



**REPORT ON THE WARRANT  
2022 SUBSEQUENT TOWN MEETING  
NOVEMBER 14, 2022**

**READING  
TOWN HALL**  
16 LOWELL STREET





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# Report of the Reading ARPA Advisory Committee (RAAC)

**To:** Reading Select Board; Reading Town Meeting Members  
**From:** Marianne McLaughlin-Downing, Chair  
**cc:** Fidel Maltez, Reading Town Manager; Reading ARPA Advisory Committee (RAAC)  
**Date:** October 19, 2022  
**Re:** Summary of the work of RAAC from March 8, 2022 through October 12, 2022

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## Introduction

The purpose of this memo is to summarize the ten months long work of the Reading ARPA Advisory Committee (RAAC) for town meeting members and to answer what are likely to be a number of town meeting member questions about RAAC's work, including:

1. What is the ARPA grant?
2. How and why did Reading decide to have an ad hoc committee to recommend ARPA spending, what is its charge, and how long will exist?
3. Who is on the RAAC committee?
4. How did RAAC evaluate the ARPA grant spending suggestions, requests, and ideas and how did RAAC reach out to the community?
5. What were the final spending recommendations for the ARPA grant?

## 1. What is the ARPA grant?

In March 2021, Congress passed and President Biden signed into law the American Rescue Plan Act, known as ARPA. ARPA provides substantial pandemic rescue and recovery funds for state, local, territorial, and tribal governments, to help with responses to the impacts of COVID 19 on the respective communities. The federal government encouraged local governments to "take time and careful consideration" of how to spend their ARPA grants, because the ARPA grants provide opportunities for localities to make strategic community investments that address the immediate needs of residents, employees, business owners, community organizations, and students, particularly those most impacted by the impacts of COVID 19 and its associated shutdowns.

**Under the ARPA grant, Reading received \$7,592,234 dollars.** These funds must be obligated by 12/31/2024 and spent by 12/31/2026. The federal government allowed communities to opt to treat the first ten million dollars that they received like lost revenue, meaning it could be spent on eligible town expense and need not be limited to most other types of guidelines and more limited purposes that the federal government imposed on the ARPA grants. Reading's Select Board voted to opt for this "lost revenue" option, and, since Reading's grant was under \$10 million, the entire grant was allowed to be spent on any legitimate municipal purpose for the provision of general government services, without having to prove actual revenue loss to the federal government. However, there are two municipal purposes that remain ineligible for ARPA spending: putting money into a rainy day fund or other reserve funds, or making a deposit into a pension fund.

2. How and why did Reading decide to have an ad-hoc committee to recommend ARPA spending, what is its charge, and how long will it exist?

In February 2022, the Reading Select board voted to establish an ad-hoc Reading ARPA Advisory Committee (RAAC) to “*serve as an advisory Committee to the Reading Select Board for the purpose of recommending allowed use of local and county American Rescue Plan Act (ARPA) grant funds to fund community priorities*”. Per the RAAC charge document, RAAC shall “*gather input from its members and the broader community, and shall consider in forming its recommendations inputs such as “free cash” balances, current and future planned debt, the capital plan and potential additional ARPA grants as may be available from the Commonwealth of MA...[and] provide guidance and direction consistent with recovery of the effects of COVID, lost revenue and other allowed uses under the provisions of the American Rescue Plan Act.*” Although RAAC’s charge is to make recommendations, the Select Board is not legally bound by these recommendations and has the final say, by law, to vote on any actual appropriations of the ARPA grant. For example, before RAAC was formed, the Select Board voted to spend some ARPA grant money on the Board of Health for immediate COVID-19 related needs. In addition, in one instance, the Select Board voted to increase an amount that RAAC had recommended.

RAAC was required to begin its work by April 2022 (its first meeting was held 3/8/2022) and submit its spending recommendations to the Select Board no later than 10/31/2022 (its final meeting was held 10/12/2022). RAAC shall sunset on 12/31/2022 unless extended by a Select Board vote.

3. Who is on the RAAC committee?

Per its charge, RAAC has eight (8) members comprised of the following members (all ex officio and appointed by their respective boards):

- 2 Select Board Members (Mark Dockser and Christopher Haley)
- 3 Finance Committee Members (Marianne McLaughlin-Downing, Geoffrey Coram, and Joseph McDonough)
- 2 School Committee Members (Shawn Brandt and Thomas Wise)
- 1 Board of Library Trustees Member (Andrew Grimes)

At its 3/8/2022 meeting, RAAC elected Marianne McLaughlin-Downing as chair and Mark Dockser as vice-chair.

4. How did RAAC evaluate the ARPA grant spending suggestions, requests, and ideas and how did RAAC reach out to the community?

For ten months, RAAC has met regularly, in twelve open public meetings, to hear presentations about ARPA grant requests, ask questions, discuss and debate the requests and amounts sought, engage requestors with follow up meetings, if needed, and then vote to recommend proposed allocations of the ARPA grant, for consideration and final vote by the Reading Select board. The initial requests that came into RAAC, when coupled with various options that RAAC members themselves suggested (but which ultimately never made it to final consideration and vote) amounted to over \$17.8 million dollars, more than double the actual ARPA grant to Reading. RAAC also conducted a community survey on ARPA priorities (discussed further below). RAAC did its best to meet the requirements and spirit of both its charge by the Reading Select Board and the Federal Guidelines and preferences for ARPA spending.

RAAC has taken an approach that few communities in Massachusetts have undertaken, by entertaining proposals and requests for spending, both time sensitive and not, not only from town and school administration and leadership, but also from many of its appointed public bodies, from local nonprofits and churches, from charitable groups, from town and school employees, and even from private organizations.

RAAC's town wide survey ran from 5/28/2022 through 6/15/2022, asking the community their views on priorities for the spending of the ARPA grant via five survey questions. The survey was emailed, posted on social media and on the town website, and provided via paper copies at town hall, the senior center, and the library. The survey received 1162 responses, and the community prioritized the following areas for ARPA spending, in order of weighted average from highest to lowest. Note that numbers 2 and 3 were very close; similarly, numbers 4 through 7 were fairly close:

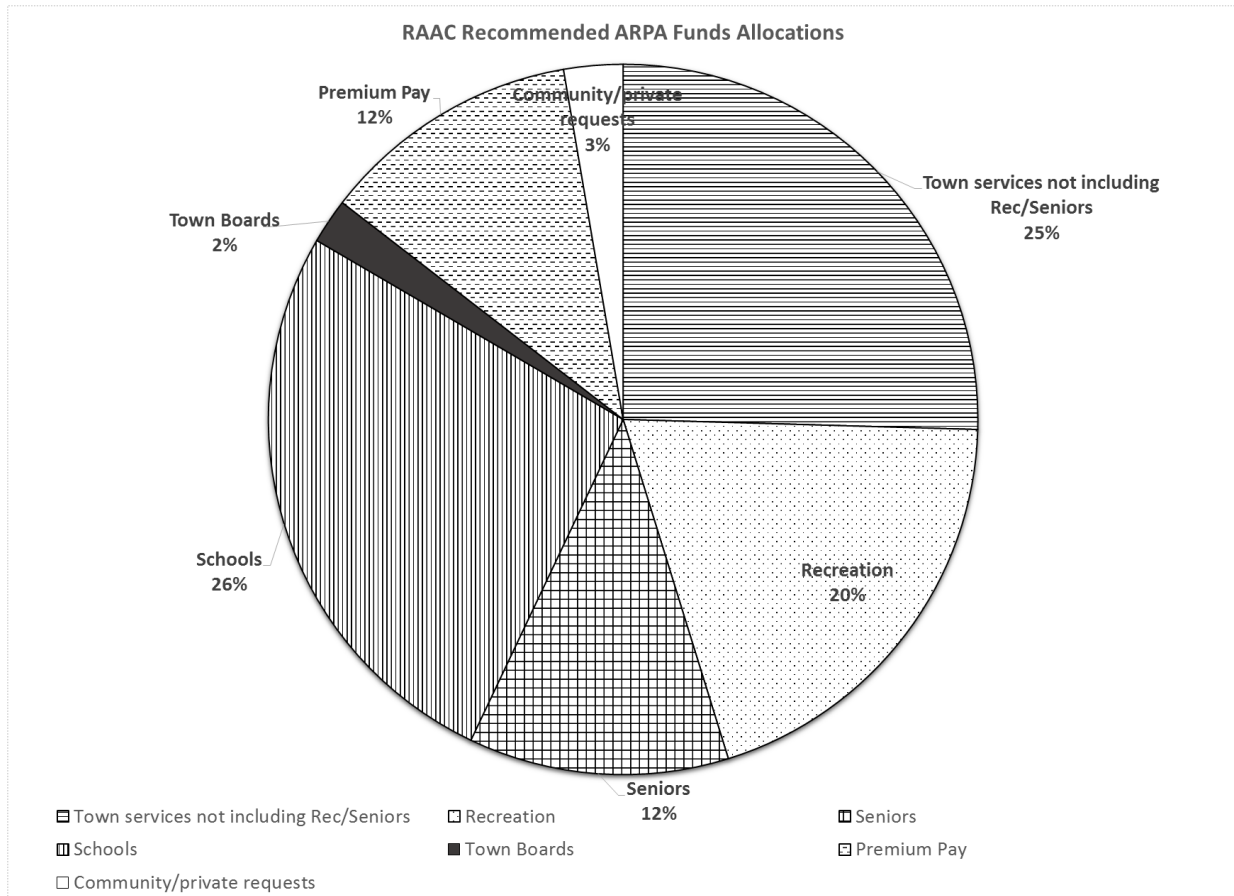
1. Expand educational programming
2. Improve/add to town-owned conservation land, town forest, green space, etc.
3. Water, sewer, and flood control infrastructure
4. Improve/augment recreation facilities
5. Improve town buildings and infrastructure
6. Support essential workers
7. Roadway infrastructure
8. Augment senior programming
9. Support local businesses
10. Economic development

Through the 12 RAAC meetings and the 1162 survey responses, as well as many emails from community members, and conversations with members of many appointed and elected town boards and committees, RAAC, heard many requests, concerns, perspectives and ideas. Having the participation of so many Reading community members in this process has been instrumental in helping RAAC to gain insights about how the pandemic has impacted our community and how investing RAAC money can help provide solutions and mitigation for some of these impacts. RAAC believes that its spending recommendations reflect all that it learned about the community's needs and COVID 19 impacts.

#### 5. What were the final spending recommendations for the ARPA grant?

The spreadsheet and pie charts at the end of this memo has a section listing all requests made that have been both recommended by RAAC and approved by the Select Board, including the requesting party, amount requested, and purpose, along with any pertinent notes. The spreadsheet also has another section that lists unfunded requests.

The following chart summarizes the ARPA allocations that RAAC recommended, in broad categories:



The table on the next pages lists each allocation that was requested and on which RAAC voted, showing what was requested, what was recommended to the Select Board and, if applicable, what the Select Board voted to allocate. At the time of preparation of this memo (10/18/2022), there were several recommended allocations, made at the 10/12/2022 RAAC meeting, which had not yet gone to the Select Board for a vote. The Select Board is expected to take its vote on these recommendations on 10/25/2022.

Requester	Purpose	Amount requested	Final RAAC recommended allocation as of 10/12/2022	Select Board approved amount as of 10/12/2022
<b>Town Side</b>				
Public Health	Covid 19 mitigation	\$250,000	\$250,000	\$250,000
Town - Water and Sewer <b>other than water reserves</b>	Water Capital projects including downtown water main improvements, Gazebo circle Booster station, lead service removal program	\$1,350,000	\$930,314	\$0
Town - water capital supplement	To subsidize FY23 water rates	\$650,000	\$650,000	\$650,000
Town - Recreation dept. and Recreation committee	Phase 1 of Birch Meadow project: central spine, pavilion, imagination station parking lot improvements, lacrosse wall	\$1,500,000	\$1,500,000	\$1,500,000
Town-Elder services	300k toward senior center feasibility study; The rest towards supplemental space; more trips; mental health; virtual prog; vol. coord; accessibility improvements.	\$900,000	\$900,000	\$900,000
Town Conservation Dept. - Maillet Sommes Land	Flood mitigation, restore/improve open space, money to supplement a federal grant	\$100,000	\$77,000	\$77,000
Due Diligence on 17 Harnden	Money towards due diligence on purchase of 17 Harnden as potential senior center	\$25,000	\$25,000	\$0
<b>Totals</b>		<b>\$4,800,000</b>		
<b>Schools</b>				
Reading Public Schools	ARC Core literacy curriculum	\$2,000,000	\$2,000,000	\$2,000,000
<b>Totals</b>		<b>\$2,000,000</b>		
<b>Town boards</b>				
Reading historical commission	Digitizing photos and maps; temp archivist; collection software	\$13,500	\$13,500	\$13,500
Conservation Commission	Birch Meadow stewardship/maintain; land donations surveys; Mattera bike rack; manage invasive species, RAAC voted for 1 time sensitive survey for \$4k; Select Board vote opted to pay for two surveys at \$8k, hence the difference	\$31,500	\$22,500	\$30,500
Reading Trails Committee	Mattera shelving; boardwalk repair supplies	\$11,620	\$11,620	\$11,620
Town Forest Committee	Dead Tree and Invasive Plant Removal phase 1 (remaining phases to be put before town meeting)	\$200,000	\$100,000	\$100,000
<b>Totals Town Boards</b>		<b>\$256,620</b>		

Requester	Purpose	Amount requested	Final RAAC recommended allocation as of 10/12/2022	Select Board approved amount as of 10/12/2022
Initially-just Town and School employees in collective bargaining units - <b>RAAC chose to treat all town and school employees who were eligible equitably, based on the agreed upon model, whether or not they are part of collective bargaining units.</b>	Pay to employees who worked in person between March 2020 and June 2021, who are still working for town/schools or retired, based on months worked, amount of contact (high, medium, low) and pay rate (high, medium low) ; also covers certain amount of lost athletic & extracurricular stipends of \$500 per season impacted between March 2020 and June 2021. <b>Original ask was for RAAC to recommend allocating 11% of ARPA on premium pay. To cover all eligible employees equitably, allocation ended up being 12%.</b>	\$835,945	\$900,000	\$0
<b>Private and Community Requests (Non town/schools)</b>				
Reading/North Reading Chamber of Commerce	Business support via free memberships; shop the Readings website, Business support during construction	\$29,000	\$29,000	\$0
Reading Rotary	3 years @\$25k per year of costs to cover DPW, police, and other costs of Reading Fall Street Faire (RAAC recommended 1 year)	\$75,000	\$25,000	\$0
Reading Garden Club	\$4000/year for value of plant sale which could not be held in 2020, 2021. Requested 3 years; RAAC recommended 1 year	\$12,000	\$4,000	\$0
Reading Food Pantry	Two refrigerators, site selection consultant to find more space for food pantry storage; Market Basket gift cards for food pantry recipients.	\$84,600	\$46,200	\$46,200
Recreation Dept.-to be used to hire Burbank Y	Providing and/or restoring programs for youth/adults with disabilities, including more "adaptive" programs, adaptive swim	\$96,100	\$96,100	\$96,100
First Congregational	Asbestos remediation, floor replacement, landscape planning	\$34,000	\$4,000	\$0
Senior Center Capital	Money towards purchase or building of new senior center	\$1,000,000	\$0	\$0
<b>Total Private</b>		<b>\$1,330,700</b>		
	<b>Total requests</b>	<b>\$9,223,265</b>		
		<b>Available ARPA grant</b>	<b>RAAC recommended allocations</b>	<b>Select Board approved as of 10/19/2022</b>
<b>Totals</b>		<b>\$7,592,234</b>	<b>\$7,584,234</b>	<b>\$5,674,920</b>

# Report of the Reading Center for Active Living Committee (ReCALC)

November, 2022

Town Meeting Members,

The Reading Center for Active Living Committee (ReCalc) was created in late 2021 to explore the current and future needs of the Community and initiate planning for a potential new Senior/Community Center. The Town hired the UMass Gerontology Institute in early 2022 to lead a community engagement effort so that there is public participation included in the earliest stages of plan development. This important community engagement effort will inform future planning and help create a vision for a new Senior/Community Center.

Nearly 30 years ago, the Town of Reading completed the construction on the 140-year-old former Fire Station on Pleasant Street converting it into a 6,000 square foot Senior Center (later re-branded as the Pleasant Street Center).

A Needs Assessment was conducted in 2017 by the UMass Gerontology Institute. The study concluded that the buildings constraints were limiting the operation both in terms of the programs that can be offered and the number of participants that can be served. Seniors are turned away from programs and activities and Reading's seniors travel to other communities' senior centers for desired activities.

ReCalc is focused on two main activities for collecting data: 1) benchmarking neighboring communities with both senior (age 60+) and multigenerational centers and 2) to gather community input and feedback on some ideas on what should be included in the design of any new center. ReCalc members conducted site visits to sixteen area centers to gather data in a uniform manner. The purpose of the site visits is to collect data from other communities on how they provide similar services including how large the facilities are, what programs/activities are offered, and any important lessons learned that can be shared with us. The input from these site visits was to think big and plan for a commercial kitchen along with ideas related to fundraising/grants and planning for increased activity in a new building requiring more flexibility in space planning, dedicated private office areas, and sufficient parking as well as accessibility for all including people with disabilities.

ARPA Funding was secured in the amount of \$900,000 by a unanimous vote of the Reading Select Board; \$300,000 of which was awarded to fund a Feasibility Study. The balance, \$600,000, will fund supplemental programming that has begun including Senior Bus Trips, Wellness Programs, Virtual Programming, and more.

ReCalc, the Council on Aging, and the UMass Consultant team and staff collaborated in developing and executing a community outreach plan. Engaging the community in a variety of ways to gather community input into the planning process included:

- **Community Forums** (in person and remote, recorded on RCTV) – On April 6, 2022, two public forums were held, one at the Pleasant Street Center at 1:00 p.m. and another at the Reading Public Library at 6:00 p.m. A third public forum was held on June 1<sup>st</sup> at the Reading Public Library at 7:00 p.m.

- Forums were attended by 170 people and general feedback from the forums included: support for the existing Pleasant Street Center building (even though it no longer meets the needs of the community); concerns about how to pay for this and weigh this against competing demands; and the suggestion to take stock of existing resources before committing to a new center. Many other ideas and suggestions were made that relate to what programs and services are desirable in a new center as well as what type of center would be supported.
- **Stakeholder Focus Groups** – The UMass team led four (4) focus groups:
  - June 13<sup>th</sup> – Town Staff Focus Group
  - July 26 – Rising Seniors Focus Group
  - July 27 – Resident and Volunteers Focus Group
  - July 27 – Stakeholder Focus Group

The feedback from the focus groups was informative and will be included in the final report

- **Community Survey** – went live after Labor Day and a postcard mailing with the QR Code was included to facilitate the on-line survey. Paper surveys were also distributed throughout Town and collection boxes made available for ease of returning. A phone in option was also made available.

