked Reading volunteer Randolph Kazazian, better known as "Biff the Lamp Man", for his hard work through donated lamp repair services to the Senior Community in Reading.

Discuss Potential Override/Budget Review – Valet Parking Fees

The Board discussed a valet parking program for restaurants. Chris Haley explained that Jason Carron, Owner of Post 1917, expressed interest in providing this service at his restaurant. Lieutenant Christopher Jones of the Reading Police Department attended the meeting and noted that, as outlined in their memo, the Police Department is opposed to implementing valet parking. The Police Department and Board members shared concerns regarding enforcement, and what this would entail by opening it up to all businesses in Reading. Board members expressed that they do not think this is a high priority issue and discussed the possibility of exploring a weekend-night only valet parking agreement.

During public comment on this matter, Tony D'Arezzo of John Street stated that by looking at the site plan for Post 1917, he saw 25 parking spaces as part of the development and suggested use of those for the valet parking. Lieutenant Jones responded to Mr. D'Arezzo and informed the Board that the site has 70 parking spaces, but they are dedicated to residents living at the Post and the restaurant does not have onsite parking.

Nancy Docktor of Pearl Street expressed her concerns about the Select Board potentially acting on this matter when the Police Department is opposed and cautioned against the idea.

The discussion concluded with the Board asking Mr. Kraunelis to provide Mr. Carron with feedback from this discussion and concerns from the Police Department to see how he wishes to proceed.

Update and Discussion on Trash & Recycling Contract

Assistant Town Manager Jayne Wellman and DPW Director Chris Cole presented the Board with the Town's recommendation of choosing Waste Management for the upcoming trash and recycling contract. She explained that this recommendation came from a lengthy, detail-oriented procurement process and Waste Management was their choice for quality and turned out to be the lowest price of all five bidders. She also thanked Assistant DPW Director Mike Kessman, Director of

Operations Katie Gabriello and her Executive Assistant Joshua Delaune for their hard work in this process. Notable changes in this new contract are a 25% cost increase to the Town annually, recycling collection being bi-weekly, and bulk collection with a fee to the residents. The Board raised concerns with the bulk collection's associated fee of \$35 and needing more opportunities for rigid plastic recycling events. Karen Gately Herrick suggested the use of a sticker system for bulk collection as used in other communities and quarterly rigid plastic recycling events. Ms. Wellman and Mr. Cole noted the Boards' concerns and invited feedback. The discussion concluded with a more detailed presentation and a vote by the Board to take place at the next meeting.

Discussion and Vote on Three-Month Extension of RCTV License Agreement

Town Manager Matt Kraunelis provided an update on negotiations with RCTV stating that progress is being made but the negotiation team needs more time to finalize the agreement. He asked that the Board approve an extension for at least one month. Mr. Bacci expressed concern at the sudden inclusion of a clause for one day email response from the Executive Director of RCTV. The Board inquired as to the status of the Reading Post. RCTV Executive Director Phil Rushworth assured the Board that the relationship with the Reading Post was dissolved, and PEG funds are no longer supporting the Post. Chris Haley stated that cybersecurity is paramount to him. Chris Haley asked Mr. Rushworth to clarify if he forgot to turn off the live recording during the RMHS football game on Friday September 12th and Phil confirmed it was a mistake. The Board members debated whether the agenda and draft motion could differ from one another with the agenda stating extension of a three-month contract and the motion being anywhere from one to three months. Town Counsel Ivria Fried stated that she feels comfortable with the motion being anywhere from one to three months because it is still in the range of time provided to the public on the posted agenda.

Members of the RCTV Board of Directors including Kathi Crook and Ron Powell advocated for a three-month extension.

Nancy Docktor of Pearl Street and Sarah Brukilacchio of Maple Ridge Road also expressed their support for RCTV.

Angela Binda of Orchard Park Drive commented that she disagrees with Board members Chris Haley and Carlo Bacci on their interpretations and handling of posing questions.

Karen Rose-Gillis moved pursuant to Section 6 of the Grant Agreement with Reading Community Television (RCTV) dated June 20, 2019, to extend the Grant Agreement for an additional two months until November 30th, 2025, on the same terms and conditions. This motion was seconded by Chris Haley, but he rescinded his second. The motion did not pass.

