



TOWN OF WAKEFIELD

TOWN COUNCIL

Ann Santos, Chair
Julie Smith-Galvin, Vice Chair

Mehreen N. Butt
Jonathan P. Chines

Paul R. DiNocco
Edward F. Dombroski, Jr.

Peter J. May
Sherri Dalton, Clerk

NOTICE OF MEETING

July 13th, 2020 | 6:00 p.m.

Via Zoom: <https://us02web.zoom.us/j/87606524957>

Consistent with the Governor's orders suspending certain provisions of the Open Meeting Law and banning gatherings of more than 10 people, this meeting will be conducted by remote participation to the greatest extent possible. The public may not physically attend this meeting, but every effort will be made to allow the public to view and/or listen to the meeting in real time. Persons who wish to do so are invited to click on the following link <https://us02web.zoom.us/j/87606524957>. If you do not have a camera or microphone on your computer you may use the following dial in number: 1-312-626-6799 Meeting ID 876 0652 4957. Please only use dial in or computer and not both, as audio feedback will distort the meeting. This meeting will be audio and video recorded.

Item 1 | Call to Order

Item 2 | Pledge of Allegiance

Item 3 | Attendance

Item 4 | Legal Strategy

Discussion of Town's legal strategy in litigation concerning Woods Subdivision. (Executive session anticipated).

Item 5 | Public Engagement

Any member of the public who wishes to address the Town Council is asked to submit any comments or concerns to <https://www.wakefield.ma.us/public-participation> at least two hours prior to the start of the meeting. Alternatively, members of the public are invited to participate via the Zoom virtual meeting, using the instructions listed above.

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 6 | Approval of Minutes

- A. Approval of June 22nd, 2020 Town Council meeting minutes.
- B. Approval of June 29th, 2020 Town Council meeting minutes.
- C. Approval of June 29th, 2020 Town Council executive meeting minutes.

Item 7 | Youth Council

Youth Council update.



Item 8 | Updates

A. COVID-19.

B. Library.

Item 9 | Liquor License Amendment

Crystal Community Club change of manager application.

Item 10 | Sewer Bond

MWRA I/I Local Financial Assistance Program: August 2020.

Item 11 | Public Hearings

A. Pole Petition – 55 Court Street – August 03rd, 2020 at 6:15 p.m.

B. Liquor Application – Ben 123, Inc. – August 03rd, 2020 at 6:30 p.m.

Item 12 | Appointments/Personnel

A. Authorize Town Council Clerk to advertise to fill two (2) unexpired 5-year terms on the Planning Board – one (1) through April 2021 and one (1) through April 2023.

B. Authorize the appointment of Joseph Bragg as the vacation replacement Inspector of Wires.

C. Authorize the appointment of Shawn Inman as the vacation replacement Plumbing and Gas Inspector.

Item 13 | Warrants

Councilors to be updated on Warrant 49 dated June 02nd, 2020 through Warrant 52 dated June 23rd, 2020.

Item 14 | Announcements

Item 15 | Matters Not Anticipated for Agenda

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

Item 16 | Adjournment

Next Regular Town Council Meeting: August 03rd, 2020



TOWN OF WAKEFIELD

TOWN COUNCIL

MEETING MINUTES

June 22nd, 2020 | 6:00 p.m.

Via Zoom: <https://us02web.zoom.us/j/81987692807>

Council Members Present: Ann McGonigle Santos, Chair; Julie Smith-Galvin, Vice-Chair; Mehreen N. Butt; Jonathan P. Chines; Paul R. DiNocco and Edward F. Dombroski, Jr.

Council Member Absent: Peter J. May.

Administration Present: Sherri A. Dalton, Town Council Clerk; Stephen P. Maio, Town Administrator.

Call to Order: Councilor Santos called the meeting to order at 6:00 p.m.

Pledge of Allegiance: Councilor Santos led the body in the reciting of the Pledge of Allegiance.

Public Engagement: There was no public engagement.

Approval of Minutes: Councilor DiNocco motioned to approve the June 08th, 2020 regular Town Council Meeting Minutes. Councilor Chines seconded. Motion passed 6-o-o by a roll call vote.

Deputy Fire Chief Appointment: Town Administrator Stephen P. Maio introduced Thomas Purcell as his appointment to the Deputy Fire Chief position. Councilor DiNocco motioned to ratify the appointment. Councilor Chines seconded. Motion passed 6-o-o by a roll call vote.

Building Inspector Appointment: Town Administrator Stephen P. Maio introduced Benjamin DeChristoforo as his appointment to the Building Inspector position. Councilor Smith-Galvin motioned to ratify the appointment. Councilor Dombroski seconded. Motion passed 6-o-o by a roll call vote.

Water and Sewer Rate Public Hearing: At 6:15 p.m. Councilor Dombroski motioned to open the Public Hearing. Councilor Chines seconded. Motion passed 6-o-o by a roll call vote. Director of the Department of Public Works along with Town Engineer, Business Manager and Matthew Abrahams from the Abrahams Group who presented the new study results for the Fiscal Year 2021 Water and Sewer rates as approved by the Advisory Board of Public Works. The Council was concerned with the potential of residents not being able to pay their bills with the proposed rates and asked that they report back to the Council next year with an update. Councilor Smith-Galvin motioned to approve the following: Water Rate per 100 Cubic Feet – Including Service Charge Rate - Tier 1 from 1 to 1000 \$7.30; Tier 2 from 1001 to 2500 \$7.72; Tier 3 from 2501 to 6000 \$8.15; Tier 4 from 6001 + \$8.99. Water Service Charge – Meter Size (in) Charge Per Bill – 5/8 \$19.16; 3/4 \$19.16; 1 \$19.16; 1.5 \$63.87; 2 \$102.19; 3 \$191.61; 4 \$319.35. Sewer Rate per 100 Cubic Feet – Including Service Charge and Sewer Flat Rate – Tier 1 from 1 to 1000 \$11.20; Tier 2 from 1010 to 2500 \$11.70; Tier 3 from 2501 to 6000 \$12.21; Tier 4 from 6001 + \$13.22; Sewer Flat \$370.00 (per quarter). Sewer Service Charge – Meter Size (in) Charge Per Bill – 5/8 \$21.40; 3/4 \$21.40; 1 \$21.40; 1.5 \$71.33; 2 \$114.14; 3 \$214.00; 4 \$356.67. Manual Read Meter Fee - \$50.00 per quarter. Septic Disposal Rate – Facility Opening Fee \$110.00; Disposal



Cost per 100 Cubic Feet charged at current sewer rate; Off Hours disposal rate (additional) minimum 3 hours at current W-4 scale X 1.5. Councilor Butt seconded. Motion passed 5-1-0 by a roll call vote with Councilor Chines voting against the motion. There was no public comment. At 7:37 p.m. Councilor Dombroski motioned to close the Public Hearing. Councilor DiNocco seconded. Motion passed 6-0-0 by a roll call vote.

