

**MINUTES OF THE SELECT BOARD MEETING
MONDAY, NOVEMBER 16, 2020**

Chairwoman Manupelli called the meeting to order at 6:32 p.m. via remote participation. Participating members were Mrs. Gonzalez, Mr. Wallner, Mr. Stuto, Mr. O’Leary, and Town Administrator, Michael Gilleberto.

EXECUTIVE SESSION

MADAM CHAIR, I MOVE TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF EXEMPTION 3 (COLLECTIVE BARGAINING – DPW, LOCAL 25), SUCH DISCUSSIONS IN OPEN SESSION WILL HAVE A DETRIMENTAL IMPACT ON THE TOWN, AND TO ADMIT THE FOLLOWING: HUMAN RESOURCES DIRECTOR ROBERT COLLINS, FINANCE DIRECTOR ELIZABETH ROURKE, ACTING DIRECTOR OF PUBLIC WORKS CHRISTOPHER DEMING; 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 – 6:32

RECONVENE – 7:00

CALL TO ORDER OPEN SESSION

Chairwoman Manupelli called to order the open session at 7:00 p.m.

Mrs. Manupelli stated that the meeting is being recorded by Norcam.

Members recite the Pledge of Allegiance.

MINUTES

MADAM CHAIR, I MOVE TO APPROVE THE NOVEMBER 2, 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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Mr. Wallner informed the Board of the revisions he requested be made in the minutes.

MADAM CHAIR, I MOVE TO APPROVE THE NOVEMBER 2, 2020 REGULAR SESSION MINUTES TO INCORPORATE MR. WALLNER'S REVISIONS.

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)

COVID – 19 UPDATE

Mr. Gilleberto stated the following:

- As of last Tuesday 322 cases have been reported in Town, there has been an uptick in activity from November 3rd and November 10th, with 28 additional cases.
- There were a couple of positive cases of employees in Town Hall. Protocols were followed and we continue to push information out to people.
- Public buildings remain closed. Appointment services are offered at the Town Hall, Library and Council on Aging center and will continue for foreseeable future.
- On page 24 of the meeting packet there is a letter to the state leadership for funding for health departments requesting additional funding, and Cares Act funding. The letter is usually signed by mayors, he wants to review the letters with the Board to see if they should sign on to get assistance from the federal government. Comments as follows:
 - o Mr. O'Leary responded we need to continue to speak up and sign onto letters, there is no national game plan of what needs to be done. Deadline needs to be pushed off, Congress needs to enact another stimulus bill. He inquires what state are we in to assist with putting out the vaccine and how will it be covered, how ready are we and we will need more resources to do it. The Board of Health has been discussing dedicating resources to vaccine distribution. Come up with model to play our part in distributing.
 - o Mrs. Gonzalez states she is in favor of signing the letters, and we have a vaccine from President Trump's initiative.
 - o Mr. Wallner states we need as many resources as we can possibly get and insists that we get it.
 - o Mr. Stuto agrees on signing the letters and edit the one we have. The issue with the vaccine will be distribution. Get out as many letters as we can.
 - o Mrs. Manupelli stated we could edit the letters to make them more compelling. The taxpayer funds went to pharmaceutical companies to make the vaccine. She wants our own plan ready for distribution.

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- Mr. Stuto stated Moderna's vaccine is easier to store, Pfizer's vaccine has a shorter shelf life. Maybe the Town can get ready with refrigeration.
- Mr. Gilleberto stated multiple communities are signing onto the letter, if the Board wants to edit the letter it would have to be sent separately. Mr. O'Leary responded we could sign on with other communities, and send our own letter.
- It is the consensus of the Board to sign on to the letter and send additional letters.
- Mrs. Manupelli thanks the School Superintendent and the School Department for being so up to date alerting parents and keeping everyone informed.

PUBLIC COMMENT

Matt Martin, 5 Parsonage Lane inquired about development plans for 3 Carpenter Drive. Mr. Gilleberto responded that it is under consideration for development of Senior Housing and the area is being evaluated through grant funding. Mr. Gilleberto suggested Mr. Martin contact the Planning Commission for updates.

BOARD MEMBER REPORTS

Mr. Stuto:

- Things have been quiet with CPC and ZBA.
- Will defer to Mr. O'Leary for water main discussion.
- Has been going through appointment paperwork.

