

**MINUTES OF BOARD OF SELECTMEN MEETING  
MONDAY, APRIL 3, 2017**

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Vice Chairman O'Leary called the meeting to order at 7:04 p.m. in Room 14 at the Town Hall in the presence of members Mr. Prisco, Mr. Yull, and Town Administrator, Michael Gilleberto. Chairman Mauceri was absent. Mrs. Manupelli was not present at the start of the meeting.

**CALL TO ORDER OPEN SESSION**

Vice Chairman O'Leary called to order the open session at 7:04 p.m.

The Vice 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.

IN THE ABSENCE OF MRS. MANUPELLI, I MOVE TO APPOINT MR. YULL ACTING CLERK.

MOTION BY:	MR. PRISCO
SECONDED BY:	MR. O'LEARY
VOTED BY:	MR. O'LEARY
	MR. PRISCO
	MR. YULL

VOTE: 3-0 (MR. MAUCERI AND MRS. MANUPELLI WERE ABSENT)

Mr. O'Leary announced that Mr. Mauceri was absent due to surgery, and that the surgery went well.

7:07 – Mrs. Manupelli arrives.

**FY2018 BUDGET HEARINGS**

**VETERANS**

Susan Wagner presented the Veteran's budget.

- Mr. Yull stated he does not like to see red in the Veteran's budget. Finance Director, Liz Rourke assured Mr. Yull that services or benefits are not being cut.
- Mr. Prisco stated that although Am Vets solicits donations from North Reading residents, they have not supported North Reading Veterans directly. Donations can be made directly to North Reading Veteran's Services.
- Ms. Wagner spoke of coins she plans on purchasing for graduating students going into the military.
- Mrs. Manupelli inquired about the number of veterans she serves. Ms. Wagner responded about 35 Chapter 115 vets and has approximately 45 caseloads.
- Ms. Magna spoke of acquiring a Vetraspect License for approximately \$450.

**CONSERVATION**

No budget presentation

**HILLVIEW**

Peter Hemme, Treasurer of the Hillview Commission presented the Hillview budget.

- There is an increase of about 2.5%.
- They will be increasing the rates at the golf course.
- They are running a little behind because of the weather.

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- They will be deferring rent from the tenant for April and May because of the prolonged construction of the kitchen in the pub which caused the tenant to lose an entire golf season worth of business.
- Mr. Hemme spoke of the need to re-dig one of the wells needed for irrigating the course. He is hoping to get an increase on the amount of water that can be pumped after the Town is connected with MWRA.
- They may need a placeholder for a Town Meeting Warrant Article to allow for an extension of time for services for GFMI.

8:01 – Mr. Prisco leaves the room.

**PARKS/RECREATION**

Maureen Stevens presented the Parks and Recreation budget.

8:03 – Mr. Prisco returns.

- Spoke of repaving the walking paths at IRP within 2 years.
- Lynn Clemmens would like the Recreation Center paved because of safety issues.
- Mr. Tilton spoke of replacing worn areas on the turf field. The School splits the cost of the annual maintenance of the field. Mr. Prisco stated that the MOU with the school should be resurrected again as the school uses the turf field 80% of the time and the Town picks up 100% of the costs to repair/replace the turf.
- Mr. Tilton said the field at IRP will be closed to sports due to over-use, it will need time to regrow.
- The Finance Committee requested a 5 year capital plan.

**FINANCE/ACCOUNTING**

Finance Director Liz Rourke presented the Finance/Accounting budget.

- Mr. Prisco stated his disappointment with no changes in the budget since last year and he will vote against the budget presented. He further stated the Assistant Finance Director should not be allowed to work from home and that it should be a full time position. Mr. O'Leary responded that he looks at results and quality of work. Mr. Prisco is concerned with long term sustainability and burnout. He stated the Assistant Finance Director should have more responsibility.

**ADMINISTRATION**

Town Administrator Michael Gilleberto presented the Administration budget. There were no questions from the Board.

**THOMSON CLUB INC., D/B/A TCC GRILL SEASONAL CLUB ALL ALCOHOL LICENSE RENEWAL**

Attorney Timothy Houten, representing Thomson Club, Inc. addressed the Board, at the Board's request from the March 20<sup>th</sup> meeting, regarding the amount of time Manager Joe McCarthy spends on site. He informed the Board that a new manager has been hired, but would like the license to be renewed with Joe McCarthy as Manager. A Change of Manager application has been submitted, and is scheduled to be taken up at the April 24<sup>th</sup> Board of Selectmen Meeting.