COVID-19 Updates: As of Saturday, there are 313 confirmed cases of COVID-19 in Wakefield. The Town received the first installment of monies from the CARES Act. The re-opening of Town Hall has gone very well.

The proposals for outdoor restaurant dining have worked very well. Town Administrator Maio requested restaurants that have been allowed to come out to the street be extended to seven (7) days a week and to also open the whole east side of Tuttle Street. He stated that the area for Sakura and Public Kitchen can be expanded a little with still having parking spaces in between. Councilor Dombroski motioned to extend outdoor dining to seven (7) days a week; expand the area for Sakura and Public Kitchen; and to open the whole east side of Tuttle Street. Councilor DiNocco seconded. Motion passed 6-0-0 by a roll call vote.

Wakefield Community Partnership: John Ross, Vice-President of the Community Partnership discussed with the Town Council the idea for a multi organizational two-day event in the downtown with proposed dates of September 25th and 26th; October 16th and 17th or December 4th and 5th. With no specific plans being brought forward to the Town Council, the Council tabled the request until the Wakefield Community Partnership could speak with the Director's of Emergency Management and Health Department. Councilor Santos also suggested that they have conversations with the Wakefield Lynnfield Chamber of Commerce.

Economic Development Council: Presented to the Town Council, by Councilor Dombroski was the revised – final version of the Economic Development Council. The composition and structure of the Council shall be a nine (9) member body appointed by the Town Council from diverse backgrounds and disciplines. Terms shall be three (3) years, with terms initially staggered at inception to ensure continuity going forward. There will also be one or two Town Councilors annually assigned by the Town Council Chair as liaisons to the EDC as well as representatives from town administration as needed to participate in the EDC's meetings on an advisory basis. Councilor Dombroski thanked Councilor's Smith-Galvin and Chines for working with him on bringing forth the revised – final version to the Town Council. Councilor DiNocco stated that Councilor's Dombroski, Smith-Galvin and Chines did a great job restructuring the proposal. Councilor Dombroski motioned to create the Economic Development Council and to advertise at some point in the near future. Councilor DiNocco seconded. Motion passed 6-0-0 by a roll call vote.

Appointments: Councilor Dombroski motioned to appoint F. James Luciani to the Conservation Commission to fill an un-expired term through April 30, 2023. Councilor Chines seconded. Motion passed 6-0-0 by a roll call vote.

Council Smith-Galvin motioned to appoint Abigail Lane, Jordan Coccoluto and Jiovanni Luciani as non-voting student members to the Clean Lake Committee. Councilor Dombroski seconded. Motion passed 6-0-0 by a roll call vote.

Councilor DiNocco motioned to authorize the Clerk of the Town Council to advertise to fill an un-expired 5-year term on the Wakefield Housing Board of Commissioners through April 30, 2022. Councilor Chines seconded. Motion passed 6-0-0 by a roll call vote.

The Town Councilor tabled the request to advertise to fill a Town Council un-expired 3-year appointment term on the Human Rights Commission through April 30, 2021.

Fiscal Year 2020: The total amount of Reserve Fund Transfers as presented by the Town Administrator is \$174,100.00. The Town is going to end Fiscal Year 2020 in very good shape. Going forward for the months of July and August, the Department of Revenue is going to be forwarding the Town one twelfth of last year's budget of Chapter 70 funds and one twelfth of last year's budget of unrestricted local aid.

Donation: Councilor Chines motioned to accept and expend a gift or gifts to the Library in the amount of \$805.00 from various donors with thanks. Councilor Dombroski seconded. Motion passed 6-o-o by a roll call vote.

Town Warrants: Councilor's were updated on Warrant 41 dated April 07th, 2020 through Warrant 47 dated May 19th, 2020.

Announcements: Councilor Chines commented that the Home Rule Petition for the Senior Property Tax Exemption was finally passed and approved by the Governor and thanked the legislation delegation as well as the Town Assessor.

Councilor DiNocco also acknowledged Paul Brodeur as he was the initiator of the Bill; asked that the School Department or the Town address an issue at the parking lot across from Landrigan Field and recommends closing the lot until school starts as that lot is being abused.

Councilor Butt thanked everyone involved for a successful Town Meeting and would like to talk about holding Town Meeting's on Saturday's going forward; excited about the Economic Development Director position; Farmer's Market had their grand opening on Saturday and they will be open again this Saturday with the approval to sell live orders; mentioned having a kiosk set up at Town Hall for drive through business; requested a Rail to Trail update at the next meeting; Community Gardens are open; members of the Youth Council attended Town Meeting to observe.

Councilor Smith-Galvin noted that Town Election is tomorrow and sent well wishes to colleagues that are running; would like to have diversity equity inclusion training; recognized Jody Sherman for her service to the Town and stated "Jody Sherman drove the book sale's growth for over 20 years, from its small origins to the massive events of recent years, fund raising on the order of \$200K for the Beebe. She stood at the helm, acting as caretaker, primary organizer and sage of the books (which were formerly stored in her garage), training numerous volunteers, tirelessly supervising during the long hours of setup and breakdown as well as managing the sale itself. Jody's energy and dedication were inspiring to generations of volunteers and will be sorely missed", "Jody has understandably decided to step back after her extended service "living" the book sale, and members of the Friends and community would like to express our gratitude and ask for her to be recognized by the Town Council".

