

**MINUTES OF BOARD OF SELECTMEN MEETING
MONDAY, OCTOBER 16, 2017**

Chairman Prisco called the meeting to order at 8:01 p.m. in Room 14 at the Town Hall in the presence of members Mr. Mauceri, Mr. Schultz, Mrs. Manupelli, Mr. O'Leary, and Town Administrator, Michael Gilleberto.

CALL TO ORDER OPEN SESSION

Chairman Prisco called to order the open session at 8:01 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 HEARING: MARIO'S RISTORANTE – TRANSFER OF WINE AND MALT BEVERAGE LICENSE AND AMEND COMMON VICTUALLER LICENSE

Chairman Prisco reads the Public Hearing Notice. Applicant, Kevin Masterson addressed the Board and responded to questions from the Board. Some of his bank accounts are in Canada because he owns restaurants up there.

MR. CHAIRMAN, I MOVE TO TRANSFER THE COMMON VICTUALLER/WINE AND MALT BEVERAGE LICENSE HELD BY ORAZIO, INC., D/B/A/ MARIOS PIZZERIA AND RESTAURANT TO MARIO'S RISTORANTE, 20G MAIN STREET, SUBJECT TO ALL REGULATORY DEPARTMENT REQUIREMENTS.

MOTION BY: MR. SCHULTZ
SECONDED BY: MRS. MANUPELLI
VOTED: 5-0 (UNANIMOUS)

MR. CHAIRMAN, I MOVE TO AMEND THE COMMON VICTUALLER LICENSE HELD BY ORAZIO, INC., D/B/A/ MARIOS PIZZERIA AND RESTAURANT TO MARIO'S RISTORANTE, 20G MAIN STREET, SUBJECT TO ALL REGULATORY DEPARTMENT REQUIREMENTS.

MOTION BY: MR. SCHULTZ
SECONDED BY: MRS. MANUPELLI
VOTED: 5-0 (UNANIMOUS)

PUBLIC COMMENT

None.

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APPROVE 2018 RETIREE HEALTH INSURANCE PLAN

Mr. Gilleberto reviewed alternatives for the 2018 retiree health plan and the nature of discussions with the retirees and Insurance Advisory Committee. The retiree representative supported eliminating the office visit copayment for 2018 and increasing the prescription copayment. As has been the case in the past, everything will be re-visited again for the 2019 renewal.

MR. CHAIRMAN, I MOVE TO APPROVE THE 2018 RETIREE HEALTH INSURANCE PLAN OPTION 3.

MOTION BY: MR. SCHULTZ
SECONDED BY: MR. MAUCERI
VOTED: 5-0 (UNANIMOUS)

REVIEW 2017-2018 SIDEWALK SNOW REMOVAL PLANS

Mr. Gilleberto gave a power point presentation (see attached) outlining the process for removing snow from business sidewalks on Route 28 and the method to be used for assessing fees to the business for removing the snow. Mr. O'Leary stated that this needs to be implemented because the level of compliance was not good. Mr. Gilleberto stated there will be further discussion with the Chamber and will be an agenda item for the November 6th Board of Selectmen meeting asking for endorsement of the plan before the season begins.

DISCUSS APPOINTMENT OF TOWN COUNSEL

Mr. Gilleberto relayed to the Board that this is an annual appointment; however it has not been done since 2013. This appointment does not require going through the procurement process, however based on feedback from the Chairman this year and last year Mr. Gilleberto wanted the Board to determine if an RFP should be put out for legal services. Mr. Mauceri stated that he has no problem going out to bid. Mrs. Manupelli stated that it would be a good idea to have a contract and their historical and institutional knowledge is valuable. Mr. O'Leary is satisfied with their rate, response time and expertise and doesn't think an RFP is necessary. Mr. Prisco stated that they are not a bad deal and they have a great reach which adds a lot of value than just money. Mr. Schultz stated their fee agreement should be updated. The Board requests a fee agreement but does not wish to solicit proposals.

