

**MINUTES OF THE SELECT BOARD MEETING  
MONDAY, OCTOBER 16, 2023**

Chair Gonzalez returned to open session at 8:33 p.m. via in-person and remote participation. Participating members were, Mr. Stuto, Ms. Manupelli, Mr. Wallner, Mr. O'Leary and Town Administrator, Michael Gilleberto. A full recording of this meeting can be found at <https://www.youtube.com/user/TheNorcam1>

**#1**

Routine.

The Select Board chose to honor member Mr. O'Leary for his 50 years of service to the Town of North Reading. All Select Board member and the Town Administrator offered their heartfelt gratitude and congratulations on all his many accomplishments over the years. Mr. O'Leary wife and two sons were present as well as many friends attending via zoom. Mr. O'Leary provided some anecdote and his appreciation for the acknowledgments. He was presented with a frame and light refreshments were served.

Recess @ 9:00 p.m.

Returned from recess @9:11 p.m.

**First order of business.**

**BOARD MEMEBER REPORTS**

Mr. O'Leary- A Community Health Fair will be held on Saturday, October 21, 2023 at the North Reading High School from 11:00 a.m. to 3:00 p.m. Further info can be found @ [https://www.northreadingma.gov/sites/g/files/vyhlf3591/f/uploads/north\\_reading\\_community\\_health\\_fair\\_october\\_21\\_2023.png](https://www.northreadingma.gov/sites/g/files/vyhlf3591/f/uploads/north_reading_community_health_fair_october_21_2023.png). He then expressed his condolence for former DPW Director Richard F. Spindler, Sr., who passed away at age 92 . He also expressed his sympathy to the family of Rep. Brad Jones on the loss of his mother Jean Jones who was 92 year old. She and her belated husband of 67 years Bradley Jones started the Citizen Scholarship Foundation here in the Town of North Reading and if you wish to make a contribution in their name to that fund it would be a very nice way to honor their memory.

Mr. Wallner – NONE.

Ms. Manupelli- referred to the upcoming agenda item to discuss the Fire Station building project. Mrs. Manupelli also offered congratulations to the North Reading Marching Band who took 1<sup>st</sup> place at the Northeast Regional Instrumental and Choral Conductors Association competition. They hosted the event at the Arthur J. Kenney Athletic Field last weekend.

Mr. Stuto- Wasterwater Planning Committee will have its next meeting this Wednesday, October 18, 2023 @7:00 p.m. It will be in person and hybrid. They will reconvene and answer more questions. He added that there has been development in the 40B litigation that will be referred to shortly. The next steps is it is headed back to the Zoning Boards of Appeals. He then asked the Town Administrator to read a statement.

Mr. Gilleberto read:

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On October 10th the state Housing Appeals Committee (HAC) denied the “safe harbor” declaration issued by the Board of Appeals in response to a “Chapter 40B” housing development proposed for 20 Elm Street in 2019 by NY Ventures. The Housing Appeals Committee found that the Town did not meet the 1.5% “land area minimum” of acreage associated with affordable housing. The HAC had previously denied the Board of Appeals’ assertion that certain mobile home units, and potentially unaccounted for group home units, increased the Town’s affordable housing unit count above the state 10% threshold to assert safe harbor from a Chapter 40B housing development.

The Board of Appeals and Town Hall staff made a good faith effort in 2019 to calculate land area directly associated with affordable housing, including relying on information provided by state agencies at that time for confidential group homes, in determining that the Town met the 1.5% land area minimum threshold to declare safe harbor. The Housing Appeals Committee sided with land area calculations provided by the developer for 11 of the 12 identified affordable housing parcels, including denying the inclusion of septic fields as land directly associated with affordable housing, and also elected to reduce the land area associated with confidential group homes by nearly 50 acres based on changes made to state guidelines in 2020.

While an appeal of this action is a possibility in the future, the HAC has remanded the case back to the North Reading Board of Appeals to be considered through the public hearing process. An appeal, if any, cannot occur until after the hearing process has concluded and the Board of Appeals has issued a decision. The Board of Appeals is expected to open a public hearing on the application at an upcoming meeting.

