



# TOWN OF WAKEFIELD

TOWN COUNCIL

Julie Smith-Galvin, Chair  
Mehreen N. Butt, Vice Chair

Jonathan P. Chines  
Anne P. Danehy

Edward F. Dombroski, Jr.  
Peter J. May

Ann Santos  
Sherri A. Dalton, Clerk

NOTICE OF MEETING

June 14<sup>th</sup>, 2021 | 7:00 p.m.

Via Zoom: <https://us02web.zoom.us/j/82808143817>

Consistent with the Governor's orders suspending certain provisions of the Open Meeting Law, 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/82808143817>. 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 828 0814 3817. 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 | 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 | Approval of Minutes

Approval of May 24<sup>th</sup>, 2021 Town Council meeting minutes.

## Item 6 | Broadway Crossing

Update on the crossing at Broadway.

## Item 7 | Change of Manager

Change of Manager CMRG, LLC / Tonno Wakefield.



### **Item 8 | Public Hearings**

A. 7:10 p.m. – Change of Manager, Stock Transfer, Change of Officer/Director, and Pledge of License Amendment for Greenies Discount Liquors d/b/a Greenwood Wine & Spirits.

B. 7:25 p.m. – Fiscal Year 2022 Water & Sewer Rates.

### **Item 9 | Town Owned Land**

Authorization for Request for Proposals for town owned land on Water Street.

### **Item 10 | Lake Quannapowitt**

Review of lake events.

### **Item 11 | Public Meetings**

Public meetings update.

### **Item 12 | Proposed 40B – Wakefield North Apartments**

Letter to MassHousing regarding comments to application filed with MassHousing.

### **Item 13 | Emergency Declaration**

Dissolution of Emergency Declaration.

### **Item 14 | Donations**

A. Request to accept and expend a gift or gifts to the Library in the amount of \$197.00 from various donors with thanks.

B. Request to accept and expend a gift or gifts to the Recreation Department in the amount of \$500.0 from The Savings Bank with thanks.

### **Item 15 | Warrants**

Update on Warrant 42 dated April 20<sup>th</sup>, 2021; Warrant 44 dated May 04<sup>th</sup>, 2021; Warrant 45 dated May 05<sup>th</sup>, 2021; Warrant 46 dated May 18<sup>th</sup>, 2021.

### **Item 16 | Announcements**

### **Item 17 | 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 18 | Adjournment**

Next Regular Town Council Meeting: Monday, June 28<sup>th</sup>, 2021 at 7:00 p.m.



06/09/2021

## AA-21-2

### Alcohol License for Businesses

**Status:** Active

**Date Created:** May 20, 2021

#### Applicant

John Galeno  
john@tonnorestaurant.com  
175 North Ave  
Wakefield, Ma 01880  
781-507-4762

#### Location

175 NORTH AVE  
Wakefield, MA 01880

#### Owner:

175 NORTH LLC - c/o MAGGIORE CORP  
13 WHEELING AVE WOBURN, MA 01801

#### Application Type

##### Application Type

Change of Manager

##### Establishment Type

Restaurant

##### Business Type

Corporation

##### License Type

All Alcohol License (Service Only)

##### License Number

03982-RS-1310

##### Is this license for this year or next year?

This year

#### Business Information

##### Name of Business

Tonno

##### Business Address

175 North Ave

##### Manager of Record

Neal A. Maver

##### Description of Premises

Restaurant

**Approved Hours of Operation (for renewals, this information needs to exactly as stated on License)**

Sunday 10am - 1am / Monday - Saturday 11am - 1am

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**Municipal Taxes**

**Do you have municipal taxes owed to the Town of Wakefield**

No

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Town of Wakefield, MA

06/09/2021

**AA-21-3****Alcohol License for Businesses****Status:** Active**Date Created:** May 24, 2021**Applicant**

John Mooradian  
 jmooradian@demakislaw.com  
 Demakis Law Offices, P.C.  
 56 Central Avenue, Suite 201  
 Lynn, MA 01901  
 7815953311

**Location**

969 MAIN STREET  
 WAKEFIELD, MA 01880

**Application Type****Application Type**

Other

**Establishment Type**

Package Store

**Business Type**

Corporation

**License Number**

00016-PK-1310

**Is this license for this year or next year?**

This year

**Business Information****Name of Business**

Greenwood Wine &amp; Spirits

**Business Address**

969 Main Street, Wakefield, MA

**Manager of Record**

Shashin Patel

**Description of Premises**

Retail store located at 969 Main Street, Wakefield, MA 01880. Approximately 3,000 square foot single story of cinder block construction with two entrances and exits. The main entrance located at the front of the store, opens into a retail area containing a merchandise rack and product display of approximately 2,000 square feet.

