

**MINUTES OF THE SELECT BOARD MEETING
MONDAY, AUGUST 31, 2020**

Chairwoman Manupelli called the meeting to order at 7:02 p.m. via remote participation. Participating members were Mrs. Gonzalez, Mr. Stuto, Mr. Wallner, Mr. O’Leary, and Town Administrator, Michael Gilleberto.

CALL TO ORDER OPEN SESSION

Chairwoman Manupelli called to order the open session at 7:02 p.m.

Members recite the Pledge of Allegiance.

MINUTES

MADAM CHAIR, I MOVE TO APPROVE THE JUNE 5, 2020 REGULAR SESSION MINUTES AS WRITTEN.

MOTION BY:	MR. STUTO	
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 JUNE 9, 2020 REGULAR SESSION MINUTES AS WRITTEN.

MOTION BY:	MR. STUTO	
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)

**MINUTES OF THE SELECT BOARD MEETING
MONDAY, AUGUST 31, 2020**

MADAM CHAIR, I MOVE TO APPROVE THE AUGUST 17, 2020 REGULAR SESSION MINUTES AS WRITTEN.

MOTION BY:	MR. STUTO	
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)

BOARD MEMBER REPORTS

Mr. O'Leary:

- The Waste Water Committee met to go over information regarding the chlorination treatment plant. The bids for construction of the treatment plant were higher than anticipated and the consultant is looking into why and considering if it should go back out to bid. Mrs. Manupelli inquired if it may be related to COVID 19 why it came in higher. Mr. O'Leary responded he didn't know. Mr. Gilleberto stated he is being told it may be COVID related or an issue of timing of the construction. He further stated there are a number of factors that have limited the market, but when it goes back out to bid, sometimes we get more competitive bids. The infrastructure in place has addressed our needs, and he is confident that we have a strategy to move forward.

Mr. Stuto:

- He was on a CPC call about a potential site for retail and housing where the old Stop and Shop is. The discussion was about what would be palpable to the community and make sense to a developer. They are getting to a place to be able to present to decision makers and finding a developer who would be open to what the town is looking for. He further stated there was discussion about parking on Main Street, which is a big concern. There is a study that needs to get done that was removed from the June Town Meeting Warrant.

Mr. Wallner:

- Regarding the CPC discussion, the big picture is the Fifty Thousand Dollar study for a downtown area, and a package treatment plant. At present, there are just ideas being worked out with the consultant. They are not ready for anything, it is just in formulation. It is good to have information from CPC and the Facilities Master Plan Committee; all the studies need to come together to see the big picture, everyone is doing their homework and doing the best we can with the information and will sort everything out. The Consultant is creating a plan that is part of what the study was intended to do, it is not close to being done yet.
- He is looking forward to hearing from Phil Hertz about the Rail Trail and from members of the Martins Pond Committee.

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Mrs. Gonzalez:

- There were 2 successful mask events last week. She helped to hand out masks with Chief Stats in cooperation with CIT and others; she gave them out to 100 cars with more than 1 passenger in most cars but the event was cut short due to the weather. At another event, she accepted masks with Mr. Gilleberto at the Senior Center along with Representatives Jones and Representative Wong, Mary Prenney, Bob Bracey, Chief Stats; the Taiwanese government donated many masks to the Senior Center. There were 2 positive mask events last week.

Mrs. Manupelli: No Comment.

COVID 19 UPDATE

Mr. Gilleberto states we are moving to relying on the states data. Last week census on the states data showed North Reading had an increase of 3 cases. We are within the green level range at 3.5 cases. Over Four Thousand tests have been administered. We continue to monitor on an ongoing basis and will continue to provide updates.

PUBLIC COMMENT

None.