Mr. O'Leary:

- Moving forward with bids for the water main project and will be coming back to the Board to look for additional appropriations for Main Street.
- Board will have a more detailed update on water and sewer at the next meeting.
- The BOH is meeting on a regular basis and seeing an increase in COVID cases. An Intern will be assisting in vaccine distribution planning.
- Mr. Gilleberto responded the Intern will be ready for December.

Mr. Wallner:

- Phil Hertz signed off on contracts for the Bike Path. He thanks Mr. Gilleberto for being available to Mr. Hertz.
- Continues to work with the Age Friendly Initiative. 30% of the surveys sent out have been returned. He is moving forward with the Focus groups and getting data and working with UMass Gerontology to see what Senior's need to stay in Town for the rest of their lives.

Mrs. Gonzalez:

- She is the Liaison to Representative Jones and Senator Tarr and congratulates them on their reelections.
- Since the Senior Thanksgiving Dinner hosted by Representative and Mrs. Jones, Senator Tarr, and Mary Prenney cannot be held in the traditional manner, a drive through/pick up is scheduled for Sunday November 22nd from 12:-1:30, she provides a phone number to register.

Mrs. Manupelli: No Comment.

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7:15 P.M. - PUBLIC HEARING: READING LUMBER – FLAMMABLE STORAGE LICENSE

Mrs. Manupelli reads the Hearing Notice. She states no one is in attendance from Reading Lumber. Mr. O’Leary states the license request is straight forward and he has no problem moving forward unless there is objection from neighbors or the Fire Department. Mr. Wallner wants to know if there are safety issues. Mr. Stuto states the request is straight forward and Mrs. Gonzalez is okay with moving forward. Deputy Chief Galvin summarizes the Fire Department’s report for the audience. Patricia Elliot, 3 Leland Road Ext. inquired if the Fire Department felt it was safe and was concerned that the propane was 25 feet away. Deputy Chief Galvin stated he measured and it is compliant with requirements.

7:53 Mrs. Manupelli closes the public hearing.

7:54 Mrs. Manupelli reopens the public hearing.

Transcript Editor, Maureen Doherty inquires how far away the tanks are from each other, Deputy Chief Galvin states it is in compliance.

7:54 Mrs. Manupelli closes the public hearing.

MADAM CHAIR, I MOVE TO GRANT A LICENSE FOR STORAGE OF LIQUID PROPANE FOR A TOTAL OF 4,500 GALLONS TO BE LOCATED AT READING LUMBER, 110 MAIN STREET.

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)

7:56 P.M. - PUBLIC HEARING: FISCAL YEAR 2021 TAX CLASSIFICATION

Mrs. Manupelli states due to a technical issue, the Board may have to continue the public hearing to a later date. Mr. Gilleberto states the Department of Revenue online reporting system calculates the final tax rate. The Board doesn’t set the tax rate, but makes recommendations at the end of the hearing.

8:04 – Mrs. Manupelli reads the Public Hearing Notice.

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Mr. O'Leary states he will not participate in discussions pertaining to tax classification as he has a family member who owns both commercial and residential properties in Town. Mr. Wallner states he owns a business condo in Town and follows Mr. O'Leary's disclosure.

Assessor Debbie Carbone reviewed the tax classification presentation.

Lisa Eagan, 8 Oakridge Road, Reading, Director of Reading, North Reading Chamber of Commerce states it has been challenging and there is still a lot of uncertainty ahead. She wants to maintain a single tax rate to help local businesses.

Mr. O'Leary suggested moving forward and take the votes necessary to get the tax bills out on time. The Board members agreed. Mrs. Manupelli states there was enough in the presentation to allow the Board to move forward and will get the figures as soon as the glitch is resolved.

8:35 – Hearing closes.

MADAM CHAIR, I MOVE NOT TO ESTABLISH A RESIDENTIAL EXEMPTION.

MOTION BY:	MR. STUTO	
SECONDED BY:	MRS. GONZALES	
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 NOT TO ESTABLISH A COMMERCIAL EXEMPTION.

MOTION BY:	MR. STUTO	
SECONDED BY:	MRS. GONZALES	
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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MADAM CHAIR, I MOVE NOT TO ESTABLISH A SMALL COMMERCIAL EXEMPTION.