Chair Gonzalez- reported the annual Veterans Dinner will be held at the Hillview Country Club from 5:00 p.m.-9:00 p.m. on Saturday, November 11<sup>th</sup>. The Tewksbury County club has closed so they cannot have the occasion where they have in the past but it is nice to have it in our hometown. The price will be \$20/person. Tickets go on sale Monday, October 23, 2023. People can call Veterans office at 978-357-5211. It is always a fun night.

She added that the Community Impact Team is thrilled to again offer a FREE Mental Health First Aid Course with certification to all community and town employees. For more information see <https://www.northreadingma.gov/community-impact-team/pages/mental-health-first-aid>.

On the North Reading Facebook Community Connection page there was a posted shared in support of Cherie Fertitta Pinheiro and family that invited people to place pink bows on your mailboxes or even add to the gazebo in the center of town.

She also added that Jean Jones was a wonderful lady and she had cut her hair for years and will be missed.

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**Next order of business.            OLD AND NEW BUSINESS**

Mr. Stuto see Board Member Report  
Ms. Gonzalez see Board Member Report  
Mr. O’Leary see Board Member Report  
Mr. Wallner see Board Member Report

**Next order of business.            FIRE STATION RENOVATION PROJECT**

Abigail Hurlbut of the Facilities Master Plan Committee and the architects from HKT, Bill Hammer & Paula Clairage were in attendance. A brief review of the project was provided via PowerPoint and a motion to establish a building committee was included in the packet.

There was a discussion of potential green components, including geothermal, as well as about the membership of the Committee.

MADAM CHAIR, I MOVE TO ESTABLISH A FIRE STATION BUILDING COMMITTEE TO ADVISE THE DEPARTMENT OF PUBLIC WORKS ON THE RENOVATION OF THE FIRE STATION, SAID COMMITTEE CONSISTING OF THE FOLLOWING MEMBERS:

MEMBERS OF THE FACILITIES MASTER PLAN COMMITTEE  
FIRE CHIEF  
TWO FIREFIGHTERS  
DIRECTOR OF PUBLIC WORKS

MOTION BY:                            MR. WALLNER  
SECONDED BY:                        MR. STUTO

VOTED BY:	MR. STUTO	AYE
	MRS. GONZALEZ	AYE
	MR. WALLNER	AYE
	MR. O’LEARY	AYE
	MRS. MANUPELLI	AYE

VOTE: 5-0 (UNANIMOUS)

Mr. O’Leary asked who will designate the firefighters.

Abigail Hurlbut said that Chief Donald Stats will. Select Board agreed.

**Next order of business.            Review North Shore Regional 911 Center Agreement**

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A copy of the agreement was in the packet. Chief Donald Stats joined the table @10:04 p.m. Mr. Gilleberto said they have provided a motion to allow for the Chari and Town Administrator to approve and sign. This option has been discussed previously in public meetings, including the signing of a letter of intent earlier this year.

MADAM CHAIR, I MOVE, SUBJECT TO TOWN COUNSEL REVIEW, TO APPROVE AND AUTHORIZE THE SELECT BOARD CHAIR AND TOWN ADMINISTRATOR SIGN THE ADDENDUM TO THE INTERMUNICIPAL AGREEMENT FOR THE JOINT PROVISION OF PUBLIC SAFETY COMMUNICATIONS, DISPATCH AND OPERATIONS SERVICES TO INCLUDE A NEW MEMBER, NORTH READING.

MOTION BY: MR. WALLNER  
SECONDED BY: MR. O'LEARY

VOTED BY:	MR. STUTO	AYE
	MRS. GONZALEZ	AYE
	MR. WALLNER	AYE
	MR. O'LEARY	AYE
	MRS. MANUPELLI	AYE

VOTE: 5-0 (UNANIMOUS)

Chair Gonzalez and Mr. Gilleberto signed document at 10:07 p.m.

Chief Donald Stats thanked the Select Board for their support. The Select Board returned the compliment to the Chief.

**Next order of business. Wastewater Project Update**

Mr. O'Leary and Mr. Wallner recused themselves per advice of counsel. They reserved the right to participate as town residents at 10:10 p.m.

The DPW Director Joseph Parisi was present via Zoom. Mr. Gilleberto briefly reviewed the scope of additional information intended to be gathered ahead of a potential spring Special Town Meeting. There will be a Wastewater project committee meeting on Wednesday, October 18, 2023 at 7:00 p.m.