**LETTER TO STATE AND FEDERAL DELEGATION AND ADMINISTRATION
REGARDING US POSTAL SERVICE**

Mrs. Manupelli states that Mr. O'Leary wanted the Board to take some immediate action with respect to this matter. Mr. Gilleberto states as a follow up to the last meeting Mr. Wallner prepared a draft letter which is in the meeting packet. He further stated he also provided information from Representative Jones concerning what appears to be bipartisan efforts to address the US Postal Service. Mr. Wallner drafted a letter and Mr. Gilleberto would encourage the Board to consider adding the Congressional and US Senate delegation to the distribution and decide if the State and Federal administration should be included.

Mr. Wallner told the Board to feel free to slice and dice the letter, he wants it to be good and is happy to take suggestions. He further stated, he tried not to overreach and tried anticipate the future. Comments as follows:

- Mrs. Manupelli thanks Mr. Wallner for drafting the letter and stated the majority of the Board is in favor of sending it but some members wanted to see it.
- Mr. O'Leary thanks Mr. Wallner for taking the time and thought put into it. He wants the distribution expanded to the Congressional delegation, the Governor, Speaker of the House, Senate Majority Leader, Senate President. He wants to reference the Board's support for the letter written by Representative Jones and Senator Tarr.
- Mr. Stuto states the message is clear. Regarding Speaker DeLeo and Representative Jones's letter which follows it, he feels the "horse already left the barn", he's fine with the letter, however, it would have been great if Representative Jones and Speaker DeLeo didn't already write a letter. They hit the delegation at the Federal level, doesn't think the Board sending another one would do much.

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- Mrs. Manupelli stated it is more of a letter of support in alignment with the other letters and the Board wants to support any measure to prevent it. Mrs. Manupelli further stated it would be beneficial to send the letter stating the Board is in alignment with the previous communication.
- Mr. O'Leary stated the important thing is Mr. Wallner's letter is from the grass roots level, and we want to remain diligent and it's important to hear from the local level.
- Mrs. Manupelli stated make two amendments; echo what is in the letter and expand the individual recipients of the letter.
- Mr. Wallner stated the fifth paragraph is the most novel of the letter and he is anticipating it's more than the Post Office, he thinks there is more coming down the pike; the fifth paragraph is very compelling.
- Mrs. Gonzalez states she is more aligned with Mr. Stuto. She takes offense to comments to the President and she doesn't feel the letter is necessary. Mrs. Gonzalez further states the letter from Representative Jones and Senator Tarr is more appealing to her.
- Mr. Stuto stated he is in favor of sending the letter but wants to help reinforce what is already going on, acknowledging that in the letter. The big thing is something has been put in motion and with 70 days left to election, it needs to be resolved in 30 days.
- Mrs. Manupelli inquired how the Board would feel if she and the TA modified Mr. Wallner's letter.
- Mr. O'Leary responded to strengthen what Representative Jones and Speaker DeLeo stated in their letter. He wants the Board to have a separate voice and the crux of what is being offered is important, and it is actual occurrences of what is going on, not conspiracy theories.
- Mrs. Gonzalez is in disagreement with the letter, she supports Representative Jones and Speaker DeLeo's letter.
- Mrs. Manupelli stated in the revisions she will expand the recipients, align the letter with the position taken and will not change the content or temper of Mr. Wallner's letter.

MADAM CHAIR, I MOVE TO SIGN THE LETTER TO THE DELEGATION AND ADMINISTRATION REGARDING THE US POSTAL SERVICE AS AMENDED BY MRS. MANUPELLI.