Karen Rose Gillis moved pursuant to Section 6 of the Grant Agreement with Reading Community Television (RCTV) dated June 20, 2019, to extend the Grant Agreement for an additional three months until December 31, 2025, on the same terms and conditions. The motion was seconded by Karen Gately Herrick and approved by a vote of 3-1, with Carlo Bacci opposed.

Discuss and Vote on New Annual All-Alcohol Restaurant Liquor License for Champions Indoor Golf V Inc. d/b/a Champions Indoor Golf

Representatives from Champions Indoor Golf including Attorney Matthew Porter, Andrew Gildea, and Aaron Croce attended to discuss their application for a new alcohol liquor license. They noted that due to Reading's licensing requirements, they will have a fully functioning kitchen for a simple menu. Attorney Porter noted that upon approval, they plan to open in December.

Karen Rose-Gillis read the Public Hearing Notice.

The Board emphasized the importance of ensuring they will not be serving minors.

Karen Rose-Gillis moved to close the hearing regarding the new Annual All-Alcohol Restaurant Liquor License for Champions Indoor Golf. The motion was seconded by Karen Gately Herrick and approved by a vote of 4-0.

Karen Rose Gillis moved to approve the Annual All Alcohol Restaurant Liquor License for Champions Indoor Golf V Inc. d/b/a Champions Indoor Golf, located at 1 General Way. The motion was seconded by Karen Gately Herick and approved by a vote of 4-0.

The Board took a brief recess and resumed at 9:00 pm

Discuss and Vote on Transfer of Annual All-Alcohol Restaurant Liquor License for Yutao Inc. d/b/a Oye's Restaurant & Bar

Karen Rose-Gillis read the Public Hearing Notice.

The Board heard from the applicants for the transfer of license, represented by Attorney Russell Chin and Zemin Wu. Attorney Chin discussed the transfer of the all-alcohol license and highlighted Mr. Wu's 11 years of experience in the restaurant business. He also informed the Board of their application for an entertainment license to have three televisions in the restaurant. Chris Haley emphasized the Select Board's commitment to ensuring they will not serve minors.

Karen Rose-Gillis moved to close the hearing regarding the Transfer of the Annual All-Alcohol Liquor License for Yutao Inc. d/b/a Oye's Restaurant & Bar. The motion was seconded by Karen Gately Herrick and approved by a vote of 4-0.

Karen Rose-Gillis moved to approve the Annual All Alcohol Restaurant Liquor License for Yutao Inc. d/b/a Oye's Restaurant & Bar, located at 26 Walkers Brook Drive. The motion was seconded by Karen Gately Herrick and approved by a vote of 4-0.

Public Information Session 2: Review Charter Changes in Preparation for Town Meeting

As Chair of the Charter Review Committee (CRC), Chris Haley began discussion on Charter Review changes. Members of the Charter Review Committee Jesse Arnold, Jeff Struble, and Jonathan Barnes attended via Zoom, but there was not a quorum of CRC.

Town Counsel Ivria Fried stated that the Select Board can vote that night to make the changes discussed at the previous meeting in Section 5.5.2 to strike the word “legal” from “last legal known address” and Section 5.1 provisions around Town Manager termination pay. Mr. Haley stated that Town Clerk Laura Gemme, in reviewing meeting minutes, provided clarification that the CRC agreed to strike the termination pay clause in Section 5.1.

The CRC will need to meet to vote and make a recommendation on the suggestion of the Select Board’s vote tonight before November Town Meeting. Chris Haley and the present CRC members stated they were comfortable with this voting process. Mr. Haley briefly reviewed the “Translation Guide” provided by Town Counsel Ivria Fried. This was discussed in great depth at the last Select Board meeting.

Karen Gately Herrick moved to amend Section 5.1 and Section 5.5.2 of the Charter as discussed. The motion was seconded by Karen Rose-Gillis and approved by a vote of 4-0.

The discussion concluded with the Charter Review Committee planning to set a date to hold their next meeting before November Town Meeting.

Potential Invocation of the Rule of Necessity

Town Counsel Ivria Fried provided information regarding the Rule of Necessity. She explained that three of the present Select Board members had financial interest in the proposed Snow Shoveling Bylaw article on the Town Meeting warrant due to property located within the affected district. She further noted that under Section 19 of the State Ethics Law, these three members cannot participate in any matters involving that article, so a quorum cannot be reached. The Select Board has a legal duty to act and is the only body who can close the Town Meeting Warrant, so without a quorum due to conflicts, the non-conflicted Board member is permitted to invoke the Rule of Necessity.