Councilor Dombroski recognized Steve Maio in regards to the Home Rule Petition; recognized and thanked the members of the Public Safety Building Reassessment Committee for their hard work and the vote at Town Meeting reflected that; reminded everyone that tomorrow is the Town Election and mentioned that this ends his first term as a Town Councilor. He extended his sincere thanks to the Town of Wakefield for giving him this opportunity these last three years as he has done everything in his power to earn the trust and confidence of the residents.

Town Administrator Maio recognized and thanked Tom Walsh, Ruth Clay, WCAT and DPW for making Town Meeting happen as the turn out was one of the largest ones in three or four years with 252 people in attendance.

Councilor Santos agreed with Councilor Butt about holding Town Meeting's on a Saturday's; noted with regret the death of Elizabeth DeFelice; announced the following liaison appointments: Councilor Butt – Police Department, Board of Health, Library and Human Right Commisison; Councilor Dombroski – Economic Development Council; Councilor Chines – Albion Cultural Exchange Committee, School Department, Planning Board; Councilor Smith-Galvin – Committees, Environmental Sustainability Committee, WMGLD; Councilor Santos – Fire Department; Councilor May – DPW. She noted that she forgot to assign Councilor DiNocco as a liaison and asked him to contact her so they can discuss. Councilor Chines continues to be the Warrant signer.

Matters Not Anticipated: There were no matters unanticipated.

Adjournment: At 8:51 p.m. Councilor Chines motioned to adjourn. Councilor Dombroski seconded. Motion passed 6-o-o by a roll call vote.

Next Council Meeting: The next regular Town Council meeting is July 13th, 2020.

Respectfully submitted,



Sherri A. Dalton
Town Council Clerk



TOWN OF WAKEFIELD

TOWN COUNCIL

SPECIAL AND EMERGENCY MEETING MINUTES

June 29th, 2020 | 6:30 p.m.

Via Zoom: <https://us02web.zoom.us/j/82358995180>

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

Administration Present: Sherri A. Dalton, Town Council Clerk; Stephen P. Maio, Town Administrator.

Town Counsel Present: Thomas A. Mullen

Call to Order: Councilor Santos called the meeting to order at 6:30 p.m. and stated there is a need for Executive Session to discuss the Town's legal strategy in threatened litigation concerning the collection of signatures on a petition for referendum to overturn the Public Safety Building vote at the Annual Town Meeting because an open meeting may have detrimental effects on the bargaining position of the Town, with the intent of adjourning Executive Session and not returning to open session. Councilor Dombroski so motioned at 6:32 p.m. Councilor Smith-Galvin seconded. Motion passed 7-0-0 on a roll call vote with all seven councilors voting in the affirmative.

Respectfully submitted,

Sherri A. Dalton
Town Council Clerk





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

**RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
MONETARY TRANSMITTAL FORM**

APPLICATION FOR MULTIPLE AMENDMENTS

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

ECRT CODE: RETA

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

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

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

00011-CL-1310

ENTITY/ LICENSEE NAME

Crystal Community Club, Inc.

ADDRESS

77 Preston Street

CITY/TOWN

Wakefield

STATE

MA

ZIP CODE

01880

For the following transactions (Check all that apply):

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

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS
TRANSMITTAL FORM ALONG WITH
COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:

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



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

APPLICATION FOR MULTIPLE AMENDMENTS

Please select all of the amendments you are applying for:

☐ **CHANGE OF CATEGORY**

DOR Certificate of Good Standing
DUA Certificate of Compliance
Change of Category Application
Vote of the Corporate Board
Abutter's Notification*
Advertisement*
Monetary Transmittal Form
\$200 fee via [ABCC website](http://www.abcc.mass.gov) and Payment Receipt

☐ **CHANGE OF LICENSE TYPE**

Change of License Type Application
Vote of the Corporate Board
Advertisement*
Monetary Transmittal Form
\$200 fee via [ABCC website](http://www.abcc.mass.gov) and Payment Receipt

☐ **CHANGE OF CORPORATE STRUCTURE**

DOR Certificate of Good Standing
DUA Certificate of Compliance
Change of Corporate Structure Application
Business Structure Documents
If Sole Proprietor, Business Certificate
If partnership, Partnership Agreement
If corporation or LLC, Articles of Organization from the Secretary of the Commonwealth
Vote of the Corporate Board
Monetary Transmittal Form
\$200 fee via [ABCC website](http://www.abcc.mass.gov) and Payment Receipt

☐ **CHANGE OF CLASSIFICATION**

DOR Certificate of Good Standing
DUA Certificate of Compliance
Change of Classification Application
Vote of the Corporate Board
Abutter's Notification*
Advertisement*
Monetary Transmittal Form
\$200 fee via [ABCC website](http://www.abcc.mass.gov) and Payment Receipt

**If abutter notification and advertisement are required for transaction, please see the local licensing authority.*



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
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www.mass.gov/abcc

APPLICATION FOR MULTIPLE AMENDMENTS

Please select all of the amendments you are applying for(continued):

☐ **CHANGE OF OFFICERS/DIRECTORS/LLC MANAGERS**

DOR Certificate of Good Standing

DUA Certificate of Compliance

Change of Officers/Directors Application

CORI Authorization Complete one for the proposed manager of record. This form **must** be notarized with a stamp or raised seal.

Business Structure Documents

If Sole Proprietor, Business Certificate

If partnership, Partnership Agreement

If corporation or LLC, Articles of Organization from the Secretary of the Commonwealth

Vote of the Entity Board

Monetary Transmittal Form

\$200 fee via [ABCC website](http://www.abcc.com) and Payment Receipt

☐ **CHANGE OF OWNERSHIP INTEREST** (e.g. LLC Members, LLP Partners, Trustees etc.)

DOR Certificate of Good Standing

DUA Certificate of Compliance

Change of Officers/Directors Application

Financial Statement

CORI Authorization Complete one for the proposed manager of record. This form **must** be notarized with a stamp or raised seal.