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

VOTE: 4-1 (MRS. GONZALEZ OPPOSED)

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REVIEW AUDITOR'S REPORT FOR FISCAL YEAR 2019

Mr. Gilleberto states Auditor, Dick Hingston, Finance Director, Liz Rourke and Finance Committee Members, Abby Hurlbut, Don Kelliher, and Dan Mills are present. Mr. Hingston goes over the management letter, opinion letter, and financial statements. He stated with 8.9 Million Dollars in reserves, the Town has put itself in a position to weather the financial downturn. Comments as follows:

- Mr. Gilleberto thanks Mr. Hingston and inquires about alternatives to transfer tax foreclosed Town owned land to the Select Board for municipal purposes. Mr. Hingston responded it would be acceptable.
- Mr. O'Leary inquired about Mr. Hingston's suggestion of delegating warrant responsibility to one member of the Board; does it work well for the entire Board to get bill warrants? Mr. Hingston stated in the past there was just one Board member to look at the invoices, it was effective, more effective to minimize risk. Mr. Hingston responded there has been fraud in recent past, not in North Reading. He further stated this comment is included in every municipal audit he is doing.
- Mrs. Manupelli stated when she looks at the warrant, there is no backup itemization. She further stated the Finance Director has provided her with backup when she has requested it.
- Mr. Hingston recommended looking at bills related to credit cards more closely to avoid fraud. Mr. Gilleberto responded there is very limited use of credit cards. Mr. Hingston stated the internal control process is set up well, there is a good segregation of duties and a strong finance team led by Liz Rourke.
- Mr. O'Leary would like to meet with TA and Finance Director to see if they should tighten up the internal controls.
- Mrs. Manupelli stated she is happy to see Mr. Hingston didn't find any deficiencies. She thanks Ms. Rourke and Mr. Hingston.
- A resident asks a question about how deep the auditor goes. Mr. Hingston responds they scan the ledger for unusual entries, they do their best and they follow the standards. Mrs. Manupelli stated the Management Report is a public record and is available. Mr. Gilleberto stated it can also be viewed in the annual report.
- Mr. O'Leary stated he is looking forward to next year and reimbursement from COVID funds which will be approximately 1.2 Million Dollars.

VOTE TO SELL TOWN OWNED LAND

MAP 78, PARCEL 17 – 23 RIVERSIDE DRIVE (CONTINUED FROM 8/17/2020)

Mrs. Manupelli states the vote to sell Town owned land is a continuation of a Public Hearing from August 17th. Mr. Gilleberto informs the Board he followed up with Town Council, and stated the GLAM calculation is fixed as of the date of the application. The GLAM ratio could become relevant for future applications. He further stated there is an avenue to address the concern from the abutting resident either by a lesser acquisition or an easement for an existing driveway; he has not yet discussed it with the resident. Mr. Gilleberto recommends to continue the hearing to a further agenda and states the transaction may be looking at something smaller. There are more things to work out with the desires of the abutters. Mr. O'Leary stated:

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- They got the Planning Commission's approval to split the parcel in half, the Planning Commission didn't weight in on if the property should be sold.
- If we have to rely on the GLAM to avoid a 40B developments, we should be actively seeking to put town owned land back on the tax rolls; we shouldn't be overly concerned about the GLAM.
- We should be embracing affordable housing, and stick to the plan in place that's been approved by the State.
- We should not be selling parcels being concerned about the GLAM.
- He sees no reason why we shouldn't move forward with this.

Mrs. Manupelli responded it will be tabled it to a later meeting.

MADAM CHAIR, I MOVE TO CONTINUE THE PUBLIC HEARING TO SEPTEMBER 28, 2020 AT 7:30 P.M.

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

VOTE: 5-0 (UNANIMOUS)

REVIEW /DISCUSS OCTOBER TOWN MEETING WARRANT

ARTICLES / TIME / DATE / LOCATION – VOTE RECOMMENDATIONS

Mrs. Manupelli states Moderator, John Murphy in attendance. Mr. Gilleberto states he met last Wednesday with Town Clerk, The Moderator, Police and Fire Chiefs and the Health Inspector. He further stated there were some challenges at the August Town Meeting but it achieved the purpose and having Town Meeting outside was preferable to having it inside. He followed up with Town Counsel about having an outdoor Town Meeting on Saturday, October 3rd or October 10th which are the only available weekends. The Health Director wants to see other Town's data to consider an inside meeting if there is inclement weather. Comments as follows:

