

TOWN OF WAKEFIELD DEPARTMENT OF PUBLIC WORKS

Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2024

MASTER BUDGET SUMMARY (Budgets 29, 30, 31, 32)

	Actual Expend. FY2021	Actual Expend. FY2022	Approp. FY2022	Approp. FY2023	Director's Needs Based Request FY2024	Town Admin./Dir. Request For FY2024	Increase/ (Decrease) + / -
DPW - #29	5,984,551	6,331,817	6,506,335	6,734,130	6,970,569	6,970,569	236,439 3.5111%
Snow & Ice - #30	805,328	849,888	850,000	850,000	1,927,456	850,000	
DPW Tax Supported	6,789,879	7,181,705	7,356,335	7,584,130	8,898,025	7,820,569	
DPW SEWER - #31	8,534,592	8,809,294	8,982,133	9,148,699	9,344,987	9,344,988	196,289 2.1455% <i>with MWRA</i>
							170,471 1.8633% <i>without MWRA</i>
DPW WATER - #32	5,683,396	5,953,466	6,277,749	6,204,494	7,229,715	7,229,715	1,025,221 16.5238% <i>with MWRA</i>
							306,448 4.939% <i>without MWRA</i>

DEPARTMENT OF PUBLIC WORKS

DPW - #29

Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2024

Dept/Appropriation	Actual Expend. FY2021	Actual Expend. FY2022	Approp. FY2022	Approp. FY2023	FY2023 Exp. Thru 12/31/22	Directors Request For FY2024	Town Admin. Request For FY2024	
1 <u>Personal Services</u>								
40 Administration	158,767	195,694	195,694	207,092	244,316	216,787	216,787	
41 Engineering	274,566	309,541	309,541	326,600	345,083	347,032	347,032	
42 Fleet Maintenance	347,549.57	357,410	360,525	389,230	245,692	389,466	389,466	
43 Buildings	743,057.44	784,526	784,526	821,296	504,269	866,792	866,792	
44 Forestry & Parks	890,884.98	937,205	942,698	972,141	463,615	1,006,197	1,006,197	
45 Cemetery	294,188.14	320,655	320,655	335,196	139,457	347,226	347,226	
46 Highway	1,128,618	1,172,061	1,172,061	1,194,790	625,525	1,258,529	1,258,529	
Account Total	3,753,228.09	4,077,092	4,085,700	4,246,345	2,567,958	4,432,029.00	4,432,029.00	185,684
2 <u>Purchase of Services</u>								
40 Administration	20,079.66	24,092	24,100.00	26,600.00	9,386.48	31,600.00	31,600	5,000
41 Engineering	80,258.57	108,937.63	187,000.00	187,000.00	60,201.65	202,000.00	202,000.00	15,000
42 Fleet Maintenance	89,443.60	96,700.00	96,700.00	96,700.00	24,386.31	96,700.00	96,700.00	
43 Buildings	748,695.09	767,948	837,360.00	878,380.00	434,541.35	899,965.00	899,965.00	21,585
44 Forestry & Parks	343,250	198,250.00	198,250.00	203,250.00	75,851.17	203,250.00	203,250.00	
45 Cemetery	17,700	17,700.00	17,700.00	17,700.00	5,327.50	17,700.00	17,700.00	
46 Highway	244,712.84	335,238.15	343,550.00	352,550.00	178,894.75	352,550.00	352,550.00	
Account Total	1,544,139.76	1,548,865	1,704,660.00	1,762,180.00	788,589	1,803,765.00	1,803,765.00	41,585
4 <u>Materials & Supplies</u>								
40 Administration	3,725.17	8,591.57	8,600.00	8,600.00	2,566	8,600	8,600	
41 Engineering	4,672.23	8,800.00	8,800.00	8,800.00	4,061	8,800	8,800	
42 Fleet Maintenance	258,260.13	260,800.00	260,800.00	270,430.00	203,240	279,600	279,600	9,170
43 Buildings	116,227.05	126,100.00	126,100.00	126,100.00	47,851	126,100	126,100	
44 Forestry & Parks	128,819.16	123,383.92	131,850.00	131,850.00	62,791	131,850	131,850	
45 Cemetery	24,144.76	23,532.84	24,500.00	24,500.00	4,452	24,500	24,500	
46 Highway	149,067.16	151,044.10	151,200.00	151,200.00	35,745	151,200	151,200	
Account Total	684,915.66	702,252.43	711,850.00	721,480.00	360,705	730,650.00	730,650.00	9,170
7 <u>Other Charges - Dues & Memberships</u>								
40 Administration	445	906	1,000	1,000	125	1,000	1,000	
41 Engineering	1,003.60	1,522	1,800	1,800	375	1,800	1,800	
42 Fleet Maintenance	245	325	325	325	425	325	325	
43 Buildings	250	250	250	250	675	250	250	
44 Forestry & Parks	280.36	220	300	300	0	300	300	
45 Cemetery	44	200	200	200	0	200	200	
46 Highway	0	185	250	250	0	250	250	
Account Total	2,267.96	3,608	4,125.00	4,125.00	1,600	4,125	4,125.00	0
TOTAL	5,984,549.47	6,331,817	6,506,335	6,734,130	3,718,853	6,970,569	6,970,569	236,439

DEPARTMENT OF PUBLIC WORKS
DPW - #29
Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2024
Purchase of Services

Dept/Appropriation	Actual Expend. FY2021	Actual Expend. FY2022	Approp. FY2022	Approp. FY2023	FY2023 Exp. Thru 12/31/22	Directors Request For FY2024	Town Admin. Request For FY2024	
40 ADMINISTRATION								
24400 Equip. Maint. Office / Software Licenses	9,763	9,158.09	10,000	12,500	1,647.50	17,500	17,500	5,000
27500 Training	3,020	3,590.00	3,500	3,500	3,515.00	3,500	3,500	
30100 Advertising	3,877	4,008.00	4,000	4,000	2,364.00	4,000	4,000	
30600 Printing & Binding	1,770	3,595.00	1,200	1,200	0.00	1,200	1,200	
31500 Profesional Medical - D & A Program	979	1,064.00	4,000	4,000	1,625.00	4,000	4,000	
34000 Postage	288	2,106.73	200	200	29.40	200	200	
35100 Travel in Commonwealth	0	10.00	200	200	0.00	200	200	
39900 Not Classified	382	559.95	1,000	1,000	205.58	1,000	1,000	
Account Total	20,080	24,091.77	24,100	26,600	9,386.48	31,600	31,600	5,000
41 ENGINEERING								
24800 Equip. Maint. & Software	27,012	23,893.99	25,000	25,000	20,156	40,000	40,000	15,000
27500 Training	0	2,250.00	2,250	2,250	800	2,250	2,250	
27700 Reimb. Clothing / Safety and Weather	4,200	4,472.45	3,100	3,100	3,600	3,100	3,100	
31600 Professional Serv.	3,900	3,499.50	3,500	3,500	1,500	3,500	3,500	
32500 Recording Fees	108	216.50	250	250	108	250	250	
39900 Not Classified	737	2,667.56	2,900	2,900	140	2,900	2,900	
31001 Prof. Serv. NPDES - Stormwater Program	44,301	71,937.63	150,000	150,000	33,897	150,000	150,000	
Account Total	80,258.57	108,937.63	187,000	187,000	60,201.65	202,000	202,000	15,000
42 FLEET MAINTENANCE								
21900 Hazardous Waste Disposal	6,513	5,087.42	8,000	8,000	632	8,000	8,000	
24300 Equip. Maint. Motor	3,045	10,826.57	5,000	5,000	(2,104)	5,000	5,000	
24600 Equip. Maint. Radio	2,066	1,973.06	2,500	2,500	775	2,500	2,500	
24700 Equip. Maint. - Computer & Software Licenses	0	3,250.70	3,000	3,000	0	3,000	3,000	
24800 Equip. Maint. Equip.	63,248	60,981.78	60,000	60,000	5,492	60,000	60,000	
27500 Training	4,803	3,497.60	3,500	3,500	2,748	3,500	3,500	
27700 Clothing - Safety & Weather	2,497	2,437.43	3,600	3,600	2,155	3,600	3,600	
31600 Prof. Services Other	1,125	4,032.80	3,500	3,500	3,175	3,500	3,500	
39900 Not Classified	786	1,228.18	900	900	9,175	900	900	
48200 Oil Additives (27)								
48600 Vehicle Inspections	3,424	3,984.50	4,200	4,200	2,338	4,200	4,200	
54600 Tool Allowance	1,963	2,399.96	2,500	2,500	0	2,500	2,500	
Account Total	89,444	99,700.00	96,700	96,700	24,386.31	96,700	96,700	0

