

**MINUTES OF BOARD OF SELECTMEN MEETING  
MONDAY, APRIL 22, 2019**

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Chairman Prisco called the meeting to order at 7:13 p.m. in Room 14 at the Town Hall in the presence of members Mrs. Manupelli, Mr. Schultz, Mr. Mauceri, Mr. O'Leary, and Town Administrator, Michael Gilleberto.

**CALL TO ORDER OPEN SESSION**

Chairman Prisco called to order the open session at 7:10 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.

**BOARD MEMBERS' REPORTS**

Mr. Mauceri reports that another Water meeting is scheduled for April 25<sup>th</sup>.

**PUBLIC COMMENT**

Nancy Parsons and Ellen Wiklanski of the Food Pantry informed the audience that the Union Congregational Church has donated a building to the Food Pantry. A capital campaign will be started to raise 220 Thousand Dollars required for renovations.

Mr. Mauceri informed the audience that the Friends of the Council on Aging is running the annual Town Wide Yard on April 27<sup>th</sup>.

**7:23 - PUBLIC HEARING: EASTGATE LIQUORS – PACKAGE STORE/ALL ALCOHOL**

**CHANGE OF LOCATION**

Mr. O'Leary reads the Public Hearing notice. Paul Robinson of Eastgate informed the Board that Eastgate is hoping to have the opening the first week of July and demo the existing building by August 6<sup>th</sup>.

7:26 – Public Hearing closes.

MR. CHAIRMAN, I MOVE TO APPROVE A CHANGE OF LOCATION FOR THE PACKAGE STORE/ALL ALCOHOL LICENSE FOR EAST GATE LIQUORS FROM 14 MAIN STREET TO 20C MAIN STREET.

MOTION BY: MR. O'LEARY  
SECONDED BY: MR. MAUCERI  
VOTED: 5-0 (UNANIMOUS)

**MINUTES OF BOARD OF SELECTMEN MEETING  
MONDAY, APRIL 22, 2019**

---

**SIGN MAY TOWN ELECTION WARRANT**

Constable John Firriello was in attendance.

MR. CHAIRMAN, I MOVE TO SIGN THE MAY 7, 2019 TOWN ELECTION WARRANT.

MOTION BY: MR. O'LEARY  
SECONDED BY: MRS. MANUPELLI  
VOTED: 5-0 (UNANIMOUS)

**BOARD MEMBERS' REPORTS, CONT.**

Mr. Prisco informs the Board of the Memorial Day Services on May 27<sup>th</sup>. He asked that the new Board members be made aware of the services. He further stated that Minute Militia will need to know what Board member will be speaking at the services by May 10<sup>th</sup>.

**7:30 - PUBLIC HEARING: CHRISTOPHER'S MARKET – CHANGE OF DIRECTORS/CHANGE OF MANAGER**

Mr. O'Leary reads the Public Hearing notice. Attorney John Meridian addressed the Board on behalf of Christopher's Market. Mr. Prashantkumar Patel, proposed Manager was in attendance to address questions from the Board.

7:34 – Public Hearing closes.

MR. CHAIRMAN, I MOVE TO APPROVE A CHANGE OF DIRECTORS AND CHANGE OF MANAGER FOR THE PACKAGE STORE/WINE AND MALT BEVERAGE LICENSE FOR CHRISTOPHER'S MARKET.

MOTION BY: MR. O'LEARY  
SECONDED BY: MRS. MANUPELLI  
VOTED: 5-0 (UNANIMOUS)

**DISCUSS JUNE TOWN MEETING WARRANT ARTICLES**

Mr. Gilleberto informs the Board that the Administration does not have a recommendation at this time on the 3 examples of language for the plastic bag ban; he expects to have a recommendation at the next Select Board Meeting. Enforcing authority and fines were the differences in the language. Mr. Schultz notified the Board that the Reading/North Reading Chamber of Commerce is opposed to the ban as the costs get passed onto the customers. Mr. Prisco stated the way the ban is being executed is hurtful to the business owners. Mr. O'Leary responded that the costs incurred are worth it to protect the environment. Mrs. Manupelli stated the use of biodegradable bags should be allowed and she agrees with Mr. O'Leary stating that the Town should have a ban, but amend the language to incorporate biodegradable bags.

Mr. Gilleberto goes through the funding sources for the warrant articles.