**Approved Hours of Operation (for renewals, this information needs to exactly as stated on License)**

Sunday: 10am-11pm, Monday-Saturday: 8am-11pm

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**Municipal Taxes**

**Do you have municipal taxes owed to the Town of Wakefield**

No

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# TOWN OF WAKEFIELD

DEPARTMENT OF PUBLIC WORKS

## -MEMORANDUM-

**To:** Julie Smith-Galvin, Chair Wakefield Town Council

**From:** Joseph Conway, Director of Public Works

**Sub:** Recommended Votes FY2022 Water and Sewer Rates

The following six (6) votes, as recommended by the Advisory Board of Public Works, are requested of the Town Council to set the FY2022 Water and Sewer Rates.

### 1) Water and Sewer Service Charges

METER SIZE	Water Charge Per Bill	Sewer Charge Per Bill
5/8	\$19.16	\$21.40
3/4	\$19.16	\$21.40
1	\$19.16	\$21.40
1.5	\$63.87	\$71.33
2	\$102.19	\$114.14
3	\$191.61	\$214.00
4	\$319.35	\$356.67

### 2) Water Rate per 100 Cubic Feet

Tier	Start	End	Water
1	1	1000	\$7.56
2	1001	2500	\$7.99
3	2501	6000	\$8.44
4	6000	+	\$9.30

### 3) Sewer Rate per 100 Cubic Feet

Tier 1	Start	End	Sewer
1	1	1000	\$11.44
2	1001	2500	\$11.95
3	2501	6000	\$12.47
4	6000	+	\$13.50





**4) Sewer Flat Rate Rate**

Sewer Flat Rate	Per Bill
3,000 cubic feet	\$377.44

**5) Manual Read Meter Fee**

\$50.00 per quarter

**6) Septic Disposal Rate Formula**

Facility Opening Fee \$110.00

Disposal Cost per 100 cubic feet = Calculated and charged at the current sewer rate

Off hours disposal rate- Three (3) hours at W-4 pay scale \* 1.5



## TOWN OF WAKEFIELD

### Advisory Board of Public Works

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**TO:** Wakefield Town Council

**FROM:** Christopher Tarr, Advisory Board Chair

**COPIES:** Stephen Maio, Town Administrator

Joseph Conway, Director of Public Works

Ann Waitt, Business Manager

Advisory Board of Public Works

**SUBJECT:** Advisory Board of Public Works – FY2022

Water/Sewer Recommendation

**DATE:** June 08, 2021

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On June 1, 2021 the Advisory Board of Public Works voted to recommend the following water and sewer service charges, water and sewer rates, sewer flat rate, manual read meter fee and septic disposal rate for fiscal year 2022.

During the previous year's rate setting process, The Advisory Board and Department of Public Works had contracted with consultants from the Abrahams Group to perform an in-depth rate study analysis of the Water and Sewer Enterprises. Goals of this process were to create a baseline plan for more sustainable and predictable rates over future years to come. Unknowingly, while this work was happening the pandemic was beginning to move west, eventually taking hold over just about every aspect of daily life. Last year was a year like no other and many things functioned differently from the normal we once knew. With that in mind it was decided that bringing the Abrahams group back for a re-evaluation of the study from the previous year would be a beneficial exercise. The Advisory Board wanted to consider the changes happening in the world, how that may have impacted the enterprises, and make baseline modifications as required, or otherwise feasible.