DEPARTMENT OF PUBLIC WORKS

DPW - #29

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Purchase of Services

Dept/Appropriation		Actual Expend. FY2021	Actual Expend. FY2022	Approp. FY2022	Approp. FY2023	FY2023 Exp. Thru 12/31/22	Directors Request For FY2024	Town Admin. Request For FY2024	
43 BUILDINGS									
21000	Electric Maintenance Improvement	21,241	13,897.74	15,000	15,000	0.00	15,000	15,000	
21100	Electricity/Natural Gas	305,621	401,135.51	420,510	461,530	169,423.35	492,174	492,174	30,644
24000	HVAC (Civic Center / General)	79,997	53,532.57	160,850	160,850	142,256.96	160,850	160,850	
24100	Bldg Maint & Improv (includes \$35,000 TW paint)	111,603	111,002.41	108,000	108,000	35,113.29	108,000	108,000	
25100	Boiler Maint.	3,500	1,654.56	3,500	3,500	665.88	3,500	3,500	
25200	Air Cond. Maint.	1,157	3,747.06	4,000	4,000	0.00	4,000	4,000	
27000	Elevator Maint	19,277	20,539.00	21,000	21,000	14,945.00	21,000	21,000	
27100	Equip. Rental	16,000	12,911.80	16,000	16,000	3,491.84	16,000	16,000	
27300	Vehicle Allowance	4,000	4,000.00	4,000	4,000	4,000.00	4,000	4,000	
27500	Training	4,563	4,855.20	4,500	4,500	8,459.60	4,500	4,500	
31003	Roof Repairs - Town Wide	93,452	62,746.00	100,000	100,000	7,950.00	100,000	100,000	
34100	Telephone	48,119	45,183.38	55,000	55,000	44,086.89	55,000	55,000	
39900	Not Classified & Software Licenses	5,000	3,951.26	5,000	5,000	1,317.70	5,000	5,000	
40461	Security - Town Wide	34,548	28,394.20	35,000	35,000	2,830.84	35,000	35,000	
53500	General Hardware Minor Tools	521	397.00			0.00			
	Civic Center (revolving) / Commn St. Rental	96		-115,000	-115,000		-124,059	-124,059	
	Account Total	748,695	767,947.69	837,360	878,380	434,541	899,965	899,965	21,585
44 FORESTRY & PARKS									
24800	Equip. Maint. Equip.	7,050	6,736.51	7,000	7,000	1,141	7,000	7,000	
25300	Fence Repair	9,000	8,691.25	9,000	9,000	10,360	9,000	9,000	
25301	Tree Spraying	14,709	16,546.94	20,000	20,000	5,380	20,000	20,000	
25303	Tree Removal Equipment Rental	202,712	29,973.00	30,000	35,000	0	35,000	35,000	0
27100	Equipment Rental	(1,449)	1,738.50	3,000	3,000	2,715	3,000	3,000	
27500	Training	2,544	4,761.64	5,000	5,000	1,769	5,000	5,000	
30900	Goose Mgt	25,800	27,500.00	27,500	27,500	15,480	27,500	27,500	
31600	Prof. Services Other	78,473	93,618.55	88,500	88,500	36,982	88,500	88,500	
33200	Painting Flag Poles	2,500	3,500.00	3,500	3,500	0	3,500	3,500	
35100	Travel in Commonwealth	0	0.00	150	150	0	150	150	
39900	Not Classified	1,911	5,183.61	4,600	4,600	2,024	4,600	4,600	
	Account Total	343,250	198,250	198,250	203,250	75,851.17	203,250	203,250	0

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Purchase of Services

Dept/Appropriation	Actual Expend. FY2021	Actual Expend. FY2022	Approp. FY2022	Approp. FY2023	FY2023 Exp. Thru 12/31/22	Directors Request For FY2024	Town Admin. Request For FY2024	
45 CEMETERY								
27100 Equipment Rental	0	0	500	500	780.00	500	500	
27500 Training	593	1,483	1,500	1,500	2,075.00	1,500	1,500	
31600 Professional Services	16,775	13,784	14,500	14,500	2,472.50	14,500	14,500	
32500 Recording Fees	270	0	200	200	0.00	200	200	
39900 Not Classified	63	2,434	1,000	1,000	0.00	1,000	1,000	
Account Total	17,700	17,700	17,700	17,700	5,327.50	17,700	17,700	0
46 HIGHWAY								
24800 Equip. Maint. Equip.	1,981	1,469.54	1,000	1,000	1,254	1,000	1,000	
25300 Fence Repair	4,218	4,199.42	4,500	4,500	3,800	4,500	4,500	
25400 Street Sweeping	45,000	45,000.00	45,000	45,000	17,600	45,000	45,000	0
25500 C.B. Cleaning	27,935	44,083.88	44,000	50,000	56,925	50,000	50,000	
25600 Traffic Lines	64,678	59,160.72	52,000	55,000	50,965	55,000	55,000	
25700 Bit. Conc. (in place)	23,150	21,179.76	30,000	30,000	1,986	30,000	30,000	
25800 Surface Treatment	17,154	27,500.00	27,500	27,500	16,872	27,500	27,500	
27100 Equip. Rental	956	3,544.51	2,500	2,500	1,377	2,500	2,500	
27500 Training	5,086	3,763.49	3,500	3,500	8,091	3,500	3,500	
32600 Veh. Towing	0	0.00	150	150	0	150	150	
35100 Travel in Commonwealth	0	0.00	100	100	0	100	100	
39300 Weather Reports	1,695	1,695.00	1,800	1,800	1,895	1,800	1,800	
39400 Sidewalk Repair	5,623	46,688.15	55,000	55,000	12,516	55,000	55,000	
39900 Not Classified	5,601	1,953.68	1,500	1,500	1,615	1,500	1,500	
52700 Drainage Repair & Maintenance	41,636	75,000.00	75,000	75,000	4,000	75,000	75,000	0
Account Total	244,713	335,238.15	343,550	352,550	178,894.75	352,550	352,550	0

DEPARTMENT OF PUBLIC WORKS
DPW - #29
Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2024
Materials & Supplies

Dept/Appropriation	Actual Expend. FY2021	Actual Expend. FY2022	Approp. FY2022	Approp. FY2023	FY2023 Exp. Thru 12/31/22	Directors Request For FY2024	Town Admin. Request For FY2024	
40 ADMINISTRATION								
42200 Office Supplies	3,632	6,327.89	7,000	7,000	1,092.40	7,000	7,000	
42300 Reproducing & Computer Supplies	0	300.00	1,000	1,000	1,000.00	1,000	1,000	
54000 Other Materials & Supplies	93	900.85	100	100	473.77	100	100	
88110 Safety Equipment		1,062.83	500	500	0.00	500	500	
Account Total	3,725	8,591.57	8,600	8,600	2,566.17	8,600	8,600	0
41 ENGINEERING								
42500 Paper Stock	1,340.37	1,520.81	1,500	1,500	415	1,500	1,500	
46000 Engineering Supplies	890.80	5,274.39	5,000	5,000	3,351	5,000	5,000	
54000 Other Materials & Supplies	1,570.33	1,242.31	1,300	1,300	0	1,300	1,300	
88110 Safety Equipment	870.73	762.49	1,000	1,000	295	1,000	1,000	
Account Total	4,672	8,800.00	8,800	8,800	4,060.75	8,800	8,800	0
42 FLEET MAINTENANCE								
41200 Fuel Motor - Vehicles	95,931	111,117.90	101,700	111,330	71,113.16	120,500	120,500	9,170
48200 Oil & Additives	6,490	10,340.73	10,000	10,000	2,796.99	10,000	10,000	
48300 Tires - Automotive	13,380	15,734.25	12,000	12,000	20,601.98	12,000	12,000	
48400 Engine Repair	30,273	33,000.00	33,000	33,000	28,026.23	33,000	33,000	
48500 Power Train Repair	47,110	38,592.57	38,500	38,500	50,780.31	38,500	38,500	
53500 G. Hdwr. & Software (Minor Tools)	16,071	13,504.31	16,000	16,000	3,253.43	16,000	16,000	
53800 Automotive Supplies	45,656	36,894.72	45,000	45,000	25,200.23	45,000	45,000	
54000 Other Materials & Supplies	1,163	1,117.74	2,100	2,100	1,291.13	2,100	2,100	
88100 Safety Equipment	2,063	497.78	2,500	2,500	75.00	2,500	2,500	
88110 Safety Equipment Improvement	123				101.89			
Account Total	258,260	260,800.00	260,800	270,430	203,240.35	279,600	279,600	9,170

DEPARTMENT OF PUBLIC WORKS
DPW - #29
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Materials & Supplies

