

**MINUTES OF THE SELECT BOARD MEETING  
MONDAY, JANUARY 13, 2020**

---

Chairwoman Manupelli called the meeting to order at 7:42 p.m. in Room 14 at the Town Hall in the presence of members Mrs. Gonzalez, Mr. Schultz, Mr. Wallner, Mr. O’Leary, and Town Administrator, Michael Gilleberto.

**CALL TO ORDER OPEN SESSION**

Chairwoman Manupelli called to order the open session at 7:42 p.m.

The Chair 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.

Mrs. Manupelli asks the audience for a moment of silence for former Conservation Commission member Martin Weiss who passed away.

**MINUTES**

MADAM CHAIR, I MOVE TO APPROVE THE DECEMBER 16, 2019 REGULAR SESSION MINUTES AS WRITTEN.

MOTION BY: MRS. GONZALEZ  
SECONDED BY: MR. SCHULTZ  
VOTED: 5-0 (UNANIMOUS)

MADAM CHAIR, I MOVE TO APPROVE THE DECEMBER 16, 2019 EXECUTIVE SESSION MINUTES AS WRITTEN.

MOTION BY: MRS. GONZALEZ  
SECONDED BY: MR. SCHULTZ  
VOTED: 5-0 (UNANIMOUS)

**PUBLIC COMMENT**

Andrea Spano, 3 Haywood Farms Lane addressed the Board expressing her thanks to Mr. Schultz for his willingness to collaborate, being available, and always doing what’s best for North Reading.

Jennifer Platt, 8 Hidden Pond Lane addressed the Board stating she is an Associate Member of the ZBA and is interested in becoming a full member of the Board. She continued to say that the resigning members of the Board have a combined 75 years of services and it has been a pleasure serving with them. She provided her background and qualifications to the audience.

Marci Bailey, 21 Duane Drive addressed the Board regarding her December 20<sup>th</sup> letter to the Board pertaining to the December 16<sup>th</sup> Select Board meeting. She asks the Board to address the appointment policy and have a discussion about it in an open meeting.

**MINUTES OF THE SELECT BOARD MEETING  
MONDAY, JANUARY 13, 2020**

---

John Murphy, 13 Duane Drive states he is addressing the audience as a citizen not the Moderator. He states after seeing the December 16<sup>th</sup> Select Board meeting he is dismayed about the appointment process and lack to respect to the Chairman of the ZBA. He further stated communication is important and the Chairman should be made aware if the Liaison is not going to recommend an incumbent for reappointment. He added that people need to know before the meeting if they are not going to be reappointed.

Elizabeth Coolidge Stoltz, 2 Gillis Drive addressed the Board stating Marci Bailey made some great points and communication is important.

Bill Smith, 2 Allston Road, addressed the Board stating he has served the Town in various capacities for 42 years and was shocked by the December 16<sup>th</sup> Select Board meeting. He further stated the full membership ZBA opening should have gone to Ms. Platt, a 14 year associate member of the committee.

Mrs. Manupelli asked if there was any other comment and said the next item is Board Member reports.

Mr. Wallner asked if he could comment. Mrs. Manupelli and Mr. Schultz responded that he could use his Board member report.

**BOARD MEMBERS' REPORTS**

Mr. O'Leary:

- Appreciates people coming forward and the correspondence received regarding the December 16<sup>th</sup> Select Board meeting pertaining to the appointment process.

- R reported, that since the last meeting he has heard from several members of the public, including no less than 5 former members of the Board of Selectmen, regarding the Board's recent appointment and reappointment process. The appearance of a predetermined and orchestrated effort, by the majority of the Board, showed a lack of respect, appreciation and common decency towards volunteers on Town boards and may impact the ability to attract and retain volunteers. He stated that the manner by which the action was taken was an embarrassment and stain on the Board and the correspondence received by the Board regarding this matter, as well as the letters of resignation from Mr. Demetri and Mr. Keyes should be read into the record.