Karen Gately Herrick, as the only non-conflicted Board member, invoked the Rule of Necessity. Once invoked, the three conflicted Board members briefly described their conflicts. Chris Haley stated he owns a business on Haven Street, Carlo Bacci stated that he lives on Main Street, and Karen Rose-Gillis stated she lives on Linden Street.

Karen Gately Herrick asserted the Rule of Necessity. Mr. Haley, Ms. Rose-Gillis, and Mr. Bacci left the Select Board table to allow for public comment to occur for the Snow Shoveling Bylaw article. Chair of the Bylaw Committee Jesse Arnold spoke briefly on the background of the proposed article and encouraged the Public to attend the Bylaw Committee’s Public Forum on September 24th.

Chris Haley, speaking for himself as a resident, asked how the proposed area of the article was determined and does not include other Town areas.

Mr. Haley, Ms. Rose-Gillis, and Mr. Bacci returned to the Select Board table to conduct general business.

Vote to Close Warrant: Subsequent Town Meeting

Karen Rose-Gillis moved to close the Subsequent Town Meeting Warrant consisting of 11 Articles to take place on November 10, 2025. The motion was seconded by Karen Gately Herrick and approved by a vote of 4-0.

Discussion and Vote to authorize the Town to participate in the settlement of National Opioid Litigations

Town Manager Matt Kraunelis provided a memo and participation forms regarding the National Opioid Settlement. Mr. Kraunelis asked for the Board to authorize the Town to participate in the two national opioid settlements. He further noted that The Town would stand to receive an estimated \$82,000 over the next 15 years from the Purdue and the Sacklers Settlement and an additional \$16,000 over the next 10 years from the secondary opioid manufacturers.

Karen Rose-Gillis moved to authorize the Town Manager to execute all release and participation forms necessary for the Town to participate in the settlement of national opioid litigations with (1) Purdue and the Sacklers and (2) the secondary opioid manufacturers Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus. The motion was seconded by Chris Haley and approved by a vote of 4-0.

Discuss a Lease Amendment and a Memorandum of Understanding regarding Parking for the Reading Center for Active Living (ReCAL) with the Reading Ice Arena Authority and Authorize a Select Board Member to Engage in Negotiations on behalf of the Board

Town Manager Matt Kraunelis and Assistant Town Manager Jayne Wellman discussed that to get a waiver from the Community Planning and Development Commission (CPDC) for five parking spots for ReCAL, the CPDC is seeking a shared parking agreement between the Town and the Burbank Ice Arena Authority. Mr. Kraunelis and Ms. Wellman expressed awareness that the Select Board would like to have a liaison involved in negotiations of the lease amendment and shared parking agreement. Carlo Bacci and Karen Rose-Gillis stated that they would like to be the liaison. Karen Gately Herrick emphasized her thought that this liaison needs to not only focus on the parking agreement in these negotiations, but also on the rent payments and a capital plan.

Chris Haley asked Mr. Kraunelis to check with Town Counsel Ivria Fried on if the Select Board did not come to a consensus at this meeting on voting for a liaison, if he could engage in negotiations with Town staff. Karen Gately Herrick expressed concern about this, but Mr. Haley reassured the Board that no vote would take place without full Board approval.

Karen Janowski of Azalea Circle highlighted Michael and Judy Coltman for being instrumental in getting this project to fruition and encouraged the Board to honor Michael, who has since passed, in moving this forward. She also expressed her support for Carlo Bacci to be chosen for liaison.

Karen Gately Herrick moved to appoint Karen Rose-Gillis as the designee for engaging in negotiations. The motion was seconded by Carlo Bacci and did not pass by a vote of 2-2.

Chris Haley moved to appoint Carlo Bacci to serve in the lease amendment discussion for Burbank Ice Arena. The motion was seconded by Karen Gately Herrick and did not pass by a vote of 2-2.

Brief Update on Status of Montessori Mulberry School

Chris Haley explained that this agenda item was brought to the attention of Town Manager Matt Kraunelis after he discovered that the proposed Mulberry Forest Montessori School had information on their website advertising a location at Mattera Cabin when this information was not confirmed and with no agreement in place with the Town. He also noted that as of 5:30 pm this evening, the information had been removed from the Mulberry School website, so the issue was resolved.

