

**MINUTES OF BOARD OF SELECTMEN MEETING
MONDAY, SEPTEMBER 18, 2017**

Chairman Prisco called the meeting to order at 7:41 p.m. in Room 14 at the Town Hall in the presence of members Mr. Mauceri, Mrs. Manupelli, Mr. O'Leary, and Town Administrator, Michael Gilleberto. Mr. Schultz was absent.

CALL TO ORDER OPEN SESSION

Chairman Prisco called to order the open session at 7:41 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

None.

DESIGNATE CERTAIN PARKS/RECREATION, POLICE MATRONS, CROSSING GUARDS, COA VAN DRIVER POSITIONS AS SPECIAL MUNICIPAL EMPLOYEES

Mr. Gilleberto informed the Board that there are various part-time positions that the Town often has difficulty filling. Occasionally, there is a current part-time employee who is able and willing to take on a second part-time job. Legally, a municipal employee cannot hold two part time positions within the Town unless they are designated a Special Municipal Employee. Lynne Clemens from Parks and Recreation addressed the Board stating that most of her applicants for part-time summer jobs are teachers employed by the Town. Mr. O'Leary stated that the position, not the individual is designated. He would like the Board to revisit these designations on a regular basis, the same as reappointments are handled. The Board will re-visit the status with annual appointments in December.

MR. CHAIRMAN, I MOVE TO DESIGNATE THE FOLLOWING POSITIONS AS HAVING SPECIAL MUNICIPAL EMPLOYEE STATUS PURSUANT TO M.G.L. CHAPTER 268A:

PARKS AND RECREATION

INFANT/TODDLER INSTRUCTOR
AFTER SCHOOL INSTRUCTOR/COACH
SUMMER PROGRAM INSTRUCTOR/COACH
SUMMER PROGRAM DIRECTOR
SUMMER PROGRAM ASSISTANT DIRECTOR
SUMMER COUNSELOR

POLICE

MATRON
CROSSING GUARD

COUNCIL ON AGING

VAN DRIVER

MOTION BY: MRS. MANUPELLI

**MINUTES OF BOARD OF SELECTMEN MEETING
MONDAY, SEPTEMBER 18, 2017**

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

INTERMUNICIPAL AGREEMENT WITH ANDOVER FOR POTABLE WATER

Mr. Gilleberto informed the audience that Andover Board of Selectmen will be voting on the extension of the intermunicipal agreement at their meeting tonight. The extension will provide the Board the opportunity to continue to review the proposal and negotiate a long term agreement.

WATER/WASTEWATER UPDATE

Mr. Gilleberto updated the Board on a proposed study and permitting work plan.

OCTOBER 2, 2017 TOWN MEETING WARRANT ARTICLE INFORMATIONAL HEARING

Chairman Prisco reads the Public Hearing Notice.

Mr. Gilleberto presented a PowerPoint presentation (see attached).

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

Anticipate reports from EDC, Athletic Facilities Committee and the Recycling Committee

ARTICLE 2 – PRIOR YEAR BILLS

2 prior year bills for \$9,475.00

ARTICLE 3 – TRANSFER FUNDS TO CAPITAL IMPROVEMENT STABILIZATION FUND

\$200,000 from Free Cash.

ARTICLE 4 – APPROPRIATE MONEY TO STABILIZATION FUND

TBD

ARTICLE 5 – TRANSFER FUNDS TO OTHER POST EMPLOYMENT BENEFITS LIABILITY TRUST FUND

Standard Article. Amount to be transferred TBD.

ARTICLE 6– AMEND FY 2018 OPERATING BUDGET

Refrigerator cost between \$1,500 and \$7,000. Increase of \$2,800 for Assistant Building Superintendent wages.

ARTICLE 7 – FUND REPAIRS TO TOWN BUILDINGS

This \$50,000 is an annual request. The sign at the Senior Center is not included in the recommended repairs.

