

**MINUTES OF THE SELECT BOARD MEETING  
MONDAY, MARCH 27, 2023**

Chair Manupelli called the meeting to order at 7:50 p.m. via in person and remote participation in Room 14 at the Town Hall. Participating members were Ms. Gonzalez, Mr. Stuto, Mr. Wallner, Mr. O'Leary and Town Administrator, Michael Gilleberto.

**#1. Executive Session**

**#2**

Routine.

**Next order of business. Change of Officers: Thompson Club Inc., Pro Shop & TCC Grill**  
**CHANGE OF OFFICERS**

Attorney Timothy P. Houten was present. He explained that Thomson Club, Inc. is a nonprofit and last year changed their officers. They have filed with the Secretary of State. All member have zero stock or any interest as officers in the club.

MADAM CHAIR, I MOVE TO APPROVE A CHANGE OF OFFICERS FOR THE SEASONAL CLUB  
ALL ALCOHOL LICENSE FOR THOMSON CLUB, INC.-TCC GRILL, 2 MID IRON DRIVE.

MOTION BY: MR. WALLNER  
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

**CHANGE OF OFFICERS**

MADAM CHAIR, I MOVE TO APPROVE A CHANGE OF OFFICERS FOR THE SEASONAL CLUB  
WINE AND MALT LICENSE FOR THOMSON CLUB, INC.-PRO SHOP, 2A MID IRON DRIVE.

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

|           |               |     |
|-----------|---------------|-----|
| VOTED BY: | MR. STUTO     | AYE |
|           | MRS. GONZALEZ | AYE |
|           | MR. WALLNER   | AYE |

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|                |     |
|----------------|-----|
| MR. O'LEARY    | AYE |
| MRS. MANUPELLI | AYE |

VOTE: 5-0

**Next order of business.      North Shore Regional 911 Center – Feasibility Report**

Chief Michael Murphy and Chief Donald Stats were in attendance to present a PowerPoint. Also present were Lieutenant Zimmerman & Lieutenant Thibodeau.

Chair Manupelli asked if they would they no longer receive the Training Grant.

Chief Michael Murphy answered that only the dispatcher for in house would be able to receive grant funding.

After some more discussion the Fire and Police Department are both recommending RECC run by the state.

Mr. Wallner asked how much it would cost the Town of North Reading.

Chief Donald Stats said there is minor impact and no cost.

Chair Manupelli wanted more time to review the report.

Mr. O'Leary thanked them for their work on this and for the Unions collective bargaining coming together.

There were more discussions and the Select Board were informed they are not be asked to sign just approve to move to the next step in the process.

MADAM CHAIR, I MOVE TO AGREE TO ONBOARD THE TOWN OF NORTH READING WITH  
THE NORTH SHORE REGIONAL 911 CENTER.

|              |             |
|--------------|-------------|
| MOTION BY:   | MR. WALLNER |
| 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

**Next order of business.      Wastewater (Sewer) Project**

Mr. Gilleberto informed that they are still working on getting answers from Town Council to the most

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recent asked question re: Wastewater. They are very close to having the answers to will continue at discussion at the next meeting.

Chair Manupelli wanted to clarify that the Select Board voted to pull the betterment options off at the last meeting. The Privilege Fee is most likely the route they will be taking.

There was a conversation to postpone the April 3<sup>rd</sup> meeting to April 10<sup>th</sup> so they will have all the requested answers ready.

**Next order of business.            FY2024 Departmental Budget Hearings:**

Board of Health, Page: 253. Bob Bracey presented a PowerPoint.

Mr. O'Leary remarked that the Board of Health has had a lot of challenges and they deserve a Thank you for all they have done to keep the business and community healthy and safe.

Mr. Wallner asked if the Federal government will stop programs in May.

Mr. Bracey said they will stop statistical data gathering at the end of May.

Code Enforcement/ZBA, Page: 387. Gerry Noel presented two PowerPoints.

Mr. Wallner complimented and thanked Commissioner Noel for his added assistance with the Commission on Disability and the Assessor Dwelling.

Mr. O'Leary added that he does not pull 9-5 hours. He is in town on the weekends and is diligent in his work.

Conservation, Page: 347. Mr. Gilleberto presented a PowerPoint.

Treasurer/Collector, Page: 67. Maryanne Mackay presented two PowerPoints.

Assessors, Page: 62. Deb Carbone presented a PowerPoint. She added her increase was due to a new Mapping program called "Near Maps".

Information Technology, Page: 75. Laurianne Galvin presented a PowerPoint.

There was a discussion on the urgent need for an IT Manager.

Mr. Kelliher is concerned about cyber security and thinks we need to ask Delphi to look into vulnerabilities ASAP.

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Finance/Accounting, Page: 52 Laurianne Galvin presented a PowerPoint.

Ms. Gonzalez left the room at 9:42.

Ms. Gonzalez returned at 9:44.

Mr. Stuto asked if the \$600 cell phone bill was a monthly charge.

Ms. Galvin answered that it is an annual amount.

Chair Manupelli thanked Ms. Galvin as she was hurled into the spotlight and has been invaluable and the Select Board appreciates her service.

Human Resources, Page: 41. Robert Collins presented a PowerPoint. Alyson Olsen was present. Mr. Collins reported that they are implementing the Staff Appreciation Luncheon again and stressed how important it is to recognize and thank staff for their service.

Select Board, Page: 30. Mr. Gilleberto presented a PowerPoint.

