

# TOWN COUNCIL AGENDA

## ITEM 1 | Call to Order

## ITEM 2 | Executive Session

There is a need for Executive Session to discuss Woods Subdivision litigation and DPW Laborer's contract because an open meeting may have detrimental effects on the bargaining position of the Town, with the intent of returning to open session immediately after. Motion and roll call vote anticipated. *Open session is expected to begin at 7:00 p.m.*

## ITEM 3 | Pledge of Allegiance

To be led by Girl Scout Troop 62842

## ITEM 4 | Attendance

## ITEM 5 | Approval of Minutes

A. Approval of October 07, 2019 Regular Town Council Meeting Minutes. Vote anticipated.

B. Approval of October 07, 2019 Executive Session Town Council Meeting Minutes. Vote anticipated.

## ITEM 6 | Public Engagement

Any member of the public who wishes to address the Town Council is asked to arrive by 6:55 p.m. and sign in with the Clerk. Each person who is signed in will be allotted three (3) minutes to address the Council. The Chair reserves the right to extend that time. Members of the Town Council may ask any clarifying questions or make statements related to the matters presented. In the event further deliberation or action is warranted, any issues raised may be included as an item on a future Town Council Agenda.

## ITEM 7 | Public Hearing – 7:10 p.m.

### Tax Classification

Town Assessor and representatives of the Board of Assessors to present information for Fiscal Year 2020 Tax Classification. Vote anticipated.

## ITEM 8 | Committee, Board, & Commission Updates

Representatives of the Board of Assessors to provide updates to Councilors regarding projects and undertakings, as part of an ongoing initiative for improved communication between Town Council and Committees, Boards, and Commissions.

Edward F. Dombroski, Jr., Chair  
Ann McGonigle Santos, Vice-Chair  
Mehreen N. Butt  
Jonathan P. Chines  
Paul R. DiNocco  
Peter J. May  
Julie Smith-Galvin

Stephen P. Maio, Town Administrator  
Sherri A. Dalton, Clerk



# TOWN COUNCIL AGENDA

## ITEM 9 | Regular Town Meeting Warrant

### A. Fees Article

Town Council to discuss changes to the policy regarding license fees. Vote anticipated.

### B. Walton Lane Betterment Article

Joe Conway, DPW Director to present the Betterment for Walton Lane.

### C. Sewer Enterprise Article

Joe Conway, DPW Director to present the Sewer Enterprise Fund.

### D. Regular Town Meeting Warrant

Town Council to review November 18, 2019 Regular Town Meeting Warrant. Vote anticipated.

## ITEM 10 | Licenses

### A. Common Victualler License – New license

Applicant seeks Common Victualler License for Mayara's Restaurant located at 61 New Salem Street. Vote anticipated.

### B. Entertainment License – New license

Applicant seeks Entertainment License for one device for Mayara's Restaurant located at 61 New Salem Street. Vote anticipated.

### C. One Day Liquor License – Maureen Miller

Applicant seeks One Day Liquor License for a Wakefield Food Pantry event at the Americal Civic Center. Vote anticipated.

## ITEM 11 | Removal of Trees on Town Property

Restitution for destruction of trees adjacent to Crystal Lake. Vote anticipated.

## ITEM 12 | Presentation

### Pilot Program

Discussion regarding municipal Electric Vehicle (EV) chargers.

## ITEM 13 | Constituent Issues

Councilors have opportunity to briefly report any issues raised by constituents that are not included on current Agenda. No votes will be taken at this time, but items may be included on a future Town Council Agenda.



# TOWN COUNCIL AGENDA

## ITEM 14 | Chairman's Comments

Chairman Dombroski to offer brief comments on:

A. Budget Process, post-Tri-Board Meeting.

B. Senior Center/Council on Aging activities.

C. Real-time notifications of Town information.

## ITEM 15 | Appointments

A. Human Rights Commission

Town Council to authorize Sherri Dalton/Town Administrators' office to advertise for a new commissioner to fill the remainder of a three-year term ending April 30, 2021 with the Human Rights Commission. Vote anticipated.

B. Board of Health

Town Council to authorize Sherri Dalton/Town Administrators' office to advertise for a new member to fill the remainder of a three-year term ending April 21, 2020 with the Board of Health. Vote anticipated.

## ITEM 16 | Election

Metropolitan Area Planning Council

Request to retain Framingham as the MetroWest Region representative on the Boston Region Metropolitan Planning Organization election. Vote anticipated.

## ITEM 17 | Holiday Stroll

Wakefield Community Partnership

Applicant seeks approval to conduct the Holiday Stroll on December 7, 2019. Vote anticipated.

## ITEM 18 | Banner Request

Wakefield Alliance Against Violence

Applicant seeks approval to hang a banner on Main Street. Vote anticipated.

## ITEM 19 | Gift Acceptance

Lucius Beebe Memorial Library

Library Trustees seek approval to accept and expend a gift or gifts to the Library. Vote anticipated.

## ITEM 20 | Warrants

Councilors to be updated on Warrant #9 dated August 27, 2019 through Warrant #13 dated September 24, 2019.



# TOWN COUNCIL AGENDA

## ITEM 21 | Matters Not Anticipated for Agenda

Any matters not anticipated prior to the 48-hour public notice requirement but necessitating immediate action by the Council.

## ITEM 22 | Announcements & Acknowledgements

Town Councilors, Town Administrator, Town Counsel, and Clerk may offer recognitions and notices to the public.

## ITEM 23 | Adjournment

Vote anticipated.

Next Regular Town Council Meeting: November 13, 2019 @ 7:00 p.m., WCAT Studios, 24 Hemlock Road, Wakefield







## WAKEFIELD TOWN COUNCIL

Monday, October 07, 2019

6:30 P.M.

WCAT Studios, 24 Hemlock Road, Wakefield, MA. 01880

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<b>COUNCIL MEMBERS PRESENT:</b>	Councilor Edward F. Dombroski, Jr., Chair Councilor Ann McGonigle Santos, Vice-Chair Councilor Mehreen N. Butt Councilor Jonathan P. Chines Councilor Paul R. DiNocco Councilor Peter J. May Councilor Julie Smith-Galvin	<b>ADMINISTRATION PRESENT:</b> Clerk Sherri A. Dalton Town Administrator Stephen P. Maio Town Counsel Thomas A. Mullen
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### ----- TOPICS OF DISCUSSION -----

<b>Call to Order</b>	<p>Councilor Dombroski called the meeting to order at 6:30 p.m. and stated there is a need for Executive Session to discuss Woods Subdivision litigation because an open meeting may have detrimental effects on the bargaining position of the Town, with the intent of returning to open session. Councilor Santos so motioned. Councilor DiNocco seconded. Motion passed on a roll call vote with all six councilors voting in the affirmative.</p> <p>Councilor Mehreen N. Butt arrived at 6:31 p.m.</p> <p>The Council returned to open session at 7:03 p.m.</p>
<b>Pledge of Allegiance</b>	<p>Leading the body in the Pledge of Allegiance was Alec Ross who is a senior at Wakefield Memorial High School who was recently recognized in a ceremony at the State House last week for his outstanding academic achievement in the study of the Italian language. Alec received a scholarship from the Italian Consulate of Boston and Councilor Dombroski congratulated Alec on behalf of the Town Council and Town of Wakefield.</p>
<b>Attendance</b>	<p>Councilor Dombroski noted that all seven (7) Councilors were present as well as Madam Clerk, Town Administrator and Town Counsel.</p>
<b>Approve of Minutes – September 23, 2019</b>	<p>Councilor Santos motioned to approve the September 23, 2019 Minutes as presented. Councilor DiNocco seconded. Motion passed 6-0-1 with Councilor May abstaining.</p> <p>Councilor Santos motioned to approve the September 23, 2019 Executive Session Minutes as presented. Councilor DiNocco seconded. Motion passed 6-0-1 with Councilor May abstaining.</p>

**Public Engagement**

Bob Mailhoit of 157 Montrose Avenue addressed the Town Council opposing the reconfiguration of the benches.

Lauren Rotondo, a merchant having a business at 924 Main Street addressed the Town Council regarding parking enforcement and merchant parking permits.

Merry Eldridge of 52 Oak Street and Alan Drinkwater of 41 Church Street addressed the Town Council regarding the Hartshorne House fundraiser on November 9, 2019.

**Committee, Board & Commission Updates**

Representatives of the Health Department and Board of Health provided an overview with values and goals to promote the personal and environmental health of the community through education and policy development supported by enforceable regulations and collaboration with other people and organizations. Councilor Butt asked the Board to let the Town Council know how the Council can help them with their budget for next fiscal year. The Town Council thanked the Board for their dedication and service to the Town.

**Reconfiguration of Benches**

Chief of Police Steven Skory stated that the benches have become a focal point for some groups to gather and as a result there have been some issues. Since August of 2019 the Police Department has received 19 calls somehow related to the benches. Chief Skory suggested rearranging the benches by removing one (1) bench from each pair and rearrange the remaining bench by facing it inwards towards the stores and find new locations for the ten (10) benches that are removed. He also identified possible new locations for the single benches. Councilor Santos suggested Town Hall as a possible location. Councilor Smith-Galvin said the benches were to be in the core of the downtown and suggested including Main Streets in the discussion of what the footprint might be. Councilor Chines motioned that the Town Administrator in consultation with the Police Chief and the DPW Director explore and implement reconfiguration of benches with the caveat that you look at the original intent of the donations. Councilor Butt seconded. Councilor May suggested having a representative of Main Street involved. Motion passed 7-0-0.

**Parking Enforcement**

Parking enforcement began in the middle of July 2019. There were 520 tickets issued in August 2019 compared to 161 tickets issued in August 2018. In September 2019 335 tickets were issued compared to 118 tickets issued in September 2018. The total revenue collected for August and September 2019 is \$12,130.00 compared to \$6,360.00 collected for August and September 2018. There now appears to be more ample parking for customers in the business districts. The Traffic Advisory Committee will be reviewing issues on an ongoing basis and some adjustments are needed as people are now parking further from Main Street. The lot behind Omelet Headquarters has been resurfaced and is a good spot for people to park for longer term parking. There is more signage that will be installed for the Greenwood area. There are some areas that are still an issue with commuters parking further and further into neighborhoods. Councilor Chines suggested that the Council monitor the cost

of the program relative to the collections. Chief Skory credited the two parking attendants as they have an unforgiving job but they deserve credit for the success of the enforcement.

**Emergency Fund**

The Emergency Fund was established in 2018 with a beginning balance of \$13,000.00 in order to provide assistance to Wakefield residents who are facing difficult situations. The limit is \$1,000.00 per applicant, the identity of all applicants are confidential and the payments are made directly to the vendor. Attempts are made in every instance to work toward long term solutions and refer the applicants to programs that may help them in that regard. The fund has a current balance of \$9,125.75.

**Constituent Issues**

Councilor Chines stated that an individual in town had sent the Town Councilors an article from the Globe about the “Waze” effect where people are cutting through towns and routes that aren’t used to traffic because Waze or other apps will take you away from more heavily traffic routes. The article mentioned strategies on how cities and towns are looking at resident only access and other traffic calming devices. He asked that the Traffic Advisory Committee look in to things that are more strategic.

Councilor Santos stated that Wakefield is a cut through town. She stated that Melrose does a great job of having the whole City flashing 25 as well as the no turning on a certain time.

Councilor Butt received an email regarding the Water Shed at Crystal Lake and trees being cut down and asked that this be looked in to.

Councilor DiNocco received a request from the Wakefield Community Partnership to be added to the October 28, 2019 Town Council agenda regarding Holiday Stroll. Over the past several weeks he has talked with people about cut through traffic and pedestrian safety. One of the areas that came up was Lowell Street heading towards four corners trying to get to the Dolbeare School. If you are heading towards the lake on the cemetery side there is no way to get across the street to the sidewalk side of Lowell Street unless you go back to Walton. They would like a sidewalk put in going up towards the Dolbeare School. If that can’t happen they would like help from the Town Council to enforce no parking on the sidewalks. There is a similar situation from Foster Street off of Vernon Street asking for sidewalks. Lastly, asked if the Town Council was going to see a copy of the presented plan on the Envision project before it goes to MassDOT. Councilor Dombroski answered that the Envision project is not near the 25% mark yet and at the appropriate time when we are there as he mentioned at the last meeting right now VHB is working through feasibility of a lot of what has been discussed then running it past MassDOT to get some preliminary feedback and then they will come back to the town and answer open questions from the last Envision meeting and then there will be further public engagement.

Councilor Smith-Galvin is understanding from a constituent that the parking at the entrance to Brightview and if there are cars parked there its turning section

into basically a single road at that curve and there is some safety concerns. Councilor Dombroski stated that he will meet with the Town Administrator and go through all the feedback and then whatever can be provided to the Traffic Advisory Committee for further follow-up.

**Chairman's  
Comments**

There are ongoing efforts to best identify parking within town. One of the more successful things that has been done through the DPW at very little cost is to define more parking spaces and we will continue to do this along with where we can allocate spaces that are merchant only.

The Tri-Board meeting is Thursday, October 17, 2019 at 7:00 p.m. at the Galvin Middle School and he has been working with chairs of those committees to put this together.

Town Council strategic retreat was this past week at the Americal Civic Center. Thank you to those who participated. We talked a lot about strategies and priorities moving forward and we had a really good discussion about alcohol policy.

**Licenses**

Councilor Santos motioned to approve the One Day Liquor License request for a private event fundraiser at the Col. James Hartshorne House on November 9, 2019. Councilor May seconded. Motion passed 7-0-0.

Councilor May motioned to approve the One Day Liquor License request for a private event at the Americal Civic Center. Councilor Santos seconded. Motion passed 7-0-0.

Councilor May motioned to approve the Class II License renewal application for Quality Auto Service located at 51 New Salem Street. Councilor DiNocco seconded. Motion passed 7-0-0.

**Gift  
Acceptance**

Councilor DiNocco motioned to accept and expend a gift or gifts to the library in the amount of \$535.30 from various donors with thanks. Councilor Santos seconded. Motion passed 7-0-0.

**Matters Not  
Anticipated  
for Agenda**

There were no matters unanticipated.

**Announcements &  
Acknowledgements**

Councilor Dombroski – congratulated Joe and Kim Conway on the birth of their daughter

Councilor Smith-Galvin – there is a business resilience workshop on October 16, 2019 at 8:00 a.m. at Brightview

Councilor Chines – State Senate unanimously passed the Student Opportunity Act – thank you to Senator Lewis; walk to school day was last week – thank you to the police department the school department and parents for their help; attended the dedication of the “Kelly Trail” today

Town Administrator – on October 9, 2019 Pleasant Street from Brewster Road to Lowell Street will be paved during the day and on October 10, 2019 in the evening Lowell Street all the way Vernon Street to Main Street weather permitting for both days

**Adjournment** At 9:21 p.m. Councilor Santos motioned to adjourn. Councilor DiNocco seconded. Motion passed 7-0-0.

**Next Council Meeting** The next regular Town Council meeting is October 28, 2019 at 7:00 p.m. at WCAT Studios, 24 Hemlock Road, Wakefield

Respectfully submitted,



Sherri A. Dalton, Executive Assistant

DRAFT

**TOWN OF WAKEFIELD  
FISCAL YEAR 2020  
CLASSIFICATION PRESENTATION**



**Presented by the  
Wakefield Board of Assessors**

October 28, 2019

# **Required Action by TC**

Selection of a Minimum Residential Factor.

Selection of an Open Space Discount.

Granting of a Residential Exemption.

Granting of a Small Commercial Exemption.

# MINIMUM RESIDENTIAL FACTOR

- A Residential Factor of 1 would yield a single tax rate of \$14.31 per thousand of value.
- Tax Levy: \$76,801,980/ Value: \$5,366,558,679 = (0.01431) X 1000 = Single Tax Rate of \$14.31
- Chapter 200 allows Wakefield to select a factor less than 1 thereby shifting more of the tax burden onto the CIP classes of properties.
- Historically, Wakefield has chosen the maximum allowable shift factor to afford residential tax payers the lowest share of the tax burden allowed by state law.



# MRF OPTIONS

CIP SHIFT	MRF	RES %	CIP %	RES TR	CIP TR
1	1	87.8992	12.1008	\$14.31	\$14.31
1.25	.9656	84.8740	15.1260	\$13.82	\$17.89
1.50	.9312	81.8488	18.1512	\$13.33	\$21.47
<b>1.75</b>	<b>.896750</b>	<b>78.8236</b>	<b>21.1764</b>	<b>\$12.83</b>	<b>\$25.04</b>

**Bold represents the max allowable shift for FY 2020.**

## ESTIMATED TAX AMOUNTS RESIDENTIAL

- The Average Single Family Value is \$555,900.