**MINUTES OF BOARD OF SELECTMEN MEETING  
MONDAY, APRIL 22, 2019**

---

The paving of Swan Pond Road is discussed. Mr. Gilleberto informs the Board that one abutter refuses to sign off on any work or studies as they do not want to incur expenses. Town Engineer John Klipfel stated the abutter's parcel is in the middle and substantial drainage is after their parcel. Mr. Schultz suggested in going through Town Counsel to see if it can get done. Mrs. Manupelli suggested modifying the language to avoid the abutter having to incur costs. Mr. Prisco wants to continue this discussion at the May 6<sup>th</sup> Select Board meeting.

**CAPITAL IMPROVEMENT PLANNING COMMITTEE (CIPC) – REVIEW FISCAL  
YEAR 2020 FUNDING RECOMMENDATIONS**

Donald Kelliher, CIPC Chairman reviewed the FY2020 funding recommendations.

- Mr. Prisco inquired about paying off a big chunk of debt;
- Mr. Prisco stated the roads have gotten away from us, and something needs to be done now or it will be more costly in the future. He further stated it is a good opportunity to pay down debt and free up money to add it towards the roads;
- Mr. Schultz stated reclaiming a road is 4-5 times more expensive than refurbishing them.

Mr. Gilleberto thanks Mr. Kelliher for his efforts in the 6 month capital budget process. Mr. Schultz states that it has been a pleasure being on the Committee for the last 2 years. Mr. Prisco stated he learned a lot his first year, and he thanks Don Kelliher and Liz Rourke for their leadership and great presentation. Mr. O'Leary stated he had the pleasure of serving on the CIPC and their efforts don't go under appreciated. Mr. Schultz states that a plan will be in place for what roads will be targeted. Mr. Gilleberto recognized Steve Brandano of 5 Hidden Pond Lane as a supporter of Elm Street stormwater engineering.

**MR. CHAIRMAN, I MOVE TO APPROVE THE FY2020 CAPITAL EXPENDITURES AS  
RECOMMENDED BY THE CAPITAL IMPROVEMENT PLANNING COMMITTEE.**

MOTION BY:           MR. O'LEARY  
SECONDED BY:       MRS. MANUPELLI  
VOTED:                5-0 (UNANIMOUS)

**REVIEW INCREASE IN FEES – BUILDING DEPARTMENT**

Building Inspector, Gerry Noel was in attendance. He stated the fees have not increased in 11-12 years and he wants the fees to align with other communities. He is proposing a 33% increase to cover costs. Mr. O'Leary wants to make a commitment to get additional help to meet the needs of the public without overtaxing a staff person. Mr. Gilleberto suggested having the increase effective July 1<sup>st</sup> to give the public notice. Confirmation will be given at the next Select Board meeting.

**MINUTES OF BOARD OF SELECTMEN MEETING  
MONDAY, APRIL 22, 2019**

---

**REVIEW FY 2020 REVENUE/EXPENSE PLAN**

Finance Director Liz Rourke gave the FY2020 Revenue/Expense Plan presentation.

- Ms. Rourke stated new growth is tied to Pulte Homes, with interest income, and 22 Thousand Dollars in fees to support building/plumbing/electrical. Mr. O'Leary stated 22 Thousand Dollars is based on last year, and needs are going to grow; the Town will need to have an appropriation available to meet the needs.
- Mr. O'Leary stated he was happy to have been heard regarding Health Insurance.
- Mr. Prisco stated the Schools came to the Towns rescue to help the Town achieve a 0 deficit.

**REVIEW/DISCUSS TOWN ADMINISTRATOR'S FY 2020 DEPARTMENTAL BUDGET RECOMMENDATIONS**

- Mr. Gilleberto discussed department recommendations and what recommendations would and would not be funded. He stated a fire prevention captain would not be funded. Fire Chief Don Stats gave a fire budget update.
- Mr. Gilleberto stated septic system inspections have been demanding this spring. Mr. O'Leary stated it is impacting the sales of homes and development. Mr. Gilleberto hopes to have a plan for FY 2010 by the end of the week to present to the Finance Committee.
- Shared services with other communities who have sewer, not septic was discussed.
- Public Safety Administrator Michael Murphy stated the new food code enforcement has had an impact on how much time the Health Inspector can spend on septic systems.
- Mr. Gilleberto stated the budget will be presented for the Boards approval at the May 6<sup>th</sup> meeting. If approved, it will be a balanced budget, stated Mr. Gilleberto.

