



## WAKEFIELD TOWN COUNCIL

Monday, September 10, 2018

7:00 P.M.

WCAT - 24 Hemlock Road, Wakefield, MA. 01880

**COUNCIL  
MEMBERS  
PRESENT:**

Councilor Mehreen N. Butt  
Councilor Paul R. DiNocco  
Councilor Edward F. Dombroski, Jr.  
Councilor Julie Smith-Galvin  
Councilor Anthony Longo, Vice-Chairperson  
Councilor Ann McGonigle Santos

**ADMINISTRATION PRESENT:**

Town Administrator Stephen P. Maio  
Executive Assistant Sherri A. Dalton  
Town Counsel Thomas A. Mullen

**COUNCIL  
MEMBERS  
NOT  
PRESENT:**

Councilor Peter J. May

----- TOPICS OF DISCUSSION -----

**Call to Order**

Councilor Longo called the meeting to order at 7:00 p.m.

**Public  
Participation**

Robert Mitchell of 6 Spaulding Street appeared before the Council and addressed his concerns regarding the Charter Review Committee's proposals for the Regular Town Meeting.

**Advertise for  
Poll Worker's**

Councilor DiNocco motioned to approve the request from Sherri Dalton, Town Administrator's Office to advertise for Poll Worker's in the Wakefield Daily Item and on the Town's website for one year appointments from January 1, 2019 through December 31, 2019. Councilor Santos seconded. Council Butt requested the advertisement also be on social media. Motion passed 6-0-0.

**Advertise for  
a member to  
the Human  
Rights  
Committee**

Councilor DiNocco motioned to approve the request from Sherri Dalton, Town Administrator's Office to advertise for an opening on the Human Rights Committee in the Wakefield Daily Item and on the Town's website and social media. Councilor Santos seconded. Councilor Dombroski asked for clarification with advertisement on social media. The advertisement will also be included on the Town's Facebook page. Motion then included advertising on the Town's Facebook page. Motion passed 6-0-0.

**Advertise for  
members to  
the Disability  
Commission**

Councilor Santos motioned to approve the request from Sherri Dalton, Town Administrator's Office to advertise for members to the Disability Commission in the Wakefield Daily Item and on the Town's website and Town's Facebook page. Councilor DiNocco seconded. Motion passed 6-0-0.

**Liaison  
Updates**

Councilor Longo stated that on the September 27, 2018 Town Council agenda the Town Councilors will have an opportunity to discuss updates they have with their liaison departments.

<b>Regular Minutes – August 6, 2018</b>	Councilor DiNocco motioned to approve the August 6, 2018 Regular Board Minutes. Councilor Santos seconded. Motion passed 6-0-0.
<b>Executive Session Minutes – July 16, 2018</b>	Councilor DiNocco motioned to approve the July 16, 2018 Executive Session Minutes. Councilor Santos seconded. Motion passed 6-0-0.
<b>Executive Session Minutes – August 6, 2018</b>	Councilor Santos motioned to approve the August 6, 2018 Executive Session Minutes. Councilor DiNocco seconded. Motion passed 6-0-0.
<b>Library Donation</b>	Councilor Santos motioned to accept and expend a gift or gifts to the Library in the amount of \$1,636.03 from various donors with thanks. Councilor DiNocco seconded. Motion passed 6-0-0.
<b>World War II Donation</b>	Councilor Santos motioned to accept and expend a gift or gifts to the Wakefield World War II Memorial Fund in the amount of \$50.00 from Irene Chandler with thanks. Councilor Dombroski seconded. Motion passed 6-0-0.
<b>Americal Civic Center Donation</b>	Councilor Santos motioned to accept and expend a gift or gifts to the Americal Civic Center in the amount of \$504.81. Councilor Dombroski seconded. Motion passed 6-0-0.
<b>Public Hearing – Tax Classification</b>	Councilor Santos motioned to schedule a Public Hearing on October 15, 2018 at 7:15 p.m. for the Fiscal Year 2019 Tax Classification. Councilor DiNocco seconded. Motion passed 6-0-0.
<b>Charter Review Committee</b>	John Carney, Chairperson of the Charter Review Committee along with committee members presented to the Town Council articles that the committee is proposing for the Regular Town Meeting on November 5, 2018. The committee approved moving the Annual Town Meeting to the second Monday in May; approved moving the Annual Town Election to the second Tuesday in April; approved changing ten (10) calendar days to twelve (12) business days for effective day of final vote; approve changing ten (10) calendar days to twelve (12) business days for referendum petition; changed required signatures for referendum petition to 5%; approve having Assessors appointed versus elected; approved changing the term for the Town Moderator from one year to three years; approved changing responsibility of the Finance Committee Selection Committee from past chairperson of the Finance Committee to the current chairperson; approved establishing a time limit for replacing Finance Committee members; approved recognizing email as a form of notification; approve changes to reflect how the Board of Health currently operates; approved changes to reflect changes in State Law relative to the Housing Authority; approved changes to reflect Library not having

clerical staff; approved changes to reflect that the Recreation Department does not report to Public Works; approved minor grammatical changes; approved change of School Committee Budget submission due from 90 days to 60 days. After discussion the Town Council thanked the Charter Review Committee for all their work.

