

**Town of  
Reading  
Massachusetts**



**2021 Subsequent Town Meeting  
Report on the Warrant  
November 8, 2021**

**Subsequent Town Meeting - November 2021**

**Monday November 8**

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# COMMONWEALTH OF MASSACHUSETTS

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

By virtue of this Warrant, I, Thomas Freeman Jr, on October 7, 2021 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, along with the written request of Town Moderator Alan Foulds dated September 9, 2021 asking that this Subsequent Town Meeting be held by remote participation pursuant to St. 2020, c. 92, §8 and St. 2021, c. 20, § 9, 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 November 8, 2021, the date set for Subsequent Town Meeting in this Warrant.

I also caused a posting of this Warrant, and the Town Moderator's request for a remote Subsequent Town Meeting, to be published on the Town of Reading website on October 7, 2021.

  
\_\_\_\_\_  
Constable

A true copy Attest:

  
\_\_\_\_\_  
Laura Gemme, Town Clerk

# SUBSEQUENT 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 in accordance with Chapter 92 of the Acts of 2020 and Chapter 20 of the Acts of 2021 and through the Zoom platform on MONDAY, the EIGHTH DAY of NOVEMBER A.D., 2021

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.

Members of the public may access and witness the deliberations and actions taken at the Subsequent Town Meeting in the following manner: RCTV, Facebook, or on local public access television. Town Meeting members and Town officials shall receive a link to join the Zoom video conferencing platform to participate in the Subsequent Town Meeting. Non-Town Meeting Members who are registered voters residing in the Town who wish to participate in the Subsequent Town Meeting must submit a request to participate to the Town Clerk not less than 48 hours in advance of the Subsequent Town Meeting, and when submitting this request, non-Town Meeting Members who wish to make a comment, ask a question, or otherwise address Town Meeting, should contact Town Clerk Laura Gemme ([lgemme@ci.reading.ma.us](mailto:lgemme@ci.reading.ma.us) or 781-942-6647) with the following information: (a) First and Last Name, (b) Street Address, (c) Phone Number, (d) Email Address, and (e) Article(s) he or she would like to speak to, and once verified, shall receive follow up information with specific participation instructions for the meeting.

If, on November 8, 2021, the Town Meeting elects not to hold the Subsequent Town Meeting remotely, then the Town Meeting shall adjourn to Reading Memorial High School Performing Arts Center, 62 Oakland Road, Reading on Monday November 15, 2021 at seven thirty o'clock in the evening.

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**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 Moderator has requested that reports be submitted in writing in advance, and we have the following four Reports:

**(1) Bylaw Committee Chair Jeff Struble:** The Bylaw Committee met in a joint session with the Rules Committee on September 27<sup>th</sup> to discuss the Instructional Motion made by Theresa Wiggins at the Annual Town Meeting which concerned moving to electronic voting at Town Meetings to make it a more efficient process. The Rules Committee voted to adopt electronic voting and asked the Bylaw Committee to draft revisions to Rule No. 13 in Bylaw Section 2.2.1 to configure the various ideas discussed. The Bylaw Committee will be meeting in the next few weeks to begin this process, which will include research into Town technical capabilities and precedents set by other towns that have gone to e-voting. The two committees will meet again to review a draft of the bylaw revisions that results from the Bylaw Committee's work and finalize the version that will be brought to Town Meeting for adoption (likely April 2022).

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**(2) CPDC 40R Zoning Update:** The Community Planning & Development Commission (CPDC) provides the following update to Town Meeting on the status of their efforts to revisit and propose amendments to the 40R Downtown Smart Growth District (DSGD) Zoning Bylaw Section 10.5.  
**Why is the Downtown Smart Growth District significant for Reading?**

The DSGD has been instrumental to Reading, by:

- helping the Town *accommodate our forecasted share of the region's growth in a planned, intentional manner*;
- allowing the Town to *manage this growth at the local level* to continue to meet the state mandate that we achieve and maintain 10% of the Town's housing stock as affordable to avoid future 40B projects;
- enabling the Town to *achieve the 10% mandate* via development projects that respect locally-established zoning controls and design guidelines;
- promoting mixed-use (housing + commercial) development, which has the following benefits:
  - increases the immediate customer base to *support existing and future downtown businesses*;
  - ensures that the Town is able to *retain and create commercial space* within the downtown;
  - provides *mixed-income housing opportunities* near services and transit; and
- providing a mechanism through which the Town is able to *keep downtown vital and preserve what is important*, while ensuring the Town remains *queued up for opportunities*.

The DSGD has been an important economic engine for the Town and has **played a critical role in offsetting another override**. Redevelopment or reuse of 5 properties downtown alone (currently known as: MF Charles, 30 Haven, Rise475, Postmark, and Ace Flats) have resulted in \$958,000 in new growth tax revenue to the Town (roughly broken down as follows: ~\$600,000 to the School Department and ~\$350,000 to the Town government, annually).

### **Background Information on 40R and the DSGD**

#### What is 40R?

Massachusetts General Law (MGL) Chapter 40R is a Smart Growth Zoning state statute adopted at the local level. "*Chapter 40R encourages communities to create dense residential or mixed-use smart growth zoning districts, including a high percentage of affordable housing units, to be*

*located near transit stations, in areas of concentrated development such as existing city and town centers, and in other highly suitable locations.”*

#### 40R and 40B

At the local level, Chapter 40R offers towns much more control over development projects than Chapter 40B. Projects proposed under Chapter 40R must comply with local zoning, whereas 40B projects do not. Chapter 40R allows towns to establish desirable dimensional controls (i.e., setbacks, height, lot coverage), waiver criteria, parking requirements, open space, and other typical provisions found in zoning. Towns can also influence the design and feel of 40R projects by establishing parameters to control massing, scale, façade treatments and building aesthetics within Design Guidelines.

While both chapters 40R and 40B promote the development of housing, Chapter 40R expressly allows mixed-use (housing + commercial) development, which can be a tool to preserve the vitality of historic downtowns and commercial areas by bringing more residents within close, easy, and ideally walkable access to the businesses.

Chapter 40R does come with certain limitations on local authority. For example, towns must comply with minimum densities (20 units/acre), affordability requirements, and percentages of gross floor area dedicated to residential that are set by the Department of Housing and Community Development (DHCD). And, since 40R is a state statute adopted at the local level, any proposed amendments to the Town’s 40R Bylaw must first be approved by DHCD. Among other requirements, DHCD will assess whether any of the proposed amendments “unreasonably impair” development within the District, and their review may take up to 90 days.

#### History of 40R in Downtown Reading

Town of Reading Town Meeting adopted the Downtown Smart Growth District (DSGD) by more than a 2/3 vote (126:7 with 11 abstaining) in 2009, and expanded it by more than a 2/3 vote (136:3 with 19 abstaining) in 2017 to include the entirety of the Business-B zoned portion of downtown. Pursuant to Section 10.5 of the Reading Zoning Bylaw, the CPDC has jurisdiction over Plan Review of 40R project proposals. In addition, 40R project proposals must comply with the DSGD Design Standards & Guidelines. The DSGD Design Standards & Guidelines are referenced in the zoning bylaw but are contained within a separate document under the authority of CPDC. The DSGD Design Standards & Guidelines document was drafted by CPDC, adopted in 2009, and most recently amended in 2020 after a lengthy public process.

From 2009 through 2016, the CPDC reviewed and approved one 40R project: the mixed-use redevelopment of the Atlantic Supermarket known as 30 Haven. A second project, the renovation and fit-out of the MF Charles building, was considered under 40R but ended up fully commercial instead. Since the District was expanded in 2017, the CPDC has had two waves of projects. The 1st wave has recently finished construction and received occupancy and includes Rise475, Postmark, Ace Flats, and 14 Chapin Avenue. The 2<sup>nd</sup> wave has recently gone through or is currently going through permitting with CPDC and includes: 531 Main Street (former Chronicle building), 18-20 Woburn Street (vacant lot adjacent to the entrance to the CVS parking lot), and 6-16 Chute Street (currently occupied by the Green Tomato, Last Corner and other retail tenants). All of these redevelopment projects, with the exception of 14 Chapin Avenue, are mixed-use.

#### Characteristics of the DSGD

The DSGD is relatively small, comprising a total of approximately 48 acres of land, broken down as follows: ~40% public land, streets, etc.; ~25% (12.6 acres) considered “substantially developed”; and ~35% (17.19 acres) remaining as “developable.” Combined, the “substantially developed” and “developable” land areas comprise 29.79 acres (or ~1.3 million square feet) of Business B/40R zoned land downtown. For comparison sake, there are 869 acres (~37.9 million

square feet) of permanently protected land in Town.<sup>1</sup> The Town of Reading in total comprises 6,336 acres (~279 million square feet); 13.7% of the Town is permanently protected and 0.47% is developable downtown land. Furthermore, there are ~41 acres of passive and active recreation space within a 0.5-mile radius of the Haven/Main intersection, including: Washington Park, Hunt Park, Memorial Park, the Town Common, and Laurel Hill Cemetery.

Within the DSGD, there are 148 lots, which are also fairly small. The average lot size is 10,344 square feet (i.e., the 128 Tire property on the corner of Main and Washington); the median lot size is 6,383 square feet (i.e., the Latham Law property on the corner of Main and Pleasant).

About two dozen of the structures within the DSGD are listed on the local Historical and Architectural Inventory and/or the National Register. Proponents of 40R redevelopments of historic buildings work closely with the Reading Historical Commission to either preserve all or portions of the historic building (i.e., MF Charles, Post Office), to incorporate historic architectural elements within the design of the new building (i.e., Ace Flats, The Chronicle), and to include space within the new building dedicated to exhibits of historical artifacts or interpretive panels (i.e., Ace Flats, The Chronicle).