The UMass team will analyze all the data from the community engagement including the community survey results. Preliminary survey results may be available if time allows for this. A final presentation, including the complete survey results, will be made to the Select Board, ReCalc, and the Council on Aging at a future meeting. For more updated information please visit <https://www.readingma.gov/601/Reading-Center-for-Active-Living-Committ>

An Instructional Motion was passed at Annual Town Meeting 2022 that directed the Select Board and the Town Manager to pursue additional space for Seniors. In response, an RFP was issued first for rental space then later for acquisition of space. One respondent came forward in response to each of these RFP's – the owner of the Walgreens property at the corner of Main/Pleasant Streets across from the PSC.

The Walgreens site has been discussed at various public meetings and forums. ReCalc voted unanimously to continue to pursue this option. The Select Board plans to continue to discuss the Walgreens site in both open session and in executive session. The Town Meeting warrant for Subsequent Town Meeting, commencing on November 14, 2022, includes an article authorizing the Town to pursue the Walgreens site.

ReCalc will recommend a vision for the future and much of this will be guided by public input, data from a robust community engagement effort led by the consultant team at the UMass Gerontology Institute, and the work of this ad hoc committee. Currently, ReCalc is scheduled to sunset on November 30, 2022.


# COMMONWEALTH OF MASSACHUSETTS

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

By virtue of this Warrant, I Laura A Gemme, on 10-14-2022, ~~2022~~ notified and warned the inhabitants of the Town of Reading, qualified to vote on Town affairs, to meet at the place and at the time specified by posting attested copies of this Subsequent Town Meeting Warrant in the following public places within the Town of Reading:

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

The date of posting being not less than fourteen (14) days prior to Monday, November 14, 2022, the date set for Town Meeting in this Warrant.

  
\_\_\_\_\_  
Constable Town Clerk

A true copy Attest:

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

# TOWN WARRANT



## COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

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

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Reading, qualified to vote in the Local Elections and Town affairs, to meet at the Reading Memorial High School Performing Arts Center, 62 Oakland Road, in said Reading, on Monday, November 14, 2022 at seven-thirty o'clock in the evening, at which time and place the following articles are to be acted upon and determined exclusively by Town Meeting Members in accordance with the provisions of the Reading Home Rule Charter.

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

Select Board

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

- ad hoc Reading ARPA Advisory Committee (RAAC)
- ad hoc Reading Center for Active Living Committee (ReCalc)

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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 2023-33 Capital Improvements Program as provided for in Section 7-7 of the Reading Home Rule Charter and as previously amended, or take any other action with respect thereto.

Select Board

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

The following changes are proposed to the FY2023 – FY2033 CIP (current year plus ten years):

### General Fund

**FY23: +\$405,000 net changes**

- +\$ 80,000 Firearms replacement
- +\$ 60,000 Sturges park tennis & basketball courts
- +\$ 65,000 Fire passenger car #1 (moved from FY24 increased from \$50k to \$65k)
- +\$200,000 RMHS glycol reclamation & installation (Apr TM funding request)

**FY24: +\$247,000 net changes**

- \$ 45,000 Carpenter's Ford F350 Pickup (2013) (moved to FY27)
- \$ 55,000 Schools - carpeting/flooring (moved to FY25)
- \$ 20,000 Schools - doors & windows (moved to FY25)
- \$ 30,000 Schools - Driver's Ed vehicle (moved to FY26)
- + 65,000 Schools – card readers
- \$ 50,000 Fire passenger car #1 moved up to FY23
- +\$ 12,000 Fire passenger car # 2 (increased from \$53k to \$65k)
- \$ 40,000 Police unmarked vehicle (moved to FY 26)
- +\$ 40,000 DPW truck#7 (2008) (increased from \$200k to \$240k)
- +\$ 40,000 DPW truck#11(2008) (increased from \$200k to \$240k)
- +\$ 40,000 Parks pickup truck #9 (2011) (increased from \$60k to \$100k)
- +\$ 25,000 Parks/Cemetery Supervisor pickup (increased from \$55k to \$80k)
- +\$ 55,000 Loader to replace Sicard (increased from \$225k to \$280k)
- +\$ 60,000 Blower unit for loader (increased from \$165k to \$225k)
- +\$175,000 Field, playground, court improvements (increased from \$25k to \$200k)
- \$ 25,000 General parking lot improvements (reduced from \$50k to \$25k)

**FY25+**

Various other changes made

### Enterprise Funds – Water

**FY23: None**

**FY24: \$5,000 net change**

- +\$ 5,000 Engineering vehicle (increased from \$30k to \$35k)

**FY25+**

Various changes made

## Enterprise Funds – Sewer

**FY23: None**

**FY24: None**

**FY25+**

Various changes made

## Enterprise Funds – Storm Water

**FY23: None**

**FY24: None**

**FY25+**

Various changes made

**Finance Committee Report:** The Finance Committee recommends the proposed amendments to the FY 2023 – FY 2033 Capital Improvements Program by a vote of 8-0 at their meeting on October 19, 2022. Placing items in the Capital Improvement Program is a prerequisite first step but in itself does not authorize spending funds toward these items.

**Bylaw Committee Report:** No Report.

**ARTICLE 4** To see if the Town will vote to amend the Town's Operating Budget for the Fiscal Year commencing July 1, 2022, as adopted under Article 18 of the Annual Town Meeting of April 7, 2022; 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	Retirement Assessment -\$145,000 Worker's Compensation -\$20,000 Health insurance -\$80,000	\$245,000	
C99 - Capital	As described in Article 3		\$205,000
E99 – Regional Vocational Education	Northeast Metro Regional Vocational +\$30,000		\$30,000
F99 – FINCOM Reserves	Veteran's Agent to full-time		\$30,000

G91 – Administrative Services Wages	Pay & Class Wage Adjustments +\$22,000		\$22,000
G92 – Administrative Services expenses	Property & Casualty Insurance +\$87,000 Pay & Class Expenses -\$85,000		\$2,000
H91 - Public Services Wages	Vacation buyback \$25,000 Sr. Center Receptionist to FT\$22,000 Pay & Class Adjustments \$43,000		\$90,000
J91- Public Safety Wages	Pay & Class Wage Adj. (Health) +\$15,000 Pay & Class Wage Adj. (Police) +\$ 5,000		\$20,000
I91 – Finance Wages	Vacation buyback +\$8,000 Treasurer transition (overlap) +\$9,000 Pay & Class Wage Adjustments +\$35,000		\$52,000
K91-Public Works Wages	Pay & Class Wage Adjustments +9,000		\$9,000
K92 – Public Works Expenses	Birch Meadow Complex Pedestrian, Traffic Improvements Study +\$40,000		\$40,000
L91- Library Wages	Pay & Class Wage Adjustments +\$23,000		\$23,000
M92 – Town Buildings - Fac)	Vacation/sick buyback +\$13,000		\$13,000
	<b>Subtotals</b>	<b>\$245,000</b>	<b>\$536,000</b>
	<b>Net Operating Expenses</b>		<b>\$0</b>
	<b>From Free Cash</b>		<b>\$291,000</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	Pay & Class Wage Adjustments		\$4,000
S99 Sewer EF	Pay & Class Wage Adjustments		\$4,000
	<b>Subtotals</b>		<b>\$8,000</b>
	<b>Net Operating Expenses</b>		<b>\$8,000</b>
	<b>From Water EF Reserves</b>		<b>\$4,000</b>
	<b>From Sewer EF Reserves</b>		<b>\$4,000</b>

**Finance Committee Report:** At their meeting on October 19, 2022, the Finance Committee voted 8-0 to recommend this Article to Town Meeting.

**Bylaw Committee Report:** No Report.

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

Select Board

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

**Finance Committee Report:** No Report.

**Bylaw Committee Report:** No Report.

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**ARTICLE 6** To see if the Town will vote to:

(1) Authorize the Select Board, on behalf of the Town, to petition the General Court for passage of a special law to dissolve its existing affordable housing trust created by Chapter 140 of the Acts of 2001 and transfer all funds to the trust fund established pursuant to G.L. c.44, §55C at this Subsequent Town Meeting as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before enactment by the General Court; and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition;

An act authorizing the Town of Reading to dissolve its  
Affordable Housing Trust Fund

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:*

Whereas, Chapter 140 of the Acts of 2001 authorized the Town of Reading to establish an Affordable Housing Trust Fund;

Whereas, in 2005, the legislature enacted Section 55C of Chapter 44 of the Massachusetts General Laws (the "Municipal Affordable Housing Trust Fund Law"), which empowers municipalities to establish a local affordable housing trust, managed by a Board of Trustees;

Whereas, the Municipal Affordable Housing Trust Fund Law presents significant and important opportunities for the creation and maintenance of affordable housing stock;

Whereas, Reading Town Meeting voted to accept the Municipal Affordable Housing Trust Fund Law and adopt a bylaw establishing Board of Trustees at its meeting on November 14, 2022;

And whereas, the Town of Reading hereby seeks to dissolve its existing affordable housing trust created by Chapter 140 of the Acts of 2001 and transfer all funds to the trust fund established pursuant to the Municipal Affordable Housing Trust Fund Law.

SECTION 1. Chapter 140 of the Acts of 2001, An Act Authorizing the Town of Reading to Establish an Affordable Housing Trust Fund, is hereby repealed.

SECTION 2. All properties and funds held by the Reading Affordable Housing Trust previously established under Chapter 140 of the Acts of 2001 is hereby transferred to the

Reading Affordable Housing Trust established pursuant to G.L. c. 44, s. 55C and shall only be managed, disposed of, or expended in accordance with said Section 55C.

SECTION 3. This act shall take effect upon the posting or publication, by the Town Clerk in accordance with G.L. c. 40, s. 32, an amendment to the Reading General Bylaws to establish an affordable housing trust for the Town of Reading under the authority of G.L. c. 44, s. 55C.

(2) Accept G.L. c.44, §55C, to establish a trust to be known as the Reading Affordable Housing Trust Fund, whose purpose shall be to provide for the creation and preservation of housing that is affordable in the Town of Reading for the benefit of low and moderate income households;

(3) Insert a new Section 3.3.7, Affordable Housing Trust, in the General Bylaws, as follows;

### **3.3.7 Affordable Housing Trust**

3.3.7.1 Purpose. Pursuant to the authority of Chapter 44, Section 55C of the Massachusetts General Laws, there is hereby created a local municipal affordable housing trust to be known as the Reading Affordable Housing Trust, hereinafter the “Trust”, whose purpose shall be to provide for the creation and preservation of housing that is affordable in the Town of Reading for the benefit of low and moderate income households.

3.3.7.2 Membership. There shall be a Board of Trustees of the Reading Affordable Housing Trust, hereinafter the “Board of Trustees”, consisting of five voting members. The voting members shall be appointed by the Select Board and shall include a member of the Select Board, a member of the Reading Housing Authority, and three other members, each of whom, to the extent possible, shall have a background or interest in affordable housing, finance, law, including land use and zoning law, real estate, or real estate development.

3.3.7.3 Term. The Select Board shall appoint the Trustees for a term of two years, except that three of the initial trustee appointments shall be for a term of one year, provided said Trustees may be re-appointed at the discretion of the Select Board. Vacancies shall be filled by the Select Board for the remainder of the unexpired term. Any member of the Board of Trustees may be removed by the Select Board for cause after the opportunity of a hearing.

3.3.7.4 Declaration of Trust. The Board of Trustees is hereby authorized to execute a Declaration of Trust and Certificate of Trust for the Reading Affordable Housing Trust to be recorded with the Middlesex Registry of Deeds and filed with the Middlesex Registry District of the Land Court.

3.3.7.5 General Duties. The Board of Trustees shall have the following powers, all of which shall be carried on in furtherance of the purposes set forth in G.L. c.44, §55C, except that the Board of Trustees shall obtain prior approval of the Select Board to borrow money, mortgage or pledge trust assets, or purchase,

accept, sell, lease, exchange, transfer, abandon, or convey any interest in real or personal property:

- a. To accept and receive real property, personal property or money, by gift, grant, contribution, devise or transfer from any person, firm, corporation or other public or private entity, including but not limited to money, grants of funds or other property tendered to the Trust in connection with any by-law or any general or special law or any other source;
- b. To purchase and retain real or personal property, including without restriction investments that yield a high rate of income or no income;
- c. To sell, lease, exchange, transfer, or convey any personal, mixed, or real property at public auction or by private contract for such consideration and on such terms as to credit or otherwise, and to make such contracts and enter into such undertaking relative to Trust property as the Board of Trustees deems advisable notwithstanding the length of any such lease or contract;
- d. To execute, acknowledge, and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases, grant agreements, and other instruments sealed or unsealed, necessary, proper, or incident to any transaction in which the Board of Trustees engages for the accomplishment of the purposes of the Trust;
- e. To employ advisors, consultants, and agents, including, but not limited to accountants, appraisers, and lawyers as the Board of Trustees deems necessary;
- f. To pay reasonable compensation and expenses to all advisors, consultants, and agents and to apportion such compensation between income and principal as the Board of Trustees deems advisable;
- g. To apportion receipts and charges between incomes and principal as the Board of Trustees deems advisable, to amortize premiums and establish sinking funds for such purpose, and to create reserves for depreciation depletion or otherwise;
- h. To participate in any reorganization, recapitalization, merger, or similar transactions; and to give proxies or powers of attorney with or without power of substitution to vote any securities or certificates of interest; and to consent to any contract, lease, mortgage, purchase or sale of property, by or between any corporation and any other corporation or person;
- i. To deposit any security with any protective reorganization committee, and to delegate to such committee such powers and authority with relation thereto as the Board of Trustees may deem proper and to pay, out of Trust property, such portion of expenses and compensation of such committee as the Board of Trustees may deem necessary and appropriate;
- j. To carry property for accounting purposes other than acquisition date values;
- k. To borrow money on such terms and conditions and from such sources as the Board of Trustees deems advisable, to mortgage and pledge Trust assets as collateral; any debt incurred by the Board of Trustees shall not constitute a pledge of the full faith and credit of the Town of Reading and all documents related to any debt shall contain a statement that the holder

of any such debt shall have no recourse against the Town of Reading with an acknowledgement of said statement by the holder;

- l. To make distributions or divisions of principal in kind;
- m. To comprise, attribute, defend, enforce, release, settle, or otherwise adjust claims in favor or against the Trust, including claims for taxes, and to accept any property, either in total or partial satisfaction of any indebtedness or other obligation, and subject to the provisions of G.L. c. 44, §55C, to continue to hold the same for such period of time as the Board of Trustees may deem appropriate;
- n. To manage or improve real property;
- o. To abandon any property which the Board of Trustees determines not to be worth retaining;
- p. To hold all or part of the Trust property uninvested for such purposes and for such time as the Board of Trustees may deem appropriate;
- q. To make recommendations on proposals to Town Meeting, subject to approval by the Select Board, when such proposals create or support affordable housing for low- and moderate-income households; and
- r. To extend the time for payment of any obligation to the Trust.

3.3.7.6 Custodian of funds. The Town of Reading Treasurer shall be the custodian of the funds of the Trust. Any income or proceeds received from the investment of funds shall be credited to and become part of the fund. The Board of Trustees shall provide for an annual audit of the books and records of the Trust. Such audit shall be performed by an independent auditor in accordance with accepted accounting practices and may be part of the Town's annual financial audit. Upon receipt of the audit by the Board of Trustees, a copy shall be provided forthwith to the Select Board.

(4) Amend Section 3.3.1.5 of the Town's General Bylaws by adding the bold and italicized language, as follows:

**3.3.1.5 Term of Office**

The term of office of each member of boards, committees and commissions shall commence on July 1 in the year of appointment, and shall expire on June 30 in the third following calendar year, except the terms of the members of the Reading Housing Authority are for five (5) years ***and the members of the Reading Affordable Housing Trust are for two (2) years.***

(5) authorize the Reading Affordable Housing Trust Fund Board of Trustees to file a declaration and certification of trust with the registry, which it may amend on its own initiative.

or take any other action with respect thereto.

Select Board

**Background:** During our Annual Town Meeting in April 2022, Town Meeting passed an instructional motion requesting that the "Select Board, Town Manager, and relevant town staff investigate the creation of a permanent committee to oversee the Affordable Housing Trust and

identify opportunities to expand the trust and utilize said funds.” With consultation from Town Counsel, the Select Board pursued the idea of creating an “Affordable Housing Trust Fund” committee in accordance with Massachusetts General Law Chapter 44 Section 55C. This new committee will have 5 members appointed by the Select Board to serve for 2-year terms. The committee must have at least one member from the Select Board and one member from the Board of the Reading Housing Authority. It is critical that the Housing Authority be aligned with the work of this committee. We feel that this new structure sufficiently addresses the instructional motion passed by Town Meeting.

**Finance Committee Report:** At their meeting on October 19, 2022, the Finance Committee voted 8-0 to recommend this Article to Town Meeting.

**Bylaw Committee Report:** At their meeting on October 11, 2022, the Bylaw Committee voted 5-0 to recommend this Article to Town Meeting.

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**ARTICLE 7** To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the Killam School Building Committee for a feasibility study to consider the repair, addition and renovation, or replacement of the J. Warren Killam Elementary School, located at 333 Charles Street, Assessor’s Map Parcel 41-19, for which feasibility study the Town may be eligible for a grant from the Massachusetts School Building Authority, and further, that the Town acknowledge that the MSBA’s grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in connection with the feasibility study in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; or take any other action with respect thereto.

Select Board/School Committee

**Background:** The Killam Elementary School opened in 1969 and has not undergone any significant renovations since opening. While the facility has been well-maintained, it is now 53 years old and has a number of deficiencies. The building is not fully ADA-compliant, including bathrooms and entry points to some classrooms and common areas. The water fountains have been unusable for years due to lead levels, requiring the district to provide drinking water through expensive and wasteful water bottles. Many of the windows and doors are original to the school, so they are not energy efficient and create challenges with maintaining comfort levels. There is a fire alarm system, but no fire suppression system. Sightlines to the main doors are poor, presenting a security concern. Due to the age of the foundation, there have been some issues with water infiltration.

Programmatically, the building’s configuration also presents many challenges. Some classrooms and common spaces are only accessible through other classrooms. The library / media center is an open space located at the “crossroads” of the building, which makes it difficult to maintain a quiet environment or use the space for special education or other services that may call for a degree of privacy. The needs of students and our understanding of how to provide appropriate interventions have changed over the many decades since Killam was built, and the building doesn’t adequately support the space requirements for these needs. Tier 2 supports (such as small reading groups) are taking place in open settings, including hallways. Spaces originally intended for storage have been converted to offices and even learning spaces in some cases.

