



Town of Reading Meeting Posting with Agenda

Board - Committee - Commission - Council:

Select Board

Date: 2024-05-21

Time: 7:00 PM

Building: Reading Town Hall

Location: Select Board Meeting Room

Address: 16 Lowell Street

Agenda:

Purpose: General Business

Meeting Called By: Caitlin Nocella on behalf of the Chair

Notices and agendas are to be posted 48 hours in advance of the meetings excluding Saturdays, Sundays and Legal Holidays. Please keep in mind the Town Clerk's hours of operation and make necessary arrangements to be sure your posting is made in an adequate amount of time. A listing of topics that the chair reasonably anticipates will be discussed at the meeting must be on the agenda.

All Meeting Postings must be submitted in typed format; handwritten notices will not be accepted.

Topics of Discussion:

	Zoom Option:	PAGE #
	Join Zoom Meeting https://us06web.zoom.us/j/84245663499 Meeting ID: 842 4566 3499 Dial by your location • +1 646 558 8656 US (New York) • +1 646 518 9805 US (New York) Find your local number: https://us06web.zoom.us/u/kbZUO6UrC	
7:00	Overview of Meeting	
7:05	Public Comment	
7:15	Select Board Liaison and Town Manager Reports	
7:30	Eagle Scouts Certificate of Recognition	3
7:45	Interview and Appoint Resident Member to Community Preservation Act (CPA) Study Committee Applicants are: <ul style="list-style-type: none">• Elinor Actipis• Sanford Matathia• Robert Weiden	6

This Agenda has been prepared in advance and represents a listing of topics that the chair reasonably anticipates will be discussed at the meeting. However the agenda does not necessarily include all matters which may be taken up at this meeting.



Town of Reading Meeting Posting with Agenda

8:10	Emergency Medical Services (EMS) Week Proclamation	11
8:15	Pride Month Resolution	12
8:20	Killam Building Project Update	13
8:45	HEARING - Discuss/ Vote on FY25 Non-Union Classification & Compensation Schedules	32
9:00	Discuss and Vote on new liaison assignments and Volunteer Appointment Sub-Committee (VASC) members	37
9:15	Appoint member to Retirement Board; Applicants are: <ul style="list-style-type: none"> • Richard Abate • Michael Holmes • Amy Lannon 	38
9:30	Discuss Select Board participation during Friends and Family Day	
9:35	Discuss Future Agenda Items	41
9:40	Approve Meeting Minutes	

This Agenda has been prepared in advance and represents a listing of topics that the chair reasonably anticipates will be discussed at the meeting. However the agenda does not necessarily include all matters which may be taken up at this meeting.



Certificate of Recognition



This Certificate is hereby awarded to

Nicholas Belous

In recognition of his achieving the Eagle Scout Award for his service project of designing and building Little Libraries all around the city of Lynn.

Given this 21st day of May, 2024 By the Reading Select Board



Certificate of Recognition



This Certificate is hereby awarded to

Jeffrey Lonks

In recognition of his achieving the Eagle Scout Award for his service project of designing and building a bridge in the Reading Town Forest.

Given this 21st day of May, 2024 By the Reading Select Board



Certificate of Recognition



This Certificate is hereby awarded to

Charles Mace

In recognition of his achieving the Eagle Scout Award for his service project of designing and building a bridge at Bear Meadow Conservation Area.

Given this 21st day of May, 2024 By the Reading Select Board

CPA Study Committee

The Community Preservation Act Ad Hoc Committee is comprised of 7 voting members, and one non-voting member, to be appointed by the Select Board, and is charged with facilitating communications with community leaders, Town Administration, Town Meeting Members, the Select Board, local community groups, and the statewide Community Preservation Coalition, to share information regarding the opportunities and challenges when adopting the Community Preservation Act (CPA). The Committee will study the need for the CPA and the various methods for adoption and present its findings to the Select Board in time to achieve a town-wide vote in the November 2024 election, including preparation for a Special Town Meeting vote that accommodates the November 5, 2024 election; said committee to sunset on December 31, 2024, unless extended.

Members will be comprised of:

6 ex-officio voting members:

- Select Board member
- Recreation Committee member
- Historical Commission member
- Housing Authority member
- Finance Committee member
- Conservation Commission Member

And 1 resident who will apply directly to the Select Board with preference given to current or past members of either trails committee, town forest committee or conservation commission.

And 1 non-voting member who shall not count towards quorum who is the Director of Reading Housing Authority



Town of Reading
16 Lowell Street
Reading MA 01867

Town Clerk
781-942-9050

fax: 781-942-9070
website: www.readingma.gov

Application for Appointment to
Boards, Committees and Commissions

Name: Actipis Elinor E Date: May 2, 2024
(Last) (First) (Middle)

Address: 73 Longfellow Road, Reading, MA 01867

Phone (Home): Phone (Work):

Phone (Cell): 617-501-6957 Which number should be listed? Cell

Occupation: Content strategist Number of years in Reading: 1

E-mail address: elinor.actipis@gmail.com

Place a number next to your preferred position(s) (up to four choices) with number 1 being your first priority. (Please attach a resume if available)

- Animal Control Appeals Committee
Board of Assessors
Board of Health
Bylaw Committee
2 Climate Advisory Committee
Community Planning and Development Commission
Constables
Cultural Council
Finance Committee
Historical Commission
Human Relations Advisory Committee
RCTV Board of Directors
Retirement Board
Town Forest Committee
Veterans Memorial Trust Fund Committee
Community Preservation Act committee
1 Other
Audit Committee
Board of Cemetery Trustees
Board of Registrars
Celebration Trust Committee
Commissioners of Trust Funds
Conservation Commission
Council on Aging
Custodian of Soldier and Sailor Graves
3 Historic District Commission
Housing Authority
Permanent Building Committee
Recreation Committee
RMLD Citizen Advisory Board
Trails Committee
Zoning Board of Appeals

Please outline relevant experience for the position(s) sought:

I am fairly new to Reading and very excited to live here and contribute to the town. As a content strategist at a software company, I am adept at synthesizing complex and technical information and communicating it to others in a digestible, user-friendly format. I have always viewed civic involvement as important and volunteered in the Cambridge Public School district, at animal shelters, and for various local groups.
I have two young kids and am very eager to contribute to and build community in Reading. I am a hard worker and prompt with deadlines. Last but not least, I am excited about the potential for CPA to uplift Reading and all its citizens through smart growth and historical preservation, both areas I care deeply about.



