

**MINUTES OF THE SELECT BOARD MEETING  
MONDAY, DECEMBER 7, 2020**

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Chairwoman Manupelli called the meeting to order at 6:36 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 PURPOSES OF EXEMPTION 3 – PENDING LITIGATION (20 ELM STREET AND SECONDARY SCHOOL BUILDING PROJECT), SUCH DISCUSSIONS IN OPEN SESSION WILL HAVE A DETRIMENTAL IMPACT ON THE TOWN, AND TO ADMIT THE FOLLOWING: ATTORNEY BARBARA CARBONI, ATTORNEY GEORGE DEPTULA, FINANCE COMMITTEE CHAIR ABIGAIL HURLBUT, AND FINANCE COMMITTEE MEMBER DONALD KELLIHER, 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 – 6:37

RECONVENE – 7:35

**CALL TO ORDER OPEN SESSION**

Chairwoman Manupelli called to order the open session at 7:35 p.m.

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

Members recite the Pledge of Allegiance.

**EXPLAIN VIRTUAL MEETING PLATFORM**

Mr. Gilleberto informs the Board of the trial run of GoToMeeting for tonight’s meeting. He states that this platform has the ability to generate a transcript of the meeting.

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**MINUTES**

MADAM CHAIR, I MOVE TO APPROVE THE NOVEMBER 16, 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 NOVEMBER 16, 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)

**COVID – 19 UPDATE**

Mr. Gilleberto stated the following:

- There has been an incremental increase in case numbers.
- There are a couple of locations in Town Hall where, when necessary, we can meet with the public, by appointment only, and we continue to encourage residents to visit The Town website to contact departments by telephone number, or to do e-mail access, as well as send an e-mail to the department, to conduct business.
- There is a working group of department heads, including those from the public schools, and we've reviewed this with the financial planning team that is working through the spending requirements for federal funding.
- The deadline for federal funding to be spent is December 30<sup>th</sup>.

Mr. O'Leary responded by giving the recent statistics of cases, deaths, and hospitalizations due to COVID 19 and asks people to be more cognizant and make small sacrifices to stop the spread. Mrs. Manupelli thanks the TA and the School Superintendent for providing updated information.

**PUBLIC COMMENT**

None.

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**BOARD MEMBER REPORTS**

Mr. O'Leary:

- There is a Board of Health meeting Wednesday evening and the Board will be updated at the next meeting.
- There will be a comprehensive update on water or wastewater this evening for the Board, and for the community, in relation to what's going on, as far as the water projects that are forthcoming.
- Acknowledged people who will be presenting to the Board tonight; people from Wright Pearce; Rob Williamson, Mike Stein and Colin Stewart.
- Also acknowledged Water Superintendent Mark Clark, Town Engineer, John Klipfel, Acting DPW Director, Chris Deming, the Town Administrator, and Mr. Stuto for working very diligently to come up to speed on everything that's is going on.

Mr. Wallner:

- Working with UMass Gerontology on the Age Friendly Initiative to assess what's going on with the growing demographic in our Town.
- Survey results have been completed.
- There were four different focus groups; stakeholders, key informants, rising seniors, seniors, and a fifth group made up of anybody who couldn't make the other four.
- Doing peer comparisons to other communities in the State to create an inter-generational and community center, which would be comprised of Parks and Rec, a Senior Center, Youth Services, and Veterans Services.
- To become an age friendly community you need someone very similar to Jen Ford who does this for Youth Services; someone who is focused on driving an age friendly initiative, an Age Friendly Director.
- Catherine McKay, Jen Ford, and myself, have been actively involved in leading this endeavor, Kim Manzelli had to step away for personal reasons.
- CPC is working with Abacus to look at the Stop and Shop area and they have come up with concept drawings for a mixed use concept; townhouses, apartments, retail, and open space, plus potentially the inter-generational community center being in the middle of it.
- We are doing a reality check with some developers to find out if we're on the right path, where we start to take it to the next level.

Mr. Stuto:

- A CPC member is resigning.
- Provided a summary to update the residents on the status of the 20 Elm Street 40B application.

Mrs. Gonzalez:

- As the Liaison to the Veteran's Committee, she reports it's Pearl Harbor Day.

