

| Committee | Name | Title | Original Start Date | Term start | Term expiration |
|------------------------------------|--------------------------------|-------------------|---------------------|------------|-----------------|
| Advisory Board of Public Works | Vacant | Board Member | | | 30-Apr-23 |
| Advisory Board of Public Works | Elena Proakis Ellis | Board Member | 2019 | 1-May-22 | 30-Apr-25 |
| Advisory Board of Public Works | Christopher Tarr | Chair | 2018 | 1-May-21 | 30-Apr-24 |
| Advisory Board of Public Works | Shane McCarthy | Applicant | | | |
| Albion Cultural Exchange Committee | Christopher J. Carino | Chair | 2015 | 1-May-21 | 30-Apr-24 |
| Albion Cultural Exchange Committee | Kathy Frey | Secretary | 2015 | 1-May-21 | 30-Apr-24 |
| Albion Cultural Exchange Committee | Joy Schilling | Committee Member | 2019 | 1-May-22 | 30-Apr-25 |
| Albion Cultural Exchange Committee | Tracy Shea | Committee Member | 2021 | 1-May-21 | 30-Apr-24 |
| Albion Cultural Exchange Committee | Doug Henning | Committee Member | 2017 | 1-May-21 | 30-Apr-24 |
| Albion Cultural Exchange Committee | AnnMarie Gallivan | Committee Member | 2021 | 1-May-21 | 30-Apr-24 |
| Arts Council | Ira Cummings | Chair | 2021 | 1-May-21 | 30-Apr-24 |
| Arts Council | Vacant | Committee Member | | 1-May-20 | 30-Apr-23 |
| Arts Council | Vacant | Committee Member | | 1-May-21 | 30-Apr-25 |
| Arts Council | Lori Dupuis | Chair | 2021 | 1-May-21 | 30-Apr-24 |
| Arts Council | Diana Kennedy | Committee Member | 2021 | 1-May-21 | 30-Apr-23 |
| Arts Council | Sarah Madeleine Tierney Guerin | Committee Member | 2018 | 1-May-21 | 30-Apr-24 |
| Arts Council | Marlene Veldwisch | Committee Member | 2022 | 1-May-22 | 30-Apr-25 |
| Arts Council | Diana Kennedy | Applicant | | | |
| Arts Council | Jessica Sutich | Applicant | | | |
| Arts Council | Vacant | | | | |
| Bylaw Review Committee | Dan Lieber | Chair | 2022 | 13-Jun-22 | N/A |
| Bylaw Review Committee | Lucy Fox | Committee Member | 2022 | 13-Jun-22 | N/A |
| Bylaw Review Committee | Katherine Howitt | Committee Member | 2022 | 13-Jun-22 | N/A |
| Bylaw Review Committee | Timothy Lilley | Committee Member | 2022 | 13-Jun-22 | N/A |
| Bylaw Review Committee | Joseph Pride | Committee Member | 2022 | 13-Jun-22 | N/A |
| Bylaw Review Committee | Eric Reid | Committee Member | 2022 | 13-Jun-22 | N/A |
| Bylaw Review Committee | Ann Santos | Committee Member | 2022 | 13-Jun-22 | N/A |
| Bylaw Review Committee | Kevin York | Committee Member | 2022 | 13-Jun-22 | N/A |
| Bylaw Review Committee | Vacant | Committee Member | | | |
| Capital Planning Committee | Franklin C. Leone, Jr. | Chair | 2009 | 1-May-21 | 30-Apr-24 |
| Capital Planning Committee | Daniel Calore | Committee Member | 2014 | 1-May-20 | 30-Apr-23 |
| Capital Planning Committee | David Whitham | Committee Member | 2018 | 1-May-21 | 30-Apr-24 |
| Capital Planning Committee | Tracey Cleversey | Committee Member | 2017 | 1-May-20 | 30-Apr-23 |
| Capital Planning Committee | Philip Renzi | Committee Member | 2016 | 1-May-22 | 30-Apr-25 |
| Capital Planning Committee | Vacant | Committee Member | | | 30-Apr-25 |
| Capital Planning Committee | Frank Conte | Committee Member | 2021 | 1-May-21 | 30-Apr-24 |
| Capital Planning Committee | Daniel Calore | Applicant | | | |
| Capital Planning Committee | Tracey Cleversey | Applicant | | | |
| Capital Planning Committee | Samuel Hockenbury | Applicant | | | |
| CATV Advisory Committee | Daniel P. Lieber | Committee Member | 2004 | 1-May-21 | 30-Apr-24 |
| CATV Advisory Committee | Shane McCarthy | Applicant | | | |
| CATV Advisory Committee | William Reading | Applicant | | | |
| CATV Advisory Committee | Eric Reid | Applicant | | | |
| Commission on Disabilities | Lois Jarema Benjamin | Commission Member | 2002 | 1-May-20 | 30-Apr-23 |
| Commission on Disabilities | Paula Thompson | Commission Member | 2019 | 1-May-22 | 30-Apr-25 |
| Commission on Disabilities | Vacant | Commission Member | | | 30-Apr-23 |
| Commission on Disabilities | Janice Mirabassi | Commission Member | 2021 | 1-May-21 | 30-Apr-24 |
| Commission on Disabilities | Lorna J. Davidson-Connelly | Chair | 2018 | 1-May-22 | 30-Apr-25 |
| Commission on Disabilities | Marie Rej | Chair | 2018 | 1-May-21 | 30-Apr-24 |
| Commission on Disabilities | Vacant | Commission Member | | | 30-Apr-23 |
| Commission on Disabilities | Kristen Bardol | Commission Member | 2021 | 1-May-21 | 30-Apr-24 |
| Commission on Disabilities | Judith Tanner | Commission Member | 2022 | 1-May-22 | 30-Apr-25 |
| Commission on Disabilities | Lois Jarema Benjamin | Applicant | | | |
| Commission on Disabilities | Paul Paglierani | Applicant | | | |
| Commission on Disabilities | Daniel Benjamin | Applicant | | | |
| Conservation Commission | Frank J. Luciani, Jr. | Chair | 1989 | 1-May-20 | 30-Apr-23 |
| Conservation Commission | Robert J. Romano | Vice-Chair | 1997 | 1-May-21 | 30-Apr-24 |
| Conservation Commission | Kenneth Alepidis | Commission Member | 2020 | 1-May-20 | 30-Apr-23 |
| Conservation Commission | Julie Giganti-Almeida | Non-Voting Member | 2021 | 25-Oct-21 | 30-Apr-24 |
| Conservation Commission | Haley McHatton Ballou | Commission Member | 2022 | 23-Jan-23 | 30-Apr-25 |
| Conservation Commission | Peter Miller | Commission Member | 2011 | 1-May-21 | 30-Apr-24 |
| Conservation Commission | Teresa Belmonte | Commission Member | 1992-1996 & 2018- | 1-May-21 | 30-Apr-24 |
| Conservation Commission | Paul F. Wendelgass | Commission Member | 2021 | 1-May-22 | 30-Apr-25 |
| Conservation Commission | Frank J. Luciani, Jr. | Applicant | | | |
| Conservation Commission | Kenneth Alepidis | Applicant | | | |
| Council on Aging Board | Susan Jepson | Chair | 2019 | 1-May-22 | 30-Apr-25 |
| Council on Aging Board | Vacant | Council Member | | 1-May-20 | 30-Apr-23 |
| Council on Aging Board | Vacant | Council Member | | 1-May-20 | 30-Apr-23 |
| Council on Aging Board | Christina Della Croce | Council Member | 2022 | 1-May-22 | 30-Apr-25 |
| Council on Aging Board | Joanne Scouler | Council Member | 2021 | 1-May-21 | 30-Apr-24 |
| Council on Aging Board | Sherri Oken | Council Member | 2023 | 13-Feb-23 | 30-Apr-25 |
| Council on Aging Board | Maureen Hickey | Council Member | 2018 | 1-May-21 | 30-Apr-24 |
| Council on Aging Board | Julie Brown | Applicant | | | |
| Council on Aging Board | Jim Morin | Applicant | | | |