CIP SHIFT	MRF	RES %	RES TR	EST BILL
1	1	87.8992	\$14.31	\$7,955
1.25	.9656	84.8740	\$13.82	\$7,683
1.5	.9312	81.8488	\$13.33	\$7,410
<b>1.75</b>	<b>.896750</b>	<b>78.8236</b>	<b>\$12.83</b>	<b>\$7,132</b>

- **Bold represents the max allowable shift for FY 2020.**
- **The Maximum Allowable Shift results in an \$823 savings to the average single family taxpayer.**

## ESTIMATED TAX AMOUNTS CIP

- The Average Commercial Value is \$1,353,600

CIP SHIFT	MRF	CIP %	CIP TR	EST TB
1	1	12.1008	\$14.31	\$19,370
1.25	.9656	15.1260	\$17.89	\$24,216
1.5	.9312	18.1512	\$21.47	\$29,062
<b>1.75</b>	<b>.896750</b>	<b>21.1764</b>	<b>\$25.04</b>	<b>\$33,894</b>

**Bold represents the max allowable shift for FY 2020.**

# FY 2020 EST TAX RATES

- At the Maximum Allowable Shift with the selected MRF of .896750, our est. tax rates will be:
- \$12.83 Residential
- \$25.04 Commercial/Industrial/Personal
- Note: These rates can change slightly during the approval process.

# AVG TAX BILL FY 2019 – FY 2020

	2019	2020
Avg. Single Family Value	\$528,200	\$555,900 (+5.24%)
Res Tax Rate	\$12.83	\$12.83
Avg. Res Tax Bill	\$6,777	\$7,132 (+\$355 or 5.23%)
Avg. Commercial Value	\$1,312,200	\$1,353,600
CIP Tax Rate	\$25.15	\$25.04 (-\$0.11)
Avg. Comm. Tax Bill	\$33,002	\$33,894 (+\$892 or +2.7%)

□

# FY 2020 TAX RATE NOTES

- FY 2020 is the sixth year of the full Debt Exclusion for the New Galvin Middle School
- The Debt Exclusion adds \$2,484,858 to our FY 2020 Total Tax Levy.
- It adds \$0.41 to the Residential Tax Rate or \$228 to the Average Single Family Tax Bill.
- And, \$0.81 to the CIP Rate or \$1,096 to the Average Commercial Tax Bill.

# FY 2020 TAX RATE NOTES Cont.



	2018	2019
Sales Activity	223	220
Days on Market	34.41	39.8
Avg. Sale Price	\$534,976	\$580,530 (+8.51%)



# OPEN SPACE DISCOUNT

- **Open Space Discount** is defined as “land which is not otherwise classified and which is not taxable under provisions of Chapters 61A or 61B, or taxable under a permanent conservation restriction...not held for the production of income but maintained in an open or natural condition and which contributes significantly to the benefit and enjoyment of the public”.
- A maximum exemption of 25% may be adopted however the Town has never voted a discount for open space since no properties have been identified which fulfill this section.



# RESIDENTIAL EXEMPTION

- Residential Exemption up to 35% of avg. res value: Only adopted in a handful of communities including Boston, Cambridge, Chelsea and Brookline.
- Tax Rate would go from \$12.83 to \$15.51 before 20% discount. 35% discount would yield a \$18.39 tax rate.
- Break even point is \$620,200
- Approximately 30% of homes shouldering the burden.
- Most homes in Wakefield are owner occupied.

# **SMALL COMMERCIAL EXEMPTION**

- An exemption of up to 10% of the property valuation for commercial properties only.
- Eligible business cannot have more than 10 employees as certified by the Dept. of Employment & Training.
- Building Value cannot exceed \$1,000,000.
- One business in a building could not qualify unless every business qualified.
- Exemption goes to the building owner.
- Assessing Department is unaware of any business meeting these requirements.

# FY 2019 Tax Rates for Wakefield and Surrounding Communities

<b>COMMUNITY</b>	<b>RES TAX RATE</b>	<b>CIP TAX RATE</b>	<b>AVG SINGLE FAMILY VALUE</b>	<b>AVG SINGLE FAMILY TAX BILL</b>	
<b>WAKEFIELD</b>	\$12.83	\$25.15	\$528,224	\$6,777	
<b>LYNNFIELD</b>	\$13.91	\$17.95	\$636,622	\$8,855	
<b>READING</b>	\$14.23	\$14.48	\$594,600	\$8,461	
<b>SAUGUS</b>	\$12.18	\$25.78	\$426,142	\$5,190	
<b>STONEHAM</b>	\$11.22	\$21.33	\$537,287	\$6,028	
<b>MELROSE</b>	\$10.81	\$18.81	\$580,265	\$6,273	

# **AVG SINGLE FAMILY TAX BILL 2006**

## **TO PRESENT**

Year	Single Family Values	Single Family Parcels	Average Single Family Value	Single Family Tax Bill	Rank
2006	\$2,541,762,100	6168	\$412,089	\$3,828	115
2007	\$2,594,022,300	6165	\$420,766	\$4,006	111
2008	\$2,623,999,900	6174	\$425,008	\$4,101	117
2009	\$2,463,125,900	6175	\$398,887	\$4,160	122
2010	\$2,452,540,200	6196	\$395,826	\$4,307	121
2011	\$2,480,941,500	6201	\$400,087	\$4,585	106
2012	\$2,485,448,900	6202	\$400,750	\$4,769	111
2013	\$2,493,358,800	6209	\$401,572	\$4,935	109
2014	\$2,515,588,200	6229	\$403,851	\$5,161	105
2015	\$2,597,170,400	6243	\$416,013	\$5,608	94
2016	\$2,746,859,000	6237	\$440,414	\$5,941	86
2017	\$2,944,969,300	6242	\$471,799	\$6,147	87
2018	\$3,110,638,000	6240	\$498,500	\$6,455	81
2019	\$3,307,212,300	6261	\$528,224	\$6,777	76
2020	\$3,477,332,200	6255	\$555,928	\$7,133	

Since 2006, the single family tax bill has increased an average of 4.5%

# Avg. Commercial Tax Bill 2003 to Present

Fiscal Year	Com Val	Pcl Ct	Avg Value	Tax Rate	Avg Amt	% Change
2003	\$329,075,510	313	\$1,051,359	23.30	\$28,963	
2004	\$414,593,457	313	\$1,324,580	24.14	\$31,975	10.40%
2005	\$414,574,414	319	\$1,299,606	21.47	\$27,903	-12.70%
2006	\$398,858,821	321	\$1,242,551	20.55	\$25,534	-8.50%
2007	\$420,165,752	321	\$1,308,928	20.04	\$26,231	2.70%
2008	\$446,385,529	320	\$1,394,955	19.28	\$26,895	2.50%
2009	\$439,190,966	318	\$1,381,104	21.04	\$29,058	8.00%
2010	\$434,929,359	319	\$1,363,415	21.97	\$29,954	3.10%
2011	\$389,133,383	318	\$1,223,690	23.32	\$28,536	-4.70%
2012	\$390,314,263	317	\$1,231,275	24.18	\$29,772	4.30%
2013	\$383,778,848	319	\$1,203,068	24.97	\$30,041	0.90%
2014	\$401,004,932	318	\$1,261,022	26.07	\$32,875	9.40%
2015	\$382,871,274	318	\$1,203,998	27.22	\$32,773	-0.30%
2016	\$374,196,000	318	\$1,176,716	27.03	\$31,806	-2.95%
2017	\$393,421,200	317	\$1,241,100	26.07	\$32,206	1.26%
2018	\$410,414,425	313	\$1,311,200	\$25.61	\$33,580	4.26%
2019	\$412,017,325	314	\$1,312,200	\$25.16	\$33,015	-1.68%
2020	\$423,682,325	313	\$1,353,600	\$25.04	\$33,894	2.66%

# FY 2019 TAX SHIFT

COMMUNITY	MAX SHIFT	FY2019 ACTUAL SHIFT	RES % OF TAX BASE		CIP % OF TAX BASE	
			Before	After	Before	After
<b>WAKEFIELD</b>	1.75	1.75	87.48	<b>78.09</b>	12.52	21.91
<b>LYNNFIELD</b>	1.50	1.24	85.94	82.57	14.06	17.43
<b>READING</b>	1.50	1.02	92.42	92.26	7.58	7.74
<b>SAUGUS</b>	1.75	1.75	81.24	<b>67.18</b>	18.75	32.82
<b>STONEHAM</b>	1.75	1.75	90.43	83.25	9.57	16.75
<b>MELROSE</b>	1.75	1.68	95.18	91.89	4.82	8.11

With the exception of Saugus which has the US Route 1 business district, residential properties in Wakefield realize the lowest possible share of the tax burden with the Maximum Allowable Shift of 1.75.

Memo To: Town Council

From: Steve Maio

Re: Fees

Date: October 3, 2019

As a result of the fact that a number of our commercial licensees consistently file late renewal applications (with no real consequences), Councilor Chines and I have been discussing options to assess a late fee as an incentive for these licensees to file their renewal applications in a timely manner. Therefore, we would like to adopt a late fee of \$100.00. This is necessary to cover the administrative time and expense necessary to follow up on licenses (particularly Common Victualler, second hand dealers and class II licenses which run on a calendar year). I would like it to become policy that the late fee will be waived if the licensee files his/her renewal application prior to the expiration of the existing license. This will prevent the argument from a licensee that "he/she filed on time, it was just that the Council failed to meet". Since we were reviewing the fees anyway, we would also like to increase a number of fees that haven't been changed in many years. Attached is the latest survey of other towns. They also haven't altered fees in many years (for the most part), and are waiting for our results. Maybe we are being the trail blazer.

The fees if adopted by the Council would need to be approved by Town Meeting and could be operative as of January 2, 2021 (most of the current licenses expire on an annual basis and renewal applications would have been made prior to Town meeting action). Certainly no one likes fees but I do believe that licenses granted in Wakefield are valuable because of the community and the work we all do to support our business and residential residents alike. Accordingly, I would recommend the following adjustments.

- 1) A \$100 application fee for all applications (with the exception of 1 day liquor licenses).
- 2) Increase all alcohol from \$3000 to \$4500
- 3) Increase Beer and Wine from \$2400 to \$3000
- 4) Increase package stores from \$2000 to \$2500
- 5) Increase Club liquor licenses from \$500 to \$1000
- 6) Increase one day liquor licenses from \$50 to \$100.
- 7) Increase Class II licenses from \$100 to \$200 (statutory maximum)
- 8) Common Victualler to from \$25 to \$100
- 9) Fortune Teller from \$50 to \$100
- 10) Auctioneer from \$10 to \$200
- 11) Lodging House from \$50 to \$200
- 12) Peddler from \$50 to a flat \$200 (nothing for additional employees)
- 13) Second hand dealer from \$125 to \$200
- 14) Livery to \$200 per vehicle
- 15) Entertainment and Auto amusement to \$100 per device (currently \$50 per)
- 16) Master Fire Alarms (Commercial) from \$225 to \$300

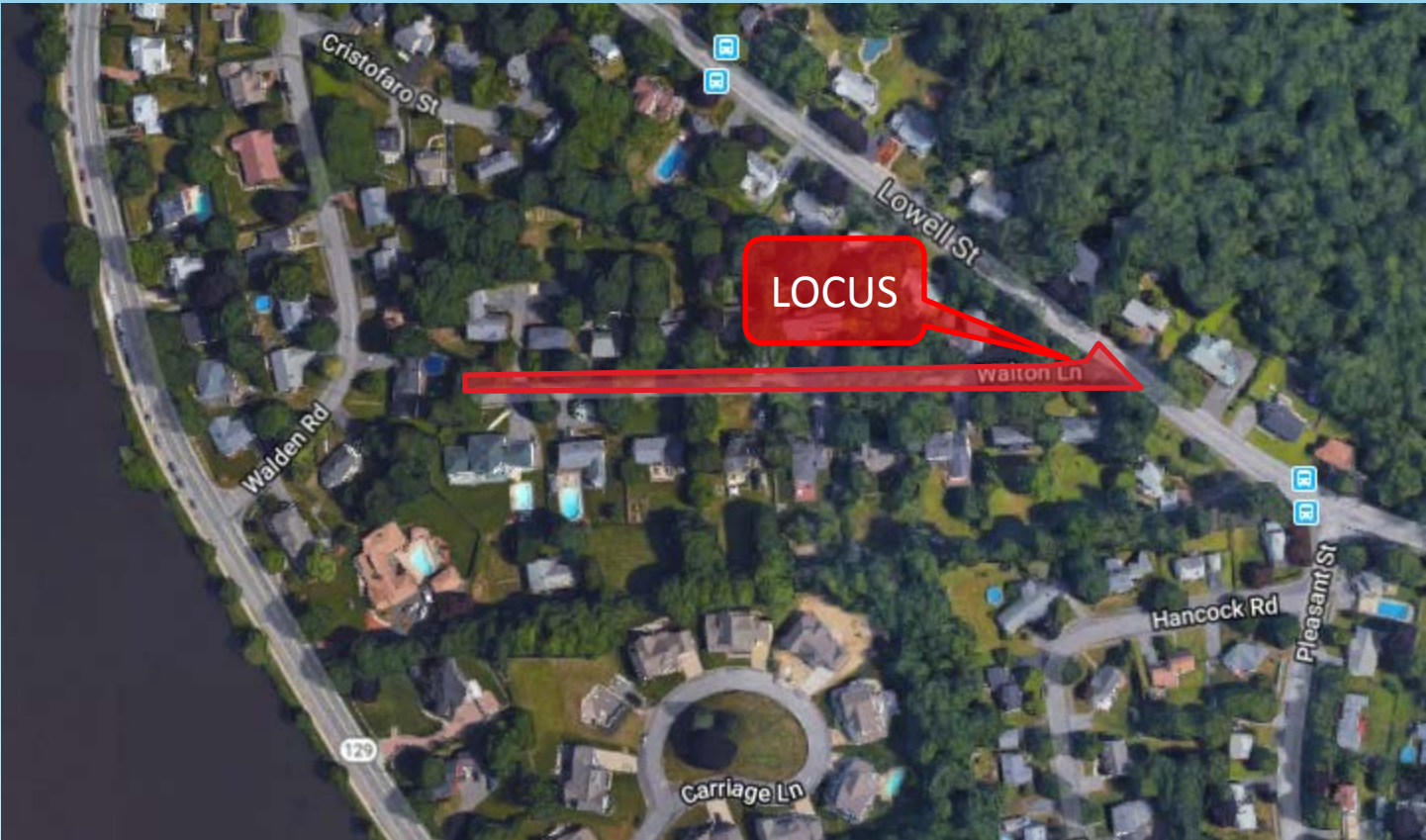
If enacted, these increase in fees would result in close to \$40,000.00 and are consistent with our neighbors, although many haven't varied their fees in years. Again, I expect many will if we adopt changes.

I don't think a written policy is in order only an adoption and Town meeting approval.