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Mrs. Manupelli:

- Thanks Representative and Mrs. Jones, Senator Tarr, Mary Prenney, Sherry Greer and fellow colleagues on the great job done to pick up and pass out turkey dinners to Seniors. She also thanks the organizers for their efforts in setting up.
- There are a number of Board's, Committees, and Commissions that have vacancies and stated residents should fill out a Citizen Activity Form if they are interested in a position.
- Mr. Wallner apologized that he was not in attendance to handout Turkey Dinners, but he did not get an invitation.
- Mr. O'Leary stated Representative and Mrs. Jones, and Senator Tarr were very creative in their approach and did a great job continuing the Thanksgiving tradition.

**8:06 - PUBLIC HEARING: PARADISE R2, INC. D/B/A NEW ENGLAND BEVERAGE  
VOTE TO APPROVE TRANSFER OF LICENSE**

**VOTE TO APPROVE PLEDGE OF LICENSE (CONTINUED FROM NOVEMBER 2, 2020)**

Mrs. Manupelli reads the public hearing notice. Attorney Rudser, representing Kevinn Leng stated he reviewed the October 9<sup>th</sup> Hearing and determined no updates to the application are necessary as there was no beneficial interest in other establishments. Attorney Rudser and Kevinn Leng answer questions from the Board about business associations and financials.

Mr. Gilleberto inquired about multiple corporations listed with the Secretary of the Commonwealth, and Attorney Rudser stated that they were either disclosed, were formed for a transaction to transfer that a license that never occurred, or were real estate entities.

MADAM CHAIR, I MOVE TO APPROVE THE TRANSFER OF LICENSE AND PLEDGE OF LICENSE OF PARADISE R2, INC., DBA NEW ENGLAND BEVERAGE, 160 MAIN STREET.

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

Mr. O'Leary thanks Sonny for being a good member of the business community and wishes him well.

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

VOTE: 5-0 (UNANIMOUS)

**8:29 - SHOW CAUSE HEARING: RT. 28 LUCKY MART**

Attorney Sean Delaney, representing Lucky Mart, informs the Board he is withdrawing the motion to continue the hearing. Chief Murphy goes through the police report. Comments as

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follows:

- Attorney Delaney assures the Board and Chief that disciplinary action will be taken against the employee who sold the alcohol to a minor.
- There have been no other violations at the other establishments operated by his client.
- Requested the Board suspend the license for no more than 3 days and to consider not suspending it around Christmas or New Year's.
- Apologizes to the Board and Chief on behalf of his client.
- Manager, Mr. Patel states he has the ID check software and uses it, but did not use it that date.
- Mrs. Manupelli asks what Mr. Patel is doing to prevent selling to a minor again and stated they lied to police and how will they train the staff to comply with the law. She stated the facts of finding as follows:
  - o The Licensee was notified of the compliance check in advance by electronic, paper and media methods.
  - o On October 18th, 2020 the compliance check occurred at the establishment, the Licensee sold alcohol to a minor, in violation of Massachusetts General Laws Chapter 138, Section 34, which is a violation of the liquor law.
  - o The clerk that sold the alcohol did not check an ID.
  - o The individual that claimed to be the Manager said that the Clerk did card the purchaser.
  - o A Clerk told the Investigator that the individual was not working at the store, attempting to try to confuse the Investigator.
  - o There was a lack of truthfulness on the part of the employee and the Manager; essentially hindering the investigation by trying to mislead or provide false information.
  - o There is a prior incident of sale to a minor with a fake ID that occurred on June 8, 2019 and the license was suspended for three days.

Comments as follows:

- Mr. Stuto states people will learn when it hits their wallet, this is a 2<sup>nd</sup> time offense, 2 years in a row. Don't revoke the license, but suspend it in December.
- Mr. Gilleberto states that the timelines in each instance are different, but generally when there has been a 2<sup>nd</sup> violation no far off from a previous violation under common ownership, a 5 day suspension has been imposed.
- Mrs. Gonzalez stated the store has a reputation for not carding people purchasing alcohol.
- Mr. Wallner stated a 5 day suspension should be imposed and should take place in the middle of the holidays as there was misleading and lying going on.
- Mr. O'Leary states due to the lack of oversight, honesty, and forthrightness and a 2<sup>nd</sup> offense within 14 months, he recommends a 5 day suspension and would be receptive to look outside the holidays. If he sees them back for the same offense, he would revoke the license.
- Mrs. Gonzalez states liquor stores have not been hurt during the pandemic as restaurants were, she would be ok with suspending the license over the holiday.