The accessibility challenges of many of the building's spaces significantly limit the staff's ability to creatively use the building's footprint.

It could be possible to address some of these deficiencies through smaller renovation projects, but given the scope of the needs, it is likely that any significant renovations would reach a threshold of 20% of the building's assessed value. This would trigger a number of compliance requirements that are currently grandfathered in (including ADA compliance). As a result, while renovations are a possible outcome of the MSBA process, a new building may be the more likely outcome.

In March, Reading was fortunate to be invited by the Massachusetts School Building Authority (MSBA) to the Eligibility Period, opening the door to significant MSBA financial support for a renovation or rebuild of Killam. While the precise figures are to be determined, this program may provide reimbursement to the town for nearly half of the cost of any project. RPS and town staff have been working diligently over the last several months to meet the numerous requirements to graduate from the Eligibility Period into Modules 2-5, which will allow us to form a project team, conduct a feasibility study, develop a schematic design, and pursue town and MSBA approval to enter into an agreement around project scoping and funding.

This warrant article is among the final requirements for advancing beyond the Eligibility Period – specifically the “community authorization” requirement. It a) provides an affirmative vote from Town Meeting as an indication to the MSBA that the town is likely to support a project that emerges from the design phase, and b) provides the funding required to proceed through Modules 2-5, including hiring an Owner's Project Manager (OPM), a designer, and paying for a number of analyses and studies related to the site that may be required.

**Finance Committee Report:** At their meeting on October 19, 2022, the Finance Committee voted 8-0 to recommend this Article to Town Meeting.

**Bylaw Committee Report:** No Report.

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**ARTICLE 8** To see if the Town will authorize the Select Board to execute one or more leases of space on the water tank and surrounding ground space, located on Town-owned property located at 0 Auburn Street, and shown as Assessor's Map Parcel 27-362, for the purpose constructing, installing, maintaining and operating wireless telecommunication facilities thereon for a term not to exceed twenty years on such terms and conditions as the Select Board deem appropriate, and further, to authorize the Select Board to relocate the Town's emergency communications equipment from the temporary tower located on said Town-owned property to the water tank; or take any other action with respect thereto.

Select Board

**Background:** Town Meeting authorized the replacement of the Auburn Water Tank. Replacement of the water tank is underway, with the project being on schedule and on budget. The tank is designed to host 4 cellular carriers. In accordance with Massachusetts procurement law, the Town will issue a Request for Proposal (RFP) to lease space for carriers that would like to install their equipment on our water tank. The RFP makes for a competitive process that will result in the Town obtaining the best financial benefit possible. While we cannot mandate any carrier to respond to the RFP, we have been meeting with all carriers to ensure they are aware of when it

will be published. We are requesting the ability to execute long term leases with these carriers, up to twenty years. This will further incentive the carriers to respond and will provide long term benefits to our Town and our residents.

**Finance Committee Report:** No Report.

**Bylaw Committee Report:** No Report.

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**ARTICLE 9** To see if the Town will vote to authorize the Select Board, on behalf of the Town, to petition the General Court for passage of a special law, as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before enactment by the General Court; and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition; or take any other action with respect thereto.

AN ACT AUTHORIZING THE TOWN OF READING TO ESTABLISH A MEANS TESTED  
SENIOR CITIZEN PROPERTY TAX EXEMPTION.

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:*

SECTION 1. There shall be an exemption from the property tax for each qualifying parcel of real property classified as class 1 residential in the town of Reading in an amount to be set annually by the select board as provided in section 3. The exemption shall be applied only to the domicile of the taxpayer; provided, however, that for the purposes of this act, "parcel" shall mean a unit of real property as defined by the board of assessors under the deed for the property and shall include a condominium unit. The exemption provided for in this act shall be in addition to any and all other exemptions allowed by the General Laws.

SECTION 2. The board of assessors in the town of Reading may deny an application if they find the applicant has excessive assets that place the applicant outside of the intended recipients of the exemption under this act. Real property shall qualify for the exemption under section 1 if:

- (i) the qualifying real property is owned and occupied by a person whose prior year's income would make the person eligible for the circuit breaker income tax credit under subsection (k) of section 6 of chapter 62 of the General Laws;
- (ii) the qualifying real property is owned by a single applicant not less than 65 years old at the close of the previous year or jointly by persons either of whom is not less than 65 years old at the close of the previous year and the other joint applicant is not less than 60 years old;
- (iii) the qualifying real property is owned and occupied by the applicant or joint applicants as their domicile;
- (iv) the applicant or at least 1 of the joint applicants has been domiciled and owned a home in the town for not less than 10 consecutive years before filing an application for the exemption;
- (v) the maximum assessed value of the qualifying real property is no greater than the prior year's maximum assessed value for qualification for the circuit breaker

- income tax credit under subsection (k) of section 6 of chapter 62 of the General Laws as adjusted annually by the department of revenue; and
- (vi) the board of assessors has approved the application.

SECTION 3. The select board of the town of Reading, shall annually set the exemption amount under section 1 at 100 per cent of the amount of the circuit breaker income tax credit under subsection (k) of section 6 of chapter 62 of the General Laws for which the applicant qualified in the previous year. The total amount exempted by this act shall be allocated proportionally within the tax levy on all residential taxpayers.

SECTION 4. A person who seeks to qualify for the exemption under section 1 shall, before the deadline established by the board of assessors of the town of Reading, file an application, on a form to be adopted by the board, with supporting documentation relative to the applicant's income and assets as described in the application. The application shall be filed each year for which the applicant seeks the exemption.

SECTION 5. No exemption shall be granted under this act until the department of revenue certifies a residential tax rate for the applicable tax year where the total exemption amount is raised by a burden shift within the residential tax levy.

SECTION 6. This act shall expire 3 years after implementation of the exemption under this act.

Select Board

**Background:** This article is to petition the General Court for a 3-year extension of our current Senior Property Tax Exemption. The senior property tax exemption was first approved at a Special Town Meeting on September 12, 2016. The senior property tax exemption was renewed at Subsequent Town Meeting in 2019. At this Town Meeting, we are asking to allow the Select Board to submit a Home Rule Petition to our renew our exemption for another 3 years. Reading has been a model community for Senior Property Tax Exemption; our Assessor will present to Town Meeting his ongoing advocacy to make this exemption part of permanent law.

To be eligible for the Reading property tax exemption, the senior:

- (1) has filed and been deemed eligible for a prior year Schedule CB (Circuit Breaker) for the purpose of state income taxes; and
- (2) has owned property in Reading for at least ten previous consecutive years; and
- (3) applies annually to the Board of Assessors for the exemption; and
- (4) the co-applicant be at least 60 years of age

### **2016-2019**

The CB state income tax break serves as the basis for determining the local property tax relief. In the first iteration of the Senior Property Tax Exemption program, the Select Board annually, at their Tax Classification Hearing (usually in October, to be effective the following July), set the exemption between 50% and 200% of the Schedule CB income tax relief. The exact % multiplier was determined by how many seniors qualify for the exemption, and the total amount of senior tax relief desired by the Board.

Over the first three years of the program, an average of 180 applicants received a total tax break of \$4,900 (over \$1,600 annually). The default cost of these tax savings fell entirely to the remainder of the residential class. The Select Board split the commercial/industrial/personal

property tax rate from the residential one for the first time in Reading, so that all classes of taxpayers shared in the cost of this Senior Tax Relief program.

**2019–2022**

In the second iteration of the Senior Property Tax Exemption Program, the Home Rule Petition changed the 50% to 200% annual range to be voted by the Select Board and fixed it at 150%. The Board agreed to request this change, as a higher % had the undesirable effect of making some taxpayers ineligible in the following year, and a lower % was simply not enough financial assistance. No other changes were requested to the original program.

**2023–2026**

In this third iteration of the Senior Property Tax Exemption, we originally requested that the Home Rule Petition submitted in 2019 be fixed at 100%, originally fixed at 150% (section 3 above). This request was due to the impending passage of the Economic Development Bill which proposed to boost the maximum credit Senior circuit breaker, designed for seniors whose property taxes exceed a certain portion of their yearly income, from \$1,170 to \$2,340. Our State Delegation remains confident that the Economic Development Bill will pass in 2022. Lawmakers say this change would affect more than 100,000 taxpayers at a cost of \$60 million across the Commonwealth.

This increase in the Senior circuit breaker, while having a significant impact on seniors, would be better accommodated with a 100% annual range on Reading's Senior Property Tax Exemption. The 2019 Home Rule Petition request fixed at 150% would have the undesirable effect of making some taxpayers ineligible in the following year. No other changes were requested to the original program.

	<b>Applicants</b>	<b>Granted</b>	<b>Factor</b>	<b>Max Amt</b>	<b>Shifted</b>
FY 2022	188	176	1.5x	\$1,695	\$270,300
FY 2021	238	229	1.5x	\$1,725	\$352,255.50
FY 2020	186	182	1.5x	\$1,650	\$259,409
<b>TOTAL</b>	<b>612</b>	<b>587</b>			<b>\$881,964.50</b>

**Finance Committee Report:** At their meeting on October 19, 2022, the Finance Committee voted 8-0 to recommend this Article to Town Meeting.

**Bylaw Committee Report:** At their meeting on October 11, 2022, the Bylaw Committee voted 5-0 to recommend this Article to Town Meeting.

**ARTICLE 10** To see if the Town will vote to accept the provisions of Clause 56 of Section 5 of Chapter 59 of the Massachusetts General Laws, which authorizes the Board of Assessors to grant, real and personal property tax abatements up to 100 per cent of the total tax assessed to members of the Massachusetts National Guard and to reservists on active duty in foreign countries for the fiscal year they performed such service subject to eligibility criteria to be established by the Board.

**Background:** Passage of this article would allow the Board of Assessors to provide tax relief for Members of the Massachusetts National Guard and to reservists called to active duty. As allowed by Massachusetts General Law, the Board of Assessors will establish an application process along with criteria to approve these exceptions. The Board of Assessors will establish a three-year sunset clause for these exceptions.

**Finance Committee Report:** No Report.

**Bylaw Committee Report:** At their meeting on October 11, 2022, the Bylaw Committee voted 5-0 to recommend this Article to Town Meeting.

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**ARTICLE 11** To see if the Town will vote to authorize the Select Board, on behalf of the Town, to petition the General Court for passage of a special law, as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before enactment by the General Court; and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition; or take any other action with respect thereto.

AN ACT RELATIVE TO THE BOARD OF HEALTH IN THE TOWN OF READING

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:*

Section 1. Article 4.4 of the town of Reading home rule charter is hereby amended by striking out the first paragraph and inserting, in place thereof, the following:

There shall be a Board of Health consisting of five (5) members appointed by the Board of Selectmen for three (3) year terms so arranged that at least one (1) term shall expire each year.

Section 2. Within 30 days of passage of this act, the Board of Selectmen shall appoint two individuals to the Board of Health in accordance with Article 4.4 of the Charter and Section 1 of this act, provided, however, that one (1) member shall have an initial term of two (2) years. After that initial two (2) year term, all terms shall be for three (3) years.

Section 3. This act shall take effect immediately upon its passage.

Board of Health

**Background:** Chapter 111 of the Massachusetts General Laws (MGL) directs towns to create a 3 member Board of Health to oversee the health of the community. MGL 30A is the basis for what is called the Open Meeting Law (OML) and regulates the appropriate legal behavior for local and state public bodies to ensure transparency of government. It is at the intersection of these two laws that issues have arisen in the efficient and collaborative work of the Board of

Health in Reading that Article 11 attempts to address. Article 11 directs the Select Board to appeal to the state legislature for a special act petition to change the Town Charter to enable the Board of Health to have five full voting members instead of the current three members (and two associate non-voting members).

Why change the composition of the Board of Health to five members? The Board has been discussing this potential change for the past year as a result of the stresses that the Board has endured in managing the COVID pandemic in the town. An assessment report by the Metropolitan Area Planning Council authorized by the Board last winter to evaluate the Board's function and that of the Health Department came to the same conclusion that a five member board would be preferable. There are three reasons to effectuate this change:

1. **Better collaboration between the Board and other town processes.** Currently, the Board can have only one member represented in a Town task force, committee, etc. because appointing two members requires posting the meeting as a Board of Health meeting (2 members meets the quorum requirement of the OML). This reduces the effectiveness and participation of the Board in matters where its expertise/input is required and where more than one member participation would be preferable.
2. **Better communication between Board members.** For the same quorum issue at it relates to the OML, two Board members cannot have a substantive communication – phone, email – outside of a formal Board meeting. This reduces the efficiency and efficacy of the Board as all communication between two Board members, other than simple one way information sharing or agenda/meeting logistics, is not allowed as two members involved in any conversation meets the definition of a Board quorum. Feedback, inquiries, exploration of topics, clarifications, etc. must either be discussed a Board meeting or awkwardly managed through a third party such as the Health Director outside of the meeting. The intent is not to do Board business “behind closed doors” but simply to share ideas and facilitate good decision-making at Board meetings.
3. **Fairness to volunteer Board members and Board member recruitment.** Associate members who serve on the Board put in as much time and effort as voting Board members yet are unable to vote on issues important to them. As engaged volunteers from the community, this simply feels unfair to the associate members. It may also have a negative effect on the interest of qualified volunteers to serve on the Board as associate members.

Other towns have increased Board of Health membership to five members including Needham, Bedford, Plymouth, North Andover, and Framingham and the Winchester Board chair is exploring this option.

The Reading Board of Health strongly endorses Article 11.

Submitted by the Board of Health.

**Finance Committee Report:** No report.

**Bylaw Committee Report:** At their meeting on October 11, 2022, the Bylaw Committee voted 5-0 to recommend this Article to Town Meeting.

**ARTICLE 12** To see if the Town will vote to amend Section 8.8.3.2 of the Town's General Bylaws by:

(1) inserting a new Section 8.8.3.2.3, as follows:

**Cemetery Grounds**

Except with the permission of the Board of Cemetery Trustees, no dog may be on the grounds of Charles Lawn, Forest Glen, Laurel Hill, or Wood End cemeteries.

and

(2) Renumbering the remaining sections accordingly;

or take any other action with respect thereto.

Board of Cemetery Trustees

**Background:** The Board of Cemetery Trustees have adopted a policy that no dogs are allowed on cemetery grounds (except service animals). However, the Board of Cemetery Trustees cannot impose a fine if the policy is violated. By putting enforcement under Section 8.8 Animal Control, it would allow the Animal Control officer to impose up to a \$300 fine (\$50 for first offense, \$100 for second offense and \$300 for third and subsequent offense). The Board of Cemetery Trustees feels that this may deter those that ignore the signs that say no dogs allowed.

The Board of Cemetery Trustees intends to move this Article with a slight amendment. The motion will seek to inset a new Section 8.8.3.2.3, as follows:

**Cemetery Grounds**

Except with the permission of the Board of Cemetery Trustees or its designee, no dog may be on the grounds of Charles Lawn, Forest Glen, Laurel Hill, or Wood End cemeteries.

The addition of the phrase "or its designee" came after discussion with the Bylaw Committee.

We presently have a number of residents that do not restrain their dogs and do not pick up dog droppings and leave them for Town employees to clean up. This could be a health risk to employees. On behalf of the employees of the employees and the Board of Cemetery Trustees, we ask your support, thank you! Submitted by Bill Brown.

**Finance Committee Report:** No Report.

**Bylaw Committee Report:** At their meeting on October 11, 2022, the Bylaw Committee voted 5-0 to recommend this Article as amended to Town Meeting.

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**ARTICLE 13** To see if the Town will vote to authorize the Select Board, on behalf of the Town, to petition the General Court for passage of a special law, as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill,

unless the Select Board approves amendments to the bill before enactment by the General Court; and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition; or take any other action with respect thereto.

AN ACT AUTHORIZING THE CONTINUED EMPLOYMENT OF ANTHONY DEL SIGNORE,  
THE ASSISTANT FIRE CHIEF OF THE TOWN OF READING

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:*

SECTION 1. (a) Notwithstanding chapter 32 of the General Laws or any other general or special law to the contrary, Anthony Del Signore, Assistant Chief of the Fire Department of the town of Reading, may continue in service beyond the age of 65; provided, however, that Anthony Del Signore is mentally and physically capable of performing the duties of his office. The town may, at its own expense, require that Anthony Del Signore be examined by an impartial physician designated by the town to determine such capability. In no case, shall Anthony Del Signore remain in service as the Assistant Chief of the Fire Department past the date of February 29, 2024. This act shall not entitle Anthony Del Signore to remain in service to the town of Reading if otherwise removed or suspended from office in accordance with applicable laws, rules and regulations.

(b) No further deductions shall be made from Anthony Del Signore's regular compensation under chapter 32 of the General Laws for any service performed subsequent to reaching the age of 65. Upon his retirement, he shall receive a superannuation retirement allowance equal to that which he would have been entitled had he retired upon reaching age 65, if any.

SECTION 2. This act shall take effect upon its passage.

Select Board

**Background:** Assistant Fire Chief Anthony Del Signore will turn age 65 on February 28, 2023. Mass General Law mandates that Public Safety employees retire at age 65. The Assistant Fire Chief has requested to work in his role for one year after this mandatory retirement date, or the age of 66. The Assistant Fire Chief has been with the Town of Reading for a significant period and is in great standing. Furthermore, as Assistant Fire Chief, he has a largely administrative role, supporting the daily operation of our Fire Department and our Fire Chief. The Assistant Chief has been in the position since January of 2021. By keeping the Assistant Fire Chief in the position for one more year it will provide continuity to our Fire Department and will allow us more time to select and train his replacement more thoroughly.

Finally, Section (b) of the legislation request above, will cap the Assistant Fire Chief's retirement compensation as though he had retired at age 65. There is no additional retirement compensation because of this additional year of service.

**Finance Committee Report:** No Report.

**Bylaw Committee Report:** At their meeting on October 11, 2022, the Bylaw Committee voted 5-0 to recommend this Article to Town Meeting.

**ARTICLE 14** To see if the Town will vote to appropriate a sum of money to pay costs of the construction and reconstruction of the water distribution system, including the payment of all incidental or related costs; to determine whether this amount shall be raised by borrowing or otherwise; to authorize the Town to apply for, accept and expend any federal or state grants that may be available for this project, or to take any other action with respect thereto.

Select Board

**Background:** At the November 2020 Subsequent Town Meeting, Town Meeting “voted to appropriate the sum of four million three hundred thousand dollars (\$4,300,000) for the purposes of making water main improvements in the downtown area”. The purpose of this article is to request \$1.5M in additional funding for this project due to the increase in construction and material costs which resulted in higher bid prices. The Town was able to award the contract up to Alternate 1 but needs extra funds to cover any contingencies and traffic management. If the Town has enough resources remaining, Alternate 2, a critical railroad watermain jacking, will be awarded. The Town will utilize the Massachusetts Water Recourse Authority (“MWRA”) Local Financial Assistance Program, a no-interest loan, to fund the \$1.5M.

