

**MINUTES OF BOARD OF SELECTMEN MEETING
MONDAY, MAY 23, 2016**

Chairman Mauceri called the meeting to order at 7:25 p.m. in Room 14 at the Town Hall in the presence of members Mrs. Manupelli, Mr. Yull, Mr. O'Leary, and Town Administrator, Michael Gilleberto. Mr. Prisco was absent.

CALL TO ORDER OPEN SESSION

Chairman Mauceri called to order the open session at 7:25 p.m.

The Chairman States: "In accordance with the Open Meeting Law, the Board states for the Record that this meeting is being recorded by NORCAM and may be recorded by other local media."

The Members recited the Pledge of Allegiance.

PUBLIC COMMENT

There was no public comment.

COMPLETE STREETS POLICY – 2nd READING

Community Planning Commission members, William Bellevance, Warren Pearce and Jonathan Cody were present, as well as Town Planner, Danielle McKnight. Ms. McKnight made a presentation in an attempt to answer the Board's questions from the April 25th meeting. Ms. McKnight indicated that the advisory committee can be given as much or as little authority as the Board wants. Department of Public Works is only obligated to listen to an advisory committee and would not be required to implement something that was not feasible. Waivers would not be required. It is expected that the advisory committee would simply discuss and make recommendations. Ms. McKnight reviewed the Town of Reading's policy in determining changes as their policy is flexible but was approved by the Department of Transportation.

Chairman Mauceri asked if CPC had voted on this policy. CPC Chairman, Mr. Pearce, said they had not but he thought they would approve it. He has read the planning guides on this.

There was some discussion on the current procedures and regulations of CPC with regards to sidewalks. CPC approves sidewalks for subdivisions and they can issue waivers. The advisory committee would not impact what CPC currently does.

Mr. Yull asked about the makeup of the advisory committee. It will be made up of representatives DPW/Engineering, Planning, Health and the Police Departments, as well as the Commission on Disabilities and other boards or commissions.

Mr. O'Leary would like CPC to review the proposal and opine on any zoning or regulatory changes that would need to be made as a result of the policy and what the impact would be. Ms. McKnight said that there would be no zoning changes. She didn't think there would be any changes to the CPC subdivision regulations, however, that is something the advisory committee would be tasked to review.

Mr. O'Leary mentioned the Wakefield rotary as an example where there have been changes that are questionable. He is reluctant to embrace this policy without a report from CPC on the

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development impacts. Mr. Pearce stated that the advisory committee would be looking at impacts.

Mr. O'Leary also asked if this policy would allow CPC to further negotiate off-site improvements. Ms. McKnight stated it would not.

Chairman Mauceri asked what the downside was of not approving the policy. Ms. McKnight stated that the downside was that North Reading would not be able to benefit from state funding. 100 communities have registered in the DOT Complete Streets system and many of these have approved the policy.

Mrs. Manupelli questioned how much authority the advisory committee would have. She questioned whether this was taking something away from a department or board and changing how we do things now. She also wanted to make certain that this policy didn't affect other public funds and projects.

Ms. McKnight stated that the policy would apply to subdivisions, but there are already requirements under the Town's subdivision regulations. There would be no off-site requirements under the policy, although they can negotiate these changes already with the developers.

Mrs. Manupelli questioned the advisory committee's ability to issue waivers. She mentioned #3 under "Exclusions" regarding "..other transportation infrastructure" and questioned what this entailed.

Ms. McKnight stated that is another opportunity to exclude something in the event that something came up that was not a street. The policy is not intended to expand infrastructure, but to focus -on streets and trails_ because that is what the town has.

Mrs. Manupelli asked how the policy would work and Ms. McKnight stated that we would provide the Department of Transportation with a list of our street projects. They are only interested in hearing about projects for which Complete Streets elements could be considered.

Mr. Yull questioned where the funds came from. Ms. McKnight said they come from the Transportation Bond Bill. Mr. Mauceri stated that these funds are above and beyond Chapter 90 monies and that these funds could be used to fill in the gaps on transportation in North Reading.

Ms. McKnight suggested the policy could be amended to allow the DPW Director to exclude certain streets, as advised by the Complete Streets Advisory Committee, rather than giving the advisory committee the authority.

Mrs. Manupelli stated that she thought the reverse; the advisory committee could exclude as advised by the DPW Director. She does not want to see them lose the ability to make changes. The DPW Director would be on the committee anyway so he would be able to voice his thoughts.

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Ms. McKnight responded that the DPW Director would not lose his authority but be advised by the committee.

Mr. Yull was considered that the advisory committee could be seen as telling the DPW Director what to do. This could generate a battle between the DPW Director and the advisory committee.

Ms. McKnight stated that the committee is advisory and that final decisions still lie with the DPW Director.

Chairman Mauceri asked the Town Administrator for his opinion.