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MADAM CHAIR, I MOVE TO SUSPEND FOR FIVE CONSECUTIVE DAYS THE PACKAGE STORE / WINE AND MALT BEVERAGE LICENSE OF ROUTE 28 LUCKY MART, 202 NORTH STREET ON WEDNESDAY, DECEMBER 16, 2020 THROUGH SUNDAY, DECEMBER 20, 2020 AND THAT THE LICENSE MUST BE DELIVERED TO THE NORTH READING POLICE DEPARTMENT AT THE CLOSE OF BUSINESS ON DECEMBER 15, 2020 AND PICKED UP AT THE POLICE STATION ON DECEMBER 21, 2020.

MOTION BY:                      MR. O'LEARY  
NO SECOND  
MOTION FAILS

MADAM CHAIR, I MOVE TO SUSPEND FOR FIVE CONSECUTIVE DAYS THE PACKAGE STORE / WINE AND MALT BEVERAGE LICENSE OF ROUTE 28 LUCKY MART, 202 NORTH STREET ON WEDNESDAY DECEMBER 30, 2020 THROUGH SUNDAY, JANUARY 3, 2021 AND THAT THE LICENSE MUST BE DELIVERED TO THE NORTH READING POLICE DEPARTMENT AT THE CLOSE OF BUSINESS ON TUESDAY, DECEMBER 29, 2020 AND PICKED UP AT THE POLICE STATION ON MONDAY JANUARY 4, 2021 AT 8:00 A.M.

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

Mrs. Manupelli states there is merit to having this suspension effectuated sooner rather than later, which she thinks was the premise behind Mr. O'Leary's choice of dates.

Mr. O'Leary states as far as the punitivness and the message that is being sent over a holiday, the message is the same, the impact is still five days and is significant, it sends a message to this licensee and all licensees. He further states he is not looking to be as punitive as some of the other Board members. It appears as though that there may be a majority, so he will reluctantly support it. He would like the record to show that the earlier dates as previously proposed would be sending the same message.

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

VOTE: 4-1 (MR. WALLNER OPPOSED)

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**PUBLIC HEARING: WATER RATES AND CAPITAL PLAN**

Mrs. Manupelli reads the public hearing notice.

Mr. Gilleberto states in attendance are Acting Director of Public Works, Chris Deming, Water Superintendent, Mark Clark, Consulting Engineer from Wright Pearce, Rob Williamson, and Chairman of the Water Commission, Vincent Ragucci.

Mr. Gilleberto shares his screen and gives the presentation (see attached).

Mark Clark presents the water rate hearing. He states it is typically held in the June timeframe. He gives a power point presentation (see attached). He states the Water Commission recommended a 2.5% increase; Water Commissioner, Vinny Ragucci confirms.

Comments as follows:

- Mr. O'Leary states it is important for the Board to recognize that the increases that were consciously made in 2015, 2016, and 2017, because we were anticipating going with MWRA, were intentional and deliberate, because we were looking to build up the Stabilization Fund for rate stabilization purposes when we transferred over to the MWRA because the increases would have been significant and we didn't want to hit everybody with a 40% increase at once. We went with Andover and the costs are less and increases will come annually but we would have been able to build up a Stabilization Fund to about 2.7 Million Dollars, which is substantial and good. In the deal that we negotiated with Andover, we get favorable rates based upon what they charge their residential rates. We get 95% of whatever the most favorable rate is, but at least we're paying the least amount per gallon of water than any of the customers they have. We also are getting a credit from the Town of Andover of \$950,000 over a 10 year period, which is about \$80,000 a year credit which is going to disappear in year 10, so we're going to have to absorb that somehow. We need to look at that going forward. Seven years out, that credit of 80 Thousand Dollars a year is going to disappear and we will have to absorb that. How do we want to do it and how are we going to approach it? We have \$2.75 Million available for capital projects or rate stabilization but we don't want to give a false impression that our rates are not going to go up. 2.5% is a reasonable expectation. Looking forward, based upon what we're currently paid over, which is less than the 95% that we negotiated.
- So they can go up 2.5% on us a year, maximum for the first 10 years. He is comfortable with what is being proposed.
- Mr. Wallner stated he has 100% faith in the group that is leading this effort.