Licensing Fees - Town Comparison - 2019

Community	Last Increase	Application Fee	Restaurant - All Alcohol	Restaurant - Beer & Wine	Club - All Alcohol	Package Store - All Alcohol	1 Day Liquor License	Common Victuals	Entertainment	Auto Amusement	Class I & Class II	Livery	Fortune Teller	Lodging House	Peddler License	Second Hand
Wakefield	20+ years ago	\$0.00	\$3,000.00	\$2,400.00	\$500.00	\$2,000.00	\$50.00	\$25.00	\$50.00	\$100.00	\$100.00	\$75.00	\$50.00	\$50.00	\$50.00	\$125.00
Andover	Years ago	\$100.00	\$4,500.00	\$2,000.00	\$2,000.00	\$2,000.00	\$50.00	\$75.00	\$85.00	\$100.00	\$100.00	\$50.00	\$0.00	\$50.00	\$0.00	\$50.00
Burlington	15+ years ago	\$150.00	\$3,000.00	\$1,500.00	\$250.00	\$1,700.00	\$75.00	\$25.00	\$25.00	\$50.00	\$100.00	\$50.00	\$0.00	\$25.00	\$0.00	\$0.00
Lexington	Years ago	\$100.00	\$3,500.00	\$2,500.00	\$400.00	\$2,000.00	\$25.00	\$25.00	\$5.00	\$5.00	\$25.00	\$30.00	\$0.00	\$25.00	\$0.00	\$0.00
Lynnfield	20+ years ago	\$0.00	\$4,250.00	\$2,800.00	\$1,710.00	\$2,350.00	\$35.00	\$50.00	\$100.00	\$5.00	\$150.00	\$50.00	\$50.00	\$50.00	\$0.00	\$50.00
Melrose	Years ago	\$0.00	\$2,500.00	\$2,000.00	\$600.00	\$1,500.00	\$50.00	\$75.00	\$0.00	\$0.00	\$75.00	\$100.00	\$0.00	\$160.00	\$25.00	\$125.00
Reading	Years ago	\$0.00	\$3,700.00	\$2,700.00	\$1,300.00	\$2,500.00	\$50.00	\$50.00	\$50.00	\$50.00	\$75.00	\$50.00	\$2.00	\$0.00	\$200.00	\$100.00
Saugus	Years ago	\$100.00	\$5,000.00	\$2,000.00	\$500.00	\$2,500.00	\$50.00	\$100.00	\$100.00	\$100.00	\$200.00	\$100.00	\$50.00	\$100.00	\$1,000.00	\$100.00
Stoneham	Years ago	\$0.00	\$3,500.00	\$3,500.00	\$350.00	\$1,500.00	\$25.00	\$50.00	\$40.00	20.00 per device	\$40.00	\$0.00	\$0.00	\$100.00	\$0.00	\$25.00
Average		\$50.00	\$3,661.11	\$2,377.78	\$845.56	\$2,005.56	\$45.56	\$52.78	\$50.56	\$51.25	\$96.11	\$56.11	\$16.89	\$62.22	\$141.67	\$63.89
Median		\$0.00	\$3,500.00	\$2,400.00	\$500.00	\$2,000.00	\$50.00	\$50.00	\$50.00	\$50.00	\$100.00	\$50.00	\$0.00	\$50.00	\$0.00	\$50.00
Mode		\$0.00	\$3,000.00	\$2,000.00	\$500.00	\$2,000.00	\$50.00	\$25.00	\$50.00	\$100.00	\$100.00	\$50.00	\$0.00	\$50.00	\$0.00	\$125.00



Walton Lane Roadway Betterment  
Town of Wakefield ~ Department of Public Works  
Town Council Meeting  
October 28, 2019

# Wakefield By-Law (Private Ways;§175-10)

- Upon the petition of a majority of the abutters on a Private Way, betterments may be assessed upon the owners of estates which derive particular benefit or advantage from the making of such repairs on any such private way.
- Such assessments shall be a sum equal ...to the total cost of such repairs and ... in proportion to the frontage thereof on such way.

# Procedure for Betterment

## 1. Petition – (Provided)

- Sign petition from Abutters and/or anyone receiving a direct benefit
- If majority sign the petition, then DPW Engineering establishes a scope and cost estimate

## 2. Advisory Board

- Present project to Advisory Board of Public Works
- If majority of the Advisory Board approves, then “*Approval to Proceed...*” vote by Abutters within 7 days. “*Approval to Proceed...*” should indicate if the neighborhood desires to proceed with the betterment of the roadway.

## 3. Town Council

### *Betterment:*

- If majority of Abutters vote in favor of the betterment, then the betterment is submitted to the Town Council as one of the proposed articles for the upcoming Town Meeting.
- If Town Council vote in favor, then an “*Article*” will be sponsored at the next Town Meeting

## 4. Town Meeting

- The betterment “*Article*” is presented and voted on at Town Meeting
- Payback timeframe is included within the Town Meeting Article along with the “*Estimated Assessment*”
- The interest rate is based on available funds or external funds

# Procedure for Betterment

## 5. After Town Meeting

- An “*Order Estimating Betterment*” document is brought back to the Town Council for final approval and signature within 120 days of Town Meeting
- “*Order Estimating Betterment*” document is recorded at the Registry of Deeds within 30 Days of Town Council vote
- Construction Funds become available at the start of the next fiscal year (July 1<sup>st</sup>)

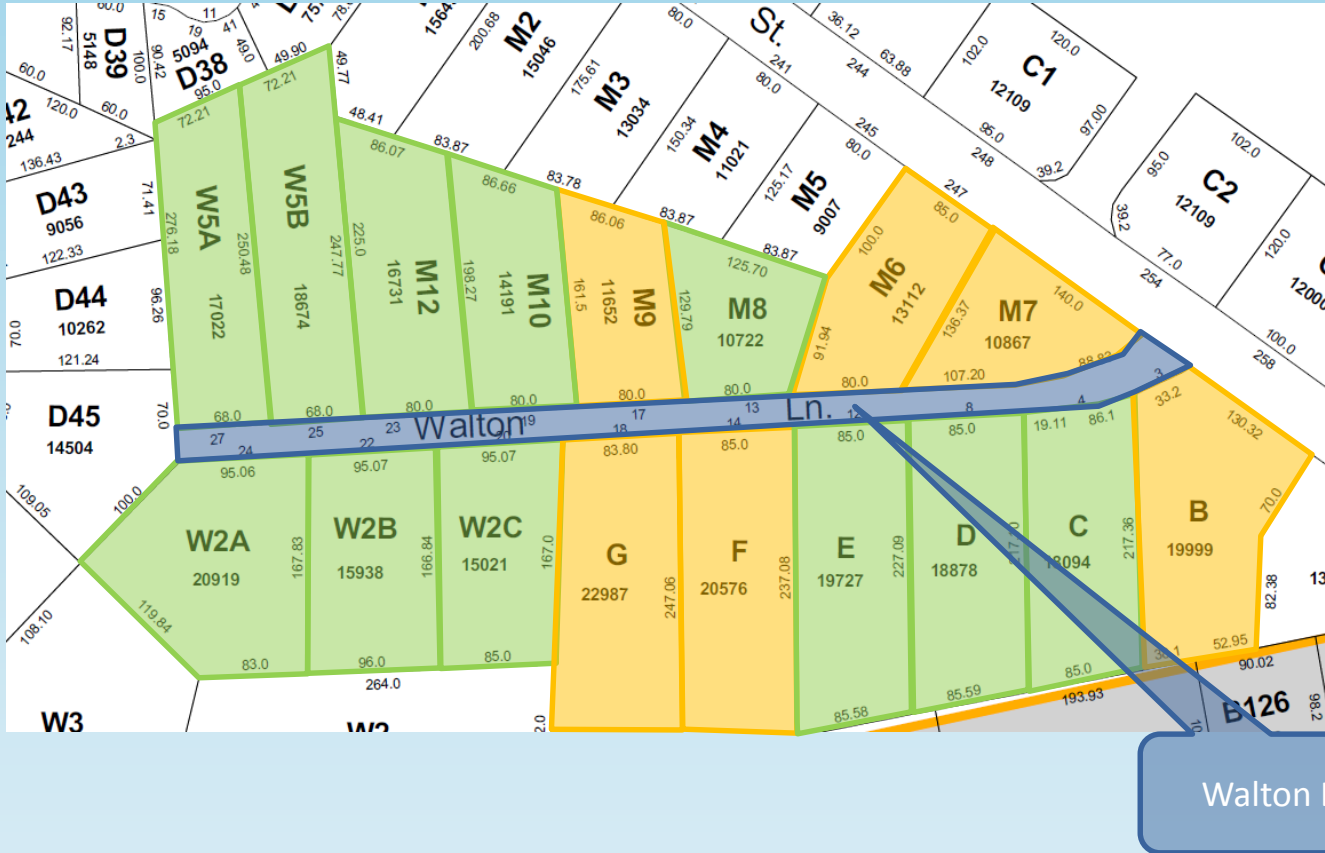
## 6. Construction

- All work outlined in the betterment process is completed.

## 7. Close-Out

- Town Council review the final total betterment cost and sign “*Certification to Assessors*”
- “*Certification to Assessors*” is recorded at the Registry of Deeds and is given to Wakefield Tax Assessors

# Petition Signatures



17 Abutters to  
Private Roadway

11 Abutters  
Signed Petition

Walton Lane





**From Lowell Street**

Walton Lane Roadway Betterment





## Towards Lowell Street

Walton Lane Roadway Betterment





## Towards the Dead End

Walton Lane Roadway Betterment





## Accessibility Ramp Enhancements Needed

Walton Lane Roadway Betterment

## **Scope of Work –\$91,000±**

- Survey roadway
- Reclaim and pave 15' wide roadway 800' long
- 2" binder course and 1.5" top course pavement
- Install crushed stone along roadway shoulders
- Install 2 curb ramps with vertical granite curb at Lowell Street intersection

**Note: Town to review and repair/replace existing underground utilities as necessary prior to paving**

# Approval to Proceed Signatures



17 Abutters to  
Private Roadway

17 Abutters Signed  
Approval to Proceed for  
20 years and Equal Shares

# Cost by Equal Shares

Lot No.	Book - Page	Legal Ref. Date	Name of Owner	Location of Property	Frontage (ft) based on Deed	% by Equal Shares	Amount by Equal Shares
14-018-0M7	30683-183	9/22/1999	N/F John A Stocking Maryellen A Stocking	1 Walton Lane	196.03	5.88%	\$5,326.24
14-002-008	14582-0142	4/12/1982	N/F Philip N Good, Jr. Louise J Good	2 Walton Lane	33.15	5.88%	\$5,326.24
14-003-00C	58605-496	3/2/2012	N/F Patricia M Henni	4 Walton Lane	85.16	5.88%	\$5,326.24
14-004-00D	72794-332	6/20/2019	N/F Michael D Fisher, Jr., TR Kimberly M. Fisher, TR Fisher Family Trust	8 Walton Lane	85	5.88%	\$5,326.24
14-005-00E	62297-476	7/23/2013	N/F James Byrnes Kristine Byrnes	12 Walton Lane	85	5.88%	\$5,326.24
14-016-0M8	13298-0597	9/30/1977	N/F Brian C Coughlin Edith M Coughlin	13 Walton Lane	80	5.88%	\$5,326.24
14-006-00F	17525-28	10/27/1986	N/F Craig R Trudeau Paula L Trudeau	14 Walton Lane	85	5.88%	\$5,326.24
14-015-0M9	69476-443	6/22/2017	N/F Sean Ryan Barry Kathryn Linnane Barry	17 Walton Lane	80	5.88%	\$5,326.24
14-007-00G	69563-536	7/6/2017	N/F John E Holland	18 Walton Lane	83.89	5.88%	\$5,326.24
14-014-M10	41785-074	1/15/2004	N/F Paul M Lucey Anne M Lucey	19 Walton Lane	80	5.88%	\$5,326.24
14-008-W2C	13409-0034	3/23/1978	N/F Charles D Neville Janice E Neville	20 Walton Lane	95.07	5.88%	\$5,326.24
14-009-W2B	16890-344	4/4/1986	N/F Steven P Faro Diane L Faro	22 Walton Lane	95.07	5.88%	\$5,326.24
14-013-M12	49349-437	4/26/2007	N/F Kenneth F Morrison Jodi Pope Morrison	23 Walton Lane	80	5.88%	\$5,326.24
14-010-W2A	54116-192	1/7/2010	N/F Michael J Keefe Vaneza S Nazario-Keefe	24 Walton Lane	95.06	5.88%	\$5,326.24
14-012-W5B	29713/430	1/27/1999	N/F Shirley Berkman TR Shirley Constance TR The Berkman Family Trust	25 Walton Lane	68	5.88%	\$5,326.24
14-011-W5A	30982-450	12/21/1999	N/F A Charles Confalone, TR The Confalone Family Tr	27 Walton Lane	68	5.88%	\$5,326.24
14-017-0M6	63745-247	6/12/2014	N/F Erik J Kallevik Emma-Kate Kallevik	247 Lowell Street	80	5.88%	\$5,326.24

Questions ?

# Contact Information

Joseph Conway

Director of Public Works

T: (781) 246-6301

E: [jconway@wakefield.ma.us](mailto:jconway@wakefield.ma.us)

William J. Renault, P.E.

Town Engineer

T: (781) 246-6308

E: [wrenault@wakefield.ma.us](mailto:wrenault@wakefield.ma.us)

Eric Sherman, P.E.

Sr. Civil Engineer

T: (781) 246-6309

E: [esherman@wakefield.ma.us](mailto:esherman@wakefield.ma.us)

Thank you for your attendance

## PETITION TO IMPROVE PRIVATE WAY

To the Town of Wakefield to make repair on Private ways under the provisions of Chapter 40, section 6M, General Laws

Whereas, we, the undersigned, constituting a majority of the abutting owners of real estate on WALTON LANE a private way, desire the Town of Wakefield to make repairs, construct drainage, resurface pavement under the provisions of Chapter 40, Section 6M of the Massachusetts General Laws on said private way, which has been opened to public use for six years or more, do hereby release and agree to save harmless the said Town of Wakefield from any and all claims on account of any damage whatever caused by repairs made as hereinabove mentioned by the Town of said WALTON LANE. We also agree that in consideration of said repairs we will pay an assessment for betterments. Such assessment shall be a sum equal in the aggregate, to the total cost of such repairs and, in the case of each estate, in proportion to the frontage thereof on said WALTON LANE.

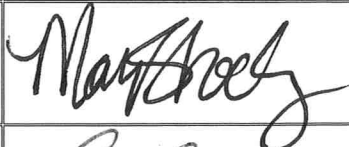



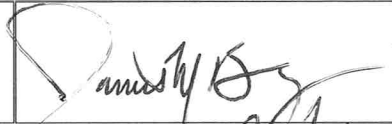
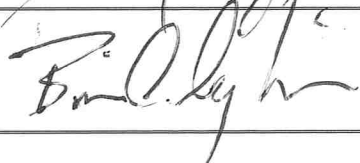

Owner	Property Address	Mailing Address
Arford A. Conpalm	25 WALTON LN,	SAME
Arford A. Conpalm	27 WALTON LN,	" "
<del>Arford A. Conpalm</del>	24 WALTON LANE	Same
Jodie P. Monson	23 WALTON Lane	same
<del>Arford A. Conpalm</del>	22 WALTON LN	SAME
Charles D. Merrill	20 WALTON LN	S
Paul Henry	19 Walton Lane	Same
<del>Arford A. Conpalm</del>	12 Walton Ln	Same
Michael Tyler	8 Walton Ln	Same
<del>Arford A. Conpalm</del>	4 Walton Lane	Same
Tom Left	13 WALTON LN.	SAME



Walton Lane Betterment  
Project #10088



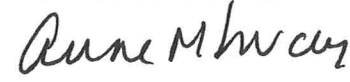
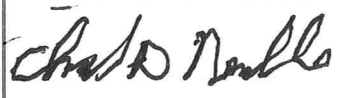




Approval to Proceed and Present at Town Meeting

RECEIVED  
WAKEFIELD DPW

Location of Property	Name of Owner	Owner Signature	Date	Proceed with the design and construction of roadway improvements for Walton Lane (estimated at a total cost of \$91,000±)		Payback Options		
				Yes	No	20 years	By Frontage	By Equal Shares
1 Walton Lane	N/F John A Stocking Maryellen A Stocking		10/15 2019	✓		✓		✓
2 Walton Lane	N/F Philip N Good, Jr. Louise J Good		10/14	✓		✓		✓
4 Walton Lane	N/F Patricia M Henni		10/15/19	✓		✓		✓
8 Walton Lane	N/F Michael D Fisher, Jr., TR Kimberly M. Fisher, TR Fisher Family Trust		10/11/19	✓		✓		✓
12 Walton Lane	N/F James Byrnes Kristine Byrnes		10/11/19	✓		✓		✓
13 Walton Lane	N/F Brian C Coughlin Edith M Coughlin		11/Oct 2019	✓		✓		✓
14 Walton Lane	N/F Craig R Trudeau Paula L Trudeau		10-12	✓		✓		✓

2019 OCT 16 AM 11:39

**Walton Lane Betterment  
Project #10088  
Approval to Proceed and Present at Town Meeting**

Location of Property	Name of Owner	Owner Signature	Date	Proceed with the design and construction of roadway improvements for Walton Lane (estimated at a total cost of \$91,000±)		Payback Options		
				Yes	No	20 years	By Frontage	By Equal Shares
17 Walton Lane	N/F Sean Ryan Barry Kathryn Linnane Barry		10/13/19	Y		Y		X
18 Walton Lane	N/F John E Holland		10/14/19	Y		Y		Y
19 Walton Lane	N/F Paul M Lucey Anne M Lucey		10/12/19	Y		Y		X
20 Walton Lane	N/F Charles D Neville Janice E Neville		10/12/19	Y		X		Y
22 Walton Lane	N/F Steven P Faro Diane L Faro		10/17/19	Y		Y		Y
23 Walton Lane	N/F Kenneth F Morrison Jodi Pope Morrison		10/12/19	Y		Y		Y
24 Walton Lane	N/F Michael J Keefe Vaneza S Nazario-Keefe		10/12/2019	Y		Y	<del>Y</del> 10/12/2019	Y
25 Walton Lane	N/F Alfred S Confalone, TR Alfred C Confalone, TR The Confalone Family Irrev Realty Trust		10/16/19	Y		Y		X