Business Structure Documents

If Sole Proprietor, Business Certificate

If partnership, Partnership Agreement

If corporation or LLC, Articles of Organization from the Secretary of the Commonwealth

Vote of the Entity Board

Purchase and Sale Agreement

Supporting Financial Records

Advertisement*

Monetary Transmittal Form

\$200 fee via [ABCC website](http://www.abcc.com) and Payment Receipt

☐ **CHANGE OF STOCK INTEREST** (e.g. New Stockholders or Transfer or Issuance of Stock)

DOR Certificate of Good Standing

DUA Certificate of Compliance

Change of Officers/Directors Application

Financial Statement

CORI Authorization Complete one for the proposed manager of record. This form **must** be notarized with a stamp or raised seal.

Business Structure Documents

If Sole Proprietor, Business Certificate

If partnership, Partnership Agreement

If corporation or LLC, Articles of Organization from the Secretary of the Commonwealth

Vote of the Entity Board

Purchase and Sale Agreement

Supporting Financial Records

Advertisement*

Monetary Transmittal Form

\$200 fee via [ABCC website](http://www.abcc.com) and Payment Receipt



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APPLICATION FOR MULTIPLE AMENDMENTS

Please select all of the amendments you are applying for(continued):

☐ **CHANGE OF CORPORATE NAME OR DBA**

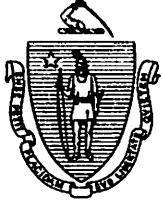
DOR Certificate of Good Standing
DUA Certificate of Compliance
Change of Corporate Name/DBA Application
Business Structure Documents
If Sole Proprietor, Business Certificate
If partnership, Partnership Agreement
If corporation or LLC, Articles of Organization from the Secretary of the Commonwealth
Vote of the Corporate Board
Monetary Transmittal Form
\$200 fee via ABCC website and Payment Receipt

☐ **CHANGE OF PLEDGE OF LICENSE, STOCK OR INVENTORY**

DOR Certificate of Good Standing
DUA Certificate of Compliance
Change of Pledge of License, Stock or Inventory Application
Pledge documentation
Promissory note
Vote of the Corporate Board
Monetary Transmittal Form
\$200 fee via ABCC website and Payment Receipt

☐ **CHANGE OF MANAGER**

Change of Manager Application
CORI Authorization Complete one for the proposed manager of record. This form **must** be *notarized with a stamp or raised seal*.
Vote of the Entity Board.
Proof of Citizenship. Passport, birth certificate, voter registration, or naturalization papers will be accepted.
Monetary Transmittal Form
\$200 fee via ABCC website and Payment Receipt



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APPLICATION FOR MULTIPLE AMENDMENTS

Please select all of the amendments you are applying for(continued):

☐ **CHANGE OF LOCATION**

Alteration of Premises/Change of Location Application
Vote of the Corporate Board
Supporting financial records
Legal Right to Occupy
Floor Plan
Abutter's Notification*
Advertisement*
Monetary Transmittal Form
\$200 fee via ABCC website and Payment Receipt

☐ **ALTERATION OF PREMISES**

Alteration of Premises/Change of Location Application
Vote of the Corporate Board
Supporting financial records
Legal Right to Occupy
Floor Plan
Abutter's Notification*
Advertisement*
Monetary Transmittal Form
\$200 fee via ABCC website and Payment Receipt

☐ **MANAGEMENT AGREEMENT**

Management Agreement Application
Management Agreement
Vote of the Entity
CORI Forms for all listed in Section 8A and attachments
IMPORTANT NOTE: A management agreement is where a licensee authorizes a third party to control the daily operations of the license premises, while retaining ultimate control over the license, through a written contract. *This does not pertain to a liquor license manager that is employed directly by the entity.*



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www.mass.gov/abcc

APPLICATION FOR MULTIPLE AMENDMENTS

Please select all of the amendments you are applying for(continued):

Non-Profit Club's ONLY

e.g. Veteran's Club

☒ **Non-Profit Club CHANGE OF OFFICERS/DIRECTORS**

DOR Certificate of Good Standing

DUA Certificate of Compliance

Change of Officers/Directors Application

Business Structure Documents-Articles of Organization from the Secretary of the Commonwealth

CORI Authorization Form This form **must** be *notarized with a stamp or raised seal*.

Vote of the club signed by an approved officer

Monetary Transmittal Form

\$200 fee via ABCC website and Payment Receipt

☒ **Non-Profit Club CHANGE OF MANAGER**

Change of Manager Application

CORI Authorization Complete one for the proposed manager of record. This form **must** be *notarized with a stamp or raised seal*.

Vote of the club signed by an approved officer.

Updated Officers and Directors*

***Please ensure to update your officers and directors *simultaneously* or PRIOR to applying for a change of manager. It will be returned with no action taken if the officers and directors do not match ABCC records.**

Proof of Citizenship. Passport, birth certificate, voter registration, or naturalization papers will be accepted.

Monetary Transmittal Form

\$200 fee via ABCC website and Payment Receipt



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www.mass.gov/abcc

APPLICATION FOR MULTIPLE AMENDMENTS

1. BUSINESS ENTITY INFORMATION

Entity Name	Municipality	ABCC License Number
Crystal Community Club, Inc.	Wakefield	00011-CL-1310

Please provide a narrative overview of the transaction(s) being applied for. On-premises applicants should also provide a description of the intended theme or concept of the business operation. Attach additional pages, if necessary.

Amending Directors/Officers and Licensed Manager
--

APPLICATION CONTACT

The application contact is the person who should be contacted with any questions regarding this application.

Name	Title	Email	Phone
Brian D. McGrail	Attorney	brian@mcgrailaw.net	7815894590

2. AMENDMENT-Change of License Classification

<input type="checkbox"/> Change of License Category	Last-Approved License Category	
All Alcohol, Wine and Malt, Wine Malt and Cordials	Requested New License Category	
<input type="checkbox"/> Change of License Class	Last-Approved License Class	
Seasonal or Annual	Requested New License Class	
<input type="checkbox"/> Change of License Type*	Last-Approved License Type	
i.e. Restaurant to Club *Certain License Types CANNOT change once issued*	Requested New License Type	

3. AMENDMENT-Change of Business Entity Information

<input type="checkbox"/> Change of Corporate Name	Last-Approved Corporate Name:	
	Requested New Corporate Name:	
<input type="checkbox"/> Change of DBA	Last-Approved DBA:	
	Requested New DBA:	
<input type="checkbox"/> Change of Corporate Structure	Last-Approved Corporate Structure	
LLC, Corporation, Sole Proprietor, etc	Requested New Corporate Structure	

4. AMENDMENT-Pledge Information

<input type="checkbox"/> Pledge of License	To whom is the pledge being made:	
<input type="checkbox"/> Pledge of Inventory		
<input type="checkbox"/> Pledge of Stock		

5. AMENDMENT-Change of Manager

☒ Change of License Manager

A. MANAGER INFORMATION

The individual that has been appointed to manage and control the licensed business and premises.