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MADAM CHAIR, I MOVE TO APPROVE A 2.5% INCREASE IN WATER USE RATES AND TO RETAIN CHARGES AND FEES AT THEIR CURRENT RATES.

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

MADAM CHAIR, I MOVE TO APPROVE A 2.5% INCREASE IN WATER USE RATES BEGINNING JANUARY 1, 2021 AND TO RETAIN CHARGES AND FEES AT THEIR CURRENT RATES.

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

MADAM CHAIR, I MOVE TO APPROVE A 2.5% INCREASE IN WATER USE RATES WITH THE BILLING DATE OF FEBRUARY 1, 2021 AND BEGINNING WITH A READING PERIOD ON NOVEMBER 4, 2020 AND TO RETAIN CHARGES AND FEES AT THEIR CURRENT RATES.

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

VOTE: 5-0 (UNANIMOUS)

**WASTEWATER UPDATE**

Mr. Gilleberto states the presentation is in the meeting packet (see attached). Mike Stein gives the presentation. Comments as follows:

- Mr. O'Leary stated the Main Street route was the most direct but wasn't the most palatable with the reconstruction of Route 28. With Reconstruction on state highways they don't like to reopen the roads until after 10 years. Problem on 114 in front of Merrimac College is where we would have tied into, but they are in planning stages on reconstruction of 114. Depending upon how the timelines go, how far we progressed, and whether we get the support of the community to move forward is certainly going to drive the timeline. Andover has been cooperative in working with us in relation to which options we have, they haven't ruled out any options in assisting us. It is important to recognize these are the options that we may have available to us. We want to look at what are the operating and maintenance costs moving forward and do we want to be tied to their infrastructure and plan or do we want to go our own Route 125 and basically be the owner of all this property there.

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He further stated he is not looking for decision from the Board, but it is important to update the Board and Community. There is still more work with State, Andover and what we think we can afford and when we could afford it.

- Mr. Wallner inquired if this would be affordable and realistic for our Town. Mr. Williamson responded that that will be something covered in the first phase study.
- Mrs. Manupelli inquired how businesses on Main Street are going to be able to tie into connection number four. Mr. Stein responds Main Street will have a sewer system and pump systems that will get it to Concord Street. Costs will include all the sewer infrastructure within the Town of North Reading and the sewer improvements in Andover to get the wastewater to the Greater Lawrence Sanitary District. Connection 4 is ruled out due to the DOT work on 114.
- Scott Buckley inquired how the estimate was so reduced and what caused the substantial drop. Mr. Stein responded they learned a lot more about what they will be doing in North Reading and what options are available and they learned a lot more about the infrastructure in Andover.

**DOS LOBOS LLC, 303 MAIN STREET – CHANGE OF D/B/A**

Mrs. Manupelli recuses herself as she has a family member that works at Dos Lobos. Mr. Dietz is in attendance and explain the steps to obtain a Brewers license. Mr. Gilleberto inquired if there is an anticipated change in the beneficial interest in the future. Mr. Dietz responded yes, 50% to new partners. Mr. O’Leary looks forward to supporting their efforts. Mrs. Gonzalez states it sounds exciting and will be a great addition to the Town.

MADAM CHAIR, I MOVE TO APPROVE A CHANGE OF D/B/A FOR DOS LOBOS, LLC FROM DOS LOBOS TO HOPOTHECARY ALE’S BREWERY AND KITCHEN.

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)

**ACCEPT DONATION FOR FIRE DEPARTMENT**

Mr. Gilleberto states there is a memo in the meeting packet from Chief Stats with regard to the One Thousand Dollar donation from North Reading resident Art Grossman. He informs the Board that the donation will go into a gift account for the Fire Department. Board Members express their appreciation to Mr. Grossman for the donation.

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MADAM CHAIR, I MOVE TO ACCEPT A DONATION FROM ARTHUR GROSSMAN FOR THE NORTH READING FIRE DEPARTMENT.

