

**MINUTES OF THE SELECT BOARD MEETING  
MONDAY, JULY 20, 2020**

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Chairwoman Manupelli called the meeting to order at 6:30 p.m. via remote participation. Participating members were Mrs. Gonzalez, Mr. Wallner, Mr. Stuto, Mr. O'Leary, and Town Administrator, Michael Gilleberto.

**CALL TO ORDER OPEN SESSION**

Chairwoman Manupelli called to order the open session at 6:30 p.m.

MADAM CHAIR, I MOVE TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSES OF EXEMPTION 3 (LITIGATION –SSBC PROJECT; COLLECTIVE BARGAINING – POLICE AND FIRE UNIONS) AND EXEMPTION 6 (REAL ESTATE – 4, 12 AND 14 CONCORD STREET), SUCH DISCUSSIONS IN OPEN SESSION WILL HAVE A DETRIMENTAL IMPACT ON THE TOWN, AND TO ADMIT THE FOLLOWING: FINANCE COMMITTEE CHAIR ABIGAIL HURLBUT, FINANCE COMMITTEE MEMBER DON KELLIHER, ATTORNEY JON EICHMAN FROM TOWN COUNSEL KP LAW, FINANCE DIRECTOR ELIZABETH ROURKE, AND HUMAN RESOURCES DIRECTOR ROBERT COLLINS; AND FURTHER THAT THE SELECT BOARD WILL RETURN TO OPEN SESSION FOR REGULAR SESSION.

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)

**RECESS OPEN SESSION TO GO INTO EXECUTIVE SESSION – 6:31**

**RECONVENE – 8:02**

Members recite the Pledge of Allegiance.

**MINUTES**

MADAM CHAIR, I MOVE TO APPROVE THE JUNE 1, 2020 REGULAR SESSION MINUTES AS AMENDED.

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, JULY 20, 2020**

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MADAM CHAIR, I MOVE TO APPROVE THE JUNE 15, 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 15, 2020 EXECUTIVE 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 19, 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)

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MONDAY, JULY 20, 2020**

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MADAM CHAIR, I MOVE TO APPROVE THE JUNE 24, 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 29, 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 29, 2020 EXECUTIVE 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, JULY 20, 2020**

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MADAM CHAIR, I MOVE TO APPROVE THE JULY 6, 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 JULY 6, 2020 EXECUTIVE 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:

- Highlighted the official vote by mail notification that was mailed to residents last week.
- Legislation was filed and did the right thing; it's important and a great opportunity if one is concerned about voting during the pandemic.
- He wishes they mailed the ballot also. It's a great opportunity to get everyone to vote. He encourages everyone to participate; "our vote and the ability to vote is important, people need to know that voting and not voting has consequences."
- He acknowledges the Legislature and the Governor for signing this into law. The vote by mail opportunity is for both the Primary and the November election.

Mr. Wallner:

- He brought together a summit to explore racial and cultural issues; it attracted Hornets against Hate, North Reading Youth for Black Lives Matter and also attended by Mary Prenney, Jen Ford, Amy Luckiewicz and others. It was a very spirited discussion and they will meet again tomorrow night to go over ways to get a town that's 97-98% white to care about racial justice. The goal is to have a movement that

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will last for years to come that seeks education and awareness for a town that doesn't recognize the need, in a polite, urgent manner.

- Martins Pond has a bloom of weeds and The Martins Pond Committee would like to attend a Select Board meeting in August to talk about urgent needs of the pond.

Mr. Stuto:

- He agrees with Mr. O'Leary about Voting by Mail. Check it because he received the previous homeowners notice. Take it seriously and vote in any way shape or form. It's not impossible that you might get someone else's notice; make sure if you get someone else's, return it so it doesn't get into the wrong hands. Mr. Wallner responded that signatures are required to match signatures on file.

Mrs. Gonzalez:

- Commented on an old bylaw regarding signage; she stated it is outdated or language is not right. She would like to add the topic to a future Select Board agenda as she feels it goes against homeowner's rights to free speech.
- She is the liaison for the Recycling Committee and reported that the committee does not think that JRM is doing the best job, improvements are needed. Their contract is up by the end of the year, wants some improvements made.
- She made a personal statement about a home that was vandalized; if people don't agree what a homeowner has on their property, they don't have the right to take or vandalize it. She was shocked at the defenders of the vandal.