Proposed Manager Name	Kevin J. Lopes	Date of Birth	12/18/1961	SSN	
Residential Address	125 Oak Street, Wakefield, MA 01880				
Email	deputylopes@comcast.net	Phone	781-315-2408		
Please indicate how many hours per week you intend to be on the licensed premises	40	Last-Approved License Manager	Joseph Delarusso		

B. CITIZENSHIP/BACKGROUND INFORMATION

Are you a U.S. Citizen?* ☒ Yes ☐ No *Manager must be a U.S. Citizen

If yes, attach one of the following as proof of citizenship US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers.

Have you ever been convicted of a state, federal, or military crime? ☐ Yes ☒ No

If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

Date	Municipality	Charge	Disposition

C. EMPLOYMENT INFORMATION

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

Start Date	End Date	Position	Employer	Supervisor Name
April 2017	Present	Constable	Self	Town of Wakefield
April 2006	April 2013	Deputy Sheriff	Middlesex County Sheriffs Office	Will Moore

D. PRIOR DISCIPLINARY ACTION

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

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

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Manager's Signature  Date 7/8/2020

6. AMENDMENT-Change of Officers, Stock or Ownership Interest

☒ **Change of Officers/Directors** ☐ **Change of Ownership Interest (LLC Managers/LLP Partners, Trustees)** ☐ **Change of Stock (E.g. New Stockholder/ Transfer or Issuance of Stock)**

List all individuals or entities that will have a direct or indirect, beneficial or financial interest in this license (E.g. Stockholders, Officers, Directors, LLC Managers, LLP Partners, Trustees etc.). Attach additional page(s) provided, if necessary, utilizing Addendum A.

- The individuals and titles listed in this section must be identical to those filed with the Massachusetts Secretary of State.
- The individuals identified in this section, as well as the proposed Manager of Record, must complete a CORI Release Form.
- Please note the following statutory requirements for Directors and LLC Managers:
On Premises (E.g. Restaurant/ Club/Hotel) Directors or LLC Managers - At least 50% must be US citizens;
Off Premises(Liquor Store) Directors or LLC Managers - All must be US citizens and a majority must be Massachusetts residents.
- If you are a Multi-Tiered Organization, please attach a flow chart identifying each corporate interest and the individual owners of each entity as well as the Articles of Organization for each corporate entity. Every individual must be identified in Addendum A.

Name of Principal	Residential Address	SSN	DOB
Kevin J. Lopes	125 Oak Street, Wakefield, MA 01880	-	12/18/1961

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
President	n/a	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
James L. Horne	45 Gregory Road, Wakefield, MA 01880		01/02/1946

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Treasurer	n/a	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
Nabil Nakhoul	38 Preston Street, Wakefield, MA 01880		01/10/1966

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Clerk	n/a	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
Kevin J. Lopes	125 Oak Street, Wakefield, MA 01880		12/18/1961

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Director	n/a	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
James L. Horne	45 Gregory Road, Wakefield, MA 01880		01/02/1946

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Director	n/a	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
Raymond D. Sanderson	337 Water Street, Wakefield, MA 01880		11/06/1943

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Director	n/a	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

Additional pages attached? ☒ Yes ☐ No

CRIMINAL HISTORY

Has any individual listed in question 6, and applicable attachments, ever been convicted of a State, Federal or Military Crime? If yes, attach an affidavit providing the details of any and all convictions.

☐ Yes ☒ No

MANAGEMENT AGREEMENT

Are you requesting approval to utilize a management company through a management agreement?
Please provide a copy of the management agreement.

☐ Yes ☐ No

ADDENDUM A

6. Change of Officers, Stock or Ownership Interest (Continued...)

List all proposed individuals or entities that will have a direct or indirect, beneficial or financial interest in this license (E.g. Stockholders, Officers, Directors, LLC Managers, LLP Partners, Trustees etc.).

Entity Name

Percentage of Ownership in Entity being Licensed
(Write "NA" if this is the entity being licensed)

Crystal Community Club, Inc.

NA

Name of Principal	Residential Address	SSN	DOB
Michael Crusco	161 Farm Street, Wakefield, MA 01880		04/17/1986

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Director	n/a	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
John M. Doto	314 Albion Street		01/17/1968

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Director	n/a	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
Nabil Nakhoul	38 Preston Street, Wakefield, MA 01880		01/10/1966

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Director	n/a	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
Darin J. Conley	7 Pine Street, Lynnfield, MA 01940		12/14/1976

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Director	n/a	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
Steven J. Lowrey	23 Hopkins Street, Wakefield, MA 01880		01/12/1966

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Director	n/a	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
Charles A. Benedetto	10 Fourth Street, Wakefield, MA 01880		07/13/1959

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Director	n/a	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
Christopher P. Nardone	47 Charles Street, Wakefield, MA 01880		03/08/1974

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Director	n/a	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

CRIMINAL HISTORY

Has any individual identified above ever been convicted of a State, Federal or Military Crime?
If yes, attach an affidavit providing the details of any and all convictions.

☐ Yes ☒ No

6. AMENDMENT-Change of Officers, Stock or Ownership Interest

6B. CURRENT OFFICERS, STOCK OR OWNERSHIP INTEREST

List the individuals and entities of the current ownership. Attach additional pages if necessary utilizing the format below.