- Indicated that he attended the most recent Zoning Board of Appeals meeting to receive an update on the 40B application from Town Counsel, but primarily went to thank Mr. Demetri and Mr. Keyes for their long and dedicated service to the community and respected the difficult decision they made to step down. He reported that he also publicly addressed the 3 associate members of the ZBA, who were passed over for consideration for full membership, and asked them to please stay. Mr. O'leary stated that 87 years of knowledge and experience had just exited the ZBA.

**MINUTES OF THE SELECT BOARD MEETING  
MONDAY, JANUARY 13, 2020**

---

-Asked how the majority of the members of the Board were going to proceed with the appointment process moving forward. He asked if the current Board policies and practices were going to be followed or will there be proposals to modify or change the policies. Mr. O'Leary stated that he requested that an agenda item be placed on the current week agenda to address the policy review and the Chair refused to place it on the agenda.

-Stated that he had also requested that Paul O'Leary, Jim Demetri and Joe Keyes receive citations for their combine 87 years of service on the Zoning Board of Appeals, however the Chair refused to place the item on the agenda.

Mr. Wallner:

- Volunteers are important; they should be supported and rewarded. What happened at the last meeting does not reflect that.
- Distributed the policy to the Board members, and will do everything to see that appointment policy is followed.

Mr. Schultz:

- Stands behind the procedure and his vote.

Mrs. Gonzalez:

- Stands by her vote based on Mr. Breen's credentials.
- Comes to meetings prepared to make decisions
- Policy was followed.
- Responds to letters received pertaining to the December 16<sup>th</sup> meeting.
- Thanked Mr. Demetri for his service but does not appreciate being slandered.
- Appreciated Mrs. Bailey's letter, but Mr. O'Leary should have recused himself from his brother's vote as Mr. Schultz did for his wife.
- Mr. Keyes' letter mentioned courtesy over policy but didn't mention Mr. O'Leary voting for his brother.
- Responded to Mr. Bellavance's letter that she did her homework, spoke with staff in the office. His letter accused her of not preparing, and implied that she was relying on the man next to her. Mr. Wallner had not read Mr. Breen's citizen activity form.

Mrs. Manupelli:

- Has a number of updates.
- States the Select Board is the legal appointing authority of the ZBA under state law and the charter, and reads Town Counsel's opinion on the matter of appointments. Policy is not binding upon the Board. Policy does not have the effect of law.
- Has received immeasurable feedback. Can't control what the reporter reported, but a result was that people watched the rebroadcast.
- Encourages anyone interested in serving on a board to come forward, and not to believe the notion that one needs to "pay their dues" before they can be appointed.
- A chair doesn't have to pay her dues to serve as a chair of a board.

**MINUTES OF THE SELECT BOARD MEETING  
MONDAY, JANUARY 13, 2020**

---

- It appears people want to serve but don't come forward because they are afraid. For people watching, come forward, give us your qualifications.
- She saw the letters. She is informed when she comes to the meetings and doesn't need to be told how to vote. Mrs. Gonzalez may be quiet but she also does her homework.
- PSA that went out on water testing for PFAS contaminants at the water treatment plants. Water Consultants will be addressing the results tonight.
- Town has a right of first refusal to acquire a property classified as farmland, there will be public hearings regarding the acquisition.
- There will be a 90 day grace period for enforcing the plastic bag ban.

Mr. Gilleberto responds that through the Health Inspector, they will be visiting establishments to educate them how to comply with the ban. He further states the Food Pantry and Friends of the Library will be selling reusable bags and the NR Parks and Rec department gives information to new residents in reusable bags. Fines for noncompliance will start being issued on March 31<sup>st</sup>. The Bylaw is on the website.

Mr. O'Leary:

- Added that Tim Allen resigned from the Conservation Commission and that he attended a recent Conservation meeting with the Town Administrator and presented him with a citation for 16 years of service.
- There is a vacancy on the Conservation Commission now, in addition to a previous vacancy.
- He asked the Board if there would be a review of the policy for appointments on our agenda.

Mrs. Manupelli said that we've discussed it. If someone is interested they should step forward.

Mr. O'Leary said what we did last meeting was different. I'm a liaison, and I would like to know what is expected of me and what should an associate member expect. We didn't consider associate members last meeting.

Mr. Schultz said associate members have to apply.

