



REPORT ON THE WARRANT SUBSEQUENT TOWN MEETING November 13th, 2023



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**KILLAM SCHOOL
BUILDING COMMITTEE**

Carla Nazzaro Chair
Karen Gately-Herrick Vice-Chair

John Coote
Kirk McCormick
Sarah McLaughlin
Ed Ross
Greg Stepler
Pat Tompkins
Nancy Twomey

Thomas Milaschewski, Ed.D.
Superintendent of Schools

Fidel A. Maltez
Town Manager



Office of the Superintendent of Schools
82 Oakland Road
Reading, MA 01867
781 944-5800

Office of the Town Manager
16 Lowell Street
Reading, MA 01867
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**READING SCHOOL
COMMITTEE**

Thomas Wise Chair
Erin Gaffen Vice-Chair

Shawn Brandt
Sarah McLaughlin
Carla Nazzaro
Charles Robinson

Thomas Milaschewski, Ed.D.
Superintendent of Schools

The School Committee along with the Killam School Building Committee are pleased to provide an update on the status of the Killam School Building Project. There are 9 modules associated with the Massachusetts School Building Authority (MSBA) process, and the district is currently working on Modules 2 through 4 (Forming the Project Team, Feasibility Study, and Schematic Design).

On July 18th, the MSBA approved Colliers Project Leaders as our project's Owner's Project Management (OPM) company. We are very pleased with the selection, and we are looking forward to this partnership with Colliers moving forward.

We are in the middle of the Designer Selection Process at the time of this writing. The Request for Services (RFS) was published on September 13, 2023, and is due back to the Town on October 11, 2023. Once all bids are received and reviewed the KSBC will discuss each applicant. The MSBA requires convening a Designer Selection Panel consisting of 13 members from the MSBA and 3 members from the Town. The MSBA recommends the Town Manager, Superintendent, and a representative from the School Building Committee. Mr. Fidel Maltez, Dr. Tom Milaschewski, and Mrs. Carla Nazzaro will attend and represent the District. The Designer Selection Panel will create and interview a shortlist of candidates, discuss the qualifications of each submission, vote on, and hire a design firm to bring us through this project. Interviews will take place on November 21, 2023. We will have a designer on board at the beginning of December. That's when things ramp up and the real work begins!

The Feasibility phase (MSBA Module 3) will begin and last until the summer of 2024. Then we will move into the Schematic Design phase (MSBA Module 4) which will be completed by January 2025. During the Schematic Design phase, we will be soliciting input from various stakeholders in the town. Funding for the Project (MSBA Module 5) will be voted on by the Town in April 2025.

The School Committee and the Killam School Building Committee along with our Superintendent of Schools and Town Manager are thrilled to be part of the MSBA process and look forward to this partnership.

Carla Nazzaro

Killam School Building Committee Chair

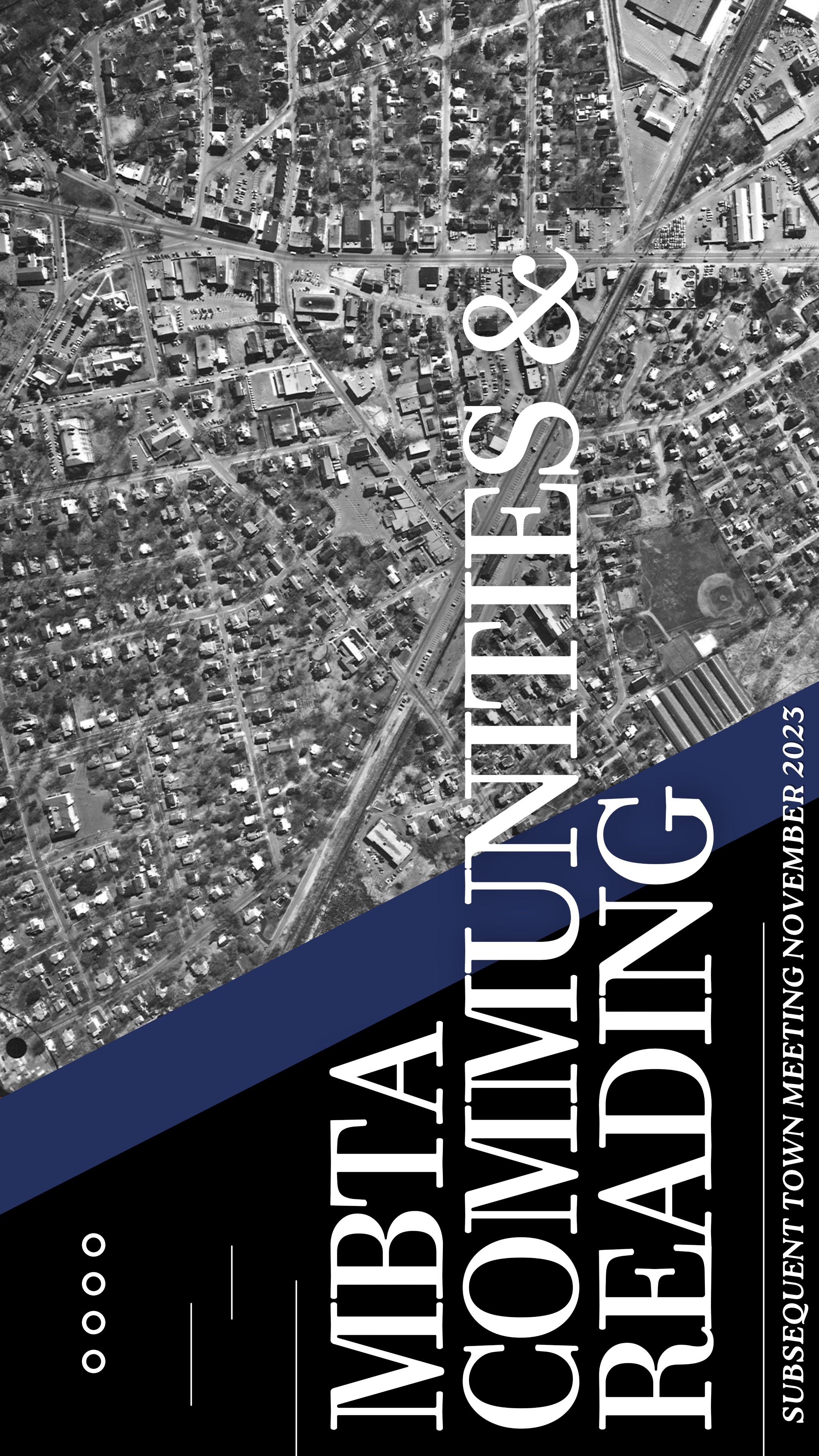
Thomas Wise

School Committee Chair

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WALBTA GOING & READING

SUBSEQUENT TOWN MEETING NOVEMBER 2023





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WHAT IS THE LAW?

The MBTA Communities law (3A), was passed in 2021 at the state level.

It requires all the municipalities in the Boston metro to confirm that they have a district of reasonable size where multifamily housing (3+ units) is zoned for by-right at a specified density, determined by each municipalities' characteristics.

Reading is classified as a **commuter rail community**, which means at least half of our zoning district must be within a 1/2-mile of the Reading train depot downtown.

By December 2024, Reading must confirm to the State that we have a district with **by-right zoned capacity** for a set number of units of **multi-family housing** at a density of 15 units per acre across a total district of at least 43 total acres.*

We do not currently have a zoning district that meets the requirements.

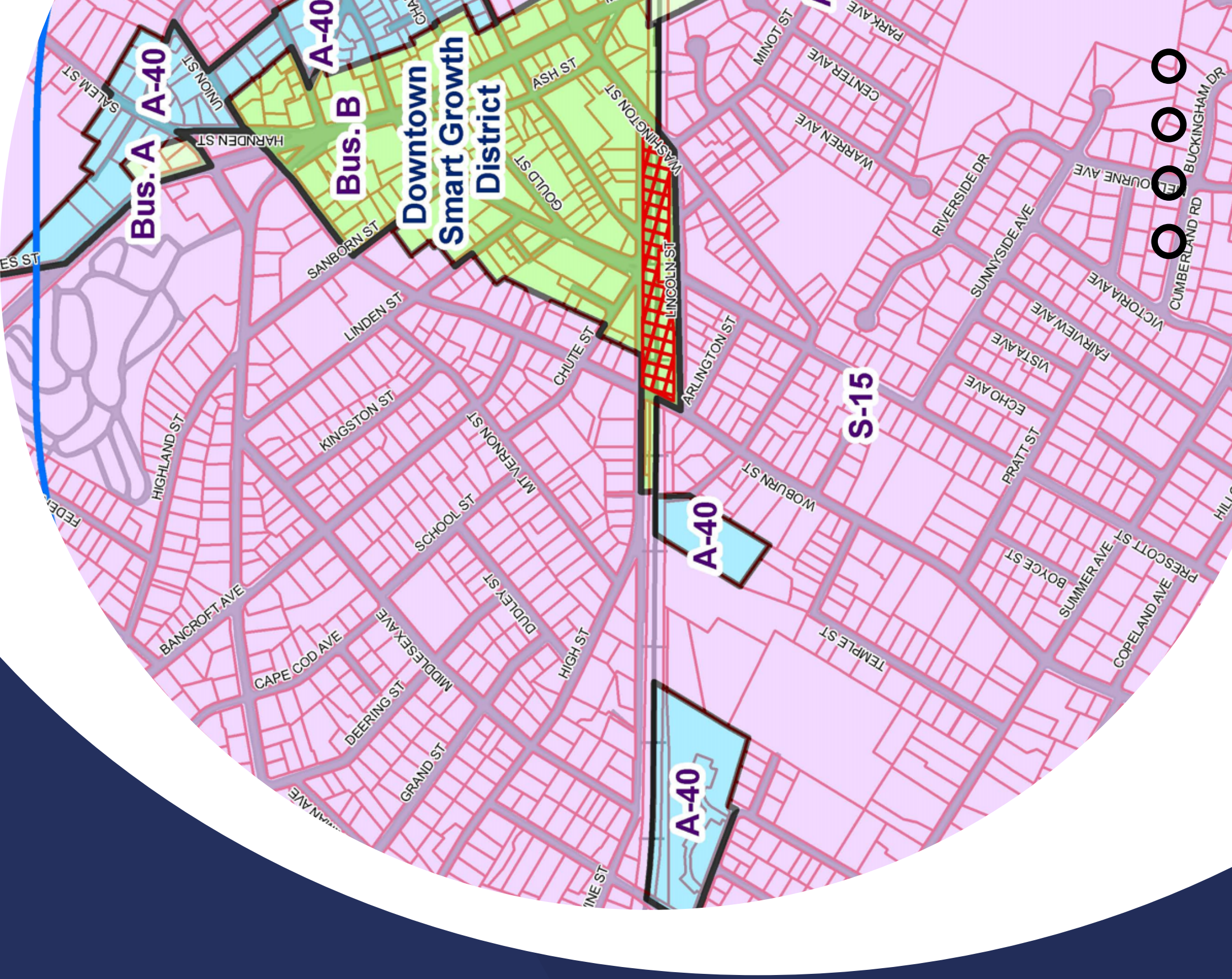
*For the specific details on how these numbers were calculated by the State please see our project webpage.



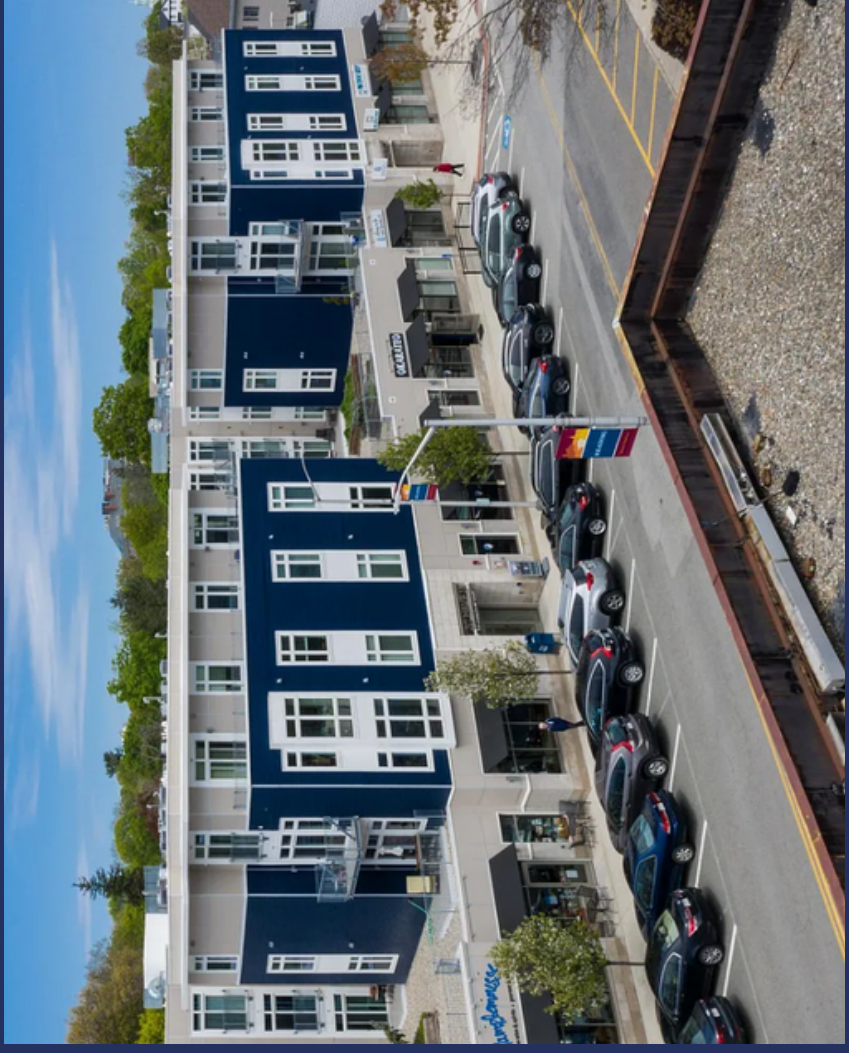


WHAT IS ZONING?

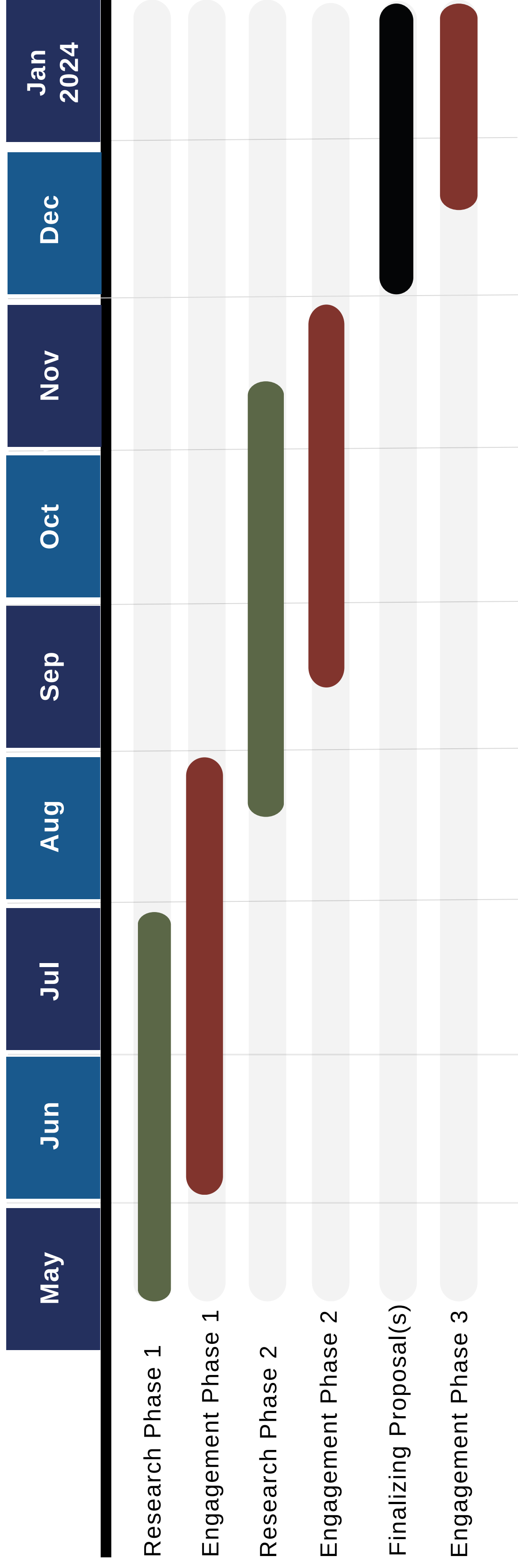
- Zoning is a rulebook for future development.
- By-right zoning means that a proposed project can move through the normal approvals process of site plan review without requiring any discretionary approvals such as special permits or waivers.
- The result of our process this will be proposed changes to our zoning.