In 2019, the Town of Reading selected Weston & Sampson to update the Water System Mater Plan which was spurred by the recent economic development in the Downtown area. Specifically, the Town wanted to ensure that there is enough hydraulic capacity to support the planned developments and identify any improvements necessary to provide adequate hydraulic capacity to the proposed development areas. Available fire flows in the economic development areas were modeled during maximum day demand (MDD) conditions and compared to the anticipated Insurance Services Office’s (ISO) required fire flows.

It was determined through the hydraulic analysis that pressures were above the required 35psi, but the existing infrastructure in the Downtown area did not have enough capacity to support the planned development. Some areas show less than 2,500 gpm at 20 psi, below the anticipated required fire flow.

**Finance Committee Report:** At their meeting on October 19, 2022, the Finance Committee voted 8-0 to recommend this Article to Town Meeting.

**Bylaw Committee Report:** No Report.

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**ARTICLE 15** To see if the Town will vote to raise and appropriate, borrow, transfer from available funds or otherwise provide a sum or sums of money to pay the costs of constructing and improving the Maillet, Sommes, and Morgan stormwater systems, which will restore wetlands on Town-owned conservation land, provide significant new stormwater storage capacity, protect habitat for native species, and create walking trails, including the payment of any and all other costs incidental and related to thereto, or take any other action with respect thereto.

Select Board

**Background:**

### **Regional Project History**

The Maillet, Sommes & Morgan Constructed Stormwater Wetland project arose from a regional planning process with the Mystic River Watershed Association (MyRWA), the Resilient Mystic Collaborative (RMC) and a number of associated municipalities. The efforts of the regional

watershed effort is to reduce flooding in the downstream communities by creating offline storage and treatment areas upstream within the Mystic River Watershed. In FY19 the City of Cambridge and the RMC partnered on an MVP Action Grant award to identify and pursue site-specific green infrastructure projects for regional stormwater management and local co-benefits. Ranking, mapping and descriptions of each regional opportunity was conducted – including the Maillet, Sommes & Morgan land. The Reading land was identified as a top five site in the region. This led to the pursuance and awarding of a subsequent FY20 MVP Action Grant through the town of Lexington and the RMC. This grant advanced the design of project specific sites in three communities, and the Maillet, Sommes, Morgan land was pushed to 75% design. During the design process a number of stakeholder and public engagement opportunities were conducted, including public hearings through the local Conservation Commission. The Cons Com issued an Order of Conditions for the project in August of 2021.

### **Project Benefits/Why it was selected**

The Maillet, Sommes & Morgan land was identified as a top solution because the Mystic River headwaters begin at the Aberjona River (which runs through the land), it improves climate resilience for the region and local community, the natural slope of the land is ideal and, the co-benefits of the project design are needed in the area.

The project proposes to capture and attenuate stormwater impacting the Aberjona River by creating adjacent offline storage areas. The overall objective is to reduce climate related in-land flooding upstream by increasing stormwater storage capacity through the construction of a series of stormwater wetlands that will also provide co-benefits of: stormwater treatment/water quality; improved ecological and stream stability; invasive species removal; additional open space and trail development (including ADA access); and parking.

Stormwater would be diverted from the local roadways (i.e. Lowell Street) within an existing culvert as well as overland from the Aberjona River during high flow events. The wetland system would be designed to maintain a consistent water level by utilizing overflows and set elevations with an eventual discharge back into the Aberjona River. The Town of Reading will reduce local in-land flooding, which is being exasperated through climate change, in the adjacent residential neighborhoods, and be provided additional co-benefits described above. There are currently 35 properties along the Aberjona River within the 500-year storm flood zone. Regionally, the lower Mystic River communities will see reduced flooding impact and erosion; and, stormwater quality and runoff will be improved by filtering sediments and pollutants through the treatment train and series of wetlands and marshes. The project mitigates local and regional climate impacts through nature-based solutions and will turn a pre-existing non-accessible area into a vibrant, multi-use area with ADA accessible trails.

### **Reading MVP History**

Reading was designated an MVP Community in 2020 after a public engagement process. The result was the Reading MVP Final Report and Risk Matrix. Both provide a summary of the strengths, weaknesses and priorities of the Town in relation to climate impacts on its public health, environment and infrastructure.

### **How the project addresses established municipal priorities:**

Designing and constructing stormwater infiltration projects identified by MyRWA has been identified as a high local priority within the Reading MVP Community Resilience Building

Summary of Findings. Addressing drainage issues within the Willow Street area was a separated high priority goal in the MVP Summary of Findings that this project addresses. The local Climate Advisory Committee attended the CRB workshops and has stated support of the project in recent meetings. The Climate Advisory Committees 2009 Action Plan recommends use Low Impact Development and stormwater treatment, a well-established goal in Town routinely recommended/required on new development projects. The 2013 Aberjona River Study, performed by AECOM, recommends a series of drainage improvements at the Maillet, Sommes, Morgan land and surrounding area. Further, the 2019 Assessment of Culverts and Flooding near Austin Preparatory School concludes with recommendations of assessing alternative drainage designs options at Austin Prep and the Aberjona River area, a goal which this project hits.

**Costs/Remaining Needs/Next Steps**

The \$3,000,000 request is to ensure proper procurement, invoicing and payment procedures. With an estimated cost of \$2,100,000 provided in 2021 it is expected that the materials for the project will exceed the original estimate. The project has been awarded \$2,100,000 in MVP Grant Funding, however such also comes with a 25% municipal match requirement. The grant is also reimbursement based so the Town must have a mechanism to cover the original costs prior to the reimbursement. The Town appropriation will be utilized to cover a portion of the project match requirements and any construction contingency. Construction is expected to begin in Spring 2023 and run through June 2024.



**Finance Committee Report:** At their meeting on October 19, 2022, the Finance Committee voted 8-0 to recommend this Article to Town Meeting.

**Bylaw Committee Report:** No Report.

**ARTICLE 16** To see if the Town will vote to raise and appropriate, borrow, transfer from available funds or otherwise provide a sum or sums of money to pay the costs of Haven Street Roadway Design including the payment of any and all other costs incidental and related to thereto, or take any other action with respect thereto.



**Bylaw Committee Report:** No Report.

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**ARTICLE 17** To see if the Town will vote to raise and appropriate, borrow, transfer from available funds or otherwise provide a sum or sums of money to pay the costs of reconstructing and making extraordinary repairs, or replacing the Parker Middle School Roof, including the payment of any and all other costs incidental and related to thereto, or take any other action with respect thereto.

Select Board

**Background:** The Parker Middle School roof replacement project was originally scheduled during the summer of 2022 as part of the FY 23 Capital Plan. The town approved a debt authorization of 2.7 million dollars to complete this work. Design and Bidding documents were prepared with an intent to go out to bid in October of 2021. Due to supply chain issues many of the components to complete the work had long lead times and therefore a decision was made to postpone the work. This decision was made after consulting with the Superintendent's office.

A new plan was developed to go out to bid in October of 2022 and make an award no later than December of 2022. Construction will commence during July and be completed in August of 2022. Over the past two years price escalation of building materials has increased dramatically. At November town meeting Facilities is requesting an additional 500k to cover these increases allowing us to complete the project and maintain a safe contingency.

**Finance Committee Report:** At their meeting on October 19, 2022, the Finance Committee voted 8-0 to recommend this Article to Town Meeting.

**Bylaw Committee Report:** No Report.

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**ARTICLE 18** To see if the Town will vote to:

- (1) Amend, pursuant to G.L. c.40, §5B, the purpose of the Smart Growth Stabilization Fund, so that the fund may hold all payments received from the Commonwealth of Massachusetts under Chapter 40R of the General Laws, including incentive and density bonus payments, said funds to be expended in accordance with said Chapter;

And

- (2) Transfer \$414,000 or any other sum from Free Cash into the Smart Growth Stabilization Fund, which funds the Town received from the Commonwealth of Massachusetts in payment for development within the Town's 40R Smart Growth Zoning Districts;

or take any other action with respect thereto.

Select Board

**Background:** Article 18 includes an amendment to the purpose of the Smart Growth Stabilization Fund as well as a vote to transfer a recent payment from the Department of Housing and

Community Development (DHCD) into the Fund. Pursuant to M.G.L. c. 40R, DHCD makes two types of payments to municipalities: zoning incentive payments and density bonus payments.

The Smart Growth Stabilization Fund was created in 2008 for the purpose of holding the zoning incentive payment for the Reading Woods 40R project. In 2010, the purpose was expanded so the Fund could receive a zoning incentive payment for any project. Between 2008 and 2015, \$503,000, comprised of both zoning incentive and density bonus payments, was deposited into the Fund.

At this time, the Town would like to transfer a density bonus payment of \$414,000 into the Fund. This payment is for the following 40R projects: The Postmark, Ace Flats, Rise475 and 14 Chapin Ave. The payment is calculated as \$3,000 per net number of housing units. Though density bonus payments have been transferred into the Fund in prior years, Article 18 proposes first to amend the purpose of the Fund to expressly allow such an action, and then to transfer the aforementioned \$414,000 into the Fund.

Payments made into the Fund prior to 2016 can be used for any purpose; payments made into the Fund since 2016 are restricted for capital expenditures only.

**Finance Committee Report:** At their meeting on October 19, 2022, the Finance Committee voted 8-0 to recommend this Article to Town Meeting.

**Bylaw Committee Report:** No Report.

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**ARTICLE 19** To see if the Town will vote to:

- (1) Authorize the Select Board to acquire by gift, purchase, or eminent domain, 17 Harnden Street, Reading, shown as Assessor's Map Parcel 22-71, for municipal purposes, including senior and community center purposes, on such terms and conditions as the Select Board deems appropriate, and to authorize the Town Manager to take any and all actions and to enter into and execute any and all agreements and other documents as may be necessary or appropriate to accomplish the foregoing acquisition;

And

- (2) Raise and appropriate, borrow, transfer from available funds or otherwise provide a sum or sums of money for the purposes of (i) acquiring said 17 Harnden Street, including all incidental or related costs, such funds to be administered by the Select Board, and (ii) renovating said 17 Harnden Street, including the costs of engineering and architectural services and all incidental or related costs; provided, however, that this appropriation and debt authorization shall be contingent upon passage of a Proposition 2½ Debt Exclusion ballot question pursuant to M.G.L. c. 59, §21C(k);

Or take any other action with respect thereto.

Select Board

**Background:** This article was inserted into this Town Meeting Warrant in anticipation of the purchase of the vacant commercial property at 17 Harnden Street. This property was previously a Walgreens store but has been vacant for over eight years. The Select Board is actively negotiating with the property owner on this property.

**Finance Committee Report:** No Report.

**Bylaw Committee Report:** No Report.

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**ARTICLE 20** To see if the Town will vote to:

(1) Add a new Section 8.14 to the Town's General Bylaws, as follows:

**8.14 Regulation of polystyrene & disposable food service containers**

**8.14.1 Purpose**

The purpose of this bylaw is to limit the distribution of polystyrene food service containers and utensils by food establishments in the Town and to encourage establishments to switch to similar items made of healthier and more environmentally friendly materials, or to switch to reusable food service items, or to adopt other approaches that do not require such containers or utensils.

**8.14.2 Definitions**

The following words shall, unless the context clearly requires otherwise, have the following meanings:

**8.14.2.1** "Director" shall mean the Public Health Director or the Public Health Director's designee.

**8.14.2.2** "Disposable Food Service Containers" shall mean single-use disposable products used for serving, consuming or transporting food or beverages, including, but not limited to take-out foods or leftovers from partially consumed meals prepared by a restaurant or other food establishment. This includes, but is not limited to, plates, cups, bowls, trays, hinged or lidded containers, straws, cup lids, and cutlery. It shall also include single-use disposable packaging for uncooked foods prepared on the premises, as well as disposable catering trays.

**8.14.2.3** "Food Establishments" shall mean operations that store, prepare, package, serve, vend or otherwise provide food for human consumption as further defined in 105 CMR 590.002, including, but not limited to, restaurants, mobile food vendors, caterers, public and private schools, farmers markets, civic or religious centers or facilities, any building owned by the Town of Reading, and any establishment requiring a permit to operate in accordance with the State Food Code.

**8.14.2.4** "Polystyrene" shall mean and includes:

- Blown polystyrene and expanded and extruded foams (sometimes called "Styrofoam," a Dow Chemical Co. trademarked form of insulation) also referred to as expanded polystyrene (EPS), which is herein referenced in this bylaw as "Foam Polystyrene." Foam

Polystyrene is generally used to make opaque cups, bowls, plates, trays, clamshell containers, meat trays, and egg cartons; and

- Clear or solid polystyrene which is also known as “oriented,” which is herein referenced in this bylaw as “Rigid Polystyrene.” Rigid Polystyrene is generally used to make clear clamshell containers, and clear or colored cups, plates, straws, lids, and utensils.
- Polystyrene may be labeled with the recycling number “6” or “PS 6”.

### **8.14.3 Regulation**

**8.14.3.1** Food establishments within the Town shall be prohibited from using or distributing disposable food service containers made from foam polystyrene or rigid polystyrene, or polystyrene cutlery or other polystyrene single-use disposable products.

**8.14.3.2** The following are exempt and not subject to the provisions of this bylaw:

- Prepackaged meat and produce trays, egg cartons, and other food or beverage products bought from or packaged by a supplier other than the Food Establishment.
- Any Polystyrene Disposable Food Service Containers or other food service items, such as picnic supplies, purchased by an individual for private use or for use at a private function held on property owned by the individual or any Polystyrene items unrelated to food service such as packaging peanuts or freezer chests.

### **8.14.4 Administration and Enforcement**

**8.14.4.1** The Director shall have the authority to administer and enforce this bylaw. In addition to any other means of enforcement, the provision of this bylaw and any regulations adopted pursuant thereto may be enforced by non-criminal disposition in accordance with the provisions of Section 1.8 of the Town’s General Bylaw and MGL Chapter 40 Section 21D.

**8.14.4.2** Food Establishments shall have fifteen (15) calendar days, after the date that a notice of violation is issued, to pay the penalty or request a hearing in writing to the Director. No more than one (1) penalty shall be imposed upon a Food Establishment within a fifteen (15) calendar-day period.

**8.14.4.3** In the event that compliance with this bylaw is not feasible for a Food Establishment because of either unavailability of suitable alternative containers or economic hardship, the Director may grant a waiver of not more than six (6) months upon application of the owner or owner’s representative. The Director may provide one (1) additional six-month waiver upon showing of continued infeasibility or hardship, as set forth above.

**8.14.4.4** The Director may promulgate rules and regulations to implement this bylaw.

**8.14.4.5** This bylaw shall take effect six months after it is posted by the Town Clerk in accordance with G.L. c.40, §32.

And

(2) Amend the Table set forth in Section 1.8 (Non-Criminal Civil Disposition of Certain Violations of the Bylaw and any Rule or Regulation of a Town Officer, Board or Department) of the General Bylaws, by adding, after line 8.13, a new line as follows:

Section	Bylaw Title	Enforcing Person	Penalty – First Offense	Penalty – Second Offense	Penalty – Additional Offenses
8.14	Regulation of Polystyrene & Disposable Food Service Containers	Public Health Director	Warning	\$50	\$200

Or take any other action with respect thereto.

Reading Climate Advisory Committee

**Background:** This is a new bylaw for the Town of Reading that will prohibit food establishments within the Town from using or distributing disposable food service containers made from foam polystyrene or rigid polystyrene, or polystyrene cutlery or other polystyrene single-use disposable products.

What is polystyrene? Polystyrene is a particular type of plastic. It may be labeled with the recycling number “6” or “PS6.” It comes in two forms which, in the bylaw, are called foam polystyrene and rigid polystyrene.

- Foam polystyrene appears as a solid foam material. (It is sometimes called “Styrofoam” which is actually a Dow Chemical Co. trademark.) It is commonly used to make opaque cups, bowls, plates, trays, clamshell containers, meat trays, and egg cartons.
- Rigid polystyrene is commonly used to make clear clamshell containers, and clear or colored cups, plates, straws, lids, and utensils. It is relatively strong and stiff but brittle.

What is a polystyrene food service product? The bylaw addresses the kinds of items listed above that are provided as disposable, single-use cups, lids, plates, bowls, utensils, straws, clamshells, etc. for serving, consuming or transporting food or beverages for dining, take-out or delivery, or for leftovers from meals in a restaurant.

What is the problem?





- Polystyrene is based on styrene, a neurotoxin and probable carcinogen. It is the only plastic used in food packaging that is based on a carcinogen. Polystyrene resin usually contains a small percentage of residual styrene that can leach out of the plastic. Styrene leaching increases with temperature and with certain foods (alcohol, oils or fat).
- Polystyrene items harm wildlife. The foam form is often mistaken as food by both domesticated and wild animals.
- Polystyrene is not biodegradable. It fragments through mechanical action and photodegradation in the presence of light; the process takes an estimated 200+ years to complete.

- Polystyrene is almost never recycled due to its low value. The bulky foam form is not accepted in curbside recycling programs. The rigid form even when collected curbside is never recycled.

What is the fix?

The purpose of this bylaw is to limit the distribution of polystyrene food service containers and utensils by food establishments in the Town and to encourage establishments to switch to similar items made of healthier and more environmentally friendly materials, or to switch to reusable food service items, or to adopt other approaches that do not require such containers or utensils.

Appropriate alternative products are readily available from vendors and are already in common use. The same products are available in several other materials all of which are more eco-friendly and safer than polystyrene including alternative plastics that are recyclable. Indeed, the alternatives are more common in Reading than is polystyrene.

<b>Possible Alternatives to Polystyrene</b> 	
❖ Paper	❖ Polyethylene Plastics 
❖ Aluminum	❖ Polypropylene Plastics 
❖ Compostable	❖ Miscellaneous Plastics 

Who is affected? This bylaw applies to food establishments which includes restaurants, mobile food vendors, caterers, public and private schools, farmers markets, civic or religious centers or facilities, any building owned by the Town of Reading, and any establishment requiring a permit to operate in accordance with the State Food Code.

Will it hurt? Not much.

Based on the recommendation from local businesses during our one-on-one engagement efforts, the Reading Climate Advisory Committee used a popular online, bulk retailer Webstaurant Store ([www.webstaurantstore.com](http://www.webstaurantstore.com)), to price generic takeout food containers. We have examined small and large items, purchased by the case, for polystyrene products and their alternatives. Prices were evaluated at a single case rate, and then a per unit price was calculated for comparison. The table shows the results and the differences on a per unit basis. Prices of cups which are intended to serve hot beverages includes the cost of paper sleeves. The table shows that the prices are comparable within pennies.