Town of Reading
16 Lowell Street
Reading MA 01867

2024 MAR 27 PM 2:14
LG
fax: 781-942-9070
website: www.readingma.gov

Town Clerk
781-942-9050

**Application for Appointment to
Boards, Committees and Commissions**

Name: MATATHIA SANFORD M. Date: 03/27/2024
(Last) (First) (Middle)

Address: 10 STONEWELL ROAD · BEADING · MA 01867

Phone (Home): 781-944-1781 Phone (Work): 617-372-7530

Phone (Cell): 617-372-7530 Which number should be listed? CELL

Occupation: RETIRED Number of years in Reading: 44

E-mail address: matathia.family@comcast.net

Place a number next to your preferred position(s) (up to four choices) with number 1 being your first priority. (Please attach a resume if available)

- Animal Control Appeals Committee
- Board of Assessors
- Board of Health
- Bylaw Committee
- Climate Advisory Committee
- Community Planning and Development Commission
- Constables
- Cultural Council
- Finance Committee
- Historical Commission
- Human Relations Advisory Committee
- RCTV Board of Directors
- Retirement Board
- Town Forest Committee
- Veterans Memorial Trust Fund Committee
- Audit Committee
- Board of Cemetery Trustees
- Board of Registrars
- Celebration Trust Committee
- Commissioners of Trust Funds
- Conservation Commission
- Council on Aging
- Custodian of Soldier and Sailor Graves
- Historic District Commission
- Housing Authority
- Permanent Building Committee
- Recreation Committee
- RMLD Citizen Advisory Board
- Trails Committee
- Zoning Board of Appeals

Other AD HOC COMMUNITY PRESERVATION ACT STUDY COMMITTEE

Please outline relevant experience for the position(s) sought:

SEE ATTACHED

Application of Sanford Matathia
For Appointment to CPA Study Committee
March 27, 2024

Relevant experience:

Lawyer for 35 years in private practice with Boston firm — Rackemann Sawyer & Brewster, now Verrill Dana. Primary areas of practice included environmental, land use and real estate. Participated in hundreds of Massachusetts projects involving affordable housing, recreational facilities, historic preservation and land conservation. Regularly interfaced with private developers, public partners, regulatory agencies, municipal officials, neighborhood groups, public interest organizations and related stakeholders. Local experience includes appearances before Reading CPDC and Conservation Commission. Also served for several years as Trustee of the Reading Open Land Trust. Previously credentialed as Massachusetts real estate broker and notary public.



Town of Reading
16 Lowell Street
Reading MA 01867

Town Clerk
781-942-9050

fax: 781-942-9070
website: www.readingma.gov

**Application for Appointment to
Boards, Committees and Commissions**

Name: Weiden Robert J Date: 5/2/24
(Last) (First) (Middle)

Address: 30 Orange St.

Phone (Home): _____ Phone (Work): 781 942-6425

Phone (Cell): 781 424-2187 Which number should be listed? None

Occupation: Customer Service Manager Number of years in Reading: 19

E-mail address: Robert_Weiden@Comcast.net

Place a number next to your preferred position(s) (up to four choices) with number 1 being your first priority. (Please attach a resume if available)

- | | |
|--|---|
| <input type="checkbox"/> Animal Control Appeals Committee | <input type="checkbox"/> Audit Committee |
| <input type="checkbox"/> Board of Assessors | <input type="checkbox"/> Board of Cemetery Trustees |
| <input type="checkbox"/> Board of Health | <input type="checkbox"/> Board of Registrars |
| <input type="checkbox"/> Bylaw Committee | <input type="checkbox"/> Celebration Trust Committee |
| <input type="checkbox"/> Climate Advisory Committee | <input type="checkbox"/> Commissioners of Trust Funds |
| <input type="checkbox"/> Community Planning and Development Commission | <input type="checkbox"/> Conservation Commission |
| <input type="checkbox"/> Constables | <input type="checkbox"/> Council on Aging |
| <input type="checkbox"/> Cultural Council | <input type="checkbox"/> Custodian of Soldier and Sailor Graves |
| <input type="checkbox"/> Finance Committee | <input type="checkbox"/> Historic District Commission |
| <input type="checkbox"/> Historical Commission | <input type="checkbox"/> Housing Authority |
| <input type="checkbox"/> Human Relations Advisory Committee | <input type="checkbox"/> Permanent Building Committee |
| <input type="checkbox"/> RCTV Board of Directors | <input type="checkbox"/> Recreation Committee |
| <input type="checkbox"/> Retirement Board | <input type="checkbox"/> RMLD Citizen Advisory Board |
| <input type="checkbox"/> Town Forest Committee | <input type="checkbox"/> Trails Committee |
| <input type="checkbox"/> Veterans Memorial Trust Fund Committee | <input type="checkbox"/> Zoning Board of Appeals |

Other CPA

Please outline relevant experience for the position(s) sought:

- 3 year member of Recreation Committee w/ 1 year as Chair + Vice Chair
- Past President + Current Vice President of Reading Little League w/ 6 year on Board
- member of Reading Youth Football Board

PROCLAMATION

EMS WEEK

Whereas, emergency medical services is a vital public service; and

Whereas, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

Whereas, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

Whereas, emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

Whereas, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

Whereas, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

Whereas, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating the Emergency Medical Services Week; now

Now, therefore, we, The Select Board of the Town of Reading, Massachusetts do hereby proclaim **May 19 – 25, 2024** as **Emergency Medical Services Week.**

SELECT BOARD OF READING

Carlo Bacci, Chair

Karen Gately Herrick, Vice Chair

Christopher Haley, Secretary

Mark L. Dockser

Melissa Murphy

Reading Select Board
A Resolution for Pride Month

- Whereas, the Reading Select Board believes in the inherent dignity of everyone who helps to form our community;
- Whereas, Pride Month commemorates the Stonewall uprising of June 1969 and elevates the pursuit of equal justice and opportunity for LGBTQ+ Americans; and
- Whereas, the Reading Select Board values diversity, equity, and inclusion, is committed to equal rights and opportunities for Reading’s LGBTQ+ residents, and is dedicated to fostering the acceptance of all members of the Reading community; and
- Whereas, the Reading Select Board recognizes the important contributions of its LGBTQ+ residents to the Town’s history, culture, economy, and civic life; and
- Whereas, it is imperative that residents of all sexual orientations and gender identities and expressions feel valued, safe, empowered, and supported by their peers, educators, and community leaders; and
- Whereas, we affirm our support for our LGBTQ+ residents and stand with them to protect their civil rights and ability to live openly without fear.

Now, therefore, be it resolved, that we, the Reading Select Board, do hereby resolve that June 2024 be recognized as Pride Month in the Town of Reading and urge members of the Reading community to recognize the contributions made by members of the LGBTQ+ community and the importance of this month;

SELECT BOARD OF READING

Carlo Bacci, Chair

Karen Gately Herrick, Vice Chair

Christopher Haley, Secretary

Mark L. Dockser

Melissa Murphy

"A PLACE WHERE EVERYONE BELONGS"