Karen Gately Herrick expressed concern about using this approach to address issues with small businesses, leading to a debate regarding how to appropriately address this concern.

Town Manager Matt Kraunelis noted that when he saw the representative from the Mulberry School Mary Jirmanus at Town Hall, he asked if she was going to update their website and Ms. Jirmanus said she intended to. Mr. Kraunelis also noted that from their conversation he was informed that the Mulberry School has a lease at a new location in Reading with the Girl Scout Camp Rice Moody.

Future Agendas

The Board reviewed the agenda for the next meeting, including a proclamation for Italian Heritage Month, a discussion on establishing a Commission on Disabilities, and a social media policy discussion and vote. Other future agenda items include a vote on FY26 tax rates and a reorganization at the November 4th meeting.

Discuss and Vote to Approve Meeting Minutes: September 9, 2025

Karen Gately Herrick requested that the minutes of September 9th, 2025, include that Mr. Haley asked that she be called to the Select Board meeting from the MBTA Abutters meeting that was happening simultaneously. Members did not reach a consensus on an amendment.

Karen Rose-Gillis moved to delay approving the meeting minutes of September 9th, 2025, until the next meeting. The motion was seconded by Karen Gately Herrick and did not pass by a vote of 2-2.

Karen Rose-Gillis moved to approve the meeting minutes of September 9th, 2025, once amended. The motion was seconded by Carlo Bacci and did not pass by a vote of 2-2.

Review and approval of the September 9th, 2025 meeting minutes therefore were deferred to the next meeting.

Carlo Bacci moved to adjourn at 10:49 pm. The motion was seconded by Karen Gately Herrick and approved by a vote of 4-0.

Select Board

October 7th, 2025, 7:00 PM

Town Hall Select Board Meeting Room

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

Others Present: Town Manager Matt Kraunelis, Assistant Town Manager Jayne Wellman, Town Clerk Laura Gemme, DPW Director Christopher Cole, Assistant DPW Director Michael Kessman, Operations Director Katie Gabriello, Executive Assistant Joshua Delaune, Director for Equity and Social Justice Albert Pless, Fire Chief Rick Nelson, Patricia Crowley, Lucas Prato, Jim Riley, Linda Russo, Aaron Parry, Sharon Cranston, Alexandra Hettler, Mark Agami, David Commito, Nancy Docktor, Gaetano Manganiello, Melissa Manganiello, Karen Janowski, McKenzie Ridings, Stuart May, Diana Halsey, Josh Latham, Judy Coltman, Anne Mark, Sofia Manganiello, Giuseppe Fodera, Alistair Sawers, Cameron Doherty, John Weston, Jonathan Barnes, Taylor Gregory, RCTV Studios (Remote), Computer Technician Tim Johnson (Remote), CFO Sharon Angstrom (Remote), Conservation Administrator Chuck Tirone (Remote), Kyle Tornow (Remote), Steven Frederickson (Remote), Michelle Clopper (Remote), Jennifer Allen (Remote), Peter Lydecker (Remote), Brendan Zarechian (Remote), Jaclyn Lee (Remote), Christine Parks (Remote), Alicia Williams (Remote), Lori Hayes Gisetto (Remote), Anthony DeDominicis (Remote), Samantha Gray (Remote), LM Pless (Remote), Chris Calabrese (Remote), Jeremy Fontaine (Remote), Joseph Fleury (Remote), Sandy Matathia (Remote), Rich Hand (Remote), Tom Wise (Remote)

This meeting was held in the Town Hall Select Board Room and Remotely Via Zoom.

Chair Chris Haley called to order at 7:00 PM and provided a brief overview of the evening's agenda. Mr. Haley also discussed that going forward, Board members are asked to speak respectfully to one another and to the Chair, and will not use disparaging language about individuals, and Board members will not be interrupted by other members unless by a point of order or the Chair.

Karen Gately Herrick arrived at 7:03 PM.

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

Angela Binda of Orchard Park Drive expressed concern about a new proposed lease amendment to the Burbank Ice Arena, that was announced at the recent School Committee meeting, which promises fifty percent of lease payments from Burbank will go towards funding unified sports and the other fifty percent will go to the Town.