**Walton Lane Betterment  
Project #10088  
Approval to Proceed and Present at Town Meeting**

Location of Property	Name of Owner	Owner Signature	Date	Proceed with the design and construction of roadway improvements for Walton Lane (estimated at a total cost of \$91,000±)		Payback Options		
				Yes	No	20 years	By Frontage	By Equal Shares
27 Walton Lane	N/F A Charles Confalone, TR The Confalone Fam Irr Tr	<i>Charles Confalone</i>	10/16/19	✓		✓		✓
247 Lowell Street	N/F Erik J Kallevik Emma-Kate Kallevik	<i>Erik J. Kallevik</i>	10/14/19	✓		✓		✓

# WARRANT

## REGULAR TOWN MEETING, NOVEMBER 18, 2019

MIDDLESEX COUNTY, SS

TO ANY OF THE CONSTABLES OF THE TOWN OF WAKEFIELD IN THE COUNTY OF MIDDLESEX,

*Greetings:*

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the inhabitants of the Town of Wakefield qualified to vote in elections and in Town affairs to meet at the **Galvin Middle School Auditorium, 525 Main Street** in said Wakefield on **Monday, the 18<sup>th</sup> day of November, 2019 at seven o'clock in the afternoon**, then and there to act on the following:

***Subsequent Evenings. If there is business remaining, the Moderator will consider a motion to adjourn to a subsequent session.***

**ARTICLE 1.** To see if the Town will hear and accept a report of the Fiscal Year 2019 budget; or to see what the Town will do about it.  
**Town Administrator**

**ARTICLE 2.** To see if the Town will vote to authorize the Board of Assessors to use such free cash as may be in the Treasury or any part thereof in computing the tax rate for fiscal period ending June 30, 2020; or to see what the Town will do about it.  
**Town Council**

**ARTICLE 3.** To see if the Town will vote to implement collective bargaining agreements between the Town of Wakefield and the Wakefield Massachusetts Laborers District Council, Local 381 for the period of July 1, 2019 through June 30, 2022 and to provide therefor that the Town raise and appropriate or transfer from available funds a sufficient sum of money to carry out the purposes of this Article; or to see what the Town will do about it.  
**Town Council**

**ARTICLE 4.** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be expended under the direction of the Town Council for the purpose of completing the Town's share of the design and engineering of the Wakefield-Lynnfield Rail Trail project in order to meet the standards of the Massachusetts Department of Transportation; or to see what the Town will do about it.  
**Town Council**

**ARTICLE 5.** To see if the Town will vote to raise and appropriate, borrow or transfer from available funds a sum of money to expend under the direction of the Permanent Building Committee for the purpose of conducting a feasibility study for the possible repair and/or renovation including but not limited to potential roof replacement to the Greenwood School building at 1030 Main Street, for which feasibility study the Town may be eligible for a grant from the Massachusetts School Building Authority; or to see what the Town will do about it.  
**Permanent Building Committee**

**ARTICLE 6.** To see if the Town will vote to amend the General Bylaws as follows: **1.** by deleting § 119-2.B relating to miscellaneous fees; **2.** by deleting § 119-4.I relating to fees for master boxes and replacing it with the following: "I. Master box connection or disconnection: \$300.00; and **3.** by adopting, as § 119-6 of the Code of the Town, the following: § 119-6. Fees for Business and Liquor Licenses Issued by the Town Council. **a.** Application Fee. With respect to all annual licenses which the Town Council is authorized to issue for the conduct of any business and/or the sale of alcohol within the Town, there shall be an application fee of \$100 which must be paid at the time that an application for such license is filed with the Town Council. The purpose of the application fee is to defray the administrative expense of processing such application. The application fee shall be in addition to the fee prescribed herein or elsewhere for the license itself, shall be non-refundable in the event that the Town Council declines to issue the requested license, and shall apply to applications for both an initial license and the renewal of an existing license. **b.** Specific License Fees. The fees which the Town Council is authorized to charge for an annual license for the conduct of business and/or the sale of alcohol within the Town shall be as follows: **1.** All-alcohol license for beverages to be drunk on the premises: \$4,500.00; **2.** Beer and wine license for beverages to be drunk on the premises: \$3,000.00; **3.** Package store license: \$2,500.00; **4.** Club liquor license: \$1,000.00; **5.** Class II license for sale of used motor vehicles: \$200.00; **6.** Common victualler license: \$100.00; **7.** Fortune teller license: \$100.00; **8.** Auctioneer license: \$200.00; **9.** Lodging house license: \$200.00; **10.** Peddler license: \$200.00 (regardless of the number of employees); **11.** Second hand dealer's license: \$200.00; **12.** Livery: \$200.00 (per vehicle); **13.** Entertainment: \$100.00 (per device); **14.** Pool Table: \$200.00 (per table); **15.** Automatic amusement devices: \$100.00 (per device); **16.** Bowling alley: \$30.00 (for first lane) & \$20.00 (for each additional lane). **c.** Late Fee. Any application for the renewal of an annual license to conduct a business or to sell alcohol within the Town shall be filed with the Town Council not later than one month before the expiration of the current license term. The Town Council shall assess a late fee of \$100.00 with respect to any application filed after such date, provided that the Town Council shall have discretion to waive the late fee if the application was filed prior to the expiration of the current license term. **d.** One-Day Liquor License. Nothing herein shall be deemed to require the payment of an application fee with respect to an application for a special license authorized under G.L. c. 138, § 14, a so-called "one-day liquor license." The fee for such a license shall be \$100.00; or to see what the Town will do about it.  
**Town Council**

**ARTICLE 7.** To see if the Town will vote to approve the decision of the Retirement Board to accept the supplemental annual allowance of \$12,000.00 for surviving spouses of disabled employees authorized by G.L. c. 32, § 101; or to see what the Town will do about it.  
**Retirement Board**

**ARTICLE 8.** To see if the Town will vote to accept the provisions of G.L. c. 32, § 20(6) authorizing the payment of a stipend to members of the Retirement Board, and to set the amount of such stipend at \$3,000.00 per member annually; or to see what the Town will do about it.  
**Retirement Board**

**ARTICLE 9.** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purpose of funding the Sewer Enterprise Fund for Fiscal Year 2020; or to see what the Town will do about it.  
**Town Council**

**ARTICLE 10.** To see if the Town will vote to raise and appropriate from tax levy, transfer from available funds, or borrow a sufficient sum of money to make specific repairs to Walton Lane, a private way in the Town in accordance with the provisions of Chapter 175-10 of the Code of the Town; or to see what the Town will do about it.  
**Town Council**

**ARTICLE 11.** To see if the Town will vote to amend the Wakefield Home Rule Charter by making the following editorial corrections: **1.** in Section 2-9-A, replace the existing title "Time of Meeting" with the title "The Two Regular Town Meetings" and delete the sentence "Town Meeting shall meet at least twice each calendar year; **2.** in Section 2-9-A, add the sentence "The Spring Town Meeting shall occur after the Spring Town Election"; **3.** in Section 4-2, replace the words "Health Agent" with the words "Health Director"; **4.** in the second sentence of Section 5-7, replace the words "the this Charter" by the words "by this Charter"; or to see what the Town will do about it.  
**Citizen Petition**

**ARTICLE 12.** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purpose of settling a claim asserted by The Woods, LLC with respect to environmental contamination allegedly caused by the Town on certain real property abutting Butler Avenue and shown as Block 138, Lot 51CG and Block 143, Lot 51 on Map 30 and as Block 214, Lot 27 on Map 31; or to see what the Town will do about it.  
**Town Council**

---

And to transact such other business as may properly come before this meeting,

And you are directed to serve this warrant by causing the same to be published in two issues of the Wakefield Daily Item, and by posting attested copies thereof at the official polling places and at the Police and Fire Stations in said Town, two consecutive Sabbaths, at least, the first time being not less than seven days at least before the time of holding said meeting.

Hereof fail not, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, as aforesaid. Given under our hands this twenty-eighth day of October, two thousand and nineteen.

**A true copy attest:**  
Christian K. Lopes  
Constable

Edward F. Dombroski, Jr., Chairman  
Ann McGonigle Santos, Vice Chairperson  
Mehreen N. Butt  
Jonathan P. Chines  
Paul R. DiNocco  
Peter J. May  
Julie Smith-Galvin  
**WAKEFIELD TOWN COUNCIL**







# Town of Wakefield APPLICATION FOR LICENSE

RETURN FORM TO:  
Town Administrator's Office  
Attn: Sherri Dalton  
One Lafayette Street  
Wakefield, MA 01880  
sdalton@wakefield.ma.us

## Common Victualler, Entertainment, Automatic Amusement

New License  Renewal   
61 New Salem Street Wakefield, MA 01880  
*Mayara's Restaurant*  
(name and street address of business)

Business & Owner Monica Conde  
(name and mailing address)

(978) 601-6703 monmmwisdom9904@  
(phone number) **(email address)** yahoo.com

License(s) Requested (check each one that applies)	Fee:	Total
Common Victualler <input checked="" type="checkbox"/> Number of Seats <u>43</u>	\$25.00	\$ <u>25.00</u>
Entertainment <input type="checkbox"/> Number of Devices <u>1</u>	\$50.00 per device	\$ <u>50.00</u>
<u>TV</u> (List Devices for which license is requested)		
Automatic Amusement (Video Machines) <input type="checkbox"/> Number of Devices _____	\$100.00 per device	\$ _____
 (List Devices for which license is requested)		
<b>Total Due</b>		<b>\$ <u>75.00</u></b>

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

Monica Conde  
Signature of Applicant

9/24/19  
Date

### Rental Reservation Form and Agreement

**Note:** No reservation is complete until a completed, signed ORIGINAL of this form, required documents and deposit have been received. **Failure to comply with any of the requirements may jeopardize the requested rental date.**

➤ **Room Requested:** Gym/Hall  Heritage Room

➤ **Date(s) and Time(s) of Rental - Hours of operation 8:00am to 10:00pm unless approved by Recreation Director.**

**Note:** Please provide date, start time, finish time and approximate number of attendees. If set up or break down time is required, please note minimum time necessary for each. For recurring rentals, please note all requested dates and times (add additional sheets if necessary). **Dates and times may only be reserved 1 year in advance and must be renewed for the following year.**

<u>Date(s)</u>	<u>Start Time</u>	<u>Finish Time</u>	<u>No. of Attendees</u>
<u>11/2/19</u>	<u>3 PM</u>	<u>8 PM</u>	<u>50</u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>

➤ **Name of Organization and/or Contact Person\* Desiring to Rent Space:**

Wakefield Food Pantry

➤ **Address:**

467 Main Street, Wakefield

➤ **Contact Information - Phone number and e-mail:**

Maureen Miller, m.miller@wakefieldfoodpantry.org

➤ **Type of Event - e.g. basketball game/practice, birthday party, meeting, public event**

Volunteer Celebration

\* Contact person is responsible for coordination with Wakefield Recreation Director as well as contact and notification to all group members or individuals of any cancellation or other changes relative to the rental. The Wakefield Recreation Department takes no responsibility for notification.

# Wakefield Recreation

467 Main Street, Wakefield, MA 01880

Tel. 781-246-6389 E-mail: dmcgrath@wakefield.ma.us

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➤ **Type of Group (please check all that apply):**

Wakefield  Non-Wakefield  Non-Profit  For Profit  Individual

➤ **Will food and/or drinks be served?** Yes No

➤ **Rental Fees:**

**Heritage Room**

Americal Civic Center Tenant:	Free
Wakefield Non-Profit / Youth Organization:	\$25.00 per hour
Wakefield Resident Rental:	\$40.00 per hour
Non Resident Rentals / Trade Shows:	\$60.00 per hour
School and Town Governmental Rentals	Free during regular business hours. Non-Profit/Tenant Fee at the discretion of Recreation Director during peak rental hours.

**Gym/Hall**

Americal Civic Center Tenant:	\$35.00 per hour
Wakefield Non-Profit, Youth Organization	\$35.00 per hour
Wakefield Resident Rental:	\$50.00 per hour
Non Resident Rentals / Trade Shows:	\$100.00 per hour
School and Town Governmental Rentals	Free during regular business hours. Non-Profit/Tenant Fee at the discretion of Recreation Director during peak rental hours.

Custodial Charge: \$15.00 per hour for groups of 50+ people or at the discretion of the Recreation Director.

\$250 Security Deposit for groups of 50 or more.

➤ **Indemnification:**

The undersigned organization and/or individual hereby agrees to hold the Wakefield Recreation Department, Town of Wakefield, and all Wakefield Recreation Department staff, harmless from and to indemnify them against all cost, damages, losses, claims, and expenses incurred, directly or indirectly, as a result of such organization's and/or individual's use of the facilities and grounds of the Americal Civic Center. Such costs, damages, losses, claims, and expenses shall include, without limitation, any damage to the room rented or any other part of the Americal Civic Center building, tenant spaces or grounds; the cost of employee overtime, if occasioned by the use of the facility, the cost of police details (which shall in all events be borne by the renter) if deemed necessary by the facilities manager or his designee; and any claim asserted by any third party against the Wakefield Recreation Department, Town of Wakefield, and/or any Wakefield Recreation Department staff on account of any alleged injury causally related to the use of the facility and grounds, together with defense costs including reasonable attorney's fees.



# Wakefield Recreation

467 Main Street, Wakefield, MA 01880

Tel. 781-246-6389 E-mail: dmcgrath@wakefield.ma.us

---

➤ **Release:**

In consideration of the use of the facility, the undersigned organization and/or individual, for itself and each and all of its members and attendees, hereby releases, remises and waives any and all claims which they, or any of them, has, ever will have or may have against the the Wakefield Recreation Department, Town of Wakefield and/or The Wakefield Recreation Department staff for any injury to persons or damage to property suffered by such group, individuals, members or attendees during or as a result of the use of the facilities, except insofar as such injury or damage is directly and solely caused by the negligence or intentional misconduct of any person belonging to or acting on behalf of the Wakefield Recreation Department, Town of Wakefield and/or Wakefield Recreation Department staff.

➤ **Civic Center Rental Policy:**

The undersigned, acknowledge(s) receipt of a copy of the Wakefield Recreation Rental Policy and agree(s) to abide thereby.

➤ **Required Documents**

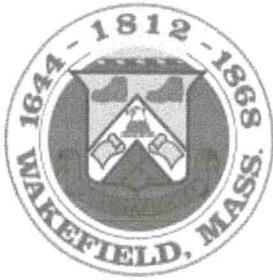
Signed original agreement and deposit

Print name: Maureen Miller Title, (optional) Exec Director  
Signature: Maureen Miller Date: 10/10/11

Additional Notes:

To be completed by ACC staff:

Date Rcvd:	Deposit Amount:	Cash / Check #:	Balance Due:	Received by:
Date Rcvd:	Balance Amount:	Cash / Check #:	Received by:	



# Town of Wakefield APPLICATION FOR LICENSE

Return Form To:  
Town Administrator's Office  
Attn: Sherri Dalton  
One Lafayette Street  
Wakefield, MA 01880

Wakefield Food Pantry, 467 Main Street  
(name and street address of Business or applicant)

Business Owner \_\_\_\_\_  
(name and mailing address)

781-245-2510  
(phone number)

m.miller@wakefieldfoodpantry.org  
(email address)

Date, Time (starting and ending) and Place of Event:

Nov 2, 2019 - Heritage Room - Civic Center

Purpose of Event:

Volunteer Celebration

<u>License Requested</u>		<u>Fee:</u>	<u>Total</u>
One Day Liquor License	<input checked="" type="checkbox"/>	\$50.00	\$50.00
		<b>Total</b>	<b>\$50.00</b>

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

X Margaret Miller  
Signature of Applicant

10/10/19  
Date

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  
Judith Pickett

October 17, 2019

BY CERTIFIED MAIL, RETURN RECEIPT REQUESTED

Mr. Michael D. Thater  
41 Sylvan Avenue  
Wakefield, MA 01880

Re: Illegal Removal of Trees From Town Watershed

Dear Mr. Thater:

I am writing in my capacity as Town Counsel for the Town of Wakefield, Massachusetts (the "Town") concerning a matter which the Town treats with the gravest concern. I understand that on the weekend of October 5-6, 2019 you used a chain saw to cut down 15 healthy, well-established trees that were 20 or more feet in height on Town-owned land adjacent to Crystal Lake. The area is across the street from your house and, presumably, you acted to improve the view of the lake from your property. You did not seek permission from the Town, and certainly would never have been granted it, as the mature trees surrounding the lake are an integral part of the watershed that feeds and protects the Town's one-and-only reservoir.

This was a serious offense. Under G.L. c. 242, § 7A, the Town is entitled to recover from you in a tort action "three times the amount of the damages assessed therefor." I am informed that the replacement cost of a single, mature tree ranges from \$300 to \$3,000 depending on its type and size, suggesting that the total damages, after trebling, would be between \$13,500 and \$135,000. In addition to seeking to be made whole through a civil action, the Town may also demand prosecution under G.L. c. 266, §§ 114 and/or 117. Conviction under either statute would result in a fine of up to \$500 or imprisonment for up to six months, and would leave you with a criminal record.