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)

**LICENSE RENEWALS**

**COMMON VICTUALLER**

MADAM CHAIR, I MOVE TO RENEW THE FOLLOWING COMMON VICTUALLER LICENSES TO EXPIRE DECEMBER 31, 2021 SUBJECT TO ALL REGULATORY DEPARTMENT REQUIREMENTS:

ANDREA'S HOUSE OF PIZZA  
DUNKIN DONUTS (HOLIE DONUTS)  
MCDONALD'S RESTAURANT  
STARBUCKS COFFEE  
THE HORNET'S NEST

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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**CLASS I LICENSE**

Mr. O'Leary states he will recuse himself from discussion and voting on Class I and Class II license renewals as he has a family member who holds a Class II License.

MADAM CHAIR, I MOVE TO RENEW THE FOLLOWING CLASS I LICENSES TO EXPIRE JANUARY 1, 2022 SUBJECT TO ALL REGULATORY DEPARTMENT REQUIREMENTS:

BRIAN DUCHACK D/B/A NATIONAL SALES  
MELKONIAN SUBARU  
NORTH READING MOTOR SPORTS

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

VOTE: 4-0 (UNANIMOUS) (MR. O'LEARY ABSTAINED)

**CLASS II LICENSE**

MADAM CHAIR, I MOVE TO RENEW THE FOLLOWING CLASS II LICENSES TO EXPIRE JANUARY 1, 2022 SUBJECT TO ALL REGULATORY DEPARTMENT REQUIREMENTS:

A&J AUTO  
BRIAN DUCHAK D/B/A NATIONAL SALES  
NEEKA, INC. D/B/A ROUTE 28 MOTORS  
P&T AUTO SALES, INC.

MOTION BY:	MR. STUTO	
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 (UNANIMOUS) (MR. O'LEARY ABSTAINED)

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**CLASS III LICENSE**

MADAM CHAIR, I MOVE TO RENEW THE FOLLOWING CLASS III LICENSE TO EXPIRE JANUARY 1, 2022 SUBJECT TO ALL REGULATORY DEPARTMENT REQUIREMENTS:  
BRIAN DUCHAK D/B/A NATIONAL SALES

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

VOTE: 5-0 (UNANIMOUS)

**AUTOMATIC AMUSEMENT DEVICES**

MADAM CHAIR, I MOVE TO RENEW THE FOLLOWING AUTOMATIC AMUSEMENT DEVICE LICENSE TO EXPIRE DECEMBER 31, 2021 SUBJECT TO ALL REGULATORY DEPARTMENT REQUIREMENTS:

ANDREA'S HOUSE OF PIZZA

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)

**PACKAGE STORE/ALL ALCOHOL**

MADAM CHAIR, I MOVE TO RENEW THE FOLLOWING PACKAGE STORE/ALL ALCOHOL LICENSE TO EXPIRE DECEMBER 31, 2021 SUBJECT TO ALL REGULATORY DEPARTMENT REQUIREMENTS:

EASTGATE LIQUORS

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

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VOTE: 5-0 (UNANIMOUS)

**PACKAGE STORE/WINE AND MALT BEVERAGE**

MADAM CHAIR, I MOVE TO RENEW THE FOLLOWING PACKAGE STORE/WINE AND MALT BEVERAGE LICENSE TO EXPIRE DECEMBER 31, 2021 SUBJECT TO ALL REGULATORY DEPARTMENT REQUIREMENTS:  
CONVENIENCE PLUS

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)

**APPOINTMENTS**

CAPITAL IMPROVEMENT PLANNING COMMITTEE

MADAM CHAIR, I MOVE TO PLACE IN NOMINATION THE FOLLOWING NAMES FOR REAPPOINTMENT/APPOINTMENT AS MEMBERS OF THE CAPITAL IMPROVEMENT PLANNING COMMITTEE FOR TERMS TO RUN CUNCURRENT WITH THEIR ELECTED TERMS.

