

**MINUTES OF THE SELECT BOARD MEETING
MONDAY, MARCH 18, 2024**

Chair Gonzalez called the meeting to order at 7:20 p.m. for open session via Hybrid participation. Participating members were Ms. Manupelli, Mr. Wallner, Mr. Stuto, Mr. O'Leary and Town Administrator, Michael Gilleberto. A full recording of this meeting can be found at <https://www.youtube.com/user/TheNorcam1>

MADAM CHAIR, I MOVE TO ENTER INTO EXECUTIVE SESSION FOR THE FOLLOWING PURPOSE:

SUBSECTION 2 – TO CONDUCT STRATEGY SESSIONS IN PREPARATION FOR NEGOTIATIONS WITH NONUNION PERSONNEL OR TO CONDUCT COLLECTIVE BARGAINING SESSIONS OR CONTRACT NEGOTIATIONS WITH NONUNION PERSONNEL (TOWN ADMINISTRATOR)

SUBSECTION 7 – TO COMPLY WITH, OR ACT UNDER THE AUTHORITY OF, ANY GENERAL OR SPECIAL LAW OR FEDERAL GRANT-IN-AID REQUIREMENTS (MGL CHAPTER 30A, SECTION 22(F), (G) (2) TO REVIEW THE SELECT BOARD EXECUTIVE SESSION MEETING MINUTES FROM THE FOLLOWING DATES: 10/16/23, 11/06/23, 11/20/23, 12/04/23, 12/18/23, 12/22/23, 01/08/24, 01/30/24, 2/12/24 & 3/4/24; VOTES MAY BE TAKEN)

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 (UNANIMOUS)

First order of business. BOARD MEMBER REPORTS

Mr. O'Leary –Hillview is open. They are working on a contract to get the roof fixed. Historic Commission members are gearing up to reactivate themselves. The Board of Health and Sustainability Committee will be meeting jointly to discuss public health issues.

Mr. Wallner – The Forest Committee is meeting with its Swan Pond -area consultant this week and will be looking to have an open meeting for the whole town at the NRHS DLL during the 3rd

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week of April. The purpose is to make the area more accessible. The Taxation Aid Committee is working on the circuit breaker program. It was suggested to Mr. Wallner to have the April meeting be virtually accessible.

Ms. Manupelli – None

Mr. Stuto- None

Chair Gonzalez- The Housing Authority has finished interviews for a new director. They made an offer to the Director in Reading who would cover both towns. Hopefully she will accept.

NEXT ORDER OF BUSINESS. OLD AND NEW BUSINESS*

See Board Member report.

Next order of business. PUBLIC COMMENT

Mr. Paul Denaro, Park St. asked about the status of the Wastewater project committee and if they have gone out to the public yet.

He was informed that they have not scheduled another meeting as the committee has not received updated information yet. They will schedule a meeting after that info is received to inform the public. Mr. Gilleberto said they plan to provide a substantial update at the Select Board meeting on April 1, 2024.

Pat Filmore- Fieldcrest Terr. Added that the Wastewater project committee was formed to inform the people.

The intention of the Wastewater project committee was explained. The route through other towns is also being reviewed.

Mr. Gilleberto confirmed that the proposed price has not changed.

Next order of business. REVIEW LIST OF ARTICLES – JUNE 10, 2024 SPRING ANNUAL TOWN MEETING

Mr. Gilleberto reviewed the list of articles and provided copies to the attendees.

NEXT ORDER OF BUSINESS. APPROVE FY 2025 HEALTH INSURANCE PLAN

Mr. Gilleberto explained to the public the process of developing a new arrangement for the Town of North Reading's Health Insurance. He thanked all involved.

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MADAM CHAIR, I MOVE TO APPROVE THE EMPLOYEE HEALTH INSURANCE FOR FISCAL YEAR 2025 AS INDICATED IN THE ATTACHED DOCUMENT ENTITLED "PILLAR-RX ADJUSTED PFA."

MOTION BY: MR. WALLNER
SECONDED BY: MRS. MANUPELLI

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

VOTE: 5-0 (UNANIMOUS)

**Next order of business. JOINT MEETING WITH FINANCE COMMITTEE --
FY2025 DEPARTMENTAL BUDGET Hearings:**

Town Clerk Pg. 240
Sue Duplin presented her PowerPoint presentation.

Parks and Recreation Pg. 274

Marty Tilton & Maria Brown presented their PowerPoint presentation. He also wanted to add that Ms. Brown will be very much missed as she will be leaving her position with the Town.

Board of Health Pg. 168

Bob Bracey presented his PowerPoint presentation.