The Town Council will consider at an upcoming meeting whether to pursue the Town's civil or criminal remedies, or both. In the meantime, I invite you to submit a letter to the Council, which you may do through me, making an offer of restitution. I suggest that at a minimum it include an apology and an offer by you (a) to cause all of the logs and limbs felled by you to be removed and properly disposed of at your cost, and (b) to pay the Town the cost of

Mr. Michael D. Thater  
October 17, 2019  
Page 2

purchasing and having a landscaping company install 30 replacement trees, their species and sizes to be determined by the Town, all of which will be planted in locations selected by the Town. (The 2-to-1 replacement ratio reflects the fact that the downed trees will be replaced, in most cases, with much shorter, thinner and younger specimens.) An apology and offer letter of this type received by me prior to the next Town Council meeting on October 28, 2019 may incline the councilors toward leniency, though I cannot presume to anticipate their vote.

Please address all communications with the Town through me.

Very truly yours,



Thomas A. Mullen

cc: Mr. Michael D. Thater (by first class mail)  
Client (by email)

c:\Wakefield\ThaterLetter10.16.19

## Sherry Dalton

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**From:** cmsmailer@civicplus.com on behalf of Contact form at Wakefield, MA  
<cmsmailer@civicplus.com>  
**Sent:** Tuesday, October 22, 2019 12:20 PM  
**To:** Sherry Dalton  
**Subject:** [Wakefield, MA] Trees in Watershed - Next Mon night's Town Council (Sent by Marci (Muse) Silvano, marci.silvano@comcast.net)

Hello sdalton,

Marci (Muse) Silvano (marci.silvano@comcast.net) has sent you a message via your contact form (<https://www.wakefield.ma.us/users/sdalton/contact>) at Wakefield, MA.

If you don't want to receive such e-mails, you can change your settings at <https://www.wakefield.ma.us/user/111/edit>.

Message:

I would like to share these thoughts with you before next Monday night's Town Council meeting:

I have lived on Sylvan Ave, in Crystal Lake Park, for over 57 years. My father, reaching for his 80's, was born and raised in Crystal Lake Park. My love, and history, goes back even further than my father's generation. For years, the same families lived on what we call 'The Hill'. Growing up, living on The Hill you were from one of the following families: LeFave, Doucette, McWhinnie, Berggren, Patch ,or Muse (of many spellings). The latter three families remain on the The Hill raising their families today. My generation has its 1st 'Next Generation' family living next to me in her Grandparents' family home.

We all know a lot about the land that surrounds our neighborhood. This is the land that was home to our escapes, our childhood's earliest education, our dreams of a future. Our parents walked us through these woods and reminisced about their childhoods. They taught us the importance of the Watershed and the respect we must give it for living there. We were taught the importance of keeping the water pristine. We were responsible for the little things we could do simply through our respect. We played among the trees, and the water, keeping our respectful promises to the environment. In return, we taught our children the same values.

As I became a young adult, watching town kids go do 'their thing' in those woods, I would hand them a trash bag (that they could leave in my drive) hoping to teach them caring lessons. Yes, use the land as your get away, respect it and you can stay for a bit. Only the disrespectful got a phone call to the police station. This worked for many years until the drug epidemic reached our town. Soon we realized we needed to be a presence in the woods. We walked the woods with our dogs and families more often. We made it known that a drug deal was not a comfortable place in Crystal Lake Park. There was a decade of scary incidents. This is no longer the case because of the neighborhood due diligence.

I tell you all this because this is the start of a conversation I had with my new neighbor, Mike. I was letting him know he was moving into a neighborhood with high, and proud, history. I told him the things I was taught by my father, and his father before him. I shared our knowledge of the 'Lady Slipper' being an endangered species...taking great delight in showing him where they have started to grow more abundantly than ever before. I shared that we would pull up Oak/Maple saplings...anything non-Pine growing in the Pine Forest; the Pine having been chosen as the ideal tree for the Watershed by the JJ Round endowment. We discussed how the Pine canopy is conducive to a greater tree population and root system. Crystal Lake Park was planned out for Pines. Yes, I have always pulled non-Pine saplings on my walks.

The street side of the Watershed tends to gather vegetation from our yards.

The wind, the birds, and the squirrels move seeds from place to place. Our yards don't always have indigenous plants and these plants make their way across the street. As a young girl, the town would come and clean the shoulders on Sylvan Ave. They would clear the invasive vegetation and tell us it was for the health of the Pines, the prevention of tinder fires, keep out mosquitoes and keep the area view-able of undesirables in the woods. (Undesirables now include Coyotes and Fisher Cats today)

These are the lessons I learned from my Father, my neighbors, and the employees in our Town working on the Watershed. When money became tight and Town projects were cut, we carried on some of the work. I clear bamboo, vines, and non-Pine saplings from the front of my property as best I can. We pull it up every year because we cannot use a pesticide agent in a watershed...so we repeat year after year.

Some of us are diligent about the Pines, and our woods show its beauty. When the water is low, just take a walk over to the Stoneham side. The trash is tragic. We do not accept that.

The conversation I had may have made a young man take on a too aggressive action. I know his actions were not meant for anything but good in his heart.

He was ridding the area, in front of his home, of Norway Maples. Norway Maples are not indigenous to this area; they are the saplings that worry us the most. A Norway Maple has a large canopy, killing all that grows under it. But of more importance, the Norway Maple has an aggressive root system that will strangle all root systems around it, even strangling itself when there is no other root system left. This young man cut down Norway Maples because of our conversations.

Had I witnessed the event, I would have stopped him. Cutting a tree and pulling a sapling are much different. I can't say that I explained that well enough to him; he more than understands that now. There was no malicious intent on his part. His environmental heart led him to make a legal mistake.

I say legal because, in my heart, it is a LEGAL mistake. I don't believe it was a mistake for the watershed to have cut them down.

The woman who started all these phone calls is new-ish to our neighborhood.

We have spoken from time to time and she believes herself to be environmentally minded. Normally this is a good thing, but when mixed with little common sense it can be down-right hurtful. Many of the neighbors have had ridiculous disputes with her. Drama is the key here, not the environment.

If she was so environmentally savvy, she would have spoken to Mike first about what she was about to do instead of sneaking off as if he was a criminal. I'd like to think they could have learned something from one another; but I'm doubtful she would have listened. I've already learned that lesson.

As a neighbor, I do not want to see Mike punished as if he is a criminal. He is more than aware, at this point, where things went wrong. And, yes, I feel somewhat responsible for the misunderstanding that led to all of this. As a neighbor I understand that he needs to make amends, but I don't agree with the amends put forth here.

Norway Maples should not go back into those woods. There is no need to cripple a young family (with their first baby) financially by making him buy expensive trees (invasive trees) and have landscapers put them in. Let us bind as a neighborhood, as we always have, and help Mike plant Pine Saplings where the Norway Maples were cut. Lessons have been learned. Let's now end it all with compassion, and what is right for the Watershed.

I want Mike, and his family, to feel at home here. We should all want, and need, that for our neighbors. Please help me accomplish this today. I am asking you to please let us buy Pine Saplings and plant them ourselves.

Thank you very much for taking the time to read this.

~Marci (Muse) Silvano

Dear Town of Wakefield Council Members,

I am writing this letter to sincerely apologize for my actions on the weekend of October 5 - 6, 2019, where I used a chain saw to cut down trees across my house in Crystal Lake Park. This was a grave mistake that I wish I could take back as I was unaware at the time of the ramifications of my actions.

I would like to explain my thinking at the time to the Council. This is no way an attempt to excuse my actions, but rather to shed light on why I did what I did and hopefully show I did not intend to hurt the watershed area as I am a firm believer in preserving our natural resources. The trees I cut down were Norway maples which are invasive species and on the Massachusetts prohibited plants list. I had noticed that areas of the park with healthier native pine trees did not have the intrusive Norway maples near them. The pine trees in front of my house have many branches that look dead and have no pine needles, and I thought the suffocating nature of the Norway maples was hurting the native pines. It was my belief that removing some of the invasive trees would let the native pine trees flourish again.

The letter sent to me from Wakefield's counsel implied that I cut down the trees for a better view of the lake, but this was most certainly not the case. Any view is still blocked by the numerous pine trees, which I would never have considered harming as a native non-invasive species. I had no idea at the time what I was doing was wrong. I cut the trees in broad daylight, and when I was confronted by Dennis Fazio of the Forestry department on October 7, 2019, I immediately took full ownership and explained my rationale. Mr. Fazio did an excellent job of explaining to me the importance of not disturbing the watershed area, and made me realize how wrong my actions were, and I assured him that I understood and would never do it again. As soon as I spoke with Mr. Fazio, I immediately took the next day off work to begin the next steps that were recommended to me by the DPW.

I hope the following restitution plans I suggest will help right my wrongdoings to the town and alleviate the regret I have for my actions. I would like to offer to remove and properly dispose of all the logs and limbs that fell by my actions at my own cost. I would also like to offer up my time to hopefully show the town my passion for our natural resources as a potential member of the Clean Lake committee that is looking for applicants. I think this would help show my appreciation for our natural resources and give me the opportunity to right my wrongdoings and find a road to redemption with the people of Wakefield. I have also sent hand-written apology notes to Joseph Conway, Dennis Fazio, Steven Fitzpatrick, and Claire Moss as I am sure they have spent time on this issue and I am also extremely sorry for that.

I have recently become aware of the cost of 30 mature trees planted by a landscaping company, and the cost would be a huge financial burden on my family. We moved into our new home in Wakefield last year, and have a one year old daughter. I would appreciate the council allowing me to right my wrong in other ways in order to not make my wife and daughter have to make sacrifices for my actions, but I understand if that is not acceptable and therefore I will

accept whatever remediation the council deems necessary. I would like to offer a proposal to plant sapling of native pine trees in the areas of the Norway maples I removed. While I deeply regret removing the maples without the town's approval, I do believe replacement pine trees are better for the watershed rather than the invasive maples. I hope the council will find this a satisfactory remedy.

We moved to Wakefield in August 2018 and have loved our first year here as a new family with our baby, and the last thing I intended to do was harm a public area in the city, create a headache for the town departments, and upset the great people of Wakefield. I hope this letter does express how sorry I am for my actions, but I can assure you words cannot accurately express the regret I feel.

With sincerest apologies,

A handwritten signature in cursive script, appearing to read "Michael Thater", written in black ink on a light-colored background.

Michael Thater



**TOWN OF WAKEFIELD**  
William J. Lee Memorial Town Hall

**TOWN COUNCIL**

MEHREEN N. BUTT  
JONATHAN P. CHINES  
PAUL R. DINOCCO  
EDWARD F. DOMBROSKI, JR.  
JULIE SMITH GALVIN  
PETER J. MAY  
ANN MCGONIGLE SANTOS



STEPHEN P. MAIO  
Town Administrator

SHERRI A. DALTON  
Executive Assistant

ONE LAFAYETTE STREET  
WAKEFIELD, MASSACHUSETTS 01880  
(781) 246-6390 | Fax (339) 219-4160

Memo to: Stephen P. Maio; Town Administrator

From: Dennis Fazio Tree Warden

Date: October 24, 2019

Re: Illegal Tree Removal off of Sylvan Ave on Town Property

As we discussed, I took a closer look at the woods / watershed area, and the majority of the existing trees are pines followed by oaks, cedar, birch, maple trees and primarily maple saplings that are starting to grow in that area. Any of the smaller trees are just naturally growing, not planted. Unfortunately, Mr. Thater removed a number of trees mainly Norway Maples. The size of the removed trees ranged from 4-5 inch caliber to saplings.

I would recommend a careful replanting in the area of properly sized trees consisting of a mixture of Pines, Oaks, Birches, Swamp and Sugar Maples. This method will replace the removed trees without disturbing the forest floor. The new trees will not include Norway Maples as they are on the invasive species list.

When replanting I recommend we spread out a variety of trees as to appear natural and blend in with the existing forest. I am confident that the immediate area would support 12 trees if we follow this procedure. Also, there are a number of other areas in Town where we could certainly utilize new trees.

We certainly do not want residents taking upon themselves to start cutting any trees in The Town's forest invasive or not, and for a number of reasons:

- \*wildlife
- \*erosion
- \*shade / canopy
- \*air quality
- \*danger / safety
- \* illegality

Finally, it is important that we utilize professional landscapers to install these plantings as we must make sure the trees take root.

I am available for any questions.

Dear Town of Wakefield Council Members,

I am writing this letter to sincerely apologize for my actions on the weekend of October 5 - 6, 2019, where I used a chain saw to cut down trees across my house in Crystal Lake Park. This was a grave mistake that I wish I could take back as I was unaware at the time of the ramifications of my actions.

I would like to explain my thinking at the time to the Council. This is no way an attempt to excuse my actions, but rather to shed light on why I did what I did and hopefully show I did not intend to hurt the watershed area as I am a firm believer in preserving our natural resources. The trees I cut down were Norway maples which are invasive species and on the Massachusetts prohibited plants list. I had noticed that areas of the park with healthier native pine trees did not have the intrusive Norway maples near them. The pine trees in front of my house have many branches that look dead and have no pine needles, and I thought the suffocating nature of the Norway maples was hurting the native pines. It was my belief that removing some of the invasive trees would let the native pine trees flourish again.

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With sincerest apologies,

A handwritten signature in cursive script, appearing to read "Michael Thater", written over a horizontal line.

Michael Thater

Dear Mr. Fazio,

I know I have created unnecessary work for you by removing the maples across my house on Crystal Lake, and I would like to sincerely apologize to you and your team for that. My intention WAS NOT TO DISRUPT THE WATERSHED, or to upset anyone or cause undue stress, and it deeply saddens me that I made additional headaches for the public works of this great town.

With sincerest apologies,

Mike Thote



**DRINKING WATER  
SUPPLY AREA**



**NO TRESPASSING  
POLICE TAKE NOTICE  
VIOLATORS WILL BE PROSECUTED**









DRINKING WATER  
SUPPLY AREA

NO TRESPASSING  
POLICE TAKE NOTICE  
VIOLATORS WILL BE PROSECUTED





DRINKING WATER  
SUPPLY AREA

NO TRESPASSING  
POLICE TAKE NOTICE  
VIOLATORS WILL BE PROSECUTED























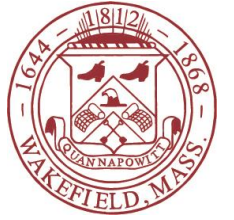
DRAFT FOR COMMENT  
V1



# Municipal Electric Vehicle (EV) Chargers

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A PILOT PROGRAM

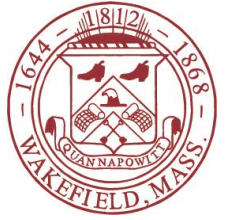


# Pilot Program Objectives

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- Attract people to downtown – bolster economic development
- Get valuable data about EV usage, charging patterns, rates and regulations
- Show municipal leadership
- Demonstrate sustainability commitment
- Encourage EV adoption and usage
- Municipal leadership





# Background

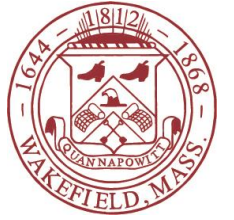
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WMGLD is offering to donate charging infrastructure

- Hardware and Installation
  - Two Level 2 Chargers
  - One Level 3 Charger

At August meeting, Council requested:

- Additional Public Input
- Proposed Pricing/Rate Structure
- Enforcement Structure
- Integration of Communication/Signage
- Basic Education/Awareness Plan

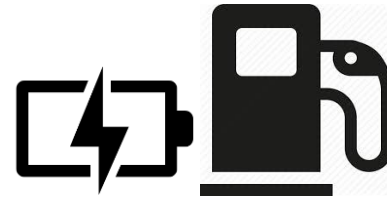


# Vehicle Types



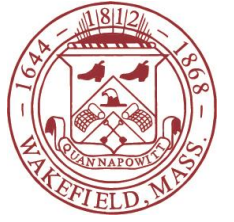
## Battery Electric Vehicles (BEV)

- Run only on electricity
- No emissions
- 40 to >100 miles/full charge
- Nissan, Chevrolet, Tesla, Fiat, Honda, Volkswagen, BMW, Hyundai



## Plug-in Hybrid

- Contain Internal Combustion Engine (ICE) and electric motor
- Can charge electric motor through an EV charger
- Can operate on electricity for ~ 9 to 30 miles
- Toyota, Hyundai, Chrysler



# Context

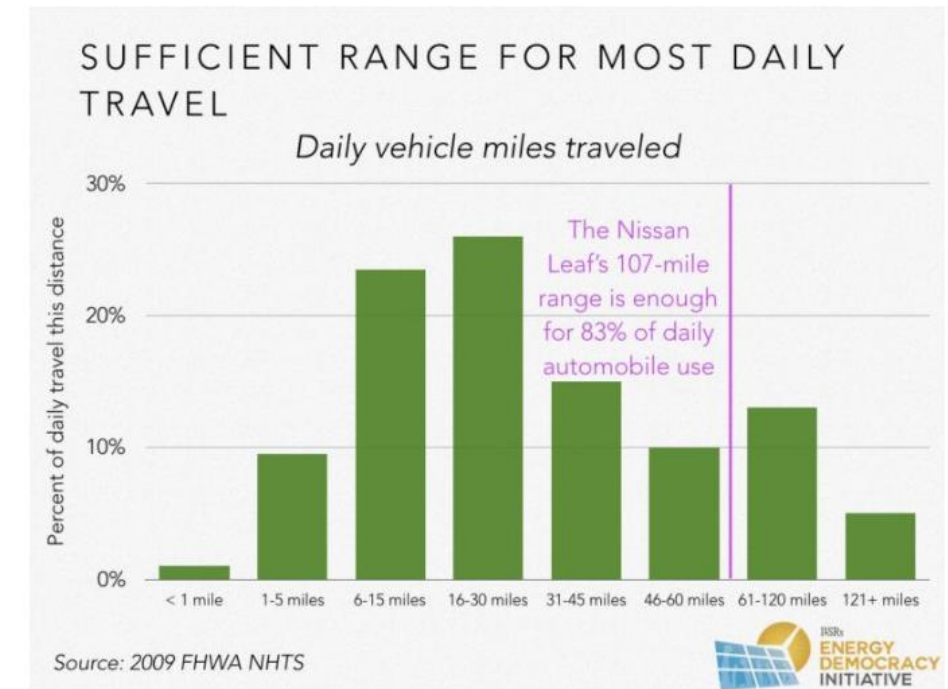
18,000 Electric Vehicles registered in Massachusetts (40 in Wakefield)

- Goal 300,000 by 2025
- Various state and federal incentive programs

More predictable and lower costs for fuel and maintenance

Fits in well with many lifestyles and driving profiles

Part of national trend toward increased electrification of transportation, heating, etc.