### **Why is the CPDC considering revising the DSGD 40R Zoning Bylaw?**

The CPDC recognizes that the pace of redevelopment downtown has been faster than most people anticipated when the DSGD was expanded in 2017, continues to reflect on lessons learned from implementing the current 40R Bylaw, and acknowledges that there is a desire among some residents for growth within the DSGD to feel less urban. Two recent Instructional Motions voted favorably by Town Meeting (2020 STM and 2021 ATM) made specific requests for reduced lot coverage (85%) and for increased setbacks from residential properties (15 feet), in part to allow for the creation of pocket parks or other open spaces within the District. The specific amendments requested by the Instructional Motions were sent to the Department of Housing and Community Development (DHCD) in early October 2021 and their review is underway.

However, given the significance of the DSGD, the CPDC feels that it is necessary to consider the specific modifications requested as part of a holistic review of the entire 40R Bylaw, and to gather more community input before proposing any CPDC-supported amendments to the 40R Bylaw.

#### The goals of a holistic review include:

- (1) aligning policy changes with broad community sentiment;
- (2) avoiding unintended consequences of partial zoning changes;
- (3) exploring ways to create meaningful open spaces for the community and/or better connect the downtown with existing protected lands and open spaces areas; and
- (4) amending zoning to support desired outcomes while still attracting investment in Reading.

As such, the CPDC will be *considering potential amendments* to the following areas of the 40R Bylaw (ZBL Section 10.5): adding definitions of lot coverage, open space, and recreational use; listing open space and recreation as expressly allowed uses; establishing percentages for lot coverage and open space; adding a minimum lot size; requiring greater setbacks in certain locations that encourage adjacency of open spaces between parcels; and additional requirements to justify waivers for increased density, including but not limited to: provision of open space, payment in lieu of providing open space into a fund for open space acquisition/improvement,

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<sup>1</sup> 2021 Open Space Inventory: the 869 acres noted represents permanently protected Town-owned land, permanently protected Land Trust land, and land under Conservation Restriction. It does not include other Town-owned land with limited protection such as schools and parks.

increased setbacks/step-backs, greater or deeper affordability, greater commercial square footage, retention of existing commercial tenants, etc.

If the proposed zoning is approved by Town Meeting, changes to the DSGD Design Standards & Guidelines will likely be needed in the months that follow in order to keep them aligned with the zoning.

### **Recent CPDC Efforts & the 'Your Downtown' Initiative**

The CPDC takes community feedback very seriously, and has worked with staff to outline the following public process before bringing forth any amendments to the 40R Bylaw:

**March 2021:** Zoning Workshop focused on the 40R District (~50 attendees)

**June 2021:** Staff prepared scope and small contract with the Metropolitan Area Planning Council (MAPC) for assistance with a community engagement effort around the DSGD

**August 2021:** CPDC Debrief on feedback from March workshop

→ Identified areas where additional education and/or feedback would be beneficial, as well as potential changes to both Zoning and Design Guidelines to begin to address feedback

**September 20<sup>th</sup>:** 1<sup>st</sup> Focus Group with 10 concerned citizens (facilitated by MAPC)

**October 2021:** Launch of the 'Your Downtown' Initiative!

(<https://www.readingma.gov/yourdowntown>)

\*\*\*Town-wide survey to get feedback from broader community about downtown growth; mailed postcard on 10/15/21 with survey QR Code and URL to all Reading households, including renters\*\*\*

**October 19<sup>th</sup>:** Community Event – Webinar re: Development Trade-Offs (facilitated by MAPC)

**October 28<sup>th</sup>:** 2<sup>nd</sup> Focus Group with downtown residents and business owners (facilitated by MAPC)

**December 2021: Please join us!**

**December 1<sup>st</sup>:** Community Event – How Zoning Tools Can Advance a Vision (facilitated by MAPC)

**December 6<sup>th</sup>:** CPDC Opens Public Hearing for 40R Zoning Amendments

Hybrid Meeting: Select Board Room & Zoom (<https://us06web.zoom.us/j/86083468072>)

### **2022**

**January 10<sup>th</sup> and January 24<sup>th</sup>:** CPDC Meetings, continued discussions of 40R Zoning Amendments

**January 31<sup>st</sup>:**

- Send CPDC's draft amendments to DHCD for review (may take up to 90 days)
- Send CPDC's draft amendments to Town Counsel for review

**March 1, 2022:** April Town Meeting Warrant Closes

**April/May 2022:** Annual Town Meeting – 4/25, 4/28, 5/2, 5/5

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**(3) RMLD General Manager Coleen O'Brien:** The last year has been quite unprecedented, but the RMLD, its employees, and the electric system remained safe and reliable through strict procedural protocols with seamless business continuity. With all employees remobilized and the Ash Street lobby now open, the public is welcome with some remaining precautionary measures such as recommended masking and social distancing.

The RMLD calendar year 2020 Annual Report, appropriately themed "Resilience," was issued this summer and can be found on the website, [www.rmlld.com](http://www.rmlld.com). High School art donned the cover and the submittals were truly inspiring. Accomplishments were significant despite the conditions



during the year with shifting some capital projects to maintenance due to material availability, etc. Highlights can be found in the report and include a clean financial audit with no management letter, the American Public Power Association's Certificate of Excellence in Reliability Award, and the RMLD Employee Safety Award.

The RMLD also earned a prestigious Reliable Public Power Provider (RP3) ® designation from the American Public Power Association for providing reliable and safe electric service to its customers. The RP3 designation, which lasts for three years, recognizes public power utilities that demonstrate proficiency in four key disciplines: reliability, safety, workforce development, and system improvement. Criteria include sound business practices and a utility-wide commitment to safe and reliable delivery of electricity.

To obtain community feedback, the RMLD partnered with a research firm with extensive experience conducting customer surveys for municipally-owned electric utilities in Massachusetts to conduct a customer satisfaction survey. The survey sought input in the areas of service reliability, rates, customer service, energy efficiency programs, power supply, policies for reducing greenhouse gas emissions, and more. Overall customer satisfaction results were positive with 96% of residential and 93.6% of commercial customer respondents indicating that they are a satisfied customer, a loyal customer, or an advocate of the RMLD. The RMLD received very positive ratings throughout and will work to apply the feedback and insight collected to continuously improve its programs and processes.

Over the last year, Massachusetts passed new climate legislation which sets power supply goals for both Municipal Light Plants (MLPs) and Investor Owned Utilities (IOUs) to reduce greenhouse gas emissions. The bill requires that the power sold by utilities be net-zero emissions by 2050. The MLP and IOU sectors have different paths to meet these goals due to their very different business models; MLPs are not-for-profit and have long-term customer committed power contracts within their portfolios, whereas IOUs are for-profit and make all power purchases every six-months.

The RMLD, over the last 12 months, ran significantly detailed educational Citizen Advisory Board and Board of Commissioner meetings presenting the current power supply portfolio and the strategic plan to meet the climate goals. Since the RMLD had already committed to renewable and decarbonization goals prior to the law, the organization was in a better position to mitigate otherwise significant rate impacts. The RMLD continues to seek power purchases in which the Renewable Energy Certificates (RECs) are part of the Power Purchase Agreements (PPA). For example, MLPs including the RMLD are working diligently to purchase offshore wind power, an opportunity that will green the portfolios of MLPs across the state. The RMLD took the initiative eight years ago to foster the MLP portion of the recent climate legislation and actively builds its portfolio strategically to align with the Commonwealth's climate goals while protecting rate payers.

With the potential for further climate legislation from the federal government, the RMLD will continue to provide ongoing informative communication and educational board sessions which customers are welcome to attend – public meeting dates and agendas are posted to the website. Board of Commissioner meetings are also broadcast live on RCTV, and the recordings are available on their YouTube channel and on RMLD's website. Additional information on climate legislation impacts and rate adjustment discussions can also be found on the RMLD website.

In addition to making electricity generation net-zero emissions by 2050, the Massachusetts Climate Bill also aims to reduce emissions in the building and transportation sectors by shifting these uses away from fossil fuels and towards electricity – this concept is known as electrification.

To that end, the RMLD continued to promote its electrification-focused rebate programs and offer community education on electrification.

Related programs include Air Source Heat Pumps rebates, Electric Vehicle Charger rebates, and Electrical Panel Upgrade rebates – see the website for a complete list of current rebate offerings. With over 180 air source heat pump rebates issued over the last year and another 70 in process, RMLD has one of the best overall incentive programs in Massachusetts.

Several electrification-focused educational events (mostly virtual) were held in 2021 including an Air Source Heat Pump 101 webinar, a Virtual Electric Vehicle Workshop, a webinar on How Electrification Benefits the Environment (in partnership with local libraries), and an Electric Car Show at the Wilmington Farmers Market. Recordings of the virtual events are available on the website. Upcoming events include a Virtual Air Source Heat Pump Owner Panel which is scheduled for November 9<sup>th</sup> at 7pm – please visit our website to register.

The RMLD also took steps to increase the availability of public electric vehicle charging infrastructure in its service area to further the adoption of electric vehicles. The RMLD applied for and was awarded a Massachusetts Electric Vehicle Incentive Program (MassEVIP) Public Access Charging (PAC) grant to support the installation of five additional dual-port level 2 electric vehicle (EV) charging stations in its service territory. Three of the stations will be located in Reading and two of the stations will be located in Wilmington. The CY 2022 budget proposes four additional stations within the service area.

It's an exciting time in the electric industry with much change to help our environment and our customers in electrification and decarbonization!

A special thanks to the RMLD Boards, Town's Command Central and all the essential town workers including the RMLD workers, for helping to keep the RMLD successful for all of its customers; residential, commercial and industrial.

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**(4) School Superintendent Dr. Tom Milaschewski:** It is with great pride that we share a brief update regarding the state of the Reading Public Schools. As we all know, the 2020-2021 school year was marked by uncertainty and ever-changing conditions. Our students and staff experienced various learning models, including in-person, hybrid, and remote, while navigating all of the challenges presented by the pandemic. We know that last year was extremely difficult on our community and we deeply appreciate all of the collaborative efforts of our entire town to support our students. We would especially like to acknowledge and appreciate the work of our amazing RPS educators, who despite the most challenging circumstances, worked tirelessly to teach, support, coach, and mentor our students.