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|---|----------------------------|-----------------------------|------------------|-----------|------------------|
| Environmental Sustainability Committee | Robin Greenberg | Committee Member | 2019 | 1-May-22 | 30-Apr-25 |
| Environmental Sustainability Committee | Vacant | Committee Member | | 24-May-21 | 30-Apr-24 |
| Environmental Sustainability Committee | Melissa Eusden | Chair | 2021 | 24-May-21 | 30-Apr-24 |
| Environmental Sustainability Committee | Vacant | Committee Member | | 24-May-21 | 30-Apr-23 |
| Environmental Sustainability Committee | Vacant | Committee Member | | 24-May-21 | 30-Apr-23 |
| Environmental Sustainability Committee | Christopher Lewis | Committee Member | 2022 | 1-May-22 | 30-Apr-25 |
| Environmental Sustainability Committee | Tiana Veldwisch | Committee Member | 2022 | 1-May-22 | 30-Apr-25 |
| Environmental Sustainability Committee | Christina Olivieri | Applicant | | | |
| Environmental Sustainability Committee | JoyEllen Snellgrove | Applicant | | | |
| Environmental Sustainability Committee | Lillian Guinther | Applicant | | | |
| Environmental Sustainability Committee | Steffin Spears | Applicant | | | |
| Fence Viewers Committee | Vacant | Committee Member | | 1-May-23 | 30-Apr-26 |
| Fence Viewers Committee | John Sofia | Committee Member | 2022 | 1-May-22 | 30-Apr-25 |
| Fence Viewers Committee | Holly Lenhardt | Committee Member | 2022 | 24-Oct-22 | 30-Apr-24 |
| Fence Viewers Committee | Paul Torraca | Committee Member | | | |
| Finance Committee | Brian Cusack | Committee Member | 2009 | 1-Jul-22 | 30-Jun-25 |
| Finance Committee | William Boodry | Committee Member | 2013 | 18-Nov-21 | 30-Jun-24 |
| Finance Committee | Donald Ravenelle | Committee Member | 2019 | 1-Jul-18 | 30-Jun-23 |
| Finance Committee | Stefan Chase | Committee Member | 2019 | 18-Nov-21 | 30-Jun-24 |
| Finance Committee | Joseph B. Bertrand | Committee Member | 1992 | 1-Jul-16 | 30-Jun-25 |
| Finance Committee | Daniel W. Sherman | Committee Member | 2005 | 1-Jul-16 | 30-Jun-25 |
| Finance Committee | James Sullivan | Chair | 2012 | 1-Jul-16 | 30-Jun-25 |
| Finance Committee | Aimee Forsythe | Committee Member | 2014 | 1-Jul-17 | 30-Jun-23 |
| Finance Committee | Douglas S. Butler | Committee Member | 2011 | 1-Jul-17 | 30-Jun-23 |
| Finance Committee | Tarae Howell | Committee Member | 2020 | 1-Oct-20 | 30-Jun-23 |
| Finance Committee | Dennis Hogan | Committee Member | 1999 | 18-Nov-21 | 30-Jun-24 |
| Finance Committee | David Mastroianni | Committee Member | 2020 | 1-Oct-20 | 30-Jun-23 |
| Finance Committee | Edward Bean | Committee Member | 2021 | 18-Nov-21 | 30-Jun-24 |
| Finance Committee | Ellie Zuccaro | Committee Member | 2022 | 15-Oct-18 | 30-Jun-25 |
| Finance Committee | Evan Kenney | Committee Member | 2018 | 18-Nov-21 | 30-Jun-24 |
| Historical Commission | Nancy L. Bertrand | Chair | 1990 | 1-May-20 | 30-Apr-23 |
| Historical Commission | Cathlina Driver | Commission Member | 2020 | 1-May-22 | 30-Apr-25 |
| Historical Commission | Vacant | Commission Member | | 1-May-20 | 30-Apr-23 |
| Historical Commission | Therese Frazier | Non-Voting Member | 2020 | 1-May-21 | 30-Apr-24 |
| Historical Commission | Daniel L. Benjamin, Jr. | Commission Member | 2014 | 1-May-22 | 30-Apr-25 |
| Historical Commission | Marc DiBella | Commission Member | 2021 | 1-May-21 | 30-Apr-24 |
| Historical Commission | Frank Giangregorio | Non-Voting Member | 2021 | 1-May-21 | 30-Apr-24 |
| Historical Commission | Nancy Bertrand | Applicant | | | |
| Historical Commission | Therese Frazier | Non-voting to Voting | | | |
| Human Rights Commission | Eileen Rooney | Chair | 2021 | 1-May-21 | 30-Apr-24 |
| Human Rights Commission | Vacant | Commission Member | | 1-May-20 | 30-Apr-23 |
| Human Rights Commission | Vacant | Commission Member | | 1-May-20 | 30-Apr-23 |
| Human Rights Commission | Jeremy Little | Commission Member | 2020 | 1-May-21 | 30-Apr-24 |
| Human Rights Commission | Teresa Aravena-Gonzalez | Commission Member | 2020 | 1-May-21 | 30-Apr-24 |
| Human Rights Commission | Vacant | Commission Member | | 1-May-23 | 30-Apr-25 |
| Human Rights Commission | Sherri Oken | Commission Member | 2020 | 1-May-22 | 30-Apr-25 |
| Human Rights Commission | Geetika Upmanyu | Commission Member | 2022 | 14-Nov-22 | 30-Apr-25 |
| Human Rights Commission | Elizabeth Assenza | Commission Member | 2020 | n/a | 30-Apr-26 |
| Human Rights Commission | Jessica Sutich | Applicant | | | |
| Human Rights Commission | Jillian Dymont | Applicant | | | |
| Human Rights Commission | Olivia Dannenberg | Applicant | | | |
| Permanent Building Committee | Joseph B. Bertrand | Chair | 2007 | 1-May-22 | 30-Apr-25 |
| Permanent Building Committee | Thomas Galvin | Committee Member | 2019 | 1-May-22 | 30-Apr-25 |
| Permanent Building Committee | Charles L. Tarbell | Committee Member | 2011 | 1-May-20 | 30-Apr-23 |
| Permanent Building Committee | Marc Moccio | Committee Member | 2020 | 1-May-20 | 30-Apr-23 |
| Permanent Building Committee | Jason Cohen | Committee Member | 2018 | 1-May-21 | 30-Apr-24 |
| Permanent Building Committee | Wayne Hardacker | Committee Member | 2020 | 24-Oct-22 | 30-Apr-24 |
| Permanent Building Committee | Philip Renzi | Committee Member | 2016-2019 & 2020 | 1-May-20 | 30-Apr-23 |
| Permanent Building Committee | John McDonald | Alternate Member | 2018 | 1-May-22 | 30-Apr-25 |
| Permanent Building Committee | Vacant | Committee Member | | 24-Oct-22 | 30-Apr-23 |
| Permanent Building Committee | Charles L. Tarbell | Applicant | | | |
| Permanent Building Committee | Marc Moccio | Applicant | | | |
| Permanent Building Committee | Philip Renzi | Applicant | | | |
| Permanent Building Committee | Erin Demerjian | Applicant | | | |
| Permanent Building Committee | Jonathan Surette | Applicant | | | |
| Permanent Building Committee | Donna Lowes | Applicant | | | |
| Recreation Commission | Christine M. Gargano | Commission Member | 1987 | 1-May-21 | 30-Apr-24 |
| Recreation Commission | Jeanne Stinson | Commission Member | 2004 | 1-May-22 | 30-Apr-25 |
| Recreation Commission | Susan Hickey | Commission Member | 1998 | 1-May-20 | 30-Apr-23 |
| Recreation Commission | Richard Stevens | Chair | 2000 | 1-May-20 | 30-Apr-23 |
| Recreation Commission | Gerald E. Barrett | Commission Member | 2014 | 1-May-20 | 30-Apr-23 |
| Recreation Commission | Robert Burnett | Commission Member | 2016 | 1-May-22 | 30-Apr-25 |
| Recreation Commission | Julie Grillon | Commission Member | 2019 | 1-May-22 | 30-Apr-25 |
| Recreation Commission | Charles Ciccone | Commission Member | 2022 | 13-Jun-22 | 30-Apr-24 |
| Recreation Commission | Vacant | Commission Member | | | 30-Apr-24 |
| Recreation Commission | Susan Hickey | Applicant | | | 30-Apr-26 |
| Recreation Commission | Richard Stevens | Applicant | | | 30-Apr-26 |
| Recreation Commission | Gerald E. Barrett | Applicant | | | 30-Apr-26 |
| Recreation Commission | Erin MacDonough | Applicant | | | 30-Apr-24 |

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|---|------------------------------|------------------|------|-----------|----------------------------------|
| Sweetser Lecture Advisory Committee | Jeanne Blumer | Committee Member | 2001 | N/A | N/A |
| Sweetser Lecture Advisory Committee | Robert L. Burk | Committee Member | 2006 | N/A | N/A |
| Sweetser Lecture Advisory Committee | Faith Hodgkins | Committee Member | 2016 | N/A | N/A |
| Sweetser Lecture Advisory Committee | Helen Hincman | Committee Member | 1997 | N/A | N/A |
| Sweetser Lecture Advisory Committee | Susan K. Kilkelly | Committee Member | 1996 | N/A | N/A |
| Sweetser Lecture Advisory Committee | Lorraine Lackey | Committee Member | 2006 | N/A | N/A |
| Sweetser Lecture Advisory Committee | Sara M. Murphy | Chair | 1997 | N/A | N/A |
| Sweetser Lecture Advisory Committee | Julie Scott | Committee Member | 2019 | 1-May-19 | N/A |
| Sweetser Lecture Advisory Committee | David Miller | Committee Member | 2022 | 24-Oct-22 | N/A |
| Sweetser Lecture Advisory Committee | Joseph G. Spear | Committee Member | 1997 | N/A | N/A |
| | | | | | |
| Traffic Advisory Committee | John Connors | Committee Member | 2020 | 29-Sep-20 | N/A |
| | | | | | |
| Veteran's Advisory Board | Daniel Benjamin | Board Member | 2013 | 1-May-22 | 30-Apr-25 |
| Veteran's Advisory Board | Robert Ettinger | Board Member | 2019 | 1-May-20 | 30-Apr-23 |
| Veteran's Advisory Board | Kristi Yentile | Board Member | 2020 | 1-May-20 | 30-Apr-23 |
| Veteran's Advisory Board | Marion Dennehy | Board Member | 2020 | 1-May-20 | 30-Apr-23 |
| Veteran's Advisory Board | Paul Cancelliere | Chair | 2020 | 1-May-20 | 30-Apr-23 |
| Veteran's Advisory Board | Vacant | Board Member | | | 30-Apr-23 |
| Veteran's Advisory Board | Vacant | Board Member | | | 30-Apr-24 |
| Veteran's Advisory Board | Joseph Dellolio | Board Member | 2021 | 1-May-21 | 30-Apr-24 |
| Veteran's Advisory Board | William Curran | Board Member | 2022 | 1-May-22 | 30-Apr-25 |
| Veteran's Advisory Board | Marc Young | Board Member | 2022 | 25-Oct-22 | 30-Apr-23 |
| Veteran's Advisory Board | Robert Ettinger | Applicant | | | 30-Apr-24 |
| Veteran's Advisory Board | Kristi Yentile | Applicant | | | 30-Apr-24 |
| Veteran's Advisory Board | Marion Dennehy | Applicant | | | 30-Apr-25 |
| Veteran's Advisory Board | Marc Young | Applicant | | | 30-Apr-25 |
| Veteran's Advisory Board | Paul Cancelliere | Applicant | | | 30-Apr-26 |
| Veteran's Advisory Board | Dale Findlay | Applicant | | | 30-Apr-26 |
| Veteran's Advisory Board | Christopher Olsen | Applicant | | | 4/30/2026 was a 2024 term |
| | | | | | |
| Youth Council | Ali Zain Al-Abideen H. Atoui | Member | 2020 | 1-Jul-22 | 30-Jun-23 |
| Youth Council | Thomas Berinato | Member | 2020 | 1-Jul-22 | 30-Jun-23 |
| Youth Council | Madeline Naper | Member | 2021 | 1-Jul-22 | 30-Jun-23 |
| Youth Council | Paige Arkinstall | Member | 2021 | 1-Jul-22 | 30-Jun-23 |
| Youth Council | Juliana Spaulding | Member | 2021 | 1-Jul-22 | 30-Jun-23 |
| Youth Council | Ahmed Othman | Member | 2022 | 1-Jul-22 | 30-Jun-23 |
| Youth Council | Alla Othman | Member | 2022 | 1-Jul-22 | 30-Jun-23 |
| Youth Council | Elizabeth Menjivar | Member | 2022 | 1-Jul-22 | 30-Jun-23 |
| Youth Council | Matthew O'Brien | Member | 2022 | 1-Jul-22 | 30-Jun-23 |
| Youth Council | Sadie Lominac | Member | 2022 | 1-Jul-22 | 30-Jun-23 |
| Youth Council | Vanessa Westlake | Chair | 2022 | 1-Jul-22 | 30-Jun-23 |
| Youth Council | Maya Palic | Member | 2022 | 24-Oct-22 | 30-Jun-23 |
| Youth Council | Dhruvaite Upmanyu | Member | 2022 | 24-Oct-22 | 30-Jun-23 |
| Youth Council | Olivia Wall | Member | 2022 | 24-Oct-22 | 30-Jun-23 |
| Youth Council | Sofia Panighetti | Member | 2022 | 24-Oct-22 | 30-Jun-23 |
| | | | | | |
| Zoning Board of Appeals | James H. McBain | Board Member | 2001 | 1-May-22 | 30-Apr-25 |
| Zoning Board of Appeals | David W. Hatfield | Chair | 2007 | 1-May-20 | 30-Apr-23 |
| Zoning Board of Appeals | Charles L. Tarbell | Board Member | 2001 | 1-May-21 | 30-Apr-24 |
| Zoning Board of Appeals | Joseph Pride | Board Member | 2019 | 1-May-22 | 30-Apr-25 |
| Zoning Board of Appeals | Michael Feeley | Alternate | 2018 | 1-May-21 | 30-Apr-24 |
| Zoning Board of Appeals | Gregory McIntosh | Alternate | 2018 | 1-May-21 | 30-Apr-24 |
| Zoning Board of Appeals | Thomas Lucey | Board Member | 2015 | 14-Nov-22 | 30-Apr-23 |
| Zoning Board of Appeals | David W. Hatfield | Applicant | | | 30-Apr-26 |
| Zoning Board of Appeals | Thomas Lucey | Applicant | | | 30-Apr-26 |
| | | | | | |
| * yellow indicates positions available May 1st | | | | | |
| | | | | | |
| * red indicates applicants or vacant positions | | | | | |
| | | | | | |
| Appointments are effective May 1st through April 30th | | | | | |
| | | | | | |

AGREEMENT

This intermunicipal agreement (this “Agreement”) is entered into this ___ day of _____, 2023 in accordance with G.L. c.40, §4A by and between the Town of Wakefield (“Wakefield”), a municipal corporation with principal offices located at 1 Lafayette Street, Wakefield, Massachusetts 01880, acting by and through its Town Council, the Lynnfield Center Water District (“LCWD”), a municipal water district with principal offices located at 83 Phillips Road, Lynnfield, Massachusetts 01940, acting by and through its Board of Commissioners, and the Town of Lynnfield (“Lynnfield”), a municipal corporation with principal offices located at 55 Summer Street, Lynnfield, Massachusetts 01940, acting by and through its Select Board, and sets forth the terms of agreement between the Parties regarding the installation of water service infrastructure by Wakefield to supply the LCWD system through an interconnection meter on Main Street in Lynnfield near the intersection of Bay State Road.