INTRODUCTION

PROJECT TEAM



Massachusetts
School Building
Authority

STATE FUNDING
PARTNER



KILLAM SCHOOL
BUILDING COMMITTEE



Project
Leaders

OWNER'S PROJECT MANAGER

LAVALLEE | BRENSINGER ARCHITECTS

PROJECT DESIGNER

TEAM



OWNER'S PROJECT MANAGER



MIKE CARROLL
Project Director



SUZANNA YEUNG
Owner's Project Manager



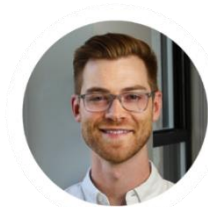
DEREK OSTERMAN
Sr. Project Director



LEIGH SHERWOOD
Principal-in-Charge



JENNI KATAJAMAKI
Project Manager



SCOTT REYNOLDS
Project Designer



DAVID HARRIS
Project Manager
Design Phase

LAVALLEE | BRENSINGER ARCHITECTS

DESIGNER

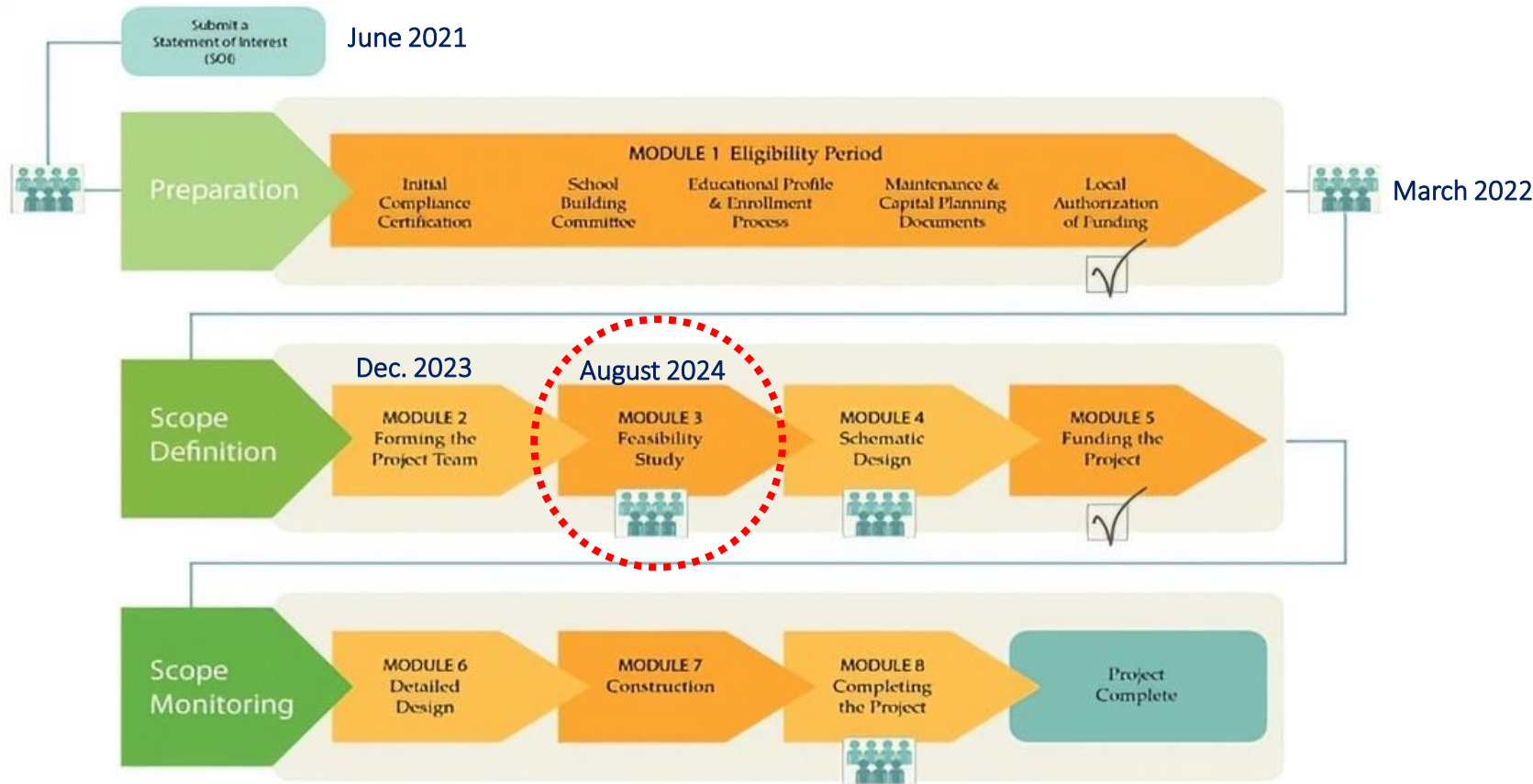
SUB-CONSULTANTS



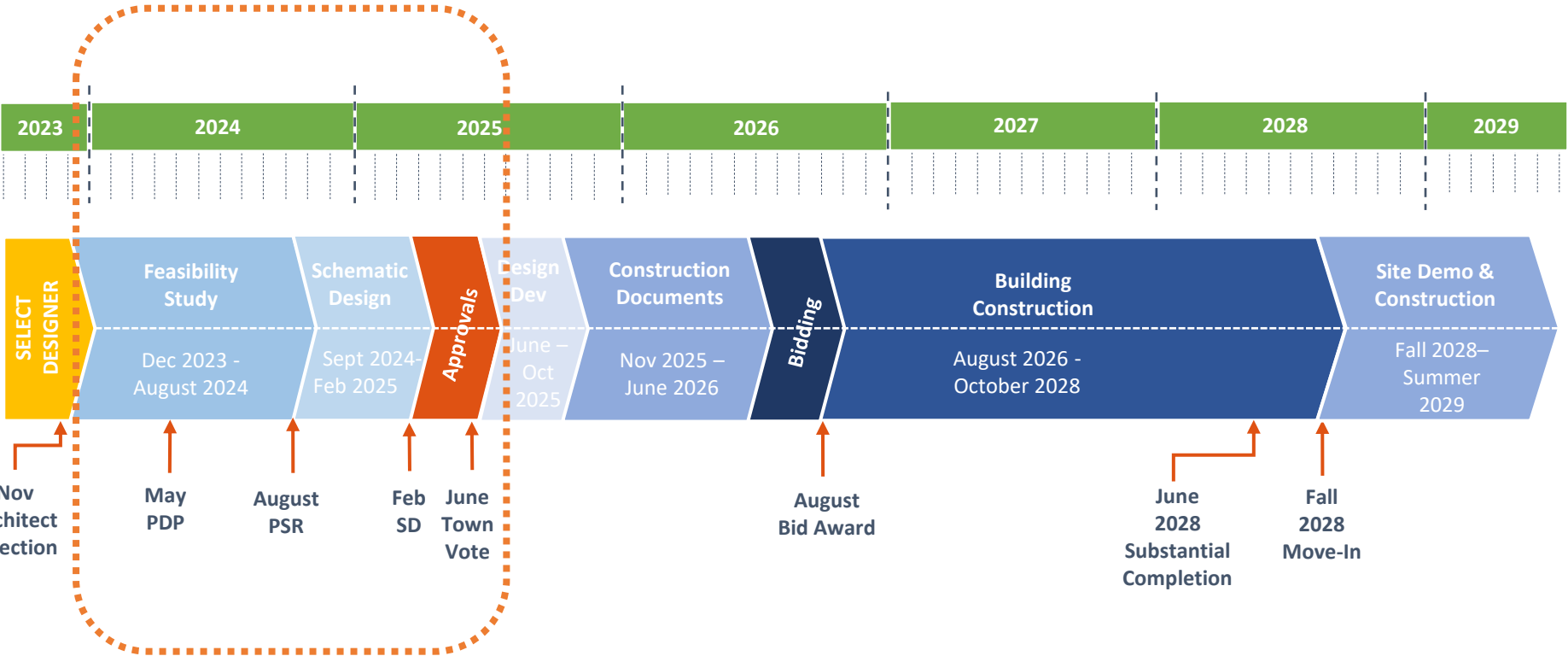
My Learning Place	Educational Programming
Samiotes	Civil Engineering, Site Survey
B+AC	Structural Engineering
CES	HVAC & Electrical Engineering
CA Crowley	Plumbing & Fire Protection Engineering
Terraink	Landscape Architect
Thornton Tomasetti	Sustainability Consultant
Hastings Consulting	Code Consultant
KMA	Accessibility Consultant
PM+C	Cost Estimator

Crabtree McGrath	Kitchen/Food Services Consultant
3si	Security, Technology, AV, Telcom
Acentech	Acoustical Consultant
Kalin Associates	Specifications Consultant
Gene Leitermann	Theatrical Consultant
Mohar Design	Furniture, Fixtures, Equipment (FF+E)
GPI	Traffic Consultant
UEC	Hazardous Materials
FS	Environmental
Lahlaf	Geotechnical Engineering