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

VOTE: 5-0 (UNANIMOUS)

SHOW CAUSE HEARING: LUCKY MART

Mr. Gilleberto states that Vimal Patel requested a postponement of the hearing because he did not receive the hearing notice. Mr. Gilleberto stated the notice was sent certified mail on November 5th, and it was not delivered until November 16th. He further stated that when the Town did not receive confirmation of delivery, the notice was sent First Class mail. At Mrs. Manupelli's suggestion, the office followed up with the Postal Service and learned about automation relating to mail; North Reading mail went to Boston to be automated and then was sent back to North Reading on November 16th for delivery. It is the consensus of the Board to continue the Hearing. Mrs. Manupelli states she thinks the licensee knew about the Hearing. Mr. Gilleberto recommends scheduling the hearing on December 7th at 8:00 p.m. Mr. O'Leary stated the postponement will cover the Town rather than the applicant. If it is appealed to the ABCC, he wants to make sure we have our basis covered. Mrs. Manupelli said to have the notice of postponement and the new date of the hearing delivered by hand to the licensee during normal hours of business and have it signed for. Mrs. Manupelli suggested letting the applicant know the request was granted by email and mail.

8:30 P.M. - SHOW CAUSE HEARING: NEW ENGLAND BEVERAGE

Attorney Rudser and Kevinn Leng are in attendance. Chief Murphy is also in attendance. Attorney Rudser states his client is not challenging the facts, the information in the police report is true. He further states the following:

- In terms of rehabilitation for the violation of Chapter 138, his client is prepared to incur a cost for a system to be installed that scans all ID's for over \$4,000.00 and will use it all the time.
- In terms of deterrence, the public notice that his client has alleged to have violated Chapter 138 with respect to selling to a minor, the local community has been put on notice and it would deter not only his client but other licensed establishments with respect to underage drinking.
- The issue of discipline, the cost of installing and maintaining the system is more costly than a financial sanction that would be imposed by the Board. He requests the sanction the Board imposes be the required installation and use of system that scans ID's.

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- Chief Murphy summarizes the police report. He states technology would not have worked because Kevin Leng did not ask for an ID.
- Mr. O'Leary states he appreciates the license holder admitting to the facts. He further states from a historical prospective, the Board imposes a 3 day suspension for the first offense, offering to put a system in place is great, but we have been consistent with punishments and the ABCC upholds our decisions because we are consistent.
- Mr. Wallner inquires if the cashier's TIPS training was valid when the violation happened. Chief Murphy responded yes.
- Mrs. Gonzalez appreciates them putting a system in, but you need an ID to use the system, and they didn't ask for an ID; she hopes it becomes a more regular practice.
- Mrs. Manupelli states there are plenty of red flags; no oversight, couldn't provide a Manager to speak with officers, which is a big problem for licensee. She inquired if there have there been other instances at this location, Chief Murphy responded no.
- License holder, Sonny Patel addressed the Board stating he has been very cooperative, and it is his first violation. Mrs. Manupelli responded the Board is consistent in their approach and typically impose a 3 day suspension. Mr. Gilleberto added it is usually a weekend, and a holiday weekend, and he advises Mr. Patel he has 5 business days to appeal to the ABCC.
- Attorney Rudser suggested starting the suspension on the day of the week the offense occurred, on a Sunday. Mr. Patel informed the Board he received the certified notice about tonight's hearing this morning.
- Mr. O'Leary suggests the suspension take place December 3, 4, and 5th, it would give them time to appeal to the ABCC.

MADAM CHAIR, I MOVE TO SUSPEND FOR 3 CONSECUTIVE DAYS THE PACKAGE STORE / ALL ALCOHOL LICENSE OF NEW ENGLAND BEVERAGE, 160 MAIN STREET ON DECEMBER 3RD, 4TH AND 5TH AND THAT THE LICENSE MUST BE DELIVERED TO THE NORTH READING POLICE DEPARTMENT AT THE CLOSE OF BUSINESS ON DECEMBER 2ND AND PICKED UP AT THE POLICE STATION ON DECEMBER 6TH.

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

VOTE: 5-0 (UNANIMOUS)

REVIEW ANNUAL LICENSE FEES - VOTES MAY BE TAKEN

Mrs. Manupelli states she has a family member who works for one of the establishments and will not be participating in discussion; she recuses herself and turns the chair over to the Vice Chair, Mrs. Gonzalez. Mr. Gilleberto states:

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- Local receipts have been reviewed through November 12th; we stand at 48% of receipts to date, we are on target for receipts at this stage for a one time reduction of 50% for 2021 renewals, right now it could be absorbed.
- Mr. O’Leary states other communities are doing it, sees no problem assisting them, we want them to survive, and he is in favor of a 50% reduction.
- Ms. Rourke states her only concern is the years after, she doesn’t know what FY22 will bring, may not be long term sustainability.
- Mrs. Gonzalez states she is just thinking about now and wants to help businesses.
- Mr. Stuto states it’s a show of good faith, if we can we will, agrees to do it this year.
- Mr. Wallner states it’s a nice gesture on our part, one time deal.
- Mrs. Gonzalez states she would like to help Common Victualler license holders also, Mr. O’Leary states they have not been impacted as much.
- Mrs. Gonzalez states she does not want to help Hillview. Mr. O’Leary responded the previous Licensee also asked to shut the pub down because it was not profitable, and the function hall was shut down by the State since March. Shutting down the pub was an economic decision made by both Licensee and the Hillview Commission.