Code Enforcement/ZBA Pg. 150

Gerard Noel presented his PowerPoint presentation.

Treasurer/Collector Pg. 67

MaryAnn MacKay presented her PowerPoint presentation.

Assessors Pg. 62

Deb Carbone presented her PowerPoint presentation.

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Information Technology Pg. 75

Matt Cooper presented his PowerPoint presentation.

Finance/Accounting Pg. 52

Laurianne Galvin presented her PowerPoint presentation.

Conservation Pg. 296

Mr. Gilleberto presented a presentation for Conservation.

Town Counsel Pg. 26

Mr. Gilleberto presented a presentation for Town Counsel.

Select Board Pg. 30

Mr. Gilleberto presented a presentation for Select Board.

Town Administration Pg. 39

Public Safety Administration Pg. 80

Mr. Gilleberto presented the presentations for Town Administration and Public Safety Director together.

The Select Board expressed their appreciation to all.

Next order of business. FY 2025 REVENUE/EXPENSE PLAN (BUDGET) UPDATE

Mr. Gilleberto and Laurianne Galvin provided an update on the Fiscal Year 2025 budget. They reviewed that the Fiscal year 2024 budget required a lot of reliance on one-time funds for one-time costs that would be ideally funded from raise and appropriate and while high amounts of Free Cash have allowed the town to balance its budget in recent years, economic and other factors are likely to reduce the amount available in future years. Laurianne Galvin reviewed other components of the draft FY 2025 budget.

There was discussion on the health insurance budget and the county retirement assessment. There were slides that provided information from the past budget and projected budgets out to FY27. New growth was reviewed. There was discussion about the fee for the kindergarten program, new positions to meet enrollment requirements, and others positions to align with the district plan in the School Department. Staff reductions of 14 positions are projected for Fiscal year 2025.

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Mr. Gilleberto explained Free Cash to the public.

Proposed reductions were reviewed. It was noted that the process has been expedited this year because of the extent of the financial challenges being faced. There were slides that projected a deficit for the Town of North Reading from 2023, 2024 out to 2043. The Financial Planning Team will continue to refine the FY25 budget. There will be two budgets presented at Town Meeting, one with an override and one without, for the town to decide. The Select Board will be asked to sign the Town Meeting warrant Monday, May 6, 2024. Town Meeting is June 10, 2024.

Next order of business. SENIOR CITIZEN TAX ASSISTANCE

Mr. Wallner presented a draft PowerPoint on the Town of North Reading Circuit Breaker Match Proposal presentation. It began in 1999 to help offset taxes paid on a home in Massachusetts. Seniors get this if they meet the requirement and file for it. The Tax Committee looked at other towns that do this to see how they work this program. They are hoping for the Town of North Reading to do a 50% or 100% match. To be eligible senior residents would have to live in town for 10+ years and have received a MA State CB Tax Credit from the prior year. Ultimately, if they do 50% it would cost an average \$67. per HHLD/yr. or at 100% \$133 per HHLD/yr.

There were discussions on establishing an asset limit, the timing of this program being proposed, what type of calculations were done to arrive at the numbers and options on how to make this program work.

Gail Manning added she wouldn't want to be taxed out of her home and she believes the Town of North Reading people will have compassion for the limited number of people this would help.

The Select Board had a consensus to bring this program to the Town Meeting for the residents to decide.

Next order of business. SEASONAL LICENSE RENEWALS:

The seasonal annual licenses were before the Select Board, including Hillview Snacks, Robert Connors & Thomson Club Pro Shop, and TCC Grill. All have been approved by the multi-internal departments.

THOMSON CLUB INC., D/B/A TCC GRILL – COMMON VICTUALLER

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MADAM CHAIR, I MOVE TO RENEW THE COMMON VICTUALLER LICENSE FOR THOMSON CLUB, INC., D/B/A TCC GRILL, 2 MID IRON DRIVE TO EXPIRE DECEMBER 31, 2024 SUBJECT TO ALL REGULATORY DEPARTMENT REQUIREMENTS.

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 (UNANIMOUS)

THOMSON CLUB INC., D/B/A TCC GRILL – SEASONAL CLUB ALL ALCOHOL

MADAM CHAIR, I MOVE TO RENEW THE SEASONAL CLUB ALL ALCOHOL LICENSE FOR THOMSON CLUB, INC., D/B/A TCC GRILL, 2 MID IRON DRIVE TO EXPIRE DECEMBER 31, 2024 SUBJECT TO ALL REGULATORY DEPARTMENT REQUIREMENTS.