**REVIEW STATUS OF COMMUNITY ACCESS CORPORATION (NORCAM)
CONTRACT**

Mr. Gilleberto informed the Board that NORCAM's contract expires when Verizon's contract expires in June, 2018. Town Counsel recommended issuing an RFP for a new contract. The Cable Advisory Committee is negotiating with Comcast and would need to be involved. Mr. Gilleberto stated there is a 6 month extension available to the Town. He further stated that NORCAM's audit can be found in June or July BoS Correspondence in Dropbox.

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APPOINTMENTS: CAPITAL IMPROVEMENT PLANNING COMMITTEE

MR. CHAIRMAN, I MOVE TO APPOINT THE FOLLOWING INDIVIDUALS OF THE BOARD OF SELECTMEN AS MEMBERS OF THE CAPITAL IMPROVEMENT PLANNING COMMITTEE FOR A TERM TO RUN CONCURRENT WITH THEIR ELECTED TERMS

KATHRYN MANUPELLI (THROUGH MAY, 2018)
ANDREW SCHULTZ (THROUGH MAY, 2020)

REPLACING PREVIOUS BOARD OF SELECTMEN MEMBERS, STEPHEN O'LEARY AND JEFFREY YULL.

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

ROUTE 28 MOTORS: REVIEW COMPLIANCE

Mr. Schultz informed the Board that he filed a conflict of interest statement with the Town Clerk and then recused himself as he represented Mr. Vakili, owner of Route 28 Motors, in the past. Mr. Schultz left the room. Mr. O'Leary stated that he will not participate in votes or discussions as he has a family member who holds a Class II License. Mr. Vakili was in attendance. Mr. Gilleberto informed him that there have been numerous complaints regarding the number of vehicles on his lot, including 3 weeks ago and last week. A recent inspection by the Building Inspector determined as many as 36 vehicles on the lot. Today he had received official reports of 29 and 31 vehicles for sale on the lot. His license states he is allowed 24 on his lot and 2 in storage bays. Mr. Prisco stated this is a constant issue going on for a long time. He further stated he will vote against the renewal of his license. Mr. Gilleberto reminded Mr. Vakili of his obligation to remove vehicles in advance of a delivery of additional vehicles so that he remains in compliance. Mrs. Manupelli asked Mr. Vakili if he would make a commitment to keep only the allowed amount of cars on his lot. Mr. Vakili committed to keep the amount of vehicles to the allowable number.

VOTE TO APPROVE MAXIMUM USEFUL LIFE – FIRE VEHICLE

9:18 – Mr. Schultz rejoins the meeting

Mr. Gilleberto informed the Board that this vote is for Bonding purposes.

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 5, 2017 (ARTICLE 16) 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>
FIRE ENGINE 3	\$575,000	20 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. MANUPELLI
VOTED: 5-0 (UNANIMOUS)

POOL TABLE LICENSE RENEWAL: SPORTS, SPIRITS, AND STEAKS, 178 MAIN STREET

Mr. Gilleberto explained that the license renews annually in May and that renewal was overlooked by the Town and the licensee.

MR. CHAIRMAN, I MOVE TO RENEW THE POOL TABLE LICENSE FOR SPORTS, SPIRITS AND STEAKS AT 178 MAIN STREET TO EXPIRE MAY 1, 2018.

MOTION BY: MR. SCHULTZ
SECONDED BY: MRS. MANUPELLI
VOTED: 5-0 (UNANIMOUS)

MINUTES

Mr. Gilleberto informed the Board that a change in the Open Meeting Law requires Minutes to be acted upon within 30 days. Mr. Gilleberto reported that he will be presenting the Strategic Plan at the Department Head Meeting on November 1st.

MR. CHAIRMAN, I MOVE TO APPROVE THE SEPTEMBER 5, 2017 REGULAR SESSION MINUTES AS WRITTEN.

MOTION BY: MR. SCHULTZ
SECONDED BY: MR. MAUCERI
VOTED: 5-0 (UNANIMOUS)

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MR. CHAIRMAN, I MOVE TO APPROVE THE SEPTEMBER 5, 2017 EXECUTIVE SESSION MINUTES AS WRITTEN.

MOTION BY: MR. SCHULTZ
SECONDED BY: MRS. MANUPELLI
VOTED: 5-0 (UNANIMOUS)

MR. CHAIRMAN, I MOVE TO APPROVE THE SEPTEMBER 11, 2017 STRATEGIC PLANNING SESSION MINUTES AS WRITTEN.