Mr. O'Leary and Mr. Wallner returned at 10:13 p.m.

**Next order of business. Review List of Boards/Commissions/Committees to be Advertised**

A list of vacancies to be advertised was enclosed in the Select Board packet. It will be in the transcript and on Social Media soon.

**Next order of business. Vote to File Home-Rule Petitions Approved at October 2<sup>nd</sup> Fall Annual Town Meeting**

The two home-rule petitions were included in the packet. The engineers are still working on the exact plan

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for the bridge, but they want to be prepared to submit to the legislature as soon as the plan is finished. The plan will be submitted to the Board once complete.

MADAM CHAIR, I MOVE TO APPROVE LANGUAGE FOR HOME-RULE PETITIONS APPROVED UNDER ARTICLES 13 AND 22 OF THE OCTOBER 2, 2023 FALL ANNUAL TOWN MEETING, AND TO DIRECT THE TOWN ADMINISTRATOR TO SUBMIT THE ASSOCIATED LEGISLATION TO THE STATE DELEGATION.

MOTION BY: MR. WALLNER

SECONDED BY: MR. O'LEARY

VOTED BY:	MR. STUTO	AYE
	MRS. GONZALEZ	AYE
	MR. WALLNER	AYE
	MR. O'LEARY	AYE
	MRS. MANUPELLI	AYE

VOTE: 5-0 (UNANIMOUS)

**Next order of business. Appointments: Youth Services Committee**

Citizen Activity Forms for the applicants are included. There are a total of four vacancies. Only two citizens have been vetted so far. At this time Mr. Wallner is recommending Amy Solomon and Seani Thomas.

**YOUTH SERVICES COMMITTEE (EXPIRATION 2024)**

MADAM CHAIR, I MOVE TO PLACE IN NOMINATION THE FOLLOWING NAMES FOR APPOINTMENT TO THE YOUTH SERVICES COMMITTEE FOR TERMS TO EXPIRE DECEMBER 31, 2024: (2 OPENINGS) ROLL CALL.

- JULIE ELKINS
- CHRISTINA GANDOLFO
- BRANDI NEGRON
- AMY SALOMON
- SEANI THOMAS

MOTION BY: MR. WALLNER

SECONDED BY: MR. O'LEARY

VOTED BY:	MR. STUTO	AMY SALOMON
	MRS. GONZALEZ	AMY SALOMON
	MR. WALLNER	AMY SALOMON
	MR. O'LEARY	AMY SALOMON
	MRS. MANUPELLI	AMY SALOMON

VOTE: 5-0 (UNANIMOUS)

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**YOUTH SERVICES COMMITTEE (EXPIRATION 2025)**

MADAM CHAIR, I MOVE TO PLACE IN NOMINATION THE FOLLOWING NAMES FOR APPOINTMENT TO THE YOUTH SERVICES COMMITTEE FOR TERMS TO EXPIRE DECEMBER 31, 2025: (2 OPENINGS)

- JULIE ELKINS
- CHRISTINA GANDOLFO
- BRANDI NEGRON
- AMY SALOMON
- SEANI THOMAS

MOTION BY:                   MR. WALLNER  
SECONDED BY:               MR. O'LEARY

VOTED BY:	MR. STUTO	SEANI THOMAS
	MRS. GONZALEZ	SEANI THOMAS
	MR. WALLNER	SEANI THOMAS
	MR. O'LEARY	SEANI THOMAS
	MRS. MANUPELLI	SEANI THOMAS

VOTE: 5-0 (UNANIMOUS)

**Next order of business.           Review/Discuss Potential Public Comment Policy**

Recent incidents have brought up questions about how public comment is handled at Town Meetings and in meetings of public bodies. The Chair and Mr. Gilleberto believed the Board should review how public comment is handled. To begin this review, enclosed in the Select Board packet was an advisory from Town Counsel, a model policy from KP Law (which would apply to all public bodies), and the School Committee's policy.

There was discussion regarding the model policy. The Board members felt it was too restrictive and that there needed to continue to be an ability for the public to come and be heard at the Board meetings.

Chair Gonzalez asked Mr. Gilleberto to come back after conferring with Town Counsel.