Mr. O'Leary said they are already serving and my intention would be to recommend the associate be elevated because they know the policies and nuances and I can't assure them.

Mr. Manupelli said a vote cannot be assured in advance.

A comment was made from the audience.

Mr. O'Leary said I have no idea what is expected of me as a liaison and I am asking for guidance. Are we going to revisit our policy?

**MINUTES OF THE SELECT BOARD MEETING  
MONDAY, JANUARY 13, 2020**

---

Mrs. Manupelli asked if this was Mr. O'Leary's report and if he was nominating someone. That has to be on the agenda

Mr. O'Leary asked if the Board would have an agenda item to review the policy.

Mrs. Manupelli said there isn't a policy in question other than by Mr. O'Leary and Mr. Wallner.

Mrs. Manupelli said you're out of order, if you have a name put it in nomination. The liaison interviews the candidates.

Mr. O'Leary asked if the majority of the board wanted to hear the recommendation of the Board chair along with the liaison.

Mrs. Gonzalez said we can,

Mr. Wallner said that's what the policy says.

Mr. Schultz asked that is what happened last week and why are we grandstanding.

Mr. O'Leary said after it was texted.

Mr. Schultz said you've been here a long time, you know what to do.

Mrs. Manupelli said the answer is no, if you have a name put it in nomination and it has to be on an agenda.

Mr. O'Leary said if the liaison doesn't put the name forward they aren't considered.

Mrs. Gonzalez asked if the associates filled out a citizens activity form.

Mr. Schultz said they have to apply.

Mr. O'Leary said thank you, you've answered my question.

Mrs. Manupelli said we're moving on.

**WATER / WASTEWATER UPDATE**

DPW Director, Patrick Bower, Water Superintendent, Mark Clark, and Rob Williamson of Wright Pearce were present to give the Water/Wastewater update. Mr. Clark presented a power point presentation on the PFAS testing of the water. He informed the audience that the State is considering lowering the recommended acceptable levels of PFAS from 70 parts per trillion to 20 parts per trillion. Currently, North Reading has a little over 20 parts per trillion from one well which is not in use due to seasonal maintenance. He stated the Town is expected to receive

**MINUTES OF THE SELECT BOARD MEETING  
MONDAY, JANUARY 13, 2020**

---

100% of its water from Andover in July, 2021; Andover has levels of PFAS below the proposed standards. Mr. Clark stated DuPont and 3M are the manufacturers of the source that cause elevated PFAS levels in the water. He further states the drinking water in Town meets federal standards.

Mr. Bower stated a meeting is scheduled with Andover to figure out the infrastructure for the wastewater connection. Mr. Williamson stated the FEIR will be submitted mid-February. Work on the Chlorination facilities has been progressing. Mr. Williamson stated he is hopeful DEP will expedite the review of the design facilities.

**UNACCEPTED STREET IMPROVEMENT POLICY – REVIEW COMMENTS /  
FEEDBACK RECEIVED**

Mr. Gilleberto states he has not received any feedback from Board members since the last meeting. He further stated the Planning Commission is meeting tomorrow night and he expects comments after they have had a chance to review the policy. Mr. and Mrs. Phil Cravotta, 223 Swan Pond Road were in attendance. The Cravotta's stated they have unanswered questions regarding how much money is needed up front to pave the road. Mr. Schultz stated the Town Meeting vote specified that the Town was not to spend any money until 175 Thousand Dollars is put up by the Swan Pond Road residents. Mr. Gilleberto stated he would have the DPW Director and the Cravotta's set up a meeting.

**14 CONCORD STREET (SEVEN ACRES TURKEY FARM) – CHAPTER 61A OPTION  
TO PURCHASE; AND 14 AND 12 CONCORD STREET**

Mrs. Manupelli states this agenda item was addressed in Board Member Reports.

**RATIFY COMMUNITY COMPACT GRANT APPLICATION(S)**

Mr. Gilleberto stated another round of funding opened up on December 17<sup>th</sup>. He further stated this grant would help to develop an implementation plan for the AARP age friendly community, and to develop affordable housing for seniors on Town-owned land. Mr. Gilleberto thanked Danielle McKnight, Mary Prenney, and the COA for their feedback. Due to the limited funding, the application has been submitted but he is asking for ratification of the application this evening as has been the case for previous compact applications.