WHEREAS, in the Summer of 2020, LCWD approached Wakefield about the possibility of obtaining Massachusetts Water Resources Authority (“MWRA”) water through the Wakefield system;

WHEREAS, LCWD and Wakefield conducted a hydraulic analysis to evaluate the impact of said connection at various flow rates through the collaborative work of engineering consultants CDM/Smith (on behalf of LCWD) and Environmental Partners (on behalf of Wakefield) and determined that adequate flow is available;

WHEREAS, LCWD, through the work of CDM/Smith, conducted a water quality blending analysis of MWRA water with LCWD water, and determined that no negative impact would result from the interconnection.

WHEREAS, LCWD shall provide funding to Wakefield to execute the scope of work as

identified in this Agreement in order to loop the Wakefield system and bring the two systems to a location on Main Street at the intersection with Bay State Road, Lynnfield, whereby they can be interconnected;

WHEREAS, the Parties desire to establish a formal agreement with respect to the installation of water infrastructure, water supply and usage, including billing for future usage by LCWD of MWRA water supplied by Wakefield;

NOW THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

I. SCOPE OF WORK

The Parties agree that the work to be done hereunder (the “Scope of Work”) shall include all of that described below.

A. The Scope of Work includes the installation and connection of water main infrastructure as proposed in the plans developed by Environmental Partners dated August 2022. Said Plans are attached hereto as Exhibit 1, and an outline of the phases of the proposed Scope of Work is attached hereto as Exhibit 2.

B. The Scope of Work includes the installation of approximately 1,430 linear feet of new 8” CLDI pipe on Bay State Road from the existing dead end of the Wakefield system, connecting into the 8” water main to be constructed on Main Street in the LCWD system as described in § I.C, below. Once completed, this new section of distribution water main will be the property of Wakefield and included in Wakefield’s system The existing water main on Bay State Road will remain the property of and be operated and maintained by LCWD. Construction trenches will be paved in a temporary manner by Wakefield, by and through a contractor engaged

by Wakefield to perform this work, as conditioned in the roadway opening permit, which Wakefield shall obtain from Lynnfield. Final paving and roadway restoration of Bay State Road will be the responsibility of Lynnfield.

C. The Scope of Work also includes the replacement of 660 linear feet of existing LCWD water main on Main Street from Bay State Road towards Vernon Street, Wakefield. This new main will be installed at an appropriate grade to permit a new crossing of the MassDOT drainage culvert bridge on Main Street. Once completed, this section of water main will be the property of Wakefield and included in Wakefield's system. Construction trenches will be paved in a temporary manner by Wakefield, by and through a contractor engaged by Wakefield, as conditioned in the roadway opening permit, which Wakefield shall obtain from MassDOT. Final roadway restoration of Main Street will be the responsibility of Lynnfield.

D. The Scope of Work further includes the installation of approximately 185 linear feet of new 8" water main on Vernon Street, Wakefield, including the crossing of this proposed new water main through an existing drainage culvert in Wakefield. The proposed corridor will be within the existing MassDOT right of way. Once completed, this section of new water main will remain property of Wakefield and be included in Wakefield's system. Construction trenches will be paved in a temporary manner by Wakefield, by and through a contractor engaged by Wakefield, as conditioned in the roadway opening permit issued by Wakefield. Final roadway restoration of Vernon Street will be the responsibility of LCWD.

E. The Scope of Work includes the construction of an interconnection vault within the MassDOT right of way in the intersection of Main Street and Bay State Road, Lynnfield. Exhibit 3 illustrates the location of said vault. The interconnection vault will include a flow control valve, meter, above ground cabinet and other appurtenances as required. The

interconnection vault will be designed, constructed, owned and operated by LCWD. With respect to the interconnection vault:

1. The master meter will be provided by MWRA and calibrated by MWRA in accordance with its regular testing schedule. LCWD will install said meter and testing ports and provide access to the meter as needed. The master meter will be located permanently in the interconnection vault. LCWD will provide Wakefield with access to the meter as necessary.
2. LCWD shall construct the interconnection vault and all appurtenances related thereto and will be responsible for maintenance, daily operation and all expenses associated with operating said interconnection vault.
3. At no point in time shall flow through this interconnection exceed 250 GPM without further evaluation and without an amendment to this Agreement.
4. Wakefield and LCWD will provide each other with twenty four hour contacts in the event of emergencies related to the Wakefield system located in Lynnfield.

F. The following shall apply to the Scope of Work to be performed under this Agreement:

1. LCWD shall provide supervision and oversight over the design, permitting, procurement and construction of all aspects of the interconnection vault referenced in § I.E, above. Wakefield will be given the opportunity to review and comment on all designs and specifications prior to said work being put out to bid.

2. Wakefield will provide supervision and oversight over the design, permitting, procurement and construction of all aspects of the Scope of Work in §§ I.A-I.D, above. LCWD will provide payment to Wakefield for said design and construction in advance of the work in accordance with §II-A below. LCWD will be given the opportunity to review and comment on all designs and specification prior to said work being put out to bid.
3. The existing LCWD water account at 26 Main Street, Lynnfield will remain an LCWD account, and Wakefield will bill LCWD directly for it.
4. All MassDOT, Wakefield and Lynnfield permit fees applicable to the Scope of Work shall be paid by the LCWD.
5. Wakefield and LCWD agree that the proposed connection must be reviewed and approved by the Massachusetts Department of Environmental Protection and the MWRA before Wakefield can supply LCWD with water.
6. LCWD will be responsible for all permitting required by the MWRA. LCWD shall become a member of the MWRA and will be billed directly for said water supplied by MWRA through the Wakefield system, or, failing that, be issued its own yearly assessment.
7. Wakefield has indicated it intends to move forward with construction in the early Spring of 2023. LCWD intends to commence construction of the interconnection vault in the Summer of 2023. Permitting and work on other applicable MWRA requirements have already commenced and are expected to be completed during the Winter of 2024.

8. LCWD shall be deemed to be a Wakefield water user. As such, Wakefield shall provide LCWD with all notices, notifications and public alerts that it provides to its water users, including emergency contact information.
9. Lynnfield shall provide reasonable access to LCWD and Wakefield, and their respective contractors and agents, to any affected public ways during construction and for the purposes of performing any future maintenance, inspection, repair or replacement work.
10. Water system infrastructure work on Main Street at the Interstate 95 exchange will proceed under conditions found within the permit issued by MassDOT to Wakefield. Said permit shall be attached as Exhibit 4.
11. Water system infrastructure work on Main Street at the crossing with the box culvert will proceed under conditions found within the permit issued by the Wakefield Conservation Commission to Wakefield. Said permit shall be attached as Exhibit 5.
12. A roadway opening permit will be sought from Lynnfield by the contractor procured by Wakefield. Said permit shall be attached as Exhibit 6. The contractor shall provide all bonds and insurance as required, but (a) LCWD shall pay any costs associated with such bonds and insurance and (b) Lynnfield agrees to waive the roadway opening permit fees.

II. COMPENSATION STRUCTURE AND CONDITIONS

A. LCWD shall pay to Wakefield the sum of \$853,300 for the construction, engineering, inspection, police details, permitting, temporary paving, and related work associated with §§ I.B-I.D, above. LCWD and Wakefield shall agree on a schedule for said payments based

on the progress of construction, provided that such schedule shall be structured so as to ensure that Wakefield will not have to advance any of its own funds to pay said costs. This payment is intended to cover the cost of all work associated with the three phases of the Scope of Work required to loop the Wakefield system from Bay State Road through the drainage culvert (bridge) on Main Street at the Wakefield/Lynnfield town limits. The following exceptions apply:

1. The bridge crossing proposed in § I.C, above assumes that no bridge improvements will be required, including but not limited to the installation of railings.
2. The agreed upon payment assumes that a waiver concerning controlled density fill will be granted and that work will occur during normal working hours.
3. Lynnfield will be responsible for the costs associated with final paving and permanent roadway restoration of all areas within the Scope of Work in Lynnfield on Bay State Road and Main Street.
4. Costs do not include the meter vault or any escalation (if construction occurs in Spring of 2023).
5. The Parties agree that notwithstanding the above exceptions and assumptions, LCWD shall be responsible for any additional costs required to complete the Scope of Work with the exception of the costs for final paving and permanent roadway restoration referenced in § II.A.3, above, which shall remain the responsibility of Lynnfield.

B. LCWD acknowledges that it has established a contingency fund in the amount of \$66,590 (8% of construction costs) for any unanticipated subsurface conditions, including but

not limited to ledge. Any claims for additional compensation submitted by Wakefield's contractor related to the Scope of Work set forth in §§ I.B – I.D, above, shall be submitted by Wakefield to LCWD for review and approval before any such claim is approved by Wakefield.

C. The wheeling rate shall be fixed at a twenty percent (20%) mark up on MWRA's wholesale rate for the first 7 years during which MWRA water is furnished to LCWD by Wakefield hereunder.

D. The effective date of this Agreement shall be April 10, 2023.

E. Term:

1. This Agreement shall remain in full force and effect for a period of twenty (20) years, from April 10, 2023 through April 9, 2043.
2. The wheeling rate associated with this Agreement may be renegotiated by LCWD and Wakefield during the 7th, 12th and 16th years of this Agreement. Any new agreed upon wheeling rate shall become effective at the commencement of the following fiscal year, unless otherwise agreed to by LCWD and Wakefield.
3. Renegotiation of the wheeling rate shall be based on costs associated with transporting MWRA water through the Wakefield system to the LCWD interconnection. In the event that LCWD and Wakefield are unable to agree on a new wheeling rate, they agree to submit the issue to binding arbitration under the rules of commercial arbitration of the American Arbitration Association. The costs of any arbitrator shall be borne equally by LCWD and Wakefield. Nothing in this Section shall preclude Wakefield and LCWD from engaging in non-binding mediation prior to

arbitration. If Wakefield and LCWD agree to mediate, the costs of any mediator shall be borne equally by Wakefield and LCWD.

F. Lynnfield hereby grants Wakefield access to maintain and/or repair the Wakefield water system infrastructure that is located within Lynnfield's rights of way.

G. Wakefield shall bill LCWD quarterly for water consumed in accordance with readings from the MWRA meter in the interconnection vault.

III. MISCELLANEOUS

A. By entering into this Agreement, the Parties have not waived any governmental immunity or limitation of damages that may be extended to them by operation of law. The Parties are the sole and exclusive beneficiaries of this Agreement. No third-party rights, express or implied, are created. The provisions of this paragraph shall survive termination of this Agreement.

B. No Party shall assign, sublet or otherwise transfer its rights under this Agreement, in whole or in part, without the prior written consent of the other Parties.

C. This Agreement shall not be modified or amended except by a written document executed by the authorized representatives of the Parties.

D. This Agreement shall be governed by, and construed and enforced in accordance with, the laws of the Commonwealth of Massachusetts, and all Parties hereto submit to the jurisdiction of any of its appropriate courts for the adjudication of disputes arising out of this Agreement.