Karen Janowski of Azalea Circle commented that the statements made about Mr. Bacci, regarding his previous role as Chair of the Symonds Way Exploratory Committee (SWEC), at the Board's previous meeting were false. She also thanked all people involved in trying to resolve the Burbank and Pickleball issues.

Residents including Lucas Prato, McKenzie Ridings, Linda Russo, Jason Russo, Pat Crowley, Aaron Perry, Mark Agami, Ally Hettler, Kyle Tornow, and Jennifer Allen all expressed concerns for the MBTA proposed Turnback Track project regarding lack of communication from MBTA officials, lack of public trust, air quality effects, health of residents, impact on emergency response vehicles and times, lack of transparency with study data, noise impact, pollution, and increased traffic with increase in gate down closings.

Town Manager Report

Town Manager Matt Kraunelis highlighted the Reading Coalition's "A Time to Gather" event that was held outside of Town Hall. He stated that the event was to honor those lost to substance misuse and noted that winner of the poetry contest was Aaron Soto. He mentioned the Finance Committee will hold its Financial Forum on October 8th. Lastly, he noted the North Reading/ Reading Chamber of Commerce is holding the annual Fall Beer Garden on October 11th and highlighted that the event is family friendly and free.

Assistant Town Manager Jayne Wellman noted that the Eastern Gateway Community Workshop will take place on October 27th and this workshop will summarize project feedback, share visual concepts, and provide an opportunity for participation and feedback.

Community Spotlight

Town Manager Matt Kraunelis highlighted Reading Police Officer Kaylyn Balbo for being chosen as the Police Department's Employee of the Quarter. He thanked her for fostering positive community relationships and encouraged her to keep up her great work. He also highlighted two Reading crossing guards, Tina Lantz and Cindy Asci, and thanked them for keeping people safe and for their thirty years of service to Reading.

Proclamation for Italian Heritage Month

Carlo Bacci shared a brief history of the Italian Heritage Month and expressed gratitude to be able to bring this before the Board. He then read the Italian Heritage Proclamation.

During the Public Comment on this item, Guy Manganiello and Giuseppe Fodera provided history of Italian Heritage's influence in America and noted the values of faith, family, and culture that bond the Italian American Community.

Karen Rose-Gillis moved that October 2025 be recognized as Italian Heritage Month in the Town of Reading. The motion was seconded by Melissa Murphy.

Carlo Bacci offered an amendment to strike "2025" from the motion. The motion was seconded by Mellisa Murphy.

Karen Gately Herrick expressed concerns about the process of issuing proclamations and noted she would abstain from the vote.

The Board approved the amendment by a vote of 4-0-1 with Karen Gately Herrick abstaining.

The Board then voted to recognize October as Italian Heritage Month by a vote of 4-0-1 with Karen Gately Herrick abstaining.

Discuss Establishment of a Commission on Disabilities in Reading

Director for Equity and Social Justice Albert Pless reviewed a presentation to the Board on establishing a Commission on Disabilities (COD). He highlighted a COD's role in advising municipalities on the disabled community's needs, concerns, and best practices for necessary programs and services. He informed the Board that by having a COD, the Town is eligible for a municipal grant with the potential to be awarded up to \$30,000. He emphasized that the COD advises on issues not requests from specific individuals or businesses. Lastly, Mr. Pless provided the Board with resources to find more information through neighboring communities' websites who have already established CODs.

During Public Comment, residents Maria Morgan, Michele Clopper, and Jaclyn Lee expressed their support for establishing a COD and all highlighted the need for this in the community and its ability to help the Town and thanked Albert for his work.

The discussion concluded with the Board supporting this initiative, as well as thanking Albert for his hard work and dedication. The Board asked Town Staff to continue work on to be able to present this to Town Meeting soon.

Discuss and Vote on Fire Department Special Municipal Employee Status, Fire Department

Fire Chief Rick Nelson explained to the Board that the Fire Department needs to start training a new person with fire alarm system maintenance, and there is a requirement for Town Manager Matt Kraunelis to sign a disclosure form to start this training process. It is before the Board tonight because they need to authorize Mr. Kraunelis to sign the form. Chief Nelson noted that the firefighter who will take over as the maintenance person for the fire alarm systems is David Ferreira.

Karen-Rose Gillis moved that the Select Board approve the following employees' request for exemption pursuant to G.L. c. 268A, § 20(f): David Ferreira, and to authorize the Town Manager to sign the associated Section 20(f) disclosure form. The motion was seconded by Melissa Murphy and approved by a vote of 5-0.