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MR. CHAIRMAN, I MOVE TO RENEW THE SEASONAL CLUB ALL ALCOHOL LICENSE FOR THOMSON CLUB, INC., D/B/A TCC GRILL, 2 MID IRON DRIVE TO EXPIRE OCTOBER 31, 2017 SUBJECT TO ALL REGULATORY DEPARTMENT REQUIREMENTS.

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

**HEALTH INSURANCE – FY2018 UPDATE**

Passed Over.

**FY2018 BUDGET REVIEW STATUS**

Ms. Rourke gave a power point presentation. Mrs. Manupelli requested a breakdown on how the Town got to the budget gap. She also inquired about how much money is for new positions in the school budget. Mr. Gilleberto responded that the Superintendent informed him it was for the need for additional staff to continue to maintain services.

Mr. Prisco would like to look at the FY16 and FY17 budgets to see the fixed costs for government and schools. He wants to see if there is a trend the Town needs to start looking at.

**MINUTES**

MR. CHAIRMAN, I MOVE TO APPROVE THE FEBRUARY 25, 2017 BUDGET HEARING MINUTES AS WRITTEN.

MOTION BY: MR. YULL  
SECONDED BY: MRS. MANUPELLI  
VOTED: 3-1 (MR. MAUCERI ABSENT, MR. O'LEARY ABSTAINED)

MR. CHAIRMAN, I MOVE TO APPROVE THE **MARCH 9, 2017** REGULAR SESSION MINUTES AS WRITTEN.

MOTION BY: MR. YULL  
SECONDED BY: MRS. MANUPELLI  
VOTED: 3-1 (MR. MAUCERI ABSENT, MRS. MANUPELLI ABSTAINED)

MR. CHAIRMAN, I MOVE TO APPROVE THE **MARCH 9, 2017** EXECUTIVE SESSION MINUTES AS WRITTEN.

MOTION BY: MR. YULL  
SECONDED BY: MRS. MANUPELLI  
VOTED: 3-1 (MR. MAUCERI ABSENT, MRS. MANUPELLI ABSTAINED)

MR. CHAIRMAN, I MOVE TO APPROVE THE **MARCH 20, 2017** EXECUTIVE SESSION MINUTES AS WRITTEN.

MOTION BY: MR. YULL  
SECONDED BY: MRS. MANUPELLI  
VOTED: 3-1 (MR. MAUCERI ABSENT, MRS. MANUPELLI ABSTAINED)

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The Board passed over consideration of the March 20, 2017 Regular Session minutes.

**LEGAL BILLS**

Mr. Gilleberto informed the Board that the legal budget is growing tight and will be monitored closely as there is still 4 months to go.

MR. CHAIRMAN, I MOVE TO APPROVE LEGAL BILLS FOR FEBRUARY, 2017 IN THE AMOUNT OF **\$9,770.57** AS FOLLOWS:

KOPELMAN AND PAIGE, P.C. (GENERAL)	\$ 4,188.57
KOPELMAN AND PAIGE, P.C. (LABOR)	\$ 1,665.00
KOPELMAN AND PAIGE, P.C. (JT BERRY)	\$ 3,237.50
KOPELMAN AND PAIGE, P.C. (9 MILL ST.)	\$ 55.50
THOMSON WEST PUBLISHING	\$ 624.00
TOTAL	\$ 9,770.57

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

**REVIEW DRAFT JUNE TOWN MEETING WARRANT**

Mr. Gilleberto informed the Board that the draft warrant in their meeting packet will continue to be adjusted. Mr. Yull stated he would like to participate in the discussion regarding the drone's article as they will be interfering with resident's privacy when they start being used for deliveries. Mrs. Manupelli responded that commercial use of drones is highly regulated. Mr. Gilleberto stated that the Police Chief's concern is the invasion of privacy and the ability to enforce. Mr. O'Leary suggested contacting State and Federal legislators regarding laws already in place. Mr. Prisco suggested making more of an effort regarding awareness by putting laws regarding drones on the Town website along with the Police Department phone number. It was the consensus of the Board not to "dive into this issue too deeply" and that the Town Administrator should email the language of the bylaw to the Board members.