- Mr. Stuto stated the Board should be working on slimming down the Warrant in case Town Meeting needs to be inside; he would prefer the meeting to be inside.
- Mrs. Gonzalez agrees with Mr. Stuto and states August Town meeting was successful inside.
- Mr. O'Leary stated the Board will have to see what the School Department's concerns will be, the later in the year, the more difficult it will be to hold the meeting on the field.
- Mr. Wallner is comfortable with October 3rd at 11:00.
- Mrs. Manupelli states see what Warrant Articles can be pared down.
- Mr. Murphy thinks October 3rd at 11:00 will work outside and the field provides the size of the venue we need.

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- Mr. Gilleberto states Dr. Daly's feedback is to hold the meeting on a Friday or Saturday, not during the week for sanitizing purposes if it will be inside.
- Mr. Wallner asks that reports be brief and get to the point as soon as possible.
- Attorney Klein, states numbers could change at Town Meeting, and the Board is being asked to vote recommendations regardless of dollar amounts.

REVIEW / DISCUSS JUNE TOWN MEETING WARRANT ARTICLES
VOTE RECOMMENDATIONS

ARTICLE 1 – HEAR AND ACT ON REPORTS OF TOWN OFFICERS AND COMMITTEES

MADAM CHAIR, I MOVE TO RECOMMEND ARTICLE 1 – HEAR AND ACT ON REPORTS OF TOWN OFFICERS AND COMMITTEES.

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

VOTE: 5-0 (UNANIMOUS)

ARTICLE 2 – PRIOR YEAR BILLS

A MADAM CHAIR, I MOVE TO RECOMMEND AT TOWN MEETING ARTICLE 2 – PRIOR YEAR BILLS.

MOTION BY:	MR. STUTO	
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)

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**ARTICLE 3 – APPROPRIATE MONEY TO THE CAPITAL IMPROVEMENT
STABILIZATION FUND**

MADAM CHAIR, I MOVE TO RECOMMEND ARTICLE 3 – APPROPRIATE MONEY TO
THE CAPITAL IMPROVEMENT STABILIZATION FUND.

MOTION BY:	MR. STUTO	
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)

ARTICLE 4 – APPROPRIATE MONEY TO THE STABILIZATION FUND

MADAM VICE CHAIR, I MOVE TO RECOMMEND AT TOWN MEETING ARTICLE 4 –
APPROPRIATE MONEY TO THE STABILIZATION FUND.

MOTION BY:	MR. STUTO	
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)

**ARTICLE 5 – APPROPRIATE MONEY TO THE OTHER POST EMPLOYMENT
BENEFITS LIABILITY TRUST FUND**

MADAM CHAIR, I MOVE TO RECOMMEND AT TOWN MEETING ARTICLE 5 -
APPROPRIATE MONEY TO THE OTHER POST EMPLOYMENT BENEFITS LIABILITY
TRUST FUND.

MOTION BY:	MR. STUTO	
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)

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**ARTICLE 6 – APPROPRIATE MONEY TO THE PARTICIPATING FUNDING
ARRANGEMENT FUND**

MADAM CHAIR, I MOVE TO RECOMMEND ARTICLE 6 - APPROPRIATE MONEY TO
THE PARTICIPATING FUNDING ARRANGEMENT FUND.

MOTION BY:	MR. STUTO	
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)

ARTICLE 7 – AMEND FY2021 OPERATING BUDGET

MADAM CHAIR, I MOVE TO RECOMMEND AT TOWN MEETING ARTICLE 7 –
AMEND FY2021 OPERATING BUDGET.

MOTION BY:	MR. STUTO	
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)

ARTICLE 8 – RESCIND AUTHORIZATION TO BORROW

MADAM CHAIR, I MOVE TO RECOMMEND AT TOWN MEETING ARTICLE 8 –
RESCIND AUTHORIZATION TO BORROW.

