



TOWN OF WAKEFIELD

TOWN COUNCIL

Mehreen N. Butt, Chair
Jonathan P. Chines, Vice-Chair

Anne P. Danehy
Edward F. Dombroski, Jr.

Michael J. McLane
Julie Smith-Galvin

Robert E. Vincent II
Sherri A. Dalton, Clerk

NOTICE OF MEETING

November 14th, 2022 | 7:00 p.m.

WCAT Studio – 24 Hemlock Road | Via Zoom: <https://us02web.zoom.us/j/89904907857>

Consistent with the Governor's orders extending certain provisions of the Open Meeting Law, every effort will be made to allow the public to view and/or listen to the meeting in real time. If you do not have a camera or microphone on your computer you may use the following dial in number: 1-301-715-8592 Meeting ID 899 0490 7857. 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. In compliance with the Americans with Disability Act, this location is accessible to people with disabilities, Wakefield provides reasonable accommodations and/or language assistance free of charge upon request. If you are a person with a disability and require information or materials in an alternate format, or if you require any other accommodation, please contact the Town's Disability Coordinator, William Renault-Town Engineer at 781-246-6308 as far in advance of the event as possible. Every effort will be made to grant your request. Advance notification will enable the Town to make reasonable arrangements to remove an accessibility barrier for you.

Item 1 | Call to Order

Item 2 | Pledge of Allegiance

Item 3 | Attendance

Item 4 | 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 5 | Public Hearing – (Vote anticipated)

7:03 p.m. - Tax Classification

Item 6 | Tree Warden Update

Item 7 | American Rescue Plan Act – (Vote anticipated)

Item 8 | Appointments - (Votes anticipated)

A. Appointment to the Human Rights Commission to fill a three-year term expiring April 30th, 2025.



- B. Appointment to the Housing Authority to fill the State Appointee term through June 24th, 2027.
- C. Appointment to the Environmental Sustainability Committee to fill student member with a term expiring June 30th, 2023.
- D. Appointment to the Zoning Board of Appeals to fill a term through April 30th, 2023.
- E. Request to advertise for a voting member to the Conservation Commission to fill an unexpired term through April 30th, 2025.

Item 9 | Contract – (Vote anticipated)

2022-2025 Ambulance.

Item 10 | 2023 Renewal Licenses – (Votes anticipated)

- A. Common Victualler.
- B. Entertainment.
- C. Liquor License.
- D. Lodging House.
- E. Automated Device.
- F. Class I.
- G. Class II.

Item 11 | Donations – (Votes anticipated)

- A. Request to accept and expend a gift or gifts in the amount of \$5.00 to the Human Rights Commission from various donor(s) with thanks.
- B. Request to accept and expend a gift or gifts in the amount of \$775.00 to the Library from various donor(s) with thanks.
- C. Request to accept and expend a gift or gifts in the amount of \$100.00 to the Youth Action Team from various donor(s) with thanks.

Item 12 | Warrants

Update on Fiscal Year 2023 Warrants: Warrant 14 dated October 4th, 2022; Warrant 16 dated October 18th, 2022; Warrant 18 dated November 1st, 2022.

Item 13 | Approval of Minutes – (Votes anticipated)

- A. Approval of the October 24th, 2022 Town Council meeting minutes.
- B. Approval of the October 24th, 2022 Executive Session Town Council meeting minutes.

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: Monday, November 28th, 2022 at 7:00 p.m.

**TOWN OF WAKEFIELD
FISCAL YEAR 2023
CLASSIFICATION PRESENTATION**



**Presented by the
Wakefield Board of Assessors**

November 14, 2022

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 \$12.84 per thousand of value.
- Tax Levy: \$86,669,102/ Value: \$6,752,281,352 = (0.01284) X 1000 = Single Tax Rate of \$12.84
- 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	1.0000	89.3639	10.6361	\$12.88	\$12.84
1.25	0.9702	86.7049	13.2952	\$12.49	\$16.04
1.50	0.9405	84.0458	15.9542	\$12.11	\$19.25
1.75	0.910735	81.3868	18.6133	\$11.73	\$22.46

Bold represents the max allowable shift for FY 2023.

Residential Tax Rate is factored with the Wakefield Senior Discount.

WAKEFIELD SENIOR DISCOUNT

In our third year offering this local exemption we had:

226 Applications received

215 Applications Approved

Median Amount Granted: \$1,170

Max: \$1,170

Min: \$35

Average Amount: \$1,027

Total Tax Amt:

\$229,256

This exemption added \$0.04 to the residential tax rate which translates into an increase of \$28.04 on the average single family tax bill to help our seniors continue to remain independent and age in place.

Application denials included those with excessive assets, co-applicant age, and / or real estate trust interest issues.

Those folks that received the maximum amount of \$1,170 will see an approximate 14.25% reduction in real estate taxes based on our average single family value.

We would like to thank Karen Burke and the rest of the Council on Aging staff who championed this local senior exemption and, through their continued engagement, were indispensable in helping us reach our senior population!

ESTIMATED TAX AMOUNTS RESIDENTIAL

- The Average Single Family Value is \$701,100.

CIP SHIFT	MRF	RES %	RES TR	EST BILL
1	1.0000	89.3639	\$12.88	\$9,030
1.25	0.9702	86.7049	\$12.49	\$8,757
1.5	0.9405	84.0458	\$12.11	\$8,490
1.75	0.910735	81.3868	\$11.73	\$8,224

- **Bold represents the max allowable shift for FY 2023.**
- **The Maximum Allowable Shift results in an \$806 savings to the average single family taxpayer.**

ESTIMATED TAX AMOUNTS CIP

- The Average Commercial Value is \$1,464,000
- Median Commercial Value is \$574,300

CIP SHIFT	MRF	CIP %	CIP TR	EST COMM TB	Est Median TB
1	1.0000	10.6361	12.84	\$18,798	\$7,374
1.25	0.9702	13.2952	16.04	\$23,483	\$9,212
1.5	0.9405	15.9542	19.25	\$28,182	\$11,055
1.75	0.9107	18.6133	22.46	\$32,881	\$12,899

Bold represents the max allowable shift for FY 2023.

FY 2023 EST TAX RATES

- At the Maximum Allowable Shift with the selected MRF of .910735, our est. tax rates are projected to be:
- \$11.73 Residential
- \$22.46 Commercial/Industrial/Personal
- Note: These rates can change slightly during the approval process.

AVG TAX BILL FY 2022 – FY 2023

	2022	2023
Avg. Single Family Value	\$633,300	\$701,100 (+10.7%)
Res Tax Rate	12.32	11.73 (-\$0.59 or -4.8%)
Avg. Res Tax Bill	\$7,802	\$8,224 (+422 or 5.4%)
Avg. Commercial Value	\$1,432,600	\$1,464,000 (+2.2%)
CIP Tax Rate	\$23.77	\$22.46 (-\$1.31 or -5.5%)
Avg. Comm. Tax Bill	\$34,053	\$32,881 (-\$1,173 or -3.4%)

□

FY 2023 DEBT EXCLUSION NOTES

- FY 2023 is the ninth year of the full Debt Exclusion for the New Galvin Middle School
- The Debt Exclusion adds \$2,484,491 to our FY 2023 Total Tax Levy.
- It adds \$0.34 to the Residential Tax Rate or \$238 to the Average Single Family Tax Bill.
- And, \$0.64 to the CIP Rate or \$935 to the Average Commercial Tax Bill.

FY 2023 TAX RATE NOTES Cont.



	2020	2021
Sales Activity	217	233
Days on Market	27.18	24.19
Avg Sale Price	\$643,717	\$738,731 (+14.76%)



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.
- Residential Tax Rate would rise substantially before any discount.
- Approximately 30% of homes would shoulder 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 2022 Tax Rates for Wakefield and Surrounding Communities

COMMUNITY	RES TAX RATE	CIP TAX RATE	AVG SINGLE FAMILY VALUE	AVG SINGLE FAMILY TAX BILL	
WAKEFIELD	\$12.32	\$23.77	\$630,286	\$7,765	
LYNNFIELD	\$11.99	\$19.32	\$818,833	\$9,818	
READING	\$13.33	\$13.55	\$698,675	\$9,313	
SAUGUS	\$12.01	\$24.87	\$509,308	\$6,117	
STONEHAM	\$10.41	\$19.81	\$610,402	\$6,354	
MELROSE	\$10.57	\$18.03	\$703,389	\$7,435	