Name of Principal	Title/Position	Percentage of Ownership
Name of Principal	Title/Position	Percentage of Ownership
Name of Principal	Title/Position	Percentage of Ownership
Name of Principal	Title/Position	Percentage of Ownership
Name of Principal	Title/Position	Percentage of Ownership
Name of Principal	Title/Position	Percentage of Ownership

6A. INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Does any individual or entity identified in question 6, and applicable attachments, have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages? Yes ☐ No ☒ If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality

6B. PREVIOUSLY HELD INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Has any individual or entity identified in question 6, and applicable attachments, ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held? Yes ☐ No ☒

If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality

6C. DISCLOSURE OF LICENSE DISCIPLINARY ACTION

Have any of the disclosed licenses listed in question 6A or 6B ever been suspended, revoked or cancelled?

Yes ☐ No ☒ If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

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

7. AMENDMENT-Change of Premises Information

☐ **Alteration of Premises:** (must fill out attached financial information form)

7A. ALTERATION OF PREMISES

Please summarize the details of the alterations and highlight any specific changes from the last-approved premises.

PROPOSED DESCRIPTION OF PREMISES

Please provide a complete description of the proposed premises, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage. You must also submit a floor plan.

Total Sq. Footage	<input type="text"/>	Seating Capacity	<input type="text"/>	Occupancy Number	<input type="text"/>
Number of Entrances	<input type="text"/>	Number of Exits	<input type="text"/>	Number of Floors	<input type="text"/>

☐ **Change of Location:** (must fill out attached financial information form)

7B. CHANGE OF LOCATION

Last-Approved Street Address

Proposed Street Address

DESCRIPTION OF PREMISES

Please provide a complete description of the premises to be licensed, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage. You must also submit a floor plan.

Total Sq. Footage	<input type="text"/>	Seating Capacity	<input type="text"/>	Occupancy Number	<input type="text"/>
Number of Entrances	<input type="text"/>	Number of Exits	<input type="text"/>	Number of Floors	<input type="text"/>

OCCUPANCY OF PREMISES

Please complete all fields in this section. Please provide proof of legal occupancy of the premises. (E.g. Deed, lease, letter of intent)

Please indicate by what means the applicant has to occupy the premises

Landlord Name

Landlord Phone

Landlord Email

Landlord Address

Lease Beginning Date

Rent per Month

Lease Ending Date

Rent per Year

Will the Landlord receive revenue based on percentage of alcohol sales?

☐ Yes ☐ No

8. AMENDMENT-Management Agreement

☐ **Management Agreement:** (must fill out all pages in section 8)

Are you requesting approval to utilize a management company through a management agreement?
If yes, please fill out section 8.

☐ Yes ☐ No

Please provide a narrative overview of the Management Agreement. Attach additional pages, if necessary.

IMPORTANT NOTE: A management agreement is where a licensee authorizes a third party to control the daily operations of the license premises, while retaining ultimate control over the license, through a written contract. *This does not pertain to a liquor license manager that is employed directly by the entity.*

8A. MANAGEMENT ENTITY

List all proposed individuals or entities that will have a direct or indirect, beneficial or financial interest in the management Entity (E.g. Stockholders, Officers, Directors, LLC Managers, LLP Partners, Trustees etc.).

Entity Name	Address	Phone		
<input type="text"/>	<input type="text"/>	<input type="text"/>		
Name of Principal	Residential Address	SSN	DOB	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Name of Principal	Residential Address	SSN	DOB	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Name of Principal	Residential Address	SSN	DOB	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Name of Principal	Residential Address	SSN	DOB	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

CRIMINAL HISTORY

Has any individual identified above ever been convicted of a State, Federal or Military Crime?
If yes, attach an affidavit providing the details of any and all convictions.

☐ Yes ☐ No

8B. EXISTING MANAGEMENT AGREEMENTS AND INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Does any individual or entity identified in question 8A, and applicable attachments, have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages; and or have an active management agreement with any other licensees?

Yes ☐ No ☐ If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality

8. AMENDMENT-Management Agreement

8C. PREVIOUSLY HELD INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Has any individual or entity identified in question 8A, and applicable attachments, ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held?

Yes ☐ No ☐ If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality

8D. PREVIOUSLY HELD MANAGEMENT AGREEMENT

Has any individual or entity identified in question 8A, and applicable attachments, ever held a management agreement with any other Massachusetts licensee?

Yes ☐ No ☐ If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Licensee Name	License Type	Municipality	Date(s) of Agreement

8E. DISCLOSURE OF LICENSE DISCIPLINARY ACTION

Have any of the disclosed licenses listed in question 8B, 8C or 8D ever been suspended, revoked or cancelled?

Yes ☐ No ☐ If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

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

8F. TERMS OF AGREEMENT

a. Does the agreement provide for termination by the licensee?

Yes ☐ No ☐

b. Will the licensee retain control of the business finances?

Yes ☐ No ☐

c. Does the management entity handle the payroll for the business?

Yes ☐ No ☐

d. Management Term Begin Date

e. Management Term End Date

f. How will the management company be compensated by the licensee? (check all that apply)

☐ \$ per month/year (indicate amount)

☐ % of alcohol sales (indicate percentage)

☐ % of overall sales (indicate percentage)

☐ other (please explain)

ABCC Licensee Officer/LLC Manager

Signature:

Title:

Date:

Management Agreement Entity Officer/LLC Manager

Signature:

Title:

Date:

9. FINANCIAL DISCLOSURE

Required for the following transactions:

- Change of Officers, Stock or Ownership Interest (E.g. New Stockholder/Transfer or Issuance of Stock)
- Change of Premises Information
- Pledge of License, Inventory or Stock

Purchase Price(s):

--

SOURCE OF CASH CONTRIBUTION

Please provide documentation of available funds. (E.g. Bank or other Financial institution Statements, Bank Letter, etc.)

Name of Contributor	Amount of Contribution
Total	

SOURCE OF FINANCING

Please provide signed financing documentation.

Name of Lender	Amount	Type of Financing	Is the lender a licensee pursuant to M.G.L. Ch. 138.
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No

FINANCIAL INFORMATION

Provide a detailed explanation of the form(s) and source(s) of funding for the cost identified above.