**Business  
District Issues**

Councilor DiNocco motioned to table the request of business district issues to a future Town Council meeting when all the Councilors and Police Chief can be in attendance. Councilor Santos seconded. Motion passed 6-0-0. Council Butt asked for better clarification for the next agenda on what business district issues actually are so that everyone is prepared. Councilor Dombroski brought up the issues with Lakeside Inn and how many calls of service. Police Chief Smith explained that his department receives many calls to that area but they are not specially to the licensed premises.

**Public Safety  
Building**

Councilor Dombroski stated that the issues with the Public Safety Building remain despite the Town Election vote. He went on to say that a better project needs to be presented and he, along with input from Town Administrator Stephen P. Maio and Police Chief Richard Smith, proposed to form a 15 member Public Safety Building Re-Assessment Committee comprised of the Police Chief, the Fire Chief, the Deputy Police Chief, Chairperson of the Permanent Building Committee, Town Administrator, a member on the Permanent Building Committee, two Finance Committee members, the Director of the Department of Public Works, the Fire Captain, three members of the public, a Town Councilor and the Town Council liaison to the Police Department. After discussion the Town Council amended the proposed 15 member Public Safety Building Re-Assessment Committee to a 17 member committee with the addition of a member of WAAV and a member of Wake-Up and replacing the Fire Captain with the Emergency Management Director and replacing a member of the Town Council with a member of the Board of Health. Councilor Dombroski motioned to amend the Public Safety Building Re-Assessment Committee from 15 members to 17 members to include a member of WAAV and a member of Wake-Up and to replace the Fire Captain with the Emergency Management Director and replacing a member of the Town Council with a member of the Board of Health. Councilor DiNocco seconded. Motion passed 6-0-0. Councilor Longo asked that Councilor Dombroski have a Mission Statement for the next Town Council meeting.

**Traffic  
Advisory  
Recommendations**

Lieutenant Steven Skory, Chairperson of the Traffic Advisory Committee appeared before the Town Council to recommend traffic changes.

Councilor Santos motioned to approve the request for “No Parking Here to Corner” signs be installed on both the north and south sides of Charles Street forty feet east of the Main Street curb line. Councilor Butt seconded. Motion passed 6-0-0.

Councilor Santos motioned to approve the request for signs on Water Street at the intersection with Crescent that advise motorists not to block the

intersection. One sign for the westbound traffic on Water Street and one sign for eastbound traffic on Water Street that reads, "Do Not Block Intersection". Councilor Galvin seconded. Motion passed 6-0-0.

Councilor Santos motioned to approve the request that the north side of Davidson Road be posted with signs that read "Resident Parking Only 8am-4pm Monday-Friday. Councilor DiNocco seconded. Motion passed 6-0-0.

Councilor Santos motioned to approve the request for the removal of the four parking spaces between the driveway to 894 Main Street and the Hallmark Health building. Councilor Galvin seconded. Councilor Dombroski has concerns on eliminating four parking spaces at the location. Councilor DiNocco agreed with Councilor Dombroski. Motion failed 3-3-0 with Councilor Butt, Councilor Galvin and Councilor Santos voting in favor and Council Dombroski, Councilor DiNocco and Councilor Longo voting against.

Councilor DiNocco motioned to approve the request for a STOP sign installed on Castle Clare Circle. Councilor Dombroski seconded. Motion passed 6-0-0.

**Debt Service  
Needs  
Account**

Councilor Santos motioned to approve the transfer of \$1,000,000.00 to the Debt Service Capital Needs Account. Councilor DiNocco seconded. Motion passed 6-0-0.

**Side Walk  
Sales**

Councilor Santos motioned to approve the request from the Wakefield Lynnfield Chamber of Commerce for a Side Walk Sale on Main Street downtown; Albion Street and Main Street Greenwood from 10:00 a.m. until 3:00 p.m. on Saturday, September 22, 2018 with a rain date of Saturday, September 29, 2018. Councilor DiNocco seconded. Councilor DiNocco stated that all brick and mortar businesses be allowed to participate and follow the guidelines. Councilor Santos motioned to approve the request and to allow all brick and mortar businesses to participate and follow the guidelines. Councilor Dombroski seconded. Motion passed 6-0-0.