KATHRYN MANUPELLI – THROUGH MAY, 2021  
LIANE GONZALEZ – THROUGH MAY, 2022

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

MR. O'LEARY:	KATHRYN MANUPELLI, LIANE GONZALEZ
MR. VINCENZO:	KATHRYN MANUPELLI, LIANE GONZALEZ
MR. WALLNER:	KATHRYN MANUPELLI, LIANE GONZALEZ
MRS. GONSALVES:	KATHRYN MANUPELLI, LIANE GONZALEZ
MRS. MANUPELLI:	KATHRYN MANUPELLI, LIANE GONZALEZ

VOTED: 5-0 KATHRYN MANUPELLI, LIANE GONZALEZ

**FACILITIES MASTER PLAN COMMITTEE**

Mrs. Manupelli requested the Board nominate her as it overlaps with other things she does. Mr. Wallner stated he has an interest in being on the committee as there is a direct connection to things he is already working on. Mr. O'Leary states he appreciates Mrs. Manupelli's willingness to step up but it dove tails onto Mr. Wallner's efforts already. Mr. O'Leary offers Mr. Wallner's name to the nomination.

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MADAM CHAIR, I MOVE TO APPOINT ONE OF THE FOLLOWING INDIVIDUALS TO THE FACILITIES MASTER PLAN COMMITTEE FOR A TERM TO EXPIRE CONCURRENT WITH THEIR TERM ON THE SELECT BOARD:

KATHRYN MANUPELLI  
RICHARD WALLNER

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

MR. O'LEARY:	RICHARD WALLNER
MR. VINCENZO:	KATHRYN MANUPELLI
MR. WALLNER:	RICHARD WALLNER
MRS. GONSALVES:	KATHRYN MANUPELLI
MRS. MANUPELLI:	KATHRYN MANUPELLI

VOTED: 3-2 KATHRYN MANUPELLI

**STATE ETHICS LIAISON**

MADAM CHAIR, I MOVE TO REAPPOINT BARBARA STATS AS THE STATE ETHICS COMMISSION LIAISON FOR A TERM TO EXPIRE ON DECEMBER 31, 2021.

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

MR. O'LEARY:	BARBARA STATS
MR. VINCENZO:	BARBARA STATS
MR. WALLNER:	BARBARA STATS
MRS. GONSALVES:	BARBARA STATS
MRS. MANUPELLI:	BARBARA STATS

VOTED: 5-0 BARBARA STATS

**TOWN TREASURER**

MADAM CHAIR, I MOVE TO REAPPOINT MARYANN MACKAY AS TOWN TREASURER FOR A TERM TO EXPIRE ON DECEMBER 31, 2021.

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

MR. O'LEARY:	MARYANN MACKAY
MR. VINCENZO:	MARYANN MACKAY
MR. WALLNER:	MARYANN MACKAY
MRS. GONSALVES:	MARYANN MACKAY
MRS. MANUPELLI:	MARYANN MACKAY

**MINUTES OF THE SELECT BOARD MEETING  
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VOTED: 5-0 MARYANN MACKAY

**PROCESS SERVING CONSTABLES**

MADAM CHAIR, I MOVE TO PLACE IN NOMINATION THE FOLLOWING NAMES FOR REAPPOINTMENT AS PROCESS SERVING CONSTABLES FOR TERMS TO EXPIRE ON DECEMBER 31, 2021. (5 OPENINGS)

JOHN FIRIELLO (INCUMBENT)  
DOUGLAS LABB (INCUMBENT)  
DAVID ROSATI (INCUMBENT)

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

MR. O'LEARY:	JOHN FIRIELLO, DOUGLAS LABB, DAVID ROSATI
MR. VINCENZO:	JOHN FIRIELLO, DOUGLAS LABB, DAVID ROSATI
MR. WALLNER:	JOHN FIRIELLO, DOUGLAS LABB, DAVID ROSATI
MRS. GONSALVES:	JOHN FIRIELLO, DOUGLAS LABB, DAVID ROSATI
MRS. MANUPELLI:	JOHN FIRIELLO, DOUGLAS LABB, DAVID ROSATI

VOTED: 5-0 JOHN FIRIELLO, DOUGLAS LABB, DAVID ROSATI

**CONSERVATION COMMISSION**

Mr. O'Leary states he and the Chairman of the Conservation Commission are recommending the incumbents. He will have a recommendation for the Associate Member at the next meeting.