AVG SINGLE FAMILY TAX BILL 2006 TO PRESENT

Year	Single Family Values	Single Family Parcels	Average Single Family Value	Single Family Tax Bill	Year to Year Increase
2006	\$2,541,762,100	6168	\$412,089	\$3,828	
2007	\$2,594,022,300	6165	\$420,766	\$4,006	4.65%
2008	\$2,623,999,900	6174	\$425,008	\$4,101	2.37%
2009	\$2,463,125,900	6175	\$398,887	\$4,160	1.44%
2010	\$2,452,540,200	6196	\$395,826	\$4,307	3.53%
2011	\$2,480,941,500	6201	\$400,087	\$4,585	6.45%
2012	\$2,485,448,900	6202	\$400,750	\$4,769	4.01%
2013	\$2,493,358,800	6209	\$401,572	\$4,935	3.48%
2014	\$2,515,588,200	6229	\$403,851	\$5,161	4.58%
2015	\$2,597,170,400	6243	\$416,013	\$5,608	8.66%
2016	\$2,746,859,000	6237	\$440,414	\$5,941	5.94%
2017	\$2,944,969,300	6242	\$471,799	\$6,147	3.47%
2018	\$3,110,638,000	6240	\$498,500	\$6,455	5.01%
2019	\$3,307,212,300	6261	\$528,224	\$6,777	4.99%
2020	\$3,477,332,200	6255	\$555,928	\$7,133	5.25%
2021	\$3,681,604,400	6259	\$588,209	\$7,494	5.06%
2022	\$3,957,885,100	6250	\$633,262	\$7,802	4.10%
2023	\$4,385,534,000	6255	\$701,125	\$8,224	5.40%

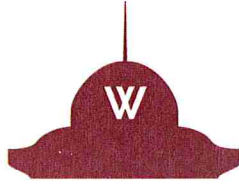
Avg. Commercial Tax Bill 2003 to Present

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%
2021	\$425,146,225	311	\$1,367,030	\$24.68	\$33,783	-.046%
2022	\$445,547,275	311	\$1,432,628	\$23.77	\$34,053	0.93%
2023	\$453,837,325	310	\$1,463,991	\$22.46	\$32,881	-3.40%

FY 2022 TAX SHIFT

COMMUNITY	MAX SHIFT	FY2022 ACTUAL SHIFT	RES % OF TAX BASE		CIP % OF TAX BASE	
			Before	After	Before	After
WAKEFIELD	1.75	1.75	88.63	80.10	11.37	19.90
LYNNFIELD	1.51	1.50	87.76	81.64	12.24	18.36
READING	1.50	1.02	92.95	92.82	7.00	7.18
SAUGUS	1.75	1.75	82.88	70.04	17.12	29.96
STONEHAM	1.75	1.75	90.33	83.08	9.67	16.92
MELROSE	1.75	1.649	95.10	91.92	4.90	8.08


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



TOWN OF WAKEFIELD

Stephen P. Maio, Town Administrator
smaio@wakefield.ma.us

Sherri A. Dalton, Executive Assistant
sdalton@wakefield.ma.us

Memo to: Town Council
From: Steve Maio TA 
Re: Ambulance Contract Renewal
Date: November 7, 2022

At our meeting on Monday November 14, 2022, I will request that the Town Council renew the Town's Ambulance Contract through November 2025 with Cataldo Ambulance.

In 2019, I approached the Town about putting the existing ambulance contract out to bid. The Town had been utilizing the same ambulance company for decades and I felt that we should at least explore the possibility of new services. We called for bid proposals and received a number of bid packages. Our Emergency Management Director spearheaded a review committee consisting of Police and Fire officers (as they worked together with the ambulance provider on a daily basis). After the review of proposals, interviews and site visits, the unanimous first choice was Cataldo Ambulance. Cataldo is the primary ambulance provider for Stoneham, Malden as well as Wakefield. I have attached Emergency Management Director Walsh's 2019 memo outlining the reasons behind the 2019 recommendation for your information.

I was impressed in the early days of Cataldo's services to the town as they concentrated on training our emergency responders in technical areas. Then the pandemic hit. I have stated numerous times that the success that we enjoyed as a community in handling the pandemic was and/is directly attributable to our partnership with Cataldo. From testing our citizens, to supplying our team with sometimes very difficult to obtain protection items, to handling the very high amount of calls, Cataldo proved invaluable. Also, Cataldo has invested in Wakefield and will be completing a new in Town Facility on Water Street. While it is certainly unfair to judge any provider on a time period completely consisting of the pandemic, Cataldo exceeded all expectations. The majority of Town Managers will tell you that they judge ambulance providers by omission (i.e. the lack or omission of complaints). Over the last three years I have received zero complaints about Cataldo's response and performance. They have earned another three years on that rubrik alone.

As part of this contract's process I again convened our Emergency Team to evaluate Cataldo, all agreed that Cataldo should remain our provider. Areas we discussed was the labor market and the difficulty that all providers are facing in hiring and maintaining qualified staff (not unlike we are experiencing in other high stress municipal jobs) as well as increasing the training for all staff in de-escalation practices in providing services to our challenged citizenry that are often in need of emergency services. I see great collaboration in this regard between our employees and Cataldo.



For these reasons, but mainly because Cataldo has proven an invaluable partner in providing emergency services to the Citizens of Wakefield. I recommend that a new three-year contract be awarded, at zero cost to the Town of Wakefield. It is also noted that ambulance services are not subject to Chapter 30b and therefore there is no need to employ a formal bid process.



TOWN OF WAKEFIELD

Emergency Management

One Lafayette Street, Wakefield, Massachusetts, 01880

Business 339-219-4614

E-mail: twalsh@wakefield.ma.us

Thomas P. Walsh JR.

Director

October 23, 2019

The Town of Wakefield recently submitted an RFP for the ambulance work for the Town. Five people collaborated on the proposal. Steve Maio, Town Administrator, Mike Sullivan, Fire Chief, Steve Skory, Police Chief, Tom Walsh, Emergency Management Director and the Fire Department's EMS coordinator, Gary Hill.

The committee included the EMS coordinator for 2 reasons.

1. He was the most knowledgeable on ambulance protocol and care.
2. He would be able to answer technical questions the rest of the committee may have.

The Town received five proposals, Action Ambulance, Armstrong Ambulance, Brewster Ambulance, Cataldo Ambulance and Fallon Ambulance.

On receipt of the proposals, all four committee members read them and had a meeting on October 17 2019. At that meeting we also invited the EMS coordinator, to answer any technical questions we had before discussing the proposals. When our questions were answered we dismissed the coordinator and began discussing the proposals.

At the October 17th meeting it was determined that our concentration would be focused on four areas, Dispatch, Response, Coverage, and Capability.

A second meeting was held by the committee on October 23, 2019. At that meeting we again invited the coordinator to answer any final technical or protocol questions. After a lengthy discussion we dismissed the coordinator and proceeded to discuss our main topics.

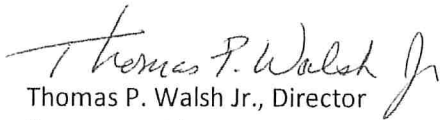
The first was Dispatch. It is essential to have a highly professional and trained dispatch that can assist the callers and rapidly dispatch the right response to the incident. The committee initially agreed we had four companies that could handle the dispatch correctly. The committee decided that Action Ambulance lagged in this area.

The second was Response, we felt that the four remaining companies, would best perform the initial response.

The third was Coverage. After a lengthy discussion the committee all agreed that two of the companies, Brewster and Fallon could not serve our community to the standard we wanted. The people of our community rely on us to make sure they have a rapid response to our medical calls and we agreed these companies would not be able to cover our community adequately, during a busy period.

The fourth was Capability. This left two companies remaining Armstrong and Cataldo, of the two Cataldo had a better, dispatch command center and an additional center located in Peabody in case the lines went down in the Malden facility or they were experiencing a large influx of calls. Armstrong did not have this default mechanism. Cataldo also has much more resources at their disposal.

The pick of the committee, by rating all the companies, was Cataldo Ambulance Services.



Thomas P. Walsh Jr., Director
Emergency Management
Committee Member



TOWN OF WAKEFIELD

TOWN ADMINISTRATOR'S OFFICE

CONTRACT FOR

Comprehensive Emergency Ambulance Service System

November 28, 2022 through November 27, 2025



TOWN OF WAKEFIELD STANDARD CONTRACT GENERAL CONDITIONS

1. Definitions

"Town" shall mean the Town of Wakefield, Massachusetts.

"Contract" and "Contract Documents" shall include and incorporate the following: Town's Contract with Vendor; Town's Standard Contract General Conditions; Town's Invitation for Bids, Request for Proposals, Request for Quotation, or other solicitation; Vendor's response to the Town's solicitation document, including certifications, but excluding any language stricken by Town as unacceptable and/or any modifications prepared by the Town as contained in the Town's Contract with Vendor. Any Appendices are incorporated into and made a part of the Town's Contract with Vendor. The Contract documents are to be read collectively and complementary to one another; any requirement under one shall be as binding as if required by all. In the event of any conflict or inconsistency between the provisions of the Town's Contract with Vendor and these Standard Contract General Conditions and/or any other Contract Documents or Appendices, the provisions of the Town's Contract with Vendor shall prevail, and in any event, the Town's sole determination as to resolution of any conflict shall be binding upon Vendor. In the event of any conflict or inconsistency between the Contract Documents and any applicable state law, the applicable state law shall prevail.

"Certify" or "Certifies" shall mean that the Vendor certifies under pains and penalties of perjury to the statement referenced.

"Vendor" shall mean the individual, corporation, partnership, or other entity which is a party to this Contract.