While we had hoped that the 2021-2022 school year would signal a return to normalcy in many ways, we all know that this is not how things have transpired. Our schools not only face the day-to-day challenges presented by COVID-19, but also the tremendous social-emotional and academic impact of the pandemic on our students. Given this impact, we are focused on accelerating the learning and support for our students this year, while ensuring a safe, uninterrupted, in-person learning experience for all of our students. More specifics regarding our priorities for the 2021-2022 [can be found here](#). Despite the challenges presented by our current context, we are optimistic about the future of the Reading Public Schools as a result of our talented and committed staff and a community that deeply values and supports education.

As we work to move our district forward, we recognize that there is a lot of new leadership at both the school and district level. At the school level, we have welcomed three new principals,

including Mr. Kevin Tracey (RMHS), Dr. Stephen Burnham (Birch Meadow), and Ms. Caitlin Shelburne (Joshua Eaton). In addition, we have several new leaders at the district level, including Dr. Thomas Milaschewski (Superintendent), Dr. Sarah Hardy (Assistant Superintendent for Learning and Teaching), Ms. Susan Bottan (Director of Finance and Operations), Ms. Michelle Roach (HR Director), and Mr. Kurtis Martin (METCO Director).

We are excited to add these new leaders to join the strong team of school and district leaders across RPS.

Given the level of new in our district, our Superintendent has committed to leading an entry process that will allow our community to gain a shared understanding of our district as we develop a vision and action plan for the future of the Reading Public Schools. While the entirety of the entry plan [can be viewed here](#), this plan outlines how the Superintendent will build relationships with the community, learn about the core strengths, challenges, and opportunities facing the district, and lead the collaborative process for determining the future direction of our schools. As the entry plan describes, this work will lead to the refinement of our [district's current strategic plan](#) or the development of a new strategic plan for our district in the spring of 2022.

On behalf of our district, we appreciate the continued support of our entire community and look forward to the collaborative work ahead to ensure that all of our RPS students receive an excellent educational experience. Go Rockets!

In collaboration,

Dr. Thomas Milaschewski, Superintendent

Dr. Jennifer Stys, Assistant Superintendent for Student Services

Dr. Sarah Hardy, Assistant Superintendent for Learning and Teaching

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**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.

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**ARTICLE 3** To see if the Town will vote to amend the FY 2022-32 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

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 FY2022 – FY2032 CIP (current year plus ten years):

### **General Fund**

**FY22: +\$400,000 net changes**

+\$150,000 DPW: road repairs (now local share \$550k plus \$600k from state)  
+\$150,000 Pubic Services/Recreation: Birch Meadow Master Plan Design funding  
+\$100,000 DPW: sidewalk repairs/pedestrian safety (now \$200k local budget)

**FY23: None**

**FY24+**

Various other changes made

### **Enterprise Funds – Water**

**FY22: None**

**FY23: None**

**FY24+**

Various changes made

### **Enterprise Funds – Sewer**

**FY22: None**

**FY23: None**

**FY24+**

Various changes made

### **Enterprise Funds – Storm Water**

**FY22: None**

**FY23: None**

**FY24+**

Various changes made

**Finance Committee Report:** The Finance Committee recommends the proposed amendments to the FY 2022 – FY 2031 Capital Improvements Program by a vote of 6-0 at their meeting on September 30, 2021. Placing items in the Capital Improvement Program is a prerequisite first step but in itself does not authorize spending funds towards 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, 2021, as adopted under Article 16 of the Annual Town Meeting of April 26, 2021 and amended under Article 4 of the Special Town Meeting of October 18, 2021; 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**

<b><u>Account Line</u></b>	<b><u>Description</u></b>	<b><u>Decrease</u></b>	<b><u>Increase</u></b>
B99 - Benefits	Worker Comp Insurance -\$20,000	\$20,000	
C99 - Capital	As described in Article 3		\$400,000
G92 – Administrative Services expenses	Property & Casualty Insurance +\$65,000		\$65,000
J91 – Public Safety Wages	Public Health Nurse +\$27,000 Health Inspectors -\$24,000		\$3,000
J92 – Public Safety Expenses	Health Inspectors (outsourced) +\$10,000		\$10,000
K92 – Public Works Expenses	Town Forest tree project +\$50,000		\$50,000
	<b>Subtotals</b>	<b>\$20,000</b>	<b>\$528,000</b>
	<b>Net Operating Expenses</b>		<b>\$508,000</b>
	<b>From Free Cash</b>		<b>\$508,000</b>

**Enterprise Funds**

<b><u>Account Line</u></b>	<b><u>Description</u></b>	<b><u>Decrease</u></b>	<b><u>Increase</u></b>
W99 Water EF	Emerson Avenue Water Main work \$400,000 Unidirectional flushing program \$35,000		\$435,000
S99 Sewer EF	Sturges Sewer Station project \$250,000		\$250,000
	<b>Subtotals</b>		<b>\$685,000</b>
	<b>Net Operating Expenses</b>		<b>\$685,000</b>
	<b>From Water EF Reserves</b>		<b>\$435,000</b>
	<b>From Sewer EF Reserves</b>		<b>\$250,000</b>

**Finance Committee Report:** At their meeting on September 30, 2021 the Finance Committee voted 6-0 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:** In July 2021, Verizon notified the Town that a bill for \$52.19 from June 2019 was not paid. The bill amount is the same each month and the issue came up because a prior balance was consistently shown on the bill each month. Further investigation into the matter revealed that bill was missed and is still due.

**Finance Committee Report:** At their meeting on September 30, 2021 the Finance Committee voted 6-0 to recommend this Article to Town Meeting.

**Bylaw Committee Report:** No report.

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**ARTICLE 6** To see if the Town will vote to amend Section 4.6 of the Zoning Bylaw as follows, with additions being shown in bold italics and deletions being struck through:

#### **4.6.2 Applicability**

**4.6.2.1** Properties containing single-family or two-family structures ~~structures~~ ***dwelling as a principal use*** are exempt from Site Plan Review. Routine maintenance, and in-kind replacement of lighting, mechanical systems and landscape features are exempt from Site Plan Review.

**4.6.2.2** Except as otherwise specified in Section 4.6.2.1, Site Plan Review is required if the proposed construction, ***Change of Use***, or site alteration involves any of the following:

**a** An increase in gross floor area of 500 square feet or more, ***via the creation of new floor area, that results in the requirement for or addition of 2 or more parking spaces (regardless of parking-related exemptions or waivers)***; or

**b** A ~~Change of Use (from one use category to another)~~ within a ***structure containing an existing public, institutional or commercial use; an existing multi-family dwelling structure; or a structure containing more than one use; to a use permitted by Special Permit from the CPDC.***;

~~e the addition of 2 or more parking spaces, a change to the layout or location of 2 or more parking spaces, an increase in pavement of more than 300 square feet, or the alteration of any driveway.~~

***Nothing in this section shall be construed to limit the requirements of Site Plan Review set forth in other provisions of the Zoning Bylaw.***

**4.6.2.3** Except as otherwise specified in Section 4.6.2.1 or Section 4.6.2.2, Minor Site Plan Review is required if the proposed construction, **Change of Use**, modification to use, or site alteration involves any of the following:

- a **An increase in gross floor area of 500 square feet or more either by the creation of new floor area or by the expansion of an existing use into adjacent space within an existing structure;**
- b **The addition of 2 or more parking spaces, a change to the layout or location of 2 or more parking spaces, an increase in pavement of more than 300 square feet, or the alteration of any driveway. Changes that exclusively address minor pre-existing site safety or circulation issues may qualify for Administrative Approval under regulations issued pursuant to Section 4.6.3.1;**
- c **A Change of Use within a structure containing an existing public, institutional or commercial use; an existing multi-family dwelling; or a structure containing more than one use, to a use permitted by-right;**
- d. Exterior alteration of 500 square feet or more of horizontal or vertical area that is limited to doors, paint, awnings, railings, step replacement, handicapped ramps or building code compliance measures, for a site within the Business B Zoning District;
- e. Redevelopment or alteration of a site, or the interior of a building, in such a manner that the proposed site or building function is anticipated to generate unreasonable visual or auditory impacts to abutters;
- f. An existing site that becomes a nuisance to public health, safety or welfare (i.e. due to routine traffic spillover, excessive noise, site illumination beyond the hours of operation, etc.) as evidenced by substantiated complaints to the Police Department and/or Public Services Office; or
- g. Outdoor Commerce, Dining, Programming, or Storage.

### **4.6.3 Minor Site Plan Review**

**4.6.3.1** The CPDC, through regulation, may authorize the Community Development Director to grant Administrative Approval for a Minor Site Plan Review, with or without conditions, provided **if** the proposed construction, expansion, or alteration **or Change of Use** is not anticipated to result in any adverse impact on surrounding areas.

or take any other action with respect thereto.

Select Board

**Background:** Article 6 is an amendment to Section 4.6 of the Zoning Bylaw, *Site Plan Review*, which is a subparagraph of *Administration* (Section 4). *Site Plan Review*, administered by the CPDC, is used to manage the impacts of new development and redevelopment of land and structures. Site Plan Review triggers were modified in 2016 from being overly broad and capturing too many projects, to being more targeted and capturing projects with specific implications. However, it has recently become clear that the triggers do not capture all projects the CPDC wishes to review, and that they need additional fine tuning.

Article 6 reworks the triggers for Site Plan Review and Minor Site Plan Review in an effort to ensure that the CPDC has the appropriate level of review for projects that propose changes to uses, sites, structures, parking and/or circulation.

Properties containing single-family or two-family dwellings, and routine maintenance and in-kind replacement will remain exempt from Site Plan Review. In addition, the provision allowing the CPDC to authorize Administrative Approval of certain Minor Site Plan Review applications will remain.

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**Finance Committee Report:** No report.