Multi-family housing is any housing with at least 3 units on one lot



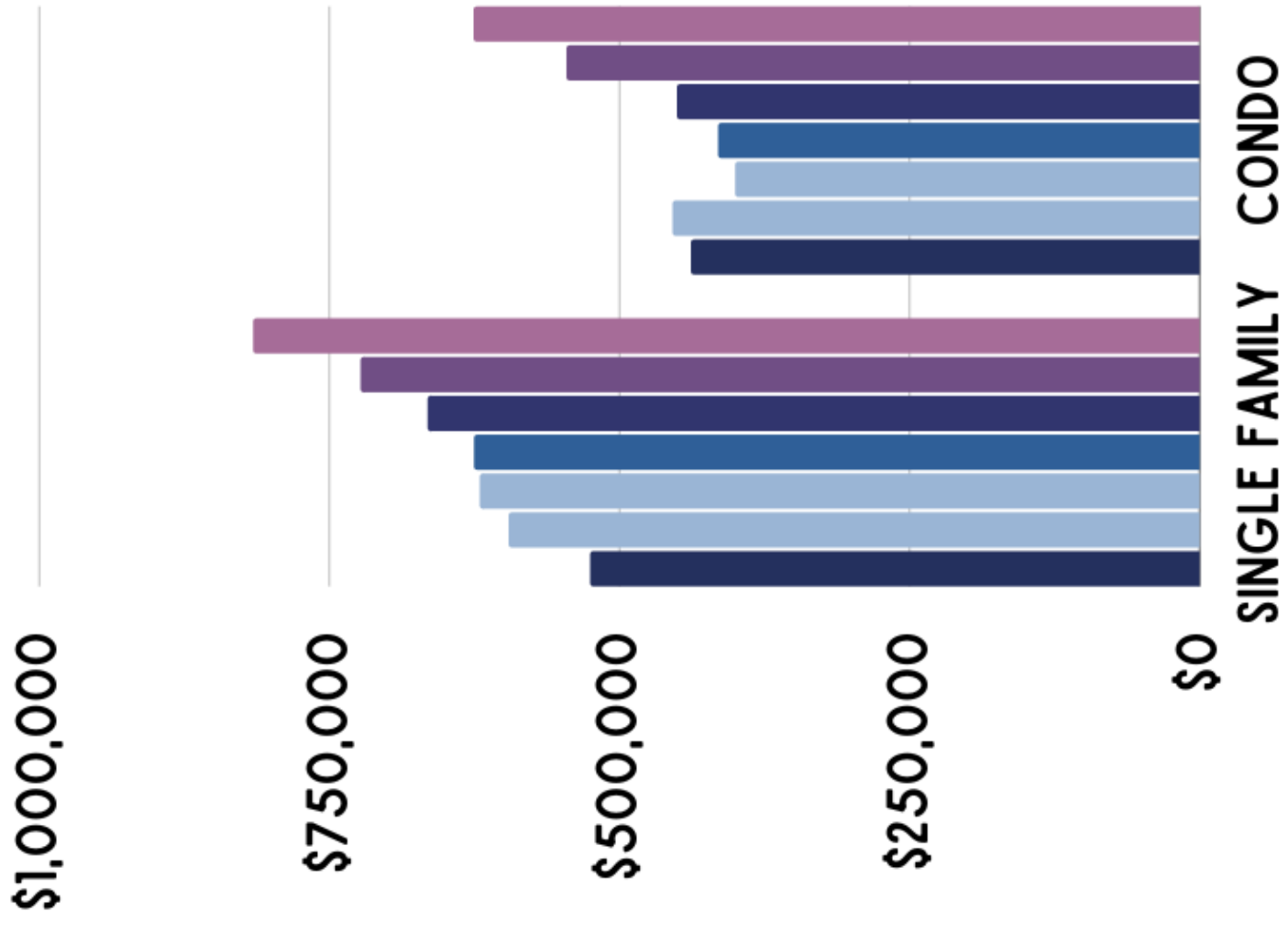
Reading's MBTA Communities 2023 Engagement & Research Timeline



Why compliance is required

- Communities that fail to comply with the law will not be eligible for funds from multiple grant programs. (For more details please see our project webpage)
- If we do not comply we would open the Town up to lawsuits from the state and also from residents and advocacy groups.
- The intention of the law is for all the communities in the Boston metro area to share in the creation of more diverse housing options.
- Fair market rents in the Boston metro area have increased 51%+ in the last 5 years.
- Home prices have increased far above the median salary in Reading, indicating that future home ownership in Reading will be out of reach for the average person or family who lives here now.

- 2016
- 2017
- 2018
- 2019
- 2020
- 2021
- 2022



HOME PRICES

The median single-family home price in 2016 was \$525,000. In 2020 the median single-family sales price was \$665,000, in 2022 the median sales price had skyrocketed to \$815,000. This is an increase of 22.56% since 2020.

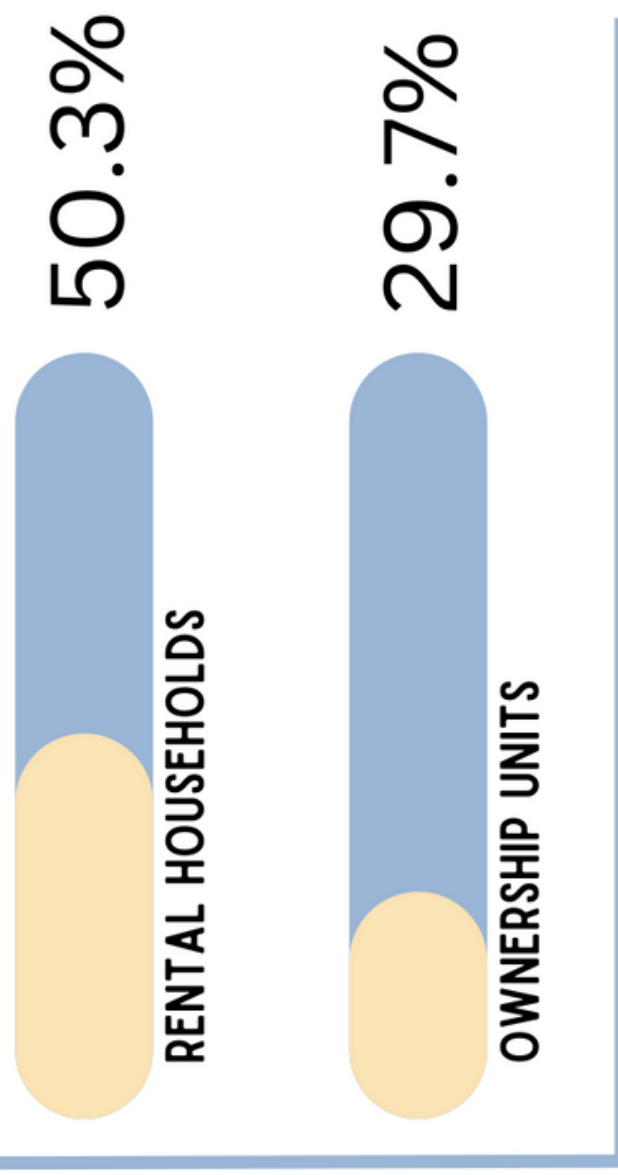
Condominium sales followed a similar pattern with a few years of lower prices followed by a steady increase in prices since 2018. In 2020 the median condo sales price was \$450,000, in 2022 the median sales price at year end was \$625,000. Condo sales prices increased by 38.9% from 2020 to 2022.



A HOUSEHOLD WOULD NEED TO EARN APPROXIMATELY \$235,000+ TO AFFORD THE MEDIAN HOME PRICE OF \$815,000



**COST-BURDENED - PAYING MORE THAN
30% OF THEIR INCOME ON HOUSING**



**AN ESTIMATED 1/3 OF
READING HOUSEHOLDS
HAVE INCOMES AT OR
BELOW 80% OF AMI
(LOW/MODERATE INCOME)**



Survey and Engagement

Survey

The survey was open from June 6 until September 5, 2023 and was publicized on the Town website, Town social media, in the Town Manager Minute, by the Recreation Department, the Library, the Economic Development Director, the Senior Center Staff, to Boards and Committees both via email and at in person presentations, and in person at community events.

The goal of the survey was to receive actionable direction from residents as to the preferred types of multi-family housing for Reading.

We received a total of 758 responses.

Engagement and Knowledge Series

Completed:

- Boards/Committees Presentations and Q&A
- Public Events and Tabling
- September 11, 2023: Knowledge Series 1 - MBTA Communities Law and Reading
- October 11, 2023: Knowledge Series 2 - Zoning Boundaries and Dimensional Controls
- November 2023: Knowledge Series 3

Upcoming:

- Public Hearings w/ CPDC
- Reminders and April 2024 Town Meeting

Takeaways from survey and engagement

Respondents prefer:

- Multi-family buildings with fewer units like triplexes and fourplexes
- Smaller buildings with fewer stories
- More “house-like” architectural options

New multi-family units should be near public transit, commercial corridors, and walking distance to pedestrian amenities

Respondents highlighted open space and changes to neighborhood character as their top concerns with new multi-family housing



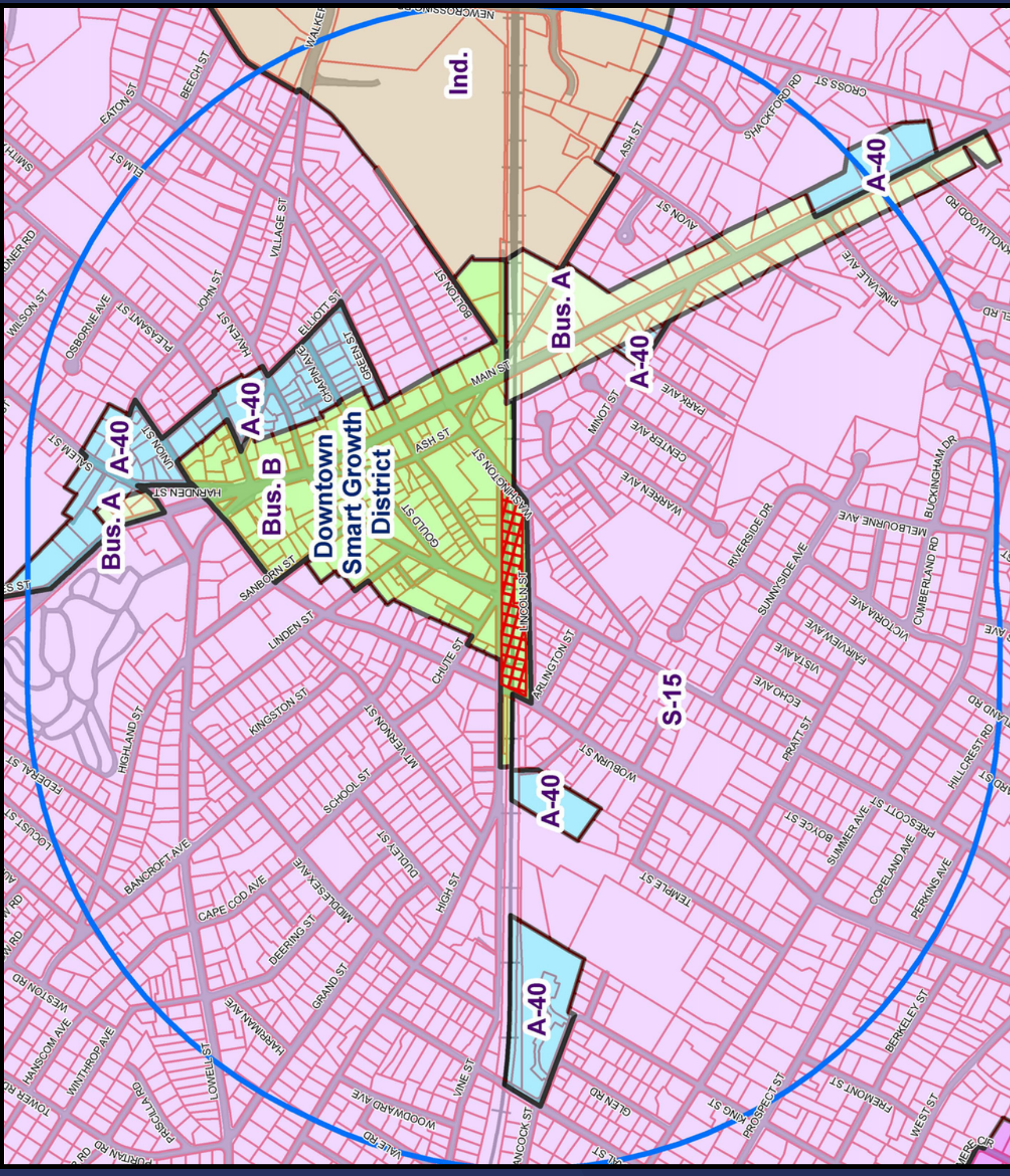
Where & What

Survey results were clear that multi-family should be near transit / commercial / pedestrian-friendly areas. This directs us to focus the full acreage we are required to zone for to be within or near the 1/2 mile radius (in blue at right).

The priority is for smaller scale multi-family developments that aesthetically fit into existing neighborhoods. We propose combining A-40 with portions of S-15 to create a new district. The new district would allow units up to a maximum number of units and/or density per lot.

Equal distribution across the 1/2 mile area is important for equal distribution of future school enrollment and service needs to come from possible construction.

We have been workshopping the details of our proposal at events in October & Early November.



Q: When do we have to build the units?

A: We don't. We don't have to build any units. This is zoning only. Unit capacity is not new units, it's a total of what could hypothetically be built under current by-right zoning.

Q: How do we change what is built in order to comply?

A: We don't have to change what is built to comply. This is zoning only.

Q: What kind of housing could be built?

A: That depends on the zoning changes we make. Once the zoning is changed it is up to each individual property owner to decide if they want to sell or develop their property at any point in the future.

Q: Would the Town eminent domain land to comply?

A: No. The Town does not have to build anything to comply. This is zoning only.

Next Steps: CPDC Public Hearings

Zoning Map

Dimensional Controls

Other Sections

Contact Reading's Planning Staff

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**Keep up to
date and join
the discussion**



www.readingma.gov/mbtac

COMMITTEE REPORT - READING CENTER FOR ACTIVE LIVING COMMITTEE (RECALC)



November 2023

Greetings Fellow Town Meeting Members,

This report provides an update on the process that is underway to explore a new senior center or community center with dedicated space for seniors. Seniors here are defined as adults age 60+, which represents 27% of our community.

The inadequacies of the current senior center have been documented with past and recent studies from the University Massachusetts Center for Gerontology and community surveys. We are severely space constrained and can't offer the programs and activities that the senior community is demanding. The Council on Aging has also prepared a video that highlights these needs and inadequacies that the town must address. The video can be found on the Town website.

ReCalc was formed in 2022 to document the needs for senior activities and space, and to inform the community about these needs to guide what would be required in a new center. ReCalc reported to the Select Board and to Town Meeting earlier this year about their progress in working on this. The Select Board then retasked ReCalc to further explore 3 areas: programming with a focus on ages 60+; transportation needs; and Financing ideas for ongoing programming and activities. ReCalc is conducting interviews on best practices and talking to neighboring senior centers to provide further insight. A report will be shared with Town Meeting in April 2024.

The Town is in the process of hiring a designer to conduct a feasibility study to explore needs, look at location options and propose detailed drawings for the community to review. The funding for this study was provided by ARPA funds that were allocated by the Select Board. A Request for Qualifications (RFQ) was issued and is due back just before this Town Meeting. Once a designer is selected, they will proceed with the study and an update on their progress will be shared with April 2024 Town Meeting.

Please reach out with any questions or comments about this important process toward a new senior center for the community!

For more information, please visit our website: www.readingma.gov/recalc

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss. Officer's Return, Town of Reading:

By virtue of this Warrant, I Laura Gemme, on October 11, 2023 notified and warned the inhabitants of the Town of Reading, qualified to vote on Town affairs, to meet at the place and at the time specified by posting attested copies of this Subsequent Town Meeting Warrant in the following public places within the Town of Reading:

- Precinct 1 J. Warren Killam School, 333 Charles Street
- Precinct 2 Reading Police Station, 15 Union Street
- Precinct 3 Reading Municipal Light Department, 230 Ash Street
- Precinct 4 Joshua Eaton School, 365 Summer Avenue
- Precinct 5 Reading Public Library, 64 Middlesex Avenue
- Precinct 6 Barrows School, 16 Edgemont Avenue
- Precinct 7 Birch Meadow School, 27 Arthur B Lord Drive
- Precinct 8 Wood End School, 85 Sunset Rock Lane

- Town Hall, 16 Lowell Street

The date of posting being not less than fourteen (14) days prior to Monday, November 13, 2023, the date set for Town Meeting in this Warrant.



~~Constable~~ Town Clerk

A true copy Attest:



Laura Gemme, Town Clerk

TOWN WARRANT



COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

To any of the Constables of the Town of Reading, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Reading, qualified to vote in the Local Elections and Town affairs, to meet at the Reading Memorial High School Performing Arts Center, 62 Oakland Road, in said Reading, on Monday, November 13, 2023 at seven-thirty o'clock in the evening, at which time and place the following articles are to be acted upon and determined exclusively by Town Meeting Members in accordance with the provisions of the Reading Home Rule Charter.

ARTICLE 1 To hear and act on the reports of the Select Board, School Committee, Library Trustees, Municipal Light Board, Finance Committee, Bylaw Committee, Town Manager, Town Accountant and any other Town Official, Board or Committee.

Select Board

Background: This article appears on the Warrant for all Town Meetings. At this Subsequent Town Meeting, the following reports are anticipated:

- Killam School Building Committee
- MBTA Communities Update
- Sanborn Lane Private Road Update

ARTICLE 2 To choose all other necessary Town Officers and Boards or Committees and determine what instructions shall be given to Town Officers and Boards or Committees, and to see what sum the Town will vote to appropriate by borrowing or transfer from available funds, or otherwise, for the purpose of funding Town Officers and Boards or Committees to carry out the instructions given to them, or take any other action with respect thereto.

Select Board

Background: This Article appears on the Warrant of all Town Meetings. There are no known Instructional Motions at this time. The Town Moderator requires that all proposed Instructional Motions be submitted to the Town Clerk prior to Town Meeting so that Town Meeting Members may be "warned" as to the subject of an Instructional Motion in advance of the motion being made. Instructional Motions are normally held until the end of all other business at Town Meeting.

ARTICLE 3 To see if the Town will vote to amend the FY 2024-34 Capital Improvements Program as provided for in Section 7-7 of the Reading Home Rule Charter and as previously amended, or take any other action with respect thereto.

Select Board

Background: This Article is included in every Town Meeting Warrant. The Reading General Bylaw (section 6.1.3) states "... *No funds may be appropriated for any capital item unless such item is included in the Capital Improvements Program, and is scheduled for funding in the Fiscal Year in which the appropriation is to be made.*" Bond ratings agencies also want to ensure that changes to a long-term Capital Improvements Program (CIP) are adequately described.