E. If any term or condition of this Agreement or any application thereof shall to any extent be held invalid, illegal or unenforceable by a court of competent jurisdiction, the validity, legality, and enforceability of the remaining terms and conditions of this Agreement shall not be

deemed affected thereby unless one or more Parties would be substantially or materially prejudiced thereby.

F. This Agreement, including all documents incorporated herein by reference, constitutes the entire integrated agreement between the Parties with respect to the matters described. This Agreement supersedes all prior agreements, negotiations and representations, either written or oral concerning the subject matter hereof.

----- *The balance of this page is intentionally left blank* -----

IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed by their
duly authorized representatives, whose signatures are hereto affixed.

TOWN OF WAKEFIELD
By its Town Council

TOWN OF LYNNFIELD
By its Select Board

LYNNFIELD CENTER WATER DISTRICT
By its Board of Commissioners

c:\Lynnfield\IMA – LCWD - Final
856809/LCWD/0001



The Commonwealth of Massachusetts
 Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
 www.mass.gov/abcc

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
 MONETARY TRANSMITTAL FORM

AMENDMENT-Change of Manager

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

Please make \$200.00 payment here: [ABCC PAYMENT WEBSITE](#)

PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE PAYMENT RECEIPT

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

ENTITY/ LICENSEE NAME KNIGHTS OF Columbus

ADDRESS 570 North Ave

CITY/TOWN Wakefield

STATE Mass

ZIP CODE 01880

For the following transactions (Check all that apply):

- | | | | |
|--|--|---|---|
| <input type="checkbox"/> New License | <input type="checkbox"/> Change of Location | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal) | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input type="checkbox"/> Transfer of License | <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Change of License Type (i.e. club / restaurant) | <input type="checkbox"/> Pledge of Collateral (i.e. License/Stock) |
| <input checked="" type="checkbox"/> Change of Manager | <input type="checkbox"/> Change Corporate Name | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt) | <input type="checkbox"/> Management/Operating Agreement |
| <input type="checkbox"/> Change of Officers/ Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest (LLC Members/ LLP Partners, Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder | <input type="checkbox"/> Change of Hours |
| | <input type="checkbox"/> Other | | <input type="checkbox"/> Change of DBA |

THE LOCAL LICENSING AUTHORITY MUST SUBMIT THIS APPLICATION ONCE APPROVED VIA THE ePLACE PORTAL

Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3
 Chelsea, MA 02150-2358



The Commonwealth of Massachusetts
 Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
 www.mass.gov/abcc

AMENDMENT-Change of Manager **Change of License Manager**

1. BUSINESS ENTITY INFORMATION

Entity Name Municipality ABCC License Number
 KNIGHTS OF Columbus Wakefield [REDACTED]

2. APPLICATION CONTACT

The application contact is the person who should be contacted with any questions regarding this application.
 Name Title Email Phone
 Derek H Pound Manager [REDACTED] [REDACTED]

3A. MANAGER INFORMATION

The individual that has been appointed to manage and control of the licensed business and premises.
 Proposed Manager Name: Derek H Pound Date of Birth: [REDACTED] SSN: [REDACTED]
 Residential Address: [REDACTED]
 Email: [REDACTED] Phone: [REDACTED]
 Please indicate how many hours per week you intend to be on the licensed premises: 30 Last-Approved License Manager: Christopher Brennan

3B. CITIZENSHIP/BACKGROUND INFORMATION

Are you a U.S. Citizen? Yes No *Manager must be U.S. citizen
 If yes, attach one of the following as proof of citizenship US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers.
 Have you ever been convicted of a state, federal, or military crime? Yes No
 If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

| Date | Municipality | Charge | Disposition |
|------|--------------|--------|-------------|
| | | | |
| | | | |

3C. EMPLOYMENT INFORMATION

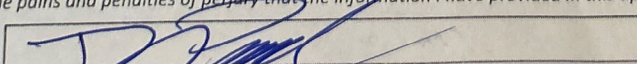
Please provide your employment history. Attach additional pages, if necessary, utilizing the format below.

| Start Date | End Date | Position | Employer | Supervisor Name |
|------------|----------|-----------------|-------------------------|-----------------|
| 02/15/2011 | present | General Manager | Colonial Volkswagen Inc | Self |
| | | | | |

3D. PRIOR DISCIPLINARY ACTION

Have you held a beneficial or financial interest in, or been the manager of, a license to sell alcoholic beverages that was subject to disciplinary action? Yes No If yes, please fill out the table. Attach additional pages, if necessary,utilizing the format below.

| Date of Action | Name of License | State | City | Reason for suspension, revocation or cancellation |
|----------------|-----------------|-------|------|---|
| | | | | |
| | | | | |

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:
 Manager's Signature:  Date: March 26 2023

ENTITY VOTE

The Board of Directors or LLC Managers of KofC BUILDING Association
Entity Name
duly voted to apply to the Licensing Authority of Wakefield and the
City/Town
Commonwealth of Massachusetts Alcoholic Beverages Control Commission on March 14 2023
Date of Meeting

For the following transactions (Check all that apply):

Change of Manager

Other

"VOTED: To authorize Derek Pound
Name of Person

to sign the application submitted and to execute on the Entity's behalf, any necessary papers and do all things required to have the application granted."

"VOTED: To appoint Derek Pound
Name of Liquor License Manager

as its manager of record, and hereby grant him or her with full authority and control of the premises described in the license and authority and control of the conduct of all business therein as the licensee itself could in any way have and exercise if it were a natural person residing in the Commonwealth of Massachusetts."

A true copy attest,

Corporate Officer /LLC Manager Signature

(Print Name)

For Corporations ONLY

A true copy attest,

Timothy J. Green
Corporation Clerk's Signature

Timothy J. Green
(Print Name)



Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150

JEAN M. LORIZIO, ESQ.
CHAIRMAN

CORI REQUEST FORM

The Alcoholic Beverages Control Commission ("ABCC") has been certified by the Criminal History Systems Board to access conviction and pending Criminal Offender Record Information ("CORI"). For the purpose of approving each shareholder, owner, licensee or applicant for an alcoholic beverages license, I understand that a criminal record check will be conducted on me, pursuant to the above. The information below is correct to the best of my knowledge.

ABCC LICENSE INFORMATION

ABCC NUMBER: [REDACTED] LICENSEE NAME: Kofc Building Association CITY/TOWN: Wakefield

APPLICANT INFORMATION

LAST NAME: Pound FIRST NAME: Derek MIDDLE NAME: H
 MAIDEN NAME OR ALIAS (IF APPLICABLE): [REDACTED] PLACE OF BIRTH: Mission Viejo CA
 DATE OF BIRTH: [REDACTED] SSN: [REDACTED] ID THEFT INDEX PIN (IF APPLICABLE): [REDACTED]
 MOTHER'S MAIDEN NAME: [REDACTED] DRIVER'S LICENSE #: [REDACTED] STATE LIC. ISSUED: MA
 GENDER: MALE HEIGHT: 6 00 WEIGHT: 215 EYE COLOR: BROWN
 CURRENT ADDRESS: [REDACTED]
 CITY/TOWN: [REDACTED] STATE: MA ZIP: [REDACTED]
 FORMER ADDRESS: [REDACTED]
 CITY/TOWN: [REDACTED] STATE: MA ZIP: [REDACTED]

PRINT AND SIGN

PRINTED NAME: Derek Pound APPLICANT/EMPLOYEE SIGNATURE: [Signature]

NOTARY INFORMATION

On this March 26, 2023 before me, the undersigned notary public, personally appeared Derek Pound
 (name of document signer), proved to me through satisfactory evidence of identification, which were Drivers License
 to be the person whose name is signed on the preceding or attached document, and acknowledged to me that (he) (she) signed it voluntarily for its stated purpose.
Clare M. Donahoe
 NOTARY

DIVISION USE ONLY

REQUESTED BY: [REDACTED] SIGNATURE OF CORI-AUTHORIZED EMPLOYEE: [REDACTED]

The DCJ Identify Theft Index PIN Number is to be completed by those applicants that have been issued an Identity Theft PIN Number by the DCJ. Certified agencies are required to provide all applicants the opportunity to include this information to ensure the accuracy of the CORI request process. ALL CORI request forms that include this field are required to be submitted to the DCJ via mail or by fax to (617) 660-4614.



CLARE M. DONAHOE
Notary Public
Commonwealth of Massachusetts
My Commission Expires
September 7, 2023

March 23, 2023

Town Council
William J. Lee Memorial Town Hall
1 Lafayette Street
Wakefield, MA 01880

Dear Council Members:

The Board of Library Trustees requests permission to donate library discards to the Friends of the Library. This request is made in accordance with Chapter 21, Article I of the Code of the Town of Wakefield, Massachusetts. The Friends of the Library, a not-for-profit organization, will hold a sale of these items no longer useful to the library collection. A copy of our agreement is enclosed.

Thank you for your consideration.

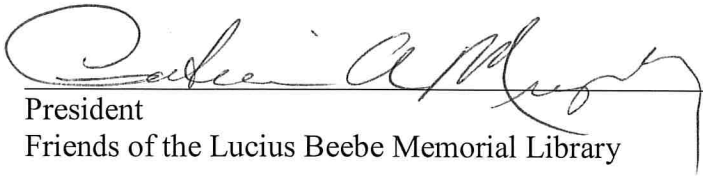
Cordially,



Catherine Ellis McDonald
Library Director


Booksale Agreement

For and in consideration of the sale to the Friends of the Lucius Beebe Memorial Library, the Friends of the Library shall give to the Town of Wakefield, through its Library Trustees, for use in the library, an article or articles of personal property equal in value to the books transferred from the Library Trustees to the Friends of the Library



President
Friends of the Lucius Beebe Memorial Library

3/23/2023
Date



Trustees
Lucius Beebe Memorial Library

3/22/2023
Date

| 4/3/2023 | | | | |
|---|--------------------------|---------------------------------------|---------------|---------------|
| SOURCE | DONOR INTENT | DETAIL | AMOUNT | ACCOUNT TOTAL |
| VARIOUS GIFTS - ORG 20610290, OBJECT 483000 | | | | 385.00 |
| Various Patrons | Public Printer Donations | Public printer supplies, paper, toner | 385.00 | |
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| MAGAZINE GIFTS - ORG 20610295, OBJECT 483000 | | | | 0.00 |
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| FRIENDS OF BEEBE LIBRARY GIFTS - ORG 20610291, OBJECT 483000 | | | | 0.00 |
| | | | | |
| | | | | |
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| | | | | |
| GIFT BOOKS - ORG 20610296, OBJECT 483000 | | | | 25.00 |
| | Gift Book-Donation | In Memory of Judith Pierce Whipling | 25.00 | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| TOTAL DONATIONS | | | 410.00 | 410.00 |