MSBA MODULES



PRELIMINARY OVERALL PROJECT SCHEDULE*



*Assumes New Construction and Ch. 149 Procurement

PROJECT UPDATE

PROJECT/COMMUNITY GOALS



1. BUILT AROUND THE STUDENT
2. COMMUNITY CENTERED
3. RESPONSIBLE SUSTAINABILITY
4. SAFE AND HEALTHY
5. A SENSE OF BELONGING

COMMUNITY/NEIGHBORHOOD MEETINGS

January 11, 2024	Project Charter
February 29, 2024	Sustainability Goals
March 18, 2024	Site & Traffic Listening Session
April 1, 2024	Site & Traffic Designs
April 11, 2024	Preliminary Design Alternatives



EDUCATIONAL VISIONING PROCESS



3
School Tours



1
Shadow
Day



1
Program
Workshop



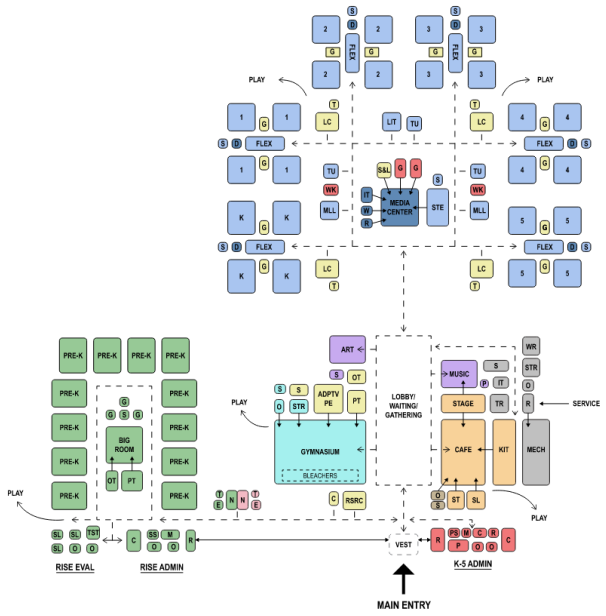
3
Educational Visioning
Workshops

SPACE PROGRAM & ENROLLMENT OPTIONS

	Existing	Option 1 12 RISE	Option 2 4 RISE
Total Enrollment	453	635	515
Total Area GSF (Gross Square Feet)	60,558	122,649	102,954

3.3 - Space Summary Template Enrollment Option 1 - Full Pre-K

EXISTING CONDITIONS	NEW CONSTRUCTION				TOTAL			
	ROOM NO.	RSF	A/F	AREA TOTAL	ROOM NO.	RSF	A/F	AREA TOTAL
ADULTS/ADOLESCENTS		4,100	4	4,100	4,100	4	4,100	8,200
CHILDREN		4,100	17	4,100	4,100	17	4,100	8,200
STAFF		1,000	1	1,000	1,000	1	1,000	2,000
MECHANICAL		1,500	1	1,500	1,500	1	1,500	3,000
MECHANICAL/ELECTRICAL		1,500	1	1,500	1,500	1	1,500	3,000
MECHANICAL/ELECTRICAL/ELEVATOR		1,500	1	1,500	1,500	1	1,500	3,000
MECHANICAL/ELECTRICAL/ELEVATOR/ELEVATOR		1,500	1	1,500	1,500	1	1,500	3,000
MECHANICAL/ELECTRICAL/ELEVATOR/ELEVATOR/ELEVATOR		1,500	1	1,500	1,500	1	1,500	3,000
MECHANICAL/ELECTRICAL/ELEVATOR/ELEVATOR/ELEVATOR/ELEVATOR		1,500	1	1,500	1,500	1	1,500	3,000
MECHANICAL/ELECTRICAL/ELEVATOR/ELEVATOR/ELEVATOR/ELEVATOR/ELEVATOR		1,500	1	1,500	1,500	1	1,500	3,000
MECHANICAL/ELECTRICAL/ELEVATOR/ELEVATOR/ELEVATOR/ELEVATOR/ELEVATOR/ELEVATOR		1,500	1	1,500	1,500	1	1,500	3,000
MECHANICAL/ELECTRICAL/ELEVATOR/ELEVATOR/ELEVATOR/ELEVATOR/ELEVATOR/ELEVATOR/ELEVATOR		1,500	1	1,500	1,500	1	1,500	3,000
MECHANICAL/ELECTRICAL/ELEVATOR/ELEVATOR/ELEVATOR/ELEVATOR/ELEVATOR/ELEVATOR/ELEVATOR/ELEVATOR		1,500	1	1,500	1,500	1	1,500	3,000
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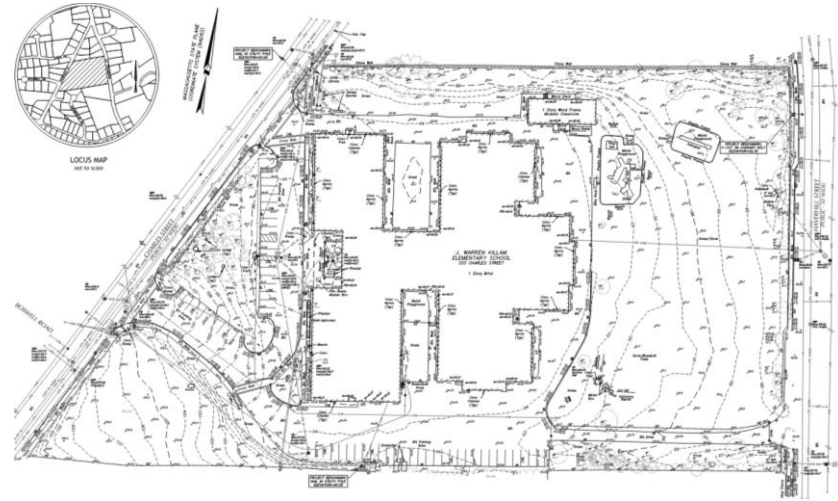
EXISTING BUILDING CONDITIONS SUMMARY

- **Program spaces** are undersized.
- **Building systems** are at the end of their life and should be replaced.
- **Building envelope** does not meet seismic or energy efficiency requirements and should be replaced.
- **Structure** does not meet current seismic codes and is likely to require upgrades.
- **Interiors** are at the end of their life and should be replaced.