The following changes are proposed to the FY2024 – FY2034 CIP (current year plus ten years):

General Fund

FY24: +\$1,531,000 net changes

- +\$900,000 Rubbish carts for automated pickup
- +\$200,000 Grove Street Parking Lot Improvements
- +\$ 40,000 Salem Street Crosswalk Improvements
- +\$ 20,000 Salem and Main Street Traffic Signal Improvements
- +\$300,000 Road paving
- \$ 140,000 Rise Playground Improvements (added to BM phase II in FY25)
- +\$ 85,000 Fire passenger vehicle
- +\$126,000 Materials cost increase for Ladder Truck funded in FY22

FY25: +\$275,000 net changes

- +\$ 25,000 School -District-Wide Technology Projects (increase from \$100k to \$125k)
- \$ 25,000 School Doors and Windows (Increased by & moved out 1 year to FY26)
- +\$ 400,000 Public Safety Computer Aided Dispatch System
- \$ 10,000 Library Equipment
- \$ 200,000 DPW Sander Truck #19 (2007) (Increased by \$40k and moved out to FY26)
- +\$ 40,000 DPW Sander Truck #18 (2006) (Increased by \$40k to \$240k)
- +\$ 20,000 DPW Pickup Truck #18 (2006) (Increased by \$20k to \$80k)
- +\$ 25,000 DPW Blower Unit for Loader (Increased by \$25k to \$250K)

FY26+

Various other changes made

Enterprise Funds – Water

FY24: +\$150,000 net changes

- +\$150,000 SCADA Upgrades

FY25: +\$0 net changes

FY26+

Various changes made

Enterprise Funds – Sewer

FY24: +\$150,000 net changes

+\$150,000 SCADA Upgrades

FY25: +\$50,000 net changes

+\$50,000 Vacuum Truck (split with Storm Water) increase cost from \$300k to \$350k

FY26+

Various changes made

Enterprise Funds – Storm Water

FY24: +\$400,000 net changes

+\$400,000 Maillet Sommes Project - additional costs related to contaminated soil.

FY25: +\$50,000 net changes

+\$50,000 Vacuum Truck (split with Storm Water) increase cost from \$300k to \$350k

FY26+

Various changes made

Finance Committee Report: The Finance Committee recommends the proposed amendments to the FY 2024 – FY 2034 Capital Improvements Program by a vote of 9-0 at their meeting on October 11, 2023. Placing items in the Capital Improvement Program is a prerequisite first step but in itself does not authorize spending funds toward these items.

Bylaw Committee Report: No Report.

ARTICLE 4 To see if the Town will vote to amend the Town's Operating Budget for the Fiscal Year commencing July 1, 2023, as adopted under Article 12 of the Annual Town Meeting of April 24, 2023; and to see if the Town will vote to raise and appropriate, borrow or transfer from available funds, or otherwise provide a sum or sums of money to be added to the amounts appropriated under said Article, as amended, for the operation of the Town and its government, or take any other action with respect thereto.

Finance Committee

Background:

General Fund – Wages and Expenses

<u>Account Line</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
C99 - Capital	+\$40,000 Salem Street Crosswalk Improvements		\$5,000
	+\$20,000 Salem & Main Street Traffic Signal Improvements		
	-\$ 140,000 Rise Playground Improvements (added to BM phase II in FY25)		
	+\$ 85,000 Fire passenger vehicle		

G91 Administrative Services Wages	–	Pay & Class Wage Adjustments \$15,000		\$15,000
G92 Administrative Services Expenses	–	Property & Casualty Insurance		\$110,000
G91a Technology Wages	–	Overtime for projects		\$10,000
G92a Technology Expenses		Professional Services		\$30,000
H91 – Public Services Wages		Pay & Class Wage Adjustments		\$19,000
I91 – Finance Wages		Pay & Class Wage Adjustments		\$33,500
I92 – Finance Expenses		Regional Assessor Contract Increase		\$10,000
J91 – Police Wages		Retirement savings	\$25,000	
J92 – Police Expenses		RCPS Program Expenses		\$23,000
K91- Public Works Wages		Retirement savings	\$10,000	
		Subtotals	\$35,000	\$255,500
		Net Operating Expenses		\$220,500
		From Free Cash		\$225,500
		From Opioid Settlement Reserve Fund		\$23,000
		Interest Income Projection Increase		\$200,000
		New Growth Projection Shortfall	\$228,000	

Enterprise Funds

<u>Account Line</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
W99 Water EF	SCADA Upgrades		\$150,000
X99 Sewer EF	SCADA Upgrades		\$150,000
Y99 Storm EF	Maillet Sommes – Additional Costs		\$400,000
	Subtotals		\$300,000
	From Water EF Reserves		\$150,000
	From Sewer EF Reserves		\$150,000
	From Storm Water Reserves		\$400,000

Finance Committee Report: At their meeting on October 11, 2023, the Finance Committee voted 9-0 to recommend this Article to Town Meeting.

Bylaw Committee Report: No Report.

ARTICLE 5 To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money to pay bills remaining unpaid from prior fiscal years for goods and services actually rendered to the Town, or take any other action with respect thereto.

Select Board

Background: There are no prior years' bills, this Article is expected to be tabled.

Finance Committee Report: No Report.

Bylaw Committee Report: No Report.

ARTICLE 6 To see if the Town will vote to:

(1) Raise and appropriate, borrow, transfer from available funds or otherwise provide a sum or sums of money to pay the costs of infrastructure improvements to the Birch Meadow Complex (the "Project"), including but not limited to, the reconstruction of a municipal parking lot, the improvement of basketball courts, the reconstruction of a children's playground, and the resurfacing of tennis courts, including the payment of any and all other costs incidental and related to thereto;

(2) Pursuant to G.L. c.40, §15A, transfer the care, custody and control of Assessor Parcel 27-0-342, including any sports facilities thereon located on Bancroft Avenue in the Town of Reading, from the Town of Reading School Department to the Select Board;

(3) Dedicate the portions of Assessors Parcels 27-0-343, 27-0-342, and 33-0-57 shown as "PROPOSED PARC AREA" on a plan entitled "Parkland Acquisition and Renovation for Communities (PARC) Plan Reading Memorial High School Birch Meadow Drive, Reading, Mass.", dated July 7, 2023, and on file with the Town Clerk, to park and recreation purposes under G.L. c. 45, §3, the premises being approximately 4.8 acres of land, including any sports facilities thereon located;

(4) Authorize the Town Manager to apply for any and all grants to fund the Project, including the Parkland Acquisitions and Renovations for Communities grant from the Executive Office of Energy and Environmental Affairs, and to take such other actions as necessary to carry the terms, purposes and conditions of any such grants;

or take any other action with respect thereto.

Select Board

Background: The Town of Reading applied for additional grant funding to supplement the furthering of improvements under the Birch Meadow Master Plan. \$500,000 was applied for under the Parkland Acquisitions and Renovations for Communities Grant Program under the Office of Energy and Environmental Affairs. The Town anticipates receiving an award notification on this grant ahead of the November Town Meeting.

Below is an ongoing project timeline of the Birch Meadow Master Plan, which includes both Phase I work, as well as work completed this year to prepare for the next phase of improvements:

2018-2020 – The Reading Recreation Committee appointed a new Birch Meadow Master Plan Working Group to make recommendations based on recreational trends and community input; a community survey was completed in 2020.

2021 – Activitas Inc. was retained by the Town of Reading to update the Master Plan for Birch Meadow and Town Meeting approves \$150,000 to start Phase I design of Birch Meadow Master Plan.

2022 – Select board approves \$1.5 million in ARPA funding to Phase 1 Construction for the Birch Meadow Master Plan

April 2023 – Birch Meadow Phase 1 was bid in February 2023; bids came in at \$2.137 million, above the ARPA allocation, and supplemental funding was sought during April Town Meeting at the recommendation of the Recreation Committee, the Finance Committee, and the Select Board. Town Meeting voted to allocate an additional \$1,220,000 to complete Phase I of the Birch Meadow Master Plan which included the reconstruction of the parking lot where imagination station was previously located; an accessible walking path with lights; a lacrosse practice wall; and a restroom pavilion. The funding for this was \$600,000 from excess funding from the Parker Middle School Roof Project; \$180,000 from the Police Station Renovation Project; and \$440,000 from the 40R Smart Growth District Stabilization Fund.

June 2023 – With Town Meeting approving the work, construction began on Birch Meadow Phase 1. At the writing of this document, construction is progressing well, with an expected completion of by October 2023. At this moment, we are not aware of any unforeseen costs related to this project. In other words, we do not foresee a need to ask for additional funds related to Birch Meadow Phase I.

July and August 2023 – Our staff successfully submitted the PARC grant application to the State. If awarded, this grant will provide \$500,000 in additional funding for Phase II of this project.

Birch Meadow Phase II includes several critical components which are shown in the rendering below developed by our architect, Activitas. A summary is below:

1. Expansion of parking along Bancroft Avenue to a total of 49 parking spaces.
2. Expansion of the parking lot opposite the Rise School playground to 45 total parking spaces.
3. Renovation of the tot-lot/playground, with a focus on making the playground fully ADA accessible.
4. Renovation and expansion of the basketball courts, including replacing the lighting in the area.
5. Adding asphalt and ADA accessible walkways between the areas.



Birch Meadow Park/Phase 2 Renovations

Town of Reading | Reading, MA

Community Engagement

Gathering public input and opinions was a critical aspect of both the Master Plan process for Birch Meadow. Additionally, careful community engagement with a focus on Reading's vulnerable populations was performed in preparation of Phase II conceptual designs for Birch Meadow. Community surveys through the Birch Meadow Master Plan process, as well as collected feedback from residents at a public meeting held in June 2023, all inform the final conceptual designs for Phase II which have been submitted with the PARC Grant application.

Design Approach

Following engagement through both the Birch Meadow Master Plan process, and through community engagement in preparation for the PARC Grant Application, Activitas utilized this feedback to provide conceptual designs for Phase II of the Birch Meadow Complex. Priority areas of focus under Phase II include the reconstruction of a municipal parking lot, the improvement of basketball courts, the reconstruction of a children's playground, and the resurfacing of tennis courts.

Funding Request

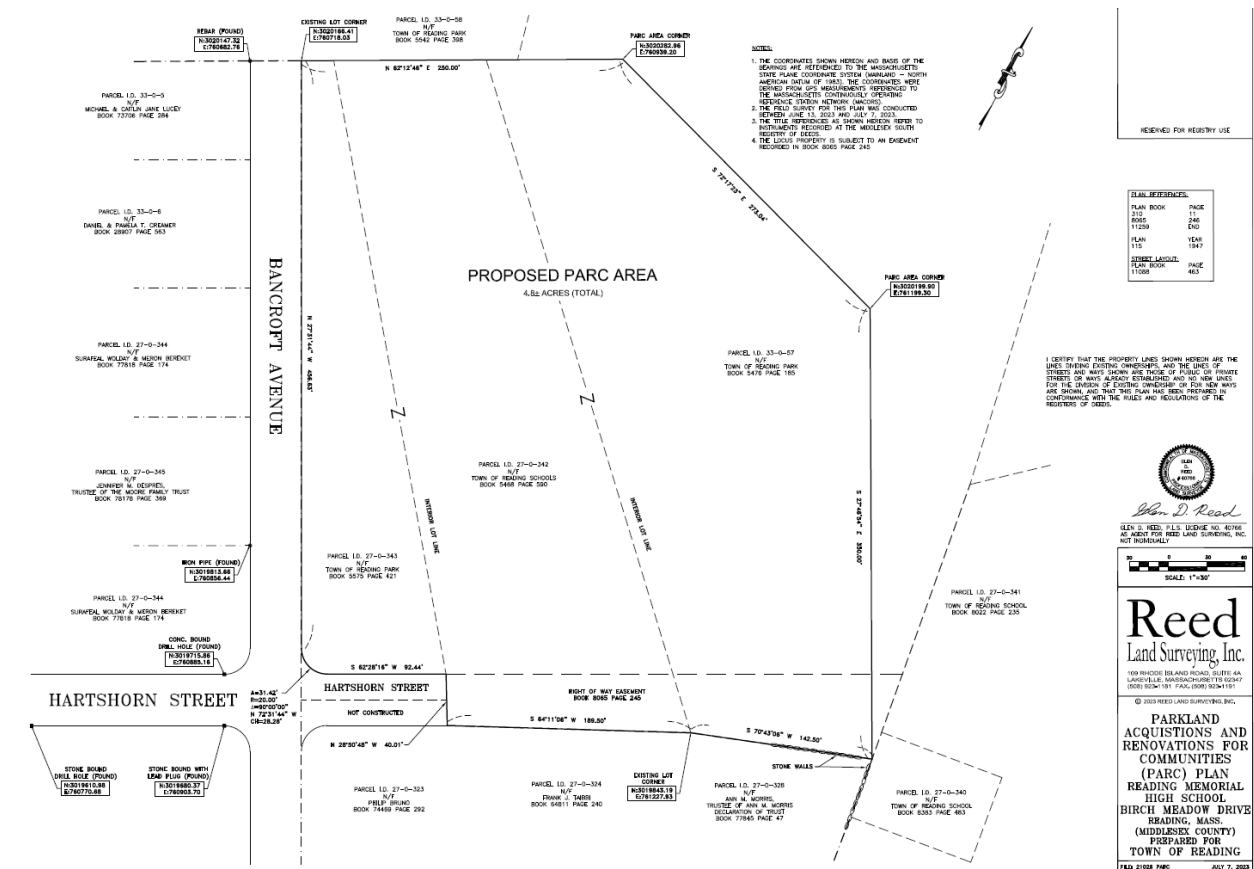
The Town of Reading Capital Plan has included a \$2 million debt borrowing projection with the first payments scheduled for FY2025. At this Town Meeting, we are requesting that this borrowing be increased to \$2.14 million to incorporate the replacement of the Rise Playground play surface, which is funded at \$140,000 in the FY2024 capital plan. Facilities will be returning the \$140,000

in funding to the general budget to be used for another project. The Facilities department made this request since it would be more cost effective to replace the playground surface in conjunction with a larger project, than to bid it out on its own. In fact, Facilities attempted to bid out this project and did not receive any interested contractors, largely because of the small size of the project.

If approved by the Town Meeting, the Town will work with Activitas to finalize the design in calendar year 2024 so that Birch Meadow Phase II can be constructed in calendar year 2025. If the State awards the grant of \$500,000, it will greatly augment the funding available for this project.

Transfer of Care, Custody and Control to Select Board

After doing title search and a land survey, the Town discovered that the property on which this project sits is partially owned by the Town and partially owned by the Schools. This is shown on the survey below.



To apply for the PARC grant, the State requires that property be transferred to the Town body responsible for maintenance and preservation of park lands. In the Town of Reading, this charge falls under the Select Board. In addition, to get the grant, the land must be dedicated in perpetuity as park lands, including sports facilities, and cannot be used for any other municipal use that is not park or recreation purposes, as defined in Mass General Law Chapter 45 Section 3. The Town believes that the property surrounding Birch Meadow is a key asset to the Town and will always be used for park and recreation purposes.

The Town presented this to the School Committee before applying for the \$500,000 grant. The School Committee agreed with dedicating the land for park and recreation purposes in perpetuity. Furthermore, the School Committee will be taking a vote to transfer this land to the Select Board ahead of Town Meeting.

Finance Committee Report: At their meeting on October 11, 2023, the Finance Committee voted 9-0 to recommend this Article to Town Meeting.

Bylaw Committee Report: No report.

ARTICLE 7 To see if the Town will take the following actions:

(1) Pursuant to G. L. c. 44, § 53E½, adopt a new revolving fund called the Solid Waste Revolving Fund, effective the fiscal year beginning July 1, 2025, by inserting a new Section 6.5.8 into the General Bylaws as follows:

6.5.8 Solid Waste Revolving Fund

Funds held in the Solid Waste Revolving Fund shall be used to offset the cost of curbside trash & recycling collection, disposal of solid waste, replacement totes, and any other costs associated with the administration of the trash and recycling program that arise due to the sale of second totes and overflow bags, and shall be expended by the Director of Public Works, upon the recommendation of the Town Manager. Receipts credited to this fund shall include the sale of second totes and overflow bags for the disposal of solid waste.

(2) Raise and appropriate, borrow, transfer from available funds or otherwise provide a sum or sums of money to pay the costs of acquisition, management, and distribution of rubbish and recycling barrels for residences currently on the municipal rubbish program, including the payment of any and all other costs incidental and related to thereto;

or take any other action with respect thereto.

Select Board

Background: The Town's rubbish and recycling collection contract with Republic Services is set to expire in June 2026, and the rubbish disposal contract with Covanta is set to expire one year prior in June 2025. Both contracts are expected to see significant cost increases. Purchasing rubbish and recycling carts now for residences currently on the municipal rubbish program would align the Town with what many of Reading's peer communities already have in place and would prepare the Town for future automated rubbish and recycling collection. Purchasing the carts now would lessen the financial impact on the Town when the new collection contract is bid in 2026.

During the public forums held, the Town heard significant concerns from residents about having RFID tags in the carts. Our team has spoken with the manufacturer of the carts about this. We learned that RFID tags are optional, and not required. In fact, we will see a modest reduction in cost, if the carts do not come with RFID tags. If this article is approved by Town Meeting, the Town is committed to ordering carts that come without RFID tags.

Supplying these covered carts to households would greatly mitigate: rodent issues, rainfall accumulation issues with current residential rubbish containers, litter blowing around neighborhoods on collection days due to open top containers, as well as an improvement to the aesthetics of the Town on collection days. This proposal would provide (1) 64-gallon rubbish cart and (1) 64-gallon recycling cart to each residence currently receiving rubbish and recycling collection by the Town.

Residents will be able to lease an additional rubbish cart at an annual cost of \$200, paid to the Department of Public Works. Residents will also be able to purchase overflow bags at major retailers at a cost of \$2 per bag, or \$10 for a 5-bag roll. Revenues generated from the lease of rubbish barrels or overflow bags will be deposited on our Solid Waste Revolving Fund. Any revenues collected will be used to mitigate the future increases in cost of waste disposal with our trash transportation company or Covanta.

The Department of Public Works is requesting \$900,000 to purchase the rubbish and recycling carts for distribution to Reading households currently receiving Town collection services. If the Town approves this funding, approximately 7400 rubbish carts, and 7800 recycling carts would be purchased, and residents could expect delivery of the new carts in the Summer of 2024. Public Works is requesting more recycling carts than rubbish carts since recycling in Town Buildings and Schools is handled with carts; rubbish in Town Buildings and Schools is handled through dumpsters. Grants to supplement this funding request have been explored and are currently being applied for, but the outcome of those grants may not be known for at least several more months.

In preparation for Town Meeting, the Town has held various public information meetings in Town Hall and the Pleasant Street Center.

Finance Committee Report: At their meeting on October 11, 2023, the Finance Committee voted 9-0 to recommend this Article to Town Meeting.