MADAM CHAIR, I MOVE TO RATIFY THE COMMUNITY COMPACT APPLICATION FOR AN AGE FRIENDLY ACTION PLAN AND AFFORDABLE HOUSING.

MOTION BY: MRS. GONZALEZ

SECONDED BY: MR. WALLNER

VOTED: 5-0 (UNANIMOUS)

9:34 – Mrs. Gonzalez leaves the room.

**MINUTES OF THE SELECT BOARD MEETING  
MONDAY, JANUARY 13, 2020**

---

**LEGAL BILLS**

MADAM CHAIR, I MOVE TO APPROVE LEGAL BILLS FOR NOVEMBER, 2019 IN THE AMOUNT OF **\$12,774.44** AS FOLLOWS:

KOPELMAN AND PAIGE, P.C. (GENERAL)	\$ 5,420.94
KOPEMAN AND PAIGE, P.C. (LABOR)	\$ 4,387.50
20 ELM STREET 40B PROJECT	\$ 1,950.00
THOMSON WEST	<u>\$ 1,016.00</u>
TOTAL	\$ 12,774.44

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

9:37 – Mrs. Gonzalez returns.

**WATER / WASTEWATER PLANNING ADVISORY COMMITTEE – REVIEW COMMENTS /  
FEEDBACK RECEIVED**

Mr. Gilleberto states he has not received feedback from Board members and the draft stands as it was at the December 16<sup>th</sup> meeting. It was the consensus of the Board to refer to the committee as Wastewater Planning Advisory Committee. Mr. Gilleberto stated he will make the mission statement a track change document to be changed or added to at the next meeting. He further stated the draft will be ready for final action at the February 10<sup>th</sup> meeting.

**REVIEW BOARD MEETING SCHEDULE**

The Board agreed upon the following meeting dates: January 13<sup>th</sup> and 27<sup>th</sup>, February 10<sup>th</sup>, 24<sup>th</sup> and 29<sup>th</sup> (Saturday budget meeting), March 9<sup>th</sup> and 23<sup>rd</sup> (budgets and regular business), April 6<sup>th</sup> (budgets, if needed, and regular business) and April 13<sup>th</sup>, May 4<sup>th</sup> and May 18<sup>th</sup>.

**TOWN ADMINISTRATOR'S REPORT**

See Attached. Topics discussed:

Soft opening of a Town Hall Facebook page to serve the community, Christmas Tree Collection, Employee Recognition luncheon, Citizen volunteers needed for the BOA, Conservation Commission and the Library Trustees, and asks that the community keep a retired Town employee in their thoughts and prayers.

**OLD AND NEW BUSINESS**

Mr. O'Leary:

- Would like the DPW and the Administration to look into clothing recycling.

Mr. Wallner:

- Recommends the Board review/change the policy regarding appointments.
- He will put comments together and have the Board review the policy.

Mr. O'Leary responded to Mr. Wallner stating he will add comments and a proposal regarding the appointment policy may be an agenda item at an upcoming meeting.

Mrs. Manupelli responded to Mr. Wallner stating according to Town Counsel, a policy is in place as a guideline, and the policy was not violated.

**MINUTES OF THE SELECT BOARD MEETING  
MONDAY, JANUARY 13, 2020**

---

Mr. Schultz:

- He read and follows the policy and was elected to get things done.
- Focus on getting things done and stop the personal attacks.

Mrs. Gonzalez:

- No comment.

Mrs. Manupelli:

- No comment.

MADAM CHAIR, I MRS. GONZALEZ MOVE TO ADJOURN.

SECONDED:	MR. SCHULTZ	
VOTED:	MR. O'LEARY	AYE
	MRS. GONZALEZ	AYE
	MR. SCHULTZ	AYE
	MR. WALLNER	AYE
	MRS. MANUPELLI	AYE

VOTE: 5-0 (UNANIMOUS)

ADJOURN: 9:53

---

DATE

---

LIANE R. GONZALEZ, CLERK