Town Counsel, Page: 26. Mr. Gilleberto presented a PowerPoint. There was a conversation on whether the Town of North Reading can bill for the work on the 28 year span Public Records Request. The answer was no, under the law.

Safety Administration, Page: 79. Mr. Gilleberto presented a PowerPoint. There is a pending \$30K request and the retirement of Chief Michael Murphy.

Town Administrator, Page: 36. Mr. Gilleberto presented a PowerPoint.

Chair Manupelli said the Grant Writer should be a standalone position and needs to be filled quickly.

**Next order of business.      Review Updates to FY 2024 Revenue/Expense Plan**

Topic was deferred to the next meeting.

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**Next order of business.**            **Review List of Articles – June 12, 2023 Spring Annual Town**

**Meeting**

Mr. Gilleberto reviewed the articles and stated that 1-25 were routine. 27-33 are from Boards/Commissions/ Committees/Citizens. The deadline was Monday, March 20, 2023.

Chair Manupelli asked what the amount is for #27.

Mr. Gilleberto answered that \$10K.

Chair Manupelli asked if it was funded at the last spring town meeting.

Mr. Gilleberto said he believes it was 2021.

Chair Manupelli next asked about appropriation for #28 if the transfer from school funds into the reserved fund and are they transferring any leftover funds or are they asking the town to transfer additional funds from free cash. They have \$200,000 that has not been touched.

Mr. Gilleberto answered that it was to add extra because there is a concern about tuition rates in the upcoming years and they are trying to prepare for the impact of that.

Chair Manupelli next brought up article #30 & #31 and that Elder Services asked about a potential new driver that they would possibly share with the school and asked if that what the article is referring to.

Mr. Gilleberto believes it is in addition to that ask.

Abigail Hurlbut added that many seniors have medical appointment outside the Merrimack Valley Transit Authority District which is changing in July and will no longer be going to communities south of here. She said the Transportation Committee is having their first meeting tomorrow to discuss this matter. She said a lot of rides could be funded with \$60K. She added that at some point the Finance Committee will voice their support/concerns/questions but they need more information on this article.

**Next order of business.**            **Public Comment**

None.

**Next order of business.**            **Housing Authority Tenant Update**

Mr. Gilleberto said there are 4 candidates and the Housing Authority will have a recommendation soon.

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**Next order of business.**      **Appointments:**  
**LIBRARY TRUSTEES**

MADAM CHAIR, I MOVE TO PLACE IN NOMINATION THE FOLLOWING NAME FOR APPOINTMENT TO THE LIBRARY TRUSTEES FOR TERMS TO EXPIRE ON DECEMBER 31, 2026.

- DONNA COLEBROOK –FULL

MOTION BY:                      MR. WALLNER  
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

**Next order of business.**      **Meeting Minutes**

MADAM CHAIR, I MOVE TO APPROVE THE REGULAR SESSION MINUTES AS WRITTEN FOR THE FOLLOWING DATE.

March 2, 2023

MOTION BY:                      MR. WALLNER  
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

MADAM CHAIR, I MOVE TO APPROVE THE REGULAR SESSION MINUTES AS WRITTEN FOR THE FOLLOWING DATE.

March 11, 2023

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

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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

MADAM CHAIR, I MOVE TO APPROVE THE REGULAR SESSION MINUTES AS WRITTEN FOR THE FOLLOWING DATE.

March 13, 2023

|              |               |
|--------------|---------------|
| MOTION BY:   | MR. WALLNER   |
| SECONDED BY: | MRS. GONZALEZ |

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

VOTE: 4-0 1-ABSTAIN

**Next order of business. TOWN ADMINISTRATOR REPORT**

Mr. Gilleberto reported that some of the voters have been approached by the Urban YMCA to consider a facility that would serve communities in the region. There will be in initial conversation tomorrow 3/28/23 to learn more about it.

**Next order of business. BOARD MEMEBER REPORTS**

Mr. Wallner said the Commission on Disabilities and the Transportation Committee are meeting tomorrow to discuss the survey questions.

Mr. O'Leary – Happy Spring

Ms. Gonzalez- The Veteran's Event Committee is discussion Memorial Day parade. And will be implement the Purple Heart Community into the parade. Maybe there will be a float.

Mr. Stuto- None

Chair Manupelli- She added that maybe they can asked the schools to get involve with making a float and possibly have a contest for the best one.

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**Next order of business.      OLD AND NEW BUSINESS**

Mr. Stuto see Board Member Report  
Ms. Gonzalez see Board Member Report  
Mr. O'Leary see Board Member Report  
Mr. Wallner see Board Member Report  
Chair Manupelli see Board Member Report

**Last order of business.      ADJOURN**

MADAM CHAIR, I MOVE TO ADJOURN.

|              |             |
|--------------|-------------|
| MOTION BY:   | MR. WALLNER |
| SECONDED BY: | MR. O'LEARY |

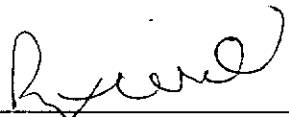
|           |                |     |
|-----------|----------------|-----|
| VOTED BY: | MR. STUTO      | AYE |
|           | MRS. GONZALEZ  | AYE |
|           | MR. WALLNER    | AYE |
|           | MR. O'LEARY    | AYE |
|           | MRS. MANUPELLI | AYE |

VOTE: 5-0

ADJOURN: 10:31 p.m.

DATE

4/10/23

  
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RICHARD WALLNER, CLERK