--

APPLICANT'S STATEMENT

I, Kevin J. Lopes the: ☐ sole proprietor; ☐ partner; ☒ corporate principal; ☐ LLC/LLP manager
Authorized Signatory

of Crystal Community Club, Inc.
Name of the Entity/Corporation

hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.
- (10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature:

Kevin J. Lopes
Title: President

Date:

7/8/2020

CORPORATE VOTE

The Board of Directors or LLC Managers of Crystal Community Club, Inc.
Entity Name
duly voted to apply to the Licensing Authority of Wakefield and the
City/Town
Commonwealth of Massachusetts Alcoholic Beverages Control Commission on July 7, 2020
Date of Meeting

For the following transactions (Check all that apply):

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

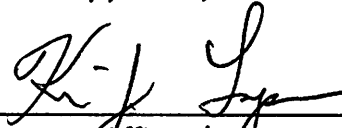
"VOTED: To authorize Kevin J. Lopes
Name of Person

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

"VOTED: To appoint Kevin J. Lopes
Name of Liquor License Manager

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


A true copy attest,



Corporate Officer / LLC Manager Signature
KEVIN J. LOPES
(Print Name)

For Corporations ONLY

A true copy attest,



Corporation Clerk's Signature
Nabil Nakhoul
(Print Name)



TOWN OF WAKEFIELD

TOWN COUNCIL

VOTE OF THE TOWN COUNCIL

I, Sherri A. Dalton, Clerk of the Town Council of the Town of Wakefield, Massachusetts, certify that at a meeting of the Council held July 13, 2020, of which meeting all members of the Council were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the Council in my custody:

Voted: that the sale of the \$320,000 Sewer Bond of the Town dated August 3, 2020, to Massachusetts Water Resources Authority (the "Authority") is hereby approved and the Town Treasurer or other appropriate Town official is authorized to execute on behalf of the Town a Loan Agreement and a Financial Assistance Agreement with the Authority with respect to the bond. The bond shall be payable without interest on August 15 of the years and in the principal amounts as follows:

<u>Year</u>	<u>Installment</u>	<u>Year</u>	<u>Installment</u>
2021	\$32,000	2026	\$32,000
2022	32,000	2027	32,000
2023	32,000	2028	32,000
2024	32,000	2029	32,000
2025	32,000	2030	32,000

Further Voted: that each member of the Town Council, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing vote.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the bond were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended, further suspended, supplemented or modified by the Executive Order of the Governor of The Commonwealth of Massachusetts Suspending Certain Provisions of the Open Meeting Law, Chapter 30A, §20 dated March 12, 2020.



Dated: July 13, 2020

Sherri A. Dalton
Clerk of the Town Council

WAKEFIELD MUNICIPAL GAS & LIGHT DEPARTMENT
480 North Ave
Wakefield, Massachusetts 01880
781-246-6363

PETITION FOR POLE LOCATIONS

DATE: **July 10, 2020**

To the Town Council

Of WAKEFIELD, Massachusetts

THE TOWN OF WAKEFIELD MUNICIPAL GAS & LIGHT DEPARTMENT requests permission to locate poles, wires, cables and fixtures, including the necessary anchors, guys and other such sustaining and protecting fixtures to be owned and used by your petitioner, along and across the following public way or ways:

Court St: Place a wood pole, numbered Pole 9, approximately 10' North of the existing Pole 9 Court St. This is to replace the existing Pole 9, which is a wood pole that needs to be relocated for a WMGLD customer.

Wherefore they pray that after due notice and hearing as provided by law, they be granted locations for and permission to erect and maintain poles, wires and cables, together with anchors, guys and other such sustaining and protection fixtures as they may find necessary, said poles to be erected, substantially in accordance with the plan filed herewith marked, **#071020**, and dated **July 10, 2020**.

Also for permission to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as said petitioner may desire for distributing purposes.

Your petitioner agrees to reserve space for one crossarm at a suitable point on each of said poles for the fire, police, and telephone wires belonging to the municipality and used by it exclusively for municipal purposes.

TOWN OF WAKEFIELD MUNICIPAL GAS & LIGHT DEPARTMENT



By: Vinnie McMahon, Senior Engineer

From: [Meihuei Hu](#)
To: [Sherri Dalton](#)
Cc: [Caitlin Cai](#)
Subject: Re: Ben 123, Inc. d/b/a Bamboo House
Date: Tuesday, June 30, 2020 10:54:03 AM

Sherri

August 3rd would work for us. Thank you.

On Tue, Jun 30, 2020 at 10:15 AM Sherri Dalton <sdalton@wakefield.ma.us> wrote:

Morning!

I will need to re-advertise the Public Hearing. At the July 13th, 2020 Town Council meeting, I will set a date for the Public Hearing. The soonest date we can have the Public Hearing is August 3rd, 2020. Will that date work or should I set the date for September 14th, 2020?

Thank you,

Sherri



Confidentiality Notice

This electronic message and any attached files contain information from the Town of Wakefield that may be privileged and/or confidential. The information is intended for the recipient named above, and use by any other person is not authorized. If you are not the intended recipient, any disclosure, distribution, copying or use of this information is strictly prohibited. If you have received this message in error, please notify the sender by e-mail immediately. Also, please be advised that the Secretary of State's office has determined that most e-mails sent to and from municipal officials are considered to be public records and

consequently may be subject to public disclosure.

From: Meihuei Hu <hu@hulaw.net>
Sent: Tuesday, June 30, 2020 9:56 AM
To: Sherri Dalton <sdalton@wakefield.ma.us>
Cc: Caitlin Cai <ccai0814@gmail.com>
Subject: Ben 123, Inc. d/b/a Bamboo House

Good morning. My clients would like to find out if we may be added to the agenda for the next Town Council meeting?

Thank you.

--



Meihuei Hu, Esq.

251 Harvard Street, Suite 3

Brookline, MA 02446

Tel: 617.278.3955

Fax: 617.278.3944

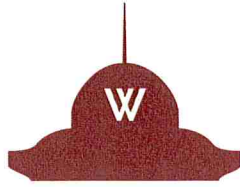
E-Mail: hu@hulaw.net | WeChat: hu_meihuei | Line: hu_meihuei

Web: hulaw.net

Quincy Office:

730 Hancock Street

Quincy, MA 02170



TOWN OF WAKEFIELD

INSPECTIONAL SERVICES AND ZONING

To: Stephen P. Maio, Town Administrator

From: Jack Roberto, Building Inspector

Date June 16, 2020

Re: Appointment of Vacation Replacement Inspectors

I would like to recommend that Joseph Bragg be appointed by the Town Council as the vacation replacement Inspector of Wires when our full time inspector David Sardella is not available.