Dept/Appropriation	Actual Expend. FY2021	Actual Expend. FY2022	Approp. FY2022	Approp. FY2023	FY2023 Exp. Thru 12/31/22	Directors Request For FY2024	Town Admin. Request For FY2024	
43 BUILDINGS								
41100 Fuel - Heating	40	2,000.00	2,000	2,000	800.00	2,000	2,000	
42700 Plumb., Heating., Ventl.	14,566	16,294.69	14,000	14,000	5,601.08	14,000	14,000	
42800 Lumber	7,108	10,337.63	10,000	10,000	1,706.98	10,000	10,000	
45200 Janitorial Supplies	31,966	33,221.63	32,500	32,500	15,773.29	32,500	32,500	
50000 Electrical Supplies	25,744	25,000.00	25,000	25,000	5,334.56	25,000	25,000	
50300 Painting Supplies	2,814	5,870.42	6,000	6,000	2,697.06	6,000	6,000	
53500 Gen. Hrdwr. & Tools	5,713	5,492.88	7,000	7,000	1,773.46	7,000	7,000	
54000 Other Materials & Supplies	14,792	13,574.01	13,000	13,000	8,432.44	13,000	13,000	
54600 Tools	2,698	2,400.32	3,000	3,000	2,671.98	3,000	3,000	
59300 Clothing - Safety & Weather	1,128	2,279.99	3,600	3,600	900.00	3,600	3,600	
88100 Safety Equipment & Services	9,658	9,628.43	10,000	10,000	2,159.80	10,000	10,000	
Account Total	116,227	126,100.00	126,100	126,100	47,850.65	126,100	126,100	0
44 FORESTRY & PARKS								
46100 Agricultural Supplies	50,083	41,713.92	50,000	50,000	43,843	50,000	50,000	
46300 Rubber Artificial Fields	19,750	20,000.00	20,000	20,000	0	20,000	20,000	
50300 Painting Supplies	4,516	5,408.51	6,000	6,000	2,100	6,000	6,000	
51500 Gravel & Loam	11,500	16,347.79	11,500	11,500	1,526	11,500	11,500	
51601 Trees	14,422	15,000.00	15,000	15,000	3,915	15,000	15,000	
53200 Chemicals	607	127.50	750	750	251	750	750	
53500 Gen. Hdwr. & Supplies	11,216	7,777.96	10,000	10,000	5,542	10,000	10,000	
54000 Other Materials & Supplies	12,000	11,323.91	12,000	12,000	4,274	12,000	12,000	
59300 Clothing - Safety & Weather	1,871	3,600.00	3,600	3,600	900	3,600	3,600	
88100 Safety Equipment	2,855	2,084.33	3,000	3,000	440	3,000	3,000	
Account Total	128,819	123,383.92	131,850	131,850	62,790.71	131,850	131,850	0

DEPARTMENT OF PUBLIC WORKS
DPW - #29
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Materials & Supplies

Dept/Appropriation	Actual Expend. FY2021	Actual Expend. FY2022	Approp. FY2022	Approp. FY2023	FY2023 Exp. Thru 12/31/22	Directors Request For FY2024	Town Admin. Request For FY2024	
45 CEMETERY								
46100 Agricultural Supplies	4,744	3,500.00	3,500	3,500	27	3,500	3,500	
51500 Gravel & Loam	4,839	5,108.66	5,000	5,000	1,318	5,000	5,000	
52800 Foundations / Vaults	7,500	7,500.00	7,500	7,500	783	7,500	7,500	
53500 Gen. Hdwr. & Supplies	4,040	3,228.55	4,000	4,000	1,574	4,000	4,000	
54000 Other Materials & Supplies	1,783	2,000.00	2,000	2,000	154	2,000	2,000	
59300 Clothing - Safety & Weather	528	695.63	1,000	1,000	300	1,000	1,000	
88100 Safety Equipment	711	1,500.00	1,500	1,500	297	1,500	1,500	
Account Total	24,145	23,532.84	24,500	24,500	4,451.60	24,500	24,500	0
46 HIGHWAY								
51400 Patching	67,890	54,655.72	75,000	75,000	13,111	75,000	75,000	
52600 Sidewalk Repair	13,842	17,241.19	15,000	15,000	3,164	15,000	15,000	
52700 Drainage	17,747	10,901.33	12,000	12,000	1,978	12,000	12,000	
53500 Gen. Hdwr. & Tools	6,504	12,854.10	4,000	4,000	2,128	4,000	4,000	
53700 Misc. Equip	2,472	1,041.10	600	600	14	600	600	
54000 Other Materials & Supplies	9,060	7,152.97	5,000	5,000	1,722	5,000	5,000	
54100 Street & Traffic Signs	24,505	40,983.32	30,000	30,000	8,433	30,000	30,000	
59300 Clothing - Safety & Weather	2,373	2,159.76	5,600	5,600	3,156	5,600	5,600	
88100 Safety Equipment	4,674	4,054.61	4,000	4,000	2,039	4,000	4,000	
Account Total	149,067	151,044.10	151,200	151,200	35,744.93	151,200	151,200	0

Department of Public Works
Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2024
Water Division

Dept/Appropriation	Expend. FY2021	Expend. FY2022	Approp. FY2022	Approp. FY2023	FY2023 Exp. Thru 12/31/22	Director's Request For FY2024	Town Admin. Request For FY2024	
1 Personal Services	1,006,621.48	1,066,061.27	1,375,660	1,404,175	394,242	1,479,618	1,479,618	75,443
2 Purchase of Services	413,204.43	450,036.10	458,175	503,175	182,894	503,175	503,175	0
4 Materials & Supplies	196,164.53	247,500.00	247,500	247,500	121,395	247,500	247,500	0
6 Intergovernmental	2,881,287.67	2,842,135.54	2,847,491	2,627,209	1,308,605	3,345,982	3,345,982	718,773
7 Other Charges - Dues & Memberships	0	240	1,430	1,430	50	1,430	1,430	0
7 Admin. Expense (P.S.)	67,030.00	71,139.00	71,139	75,212	75,212	78,419	78,419	3,207
7 Prof. Medical Serv.	1,250.00	1,250.00	1,250	1,250	1,250	1,650	1,650	400
7 Worker's Comp Insurance	13,780.00	11,124.00	11,124	8,259	8,259	7,400	7,400	(859)
7 Group Insurance	383,701.00	406,723.00	406,723	450,471	450,471	495,518	495,518	45,047
7 General Insurance	22,700.00	23,800.00	23,800	25,245	25,245	26,400	26,400	1,155
7 Ret / Pension Fund	196,010.00	200,819.00	200,819	227,586	227,586	272,067	272,067	44,481
7 Medicare	19,145.00	19,947.00	19,947	20,291	20,291	21,455	21,455	1,164
7 Maturing Debt	482,501.92	612,691.00	612,691	612,691	419,777	749,101	749,101	136,410
TOTAL	5,683,396	5,953,466	6,277,749	6,204,494	3,235,277	7,229,715	7,229,715	1,025,221

Department of Public Works
Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2024
Water Division

	Dept/Appropriation	Expend. FY2021	Expend. FY2022	Approp. FY2022	Approp. FY2023	FY2023 Exp. Thru 12/31/22	Director's Request For FY2024	Town Admin. Request For FY2024	
1	<u>Personal Services</u>								
	11100 Salaries / Wages Permanent	859,355	861,252	726,837	706,216	283,635	738,812	738,812	32,596
	11500 Town Special Detail	29,520	42,482	45,000	45,000	3,120	50,000	50,000	
	12100 Salaries / Wages Temp	17,283	28,710	29,120	29,120	23,129	32,760	32,760	
	13200 Overtime	94,037	122,423	94,788	109,778	74,515	119,341	119,341	9,563
	13700 Meal Allowance	1,284	2,328			672			
	14400 Additional Assigned Duties	5,143	8,866	16,990	25,995	9,171	26,995	26,995	1,000
	<i>Transfer to DPW</i>			462,925	488,066		511,710	511,710	23,644
	Account Total	1,006,621	1,066,061.27	1,375,660	1,404,175	394,242	1,479,618	1,479,618	75,443
2	<u>Purchase of Services</u>								
	21100 Electricity/Natural Gas	68,609	50,439.58	80,228	80,228	18,155	80,228	80,228	
	21900 Hazardous Waste Disposal	0	0.00	1,500	1,500	0	1,500	1,500	
	23100 Water Use Charge	117,520	106,740.10	129,272	129,272	62,964	129,272	129,272	
	24100 Bldg. Maint. / Impr.	10,260	8,020.11	8,000	8,000	2,427	8,000	8,000	
	24300 Eq. Maint. Motor	7,254	4,312.01	5,000	5,000	72	5,000	5,000	
	24400 Eq. Maint. Office & Software	3,877	29.99	4,500	24,500	1,635	24,500	24,500	0
	24600 Eq. Maint. Radio	692	0.00	1,000	1,000	0	1,000	1,000	
	24800 Eq. Maint. Equip.	29,473	16,955.22	13,000	13,000	5,355	13,000	13,000	
	27100 Equip. Rental	2,850	2,871.58	2,500	2,500	1,623	2,500	2,500	
	27500 Training	5,485	7,504.96	5,500	5,500	1,805	5,500	5,500	
	30100 Advertising	0	1,616.00	1,500	1,500	112	1,500	1,500	
	30600 Printing & Binding	3,062	5,158.38	2,500	2,500	7,763	2,500	2,500	
	31100 Prof. Services Contractor	54,505	92,627.57	75,000	100,000	10,296	100,000	100,000	0
	31200 Water Production Prof. Services	1,088	27,197.37	15,000	15,000	5,750	15,000	15,000	
	31500 Professional Service - D & A Program	12,500	350.00	1,500	1,500	0	1,500	1,500	
	32700 Leak Survey	10,464	1,020.00	12,500	12,500	14,000	12,500	12,500	
	32800 Emergency Fund	29,163	30,000.00	30,000	30,000	0	30,000	30,000	
	34000 Postage	49,409	31,724.20	32,675	32,675	10,640	32,675	32,675	
	34100 Telephone	5,500	55,797.00	30,000	30,000	38,486	30,000	30,000	
	39900 Not Classified	905	6,466.94	5,500	5,500	1,515	5,500	5,500	
	48600 Vehicle Inspections	588	1,205.00	1,500	1,500	295	1,500	1,500	
	Account Total	413,204	450,036.01	458,175	503,175	182,894	503,175	503,175	0