*Table 1: Cost comparison between polystyrene products and proposed alternatives*

Item	Description	Cost [\$/un.]	Cost dif. [¢]
8 oz. White Foam Coffee Cup	8 oz. White Foam Cup - 1000/case	0.049	
8 oz. Paper Coffee Cup	Choice 8 oz. White Poly Paper Hot Cup - 1000/case	0.036	
Sleeve for 8 oz cup	Choice 8 oz. Printed Coffee Cup Sleeve / Jacket / Clutch	0.026	+ ¢ 1.30
20 oz. White Foam Cup	Dart 20J16 20 oz. White Foam Cup - 500/Case	0.12	

20 oz. Paper Coffee Cup	Choice White Poly Paper Hot Cup - 20 oz. - 600/Case	0.08	
20 oz. Paper Coffee Sleeve	Choice 10-24 oz. Printed Coffee Cup Sleeve / Jacket / Clutch - 1200/Case	0.035	- ¢ 0.50
Polystyrene plate	Dart 9PWC Concorde 9" White NonLaminated Road Foam Plate - 500/case	0.065	
Sugarcane plate	EcoChoice Biodegradable, Compostable Sugarcane/Bagasse 9" Plate - 500/case	0.086	+ ¢ 2.10
Big Black Polystyrene Takeout Container	Genpak SN200-BK 9" x 9" x 3" Black Hinged Lid Foam Container	0.23	
Big Sugarcane Takeout Container	EcoChoice Compostable Sugarcane / Bagasse 1 Compartment Take-Out Box 9" x 9" x 3" - 200/Case	0.22	- ¢ 1.00
Small Polystyrene Takeout Container	Dart 50HT1 5" x 5" x 3" White Foam Hinged Lid Container - 500/Case	0.082	
Small Sugarcane Takeout Container	EcoChoice Compostable Sugarcane / Bagasse 5" x 5" x 3" Take-Out Container - 500/Case	0.11	+ ¢ 2.80
Polystyrene Fork	WeGo Black Polystyrene Fork Dispenser Refill - 1000/Case	0.037	
Polypropylene Fork	WeGo White Polypropylene Fork Dispenser Refill - 1000/Case	0.038	+ ¢ 0.10
Polystyrene Cutlery Pack	Visions Heavy Weight Black Wrapped Plastic Cutlery Pack with Napkin - 500/Case NOTE: 25% sale	0.06	
Polypropylene Cutlery Pack	Choice White Medium Weight Wrapped Plastic Cutlery Pack with Napkin and Salt / Pepper Packets - 500/Case	0.058	- ¢ 0.20

What is not covered? The following are not subject to the prohibitions of this bylaw:

- Prepackaged meat and produce trays, egg cartons, and other food or beverage products bought from or packaged by a supplier other than the food establishment. So, food purchased in polystyrene containers may be sold in those containers.
- There is no constraint on the sale of polystyrene food service items, such as picnic supplies, that are purchased by an individual for private use.
- There is no constraint on the sale of polystyrene items unrelated to food service such as packaging peanuts or freezer chests.

When will this bylaw be implemented? The bylaw will become effective six months after it is posted which would mean summer 2023. It will be administered by the Public Health Director who can authorize six-month waivers for those who need them.

**Finance Committee Report:** No Report.

**Bylaw Committee Report:** At their meeting on October 11, 2022, the Bylaw Committee voted 5-0 to recommend this Article to Town Meeting.

**ARTICLE 21** To see if the Town will create a Laura S. Parson’s Trust to be administered by the Commissioners of Trust Funds, under the direction of the Council on Aging, and in accordance with the wishes of the donor, as outlined in the Gift Agreement dated 1<sup>st</sup> day of June 2022; or take any other action in relation thereto.

Select Board

**Background:** The article request that the Town establishes The Laura S. Parsons Fund to be administered by the Commissioners of Trust Funds in the amount of \$10,000. The principal balance of this gift will be preserved in perpetuity, and only the interest portion will be expended. The donor has requested that the Council on Aging determine the expenditure categories. The funds will not be spent on salaries or capital improvements.

**Finance Committee Report:** No Report.

**Bylaw Committee Report:** No Report.

**ARTICLE 22** To see if the Town will vote to adopt a mandatory charge per kilowatt-hour upon Reading Municipal Light Plant’s electricity consumers located within the Town of Reading pursuant to subsection (c) of section 20 of chapter 25 of the General Laws, or such other law as may be adopted, to qualify the Town as a green community under Section 10 of Chapter 25A of the General Laws; or take any other action related thereto.

Select Board

**Background:** 280 communities have been designated as Green Communities across Massachusetts.

**5 criteria that a municipality must meet to qualify for designation as a Green Community**

	<b>Criteria</b>	<b>Reading’s Status</b>
1	Adopt as-of-right siting	Achieved
2	Adopt expedited permitting process	Achieved
3	Create an Energy Reduction Plan to reduce energy use by 20% in 5 years	Adopted and funded at Nov 2021 Town Meeting
4	Adopt a fuel-efficient vehicle purchase policy	Adopted June 2021
5	Adopt the Energy Stretch Code	Adopted at Nov 2020 Town Meeting Effective April 1, 2021

Last year the Town of Reading submitted its application to be designated a Green Community showing that we meet these criteria.

But there is one more requirement. Green Communities must contribute to the Massachusetts Renewable Energy Trust Fund. To do this, all electricity customers must pay a charge of **\$0.0005/kilowatt-hour** collected through their electric bills (approximately \$3.00 to \$4.00 per year for the average home).

This charge is added to the bills of customers of Investor Owned Utilities (e.g., Eversource, National Grid) by state law. However, customers of Municipal Light Plants (like RMLD) are not automatically assessed this charge. So, it must be adopted and added by the MLP. RMLD cannot adopt this charge for Reading customers unless Reading Town Meeting approves it.

If approved, the charge will be calculated and included in our electric bills from RMLD.

With the implementation of the renewable energy surcharge for Town participation in Green Communities, we expect the average residential customer to pay an additional \$0.41/month or \$4.92/year, paid to MA CEC. Our local electric utility, RMLD, will collect the surcharge each month as part of monthly billing and pass it through to MassCEC. The surcharge is not a charge for RMLD electricity services.

Where does our money go?

All revenues generated by the mandatory charge are deposited into the Massachusetts Renewable Energy Trust Fund which is managed by the Massachusetts Clean Energy Center. The funds are used (i) to promote the increased availability, use and affordability of renewable energy; (ii) to improve existing renewable energy projects and facilities; and (iii) to foster the formation, growth, expansion and retention within the Commonwealth of renewable energy and related enterprises, institutions and projects. Much of it comes back to us in the form of grants, contracts, loans, investments, or rebates.

What do we get back?

In 2021, Green Communities awarded grants totaling \$16.2M to 123 communities.

Upon designation as a Green Community, Reading will receive a designation grant estimated at \$160,000. Then we can apply for additional grants annually. Grants fund energy efficiency initiatives and renewable energy projects.

17 of Reading's 23 Peer Communities have been designated (**bold**) as Green Communities: **Andover, Bedford, Belmont, Burlington, Canton**, Danvers, **Dedham**, Lynnfield, Mansfield, **Marshfield, Milton, Natick**, North Reading, **North Andover, Shrewsbury, Stoneham, Tewksbury**, Wakefield, **Walpole, Westborough, Westford**, Wilmington, and **Winchester**.

These communities have received on average \$125,000 in grant funding annually.

<b>Designation Year</b>	<b>Municipality</b>	<b>Grant Funding to Date</b>	<b>Years Designated</b>
2010	Andover	\$1,018,664	12
2010	Dedham	\$459,713	12
2010	Milton	\$1,062,739	12
2010	Natick	\$2,195,953	12
2010	Winchester	\$1,536,060	12
2011	Bedford	\$981,668	11
2011	Tewksbury	\$1,310,471	11
2013	Westford	\$1,266,693	9

2014	Belmont	\$401,850	8
2017	Canton	\$564,996	5
2017	Marshfield	\$981,935	5
2017	North Andover	\$730,919	5
2017	Stoneham	\$819,615	5
2018	Shrewsbury	\$514,317	4
2018	Westborough	\$498,610	4
2020	Burlington	\$326,319	2
2021	Walpole	\$166,203	1

**Finance Committee Report:** No Report.

**Bylaw Committee Report:** No Report.

**ARTICLE 23** To see if the Town will vote to require that owners of all commercial buildings, residences having 3 or more units and Parking lots in the Downtown Walking District shovel public sidewalks down to the hard pavement and prevent or remove icy conditions in the entire width of the sidewalk by 9:00 AM after any snowstorm.

Citizen Petition

**Background:** Much has been done in recent decades by our merchants and Town to make our downtown an attractive alternative to mall shopping. Now, with state mandated 40R and 40B zoning rules and a change to a mixed residential status, it is time to upgrade safety for users of our downtown walking district in the winter. The DPW sidewalk plow is limited by trees, benches, signposts and trash receptacles. Nonlocal building owners seem to be unaware of the safety hazards of inadequately cleared icy sidewalks. Shoppers and residents with strollers, wheelchair users and dog walkers alike are forced into busy downtown traffic. Sidewalk shoveling has never been mandated in Reading.

**Finance Committee Report:** No Report.

**Bylaw Committee Report:** No Report.

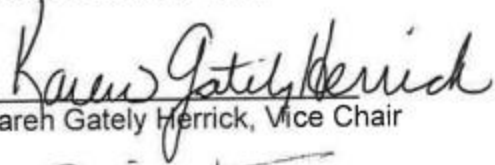
and you are directed to serve this Warrant by posting an attested copy thereof in at least one (1) public place in each precinct of the Town not less than fourteen (14) days prior to November 14, 2022, or providing in a manner such as electronic submission, holding for pickup or mailing, an attested 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.

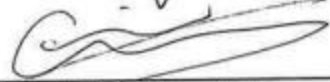
Given under our hands this 20<sup>th</sup> day of September, 2022.



Mark L Dockser, Chair



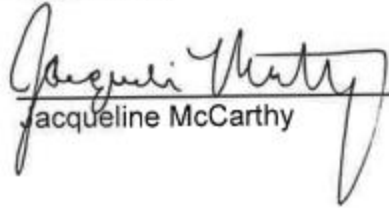
Kareh Gately Herrick, Vice Chair



Chris Haley, Secretary



Carlo Bacci



Jacqueline McCarthy

SELECT BOARD OF READING



~~Constable~~ Town Clerk



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Capital Improvement Plan (CIP)

10/19/2022 13:51	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	FY23-33
Facilities - General/CORE	1,440,000	350,000	690,000	262,000	190,000	147,500	310,000	270,000	50,000	1,245,000	50,000	50,000	50,000	50,000	2,674,500
Facilities - School Buildings	-	50,000	-	15,000	163,000	91,000	100,000	40,000	-	80,000	875,000	1,100,000	-	-	2,464,000
Facilities - Town Buildings	-	15,000	-	15,000	-	76,000	-	-	-	-	18,000	-	-	-	109,000
Public Schools - General	210,000	215,000	365,000	110,000	175,000	110,000	168,500	187,000	610,000	135,000	135,000	160,000	160,000	160,000	2,110,500
Administrative Services	100,000	200,000	195,000	100,000	100,000	100,000	120,000	125,000	125,000	125,000	125,000	125,000	150,000	150,000	1,345,000
Finance	-	-	-	-	-	-	100,000	-	-	-	-	-	600,000	-	700,000
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	110,000
Public Services	15,000	90,000	375,000	85,000	-	-	-	350,000	470,000	125,000	-	210,000	325,000	800,000	2,365,000
Public Safety - Fire/EMS	941,000	322,000	1,300,000	500,000	65,000	950,000	167,000	265,000	570,000	300,000	1,100,000	196,000	-	900,000	5,013,000
Public Safety - Police/Dispatch	507,500	-	110,000	80,000	-	-	50,000	25,000	-	160,000	-	50,000	500,000	30,000	895,000
Public Works - Equipment	365,000	437,500	505,000	584,000	1,260,000	-	912,000	703,000	535,000	544,000	-	656,000	610,000	312,000	6,116,000
Public Works - Parks & Cemetery	75,000	25,000	100,000	200,000	375,000	300,000	515,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	3,490,000
Public Works - Roads	600,000	600,000	850,000	1,125,000	625,000	1,225,000	650,000	725,000	800,000	875,000	900,000	950,000	950,000	950,000	9,775,000
<b>TOTAL CAPITAL REQUESTS</b>	<b>4,253,500</b>	<b>2,304,500</b>	<b>4,500,000</b>	<b>3,086,000</b>	<b>2,963,000</b>	<b>3,009,500</b>	<b>3,102,500</b>	<b>3,000,000</b>	<b>3,470,000</b>	<b>3,899,000</b>	<b>3,513,000</b>	<b>3,807,000</b>	<b>3,655,000</b>	<b>3,662,000</b>	<b>37,167,000</b>
Net Revenues (000s)			107,232	111,449	115,126	117,680	121,210	124,847	128,592	132,450	136,423	140,516	144,732	149,074	
less excluded debt			(2,792)	(2,733)	(2,686)	(1,280)	-	-	-	-	-	-	-	-	
Baseline for FINCOM Policy			104,440	108,716	112,440	116,400	121,210	124,847	128,592	132,450	136,423	140,516	144,732	149,074	
FINCOM policy: 5% debt + capital	4,957,297	5,002,983	5,222,000	5,435,800	5,622,000	5,820,000	6,060,520	6,242,336	6,429,606	6,622,494	6,821,169	7,025,804	7,236,578	7,453,675	70,769,980
- Net Included Debt	1,522,803	2,136,676	1,963,844	3,245,784	3,380,694	3,538,338	2,958,275	3,240,850	2,987,475	2,724,750	3,311,750	2,703,750	2,275,300	1,614,950	31,981,916
FINCOM Target Capital Funding	3,434,494	2,866,307	3,258,156	2,190,016	2,241,306	2,281,662	3,102,245	3,001,486	3,442,131	3,897,744	3,509,419	4,322,054	4,961,278	5,838,725	38,788,065
Original Funding Voted or Proposed	2,599,500	2,937,000	3,195,000	2,200,000	2,241,306	2,281,662	3,102,500	3,000,000	3,470,000	3,899,000	3,513,000	4,322,054	4,961,278	5,838,725	38,829,525
Additional temp funding			375,000	481,000	721,694	727,838									1,930,532
Emergency cuts		(880,000)													-
Additional Funding Sept TM			385,000												-
Additional Funding Nov TM	2,232,000	247,500	400,000	205,000											205,000
Additional Funding April TM			145,000	200,000											200,000
<b>TOTAL CAPITAL REQUESTS</b>	<b>4,253,500</b>	<b>2,304,500</b>	<b>4,500,000</b>	<b>3,086,000</b>	<b>2,963,000</b>	<b>3,009,500</b>	<b>3,102,500</b>	<b>3,000,000</b>	<b>3,470,000</b>	<b>3,899,000</b>	<b>3,513,000</b>	<b>3,807,000</b>	<b>3,655,000</b>	<b>3,662,000</b>	<b>37,167,000</b>
Capital & Debt Policy	6.41%	4.44%	6.05%	5.64%	5.64%	5.63%	5.00%	5.00%	5.02%	5.00%	5.00%	5.00%	5.00%	5.00%	
Annual Surplus (Deficit)			-	-	-	-	-	-	-	-	-	515,054	1,306,278	2,176,725	
Cumulative Surplus (Deficit)			-	-	-	-	-	-	-	-	-	515,054	1,821,332	3,998,057	
<b>Capital Projects Identified but there is no proposed funding yet in the Capital Plan (shading/boldcrossout indicates a change from last Town Meeting)</b>															
1. RMHS Ropes course		325,000	this was add-alternate part of the Turf 1 project that was dropped due to costs, awaiting costs of the project to add to capital plan												
2. RMHS Fldhouse floor/bleachers		1,700,000	this has been reported as a safety issue to the schools - added FY27 may be needed sooner												
3. Wood End field repairs		<del>325,000</del>	was removed until elementary school space was planned, it is now returned to the CIP in FY29												
4. Artificial Turf@Parker MS		2,000,000	estimate increased from old \$800k figure and moved to 2032												
5. BM Master Plan up to \$10mil. in total															
- A. Support & General Circulation \$750k-\$1.2mil															
- A. Imagination Station Parking \$450-550k															
- A. Lacrosse Wall \$100-150k															
\$1.5 mil ARPA funding awarded in FY23 for Phase I															
\$2.0mil now proposed as debt funding in FY25 for Phase II															
B. Pickleball Cts, Playground, Parking \$800k-\$1.0mil															
C. Softball/Multi purpose new turf field \$3.2-3.6mil															
B. Basketball Courts \$500-650k															
C. Coolidge Field turf \$2.2-2.4 mil. (incr from \$1.4mil)															
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															
6. Killam Building project TBD Excluded Debt															
- Killam Field improvements, drainage, repaving (\$350k HOLD for Killam project)															
7. Community Center TBA Excluded Debt if >\$5mil (Options are being explored)															
8. DPW Bldg improvements (scope changed)															
9. Community projects (no formal capital requests yet)															
Legend: xDebt has been approved by the voters as excluded from the Prop 2-1/2 levy; debtni has been authorized by Town Meeting but not yet issued; debtna has not yet been authorized by Town Meeting															

Capital Improvement Plan (CIP)