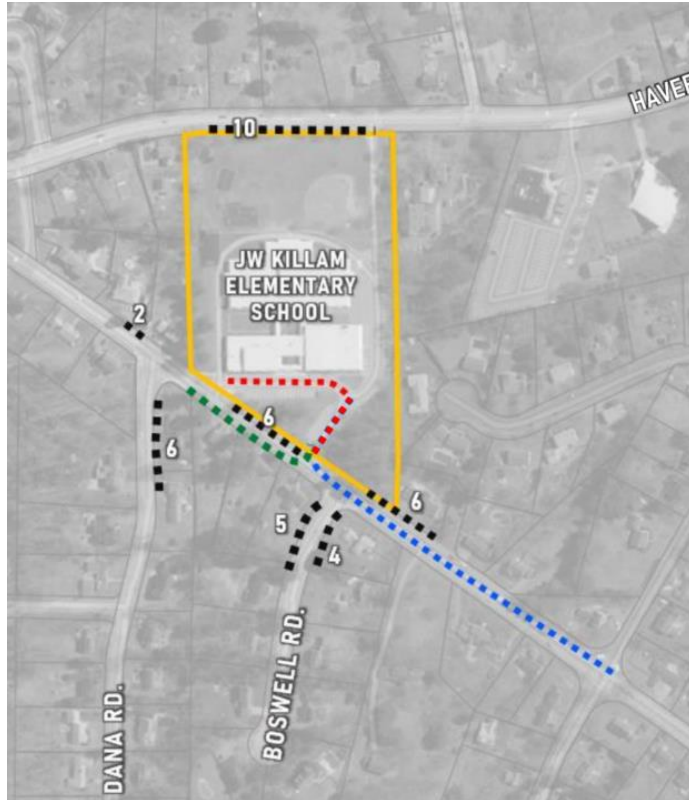
EXISTING SITE CONDITIONS SUMMARY

- **Environmental** – no concerns identified to date
- **Geotechnical** - some unsuitable soils; no concern with water table or ledge to date; shallow foundation recommended
- **Constrained Site** – available but limited space on the site for a field, parking, drop-off, play areas, geothermal wells, and construction lay-down
- **Town Departments** – met to review preliminary emergency access and site development
- **Survey** – full survey completed



TRAFFIC

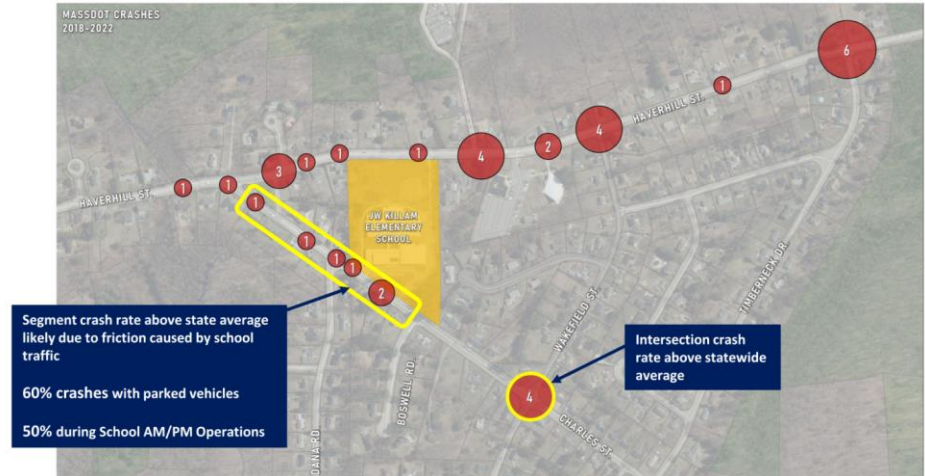
ARRIVAL & DISMISSAL TRAFFIC OBSERVATIONS



SPEED STUDY

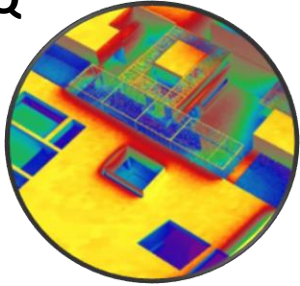
	Enforced Speed Limit	85 th Percentile Speed
Haverhill Street (All Day)		
Northbound	35	42
Southbound	35	39
Haverhill Street (AM Arrival)		
Northbound	20	40
Southbound	20	37
Haverhill Street (PM Dismissal)		
Northbound	20	39
Southbound	20	37

CRASH HISTORY



SUSTAINABILITY

IEQ



SITE



GOALS



**MATERIALS &
RESOURCES**



WATER



ENERGY

REQUIREMENTS

- **MSBA Green Schools Policy** – Additional Reimbursement for LEED and for meeting the MA Opt-in Specialized Code
- **MA Stretch Energy Code** – Requires high degree of energy efficiency

INCENTIVES



- Additional 3-4% reimbursement for MA High-Performance Green Schools



- Rebates for geothermal heat pumps and solar photovoltaics
- 15%-45% of cost of entire HVAC system can be refunded.
- Need to confirm if IRA funds will still be available.



- Explore RMLD ownership of solar PV.



- Team is studying availability of MassSave incentives.
- If Killam uses gas from National Grid, it may be eligible for some MassSave incentives for switching to electric.

EVALUATION OF ALTERNATIVES



A-1/A-2
Add-Reno



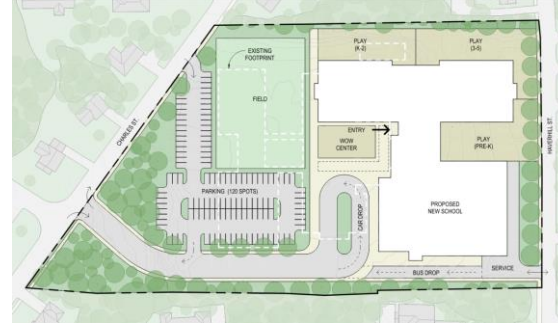
B-1/B-2
Compact/3-story



C-1/C-2
No demo 2-story



D-1/D-2
Some Demo 2-story



E
Extensive Demo



EVALUATION OF ALTERNATIVES

	A-1	A-2	B-1	B-2	C-1	C-2	D-1	D-2	E-1
Built Around the Student									
Classroom Neighborhoods	O	O	O	O	O	O	+	+	+
Educational Spaces	O	O	-	-	-	-	O	O	O
Community Centered									
Cost/Value	-	-	+	+	+	+	O	O	O
Neighborhood Context	-	O	-	O	O	O	+	+	+
Outdoor Space	-	-	+	+	O	O	+	+	+
Responsible Sustainability									
Energy Efficient	-	-	+	+	+	+	+	+	+
Ease of Maintenance and Life Cycle Cost	O	O	O	O	O	O	O	O	O
Safe and Healthy									
Traffic and Access	-	-	+	+	O	O	+	+	+
Safe and Secure	O	O	O	O	O	O	O	O	O
Phasing/Disruption	-	-	+	+	O	O	-	-	-
A Sense of Belonging									
Warm and Welcoming	-	-	O	O	O	O	+	+	+
Scale and Character	-	O	-	O	O	O	+	+	O

NEXT STEPS

- **PDP Submittal to MSBA:** May 20
- **Sustainability Committee:** May 21 and July 9 – initial system selection
- **Next SBC Meetings:** June 17 – Evaluation of Alternatives
July 8 – Final Evaluation of Alternatives
July 22 – Joint Meeting with Town Committees
August 5 – Preferred Solution
- **Next Community Meetings:** July 15 – Evaluation of Alternatives
August 8 – Preferred Solution

QUESTIONS?

LEGAL NOTICE



TOWN OF READING

To the Inhabitants of the Town of Reading:

Please take notice that the Select Board of the Town of Reading will hold a public hearing on May 21, 2024 at 7:00 PM in the Select Board Meeting Room, 16 Lowell Street, Reading, Massachusetts, and remotely via Zoom, to approve the FY25 Non-Union Classification and Compensation Plans.