2. Performance; Time

The Vendor shall perform in accordance with all provisions of this Contract in a manner satisfactory to the Town. The Vendor's performance shall be timely and meet or exceed industry standards for the performance required. It is understood and agreed that all specified times or periods of performance are of the essence of this Contract.

3. Acceptance of Goods or Services

Performance under this Contract shall include services rendered, obligations due, costs incurred, goods and deliverables provided and accepted by the Town. The Town shall have a reasonable opportunity to inspect all goods and deliverables, services performed by, and work product of the Vendor, and accept or reject same.

4. Compensation

The Town shall pay in full and complete compensation for goods received and accepted and services performed and accepted under this Contract in an amount not to exceed the amount stated on the face of this Contract paid in accordance with the rate indicated or in accordance with a prescribed payment schedule.

The Vendor shall periodically submit invoices to the Town, for which compensation is due under this Contract and requesting payment for goods received or services rendered by the Vendor during the period covered by the invoice. The invoice must agree to the rates/payment schedule as indicated in

this contract. The invoice shall include the following information: vendor name, vendor remit address, invoice date, invoice number, itemized listing of goods, services, labor, and expenses and indicating the total amount due. The Town shall review the invoice and determine the value of goods or services accepted by the Town in accordance with the Contract Documents. Payments due, if any, to the Vendor will be made within sixty (60) days from receipt and approval of an invoice. Final invoices from the Vendor are due no later than ninety (90) days from the Completion Date. Any invoice received past the ninety (90) day date will not be paid. If this Contract is extended, invoices related to the extension period are due no later than ninety (90) days from the Extended Completion Date.

The Vendor shall furnish such information relating to the goods or services or to documentation of labor or expenses as may be requested by the Town. Acceptance by the Vendor of any payment or partial payment, without any written objection by the Vendor, shall in each instance operate as a release and discharge of the Town from all claims, liabilities, or other obligations relating to the performance of this Contract.

In case of an error in extension prices quoted herein, the unit price will govern {Applicable To Goods Only}.

5. Release of Town on Final Payment

Acceptance by the Vendor of payment from the Town for final delivery of goods or rendering of services under this Contract shall be deemed to release forever the Town from all claims and liabilities, except those which the Vendor notifies the Town in writing within three (3) months after such payment.

6. Risk of Loss

The Vendor shall bear the risk of loss, for any cause, for any Vendor materials used for this Contract and for all goods, deliverables, and work in process, until possession, ownership, and full legal title to the goods and deliverables are transferred to and accepted by the Town.

The Vendor shall pay and be exclusively responsible for all debts for labor and material contracted for by the Vendor for the rental of any appliance or equipment hired by Vendor and/or for any expense incurred on account of services to be performed or goods delivered under this Contract.

The Town shall not be liable for any personal injury or death of the Vendor, its officers, employees, or agents.

7. Indemnification

The Vendor shall indemnify, defend (with counsel acceptable to Town, which acceptance shall not be unreasonably withheld), and hold harmless the Town of Wakefield, its officers, employees, agents and representatives from and against any and all claims, suits, liabilities, losses, damages, costs or expenses (including judgments, costs, interest, attorney's fees and expert's fees) arising from or in connection with any act or omission relating in any way to the performance of this Contract by the Vendor, its agents, officers, employees, or subcontractors.

The extent of this indemnification shall not be limited by any obligation or any term or condition of any insurance policy. The obligations set forth in this paragraph shall survive the expiration or termination of this Contract.

8. Default; Termination; Remedies

A. Events of Default

The following shall constitute events of default under this Contract: (1) The Vendor has made any material misrepresentation to the Town; or (2) a judgment or decree is entered against the Vendor approving a petition for an arrangement, liquidation, dissolution or similar relief relating to bankruptcy or insolvency; or (3) the Vendor files a voluntary petition in bankruptcy or any petition or answer seeking any arrangement, liquidation or dissolution relating to bankruptcy, insolvency or other relief for debtors; or (4) the Vendor seeks or consents or acquiesces in the appointment of any trustee or receiver, or is the subject of any other proceeding under which a court assumes custody or control over the Vendor or of any of the Vendor's property; or (5) the Vendor becomes the defendant in a levy of an attachment or execution, or a debtor in an assignment for the benefit of creditors; or (6) the Vendor is involved in a winding up or dissolution of its corporate structure; or (7) any failure by the Vendor to perform any of its obligations under this Contract, including, but not limited to, the following: (i) failure to commence performance of this Contract at the time specified in this Contract due to a reason or circumstance within the Vendor's reasonable control, (ii) failure to perform this Contract with sufficient personnel and equipment or with sufficient material to ensure the completion of this Contract within the specified time due to a reason or circumstance within the Vendor's reasonable control, (iii) failure to perform this Contract in a manner reasonably satisfactory to the Town, (iv) failure to promptly re-perform within reasonable time the Services or Supplies that were properly rejected by the Town as erroneous or unsatisfactory, (v) discontinuance of the Services or Supplies for reasons not beyond the Vendor's reasonable control, (vi) failure to comply with a material term of this Contract, including, but not limited to, the provision of insurance and nondiscrimination; or (8) any other acts specifically and expressly stated in this Contract as constituting a basis for termination of this Contract.

B. Termination Upon Default

In the event of a default by the Vendor, the Town, acting through its Town Administrator, may, at its option, terminate this Contract within thirty days by written notice of termination specifying the termination date.

Notwithstanding the above, in the event of a default by the Vendor, the Town, acting through its Town Administrator, may give notice in writing of a default, which notice shall set forth the nature of the default and shall set a date, by which the Vendor shall cure the default, subject to approval of the Town.

If the Vendor fails to cure the default, the Town, in the alternative, may make any reasonable purchase or contract to acquire goods or services in substitution for those due from Vendor. The Town may deduct the cost of any substitute contract or nonperformance together with incidental and consequential damages from the Contract price and shall withhold such damages from sums due or to become due to the Vendor. If the damages sustained by the Town exceeds the sums due or to become due, the Vendor shall pay the difference to the Town upon demand.

Upon immediate notification to the other party, neither the Town nor the Vendor shall be deemed to be in default for failure or delay in performance due to Acts of God or other causes factually beyond their control and without their fault or negligence. Subcontractor failure to perform or price

increases due to market fluctuations or product availability will not be deemed factually beyond the Contractor's control. The Town retains all rights and remedies at law or in equity.

If the Vendor fails to cure the default within the time as may be required by the notice, the Town, acting through its Town Administrator, may, at its option terminate the Contract.

The parties agree that if Town erroneously or unjustifiably terminates this Contract for cause, such termination shall be deemed a termination for convenience, which shall be effective thirty (30) days after such notice of termination for cause is provided.

C. Termination For Convenience.

Notwithstanding any language to the contrary within this Contract, the Town, acting through its Town Administrator, may terminate this Contract, without cause at any time, in the Town's sole discretion, by written notice of termination which shall be effective upon the termination date stated in the notice of termination. In the event of termination for convenience, the Vendor shall be entitled to be paid for goods delivered and accepted and services rendered and accepted prior to notice of termination at the prices stated in the Contract, if any, which shall be subject to offset against sums owed by the Vendor to the Town. Any goods or services delivered after notification of termination but prior to the effective termination date must be approved in writing in advance by the Town in order to be eligible for payment. In no event shall the Vendor be entitled to be paid for any goods or services delivered after the effective date of termination. The Vendor shall be entitled to no other compensation of any type. In no case shall a Vendor be entitled to lost profits.

D. Obligations Upon Termination

Upon termination of this Contract with or without cause, the Vendor shall immediately, unless otherwise directed by the Town: 1. cease performance upon the stated termination date; 2. surrender to the Town the Vendor's work product, which is deliverable under the Contract, whatever its state of completion; and 3. return all tools, equipment, finished or unfinished documents, data, studies, reports, correspondence, drawings, plans, models, or any other items whatsoever prepared by the Vendor pursuant to this Contract, which shall become property of the Town, or belonging to or supplied by the Town.

E. Rights and Remedies.

The Town shall have the right to: a) disallow all or any part of the Vendor's invoices not in material compliance with this Contract; b) temporarily withhold payment pending correction by the Vendor of any deficiency; c) sue for specific performance or money damages or both, including reasonable attorneys' fees and costs incurred in enforcing any Vendor obligations hereunder; d) pursue remedies under any bond provided; and e) pursue such other local, state and federal actions and remedies as may be available to the Town.

Any termination shall not effect or terminate any of the rights or remedies of the Town as against the Vendor then existing, or which may accrue because of any default. No remedy referred to in this subsection is intended to be exclusive, but shall be cumulative, and in addition to any other remedy referred to above or otherwise available to the Town or Vendor at law or in equity. The Vendor shall not gain nor assert any right, title or interest in any product produced by the Vendor under this Contract.

9. Insurance

The Vendor shall comply with all insurance requirements set out in the Contract. The Vendor shall deliver to the Town certificates of insurance on the date of execution of this Contract. The Vendor shall deliver to the Town renewal certificates of insurance at least ten (10) calendar days prior to expiration of the prior insurance and shall furnish the Town with the name, business address and telephone number of the insurance agent. Vendor certifies compliance with applicable state and federal employment laws or regulations including but not limited to MGL c. 152 (Workers' Compensation), as applicable, and Vendor shall provide Town with acceptable evidence of compliance with the insurance requirements of this chapter.