# Level 1

Level 1 is the standard wall outlet of 120 volts. It is the slowest charge level and requires tens of hours to fully charge a 100% electric vehicle and several hours for a plug-in hybrid. Every house is EV ready.

Charges at rate of 1.4 KWH

124 miles – 249 miles =

+/- 20 hours to 43 hours



# Level 2

Level 2 is the typical EV plug most commonly installed in homes and garages. Most public charging stations are level 2.

The most common connector is the **SAE J1772** EV plug. All electric cars in Canada and in the US can charge using this plug, even Tesla cars as they come with an adapter.

Charges at rate of 4 to 9 KwH

= 124 miles – 249 miles

+/- **5 hours to 11 hours**





# Level 3

Level 3 chargers are also known as DCFC or DC Fast Chargers. These charging stations are the quickest way to charge a vehicle. Note that not every EV can charge at level 3 chargers.

Charges at rate of 3 to 80 kWh

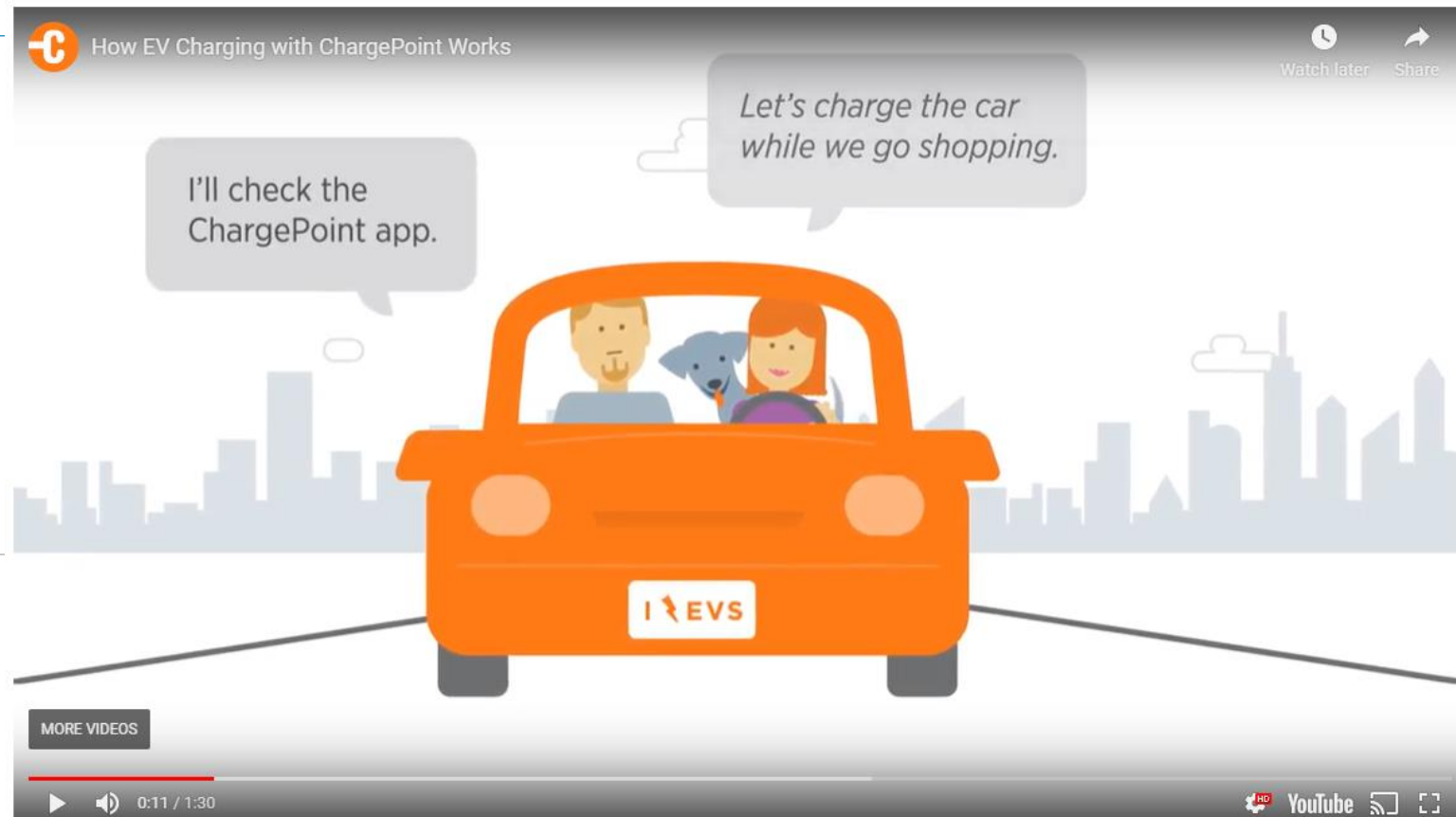
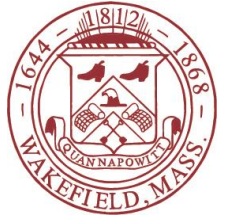
= 80% of 124 miles – 249 miles

+/- 30 minutes to 1 hour



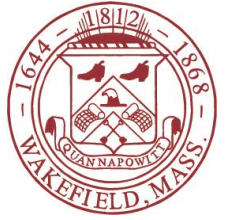
# Charging Process

1. Chargers and availability identified on ChargePoint Map/App
2. Drivers will “check in” with a swipe pass backed with credit card on file
3. Driver will track charge while enjoying Wakefield
4. Driver will move car when charged or permitted parking period is up
5. Cars that overstay permitted parking period will be automatically assessed overtime parking fee



See how it works: <https://www.chargepoint.com/drivers/how-to-charge/>

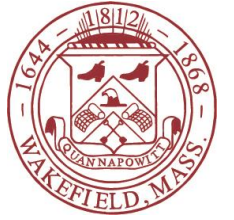




# Public Input

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- Environmental Sustainability Committee solicited feedback
- Spoke with owners or leasees of EV & ICE vehicles and public transportation
- Residents and Visitors
- Feedback –
  - Consider overnight parking
  - Witnessing increased utilization of charging stations across the region
  - Cost structures drive usage
  - Range anxiety is real
  - Concerns about elitism of EVs, inequitable enforcement
  - Appreciative of WMGLD EV Program



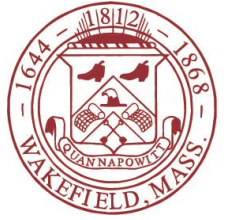
# Pricing and Rate Structure

- Anticipated Costs based on averages –

Fair Market Rate	Level 2	Level 3
WMGLD Power Rate	0.17/KWh	0.17/KWh
Average Draw KW	5kw/hour	60kw/hour
Avg Cost per hour (hr)	\$0.85	\$8.50*
Chargepoint Fee – 10%	.10	\$1.00
Total Costs (per hour)	\$0.95	\$9.50*

<b>EV Charging Market Rates</b>	<b>\$0.20 – 0.30/KWh</b>	<b>0.24/KWh</b>
	\$1.25/hour	0.30/min or \$18/hour

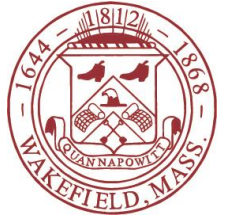
\* Battery may charge in under 1 hour; no costs incurred nor revenue generated for period between full charge and end of parking time limit.



# Rate Options for Pilot Phase

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1. Cost pass through – charge as close to real costs as possible – revenue neutral to town
2. Treat **chargers** as a business development incentive -
  - Town pays direct costs for max of 2 hours per vehicle
  - Charger is programmed to automatically charge overtime penalty consistent with current regulations (\$25)

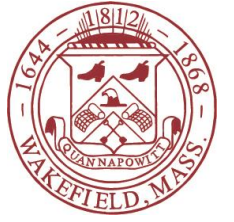


# Locations – Level 2

- Americal Civic Center Lot off of Armory Street – One unit, two spaces
- Vets Field by Hall Park – One unit, two plugs, two spaces



The First  
ENERGY STAR®  
Certified EV Charger



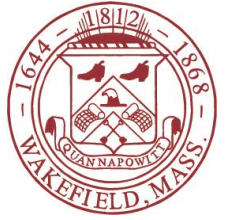
# Locations – Level 3

Level 3 Charger:

- Main & Water Street Lot, One unit, one plug, one space







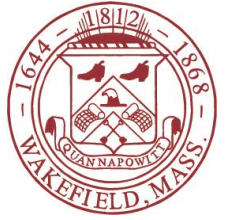
# Enforcement and Regulations

- **Apply existing parking regulations**
  - Subject to same rules basic rules
  - No overnight parking
  - No parking during snow emergencies



- **Stricter Time Enforcement, outside of existing enforcement hours**
  - Max of 4 hours for Level 2
  - Max of 2 hours for Level 3
  - Overtime parking can be automatically enforced by programing charger to assess fee
- **Dedicated EV parking spaces**
  - Clearly marked with EV Parking only signage and painted spaces
  - Enforcement rules and penalties clearly displayed
  - Penalty for non EV usage at anytime (Escalating penalties/towing for multiple offenses)



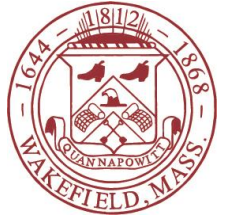


# Communications & Signage

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- Work with DOT to get Level 3 charging signage on Route 128
- Optimize inclusion in EV Charging Apps and forums
- Include in ongoing Envision and Wayfinding signage efforts
- Work with Wakefield Police and Parking Enforcement staff to finalize enforcement procedures
- Work with DPW to establish procedures around maintenance, especially during severe weather events
- Work with Chamber/Businesses on joint marketing efforts
- Continue to monitor Pilot Program progress with WMGLD and present bi-annual report with utilization data, actual costs, feedback, etc.





# Discussion

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Dr. Yvonne M. Spicer  
Mayor

Thatcher W. Kezer III  
Chief Operating Officer

OFFICE OF THE MAYOR  
Memorial Building, Room 121  
150 Concord Street  
Framingham, MA 01702

Phone (508) 532-5401  
Fax (508) 532-5409  
[mayor@framinghamma.gov](mailto:mayor@framinghamma.gov)  
[www.framinghamma.gov](http://www.framinghamma.gov)

October 17, 2019

Stephen Maio  
Town Administrator  
1 Lafayette Street  
Wakefield MA 01880

RE: MPO Elections

Dear Mr. Maio,

I am asking for your assistance to put before the Wakefield Board of Selectmen for their consideration to retain Framingham as the MetroWest Region representative on the Boston Region Metropolitan Planning Organization (MPO). The election deadline for this seat is Wednesday, November 6th, with absentee ballots being accepted up to November 5<sup>th</sup> for those communities not attending the MAPC Annual Board meeting and MPO election.

The City of Framingham has represented the MetroWest region on the Boston Region Metropolitan Planning Organization (MPO) for a number of years and, as the largest population center and transportation hub of the MetroWest region, desires to continue in that role.

Since the last MPO election, Framingham has transitioned from a town form of government to a city form of government and elected me as its first ever Mayor. Framingham has demonstrated its dedicated commitment to addressing the region's transportation issues and to work collaboratively with its municipal partners.

Under my administration, Framingham is increasing its commitment by assigning staff within its Public Works Division to provide additional staff support to my designee to address the many transportation challenges, not just for Framingham, but for the MetroWest and entire Boston MPO region. This staff will be tasked to work collaboratively with the other communities to understand their priorities to advance projects that serve each community's economic efforts and the region's efforts to improve vital transportation links throughout our communities.

I've also made a commitment to work with other communities throughout the MAPC region that are served by rail, another important transportation effort, as a member of the Commuter Rail Communities Coalition, to create a unified voice for a true transformation of our regional rail system.

Framingham is host to major transportation thoroughfares. We have two exits on the Mass Pike, we have Route 9 that cuts through from end to end, and we have the junction of Routes 135 and 126, carrying a lot of the MetroWest region's traffic, into our downtown. We are a major train hub, with a MBTA designated superstation and CSX rail yards in our downtown. We are committed to addressing the real transportation challenges we are facing.

I also know that many of you are also facing significant transportation challenges in your respective communities, and we intend to be a partner in your efforts, to meet your challenges.

My designee on the MPO is my Chief Operating Officer, Thatcher Kezer, who has a lot of experience in working on transportation issues. You may already know him as a former Senior Vice President for MassDevelopment, where he was a leader in creating a regional shuttle service to serve the workforce in the Devens region and served on the Montachusett MPO. Thatcher is the former Mayor of Amesbury, where he served on the Merrimack Valley MPO and Regional Transit Authority. He is a former staff member of MAPC, where he helped create and staffed the Metro Mayors Coalition and a former Legislative Analyst for the MMA, working on transportation issues on Beacon Hill on behalf of all the communities. Together, he and I are committed to working collaboratively to help all communities to address our region's transportation challenges.

I have enclosed copies of the MPO election absentee ballot and a description of the MPO.

The City of Framingham hopes to continue in its role supporting the region to make the best decisions possible while using our scarce transportation dollars to benefit the entire MPO region. I ask for your vote to retain Framingham as the MetroWest representative on the MPO. I thank you for your support for this position.

Sincerely,



Dr. Yvonne M. Spicer, Mayor  
City of Framingham

# 2019 MPO Absentee Ballot

The MPO Election will be held on Wednesday, November 6, 2019  
MAPC Fall Council Meeting  
Colonnade Hotel  
120 Huntington Avenue, Boston, MA 02116

**Absentee ballots must be delivered by November 5, 2019  
via mail or in person (No Fax or Email) by 5 PM to:  
BOSTON REGION MPO ELECTIONS  
Metropolitan Area Planning Council  
60 Temple Place, 6<sup>th</sup> Floor  
Boston, MA 02111**

Each Chief Elected Official, regardless of which sub-region they are in, or whether they represent a city or a town, may cast one vote for each of the four open MPO seats.