**Bylaw Committee Report:** No report.

**CPDC Report:** On Monday, July 12, 2021, the CPDC convened to hold a public hearing on the proposed Article 6. All documents were made available on the town website. The public hearing was held to provide an opportunity for comment and to determine whether the provisions of the proposed Zoning Bylaw Amendment shall be adopted by the Town.

The July 12, 2021 public hearing was opened at approximately 9:30 p.m. Any comments received at the hearing were included as part of the record of the hearing.

The public hearing was continued to Monday, August 16, 2021 at 8:30 p.m. to allow time for further discussion and public input.

On August 16, 2021 the hearing was closed. On September 13, 2021, the CPDC voted 5-0-0 to recommend **Article 6** to Town Meeting.

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**ARTICLE 7** To see if the Town will approve the \$317,422,620 borrowing authorized by the Northeast Metropolitan Regional Vocational School District Committee, for the purpose of paying costs of designing, engineering, constructing and equipping the New Northeast Metropolitan Regional Vocational School and related athletic facilities located at 100 Hemlock Road in Wakefield, MA 01880, including the payment of all costs incidental or related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of Northeast Metropolitan Regional Vocational School Committee.



The Town's estimated share of the District's debt for this purpose, exclusive of interest, and based upon current enrollments, is approximately \$8,177,164, which amount will be reduced to the extent of MSBA grants received by the District, resulting in an estimated net share of principal allocable to the Town, exclusive of interest, of approximately \$4,548,660.

The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Project shall not exceed the lesser of (1) seventy-six and eighty-four one hundredths percent (76.84%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA;

or take any other action relative thereto.

Select Board

**Background:** Reading currently has students attending three vocational schools, including Northeast Metropolitan Regional Vocational School (NMRVS) in Wakefield, Essex North Shore Agricultural & Technical School in Danvers, and Minuteman Regional Vocation Technical School in Lexington. Students attend NMRVS unless a specific program of study they are interested in is not offered, and then they may choose to attend another vocational school. NMRVS was founded in 1968 and the district consists of students from Chelsea, Malden, Melrose, North Reading, Reading, Revere, Saugus, Stoneham, Wakefield, Winchester, Winthrop and Woburn. Reading has a comparatively small number of students attending, although the amount has increased in recent years as shown by the table below:

Recent Enrollment History							
	FY16	FY17	FY18	FY19	FY20	FY21	FY22
NMRVS	1233	1231	1239	1236	1242	1271	1281
Reading	17	16	18	20	20	26	33
%	1.4%	1.3%	1.5%	1.6%	1.6%	2.0%	2.6%

NMRVS began the process of exploring options to improve their aging facility a few years ago, and the Massachusetts School Building Authority (MSBA) accepted them into their program in 2017. The NMRVS School Committee worked diligently with the MSBA, exploring options including base repair; addition/renovation; new construction on-site; and new construction with land acquisition. They selected an option to build a new school on existing land, with an enrollment capacity of about 1,600 students. Currently the wait list has been over 300 students annually, the largest such list in the state. This project was approved by the MSBA to enter the next phase in February 2021. For more details about the project, please visit [www.northeastbuildingproject.com](http://www.northeastbuildingproject.com).

In recent months, MSBA has approved a reimbursement rate of 76.84% of eligible project costs for the \$317.4 million new school. Eligible costs do not account for current construction costs or significant site work for this project, but MSBA awarded \$140.8 million, leaving the twelve member communities to share the remaining \$176.6 million costs on a pro-rate (by student enrollment) basis. At the most recent enrollment figures shown above, that would be a base \$4.6 million cost for Reading. The twelve communities must approve this project by December 2021, and approval may come in the form of either a yes vote or not taking a vote by that deadline. If any of the 12

communities votes against this project, an election and popular vote among all communities must be held on a single date (Saturday) to be determined in the spring 2022, which must be paid for by NEMRVS.

Preliminary project financing costs show \$1.9 million beginning in FY23 (Reading's share would be about \$50,000), and then in FY26 ramp up with permanent 30-year bonding costing over \$10 million annually (or about \$260,000 annually for Reading). The exact annual share will be determined each year by enrollment, and therefore will vary slightly. Debt will be sold by NMRVS, with the cost influenced by the background debt ratings from all member communities. Currently Reading, Wakefield, Winchester and Woburn have earned the highest AAA rating of these member communities.

**Finance Committee Report:** At their meeting on September 30, 2021 the Finance Committee voted 6-0 to recommend this Article to Town Meeting.

**Bylaw Committee Report:** No report.

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## ARTICLE 8

### Section 2.1.3 Notification

Within seven (7) days of being notified being elected a Town Meeting Member you shall provide the Town Clerk with your street address and a phone contact number for publication and to renumber the present 3.1.3 to 2.1,4 EtC.

By Petition

**Background:** Petitioner will explain at Town Meeting.

**Finance Committee Report:** No report.

**Bylaw Committee Report:** No report.

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## ARTICLE 9

Temporary Halt to 40R Project Approvals Until Impacts Are Mitigated and 40R Zoning is Revised to Reduce Density.

To see if the Town will vote to mitigate adverse 40R zoning project impacts on neighboring properties that are now evidenced by visual, acoustic, shadow, excessive density, and other impacts; and to mitigate unanticipated 40R zoning project pressures on street parking supply that are now negatively impacting residents and businesses alike; by halting any new Plan Review approvals of projects using 40R zoning provisions until density-reducing revisions to the 40R zoning code are considered and approved by Town Meeting, or to take any other action with respect thereto.

By Petition

**Background:** This citizen-initiated article, together with any amendments necessary to carry out its intent, would temporarily pause new approvals of very large downtown construction projects under "40R" zoning. This article will allow the Town and CPDC to review impacts of existing 40R buildings (30/52 Haven, 475 Main, 24 Gould, and Postmark Square) and complete the density-reduction amendments they are drafting pursuant to two consecutive Town Meeting instructional motions (November 2020 and April 2021). As of this date, CPDC has not brought such proposals forward, yet in the past year two new 40R project proposals have been submitted (Chute/High Streets and Woburn Street) and more are possible. With the existing ones not yet fully occupied we also do not yet know the full scope of impacts.

This article favors smart growth that's truly smart in promoting mixed-use buildings that make our downtown an appealing destination. The new buildings are massive and have no public spaces or setbacks. Early observations suggest residents of the new apartments and condominiums are also taking up downtown street parking spaces that are badly need for downtown employees and shoppers. There is deep concern that without changes very soon to the existing 40R zoning bylaws that we will end up for the foreseeable future with a downtown and a depot area that are overcrowded and unattractive. This certainly is not the vision we had when establishing the 40R district and it is not the vision we have now.

Town staff, CPDC, and Town Meeting have written and approved exceptionally high density and up to 100% lot coverage in the Downtown Smart Growth 40R District. This has left us with no bargaining tools to realize adequate public spaces like walkways, green spaces, and seating that would make the downtown and depot area appealing destinations. Our version of 40R also appears to lack adequate onsite parking standards.

Your vote in favor of this article will signal support for a pause in order to study impacts and for density-reducing zoning changes that will still facilitate mixed-use redevelopment and housing creation while also allowing for the public areas, walkways, light, air circulation, and green spaces for all concerned - including the new residents. We might redevelop our downtown once every 100 or 150 years. We need to make sure we are getting this right.

**Finance Committee Report:** No report.

**Bylaw Committee Report:** No report.

and you are directed to serve this Warrant, along with the written request of Town Moderator Alan Foulds dated September 9, 2021 to hold this Subsequent Town Meeting remotely, 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 8, 2021, 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.

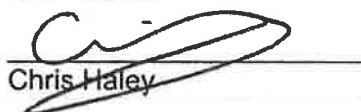
Given under our hands this 28<sup>th</sup> day of September, 2021.