Bylaw Committee Report: At their meeting on October 4, 2023, the Bylaw Committee voted 5-0 to recommend this Article to Town Meeting.

ARTICLE 8 To see if the Town will vote to raise and appropriate, borrow, transfer from available funds or otherwise provide a sum or sums of money to pay the costs of a fire department rear-mount aerial “ladder truck” apparatus, including the payment of any and all other costs incidental and related to thereto; or take any other action with respect thereto.

Select Board

Background: As part of the FY2022 Annual Budget and Capital Plan, the Town Meeting authorized the replacement of our ladder truck for the Reading Fire Department. Town Meeting authorized \$1,300,000 for this purchase, based on a proposal received in 2021. At the time of order, the manufacturer notified our fire department that the ladder truck price had increased by \$66,939 totaling \$1,366,939. Our Town Manager reached out to our State Delegation and with their help, was able to secure a \$50,000 earmark to lower the impact of this increase. The Reading Fire Department placed the order of this ladder truck in March 2022.

In August 2023, the manufacturer notified our Fire Chief in writing that due to unforeseen circumstances directly related to supply chain issues and the global pandemic, they would not be

able to supply the ladder truck at the price agreed to in March 2022. Our Fire Chief and Town Manager had several conversations with the manufacturer to understand the increase, and to negotiate this increase. The manufacturer documented the global supply chain impacts that led to this increase in cost of \$130,000.

The ladder truck in question is from 2008 and has exceeded its useful life. between July 1, 2020, to July 1, 2023, DPW has spent \$71,496.81 on our existing ladder truck; this does not include delivery hours of our mechanics driving the vehicle to repair centers, nor does it account for lost productivity or downtime. The Reading Fire Department owns one ladder truck, and it is an apparatus that is critical to the ability to respond to the needs of our residents. Any life safety situation involving multi-story buildings requires a functioning ladder truck. Our Fire Chief and Town Manager explored several options to purchase the vehicle from other manufacturers. It was not clear whether other manufacturers would be able to provide the truck at a cheaper cost. It was abundantly clear that the other manufacturers could not deliver a truck within the next 12 months.

If this funding is approved, the manufacturer has agreed to deliver the ladder truck to our Fire Department in May 2024, or earlier. The Fire Chief and Town Manager have negotiated the following concessions, the manufacturer will:

1. Extend the warranty on the ladder truck from 2 years to 3 years, giving one full year additional year of warranty.
2. Give the Town of Reading a \$25,000 parts voucher, that the Town of Reading can use starting on July 1, 2024, and will be valid for 3 years, June 30, 2027.
3. Implement a delivery penalty of \$100 per day if the unit is delivered after May 31, 2024.

We received great news from our Facilities department on the Parker Roof Project. The project is now fully complete and has funds remaining that can be reallocated to another project. We confirmed with Bond Counsel that with Town Meeting approval, the remaining funds can be reallocated to fund the additional costs of this ladder truck, which are \$130,000.



Finance Committee Report: At their meeting on October 11, 2023, the Finance Committee voted 9-0 to recommend this Article to Town Meeting.

Bylaw Committee Report: No Report.

ARTICLE 9 To see if the Town will vote to raise and appropriate, borrow, transfer from available funds or otherwise provide a sum or sums of money to pay the costs to build a municipal parking lot on Grove Street on the property purchased by the Town, commonly referred to as Lot

5, including the payment of any and all other costs incidental and related to thereto; or take any other action with respect thereto.

Select Board

Background: In November 2021, the Town Meeting approved the purchase of Lot 5 on Grove Street from Meadow Brook Golf Course. The purchase was made to create a municipal parking lot that would be used by residents visiting the Town Forest. Since that purchase, the Town has worked with an engineering firm, Weston & Sampson, to develop the design of said parking lot and to obtain all the required permits. Specifically, given the proximity to protected habitat land, the Town had to obtain approval from the Massachusetts Division of Fisheries & Wildlife, Natural Heritage & Endangered Species Program, to build this parking lot. Finally, the Town worked with our local Conservation Commission to obtain approval for this parking lot.

It is important to highlight that Lot 5 was approved by Town Meeting due to significant safety concerns with vehicle parking along Grove Street. The construction of this parking lot would greatly alleviate the safety concerns on Grove Street by removing vehicles and pedestrians from the street and into a dedicated parking area.

The Town has gone out to bid for the construction of this parking lot. The low bidder was K&R Construction Company with a low bid of \$170,000. In addition to construction, we would like to request the Town Meeting \$10,000 for engineering and permit close-out cost and \$20,000 for contingency in case any incidentals or unknowns arise during construction. This will bring the total funding request to \$200,000 for this project. Any unspent funds will be returned to the general fund.

Thanks to the work of our State Delegation, the Town received \$150,000 in funding as part of a multi-billion-dollar COVID relief bill that utilized a combination of federal American Rescue Plan Act (ARPA) money and FY21 state budget surplus funds. This \$150,000 earmark was to assist the Town of Reading with the acquisition and development of a parcel of land off Grove Street on the Meadow Brook Country Club property. Unfortunately, the Town could not get the design and permitting done in time to use the earmark to cover construction costs. We used \$54,000 of the from the earmark funds for the engineering work required to design and complete permitting for the parking lot. The remainder of the earmark was used to offset the original purchase of the lot, thus resulting in \$96,000 of the original appropriation to purchase the property to close to Free Cash.

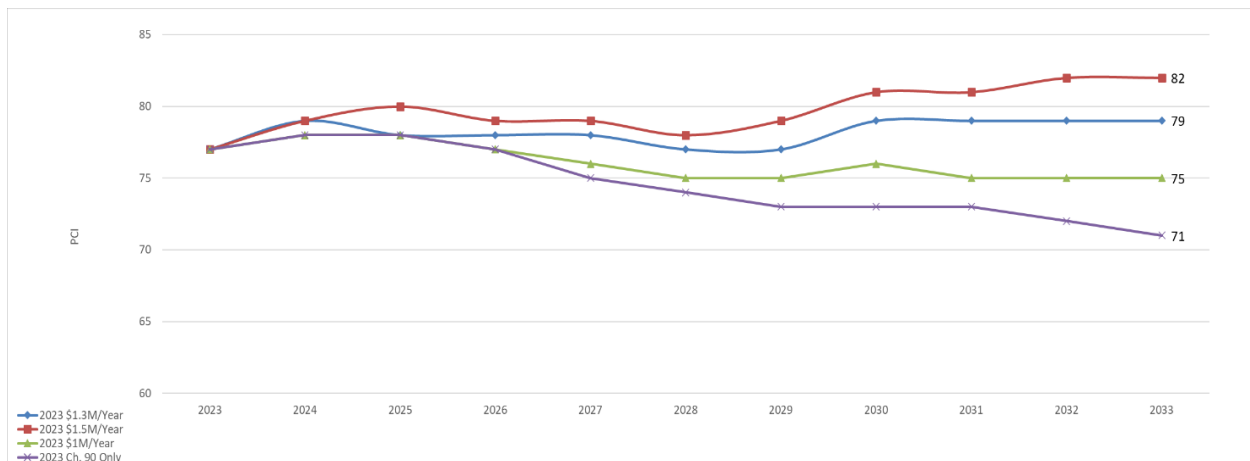
The request to Town Meeting is to appropriate \$200,000 from Free Cash to fund the construction of this parking lot.

The purpose of this article is to request additional funds to alleviate inflation as it relates to the road paving program. As we have seen in the last few years inflation has drastically increased driving up the liquid asphalt prices, trucking, and labor rates. As a result, the Town can no longer repair as many roads as it did in previous years.

As of September 2023, the Town’s current paving budget consists of \$594,466.76 of state Chapter 90 funding and \$425,000.00 of local funding. This equates to a budget of approximately \$1,000,000 per year.

Based on budget projections from pavement management software the current funding level of \$1,000,000 per year shows a decrease in the overall PCI score over the next ten years. A budget of \$1,300,000 per year is projected to maintain town-wide pavement conditions over the next ten years.

This article seeks to increase the local funding level by \$300,000 utilizing the 40R Incentive Account. Below is a graph showing the Budget Analysis and PCI Projections.



Finance Committee Report: At their meeting on October 11, 2023, the Finance Committee voted 9-0 to recommend this Article to Town Meeting.

Bylaw Committee Report: No Report.

ARTICLE 11 To see if the Town will vote to accept the provisions of Section 19K of Chapter 41 of the Massachusetts General Laws, which authorizes additional compensation for a Town Clerk who has been awarded a certificate by the Massachusetts Town Clerks' Association as a certified Massachusetts municipal clerk, an amount equal to 10 per cent of such regular annual compensation, but not more than \$1,000 per year; to qualify for such additional compensation, a Town Clerk shall submit to the Select Board proof of the award of the certificate; or take any other action with respect thereto.

Select Board

Background: Massachusetts General Laws (MGL) allows Towns to give additional compensation not to exceed \$1,000 to Town Clerks who are a certified Municipal Clerk. The Massachusetts legislature views this designation as a benefit to the operations of Towns, by ensuring consistent operation in critical functions such as vital records and elections, among many others. The additional compensation serves as an incentive for Town Clerks to pursue training to help them become more specialized in their field. To qualify for Town Clerk certification a person must be an incumbent town clerk at the time of application, be a full member of the association for a minimum of 3 years, subscribe to the code of ethics of the Town Clerks Associations, and complete the course work prior to passing the examination. The Town Clerk must also continue the course work to maintain the certification throughout their tenure. The skills to be learned through the certification process cannot be gained through a college academic setting.

Finance Committee Report: No report.

Bylaw Committee Report: At their meeting on October 4, 2023, the Bylaw Committee voted 5-0 to recommend this Article to Town Meeting.

ARTICLE 12 To see if the Town will vote to transfer from the Reading Ice Arena Funds Account 4715 a sum or sums of money not to exceed \$200,000 to pay to build eight (8) temporary, outdoor pickleball courts on the land adjacent to the Burbank Ice Arena off Symonds way, subject to successful negotiations of lease with the Burbank Ice Arena Authority and obtaining any required permits, or take any other action with respect thereto.

Citizens Petition

Background: The temporary courts would be on land leased to the Burbank Ice Arena Authority through a long-term lease and will provide a much-needed recreation facility to relieve the resource constraints of the current dual use courts at Memorial Park and the sub-standard courts in the Birch Meadow complex. The courts are temporary because the town may want to use this location for other uses in the future.

The Birch Meadow Master Plan Phase 2 included 8 dedicated, lighted courts that would have replaced the sub-standard courts. These courts were removed from the phase 2 plan in June. The courts proposed for the Symonds Way location would replace the courts removed from the phase 2 plan and would be located where there would be minimal neighborhood impact.

The Reading Pickleball Players Association will purchase nets, benches and appropriate interior fencing to make the temporary courts fully functional at an anticipated cost of approximately \$16,000. These materials could be moved to a permanent location if the courts need to be moved. We request that Town Meeting approve that \$200,000 be funded from the Burbank Ice Arena revolving fund.

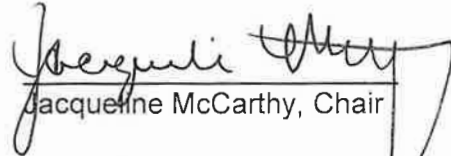
Finance Committee Report: At their meeting on October 11, 2023, the Finance Committee voted 3 in favor and 6 opposed to recommend this Article to Town Meeting.

Bylaw Committee Report: No report.

and you are directed to serve this Warrant by posting an attested copy thereof in at least one (1) public place in each precinct of the Town not less than fourteen (14) days prior to November 13, 2023, or providing in a manner such as electronic submission, holding for pickup or mailing, an attested copy of said Warrant to each Town Meeting Member.

Hereof fail not and make due return of this Warrant with your doings thereon to the Town Clerk at or before the time appointed for said meeting.


Given under our hands this 26th day of September, 2023.


Jacqueline McCarthy, Chair


Mark L. Dockser, Vice Chair


Karen Gately Herrick, Secretary


Carlo Bacci


Chris Haley

SELECT BOARD OF READING


Laura Gemme, ~~Constable~~ Town Clerk

MOTIONS – 2023 SUBSEQUENT TOWN MEETING

MOTION UNDER ARTICLE 1 2023 SUBSEQUENT TOWN MEETING

Move to table the subject matter of Article 1.

Select Board

MOTION UNDER ARTICLE 2 2023 SUBSEQUENT TOWN MEETING

Move to table the subject matter of Article 2.

Select Board

MOTION UNDER ARTICLE 3 2023 SUBSEQUENT TOWN MEETING

Move that the Town amend the FY 2024-34 Capital Improvements Program as provided for in Section 7-7 of the Reading Home Rule Charter and as previously amended, by making these changes:

General Fund

FY24: +\$1,531,000 net changes

- +\$900,000 Rubbish carts for automated pickup
- +\$200,000 Grove Street Parking Lot Improvements
- +\$ 40,000 Salem Street Crosswalk Improvements
- +\$ 20,000 Salem and Main Street Traffic Signal Improvements
- +\$300,000 Road paving
- \$ 140,000 Rise Playground Improvements (added to BM phase II in FY25)
- +\$ 85,000 Fire passenger vehicle
- +\$126,000 Materials cost increase for Ladder Truck funded in FY22

FY25: +\$275,000 net changes

- +\$ 25,000 School -District-Wide Technology Projects (increase from \$100k to \$125k)
- \$ 25,000 School Doors and Windows (Increased by & moved out 1 year to FY26)
- +\$ 400,000 Public Safety Computer Aided Dispatch System
- \$ 10,000 Library Equipment
- \$ 200,000 DPW Sander Truck #19 (2007) (Increased by \$40k and moved out to FY26)
- +\$ 40,000 DPW Sander Truck #18 (2006) (Increased by \$40k to \$240k)

+ \$ 20,000 DPW Pickup Truck #18 (2006) (Increased by \$20k to \$80k)
+ \$ 25,000 DPW Blower Unit for Loader (Increased by \$25k to \$250K)

FY26+

Various other changes made

Enterprise Funds – Water

FY24: +\$150,000 net changes

+\$150,000 SCADA Upgrades

FY25: +\$0 net changes

FY26+

Various changes made

Enterprise Funds – Sewer

FY24: +\$150,000 net changes

+\$150,000 SCADA Upgrades

FY25: +\$50,000 net changes

+\$50,000 Vacuum Truck (split with Storm Water) increase cost from \$300k to \$350k

FY26+

Various changes made

Enterprise Funds – Storm Water

FY24: +\$400,000 net changes

+\$400,000 Maillet Sommes Project - additional costs related to contaminated soil.

FY25: +\$50,000 net changes

+\$50,000 Vacuum Truck (split with Storm Water) increase cost from \$300k to \$350k

FY26+

Various changes made

Select Board

**MOTION UNDER ARTICLE 4
2023 SUBSEQUENT TOWN MEETING**

Move that the Town amend the Town's Operating Budget for the Fiscal Year commencing July 1, 2023, as adopted under Article 12 of the Annual Town Meeting of April 24, 2023; and to raise and appropriate or transfer from available funds a sum of money, to be added to the amounts appropriated under said Article, as amended, for the operation of the Town and its government, as provided in the below chart:

General Fund – Wages and Expenses

<u>Account Line</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
C99 - Capital	+\$40,000 Salem Street Crosswalk Improvements +\$20,000 Salem & Main Street Traffic Signal Improvements -\$ 140,000 Rise Playground Improvements (added to BM phase II in FY25) +\$ 85,000 Fire passenger vehicle		\$5,000
G91 – Administrative Services Wages	Pay & Class Wage Adjustments \$15,000		\$15,000
G92 – Administrative Services Wages	Property & Casualty Insurance		\$110,000
G91a – Technology Wages	Overtime for projects		\$10,000
G92a – Technology Expenses	Professional Services		\$30,000
H91 – Public Services Wages	Pay & Class Wage Adjustments		\$19,000
I91 – Finance Wages	Pay & Class Wage Adjustments		\$33,500
I92 – Finance Expenses	Regional Assessor Contract Increase		\$10,000
J91 – Police Wages	Retirement savings	\$25,000	
J92 – Police Expenses	RCPS Program Expenses		\$23,000
K91- Public Works Wages	Retirement savings	\$10,000	
	Subtotals	\$35,000	\$255,500
	Net Operating Expenses		\$220,500
	From Free Cash		\$225,500
	From Opioid Settlement Reserve Fund		\$23,000
	Interest Income Projection Increase		\$200,000
	New Growth Projection Shortfall	\$228,000	

Enterprise Funds

<u>Account Line</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
W99 Water EF	SCADA Upgrades		\$150,000
X99 Sewer EF	SCADA Upgrades		\$150,000

Y99 Storm EF	Maillet Sommes – Additional Costs		\$400,000
	Subtotals		\$300,000
	From Water EF Reserves		\$150,000
	From Sewer EF Reserves		\$150,000
	From Storm Water Reserves		\$400,000

Finance Committee

**MOTION UNDER ARTICLE 5
2023 SUBSEQUENT TOWN MEETING**

Move to table the subject matter of Article 5.