**LICENSE RENEWAL – SPORTS, SPIRITS AND STEAKS – POOL TABLES**

MR. CHAIRMAN, I MOVE TO RENEW THE POOL TABLE LICENSE FOR SPORTS, SPIRITS, AND STEAKS, 178 MAIN STREET TO EXPIRE MAY 1, 2020.

MOTION BY: MR. O'LEARY

SECONDED BY: MRS. MANUPELLI

VOTED: 5-0 (UNANIMOUS)

**REVIEW/APPROVE/SIGN TOWN ADMINISTRATOR EVALUATION**

Mrs. Manupelli presented the Town Administrator Evaluation scores.

10:35 – Mr. Prisco leaves the room.

Mrs. Manupelli thanked Human Resource Director, Bob Collins for his efforts.

10:38 – Mr. Prisco returns.

**MINUTES OF BOARD OF SELECTMEN MEETING  
MONDAY, APRIL 22, 2019**

---

Mr. Gilleberto gives credit all the employees of the Town whose efforts contributed to a successful evaluation.

MR. CHAIRMAN, I MOVE TO APPROVE THE 2019 TOWN ADMINISTRATOR EVALUATION AND TO AUTHORIZE THE CHAIRMAN TO SIGN THE EVALUATION.

MOTION BY: MR. O'LEARY  
SECONDED BY: MR. SCHULTZ  
VOTED: 5-0 (UNANIMOUS)

**MINUTES**

MR. CHAIRMAN, I MOVE TO APPROVE THE APRIL 1, 2019 REGULAR SESSION MINUTES AS WRITTEN.

MOTION BY: MR. O'LEARY  
SECONDED BY: MR. MAUCERI  
VOTED: 5-0 (UNANIMOUS)

MR. CHAIRMAN, I MOVE TO APPROVE THE APRIL 1, 2019 EXECUTIVE SESSION MINUTES AS WRITTEN.

MOTION BY: MR. O'LEARY  
SECONDED BY: MR. MAUCERI  
VOTED: 5-0 (UNANIMOUS)

**LEGAL BILLS**

MR. CHAIRMAN, I MOVE TO APPROVE LEGAL BILLS FOR FEBRUARY, 2019 IN THE AMOUNT OF **\$9,243.73** AS FOLLOWS:

KOPELMAN AND PAIGE, P.C. (GENERAL)	\$ 2,515.73
KOPELMAN AND PAIGE, P.C. (LABOR)	\$ 3,021.00
THOMSON WEST	<u>\$ 3,707.00</u>
TOTAL	\$ 9,243.73

MOTION BY: MR. O'LEARY  
SECONDED BY: MR. MAUCERI  
VOTED: 5-0 (UNANIMOUS)

**TOWN ADMINISTRATORS REPORT**

(See attached) Topics Discussed:

- Building Superintendent Julie Spurr-Knight's new position for Newburyport DPW.
- Installation of 5G Small Cell Wireless networks.
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**MINUTES OF BOARD OF SELECTMEN MEETING  
MONDAY, APRIL 22, 2019**

---

**OLD NEW BUSINESS**

Mr. O'Leary:

- Commented on what a great gesture by the Union Congregation Church donating space to the Food Pantry; and
- He is glad Stop and Shop settled the contract.

Mr. Mauceri:

- He is getting prepared to say "Good-bye";
- He is disappointed the FEIR isn't filed year and wants the Board to keep focused on water. Mr. Prisco appreciates Mr. Mauceri spending his birthday with the Select Board tonight. Mr. O'Leary stated Mr. Mauceri was invaluable during the water negotiations.

Mr. Schultz:

- Stated that the Food Pantry is going to be a great situation and it's a win-win for the Town.

Mrs. Manupelli:

- She made a public safety request that the residents be careful driving as there are more kids outside.

Mr. Prisco:

- Asked Mr. O'Leary to be the second Liaison to ZBA; Mr. O'Leary accepted.
- Stated that the last meeting for him and Mr. Mauceri will be May 6<sup>th</sup>.

MR. CHAIRMAN, I MR. O'LEARY MOVE TO ADJOURN.

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

VOTE: 5-0 (UNANAMOUS)

ADJOURN: 10:58 p.m.

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DATE

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STEPHEN J. O'LEARY, CLERK