10. Governing Law; Forum

This Contract shall be governed by the laws of the Commonwealth of Massachusetts. Any action arising out of this Contract shall be brought and maintained in the Middlesex Superior Court of the Commonwealth of Massachusetts. Vendor agrees that the Middlesex Superior Court of the Commonwealth of Massachusetts shall have exclusive jurisdiction over any action arising under this Contract, and waives any right to removal and waives any right to dispute venue or jurisdiction.

11. Complete Agreement

This Contract supersedes all prior agreements and understandings between the parties and may not be changed unless mutually agreed upon in writing by both parties.

12. Amendment

No amendment to this Contract shall be effective unless it is signed by the authorized representatives of all parties and complies with all requirements of the law. All alterations or additions, material or otherwise, to the terms and conditions of this Contract must be in writing and signed by the Town, as set forth in the below section, and the Vendor.

13. Conditions of Enforceability against the Town

This Contract is only binding upon, and enforceable against, the Town if: (1) the Contract is signed by the Town Administrator; (2) endorsed with approval by the Town Accountant as to appropriation or availability of funds; (3) endorsed with approval by the Town Counsel as to form; (4) funding, if applicable, is appropriated for this Contract or otherwise made available to the Town; and (5) the Contract is signed by Vendor's authorized representative.

This Contract and payments hereunder, if any, are subject to the availability of an appropriation therefor. Any oral or written representations, commitments, or assurances made by any Town representatives are not binding. Vendors should verify funding and contract execution prior to beginning performance. When the amount of the Town Accountant's certification of available funds is less than the face amount of the Contract, the Town shall not be liable for any claims or requests for payment by Vendor which would cause total claims or payments under this Contract to exceed the amount so certified.

The Contract shall supersede any conflicting verbal or written agreements or forms relating to the performance of this Contract, including contract forms, purchase orders, or invoices of the Vendor. The Town shall have no legal obligation to compensate Vendor for performance that is outside the scope

of this Contract. The Town shall make no payment prior to the execution of a Contract.

14. Taxes

Purchases incurred by the Town are exempt from Federal Excise Taxes and Massachusetts Sales Tax, and prices must exclude any such taxes. Tax Exemption Certificates will be furnished upon request. Vendor shall be solely and exclusively responsible for payment of all state, federal and local tax liabilities and obligations associated with Vendor's provision of services hereunder.

15. Independent Contractor

The Vendor is an independent contractor and is not an employee, agent or representative of the Town. The Town shall not be obligated under any contract, subcontract, or commitment made by the Vendor relating to the Town for which the Town has not executed a valid and binding Contract relating thereto.

16. Assignment; Sub-Contract

This Contract is non-transferable and non-assignable. Vendor acknowledges that Vendor shall not assign, delegate, subcontract, or transfer this Contract or any interest herein, without the prior written consent of the Town. Vendor's use of sub-contractors shall not be permitted.

17. Discrimination

The Vendor agrees to comply with all applicable laws prohibiting discrimination in employment and in the provision of services hereunder. The Vendor agrees that it shall be a material breach of this Contract for the Vendor to engage in any practice which shall violate any provision of MGL c. 151B relative to discrimination in hiring, discharge, compensation or terms, conditions or privileges of employment because of race, color, religious creed, national origin, sex, sexual orientation, age, or ancestry. Vendor agrees that it shall be a material breach of this Contract for the Vendor to engage in any practice which violates any other Massachusetts and/or federal laws and regulations prohibiting discrimination. Vendor shall indemnify, defend and hold the Town harmless regarding any and all causes of action, claims, and complaints asserted which arise out of and/or involve Vendor's conduct in violation of Massachusetts and federal laws and regulations prohibiting discrimination.

18. Waiver

All duties and obligations contained in this Contract can only be waived by written agreement. Forbearance or indulgence in any form or manner by a party shall not be construed as a waiver, nor in any way limit does the legal or equitable remedy available to said party.

19. Severability

In the event that any provision of this Contract shall be held to be illegal, unenforceable or void, such provision shall be severed from this Contract and the entire Contract shall not fail on account thereof, but otherwise remain in full force and effect and shall be enforced to the fullest extent permitted by law.

20. Notice

The parties shall give notice in writing by one of the following methods: (i) hand-delivery; (ii)

facsimile; (iii) certified mail, return receipt requested; or (iv) or overnight delivery service, to the Vendor at the contact information specified on the face of this Contract.

Notice to the Town shall not be effective unless provided during the Town's regular business operating hours, and shall not be effective if served on weekends, holidays, or days during which Town offices are closed.

21. Captions

The captions of the sections in this Contract are for convenience and reference only and in no way define, limit or affect the scope or substance of any section of this Contract.

22. Non-Collusion

This Contract was made without collusion or fraud with any other person and was in all respects bona fide and fair. As used in this paragraph, the word, "person," shall mean any natural person, joint venture, partnership, corporation, or other business or legal entity. The Vendor certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

23. Tax and Contributions Compliance

The Vendor certifies, under pains and penalties of perjury, in accordance with MGL c. 62C 49A, that the Vendor is in full compliance with all tax laws and regulations of the Commonwealth of Massachusetts, Internal Revenue Service, and Department of Revenue and is in good standing with respect to all returns due and taxes payable to the federal government and the Commonwealth of Massachusetts, including but not limited to reporting of employees and contractors, and withholding and remitting of child support and to contributions and payments in lieu of taxes. In the event that the Town is notified by the IRS that the TIN provided by the Vendor and the Vendor name as recognized by the IRS do not match their records, the Vendor shall be solely and exclusively responsible for all penalties. Vendor shall be solely and exclusively responsible for all Massachusetts and federal tax obligations and liabilities.

24. Municipal Taxes, Charges and Liens

The Vendor certifies that it has paid all accounts receivable owed to the Town of Wakefield, including but not limited to real estate, personal property or excise tax, parking fines, water/sewer charges, license/permit fees, fines and/or any other municipal lien charges due to the Town of Wakefield. Pursuant to MGL c. 60 § 93, the Vendor acknowledges that the Collector/Treasurer of the Town may withhold from amounts owing and payable to the Vendor under this Contract any sums owed to any department or agency of the Town which remain wholly or partially unpaid. This shall include but not be limited to unpaid taxes and assessments, police details, fire details, municipal liens, and any other fees and charges until such sums owed have been fully paid, and the Collector/Treasurer may apply any amount owing and payable to the Vendor to satisfy any monies owed to the Town.

25. Compliance with Applicable Laws

The Vendor shall comply with all applicable federal and Massachusetts laws and regulations, and Town ordinances and regulations, which are in any manner applicable to performance of this

Contract. The Vendor shall defend, indemnify, and hold harmless the Town, its officers, agents and employees against any cause of action, claim or liability arising from or based on the violations of such ordinances, regulations or laws, and/or caused by the negligent actions of the Vendor, its agents, employees or subcontractors, and/or caused by the intentional actions of the Vendor, its agents, servants and employees.

26. Conflict of Interest

The Vendor certifies that no official or employee of the Town has a financial interest in this Contract or in the expected profits to arise therefrom, unless there has been compliance with the provisions of MGL c. 43 § 27 (Interest in Public Contracts by Public Employees), and MGL c. 268A (Conflict of Interest). The Vendor certifies that it has reviewed the Massachusetts Conflict of Interest Law, MGL c. 268A and at any time during the term of this Contract, the Vendor is required to affirmatively disclose in writing to the Town the details of any potential conflicts of interest of which the Vendor has knowledge or learns of during the Contract term.

27. Licenses and Permits and Maintaining Good Standing

The Vendor certifies that Vendor is qualified to perform the Contract and possesses all necessary licenses, permits, or other authorizations required by the Town, the Commonwealth of Massachusetts or any other governmental agency, in order to perform and provide services contemplated in this Contract. The Vendor shall submit copies of such licenses and/or permits to the Town upon request. If a corporate entity/business, the Vendor certifies that it is a duly organized and validly existing entity in the Commonwealth of Massachusetts, licensed to do business in Massachusetts, in good standing in the Commonwealth of Massachusetts, with full power and authority to consummate the Contract, and listed under the Commonwealth of Massachusetts Secretary of State's website as required by law.

The Vendor shall maintain Vendor's good standing and proper organization for the duration of this Contract. Vendor shall maintain as current all requisite licensure to perform Vendor's obligations hereunder.