Select Board

**MOTION UNDER ARTICLE 6
2023 SUBSEQUENT TOWN MEETING**

Move that the Town:

(1) Appropriates the sum of Two Million One Hundred and Forty Thousand (\$2,140,000) Dollars to pay the costs of infrastructure improvements to the Birch Meadow Complex (the “Project”), including but not limited to, the reconstruction of a municipal parking lot, the improvement of basketball courts, the reconstruction of a children’s playground, and the resurfacing of tennis courts, including the payment of any and all other costs incidental and related to thereto, and that to meet this appropriation, the Treasurer, with the approval of the Select Board, is authorized to borrow said sum pursuant to G.L. c. 44, §7(1) or any other enabling authority and to issue bonds or notes of the Town therefor, and that the Town is authorized to apply for, accept and expend any federal or state grants or loans that may be available for the project;

(2) Pursuant to G.L. c.40, §15A, transfer the care, custody and control of Assessor Parcel 27-0-342, including any sports facilities thereon located on Bancroft Avenue in the Town of Reading, from the Town of Reading School Department to the Select Board;

(3) Dedicate the portions of Assessors Parcels 27-0-343, 27-0-342, and 33-0-57 shown as “PROPOSED PARC AREA” on a plan entitled “Parkland Acquisition and Renovation for Communities (PARC) Plan Reading Memorial High School Birch Meadow Drive, Reading, Mass.,” dated July 7, 2023, and on file with the Town Clerk, to park and recreation purposes under G.L. c. 45, §3, the premises being approximately 4.8 acres of land, including any sports facilities thereon located;

(4) Authorize the Town Manager to apply for any and all grants to fund the Project, including the Parkland Acquisitions and Renovations for Communities grant from the Executive Office of Energy and Environmental Affairs, and to take such other actions as necessary to carry the terms, purposes and conditions of any such grants;

Select Board

MOTION UNDER ARTICLE 7 2023 SUBSEQUENT TOWN MEETING

Move that the Town:

(1) Pursuant to G. L. c. 44, § 53E½, adopt a new revolving fund called the Solid Waste Revolving Fund, effective the fiscal year beginning July 1, 2025, by inserting a new Section 6.5.8 into the General Bylaws as follows:

6.5.8 Solid Waste Revolving Fund

Funds held in the Solid Waste Revolving Fund shall be used to offset the cost of curbside trash & recycling collection, disposal of solid waste, replacement totes, and any other costs associated with the administration of the trash and recycling program that arise due to the sale of second totes and overflow bags, and shall be expended by the Director of Public Works, upon the recommendation of the Town Manager. Receipts credited to this fund shall include the sale of second totes and overflow bags for the disposal of solid waste.

(2) Appropriate the amount of Nine Hundred Thousand (\$900,000) Dollars from Certified Free Cash for the purpose of paying for the costs of acquisition, management, and distribution of rubbish and recycling barrels for residences currently on the municipal rubbish program, including the payment of any and all other costs incidental and related to thereto;

Select Board

MOTION UNDER ARTICLE 8 2023 SUBSEQUENT TOWN MEETING

Move that the Town vote appropriate the sum of One Hundred and Thirty Thousand Dollars (\$130,000) to pay the costs of acquiring a fire department rear-mount aerial ladder truck and associated apparatus, including the payment of any and all other costs incidental and related to thereto, and that to meet this appropriation, said amount shall be transferred from the unspent proceeds of the borrowing related to the Parker Middle School Roof Account, One Hundred and Thirty Thousand Dollars (\$130,000).

**MOTION UNDER ARTICLE 9
2023 SUBSEQUENT TOWN MEETING**

Move that the Town appropriate the amount of Two Hundred Thousand Dollars (\$200,000) from Certified Free Cash for the purpose of paying the costs to build a municipal parking lot on Grove Street on the property purchased by the Town, commonly referred to as Lot 5, including the payment of any and all other costs incidental and related to thereto.

Select Board

**MOTION UNDER ARTICLE 10
2023 SUBSEQUENT TOWN MEETING**

Move that the Town vote appropriate the sum of Three Hundred Thousand Dollars (\$300,000) to pay the costs of roadway and sidewalk improvements, including the payment of any and all other costs incidental and related to thereto and that to meet this appropriation, said amount shall be transferred from the following sources: Three Hundred Thousand Dollars (\$300,000) from the 40R Smart Growth Stabilization Account.

Select Board

**MOTION UNDER ARTICLE 11
2022 SUBSEQUENT TOWN MEETING**

Move that the Town accept the provisions of Section 19K of Chapter 41 of the Massachusetts General Laws, which authorizes additional compensation for a Town Clerk who has been awarded a certificate by the Massachusetts Town Clerks' Association as a certified Massachusetts municipal clerk, an amount equal to 10 per cent of such regular annual compensation, but not more than \$1,000 per year; to qualify for such additional compensation, a Town Clerk shall submit to the Select Board proof of the award of the certificate.

Select Board

**MOTION UNDER ARTICLE 12
2023 SUBSEQUENT TOWN MEETING**

Move that the Town vote appropriate the sum of Two Hundred Thousand Dollars (\$200,000) to pay the costs to build eight (8) temporary, outdoor pickleball courts on the land adjacent to the

Burbank Ice Arena off Symonds way, subject to successful negotiations of lease with the Burbank Ice Arena Authority and obtaining any required permits, including the payment of any and all other costs incidental and related to thereto, and that to meet this appropriation, said amount shall be transferred from the following sources: Two Hundred Thousand Dollars (\$200,000) from the Reading Ice Arena Funds Account 4715.

Citizen Petition

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Capital Improvement Plan (CIP)

10/11/2023 16:15	FY-2024	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY24-33
6. Killam Building project TBD Excluded Debt												
- Killam Field improvements, drainage, repaving (\$350k HOLD for Killam project)												
7. Senior/Community Center TBA Excluded Debt if >\$5mil (Options are being explored)												
8. DPW Bldg improvements (scope changed)												
9. Community projects (no formal capital requests yet)												
<i>Legend: xDebt has been approved by the voters as excluded from the Prop 2-1/2 levy; debtni has been authorized by Town Meeting but not yet issued; debtna has not yet been authorized by Town Meeting</i>												

Capital Improvement Plan (CIP)

10/11/2023 16:15	FY-2024	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY24-33
Facilities - CORE	250,000	50,000	440,000	300,000	745,000	1,004,500	50,000	50,000	50,000	50,000	-	3,051,500
Energy (Performance Contract) \$4.95mil debt	Debt	Debt										-
Energy Improvements II OPM/Design												-
Energy Improvements II \$5.0mil/15yr	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt		-
Energy (Green Repairs) \$1.05mil debt												-
Bldg Security - \$4.0mil debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt					-
Bldg Sec. - window film (schools)												-
Permanent Bld Committee	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000		550,000
RMHS Building project ~\$55mil debt	xDebt											-
RMHS Bldg proj - \$6 mil Litig. some debt	Debt	Debt	Debt	Debt								-
RMHS Retaining Wall - \$0.5mil debt												-
RMHS Turf 2 - \$2.225 mil debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt					-
RMHS Stadium OPM/Design												-
RMHS Glycol Reclamation & Installation	200,000											200,000
RMHS Stadium Turf/Track \$3 mil/10yr	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt			-
RMHS Ropes Course						97,500						
RMHS/RISE playground design												
RMHS/RISE playground improvements												
RMHS Fldhouse floor/bleachers \$1.7 mil TBD debt (\$200K design; \$1.5mil project)			200,000	Debtna	Debtna	Debtna	Debtna	Debtna				200,000
Parker MS roof project OPM/design												-
Parker MS Roofing project \$2.7mil/10yr	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt		-
Coolidge Alarm Panel			55,000	250,000								305,000
Coolidge MS roof project design						450,000						450,000
Coolidge MS Roofing project \$3.7mil/10yr							Debtna	Debtna	Debtna	Debtna		-
Modular Classrooms \$1.2m debt	Debt											-
Killam Building project TBD xDebt			xDebt	xDebt	xDebt	xDebt	xDebt	xDebt	xDebt	xDebt		-
Barrows/Wd End Bldg projects \$0.8mil debt	xDebt											-
Barrows/Wd End Bldg projects debt	Debt											-
Birch Meadow ES roof project design						230,000						230,000
Birch Meadow Roofing project \$1.9 mil/10yr							Debtna	Debtna	Debtna	Debtna		-
Library Building project \$18.4 mil debt	xDebt	xDebt										-
Police Sta. project \$1.5mil/10yr	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt		-
Town Hall Roofing project \$515k					520,000							520,000
Police Sta. Antena System		Grant										
Main St. Fire Sta Roofing project \$225k												-
Community Center TBA xDebt if >\$5mil												-
DPW Bldg project TBD												-

Capital Improvement Plan (CIP)

10/11/2023 16:15	FY-2024	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY24-33
Electrician Van Ford E350 Econoline (2014)					55,000							55,000
Carpenter's Pickup Ford F-350 (2013)			55,000									55,000
Carpenter's Cut-away Van (2017)						55,000						55,000
Plumber's Cut-away Van (2017)						57,000						57,000
Pickup Truck Chevy 2500HD (2016)						65,000						65,000
Pickup Truck Chevy 2500HD (2017)					65,000							65,000
Van E350 Econoline (2006)					55,000							55,000
Bob Cat skid steer												-
Bobcat Skid - snowplow (2008)			45,000									45,000
Bobcat Utility - snowplow (2013)			35,000									35,000
Buildings - Schools (Total)	163,000	-	138,000	106,000	100,000	-	80,000	875,000	1,100,000	-	-	2,577,000
Arc Flash Hazard Study	163,000		105,000									268,000
HVAC - Elementary schools design(yr1)/project(yr2)							Barrows -> 80,000	775,000				855,000
							Wood End ->	100,000	1,100,000			
Carpet/Flooring				66,000	60,000							126,000
Doors & Windows			33,000	40,000	40,000							113,000
Wood End Water Heater												-
Coolidge Water Heater												-
Parker Water Heater												-
Parker Carpet/Flooring												15,000
Buildings - Town (Total)	-	-	-	144,000	-	30,000	-	-	-	-	-	189,000
Arc Flash Hazard Study				144,000								144,000
Carpet/Flooring						30,000						30,000
Doors & Windows												15,000
Police Station Water Heater												-

Capital Improvement Plan (CIP)

10/11/2023 16:15	FY-2024	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY24-33
Schools - General	175,000	135,000	135,000	145,000	212,000	205,000	635,000	160,000	160,000	160,000	160,000	2,232,000
Food Service Van E-250 (2014)					52,000							52,000
Driver's Education Vehicle (2022)						45,000						45,000
Card readers for all the schools	65,000											
Vehicle Barriers for all schools							475,000					
Courier Vehicle (2007)												-
District-wide Telephone systems	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	110,000
Design for Technology wiring projects												-
District-wide Technology Wiring projects												-
District-wide Technology projects	100,000	125,000	125,000	135,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,485,000
Administrative Services	100,000	100,000	100,000	130,000	125,000	150,000	150,000	150,000	150,000	150,000	150,000	1,405,000
Water Tank Town telco equip replace/relocate												-
Remote access multi factor authentication												-
Internal segmentation firewall												-
GIS flyover - planimetrics												-
Technology projects	100,000	100,000	100,000	130,000	125,000	150,000	150,000	150,000	150,000	150,000	150,000	1,405,000
Finance	-	400,000	-	-	-	-	-	-	-	600,000	-	1,000,000
Financial System										600,000		600,000
CAD System (Computer Aided Dispatch)		400,000										400,000
Library	10,000	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000
Equipment	10,000	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000
Public Services	-	-	-	-	-	945,000	-	535,000	800,000	-	-	2,365,000
Maillett Sommes Morgan \$1.0mil/10yrs	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	-
Downtown Improvements II \$4.0mil/ 20yrs	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	-
Downtown Improvements II \$3.75 mil Bond Bill												-
Downtown Energy Efficient projects												-
PARC: Kiosks(4) handheld devices(2)												-
Land Use planning (CC & Symonds)												-
Sr/Community Center planning												-
Parks & Fields space study												-
Rehab Playgrounds Program												25,000
	B Mdw	Killam	Sturges									-

Capital Improvement Plan (CIP)

10/11/2023 16:15	FY-2024	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY24-33
Birch Meadow Master Plan												-
Birch Meadow Master Plan Design												-
Phase 1 \$2.3 mill (\$1.5mil ARPA grant & \$800k debt)												
Support & general Circulation \$750k-\$1.2mil												
Imagination Station Parking \$450-550k												
Phase 2 \$2.14mil/10yr debt		Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	-
Lacrosse Wall \$100-150k												-
Tennis Courts, Playground, Parking \$800k-\$1.0mil												-
Basketball Courts \$500-650k												-
Phase 3 \$1.6mil/10yr debt												
Morton Field improvements \$600-950k												-
Castine Field \$75-100k												-
Higgins Farm Conserv Area \$100-150k												-
Birch Meadow Drive Improvements \$250-400k												-
Phase 4 \$6.0mil/10yr debt												
Softball/Multi purpose new turf field \$3.2-3.6mil												-
Coolidge Field turf \$2.2-2.4 mil.												-
Artificial Turf@Parker MS (replace) moved \$800k to 2032									800,000			800,000
Barrows Tennis court repairs							125,000					125,000
Barrows Basketball court repairs							100,000					100,000
Barrows Replace backstop & repair infield							125,000					125,000
Killam Field improve, drainage, repaving (\$350k) held for Killam project decision												-
Wood End Field Repairs								325,000				325,000
(*) below indicates \$950k in state bond bill details TBA (\$805k identified below)												
*Wash Pk:Replace backstop & shift field							150,000					150,000
*Wash Pk:Walking Paths							100,000					100,000
*Mem Pk: Replace Band Stand							50,000					50,000
*Mem Pk:Court resurface							20,000					20,000
*Symonds:Replace backstop							150,000					150,000
*Hunt Pk:Replace backstop							125,000					125,000
Sturges Pk:Tennis court repairs								75,000				105,000
Sturges Pk:Basketball court repairs								85,000				115,000
Sturges Pk:Backstop repairs								50,000				50,000
Public Safety - Fire/EMS	276,000	-	1,200,000	435,000	685,000	71,000	1,840,000	165,000	350,000	695,000		6,217,000
Ladder Trk #1 (2008: \$800k, next FY22) (15 years)	126,000											126,000
Ladder Truck & Equipment												-
Pumper Eng #1 (2010-\$525k; next FY30)							1,400,000					1,400,000
Pumper Eng #2 (2007-\$410k; next FY25)			1,150,000									1,150,000

Capital Improvement Plan (CIP)

10/11/2023 16:15		FY-2024	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY24-33
	Pumper Eng #3 (2016 \$630k; next FY36)												-
	Pumper Eng #4 (2020 \$800k; next FY40)												-
	Ambulance #1 (2017- 10 yrs)					500,000							500,000
	Ambulance #2 (2010 - 10yrs) & equip										575,000		975,000
	Ambulance equipment					45,000					45,000		90,000
	Passenger Car#1 (2022 - 10yrs)										75,000		140,000
	Passenger Car#2 (2024 - 10yrs)	65,000										75,000	65,000
	Passenger Car#3 (2019 - 10yrs)						71,000						71,000
	Passenger Car#4 (2024 - 10yrs)	85,000											85,000
	Pickup Truck #1 (2019 - 12yrs)								85,000				85,000
	Pickup Truck #2 (2012 - 12yrs)				80,000								80,000
	Alarm Truck (1994 - 20yrs)												-
	ALS Defibrillator (2019 - 7yrs)			50,000					50,000				100,000
	BLS AEDs (2020-8yrs)				25,000				30,000				55,000
	Rescue Tool					60,000							60,000
	Breathing Apparatus (2017-12yrs)							400,000					400,000
	Breathing Air Compressor												-
	Breathing Air Bottles				30,000								30,000
	CPR Compression Device					20,000							20,000
	Thermal Imaging (2018 - 10yrs)					60,000							60,000
	Fire Hose							40,000					75,000
	Turnout Gear (2022 - 5yrs)				300,000					350,000			650,000
	Public Safety - Police/Dispatch	-	-	-	275,000	-	-	-	160,000	80,000	500,000		1,095,000
	Police Unmarked Vehicle				50,000					50,000			100,000
	Police equipment (tasers) (7 years)								160,000				160,000
	Firearms Replacement (12 years)											120,000	80,000
	Vehicle Video Integration				200,000								200,000
	Radios (Police & Fire 2022 - 12yrs)										500,000		500,000
	AEDs				25,000					30,000			55,000
	Public Works - Equipment	1,935,000	610,000	240,000	599,500	590,000	492,500	60,000	1,160,000	882,000	-		7,153,000
	Large Trucks	Life	480,000	240,000	240,000	265,000	70,000	275,000	-	935,000	632,000	-	3,137,000
	C-03 Dump Truck C3 (2016)	10								75,000			75,000
	C-04 Dump Truck C2 (2012)	10					70,000						70,000
	H-05 Small Dump Truck #7 (2012)	10			65,000								65,000
	H-06 Aerial Pickup Truck #14 (2017)												-
	H-07 Truck #10 (2018)	15							240,000				240,000
	H-08 Truck #9 - Sander (2017)	15								250,000			250,000
	H-09 Truck #8 - 10 wheeler (2016)	15								245,000			245,000
	H-10 Truck #22 -Sander (2015)								240,000				240,000

Capital Improvement Plan (CIP)

10/11/2023 16:15		FY-2024	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY24-33
H-11 Truck #4 - Sander (2014)	15								235,000				235,000
H-12 Truck #16 - Sander (2011)	15								220,000				220,000
H-14 Truck #3 - Sander (2010)	15						215,000						215,000
H-15 Truck #5 (2008)	15				200,000								200,000
H-16 Truck # 7 (2008)		240,000											240,000
H-17 Truck # 11 (2008)	15	240,000											240,000
H-18 Truck #19 - Sander (2007)	15			240,000									240,000
H-19 Truck #18 - Sander (2006)	15		240,000										240,000
P-03 Dump truck #24 Parks (2017)	15									62,000			62,000
P-04 Dump truck #12 Parks (2015)	15						60,000						60,000
Pick-ups/Cars/Vans		235,000	120,000	-	54,000	176,000	62,000	60,000	70,000	-	-		777,000
C-02 Pickup Ford Utility #C1 (2014)	10							60,000					60,000
C-06 Cem. #4 Ford Sedan (2006)	10		40,000										40,000
CAR 1 Ford Escape (2016)					54,000								54,000
CAR 2 Car #3 Ford Escape HYBRID (2008)	10	55,000											55,000
E-01 Chevy Traverse (2019)													-
F-02 Pickup Chevy #9 Parks (2011)	10	100,000											100,000
H-01 Pickup #16 (2015)							62,000						62,000
H-02 Pickup #18 (2006)			80,000										80,000
H-03 Pickup #4 (2020)									70,000				70,000
H-04 Pickup Ford Utility #11 (2014)						67,000							67,000
M-02 Pickup #1 (2020)													-
PFC-01 Ford Escape (2017)						59,000							59,000
P-02 Pickup Ford #2 Parks (2015)	10					50,000							50,000
Pickup for P/F/C Supervisor		80,000											80,000
Backhoes/Loaders/Heavy Equipment		280,000	-	-	-	80,000	-	-	-	-	-		360,000
C-07 Backhoe Loader (2020)	10												-
H-20 Loader JD 624 (2020)	10												-
H-21 Loader JD 624 (2017)	10												-
Loader to replace Sicard		280,000											280,000
H-22 Backhoe JD 710L HWY (2020)	10												-
H-23 Bobcat Loader (2015)	10												-
P-05 Ventrac tractor (2020)	10												-
P-06 Tractor JD4520 (Parks) (2012)	15					80,000							80,000
Specialty Equipment - Heavy Duty		-	250,000	-	-	230,000	113,000	-	-	-	-		988,000
F-04 Bucket Truck #21 Forestry (2009)	15												-
F-05 Chipper/LoaderTruck #23 (2008)	15												210,000
H-24 Forklift (2016)													-