A copy of the proposed documents regarding this topic will be in the Select Board packet on the website at www.readingma.gov

All interested parties are invited to attend the hearing, or may submit their comments in writing or by email prior to 4:00 p.m. on May 21, 2024 to townmanager@ci.reading.ma.us

By order of
Matthew A. Kraunelis, Esq.
Town Manager

245050

5/7,14/24

**Legal Notice
(Seal)
Town of Reading**

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By order of
Matthew A. Kraunelis, Esq.
Town Manager

To the Chronicle: Please publish on May 7th and again on May 14th, 2024

Send the bill and tear sheet to: Town Manager, 16 Lowell Street, Reading, MA 01867



Office of the Town Manager
16 Lowell Street
Reading, MA 01867

781-942-9043
townmanager@ci.reading.ma.us
www.readingma.gov/town-manager

To: Select Board
From: Matthew A. Kraunelis
Date: May 14, 2024
RE: FY25 Classification Changes - Proposed

At the May 21, 2024, Select Board meeting, you will be asked to approve the FY25 Non-Union Classification and Compensation Charts. Below is some background information that explains the few changes we are proposing.

All these changes are within the parameters of the approved FY25 budget.

Grade E

- Assistant Treasurer: transfer to Grade H and title change to Payroll Administrator/Assistant Treasurer.
- Nurse Advocate: remove from classification plan.
- Public Health Nurse: transfer to Grade H and combine duties with Nurse Advocate.

Grade F

- Assistant Town Accountant: transfer to Grade I.

Grade G

- Software Coordinator: transfer to Grade K and title change to Technology Manager.

Grade H

- Payroll Administrator/Assistant Treasurer: transferred from Grade E and title change from Assistant Treasurer.
- Public Health Nurse: transferred from Grade E and combine duties with Nurse Advocate.
- Senior Planner – Housing/Sustainability – adding official specificity to the title.
- Senior Planner – Economic Development – adding official specificity to the title.

Grade I

- Assistant Town Accountant: transferred from Grade F.
- Economic Development Director: remove from classification plan.

Grade K

- Technology Manager: transferred from Grade G and title change from Software Coordinator.

TOWN OF READING CLASSIFICATION PLAN proposed July 1, 2024

Schedule A-1

A									
B	Clerk	Library Associate	Parking Enforcement Officer	Transportation Coordinator					
C	Administrative Assistant	Senior Center Coordinator	Senior Library Associate	Veteran's Service Officer					
D	Administrative Specialist	Assistant Assessor	Benefits Specialist	Coalition Outreach Coordinator	Computer Technician	Librarian I	Library Communications Specialist	Recreation Coordinator	
E	Accounting Specialist	Assistant Collector	Assistant Town Clerk	Assistant Treasurer	Financial Analyst	Health Inspector	Nurse Advocate	Permits Coordinator	Public Health Nurse
	Senior Case Manager								
F	Assistant Town Accountant	Executive Assistant	Plumbing/Gas Inspector	Public Safety Clinician	Water Quality Safety Administrator	Wiring Inspector			
G	GIS Administrator	Librarian II	Senior Computer Technician	Software Coordinator					
H	Conservation Administrator	Payroll Administrator/Assistant Treasurer	Public Health Nurse	Procurement Officer	Recreation Administrator	Senior Planner - Housing/Sustainability	Senior Planner - Economic Development		
I	Assistant Human Resources Director	Assistant Town Accountant	Collector	Economic Development Director	Elder/Human Services Administrator	Head Public Safety Dispatcher			
J	Assessor	Building Inspector	Coalition Director	Director of Equity and Social Justice	Library Collection Services Division Head	Library Public Services Division Head			
K	Assistant Facilities Director	Assistant Library Director	Building Commissioner	Community Development Director	Community Services Director	Technology Manager	Town Clerk		
L	Assistant Chief Financial Officer/Treasurer	Assistant DPW Director	Director of Operations	Human Resources Director					
M	Assistant Fire Chief	Deputy Police Chief	Health Director	Library Director					
N	Assistant Town Manager	Chief Financial Officer/Town Accountant	Chief Technology Officer	DPW Director	Facilities Director	Fire Chief	Police Chief		

FY2025 TOWN OF READING COMPENSATION PLAN

Schedule B-1

(1.25% increase over FY24 coupled with step movement when eligible)

effective July 1, 2024 through June 30, 2025

HOURLY RATES

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14
A	\$ 19.71	\$ 20.18	\$ 20.66	\$ 21.14	\$ 21.64	\$ 22.14	\$ 22.66	\$ 23.20	\$ 23.74	\$ 24.30	\$ 24.87	\$ 25.45	\$ 26.05	\$ 26.67
B	\$ 23.66	\$ 24.21	\$ 24.79	\$ 25.36	\$ 25.96	\$ 26.57	\$ 27.20	\$ 27.83	\$ 28.49	\$ 29.16	\$ 29.84	\$ 30.55	\$ 31.27	\$ 32.00
C	\$ 28.39	\$ 29.06	\$ 29.74	\$ 30.44	\$ 31.15	\$ 31.88	\$ 32.63	\$ 33.40	\$ 34.18	\$ 34.99	\$ 35.81	\$ 36.65	\$ 37.51	\$ 38.39
D	\$ 31.28	\$ 32.02	\$ 32.76	\$ 33.53	\$ 34.32	\$ 35.13	\$ 35.95	\$ 36.80	\$ 37.67	\$ 38.56	\$ 39.46	\$ 40.39	\$ 41.34	\$ 42.30
E	\$ 32.85	\$ 33.62	\$ 34.40	\$ 35.21	\$ 36.05	\$ 36.89	\$ 37.76	\$ 38.65	\$ 39.55	\$ 40.48	\$ 41.43	\$ 42.40	\$ 43.41	\$ 44.42
F	\$ 34.49	\$ 35.30	\$ 36.13	\$ 36.98	\$ 37.85	\$ 38.74	\$ 39.64	\$ 40.57	\$ 41.53	\$ 42.50	\$ 43.51	\$ 44.53	\$ 45.57	\$ 46.65
G	\$ 36.21	\$ 37.06	\$ 37.93	\$ 38.83	\$ 39.74	\$ 40.67	\$ 41.62	\$ 42.61	\$ 43.61	\$ 44.63	\$ 45.68	\$ 46.76	\$ 47.85	\$ 48.97
H	\$ 38.02	\$ 38.91	\$ 39.83	\$ 40.76	\$ 41.73	\$ 42.71	\$ 43.71	\$ 44.73	\$ 45.79	\$ 46.86	\$ 47.96	\$ 49.09	\$ 50.24	\$ 51.42
I	\$ 39.92	\$ 40.86	\$ 41.82	\$ 42.81	\$ 43.81	\$ 44.84	\$ 45.90	\$ 46.97	\$ 48.07	\$ 49.21	\$ 50.36	\$ 51.55	\$ 52.75	\$ 54.00
J	\$ 41.92	\$ 42.90	\$ 43.91	\$ 44.94	\$ 46.00	\$ 47.08	\$ 48.18	\$ 49.32	\$ 50.48	\$ 51.67	\$ 52.88	\$ 54.12	\$ 55.39	\$ 56.70
K	\$ 44.68	\$ 45.81	\$ 46.95	\$ 48.12	\$ 49.33	\$ 50.55	\$ 51.82	\$ 53.12	\$ 54.44	\$ 55.81	\$ 57.21	\$ 58.63	\$ 60.10	\$ 62.50
L	\$ 49.16	\$ 50.38	\$ 51.65	\$ 52.93	\$ 54.26	\$ 55.62	\$ 57.00	\$ 58.43	\$ 59.89	\$ 61.39	\$ 62.93	\$ 64.50	\$ 66.11	\$ 68.75
M	\$ 54.07	\$ 55.42	\$ 56.81	\$ 58.23	\$ 59.69	\$ 61.18	\$ 62.70	\$ 64.27	\$ 65.88	\$ 67.52	\$ 69.21	\$ 70.95	\$ 72.72	\$ 75.62
N	\$ 59.47	\$ 60.96	\$ 62.49	\$ 64.05	\$ 65.65	\$ 67.29	\$ 68.97	\$ 70.70	\$ 72.46	\$ 74.28	\$ 76.14	\$ 78.04	\$ 79.99	\$ 83.19