Mr. Gilleberto cited the example of the Central Street paving project where the street had been on a list of the Planning Department as one of ten locations that could use sidewalks. The pavement project had been scheduled by DPW for calendar year 2015 and many were surprised that sidewalks weren't included in this project. He said that the decision was likely correct due to the high cost to install the sidewalks. He feels that the purpose of the committee is to be the voice that all factors outside of vehicular access are being considered. There will, however, be times that it's not feasible due to costs, requirements to take private property, residents don't want it, etc. This committee would be a check and a balance to make certain that these options are being evaluated. If the Town feels that other infrastructure isn't desired, the maybe this isn't a policy that should be approved.

Mr. Yull said he thought many of these conversations already occur and that the only thing that would change is that now there would be an advisory committee.

Bill Bellavance stated that the difference is that there is the ability to access additional state funds.

Mr. Gilleberto stated that DPW would be looking at this over a three year capital plan and that, even with the committee, it might not change things. It would, however, memorialize a place for the advocacy for transportation other than vehicles to occur. It would be part of our internal working operations.

Mr. Yull stated that we would be giving up \$400,000 a year in state funding. If we don't accept this program, that is what we lose.

Ms. McKnight clarified that up to \$400,000 is what is available now; we may not receive this every year.

Mr. Pearce stated that the committee would look at not only sidewalks, but perhaps crosswalks.

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Mr. O'Leary said he hoped the committee would be made up of mostly those who are already part of the process now. Mr. Gilleberto said that if would and he envisioned that the committee would help to prioritize the funds.

Mr. O'Leary asked how we could make certain that this committee reflected this.

Mr. Gilleberto said that the policy could be altered to reflect more of an internal work practice, however, we risk it not being approved by the State.

Ms. McKnight said that the town needs a committee for the policy to be passed by the state. The town could cap the committee at a certain number of people, but we couldn't just say that we are going to have a "best practice."

Chairman Mauceri suggested a subcommittee of Board of Selectmen, CPC, Town Administrator, and Town Planner be formed if there are still questions about the policy and maybe they could draft something that would meet muster with the state.

Mrs. Manupelli suggested that she is fine with the committee. There may need to be changes made to our practices to comply with the policy, however, it appears we are doing these things now.

Ms. McKnight stated that there may need to be bylaw changes, but not much by way of the CPC regulations.

Mrs. Manupelli stated she wants to know what plans/templates/bylaws/master plan would have to be modified. She is comfortable with the policy with the proposed changes since it appears that we are doing much of these things anyway.

Chairman Mauceri asked if the Board wants to adopt/not adopt/send it for further modification. Mrs. Manupelli offered to sit in if Board of Selectmen wants to further modify it. Chairman Mauceri asked for a consensus of the Board. He can support the policy with the changes and he believes Mrs. Manupelli supports it as well.

Mr. Yull stated that he gives a lot of consideration to Mrs. Manupelli's opinion.

Mr. O'Leary is concerned about some aspects of it, and cannot embrace it.

Mr. Yull suggested that either he or Mr. O'Leary should- advise the modifications to the policy as they are the two that still have concerns.

Mr. O'Leary stated that an implementation plan might address his concerns. How we envision this would be put in practice and who the players would be. What resources would be required?

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Chairman Mauceri suggested the policy be tabled so that an implementation plan can be established and incorporated into the policy.

Chairman Mauceri stated that it is very much like the existing Chapter 90 process where the town identifies a number of projects and submits for reimbursement. Acting DPW Director, Bob Moylan confirmed.

Mrs. Manupelli asked for clarification of funding for planning and whether there are grants. Mrs. McKnight clarified that the Town would be required to pay for design work. She is not aware of any grants right now.

Mr. Yull stated that we are likely to approve anyway, so he feels the Board should move forward.

MR. CHAIRMAN, I MOVE TO APPROVE THE SECOND READING OF THE COMPLETE STREETS POLICY.

MOTION BY: MRS. MANUPELLI
SECONDED BY: MR. YULL
VOTED: 3-1 (MR. O'LEARY OPPOSED)

ADOPT HAZARD MITIGATION PLAN UPDATE

Town Engineer, Michael Soraghan was present. Mr. Gilleberto stated that three changes had been made to the plan based on Board feedback from the meeting on April 4th. The changes are 1) Evaluate High School/Middle School as a shelter 2) Evaluate DPW garage for improvements and 3) Construct shed for salt.

Mrs. Manupelli asked who oversees plan. Mr. Soraghan stated that he, as Town Engineer, oversees the plan.

MR. CHAIRMAN, I MOVE TO ADOPT THE 2016 HAZARD MITIGATION PLAN UPDATE AND TO READ THE CERTIFICATE OF ADOPTION AND AUTHORIZE THE CHAIRMAN TO SIGN.

MOTION BY: MRS. MANUPELLI
SECONDED BY: MR. YULL
VOTED: 4-0 (UNANIMOUS)

Selectman Mauceri read the resolution.

WARRANT ARTICLE INFORMATIONAL HEARING

Mrs. Manupelli read the introduction of the hearing notice.

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MR. CHAIRMAN, I MOVE TO WAIVE READING THE BALANCE OF THE HEARING NOTICE.

MOTION BY: MR. O'LEARY
SECONDED BY: MR. YULL
VOTED: 4-0 (UNANIMOUS)

Mr. Gilleberto made a Power Point presentation on the June 6, 2016 Annual Town Meeting Warrant Articles. He stated the presentation would be placed on the Town Website.