Mr. Gilleberto stated that the snow removal article was left blank to allow for language to establish a procedure to avoid warnings for compliance, so not to tax police resources. Mr. Yull stated that a police officer should ticket a non-compliant business owner if the snow is not cleared within 24 hours. Mr. Gilleberto stated he envisions giving the business/property owner 24 hours, after that impose a fine and the Town would recover the costs of clearing the snow. Mr. Prisco stated the sidewalks on Route 28 should be plowed by the Town. He suggested putting money in the budget for this and "moving on". Mrs. Manupelli suggested fining daily for non-compliance.

Mr. Yull wants a placeholder on the Warrant for holding Town Meetings on a Saturday to allow for Seniors to attend. Mr. Prisco did a social media survey and it showed people preferred Monday nights, although he did not hear from Seniors on his survey. He will follow up with Mary Prenney to see what she may have heard from Seniors. Mrs. Manupelli agrees with Mr. Prisco and wants to see if there is a way to transport seniors to Town Meeting. She further stated she doesn't think anyone will show up on a Saturday as there is already limited attendance on a weeknight. Mr. O'Leary would also like to be able to provide transportation for Seniors. He is in favor of asking for an opinion at Town meeting but he would not support changing Town Meeting to a Saturday. Mr. Yull stated it's a matter of fairness and feels Seniors are being discriminated against, Mrs. Manupelli disagrees that there is discrimination. It was a consensus of the Board, with the exception of Mr. Yull not to put this on the Warrant.

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**APPOINTMENTS: PRIMARY AND SECONDARY RECORDS ACCESS OFFICER(S)**

MR. CHAIRMAN, IN ACCORDANCE WITH CHAPTER 121 OF THE ACTS OF 2016 AND MGL C.66 §6A I MOVE TO APPOINT THE FOLLOWING INDIVIDUALS AS RECORDS ACCESS OFFICERS FOR THE TOWN OF NORTH READING FOR TERMS TO RUN CONCURRENTLY WITH THEIR EMPLOYMENT IN THESE POSITIONS:

PRIMARY RAO: TOWN CLERK (BARBARA STATS, OR HER DESIGNEE)

RAO FOR THE SCHOOL DEPARTMENT: SUPERINTENDENT (JON BERNARD, OR HIS DESIGNEE)

RAO FOR THE POLICE DEPARTMENT: POLICE CHIEF (MICHAEL MURPHY, OR HIS DESIGNEE)

RAO FOR THE FIRE DEPARTMENT: FIRE CHIEF (WILLIAM WARNOCK, OR HIS DESIGNEE)

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

**REVIEW UPCOMING MEETING SCHEDULE**

April 24<sup>th</sup>, May 8<sup>th</sup>, May 22<sup>nd</sup>.

At the April 24<sup>th</sup> BoS meeting, it will be determined if a budget hearing will need to be held on May 1<sup>st</sup>.  
The Reorganization Meeting will be held May 4<sup>th</sup>.

**TOWN ADMINISTRATOR'S REPORT**

See Attached.

Topics Discussed: Non Civil-Service Police test notice, Library elevator, Room 10 renovation, Chapter 90 fund allocation, report relative funding our Drug-Free Communities grant, Metropolitan Area Planning Council grant, Concord Street sewer study project, meeting with Town of Andover regarding water, update on snow and ice costs, removable fence at the High School Baseball field, attendance at Mystic Valley breakfast, and reducing the fixtures in the restrooms at the Athletic Field.

**OLD NEW BUSINESS**

Mrs. Manupelli:

- Wishes Chairman Mauceri a speedy recovery.

Mr. Yull:

- Wishes Chairman Mauceri a quick recovery.

Mr. Prisco:

- Thanked the Commonwealth for giving the Town Community Compact money to hire a consultant for the Concord Street Study;
- Thanked MWRA for being so responsive to the Town.

Mr. O'Leary:

- The Athletic Fields Subcommittee will be receiving bids for the restroom facility;
- Thanked Representative Jones and the administration for considering reducing the fixtures in the restroom facility;
- Wishes Chairman Mauceri a speedy recovery.

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10:35 - The Board reconvened in Executive Session

The Board returned to Open Session at 11:25.

**ADJOURN**

MR. CHAIRMAN, I MRS. MANUPELLI MOVE TO ADJOURN.

SECONDED:	MR. PRISCO	
VOTED:	MR. PRISCO	AYE
	MR. O'LEARY	AYE
	MRS. MANUPELLI	AYE

VOTE: 3-0 (UNANIMOUS) (MR. MAUCERI AND MR. YULL ABSENT)

ADJOURN: 11:25 p.m.

\_\_\_\_\_  
DATE

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KATHRYN MANUPELLI, CLERK