Discuss and Vote on Fire Department Permit Fee Schedule Correction

Fire Chief Rick Nelson informed the Board his previous presentation for the Board at a prior meeting had a typo and two missing fees. He explained that he needed to change the wording from "Sprinkler System Permit" to "Kitchen Suppression System Permit" and the two added fees will be for "Commercial Fire Alarm System" with a \$25 associated fee and a "License to Store, Flammable and Combustible Liquids" with a \$50 associated fee.

Karen Rose-Gillis moved to approve the amendments to the Fire Department Permit Fee Schedule as presented. The motion was seconded by Melissa Murphy and approved by a vote of 5-0.

Discuss and Vote on New Annual All-Alcohol Restaurant Liquor License for Reading Forno LLC., d/b/a Toscana Forno

Karen Rose-Gillis read the Public Hearing Notice and opened the Public Hearing.

Representatives from Toscana Forno including Attorney Josh Latham, Angelo Perrina, and Lucio Perrina presented the Board with their application. Attorney Latham explained that the restaurant will take the place of Bertuccis' old location, and the owners have extensive experience in the restaurant industry with three existing Toscana restaurants open. He also stated that they plan to open in February of 2026.

The Board commended the representatives for their thorough presentation and thanked them for attending the meeting.

Karen Rose-Gillis moved to close the hearing regarding the new Annual All-Alcohol Restaurant Liquor License for Toscana Forno. The motion was seconded by Melissa Murphy and approved by a vote of 5-0.

Karen Rose-Gillis moved to approve the Annual All-Alcohol Restaurant Liquor License for Reading Forno LLC, d/b/a Toscana Forno, located at 45 Walkers Brook Drive. The motion was seconded by Melissa Murphy and approved by a vote of 5-0.

Discuss and Vote on Trash & Recycling Contract

DPW Director Chris Cole gave insight into the process that Town Staff began in Summer 2024 of developing the RFP for trash and recycling collection services in preparation for a new contract to start in July 2026. He stated that through this process Town Staff decided, with original proposal prices, both qualitatively and financially, to recommend awarding a contract to Waste Management. Mr. Cole shared a presentation with the Board comparing Waste Management's pricing and offerings to a newly revised proposal that the Town received from Republic late last week. The presentation highlighted both vendors' pricing options including bi-weekly recycling and options with and without inclusion of bulk items. Mr. Cole noted that bi-weekly recycling is recommended by the Town due to it being the better financial option. He also urged the Board to award someone a contract soon as it will allow for a smooth transition and ability to procure new vehicles in a timely manner. Representatives from both Waste Management and Republic, Samantha Gray (Republic) and Christine DeRosa (Waste Management), were present at the meeting.

The Board expressed concern about the potential of not having weekly recycling, the exclusion of one free bulk item, and concern about the potential of having to rent trucks at a price of \$30,000 if a contract does not get awarded in time.

They expressed wanting both vendors to come back with pricing options for weekly recycling and some members stated they would prefer to include weekly recycling and bulk item options instead of placing importance on one or the other. The discussion concluded with the Board agreeing that they felt more time was needed to decide to vote on awarding a contract.

With the Board feeling that waiting until their next regularly scheduled meeting to award a contract was too long, they agreed to hold a meeting to discuss and vote on this before then. Assistant Town Manager Jayne Wellman explained that the vendors would need to submit their best and final offers to the Town by October 9th to comply with Open Meeting Law rules if the meeting were to take place as early as October 14.

Discuss a Lease Amendment and a Memorandum of Understanding regarding Parking for the Reading Center for Active Living (ReCAL) with the Reading Ice Arena Authority and Authorize a Select Board Member to Engage in Negotiations on behalf of the Board

Town Manager Matt Kraunelis stated that the Board had discussed this item at their previous meeting and in the interest of time, he had gone ahead since then with negotiating some original agreements with Burbank to satisfy the requirements of the Community Planning and Development Commission (CPDC) to establish a waiver for parking. He further noted that the Board can still have a liaison involved in the negotiations if they wish to, but he is not asking for one due to him being authorized by the Charter to negotiate with the team already doing so. Board Member Karen Gately Herrick expressed concern about the announcement made by Select Board designee Carl McFadden at last night's CPDC meeting, stating that there was an agreement to pay 50% of Burbank revenue to the Town and 50% of Burbank revenue to fund Unified Sports. Mr. Kraunelis noted that this agreement allowed the Town to have their parking at Burbank and in turn, Burbank asked for this agreement, and it must go before Town Meeting for a vote annually to allow for the funding. He went on to explain that Town Meeting had previously asked the Town to find funding for Unified Sports, and this would be a solution, so he feels it works out for both sides. Mr. Kraunelis noted that the lease amendment's purpose is for parking liability for the Town and the Memorandum of Understanding covers asking Town Meeting to use this funding source for Unified Sports.