28. Recordkeeping, Audit, and Inspection of Records

All records, work papers, reports, questionnaires, work product, regardless of its medium, prepared or collected by the Vendor in the course of completing the work to be performed under this Contract shall at all times be the exclusive property of the Town. In the event of termination or upon expiration of the Contract, the Contractor shall promptly deliver to the Town all documents, work papers, calculations, data, drawings, plans, and other tangible work product or materials pertaining to the services performed under this Contract, in both a physical format and electronic format. The electronic format shall be either Comma Separated Values (CSV) files along with the mapping information for each field, or Microsoft SQL (2005/2008) database with all associated Database Schemas, or such other electronic format(s) acceptable to the Town. At no additional cost to the Town, the Contractor shall store and preserve such records while in their possession in accordance with the requirements of the Massachusetts Public Records Law, the Commonwealth of Massachusetts record retention schedule and Town of Wakefield record retention schedule. The Town shall have the right to at reasonable times and upon reasonable notice to examine and copy, at its reasonable expense, the books, records, and other compilations of data of the Vendor which relates to the provision of services under this Contract. Such access shall include on-site audits, review, and copying of said records. Vendor shall comply with all privacy and disclosure laws and

regulations regarding information obtained by Vendor during performance of services under this Contract. Notwithstanding said compliance, Vendor shall promptly respond to the Town's requests for information/documentation, including requests which will result in Vendor disclosing privacy protected or sensitive information to the Town.

29. Debarment or Suspension

The Vendor certifies that it has not been and currently is not debarred or suspended by any federal, state, or municipal governmental agency under MGL c. 29 § 29F or other applicable law, nor will it contract with a debarred or suspended subcontractor on any public contract.

30. Warranties (Applicable to Goods Only)

The Vendor warrants that (1) the goods sold are merchantable, (2) that they are fit for the purpose for which they are being purchased, (3) that they are absent any latent defects and (4) that they are in conformity with any sample which may have been presented to the Town. The Vendor guarantees that upon inspection, any defective or inferior goods shall be replaced without additional cost to the Town. The Vendor will assume any additional cost accrued by the Town due to the defective or inferior goods. The Vendor guarantees all goods for a period of no less than one (1) year, unless a greater period of time is specified in the Contract Documents.

Contract
by and between
Cataldo Ambulance Service of Massachusetts, Inc. and
Town of Wakefield
For Comprehensive Emergency Ambulance Service System

This Contract entered between Cataldo Ambulance Services, the "Vender" with business offices located at 137 Washington Street Somerville, MA 02143 and the Town of Wakefield the "Town", with business offices located at 1 Lafayette Street Wakefield, MA 01880, for the purpose of the Town contracting Vendor to provide a comprehensive emergency ambulance service for the Town.

The Vendor will work as an extension of, and in conjunction with, all existing municipal services. The Vendor shall provide emergency ambulance response to all calls received by its Communications Center originating within the Town, whether initiated by the Town's Police or Fire Departments or by a private caller. This comprehensive emergency ambulance service system for the Town shall include twenty-four (24) hours Advanced Life Support (ALS) emergency services. This Contract shall be at NO cost to the Town.

The Vendor is a licensed provider of ambulance services in the Commonwealth of Massachusetts, meeting all state rules, regulations and standards. Vendor shall not charge the Town for any services provided hereunder.

INTENT AND PURPOSE

Intent and Purpose

The intent of the Town under this Contract is to ensure, during the life of this Contract and any renewal(s) thereof, that properly trained and certified personnel employed by the Vendor will respond in a timely fashion to medical emergencies to which they are dispatched. Once on scene, they are to provide the highest quality medical care to the patient, and then safely transport to an appropriate treatment facility, in the shortest practical time.

The Specifications found herein describe the minimum standards required of the Vendor, and the Town and the Vendor may, from time to time, outline further standards for services to the Town, within the terms described elsewhere in this Contract.

Applicability of Regulations

The provisions of MGL c. 111C, MGL c. 30A §2, and 105 CMR 170.00 et sequence, as well as any amendments which have been made or which may be made subsequent to the signing of this Contract, shall apply to the Vendor and Vendor's performance of obligations hereunder, and shall be incorporated herein by reference.

SCOPE OF SERVICES

I. LEVEL OF SERVICE

The Vendor will provide the following:

- One (1) dedicated Paramedic/EMT staffed Advanced Life Support unit garaged within the Town of Wakefield 24 hours a-day, seven (7) days a week, 365/366 days a year. This Unit will be staffed at the paramedic/EMT level. One (1) dedicated Basic Life Support Unit garaged in the Town of Wakefield 24 hours a day, seven days a week 365/366 days a year. This unit will be staffed with two basic EMTs. These dedicated ALS/BLS units will be lettered on two (2) sides with 4" high letters as follows: "Town of Wakefield". These units may be assigned to transport any seriously ill patient originating from any destination within the Town of Wakefield to an appropriate hospital for emergency care. In addition to the above listed dedicated units, Cataldo will also house in Wakefield: Two (2) non dedicated Basic Life Support Units and One (1) Non-dedicated Advanced Life Support Ambulance staffed at the at the Paramedics/Basic Level. The Town and the Vender may meet periodically to discuss additional staffing options however no change shall occur unless agreed by the parties.
- Emergency Medical Dispatch as required by 560 CMR 5.00.
- The Vendor will act as a secondary public safety answering point (Secondary PSAP) for the Town. The Town Police and Fire Departments with the Vendor shall create a uniform call handling procedure (transferring and answering) for all medical related emergency calls, in accordance with 560 CMR, Section 5.1, ss(2).
- The Vendor agrees to log all emergency calls into their computer aided dispatch system (CAD) and to maintain detailed records of all calls received on behalf of the Town of Wakefield, copies of such records shall be produced upon the request of the Fire, Police and Controller's Office.
- The Town Police and Fire department, and Contractor shall agree to a telecommunication protocol for when the transferring telecommunicator remains on the line to monitor and solicit information relative to nonmedical aspects of an emergency call.
- The Contractor shall furnish copies of documentation provided in communication and information exchange with the State with regard to 560 CMR 5.0, including but not limited to section 5.6; quality assurance of emergency medical dispatch services program; section 5.08, approval as a certified emergency medical dispatch resource; section 5.11 recordkeeping.
- A back-up ambulance, Advanced Life Support (ALS) and/or Basic Life Support (BLS), shall be located within the Town of Wakefield, six minutes from the commitment of the dedicated unit.
- A Back-up Ambulance Service shall be provided 24 hours a day, seven (7) days a week. ALS service shall be available to Wakefield residents 80% of the time, either by the dedicated unit, back-up unit, or by the back-up ambulance service.
- ALS or BLS ambulance coverage for all confirmed building fires and/or by direct request from Wakefield Fire Alarm for any type of special emergency incident.

- Fire scene rehabilitation will be provided for all Multiple Alarm fires or at the request of the Wakefield Fire Department.

Every Vendor vehicle will meet all specifications as outlined in the Federal Specification for the "Star of Life Ambulance", KKK-A-1822F. Each vehicle will conform to all Massachusetts Department of Public Health regulations pertaining to the operation of Advanced Life Support and Basic Life Support vehicles. This level of service will be maintained 24 hours per day, seven days per week.

All Vendor personnel shall perform and provide services in accordance with the highest standard of care and acceptable practices and procedures used by licensed emergency medical services professionals.

A. Vehicle Garaging

The Vendor will maintain at least one garaging facility within the Town of Wakefield. Any location used by the Vendor will meet or exceed all garaging requirements as outlined by MGL.

B. Ambulance Staffing

ALS ambulances will be staffed by one Paramedic/one EMT. Basic Life Support ambulances will be staffed by two Emergency Medical Technicians. All personnel will be certified in the Commonwealth of Massachusetts by the Department of Public Health and the Office of Emergency Medical Services.

C. Response Time

The Vendor is expected to respond to all emergency calls within six minutes. At no time shall a response time exceed six minutes except for unforeseen conditions, such as cases of extreme weather and road conditions beyond the control of the Vendor. The response time will be measured from the moment dispatch, whether by radio or telephone, to the time the ambulance unit signs-off at the scene. All of Vendor's ambulances responding to emergency calls in the Town will be held to this standard.

D. Back-up Capability

Vendor will maintain adequate resources to uphold the standards of care as outlined in this Contract. In the event Vendor is unable to provide adequate back-up resources for an MCI or Hazmat incident, Vendor shall activate the Region III MCI Protocol.

The Vendor will utilize Med-Flight helicopter services for severe instances when the welfare of the patient may benefit from the use of air transportation.

2. PERSONNEL/QUALITY ASSESSMENT

Personnel

The Vendor will adhere to stringent hiring practices to ensure that potential employees are properly screened including, but not limited to: incident/citation free driving record; drug testing yielding negative results; criminal records check yielding negative results.

The Vendor will adhere to stringent quality training and assessment of new employees which includes, but is not limited to participation in a comprehensive orientation program covering training in the following areas:

- Clinical reviews
- Map reading proficiency

- Driver Training Program
- Familiarization with local facilities, streets, access routes
- MCI training

Vendor agrees that additional training for new employees will include spending a minimum of forty (40) hours riding as a third person with specially trained preceptors.

Vendor agrees that all preceptors shall have a minimum of two years of experience as EMS providers. Vendor agrees to conduct regular reviews of performance of employees to ensure qualifications and skills are suitable for the performance of services under this Contract.