10/19/2022 13:51	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	FY23-33
<b>Facilities - CORE</b>	1,440,000	350,000	690,000	262,000	190,000	147,500	310,000	270,000	50,000	1,245,000	50,000	50,000	50,000	50,000	2,674,500
<b>Energy (Performance Contract) \$4.95mil debt</b>	Debt	Debt	Debt	Debt	Debt	Debt									-
Energy Improvements II OPM/Design		300,000													-
<b>Energy Improvements II \$5.0mil/15yr</b>				Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	-
Energy (Green Repairs) \$1.05mil debt	Debt	Debt	Debt												-
<b>Bldg Security - \$4.0mil debt</b>	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt				-
Bldg Sec. - window film (schools)	Debt		140,000												-
<b>Permanent Bld Committee</b>	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	550,000
<b>RMHS Building project ~\$55mil debt</b>	xDebt	xDebt	xDebt	xDebt	xDebt										-
<b>RMHS Bldg proj - \$6 mil Litig. some debt</b>	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt							-
RMHS Retaining Wall - \$0.5mil debt	Debt	Debt													-
<b>RMHS Turf 2 - \$2.225 mil debt</b>	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt				-
RMHS Stadium OPM/Design			250,000												-
RMHS Glycol Reclamation & Installation				200,000											200,000
<b>RMHS Stadium Turf/Track \$3 mil/10yr</b>				Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	-
<b>RMHS Ropes Course</b>						97,500									-
<b>RMHS/RISE playground design</b>				12,000											-
<b>RMHS/RISE playground improvements</b>					140,000										-
RMHS Fldhouse floor/bleachers \$1.7 mil TBD debt (\$175K design; \$1.3mil project)															-
Parker MS roof project OPM/design			250,000												-
<b>Parker MS Roofing project \$2.7mil/10yr</b>				Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	-
Coolidge Alarm Panel							70,000								70,000
Coolidge MS roof project design										450,000					450,000
Coolidge MS Roofing project \$3.7mil/10yr											Debtna	Debtna	Debtna	Debtna	-
<b>Modular Classrooms \$1.2m debt</b>	Debt	Debt	Debt	Debt	Debt										-
Killam Building project TBD xDebt															-
<b>Barrows/Wd End Bldg projects \$0.8mil debt</b>	xDebt	xDebt	xDebt	xDebt	xDebt										-
<b>Barrows/Wd End Bldg projects debt</b>	Debt	Debt	Debt	Debt	Debt										-
Birch Meadow ES roof project design										230,000					230,000
Birch Meadow Roofing project \$1.9 mil/10yr											Debtna	Debtna	Debtna	Debtna	-
<b>Library Building project \$18.4 mil debt</b>	xDebt	xDebt	xDebt	xDebt	xDebt	xDebt									-
<b>Police Sta. project \$1.5mil/10yr</b>				Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	-
Town Hall Roofing project \$515k										515,000					515,000
Main St. Fire Sta Roofing project \$225k		w/ surplus													-
Community Center TBA xDebt if >\$5mil															-
DPW Bldg project TBD															-
Electrician Van Ford E350 Econoline (2014)							55,000								55,000
Carpenter's Pickup Ford F-350 (2013)							55,000								55,000
Carpenter's Cut-away Van (2017)								55,000							55,000
Plumber's Cut-away Van (2017)								55,000							55,000
Pickup Truck Chevy 2500HD (2016)								55,000							55,000
Van E350 Econoline (2006)	40,000							55,000							55,000
Bob Cat skid steer		w/ surplus													-
Bobcat Skid - snowplow (2008)							45,000								45,000
Bobcat Utility - snowplow (2013)							35,000								35,000

Capital Improvement Plan (CIP)

10/19/2022 13:51	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	FY23-33
<b>Buildings - Schools (Total)</b>	-	50,000	-	15,000	163,000	91,000	100,000	40,000	-	80,000	875,000	1,100,000	-	-	2,464,000
Arc Flash Hazard Study					163,000										163,000
HVAC - Elementary schools design(yr1)/project(yr2)									Barrows ->	80,000	775,000				855,000
										Wood End ->	100,000	1,100,000			
Carpet/Flooring						66,000	60,000								126,000
Doors & Windows						25,000	40,000	40,000							105,000
Wood End Water Heater															-
Coolidge Water Heater		25,000													-
Parker Water Heater		25,000													-
<b>Parker Carpet/Flooring</b>				15,000											15,000
<b>Buildings - Town (Total)</b>	-	15,000	-	15,000	-	76,000	-	-	-	-	18,000	-	-	-	109,000
Arc Flash Hazard Study						76,000									76,000
Carpet/Flooring											18,000				18,000
<b>Doors &amp; Windows</b>				15,000											15,000
Police Station Water Heater		15,000													-
<b>Schools - General</b>	210,000	215,000	365,000	110,000	175,000	110,000	168,500	187,000	610,000	135,000	135,000	160,000	160,000	160,000	2,110,500
Food Service Van E-250 (2014)								52,000							52,000
Driver's Education Vehicle (2014)							33,500								33,500
Card readers for all the schools					65,000										
Vehicle Barriers for all schools									475,000						
Courier Vehicle (2007)	45,000														-
<b>District-wide Telephone systems</b>	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	110,000
Design for Technology wiring projects		50,000													-
District-wide Technology Wiring projects			200,000												-
<b>District-wide Technology projects</b>	100,000	100,000	100,000	100,000	100,000	100,000	125,000	125,000	125,000	125,000	125,000	150,000	150,000	150,000	1,375,000
<b>Administrative Services</b>	100,000	200,000	195,000	100,000	100,000	100,000	120,000	125,000	125,000	125,000	125,000	125,000	150,000	150,000	1,345,000
Water Tank Town telco equip replace/relocate		100,000													-
<b>Remote access multi factor authentication</b>			20,000												-
<b>Internal segmentation firewall</b>			15,000												-
GIS flyover - planimetrics			60,000												-
<b>Technology projects</b>	100,000	100,000	100,000	100,000	100,000	100,000	120,000	125,000	125,000	125,000	125,000	125,000	150,000	150,000	1,345,000
<b>Finance</b>	-	-	-	-	-	-	100,000	-	-	-	-	-	600,000	-	700,000
Financial System													600,000		600,000
Public Safety Fin'l System							100,000								100,000
<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	110,000
<b>Equipment</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	110,000
<b>Public Services</b>	15,000	90,000	375,000	85,000	-	-	-	350,000	470,000	125,000	-	210,000	325,000	800,000	2,365,000
Maillett Sommes Morgan \$1.0mil/10yrs					Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	-
Downtown Improvements II \$4.0mil/ 20yrs					Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	-
Downtown Improvements II \$3.75 mil Bond Bill															-
<b>Downtown Energy Efficient projects</b>			50,000												-
<b>PARC: Kiosks(4) handheld devices(2)</b>			110,000												-
Land Use planning (CC & Symonds)		50,000													-
<b>Sr/Community Center planning</b>			40,000												-

Capital Improvement Plan (CIP)

10/19/2022 13:51	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	FY23-33
Parks & Fields space study		25,000													-
<b>Rehab Playgrounds Program</b>	15,000	15,000	25,000	25,000											25,000
	Wood End	Wood End	Tot Lot	Mem Pk	B Mdw	Killam	Sturges								-
<u>Birch Meadow Master Plan</u>															-
Birch Meadow Master Plan Design			150,000												-
<u>Phase 1 \$1.5mil ARPA grant</u>				Grant funded											
Support & general Circulation \$750k-\$1.2mil															
Imagination Station Parking \$450-550k															
<u>Phase 2 \$2.0mil/10yr debt</u>						Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	-
Lacrosse Wall \$100-150k															-
Pickleball Cts, Playground, Parking \$800k-\$1.0mil															-
Basketball Courts \$500-650k															-
<u>Phase 3 \$1.6mil/10yr debt</u>															
Morton Field improvements \$600-950k															-
Castine Field \$75-100k															-
Higgins Farm Conserv Area \$100-150k															-
Birch Meadow Drive Improvements \$250-400k															-
<u>Phase 4 \$6.0mil/10yr debt</u>															
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 2033														800,000	800,000
Barrows Tennis court repairs								125,000							125,000
Barrows Basketball court repairs								100,000							100,000
Barrows Replace backstop & repair infield								125,000							125,000
Killam Field improve, drainage, repaving (\$350k) held for Killam project decision															-
Wood End Field Repairs													325,000		325,000
<b>(*) below indicates \$950k in state bond bill details TBA (\$805k identified below)</b>															
*Wash Pk:Replace backstop & shift field									150,000						150,000
*Wash Pk:Walking Paths									100,000						100,000
*Mem Pk: Replace Band Stand									50,000						50,000
*Mem Pk:Court resurface									20,000						20,000
*Symonds:Replace backstop									150,000						150,000
*Hunt Pk:Replace backstop										125,000					125,000
Sturges Pk:Tennis court repairs				30,000								75,000			105,000
Sturges Pk:Basketball court repairs				30,000								85,000			115,000
Sturges Pk:Backstop repairs												50,000			50,000
<b>Public Safety - Fire/EMS</b>	<b>941,000</b>	<b>322,000</b>	<b>1,300,000</b>	<b>500,000</b>	<b>65,000</b>	<b>950,000</b>	<b>167,000</b>	<b>265,000</b>	<b>570,000</b>	<b>300,000</b>	<b>1,100,000</b>	<b>196,000</b>	<b>-</b>	<b>900,000</b>	<b>5,013,000</b>
<b>Ladder Trk #1 (2008: \$800k, next FY22) (15 years)</b>			1,300,000												-
<b>Ladder Truck &amp; Equipment</b>			<i>Grant Funded TBD</i>												
Pumper Eng #1 (2010-\$525k; next FY30)											1,100,000				1,100,000
Pumper Eng #2 (2007-\$410k; next FY25)						950,000									950,000
Pumper Eng #3 (2016 \$630k; next FY36)															-
Pumper Eng #4 (2020 \$800k; next FY40)	800,000														-
Ambulance #1 (2017- 10 yrs)									425,000						425,000
<b>Ambulance #2 (2010 - 10yrs) &amp; equip</b>				400,000										500,000	900,000

Capital Improvement Plan (CIP)

10/19/2022 13:51	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	FY23-33
<b>Ambulance equipment</b>									45,000					45,000	90,000
Passenger Car#1 (2005 - 10yrs)				65,000											65,000
Passenger Car#2 (2009 - 10yrs)					65,000										65,000
Passenger Car#3 (2018 - 10yrs)												71,000			71,000
Pickup Truck #1 (2019 - 12yrs)												85,000			85,000
Pickup Truck #2 (2012 - 12yrs)							72,000								72,000
Alarm Truck (1994 - 20yrs)	120,000														-
ALS Defibrillator (2019 - 7yrs)		90,000					40,000							50,000	90,000
BLS AEDs (2020-8yrs)	21,000						25,000							30,000	55,000
Rescue Tool												40,000			40,000
Breathing Apparatus (2017-12yrs)									20,000	300,000					320,000
Breathing Air Compressor		62,000													-
Breathing Air Bottles							30,000								30,000
CPR Compression Device									20,000						20,000
Thermal Imaging (2018 - 10yrs)									60,000						60,000
<b>Fire Hose</b>				35,000				40,000							75,000
Turnout Gear (2014 - 5yrs)		170,000						225,000						275,000	500,000
<b>Public Safety - Police/Dispatch</b>	<b>507,500</b>	<b>-</b>	<b>110,000</b>	<b>80,000</b>	<b>-</b>	<b>-</b>	<b>50,000</b>	<b>25,000</b>	<b>-</b>	<b>160,000</b>	<b>-</b>	<b>50,000</b>	<b>500,000</b>	<b>30,000</b>	<b>895,000</b>
Police Unmarked Vehicle	37,500						50,000					50,000			100,000
Police equipment (tasers) (7 years)			110,000							160,000					160,000
Firearms Replacement (12 years)				80,000											80,000
Vehicle Video Integration															-
Radios (Police & Fire 2010 - 12yrs)	450,000												500,000		500,000
AEDs	20,000							25,000						30,000	55,000
<b>Public Works - Equipment</b>	<b>365,000</b>	<b>437,500</b>	<b>505,000</b>	<b>584,000</b>	<b>1,260,000</b>	<b>-</b>	<b>912,000</b>	<b>703,000</b>	<b>535,000</b>	<b>544,000</b>	<b>-</b>	<b>656,000</b>	<b>610,000</b>	<b>312,000</b>	<b>6,116,000</b>
<b>Large Trucks</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>480,000</b>	<b>-</b>	<b>665,000</b>	<b>215,000</b>	<b>290,000</b>	<b>465,000</b>	<b>-</b>	<b>300,000</b>	<b>320,000</b>	<b>312,000</b>	<b>3,047,000</b>
C-03 Dump Truck C3 (2016)													75,000		75,000
C-04 Dump Truck C2 (2012)									70,000						70,000
H-05 Small Dump Truck #7 (2012)							65,000								65,000
H-06 Aerial Pickup Truck #14 (2017)															-
H-07 Truck #10 (2018)										230,000					230,000
H-08 Truck #9 - Sander (2017)														250,000	250,000
H-09 Truck #8 - 10 wheeler (2016)													245,000		245,000
H-10 Truck #22 -Sander (2015)												240,000			240,000
H-11 Truck #4 - Sander (2014)										235,000					235,000
H-12 Truck #16 - Sander (2011)									220,000						220,000
H-14 Truck #3 - Sander (2010)								215,000							215,000
H-15 Truck #5 (2008)							200,000								200,000
H-16 Truck # 7 (2008)				240,000											240,000
H-17 Truck # 11 (2008)				240,000											240,000
H-18 Truck #19 - Sander (2007)							200,000								200,000
H-19 Truck #18 - Sander (2006)							200,000								200,000
P-03 Dump truck #24 Parks (2017)														62,000	62,000
P-04 Dump truck #12 Parks (2015)												60,000			60,000
<b>Pick-ups/Cars/Vans</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>235,000</b>	<b>-</b>	<b>167,000</b>	<b>54,000</b>	<b>171,000</b>	<b>-</b>	<b>-</b>	<b>130,000</b>	<b>-</b>	<b>-</b>	<b>757,000</b>

Capital Improvement Plan (CIP)

10/19/2022 13:51	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	FY23-33
C-02 Pickup Ford Utility #C1 (2014)												60,000			60,000
C-06 Cem. #4 Ford Sedan (2006)							40,000								40,000
CAR 1 Ford Escape (2016)								54,000							54,000
CAR 2 Car #3 Ford Escape HYBRID (2008)					55,000										55,000
E-01 Chevy Traverse (2019)															-
F-02 Pickup Chevy #9 Parks (2011)					100,000										100,000
H-01 Pickup #16 (2015)									62,000						62,000
H-02 Pickup #18 (2006)							60,000								60,000
H-03 Pickup #4 (2020)												70,000			70,000
H-04 Pickup Ford Utility #11 (2014)							67,000								67,000
M-02 Pickup #1 (2020)															-
PFC-01 Ford Escape (2017)									59,000						59,000
P-02 Pickup Ford #2 Parks (2015)									50,000						50,000
Pickup for P/F/C Supervisor					80,000										80,000
<b>Backhoes/Loaders/Heavy Equipment</b>	<b>340,000</b>	<b>275,000</b>	<b>-</b>	<b>-</b>	<b>280,000</b>	<b>-</b>	<b>80,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>360,000</b>
C-07 Backhoe Loader (2020)	125,000														-
H-20 Loader JD 624 (2020)	215,000														-
H-21 Loader JD 624 (2017)															-
Loader to replace Sicard					280,000										280,000
H-22 Backhoe JD 710L HWY (2020)		190,000													-
H-23 Bobcat Loader (2015)															-
P-05 Ventrac tractor (2020)		85,000													-
P-06 Tractor JD4520 (Parks) (2012)							80,000								80,000
<b>Specialty Equipment - Heavy Duty</b>	<b>-</b>	<b>-</b>	<b>460,000</b>	<b>395,000</b>	<b>225,000</b>	<b>-</b>	<b>-</b>	<b>180,000</b>	<b>50,000</b>	<b>-</b>	<b>-</b>	<b>111,000</b>	<b>-</b>	<b>-</b>	<b>961,000</b>
F-04 Bucket Truck #21 Forestry (2009)			275,000												-
<b>F-05 Chipper/Loader Truck #23 (2008)</b>				<b>210,000</b>											<b>210,000</b>
H-24 Forklift (2016)															-
H-25 Crawler Dozer (2003)															-
H-26 Snow Primoth SW4S (2016)												111,000			111,000
H-27 Snow Trackless (2015)								180,000							180,000
<b>H-28 Snow Holder #1 c992 (2015)</b>				<b>185,000</b>											<b>185,000</b>
H-29 Snow Holder #2 c480 (2013)			185,000												-
H-31 Leeboy Pavement Sprd (2014)															-
H-32 Hamm Roller, Large (2014)															-
H-33 Hamm Roller, Small (2016)									50,000						50,000
H-34 Leeboy Roller, Small (1998)															-
H-41 Screener (2018)															-
Blower unit for Loader					225,000										225,000
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>-</b>	<b>-</b>	<b>80,000</b>	<b>-</b>	<b>10,000</b>	<b>-</b>	<b>115,000</b>	<b>280,000</b>	<b>-</b>	<b>540,000</b>
C-14 SmithCo 48" Sweeper (2012)								30,000							30,000
C-15 SKAG Leaf Vac (Cem) (2015)												25,000			25,000
C-16 Carmate Trailer (2019)												20,000			20,000
C-17 Big Tex Trailer (2013)										10,000					10,000
F-06 Vemeer Chipper (2018)													225,000		225,000
F-08 Stump Grinder new (2021) (replace 20 yrs)		80,000													-

Capital Improvement Plan (CIP)

10/19/2022 13:51	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	FY23-33
F-09 Trailer Dump Trailer (2015)												50,000			50,000
F-10 Truck Mount Sprayer 500gal (2015)												20,000			20,000
H-35 Tack Machine for Paving (2004)															-
H-36 Curb-builder for Paving (2010)															-
H-37 HotBox for Paving (2020)		57,500													-
H-38 Cement Mixer Tow Behind (2005)															-
H-39 Mobile Compressor (1) (2019)	25,000	25,000													-
H-40 Mobile Compressor (2) (2020)															-
H-42 Trailer (2012)															-
H-43 Trailer, Roller (1998)															-
H-44 Eager beaver Trailer #2 (1996)			35,000												-
P-11 Smithco SuperStar (2016)												30,000			30,000
P-12 Smithco 60 Turf Sweeper (2016)								40,000							40,000
<b>P-13 Sweeper/Blower/Mower (1985)</b>				15,000											15,000
P-14 Leaf Vac SKAG (2016)												25,000			25,000
P-15 Trailer (2016)								10,000							10,000
P-16 Trailer (2013)					16,000										16,000
<b>P-17 Trailer (stump grinder)</b>				24,000											24,000
P-18 Trailer Enclosed (2007)															-
<b>Lawnmowers</b>	-	-	10,000	150,000	24,000	-	-	174,000	24,000	69,000	-	-	10,000	-	451,000
C-08 Mwr SKAG TT #2 (2017)										24,000					24,000
C-09 Mwr (Cem.) SKAG 48" (2016)										12,500					12,500
C-10 Mower SKAG 61" (2008)					24,000										24,000
C-11 Mwr (Cem.) Scag 52" Stander (2021)												10,000			10,000
C-12 Mwr SKAG 36" (2012)										12,500					12,500
C-13 Mwr SKAG TT 61" #3 (2011)			10,000					24,000							24,000
P-07 Mwr SKAG TT #5 (2017)									24,000						24,000
P-08 Mwr SKAG										20,000					20,000
P-09 Mwr (Pks) TORO 5910N (2014)								150,000							150,000
<b>P-10 Mower - TORO Gang (2007)</b>				150,000											150,000
<b>DPW: Parks &amp; Cemetery</b>	75,000	25,000	100,000	200,000	375,000	300,000	515,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	3,490,000
<b>Gen'l Fence Replacement</b>	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	550,000
DPW Yard Improvements															-
Strout Avenue Improvements															-
School Site Improvements							215,000								215,000
(parking lots, sidewalks, walkways)							B Meadow								-
Field, Playground and Court Improvements					200,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	1,100,000
<b>Rock Wall repairs - Memorial Park</b>				100,000											100,000
Rock Wall Repair Program					100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	1,000,000
Rock Wall repairs - Laurel Hill															-
Rock Wall repairs - Joshua Eaton															-
<b>Gen'l Parking Lot Improvements</b>	50,000		50,000	50,000	25,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	525,000
<b>DPW: Roads</b>															-
Track Road Bridge #1	grant funded														-
Track Road Bridge #2					grant funded TBD										-

