

**MINUTES OF THE SELECT BOARD MEETING  
SATURDAY, FEBRUARY 29, 2020**

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Chairwoman Manupelli called the meeting to order at 8:52 a.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 8:52 a.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.

**VOTE TO CALL SPECIAL TOWN MEETING/SIGN SPECIAL TOWN MEETING WARRANT**

MADAM CHAIR, I MOVE TO CALL A SPECIAL TOWN MEETING FOR MONDAY, MARCH 30, 2020 AND TO SIGN THE SPECIAL TOWN MEETING WARRANT.

MOTION BY: MRS. GONZALEZ

SECONDED BY: MR. SCHULTZ

Discussion was had regarding the date to hold a Special Town Meeting. Mr. Gilleberto discussed the limitations with the various dates presented and further stated March 30<sup>th</sup> would be the best date to hold the meeting. Mr. Gilleberto stated that Board and Committee recommendations would not be able to be included in the Warrant if the Board decided to hold the Meeting on March 25<sup>th</sup>, due to printing and mailing timelines. It was the consensus of the Board to hold the Special Town Meeting on May 11<sup>th</sup> which would afford time to get data back from surveys, avoid being rushed, additional public comment and input could be heard, and the environmental piece would also be complete. Mr. Gilleberto stated that being within 9 days of the 120 day deadline will put the Board on a very tight timeline.

VOTED: 0-5 (OPPOSED - UNANIMOUS)

MADAM CHAIR, I MOVE TO CALL A SPECIAL TOWN MEETING FOR MONDAY, MAY 11, 2020 AND TO SIGN THE SPECIAL TOWN MEETING WARRANT.

MOTION BY: MRS. GONZALEZ

SECONDED BY: MR. O'LEARY

VOTED: 5-0 (UNANIMOUS)

Constable John Firiello was in attendance.

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**VOTE TO AUTHORIZE CHAIR TO SIGN RIGHT OF ENTRY FOR 4-12-14 CONCORD STREET**

Mr. Gilleberto stated the authorization is necessary to allow for the Town's environmental and wetlands engineering firm to access the property. The engineering firm is lined up to start and the review will focus on the extent of the wetlands and potential obstacles to the use of the property in the future. Mr. Gilleberto further stated that Town Counsel stated that a survey is not necessary at this time, and the engineer felt that a plan done in 1991 as is available is adequate at this time.

MADAM CHAIR, I MOVE TO AUTHORIZE THE CHAIR TO SIGN THE RIGHT OF ENTRY FORM FOR 4-12-14 CONCORD STREET.

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

Time was 9:10 AM.

**JOINT MEETING WITH FINANCE COMMITTEE**

Finance Committee Members present were Abby Hurlbut, Richard Johnson, Vincenzo Stuto, Dan Pulver, and Dan Mills.

**FY2021 DEPARTMENTAL BUDGET HEARINGS:**

**DEPARTMENT OF PUBLIC WORKS**

DPW Director Patrick Bower presented the DPW budget. He introduced Building Superintendent, Marc Hamel, Engineer John Klipfel, Water Superintendent Mark Clark, and Operations Manager Chris Deming.

Mrs. Hurlbut asked when JRM contract ends, Mr. Gilleberto responded June 30, 2021.

Mrs. Manupelli asked about options to not collect contaminated recycling rather than the Town being fined. Mr. Bower responded that there would need to be extensive education prior to implementing a no-collect plan. He will be visiting with JRM and intends to come back to the Board to further discuss the program. Mrs. Manupelli said that the no-collect was an option as opposed to a higher cost for the program, which is fee-based.

Mr. O'Leary asked about requested infrared paving equipment, and if it could be used in the winter. Mr. Bower said that it could be depending on the situation.

Mr. Bower explained PFAS issue, which may cause changes to the FY 2021 budget request. The Town would be buying more water from Andover, but could be offset by savings including by eliminating vacant positions.

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Mrs. Hurlbut asked about unemployment if we eliminate positions. Mr. O'Leary responded that the positions are vacant and funded.

Mr. Bower said he understood the previous plan was to potentially eliminate positions once we were no longer doing water treatment, but he cautioned against the loss of positions that ultimately perform work in other areas of DPW.

Mrs. Gonzalez asked about tree positions.

Mr. O'Leary commended the DPW and the Administration for their work on PFAS and getting the FEIR filed.

Mrs. Manupelli asked the cost of the new mechanic position. Mr. Bower responded the mechanic foreman is fully funded, and a new position is being requested.

Mr. Wallner asked about the overall budget increase, Mr. Gilleberto responded it is approximately 7.63% as presented but that includes water and which may change due to the PFAS issue.