| | | | | | | | | | | | |
|--|----------------------|------------|------------|------------|------------|--------------|--------------|-------------|-------------|------------|--------|
| Budget No. 8 | | Page 1 | | | | | | | | | |
| Dept. No. 141 | | | | | | | | | | | |
| TOWN OF WAKEFIELD | | | | | | | | | | | |
| Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2024 | | | | | | | | | | | |
| Assessors Department | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | Actual | Actual | | | Act. Expend. | Departmental | Town Admin. | | | |
| | | Expend. | Expend. | Approp. | Approp. | Thru Wk. 26 | Request For | Request For | Recommended | | |
| EOC | Dept/Appropriation | FY 2021 | FY 2022 | FY 2022 | FY 2023 | 12/27/22 | FY 2024 | FY 2024 | FY 2024 | +/- \$ | +/- % |
| | | | | | | | | | | | |
| SHEET A - SUMMARY | | | | | | | | | | | |
| 1 | Personal Services | 207,274.00 | 214,569.00 | 214,569.00 | 221,298.00 | 106,509.00 | 214,126.00 | 214,126.00 | 0.00 | (7,172.00) | -3.24% |
| 2 | Contractual Services | 31,454.00 | 12,801.00 | 22,050.00 | 29,450.00 | 2,999.00 | 30,650.00 | 30,650.00 | 0.00 | 1,200.00 | 4.07% |
| 4 | Materials/Supplies | 1,669.00 | 1,947.00 | 1,950.00 | 1,950.00 | 760.00 | 1,950.00 | 1,950.00 | 0.00 | 0.00 | 0.00% |
| 7 | Sundry Charges | 595.00 | 723.00 | 750.00 | 750.00 | 615.00 | 750.00 | 750.00 | 0.00 | 0.00 | 0.00% |
| | | | | | | | | | | | |
| | TOTAL A | 240,992.00 | 230,040.00 | 239,319.00 | 253,448.00 | 110,883.00 | 247,476.00 | 247,476.00 | 0.00 | (5,972.00) | -2.36% |

| | | | | | | | | | | | | |
|--|-------------------------|-----------|-----------|-----------|-----------|--------------|--------------|-------------|-------------|--|--|--|
| Budget No. 8 | | Page 2 | | | | | | | | | | |
| Dept. No. 141 | | | | | | | | | | | | |
| TOWN OF WAKEFIELD | | | | | | | | | | | | |
| Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2024 | | | | | | | | | | | | |
| Assessors Department | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | Actual | Actual | | | Act. Expend. | Departmental | Town Admin. | | | | |
| | | Expend. | Expend. | Approp. | Approp. | Thru Wk. 26 | Request For | Request For | Recommended | | | |
| EOC | Dept/Appropriation | FY 2021 | FY 2022 | FY 2022 | FY 2023 | 12/27/22 | FY 2024 | FY 2024 | FY 2024 | | | |
| ===== | | | | | | | | | | | | |
| SHEET B - 2 CONTRACTUAL SERVICES | | | | | | | | | | | | |
| 5244 | Repair/Maint. Furniture | 1,645.00 | 1,974.00 | 1,500.00 | 1,500.00 | 987.00 | 1,500.00 | 1,500.00 | 0.00 | | | |
| 5273 | Auto Allowances | 681.00 | 599.00 | 1,800.00 | 1,800.00 | 0.00 | 1,800.00 | 1,800.00 | 0.00 | | | |
| 5302 | Tuition | 0.00 | 695.00 | 2,500.00 | 2,500.00 | 0.00 | 2,500.00 | 2,500.00 | 0.00 | | | |
| 5306 | Printing/Stationery | 648.00 | 787.00 | 750.00 | 750.00 | 433.00 | 750.00 | 750.00 | 0.00 | | | |
| 5316 | Professional Services | 25,945.00 | 4,130.00 | 10,000.00 | 17,400.00 | 399.00 | 18,600.00 | 18,600.00 | 0.00 | | | |
| 5340 | Postage | 1,714.00 | 1,940.00 | 2,000.00 | 2,000.00 | 359.00 | 2,000.00 | 2,000.00 | 0.00 | | | |
| 5341 | Telephone Other Comm. | 821.00 | 821.00 | 1,500.00 | 1,500.00 | 821.00 | 1,500.00 | 1,500.00 | 0.00 | | | |
| 5351 | Travel Inside Comm. | 0.00 | 1,855.00 | 2,000.00 | 2,000.00 | 0.00 | 2,000.00 | 2,000.00 | 0.00 | | | |
| | | | | | | | | | | | | |
| | TOTAL 2 | 31,454.00 | 12,801.00 | 22,050.00 | 29,450.00 | 2,999.00 | 30,650.00 | 30,650.00 | 0.00 | | | |

| | | | | | | | | | | | | | |
|--|-----------------------|----------|----------|----------|----------|--------------|--------------|-------------|-------------|--|--|--|--|
| Budget No. 8 | | | | | | | | | | | | | |
| Dept. No. 141 | | | | | | | | | | | | | |
| TOWN OF WAKEFIELD | | | | | | | | | | | | | |
| Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2024 | | | | | | | | | | | | | |
| Assessors Department | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | Actual | Actual | | | Act. Expend. | Departmental | Town Admin. | | | | | |
| | | Expend. | Expend. | Approp. | Approp. | Thru Wk. 26 | Request For | Request For | Recommended | | | | |
| EOC | Dept/Appropriation | FY 2021 | FY 2022 | FY 2022 | FY 2023 | 12/27/22 | FY 2024 | FY 2024 | FY 2024 | | | | |
| | | | | | | | | | | | | | |
| SHEET B - 4 MATERIALS/SUPPLIES | | | | | | | | | | | | | |
| 5422 | Office Supplies | 536.00 | 766.00 | 800.00 | 800.00 | 98.00 | 800.00 | 800.00 | 0.00 | | | | |
| 5423 | Print/Reproc Supplies | 785.00 | 893.00 | 750.00 | 750.00 | 488.00 | 750.00 | 750.00 | 0.00 | | | | |
| 5511 | Books/Periodicals | 348.00 | 288.00 | 400.00 | 400.00 | 174.00 | 400.00 | 400.00 | 0.00 | | | | |
| 5593 | Uniforms & Clothing | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | | | |
| | | | | | | | | | | | | | |
| | TOTAL 4 | 1,669.00 | 1,947.00 | 1,950.00 | 1,950.00 | 760.00 | 1,950.00 | 1,950.00 | 0.00 | | | | |

| | | | | | | | | | | | | | |
|--|--------------------|---------|---------|---------|---------|--------------|--------------|-------------|-------------|--|--|--|--|
| Budget No.8 | | | | | | | | | | | | | |
| Dept. No. 141 | | | | | | | | | | | | | |
| TOWN OF WAKEFIELD | | | | | | | | | | | | | |
| Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2024 | | | | | | | | | | | | | |
| Assessors Department | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | Actual | Actual | | | Act. Expend. | Departmental | Town Admin. | | | | | |
| | | Expend. | Expend. | Approp. | Approp. | Thru Wk. 26 | Request For | Request For | Recommended | | | | |
| EOC | Dept/Appropriation | FY 2021 | FY 2022 | FY 2022 | FY 2023 | 12/27/22 | FY 2024 | FY 2024 | FY 2024 | | | | |
| | | | | | | | | | | | | | |
| SHEET B - 7 SUNDRY CHARGES | | | | | | | | | | | | | |
| 5731 | Dues & Memberships | 595.00 | 723.00 | 750.00 | 750.00 | 615.00 | 750.00 | 750.00 | 0.00 | | | | |
| | | | | | | | | | | | | | |
| | TOTAL 7 | 595.00 | 723.00 | 750.00 | 750.00 | 615.00 | 750.00 | 750.00 | 0.00 | | | | |

| | | | | | | | | | | |
|---|----------------------------|-----------|-----------|-----------|-----------|--------------|--------------|-------------|-------------|-------|
| Budget No. 20 | | | | | | | | | | |
| Dept. No. 240 | | | | | | | | | | |
| TOWN OF WAKEFIELD | | | | | | | | | | |
| Summary of Expenditures of Prior Periods With Estimates For the fiscal Period of 2024 | | | | | | | | | | |
| Building Department | | | | | | | | | | |
| ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== |
| | | Actual | Actual | | | Act. Expend. | Departmental | Town Admin. | | |
| EOC | Dept/Appropriation | Expend. | Expend. | Approp. | Approp. | Thru Wk. 26 | Request For | Request For | Recommended | |
| ===== | ===== | FY 2021 | FY 2022 | FY 2022 | FY 2023 | 12/27/22 | FY 2024 | FY 2024 | FY 2024 | |
| ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== |
| SHEET B - 2 CONTRACTUAL SERVICES | | | | | | | | | | |
| 5243 | Repair/Maint Motor Vehicle | 0.00 | 0.00 | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 5244 | Repair/Maint Office | 0.00 | 0.00 | 100.00 | 100.00 | 57.00 | 300.00 | 300.00 | 0.00 | |
| 5273 | Vehicle Allowance | 6,779.00 | 6,087.00 | 4,500.00 | 6,600.00 | 3,143.00 | 6,600.00 | 6,600.00 | 0.00 | |
| 5306 | Printing & Binding | 1,307.00 | 1,335.00 | 1,500.00 | 1,500.00 | 279.00 | 1,500.00 | 1,500.00 | 0.00 | |
| 5340 | Postage | 437.00 | 429.00 | 300.00 | 300.00 | 167.00 | 300.00 | 300.00 | 0.00 | |
| 5341 | Telephone | 4,237.00 | 3,980.00 | 5,000.00 | 5,000.00 | 2,419.00 | 5,000.00 | 5,000.00 | 0.00 | |
| 5351 | Travel Inside Commonwealth | 50.00 | 1,082.00 | 1,150.00 | 1,150.00 | 300.00 | 1,150.00 | 1,150.00 | 0.00 | |
| | TOTAL 2 | 12,810.00 | 12,913.00 | 13,050.00 | 14,650.00 | 6,365.00 | 14,850.00 | 14,850.00 | 0.00 | |

| | | | | | | | | | | |
|---|--------------------------|----------|----------|----------|----------|--------------|--------------|-------------|-------------|-------|
| Budget No. 20 | | | | | | | | | | |
| Dept. No. 240 | | | | | | | | | | |
| TOWN OF WAKEFIELD | | | | | | | | | | |
| Summary of Expenditures of Prior Periods With Estimates For the fiscal Period of 2024 | | | | | | | | | | |
| Building Department | | | | | | | | | | |
| ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== |
| | | Actual | Actual | | | Act. Expend. | Departmental | Town Admin. | | |
| EOC | Dept/Appropriation | Expend. | Expend. | Approp. | Approp. | Thru Wk. 26 | Request For | Request For | Recommended | |
| ===== | ===== | FY 2021 | FY 2022 | FY 2022 | FY 2023 | 12/27/22 | FY 2024 | FY 2024 | FY 2024 | |
| ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== |
| SHEET B - 4 MATERIALS/SUPPLIES | | | | | | | | | | |
| 5422 | Office Supplies | 1,591.00 | 1,726.00 | 1,800.00 | 1,800.00 | 1,446.00 | 1,800.00 | 1,800.00 | 0.00 | |
| 5423 | Reproducing and Computer | 522.00 | 459.00 | 750.00 | 750.00 | 0.00 | 750.00 | 750.00 | 0.00 | |
| 5481 | Motor Vehicle Parts | 0.00 | 0.00 | 200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 5482 | Oil and Additives | 24.00 | 1,000.00 | 1,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 5511 | Books & Periodicals | 526.00 | 1,061.00 | 1,000.00 | 1,500.00 | 0.00 | 3,500.00 | 3,500.00 | 0.00 | |
| 5593 | Uniforms | 2,392.00 | 2,396.00 | 2,400.00 | 3,000.00 | 1,800.00 | 3,500.00 | 3,500.00 | 0.00 | |
| | | | | | | | | | | |
| | TOTAL 4 | 5,055.00 | 6,642.00 | 7,650.00 | 7,050.00 | 3,246.00 | 9,550.00 | 9,550.00 | 0.00 | |