Mrs. Manupelli:

- She commends the group that Mr. Wallner mentioned; North Reading Youth for Anti-Racism. They organized a peaceful, public protest to bring awareness to racism issues and the Black Lives Matter movement this past Saturday. She thanks them and commends their efforts. They are keeping it going so there is awareness brought to the issue of systemic racism which is not going away and any effort to bring awareness and make change should be applauded. They obtained the proper permitting and worked with town officials.

**CONSIDER REDUCING QUORUM REQUIREMENT FOR MAY 11, 2020 SPECIAL TOWN MEETING**

Mrs. Manupelli states Town Moderator, Mr. Murphy in attendance. She further states the Board was required to publicize the intent to vote to reduce the quorum, and have a discussion and public vote. Mr. Gilleberto stated notice was published in North Reading Transcript on July 9th, and again on July 16<sup>th</sup>. He emailed the notice to Mr. Stuto. Mrs. Manupelli stated Mr. Murphy recommended reducing the quorum requirement to no smaller than 10%. Mr. Gilleberto reviews the quorum requirement for Special Town Meeting. Mrs. Manupelli invites attendees to make comment, there are no comments. Mr. Stuto reads the hearing notice. Town Clerk Barbara Stats requests the Moderator make a statement that he approves the reduction and have it be part of the record.

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MADAM CHAIR, THE BOARD HAVING CONSULTED WITH THE TOWN MODERATOR, I MOVE TO REDUCE THE QUORUM REQUIREMENT FOR THE MAY 11, 2020 SPECIAL TOWN MEETING, WHICH WAS MOST RECENTLY POSTPONED TO AUGUST 8, 2020.

MOTION BY: MR. STUTO  
SECONDED BY: MR. O'LEARY

Mr. Murphy states he supports the motion and thinks it's important to not keep continuing the meeting, it gives the community the flexibility to move forward. Mrs. Manupelli states that Mr. Murphy has provided the Board with input and has actively been assisting the Board with scheduling and rescheduling meetings. Mrs. Manupelli states to add no less than 15 voters to the motion.

MADAM CHAIR, THE BOARD HAVING CONSULTED WITH THE TOWN MODERATOR, I MOVE TO REDUCE THE QUORUM REQUIREMENT FOR THE MAY 11, 2020 SPECIAL TOWN MEETING, WHICH WAS MOST RECENTLY POSTPONED TO AUGUST 8, 2020 TO NO LESS THAN 15 VOTERS.

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)

Mr. O'Leary states in relation to the Special Town Meeting,

MADAM CHAIR, I MOVE THAT THE BOARD RELEASE, FOR PUBLIC CONSUMPTION, THE DEVELOPMENT REPORT MEMORNADUM FOR 4-12-14 CONCORD STREET DATED APRIL, 2020 THE DUE DILIGENCE LIMITED SUBSURFACE INVESTIGATION FOR 4, 12 AND 14 CONCORD STREET, DATED APRIL 18<sup>TH</sup> AND JUNE 24<sup>TH</sup> 2020.

MOTION BY: MR. OLEARY  
SECONDED BY: MRS. GONZALEZ

Mr. O'Leary states it is important for the public to understand that the Board has been doing their due diligence on the purchase of the Turkey Farm and the other 2 parcels and for Boards, Committees and Commissions to make informed recommendations at Town Meeting. It is also important for them to have the information to make informed decisions and release the report as soon as possible so public can see it and make an informed decisions at Town Meeting.

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

VOTE: 5-0 (UNANIMOUS)

**PUBLIC COMMENT**

Carol Bustin stated NRYfor A is grateful to the Select Board for their support and Town Officials and Community members who helped them pull of a very impactful event on Saturday and also thanked the Police who helped with permitting and she is looking forward to continued action and working with Mr. Wallner and other Community members.