MOTION BY:	MR. STUTO	
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)

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ARTICLE 9 – AMEND FY2021 CAPITAL BUDGET

MADAM CHAIR, I MOVE TO RECOMMEND AT TOWN MEETING ARTICLE 9 – AMEND FY2021 CAPITAL BUDGET.

MOTION BY:	MR. STUTO	
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)

ARTICLE 10 – APPROPRIATE MONEY FOR SPECIAL COUNSEL LEGAL EXPENSES

MADAM CHAIR, I MOVE TO RECOMMEND AT TOWN MEETING ARTICLE 10– APPROPRIATE MONEY FOR SPECIAL COUNSEL LEGAL EXPENSES.

MOTION BY:	MR. STUTO	
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)

ARTICLE 11 – APPROPRIATE MONEY FOR MARTIN’S POND WATER TREATMENT

Mr. O’Leary wants send a strong message to the Community that the Board is in support of the recommendation. The Board is in agreement with Mr. O’Leary.

MADAM CHAIR, I MOVE TO RECOMMEND ARTICLE 11– APPROPRIATE MONEY FOR MARTIN’S POND WATER TREATMENT.

MOTION BY:	MR. STUTO	
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)

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ARTICLE 12 – FUND TOWN BUILDING REPAIRS

Mr. Gilleberto states there is not a list of projects at this time.

MADAM CHAIR, I MOVE TO RECOMMEND AT TOWN MEETING ARTICLE 12 – FUND TOWN BUILDING REPAIRS.

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

Mr. O’Leary states this is money that is typically factored into the budget and is typically recommended.

VOTE: 5-0 (UNANIMOUS)

ARTICLE 13 - ESTABLISH FUND/ACCOUNT FOR HISTORICAL BUILDINGS

Mr. Gilleberto states this article was taken off the June Town Meeting Warrant. The Historical Society asked for the Town to contribute funds and set up an account for residents to make donations; a gift fund. Mr. Gilleberto discusses the 31 year old agreement between the Historical Society and the Town pertaining to the land where the buildings are located. The agreement states the property would be maintained by the Historical Society. Mrs. Manupelli states the amount requested is nominal. Mrs. Gonzalez would like to see the wording for the agreement amendment before Town Meeting. Mr. O’Leary stated to leave it on the Warrant and give us a shot at getting something set up and pass over it if an agreement can’t be reached; it will provide us an opportunity to address the situation. Mr. Wallner said to leave it on, he wants to hear more about it before Town Meeting. Mr. Stuto is in agreement.

MADAM CHAIR, I MOVE TO RECOMMEND AT TOWN MEETING –ARTICLE 13 - ESTABLISH FUND/ACCOUNT FOR HISTORICAL BUILDINGS.

MOTION BY:	MR. STUTO	
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)

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ARTICLE 14 – HAZARD MITIGATION UPDATE

Mr. Gilleberto states the plan is going to expire the middle of next year. Updating the plan is necessary to be eligible for grant funding in the case of a national disaster. It will be about Twenty-five Thousand Dollars to update the plan.

MADAM CHAIR, I MOVE TO RECOMMEND ARTICLE 14 – HAZARD MITIGATION UPDATE.

MOTION BY:	MR. STUTO	
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)

ARTICLE 15 – ADOPT MGL CHAPTER 33 SECTION 59 – EMPLOYEES IN MILITARY SERVICE

Mrs. Manupelli states this article is an administrative formality.

MADAM CHAIR, I MOVE TO RECOMMEND ARTICLE 15 – ADOPT MGL CHAPTER 33 SECTION 59 – EMPLOYEES IN MILITARY SERVICE.