| | | | | | | | | | | | |
|---|--------------------|---------|---------|---------|---------|--------------|--------------|-------------|-------------|-------|--|
| Budget No. 20 | | | | | | | | | | | |
| Dept. No. 240 | | | | | | | | | | | |
| TOWN OF WAKEFIELD | | | | | | | | | | | |
| Summary of Expenditures of Prior Periods With Estimates For the fiscal Period of 2024 | | | | | | | | | | | |
| Building Department | | | | | | | | | | | |
| ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | |
| | | Actual | Actual | | | Act. Expend. | Departmental | Town Admin. | | | |
| EOC | Dept/Appropriation | Expend. | Expend. | Approp. | Approp. | Thru Wk. 26 | Request For | Request For | Recommended | | |
| | | FY 2021 | FY 2022 | FY 2022 | FY 2023 | 12/27/22 | FY 2024 | FY 2024 | FY 2024 | | |
| ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | | |
| SHEET B - 7 SUNDRY CHARGES | | | | | | | | | | | |
| 5731 | Dues & Memberships | 170.00 | 500.00 | 500.00 | 500.00 | 350.00 | 500.00 | 500.00 | 0.00 | | |
| | | | | | | | | | | | |
| | TOTAL 7 | 170.00 | 500.00 | 500.00 | 500.00 | 350.00 | 500.00 | 500.00 | 0.00 | | |

| | | | | | | | | | | | |
|---|----------------------|------------|------------|------------|------------|--------------|--------------|-------------|-------------|----------|-------|
| Budget No. 27 | | | | | | | | | | | |
| Dept. No. 630 | | | | | | | | | | | |
| TOWN OF WAKEFIELD FINANCE COMMITTEE | | | | | | | | | | | |
| Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2024 | | | | | | | | | | | |
| Recreation Department | | | | | | | | | | | |
| ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | |
| | | Actual | Actual | | | Act. Expend. | Departmental | Town Admin. | | | |
| EOC | Dept/Appropriation | Expend. | Expend. | Approp. | Approp. | Thru Wk. 26 | Request For | Request For | Recommended | | |
| ===== | ===== | FY 2021 | FY 2022 | FY 2022 | FY 2023 | 12/27/22 | FY 2024 | FY 2024 | FY 2024 | +/- \$ | +/- % |
| ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | | |
| SUMMARY | | | | | | | | | | | |
| 1 | Personal Services | 109,936.00 | 116,682.00 | 116,682.00 | 119,599.00 | 59,800.00 | 122,589.00 | 122,589.00 | 0.00 | 2,990.00 | 2.50% |
| 2 | Contractual Services | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 4 | Materials / Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| TOTAL SHEET A | | | | | | | | | | | |
| | | 109,936.00 | 116,682.00 | 116,682.00 | 119,599.00 | 59,800.00 | 122,589.00 | 122,589.00 | 0.00 | 2,990.00 | 2.50% |

TOWN OF WAKEFIELD
FY24 BUDGET
LIBRARY DEPARTMENT

| Account Title | Actual | Actual | Appropriated | Appropriated | W#26 Actual | Requested | \$ | % | notes |
|---|------------------|------------------|------------------|------------------|----------------|------------------|-----------|--------|---|
| | Expenditure | Expenditure | FY22 | FY23 | Expenditure | FY24 | Change | Change | |
| | FY21 | FY22 | FY22 | FY23 | FY23 | FY24 | | | |
| 1 Personal Services | 1,222,053 | 1,327,832 | \$ 1,342,844 | \$ 1,385,623 | \$ 685,203 | \$ 1,420,369 | \$ 34,746 | 2.5% | <i>contractual. No added hrs or positions. Includes Sunday. Supervisory contract end of term.</i> |
| 2 Contractual Services | 231,024 | 246,565 | 246,788 | 267,174 | 129,377 | 279,139 | \$ 11,965 | 4.5% | |
| 4 Materials & Supplies | 222,000 | 222,000 | 222,000 | 224,300 | 91,406 | 229,900 | \$ 5,600 | 2.5% | |
| TOTAL OPERATING BUDGET | 1,675,077 | 1,796,396 | 1,811,632 | 1,877,097 | 905,985 | 1,929,408 | \$ 52,311 | 2.8% | |
| trust fund income | | | 49,139 | 61,721 | | 62,285 | | | |
| tax levy | | | 1,762,493 | 1,815,376 | | 1,867,123 | | | |
| <i>13% State Minimum Materials Expenditure Requirement estimate</i> | | | <i>235,512</i> | <i>244,023</i> | | <i>250,823</i> | | | |

| Account Title | Actual | Actual | Appropriated FY22 | Appropriated FY23 | W#26 Actual | Requested FY24 | \$ Change | % Change | notes |
|---------------------------------------|---------------------|---------------------|----------------------|----------------------|---------------------|-------------------|------------------|-------------|--|
| | Expenditure FY21 | Expenditure FY22 | | | Expenditure FY23 | | | | |
| CONTRACTUAL SERVICES | | | | | | | | | |
| 5211 Electricity | 42,709 | 50,620 | 62,370 | 62,370 | 27,039 | 62,370 | \$ - | 0.0% | |
| 5212 Gas | 16,315 | 19,137 | 19,500 | 19,500 | 2,148 | 19,500 | \$ - | 0.0% | |
| 5231 Water & Sewer Charges | 2,229 | 2,363 | 5,800 | 5,800 | 2,727 | 6,000 | \$ 200 | 3.4% | increased water use post-pandemic |
| 5240 HVAC Maintenance | 13,043 | 22,921 | 9,793 | 14,293 | 5,835 | 14,293 | \$ - | 0.0% | Aging HVAC; contract & repair rate increases |
| 5241 Building Maint. & Improvements | 43,366 | 41,911 | 38,250 | 41,448 | 12,634 | 43,448 | \$ 2,000 | 4.8% | contract & repair rate increases |
| 5244 Equipment Maintenance | 4,927 | 5,497 | 6,786 | 6,786 | 3,895 | 6,786 | \$ - | 0.0% | |
| 5273 Vehicle Allowance | - | 12 | 1,000 | 1,000 | 74 | 1,000 | \$ - | 0.0% | |
| 5302 Tuitions | 2,388 | 3,192 | 5,000 | 5,000 | 3,174 | 5,000 | \$ - | 0.0% | |
| 5316 Professional Services | 24,079 | 18,715 | 17,900 | 27,887 | 14,369 | 31,229 | \$ 3,342 | 12.0% | software & support increases (security, patron, & admin) |
| 5323 Automated Network Services | 78,882 | 79,652 | 77,639 | 80,340 | 56,031 | 86,763 | \$ 6,423 | 8.0% | increase is in library materials for certification. |
| 5340 Postage | 54 | 1,119 | 1,650 | 1,650 | 352 | 1,650 | \$ - | 0.0% | |
| 5341 Telephone | 3,033 | 1,424 | 1,100 | 1,100 | 1,100 | 1,100 | \$ - | 0.0% | |
| TOTAL CONTRACTUAL SERVICES | 231,024 | 246,565 | 246,788 | 267,174 | 129,377 | 279,139 | \$ 11,965 | 4.5% | |
| MATERIALS & SUPPLIES | | | | | | | | | |
| 5422 Office Supplies | 16,112 | 9,421 | 10,800 | 10,800 | 3,658 | 13,900 | \$ 3,100 | 28.7% | IT peripherals moved from Capital |
| 5431 Building Maintenance Supplies | 41,929 | 10,163 | 12,200 | 13,500 | 5,266 | 13,500 | \$ - | 0.0% | |
| 5511 Books & Publications | 163,960 | 202,415 | 199,000 | 200,000 | 82,481 | 202,500 | \$ 2,500 | 1.3% | library materials for certification |
| TOTAL MATERIALS & SUPPLIES | 222,000 | 222,000 | 222,000 | 224,300 | 91,406 | 229,900 | \$ 5,600 | 2.5% | |

TOWN OF WAKEFIELD
FY24 BUDGET
LIBRARY DEPARTMENT

FY24 Budget Information

Personal Services

No added hours or positions. Includes 38 Sundays.

Director increase mirrors town unrepresented 2.5%

Supervisory Assoc. contract expired. Rates for 2 Admin. could change with a new contract.

#5316 contractual increases in professional services

#5323 increase in ebooks & databases purchased through NOBLE

#5240 no increases currently forecast

Board Reviews

Trustees first draft approval 10/26/2022

Town Acct, Town Mgr review 10/27/2022

to Fincom library liasons 1/3/2023

Town Council

Finance Committee

Town Meeting Approval

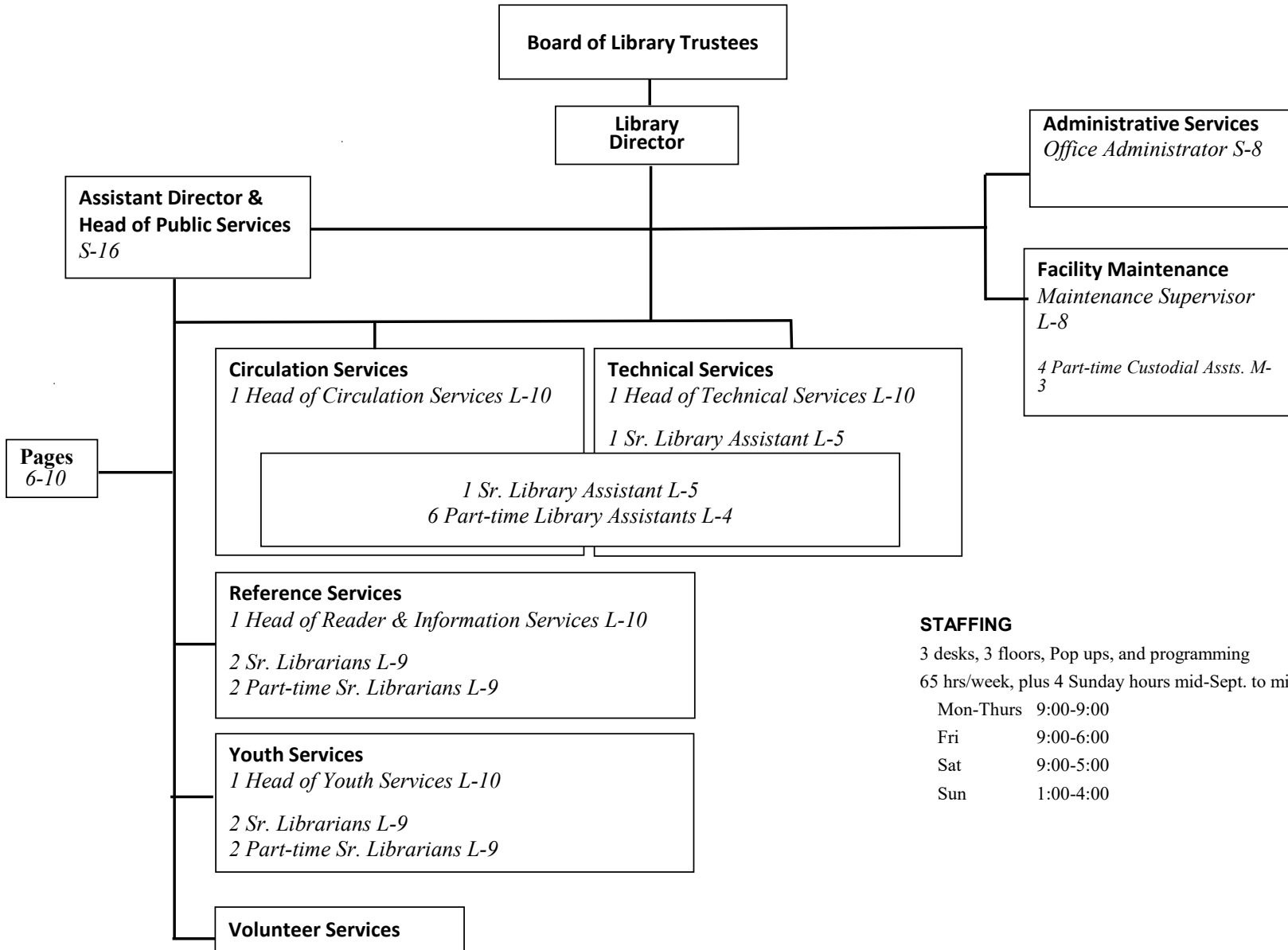
| Town of Wakefield, FY24 Budget, Library Dept. | | | | | | | | |
|---|---|-----------------|--------------------|-------------------------------|---------------|--------------------|-------------------------------|------------------------------|
| Acct. # | Account Title | FY24 Actual Exp | FY24 Expended W#26 | FY24 Request line item detail | FY24 Request | FY23 Expended W#26 | FY23 Request Line Item detail | FY23 Request & Appropriation |
| PERSONAL SERVICES | | | | | | | | |
| | FY22-FY23 Difference - no positions have been added. Sunday hours included | | | | | | | |
| | COLA - for all rates | | | | 14,874 | | | |
| | COLA plus Steps & contractual (e.g., sick buy-back) - for 12 staff | | | | 25,535 | | | |
| | Staff attrition & replacements (net) - 6 positions turned over | | | | -5,554 | | | |
| | Sunday Hours | | | | 45,557 | | | |
| TOTAL PERSONAL SERVICES | | | | | | | | |
| | November 2021: COLA & 20 Sundays | | | | | | | |
| CONTRACTUAL SERVICES | | | | | | | | |
| 5211 | Electricity | | | | 62,370 | 27,039 | | 62,370 |
| | 385,000 KWH @ .162 | | | 62,370 | | | 62,370 | |
| 5212 | Gas-Heating | | | | 19,500 | 2,148 | | 19,500 |
| | 10,900 CCF @ \$1.788 | | | 19,500 | | | 19,500 | |
| 5231 | Water User Charges | | | | 6,000 | 2,727 | | 5,800 |
| | water - 300 100cf @ \$7.67 (2301) FY21 | | | 2,500 | | | 2,300 | |
| | sewer - 300 100cf @ \$11.76 (3528) FY21 | | | 3,500 | | | 3,500 | |
| 5240 | Building Maintenance - HVAC | | | | 14,293 | 5,835 | | 14,293 |
| | controls maintenance & repair | | | 4,250 | | | 4,250 | |
| | mechanical HVAC repairs -aging; 1 boiler down. | | | 9,000 | | | 9,000 | |
| | water testing & chemical treatments | | | 1,043 | | | 1,043 | |