**REVIEW FIRE DEPARTMENT FEDERAL SAFER GRANT APPLICATION**

Mrs. Manupelli states this is a temporary funding grant to allow for the hiring of additional staff, the amount of the grant is over Three Million Dollars for a specific period of time the funding is available and beyond that, when the grant ends, the responsibility to maintain the positions will be within the Town's appropriations. Mr. Gilleberto states the grant normally requires a match during the term but the requirement is being waived by the federal grant agency. The application is pending and was prepared by the Fire Chief. Mr. Gilleberto states they have not been awarded the funding nor has a contract been signed to receive the funding, they only wanted to be in the queue and were up against a deadline to file in May. Chief Stats gives an overview of the grant:

- SAFER stands for staffing for adequate fire and emergency response.
- Cost sharing is normally 25% first two years and 65% third year.
- FEMA waived the cost share requirements and is funding at 100% for 3 years, it will be over Three Million Dollars for a 3 year period.
- 12 additional bodies to bring us to 8 person shifts.

Comments are as follows:

- Mr. O'Leary thanks Chief Stats for taking the initiative to take advantage of grant money available. He asks Chief Stats if he would be recommending in year 4 the reliance of the 12 hires and where do you see the Town sustaining the hiring of the individuals? Is there a plan in place to provide cost savings associated with the hiring of the additional individuals when we have to pay for them later on?
- Chief Stats responds he would be engaging the Union and alter the way they do business and put on more full time staff and not rely so much on call backs.
- Chief Stats stated 12 would have to be hired if the grant was awarded. The projected savings would be ½ Million Dollars in call back and day to day operations would be greatly reduced. Mr. O'Leary asks does it require Town to provide minimum manning numbers. Chief Stats responded no.
- Mr. Wallner inquired about the stress on management, facilities, and the ability to sustain this group after the 3 years is up and will he be comfortable letting them go? Mr. Wallner further stated, unless we are understaffed, he doesn't see how they can add on that many people. Chief Stats responded it would be more expensive in the

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- long run to keep these people on, however, in doing so it would be increasing the safety of community. Mr. Wallner inquired if the Fire Department was understaffed now. Chief Stats responded yes.
- Mrs. Gonzalez stated she can't foresee three years down the road and inquired if the Chief anticipated any retirements coming by the end of third year. Chief Stats responded there is a potential for three retirements in next three years.
  - Mrs. Manupelli inquired if the Town was required to maintain the 12 hired under this grant after the end of year 3 and would there be a penalty if they were laid off. Chief Stats responded no. Chief Stats explains what triggers the callback and how the callback triggers overtime.
  - Mr. O'Leary inquired if the 12 hired will have provisional status rather than full status as a regular firefighter, or would it be last in first out if layoffs were required. Chief Stats responded their status would not be any different, they would go through the same process as regular hire, they may be subject to layoffs first, however he will look further into it. Mr. O'Leary inquired if the Union has offered an opinion on the grant application, Chief Stats responded the Union is interested and is interested in the Town's response. Mr. O'Leary inquired if the call back system be changed unilaterally or does it need to be negotiated, Chief Stats responded it would need to be negotiated with the Union. Mr. O'Leary responded with 12 new people, operating under the current system the Town would be incurring a lot of additional call back costs associated with that.
  - Mrs. Manupelli stated the Fire Department is still Civil Service, provisional appointments are special designations when there is not an available eligible list. Under the Safer Grant they would comply with civil service; layoff by seniority. Mr. O'Leary would like to have clarification on where they would fall in relation to civil service, just because the funding source is grant money it doesn't change their status as a firefighter.
  - Mr. O'Leary inquired about housing 3-4 more people on a shift, is it physically possible to expand the size of the shift and house them in the current fire station? Chief Stats responded in the short term it could be absorbed if they were moving towards an expansion or another substation. Mr. O'Leary inquired in relation to the shifts, is there a possibility of different shift patterns to alleviate the need for overnight shifts; is there a model that would work. Chief Stats responded he will look into it and it would have to be negotiated with the Union. Mr. O'Leary stated the Town shouldn't be forced to build a new station.
  - Mrs. Gonzalez inquired if we would be forced to hire someone else even though they weren't part of the grant to keep the 34 for 3 years. Chief Stats responded he will research further. He further stated replacing a person through normal process, there would be funding for it because it would be a budgeted person. Mrs. Gonzalez responded everyone will be living tightly the next few years and she is concerned about budgeting.
  - Mr. Stuto inquired if they can't replace positions due to retirements, would there be a prorated loss of grant. Chief Stats responded as long as they are working to replace, waivers can be requested through FEMA.