A. Internal Reviews

At the Town's request the Vendor will establish regular meetings with the Town's Fire and Police for the purpose of:

- Reviewing the quality of care
- Reviewing response time
- Evaluating areas of improvement
- Other matters as may from time to time arise in the performance of Vendor's obligations

B. Vehicles

Vendor agrees that each vehicle utilized by Vendor to perform obligations hereunder will be subject to regular and comprehensive preventive maintenance, including schedules which shall include safety checks and mandatory part replacement. Vendor also agrees that Vendor shall not utilize any vehicles, including spares, in providing services hereunder, which have an excess of 140,000 miles, or are vehicle models four years older than the calendar year in which services are being provided. At the inception of this contract the vendor will provide Wakefield with 2 new ambulances.

3. SITE, SUPPLIES AND EQUIPMENT EXCHANGE

The Vendor shall be responsible for acquiring or arranging a suitable site and physical facility for conducting activities and delivering services hereunder. The Vendor shall be responsible for acquiring all supply items and equipment necessary for the satisfactory performance hereunder. The Vendor shall, at the option of the Town, repair, replace or reimburse the Town, in an amount equivalent to the cost of repair or replacement, for any Fire Department equipment not returned to the Town, or supplies, which Vendor utilized in the performance of rendering emergency care.

To reduce out of service time, Town Fire Department units that have arrived on scene and initiated patient care may replace or exchange supplies/equipment on a one for one basis with the Vendor's unit when transferring the patient to Vendor's care for transport. Vendor shall supply and maintain all oxygen tank/cylinders to the Town's Fire Station on Union Street.

A. Cataldo will establish an arrangement with the Pharmacy at Melrose Wakefield healthcare or through the Commonwealth of Massachusetts to allow designated personnel to directly receive NARCAN and Epi-pens that are utilized in the field or are 90 days from expiration. Cataldo will also work to allow that these units are mailed to the Police and Fire department if possible.

B. Assess, maintain and provide training for the AED's currently being utilized by the Town.

4. COMMUNITY TRAINING/MEDICAL PROGRAMS

The Vendor agrees to offer continuing education/training to the Town of Wakefield Fire, Police and associated individuals at no cost. Training/continuing education programs will be offered regularly at a training facility located in Wakefield, and programs will be available to Town Police, Fire, and other non-public safety personnel. Those programs will include but are not limited to:

- A. CPR and First Responder Training and re-certification.
- B. EMT-DOT Refresher and Related Re-Certification Programs
- C. Bloodborne Pathogen and OSHA Awareness
- D. Haz-Mat Awareness
- E. Defibrillator Certification and Re-Certification
- F. Provide Epi-Pen training to all members of the Fire Department.
- G. EMS Certification and Re-Certification if available by the Vendor
- H. Basic life support seminars for the purpose of educating various groups/persons residing and/or working within Wakefield (schoolteachers, restaurant personnel, senior citizens etc.).
- I. Initial 24 hour First Responder Course for all new hires
- J. Initial training & refreshers for any new initiative such as the use of Naloxone, Epi-Pens, and other similar products
- K. Free access to Centre Learn online portal.
- L. Initial EMT-B (for up to six (6) members of the WFD per year) Course provided free of charge (books and state fees not included) for members who aren't EMTs.
- M. An annual EMT Refresher Course for all 4 groups. Three days per group totaling 36 hours. (April, May and June).
- o. Continuing Education Credits of 12 hours per group annually.

Additionally, Vendor agrees to provide other training programs such as those related to continuing education for EMT and/or Paramedic certification on at least a quarterly basis. The Town acknowledges that some lengthy or specialty programs may require the Town to pay a fee for the cost of said training programs, which will require the Town's advanced written approval.

The Vendor shall provide Fire & Police personnel, at least once a year in the third (3rd) quarter of a calendar year, classes pertaining to Continuing Education by offering the twenty (20) hour National Competency as defined by the NREMT Education Guide.

The Vendor will assist with any training projects conducted by the Police and/or Fire Departments that fall within the scope of Vendor's expertise.

5. SPECIAL EVENTS

A back-up ambulance will stand by at the location of special events on request of the Town, including but not limited to scheduled organized youth sports events, and scheduled organized community, civic, or cultural events, or upon order of authorized Town officials where a large gathering of citizens is expected. The dedicated ALS ambulance unit shall not be assigned to these events. The dedicated ALS ambulance unit may be dispatched to the special event to assist the back-up ambulance unit should it be required for a medical emergency or subsequent additional medical emergencies at the event.

6. MEDICAL WASTE

The Vendor shall be responsible for the removal of all medical wastes prior to leaving the location of activity. The Vendor will work with the Town to develop a policy when removal of medical wastes is accomplished by either the Town Fire Department or Police Department for the Vendor. The Vendor will remain responsible for the removal of said medical waste materials from all pre-designated storage locations. The Vendor shall meet Massachusetts and OSHA regulations.

7. HAZARDOUS MATERIALS

A. The Vendor's personnel shall be trained and certified in compliance with all pertinent state and federal regulations to assure appropriate response and treatment of all individuals affected by or exposed to a "hazardous material" (as defined by state and federal law, and state and federal regulation). The Town and Vendor shall develop appropriate measures to ensure the protection of the Vendor's personnel from exposure to hazardous materials when responding to hazardous materials incidents.

B. The Vendor shall dispatch a BLS Unit to Level I incidents. The dedicated ALS Unit shall be dispatched to Level 2 incidents. The Vendor shall dispatch a back-up ambulance to be in service in the Town for coverage within six (6) minutes after the primary ambulance has been dispatched to the hazardous materials incident, though the Town recognizes that consideration for weather and traffic conditions will on occasion make that impossible.

8. COMMUNICATION

The Vendor shall utilize and operate a state of the art radio at Vendor's sole expense. All ambulances shall be equipped with the same radio frequency as operated by the Town. Advanced Life Support vehicles shall maintain UHF radios capable of two-way communications with the Central Medical Emergency Dispatch (CMED) and cellular phones. Every ambulance crew shall be issued a hand-held radio.

The Vendor shall install and maintain, at Vendor's sole expense, direct and dedicated phone lines between the Town Police and Fire Departments and Vendor's Dispatch Center. In the event of any Massive Casualty Incident "MCI", the Vendor will furnish the Town's Fire Department with at least one portable radio for direct communications with the Vendor's Dispatch center. The Vendor will assimilate to any Eg11 System on which the Town elects to operate.

The Vendor shall immediately notify the Town Fire Alarm Office each time Vendor receives a call for emergency medical service from any source other than the Town Fire Alarm Office anywhere within the geographical boundaries of the Town.

The Vendor shall provide emergency ambulance response to all calls received within the Town whether initiated by the Town's Police or Fire Department or by a private caller.

The Vendor shall provide emergency medical services to all parties regardless of the individual's ability to pay for these services.

The Vendor will cooperate with the Town to maintain radio inter-operability goals for Emergency Medical Services as required by the Metro Boston Homeland Security Region.

In the event of an emergency where the Town activates Emergency Response team and/or Emergency Operations, the Vendor will upon request, supply a minimum of one staff person for the duration of the emergency or until the services of the Vendor are no longer needed for said emergency.

Vendor shall create with the Town a uniform call handling procedure for answering, notifying and transferring for all medical-related emergency calls, in accord with the provisions of 560 CMR 2.00- STANDARDS FOR ENHANCED 9-1-1.

Vendor shall log all emergency calls into Vendor's current Computer Aided Dispatch system (CAD) and shall maintain detailed records of all calls received on behalf of the Town. Copies of such records shall be produced by Vendor upon the request of the Town's Police/Fire Departments, and the Town's Controller.

The Town and Vendor shall agree to a telecommunication protocol for when the transferring telecommunicator remains on the line to monitor and solicit information relative to non-medical aspects of an emergency call.

Vendor shall furnish copies of documentation provided and communication and information exchanged with the Commonwealth of Massachusetts with regard to 560 CMR 5.00, including but not limited to 560 CMR 5.06 - Quality Assurance of Emergency Medical Dispatch Services program; 560 CMR 5.08- Approval as a Certified Emergency Medical Dispatch Resource; and 560 CMR 5.11 - Recordkeeping.

Vendor shall provide the Fire Chief with a designated and accessible contact person with whom the Town can communicate directly as to any performance and quality issues or other matters the Town needs to address.