Department of Public Works
Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2024
Water Division

Dept/Appropriation	Expend. FY2021	Expend. FY2022	Approp. FY2022	Approp. FY2023	FY2023 Exp. Thru 12/31/22	Director's Request For FY2024	Town Admin. Request For FY2024	
4 <u>Materials & Supplies</u>								
41200 Fuel Motor - Vehicles	11,470	22,092	20,000	20,000	5,803	20,000	20,000	
42200 Office Supplies	7,152	7,945	7,000	7,000	3,429	7,000	7,000	
48100 M.V. Parts & Accessories	16,491	22,161	16,500	16,500	481	16,500	16,500	
48200 Oil & Additives	687	4,924	3,000	3,000	3,850	3,000	3,000	
48300 Tires - Automotive	3,807	6,618	5,000	5,000	28,887	5,000	5,000	
50300 Painting Supplies	238	336	2,500	2,500	56	2,500	2,500	
51400 Patching	18,342	38,443	30,000	30,000	17,276	30,000	30,000	
51500 Gravel & Loam	10,835	0	16,000	16,000	8,660	16,000	16,000	
51800 Pipe & Fittings	57,810	78,484	55,000	55,000	31,665	55,000	55,000	
53100 Bldg. / Const. Mat.	1,995	5,044	4,000	4,000	0	4,000	4,000	
53200 Chemicals / Analysis Supplies	27,545	20,506	35,000	35,000	17,464	35,000	35,000	
53500 Gen. Hardware & Tools	4,489	6,364	5,000	5,000	110	5,000	5,000	
53900 Other Equipment	4,234	12,053	7,000	7,000	1,163	7,000	7,000	
54000 Other Materials/Supplies	4,037	10,635	6,500	6,500	1,620	6,500	6,500	
58700 Meter Parts	25,000	6,629	25,000	25,000	0	25,000	25,000	
59300 Clothing - Safety & Weather	2,008	600	4,000	4,000	932	4,000	4,000	
88100 Safety Equipment	25	4,667	6,000	6,000	0	6,000	6,000	
Account Total	196,164.53	247,500.00	247,500	247,500	121,395	247,500	247,500	0
6 <u>Intergovernmental</u>								
5692 MWRA Assessment	2,881,287.67	2,842,135.54	2,837,491	2,617,209	1,308,605	3,335,982	3,335,982	\$ 718,773.00
Water Use Charge			10,000	10,000		10,000	10,000	
Account Total	2,881,287.67	2,842,135.54	2,847,491	2,627,209	1,308,605	3,345,982	3,345,982	\$ 718,773.00
7 <u>Other Charges</u>								
5731 Dues & Memberships	0	240	1,430	1,430	50	1,430	1,430	
Account Total	0	240	1,430	1,430	50	1,430	1,430	0

Department of Public Works
 Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2024
Sewer Division

Dept/Appropriation	Actual Expend. FY2021	Actual Expend. FY2022	Approp. FY2022	Approp. FY2023	FY2023 Exp. Thru 12/31/22	Director's Request For FY2024	Town Admin. Request For FY2024	
1 Personal Services	795,045.69	861,454.16	954,253	1,008,135	209,449	1,065,202	1,065,202	57,067
2 Purchase of Services	327,132.70	348,275.10	372,693	407,582	201,453	451,611	451,611	44,029
4 Materials & Supplies	56,145.92	67,850.56	87,100	87,100	14,112	87,100	87,100	0
6 Intergovernmental - MWRA	6,577,299.00	6,758,111	6,793,284	6,900,194	3,424,020	6,926,012	6,926,012	25,818
7 Other Charges - Dues & Memberships	757.91	0.00	1,200	1,200	75	1,200	1,200	0
7 Admin. Expense (P.S.)	67,030	71,139	71,139	75,212	75,212	78,419	78,419	3,207
7 Prof. Medical Serv.	1,250	1,250	1,250	1,250	1,250	1,650	1,650	400
7 Worker's Comp Insurance	7,936	6,202	6,202	8,848	8,848	10,600	10,600	1,752
7 Group Insurance	269,540	285,712	285,712	312,013	312,013	343,214	343,214	31,201
7 General Insurance	13,000	13,600	13,600	14,720	14,720	15,400	15,400	680
7 Ret / Pension Fund	155,175	194,387	194,387	184,200	184,200	182,719	182,719	(1,481)
7 Medicare	13,285	13,836	13,837	14,581	14,581	15,446	15,446	865
7 Maturing Debt	250,995	187,477	187,477	133,664	85,160	166,414	166,414	32,750
TOTAL	8,534,592	8,809,294	8,982,133	9,148,699	4,545,092.34	9,344,987.32	9,344,987.57	196,289.02

Department of Public Works
Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2024
Sewer Division

Dept/Appropriation	Actual Expend. FY2021	Actual Expend. FY2022	Approp. FY2022	Approp. FY2023	FY2023 Exp. Thru 12/31/22	Director's Request For FY2024	Town Admin. Request For FY2024	
1 <u>Personal Services</u>								
11100 Salaries / Wages Permanent	705,562	733,314	381,599	391,685	152,637.09	409,045	409,045	17,360
11200 Salaries/Wages Part Time	0	0			0			
11500 Town Special Detail	400	1,312	3,000	3,000	4,300.00	3,000	3,000	0
12100 Salaries / Wages Temp	11,949	17,552	29,120	29,120	11,823.20	32,760	32,760	3,640
13200 Overtime	63,707	93,705	63,069	73,069	31,588.22	84,742	84,742	11,673
513700 meal allowance	768	924			72.00			
14400 Additional Assigned Duties	12,660	14,647	14,540	23,195	9,028.11	23,945	23,945	
<i>Transfer from DPW</i>			462,925	488,066		511,710	511,710	23,644
Account Total	795,045.69	861,454.16	954,253	1,008,135	209,448.62	1,065,202	1,065,202	57,067
2 <u>Purchase of Services</u>								
21100 Electricity & Natural Gas	77,597	89,167	89,167	94,056	23,913.24	98,085	98,085	4,029
21900 Hazardous Waste Disposal	12,590	12,000	12,000	12,000	6,150.00	12,000	12,000	
24800 Eq. Maint. Equip. & Software	31,759	27,000	27,000	47,000	24,773.19	47,000	47,000	0
27100 Equip. Rental	2,000	0	2,000	2,000	0	2,000	2,000	
27500 Training	2,240	6,268	5,000	5,000	2,264	5,000	5,000	0
31200 Prof. Services	31,516	42,532	60,000	60,000	24,685.16	60,000	60,000	0
31500 D & A Program	150	150	900	900	3,635.27	900	900	
32800 Emerg. Fund	27,000	30,655	30,000	40,000	31,500	40,000	40,000	0
32900 Sewer Use Fee	141,411	138,769	144,626	144,626	84,342.00	144,626	144,626	
Postage		0	0	0	0	0	0	
39900 Not Classified	300	875	1,500	1,500	190.00	1,500	1,500	
48600 Vehicle Inspections	570	860	500	500		500	500	
Pump Rehabilitation						40,000	40,000	40,000
Account Total	327,132.70	348,275.10	372,693	407,582	201,453.25	451,611	451,611	44,029

Department of Public Works
Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2024
Sewer Division