Assistant Town Manager Jayne Wellman emphasized points made by Mr. Kraunelis and stated that both parties expressed interest in taking on this lease amendment and Burbank asked for a lot to be included but is now only seeking this agreement for Unified Sports funding to go before Town Meeting and that this will be an annual vote at Town Meeting with whatever figure the lease payment is that year.

Town Manager Matt Kraunelis informed the Board that they have the authority to bring other things forward in the negotiation process with Burbank and the Board will vote on lease amendment agreements.

The discussion concluded without selecting a Select Board member to engage in negotiations on behalf of the Board.

Update from MBTA Regarding Proposed Turnback Track

Representatives from the MBTA, Sharon Cranston and Alistair Sawers, attended the meeting and shared a presentation covering topics including how the MBTA has done public outreach, shared the project site plan, adding planting and a track pan to address public concerns, information on the noise study, gate closure changes, and the emissions. They noted that their next step was to attend the Conservation Commission's meeting the following evening.

Board Members expressed concerns regarding not seeing the raw data for the studies that have been conducted, data to back up the need for the increased trains, large increase in gate closures, emissions and a general lack of public trust. Ms. Cranston noted that data had been shared with the Reading Police and Fire Chiefs and further stated that the MBTA does not have raw data, only the consultant has that information on their software. Mr. Sawers shared that there are good data and a strong belief from the MBTA that this project will support the need for increased ridership. Ms. Cranston presented the Board

with the sound study data that was previously provided at their public meeting hosted for Reading residents, but the Board was not satisfied with it as it is not as specified as they are seeking.

Members of the Public including Jim Riley, Beth Stakeham, Marjorie Carlman, David Commito, Sal Russo, Bryce Cheney, and Alicia Williams expressed concerns regarding lack of communication from MBTA officials, lack of public trust, air quality effects, health of residents, and lack of transparency surrounding the sound study. Mr. Commito asked whether the MBTA used the loud or quiet train in the sound study, and Ms. Cranston explained that while it was requested of the consultant to use the loud train, she is unsure of which one was used in the study and is unable to confirm due to lost train data. Resident Chris Calabrese commented that something that has withheld him from taking the train is the schedule and the prices of homes in Town are high due to proximity to the train line.

Chair Chris Haley asked Ms. Cranston if they could reconduct a new sound study because he feels as though it is owed to the residents. Ms. Cranston said she cannot make any commitment to reconducting the study at this time.

The discussion concluded with the Board hoping that amenable terms can be reached regarding this project, and they understand the residents' opposition to the turnback track.

Discuss and Vote on 32 Lincoln Street Proposed Roof Repairs

Chair Chris Haley recused himself from discussion and voting on this matter to avoid a conflict, as he owns a business on Haven Street.

Member of the Historical Commission Jonathan Barnes was present at the meeting and noted that the position of the Historical Commission was represented in the letter provided in the packet and he was happy to answer any questions.

Karen Rose-Gillis moved to approve the renovations to 32 Lincoln Street as presented. The motion was seconded by Karen Gately Herrick and approved by a vote of 4-0.

Discuss and Vote on Appointment to Recreation Committee

Chair Chris Haley explained that since the applicant for the vacancy on the Recreation Committee is currently an associate member, upgrading to the full member vacancy does not require Volunteer Appointment Subcommittee (VASC) to intervene with another interview. He also noted that this person is the only applicant, and the vacancy was properly advertised.

Karen Rose-Gillis moved to appoint Giuseppe Fodera as a Member of the Recreation Committee. Term beginning immediately and ending on June 30th, 2028.

Karen Gately Herrick moved to adjourn at 11:25 PM. The motion was seconded by Melissa Murphy and approved by a vote of 5-0.