Capital Improvement Plan (CIP)

10/11/2023 16:15		FY-2024	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY24-33
H-25	Crawler Dozer (2003)												-
H-26	Snow Primoth SW4S (2016)	15					113,000						113,000
H-27	Snow Trackless (2015)	15				180,000							180,000
H-28	Snow Holder #1 c992 (2015)	15											185,000
H-29	Snow Holder #2 c480 (2013)	15											-
H-31	Leeboy Pavement Sprd (2014)	10											-
H-32	Hamm Roller, Large (2014)												-
H-33	Hamm Roller, Small (2016)					50,000							50,000
H-34	Leeboy Roller, Small (1998)												-
H-41	Screener (2018)	15											-
	Blower unit for Loader		250,000										250,000
W-23	Sicard HD Snowblower (1999)												-
	Specialty Equipment - Light Duty		916,000	-	-	70,000	10,000	10,000	-	145,000	250,000	-	1,440,000
C-14	SmithCo 48" Sweeper (2012)	10			30,000								30,000
C-15	SKAG Leaf Vac (Cem) (2015)	10							25,000				25,000
C-16	Carmate Trailer (2019)								20,000				20,000
C-17	Big Tex Trailer (2013)						10,000						10,000
F-06	Vemeer Chipper (2018)									225,000			225,000
F-08	Stump Grinder new (2021) (replace 20 yrs)	20											-
F-09	Trailer Dump Trailer (2015)								50,000				50,000
F-10	Truck Mount Sprayer 500gal (2015)								20,000				20,000
H-35	Tack Machine for Paving (2004)												-
H-36	Curb-builder for Paving (2010)												-
H-37	HotBox for Paving (2020)												-
H-38	Cement Mixer Tow Behind (2005)												-
H-39	Mobile Compressor (1) (2019)	10											-
H-40	Mobile Compressor (2) (2020)												-
H-42	Trailer (2012)												-
H-43	Trailer, Roller (1998)												-
H-44	Eager beaver Trailer #2 (1996)												-
P-11	Smithco SuperStar (2016)								30,000				30,000
P-12	Smithco 60 Turf Sweeper (2016)				40,000								40,000
	P-13 Sweeper/Blower/Mower (1985)												15,000
P-14	Leaf Vac SKAG (2016)									25,000			25,000
P-15	Trailer (2016)						10,000						10,000

Capital Improvement Plan (CIP)

10/11/2023 16:15	FY-2024	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY24-33
P-16 Trailer (2013)	16,000											16,000
P-17 Trailer (stump grinder)												24,000
P-18 Trailer Enclosed (2007)												-
R-01 Rubbish Barrells for automated pickup	900,000											900,000
Lawnmowers	24,000	-	-	210,500	24,000	32,500	-	10,000	-	-		451,000
C-08 Mwr SKAG TT #2 (2017)				24,000								24,000
C-09 Mwr (Cem.) SKAG 48" (2016)				12,500								12,500
C-10 Mower SKAG 61" (2008)	24,000											24,000
C-11 Mwr (Cem.) Scag 52" Stander (2021)								10,000				10,000
C-12 Mwr SKAG 36" (2012)						12,500						12,500
C-13 Mwr SKAG TT 61" #3 (2011)				24,000								24,000
P-07 Mwr SKAG TT #5 (2017)					24,000							24,000
P-08 Mwr SKAG						20,000						20,000
P-09 Mwr (Pks) TORO 5910N (2014)				150,000								150,000
P-10 Mower - TORO Gang (2007)												150,000
DPW: Parks & Cemetery	575,000	515,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000		3,690,000
Gen'l Fence Replacement	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000		550,000
DPW Yard Improvements												-
Strout Avenue Improvements												-
School Site Improvements												-
Birch Meadow (parking lots, sidewalks, walkways)		215,000										215,000
Field, Playground and Court Improvements	200,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000		1,100,000
Rock Wall repairs - Memorial Park												100,000
Rock Wall Repair Program	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000		1,000,000
Rock Wall repairs - Laurel Hill												-
Rock Wall repairs - Joshua Eaton												-
Grove Street Parking Lot Improvements	200,000											
Gen'l Parking Lot Improvements	25,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000		525,000
DPW: Roads												-
Track Road Bridge #1												-
Track Road Bridge #2	grant funded TBD											-
Salem Street Crosswalk Improvements	40,000											40,000
Salem and Main Traffic Signal Improvements	20,000											20,000
Sidewalk/Curb/Ped. Safety	100,000	100,000	100,000	125,000	150,000	175,000	175,000	200,000	200,000	200,000		1,625,000
Skim Coating & Crack Seal Patch	100,000	100,000	100,000	125,000	150,000	175,000	175,000	200,000	200,000	200,000		1,625,000
West Street - Local shr (\$1.3mil)	Debt	Debt										-
Lowell Street \$500k + \$600k		600,000										1,100,000
General Fund - various roads	725,000	425,000	425,000	525,000	595,000	560,000	550,000	575,000	550,000	550,000		5,905,000
TOTAL GENL FUND VOTED - ROADS	985,000	1,225,000	625,000	775,000	895,000	910,000	900,000	975,000	950,000	950,000	-	10,315,000
Grants - various roads	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000		6,600,000
TOTAL ROAD CAPITAL	1,585,000	1,825,000	1,225,000	1,375,000	1,495,000	1,510,000	1,500,000	1,575,000	1,550,000	1,550,000		16,915,000

Capital Improvement Plan (CIP)

10/11/2023 16:15	FY-2024	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY24-33
Biggest Changes in Capital since November 2022 Town Meeting					Concerns							
\$900k was added to theFY25 capital as debt for barrells for automated pickup					Killam ES - any costs not Excluded debt should be identified very soon							
\$27.5 k was added to FY23 Grove Street Parking Lot and Path Design					Feasibility Study approved and Nov 22 STM							
RMHS Fieldhouse bleachers/floor \$1.7mil design work added FY26 & debt to					1. \$1 mil 'community sustainability'							
					2. downtown improvements /Haven Street (\$7 mil identified; \$5mil in state bond bill)							

Town of Reading Debt Service Schedule	Projected FY - 2024	Projected FY - 2025	Projected FY - 2026	Projected FY - 2027	Projected FY - 2028	Projected FY - 2029	Projected FY - 2030	Projected FY - 2031	Projected FY - 2032	Projected FY - 2033	Projected FY - 2034	Projected FY - 2035	Projected FY - 2036	Projected FY - 2037	Projected FY - 2038	Projected FY - 2039
10/12/23 12:06																
General Fund:	6,066,806	4,818,038	2,958,275	3,104,850	2,853,175	2,592,150	3,180,850	2,574,550	2,487,800	1,818,950	1,665,000	1,417,500	1,380,000	1,172,500	856,400	833,200
Principal	5,220,000	3,900,000	2,200,000	2,365,000	2,225,000	2,070,000	2,625,000	2,120,000	2,120,000	1,520,000	1,420,000	1,220,000	1,220,000	1,050,000	760,000	760,000
Within Levy Limit	2,692,200	2,665,000	2,200,000	2,365,000	2,225,000	2,070,000	2,625,000	2,120,000	2,120,000	1,520,000	1,420,000	1,220,000	1,220,000	1,050,000	760,000	760,000
Excluded Debt	2,527,800	1,235,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Interest	846,806	918,038	758,275	739,850	628,175	522,150	555,850	454,550	367,800	298,950	245,000	197,500	160,000	122,500	96,400	73,200
Within Levy Limit	688,494	873,338	758,275	739,850	628,175	522,150	555,850	454,550	367,800	298,950	245,000	197,500	160,000	122,500	96,400	73,200
Excluded Debt	158,312	44,700	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Within Levy Limit	3,380,694	3,538,338	2,958,275	3,104,850	2,853,175	2,592,150	3,180,850	2,574,550	2,487,800	1,818,950	1,665,000	1,417,500	1,380,000	1,172,500	856,400	833,200
Issued	3,043,194	2,513,338	1,965,775	1,889,850	1,679,175	1,609,150	1,539,350	979,750	939,700	317,550	310,300	304,500	298,700	292,900	0	0
Approved not issued (ANI)	337,500	325,000	312,500	300,000	287,500	125,000	120,000	115,000	110,000	105,000	0	0	0	0	0	0
Not yet approved (NYA)	0	700,000	680,000	915,000	886,500	858,000	1,521,500	1,479,800	1,438,100	1,396,400	1,354,700	1,113,000	1,081,300	879,600	856,400	833,200
Excluded Debt	2,686,112	1,279,700	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Issued	2,686,112	1,279,700	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Approved not issued (ANI)																
Not yet approved (NYA)																

Debt Summary

Inside Tax Levy	3,380,694	3,533,338	2,953,275	3,099,850	2,848,175	2,587,150	3,175,850	2,569,550	2,270,300	1,609,950	1,469,500	1,230,500	1,201,500	1,172,500	856,400	833,200
Energy/Safety Improvements	1,242,831	1,196,813	831,875	803,125	774,375	740,750	712,250	340,750	327,700	317,550	310,300	304,500	298,700	292,900	0	0
School Buildings	1,477,713	1,005,575	969,525	1,183,600	999,425	960,775	1,609,225	1,405,675	1,150,100	652,400	639,200	626,000	612,800	599,600	586,400	573,200
Town Buildings	182,250	175,750	164,375	158,125	151,875	145,625	139,375	133,125	127,500	0	0	0	0	0	0	0
Community Improvements	477,900	1,155,200	987,500	955,000	922,500	740,000	715,000	690,000	665,000	640,000	520,000	300,000	290,000	280,000	270,000	260,000
Excluded From Tax Levy	2,686,112	1,279,700	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Energy/Safety Improvements	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
School Buildings	1,357,012	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Town Buildings	1,329,100	1,279,700	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Community Improvements	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Town of Reading Debt Service Schedule	Projected FY - 2024	Projected FY - 2025	Projected FY - 2026	Projected FY - 2027	Projected FY - 2028	Projected FY - 2029	Projected FY - 2030	Projected FY - 2031	Projected FY - 2032	Projected FY - 2033	Projected FY - 2034	Projected FY - 2035	Projected FY - 2036	Projected FY - 2037	Projected FY - 2038	Projected FY - 2039
10/12/23 12:06																
Principal + Interest																
Within Levy Limit	3,380,694	3,538,338	2,958,275	3,104,850	2,853,175	2,592,150	3,180,850	2,574,550	2,487,800	1,818,950	1,665,000	1,417,500	1,380,000	1,172,500	856,400	833,200
Issued	3,043,194	2,513,338	1,965,775	1,889,850	1,679,175	1,609,150	1,539,350	979,750	939,700	317,550	310,300	304,500	298,700	292,900	0	0
Approved not issued (ANI)	337,500	325,000	312,500	300,000	287,500	125,000	120,000	115,000	110,000	105,000	0	0	0	0	0	0
Not yet approved (NYA)	0	700,000	680,000	915,000	886,500	858,000	1,521,500	1,479,800	1,438,100	1,396,400	1,354,700	1,113,000	1,081,300	879,600	856,400	833,200
Bldg Security \$4mil/10yr	446,100	427,000	413,000	399,000	385,000	371,000	357,000									
Bldg Energy Improv I \$5m/15yr	348,356	336,188														
Bldg Energy Improv II \$5m/15yr	448,375	433,625	418,875	404,125	389,375	369,750	355,250	340,750	327,700	317,550	310,300	304,500	298,700	292,900		
Killam Green Repair																
Birch Mdw Green Repair																
RMHS Turf II \$2.225mil/10yr	201,400	195,000	188,600	182,200	175,800	169,400	158,100									
RMHS Turf I \$3.0mil/10yr	359,625	346,875	334,125	321,375	303,750	291,250	278,750	266,250	255,000							
RMHS Fieldhouse \$1.7mil/5yrs				255,000	246,500	238,000	229,500	221,000								new
RMHS/TLT \$1.5mil/10yr	156,600	151,200	145,800	140,400												
RMHS Ret. Wall \$500k/5yr																
Parker MS Roof \$2.7mil/10yr	324,000	312,500	301,000	284,625	273,375	262,125	250,875	239,625	229,500							
Coolidge MS Roof \$2.9mil/10yr							457,000	448,300	439,600	430,900	422,200	413,500	404,800	396,100	387,400	378,700
Birch Mdw ES roof \$1.5mil/10yr							235,000	230,500	226,000	221,500	217,000	212,500	208,000	203,500	199,000	194,500
ES Mod. class \$1.2 mil/8yr	153,000															
Barrows/Wd End@	29,942															
Wood End@	135,938															
Barrows@	117,208															
Police Sta Improve \$1.5mil/10yr	182,250	175,750	164,375	158,125	151,875	145,625	139,375	133,125	127,500							
West St. \$1.3 mil	140,400	135,200														
Comm. Sustainability \$1.0mil/10yr	150,000	140,000	135,000	130,000	125,000	120,000	115,000	110,000	105,000	100,000	0					
Ec Dev Dwnn II \$2.0mil/20yr	0	400,000	390,000	380,000	370,000	360,000	350,000	340,000	330,000	320,000	310,000	300,000	290,000	280,000	270,000	260,000
Haven St. Streetscape \$750k/5yr	187,500	180,000	172,500	165,000	157,500	0	0	0	0	0	0	0	0	0	0	0
Bch Mdw Phase II \$2.0mil/10yr		300,000	290,000	280,000	270,000	260,000	250,000	240,000	230,000	220,000	210,000					
Excluded Debt	2,686,112	1,279,700	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Issued	2,686,112	1,279,700	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Approved not issued (ANI)																
Not yet approved (NYA)																
RMHS@	1,312,500															
Barrows/Wd End@	40,560															
Wood End@	3,952															
Library Project \$10+mil	1,080,000	1,040,000														
Library Project \$2.115mil	249,100	239,700														

Town of Reading Debt Service Schedule	Projected FY - 2024	Projected FY - 2025	Projected FY - 2026	Projected FY - 2027	Projected FY - 2028	Projected FY - 2029	Projected FY - 2030	Projected FY - 2031	Projected FY - 2032	Projected FY - 2033	Projected FY - 2034	Projected FY - 2035	Projected FY - 2036	Projected FY - 2037	Projected FY - 2038	Projected FY - 2039
10/12/23 12:06																
Principal																
Within Levy Limit	2,692,200	2,665,000	2,200,000	2,365,000	2,225,000	2,070,000	2,625,000	2,120,000	2,120,000	1,520,000	1,420,000	1,220,000	1,220,000	1,050,000	760,000	760,000
Issued	2,442,200	2,015,000	1,550,000	1,545,000	1,405,000	1,400,000	1,395,000	890,000	890,000	290,000	290,000	290,000	290,000	290,000	0	0
Approved not issued (ANI)	250,000	250,000	250,000	250,000	250,000	100,000	100,000	100,000	100,000	100,000	0	0				
Not yet approved (NYA)	0	400,000	400,000	570,000	570,000	570,000	1,130,000	1,130,000	1,130,000	1,130,000	1,130,000	930,000	930,000	760,000	760,000	760,000
Bldg Security \$4mil/10yr	355,000	350,000	350,000	350,000	350,000	350,000	350,000									
Bldg Energy Improv I \$5m/15yr	330,000	330,000														
Bldg Energy Improv II \$5m/15yr	295,000	295,000	295,000	295,000	295,000	290,000	290,000	290,000	290,000	290,000	290,000	290,000	290,000	290,000		
Killam Green Repair																
Birch Mdw Green Repair																
RMHS Turf II \$2.225mil/10yr	160,000	160,000	160,000	160,000	160,000	160,000	155,000									
RMHS Turf I \$3.0mil/10yr	255,000	255,000	255,000	255,000	250,000	250,000	250,000	250,000	250,000							
RMHS Fieldhouse \$1.7mil/10yrs				170,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000			
RMHS/TLT \$1.5mil/10yr	135,000	135,000	135,000	135,000												
RMHS Ret. Wall \$500k/5yr																
Parker MS Roof \$2.7mil/10yr	230,000	230,000	230,000	225,000	225,000	225,000	225,000	225,000	225,000							
Coolidge MS Roof \$3.7mil/10yr							370,000	370,000	370,000	370,000	370,000	370,000	370,000	370,000	370,000	370,000
Birch Mdw ES roof \$1.9mil/10yr							190,000	190,000	190,000	190,000	190,000	190,000	190,000	190,000	190,000	190,000
ES Mod. class \$1.2 mil/8yr	150,000															
Barrows/Wd End@	28,790															
Wood End@	130,710															
Barrows@	112,700															
Police Sta Improve \$1.5mil/10yr	130,000	130,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000							
West St. \$1.3 mil	130,000	130,000														
Comm. Sustainability \$1.0mil/10yr	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000						
Ec Dev Dwntr II \$4.0mil/20yr		200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Haven St. Streetscape \$750k/5yr	150,000	150,000	150,000	150,000	150,000											
Bch Mdw Phase II \$2.0mil/10yr		200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000					
Excluded Debt	2,527,800	1,235,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Issued	2,527,800	1,235,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Approved not issued (ANI)																
Not yet approved (NYA)																
RMHS@	1,250,000															
Barrows/Wd End@	39,000															
Wood End@	3,800															
Library Project \$10+mil	1,000,000	1,000,000														
Library Project \$2.115mil	235,000	235,000														