Dept/Appropriation	Actual Expend. FY2021	Actual Expend. FY2022	Approp. FY2022	Approp. FY2023	FY2023 Exp. Thru 12/31/22	Director's Request For FY2024	Town Admin. Request For FY2024	
4 <u>Materials & Supplies</u>								
41200 Fuel Motor - Vehicles	15,082	23,584	22,000	22,000	6,855.76	22,000	22,000	
48100 M.V. Parts & Accessories	8,811	16,231	15,000	15,000	0.00	15,000	15,000	
48200 Oil & Additives	2,007	1,292	3,000	3,000	1,417.19	3,000	3,000	
50300 Painting Supplies	335	513	1,000	1,000	0.00	1,000	1,000	
51400 Patching	2,809	3,934	4,000	4,000	203.05	4,000	4,000	
51500 Gravel & Loam	5,288	81	5,000	5,000	0	5,000	5,000	
51600 Masonry Supplies	1,779	0	2,000	2,000	267.50	2,000	2,000	
51700 Iron Castings	797	916	4,000	4,000	218	4,000	4,000	
51800 Pipe & Fittings	4,482	2,755	4,500	4,500	1,661	4,500	4,500	
53200 Chemicals	6,189	1,900	10,000	10,000	0	10,000	10,000	
53400 Gen. Equip & Parts	0	7,239	5,000	5,000	0.00	5,000	5,000	
53500 Gen. Hardware & Tools	990	3,815	2,500	2,500	2,546.85	2,500	2,500	
54000 Safety Eq./Supplies	6,500	4,973	6,500	6,500	942.69	6,500	6,500	
59300 Clothing - Safety & Weather	1,078	617	2,600	2,600	0	2,600	2,600	
Account Total	56,145.92	67,850.56	87,100	87,100	14,111.72	87,100	87,100	0
6 <u>Intergovernmental</u>								
69300 MWRA Assessment	6,577,299	6,758,110.92	6,793,284	6,900,194	3,424,019.50	6,926,012	6,926,012	25,818
Account Total	6,577,299.00	6,758,110.92	6,793,284.00	6,900,194.00	3,424,019.50	6,926,012.00	6,926,012.00	25,818
7 <u>Other Charges</u>								
73100 Dues & Memberships	758	0	1,200	1,200	75	1,200	1,200	
Account Total	758	0	1,200	1,200	75	1,200	1,200	0

DEPARTMENT OF PUBLIC WORKS
 Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2024
Snow and Ice - #30

Dept/Appropriation	Actual Expend. FY2021	Actual Expend. FY2022	Approp. FY2022	Approp. FY2023	FY2023 Exp. Thru 12/31/22	Director's Request For FY2024	Town Admin. Request For FY2024
1 Personal Services	284,955	275,702	290,000	290,000	12,152	637,079	290,000
2 Purchase of Services	304,122	320,000	320,000	320,000	12,677	960,377	320,000
4 Materials & Supplies	216,251	254,186	240,000	240,000	28,300	330,000	240,000
TOTAL	805,328	849,888	850,000	850,000	53,128	1,927,456	850,000

DEPARTMENT OF PUBLIC WORKS
Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2024
Snow and Ice - #30

Dept/Appropriation	Actual Expend. FY2021	Actual Expend. FY2022	Approp. FY2022	Approp. FY2023	FY2023 Exp. Thru 12/31/22	Director's Request For FY2024	Town Admin. Request For FY2024	
1 <u>Personal Services</u>								
13200 Overtime	273,490	274,862	290,000	290,000	12,044	637,079	290,000	
13200 Overtime - Bld/SW					0			
13700 Meal Allowances	11,464	840			108			
Account Total	284,955	275,702	290,000	290,000	12,152	637,079	290,000	
2 <u>Purchase of Services</u>								
25900 Snow Removal (square & schools)	0	0	10,000	10,000	0	409,377	10,000	
27100 Equip. Rental	267,055	290,000	290,000	290,000	5,836	546,000	290,000	
39900 Not Classified	37,068	30,000	20,000	20,000	6,841	5,000	20,000	
Account Total	304,122	320,000	320,000	320,000	12,677	960,377	320,000	
4 <u>Materials & Supplies</u>								
M.V. Parts & Accessories								
54200 Winter Sand	1,518	600	10,000	10,000	0	25,000	10,000	
54300 Deicing Salt	188,658	215,000	215,000	215,000	4,495	280,000	215,000	
54500 Blades & Misc.	26,075	38,586	15,000	15,000	23,805	25,000	15,000	
Account Total	216,251	254,186	240,000	240,000	28,300	330,000	240,000	

Budget No. 1									
Dept. No. 122									
TOWN OF WAKEFIELD									
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2024									
Town Council									
====	=====	=====	=====	=====	=====	=====	=====	=====	
		Actual	Actual			Act. Expend.	Requested	Recommended	
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	For	For	
EOC	Dept/Appropriation	FY 2021	FY 2022	FY 2022	FY 2023	12/27/22	FY 2024	FY 2024	
====	=====	=====	=====	=====	=====	=====	=====	=====	
SHEET B - 2 CONTRACTUAL SERVICES									
5203	Town Reports	1,100.00	0.00	2,000.00	1,500.00	0.00	1,500.00	0.00	
5244	Equipment Maint. - Office	0.00	0.00	100.00	100.00	0.00	100.00	0.00	
5301	Advertising	15,533.00	13,031.00	15,000.00	15,000.00	655.00	15,000.00	0.00	
5306	Printing/Stationery	39.00	0.00	1,500.00	500.00	0.00	500.00	0.00	
5316	Prof Serv - Other	22,793.00	34,174.00	26,000.00	26,000.00	14,893.00	26,000.00	0.00	
5340	Postage	353.00	7.00	750.00	250.00	0.00	250.00	0.00	
5341	Telephone	576.00	576.00	576.00	576.00	576.00	576.00	0.00	
5351	Travel Inside Comm.	0.00	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	
5399	Not Classified	22,713.00	43,622.00	21,805.00	21,805.00	15,338.00	21,805.00	0.00	
	TOTAL 2	63,107.00	91,410.00	68,731.00	66,731.00	31,462.00	66,731.00	0.00	

Budget No. 1										
Dept. No. 122										
TOWN OF WAKEFIELD										
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2024										
Town Council										
====	=====	=====	=====	=====	=====	=====	=====	=====	=====	
		Actual	Actual			Act. Expend.	Requested	Recommended		
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	For	For		
EOC	Dept/Appropriation	FY 2021	FY 2022	FY 2022	FY 2023	12/27/22	FY 2024	FY 2024		
====	=====	=====	=====	=====	=====	=====	=====	=====		
SHEET B - 4 MATERIALS/SUPPLIES										
5421	Office Equipment	101.00	0.00	100.00	100.00	0.00	100.00	0.00		
5422	Office Supplies	1,777.00	73.00	1,050.00	500.00	436.00	500.00	0.00		
5424	Human Rights Commission	1,000.00	2,137.00	1,000.00	1,000.00	690.00	3,000.00	0.00		
5426	Environmental Sustainability	0.00	911.00	1,000.00	1,000.00	311.00	1,000.00	0.00		
	TOTAL 4	2,878.00	3,121.00	3,150.00	2,600.00	1,437.00	4,600.00	0.00		



WAKEFIELD POLICE DEPARTMENT

One Union Street, Wakefield, Massachusetts, 01880

Emergency: 911

Office: (339) 219-4525

Fax (781) 245-1299

Lt. Joseph Anderson

February 13, 2023

Town Council
Town of Wakefield
1 Lafayette Street
Wakefield, MA 01880

Dear Town Council,

The Traffic Advisory Committee (TAC) has two recommendations for you to consider based on recent meetings.

First, the TAC recommends that a handicapped parking space be approved on Chestnut St. in the area of #26. This parking space request was reviewed and approved by both the Wakefield Commission on Disability Issues and TAC. There are currently no handicapped parking spaces on Chestnut St. and there is a need for a resident there to be able to access the front door from a shorter distance than off-street parking provides.

Second, the TAC recommends the current No Parking restriction in the area of 69 Foundry St. be modified. After recent development it is clear that the restriction needs to be extended ten (10) feet from each curb cut in both directions to allow for better visibility when vehicles exit the property onto Foundry Street. I have attached a street view of the conditions currently for your review.

I look forward to discussing these two items at your next available meeting.

Respectfully Submitted,

Lt. Joseph A. Anderson
Chairman
Traffic Advisory Committee

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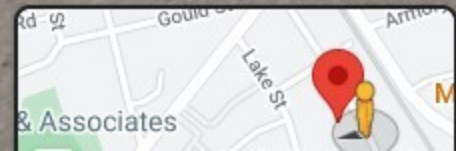
100 Foundry St

Wakefield, Massachusetts

Google Street View

Oct 2022

[See more dates](#)



Municipal Affordable Housing Trust Fund



History

- **Mass General Law C44 s55c enacted 2005**
- The Purpose of the MAHTF is to provide for the **creation** and **preservation** of affordable housing in Municipalities for the benefit of **low and moderate income** households including **senior housing** and for the **funding of community housing**.
- **130 Municipalities have enacted an MAHTF since 2005**



History

- The 2015-2020 Wakefield Housing Production Plan (HPP) contains a comprehensive list of recommended Housing Strategies (HPP Pages 63-91). These strategies are divided into three categories:
 - Capacity Building Strategies (HPP Pages 64-74);
 - Zoning Strategies (HPP Pages 74-80);
 - Housing Production Strategies (HPP Pages 80-91)



Capacity Building Strategies

- Manage the MAHTF (HPP Page 65);
- Serve as Wakefield's permanent committee for overseeing housing issues. (HPP Page 65);
- Define policy issues that are in the public's interest. (HPP Page 65);
- Work with Planning Board on establishing new zoning to promote affordable housing. (HPP Page 65);