| Acct. # | Account Title | FY24 Actual Exp | FY24 Expended W#26 | FY24 Request line item detail | FY24 Request | FY23 Expended W#26 | FY23 Request Line Item detail | FY23 Request & Appropriation |
|-------------|---|-----------------|--------------------|-------------------------------|--------------|--------------------|-------------------------------|------------------------------|
| 5241 | Building Maintenance & Improvements <i>monitoring, repairs, inspections, improvements. Original building dated 1922; renovation in 1998</i> | | | | | | | |
| | burglar alarm maintenance & monitoring upgrade, incl. remote access | | | 900 | 43,448 | 12,634 | 900 | 41,448 |
| | electrical maintenance & repair | | | 7,000 | | | 7,000 | |
| | elevator maintenance, inspections, & permits LULA & handicap lift inspection every 2 yrs (even) qrtr maint.; permits; insp.; repair | | | 8,000 | | | 8,000 | |
| | fire safety & suppression (detectors, alarm, sprinkler, extinguishers) annual test; repairs (Norel) | | | 3,000 | | | 3,000 | |
| | floor, carpet, furniture cleaning & repair | | | 2,500 | | | 2,500 | |
| | groundskeeping - lawn, plantings, asphalt, trees | | | 2,500 | | | 2,500 | |
| | irrigation system maintenance | | | 500 | | | 500 | |
| | locksmith, door controls (incl. auto at Avon) | | | 1,000 | | | 1,000 | |
| | masonry repair - Main St. Plaza (in capital budget) | | | | | | | |
| | motor service & repair - lawnmower, leafblower, shampooer, snowblower, vacuum | | | 250 | | | 250 | |
| | painting - rotation of interior areas (larger need is capital) | | | 1,000 | | | 1,000 | |
| | plumbing repair (8 bathrooms, 2 kitchens, outdoor faucets, fireplace, backflow preventers) | | | 3,500 | | | 2,500 | |
| | roof repair & maintenance (in DPW capital budget) | | | 0 | | | 0 | |
| | security system (DVD, cameras) repair & extension | | | 700 | | | 700 | |
| | snow removal - 3 entrances, plaza, steps, sidewalks. Town clears parking lot. | | | 6,000 | | | 6,000 | |
| | window cleaning | | | 1,598 | | | 1,598 | |
| | Rotating repairs/replacements | | | 5,000 | | | 4,000 | |
| | <i>e.g., carpentry, LH media equip, parking lot sealant, pipe insulation, resealing entry doors, roof ladder welding, signs, disinfecting clean, Covid-19, pointing, awning maintenance</i> | | | | | | | |
| 5244 | Equipment Maintenance - Office print, copy, scan, postage, piano tuning | | | | 6,786 | 3,895 | | 6,786 |
| | <i>Equipment maintenance costs are based on previous service records at current rates. Lease via Town IT reduces copier costs.</i> | | | | | | | |
| | printer service contract (FloTech) | | | 2,712 | | | 2,712 | |
| | computer, fax, scanner, microtext machine, digital sign repair | | | 1,200 | | | 1,200 | |
| | copier lease via Town IT Dept. 164.50/mo. (renewed FY22) No FY23 increases | | | 1,974 | | | 1,974 | |
| | copier service contract (supplies charge: staples) | | | 100 | | | 100 | |
| | piano tuning | | | 300 | | | 300 | |
| | postage meter rental & supplies 391.20 rental; ink increase | | | 500 | | | 500 | |
| 5273 | Vehicle Allowance | | | | 1,000 | 74 | | 1,000 |
| | travel for meetings, continuing education, procurement at \$.58/mi. est. | | | 1,000 | | | 1,000 | |
| 5302 | Tuitions prof development, memberships, conferences, training | | | | 5,000 | 3,174 | | 5,000 |
| | professional development - courses, seminars, workshops, conferences | | | 4,250 | | | 4,250 | |
| | professional memberships and notary fees | | | 750 | | | 750 | |

| Acct. # | Account Title | FY24 Actual Exp | FY24 Expended W#26 | FY24 Request line item detail | FY24 Request | FY23 Expended W#26 | FY23 Request Line Item detail | FY23 Request & Appropriation |
|---------|--|-----------------|--------------------|-------------------------------|--------------|--------------------|-------------------------------|------------------------------|
| 5316 | Professional Services software, printing, book binding | | | | 31,229 | 14,369 | | 27,887 |
| | Maintenance and support of software for Admin, business communication, website, IT, RFID. | | | | | | | |
| | advertising - help wanted ads, legal notices | | | 200 | | | 200 | |
| | Consultants (ASL interpreters; TIC; prof. contractual) | | | 3,000 | | | 2,500 | |
| | interlibrary loan fees | | | 100 | | | 100 | |
| | book binding, audio & video tape repair (slight cost increases) | | | 515 | | | 515 | |
| | software licensing and vendor support, FloTech print management | | | | | | | |
| | IT (licenses, security) | | | 7,521 | | | 4,936 | |
| | Patron Services (zoom, adobe, training platforms, hot spots) | | | 9,805 | | | 9,798 | |
| | Materials (count toward State Aid Certification Materials Expenditure Requirement) | | | | | | | |
| | Admin (HR, emergency communications) | | | 3,268 | | | 3,018 | |
| | Communications (newsletters, flyer, signs) | | | 2,070 | | | 2,070 | |
| | FloTech print management (subject to increase up to 10% c/b .1171-.1288) supplement with donations | | | 3,500 | | | 3,500 | |
| | printing - bar codes, borrowers' cards, business cards, bookplates, stationery | | | 1,250 | | | 1,250 | |
| 5323 | Automated Network Services | | | estimates sept 2022 | 86,763 | 56,031 | | 80,340 |
| | NOBLE (North of Boston Library Exchange, Inc.) is the technology partner for libraries north of Boston. A consortium of seventeen public libraries, seven college libraries, one private high school and one special library, NOBLE's core services include circulation operations, cataloging services, and the online catalog. NOBLE's computer system provides statistics required for the library's state aid report and to aid in collection management. NOBLE is the gateway to electronic databases, various readers' services, downloadable ebooks and audiobooks, and all the resources of the Internet available on Beebe Library's public computers and wireless network. Group purchasing ensures reduced costs. In FY22 NOBLE moved its server functions to the cloud, costs of which are balanced by savings in hardware and office space reductions to occur in FY23. | | | | | | | |
| | integrated library system, internet access, training & support | | | 51,943 | | | 51,943 | |
| | web site hosting & maintenance, ssl cert. incl. | | | 0 | | | 0 | |
| | PC reservation software (Envisionware) | | | 250 | | | 236 | |
| | Materials (count toward State Aid Certification Materials Expenditure Requirement) | | | | | | | |
| | downloadable ebooks & audiobooks (Overdrive) | | | 18,885 | | | 17,107 | |
| | periodicals database & indexes (EBSCO core 5126 +2%/yr) total 12,826 | | | 15,685 | | | 11,054 | |
| | EBSCO - Consumer Reports 1500 | | | | | | | |
| | EBSCO - Learning Express 3000 | | | | | | | |
| | EBSCO- Hobbies & Crafts 1300 | | | | | | | |
| | EBSCO- My Heritage 1400 | | | | | | | |
| | EBSCO - Cricket Media Collection 500 | | | | | | | |
| | LibraryAware (communications) 1100 #5316 | | | | | | | |
| | EBSCO core collection 6 - dev tool 1495 #5316 | | | | | | | |