**MINUTES OF BOARD OF SELECTMEN MEETING
MONDAY, SEPTEMBER 18, 2017**

ARTICLE 8 – FUND TOWN FACILITIES MASTER PLAN

The request was originally for \$150,000.

MR. CHAIRMAN, I MOVE TO RECOMMEND \$200,000 TO FUND TOWN FACILITIES MASTER PLAN.

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

ARTICLE 9 – APPROPRIATE SUPPLEMENTAL FUNDS FOR J.T. BERRY/LOWELL ROAD PROPERTY

George Luongo of 18 Ridgeway Road inquired what was going on at the JT Berry/Lowell Road property.

ARTICLE 10– APPROPRIATE FUNDS FOR STUDY AND DESIGN – WATER/WASTERWATER CONNECTION

Mr. Gilleberto stated that funds for this article will be borrowed from the water enterprise; wastewater will be from another source. Mr. Luongo inquired what the wastewater plan was with Andover or Reading. Mr. O'Leary responded regarding the long range plan for wastewater and the short term plan for potable water.

ARTICLE 11 – AUTHORIZE INTERMUNICIPAL AGREEMENT WITH TOWN OF ANDOVER AND HOME-RULE PETITION FOR POTABLE WATER

Mr. O'Leary stated that the Board is looking for support from Town meeting to allow them the opportunity to make a determination and the need to file a home rule petition rather than wait until next June. The Board is looking for authorization to take action sooner than later.

ARTICLE 12 – FUND CONSTRUCTION OF PUMP STATION, READING AND NORTH READING WATER SYSTEM IMPROVEMENTS FOR MWRA WATER INTERCONNECTION

No funding request is anticipated; money has already been appropriated. If the Town needs more money they will have the authorization.

ARTICLE 13– AUTHORIZE INTERMUNICIPAL AGREEMENT WITH TOWN OF READING AND HOME RULE PETITION FOR POTABLE WATER

Article would authorize the Board to file special legislation to enter into a 99 year agreement with Reading for Potable water.

ARTICLE 14– AUTHORIZE ARTICLE 97 LEGISLATION FOR POTABLE WATER INTERCONNECTION WITH TOWN OF READING

**MINUTES OF BOARD OF SELECTMEN MEETING
MONDAY, SEPTEMBER 18, 2017**

Article would authorize the Board to file special legislation with the Town of Reading to authorize construction of a water interconnection with Reading for MWRA water on Article 97 protected parcels of land owned by the Town of Reading.

ARTICLE 15 – AMEND CODE – GENERAL BY-LAWS – SOCIAL HOST RESPONSIBILITY

Chief Murphy was in attendance. Mr. O’Leary stated that Chief Murphy clarified some issues he had with this article; therefore, he now supports it.

MR. CHAIRMAN, I MOVE TO RECOMMEND ARTICLE 15 – AMEND CODE – GENERAL BY-LAWS – SOCIAL HOST RESPONSIBILITY.

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

ARTICLE 16 – AMEND CODE – GENERAL BY-LAWS – BETTERMENT ASSESSMENTS

DPW Director, Andrew Lafferty was in attendance. He explained that this article would give the residents more options to proceed with some sort of betterment. Mr. O’Leary doesn’t want this amendment to preclude the Town from continued practices that Town is already doing. This bylaw would have a standard of an acceptable street to do this betterment process, and it would require a certain standard of construction. Mr. O’Leary would like more information on this article before Town Meeting. Mrs. Manupelli would like an opinion from Town Counsel; she stated the process may take the discretion out of the Town’s hands.

Rosalie Cravotta of 223 Swan Pond Road addressed the Board regarding her desire to have the Board consider keeping the 50/50 cost sharing of betterments. She would like her section of Swan Pond Road paved. Phil Cravotta of 223 Swan Pond Road addressed the Board stating it would be in the best interest of the Town to pave their road and he would like the bylaw to stay the way it is. Mrs. Manupelli would like clarification on this article before October Town Meeting. Thomas Wade, 230 Swan Pond Road addressed the Board stating that he just wants to see Swan Pond Road paved, he just wants the job done.