ANNUAL (example based on a 37.5 hr workweek) Salaries are rounded to the nearest dollar

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14
A	\$ 38,435	\$ 39,351	\$ 40,287	\$ 41,223	\$ 42,198	\$ 43,173	\$ 44,187	\$ 45,240	\$ 46,293	\$ 47,385	\$ 48,497	\$ 49,628	\$ 50,798	\$ 52,007
B	\$ 46,137	\$ 47,210	\$ 48,341	\$ 49,452	\$ 50,622	\$ 51,812	\$ 53,040	\$ 54,269	\$ 55,556	\$ 56,862	\$ 58,188	\$ 59,573	\$ 60,977	\$ 62,400
C	\$ 55,361	\$ 56,667	\$ 57,993	\$ 59,358	\$ 60,743	\$ 62,166	\$ 63,629	\$ 65,130	\$ 66,651	\$ 68,231	\$ 69,830	\$ 71,468	\$ 73,145	\$ 74,861
D	\$ 60,996	\$ 62,439	\$ 63,882	\$ 65,384	\$ 66,924	\$ 68,504	\$ 70,103	\$ 71,760	\$ 73,457	\$ 75,192	\$ 76,947	\$ 78,761	\$ 80,613	\$ 82,485
E	\$ 64,058	\$ 65,559	\$ 67,080	\$ 68,660	\$ 70,298	\$ 71,936	\$ 73,632	\$ 75,368	\$ 77,123	\$ 78,936	\$ 80,789	\$ 82,680	\$ 84,650	\$ 86,619
F	\$ 67,256	\$ 68,835	\$ 70,454	\$ 72,111	\$ 73,808	\$ 75,543	\$ 77,298	\$ 79,112	\$ 80,984	\$ 82,875	\$ 84,845	\$ 86,834	\$ 88,862	\$ 90,968
G	\$ 70,610	\$ 72,267	\$ 73,964	\$ 75,719	\$ 77,493	\$ 79,307	\$ 81,159	\$ 83,090	\$ 85,040	\$ 87,029	\$ 89,076	\$ 91,182	\$ 93,308	\$ 95,492
H	\$ 74,139	\$ 75,875	\$ 77,669	\$ 79,482	\$ 81,374	\$ 83,285	\$ 85,235	\$ 87,224	\$ 89,291	\$ 91,377	\$ 93,522	\$ 95,726	\$ 97,968	\$ 100,269
I	\$ 77,844	\$ 79,677	\$ 81,549	\$ 83,480	\$ 85,430	\$ 87,438	\$ 89,505	\$ 91,592	\$ 93,737	\$ 95,960	\$ 98,202	\$ 100,523	\$ 102,863	\$ 105,300
J	\$ 81,744	\$ 83,655	\$ 85,625	\$ 87,633	\$ 89,700	\$ 91,806	\$ 93,951	\$ 96,174	\$ 98,436	\$ 100,757	\$ 103,116	\$ 105,534	\$ 108,011	\$ 110,565
K	\$ 87,126	\$ 89,330	\$ 91,553	\$ 93,834	\$ 96,194	\$ 98,573	\$ 101,049	\$ 103,584	\$ 106,158	\$ 108,830	\$ 111,560	\$ 114,329	\$ 117,195	\$ 121,875
L	\$ 95,862	\$ 98,241	\$ 100,718	\$ 103,214	\$ 105,807	\$ 108,459	\$ 111,150	\$ 113,939	\$ 116,786	\$ 119,711	\$ 122,714	\$ 125,775	\$ 128,915	\$ 134,063
M	\$ 105,437	\$ 108,069	\$ 110,780	\$ 113,549	\$ 116,396	\$ 119,301	\$ 122,265	\$ 125,327	\$ 128,466	\$ 131,664	\$ 134,960	\$ 138,353	\$ 141,804	\$ 147,459
N	\$ 115,967	\$ 118,872	\$ 121,856	\$ 124,898	\$ 128,018	\$ 131,216	\$ 134,492	\$ 137,865	\$ 141,297	\$ 144,846	\$ 148,473	\$ 152,178	\$ 155,981	\$ 162,221

Select Board Liaison Assignments

effective May 2023

Projects & Ad Hocs	#	
SWEC	1	Carlo
Killam School	1	Karen
ReCalc	1	Mark
Affordable Housing Trust	1	Jackie

Administrative Services	#	
Select Board VASC	2	Chris & Jackie
School Committee	2	Karen & Chris
Regional School District	1	Chris
RMLD Commissioners	2	Karen & Jackie
RMLD CAB	1	Chris
Bylaw Committee	1	Carlo
Finance Committee	2	Mark & Karen
RCTV Board of Directors	1	Jackie
Cultural Council	1	Jackie
Climate Advisory	1	Karen
Reading Ice Arena Authority	2	Carlo & Karen
Celebration Committee	1	Chris
Animal Controls Appeal Comm.	1	Carlo
Moderator & TM Rules Committee	1	Carlo
Board of Registrars	1	Carlo

Finance

Audit Committee	1	Chris
Board of Assessors	1	Karen
Retirement Board	1	Jackie
Commissioners of Trust Funds	1	Mark

Public Services	#	
<u>Community Services</u>		
Council on Aging & MVES	1 or 2	Karen & Mark
Board of Health	1 or 2	Jackie & Carlo
Recreation Committee	1 or 2	Carlo
<u>Community Development</u>		
Economic Development	1 or 2	Karen & Chris
MAPC	1	Karen
CPDC	1 or 2	Jackie & Carlo
Zoning Board of Appeals	1 or 2	Jackie
Historical	1 or 2	Carlo
Historic District Commissions	1	Chris
Conservation Commission	1	Carlo
Reading Housing Authority	1	Jackie
Public Safety		
Public Safety department	1 or 2	Chris & Mark
The Coalition	1	Jackie

Facilities

Permanent Building Committee	1 or 2	Mark
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Public Library

Library Trustees	1 or 2	Karen & Carlo
(PAIR) Partners and Allies for Inclusive Reading	1	Mark

Public Works

Board of Cemetery Trustees	1	Chris
Trails Committee	1	Jackie
Town Forest Committee	1	Mark



Town of Reading
16 Lowell Street
Reading MA 01867

Town Clerk
781-942-9050

fax: 781-942-9070
website: www.readingma.gov

Application for Appointment to
Boards, Committees and Commissions

Name: Abate Richard Paul Date: 01/29/24
(Last) (First) (Middle)

Address: 8 Applegate Lane Reading, MA 01867

Phone (Home): Phone (Work):

Phone (Cell): 617-510-9381 Which number should be listed? Cell

Occupation: Police Officer Number of years in Reading: 50

E-mail address: richabate@verizon.net

Place a number next to your preferred position(s) (up to four choices) with number 1 being your first priority. (Please attach a resume if available)

- Animal Control Appeals Committee
Board of Assessors
Board of Health
Bylaw Committee
Climate Advisory Committee
Community Planning and Development Commission
Constables
Cultural Council
Finance Committee
Historical Commission
Human Relations Advisory Committee
RCTV Board of Directors
Retirement Board
Town Forest Committee
Veterans Memorial Trust Fund Committee
Audit Committee
Board of Cemetery Trustees
Board of Registrars
Celebration Trust Committee
Commissioners of Trust Funds
Conservation Commission
Council on Aging
Custodian of Soldier and Sailor Graves
Historic District Commission
Housing Authority
Permanent Building Committee
Recreation Committee
RMLD Citizen Advisory Board
Trails Committee
Zoning Board of Appeals

X Other Retirement Board

Please outline relevant experience for the position(s) sought:
I have been employed by the town for 18 years and involved in the retirement system since being hired. I have been the President of the Reading Police Supervisory Officers Association for about 10 years. I have a Bachelors degree from Merrimack College in Business Management and a Masters degree from the University of Massachusetts Lowell in Criminal Justice.