9. RECORD KEEPING AND REVIEW

The Vendor shall maintain and make available upon the Town's request operational records, including:

- A. Radio Transmissions
- B. Phone Logs
- C. Response Times
- D. Narcan usage, provided monthly, utilizing EMS Anywhere software

The Vendor shall provide the Fire Chief and Emergency Management Director a Confidential Report on the first of each month detailing the following information:

- Report 1: How many calls have you responded to in the past month:
- The number of calls responded to, by priority 1 or 2
- The number of calls transported, by priority 1 or 2
- The number of calls cancelled any reason
- Response time performance: Call Count, Cumulative Call Count, Percent of Total Calls & Cumulative percent of Total; for the monthly number of calls received, provided in excel, with response times ranging in time from "00:00- 01:59" to "11:59+" starting from the moment the ambulance is dispatched. The format is provided below:

Cataldo Ambulance Service
Town of Wakefield 911System Activity

	Call Count	Cumulative Call Count	Percent of Total Calls	Cumulative % of Total
00:00- 01:59				
02:00 - 02:59				
03:00- 03:59				
04:00 - 04:59				
05:00- 05:59				
06:00-06:59				
07:00- 07:59				
08:00- 08:59				
09:00 - 09:59				
10:00- 10:59				
11:59 +				

Total Responses

Response Time Performance .. Cold Responses

	Call Count	Cumulative Call Count	Percent of Total Calls	Cumulative % of Total
00:00 - 01:59				
02:00- 02:59				
03:00- 03:59				
04:00 - 04:59				
05:00- 05:59				
06:00 - 06:59				
07:00- 07:59				
08:00- 08:59				
09:00- 09:59				
10:00- 10:59				
11:00- 11:59				
12:00 - 12:59				
13:00- 13:59				
14:00+				

Total Responses

10. INSURANCE

The Vendor will purchase and maintain the following insurance:

- A. Workers Compensation Insurance in accordance with Massachusetts statutory and regulatory requirements.
- B. Employers Liability Insurance with a minimum limit of \$100,000 per accident or transmittable disease.
- C. Automobile Insurance with a minimum limit of \$100,000/\$200,000.
- D. Commercial General Liability Insurance or Comprehensive General Liability Insurance, including Blanket Contractual and Incidental Medical Malpractice, covering the full scope of this Contract with limits not less than \$1,000,000. per occurrence and \$2,000,000. in the aggregate for personal or bodily injuries and \$1,000,000 per occurrence and \$2,000,000. in the aggregate for property damages.
- E. Excess Liability coverage, in umbrella form, in the amount of \$3,000,000 per occurrence.

11. INDEMNIFICATION

Vendor shall indemnify, defend and hold harmless the Town, its agents, servants, employees, and officials, from any and all causes of actions, claims, lawsuits and/or litigation and Vendor shall indemnify, defend and hold harmless the Town for any liability, judgments, awards, determinations, adjudications, verdicts, orders and/or awards, including, but not limited to penalties and interest, for damages and/or injuries arising hereunder.

Vendor shall be solely and exclusively responsible for the payment of damages, injuries and liabilities, including those related to Vendor's personnel, Town personnel, patients treated by Vendor, patients transported in Vendor's vehicles, and individuals in Vendor's care pursuant to this Contract.

Vendor shall be solely and exclusively responsible for all claims, causes of actions, injuries, damages of whatever nature and kind, and/or any other liability for Vendor's agents, servants and employees and any individuals and patients transported and treated pursuant to this Contract.

In the event the Town becomes a named party to, and/or is subjected to any claim, cause of action, administrative proceeding, and/or other litigation, Vendor shall immediately implead and substitute itself for the Town, and assent to the Town's motion for dismissal if necessary, and shall do so without admitting any fault, liability or responsibility on the part of the Town.

These provisions shall survive for three calendar years from later of either: the date of termination of this Contract, or any final and last treatment/transportation of any individual by Vendor pursuant to the terms of this Contract.

12. COST

For the Fiscal Year 2019 and for successive years as applied to this Contract, Vendor shall be paid the sum of zero (\$0.00) dollars for performance of obligations hereunder.

13. TERM

This Contract shall be for a term of three (3) years, from November 28, 2022 through November 27, 2025, unless sooner terminated in writing by the Town. The Vendor agrees that in the event Vendor desires to terminate this Contract, during the term contemplated herein, Vendor shall provide at least six months advanced notice to the Town and shall participate actively in assisting the Town with transitioning to other

comprehensive emergency ambulance services.

14. ENTIRE AGREEMENT

This Contract constitutes the sole and entire agreement of the parties relating to the subject matter hereof, and supersedes all prior understanding, agreements and documentation relating to the subject hereof. This Contract may be amended only by written instrument executed by the authorized representatives of both parties.

IN WITNESS WHEREOF, the parties by their duly authorized signatories hereby execute this Contract:

TOWN OF WAKEFIELD,
MASSACHUSETTS; By and through its
Town Administrator

CATALDO AMBULANCE

STEPHEN P. MAIO

By: _____

COMMON VICTUALLER

Artichokes
Brother's Deli & Restaurant
Charm Thai Bistro
Circle K #7500 Subway
CMRG, LLC d/b/a Tonno Wakfield
Creations Coffee Café
Crystal Community Club
Dockside
Dunkin Donuts (518 Salem Street)
Family Pizza Dough, LLC
Gingerbread Construction Company
Harringtons
Honey Dew Donuts (142 Lowell Street)
Indian Flames
Jade Gourmet
King's of Flavor
Kipo's Roast Beef
Laurie's 909 Catering
Leaf and Ginger
Lisa's Pizzeria
Megoz Inc, d/b/a Bellinos
McDonald's
Morena Cucina Rustica
NexDine / 101 Edgewater
NexDine / 401 Edgewater
North Ave Diner
Oyes, Inc. d/b/a Feng's
Public Kitchen
Red Sugar
Sakura Organic, Inc.
Sei Bar
Sheraton Colonial Bar & Grill
Wakefield House of Pizza

ENTERTAINMENT (televisions, streaming devices)

Artichokes
Brother's Deli & Restaurant
Circle K #7500 Subway
CMRG, LLC d/b/a Tonno Wakfield
Creations Coffee Café
Crystal Community Club
Dockside
Dunkin Donuts (518 Salem Street)
Family Pizza Dough LLC
Greenwood Wine & Spirits
Harringtons
Honey Dew (142 Lowell Street)
Indian Flames
Leaf and Ginger
Lisa's Pizzeria
Megoz, Inc. d/b/a Bellinos

McDonald's
NexDine / 101 Edgewater
NexDine / 401 Edgewater
Oyes, Inc. d/b/a Feng's
Public Kitchen
Sakura Organic, Inc.
Sei Bar
Sheraton Colonial

LIQUOR LICENSE

All Alcohol

CMRG, LLC d/b/a Tonno Wakfield
Dockside at Wakefield, Inc. d/b/a Floramo's Wakefield
Indian Flames Inc.
L&B, LLC d/b/a Laurie's 909
Public Kitchen
R&M Restaurant, Inc. d/b/a Artichokes
Sakura Organic, Inc.

Club

Crystal Community Club
West Side Social Club

Package Store

Grenwood Wine & Spirits
Campbell Beverage LLC
D&M Liquors
KVP Inc. d/b/a Jeffrey's Liquors
Prachi Corporation

LODGING HOUSE

Shertaon Colonial

AUTOMATED DEVICE (electronic games)

Crystal Community Club
Crystal Laundromat
McDonald's

CLASS I

EMS Direct, LLC
Subaru of Wakefield

CLASS II

AM Detail
Broadway Auto Brokers
Capitol Construction Equipment Sales
Dick's Foreign Car Service
Elite Auto Service, LLC
EMS Direct, LLC
Fahey Auto Sales
John's Foreign Car Service, Inc.

Highline Motor Sport, Inc.

Kings Auto Wholesale

Modern Collision Center

Modern Classic Investment Cars, LLC

Northeast Auto Gallery, Inc.

Performance of Wakefield

RSC Global Holdings, LLC

Subaru of Wakefield

Tecce's Collision & Frame Corp.

Wakefield Auto Gallery, Inc.

W.W. Industries, Inc.



Lucius Beebe Memorial Library

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

November 1, 2022

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

Dear Councilors,

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

Very truly yours,

Catherine McDonald
Library Director

11/1/2022

SOURCE	DONOR INTENT	DETAIL	AMOUNT	ACCOUNT TOTAL
VARIOUS GIFTS - ORG 20610290, OBJECT 483000				775.00
Various Patrons	Public Printer Donations	Public printer supplies, paper, toner	625.00	
Erin & Collin Earnst	Donation	In memory of Frank Penders	150.00	

MAGAZINE GIFTS - ORG 20610295, OBJECT 483000	0.00
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FRIENDS OF BEEBE LIBRARY GIFTS - ORG 20610291, OBJECT 483000	0.00
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GIFT BOOKS - ORG 20610296, OBJECT 483000	0.00
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TOTAL DONATIONS	775.00	775.00
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Wakefield Youth Action Team

Org: 20510765 Object: 483000

Source	Donor Intent	Detail	Amount	Account Total
Most Bessed Sacram	Town of Wakefield- Youth Action	Donation	100	
				100