Capacity Building Strategies continued

- Work with TC to access new housing resources. (HPP Pages 67-70):
 - HOME Investment Partnership Program (HUD federal Program)
 - Community Development Block Grants Funds
- Support zoning changes and working closely with Planning Board to prepare zoning amendments. (HPP Page 71)
-
- Establish working relationship with Planning Board and ZBA on developments that include affordable housing, providing technical assistance and financial support and advocacy as appropriate. (HPP Pages 71-72)
-
- Be the first point of contact for developers to obtain feedback on preliminary project plans for development that include affordable housing. (HPP Page 72)



Capacity Building Strategies continued

- Conduct joint meetings with the Planning Board and ZBA to bolster ongoing coordination and cooperation regarding affordable housing. (HPP Page 72)
- Work with TC and Planning Board to ensure proposed affordable units meet all state requirements to be included in the SHI. (HPP Pages 72-73)
- Prepare an inventory of properties potentially suitable for affordable housing. (HPP Page 74-75)



Zoning Strategies

- Pursue 40R/40S Smart Growth Zoning with Planning Board. (HPP Pages 75-77)
- Modify existing zoning bylaws with Planning Board. (HPP Page 77-79)



Housing Production Strategies

- Pursue opportunities for mixed use and transit-oriented development with Planning Board. (HPP Page 81-82)
- Work with TC and Planning Board to make suitable public property available for affordable housing and conduct feasibility study analyses of town owned parcels that may be suitable for some amount of affordable housing. (HPP Pages 82-86)



Housing Production Strategies continued

- Work with TC and ZBA to promote friendly 40B development. Developers who want to work with the town on “friendly 40B’s” should contact Housing Trust as first step in the development process to present their conceptual plans and get feedback. (HPP Pages 86-88)
- Work with Planning Board to support infill Housing Development (Starter housing, special needs housing, adaptive reuse (Lincoln School), and housing rehabilitation program). (HPP Pages 88-91)



Housing Production Strategies continued

- Create affordable homeownership opportunities for low and moderate income first time homebuyers through development or direct assistance, including down payment and closing costs. (HPP Pages 50 and 83). **Note: This strategy is discussed in both the Priority Housing Needs Assessment of the HPP and Housing Production Strategy.**
- Support creation of affordable and accessible housing units to help address needs of senior citizens and disabled households. (HPP Pages 49-51, 81, 83 and 88). **Note: This strategy is discussed in both the Priority Housing Needs Assessment of the HPP and Housing Production Strategy.**



Conclusion

- **The recommended strategies and responsibilities for the Housing Trust in the HPP are outstanding and remain relevant today (some may require minor modification). Accordingly, these should constitute the roles, functions and responsibilities for any future Affordable Housing Trust Fund.**



Next Steps

- Town Council support the adoption of Mass General Laws Chapter 44 Section 55C as an article at the Annual Town Meeting Spring of 2023.
- Town Council support the proposed and presented MAHT bylaw for approval as an article at the Annual Town Meeting Spring of 2023



References Available

- Mass General Laws C44 S5c
- Massachusetts Housing Partnership Municipal Affordable Housing Trust Guidebook V.3



Questions and Suggestions



Affordable Housing Trust Fund: Establishment and Responsibilities

There has been a recommendation for Wakefield to establish an Affordable Housing Trust since the Department of Housing and Community Development approved Wakefield's Housing Production Plan on 2/19/2015.

The 2015-2020 Wakefield Housing Production Plan (HPP) contains a comprehensive list of recommended Housing Strategies (HPP Pages 63-91). These strategies are divided into three categories:

- A. Capacity Building Strategies (HPP Pages 64-74);
- B. Zoning Strategies (HPP Pages 74-80);
- C. Housing Production Strategies (HPP Pages 80-91)

The initial recommended strategy in Capacity Building Strategy is to establish and capitalize the Affordable Housing Trust (HPP Pages 64-66). The remainder of the listed strategies in all three categories details (1) a list of responsible parties; (2) the current status; (3) the next steps; and (4) required resources.

The vast majority of the recommended strategies in the HPP list the Housing Trust as one of the responsible parties. Often, the recommendation is for the proposed Housing Trust to coordinate efforts with either the Town Council, Planning Board and/or ZBA.

The recommended strategies and responsibilities for the Housing Trust in the HPP are outstanding and remain relevant today (some may require minor modification). Accordingly, these should constitute the roles, functions and responsibilities for any future Affordable Housing Trust Fund.

The recommended strategies for the Housing Trust are listed by category as follows:

Capacity Building Strategies

Manage the MAHTF (HPP Page 65);

Serve as Wakefield's permanent committee for overseeing housing issues. (HPP Page 65);

Define policy issues that are in the public's interest. (HPP Page 65);

Work with Planning Board on establishing new zoning to promote affordable housing. (HPP Page 65);

Work with TC to access new housing resources. (HPP Pages 67-70):

- HOME Investment Partnership Program (HUD federal Program)
- Community Development Block Grants Funds

Support zoning changes and working closely with Planning Board to prepare zoning amendments. (HPP Page 71)

Establish working relationship with Planning Board and ZBA on developments that include affordable housing, providing technical assistance and financial support and advocacy as appropriate. (HPP Pages 71-72)

Be the first point of contact for developers to obtain feedback on preliminary project plans for development that include affordable housing. (HPP Page 72)

Conduct joint meetings with the Planning Board and ZBA to bolster ongoing coordination and cooperation regarding affordable housing. (HPP Page 72)

Work with TC and Planning Board to ensure proposed affordable units meet all state requirements to be included in the SHI. (HPP Pages 72-73)

Prepare an inventory of properties potentially suitable for affordable housing. (HPP Pages 74-75)

Zoning Strategies

Pursue 40R/40S Smart Growth Zoning with Planning Board. (HPP Pages 75-77)

Modify existing zoning bylaws with Planning Board. (HPP Pages 77-79)

Housing Production Strategies

Pursue opportunities for mixed use and transit-oriented development with Planning Board. (HPP Pages 81-82)

Work with TC and Planning Board to make suitable public property available for affordable housing and conduct feasibility study analyses of town owned parcels that may be suitable for some amount of affordable housing. (HPP Pages 82-86)

Work with TC and ZBA to promote friendly 40B development. Developers who want to work with the town on "friendly 40B's" should contact Housing Trust as first step in the development process to present their conceptual plans and get feedback. (HPP Pages 86-88)

Work with Planning Board to support infill Housing Development (Starter housing, special needs housing, adaptive reuse (Lincoln Schools), and housing rehabilitation program). (HPP Pages 88-91)

Create affordable homeownership opportunities for low and moderate income first time homebuyers through development or direct assistance, including down payment and closing costs. (HPP Pages 50 and 83). **Note: This strategy is discussed in both the Priority Housing Needs Assessment of the HPP and Housing Production Strategy.**

Support creation of affordable and accessible housing units to help address needs of senior citizens and disabled households. (HPP Pages 49-51, 81, 83 and 88). **Note: This strategy is discussed in both the Priority Housing Needs Assessment of the HPP and Housing Production Strategy.**

Additional possible strategies that are not included in the HPP

Preserve the long-term affordability of existing affordable housing units at risk due to resale or expired affordability restrictions. (Not in the HPP, but a MAHTF function in many communities).

Support rental assistance and health and safety repairs for low and moderate income households. (Not in the HPP, but a MAHTF function in many communities).

LAW OFFICES OF
THOMAS A. MULLEN, P.C.
40 SALEM STREET, BUILDING 2, SUITE 12
LYNNFIELD, MASSACHUSETTS 01940
Telephone: (781) 245-2284
Fax: (781) 245-9990

Thomas A. Mullen
Yael Magen

Of Counsel:
Cathleen Cavell

February 22, 2023

Philip Crawford, Chair
Lynnfield Select Board
55 Summer Street
Lynnfield, Massachusetts 01940


Mehreen N. Butt, Chair
Wakefield Town Council
One Lafayette Street
Wakefield, Massachusetts 01880

Re: Joint Representation Concerning Provision of Water

Dear Mr. Crawford and Ms. Butt:

I am writing to ask your respective boards to approve my joint representation of Lynnfield and Wakefield in connection with the proposed provision of water from Wakefield to the Lynnfield Center Water District (the "LCWD"). The work will include a 3-party intermunicipal agreement among the said towns and district by which the Wakefield Water Department proposes to furnish water through a new connection to the LCWD via pipes that will be installed in certain of the public ways of Lynnfield. The LCWD has separate representation but, as you know, I am the Town Counsel of both Wakefield and Lynnfield. I do not believe that my representation of the two communities will likely involve any actual conflict; should I perceive such a conflict at any time, I will immediately bring it to the attention of both boards. If my joint representation of both towns concerning this matter is acceptable to you, I would appreciate your obtaining authorization from your respective boards to sign the enclosed "Determination and Consent" and returning it to me following execution. Thanks in advance for your attention to this matter.