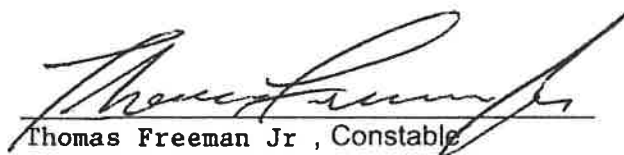
  
Karen Gately Herrick, Chair

\_\_\_\_\_  
Anne DJ Landry, Vice Chair

  
Mark L Dockser, Secretary

  
Carlo Bacci

  
Chris Haley

  
Thomas Freeman Jr, Constable

SELECT BOARD OF READING

Capital Plan

	10/20/2021 11:02	FY-2020	FY-2021	FY-2022	FY-2023	FY-2024	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY21-31
Facilities - General/CORE	1,440,000	350,000	690,000	50,000	495,000	545,000	86,000	210,000	95,000	50,000	50,000	50,000	50,000	50,000	50,000	2,671,000
Facilities - School Buildings	393,000	50,000	-	15,000	12,000	-	-	-	-	-	-	-	-	-	-	77,000
Facilities - Town Buildings	-	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	15,000
Public Schools - General	210,000	215,000	365,000	110,000	140,000	152,500	135,000	135,000	135,000	135,000	135,000	160,000	160,000	160,000	160,000	1,842,500
Administrative Services	100,000	200,000	160,000	100,000	100,000	100,000	125,000	125,000	125,000	125,000	125,000	150,000	150,000	150,000	150,000	1,460,000
Finance	-	-	-	-	-	-	600,000	-	-	-	-	-	-	-	-	600,000
Public Library	-	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000
Public Services	941,000	90,000	265,000	25,000	25,000	25,000	25,000	805,000	385,000	385,000	25,000	25,000	25,000	25,000	25,000	1,720,000
Public Safety - Fire/EMS	322,000	322,000	1,300,000	430,000	103,000	900,000	145,000	215,000	496,000	496,000	375,000	1,000,000	-	-	320,000	5,286,000
Public Safety - Police/Dispatch	507,500	-	110,000	-	40,000	-	77,500	25,000	-	-	45,000	-	-	47,500	30,000	297,500
Public Works - Equipment	365,000	437,500	505,000	510,000	610,000	204,000	1,273,000	560,000	156,000	156,000	355,000	315,000	465,000	385,000	312,000	5,390,500
Public Works - Parks & Cemetery	75,000	25,000	100,000	300,000	400,000	175,000	175,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	2,175,000
Public Works - Roads	600,000	600,000	850,000	1,125,000	625,000	625,000	650,000	725,000	800,000	800,000	875,000	950,000	950,000	950,000	950,000	8,775,000
<b>TOTAL CAPITAL REQUESTS</b>	<b>4,646,500</b>	<b>2,304,500</b>	<b>4,355,000</b>	<b>2,675,000</b>	<b>2,560,000</b>	<b>2,736,500</b>	<b>3,301,500</b>	<b>3,010,000</b>	<b>2,402,000</b>	<b>2,195,000</b>	<b>2,860,000</b>	<b>2,010,000</b>	<b>1,977,500</b>	<b>2,207,000</b>	<b>2,207,000</b>	<b>30,409,500</b>
Net Revenues (000s)			107,600	110,850	114,700	117,341	120,061	124,487	128,222	132,068	136,030	140,111	144,315	148,644	148,644	
less excluded debt			(2,792)	(2,733)	(2,886)	(1,280)	-	-	-	-	-	-	-	-	-	
Baseline for FINCOM Policy			104,808	108,117	112,014	116,061	120,061	124,487	128,222	132,068	136,030	140,111	144,315	148,644	148,644	
FINCOM policy: 5% debt + capital			5,240,400	5,495,850	5,600,700	5,803,050	6,043,062	6,224,353	6,411,084	6,603,416	6,801,519	7,005,565	7,215,731	7,432,203	7,432,203	66,141,982
- Net Included Debt			1,963,844	3,202,284	3,493,178	3,541,121	2,992,233	2,914,133	2,701,033	2,626,333	2,590,733	1,983,333	1,931,033	1,156,733	1,156,733	30,147,501
<b>FINCOM Target Capital Funding</b>	<b>3,434,494</b>	<b>2,866,307</b>	<b>3,276,556</b>	<b>2,203,566</b>	<b>2,107,522</b>	<b>2,261,329</b>	<b>3,050,829</b>	<b>3,310,220</b>	<b>3,710,051</b>	<b>3,975,083</b>	<b>4,210,786</b>	<b>5,022,232</b>	<b>5,264,658</b>	<b>6,273,470</b>	<b>6,273,470</b>	<b>35,994,480</b>
Original Funding Voted or Proposed	2,595,500	2,937,000	3,195,000	2,200,000	2,100,000	2,250,000	3,050,000	3,300,000	3,700,000	3,975,000	4,200,000	5,000,000	5,275,000	6,275,000	6,275,000	35,907,000
Additional temp funding			375,000	475,000	460,000	486,500	251,500	-	-	-	-	-	-	-	-	2,048,000
Emergency cuts			(880,000)	-	-	-	-	-	-	-	-	-	-	-	-	(880,000)
Additional Funding Sept TM			395,000	-	-	-	-	-	-	-	-	-	-	-	-	395,000
Additional Funding Nov TM			247,500	-	-	-	-	-	-	-	-	-	-	-	-	247,500
Additional Funding April TM			400,000	-	-	-	-	-	-	-	-	-	-	-	-	400,000
<b>TOTAL CAPITAL REQUESTS</b>	<b>4,646,500</b>	<b>2,304,500</b>	<b>4,355,000</b>	<b>2,675,000</b>	<b>2,560,000</b>	<b>2,736,500</b>	<b>3,301,500</b>	<b>3,010,000</b>	<b>2,402,000</b>	<b>2,195,000</b>	<b>2,860,000</b>	<b>2,010,000</b>	<b>1,977,500</b>	<b>2,207,000</b>	<b>2,207,000</b>	<b>30,409,500</b>
Capital & Debt Policy	6.41%	4.44%	6.03%	5.44%	5.40%	5.41%	5.21%	4.99%	4.99%	5.00%	4.99%	4.99%	4.98%	4.99%	5.00%	
Annual Surplus (Deficit)			-	-	-	-	290,000	290,000	1,298,000	1,780,000	1,340,000	2,990,000	3,297,500	4,068,000	4,068,000	
Cumulative Surplus (Deficit)			-	-	-	-	290,000	290,000	1,588,000	3,368,000	4,708,000	7,698,000	10,995,500	15,063,500	15,063,500	

NOT FUNDED: costs below estimated ~\$15mil.	NOT FUNDED: Projects that have no total cost estimates yet
1. RMHS Ropes course \$325k	6. Killiam Building project TBD Excluded Debt
2. RMHS Fieldhouse floorbleachers \$1.7 mil	- Killiam Field improve, drainage, repaving (\$350k HOLD for ESS project)
3. Wood End Field repairs \$325k (moved from NOT FUNDED list ==>)	7. Community Center TBA Excluded Debt if >\$5mil
4. Artificial Turf@Parker MS (replace \$0.8 mil (old estimate)	8. DPW Bldg improvements (scope changed)
5. BM Master Plan \$9mil. to \$11mil. in total	9. Community projects (garden, compost...)
A. Support & General Circulation \$750k-\$1.2mil	
A. Imagination Station Parking \$450-550k	
A. Lacrosse Wall \$100-150k	
B. Pickleball Cts, Playground, Parking \$600k-\$1.0mil	
B. Basketball Courts \$500-650k	
B. Morton Field improvements \$600-950k	
B. Castine Field \$75-100k	
B. Higgins Farm Conserv Area \$100-150k	
B. Birch Meadow Drive Improvements \$250-400k	
3-BM Field-lighting \$1.0 mil	
4-Birch-Mdw-Complex-\$1.0 mil (Res-Comm-TBD)	
	C. Softball/Multi purpose new turf field \$3.2-3.6mil
	B. Coolidge Field turf \$2.2-2.4 mil. (incr from \$1.4mil)
	E-Artificial Turf@Coolidge-MS (heavy) \$1.4mil

10/20/2021 11:02	FY-2020	FY-2021	FY-2022	FY-2023	FY-2024	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY21-31
Facilities - CORE	1,440,000	350,000	650,000	50,000	495,000	645,000	85,000	210,000	95,000	50,000	50,000	50,000	50,000	50,000	2,621,000
Energy (Performance Contract) \$4.95mil	Debt	Debt	Debt		Debt	Debt									*
Energy Improvements II OPM/Design		300,000													300,000
Energy Improvements II \$5.0mil/15yr															*
Energy (Green Repairs) \$1.05mil debt	Debt	Debt	Debt												*
Bldg Security - \$4.0mil debt	Debt	Debt	Debt												*
Bldg Sec. - window film (schools)	Debt		140,000												140,000
Permanent Bid Committee	150,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000
RMHS Building project - \$55mil debt	xDebt	xDebt	xDebt												*
RMHS Bldg proj - \$5 mil Litig. some debt	Debt	Debt	Debt												*
RMHS Retaining Wall - \$0.5mil debt	Debt	Debt	Debt												*
RMHS Turf 2 - \$2.225 mil debt	Debt	Debt	Debt												*
RMHS Stadium OPM/Design			250,000												250,000
RMHS Stadium Turf/Track \$3 mil/10yr															*
RMHS Fishhouse floor/beachers \$1.7 mil TBD debt (\$175k design, \$1.3mil project)															*
Parker MS roof project OPM/design			250,000												250,000
Parker MS Roofing project \$2.7mil/10yr															*
Coolidge MS roof project design					250,000										250,000
Coolidge MS Roofing project \$2.9mil/10yr															*
Birch Meadow ES roof project design					150,000										150,000
Birch Meadow ES Roofing project \$1.5mil/10yr															*
Modular Classrooms \$1.2m debt	Debt	Debt	Debt												*
Elementary School Space	1,250,000														1,250,000
Killam Building project TBD xDebt															*
Barrows/Wd End Bldg projects \$0.8mil debt	xDebt	xDebt	xDebt												*
Barrows/Wd End Bldg projects debt	Debt	Debt	Debt												*
Birch Meadow Roofing project \$1.5 mil/10yr															*
Library Building project \$18.4 mil debt	xDebt	xDebt	xDebt												*
Police Sta. project \$1.5mil/10yr															*
Town Hall Roofing project \$450k															*
Main SL Fire Sta Roofing project \$225k															*
Community Center TBA xDebt; if >\$5mil															*
DPW Bldg project TBD															*
Electrician Van Ford E350 Econoline (2014)					45,000										45,000
Carpenter's Pickup Ford F-350 (2013)					45,000										45,000
Carpenter's Cut-away Van (2017)									45,000						45,000
Plumber's Cut-away Van (2017)															45,000
Pickup Truck Chevy 2500HD (2016)															45,000
Van E350 Econoline (2005)															45,000
Bob-Cat skid steer	40,000						36,000								*
Bobcat Skid - snowplow (2008)															36,000
Bobcat Utility - snowplow (2013)															25,000
<b>Buildings - Schools (Total)</b>	<b>393,000</b>	<b>50,000</b>		<b>15,000</b>	<b>12,000</b>										<b>77,000</b>
Barrows HVAC/Energy Mgmt	10,000														*

