

**MINUTES OF THE SELECT BOARD MEETING
MONDAY, FEBRUARY 25, 2019**

Chairman Prisco called the meeting to order at 7:15 p.m. in Room 14 at the Town Hall in the presence of members Mrs. Manupelli, Mr. Schultz, Mr. Mauceri, and Town Administrator, Michael Gilleberto. Mr. O'Leary was absent due to family obligations.

CALL TO ORDER OPEN SESSION

Chairman Prisco called to order the open session at 7:15 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.

BOARD MEMBERS' REPORTS

None.

MINUTES

MR. CHAIRMAN, I MOVE TO **TABLE** THE **JANUARY 28, 2019** REGULAR SESSION MINUTES AS WRITTEN.

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

MR. CHAIRMAN, I MOVE TO APPROVE THE **JANUARY 28, 2019** EXECUTIVE SESSION MINUTES AS WRITTEN.

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

VOTE USEFUL LIFE: TOWN VEHICLE

MR. CHAIRMAN, I MOVE THAT THE MAXIMUM USEFUL LIFE OF THE DEPARTMENTAL EQUIPMENT TO BE FINANCED WITH THE PROCEEDS OF THE BORROWINGS LISTED BELOW AUTHORIZED BY THE VOTE OF THE TOWN PASSED JUNE 4, 2018 (ARTICLE 15) IS HEARBY DETERMINED PURSUANT TO MGL CHAPTER 44, SECTION 7(1) TO BE AS FOLLOWS:

<u>PURPOSE</u>	<u>BORROWING AMOUNT</u>	<u>MAXIMUM USEFUL LIFE</u>
WHEELED LOADER	\$185,000	15 YEARS

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I FURTHER CERTIFY THAT THE VOTES WERE TAKEN AT A MEETING OPEN TO THE PUBLIC, THAT NO VOTE WAS TAKEN BY SECRET BALLOT, THAT A NOTICE STATING THE PLACE, DATE, TIME AND AGENDA FOR THE MEETING (WHICH AGENDA INCLUDED THE ADOPTION OF THE ABOVE VOTES) WAS FILED WITH THE TOWN CLERK AND A COPY THEREOF POSTED IN A MANNER CONSPICUOUSLY VISIBLE TO THE PUBLIC AT ALL HOURS IN OR ON THE MUNICIPAL BUILDING THAT THE OFFICE OF THE TOWN CLERK IS LOCATED, OR, IF APPLICABLE, IN ACCORDANCE WITH AN ALTERNATIVE METHOD OF NOTICE PRESCRIBED OR APPROVED BY THE ATTORNEY GENERAL AS SET FORTH IN 940 CMR 29.03 (2)(B), AT LEAST 48 HOURS, NOT INCLUDING SATURDAYS, SUNDAYS AND LEGAL HOLIDAYS, PRIOR TO THE TIME OF THE MEETING AND REMAINED SO POSTED AT THE TIME OF THE MEETING, THAT NO DELIBERATIONS OR DECISION IN CONNECTION WITH THE SUBJECT MATTER OF THIS VOTE WERE TAKEN IN EXECUTIVE SESSION, ALL IN ACCORDANCE WITH G.L. CHAPTER 30A SECTIONS 18-25 AS AMENDED.

MOTION BY: MR. SCHULTZ
SECONDED BY: MRS. MAUCERI
VOTED: 4-0 (UNANIMOUS – MR. O’LEARY ABSENT)

**SWARANSH LLC, D/B/A SUBWAY, 72 MAIN STREET, COMMON VICTUALLER
LICENSE APPLICATION**

Agenda item taken out of order due to additional time prior to Public Hearing.

Mr. Maulik Kapadia came before the Board with his application for a Common Victualler license for Subway at 72 Main Street. Mr. Kapadia is a first time franchise owner who recently purchased the Subway.

MR. CHAIRMAN, I MOVE TO GRANT A COMMON VICTUALLER LICENSE TO SWARANSH, LLC, D/B/A SUBWAY, 72 MAIN STREET TO EXPIRE DECEMBER 31, 2019 SUBJECT TO ALL REGULATORY DEPARTMENT REQUIREMENTS.

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

REVIEW/VOTE SPECIAL EMPLOYEE STATUS

Agenda item taken out of order due to additional time prior to Public Hearing.

Mr. Bob Collins, Director of Human Resources and Mr. Bob Bracey, Director of Board of Health presented in support of this position. The position has been posted on the Town website from January 24, 2019 to date and has only received (1) application. That applicant is a member of the Board of Health, therefore needing a special municipal employee status. The status of this special municipal employee would be subject to annual review by the board.