Article 14 – Naming of Corridor in at North Reading Middle/High School: The presentation states the motion will be made by Mr. Yull, however, Mr. Gilleberto questioned if it should be the School Department since they are the petitioners. It was decided that Mr. Yull will deliver BOS recommendation and the School Department will make the motion.

Article 23 - Appropriate Monday for Special Counsel Legal Expenses: \$150,000 will be overlay funding. Mr. O'Leary suggested transferring the FY2016 unexpended balance into this article. Board agreed to transfer FY2016 funds to the article

Article 24 – Fund Town Building Repairs: Chairman Mauceri questioned whether library elevator will really be fixed. The Library Director says still that it still is making loud noises. Mr. Gilleberto will ask for a formal report to address the infrastructure.

Article 27- Appropriate Funds for Planning Studies: Housing and Transportation: The Community Planning Commission will make the motion and Mr. Prisco will give the Boards of Selectmen's recommendation.

Article 37- Accept MGL Chapter 41, Sec. 81U, Paragraph 12: Use of Security Funds for Town Completion of Subdivisions: The Community Planning Commission will make the motion and Mr. Prisco will give the Boards of Selectmen's recommendation.

Article 38- Citizens' Petition: Bylaw Providing for the Disposition of Civil Traffic Infractions Arising in the Town of North Reading: The Town received notice from the petitioner this afternoon that he wished to cancel the article. Mr. Gilleberto is unaware of any provision to cancel the article. It appears that the petitioner, who is not a resident, does not wish this to be moved forward. The Town Clerk will be consulted to determine how to proceed as the article is not recommended by either the Board of Selectmen or the Finance Committee. The Board discussed whether the article should be passed over or whether a motion could be made to accept the bylaw and defeated by Town Meeting. The Board will consider both options at their meeting prior to Town Meeting on June 6th.

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MINUTES

MR. CHAIRMAN, I MOVE TO TABLE THE **MARCH 28, 2016** EXECUTIVE SESSION MINUTES.

MOTION BY: MRS. MANUPELLI
SECONDED BY: MR. YULL
VOTED: 4-0 (UNANIMOUS)

MR. CHAIRMAN, I MOVE TO APPROVE THE **APRIL 25, 2016** REGULAR SESSION MINUTES AS WRITTEN.

MOTION BY: MRS. MANUPELLI
SECONDED BY: MR. YULL
VOTED: 4-0 (UNANIMOUS)

MR. CHAIRMAN, I MOVE TO APPROVE THE **MAY 5, 2016** REGULAR SESSION MINUTES AS WRITTEN.

MOTION BY: MRS. MANUPELLI
SECONDED BY: MR. YULL
VOTED: 4-0 (UNANIMOUS)

MR. CHAIRMAN, I MOVE TO APPROVE THE **MAY 9, 2016** REGULAR SESSION MINUTES AS WRITTEN.

MOTION BY: MRS. MANUPELLI
SECONDED BY: MR. YULL
VOTED: 4-0 (UNANIMOUS)

MR. CHAIRMAN, I MOVE TO TABLE THE **MAY 9, 2016** EXECUTIVE SESSION MINUTES.

MOTION BY: MRS. MANUPELLI
SECONDED BY: MR. O'LEARY
VOTED: 4-0 (UNANIMOUS)

TOWN ADMINISTRATOR'S REPORT

(See Attached)

Topics Discussed: Street sweeping, DPW Director applicants, mosquito/tick seminar, update on Attorney General housing initiative, licensing fee results and availability of affordable housing unit.

DISCUSS UPCOMING MEETING SCHEDULE

Mr. Gilleberto suggested the Board decide on the June meeting schedule and set the dates of meetings through September at the next Board meeting when Mr. Prisco returns. He

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recommended two meetings, the 13th and the 20th, in addition to the meeting on June 6th prior to Town Meeting. It was the consensus of the Board to meet only on June 13th even if this meant a late meeting. This will be reevaluated at the meeting on June 6th. Mr. Mauceri asked if a report from the Water Commission could be received prior to the water rate hearing as he felt that would speed this hearing up.

OLD AND NEW BUSINESS

Mr. O’Leary – No comment.

Mr. Yull – Kinder Morgan has withdrawn its NED application. He will continue to monitor legislation at the State House and remain in contact with Representative Jones and Senator Tarr. He also recently attended a meeting with Youth Services Director, Amy Luckiewicz regarding legalizing marijuana in Massachusetts.

Mrs. Manupelli – Memorial Day is Monday. Let’s remember those who died serving our country.

| **Mr. Mauceri** – See everyone at the hearing^{???}.

MR. CHAIRMAN, I MR. O’ LEARY MOVE TO ADJOURN

SECONDED:	MR. YULL	
VOTED:	MR. O’LEARY	AYE
	MR. YULL	AYE
	MRS. MANUPELLI	AYE
	MR. MAUCERI	AYE

VOTE: 4-0 (UNANIMOUS)

ADJOURN: 9:40 p.m.

DATE

KATHRYN MANUPELLI, CLERK