I would also like to recommend that Shawn Inman be appointed by the Town Council as the vacation replacement Plumbing and Gas Inspector when our full time inspector Paul Donohoe is not available.

Thank you for your consideration in this matter.

Cc: Sherri Dalton

Attachments: Resume's



Joseph Bragg

126 Pringle Street
Tewksbury, MA 01876
(781) 244-7810
braggelectric@icloud.com

Experience

September 2018 - Present

Town of Andover-Andover, MA

Alternate electrical inspector

- Working as needed when electrical inspector, Paul Kennedy, is absent. Only on a very part time basis. Inspected all phases of electrical jobs, including commercial and residential applications. Also, calling into the power company to connect services, solar installations, and generator installations.

November 1997 - Present

Owner and Joseph Bragg Electrician-Tewksbury, MA

Owner of Joseph Bragg Electric Company

- All aspects of running a small electrical company including installations, estimation of jobs, materials, and handling.

Education

May 1992

NorthEast Metro Vocational School-Wakefield, MA

Electrical 1,2 and Electrical code in theory

June 1986

Wakefield Memorial High School-Wakefield, MA

High School Diploma

Additional Skills

- Currently holds a State issued public safety license for installation of camera and alarm systems.
- All phases of construction work include carpentry, tile plumbing, and matintence of all types of machinery, which includes generators.

Certifications

- Massachusetts state journeyman electrician license #E37326
- State public safety license for installation of security and camera system license. #SS-001828

Shawn Inman

2 Bradley Road
North Reading, MA 01864
(781) 258-1568
inmanplumbing@comcast.net

PROFESSIONAL SUMMARY

Seasoned plumber with over 35 years experience in plumbing, heating and pipefitting. Excellent management, communication and organizational skills. Proven track record of achieving exceptional results in industrial, commercial and residential projects. Outstanding reputation for excellent service and quality work.

QUALIFICATIONS

- Licenced Master Plumber (MA & NH)
- Licenced Master Pipefitter
- Licenced Gas Technician
- Competent in gas fitting, piping and ventilation
- Highly knowledgeable in policies, procedures and codes
- Profoundly efficient in blueprint reading, building and mechanical design

EXPERIENCE

Inman Plumbing and Heating

1995 - Present

Owner and Operator of Inman Plumbing and Heating

- Prepare project bids, estimates and proposals
- Maintain excellent communication with customers, contractors and inspectors thru all phases of construction
- Responsible for safety and training on all projects and enforce strict adherence to code compliance
- Manage all aspects of business including planning, budgeting, billing and payroll
- Train and supervise plumbing apprentices
- Oversee supplier and other external accounts to ensure a positive relationship and status

William P. Callahan Plumbing and Heating

1986 - 1995

Foremen

- Oversee the installation of large commercial, residential and industrial design
- Completed new construction plumbing projects from bid to completion
- Responsible for management of crew
- Organized daily work schedules for journeyman plumbers

EDUCATION

Northeast Metropolitan Regional Technical High School
Wakefield, MA

Diploma, 1983

Completed courses/training on several brands of modulating/condensing high efficiency gas fired boilers including Buderus, Navien, Weil McLain and Lochinvar.

Maintains all required continuing education for State Certification.

References furnished upon request

Town of Wakefield						
		Warrant#	02-Jun-20	09-Jun-20	16-Jun-20	23-Jun-20
Dept #	Department		49	50	51	52
	Payroll W/H		28,527.30	0.00	423,366.05	127,934.50
122	Town Council		42.50		135,552.69	6,507.00
129	Town Council - Misc		16,038.81		17,546.31	171.44
131	Finance					63.99
135	Accounting				5,088.65	
141	Assessors		302.33			
145	Treasurer		1,216,383.32		775,899.29	946,777.06
146	Tax Collector		106,778.44		156,654.21	8,527.95
151	Legal					10,575.37
155	Data Processing				26,614.22	
161	Town Clerk					4,657.52
162	Polls					456.00
164	Election/Registrar					
171	Conservation				2,235.95	
175	Planing Board				2,065.97	
176	Board of Appeals					1,225.50
193	General Insurance					
198	Professional Med				167.50	1,432.00
210	Police		42,408.96		24,155.73	
220	Fire		10,299.83		1,315.07	2,743.37
293	Fire Alarm				91.08	
240	Building Insp				1,068.20	396.37
244	Sealer					
	Taillings					
291	Emergency Mgmt				91.48	12,851.00
292	Animal Inspector				3,167.94	
297	Parking Clerk					
298	Traffic Supervisors					
300	School		352,194.31		853,539.29	413,556.50
422	Public Works		1,234,616.10		429,017.01	407,098.48
424	Street Lighting					
460	Light Dept		240,508.11		1,014,290.52	108,819.50
510	Board of Health		114.80		12,520.83	633.26
541	Council on Aging		26,721.89		51.49	73.46
543	Veterans				8,248.54	
610	Library		9,963.11		30,531.79	9,297.37
630	Recreation		3,289.00		1,175.00	
XXX	Misc Depts				39,247.68	1,022.98
910/911	Retirement				5,310.12	5,310.12
912	Workers Comp					
913	Unemployment					
914	Group Insurance		27,315.33		1,244,129.19	52,150.66
	Adjustments					
	Total		3,315,504.14	0.00	5,213,141.80	2,122,281.40
1			1,402,657.11		3,540,075.39	1,606,153.89
12			130.00		748.29	
13						
20			30,925.00		165,618.71	143,563.19
21			146,840.60		312,161.27	142,620.49
30			450,000.00		6,984.80	
35			5,684.17			
50						
60			726,444.39		77,650.38	18,251.21
61			311,487.33		78,732.41	69,803.12
62			240,508.11		1,014,336.30	108,819.50
82						
84						
85			827.43		607.56	
89					16,226.69	33,070.00
			3,315,504.14	0.00	5,213,141.80	2,122,281.40
			0.00	0.00	0.00	0.00