**Next order of business.           Public Comment**

Rita Mullins addressed the Select Board with some feedback she has been getting with the public's lack of ability to hear the speakers at Select Board meetings. She also expressed her condolence for Jean Jones, Dick Spindler, Lyman Fancy and Pat Romeo. They were all involved with the town when she first started. Lastly, she suggested that maybe add a pre-question option or call prior to meeting and the Select Board read the public question and answer it during a meeting.

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Ms. Manupelli thanked Rita Mullins for standing up for Officer Romeo at the October Town Meeting.

**Next order of business. Set/Confirm Upcoming Board Meeting Schedule**

The Board on August 21<sup>st</sup> had discussed potentially meeting on the following dates:

November 6<sup>th</sup>

November 20<sup>th</sup>

December 4<sup>th</sup>

December 18<sup>th</sup>

The Finance Director and Assessor have asked to hold Tax Classification on November 6<sup>th</sup>.

The Board may wish to identify a date for Strategic Planning.

There was also some discussion about meeting with the Community Planning Commission regarding the accessory dwelling unit bylaw. Mr. Gilleberto will follow up with Danielle McKnight and Community Planning Commission Chair to get some workshop dates.

**Next order of business. Meeting Minutes**

MADAM CHAIR, I MOVE TO APPROVE THE REGULAR SESSION MEETING MINUTES AS WRITTEN FOR THE FOLLOWING DATE:

AUGUST 7, 2023

MOTION BY: MR. WALLNER

SECONDED BY: MR. O'LEARY

VOTED BY:	MR. STUTO	AYE
	MRS. GONZALEZ	AYE
	MR. WALLNER	AYE
	MR. O'LEARY	AYE
	MRS. MANUPELLI	AYE

VOTE: 5-0 (UNANIMOUS)

MADAM CHAIR, I MOVE TO APPROVE THE REGULAR SESSION MEETING MINUTES AS WRITTEN FOR THE FOLLOWING DATE:

SEPTEMBER 6, 2023

MOTION BY: MR. WALLNER

SECONDED BY: MR. O'LEARY

VOTED BY:	MR. STUTO	AYE
	MRS. GONZALEZ	AYE
	MR. WALLNER	AYE

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MR. O'LEARY	AYE
MRS. MANUPELLI	AYE

VOTE: 5-0 (UNANIMOUS)

MADAM CHAIR, I MOVE TO APPROVE THE REGULAR SESSION MEETING MINUTES AS WRITTEN FOR THE FOLLOWING DATE:

SEPTEMBER 18, 2023

MOTION BY:	MR. WALLNER	
SECONDED BY:	MR. O'LEARY	
VOTED BY:	MR. STUTO	AYE
	MRS. GONZALEZ	AYE
	MR. WALLNER	AYE
	MR. O'LEARY	AYE
	MRS. MANUPELLI	AYE

VOTE: 5-0 (UNANIMOUS)

MADAM CHAIR, I MOVE TO APPROVE THE OCTOBER TOWN MEETING REGULAR SESSION MEETING MINUTES AS WRITTEN FOR THE FOLLOWING DATE:

OCTOBER 2, 2023

MOTION BY:	MR. WALLNER	
SECONDED BY:	MR. O'LEARY	
VOTED BY:	MR. STUTO	AYE
	MRS. GONZALEZ	AYE
	MR. WALLNER	AYE
	MR. O'LEARY	AYE
	MRS. MANUPELLI	AYE

VOTE: 5-0 (UNANIMOUS)

**Next order of business. Town Administrator Report**

Mr. Gilleberto reported on 20 Elm Street earlier in the meeting.

**Last order of business. ADJOURN**

MADAM CHAIR, I MOVE TO ADJOURN.

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MOTION BY: MR. WALLNER  
SECONDED BY: MR. STUTO

VOTED BY: MR. STUTO AYE  
MRS. GONZALEZ AYE  
MR. WALLNER AYE  
MR. O'LEARY AYE  
MRS. MANUPELLI AYE

VOTE: 5-0 (UNANIMOUS)

ADJOURN: 11:23 p.m.

\_\_\_\_\_  
DATE

  
\_\_\_\_\_  
RICHARD WALLNER, CLERK