MOTION BY: MR. SCHULTZ
SECONDED BY: MRS. MANUPELLI
VOTED: 5-0 (UNANIMOUS)

MR. CHAIRMAN, I MOVE TO APPROVE THE SEPTEMBER 18, 2017 REGULAR SESSION MINUTES AS WRITTEN.

MOTION BY: MR. SCHULTZ
SECONDED BY: MR. MAUCERI
VOTED: 4-0-1 (MR. SCHULTZ ABSTAINED DUE TO ABSENCE)

MR. CHAIRMAN, I MOVE TO APPROVE THE SEPTEMBER 18, 2017 EXECUTIVE SESSION MINUTES AS WRITTEN.

MOTION BY: MR. SCHULTZ
SECONDED BY: MRS. MANUPELLI
VOTED: 4-0-1 (MR. SCHULTZ ABSTAINED DUE TO ABSENCE)

MR. CHAIRMAN, I MOVE TO APPROVE THE OCTOBER 2, 2017 REGULAR SESSION MINUTES AS WRITTEN.

MOTION BY: MR. SCHULTZ
SECONDED BY: MRS. MANUPELLI
VOTED: 5-0 (UNANIMOUS)

MR. CHAIRMAN, I MOVE TO APPROVE THE OCTOBER 2, 2017 EXECUTIVE SESSION MINUTES AS WRITTEN.

MOTION BY: MR. SCHULTZ
SECONDED BY: MR. MAUCERI
VOTED: 5-0 (UNANIMOUS)

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APPROVE AUGUST LEGAL BILLS

MR. CHAIRMAN, I MOVE TO APPROVE LEGAL BILLS FOR AUGUST, 2017 IN THE AMOUNT OF \$14,652.25 AS FOLLOWS:

KOPELMAN AND PAIGE, P.C. (GENERAL)	\$11,562.75
KOPEMAN AND PAIGE, P.C. (LABOR)	\$ 2,497.50
9 MILL STREET	<u>\$ 592.00</u>
TOTAL	\$14,652.25

MOTION BY: MR. SCHULTZ
SECONDED BY: MRS. MANUPELLI
VOTED: 5-0 (UNANIMOUS)

TOWN ADMINISTRATOR'S REPORT

See attached. Topics Discussed:

BoS upcoming meeting dates, hydrant flushing, trash/recycling collection contract, CPC's Housing Production Plan, notes from a marijuana forum, Library Trustees approval of a Strategic Plan, and an update on the Town Employee Appreciation luncheon.

OLD AND NEW BUSINESS

Mrs. Manupelli:

- Enjoyed the Town Employee Appreciation luncheon;
- Encouraged residents to participate in the Veteran's Day services and events on the Town Common.

Mr. Schultz:

- Thanked Parks and Rec for getting "Get Fit North Reading" off the ground, and encouraged others to join them next Saturday at 9:00 a.m.

Mr. Mauceri:

- Thanked Bob Collins, Alyson Olsen, and Karen Marlin for their help in the Town Employee Appreciation luncheon;
- Cable Advisory Committee meeting on Wednesday. The biggest outstanding issue with Comcast will be not using the INET.

Mr. O'Leary:

- Received comments on how well Town Meeting went and asked that slides from the water presentation go onto the Town Website.
- Athletics Facilities Subcommittee updates – the old snack shack is gone.

Mr. Prisco:

- Apologized to staff for not attending the Employee Appreciation Luncheon, he was at his daughters Parents Weekend, he was glad to see the staff recognized;

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- Encouraged Board Members to participate in the Reality Fair at the High School on November 19th;
- Thanked Voters for their participation at Town Meeting;
- Asked the Board to revisit the report on sewerage on Concord Street;
- The Ride Program is still on track for disabled Veterans and Seniors for doctor appointments, hopes to have flyers ready October 23rd.

ADJOURN

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

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

VOTE: 5-0 (UNANIMOUS)

ADJOURN: 9:48 p.m.

DATE

ANDREW SCHULTZ, CLERK