Town of Reading Debt Service Schedule	Projected FY - 2024	Projected FY - 2025	Projected FY - 2026	Projected FY - 2027	Projected FY - 2028	Projected FY - 2029	Projected FY - 2030	Projected FY - 2031	Projected FY - 2032	Projected FY - 2033	Projected FY - 2034	Projected FY - 2035	Projected FY - 2036	Projected FY - 2037	Projected FY - 2038	Projected FY - 2039	
10/12/23 12:06																	
Interest																	
Within Levy Limit	688,494	873,338	758,275	739,850	628,175	522,150	555,850	454,550	367,800	298,950	245,000	197,500	160,000	122,500	96,400	73,200	
Issued	600,994	498,338	415,775	344,850	274,175	209,150	144,350	89,750	49,700	27,550	20,300	14,500	8,700	2,900	0	0	
Approved not issued (ANI)	87,500	75,000	62,500	50,000	37,500	25,000	20,000	15,000	10,000	5,000	0	0	0				
Not yet approved (NYA)	0	300,000	280,000	345,000	316,500	288,000	391,500	349,800	308,100	266,400	224,700	183,000	151,300	119,600	96,400	73,200	
Bldg Security \$4mil/10yr	91,100	77,000	63,000	49,000	35,000	21,000	7,000										
Bldg Energy Improv I \$5m/15yr	18,356	6,188															
Bldg Energy Improv II \$5m/15yr	153,375	138,625	123,875	109,125	94,375	79,750	65,250	50,750	37,700	27,550	20,300	14,500	8,700	2,900		1,131,367	
Killam Green Repair																	
Birch Mdw Green Repair																	
RMHS Turf II \$2.225mil/10yr	41,400	35,000	28,600	22,200	15,800	9,400	3,100										
RMHS Turf I \$3.0mil/10yr	104,625	91,875	79,125	66,375	53,750	41,250	28,750	16,250	5,000							630,025	
RMHS Fieldhouse \$1.7mil/10yrs				85,000	76,500	68,000	59,500	51,000	42,500	34,000	25,500	17,000	8,500			new	
RMHS/TLT \$1.5mil/10yr	21,600	16,200	10,800	5,400													
RMHS Ret. Wall \$500k/5yr																	
Parker MS Roof \$2.7mil/10yr	94,000	82,500	71,000	59,625	48,375	37,125	25,875	14,625	4,500							566,302	
Coolidge MS Roof \$2.9mil/10yr							87,000	78,300	69,600	60,900	52,200	43,500	34,800	26,100	17,400	8,700	move out 5yrs
Birch Mdw ES roof \$1.5mil/10yr							45,000	40,500	36,000	31,500	27,000	22,500	18,000	13,500	9,000	4,500	move out 5yrs
ES Mod. class \$1.2 mil/8yr	3,000																
Barrows/Wd End@	1,152																
Wood End@	5,228																
Barrows@	4,508																
Police Sta Improve \$1.5mil/10yr	52,250	45,750	39,375	33,125	26,875	20,625	14,375	8,125	2,500							314,539	
West St. \$1.3 mil	10,400	5,200															
Comm. Sustainability \$1.0mil/10yr	50,000	45,000	40,000	35,000	30,000	25,000	20,000	15,000	10,000	5,000						assume 5%	
Haven St. Streetscape \$750k/5yr	37,500	30,000	22,500	15,000	7,500											112,500	
Ec Dev Dwntn II \$4.0mil/20yr		200,000	190,000	180,000	170,000	160,000	150,000	140,000	130,000	120,000	110,000	100,000	90,000	80,000	70,000	60,000	assume 5%
Bch Mdw Phase II \$2.0mil/10yr		100,000	90,000	80,000	70,000	60,000	50,000	40,000	30,000	20,000	10,000						
Excluded Debt	158,312	44,700	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Issued	158,312	44,700	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Approved not issued (ANI)																	
Not yet approved (NYA)																	
RMHS@	62,500																
Barrows/Wd End@	1,560																
Wood End@	152																
Library Project \$10+mil	80,000	40,000															
Library Project \$2.115mil	14,100	4,700															

Water Enterprise Fund

Capital Debt

February 2022

		Request	Projected ==>			Legend: DEBT (Issued); debtani (Approved, Not Issued) and debtna (not yet approved)																FY23-44 TOTAL			
			FY-2023	FY-2024	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY-2035	FY-2036	FY-2037	FY-2038	FY-2039	FY-2040	FY-2041		FY-2042	FY-2043	FY-2044
Water Ent. Fund Capital & Debt																									
Water Capital		550,000	295,000	375,000	525,000	340,000	300,000	270,000	335,000	300,000	306,000	318,000	222,000	150,000	290,000	490,000	150,000	175,000	175,000	175,000	295,000	-		6,036,000	
Water Debt		2,855,697	2,955,700	2,635,500	2,362,325	2,529,000	2,599,217	2,182,633	2,121,300	2,062,617	1,689,109	1,349,151	1,155,818	866,885	840,452	814,019	787,586	761,153	734,720	703,337	479,004	110,000		35,419,576	
Total Capital & Debt		3,405,697	3,250,700	3,010,500	2,887,325	2,869,000	2,899,217	2,452,633	2,456,300	2,362,617	1,995,109	1,667,151	1,377,818	1,016,885	1,130,452	1,304,019	937,586	936,153	909,720	878,337	774,004	110,000	-	45,468,306	
Water CAPITAL		550,000	295,000	375,000	525,000	340,000	300,000	270,000	335,000	300,000	306,000	318,000	222,000	150,000	290,000	490,000	150,000	175,000	175,000	175,000	295,000	-	-	6,036,000	
MWRA (\$3.18mil partial join)	1	Debt	Debt	Debt	Debt	Debt																		-	
MWRA (\$7.8mil full join)	2	Debt	Debt	Debt	Debt	Debt	Debt																		-
Well Abandonment									225,000																225,000
Auburn Tank \$4.5 mil/20yr	3	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	-
Auburn Tank \$2.0 mil/20yr	3a	BAN	BAN	Debtni	Debtni	Debtni	Debtni	Debtni	Debtni	Debtni	Debtni	Debtni	Debtni	Debtni	Debtni	Debtni	Debtni	Debtni	Debtni	Debtni	Debtni	Debtni	Debtni	Debtni	-
Aub Tank used \$0.5 mil EF rsrvs	3b																								500,000
WM:Hvrhll&Howard (\$2.05m)	4																								-
WM(M):loan to be used	5																								-
WM(M) Ph 1 R#1 \$4.012mil/10yr	6	Debt	Debt																						-
WM Ph 1 R#2 \$1.165mil/10yr	7a	Debt	Debt	Debt	Debt																				-
WM Ph 1 R#2 \$3.106 mil/10yr	7b	Debt	Debt	Debt	Debt	Debt																			-
WM Grove St \$1.0mil/5yrs	8	Debt	Debt	Debt																					-
WM Gazebo \$1.1mil/10yr	9	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	-
Water Main Repairs (WBrk #1)																									-
Water Main Repairs				300,000	400,000																				700,000
Emerson Ave WM		400,000																							400,000
WM Downtown I \$2.8 mil/10yr	10a	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	-
WM(M) Downtown I \$1.5mil	10b	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	-
WM(M) Downtown I \$1.544mil	10c.		Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	-
Lead Removal (M) \$1.5mil	11	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	-
Replace Meters \$2.0mil/8yr	12					debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna	-
WM Downtown II \$5.2 mil/15yr	13							debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna	-
Water Distribution																									
Unidirectional Flushing Program		35,000	35,000								40,000	40,000	40,000										45,000		235,000
WM Lining Program		75,000	75,000	75,000	75,000	100,000	100,000	100,000	100,000	125,000	125,000	125,000	150,000	150,000	150,000	150,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000		2,500,000
SCADA Upgrade (every 5 yrs)			150,000		50,000						75,000				75,000								75,000		425,000
Water Vehicles																									
WS-01 Replace Pickup Truck #12 (2021)												67,000													67,000
W-02 Replace Pickup #15 (2020)											66,000														66,000
W-03 Replace Pickup Truck #3 (2021)												67,000													67,000
W-05 Replace Utility Truck #5 (2016)							200,000																		200,000
W-06 Replace Truck #6 (2020)																265,000									265,000
W-07 Replace Truck #14 (2015)						240,000																			240,000
W-10 Replace Cat 440 Backhoe (2019)										175,000															175,000
W-11 Replace CAT 430 Backhoe (2017)								170,000																	170,000
W-12 Bobcat Skidsteer															100,000										100,000
W-14 Trailer signboard (2018)												19,000													19,000
W-15 Trailer signboard (2018)												19,000													19,000
W-16 Trailer signboard (2018)												19,000													19,000
W-17 Trailer signboard (2017)												19,000													19,000
W-18 Trailer light tower (2014)									10,000																10,000
W-20 Trailer (1999)		40,000																							40,000
W-22 Generator Tow Behind (1994)																									-
W-26 Trailer signboard (2020)															20,000										20,000
W-27 Trailer signboard (2020)															20,000										20,000
Engineering Vehicle (split w/ Swr)			35,000																						35,000

Sewer Enterprise Fund

Capital + Debt
February 2022

10/12/2023 9:23	Requested	Projected ==>			Legend: DEBT (Issued); debtani (Approved, Not Issued) and debtna (not yet approved)										FY23-35
Sewer Ent. Fund Capital & Debt	FY-2023	FY-2024	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY-2035	TOTAL	
Sewer Capital	75,000	260,000	675,000	135,000	251,000	255,000	100,000	280,000	1,972,000	1,400,000	1,225,000	1,375,000	1,800,000	9,803,000	
Sewer Debt	944,800	906,625	1,331,075	1,009,725	968,175	890,925	855,875	428,825	407,600	287,500	275,000	262,500	-	8,568,625	
Total Capital & Debt	1,019,800	1,166,625	2,006,075	1,144,725	1,219,175	1,145,925	955,875	708,825	2,379,600	1,687,500	1,500,000	1,637,500	1,800,000	18,371,625	
Sewer CAPITAL	75,000	260,000	675,000	135,000	251,000	255,000	100,000	280,000	1,972,000	1,400,000	1,225,000	1,375,000	1,800,000	9,803,000	
Sewer Main projects	75,000	75,000	75,000	75,000	100,000	100,000	100,000	100,000	125,000	125,000	125,000	125,000	150,000	1,350,000	
Station: Chas St. \$2.4mil/8yrs	2	debt	debt	debt										-	
Station: Sturges \$2 mil/5yrs	4	debt	debt	debt	debt									-	
Station: Sturges additional funding														-	
Station: Joseph's Way \$1.03mil (\$915k debt 5 yrs)	6		design	125,000	debt	debt	debt	debt	debt					125,000	
Station: Brewer Lane \$1.03mil (915k debt 5yrs)	7		design	125,000	debt	debt	debt	debt	debt					125,000	
Station: Collins Ave. \$1.75m (\$1.625 mill. debt over 5 yrs)							125,000	debt	debt	debt	debt	debt		125,000	
Portable Generator - Collins \$30k							30,000							30,000	
Station: Small Lane \$475k								50,000	425,000					475,000	
Station: Grove St. \$1.05mil								100,000	950,000					1,050,000	
SCADA Upgrade			150,000												
Portable Generator - Grove \$30k								30,000						30,000	
Station: Strout Ave. \$1.175mil									100,000	1,075,000				1,175,000	
Station: Longwood Rd. \$2.4mil										200,000	1,100,000	1,100,000		2,400,000	
Station: Pitman Drive \$1.8mil												150,000	1,650,000	1,800,000	
MWRA Inflow & Infiltration		debt	debt	debt	debt	debt	debt	debt						-	
Downtown Improve II design														-	
Downtown Improve II \$1.0mil/10yrs	3	debt	debt	debt	debt	debt	debt	debt	debt	debt				-	
Downtown Improve II add'l funding														-	
Meter Replacements \$2.0mil/8yrs	5				debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna		-	
S-02 Pickup #8 (2016)						61,000								61,000	
S-03 Pickup #6 (2020)									66,000					66,000	
S-04 Pickup #10 (2020)									66,000					66,000	
S-05 Pickup #17 (2015)					60,000									60,000	
S-06 Truck #17 (2015)									240,000					240,000	
S-07 Vacuum Truck #1 (split w/StWtr 2018)												300,000		300,000	
S-08 Vacuum Truck (split w/StWtr)				350,000										350,000	
S-10 Portable Pump - trailer (2020)														-	
S- Generator Tow behind (1994)						90,000								90,000	
Engineering Vehicle (split w/Wtr)			35,000											35,000	
Sewer DEBT		944,800	906,625	1,331,075	1,009,725	968,175	890,925	855,875	428,825	407,600	287,500	275,000	262,500	-	8,568,625
MWRA Inflow & Infiltration	1	68,200	68,200	68,200	68,200	68,200	26,000	26,000						393,000	
Station: Charles St. \$2.4mil/8yrs	2	302,400	291,600	280,800										874,800	
Downtown Improve II \$1.0mil/10yrs	3	120,075	115,825	111,575	107,325									454,800	
Station: Sturges \$2 mil/5yrs	4	428,125	405,000	387,000	369,000									1,589,125	
Meter Replacements \$2.0mil/8yrs	5			350,000	337,500	325,000	312,500	300,000	287,500	275,000	262,500			2,450,000	

Sewer Enterprise Fund

Capital + Debt
February 2022

Station: Joseph's Way \$1.03mil (\$915k debt 5 yrs)	6			228,750	219,600	210,450	201,300	192,150									1,052,250
Station: Brewer Lane \$1.03mil (915k debt 5yrs)	7			228,750	219,600	210,450	201,300	192,150									1,052,250
Station: Collins Ave. \$1.75m (\$1.625 million debt over 5 yrs)								406,250	390,000	373,750	357,500	341,250					1,868,750
Repayment of Principal:		814,200	809,200	1,175,200	905,200	795,200	753,000	753,000	361,000	356,000	250,000	250,000	250,000	-			7,472,000
MWRA Inflow & Infiltration P7	1a																-
MWRA Inflow & Infiltration P9	1c	42,200	42,200	42,200	42,200	42,200											211,000
MWRA Inflow & Infiltration P11	1d	26,000	26,000	26,000	26,000	26,000	26,000	26,000									182,000
MWRA Inflow & Infiltration P12	1d	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000							234,000
Station: Chas St. \$2.4mil/8yrs	2	270,000	270,000	270,000													810,000
Downtown Improve II \$1.0mil/10yrs	3	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	80,000							760,000
Station: Sturges \$2 mil/5yrs	4	365,000	360,000	360,000	360,000												1,445,000
Meter Replacements \$2.0mil/8yrs	5					250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000				2,000,000
Station: Joseph's Way \$1.03mil (\$915k debt 5 yrs)	6			183,000	183,000	183,000	183,000	183,000									915,000
Station: Brewer Lane \$1.03mil (915k debt 5yrs)	7			183,000	183,000	183,000	183,000	183,000									915,000
Station: Collins Ave. \$1.75m (\$1.625 million debt over 5 yrs)								325,000	325,000	325,000	325,000	325,000					
Interest on Long Term Debt:		130,600	97,425	155,875	104,525	172,975	137,925	102,875	67,825	51,600	37,500	25,000	12,500	-			1,096,625
MWRA Inflow & Infiltration	1																-
Station: Chas St. \$2.4mil/8yrs	2	32,400	21,600	10,800													64,800
Downtown Improve II \$1.0mil/10yrs	3	35,075	30,825	26,575	22,325	18,075	13,825	9,575	5,325	1,600							163,200
Station: Sturges \$2 mil/5yrs	4	63,125	45,000	27,000	9,000												144,125
Meter Replacements \$2.0mil/8yrs	5					100,000	87,500	75,000	62,500	50,000	37,500	25,000	12,500				450,000
Station: Joseph's Way \$1.03mil (\$915k debt 5 yrs)	6			45,750	36,600	27,450	18,300	9,150									137,250
Station: Brewer Lane \$1.03mil (915k debt 5yrs)	7			45,750	36,600	27,450	18,300	9,150									137,250
Station: Collins Ave. \$1.75m (\$1.625 million debt over 5 yrs)								81,250	65,000	48,750	32,500	16,250					243,750

Storm Water Enterprise Fund

Capital + Debt
February 2022

	Requested FY-2023	Projected ==>			Legend: DEBT (Issued); debtni (Approved, Not Issued) and debtna (not yet approved)							FY23-35	FY33-35 not shown
		FY-2024	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	TOTAL		
Storm Water Ent. Fund Capital & Debt													
Storm Water Capital	400,000	500,000	650,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	300,000	3,950,000	
Storm Water Debt	120,075	115,825	111,575	107,325	103,075	98,825	94,575	90,325	81,600	-	-	923,200	
Total Capital & Debt	520,075	615,825	761,575	307,325	303,075	298,825	294,575	290,325	281,600	300,000	300,000	4,873,200	
Storm Water CAPITAL	400,000	500,000	650,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	300,000	3,950,000	
Drainage Improvm. (projects)	100,000	100,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	100,000	2,400,000	
Downtown Improve II \$1.0mil/10yrs	1	debt	debt	debt	debt	debt	debt	debt	debt	debt		-	
Memorial Park project (lining)		300,000										300,000	
Drainage Master Plan				100,000								100,000	
Maillet Sommes Project			400,000										
Saugus River Design/Permit										200,000		200,000	
Saugus Rvr Improvements TBD	3											-	
Aberjona River Design/Permit												200,000	
Aberjona Rvr Improvements TBD	4											-	
S-07 Vacuum Truck #1 (split with Sewer)												-	
S-08 Vacuum Truck #2 (split with Sewer)				350,000								350,000	Increase by \$50k
SW-02 Catch Basin truck (2020)												-	
SW-03 Sweeper (2020)												-	
SW-04 Mini Excavator (2012)												-	
SW-05 Trailer for mini ex. (2012)												-	
Storm Water DEBT	120,075	115,825	111,575	107,325	103,075	98,825	94,575	90,325	81,600	-	-	923,200	
Downtown Improve II \$1.0mil/10yrs	1	120,075	115,825	111,575	107,325	103,075	98,825	94,575	90,325	81,600	-	923,200	
DPW Bldg Project/25 yrs TBA	2												
Saugus Rvr Improvements TBD	3												
Aberjona Rvr Improvements TBD	4												
Repayment of Principal:		85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	80,000	-	760,000	
Downtown Improve II \$1.0mil/10yrs	1	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	80,000	-	760,000	
Saugus Rvr Improvements TBD	3												
Aberjona Rvr Improvements TBD	4												
Interest on Long Term Debt:		35,075	30,825	26,575	22,325	18,075	13,825	9,575	5,325	1,600	-	163,200	
Downtown Improve II \$1.0mil/10yrs	1	35,075	30,825	26,575	22,325	18,075	13,825	9,575	5,325	1,600	-	163,200	
Saugus Rvr Improvements TBD	3												
Aberjona Rvr Improvements TBD	4												

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Town of Reading
16 Lowell Street
Reading, MA 01867-2685

FAX: (781) 942-9070
Website: www.readingma.gov

TOWN CLERK
(781) 942-9050

Town Meeting Handout Guidelines

To ensure that all Town Meeting members have access to the same information, distributed in the same manner, please follow the below listed guidelines for handout materials:

Materials that are prepared by a Town Board / Committee / Town Department must include the following:

- Article name and number
- Name of Town Board / Committee / Commission or Town Department
- Date the document was created
- Contact Information
- Approval of Town Clerk's Office

Materials that are prepared by petitioners or other voters must include the following:

- Article name and number
- Contact information of person who created handout
- Date the document was created
- Approval of Town Clerk's Office

All handouts:

- Must contain facts only unless specifically stating "This is the opinion of ____"
- Should be on white paper only
- Should be double-sided copies if more than one page
- May be distributed only by giving adequate copies for all Town Meeting members (192) to the Town Clerk or designee by 6:30 PM on the night in which the subject article will be discussed
- All handouts not approved will be removed and recycled
- All handouts not distributed must be picked up at the end of each night or they will be recycled at the end of each night.