## Vote for only one from the Metro West Regional Collaborative

- |                          |            |                                    |
|--------------------------|------------|------------------------------------|
| <input type="checkbox"/> | Ashland    | Steve Mitchell, Chair Select Board |
| <input type="checkbox"/> | Framingham | Yvonne M. Spicer, Mayor            |

## Vote for only one from the Minuteman Advisory Group on Interlocal Coordination

- |                          |       |                                  |
|--------------------------|-------|----------------------------------|
| <input type="checkbox"/> | Acton | Joan Gardner, Chair Select Board |
|--------------------------|-------|----------------------------------|

## Vote for only one from the Inner Core Committee

- |                          |            |                            |
|--------------------------|------------|----------------------------|
| <input type="checkbox"/> | Somerville | Joseph A. Curtatone, Mayor |
|--------------------------|------------|----------------------------|

## Vote for only one from the South Shore Coalition

- |                          |          |  |
|--------------------------|----------|--|
| <input type="checkbox"/> | Rockland | Michael O'Loughlin, Chair Select Board |
|--------------------------|----------|--|

Municipality \_\_\_\_\_ Chief Elected Official \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print or type name)

**Fill this box out only if you (Mayor or Chair Select Board) are appointing someone to vote in your place in person on November 6th at the MAPC Fall Council Meeting.**

<b>Designation of alternate (by Mayor or Chair Select Board):</b>	
I hereby authorize _____ to cast the ballot for _____	
(name)	(municipality)
_____	_____
<b>Chief Elected Official (signature)</b>	<b>Date</b>



## **Boston Region Metropolitan Planning Organization**

The Boston Region Metropolitan Planning Organization (MPO) is responsible for conducting the federally required metropolitan transportation planning process for the Boston metropolitan area. This planning process is often called the 3C process because it is continuing, cooperative, and comprehensive. The MPO uses this process to develop a vision for transportation in the region and to decide how to allocate federal and state transportation funds to transportation programs and projects that improve roadway, transit, bicycle, and pedestrian infrastructure. The vision established by the MPO is integral to each of the certification documents that the MPO is required to produce: the [Long-Range Transportation Plan](#), [Transportation Improvement Program](#), and [Unified Planning Work Program](#).

The Boston Region MPO encompasses 97 cities and towns ([pdf map](#)) ([html list](#)), covering approximately 1,360 square miles and stretching from Boston to Ipswich in the north, Marshfield in the south, and to approximately Interstate 495 in the west. The region is home to nearly three million people and supports about two million jobs. The communities in the region range from relatively rural towns, such as Dover, to large urban centers, such as Boston and Cambridge. Therefore, transportation planning must take into account the demographic, cultural, and environmental diversity of the region, and consider the various means by which residents and visitors travel in the region.

Cooperatively selecting transportation programs and projects for funding is a role of the MPO's 22 voting [members](#). The membership, which is documented in the MPO's Memorandum of Understanding ([pdf](#)) ([html](#)), includes state agencies, regional entities, and municipalities. Each fall, four municipal seats on the MPO's board are up for election. The chief elected officials of the municipalities in the region vote to elect these members. You can learn more about this process on the [election page](#). The work of the MPO is performed by the [Central Transportation Planning Staff](#) under the direction of the MPO board. Throughout its work, the MPO promotes a strong [public involvement program](#), collaborating with interested parties on an ongoing basis.

In all of its programs and activities, the MPO complies with Title VI of the Civil Rights Act of 1964, the Americans with Disabilities Act, and other federal and state non-discrimination statutes and regulations. Learn about the MPO's nondiscrimination policy and how to submit a complaint [here](#).

The activities of the MPO are periodically reviewed by the Federal Highway Administration and Federal Transit Administration. The latest Certification Review Report ([pdf](#)) was issued in April 2019.



Applications must be submitted to the Town Administrators office to the attention of Sherri Dalton at least 90 days prior to the planned event.

## Town of Wakefield

### APPLICATION FOR OUTDOOR EVENT

Today's Date \_\_\_\_\_

Organization sponsoring event: \_\_\_\_\_

Name and phone number: \_\_\_\_\_

Email address: \_\_\_\_\_

Anticipated Number of Attendees: \_\_\_\_\_

Purpose of event: \_\_\_\_\_

Charitable beneficiary (if any): \_\_\_\_\_

Date of event and start and end time: \_\_\_\_\_

Requested rain date (if any): \_\_\_\_\_

Specific public parks, playgrounds, fields or other public land of which the group requests use of:  
 \_\_\_\_\_  
 \_\_\_\_\_

<b><u>(check each one that applies)</u></b>	<b><u>Fee:</u></b>	<b><u>Total</u></b>
Non-refundable application fee – (separate check)	\$50.00	\$50.00
Number of tents or games _____	\$50.00 per tent or game per day	\$ _____
Use of gazebo (non-refundable) _____	\$100.00	\$ _____
Restoration fee (100-200 people) _____	\$50.00	\$ _____
Restoration fee (201-500 people) _____	\$100.00	\$ _____
Restoration fee (501-1000 people) _____	\$200.00	\$ _____
Restoration fee (1001 + people) _____	\$500.00	\$ _____
<b>Total Due</b>		<b>\$ _____</b>

I, the undersigned applicant acknowledge that I have read and understand all of the regulations concerning the Use of Lake Quannapowitt Shore Property (and Adjacent Areas) and Certain Public Ways for Celebrations, Fundraisers, and Other Organized Events or Gatherings policy.

X Katie Farrell Dolan  
Signature of Applicant

\_\_\_\_\_ October 22 2019 \_\_\_\_\_  
Date

**\*\*Please attach required information as set forth in the Use of Lake Quannapowitt Shore Property (and Adjacent Areas) and Certain Public Ways for Celebrations, Fundraisers, and Other Organized Events or Gatherings Policy\*\***

**Return to:**



---

**For Internal Use Only:**

**Town Administrator: Approved** \_\_\_\_\_ **Denied** \_\_\_\_\_ **Date:** \_\_\_\_\_ **By:** \_\_\_\_\_

**Police Department Detail: Yes** \_\_\_\_\_ **No** \_\_\_\_\_ **Date:** \_\_\_\_\_ **By:** \_\_\_\_\_

**Conditions/Comments:** \_\_\_\_\_

**Fire Department Detail: Yes** \_\_\_\_\_ **No** \_\_\_\_\_ **Date:** \_\_\_\_\_ **By:** \_\_\_\_\_

**Conditions/Comments:** \_\_\_\_\_

*Directors*

*Katherine Cruise  
Paul DiNocco, President  
Katie Dolan, Secretary  
Carolyn Dydzulis  
John M. Ross, V. President  
Christopher Tarr*



*A 501(c) 3 Non Profit*

*Associate Directors*

*Elaine Guaetta  
Susan Majeski*

October 12, 2019

Chair Ed Dombroski  
Town of Wakefield  
One Lafayette Street  
Wakefield, MA 01880

RE: 11<sup>th</sup> Annual "Tis the Season" Holiday Stroll & Shop 2019  
Saturday, December 7<sup>th</sup> 2:00 PM -6:00 PM

Dear Councilor Dombroski,

As the Wakefield Community Partnership-WCP (formally the Wakefield Event Planning Committee) continues its mission; we realize that the success of our town events would not have been possible without the collaboration, support and encouragement of the community and the entire Town Council. The WCP would like to share that sentiment with the community and would be honored if you, and members of the Council, would take the lead in the "Hat Parade" at this year's 11<sup>th</sup> Annual Holiday Stroll, as well as deliver greetings to the community at the Library steps. This year's theme will be Santa's Workshop.

Preparations are well underway and we respectfully request the following permissions from the Council:

- Request to conduct the Holiday Stroll on Saturday, December 7, 2019, between the hours of 2:00 PM and 6:00 PM. (Street Closing to Occur at 12:00 PM) During the Stroll, we request exclusive use of the R.O.W. within the shutdown area approved. All entertainment, food and activities to be approved by the WCP.  
(The time of street closure is determined by the amount of time needed to clear all vehicles from the right-of-way prior to the start of the Hat Parade)
- Request to close Main Street to vehicular traffic from Yale Ave to Richardson Ave., leaving Richardson open for right turn only (south) bound travel. Closing of the Lincoln Street parking lot on Smith Street so that access to the lot can be secured for EPC use prior to the event. To close Albion Street to vehicular traffic from Main St. to North Ave. The Committee will meet with the Town's Logistics team as required prior to the event to ensure vehicular and pedestrian safety.  
(This request has pretty much been a standard of our Holiday Stroll and developed through cooperation with the Town's Departments)

- Request to utilize the area surrounding the Civic Center and part of Armory St at the commencement of the Hat Parade  
(There will be a rolling shutdown from the Civic Center to Lincoln St starting at 2:55 PM) and Lincoln Street parking lot for Stroll activities, if needed. All Stroll activities commence at the Civic Center. Once all participants of the Hat Parade have gathered, the Parade starts and makes its way to the Library Stairs.) (Between the Civic Center and Lincoln Streets traffic will be controlled by the police dept until all parade walkers are safely in the event area.)

On behalf of the entire Committee, we thank you.

Respectfully,

Paul DiNocco, President  
John M. Ross, Vice-President  
Kaitlin Dolan, Secretary  
Katherine Cruise, Director  
Carolyn Dydzulis, Director  
Christopher Tarr, Director

Elaine Guaetta, Associate Director  
Susan Majeski, Associate Director



**TOWN OF  
WAKEFIELD**

**TOWN OF WAKEFIELD**  
William J. Lee Memorial Town Hall

**BANNER REQUEST APPLICATION**  
(Light Poles on Main Street just before Americal Civic Center)

Submit to Sherri Dalton at [sdalton@wakefield.ma.us](mailto:sdalton@wakefield.ma.us). Must be submitted 30 days in advance

Today's Date: 10/17/19 Email: bob32merry@msn.com

Applicant Name: Merilyn Eldridge

Address: 52 Oak St. Daytime Phone: 781-246-1825

Organization Name: Wakefield Alliance Against Violence

**Banner Information**

Name on Banner and Purpose:

WAAV logo - "Got Civility"

\_\_\_\_\_

Dates requested: December 16 thru December 23 or 30

Signature of Applicant: Merilyn E. Eldridge Date: 10/17/19

**For Internal Use Only:**

Town Council: Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date \_\_\_\_\_ By \_\_\_\_\_

Municipal Gas & Light Dept: Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date \_\_\_\_\_ By \_\_\_\_\_

Conditions/Comments: \_\_\_\_\_

\_\_\_\_\_

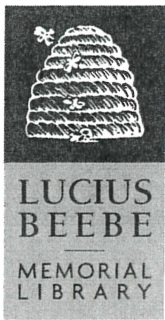


WAKEFIELD ALLIANCE  
**AGAINST**  
**VIOLENCE**

**got civility?**

WAKEFIELD ALLIANCE  
**AGAINST**  
**VIOLENCE**

© 2017 WAKEFIELD ALLIANCE



345 Main Street  
Wakefield, MA 01880-5093  
www.wakefieldlibrary.org

VOICE 781-246-6335  
FAX 781-246-6385  
EMAIL email@wakefieldlibrary.org

Date: 10/21/19

Town Council  
William J. Lee Memorial Town Hall  
1 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.

Thank you for your consideration.

Very truly yours,

Catherine McDonald  
Library Director

cc: Accounting



@wakefield.library



@Beebe\_Library



@beebeLibrary





WARRANT # 9 Total JE 600

DATE: 08.27.19

	GRAND TOTALS
GROSS PAYROLL	1,369,168.77
=====	
FEDERAL TAX	144,278.49
STATE TAX	60,179.11
MEDICARE	18,301.33
STATE/TOWN RETIRE	94,693.98
TEACHER RETIRE	10,585.59
FALLON DIRECT	331.63
FALLON SELECT	3,827.79
HARVARD INDEPENDENCE	2,505.12
HARVARD PRIMARY CHOICE	6,908.90
NEIGHBORHOOD HEALTH CARE	6,818.37
TUFTS NAVIGATOR	6,628.70
TUFTS SPIRIT	1,052.91
UNICARE BASIC	1,339.08
UNICARE COM CHOICE	6,108.43
UNICARE PLUS	3,210.85
COMM CONNECTOR	0.00
BLUE CROSS	0.00
CHILD SUPPORT OUT OF STATE	0.00
VISION INSURANCE	237.10
BM GOLD	499.02
BASIC LIFE	295.90
OPTIONAL LIFE	3,753.90
DENTAL	7,851.84
VALIC DC	8,563.51
NATIONWIDE	1,076.98
DFD CANCER	173.77
TEACHERS	0.00
SCH CAFETERIA	0.00
SCH MAINT	907.20
SCH CLERICAL	302.40
TOWN CLERICAL	308.70
MLD SUPER	70.00
MLD CREW/OFF	560.00
DPW	577.50
LIBRARY	0.00
POLICE	928.00
POLICE SUPER	360.00
FIRE	1,300.42
TWN ADM/PROF	185.00
TRAFFIC SUPER	0.00
TOWN CREDIT UN	50,323.00
SENIOR WORK OFF	0.00
GREAT WEST/COMM	31,570.97
TEACHER ANNUIT	2,605.00
LIEN-STATE	0.00
LIEN- MISC	0.00
LIEN-EDU	0.00
WAGE ASSIGN-LGT	0.00
TRUSTMARK ACCIDENT	291.28
DFD-MED/DENTAL	10,780.34
TERM LIFE	40.50
DEPENDENT CARE	3,013.48
PROVIDER 2	2,627.94
IRS LIEN	0.00
CRITICAL ILLNESS	1,134.87
DISABILITY INS	0.00
Disability Ins./Short	2,233.68
Disability Ins./Long	869.25
CRIMINAL JUSTICE TC	300.00
=====	0.00
<b>TOTAL DEDUCTS.</b>	<b>500,511.83</b>
<b>NET PAYROLL</b>	<b>868,656.94</b>

TOWN OF WAKEFIELD  
SCHEDULE OF DEPARTMENTAL RECEIPTS -- PAYROLL

DATE: 08.27.19

WARRANT# 9 Total Je 600

ORG	OBJECT	DESCRIPTION	AMOUNT
1	211000	FEDERAL TAX	144,278.49
1	211100	STATE TAX	60,179.11
1	211200	RETIRE--STATE/TOWN	94,693.98
1	211300	RETIRE--TEACHERS	10,585.59
1	211800	DISABILITY INS	0.00
1	211804	FALLON DIRECT	331.63
1	211805	FALLON SELECT CARE	3,827.79
1	211806	HARVARD INDEPENDENCE	2,505.12
1	211807	HARVARD PRIMARY CHOICE	6,908.90
1	211808	NEIGHBORHOOD HEALTH CA	6,818.37
1	211809	TUFTS NAVIGATOR	6,628.70
1	211810	TUFTS SPIRIT	1,052.91
1	211811	UNICARE BASIC	1,339.08
1	211812	UNICARE COM CHOICE	6,108.43
1	211813	UNICARE PLUS	3,210.85
1	211906	COMM CONNECTOR	0.00
1	211506	MEDICAL/DENTAL	10,780.34
1	212200	LIEN --SUPPORT	0.00
1	211507	TERM LIFE	40.50
1	212300	DEPENDENT CARE	3,013.48
1	211509	BM GOLD	499.02
1	211501	BASIC LIFE	295.90
1	211409	CHILD SUPPORT OUT OF STA	0.00
1	211702	VALIC DC	8,563.51
1	211508	DFD CANCER	173.77
1	211814	DENTAL	7,851.84
1	211703	VISION INSURANCE	237.10
1	211503	OPTIONAL LIFE INS	3,753.90
1	211504	LIFE PROVIDER II	2,627.94
1	211601	TEACHERS ANNUITY	2,605.00
1	211710	GREAT WESTERN/OBRA	31,570.97
1	212201	LIEN-STATE	0.00
1	213001	DUES- DPW	577.50
1	213002	DUES- TEACHERS	0.00
1	213003	DUES- FIRE	1,300.42
1	213004	DUES- SCH CLERICAL	302.40
1	213005	DUES- TWN CLERICAL	308.70
1	213006	DUES- TWN ADM/PROF	185.00
1	213007	DUES- POLICE	928.00
1	213008	DUES- POLICE SUPER	360.00
1	213009	DUES- TRAFFIC SUPER	0.00
1	213010	DUES- LIBRARY	0.00
1	213011	DUES- SCH CAFE	0.00
1	213012	DUES- SCH MAINT	907.20
1	213013	DUES- LIGHT CREW	560.00
1	212800	LIEN-EDU	0.00
1	212600	WAGE ASSIGN-LGT	0.00
1	211505	TRUSTMARK ACCIDENT	291.28
1	213014	DUES- LIGHT SUPER	70.00
1	211900	MEDICARE	18,301.33
1	212400	CREDIT UN - TOWN	50,323.00
110	123011	SENIOR WORK OFF	0.00
1	212000	IRS LIEN	0.00
1	212900	CRITICAL ILLNESS	1,134.87
1	211709	NATIONWIDE	1,076.98
1	211802	DISABILITY INS/SHORT	2,233.68
1	211803	DISABILITY INS/LONG	869.25
118	1799	CRIMINAL JUSTICE TC	300.00
1	122 2120 1	LIEN-IRS	0.00
<b>Total Deductions</b>			<b>500,511.83</b>
<b>Total Lien-EFT</b>			<b>2,888.00</b>
<b>Direct Deposits</b>			<b>775,250.28</b>
<b>Net paychecks</b>			<b>90,518.66</b>
<b>Gross payroll</b>			<b>1,369,168.77</b>