Sincerely,


Thomas A. Mullen

Stephen Maio

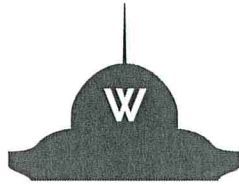
From: Joe Conway
Sent: Thursday, March 2, 2023 7:32 PM
To: Stephen Maio
Subject: Lynnfield Interconnect
Attachments: LCWD Council Memo 322023.docx

Steve,

I was talking to Lynnfield today about finalizing the inter municipal agreement for our infrastructure project and they mentioned that they had requested Tom draft the document for them on their behalf, I am totally fine with that and see no issues there as this project has been so productive to negotiate between the two sides. We will edit whatever we need after the draft is finished.

I was made aware today that Monday night the Lynnfield Board of Selectmen will vote to instruct Tom to do that for them. With this starting up again I attached the initial memo we sent the council in 2021 before they voted in favor of our advancement, now updated and addressed to Mehreen . I figured your board would want a refresher before this comes up again for them. Literally nothing has changed other than the date because of a delay in getting permits from MADOT. If you want me to update or alter anything specific let me know, if you want to share it with them please let them know they can reach out to me with any questions as always. Should be black and white...I hope!

-Joe



TOWN OF WAKEFIELD

Joseph Conway, Director of Public Works
jconway@wakefield.ma.us

To: Mehreen Butt, Town Council Chair

Cc: Stephen Maio, Town Administrator

From: Joseph Conway, Public Works Director

Sub: Lynnfield Center Water District (LCWD) Interconnect Improvements & IMA

Date: 3/2/2023

During the fall of 2021 the Department of Public Works was approached by the Lynnfield Center Water District regarding the feasibility of a potential future project that would update and improve an existing intermunicipal connection between the Town of Wakefield and Lynnfield Center Water District. The existing connection is located on Vernon Street between Indian lane and Bay State Road. This connection is estimated to have not been utilized for decades and is in a condition no longer operable.

The potential project offered benefits that would provide improvements to the Wakefield distribution system. If constructed, this project would provide water quality enhancements in the Wakefield distribution system, specifically in the areas of Baystate Road and Vernon Street. Benefits could include:

- A water quality/dynamics improvement by looping the Wakefield distribution system, eliminating two dead ends in the current system configuration.
- Providing an alternative, to the costly Pierce Avenue cross country water main replacement. This pipe segment has been out of service due to a leak under the RTE. 95 interstate. By constructing the LCWD proposal the Town would not need to undertake this challenging and costly water project.
- The Town would gain additional fire flow capacity on Bay State Road.
- A reestablished intermunicipal connection would create another point of redundancy in the event of emergency.

LCWD has proposed to finance the project in consideration of the Town of Wakefield permitting LCWD to "wheel"¹ MWRA water to their district via a metered connection at the

¹ **Wheeling Water** is the practice of allowing MWRA water to pass through the water distribution system in Wakefield to the LCWD system in exchange for a markup payment made directly to Wakefield for capital improvements.



Town boundary. The total cost of this project is estimated to be \$900,000 dollars. It is the intention of LCWD to join the MWRA as a supplemental water customer, to which they will pay the following:

- LCWD intends to be billed and pay MWRA directly for water consumed by the district²
- LCWD will be billed a quarterly markup payable to the Town of Wakefield. This markup has been preliminarily negotiated to be calculated via the following formula:
 - $MWRA \text{ Wholesale Rate} \times 20\% = \text{Net Payment to Wakefield}$
Initial revenue estimate to be approximately \$100,000 +/- annually

The project would be installed in three phases of brand new construction, all designed and managed by the Town of Wakefield. The contractors performing the work would be procured by Wakefield and all construction payments would be funded by the Lynnfield Center Water District. The phases of the project are subject to permitting by MADOT and DEP and are estimated to be completed late summer/early fall 2021, construction phases would include:

Phase 1- Excavation and installation of 1430 linear feet of new CLDI Water Main from the end of the Wakefield distribution system on Baystate Road to Main Street Lynnfield.

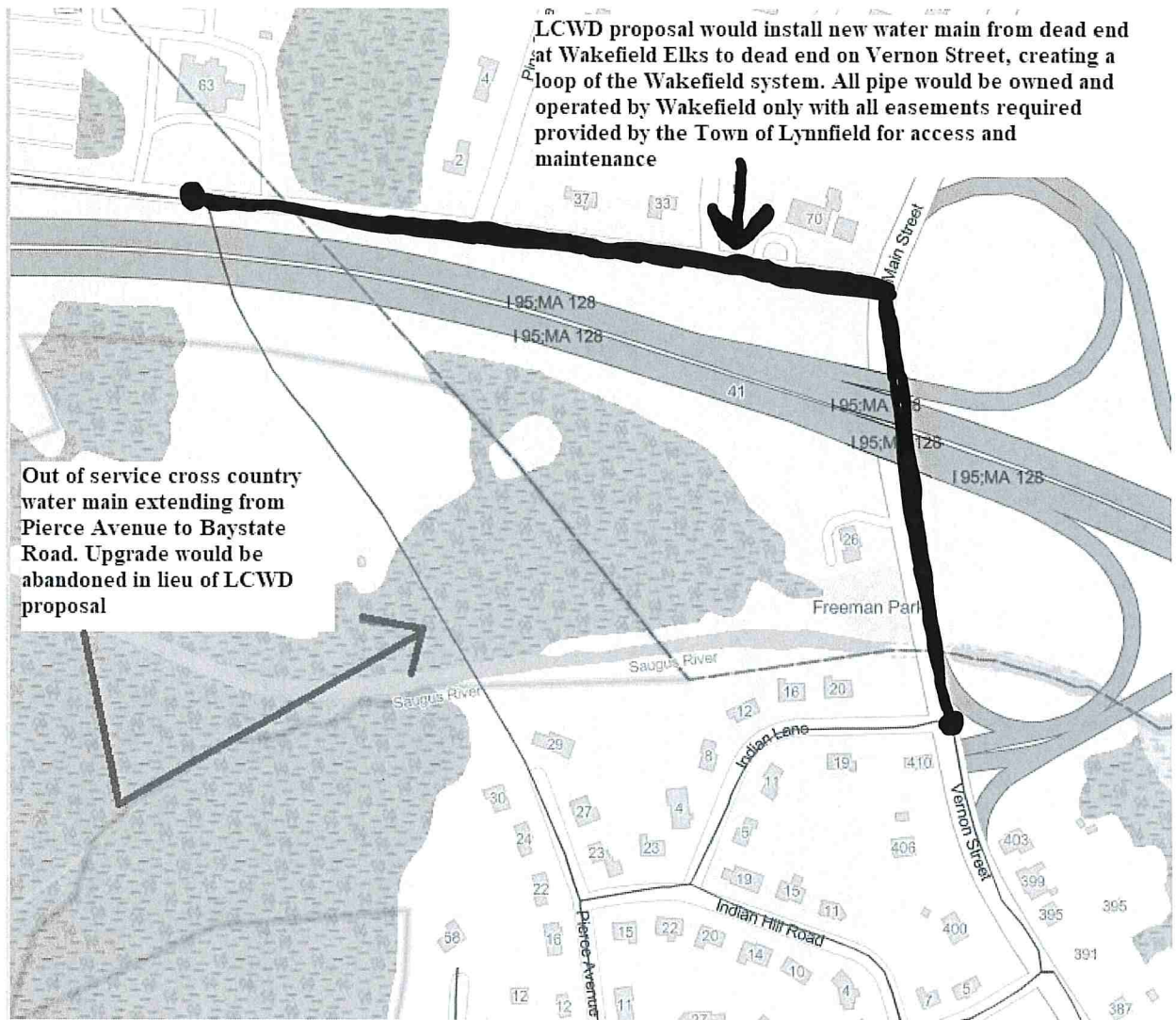
Phase 2- Excavation and Installation of 660 linear feet of new CLDI Water Main from the intersection of Main Street @ Baystate Road Lynnfield to the north side of the MADOT bridge culvert located on Vernon Street Wakefield.

Phase 3- Excavation and installation of new 8" CLDI water main from the end of the Wakefield distribution system at Indian Lane to the north side of the bridge crossing. This install will utilize a suspended utility crossing to span the stream bed and allow for cleaner access in the future.

Phase 4- When LCWD is initiated as member of the MWRA they will install a metered connection in the vicinity of Main Street Lynnfield and Baystate Road. This phase is tentatively estimated to occur during the spring/summer of 2022. One construction season after the loop is installed and put into service. This phase would be designed, constructed and financed by LCWD.

All of the phases discussed would be constructed with brand new infrastructure and become property of the Town of Wakefield via an executed intermunicipal agreement. The Town of Lynnfield has been consulted and has informed Wakefield and LCWD that they will provide a grant of location for access and maintenance of this infrastructure in the future.