10/20/2021 11:02	FY-2020	FY-2021	FY-2022	FY-2023	FY-2024	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY21-31
Birch Meadow HVAC/Energy Mgmt	12,000														
Joshua Eaton HVAC/Energy Mgmt	14,000														
Killam HVAC/Energy Mgmt	12,000														
Killam Windows/Doors	20,000														
Wood End HVAC/Energy Mgmt	12,000														12,000
Wood End Water Heater					12,000										
Coolidge HVAC/Energy Mgmt	244,000	25,000													
Parkor HVAC/Energy Mgmt	19,000	25,000													25,000
Parkor Water Heater															
Parkor Carpet/Flooring				15,000											
RAMHS HVAC/Energy Mgmt	50,000														
<b>Buildings - Town (Total)</b>		15,000													15,000
Police Station Water Heater		15,000													15,000
<b>Schools - General</b>	210,000	215,000	365,000	110,000	140,000	152,500	135,000	135,000	135,000	135,000	160,000	160,000	160,000	160,000	1,682,500
Food Service Van E-250 (2014)						42,500									42,500
Driver's Education Vehicle (2014)	45,000				30,000										30,000
Courier Vehicle (2007)	65,000	65,000	65,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	210,000
District-wide Telephone systems	65,000	50,000													50,000
Design for Technology wiring projects			200,000												200,000
District-wide Technology Wiring projects	100,000	100,000	100,000	100,000	100,000	100,000	125,000	125,000	125,000	125,000	150,000	150,000	150,000	150,000	1,150,000
District-wide Technology projects			100,000												100,000
Administrative Services	100,000	200,000	180,000	100,000	100,000	100,000	125,000	125,000	125,000	125,000	150,000	150,000	150,000	150,000	1,310,000
Water Tank Town telco equip replace/relocate		100,000													100,000
GIS flyover - planimetrics			60,000												60,000
Technology projects	100,000	100,000	100,000	100,000	100,000	100,000	125,000	125,000	125,000	125,000	150,000	150,000	150,000	150,000	1,150,000
<b>Finance</b>							600,000								600,000
Financial System							600,000								600,000
<b>Library</b>			10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	90,000
Equipment			10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	90,000
<b>Public Services</b>	15,000	90,000	265,000	25,000	25,000	25,000	25,000	805,000	385,000	25,000	25,000	25,000	25,000	25,000	1,695,000
Community Sustainability \$1.0mil/10yrs				Deblna	Deblna	Deblna	Deblna	Deblna	Deblna	Deblna	Deblna	Deblna	Deblna	Deblna	
Downtown Improvements II \$2.0mil/10yrs				Deblna	Deblna	Deblna	Deblna	Deblna	Deblna	Deblna	Deblna	Deblna	Deblna	Deblna	
Downtown Improvements II \$5.0mil Bond Bill				Deblna	Deblna	Deblna	Deblna	Deblna	Deblna	Deblna	Deblna	Deblna	Deblna	Deblna	
Downtown Energy Efficient projects			50,000												50,000
Land Use planning (CC & Symonds)		50,000													50,000
Sr/Community Center planning			40,000												40,000
Parks & Fields space study		25,000													25,000
<b>Rehab Playgrounds Program</b>	15,000	15,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	240,000
	Wood End	Wood End	Tot Lot	Mem PK	B Maw	Killam	Sturges								
<b>BM Field Lighting \$1.4mil - other \$1.4mil - Coolidge turf \$1.4mil - Rec-Comm in progress all TBD</b>															
4. BM Master Plan			150,000												
Birch Meadow Master Plan Design															
Support & general Circulation \$750k-\$1.2mil															

new

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Imagination Station Parking \$450-550k Lacrosse Wall \$100-150k															
Pickleball Cls, Playground, Parking \$800k-\$1.0mil Basketball Courts \$500-650k Morton Field improvements \$600-950k Casline Field \$75-100k Higgins Farm Conserv Area \$100-150k Birch Meadow Drive Improvements \$250-400k 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 TBD Barrows Tennis court repairs Barrows Basketball court repairs Barrows Replace backstop & repair infield Killam Field improve, drainage, repaving (\$350k) held for Killam project decision Wood End Field Repairs (\$325k - not yet funded TBD)								125,000 85,000 125,000							125,000 85,000 125,000
<i>(*) below indicates \$950k in state bond bill details TBA (\$800k identified below)</i>															
*Wash Pk: Replace backstop & shift field *Wash Pk: Walking Paths *Mem Pk: Replace Band Stand *Mem Pk: Court resurface *Symonds: Replace backstop *Hunt Pk: Replace backstop Sturges Pk: Tennis court repairs Sturges Pk: Basketball court repairs Sturges Pk: Backstop repairs								150,000 100,000 50,000 20,000 125,000	150,000 75,000 85,000 50,000						150,000 100,000 50,000 20,000 150,000 125,000 75,000 85,000 50,000
Public Safety - Fire/EMS	941,000	322,000	1,300,000	430,000	103,000	900,000	145,000	215,000	495,000	375,000	1,000,000			320,000	5,286,000
Ladder Trk #1 (2008: \$800k, next FY22) Pumper Eng #1 (2010-\$525k; next FY30) Pumper Eng #2 (2007-\$410k; next FY25) Pumper Eng #3 (2016 \$630k; next FY36) Pumper Eng #4 (2020 \$800k; next FY40) Ambulance #1 (2017 - 10 yrs) Ambulance #2 (2010 - 10yrs) Ambulance equipment Passenger Car#1 (2005 - 10yrs) Passenger Car#2 (2007 - 10yrs) Passenger Car#3 (2018 - 10yrs) Pickup Truck #2 (2012 - 12yrs) Alarm Truck (1994 - 20yrs) ALS Defibrillator (2019 - 7yrs) BLS AEDs (2020-8yrs) Breathing Apparatus (2017 - 12yrs) Breathing A/c Compressor			1,300,000			900,000			385,000 365,000 30,000 30,000 50,000 51,000					40,000	1,300,000 1,000,000 900,000 385,000 365,000 65,000 50,000 53,000 56,000 55,000 130,000 25,000 295,000 62,000



10/20/2021 11:02	FY-2020	FY-2021	FY-2022	FY-2023	FY-2024	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY21-31
Breathing Air Bottles						30,000									30,000
CPR Compression Device									20,000						20,000
Thermal Imaging (2018 - 10yrs)										60,000					60,000
Fire Hose				35,000						40,000					75,000
Turnout Gear (2014 - 6yrs)		170,000						190,000						200,000	380,000
<b>Public Safety - Police/Dispatch</b>	<b>507,500</b>		110,000		40,000		77,500	25,000		45,000			47,500	30,000	297,500
Police Unmarked Vehicle	37,500				40,000		42,500			45,000			47,500		127,500
Police equipment (tasers)			110,000												110,000
Vehicle Video Integration	450,000						35,000								35,000
Radios (Police & Fire 2010 - 12yrs)	20,000														
AEDs							25,000							30,000	25,000
<b>Public Works - Equipment</b>	<b>365,000</b>	<b>437,500</b>	<b>505,000</b>	<b>510,000</b>	<b>610,000</b>	<b>204,000</b>	<b>1,273,000</b>	<b>580,000</b>	<b>156,000</b>	<b>355,000</b>	<b>315,000</b>	<b>465,000</b>	<b>385,000</b>	<b>312,000</b>	<b>4,925,500</b>
<b>Large Trucks</b>					<b>400,000</b>		<b>880,000</b>	<b>220,000</b>	<b>70,000</b>	<b>230,000</b>	<b>235,000</b>	<b>300,000</b>	<b>320,000</b>	<b>312,000</b>	<b>2,035,000</b>
C-03 Dump Truck C3 (2016)									70,000						70,000
C-04 Dump Truck C2 (2012)							65,000								65,000
H-05 Small Dump Truck #7 (2012)															
H-05 Aerial Pickup Truck #14 (2017)										230,000				250,000	230,000
H-07 Truck #10 (2018)															
H-08 Truck #9 - Sander (2017)															
H-09 Truck #8 - 10 wheeler (2016)															
H-10 Truck #22 - Sander (2015)											235,000				235,000
H-11 Truck #4 - Sander (2014)															
H-12 Truck #16 - Sander (2011)															
H-14 Truck #3 - Sander (2010)															
H-15 Truck #5 (2009)							215,000								215,000
H-16 Truck # 7 (2008)					200,000		200,000								200,000
H-17 Truck # 11 (2008)															
H-18 Truck #19 - Sander (2007)															
H-19 Truck #18 - Sander (2006)															
P-03 Dump truck #24 Parks (2017)					200,000										200,000
P-04 Dump truck #12 Parks (2015)															
<b>Pick-ups/Cars/Vans</b>					<b>170,000</b>		<b>189,000</b>	<b>110,000</b>	<b>62,000</b>	<b>40,000</b>	<b>60,000</b>	<b>70,000</b>			
C-02 Pickup Ford Utility #C1 (2014)															60,000
C-05 Cem. #4 Ford Sedan (2006)										40,000					40,000
CAR 1 Ford Escape (2016)								60,000							60,000
CAR 2 Car #3 Ford Escape HYBRID (2008)					55,000										55,000
E-01 Chevy Traverse (2019)					60,000										60,000
F-02 Pickup Chevy #9 Parks (2011)															
H-01 Pickup #16 (2015)							62,000								62,000
H-02 Pickup #18 (2006)							60,000								60,000
H-03 Pickup #4 (2020)															
H-04 Pickup Ford Utility #11 (2014)												70,000			70,000
M-02 Pickup #1 (2020)							67,000								67,000
PFC-01 Ford Escape (2017)									62,000						62,000