| Acct. # | Account Title | FY24 Actual Exp | FY24 Expended W#26 | FY24 Request line item detail | FY24 Request | FY23 Expended W#26 | FY23 Request Line Item detail | FY23 Request & Appropriation |
|---------------------------------------|---|-----------------|--------------------|-------------------------------|--------------|--------------------|-------------------------------|------------------------------|
| 5340 | Postage | | | | 1,650 | 352 | | 1,650 |
| | Patron notices & business correspondence | | | 1,500 | | | 1,500 | |
| | shipping (interlibrary loan returns, materials to microfilm or bindery) increases anticipated | | | 150 | | | 150 | |
| 5341 | Telephone | | | | 1,100 | 1,100 | | 1,100 |
| | 3 voice, 2 fax, 2 elevator alarm lines on the Town's VOIP system. | | | 1,100 | | | 1,100 | |
| TOTAL CONTRACTUAL SERVICES | | | | | | 129,377 | | 267,174 |
| MATERIALS AND SUPPLIES | | | | | | | | |
| 5422 | Office Supplies <i>Office, circulation, & processing supplies (incl. public & staff computer & equip. supplies)</i> | | | | 13,900 | 3,658 | | 10,800 |
| | circulation supplies | | | 1900 | | | 1900 | |
| | Public computer & equip. supplies - covered by donations and Flotech | | | 0 | | | 0 | |
| | Staff computer & equip. supplies (scanners, receipt printers, cartridges, paper, printer parts) | | | 7,000 | | | 3,900 | |
| | miscellaneous supplies (archival storage, desktop equipment, kickstools, name badges) | | | 500 | | | 500 | |
| | office supplies | | | 1,500 | | | 1,500 | |
| | processing supplies (covers, labels, RFID, stamps, tape) | | | 3,000 | | | 3,000 | |
| 5431 | Building Maintenance Supplies <i>custodial, sanitary, grounds, hardware, HVAC filters, lighting</i> | | | | 13,500 | 5,266 | | 13,500 |
| | building equipment - e.g., ceiling tiles, emergency batteries, fire extinguishers, flags, floor mats, hand dryers, lumber, paint, plumbing parts, security cameras, smoke detectors, trash cans. | | | 1,500 | | | 1,500 | |
| | bulbs, lamps & ballasts - stock for fixtures & equipment | | | 1,500 | | | 1,500 | |
| | cleansers & sanitary products (8 public restrooms) most purchased on Mass. State Contract | | | 8,500 | | | 8,500 | |
| | grounds supplies - e.g., fertilizer, mulch, mower gas (salt & sand supplied by DPW) | | | 200 | | | 200 | |
| | hardware & tools - e.g., flashlights, keys, nuts & bolts, padlocks | | | 1,000 | | | 1,000 | |
| | HVAC filters | | | 800 | | | 800 | |
| 5511 | Books & Publications | | | | 202,500 | 82,481 | | 200,000 |
| | <i>According to state certification guidelines for Wakefield's population group, the library is required to spend a minimum amount on materials that is 13% of its budget (Material Expenditure Requirement).</i> | | | | | | | |
| | <i>As a certified MA library, Wakefield contributes to and shares the resources of the entire Mass. library system. Wakefield continues to participate in regional network sharing of ebooks, audiobooks, and magazines via OverDrive. Licensing of electronic formats can be expensive, so this is a valuable benefit.</i> | | | | | | | |
| | <i>For students and researchers, the hard copy Reference collection continues to be replaced by authoritative online sources. Morningstar Mutual Funds, Value Line Investment Survey, Ancestry.com, GenealogyBank, and Pronunciator Languages are products that have no print equivalents.</i> | | | | | | | |
| | <i>FY23 request, in conjunction with materials provided through NOBLE in line #5323, allows the library to meet its 13% minimum standard.</i> | | | 202,500 | | | 200,000 | |
| TOTAL MATERIALS & SUPPLIES | | | | | | 91,406 | | 224,300 |

TOWN OF WAKEFIELD, FY23 BUDGET
 LUCIUS BEEBE MEMORIAL LIBRARY ORGANIZATIONAL CHART



STAFFING

3 desks, 3 floors, Pop ups, and programming
 65 hrs/week, plus 4 Sunday hours mid-Sept. to mid-June.

| | |
|-----------|-----------|
| Mon-Thurs | 9:00-9:00 |
| Fri | 9:00-6:00 |
| Sat | 9:00-5:00 |
| Sun | 1:00-4:00 |



Wakefield Public Schools

Inspire the love of learning

FY 24 Proposed

***WPS Operating Budget Update for
Town Council and Fin Comm***

April 2023

Goals of the FY24 Budget Presentation

- ❑ Share Budget Priorities that align with the WPS District and Instructional Strategy
- ❑ Explain Proposed Budget Priorities
- ❑ Share budget forecast in FY24, FY25 and FY26
- ❑ Collaborative Feedback from the Finance Subcommittee and Fincomm
- ❑ Time for Questions and Answers

WPS Budget Priorities for FY24

- Continue creating opportunities for intervention services and resources to promote consistent growth during the school year.
- Continue opportunities for points of acceleration at elementary, middle and high schools.
- Achieve academic, social, and emotional/behavioral success for students by supporting a new 1.0 FTE grant-funded adjustment counselor at the High School level.
- Add a 1.0 FTE English Learner (EL) teacher to meet the increased number of EL students districtwide.
- Support Special Education program development and improved transition services for students by adding a 1.0 FTE at WMHS for the expansion of our Language Based Program.

WPS Budget Priorities for FY24

- ❑ Recruit, retain and develop outstanding teachers, administrators and paraeducators by providing high-quality professional development.
- ❑ Continue preventive maintenance on buildings in conjunction with DPW to maintain improvements to buildings.
- ❑ Fund a faculty and staff of 602 employees in 7 bargaining units to educate 3368 students in grades PreK to 12 and POST Academy.

Budget Priorities FY24: Knowns and Unknowns

Knowns:

- Human Resources/Personnel; need to hire and retain highly qualified staff to meet the changing and diverse need of our students
- Need to create schedules to provide increased opportunities for intervention, acceleration and supplemental support.
- Need to prioritize time for professional development and teacher collaboration to further develop internal capacity and programs.
- Need to maintain and possibly increase technology supports to maintain our initial investment in the new student management system (PowerSchool) and the MUNIS upgrade.

Unknowns:

- Human Resources Challenges: Costs of hiring and retaining qualified personnel
- In-District Program Needs and OOD Costs
- Additional increases in costs for goods and services
- Food Services: Will there be continued funding for student meals in FY24?

FY25 and FY26 Challenges & Beyond

- ❑ School Safety and Cyber Safety
- ❑ Addressing achievement, equity, counseling and opportunity gaps post-COVID
- ❑ Human Resources - hiring, retaining and developing personnel with fewer people doing the work
- ❑ Build a new high school to address students needs and specifically:
 - ❑ NEASC Accreditation
 - ❑ ADA Accessibility
- ❑ Continue to increase opportunities in Early College and internships at WMHS
- ❑ Continue developing a comprehensive plan for Special Education and English Learner Education.
- ❑ Continue Acceleration Academies and tutoring programs through Wakefield Academy

WPS Budget Proposal for FY24 includes:

Two new positions:

- ❑ **1.0 FTE additional EL Teacher position** brings the districtwide total for EL staffing to 5.8 FTE in FY24 up from 4.8 FTE in FY23
- ❑ **1.0 FTE additional Special Education Teacher position** for the expansion of the Language-Based program at WMHS

Guidance from the Finance Subcommittee and Fincomm

The Finance and Facilities subcommittee is a subgroup of the larger School Committee. The subcommittee has guided the budget process along with Fincomm Liaisons.

- Assess possible reductions in the current budget and possible reductions in the proposed budget
- Gain clarity in reporting proposed v. actual budget lines positive and negative
- Determine if we can share back funds at the end of the Fiscal Year with the Town
- Communicate knowns and unknowns to forecast budget drivers and impacts over time to create more sustainable budgets
- Align the proposed budget request to equal - \$50,090,191.00 (+5.22%) = \$49,590,191.00 (+4.17%) + \$500,000.00 (+1.05%)

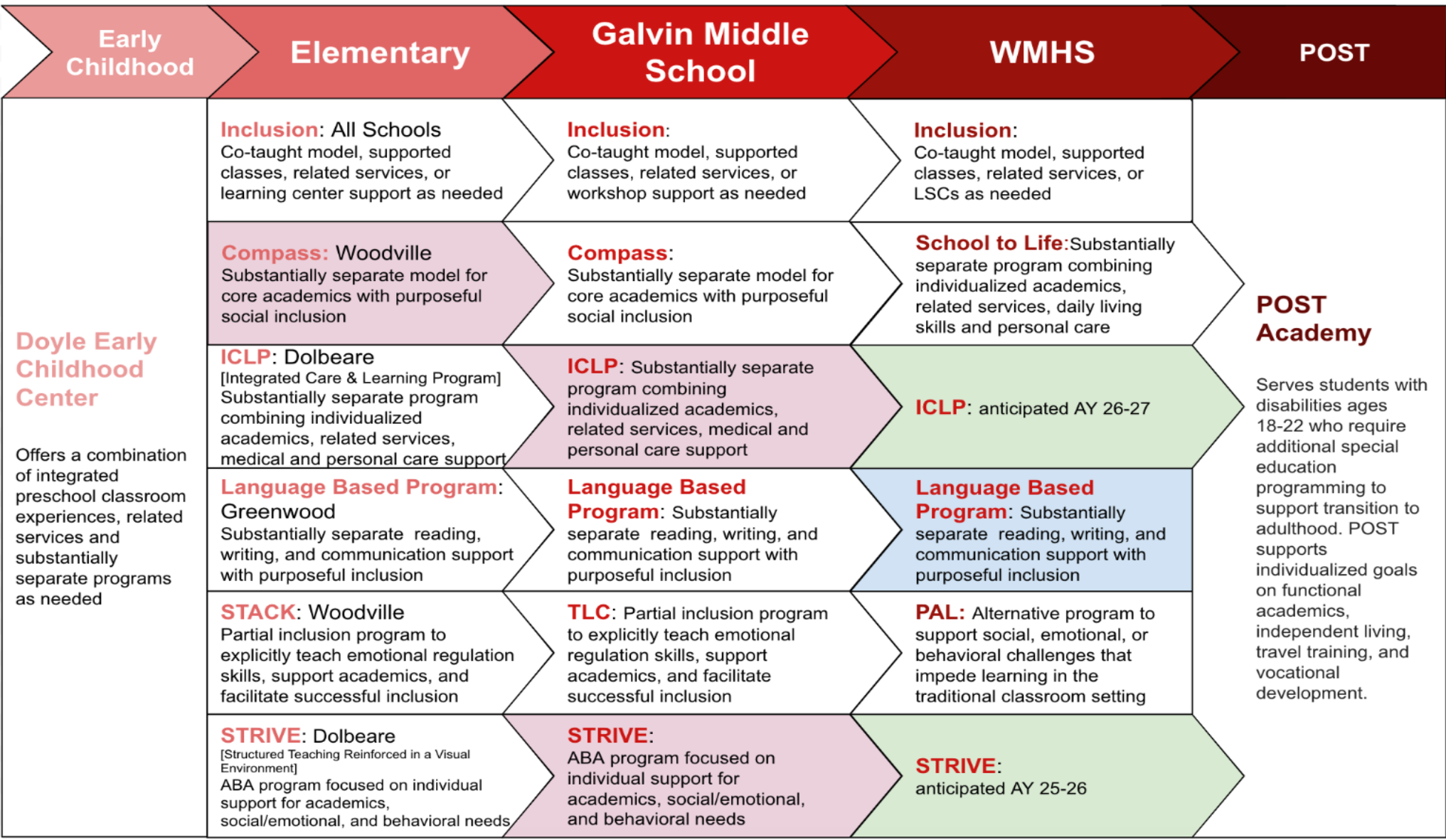
Special Education Programming



new as of FY23

needed for FY24

anticipated



WPS State Aid and Chapter 70

| <u>Comparison to FY23</u> | | | | |
|----------------------------------|------------------|------------------|---------------|----------------|
| | FY23 | FY24 | Change | Pct Chg |
| Enrollment | 3,362 | 3,317 | -45 | -1.34% |
| Foundation budget | 40,977,611 | 43,061,535 | 2,083,923 | 5.09% |
| Required district contribution | 33,133,651 | 34,517,798 | 1,384,147 | 4.18% |
| Chapter 70 aid | 7,843,960 | 8,543,737 | 699,777 | 8.92% |

FY23 & FY24

The FY23 approved School Committee budget was reduced by \$300K from ARPA funding from the Town. FY24 budget includes \$200,000 from ARPA funding

| | |
|--|---|
| FY 23 | |
| Personnel | \$39,514,244 |
| Contractual Services | \$6,108,661 |
| Materials and Supplies | \$1,984,172 |
| Total Expenditures: | \$47,607,077 |
| FY 24 | |
| Personnel | \$42,057,630 |
| Contractual Services | \$6,032,914 |
| Materials and Supplies | \$1,999,647 |
| Total Expenditures: | \$50,090,191 = (\$49,590,191+\$500,00) |
| This is an increase of \$2,483,114 over FY23 that equals 5.22% *See slide #8 | |

Inspire the Love of Learning!

Questions?

Thank you! If you have questions or suggestions please email:
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