Mrs. Manupelli stressed that these are requests but will be reduced. Mr. Gilleberto agreed and clarified that he will offer recommendations to balance the budget later in the process.

Mr. O'Leary reminded the Board that we are now seeing all the needs. Mrs. Manupelli added that it makes the Board part of the discussion.

Richard Johnson asked about the funding source for the water versus tree positions. Mr. Gilleberto explained that the tree positions are funded by the tax levy, but from a staffing perspective there is shifting among the personnel within DPW.

Mrs. Manupelli said she thought she heard water, and Mr. Bower clarified it was storm water

**10:08 - FIRE DEPARTMENT**

Chief Don Stats presented the Fire Department budget.

Mr. O'Leary asked about Fire Prevention Officer cost. Chief Stats responded it was \$85,000.

Chief Stats reviewed the Fire Prevention Officer proposal, including duties as currently assigned and as proposed. He also reviewed the State Fire Marshall's statement regarding fire prevention in general. Chief Stats further stated he feels fire prevention is a full time job.

Mrs. Manupelli asked if the groups would answer to the Fire Prevention Officer, Chief Stats responded no; the group's report to the Chief and the Deputy Chief.

Mr. O'Leary asked if the salary proposed was a Captains salary, Chief Stats responded it was being proposed as a Captains salary.

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Mrs. Manupelli asked if the Fire Prevention Officer would have supervisory responsibilities, Chief Stats responded no.

Mr. Schultz asked the Chief to review the responsibilities.

Mrs. Gonzalez asked how fire prevention is handled now, Chief Stats responded that the Deputy Chief is handling it. Mrs. Gonzalez asked about the schools.

Mrs. Manupelli said this person would probably work with Building Department and on problem properties/hoarding.

Mr. Wallner asked what the Deputy would be able to better focus on. Chief Stats responded that policy development, which is falling to Captains and groups, but with more time, the Deputy could assist the Chief in policy development and day-to-day oversight.

Mr. O'Leary asked who is doing the inspections, Chief Stats responded the Captains do the inspections.

Mr. O'Leary asked if the Fire Prevention Officer could reduce callback on ambulance runs, Chief Stats responded most likely not due to scheduled inspections.

Mrs. Gonzalez asked if the Fire Prevention Officer was there without a conflict, could we reduce callback. Chief Stats responded right now the contract prohibits not calling back.

Mrs. Manupelli asked about who does fire investigation, Chief Stats responded it is the Deputy with the State Fire Marshall's Office.

Chief Stats said that if it were a box alarm or a major incident, the Fire Prevention Officer would be asked to respond.

Mr. O'Leary asked how much time the Fire Prevention Officer work represents. Chief Stats responded it is about 60% of the Deputy's time.

Mr. O'Leary asked if it would be a union position and if the person would be eligible for overtime. Chief Stats responded yes to both questions.

Mr. Schultz asked if this could be bargained for, Chief Stats responded at this time the person would be subject to the contract. Mr. Schultz said that we might need to construct specific criteria, Chief Stats responded that if we were going to proceed we would need to discuss it with the union.

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Chief Stats reviewed the future planning of the department. The community is approaching a time where we need to decide on the type of department we want; whether it will be a combination of on and off duty personnel, or whether or not we want a full-time department that will be able to answer each call with on duty resources.

Mr. Wallner asked if the Chief was looking to add staff, Chief Stats responded no but wanted to start a conversation.

Mr. O'Leary stated knowing the numbers is important, and that the Chief was not the first to propose hiring more manpower.

Mr. Manupelli asked what the numbers are for responses.

Mr. Wallner asked about mutual aid, having helped 251 times and being helped only 101. How does that fit into things? Chief Stats responded that we are able to handle simultaneous ambulance calls, which can lead to more mutual aid.

Mr. Schultz said that there is a cost to calling the guys in for the transport. Chief Stats responded we make about \$447 on each transport. Mrs. Manupelli clarified that there isn't an additional cost to the mutual aid call, and Chief said that yes, it is all included.

Mrs. Gonzalez asked if we call back once the ambulance goes out, Chief Stats responded we call back when there is a transport.

Mr. Schultz asked about ambulance collection ratio, and how it impacts what we make on each call. Chief Stats responded said that collection level is factored into the \$447.

Mr. O'Leary asked if ambulance calls are the majority of support we receive. Chief Stats responded yes but there are fire calls in the numbers.

Mrs. Gonzalez asked who responds to us. Chief Stats responded it depends on the type of call, location, and availability.

Mrs. Manupelli stressed that no matter the call, the cost factor to the town does not exceed what we receive.

Mr. Stuto asked if there is a cost to the Town. Chief Stats responded no, we don't bill the other town and we are not billed. The only billing is to the transported person.