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- Mr. O’Leary inquired with the addition of twelve new hires, can we anticipate a budget request for change of officer structure. Chief Stats responded he would be requesting at least four more officers.
- Mrs. Hurlbut inquired about overtime costs with the 12 new hires. Chief Stats responded he hasn’t run the numbers, costs and benefits are covered by the grant, except for overtime, and they are given 2 weeks for vacation. Mrs. Hurlbut stated one of the top priorities for the Facilities Master Plan Committee was developing additional space at the firehouse.
- Mr. Wallner stated the impact on facilities, housing the new hires, changing the management structure and how we do business for 3 years will have a huge impact. He loves getting something for nothing but sees a lot of impact. He is leery of getting burned, doesn’t see a good outlook after 3 years unless they were coming on for project work for 3 years and not changing the structure, that would make more sense. Chief Stats responded that his concern is what type of department are trying to build towards, calls are increasing, ambulance is busier than ever, call back system is tapped, and with amount of calls going on and increasing, it’s a great opportunity to build the department into something more sustainable and it gives us time to plan. Mr. Wallner stated he is in support of department heads bringing forth plans for future needs, and would be happy to see a proposal regarding staffing needs separate from this discussion. He further stated it’s the responsibility of the Town to provide the best services, and we should always be pursuing a better model, with or without this grant. Chief Stats responded when the grant was first release, he didn’t apply for it, he reconsidered because the federal government waived the cost share to the Town.
- Mrs. Manupelli stated there needs to be more financial data for the Board to make a determination and also the Board needs to know more about the logistics, such as housing, scheduling; there are lots of moving pieces, need more data. She further stated she wants to address this at another meeting, the Board has given Mr. Gilleberto and Chief Stats a sense of questions they are trying to sort through, need to focus in on subtle details, and wants to continue further, the Board is not sold on idea with moving forward until a financial overview and more information is in order.
- Mr. Stuto stated before we go ahead, an exit plan or continuation plan after 3 years should be in place, and all parties involved need to go into it with a clear understanding of the exit or continuation plan. He further stated he wants to see it in place before he votes one way or the other.
- Mr. Kelliher requested that Chief Stats cost out 12 positions over 3 years to include salary benefits, equipment costs and raises.

**APPROVE ORDER OF TAKING FOR WATER RECHLORINATION FACILITY - 303  
MAIN STREET – VOTE TO APPROVE AND AUTHORIZE CHAIR TO SIGN**

Mr. Gilleberto informs the Board he does not have a signed agreement in hand, therefore will be passing this agenda item over. He anticipates receiving one soon.

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**LEGAL BILLS**

Mr. Gilleberto stated there are unforeseen events and the legal expenses will run into deficit associated with COVID 19 expenses. He further stated there was a transfer from the Finance Committee in late May or early June to cover other expenses not COVID related.

MADAM CHAIR, I MOVE TO APPROVE LEGAL BILLS FOR JUNE, 2020 IN THE AMOUNT OF \$24,160.50 AS FOLLOWS:

GENERAL	\$ 9,399.00
LABOR	\$13,435.50
20 ELM STREET	\$ 1,111.50
SSBC	\$ 214.50
TOTAL	\$24,160.50

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)

**TOWN ADMINISTRATOR'S REPORT**

See Attached. Topics discussed:

- COVID 19 Update
- The Regional Microenterprise Relief Program received a grant.

Mrs. Manupelli thanks Mr. Gilleberto for his continued COVID 19 updates.

**OLD AND NEW BUSINESS**

Mr. O'Leary:

- Stay cool and check on neighbors.
- Wear face masks and stay safe.

Mr. Wallner:

- Phil Hurtz from LUC has been spear heading the rail trail, he would like to come before the Board to share what he has learned about the bike trail.
- He suggested to Mrs. Gonzalez, who is involved in the Ten Year Open Recreational Space Plan Committee, that they come before the Board sometime in August for the Board to learn about what is going on.

Mrs. Gonzalez: No comment

Mr. Stuto: No comment.

Mrs. Manupelli: No comment.

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**ADJOURN**

MADAM CHAIR, I MOVE TO ADJOURN.

MOTION BY:	MR. STUTO	
SECOND:	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: 9:42 P.M.

\_\_\_\_\_  
DATE

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VINCENZO STUTO, CLERK