Capital Improvement Plan (CIP)

10/19/2022 13:51	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	FY23-33
Sidewalk/Curb/Ped. Safety	100,000	100,000	200,000	100,000	100,000	100,000	100,000	125,000	150,000	175,000	175,000	200,000	200,000	200,000	1,625,000
Skim Coating & Crack Seal Patch	100,000	100,000	100,000	100,000	100,000	100,000	100,000	125,000	150,000	175,000	175,000	200,000	200,000	200,000	1,625,000
West Street - Local shr (\$1.3mil)	Debt	Debt	Debt	Debt	Debt	Debt									-
Lowell Street \$500k + \$600k				500,000		600,000									1,100,000
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	5,425,000
<b>TOTAL GENL 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>1,225,000</b>	<b>650,000</b>	<b>725,000</b>	<b>800,000</b>	<b>875,000</b>	<b>900,000</b>	<b>950,000</b>	<b>950,000</b>	<b>950,000</b>	<b>9,775,000</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	6,600,000
<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>1,825,000</b>	<b>1,250,000</b>	<b>1,325,000</b>	<b>1,400,000</b>	<b>1,475,000</b>	<b>1,500,000</b>	<b>1,550,000</b>	<b>1,550,000</b>	<b>1,550,000</b>	<b>16,375,000</b>
<b>Biggest Changes in Capital since April 2022 Town Meeting</b>										<b>Concerns</b>					
Coolidge MS roof project design costs increased by \$80k										RMHS Fieldhouse bleachers/floor \$1.7mil funded FY27 - safety issue					
BM MS roof project design increased by \$40k															
Parker MS Roofing project \$500k/10yr - added new debt for cost overage										Killam ES - any costs not Excluded debt should be identified very soon					
Artificial Turf@Parker MS (replace) moved \$800k to 2033 added back to capital plan										Debt projects planned for FY24 need public discussion					
Birch Meadow Field project phase I (\$1.5mil) added as ARPA grant in FY23 (design work underway)										1. \$1 mil 'community sustainability'					
Birch Meadow Field project phase II (\$2mil) added as debt in FY25										2. downtown improvements/Haven Street (\$7 mil identified; \$5mil in state bond bill)					
RISE playground surface increased to \$140k and moved out 2 years															
HVAC work for Barrows & Wood End increased by \$256k moved out 2 years															

Debt Schedule  
November 2022

Town of Reading Debt Service Schedule 10/19/22 13:44	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	Projected FY - 2039
<b>General Fund:</b>	<b>4,984,858</b>	<b>4,755,726</b>	<b>5,978,366</b>	<b>6,066,806</b>	<b>4,818,038</b>	<b>2,958,275</b>	<b>3,240,850</b>	<b>2,987,475</b>	<b>2,724,750</b>	<b>3,311,750</b>	<b>2,703,750</b>	<b>2,275,300</b>	<b>1,614,950</b>	<b>1,469,500</b>	<b>1,230,500</b>	<b>1,201,500</b>	<b>1,172,500</b>	<b>856,400</b>	<b>833,200</b>
<b>Principal</b>	<b>4,155,000</b>	<b>4,085,000</b>	<b>4,919,000</b>	<b>5,220,000</b>	<b>3,900,000</b>	<b>2,200,000</b>	<b>2,535,000</b>	<b>2,395,000</b>	<b>2,240,000</b>	<b>2,795,000</b>	<b>2,290,000</b>	<b>1,950,000</b>	<b>1,350,000</b>	<b>1,250,000</b>	<b>1,050,000</b>	<b>1,050,000</b>	<b>1,050,000</b>	<b>760,000</b>	<b>760,000</b>
Within Levy Limit	1,760,000	1,650,000	2,445,000	2,692,200	2,665,000	2,200,000	2,535,000	2,395,000	2,240,000	2,795,000	2,290,000	1,950,000	1,350,000	1,250,000	1,050,000	1,050,000	1,050,000	760,000	760,000
Excluded Debt	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	0
<b>Interest</b>	<b>829,858</b>	<b>670,726</b>	<b>1,059,366</b>	<b>846,806</b>	<b>918,038</b>	<b>758,275</b>	<b>705,850</b>	<b>592,475</b>	<b>484,750</b>	<b>516,750</b>	<b>413,750</b>	<b>325,300</b>	<b>264,950</b>	<b>219,500</b>	<b>180,500</b>	<b>151,500</b>	<b>122,500</b>	<b>96,400</b>	<b>73,200</b>
Within Levy Limit	376,676	313,844	800,784	688,494	873,338	758,275	705,850	592,475	484,750	516,750	413,750	325,300	264,950	219,500	180,500	151,500	122,500	96,400	73,200
Excluded Debt	453,182	356,882	258,582	158,312	44,700	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Within Levy Limit</b>	<b>2,136,676</b>	<b>1,963,844</b>	<b>3,245,784</b>	<b>3,380,694</b>	<b>3,538,338</b>	<b>2,958,275</b>	<b>3,240,850</b>	<b>2,987,475</b>	<b>2,724,750</b>	<b>3,311,750</b>	<b>2,703,750</b>	<b>2,275,300</b>	<b>1,614,950</b>	<b>1,469,500</b>	<b>1,230,500</b>	<b>1,201,500</b>	<b>1,172,500</b>	<b>856,400</b>	<b>833,200</b>
Issued	2,136,676	1,963,844	3,245,784	3,043,194	2,513,338	1,965,775	1,889,850	1,679,175	1,609,150	1,539,350	979,750	939,700	317,550	310,300	304,500	298,700	292,900	0	0
Approved not issued (ANI)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Not yet approved (NYA)	0	0	0	337,500	1,165,000	1,127,500	1,481,000	1,433,300	1,115,600	1,772,400	1,724,000	1,335,600	1,297,400	1,159,200	926,000	902,800	879,600	856,400	833,200
<b>Excluded Debt</b>	<b>2,848,182</b>	<b>2,791,882</b>	<b>2,732,582</b>	<b>2,686,112</b>	<b>1,279,700</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>	<b>0</b>
Issued	2,848,182	2,791,882	2,732,582	2,686,112	1,279,700	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Approved not issued (ANI)																			
Not yet approved (NYA)																			

**Debt Summary**

<b>Inside Tax Levy</b>	<b>2,136,676</b>	<b>1,963,844</b>	<b>3,245,784</b>	<b>3,375,694</b>	<b>3,533,338</b>	<b>2,953,275</b>	<b>3,235,850</b>	<b>2,982,475</b>	<b>2,719,750</b>	<b>3,306,750</b>	<b>2,698,750</b>	<b>2,270,300</b>	<b>1,609,950</b>	<b>1,469,500</b>	<b>1,230,500</b>	<b>1,201,500</b>	<b>1,172,500</b>	<b>856,400</b>	<b>833,200</b>
Energy/Safety Improvements	984,148	950,956	1,317,304	1,242,831	1,196,813	831,875	803,125	774,375	740,750	712,250	340,750	327,700	317,550	310,300	304,500	298,700	292,900	0	0
School Buildings	1,000,428	864,688	1,586,240	1,477,713	1,005,575	969,525	1,319,600	1,133,725	1,093,375	1,740,125	1,534,875	1,150,100	652,400	639,200	626,000	612,800	599,600	586,400	573,200
Town Buildings	0	0	197,939	182,250	175,750	164,375	158,125	151,875	145,625	139,375	133,125	127,500	0	0	0	0	0	0	0
Community Improvements	152,100	148,200	144,300	472,900	1,155,200	987,500	955,000	922,500	740,000	715,000	690,000	665,000	640,000	520,000	300,000	290,000	280,000	270,000	260,000
<b>Excluded From Tax Levy</b>	<b>2,848,182</b>	<b>2,791,882</b>	<b>2,732,582</b>	<b>2,686,112</b>	<b>1,279,700</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>	<b>0</b>
Energy/Safety Improvements	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
School Buildings	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	0
Town Buildings	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	0
Community Improvements	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Debt Schedule  
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Town of Reading Debt Service Schedule 10/19/22 13:44	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	Projected FY - 2039
<b>Principal + Interest</b>																			
<b>Within Levy Limit</b>	<b>2,136,676</b>	<b>1,963,844</b>	<b>3,245,784</b>	<b>3,380,694</b>	<b>3,678,338</b>	<b>3,093,275</b>	<b>3,370,850</b>	<b>3,112,475</b>	<b>2,724,750</b>	<b>3,311,750</b>	<b>2,703,750</b>	<b>2,275,300</b>	<b>1,614,950</b>	<b>1,469,500</b>	<b>1,230,500</b>	<b>1,201,500</b>	<b>1,172,500</b>	<b>856,400</b>	<b>833,200</b>
Issued	2,136,676	1,963,844	3,245,784	3,043,194	2,513,338	1,965,775	1,889,850	1,679,175	1,609,150	1,539,350	979,750	939,700	317,550	310,300	304,500	298,700	292,900	0	0
Approved not issued (ANI)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Not yet approved (NYA)	0	0	0	337,500	1,165,000	1,127,500	1,481,000	1,433,300	1,115,600	1,772,400	1,724,000	1,335,600	1,297,400	1,159,200	926,000	902,800	879,600	856,400	833,200
Bldg Security \$4mil/10yr	491,760	474,500	460,300	446,100	427,000	413,000	399,000	385,000	371,000	357,000									
Bldg Energy Improv I \$5m/15yr	382,388	371,456	360,113	348,356	336,188														
Bldg Energy Improv II \$5m/15yr			496,892	448,375	433,625	418,875	404,125	389,375	369,750	355,250	340,750	327,700	317,550	310,300	304,500	298,700	292,900		
Killam Green Repair	73,700	70,350																	
Birch Mdw Green Repair	36,300	34,650																	
RMHS Turf II \$2.225mil/10yr	227,940	219,300	207,800	201,400	195,000	188,600	182,200	175,800	169,400	158,100									
RMHS Turf I \$3.0mil/10yr			394,325	359,625	346,875	334,125	321,375	303,750	291,250	278,750	266,250	255,000							
RMHS Fieldhouse \$1.7mil/5yrs							391,000	380,800	370,600	360,400	350,200								
RMHS/TLT \$1.5mil/10yr	172,800	167,400	162,000	156,600	151,200	145,800	140,400												
RMHS Ret. Wall \$500k/5yr	102,000																		
Parker MS Roof \$2.7mil/10yr			358,677	324,000	312,500	301,000	284,625	273,375	262,125	250,875	239,625	229,500							
Coolidge MS Roof \$2.9mil/10yr										457,000	448,300	439,600	430,900	422,200	413,500	404,800	396,100	387,400	378,700
Birch Mdw ES roof \$1.5mil/10yr										235,000	230,500	226,000	221,500	217,000	212,500	208,000	203,500	199,000	194,500
ES Mod. class \$1.2 mil/8yr	171,000	165,000	159,000	153,000															
Barrows/Wd End@	33,852	32,952	32,052	29,942															
Wood End@	157,828	153,628	149,428	135,938															
Barrows@	135,008	126,408	122,958	117,208															
Police Sta Improve \$1.5mil/10yr			197,939	182,250	175,750	164,375	158,125	151,875	145,625	139,375	133,125	127,500							
West St. \$1.3 mil	152,100	148,200	144,300	140,400	135,200														
Comm. Sustainability \$1.0mil/10yr				145,000	140,000	135,000	130,000	125,000	120,000	115,000	110,000	105,000	100,000	0					
Ec Dev Dwntn II \$2.0mil/20yr					400,000	390,000	380,000	370,000	360,000	350,000	340,000	330,000	320,000	310,000	300,000	290,000	280,000	270,000	260,000
Haven St. Streetscape \$750k/5yr				187,500	180,000	172,500	165,000	157,500	0	0	0	0	0	0	0	0	0	0	0
Bch Mdw Phase II \$2.0mil/10yr				300,000	290,000	280,000	270,000	260,000	250,000	240,000	230,000	220,000	210,000						
<b>Excluded Debt</b>	<b>2,848,182</b>	<b>2,791,882</b>	<b>2,732,582</b>	<b>2,686,112</b>	<b>1,279,700</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>	<b>0</b>
Issued	2,848,182	2,791,882	2,732,582	2,686,112	1,279,700	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Approved not issued (ANI)																			
Not yet approved (NYA)																			
RMHS@	1,339,250	1,324,000	1,306,750	1,312,500															
Barrows/Wd End@	50,580	49,230	46,880	40,560															
Wood End@	11,052	10,752	10,452	3,952															
Library Project \$10+mil	1,170,000	1,140,000	1,110,000	1,080,000	1,040,000														
Library Project \$2.115mil	277,300	267,900	258,500	249,100	239,700														

Debt Schedule  
November 2022

Town of Reading Debt Service Schedule 10/19/22 13:44	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	Projected FY - 2039
<b>Principal</b>																			
<b>Within Levy Limit</b>	<b>1,760,000</b>	<b>1,650,000</b>	<b>2,445,000</b>	<b>2,692,200</b>	<b>2,665,000</b>	<b>2,200,000</b>	<b>2,535,000</b>	<b>2,395,000</b>	<b>2,240,000</b>	<b>2,795,000</b>	<b>2,290,000</b>	<b>1,950,000</b>	<b>1,350,000</b>	<b>1,250,000</b>	<b>1,050,000</b>	<b>1,050,000</b>	<b>1,050,000</b>	<b>760,000</b>	<b>760,000</b>
Issued	1,760,000	1,650,000	2,445,000	2,442,200	2,015,000	1,550,000	1,545,000	1,405,000	1,400,000	1,395,000	890,000	890,000	290,000	290,000	290,000	290,000	290,000	0	0
Approved not issued (ANI)																			
Not yet approved (NYA)			0	250,000	650,000	650,000	990,000	990,000	840,000	1,400,000	1,400,000	1,060,000	1,060,000	960,000	760,000	760,000	760,000	760,000	760,000
Bldg Security \$4mil/10yr	358,000	355,000	355,000	355,000	350,000	350,000	350,000	350,000	350,000	350,000									
Bldg Energy Improv I \$5m/15yr	330,000	330,000	330,000	330,000	330,000														
Bldg Energy Improv II \$5m/15yr			292,300	295,000	295,000	295,000	295,000	295,000	290,000	290,000	290,000	290,000	290,000	290,000	290,000	290,000	290,000		
Killam Green Repair	67,000	67,000																	
Birch Mdw Green Repair	33,000	33,000																	
RMHS Turf II \$2.225mil/10yr	167,000	165,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	155,000									
RMHS Turf I \$3.0mil/10yr			251,300	255,000	255,000	255,000	255,000	250,000	250,000	250,000	250,000	250,000							
RMHS Fieldhouse \$1.7mil/5yrs							340,000	340,000	340,000	340,000	340,000								
RMHS/TLT \$1.5mil/10yr	135,000	135,000	135,000	135,000	135,000	135,000	135,000												
RMHS Ret. Wall \$500k/5yr	100,000																		
Parker MS Roof \$2.7mil/10yr			230,000	230,000	230,000	230,000	225,000	225,000	225,000	225,000	225,000	225,000							
Coolidge MS Roof \$3.7mil/10yr										370,000	370,000	370,000	370,000	370,000	370,000	370,000	370,000	370,000	370,000
Birch Mdw ES roof \$1.9mil/10yr										190,000	190,000	190,000	190,000	190,000	190,000	190,000	190,000	190,000	190,000
ES Mod. class \$1.2 mil/8yr	150,000	150,000	150,000	150,000															
Barrows/Wd End@	30,000	30,000	30,000	28,790															
Wood End@	140,000	140,000	140,000	130,710															
Barrows@	120,000	115,000	115,000	112,700															
Police Sta Improve \$1.5mil/10yr			126,400	130,000	130,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000							
West St. \$1.3 mil	130,000	130,000	130,000	130,000	130,000														
Comm. Sustainability \$1.0mil/10yr				100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000						
Ec Dev Dwntn II \$4.0mil/20yr					200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Haven St. Streetscape \$750k/5yr				150,000	150,000	150,000	150,000	150,000											
Bch Mdw Phase II \$2.0mil/10yr					200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000					
<b>Excluded Debt</b>	<b>2,395,000</b>	<b>2,435,000</b>	<b>2,474,000</b>	<b>2,527,800</b>	<b>1,235,000</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>	<b>0</b>
Issued	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	0
Approved not issued (ANI)																			
Not yet approved (NYA)																			
RMHS@	1,105,000	1,145,000	1,185,000	1,250,000															
Barrows/Wd End@	45,000	45,000	44,000	39,000															
Wood End@	10,000	10,000	10,000	3,800															
Library Project \$10+mil	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000														
Library Project \$2.115mil	235,000	235,000	235,000	235,000	235,000														