² All water passing through Wakefield to LCWD will be deducted from the Wakefield MWRA Water assessment having no negative cost effect in relation to the connection. This project does not affect the sewer system or assessment in any way.



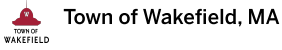
Through this memo, the Department of Public Works is requesting a vote of the Town Council, authorizing Public Works to move forward with the Town Administrator, and continue working with LCWD executing an inter-municipal agreement, memorializing the project as described, and providing the benefits to the Town of Wakefield that this partnership can deliver.

Should you have any comments or questions please feel free to reach out to me directly.

Respectfully,


Joseph Conway

Public Works Director



03/08/2023

ODLL-23-4

One Day Liquor License

Status: Active

Date Created: Feb 13, 2023

Applicant

[Redacted]

Primary Location

345 MAIN ST
Wakefield, MA 01880

Owner:

LIBRARY TOWN OF WAKEFIELD, BEEBE LIB
345 MAIN ST WAKEFIELD, MA 01880

Applicant Information

Business Name (If Applicable)

Happy Hostess At Your Service LLC

Business Address (If Applicable)

18 Arrowhead Dr, Saugus, MA 01906

Applicants Name

Margi Dennis

Applicants Address

same as above

Phone Number

[Redacted]

Email

[Redacted]

License Info

Name of person serving the alcohol

Margi Dennis

Purpose of Event

Chamber of Commerce

Start Date

04/29/2023

Start Time

530pm

End Date

04/29/2023

End Time

1130pm

Is the event at the Americal Civic Center?

No

If not at Americal Civic Center where is the event?

Wakefield Public Library

Applicant Signature

Application is made to the Town of Wakefield Licensing Authority in accordance with their Rules and Regulations made under authority of applicable statutes.

Signature of Applicant

Marguerite Dennis
02/13/2023

e-Signature

I, the undersigned, certify under the penalties of perjury that I, to my best knowledge and belief, have filed all State tax returns and paid all State taxes required by law.

Marguerite Dennis
02/13/2023

Signature of individual or Corporate Officer

Marguerite Dennis

Social Security # or Federal Identification Number (whichever is applicable)

██████████

This license will not be issued unless this certification clause is signed by the applicant. Your social security number or FID number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licensees who fail to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of Mass. G.L. c. 62C, s. 49








Attachments

No attachments

History

Date	Activity
Feb 13, 2023 at 11:01 am	Margi Dennis started a draft of Record ODLL-23-4
Feb 13, 2023 at 11:16 am	Margi Dennis submitted Record ODLL-23-4
Feb 13, 2023 at 11:16 am	approval step Town Administrative Review was assigned to Sherri Dalton on Record ODLL-23-4
Feb 13, 2023 at 11:55 am	Sherri Dalton approved approval step Town Administrative Review on Record ODLL-23-4
Feb 13, 2023 at 2:49 pm	completed payment step License Fee on Record ODLL-23-4
Feb 13, 2023 at 2:49 pm	approval step Police Administration was assigned to Chief Steven Skory on Record ODLL-23-4
Feb 13, 2023 at 2:49 pm	approval step Fire Administration was assigned to Chief Michael Sullivan on Record ODLL-23-4
Feb 13, 2023 at 2:49 pm	approval step Health and Human Services Department was assigned to Cindy Luongo on Record ODLL-23-4
Feb 15, 2023 at 1:04 pm	Cindy Luongo approved approval step Health and Human Services Department on Record ODLL-23-4
Mar 1, 2023 at 11:35 am	Sherri Dalton changed End Date from "04/23/2023" to "04/29/2023" on Record ODLL-23-4
Mar 8, 2023 at 12:45 pm	Chief Steven Skory approved approval step Police Administration on Record ODLL-23-4

Timeline

Label	Status	Activated	Completed	Assignee	Due Date
 Town Administrative Review	Complete	Feb 13, 2023 at 11:16 am	Feb 13, 2023 at 11:55 am	Sherri Dalton	-
 License Fee	Paid	Feb 13, 2023 at 11:55 am	Feb 13, 2023 at 2:49 pm	-	-
 Health and Human Services Department	Complete	Feb 13, 2023 at 2:49 pm	Feb 15, 2023 at 1:04 pm	Cindy Luongo	-
 Police Administration	Complete	Feb 13, 2023 at 2:49 pm	Mar 8, 2023 at 12:45 pm	Chief Steven Skory	-
 Fire Administration	Active	Feb 13, 2023 at 2:49 pm	-	Chief Michael Sullivan	-
 Town Administrative Approval	Inactive	-	-	-	-
 License Issuance	Inactive	-	-	-	-

COA Donations

submitted 3-6-23

Varous Gifts Account

ORG 20541769

OBJ 483000

Source	Detail	Special comments	Amount
	Donation	Donation 23	50
	Donation	Thank you	50
	Donation	Thank you Taxes	50
	Donation	Thank you taxes	50
	Donation	Thank you taxes	30
		TOTAL	230



Lucius Beebe Memorial Library

345 Main Street
Wakefield, MA 01880
cmcdonald@noblenet.org

March 6, 2023

Town Council
Lee Memorial Town Hall
Lafayette Street
Wakefield, MA 01880

Dear Councilors,

In accordance with Chapter 44, Section 53A of Massachusetts General Laws, the Board of Library Trustees requests approval to accept and expend a gift or gifts to the library as indicated on the attached form bearing the above date.

Very truly yours,

Catherine McDonald
Library Director

3/7/2023				
SOURCE	DONOR INTENT	DETAIL	AMOUNT	ACCOUNT TOTAL
VARIOUS GIFTS - ORG 20610290, OBJECT 483000				\$ 370.00
Various Patrons	Public Printer Donations	Public printer supplies, paper, toner	\$ 345.00	
██████████	Donation	Donation	\$ 25.00	
MAGAZINE GIFTS - ORG 20610295, OBJECT 483000				0.00
FRIENDS OF BEEBE LIBRARY GIFTS - ORG 20610291, OBJECT 483000				0.00
GIFT BOOKS - ORG 20610296, OBJECT 483000				0.00
TOTAL DONATIONS			\$ 370.00	0.00

Town of Wakefield		Warrant#	24-Jan-23	31-Jan-23	07-Feb-23	14-Feb-23	21-Feb-23	22-Feb-23
Dept #	Department		30	31	32	33	34	35
	Payroll W/H		3,108.96	NO WARRANT	374,645.99	NO WARRANT	42,543.41	
122	Town Council		18,190.40		780,787.71		1,124,322.36	
131	Finance							
135	Accounting		348.59				4,180.40	
141	Assessors				123.22			
145	Treasurer		1,554,022.95		759,086.37		1,092,378.05	
146	Tax Collector		1,586.23				7,962.78	
151	Legal							
155	Data Processing		8,054.12				17,928.18	
161	Town Clerk		26.99		4,639.83			
164	Election/Registrar							
171	Conservation				4,283.00		2,760.00	
176	Board of Appeals		2,844.00				1,088.00	
193	General Insurance							
198	Professional Med		720.00		475.00		420.00	
210	Police		6,431.85		46,410.86		30,075.02	
220	Fire		4,429.33		10,899.95		5,041.41	
293	Fire Alarm				91.08			
240	Building Insp		772.56		960.97		1,523.92	
291	Emergency Mgmt		41.99		150.00		41.99	
292	Animal Inspector							
297	Parking Clerk							
	School Petty Cash							
300	School		567,464.68		755,342.71		470,689.46	
422	Public Works		2,138,915.79		492,024.30		1,436,013.03	
424	Street Lighting							
460	Light Dept		2,349,331.85		3,548,093.18		771,883.93	
510	Board of Health		9,764.86		68,464.53		9,270.51	
541	Council on Aging				3,550.11		6,906.86	
543	Veterans				34,214.52			7,380.33
610	Library		19,422.28		38,790.84		67,773.90	
630	Recreation		6,296.88		2,412.95		471.99	
XXX	Misc Depts						20.34	
910/911	Retirement							
912	Workers Comp				12,022.00			
913	Unemployment							
914	Group Insurance		32,863.33		181,609.89		1,295,366.10	
	Adjustments							
	Total		6,724,637.64	0.00	7,119,079.01	0.00	6,388,661.64	7,380.33
1			2,138,152.95		2,324,380.20		2,646,647.22	7,380.33
12			48,667.49		63,254.06		61,644.07	
13			19,372.50		53,462.19		4,420.00	
20			370,080.49		45,378.90		94,201.82	
21					109,136.69		91,725.59	
30			236,349.63		791,332.43		1,293,212.04	
35			264,521.88				284,375.85	
60			686,891.34		33,949.43		738,884.96	
61			610,481.54		84,404.39		360,794.62	
62			2,349,331.85		3,548,093.18		771,883.93	
63			412.97		5,376.93		1,695.47	
82								
84								
85			375.00		42,425.89		775.00	
89					17,884.72		38,401.07	
			6,724,637.64	0.00	7,119,079.01	0.00	6,388,661.64	7,380.33