MADAM CHAIR, I MOVE TO PLACE IN NOMINATION THE FOLLOWING NAMES FOR APPOINTMENT/REAPPOINTMENT AS MEMBERS OF THE CONSERVATION COMMISSION FOR TERMS TO EXPIRE DECEMBER 31, 2023. (TWO OPENINGS)

TOMAS SANCHEZ (INCUMBENT)  
LAUREN BESHARA (INCUMBENT)  
MICHAEL HOULE  
CHRIS LIPPERT  
SURESH RAO  
ERINNE MATTE-DANIELS  
DAVID DOUCETTE  
JAMES CHENEY  
ALISON PAPPAVASELIO  
YAN HUANG

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

MR. O'LEARY:	TOMAS SANCHEZ, LAUREN BESHARA
MR. VINCENZO:	TOMAS SANCHEZ, LAUREN BESHARA
MR. WALLNER:	TOMAS SANCHEZ, LAUREN BESHARA
MRS. GONSALVES:	TOMAS SANCHEZ, LAUREN BESHARA
MRS. MANUPELLI:	TOMAS SANCHEZ, LAUREN BESHARA

VOTED: 5-0 TOMAS SANCHEZ, LAUREN BESHARA

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**HILLVIEW COMMISSION**

Mr. O'Leary states he and the Chairman of the Hillview Commission are recommending the incumbents.

MADAM CHAIR, I MOVE TO PLACE IN NOMINATION THE FOLLOWING NAMES FOR REAPPOINTMENT / APPOINTMENT TO THE HILLVIEW COMMISSION FOR TERMS TO EXPIRE ON DECEMBER 31, 2023. (THREE OPENINGS)

CHARLES CARRUCCI (INCUMBENT)  
WILLIAM KING (INCUMBENT)  
FRANCIS HACHEY (INCUMBENT)  
DANIELA CLAYBOURNE  
DAVID LEE  
CHRIS LIPPERT  
NICHOLAS MASSE  
HENRY BURKE  
PETER JACKSON  
KRISTIN SULLIVAN  
VINCENT RAGUCCI  
THOMAS WARD

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

MR. O'LEARY:	CHARLES CARRUCCI, WILLIAM KING, FRANCIS HACHEY
MR. VINCENZO:	CHARLES CARRUCCI, WILLIAM KING, FRANCIS HACHEY
MR. WALLNER:	CHARLES CARRUCCI, WILLIAM KING, FRANCIS HACHEY
MRS. GONSALVES:	CHARLES CARRUCCI, WILLIAM KING, FRANCIS HACHEY
MRS. MANUPELLI:	CHARLES CARRUCCI, WILLIAM KING, FRANCIS HACHEY

VOTED: 5-0 CHARLES CARRUCCI, WILLIAM KING, FRANCIS HACHEY

**MINUTES OF THE SELECT BOARD MEETING  
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**HISTORIC DISTRICT COMMISSION**

Mr. Wallner states he recommends the incumbents

MADAM CHAIR, I MOVE TO PLACE IN NOMINATION THE FOLLOWING NAMES FOR REAPPOINTMENT / APPOINTMENT TO THE HISTORIC DISTRICT COMMISSION FOR TERMS TO EXPIRE ON DECEMBER 31, 2023. (FOUR OPENINGS)

MARK HALL (INCUMBENT)  
DAVID HAM (INCUMBENT)  
PAUL CHAPMAN (INCUMBENT)  
THOMAS PARKER (INCUMBENT)

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

MR. O'LEARY:	MARK HALL, DAVID HAM, PAUL CHAPMAN, THOMAS PARKER
MR. VINCENZO:	MARK HALL, DAVID HAM, PAUL CHAPMAN, THOMAS PARKER
MR. WALLNER:	MARK HALL, DAVID HAM, PAUL CHAPMAN, THOMAS PARKER
MRS. GONSALVES:	MARK HALL, DAVID HAM, PAUL CHAPMAN, THOMAS PARKER
MRS. MANUPELLI:	MARK HALL, DAVID HAM, PAUL CHAPMAN, THOMAS PARKER

VOTED: 5-0 MARK HALL, DAVID HAM, PAUL CHAPMAN, THOMAS PARKER

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**YOUTH SERVICES COMMITTEE**

Mrs. Gonzalez states the Chair of the Youth Services Committee and her are recommending all 5 candidates.