Debt Schedule  
November 2022

Town of Reading Debt Service Schedule 10/19/22 13:44	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	Projected FY - 2039
<b>Interest</b>																			
<b>Within Levy Limit</b>	<b>376,676</b>	<b>313,844</b>	<b>800,784</b>	<b>688,494</b>	<b>873,338</b>	<b>758,275</b>	<b>705,850</b>	<b>592,475</b>	<b>484,750</b>	<b>516,750</b>	<b>413,750</b>	<b>325,300</b>	<b>264,950</b>	<b>219,500</b>	<b>180,500</b>	<b>151,500</b>	<b>122,500</b>	<b>96,400</b>	<b>73,200</b>
Issued	376,676	313,844	800,784	600,994	498,338	415,775	344,850	274,175	209,150	144,350	89,750	49,700	27,550	20,300	14,500	8,700	2,900	0	0
Approved not issued (ANI)																			
Not yet approved (NYA)			0	87,500	375,000	342,500	361,000	318,300	275,600	372,400	324,000	275,600	237,400	199,200	166,000	142,800	119,600	96,400	73,200
Bldg Security \$4mil/10yr	133,760	119,500	105,300	91,100	77,000	63,000	49,000	35,000	21,000	7,000									
Bldg Energy Improv I \$5m/15yr	52,388	41,456	30,113	18,356	6,188														
Bldg Energy Improv II \$5m/15yr			204,592	153,375	138,625	123,875	109,125	94,375	79,750	65,250	50,750	37,700	27,550	20,300	14,500	8,700	2,900		
Killam Green Repair	6,700	3,350																	
Birch Mdw Green Repair	3,300	1,650																	
RMHS Turf II \$2.225mil/10yr	60,940	54,300	47,800	41,400	35,000	28,600	22,200	15,800	9,400	3,100									
RMHS Turf I \$3.0mil/10yr			143,025	104,625	91,875	79,125	66,375	53,750	41,250	28,750	16,250	5,000							
RMHS Fieldhouse \$1.7mil/5yrs							51,000	40,800	30,600	20,400	10,200								
RMHS/TLT \$1.5mil/10yr	37,800	32,400	27,000	21,600	16,200	10,800	5,400												
RMHS Ret. Wall \$500k/5yr	2,000																		
Parker MS Roof \$2.7mil/10yr			128,677	94,000	82,500	71,000	59,625	48,375	37,125	25,875	14,625	4,500							
Coolidge MS Roof \$2.9mil/10yr										87,000	78,300	69,600	60,900	52,200	43,500	34,800	26,100	17,400	8,700
Birch Mdw ES roof \$1.5mil/10yr										45,000	40,500	36,000	31,500	27,000	22,500	18,000	13,500	9,000	4,500
ES Mod. class \$1.2 mil/8yr	21,000	15,000	9,000	3,000															
Barrows/Wd End@	3,852	2,952	2,052	1,152															
Wood End@	17,828	13,628	9,428	5,228															
Barrows@	15,008	11,408	7,958	4,508															
Police Sta Improve \$1.5mil/10yr			71,539	52,250	45,750	39,375	33,125	26,875	20,625	14,375	8,125	2,500							
West St. \$1.3 mil	22,100	18,200	14,300	10,400	5,200														
Comm. Sustainability \$1.0mil/10yr				50,000	45,000	40,000	35,000	30,000	25,000	20,000	15,000	10,000	5,000						
Haven St. Streetscape \$750k/5yr				37,500	30,000	22,500	15,000	7,500											
Ec Dev Dwntr II \$4.0mil/20yr					200,000	190,000	180,000	170,000	160,000	150,000	140,000	130,000	120,000	110,000	100,000	90,000	80,000	70,000	60,000
Bch Mdw Phase II \$2.0mil/10yr					100,000	90,000	80,000	70,000	60,000	50,000	40,000	30,000	20,000	10,000					
<b>Excluded Debt</b>	<b>453,182</b>	<b>356,882</b>	<b>258,582</b>	<b>158,312</b>	<b>44,700</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>	<b>0</b>
Issued	453,182	356,882	258,582	158,312	44,700	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Approved not issued (ANI)																			
Not yet approved (NYA)																			
RMHS@	234,250	179,000	121,750	62,500															
Barrows/Wd End@	5,580	4,230	2,880	1,560															
Wood End@	1,052	752	452	152															
Library Project \$10+mil	170,000	140,000	110,000	80,000	40,000														
Library Project \$2.115mil	42,300	32,900	23,500	14,100	4,700														



**Water Enterprise Fund**  
Capital Debt  
February 2022

Water Ent. Fund Capital & Debt	Request	Projected ==>			Legend: DEBT (Issued); debtani (Approved, Not Issued) and debtna (not yet approved)																FY22-23		
		FY-2023	FY-2024	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY-2035	FY-2036	FY-2037	FY-2038	FY-2039	FY-2040	FY-2041	FY-2042	FY-2043	TOTAL
Join MWRA(full \$7.8m) @	2	360,000	360,000	360,000	360,000	355,000	350,000																2,505,000
Auburn Tank \$4.5 mil/20yr	3	205,000	205,000	205,000	205,000	205,000	205,000	205,000	205,000	205,000	205,000	205,000	205,000	205,000	205,000	205,000	205,000	205,000	205,000	200,000			4,094,000
Auburn Tank \$2.0 mil/20yr	3a	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	2,000,000
WM:Hvrhill&Howard (\$2.05m)	4																						185,000
WM(M):loan to be used	5																						20,000
WM(M) Ph 1 R#1 \$4.012mil/10yr	6	401,200	401,200																				1,203,600
WM Ph 1 R#2 \$1.165mil/10yr	7a	115,000	115,000	115,000	115,000																		575,000
WM Ph 1 R#2 \$3.106 mil/10yr	7b	310,000	310,000	310,000	310,000	310,000																	1,860,000
WM Grove St \$1.0mil/5yrs	8	185,000	185,000	185,000																			745,000
WM Gazebo \$1.1mil/10yr	9	95,000	95,000	95,000	95,000	95,000	90,000	90,000	90,000	90,000													931,000
WM Downtown I \$2.8 mil/10yr	10a	240,000	240,000	240,000	235,000	235,000	235,000	235,000	235,000	235,000													2,367,000
WM(M) Downtown I \$1.5mil	10b	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000												1,500,000
Lead Removal (M) \$1.5mil	11	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000												1,500,000
Replace Meters \$2.0mil/8yr	12			250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000												2,000,000
WM Downtown II \$5.2 mil/15yr	13						346,667	346,667	346,667	346,667	346,667	346,667	346,667	346,667	346,667	346,667	346,667	346,667	346,667	346,667	346,667	346,667	5,200,000
<b>Interest on Long Term Debt:</b>		<b>488,497</b>	<b>468,100</b>	<b>472,100</b>	<b>389,925</b>	<b>317,600</b>	<b>457,650</b>	<b>398,033</b>	<b>343,666</b>	<b>291,949</b>	<b>250,407</b>	<b>217,415</b>	<b>195,448</b>	<b>173,481</b>	<b>151,514</b>	<b>129,547</b>	<b>107,580</b>	<b>85,613</b>	<b>63,646</b>	<b>41,729</b>	<b>21,862</b>		<b>5,611,911</b>
Join MWRA(partial \$3.18m)	1	25,780	21,100	14,900	8,700	4,350																	105,410
Join MWRA(full \$7.8m) @	2	71,550	57,150	42,750	28,350	15,825	5,250																306,825
Auburn Tank \$4.5 mil/20yr	3	128,025	117,775	107,525	97,275	87,025	76,775	66,525	56,275	47,050	39,875	34,750	30,650	26,550	22,450	18,350	14,250	10,150	6,050	2,000			1,135,539
Auburn Tank \$2.0 mil/20yr	3a	29,917	80,000	76,000	72,000	68,000	64,000	60,000	56,000	52,000	48,000	44,000	40,000	36,000	32,000	28,000	24,000	20,000	16,000	12,000	8,000	4,000	869,917
WM(M) Ph 1 R#1 \$4.012mil/10yr	6	-	-																				-
WM Ph 1 R#2 \$1.165mil/10yr	7a	16,100	11,500	6,900	2,300																		57,500
WM Ph 1 R#2 \$3.106 mil/10yr	7b	62,000	49,600	37,200	24,800	12,400																	260,400
WM Grove St \$1.0mil/5yrs	8	18,500	11,100	3,700																			59,300
WM Gazebo \$1.1mil/10yr	9	38,475	33,725	28,975	24,225	19,475	14,850	10,350	5,850	1,800													223,511
WM Downtown I \$2.8 mil/10yr	10a	98,150	86,150	74,150	62,275	50,525	38,775	27,025	15,275	4,700													573,544
WM(M) Downtown I \$1.5mil	10b	-	-	-	-	-	-	-	-	-													-
Lead Removal (M) \$1.5mil	11	-	-	-	-	-	-	-	-	-													-
Replace Meters \$2.0mil/8yr	12			80,000	70,000	60,000	50,000	40,000	30,000	20,000	10,000												360,000
WM Downtown II \$5.2 mil/15yr	13						208,000	194,133	180,266	166,399	152,532	138,665	124,798	110,931	97,064	83,197	69,330	55,463	41,596	27,729	13,862	(5)	1,663,960

**Sewer Enterprise Fund**

Capital + Debt  
February 2022

10/19/2022 14:16	Requested	Projected ==>		Legend: DEBT (Issued); debtani (Approved, Not Issued) and debtna (not yet approved)										FY23-35	
<b>Sewer Ent. Fund Capital &amp; Debt</b>	<b>FY-2023</b>	<b>FY-2024</b>	<b>FY-2025</b>	<b>FY-2026</b>	<b>FY-2027</b>	<b>FY-2028</b>	<b>FY-2029</b>	<b>FY-2030</b>	<b>FY-2031</b>	<b>FY-2032</b>	<b>FY-2033</b>	<b>FY-2034</b>	<b>FY-2035</b>	<b>TOTAL</b>	
Sewer Capital	75,000	110,000	375,000	235,000	1,251,000	1,130,000	925,000	1,105,000	1,972,000	1,400,000	1,225,000	1,375,000	1,800,000	12,978,000	
Sewer Debt	918,800	880,625	1,177,575	864,525	481,275	424,825	410,575	370,325	351,600	260,000	-	-	-	6,140,125	
<b>Total Capital &amp; Debt</b>	<b>993,800</b>	<b>990,625</b>	<b>1,552,575</b>	<b>1,099,525</b>	<b>1,732,275</b>	<b>1,554,825</b>	<b>1,335,575</b>	<b>1,475,325</b>	<b>2,323,600</b>	<b>1,660,000</b>	<b>1,225,000</b>	<b>1,375,000</b>	<b>1,800,000</b>	<b>19,118,125</b>	
<b>Sewer CAPITAL</b>	<b>75,000</b>	<b>110,000</b>	<b>375,000</b>	<b>235,000</b>	<b>1,251,000</b>	<b>1,130,000</b>	<b>925,000</b>	<b>1,105,000</b>	<b>1,972,000</b>	<b>1,400,000</b>	<b>1,225,000</b>	<b>1,375,000</b>	<b>1,800,000</b>	<b>12,978,000</b>	
<b>Sewer Main projects</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>125,000</b>	<b>125,000</b>	<b>125,000</b>	<b>125,000</b>	<b>150,000</b>	<b>1,350,000</b>	
Station: Chas St. \$2.4mil/8yrs	2	debt	debt	debt											
Station: Sturges \$2 mil/5yrs	4	debt	debt	debt	debt										
<b>Station: Sturges additional funding</b>															
Station: Joseph's Way \$1mil				100,000	900,000									1,000,000	
Station: Brewer Lane \$1mil					100,000	900,000								1,000,000	
Station: Collins Ave. \$1.75m						100,000	825,000	825,000						1,750,000	
Portable Generator - Collins \$30k						30,000								30,000	
Station: Small Lane \$475k								50,000	425,000					475,000	
Station: Grove St. \$1.05mil								100,000	950,000					1,050,000	
Portable Generator - Grove \$30k								30,000						30,000	
Station: Strout Ave. \$1.175mil									100,000	1,075,000				1,175,000	
Station: Longwood Rd. \$2.4mil										200,000	1,100,000	1,100,000		2,400,000	
Station: Pitman Drive \$1.8mil												150,000	1,650,000	1,800,000	
<b>MWRA Inflow &amp; Infiltration</b>		debt	debt	debt	debt	debt	debt	debt							
Downtown Improve II design														-	
<b>Downtown Improve II \$1.0mil/10yrs</b>	<b>3</b>	<b>debt</b>	<b>debt</b>	<b>debt</b>	<b>debt</b>	<b>debt</b>	<b>debt</b>	<b>debt</b>	<b>debt</b>	<b>debt</b>					
<b>Downtown Improve II add'l funding</b>															
<i>Meter Replacements \$2.0mil/8yrs</i>	5			debtna	debtna	debtna	debtna	debtna	debtna	debtna	debtna				
S-02 Pickup #8 (2016)						61,000								61,000	
S-03 Pickup #6 (2020)									66,000					66,000	
S-04 Pickup #10 (2020)									66,000					66,000	
S-05 Pickup #17 (2015)					60,000									60,000	
S-06 Truck #17 (2015)									240,000					240,000	
S-07 Vacuum Truck #1 (split w/StWtr 2018)												300,000		300,000	
S-08 Vacuum Truck (split w/StWtr)				300,000										300,000	
S-10 Portable Pump - trailer (2020)														-	
S- Generator Tow behind (1994)						90,000								90,000	
Engineering Vehicle (split w/Wtr)			35,000											35,000	
<b>Sewer DEBT</b>		<b>918,800</b>	<b>880,625</b>	<b>1,177,575</b>	<b>864,525</b>	<b>481,275</b>	<b>424,825</b>	<b>410,575</b>	<b>370,325</b>	<b>351,600</b>	<b>260,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,140,125</b>
<b>MWRA Inflow &amp; Infiltration</b>	<b>1</b>	<b>68,200</b>	<b>68,200</b>	<b>68,200</b>	<b>68,200</b>	<b>68,200</b>	<b>26,000</b>	<b>26,000</b>						<b>393,000</b>	
Station: Chas St. \$2.4mil/8yrs	2	302,400	291,600	280,800										874,800	
<b>Downtown Improve II \$1.0mil/10yrs</b>	<b>3</b>	<b>120,075</b>	<b>115,825</b>	<b>111,575</b>	<b>107,325</b>									<b>454,800</b>	
Station: Sturges \$2 mil/5yrs	4	428,125	405,000	387,000	369,000									1,589,125	
<i>Meter Replacements \$2.0mil/8yrs</i>	5			330,000	320,000	310,000	300,000	290,000	280,000	270,000	260,000			2,360,000	
<b>Repayment of Principal:</b>		<b>788,200</b>	<b>783,200</b>	<b>1,033,200</b>	<b>763,200</b>	<b>403,200</b>	<b>361,000</b>	<b>361,000</b>	<b>335,000</b>	<b>330,000</b>	<b>250,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,408,000</b>
MWRA Inflow & Infiltration P7	1a													-	
<b>MWRA Inflow &amp; Infiltration P9</b>	<b>1c</b>	<b>42,200</b>	<b>42,200</b>	<b>42,200</b>	<b>42,200</b>	<b>42,200</b>								<b>211,000</b>	
<b>MWRA Inflow &amp; Infiltration P11</b>	<b>1d</b>	<b>26,000</b>	<b>26,000</b>	<b>26,000</b>	<b>26,000</b>	<b>26,000</b>	<b>26,000</b>	<b>26,000</b>						<b>182,000</b>	
Station: Chas St. \$2.4mil/8yrs	2	270,000	270,000	270,000										810,000	
<b>Downtown Improve II \$1.0mil/10yrs</b>	<b>3</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>80,000</b>				<b>760,000</b>	
Station: Sturges \$2 mil/5yrs	4	365,000	360,000	360,000	360,000									1,445,000	
<i>Meter Replacements \$2.0mil/8yrs</i>	5			250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000			2,000,000	
<b>Interest on Long Term Debt:</b>		<b>130,600</b>	<b>97,425</b>	<b>144,375</b>	<b>101,325</b>	<b>78,075</b>	<b>63,825</b>	<b>49,575</b>	<b>35,325</b>	<b>21,600</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>732,125</b>
MWRA Inflow & Infiltration	1													-	
Station: Chas St. \$2.4mil/8yrs	2	32,400	21,600	10,800										64,800	
<b>Downtown Improve II \$1.0mil/10yrs</b>	<b>3</b>	<b>35,075</b>	<b>30,825</b>	<b>26,575</b>	<b>22,325</b>	<b>18,075</b>	<b>13,825</b>	<b>9,575</b>	<b>5,325</b>	<b>1,600</b>				<b>163,200</b>	
Station: Sturges \$2 mil/5yrs	4	63,125	45,000	27,000	9,000									144,125	
<i>Meter Replacements \$2.0mil/8yrs</i>	5			80,000	70,000	60,000	50,000	40,000	30,000	20,000	10,000			360,000	

**Storm Water Enterprise Fund**

Capital + Debt  
February 2022

Storm Water Ent. Fund Capital & Debt	Approved FY-2021	Approved FY-2022	Requested FY-2023	Projected ==>		Legend: DEBT (Issued); debtni (Approved, Not Issued) and debtna (not yet approved)							FY23-35 TOTAL
				FY-2024	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	
Storm Water Capital	300,000	175,000	400,000	100,000	600,000	200,000	200,000	200,000	200,000	200,000	200,000	300,000	3,500,000
Storm Water Debt	-	126,628	120,075	115,825	111,575	107,325	103,075	98,825	94,575	90,325	81,600	-	923,200
<b>Total Capital &amp; Debt</b>	<b>300,000</b>	<b>301,628</b>	<b>520,075</b>	<b>215,825</b>	<b>711,575</b>	<b>307,325</b>	<b>303,075</b>	<b>298,825</b>	<b>294,575</b>	<b>290,325</b>	<b>281,600</b>	<b>300,000</b>	<b>4,423,200</b>
<b>Storm Water CAPITAL</b>	<b>300,000</b>	<b>175,000</b>	<b>400,000</b>	<b>100,000</b>	<b>600,000</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>300,000</b>	<b>3,500,000</b>
<b>Drainage Improvm. (projects)</b>	50,000	175,000	100,000	100,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	100,000	2,400,000
<b>Downtown Improve II \$1.0mil/10yrs</b>	1	debt	debt	debt	debt	debt	debt	debt	debt	debt	debt		
<b>Memorial Park project (lining)</b>			300,000										
<b>Drainage Master Plan</b>					100,000								
Saugus River Design/Permit												200,000	200,000
Saugus Rvr Improvements TBD	3												
Aberjona River Design/Permit													200,000
Aberjona Rvr Improvements TBD	4												
S-07 Vacuum Truck #1 (split with Sewer)													
S-08 Vacuum Truck #2 (split with Sewer)					300,000								
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>	-	126,628	120,075	115,825	111,575	107,325	103,075	98,825	94,575	90,325	81,600	-	923,200
<b>Downtown Improve II \$1.0mil/10yrs</b>	1	126,628	120,075	115,825	111,575	107,325	103,075	98,825	94,575	90,325	81,600		923,200
DPW Bldg Project/25 yrs TBA	2												
Saugus Rvr Improvements TBD	3												
Aberjona Rvr Improvements TBD	4												
<b>Repayment of Principal:</b>		85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	80,000	-	760,000
<b>Downtown Improve II \$1.0mil/10yrs</b>	1	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	80,000		760,000
Saugus Rvr Improvements TBD	3												
Aberjona Rvr Improvements TBD	4												
<b>Interest on Long Term Debt:</b>		41,628	35,075	30,825	26,575	22,325	18,075	13,825	9,575	5,325	1,600	-	163,200
<b>Downtown Improve II \$1.0mil/10yrs</b>	1	41,628	35,075	30,825	26,575	22,325	18,075	13,825	9,575	5,325	1,600		163,200
Saugus Rvr Improvements TBD	3												
Aberjona Rvr Improvements TBD	4												

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## 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.



**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**

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## **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