Town Of Wakefield Accounts Payable
FY 2022

Warrant #	14	10.04.22	FY23
Dept #			No Print Checks
	misc batch	42.26	
	dues	39,447.36	
	telephone		
122	Town Council	2,625.82	
131	Finance Committee		
135	Accounting	79.98	
141	Assessors	399.00	
145	Treasurer	798,985.99	636,650.42
146	Tax Collector	6,502.52	
151	Legal	5,863.18	
155	Data Processing	102,719.49	
161	Town Clerk	2,626.14	
164	Election/Registrar		
171	Conservation	505.00	
175	Planning Board	1,412.54	
176	Bd of Appeals		
193	General Insurance		
198	Professional Med	420.00	
210	Police	85,536.01	
220	Fire	42,543.39	
293	Fire Alarm	3,840.00	
230	Public Safety Bldg		
231	Ambulance		
240	Building Insp		
244	Sealer		
291	Emergency Mgmt	34.05	
292	Animal Inspector		
297	Parking Clerk		
298	Traffic Suprs		
300	School	916,901.74	
422	Public Works	351,172.21	877.06
424	Street Lighting		
460	Light Dept	271,059.58	
510	Bd of Health	2,604.92	
541	Council of Aging	6,227.25	
543	Veterans		
610	Library	11,248.68	
615	Out of District		
630	Recreation Dept	19,944.29	
691	Historical		
693	Cultural Council Arts		
800	Sweetser	1,500.00	
910	Non-Contrib.		
911	Retirement		
912	Workers Comp		
913	Unemployment	7,739.00	
914	Group Insurance	101,095.44	590.00
	Total Warrant	2,783,075.84	
	Total Wire Transfers		\$638,117.48
	Total Printed Checks	2,144,958.36	
		2,144,958.36	

Town of Wakefield		
	Warrant#	04-Oct-22
Dept #	Department	14
	Payroll W/H	39,447.36
122	Town Council	2,625.82
131	Finance	
135	Accounting	79.98
141	Assessors	399.00
145	Treasurer	798,985.99
146	Tax Collector	6,502.52
151	Legal	5,863.18
155	Data Processing	102,719.49
161	Town Clerk	2,626.14
164	Election/Registrar	
171	Conservation	505.00
176	Board of Appeals	
193	General Insurance	
198	Professional Med	420.00
210	Police	85,536.01
220	Fire	42,543.39
293	Fire Alarm	3,840.00
240	Building Insp	
291	Emergency Mgmt	34.05
292	Animal Inspector	
297	Parking Clerk	
	School Petty Cash	
300	School	916,901.74
422	Public Works	351,172.21
424	Street Lighting	
460	Light Dept	271,059.58
510	Board of Health	2,604.92
541	Council on Aging	6,227.25
543	Veterans	
610	Library	11,248.68
630	Recreation	19,944.29
XXX	Misc Depts	2,954.80
910/911	Retirement	
912	Workers Comp	
913	Unemployment	7,739.00
914	Group Insurance	101,095.44
	Adjustments	
	Total	2,783,075.84
1		2,146,520.09
12		121,841.00
13		51,245.22
20		57,671.99
21		73,893.46
30		
35		
60		47,468.40
61		11,157.10
62		271,059.58
63		129.00
82		
84		1,500.00
85		590.00
89		
		2,783,075.84
		0.00

Town Of Wakefield Accounts Payable
FY 2023

Warrant #	16	10.18.22	FY23
Dept #			No Print Checks
	misc batch		
	dues	522,658.94	
	telephone		
122	Town Council	1,149,160.84	
131	Finance Committee		
135	Accounting	4,180.40	
141	Assessors	487.75	
145	Treasurer	1,980,107.38	1,323,788.95
146	Tax Collector	6,465.76	
151	Legal	82.50	
155	Data Processing		
161	Town Clerk	5,739.97	
164	Election/Registrar		
171	Conservation	504.00	
175	Planning Board	67.32	
176	Bd of Appeals	2,716.00	
193	General Insurance		
198	Professional Med	980.00	
210	Police	41,044.55	
220	Fire	7,008.28	
293	Fire Alarm		
230	Public Safety Bldg		
231	Ambulance		
240	Building Insp	1,275.68	
244	Sealer		
291	Emergency Mgmt	5,507.16	
292	Animal Inspector		
297	Parking Clerk		
298	Traffic Suprs		
300	School	737,339.89	
422	Public Works	1,302,787.28	959,685.05
424	Street Lighting		
460	Light Dept	3,360,067.46	2,995,393.46
510	Bd of Health	630.05	
541	Council of Aging	152.39	
543	Veterans	7,513.04	
610	Library	36,005.85	
615	Out of District		
630	Recreation Dept	11,394.62	
691	Historical		
693	Cultural Council Arts		
800	Sweetser		
910	Non-Contrib.		
911	Retirement		
912	Workers Comp	113,642.00	
913	Unemployment		
914	Group Insurance	1,318,420.57	1,231,386.20
	Total Warrant	10,615,939.68	
	Total Wire Transfers		\$6,510,253.66
	Total Printed Checks	4,105,686.02	
		4,105,686.02	

Town of Wakefield		Warrant#	18-Oct-22
Dept #	Department		16
	Payroll W/H		522,658.94
122	Town Council		1,149,160.84
131	Finance		
135	Accounting		4,180.40
141	Assessors		487.75
145	Treasurer		1,980,107.38
146	Tax Collector		6,465.76
151	Legal		82.50
155	Data Processing		
161	Town Clerk		5,739.97
164	Election/Registrar		
171	Conservation		504.00
176	Board of Appeals		2,716.00
193	General Insurance		
198	Professional Med		980.00
210	Police		41,044.55
220	Fire		7,008.28
293	Fire Alarm		
240	Building Insp		1,275.68
291	Emergency Mgmt		5,507.16
292	Animal Inspector		
297	Parking Clerk		
	School Petty Cash		
300	School		737,339.89
422	Public Works		1,302,787.28
424	Street Lighting		
460	Light Dept		3,360,067.46
510	Board of Health		630.05
541	Council on Aging		152.39
543	Veterans		7,513.04
610	Library		36,005.85
630	Recreation		11,394.62
XXX	Misc Depts		67.32
910/911	Retirement		
912	Workers Comp		113,642.00
913	Unemployment		
914	Group Insurance		1,318,420.57
	Adjustments		
	Total		10,615,939.68
1			4,098,892.43
12			208,692.36
13			
20			22,070.66
21			55,744.30
30			1,147,302.07
35			704,084.38
60			719,542.06
61			296,638.16
62			3,360,067.46
63			2,054.26
82			
84			
85			851.54
89			
			10,615,939.68
			0.00

Town Of Wakefield Accounts Payable
FY 2023

Warrant #	18	11.01.22	FY23
Dept #			No Print Checks
	misc batch		
	dues	1,740.00	
	telephone		
122	Town Council	2,581.02	
131	Finance Committee		
135	Accounting		
141	Assessors		
145	Treasurer	844,340.96	627,369.91
146	Tax Collector	2,188.74	
151	Legal		
155	Data Processing	7,608.66	
161	Town Clerk		
164	Election/Registrar		
171	Conservation	125.75	
175	Planning Board		
176	Bd of Appeals		
193	General Insurance		
198	Professional Med	175.00	
210	Police	45,073.69	
220	Fire	6,878.50	
293	Fire Alarm		
230	Public Safety Bldg		
231	Ambulance		
240	Building Insp	627.35	
244	Sealer		
291	Emergency Mgmt	8,285.00	
292	Animal Inspector		
297	Parking Clerk		
298	Traffic Suprs		
300	School	399,957.32	
422	Public Works	653,436.41	
424	Street Lighting		
460	Light Dept	332,796.37	
510	Bd of Health	8,878.82	
541	Council of Aging	2,275.00	
543	Veterans		
610	Library	13,324.66	
615	Out of District		
630	Recreation Dept	15,149.00	
691	Historical		
693	Cultural Council Arts		
800	Sweetser		
910	Non-Contrib.	2,125.39	
911	Retirement		
912	Workers Comp		
913	Unemployment		
914	Group Insurance	30,403.29	1,424.50
	Total Warrant	2,377,970.93	
	Total Wire Transfers		\$628,794.41
	Total Printed Checks	1,749,176.52	
		1,749,176.52	

Town of Wakefield		Warrant#	01-Nov-22
Dept #	Department		18
	Payroll W/H		1,740.00
122	Town Council		2,581.02
131	Finance		
135	Accounting		
141	Assessors		
145	Treasurer		844,340.96
146	Tax Collector		2,188.74
151	Legal		
155	Data Processing		7,608.66
161	Town Clerk		
164	Election/Registrar		
171	Conservation		125.75
176	Board of Appeals		
193	General Insurance		
198	Professional Med		175.00
210	Police		45,073.69
220	Fire		6,878.50
293	Fire Alarm		
240	Building Insp		627.35
291	Emergency Mgmt		8,285.00
292	Animal Inspector		
297	Parking Clerk		
	School Petty Cash		
300	School		399,957.32
422	Public Works		653,436.41
424	Street Lighting		
460	Light Dept		332,796.37
510	Board of Health		8,878.82
541	Council on Aging		2,275.00
543	Veterans		
610	Library		13,324.66
630	Recreation		15,149.00
XXX	Misc Depts		
910/911	Retirement		2,125.39
912	Workers Comp		
913	Unemployment		
914	Group Insurance		30,403.29
	Adjustments		
	Total		2,377,970.93
1			1,416,246.50
12			46,111.61
13			
20			396,172.04
21			82,331.92
30			26,100.00
35			
60			30,717.59
61			37,006.26
62			332,796.37
63			587.46
82			
84			
85			1,424.50
89			8,476.68
			2,377,970.93
			0.00