All PowerPoint Presentations:

- Must consult with the Town Clerk before the meeting
- Provide a copy before the meeting
- All presentations will be given using the Town of Reading laptop computer

February of 2010

CONDUCT OF TOWN MEETING

Reading's Town Meeting is conducted in accordance with the rules set down in Article 2 of the Charter and the General Bylaws. Although Town Meeting Time Third Edition is the basic source, a Town Meeting Member need only be familiar with what is contained in the Charter. These notes are intended to outline the major points all Town Meeting Members should know, and which by knowing will make Town Meeting more understandable.

Organization

- Town Meeting consists of 192 elected members, of which 97 constitute a quorum.
- There are two required sessions: The Annual Meeting in Spring which is primarily for fiscal matters and acceptance of the annual budget, and the Subsequent Meeting in November. Special Town Meetings may be called at any time that the need arises.
- There are three main committees which review certain Articles and advise Town Meeting of their recommendations:

Finance for all expenditures of funds,

Bylaw for all bylaw changes, and the

Community Planning and Development Commission for all zoning changes.

Their reports are given prior to discussing the motion.

General Rules Of Procedure

- The Meeting is conducted through the Warrant Articles which are presented (moved) as motions. Only one motion may be on the floor at a time; however, the motion may be amended. Often two or more Articles which address the same subject may be discussed together; however, only one is formally on the floor, and each when moved is acted upon individually. Note that the vote on one may influence the others.
- Members who wish to speak shall rise, state their name and precinct in order to be recognized.
- A Member may speak for ten (10) minutes but permission must be asked to exceed this limit.
- Seven (7) Members can question a vote and call for a standing count, and twenty (20) can ask for a roll call vote; however, a roll call vote is seldom used because of the time it takes.

Principal Motion Encountered At Town Meeting

The following motions are the principal ones used in most cases by Town Meeting to conduct its business. Experience shows that the Members should be familiar with these.

- **Adjourn:** Ends the sessions, can be moved at any time.
- **Recess:** Stops business for a short time, generally to resolve a procedural question or to obtain information.
- **Lay on the Table:** Stops debate with the intention generally of bringing the subject up again later. May also be used to defer action on an Article for which procedurally a negative vote is undesirable. Note that tabled motions die with adjournment.
- **Move the Previous Question:** Upon acceptance by a two-thirds (2/3) vote, stops all debate and brings the subject to a vote. This is generally the main motion, or the most recent

amendment, unless qualified by the mover. The reason for this as provided in Robert's Rules of Order is to allow for other amendments should they wish to be presented.

- **Amend:** Offers changes to the main motion. Must be in accordance with the motion and may not substantially alter the intent of the motion. In accordance with Robert's Rules of Order, only one primary and one secondary motion will be allowed on the floor at one time, unless specifically accepted by the Moderator.
- **Indefinitely Postpone:** Disposes of the Article without a yes or no vote.
- **Take from the Table:** Brings back a motion which was previously laid on the table.
- **Main Motion:** The means by which a subject is brought before the Meeting.

The Following Motions May Be Used By A Member For The Purpose Noted:

- **Question of Privilege:** Sometimes used to offer a resolution. Should not be used to "steal" the floor.
- **Point of Order:** To raise a question concerning the conduct of the Meeting.
- **Point of Information:** To ask for information relevant to the business at hand.

Multiple Motions Subsequent (Multiple) Motions

If the subsequent motion to be offered, as distinct from an amendment made during debate, includes material which has previously been put to a vote and defeated, it will be viewed by the Moderator as reconsideration and will not be accepted. If the subsequent motion contains distinctly new material which is within the scope of the Warrant Article, then it will be accepted. An example of this latter situation is successive line items of an omnibus budget moved as a block.

Subject To The Following Considerations

- The maker of any proposed multiple motion shall make their intent known, and the content of the motion to be offered shall be conveyed to the Moderator - prior to the initial calling of the Warrant Article.
- Once an affirmative vote has been taken on the motion then on the floor - no further subsequent alternative motions will be accepted. (Obviously does not apply to the budget, for example.)
- Also - There can only be one motion on the floor at any one time. You have the ability to offer amendments to the motion that is on the floor. You also have the ability to move for reconsideration.

Town Of Reading Bylaw - Article 2 Town Meeting

2.1 General

2.1.1 Date of Annual Town Election

The Annual Town Meeting shall be held on the third Tuesday preceding the fourth Monday in April of each year for the election of Town Officers and for such other matters as required by law to be determined by ballot. Notwithstanding the foregoing, the Board of Selectmen may schedule the commencement of the Annual Town Meeting for the same date designated as the date to hold any Federal or State election.

2.1.2 Hours of Election

The polls for the Annual Town Meeting shall be opened at 7:00 AM and shall remain open until 8:00 PM.

2.1.3 Annual Town Meeting Business Sessions

All business of the Annual Town Meeting, except the election of such Town officers and the determination of such matters are required by law to be elected or determined by ballot, shall be considered at an adjournment of such meeting to be held at 7:30 PM on the fourth Monday in April, except if this day shall fall on a legal holiday, in which case the meeting shall be held on the following day or at a further adjournment thereof.

2.1.4 Subsequent Town Meeting

A Special Town Meeting called the Subsequent Town Meeting shall be held on the second Monday in November, except if this day shall fall on a legal holiday, in which case the meeting shall be held on the following day. The Subsequent Town Meeting shall consider and act on all business as may properly come before it except the adoption of the annual operating budget.

2.1.5 Adjourned Town Meeting Sessions

Adjourned sessions of every Annual Town Meeting after the first such adjourned session provided for in Section 2.1.3 of this Article and all sessions of every Subsequent Town Meeting, shall be held on the following Thursday at 7:30 PM and then on the following Monday at 7:30 PM, and on consecutive Mondays and Thursdays unless a resolution to adjourn to another time is adopted by a majority vote of Town Meeting Members present and voting.

2.1.6 Posting of the Warrant

The Board of Selectmen shall give notice of the Annual, Subsequent or any Special Town Meeting at least fourteen (14) days prior to the time of holding said meeting by causing an attested copy of the warrant calling the same to be posted in one (1) or more public places in each precinct of the Town, and either causing such attested copy to be published in a local newspaper or providing in a manner such as electronic submission, holding for pickup, or mailing, an attested copy of said warrant to each Town Meeting Member.

2.1.7 Closing of the Warrant

All Articles for the Annual Town Meeting shall be submitted to the Board of Selectmen not later than 8:00 PM on the fifth (5th) Tuesday preceding the date of election of Town officers, unless this day is a holiday in which case the following day shall be substituted. All articles for the Subsequent Town Meeting shall be submitted to the Board of Selectmen not later than 8:00 PM on the seventh (7th) Tuesday preceding the Subsequent Town Meeting in which action is to be taken, unless this day is a holiday in which case the following day shall be substituted.

2.1.8 Delivery of the Warrant

The Board of Selectmen, after drawing a Warrant for a Town Meeting, shall immediately deliver a copy of such Warrant to each member of the Finance Committee, the Community Planning and Development Commission, the Bylaw Committee and the Moderator.

2.2 Conduct of Town Meeting

2.2.1 In the conduct of all Town Meetings, the following rules shall be observed

Rule 1 A majority of Town Meeting Members shall constitute a quorum for doing business.

Rule 2 All articles on the warrant shall be taken up in the order of their arrangement in the warrant unless otherwise decided by a majority vote of the members present and voting.

- Rule 3** Prior to debate on each article in a warrant involving the expenditure of money, the Finance Committee shall advise Town Meeting as to its recommendations and the reasons therefore.
- Rule 4** Prior to a debate on each article in a warrant involving changes in the bylaw or Charter, petitions for a special act, or local acceptance by Town Meeting of a State statute, the Bylaw Committee shall advise Town Meeting as to its recommendations and reasons therefore.
- Rule 5** Every person shall stand when speaking as they are able, shall respectfully address the Moderator, shall not speak until recognized by the Moderator, shall state his name and precinct, shall confine himself to the question under debate and shall avoid all personalities.
- Rule 6** No person shall be privileged to speak or make a motion until after he has been recognized by the Moderator.
- Rule 7** No Town Meeting Member or other person shall speak on any question more than ten (10) minutes without first obtaining the permission of the meeting.
- Rule 8** Any non-Town Meeting Member may speak at a Town Meeting having first identified himself to the Moderator. A proponent of an article may speak on such article only after first identifying himself to the Moderator and obtaining permission of Town Meeting to speak. No non-Town Meeting Member shall speak on any question more than five (5) minutes without first obtaining the permission of the Meeting. Non-Town Meeting Members shall be given the privilege of speaking at Town Meeting only after all Town Meeting Members who desire to speak upon the question under consideration have first been given an opportunity to do so.
- Rule 9** Members of official bodies and Town officials who are not Town Meeting Members shall have the same right to speak, but not to vote, as Town Meeting Members on all matters relating to their official bodies.
- Rule 10** No speaker at a Town Meeting shall be interrupted except by a Member making a point of order or privileged motion or by the Moderator.
- Rule 11** Any person having a monetary or equitable interest in any matter under discussion at a Town Meeting, and any person employed by another having such an interest, shall disclose the fact of his interest or his employer's interest before speaking thereon.
- Rule 12** The Moderator shall decide all questions of order subject to appeal to the meeting, the question on which appeal shall be taken before any other.
- Rule 13** When a question is put, the vote on all matters shall be taken by a show of hands, and the Moderator shall declare the vote as it appears to him. If the Moderator is unable to decide the vote by the show of hands, or if his decision is immediately questioned by seven (7) or more Members, or if the Moderator determines that a counted vote is required such as for a debt issue or Home Rule Petition, he shall determine the question by ordering a standing vote, and he shall appoint tellers to make and return the count directly to him. On request of not less than twenty (20) members, a vote shall be taken by roll call.
- Rule 14** All original main motions having to do with the expenditure of money shall be presented in writing, and all other motions shall be in writing if so directed by the Moderator.

Rule 15 No motion shall be received and put until it is seconded. No motion made and seconded shall be withdrawn if any Member objects. No amendment not relevant to the subject of the original motion shall be entertained.

Rule 16 When a question is under debate, no motion shall be in order except:

- to adjourn,
- to lay on the table or pass over,
- to postpone for a certain time,
- to commit,
- to amend,
- to postpone indefinitely, or
- to fix a time for terminating debate and putting the question, and the aforesaid several motions shall have precedence in the order in which they stand arranged in this rule.

Rule 17 Motions to adjourn (except when balloting for offices and when votes are being taken) shall always be first in order. Motions to adjourn, to move the question, to lay on the table and to take from the table shall be decided without debate.

Rule 18 The previous question shall be put in the following form or in some other form having the same meaning: "Shall the main question now be put" and until this question is decided all debate on the main question shall be suspended. If the previous question is adopted, the sense of the meeting shall immediately be taken upon any pending amendments in the order inverse to that in which they were moved, except that the largest sum or the longest time shall be put first and finally upon the main question.

Rule 19 The duties of the Moderator and the conduct and method of proceeding at all Town Meetings, not prescribed by law or by rules set forth in this article, shall be determined by rules of practice set forth in "Town Meeting Time Third Edition" except that to lay on the table shall require a majority vote.

2.2.2 Attendance by Officials

It shall be the duty of every official body, by a member thereof, to be in attendance at all Town Meetings for the information thereof while any subject matter is under consideration affecting such official body.

2.2.3 Appointment of Committees

All committees authorized by Town Meeting shall be appointed by the Moderator unless otherwise ordered by a vote of the Members present and voting. All committees shall report as directed by Town Meeting. If no report is made within a year after the appointment, the committee shall be discharged unless, in the meantime, Town Meeting grants an extension of time. When the final report of a committee is placed in the hands of the Moderator, it shall be deemed to be received, and a vote to accept the same shall discharge the committee but shall not be equivalent to a vote to adopt it.

2.2.4 Motion to Reconsider

2.2.4.1 Notice to Reconsider

A motion to reconsider any vote must be made before the final adjournment of the meeting at which the vote was passed but such motion to reconsider shall not be made at an adjourned meeting unless the mover has given notice of his intention to make such a motion, either at the session of the meeting at which the vote was passed or by written notice to the Town Clerk within twenty-four (24) hours after the adjournment of such session. When such motion is made at the

session of the meeting at which the vote was passed, said motion shall be accepted by the Moderator but consideration thereof shall be postponed to become the first item to be considered at the next session, unless all remaining articles have been disposed of, in which case reconsideration shall be considered before final adjournment. There can be no reconsideration of a vote once reconsidered or after a vote not to reconsider. Reconsideration may be ordered by a vote of two-thirds (2/3) of the members present. Arguments for or against reconsideration may include discussion of the motion being reconsidered providing such discussion consists only of relevant facts or arguments not previously presented by any speaker.

2.2.4.2 Federal or State Law Affecting Reconsideration

The foregoing provisions relating to motions to reconsider shall not apply to any such motion made by the Board of Selectmen and authorized by the Moderator as necessary for the reconsideration of actions previously taken by Town Meeting by reason of State or Federal action or inaction or other circumstances not within the control of the Town or Town Meeting. In the event such a motion to reconsider is made and authorized, said motion may be made at any time before the final adjournment of the meeting at which the vote was passed, said motion may be made even if the vote was already reconsidered or was the subject of a vote not to reconsider, and reconsideration may be ordered by a vote of two-thirds (2/3) of the Members present.

2.2.4.3 Posting and Advertising

Notice of every vote to be reconsidered at an adjourned Town Meeting shall be posted by the Town Clerk in one (1) or more public places in each precinct of the Town as soon as possible after adjournment, and he shall, if practicable, at least one day before the time of the next following session of said adjourned meeting, publish such notice in some newspaper published in the Town. Said notice shall include the vote to be reconsidered and the place and time of the next following session of said adjourned meeting. The foregoing notice provisions shall not apply when a motion to reconsider any Town Meeting action is made publicly at Town Meeting before the adjournment of any session of any adjourned Town Meeting.

2.2.5 State of the Town

The Selectmen shall, at each Annual Town Meeting, give to the Members information on the "State of the Town."

2.2.6 Annual Precinct Meeting

Town Meeting Members and Town Meeting Members-elect from each precinct shall hold an annual precinct meeting after the annual Town election but before the convening of the business sessions of the Annual Town Meeting. The purpose of the meeting shall be the election of a Chairman and a Clerk and to conduct whatever business may be appropriate. Chairmen shall serve no more than six (6) consecutive years in that position. Additional precinct meetings may be called by the Chairman or by a petition of six (6) Town Meeting Members of the precinct.

2.2.7 Removal of Town Meeting Members

2.2.7.1 Notice of Attendance

The Town Clerk shall mail, within thirty (30) days after the adjournment *sine die* of the Annual Town Meeting, to every Town Meeting Member who has attended less than one-half of Town Meeting sessions since the most recent Annual Town Election, a record of his attendance and a copy of Section 2-6 of the Charter.

2.2.7.2 Precinct Recommendation

All Precinct meeting held prior to consideration by Town Meeting of the warrant article pursuant to Section 2-6 of the Charter. Town Meeting Members of each precinct shall adopt a recommendation to Town Meeting on whether each member from the precinct listed in the warrant per Section 2-6 of the Charter should be removed from Town Meeting. The Chairman of each precinct or his designee shall make such recommendations along with supporting evidence and rationale to Town Meeting.

2.2.7.3 Grouped by Precinct

The names of the Members subject to removal in accordance with Section 2-6 of the Charter shall be grouped by precinct in the warrant article required by said section.

2.2.8 Meetings During Town Meeting

No appointed or elected board, committee, commission or other entity of Town government shall schedule or conduct any hearing, meeting or other function during any hours in which an Annual, Subsequent or Special Town Meeting is in session or is scheduled to be in session. Any such board, committee or commission which schedules or holds a meeting or hearing on the same calendar day, but at a time prior to a session of Town Meeting, shall adjourn or recess not less than five (5) minutes prior to the scheduled session of Town Meeting.

Any board, committee or commission may, at the opening of any session of Town Meeting, present to that Town Meeting an instructional motion requesting an exemption from this bylaw and asking that Town Meeting permit it to meet at a date and hour at which a future session of Town Meeting is scheduled, and may present reasons for Town Meeting to give such permission. Notwithstanding the foregoing, any board, committee or commission which meets the requirements of M.G.L. Chapter 39, Section 23B concerning emergency meetings may, upon meeting such requirements, conduct such a meeting or hearing at a time scheduled for a Town Meeting.

2.2.9 Rules Committee

The members of the Rules Committee, established under Section 2-12 of the Charter, shall hold an annual meeting within thirty (30) days after the adjournment of the Annual Town Meeting for the purpose of electing a Chairman and a Clerk and to conduct whatever business may be appropriate. Additional Rules Committee meetings may be called by the Chairman.

In the absence of a Chairman, the Moderator shall convene a meeting of the Rules Committee within sixty (60) days after a vacancy for the purpose of electing a new Chairman.