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

**BOARD OF HEALTH
PUBLIC HEALTH NURSE**

MOTION BY: MR. SCHULTZ
SECONDED BY: MR. MAUCERI
VOTED: 4-0 (UNANIMOUS – MR. O’LEARY ABSENT)

**PUBLIC HEARING: GOLF FACILITIES MANAGMEENT, INC., D/B/B HILLVIEW
SNACKS – 149 NORTH STREET – APPLICATION FOR SEASONAL WINE AND
MALT BEVERAGE LICENSE**

In attendance for this hearing was Mr. Chris Carter the applicant from GFMI, Mr. George Stack the Chairman of the Hillview Commission and Commission member Mr. Chuck Carucci. Mr. Stack discussed the need for this license given that the Pub will no longer be operating as a public entity. Mr. Carter has held this license in the past (2014-2015) and was successful. Mr. Prisco inquired about the contract with Group One Entertainment and the closure of the pub. The viability of having the pub open to the public verses used only for private events was discussed. Mr. Gilleberto stated that in order to issue a license to GFMI for alcohol sales, the license between the Town and Group One Entertainment would need to be amended. Group One has approved such an amendment, and the Hillview Commission will consider the amendment at an upcoming meeting.

MR. CHAIRMAN, I MOVE TO GRANT A SEASONAL WINE AND MALT BEVERAGES LICENSE FOR GOLF FACILITIES MANAGEMENT INC., D/B/A HILLVIEW SNACK BAR, 149 NORTH STREET TO EXPIRE DECEMBER 31, 2019 SUBJECT TO ALL REGULATORY DEPARTMENT REQUIREMENTS.

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

PUBLIC HEARING: VOTE TO SELL TOWN OWNED LAND

Members of the community were in attendance to discuss the sale of various Town owned land. The Select Board made comment that some of the Town Committees had requested additional time to review the sale proposals. Mr. Prisco invited those in attendance to speak on this matter, but mentioned that the hearing would be continued at the March 18, 2019 meeting.

- Edward Nicosia of 2 Poplar Terrace spoke as an abutter to the property at 5 & 8 Audubon Road. Mr. Nicosia expressed interest in purchasing property.
- Fernando Bonaventura of 92 Burroughs Rd spoke as an abutter to the property at 86 Burroughs Road. Mr. Bonaventura expressed interest in purchasing property.

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- Julie and Steve Carreiro of 18 Riverside Drive spoke as an abutter to the property at 23 Riverside Drive. Mr. and Mrs. Carreiro expressed interest in purchasing property.
- Shari Trevey Brayton of 5 Bear Road spoke as an abutter to the property at 55 Old Andover Road. Ms. Trevey Brayton expressed interest in purchasing property.

MR. CHAIRMAN, I MOVE TO CONTINUE THE PUBLIC HEARING TO MONDAY, MARCH 18, 2019.

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

WATER METER PROGRAM UPDATE

Mr. Mark Clark from the Water Department provided an update on the water meter replacement program. Mr. Clark showed a presentation detailing the replacement process to-date and stated that approximately 92% of the town is now in compliance with the new meters. The bulk of installations occurred between August and October. Mr. Clark outlined the notification process to those who have not yet installed the new meters. The Select Board discussed the \$50 fee for non-compliant homes. There was some discussion on the fee schedule and if the income generated was sufficient to cover the costs of manually reading these meters and the costs of operating both the old and new systems. Mr. Clark continued his presentation with an overview of the new water meter program website. Highlighted were features that allow the user to monitor their water usage on a day-to-day and even hourly basis. The website also allows users to set up an alert for when their water usage exceeds that of a normal timeframe. Mr. Clark encourages the community to utilize this website as it can help identify costly leaks before they become a bigger issue.

REVIEW FY2020 REVENUE AND EXPENSE PROCEDURE

Minimal discussion. Mr. Prisco encouraged the Board to review these procedures and noted that this information will be valuable to future Boards and Committees to understand the finances of the Town.

REVIEW JUNE TOWN MEETING TIMELINE

Mr. Gilleberto presented the Town Meeting timeline including deadline for warrant articles and deadline to submit warrant article recommendations. Warrant is currently open. See attached.

DISCUSS UPCOMING MEETING SCHEDULE

The Board discussed upcoming meeting dates including planned budget meetings. Meetings will occur on April 1st, April 22nd, May 6th, and the Reorganization Meeting on May 9th.