Town Of Wakefield Accounts Payable  
FY 2020

Warrant #	10	09.03.19	FY20
Dept #			No Print Checks
	misc batch		
	dues	1,127.40	
	telephone		
122	Town Council	384.00	
123	Community Development		
129	Misc Town Council	346.98	
131	Finance Committee		
135	Accounting	526.65	
141	Assessors		
145	Treasurer		
146	Tax Collector	1,583.60	
151	Legal		
155	Data Processing	150,761.33	
161	Town Clerk	88.98	
162	Election Expenses - Polls		
164	Election/Registrar		
171	Conservation		
175	Planning Board		
176	Bd of Appeals		
193	General Insurance		
198	Professional Med	240.00	
210	Police	3,642.51	
220	Fire	742.52	
293	Fire Alarm		
230	Public Safety Bldg		
231	Ambulance		
240	Building Insp		
244	Sealer		
291	Emergency Mgmt		
292	Animal Inspector		
293	Fire Alarm		
297	Parking Clerk		
298	Traffic Suprs		
300	School	119,632.91	
397	School Bldg Fund		
422	Public Works	128,736.13	
424	Street Lighting		
460	Light Dept	161,934.99	
510	Bd of Health		
541	Council of Aging	672.45	
543	Veterans	682.00	
610	Library	1,666.68	
615	Out of District		
630	Recreation Dept	150.00	
691	Historical		
693	Cultural Council	684.00	
800	Sweetser		
910	Non-Contrib.	5,310.12	
911	Retirement		
912	Workers Comp		
913	Unemployment		
914	Group Insurance	24,748.19	825.00
	<b>Total Warrant</b>	<b>603,661.44</b>	
	Total Wire Transfers		<b>\$825.00</b>
	Total Printed Checks	<b>602,836.44</b>	
		602,836.44	



total

09.10.19

TOWN OF WAKEFIELD

SCHEDULE OF DEPARTMENTAL RECEIPTS -- PAYROLL

	GRANT TOTALS
GROSS PAYROLL	2,376,872.98
BASIC LIFE	(1.10)
BM GOLD	764.59
CHILD SUPPORT OUT OF STATE	0.00
COMM CONNECTOR	0.00
CRIMINAL JUSTICE TC	300.00
CRITICAL ILLNESS	2,475.33
DENTAL	16,346.26
DEPENDENT CARE	5,794.95
DFD CANCER	318.75
DFD MEDICAL/DENTAL	20,701.62
DISABILITY INS	0.00
DISABILITY INS/LONG	1,828.26
DISABILITY INS/SHORT	4,915.34
DPW DUES	544.50
FALLON DIRECT	814.68
FALLON SELECT CARE	4,995.82
FEDERAL TAX	237,145.59
FIRE DUES	1,300.42
FIRE MUTUAL AID	266.40
FIRE RELIEF ASSOC	266.40
GREAT WESTERN/OBRA	30,854.82
HARVARD INDEPENDENCE	4,532.78
HARVARD PRIMARY CHOICE	16,796.54
LIBRARY DUES	759.74
LIEN-EDU	320.00
LIEN-IRS	0.00
LIEN-MISC	0.00
LIEN-STATE	0.00
MEDICARE	31,711.20
MLD CREW DUES	580.00
MLD SUPER DUES	70.00
NATIONWIDE	1,076.98
NEIGHBORHOOD HEALTH CARE	16,826.15
OPTIONAL LIFE	(4.85)
POLICE DUES	928.00
POLICE SUPER DUES	330.00
PROVIDER 2	4,517.44
SCH CAFETERIA DUES	0.00
SCH CLERICAL DUES	378.00
SCH MAINT DUES	0.00
SENIOR WORK OFF	0.00
STATE TAX	105,379.50
STATE/TOWN RETIRE	105,819.18
TEACHERS ANNUITY	28,432.80
TEACHERS DUES	0.00
TEACHERS RETIRE	116,440.78
TERM LIFE	251.92
TOWN CLERICAL DUES	325.85
TOWN CREDIT UNION	65,696.00
TRAFFIC SUPER DUES	0.00
TRUSTMARK ACCIDENT	488.17
TUFTS NAVIGATOR	14,235.09
TUFTS SPIRIT	2,501.09
TWN ADM/PROF DUES	185.00
UNICARE BASIC	1,669.99
UNICARE COM CHOICE	10,249.16
UNICARE PLUS	6,489.87
VALIC DC	10,316.65
VISION INSURANCE	531.39
WAGE ASSIGN-LGT	0.00
<b>TOTAL DEDUCTS</b>	<b>877,467.05</b>
<b>NET PAYROLL</b>	<b>1,499,405.93</b>

WARRANT# 11 Total		DATE: 09.10.19	
ORG	OBJECT	DESCRIPTION	AMOUNT
1	211501	BASIC LIFE	(1.10)
1	211509	BM GOLD	764.59
1	211409	CHILD SUPPORT OUT OF STATE	0.00
1	211906	COMM CONNECTOR	0.00
1	179900	CRIMINAL JUSTICE TC	300.00
1	212900	CRITICAL ILLNESS	2475.33
1	211814	DENTAL	16,346.26
1	212300	DEPENDENT CARE	5,794.95
1	211508	DFD CANCER	318.75
1	211506	DFD MEDICAL/DENTAL	20701.62
1	211800	DISABILITY INS	0.00
1	211803	DISABILITY INS/LONG	1,828.26
1	211802	DISABILITY INS/SHORT	4,915.34
1	213001	DPW DUES	544.50
1	211804	FALLON DIRECT	814.68
1	211805	FALLON SELECT CARE	4,995.82
1	211000	FEDERAL TAX	237,145.59
1	213003	FIRE DUES	1,300.42
1	212901	FIRE MUTUAL AID	266.40
1	212902	FIRE RELIEF ASSOC	266.40
1	211710	GREAT WESTERN/OBRA	30,854.82
1	211806	HARVARD INDEPENDENCE	4,532.78
1	211807	HARVARD PRIMARY CHOICE	16,796.54
1	213010	LIBRARY DUES	759.74
1	212800	LIEN-EDU	320.00
1	212000	LIEN-IRS	0.00
1	212201	LIEN-MISC	0.00
1	212200	LIEN-STATE	0.00
1	211900	MEDICARE	31,711.20
1	213013	MLD CREW DUES	580.00
1	213014	MLD SUPER DUES	70.00
1	211709	NATIONWIDE	1,076.98
1	211808	NEIGHBORHOOD HEALTH CARE	16,826.15
1	211503	OPTIONAL LIFE	(4.85)
1	213007	POLICE DUES	928.00
1	213008	POLICE SUPER DUES	330.00
1	211504	PROVIDER 2	4,517.44
1	213011	SCH CAFETERIA DUES	0.00
1	213004	SCH CLERICAL DUES	378.00
1	213012	SCH MAINT DUES	0.00
1	123011	SENIOR WORK OFF	0.00
1	211100	STATE TAX	105,379.50
1	211200	STATE/TOWN RETIRE	105,819.18
1	211601	TEACHERS ANNUITY	28,432.80
1	213002	TEACHERS DUES	0.00
1	211300	TEACHERS RETIRE	116,440.78
1	211507	TERM LIFE	251.92
1	213005	TOWN CLERICAL DUES	325.85
1	212400	TOWN CREDIT UNION	65,696.00
1	213009	TRAFFIC SUPER DUES	0.00
1	211505	TRUSTMARK ACCIDENT	488.17
1	211809	TUFTS NAVIGATOR	14,235.09
1	211810	TUFTS SPIRIT	2,501.09
1	213006	TWN ADM/PROF DUES	185.00
1	211811	UNICARE BASIC	1,669.99
1	211812	UNICARE COM CHOICE	10,249.16
1	211813	UNICARE PLUS	6,489.87
1	211702	VALIC DC	10,316.65
1	211703	VISION INSURANCE	531.39
1	212600	WAGE ASSIGN-LGT	0.00
		<b>Total Deductions</b>	<b>877,467.05</b>
		<b>Total Lien-EFT</b>	<b>3,054.00</b>
		<b>Direct Deposits</b>	<b>1,377,126.07</b>
		<b>Net paychecks</b>	<b>119,225.86</b>
		<b>Gross payroll</b>	<b>2,376,872.98</b>



Town Of Wakefield Accounts Payable  
FY 2020

Warrant #	12	09.17.19	FY20
Dept #			No Print Checks
	misc batch		
	dues	320.00	
	telephone		
122	Town Council	2,646.81	
123	Community Development		
129	Misc Town Council		
131	Finance Committee		
135	Accounting	4,102.67	
141	Assessors		
145	Treasurer		
146	Tax Collector		
151	Legal		
155	Data Processing	7,145.06	
161	Town Clerk	3,501.00	
162	Election Expenses - Polls		
164	Election/Registrar		
171	Conservation		
175	Planning Board		
176	Bd of Appeals		
193	General Insurance		
198	Professional Med		
210	Police	9,193.59	
220	Fire	1,184.86	
293	Fire Alarm		
230	Public Safety Bldg		
231	Ambulance		
240	Building Insp	1,280.58	
244	Sealer		
291	Emergency Mgmt		
292	Animal Inspector	113.03	
293	Fire Alarm		
297	Parking Clerk		
298	Traffic Suprs		
300	School	217,994.45	
397	School Bldg Fund		
422	Public Works	186,855.81	
424	Street Lighting		
460	Light Dept	104,056.32	66,351.30
510	Bd of Health	144.00	
541	Council of Aging	3,102.08	
543	Veterans	15,091.02	
610	Library	13,243.15	
615	Out of District		
630	Recreation Dept	6,279.50	
691	Historical		
693	Cultural Council		
800	Sweetser		
910	Non-Contrib.		
911	Retirement		
912	Workers Comp	139,389.00	
913	Unemployment		
914	Group Insurance	1,150,001.51	1,105,122.16
	<b>Total Warrant</b>	<b>1,865,644.44</b>	
	Total Wire Transfers		<b>\$1,171,473.46</b>
	Total Printed Checks	<b>694,170.98</b>	
		694,170.98	

<b>WARRANT: 13 Total</b>	
<b>DATE: 09.24.19</b>	
<b>GROSS PAYROLL</b>	<b>GRANT TOTALS</b>
	2,470,093.89
BASIC LIFE	630.85
BM GOLD	764.59
CHILD SUPPORT OUT OF STATE	0.00
COMM CONNECTOR	0.00
CRIMINAL JUSTICE TC	300.00
CRITICAL ILLNESS	2,443.04
DENTAL	16,524.52
DEPENDENT CARE	5,927.33
DFD CANCER	318.75
DFD MEDICAL/DENTAL	20,762.08
DISABILITY INS	2,360.66
DISABILITY INS/LONG	1,836.15
DISABILITY INS/SHORT	5,233.62
DPW DUES	561.00
FALLON DIRECT	754.61
FALLON SELECT CARE	4,995.82
FEDERAL TAX	241,758.77
FIRE DUES	1,300.42
FIRE MUTUAL AID	266.40
FIRE RELIEF ASSOC	266.40
GREAT WESTERN/OBRA	33,593.69
HARVARD INDEPENDENCE	4,532.78
HARVARD PRIMARY CHOICE	16,467.24
LIBRARY DUES	0.00
LIEN-EDU	320.00
LIEN-IRS	0.00
LIEN-MISC	0.00
LIEN-STATE	0.00
MEDICARE	32,963.46
MLD CREW DUES	580.00
MLD SUPER DUES	70.00
NATIONWIDE	1,076.98
NEIGHBORHOOD HEALTH CARE	16,828.84
OPTIONAL LIFE	6,045.07
POLICE DUES	928.00
POLICE SUPER DUES	360.00
PROVIDER 2	4,471.23
SCH CAFETERIA DUES	474.00
SCH CLERICAL DUES	340.20
SCH MAINT DUES	907.20
SENIOR WORK OFF	0.00
STATE TAX	108,875.62
STATE/TOWN RETIRE	107,896.81
TEACHERS ANNUITY	28,582.80
TEACHERS DUES	0.00
TEACHERS RETIRE	118,983.59
TERM LIFE	155.62
TOWN CLERICAL DUES	325.85
TOWN CREDIT UNION	67,043.00
TRAFFIC SUPER DUES	65.00
TRUSTMARK ACCIDENT	499.39
TUFTS NAVIGATOR	14,690.61
TUFTS SPIRIT	2,501.09
TWN ADM/PROF DUES	185.00
UNICARE BASIC	1,669.99
UNICARE COM CHOICE	10,840.10
UNICARE PLUS	6,489.87
VALIC DC	10,894.97
VISION INSURANCE	539.49
WAGE ASSIGN-LGT	0.00
<b>TOTAL DEDUCTS</b>	<b>907,202.50</b>
<b>NET PAYROLL</b>	<b>1,562,891.39</b>

**TOWN OF WAKEFIELD**  
**SCHEDULE OF DEPARTMENTAL RECEIPTS -- PAYROLL**

<b>WARRANT# 13 Total</b>		<b>DATE: 09.24.19</b>	
<b>ORG</b>	<b>OBJECT</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
1	211501	BASIC LIFE	630.85
1	211509	BM GOLD	764.59
1	211409	CHILD SUPPORT OUT OF STATE	0.00
1	211906	COMM CONNECTOR	0.00
1	179900	CRIMINAL JUSTICE TC	300.00
1	212900	CRITICAL ILLNESS	2,443.04
1	211814	DENTAL	16,524.52
1	212300	DEPENDENT CARE	5,927.33
1	211508	DFD CANCER	318.75
1	211506	DFD MEDICAL/DENTAL	20,762.08
1	211800	DISABILITY INS	2,360.66
1	211803	DISABILITY INS/LONG	1,836.15
1	211802	DISABILITY INS/SHORT	5,233.62
1	213001	DPW DUES	561.00
1	211804	FALLON DIRECT	754.61
1	211805	FALLON SELECT CARE	4,995.82
1	211000	FEDERAL TAX	241,758.77
1	213003	FIRE DUES	1,300.42
1	212901	FIRE MUTUAL AID	266.40
1	212902	FIRE RELIEF ASSOC	266.40
1	211710	GREAT WESTERN/OBRA	33,593.69
1	211806	HARVARD INDEPENDENCE	4,532.78
1	211807	HARVARD PRIMARY CHOICE	16,467.24
1	213010	LIBRARY DUES	0.00
1	212800	LIEN-EDU	320.00
1	212000	LIEN-IRS	0.00
1	212201	LIEN-MISC	0.00
1	212200	LIEN-STATE	0.00
1	211900	MEDICARE	32,963.46
1	213013	MLD CREW DUES	580.00
1	213014	MLD SUPER DUES	70.00
1	211709	NATIONWIDE	1,076.98
1	211808	NEIGHBORHOOD HEALTH CARE	16,828.84
1	211503	OPTIONAL LIFE	6,045.07
1	213007	POLICE DUES	928.00
1	213008	POLICE SUPER DUES	360.00
1	211504	PROVIDER 2	4,471.23
1	213011	SCH CAFETERIA DUES	474.00
1	213004	SCH CLERICAL DUES	340.20
1	213012	SCH MAINT DUES	907.20
1	123011	SENIOR WORK OFF	0.00
1	211100	STATE TAX	108,875.62
1	211200	STATE/TOWN RETIRE	107,896.81
1	211601	TEACHERS ANNUITY	28,582.80
1	213002	TEACHERS DUES	0.00
1	211300	TEACHERS RETIRE	118,983.59
1	211507	TERM LIFE	155.62
1	213005	TOWN CLERICAL DUES	325.85
1	212400	TOWN CREDIT UNION	67,043.00
1	213009	TRAFFIC SUPER DUES	65.00
1	211505	TRUSTMARK ACCIDENT	499.39
1	211809	TUFTS NAVIGATOR	14,690.61
1	211810	TUFTS SPIRIT	2,501.09
1	* 213006	TWN ADM/PROF DUES	185.00
1	211811	UNICARE BASIC	1,669.99
1	211812	UNICARE COM CHOICE	10,840.10
1	211813	UNICARE PLUS	6,489.87
1	211702	VALIC DC	10,894.97
1	211703	VISION INSURANCE	539.49
1	212600	WAGE ASSIGN-LGT	0.00
<b>Total Deductions</b>			<b>907,202.50</b>
<b>Total Lien-EFT</b>			<b>3,054.00</b>
<b>Direct Deposits</b>			<b>1,461,633.28</b>
<b>Net paychecks</b>			<b>98,204.11</b>
<b>Gross payroll</b>			<b>2,470,093.89</b>