MADAM VICE CHAIR, I MOVE TO REDUCE BY FIFTY PERCENT ALCOHOL LICENSE FEES FOR SECTION 12 LICENSED ESTABLISHMENTS FOR CALENDAR YEAR 2021.

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	RECUSED

VOTE: 4-0 (UNANIMOUS) (MRS. MANUPELLI RECUSED)

CENTER FOR TECH AND CIVIC LIFE ELECTION GRANT - VOTE TO ACCEPT GRANT

Mr. Gilleberto states the Town Clerk obtained this grant for funding for the Town to defray costs from the election. Town Council said the grant could be accepted to reduce costs for providing safe and secure elections.

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MADAM CHAIR, I MOVE TO ACCEPT A GRANT IN THE AMOUNT OF \$5,842.50 FROM THE CENTER FOR TECH AND CIVIC LIFE FOR PLANNING AND OPERATIONALIZING SAFE AND SECURE ELECTION ADMINISTRATION IN NORTH READING IN 2020.

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)

Mrs. Manupelli thanks Ms. Stats for getting the Grant and for being successful and resourceful.

AGREEMENT WITH DPW – TEAMSTERS, LOCAL 25 - VOTE TO RATIFY

Mr. Gilleberto states the agreement is between the Town and the Union that represents the DPW employees. The current agreement with the DPW union expired 6/30/2020. During negotiations, the Board was represented by Mr. Wallner and Mrs. Gonzalez along with Mr. Gilleberto, Ms. Rourke, Mr. Collins and Mr. Deming. The agreement is a one year agreement which consists of a wage increase, a couple of new and increased amounts of stipends for training and licenses, and a change relative to compensation for 24 hours of continued work during snow and ice events. Mrs. Manupelli thanks all who were involved in negotiations.

MADAM CHAIR, I MOVE TO RATIFY THE AGREEMENT BETWEEN THE TOWN OF NORTH READING AND DPW TEAMSTERS LOCAL 25 FOR A PERIOD TO COMMENCE JULY 1, 2020 TO JUNE 30, 2021.

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
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APPROVE LEGAL BILLS

MADAM CHAIR, I MOVE TO APPROVE LEGAL BILLS FOR SEPTEMBER, 2020 IN THE AMOUNT OF \$11,474.70 AS FOLLOWS:

GENERAL	\$ 6,911.70
LABOR	\$ 2,437.50
20 ELM STREET	<u>\$ 2,125.50</u>
TOTAL	\$11,474.70

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

(No written report) Topics discussed:

- There was a lot of activity at the Hazardous Waste day event. Thanked the DPW leadership; Chris Deming, Amy Dichara, and Jenny Puglia.
- Notification about testing results of water.

OLD AND NEW BUSINESS

Mr. O'Leary:

- It was heartening to see all who participated in voting, mail in, early voting and encourages everyone to vote. So much effort went into discouraging people from voting.
- The Town Clerk rose to the task. The more voter participation the better. It should be easy to vote and every vote should be counted.
- The results show 58% chose common decency over lies, it is unfortunate what is going on.
- Should hear more from elected officials to have the transition move forward,

Mr. Stuto:

- Voting participation looks great, time to move on.
- Moderates won again, don't demonize, 41% voted for Trump.
- He is happy it's over and it's time to move one and get back to governing.

Mr. Wallner: Looking forward to the Strategic Planning meeting.

Mrs. Gonzalez: No comment.

Mrs. Manupelli:

- Thanks Veteran's Agent Sue Magner and NORCAM for putting together something to commemorate Veteran's Day.
- Thanks all who submitted to the video for Veteran's Day.
- Wishes all a happy, safe, and healthy Thanksgiving.

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ADJOURN

MADAM CHAIR, I MOVE TO ADJOURN.

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)

ADJOURN: 9:49 P.M.

DATE

VINCENZO STUTO, CLERK