MOTION BY:	MR. STUTO	
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)

ARTICLE 16 - FUND ROUTE 28/MAIN STREET STUDY AND REDESIGN

Mrs. Manupelli stated this article is sponsored by the DPW and CPC. Mr. Gilleberto summarizes for the Board that he, the Town Engineer and Town Planner, in looking ahead for wastewater and any potential changes prior to Route 28 being repaved, and potential changes for on street parking were looking for an appropriation of Two Hundred Thousand Dollars; more appropriate would be more of a study in the amount of Ninety Thousand Dollars. He further stated the goal would be to get State and Federal funding for a project, with an eye towards changing the layout of Route 28. Town Planner, Danielle McKnight spoke of what the study would include and stated the focus of initial study is Winter Street and Lowell Road. Town

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Engineer, John Klipfel stated the study would focus on the whole corridor from Andover through Reading with the main focus of updates in the center section, however the entire length would have to be studied to decide what to do in the middle. Mr. Stuto stated to plan ahead as he doesn't want to spend the same money twice. Mr. Gilleberto responded that the Town got state assistance for a grant to study Winter and Lowell Road, this study would work off of that; that would point us towards what is being designed. Ms. McKnight stated a grant for in 2015 was for Fifteen Thousand Dollars for an Urban Design Consultant to see what people would want and make assumptions of traffic, there was no engineering study, it was entirely conceptual. This would be a traffic study and looking at 7 intersections. Mr. Klipfel stated this study would bring us to the next level to what we want and what we can actually do. Mrs. Gonzalez inquired about timelines. CPC member Chris Hayden stated the State would take our ideas and incorporate them into their designs. CPC member Warren Pearce stated a new study would be a continuation of the former study and we would have an idea what we want to do with the whole road, including the installation of sewer. Mr. O'Leary stated we should continue laying the ground work and have the prospect of sewer, it will provide timely and important information to make decisions. Mr. Wallner stated it is a continuation of work from previous years. He further stated since 2015 CPC has been talking about making North Reading more commercially viable, this is the last study before a master plan, we should have a downtown, and this study will help to make informed decisions going forward, he is in strong support. Mrs. Manupelli inquired when the last time Route 28 was redesigned, Mr. Pearce responded when it was last repaved, and the plan was from the late 1960's. Mr. Pearce further stated if the study gets done, the State would possibly help us, we need to plan though. Mrs. Manupelli inquired where did the Ninety Thousand Dollar figure come from, Mr. Klipfel responded that the consultants gave a quote for Ninety Thousand Dollars for the study portion. He further stated MA DOT will repave road however, they will just do from curb to curb; to take it to the next level, and the study will help to move along our ideas. Mrs. Manupelli inquired if the Town will be getting other quotes from other consultants to see if it's the right sum, and also inquired where the money is coming from. Mr. Gilleberto responded it would be an appropriation of free cash. Mr. Wallner stated Reading's redesign took less than two years; we need a good plan up front, the evidence is right next door. Mr. Wallner stated there is a sense of urgency getting this study done so it can tie in with the Facilities Master Plan Study.

MADAM CHAIR, I MOVE TO RECOMMEND ARTICLE 16 - FUND ROUTE 28/MAIN STREET STUDY AND REDESIGN.

MOTION BY:	MR. STUTO	
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)

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MONDAY, AUGUST 31, 2020**

ARTICLE 17 - CONVEYANCE OF TOWN OWNED LAND FOR AFFORDABLE HOUSING DEVELOPMENT – 3 CARPENTER DRIVE (MAP 56, PARCEL 62)

Mrs. Manupelli stated this article is sponsored by the CPC and they would be seeking RFP's for affordable housing for age 55 and over. Mr. Gilleberto stated:

- This property has been discussed for use as a potential location for an affordable housing project for 8 or 9 years.
- It was approved to be conveyed to the housing authority, and now is in the hands of the Town. It would be handled like the Pulte property; looking for RFP's, but with greater parameters.
- There may not be enough information to report to Town Meeting about the parameters of the development due to some delays over the past 6 months; there are a lot of unanswered questions about the development.
- There will be no proposals in hand by Town Meeting. Ms. McKnight, would like to move ahead now to put out an RFP, although it wouldn't hurt to put it off until next Town Meeting.
- Comments as follows:
 - o Mrs. Gonzalez states maybe we should put it off, it might draw a big crowd.
 - o Mr. O'Leary states there is a 40B project abutting this location and he expects the neighborhood would be interested and it would bring more attendance. There needs to be more public discussion for locations of affordable housing before we move forward. He supports affordable housing, but thinks the discussion and attendance might jam up gym. He suggested to put it off until June Town Meeting and hopes to have more information available then.
 - o Mr. Stuto agrees on all Mr. O'Leary's points. He further stated this could make the meeting a lot longer, and there will be a full debate
 - o Mr. Wallner agrees with Mr. O'Leary and Mr. Stuto.
 - o Mrs. Manupelli recommends it be considered and let Town Meeting decide. She wants to make the age 62 not 55 and wants to let people in Town say what they want. She further stated this is an opportunity to provide affordable housing.
 - o CPC Member Chris Hayden, stated this property was originally school property that was given back to the general government about 10 years ago. CPC had been talking about it to use federal grants, which Carpenter Drive was put in to have access to this property. He further stated this is not 40B project; it will be a development that will have setbacks that will not be 10 feet from property lines, and it will be determined how many units can be supported on the property and it will be designed to meld with the neighborhood, the way we want to see affordable housing done.

MADAM CHAIR, I MOVE TO RECOMMEND AT TOWN MEETING ARTICLE 17 - CONVEYANCE OF TOWN OWNED LAND FOR AFFORDABLE HOUSING DEVELOPMENT – 3 CARPENTER DRIVE (MAP 56, PARCEL 62)

MOTION BY: MR. STUTO
SECONDED BY: NO SECOND
MOTION FAILS

**MINUTES OF THE SELECT BOARD MEETING
MONDAY, AUGUST 31, 2020**

MADAM CHAIR, I MOVE TO REMOVE ARTICLE 17 - CONVEYANCE OF TOWN OWNED LAND FOR AFFORDABLE HOUSING DEVELOPMENT – 3 CARPENTER DRIVE (MAP 56, PARCEL 62) FROM THE OCTOBER TOWN MEETING WARRANT.

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

VOTE: 4-1 (MRS. MANUPELLI OPPOSED)

VOTE TO SIGN OCTOBER TOWN MEETING WARRANT

MADAM CHAIR, I MOVE TO SIGN THE OCTOBER 5, 2020 TOWN MEETING WARRANT.

MOTION BY:	MR. STUTO	
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 RECOMMEND TO THE TOWN MODERATOR THAT THE OCTOBER ANNUAL TOWN MEETING SCHEDULED FOR MONDAY, OCTOBER 5TH, 2020 BE HELD ON SATURDAY, OCTOBER 3RD, 2020 AT 11:00 AM AT 189 PARK STREET.

MOTION BY:	MR. STUTO	
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)

**MINUTES OF THE SELECT BOARD MEETING
MONDAY, AUGUST 31, 2020**

RECEIVE RAIL TRAIL UPDATE FROM LAND UTILIZATION COMMITTEE

Mr. Phil Hertz is in attendance and provides the Board with an initial update on the feasibility study by sharing his screen for Board members to see. He shows where the trail will be going. Mrs. Manupelli inquired if the presentation is accessible to view online; Mr. Hertz will try to get it to the Board. He states Attorneys and Appraisers will need to be hired to negotiate with property owners to secure easements. Comments as follows:

- Mr. Wallner states his presentation is very thorough and his analysis and recommendations are solid.
- Mrs. Gonzalez thanks Mr. Hertz and stated we are lucky to have you.
- Mr. O'Leary thanks Mr. Hertz and states it's a labor of love and all his effort is amazing and he trusts his judgment.
- Mr. Stuto states it's a great idea, looks thorough, and thanks him for doing this.
- Mrs. Manupelli states he has the unanimous consent of the Board to move forward working with the Town Administrator. Mrs. Manupelli further stated he will be invited to an executive session and the most critical part will be getting the contract done with the State.