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P-02 Pickup Ford #2 Parks (2015)								50,000							50,000
Pickup for P/F/C Supervisor					55,000										55,000
<b>Backhoes/Loaders/Heavy Equipment</b>	<b>340,000</b>	<b>275,000</b>													
C-07 Backhoe Loader (2020)	125,000														
H-20 Loader JD 624 (2020)	215,000														
H-21 Loader JD 624 (2017)															
H-22 Backhoe JD 710L HWY (2020)		190,000													190,000
H-23 Bobcat Loader (2015)															
P-05 Ventrac tractor (2020)		85,000													85,000
P-05 Tractor JD4520 (Parks) (2012)										50,000					
<b>Specialty Equipment - Heavy Duty</b>			<b>460,000</b>	<b>321,000</b>		<b>180,000</b>	<b>180,000</b>								
F-04 Bucket Truck #21 Forestry (2009)			275,000												275,000
F-05 Chipper/Loader Truck #23 (2008)				210,000											210,000
H-24 Forklift (2016)															
H-25 Crawler Dozer (2003)															
H-26 Snow Pimeith SW4S (2016)															111,000
H-27 Snow Trackless (2015)				111,000											180,000
H-28 Snow Holder #1 c992 (2015)							180,000								180,000
H-29 Snow Holder #2 c480 (2013)															185,000
H-31 Leeboy Pavement Sprid (2014)			185,000												
H-32 Hamm Roller, Large (2014)															
H-33 Hamm Roller, Small (2016)															50,000
H-34 Leeboy Roller, Small (1998)															
H-41 Screener (2018)															
W-23 Sicard HD Snowblower (1999)															
<b>Specialty Equipment - Light Duty</b>	<b>25,000</b>	<b>162,500</b>	<b>35,000</b>	<b>39,000</b>	<b>16,000</b>			<b>80,000</b>		<b>10,000</b>	<b>20,000</b>	<b>95,000</b>	<b>55,000</b>		
C-14 SmithCo 48" Sweeper (2012)								30,000							30,000
C-15 SKAG Leaf Vac (Cem) (2015)												25,000			
C-16 Carmate Trailer (2019)											20,000				20,000
C-17 Big Tex Trailer (2013)										10,000					10,000
F-05 Vermeer Chipper (2018)															80,000
F-08 Stump Grinder new (2021) (replace 20 yrs)		80,000													
F-09 Trailer Dump Trailer (2015)															
F-10 Truck Mount Sprayer 500gal (2015)															
H-35 Tack Machine for Paving (2004)															
H-35 Curb-builder for Paving (2010)															
H-37 HotBox for Paving (2020)															
H-38 Cement Mixer Tow Behind (2005)															57,500
H-39 Mobile Compressor (1) (2019)															
H-40 Mobile Compressor (2) (2020)															25,000
H-42 Trailer (2012)															
H-43 Trailer, Roller (1998)															
H-44 Eager beaver Trailer #2 (1996)															
P-11 Smithco SuperStar (2016)			35,000												35,000
P-12 Smithco 60 Turf Sweeper (2016)								40,000					30,000		40,000

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P-13 Sweeper/Blower(Mower) (1985)				15,000									25,000		15,000
P-14 Leaf Vac SKAG (2016)								10,000							10,000
P-15 Trailer (2016)					16,000										16,000
P-16 Trailer (2013)				24,000											24,000
P-17 Trailer (stump grinder)															
P-18 Trailer Enclosed (2007)															
Lawnmowers			10,000	150,000	24,000	24,000	24,000	150,000	24,000	25,000			10,000		
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		
C-12 Mwr SKAG 36" (2012)									12,500						12,500
C-13 Mwr SKAG TT #1 #3 (2011)			10,000		24,000	24,000	24,000								34,000
P-07 Mwr SKAG TT #5 (2017)															24,000
P-08 Mwr SKAG															
P-09 Mwr (Pks) TORO 5910N (2014)				150,000				150,000							150,000
P-10 Mower - TORO Gang (2007)															150,000
<b>DPW: Parks &amp; Cemetery</b>	<b>75,000</b>	<b>25,000</b>	<b>100,000</b>	<b>300,000</b>	<b>400,000</b>	<b>175,000</b>	<b>175,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>
Gen'l Fence Replacement	25,000	25,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	475,000
DPW Yard Improvements				100,000											
Stout Avenue Improvements															
School Site Improvements															
(parking lots, sidewalks, walkways)															
Rock Wall repairs - Memorial Park															
Rock Wall Repair Program															
Rock Wall repairs - Laurel Hill															
Rock Wall repairs - Joshua Eaton															
Gen'l Parking Lot Improvements	50,000		50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	450,000
<b>DPW: Roads</b>															
Track Road Bridge(s)	grant funded														
Sidewalk/Curb/Ped. Safety	100,000	100,000	200,000	100,000	100,000	100,000	100,000	125,000	150,000	175,000	200,000	200,000	200,000	200,000	1,350,000
Skim Coating & Crack Seal Patch	100,000	100,000	100,000	100,000	100,000	100,000	100,000	125,000	150,000	175,000	200,000	200,000	200,000	200,000	1,250,000
West Street - Local str (\$1.3mil)	Debt	Debt	Debt	Debt	Debt	Debt	Debt								
Lowell Street \$500k				500,000											500,000
General Fund - various roads	400,000	400,000	550,000	425,000	425,000	425,000	450,000	475,000	500,000	525,000	550,000	550,000	550,000	550,000	4,725,000
<b>TOTAL GEN'L FUND VOTED - ROADS</b>	<b>600,000</b>	<b>600,000</b>	<b>850,000</b>	<b>1,125,000</b>	<b>625,000</b>	<b>625,000</b>	<b>650,000</b>	<b>725,000</b>	<b>800,000</b>	<b>875,000</b>	<b>950,000</b>	<b>950,000</b>	<b>950,000</b>	<b>950,000</b>	<b>7,825,000</b>
Grants - various roads	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	6,000,000
<b>TOTAL ROAD CAPITAL</b>	<b>1,200,000</b>	<b>1,200,000</b>	<b>1,450,000</b>	<b>1,725,000</b>	<b>1,225,000</b>	<b>1,225,000</b>	<b>1,250,000</b>	<b>1,325,000</b>	<b>1,400,000</b>	<b>1,475,000</b>	<b>1,550,000</b>	<b>1,550,000</b>	<b>1,550,000</b>	<b>1,550,000</b>	<b>13,825,000</b>

Town of Reading  
Debt Service Schedule  
10/20/21 11:05

	Approved FY - 2020	Approved FY - 2021	Approved FY - 2022	Requested FY - 2023	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
<b>General Fund:</b>	4,425,285	4,984,858	4,785,726	5,934,866	6,179,290	4,821,421	2,992,233	2,914,133	2,701,033	2,628,333	2,550,733	1,983,333	1,931,033	1,158,733	826,533	353,333	353,333	343,333	0
Principal	3,800,000	4,155,000	4,085,000	5,072,333	5,413,333	4,133,333	2,438,333	2,438,333	2,303,333	2,303,333	2,298,333	1,793,333	1,793,333	1,073,333	773,333	333,333	333,333	333,333	0
Within Levy Limit	1,245,000	1,760,000	1,650,000	2,598,333	2,885,533	2,898,333	2,438,333	2,438,333	2,303,333	2,303,333	2,298,333	1,793,333	1,793,333	1,073,333	773,333	333,333	333,333	333,333	0
Excluded Debt	2,555,000	2,395,000	2,435,000	2,474,000	2,527,800	1,235,000	0	0	0	0	0	0	0	0	0	0	0	0	0
Interest	825,285	829,858	670,726	862,533	765,956	688,088	553,900	475,800	397,700	325,000	252,400	190,000	137,700	85,400	53,200	30,000	20,000	10,000	0
Within Levy Limit	277,803	376,676	313,844	603,951	607,644	643,388	553,900	475,800	397,700	325,000	252,400	190,000	137,700	85,400	53,200	30,000	20,000	10,000	0
Excluded Debt	547,482	453,182	356,882	258,582	158,312	44,700	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Within Levy Limit</b>	<b>1,522,803</b>	<b>2,136,676</b>	<b>1,963,844</b>	<b>3,202,284</b>	<b>3,493,178</b>	<b>3,541,721</b>	<b>2,992,233</b>	<b>2,914,133</b>	<b>2,701,033</b>	<b>2,628,333</b>	<b>2,550,733</b>	<b>1,983,333</b>	<b>1,931,033</b>	<b>1,158,733</b>	<b>826,533</b>	<b>363,333</b>	<b>363,333</b>	<b>343,333</b>	<b>0</b>
Issued	1,522,803	2,136,676	1,963,844	1,797,951	1,728,944	1,244,588	747,400	721,600	560,800	540,400	515,100	0	0	0	0	0	0	0	0
Approved not issued (A/N)	0	0	0	741,000	723,950	706,800	690,700	672,600	655,500	638,400	621,300	504,200	587,100	0	0	0	0	0	0
Not yet approved (N/A)	0	0	0	663,333	1,040,333	1,590,333	1,555,133	1,519,933	1,494,733	1,449,533	1,414,333	1,379,633	1,343,933	1,158,733	826,533	363,333	353,333	343,333	0
<b>Excluded Debt</b>	<b>2,902,482</b>	<b>2,848,182</b>	<b>2,791,882</b>	<b>2,732,582</b>	<b>2,686,112</b>	<b>2,279,700</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Issued	2,902,482	2,848,182	2,791,882	2,732,582	2,686,112	2,279,700	0	0	0	0	0	0	0	0	0	0	0	0	0
Approved not issued (A/N)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Not yet approved (N/A)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

**Debt Summary**

	1,522,803	2,136,676	1,963,844	3,202,284	3,493,178	3,541,721	2,992,233	2,914,133	2,701,033	2,628,333	2,550,733	1,983,333	1,931,033	1,158,733	826,533	363,333	363,333	343,333	0
<b>Inside Tax Levy</b>	<b>1,522,803</b>	<b>2,136,676</b>	<b>1,963,844</b>	<b>3,202,284</b>	<b>3,493,178</b>	<b>3,541,721</b>	<b>2,992,233</b>	<b>2,914,133</b>	<b>2,701,033</b>	<b>2,628,333</b>	<b>2,550,733</b>	<b>1,983,333</b>	<b>1,931,033</b>	<b>1,158,733</b>	<b>826,533</b>	<b>363,333</b>	<b>363,333</b>	<b>343,333</b>	<b>0</b>
Energy/Safety Improvements	548,816	984,148	950,956	1,303,746	1,267,790	1,226,521	866,333	842,333	818,333	794,333	770,333	403,333	393,333	383,333	373,333	363,333	363,333	343,333	0
School Buildings	817,987	1,000,428	864,688	1,574,238	1,517,988	1,625,000	1,582,900	1,540,800	1,363,700	1,327,000	1,285,400	1,097,000	1,066,700	466,400	453,200	0	0	0	0
Town Buildings	0	0	0	180,000	177,000	174,000	171,000	168,000	165,000	162,000	159,000	156,000	153,000	0	0	0	0	0	0
Community Improvements	155,000	152,100	148,200	144,300	530,400	516,200	372,000	363,000	354,000	345,000	335,000	327,000	318,000	309,000	0	0	0	0	0
<b>Excluded From Tax Levy</b>	<b>2,902,482</b>	<b>2,848,182</b>	<b>2,791,882</b>	<b>2,732,582</b>	<b>2,686,112</b>	<b>2,279,700</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Energy/Safety Improvements	1,415,782	1,400,882	1,383,982	1,364,082	1,357,012	0	0	0	0	0	0	0	0	0	0	0	0	0	0
School Buildings	1,486,700	1,447,300	1,407,900	1,368,500	1,329,100	1,279,700	0	0	0	0	0	0	0	0	0	0	0	0	0
Town Buildings	0	0	0	0	0	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	0	0	0