ARTICLE 17 – APPROPRIATE MONEY FOR SPECIAL COUNSEL LEGAL EXPENSES

Appropriate \$150,000 in Free Cash.

ARTICLE 18 – SALE OF LAND – 8 DEVENS ROAD – MAP 42, PARCEL 128

Authorizes the Board to sell land via RFP rather than by auction.

ARTICLE 19 – ACQUIRE PROPERTY FOR PUBLIC POTABLE WATER MAIN – 100 LOWELL ROAD (MAP 14, PARCEL 9)

Authorizes the Board to take steps to remove restriction on existing Town water main easement at 100 Lowell Road.

9:37 – Chairman Prisco closes the Public Hearing.

**MINUTES OF BOARD OF SELECTMEN MEETING
MONDAY, SEPTEMBER 18, 2017**

OCTOBER TOWN MEETING WARRANT ARTICLE ASSIGNMENTS

Mrs. Manupelli – Articles 1-3
Mr. Mauceri – Articles 4-6
Mr. Prisco – Articles 7-9
Mr. O’Leary – Articles 10-14
Mr. Schultz – Articles 15-19

APPROVE BOARD OF SELECTMEN 2018 AND BEYOND STRATEGIC PLAN

Mr. Prisco would like to the Board to consider appropriating funding to get a MUNIS modular to execute an electronic time card system for Town employees. He would like it integrated into the Strategic Plan before it is voted on. Ms. Rourke stated it may cost \$25,000 to implement. Mr. Gilleberto added this item as a sub bullet under the Technology category of the Strategic Plan.

MR. CHAIRMAN, I MOVE TO APPROVE THE BOARD OF SELECTMEN 2018 AND BEYOND STRATEGIC PLAN

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

9:58 – Mr. Prisco leaves the room.

TOWN ADMINISTRATOR’S REPORT

See Attached. Topics discussed: Hydrant flushing, Employee appreciation luncheon, procurement of solid waste collection/disposal contract, new structure of the Town’s federal youth substance abuse grant program, uniforms for certain departments, and RMV services at AAA.

OLD AND NEW BUSINESS

Mr. O’Leary:

- Acknowledges the passing of Ginny Fitzmeyer of Peter Road and sends his condolences.

10:00 – Mr. Prisco returns.

Mr. Mauceri:

- Negotiations with Comcast and the Cable Advisory Committee are beginning. Meeting on Wednesday to discuss specific options to continue to have connectivity between buildings.
- New contract with Comcast goes into effect January 1st and Verizon renews 6 months later.

Mr. O’Leary:

**MINUTES OF BOARD OF SELECTMEN MEETING
MONDAY, SEPTEMBER 18, 2017**

- Reported that the Athletic Facilities Sub Committee says that things are moving along and they anticipate getting underway by September 25th along the site work. Everything should be done by March. Marty Tilton is going a great job facilitating everything.

Mrs. Manupelli:

- Wished her brilliant and beautiful daughter a happy birthday;
- Thanked Mr. Prisco for the Strategic Planning Dinner;
- Reminded residents of the Citizens Activity Form on the back of the Warrant.

Mr. Prisco: No Comment

ADJOURN

MR. CHAIRMAN, I MRS. MANUPELLI MOVE TO ADJOURN AND RECONVENE IN EXECUTIVE SESSION AND RETURN TO OPEN SESSION FOR ADJOURNMENT.

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

VOTE: 4-0 (UNANIMOUS) (MR. SCHULTZ ABSENT)

ADJOURN: 10:11 p.m.

RECONVENE: 11:38 p.m.

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

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

VOTE: 4-0 (UNANIMOUS) (MR. SCHULTZ ABSENT)

ADJOURN: 11:39

DATE

ANDREW SCHULTZ, CLERK