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 (UNANIMOUS)

THOMSON CLUB INC., D/B/A PRO SHOP – SEASONAL CLUB WINE AND MALT BEVERAGES

MADAM CHAIR, I MOVE TO RENEW THE SEASONAL CLUB WINE AND MALT BEVERAGES LICENSE FOR THOMSON CLUB, INC., D/B/A PRO SHOP, 2A MID IRON DRIVE TO EXPIRE NOVEMBER 30, 2024 SUBJECT TO ALL REGULATORY DEPARTMENT REQUIREMENTS.

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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 (UNANIMOUS)

ROBERT CONNORS – TRANSIENT VENDOR

MADAM CHAIR, I MOVE TO RENEW THE TRANSIENT VENDOR LICENSE FOR THE SALE OF FLOWERS, CHRISTMAS TREES, ETC. AT 226 MAIN STREET FOR ROBERT CONNORS, 58 WYMAN STREET, WOBURN, MA TO EXPIRE DECEMBER 31, 2024 SUBJECT TO ALL REGULATORY DEPARTMENT REQUIREMENTS.

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 (UNANIMOUS)

GOLF FACILITIES MANAGEMENT, INC. – SEASONAL WINE AND MALT BEVERAGES

MADAM CHAIR, I MOVE TO RENEW THE GENERAL ON-PREMISES SEASONAL WINE AND MALT BEVERAGES LICENSE FOR GOLF FACILITIES MANAGEMENT, INC., D/B/A HILLVIEW SNACK BAR TO EXPIRE DECEMBER 31, 2024 SUBJECT TO ALL REGULATORY DEPARTMENT REQUIREMENTS.

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 (UNANIMOUS)

GOLF FACILITIES MANAGEMENT, INC. – COMMON VICTUALLER

MADAM CHAIR, I MOVE TO RENEW THE COMMON VICTUALLER LICENSE FOR GOLF FACILITIES MANAGEMENT, INC., D/B/A HILLVIEW SNACK BAR TO EXPIRE DECEMBER 31, 2024 SUBJECT TO ALL REGULATORY DEPARTMENT REQUIREMENTS.

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 (UNANIMOUS)

Next order of business. APPOINTMENTS:
BOARD OF REGISTRARS

MADAM CHAIR, I MOVE TO PLACE IN NOMINATION THE FOLLOWING NAME FOR REAPPOINTMENT TO THE BOARD OF REGISTRARS FOR A TERM TO EXPIRE DECEMBER 31, 2027.

STEPHANIE KEOHAN

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

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

VOTE: 5-0 (UNANIMOUS)

LIBRARY TRUSTEES

MADAM CHAIR, I MOVE TO PLACE IN NOMINATION THE FOLLOWING NAME FOR APPOINTMENT AS A FULL MEMBER TO THE LIBRARY TRUSTEES FOR A TERM TO EXPIRE DECEMBER 31, 2024 (3 OPENINGS)

MARISHKA CANNELL

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

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

VOTE: 5-0 (UNANIMOUS)

FACILITIES MASTER PLAN

MADAM CHAIR, I MOVE TO PLACE IN NOMINATION THE FOLLOWING NAME FOR REAPPOINTMENT TO THE FACILITIES MASTER PLAN FOR A TERM TO EXPIRE DECEMBER 31, 2026

MARK HALL

MOTION BY:	MR. WALLNER
SECONDED BY:	MRS. MANUPELLI

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

VOTE: 5-0 (UNANIMOUS)

MAPC

MADAM CHAIR, I MOVE TO PLACE IN NOMINATION THE FOLLOWING NAME FOR REAPPOINTMENT AS THE METROPOLITAN AREA PLANNING COUNCIL REPRESENTATIVE FOR A TERM TO EXPIRE OCTOBER 19, 2026

DANIELLE MCKNIGHT

MOTION BY: MR. WALLNER
SECONDED BY: MRS. MANUPELLI

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

VOTE: 5-0 (UNANIMOUS)

Next order of business. MEETING MINUTES

Passed over.

Next order of business. TOWN ADMINISTRATOR'S REPORT

The Select Board reviewed the list of vacancies and they will be re-advertised with whether a position is a full or associate position.

The Town closed on the acquisition on I Central Street on Friday, March 15, 2024

Last order of business. ADJOURN

MADAM CHAIR, I MOVE TO ADJOURN.

MOTION BY: MR. O'LEARY

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SECONDED BY: MRS. MANUPELLI

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

VOTE: 5-0 (UNANIMOUS)

ADJOURN: 12:30 a.m.

DATE



RICHARD WALLNER, CLERK