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LEGAL BILLS FOR DECEMBER

MR. CHAIRMAN, I MOVE TO APPROVE LEGAL BILLS FOR DECEMBER, 2018 IN THE AMOUNT OF **\$3,667.00** AS FOLLOWS:

KOPELMAN AND PAIGE, P.C. (GENERAL)	\$ 1,748.00
KOPEMAN AND PAIGE, P.C. (LABOR)	<u>\$ 1,919.00</u>
TOTAL	\$ 3,667.00

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

APPOINTMENTS

LIBRARY TRUSTEES

MR. CHAIRMAN, I MOVE TO PLACE IN NOMINATION THE FOLLOWING NAME FOR APPOINTMENT AS A MEMBER OF THE LIBRARY TRUSTEES FOR A TERM TO EXPIRE ON DECEMBER 31, 2020. (ONE OPENING)

1) MICHELLE MULLET (RECOMMENDED CANDIDATE)

MOTION BY: MR. SCHULTZ
SECONDED BY: MRS. MANUPELLI

VOTED: MRS. MANUPELLI MULLET
MR. SCHULTZ MULLET
MR. PRISCO MULLET
MR. MAUCERI MULLET
4-0 – MULLET (UNANIMOUS – MR. O’LEARY ABSENT)

CONSERVATION COMMISSION – FULL MEMBER

MR. CHAIRMAN, I MOVE TO PLACE IN NOMINATION THE FOLLOWING NAMES FOR APPOINTMENT AS MEMBER OF THE CONSERVATION COMMISSION FOR A TERM TO EXPIRE ON DECEMBER 31, 2021.

1) RANDALL MASON (RECOMMENDED CANDIDATE)
2) LAUREN BESHARA
3) TOMAS SANCHEZ

MOTION BY: MR. SCHULTZ
SECONDED BY: MRS. MANUPELLI

VOTED: MRS. MANUPELLI MASON
MR. SCHULTZ MASON
MR. PRISCO MASON
MR. MAUCERI MASON
4-0 – MASON (UNANIMOUS – MR. O’LEARY ABSENT)

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CONSERVATION COMMISSION – ASSOCIATE MEMBER

MR. CHAIRMAN, I MOVE TO PLACE IN NOMINATION THE FOLLOWING NAMES FOR APPOINTMENT AS AN ASSOCIATE MEMBER OF THE CONSERVATION COMMISSION FOR A TERM TO EXPIRE DECEMBER 31, 2019 (ONE OPENING)

- 1) MICHAEL HOULE
- 2) **JOHN LAPE** (RECOMMENDED CANDIDATE)
- 3) BETH ADAMS

MOTION BY: MR. SCHULTZ
SECONDED BY: MRS. MANUPELLI

VOTED: MRS. MANUPELLI LAPE
MR. SCHULTZ LAPE
MR. PRISCO LAPE
MR. MAUCERI LAPE
4-0 – LAPE (UNANIMOUS – MR. O’LEARY ABSENT)

TOWN ADMINISTRATOR’S REPORT

See attached. Topics Discussed:

- Wine and Food Social;
- Snow and Ice expenses;
- The Wall That Heals; and
- VFW request for repayment of donation.

OLD AND NEW BUSINESS

Mr. Mauceri:

- His time on the board is winding down now as he will not be running again for Select Board. He was glad to see that two candidates had pulled papers for Select Board.

Mr. Schultz:

- Thanked Mr. Prisco and Mr. Mauceri for their many years of service on the Select Board.
- Mentioned a “spirited” social media discussion on why many people are not running for positions.

Mrs. Manupelli:

- Stated that running for office may not be everyone’s “cup of tea.” Mrs. Manupelli mentioned that North Reading has an active volunteer community, but volunteers may not sit on a board. Many members of the community volunteer in other ways including with the school department, through religious organizations and as athletic coaches.

Mr. Prisco:

- Reflected on his time on the Select Board and noted many of the challenges including personal verbal attacks and mean spirited letters sent to his home. Mr. Prisco encouraged the community to get involved rather than criticize.
- Made a note to review the capital process and further evaluate finances to address many of the poor roads in town. The roads are deteriorating quickly and are in need of repair.

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Encouraged the Board to consider allocating an extra \$1 million (estimated) to the DPW this year for road repairs.

- Asked for the DPW to present photos of their sleep/breakroom during their budget hearings. Mr. Prisco would like members of the board to consider making modifications to this space. Members of the DPW work long hours during weather and emergency situations. This space is needed for basic rest and downtime between shifts.

MR. CHAIRMAN, I MR. SCHULTZ MOVE TO ADJOURN.

SECONDED:	MRS. MANUPELLI	
VOTED:	MRS. MANUPELLI	AYE
	MR. MAUCERI	AYE
	MR. SCHULTZ	AYE
	MR. PRISCO	AYE

VOTED 4-0 (UNANIMOUS – MR. O’LEARY ABSENT)

ADJOURN: 9:39 p.m.

DATE

ANDREW J. SCHULTZ, ACTING CLERK