**Regular Town  
Meeting**

Councilor DiNocco motioned to set the date of November 5, 2018 at 7:00 p.m. at the Galvin Middle School for the Regular Town Meeting. Councilor Dombroski seconded. Motioned passed 6-0-0.

**Regular Town  
Meeting  
Warrant**

Councilor Santos motioned to open the Town Meeting Warrant for the Regular Town Meeting. Councilor Galvin seconded. Motion passed 6-0-0.

**Close Regular  
Town Meeting  
Warrant**

Councilor DiNocco motioned to close the Regular Town Meeting Warrant on October 4, 2018 at 4:30 p.m. Councilor Santos seconded. Motion passed 6-0-0.

**Common  
Victualler  
License**

Councilor DiNocco motioned to approve the new 2018 Common Victualler License for Omelette Headquarters at 57 Water Street from September 1, 2018 through December 31, 2018. Councilor Santos seconded. Motion passed 6-0-0.

**Class II License**

Councilor Santos motioned to approve the 2018 renewal Class II License for Wakefield Gas at 454 Water Street from September 10, 2018 through December 31, 2018 pending fingerprinting results and Police Chief Richard Smith's recommendation. Councilor DiNocco seconded. Motion passed 6-0-0.

**One Day Liquor License**

Councilor Santos motioned to approve the One Day Liquor License for Wakefield Main Streets Annual Meeting on September 25, 2018 from 6:00 p.m. until 10:00 p.m. at Brothers Restaurant. Councilor DiNocco asked that the fee be waived since they are a town body. Councilor Galvin stated that they are not a town body, they are an independent nonprofit organization and not to waive the fee. Motion passed 6-0-0.

**Licensing Fees**

Town Administrator Stephen P. Maio explained that the licensing fees have not been increased for many years and the Town Council may want to look at reviewing the fees. Town Administrator Maio proposed adding an application fee to every application and increasing the All Alcohol fee from \$3,000.00 to \$4,500.00; increasing the Beer and Wine fee from \$2,400.00 to \$3,000.00; increasing the Club fee from \$500.00 to \$1,000.00; increasing the Entertainment fee from \$50.00 per devise to \$100.00 per devise; increasing the Common Victualler fee from \$25.00 to \$100.00. After discussion Town Council would like to bring this back for the next meeting.

**Warrant Review and Signing**

Councilor Smith-Galvin signed Warrant #55 dated June 29, 2018; Warrant #3 dated July 17, 2018; Warrant #4 dated July 24, 2018 and Warrant #5 dated July 31, 2018 regarding town affairs.

**Matters Not Anticipated By The Chair Within 48 Hours of Meeting**

Councilor Butt – election was last week and heard only good things; has ideas for signage for the November election; heard there may have been an issue with sign holders and she measured the distance herself and there was no issue; as a reminder rides are available to any registered voter; attended the Complete Streets meeting and is hoping the application got in for September 1, 2018 and all information should be up on the website

Councilor DiNocco – The A-Frame pilot program was a success and the group would like to make it a permanent program. A packet will be presented to the Town Council at a future meeting; there will be a parking discussion on September 20, 2018 at 7:00 p.m. in the Heritage Room at the Americal Civic Center; asked about the Elder Exemption in which the Town Administrator stated the legislature was in session and they put forth their own bill and that really didn't go anywhere so now they are ready to come back and talk; he was at the Reading Town Fair and was asked about the National Guard site. Town Administrator answered that the National Guard is not thrilled and we are trying to get a hearing with the State; Happy Rosh Hashanah

Councilor Galvin – Happy Rosh Hashanah; going forward the Town Council should think about meetings on holidays like this; was at the Wakefield Cultural Council meeting and they received a \$8,000.00 grant from the State for activities that enhance cultures; the Human Rights Commission is doing a

town read "The Hate You Give"; it is National Drive Electric week

Councilor Dombroski – Happy Rosh Hashanah; had an opportunity to do a walk through at the Walton School, very impressive and recognized Steve Maio as being an intricate part of the process

Councilor Santos – Happy Rosh Hashanah

Councilor Longo – was very impressed with the Walton School and thank you to everyone involved; Happy Rosh Hashanah; September 11<sup>th</sup> is tomorrow please reflect

**Next Board Meeting** The next regular Town Council meeting is scheduled for September 27, 2018 at 6:30 p.m. at WCAT, 24 Hemlock Road

**Adjournment** At 9:20 p.m. Councilor Santos motioned to adjourn. Councilor Butt seconded. Motion passed 6-0-0.

Respectfully submitted,



Sherri A. Dalton, Executive Assistant