Town of Reading
16 Lowell Street
Reading MA 01867

RECEIVED
TOWN CLERK
READING, MA.
2024 JAN 31 AM 9:45

Town Clerk
781-942-9050

fax: 781-942-9070
website: www.readingma.gov

**Application for Appointment to
Boards, Committees and Commissions**

Name: HOLMES MICHAEL KEVIN Date: 1/29/24
(Last) (First) (Middle)

Address: 347 Charles St.

Phone (Home): _____ Phone (Work): _____

Phone (Cell): 781-439-5905 Which number should be listed? CELL

Occupation: RETIRED - FIREFIGHTER Number of years in Reading: 50

E-mail address: holmesrdng@gmail.com

Place a number next to your preferred position(s) (up to four choices) with number 1 being your first priority. (Please attach a resume if available)

- Animal Control Appeals Committee
 - Board of Assessors
 - Board of Health
 - Bylaw Committee
 - Climate Advisory Committee
 - Community Planning and Development Commission
 - Constables
 - Cultural Council
 - Finance Committee
 - Historical Commission
 - Human Relations Advisory Committee
 - RCTV Board of Directors
 - Retirement Board
 - Town Forest Committee
 - Veterans Memorial Trust Fund Committee
 - Audit Committee
 - Board of Cemetery Trustees
 - Board of Registrars
 - Celebration Trust Committee
 - Commissioners of Trust Funds
 - Conservation Commission
 - Council on Aging
 - Custodian of Soldier and Sailor Graves
 - Historic District Commission
 - Housing Authority
 - Permanent Building Committee
 - Recreation Committee
 - RMLD Citizen Advisory Board
 - Trails Committee
 - Zoning Board of Appeals
- Other RETIREMENT BOARD

Please outline relevant experience for the position(s) sought:

Member of retirement system.
Served as Reading Fire Union officer.
Served on Reading Fire Union Executive Board.
Served on Reading Fire Union contract negotiating Committee.



Town of Reading
16 Lowell Street
Reading MA 01867

Town Clerk
781-942-9050

fax: 781-942-9070
website: www.readingma.gov

Application for Appointment to
Boards, Committees and Commissions

Name: Lannon Amy Fang Date: 1/31/2024
(Last) (First) (Middle)

Address: 58 Riverside Drive

Phone (Home): Phone (Work): 781-944-0840

Phone (Cell): 617-529-4219 Which number should be listed? Work

Occupation: Reading Public Library Number of years in Reading: 26

E-mail address: lannon@noblenet.org

Place a number next to your preferred position(s) (up to four choices) with number 1 being your first priority. (Please attach a resume if available)

- Animal Control Appeals Committee
Board of Assessors
Board of Health
Bylaw Committee
Climate Advisory Committee
Community Planning and Development Commission
Constables
Cultural Council
Finance Committee
Historical Commission
Human Relations Advisory Committee
RCTV Board of Directors
Retirement Board
Town Forest Committee
Veterans Memorial Trust Fund Committee
Audit Committee
Board of Cemetery Trustees
Board of Registrars
Celebration Trust Committee
Commissioners of Trust Funds
Conservation Commission
Council on Aging
Custodian of Soldier and Sailor Graves
Historic District Commission
Housing Authority
Permanent Building Committee
Recreation Committee
RMLD Citizen Advisory Board
Trails Committee
Zoning Board of Appeals

X Other Retirement Board

Please outline relevant experience for the position(s) sought:

I am a long-time, pension-vested Town of Reading employee. As a Department Head, I have experience with both financial and personnel management.

I am very interested in continuing to serve my colleagues - past, present and future - and working to keep the Reading pension system healthy. I also enjoy learning, even completing a graduate-level certificate while working full-time, and look forward to learning more about the retirement system in Reading and in the larger context of the State/Federal governments.

I have lived in Reading for 26 years and worked for the Town of Reading in non-exempt, exempt, part-time, and full-time positions. I also think ten years of experience as a legal research librarian will come in handy in understanding related laws and regulations.

June 4, 2024		Tuesday	
	Overview of Meeting		
	Public Comment		
	Select Board Liaison and Town Manager Reports		
HEARING	Discuss and Vote FY25 Water & Sewer Rates		
HEARING	Traffic Amendment	Jones	
	PTTTF Update	PTTTF - Jones	
	Vote & Grant Gazebo Circle Easement		
	B/C/C budget vote?		
	Discuss formation of RECALC Building Committee		
	Charter Review Committee Update		
June 18, 2024		Tuesday	
	Overview of Meeting		
	Public Comment		
	Select Board Liaison and Town Manager Reports		
	Vote on VASC recommendations for Annual board/committee Appointments		
	ReCalc Update		
	Discuss & Vote on Bill Russell Committee (BRACE)		
	Vote to declare Surplus Items: Fire Department Ladder Truck	Chief Burns	
	Discuss Building Permit Fee Schedule	Andrew MacNichol	
July 16, 2024		Tuesday	
	Discuss Moving Town Election to May		
August 20, 2024		Tuesday	
September 10, 2024	STATE PRIMARY		
September 17, 2024		Tuesday	
October 8, 2024		Tuesday	
October 29, 2024		Tuesday	
Hearing	Tax Classification		
November 5, 2024	STATE ELECTION		
November 12, 2024	SUBSEQUENT TOWN MEETING		
November 14, 2024	SUBSEQUENT TOWN MEETING		
November 18, 2024	SUBSEQUENT TOWN MEETING		
November 19, 2024		Tuesday	
November 21, 2024	SUBSEQUENT TOWN MEETING		

December 3, 2024		Tuesday	
	Vote to approve Annual Liquor Licenses		
December 4, 2024		Wednesday	
	Department Budget Presentations		
December 10, 2024		Tuesday	
	Department Budget Presentations		
	Recurring Agenda Items		
	Close Warrant: Annual Town Meeting	March	
	Close Warrant: Subsequent Town Meeting	September	
	Appoint Town Accountant	March	Annual
HEARING	Approve Classification & Compensation	May	Annual
	Appointments of Boards & Committees	May/June	Annual
HEARING	Approve Tax Classification	October	Annual
	Approve Licenses	December	Annual
	Arbor Day Proclamation	April	Annual
	Liaison: RCTV members Report		Annual
	Liaison: CAB (RMLD) member Report		Annual
	Liaison: MAPC member Report		Annual
	Liaison: Reading Housing Authority Report		Annual
	Liaison: Reading Ice Arena Report		Annual
	Town Accountant Report		Qtrly
	Economic Development Director		Semi-ann
	Parking/Traffic/Transportation Task Force (PTTTF)		
	Town Board & Committee visits		
	Town Department visits		
	Review Select Board Goals		
	Review Town Manager Goals		February/March