**Principal + Interest**

Within Levy Limit	1,522,803	2,136,676	1,963,844	3,202,264	3,493,178	3,541,721	2,992,233	2,814,133	2,701,033	2,628,333	2,550,733	1,983,333	1,931,033	1,158,733	826,533	363,333	353,333	343,333	0
Issued	1,522,803	2,136,676	1,963,844	1,797,951	1,728,944	1,244,688	747,400	721,600	560,800	540,400	515,100	0	0	0	0	0	0	0	0
Approved not issued (AWI)	0	0	0	741,000	723,900	708,600	699,700	672,600	655,500	636,400	621,200	604,200	587,100	0	0	0	0	0	0
Not yet approved (NYA)	0	0	0	663,333	1,040,333	1,590,333	1,555,133	1,519,933	1,484,733	1,449,533	1,414,333	1,379,133	1,343,933	1,158,733	826,533	363,333	353,333	343,333	0
Bldg Security \$6mil/10yr	35,622	491,760	474,500	460,300	446,100	427,000	413,000	399,000	385,000	371,000	357,000								
Bldg Energy Improv II \$5m/15yr	398,194	362,388	371,456	360,113	348,356	336,188													
Bldg Energy Improv II \$5m/15yr				483,333	473,333	463,333	453,333	443,333	433,333	423,333	413,333	403,333	393,333	383,333	373,333	363,333	353,333	343,333	0
Killam Green Repair	77,050	73,700	70,350																
Birch Mdw Green Repair	37,950	36,300	34,650																
RMHS Turf II \$2.225mil/10yr	16,249	227,940	219,300	207,800	201,400	195,000	188,600	182,200	175,800	169,400	158,100								
RMHS Turf I \$3.0m/10yr				390,000	381,000	372,000	363,000	354,000	345,000	336,000	327,000	318,000	309,000						
RMHS/TLT \$1.5mil/10yr	178,200	172,800	167,400	162,000	156,600	151,200	145,800	140,400											
RMHS Rel. Wall \$500k/5yr	106,000	102,000																	
Parker HS Roof \$2.7m/10yr				351,000	342,900	334,800	326,700	318,600	310,500	302,400	294,300	286,200	278,100	270,000	261,900	253,800	245,700	237,600	229,500
Chadidge HS Roof \$2.9mil/10yr																			
ES Mod. class \$1.2 mil/5yr	177,000	171,000	165,000	159,000	153,000														
Birch Mdw ES roof \$1.5mil/10yr				32,052	29,942														
Barrows/Wid End	34,752	33,852	32,952	149,428	135,938														
Wood End	167,178	157,828	153,628	149,428	135,938														
Barrows	138,608	135,008	126,408	122,958	117,208														
Police Sta Improv \$1.5mil/10yr				160,000	177,000	174,000	171,000	168,000	165,000	162,000	159,000	156,000	153,000						
West St. \$1.3 mil	156,000	152,100	148,200	144,300	140,400	136,500													
Comm. Sustainability \$1.6mil/10yr				130,000	127,000	124,000	121,000	118,000	115,000	112,000	109,000	106,000	103,000						
Ec Dev Dwinin II \$2.6mil/10yr				260,000	254,000	248,000	242,000	236,000	230,000	224,000	218,000	212,000	206,000						
<b>Excluded Debt</b>	<b>2,902,482</b>	<b>2,848,182</b>	<b>2,791,882</b>	<b>2,732,582</b>	<b>2,686,112</b>	<b>2,639,700</b>	<b>2,593,288</b>	<b>2,546,876</b>	<b>2,500,464</b>	<b>2,454,052</b>	<b>2,407,640</b>	<b>2,361,228</b>	<b>2,314,816</b>	<b>2,268,404</b>	<b>2,221,992</b>	<b>2,175,580</b>	<b>2,129,168</b>	<b>2,082,756</b>	<b>2,036,344</b>
Issued	2,902,482	2,848,182	2,791,882	2,732,582	2,686,112	2,639,700	2,593,288	2,546,876	2,500,464	2,454,052	2,407,640	2,361,228	2,314,816	2,268,404	2,221,992	2,175,580	2,129,168	2,082,756	2,036,344
Approved not issued (AWI)																			
Not yet approved (NYA)																			
RMHS	1,352,500	1,339,250	1,324,000	1,306,750	1,312,500														
Barrows/Wid End	51,930	50,580	49,230	46,880	40,560														
Wood End	11,352	11,052	10,752	10,452	3,952														
Library Project \$10-mil	1,200,000	1,170,000	1,140,000	1,110,000	1,080,000	1,040,000													
Library Project \$2.115mil	286,700	277,300	267,900	258,500	249,100	239,700													

incr \$0.5mil applied new move out 1yr \$5m state bond









Storm Water Enterprise Fund

Capital + Debt  
September 2021

Storm Water Ent. Fund Capital & Debt	Approved		Projected ==>		Legend: DEBT (Issued), debiana (Approved, Not Issued) and debina (not yet approved)										FY21-33 TOTAL
	FY-2021	FY-2022	FY-2023	FY-2024	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY21-33 TOTAL	
Storm Water Capital	300,000	175,000	75,000	75,000	75,000	75,000	275,000	300,000	100,000	100,000	100,000	100,000	410,000	2,160,000	
Storm Water Debt	-	126,628	120,075	115,825	111,575	107,325	-	-	460,000	448,000	436,000	424,000	412,000	2,761,428	
<b>Total Capital &amp; Debt</b>	<b>300,000</b>	<b>301,628</b>	<b>195,075</b>	<b>190,825</b>	<b>186,575</b>	<b>182,325</b>	<b>275,000</b>	<b>300,000</b>	<b>560,000</b>	<b>548,000</b>	<b>536,000</b>	<b>524,000</b>	<b>822,000</b>	<b>4,921,428</b>	
<b>Storm Water CAPITAL</b>	<b>300,000</b>	<b>175,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>275,000</b>	<b>300,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>410,000</b>	<b>2,160,000</b>	
Drainage Improvm. (projects)	50,000	175,000	75,000	75,000	75,000	75,000	75,000	100,000	100,000	100,000	100,000	100,000	125,000	1,225,000	
Downtown Improve II \$1.0mil/10yrs	2	debt	debt	debt	debt	debt	debt	debt	debt	debt	debt	debt			
DPW Bldg Project/25 yrs TBA	3														
Saugus River Design/Permit							200,000							200,000	
Aberjona River Design/Permit								200,000						200,000	
Saugus Rvr Improv. (I) \$2mil	4														
Saugus Rvr Improv. (II) \$2mil	5														
Aberjona Rvr Improv. \$2mil	6														
S-07 Vacuum Truck #1 (split with Sewer)														285,000	
SW-02 Catch Basin truck (2020)															
SW-03 Sweeper (2020)		250,000													
SW-04 Mini Excavator (2012)															
SW-05 Trailer for mini ex. (2012)															
<b>Storm Water DEBT</b>	<b>-</b>	<b>126,628</b>	<b>120,075</b>	<b>115,825</b>	<b>111,575</b>	<b>107,325</b>	<b>-</b>	<b>-</b>	<b>460,000</b>	<b>448,000</b>	<b>436,000</b>	<b>424,000</b>	<b>412,000</b>	<b>2,761,428</b>	
Downtown Improve II \$1.0mil/10yrs	2	126,628	120,075	115,825	111,575	107,325			460,000	448,000	436,000	424,000	412,000	581,428	
DPW Bldg Project/25 yrs TBA	3														
Saugus Rvr Improv. (I) \$2mil	4								460,000	448,000	436,000	424,000	412,000	2,180,000	
Saugus Rvr Improv. (II) \$2mil	5														
Aberjona Rvr Improv. \$2mil	6														
<b>Repayment of Principal:</b>															
Downtown Improve II \$1.0mil/10yrs	2	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	80,000	400,000	400,000	2,845,000	
DPW Bldg Project/25 yrs TBA	3													845,000	
Saugus Rvr Improv. (I) \$2mil	4								400,000	400,000	400,000	400,000	400,000	2,000,000	
Saugus Rvr Improv. (II) \$2mil	5														
Aberjona Rvr Improv. \$2mil	6														
<b>Interest on Long Term Debt:</b>															
Downtown Improve II \$1.0mil/10yrs	2	41,628	35,075	30,825	26,575	22,325	18,075	13,825	69,575	53,325	37,600	24,000	12,000	384,828	
DPW Bldg Project/25 yrs TBA	3	41,628	35,075	30,825	26,575	22,325	18,075	13,825	9,575	5,325	1,600			204,828	
Saugus Rvr Improv. (I) \$2mil	4								60,000	48,000	36,000	24,000	12,000	180,000	
Saugus Rvr Improv. (II) \$2mil	5														
Aberjona Rvr Improv. \$2mil	6														





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

**FAX: (781) 942-9070**  
**Website: [www.readingma.gov](http://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 (5<sup>th</sup>) 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 (7<sup>th</sup>) 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.