MADAM CHAIR, I MOVE TO PLACE IN NOMINATION THE FOLLOWING NAMES FOR REAPPOINTMENT / APPOINTMENT TO THE YOUTH SERVICES COMMITTEE FOR THE TERMS AS NOTED: (FIVE OPENINGS)

AMY DICHARA (INCUMBENT)	DECEMBER 31, 2023
FRANCIS FERRARO (INCUMBENT)	DECEMBER 31, 2023
DEBORAH MAHONEY (INCUMBENT)	DECEMBER 31, 2023
JODI SPONZO	DECEMBER 31, 2023
YAN HAUNG	DECEMBER 31, 2022

(TO FILL UNEXPIRED TERM)

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

MR. O'LEARY: AMY DICHARA, FRANCIS FERRARO, DEBORAH MAHONEY, JODI SPONZO,  
YAN HAUNG

MR. VINCENZO: AMY DICHARA, FRANCIS FERRARO, DEBORAH MAHONEY, JODI SPONZO,  
YAN HAUNG  
AMY DICHARA, FRANCIS FERRARO, DEBORAH MAHONEY, JODI SPONZO,  
YAN HAUNG

MR. WALLNER: AMY DICHARA, FRANCIS FERRARO, DEBORAH MAHONEY, JODI SPONZO,  
YAN HAUNG

MRS. GONSALVES: AMY DICHARA, FRANCIS FERRARO, DEBORAH MAHONEY, JODI SPONZO,  
YAN HAUNG

MRS. MANUPELLI: AMY DICHARA, FRANCIS FERRARO, DEBORAH MAHONEY, JODI SPONZO,  
YAN HAUNG

VOTED: 5-0 AMY DICHARA, FRANCIS FERRARO, DEBORAH MAHONEY, JODI SPONZO,  
YAN HAUNG

**REVIEW/AFFIRM SPECIAL MUNICIPAL EMPLOYEE DESIGNATIONS**

MADAM CHAIR, I MOVE TO RECONFIRM THE VOTE OF DECEMBER 16, 2019 DESIGNATING THE FOLLOWING POSITIONS AS HAVING SPECIAL MUNICIPAL EMPLOYEE STATUS PURSUANT TO M.G.L. CHAPTER 268A:

**PARKS AND RECREATION**

INFANT/TODDLER INSTRUCTOR  
AFTER SCHOOL INSTRUCTOR/COACH  
SUMMER PROGRAM INSTRUCTOR/COACH  
SUMMER PROGRAM DIRECTOR  
SUMMER PROGRAM ASSISTANT DIRECTOR

**MINUTES OF THE SELECT BOARD MEETING  
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SUMMER COUNSELOR  
POLICE  
MATRON  
CROSSING GUARD  
COUNCIL ON AGING  
VAN DRIVER  
FINANCE COMMITTEE  
RECORDING SECRETARY  
POLICE DEPARTMENT  
CO-FACILITATORS FOR THE YOUTH ACTION TEAM  
LIBRARY  
SUBSTITUTE LIBRARY TECHNICIAN  
AND THE FOLLOWING POSITION AS VOTED ON FEBRUARY 25, 2019:  
BOARD OF HEALTH  
PUBLIC HEALTH NURSE

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)

**REVIEW UPCOMING BOARD MEETING SCHEDULE**

The Board agreed upon the following meeting dates: January 11th, January 25th; February 8th; February 22nd. More information regarding a recommended meeting schedule for March through Town Meeting will be proposed at the January 11th meeting.

**TOWN ADMINISTRATOR'S REPORT**

(No written report) Topics discussed:

- Reading Municipal Light calendars are available. Thanks Karen Marlin for making sure they got distributed

**OLD AND NEW BUSINESS**

Mr. O'Leary:

- Thanked residents for stepping forward to volunteer on Boards and Commissions.
- Asked residents to wear a mask and be safe

Mr. Stuto: No comment.

Mr. Wallner: No comment.

Mrs. Gonzalez: No comment.

Mrs. Manupelli: No comment.

**MINUTES OF THE SELECT BOARD MEETING  
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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: 11:31 P.M.

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DATE

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VINCENZO STUTO, CLERK