Mrs. Gonzalez asked about the extra money, Chief Stats responded it goes into the ambulance fund.

Mr. Schultz stated said his support for the Fire Prevention Officer is only if the union supports.

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Mrs. Manupelli said that staffing is the Town's decision.

Mrs. Gonzalez asked Mr. Schultz if the Fire Prevention Officer should not be called back. Mr. Schultz responded yes, there a lot of things to be flushed out.

Mrs. Manupelli said the decision should be the Chief's.

Mr. O'Leary asked if the overtime budget factored a Captain working to fill in. Chief Stats responded no.

Mr. Gilleberto stated that Chief Stats is beginning a conversation, and we will be heading into discussions with the union.

Mrs. Manupelli stated the decision to add people is ours, and who responds is the choice of the employee.

Chief Stats stated everyone has an equal opportunity to work. Mr. Schultz responded there needs to be a discussion to make it fair for everyone involved.

**10:53 – Recess**

**11:01 – Reconvene**

**POLICE DEPARTMENT**

Chief Murphy introduced Youth Substance Abuse Grant coordinator Amy Luckiewicz, Mental Health Clinician Laura Miranda, Lieutenant Tom Romeo, and Lieutenant Mark Zimmerman.

Chief Murphy recognized Lieutenant Brennan who is absent due to illness but is retiring in July. He has been part of the administration helping to transition and lead the department since 2012.

Chief Murphy reviewed progress towards goals and objectives.

Amy Luckiewicz spoke on the DFC federal grant. Her position will end September 30, 2021, and will seek another grant round to continue the program. She reviewed the program but would like to come back for a more detailed update.

Mr. Schultz asked about vaping, Ms. Luckiewicz responded there has been a reduction in overt vaping, this is causing an increase in the black market. She further stated manufacturers need to produce a letter showing compliance underneath a certain threshold and that North Reading is a model "triad" having law enforcement, treatment/intervention, and prevention in the same department

Laura Miranda reviewed the past years caseload.

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Chief Murphy continued, reviewing calls for service, grants, and overtime.

Lt. Romeo presented the fleet management request. He stated the fleet averages 600,000-800,000 miles at any given time. He further stated one vehicle is being requested now, and next year it will likely be two hybrid vehicles at higher cost.

Mr. Schultz asked about performance of hybrid vehicles. Lt. Romeo responded he tested one on a track and it appeared to perform better than the gas and turbocharged cruisers.

Mrs. Hurlbut asked about the cost of the batteries. Lt. Romeo responded they would be purchasing warranties. Mrs. Hurlbut also inquired about the life of the battery when it is always running. Lt. Romeo responded the battery has regenerative braking to recharge. He further stated 75% of idle time will disappear.

Mrs. Gonzalez asked why we would want to do this. Lt. Romeo responded it is a green vehicle and a significant savings in fuel. We will be monitoring how things go in other departments.

Chief Murphy reviewed FY 2021 goals and objectives.

Laura Miranda reviewed plans for FY 2021 for mental health and youth substance abuse.

Amy Luckiewicz reviewed DFC year 4. She will be submitting a compliance check report to the Board soon.

Chief Murphy reviewed a summary of the budget request.

Mr. Wallner asked about the increase in calls and what is driving that. Chief Murphy does not see it as a huge impact and a contributing factor is the work of the Mental Health Clinician and Youth Substance Abuse Grant program.

Mr. Pulver complimented the work toward prevention and asked about opioid prevention funds. Mrs. Manupelli responded that she felt it was a way off, and there are bankruptcies and settlements occurring.

Amy Luckiewicz stated that some of the marijuana and vaping tax money is supposed to come back to cities and towns for prevention, and we qualify for it. Mrs. Manupelli asked about marijuana overdoses, and everything she has read says there is no such thing as a marijuana overdose. Chief has seen responses where there is a reaction to marijuana and the person is transported, and it is classified as an overdose.

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Mrs. Gonzalez said her best friend just lost her son to a battle of mental health and opioid addiction. Have they heard of the one mind campaign? Chief Murphy responded he has, and the department joined two years ago and are fully trained. Our philosophy is changing based on the options to provide somebody help.

Mrs. Manupelli said it is an amazing job for all of you, and she sees it through communications including the Schools. Chief Murphy pointed to the collaboration and everybody is involved somehow and some way, which allows us to continue.

Mr. O'Leary stated that the job has evolved over the years, and your response to that has been terrific. Thank you for recognizing that we need to invest in your officers.

MADAM CHAIR, I MR. SCHULTZ MOVE TO ADJOURN.

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

VOTE: 5-0 (UNANIMOUS)

ADJOURN: 12:00 P.M.

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DATE

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LIANE R. GONZALEZ, CLERK