APPOINTMENT: MARTIN'S POND COMMITTEE

Mr. Wallner states Mr. Skoog knows the pond better than anyone he knows and he is already working with people on the Committee; he strongly supports Mr. Skoog.

MADAM CHAIR, I MOVE TO PLACE IN NOMINATION THE FOLLOWING NAME FOR APPOINTMENT AS A MEMBER OF THE MARTIN'S POND COMMITTEE FOR A TERM TO EXPIRE ON DECEMBER 31, 2022.

DONALD SKOOG

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

VOTE: 5-0 (UNANIMOUS – MR. SKOOG)

Mr. Gilleberto states there are 2 other openings on this committee.

**MINUTES OF THE SELECT BOARD MEETING
MONDAY, AUGUST 31, 2020**

RATIFY INTEGRATED CONTRACT – NORTH READING ADMINISTRATIVE STAFF

MADAM CHAIR, I MOVE TO RATIFY AND SIGN THE INTEGRATED CONTRACT BETWEEN THE TOWN OF NORTH READING AND THE NORTH READING ADMINISTRATIVE STAFF FOR THE PERIOD OF JULY 1, 2018 THROUGH JUNE 30, 2021.

MOTION BY:	MR. STUTO	
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)

RATIFY INTEGRATED CONTRACT – NORTH READING LIBRARY STAFF ASSOCIATION

MADAM CHAIR, I MOVE TO RATIFY AND SIGN THE INTEGRATED CONTRACT BETWEEN THE TOWN OF NORTH READING AND THE NORTH READING LIBRARY STAFF ASSOCIATION FOR THE PERIOD OF JULY 1, 2018 THROUGH JUNE 30, 2021.

MOTION BY:	MR. STUTO	
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)

REVIEW BOARD MEETING SCHEDULE / SCHEDULE STRATEGIC PLANNING MEETING

Mr. Gilleberto stated they could either find a big enough room to hold the Strategic Planning Meeting or it could be held virtually. Mrs. Gonzalez suggested having the meeting on October 5th since Town Meeting will be on October 3rd, not October 5th as originally planned.

TOWN ADMINISTRATOR'S REPORT

See attached. Topics discussed:

- There will be no household hazardous waste day for the rest of the year.
- DPW and Police looking into a grant eligible project to add a pathway on the west side of the Middle/High School property.

**MINUTES OF THE SELECT BOARD MEETING
MONDAY, AUGUST 31, 2020**

OLD AND NEW BUSINESS

Mr. O'Leary:

- Inquired about the Mill Street property and stated it is an asset we should be disposing of, the house is vacant. Mr. Gilleberto will check with the Water Superintendent to see the status.
- Inquired about what is being done to ensure the timely processing of mail-in applications and the ballots. Mr. Gilleberto responded his office is helping with the call volume by having calls redirected from the Town Clerks office, additional staffing to help process early voting ballots, and requests for ballots has been provided. There will be more discussion about the November election and how to manage the workload.
- He wants to ensure what is within our control is handled efficiently, he thinks we could have done better and knows we will be better prepared for November. He will be checking in to see what the processes will be going forward.
- Addressed a comment about promoting conspiracy theories last meeting; he does not engage in conspiracy theories, he only engages in facts.
- He encourages people to vote tomorrow and in November.
- Mrs. Gonzalez commented she has the utmost confidence in Barbara Stats that everything will run smoothly and efficiently.

Mr. Wallner: No comment.

Mr. Stuto: No comment.

Mrs. Gonzalez: No comment.

Mrs. Manupelli: No comment.

MADAM CHAIR, I MOVE TO ADJOURN.

MOTION BY:	MR. STUTO	
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)

ADJOURN: 11:03 P.M.

DATE

VINCENZO STUTO, CLERK