Some factors taken into consideration were:

- Both water and sewer rates need to fund the operating budget
- Both the water and sewer reserves need to be sufficient to provide for consumption shortfalls, emergencies and future capital improvements



# TOWN OF WAKEFIELD

## Advisory Board of Public Works

- Remain in compliance with- MGL Chapter 165 section 2B<sup>1</sup> and Wakefield's MWRA withdrawal agreement <sup>2</sup>
- Continue the emphasis on sustainable, more predictable financial future for water and sewer
- Keep the 10% payment discount in place
- Evaluate last year's financial plan for upcoming capital needs and update accordingly
- Identify changes in the financials for the Water and Sewer Enterprises, if feasible adjust the plans to provide for minimal impact during the pandemic recovery.

As you know, the MWRA sets the community assessments during the late spring to early summer after our Water and Sewer budgets are set at Annual Town Meeting. These two factors make the budgets fixed numbers. It is important to note the following for FY2022 Water and Sewer Rates:

- The MWRA Water & Sewer Assessments are projected to both decreased slightly from FY21.<sup>3</sup>
- The MWRA Water Assessment represents 45% of the Water budget
- The MWRA Sewer Assessment represents 75% of the Sewer budget

The rate structure being recommended provides for the service charge to remain the same as was voted last year. This will still represent a cost recovery of approximately 65% of the total fixed administrative costs determined in the rate setting process. Using the American Water Works Association standard equivalent meter methodology as a baseline, the Advisory Board recommends the following service charges for FY2022.

METER SIZE	Water Charge Per Bill	Sewer Charge Per Bill
5/8	\$19.16	\$21.40
3/4	\$19.16	\$21.40
1	\$19.16	\$21.40
1.5	\$63.87	\$71.33
2	\$102.19	\$114.14
3	\$191.61	\$214.00
4	\$319.35	\$356.67

<sup>1</sup> Mass General Law Chapter 165, Section 2B- "MWRA communities shall have a base rate that shall be increased at an increasing block rate to fairly reflect the resource demand and consumption of high-volume users of water."

<sup>2</sup> The Towns withdrawal agreement with MWRA which states "the Town agrees to continue a user charge system and accounting system which meets the regulations requirements for conservation-based rates."

<sup>3</sup> The MWRA projections at the time of this document submission are preliminary and may fluctuate +/- depending on final assessments issued by the MWRA.



# TOWN OF WAKEFIELD

## Advisory Board of Public Works

The Advisory Board reviewed fourteen (14) different scenarios for water and sewer rates. The following is the recommended Water and Sewer rate per one hundred (100) cubic foot for FY2022:

### The recommended WATER rate per 100 cubic feet:

Tier	Start	End	Water	<i><b>After 10 % Discount</b></i>
1	1	1000	\$7.56	<i><b>\$6.80</b></i>
2	1001	2500	\$7.99	<i><b>\$7.19</b></i>
3	2501	6000	\$8.44	<i><b>\$7.60</b></i>
4	6000	+	\$9.30	<i><b>\$8.37</b></i>

### The recommended SEWER rate per 100 cubic feet:

Tier 1	Start	End		Sewer	<i><b>After 10% Discount</b></i>
1	1	1000		\$11.44	<i><b>\$10.30</b></i>
2	1001	2500		\$11.95	<i><b>\$10.76</b></i>
3	2501	6000		\$12.47	<i><b>\$11.22</b></i>
4	6000	+		\$13.50	<i><b>\$12.15</b></i>

The Advisory Board also reviewed the Towns Sewer Flat rate for customers on well water who do not have a meter on their well. This rate is Based on the American Water Works Association standard average which is 12,000 cubic feet per year or 3,000 cubic feet per quarter. The rate recommended below is based on this AWWA average and is consistent with the recommended sewer rate.

### The recommended sewer flat rate is:

Sewer Flat Rate	Per Bill	<i><b>After 10% Discount</b></i>
3,000 cubic feet	\$377.44	<i><b>\$339.70</b></i>



## TOWN OF WAKEFIELD

### Advisory Board of Public Works

Finally, the Advisory Board reviewed the Septic Disposal Rate Formula and Manual Read Meter Fee. There are currently no changes being presented from last year, the Advisory Boards recommendation is for both the formula and fee remain the same.

**The Recommended Manual Read Meter Fee is:**

\$50.00 per quarter. **(No change from FY21)**

**The Recommended Septic Disposal Rate Formula is:**

Facility Opening Fee \$110.00 **(No change from FY21)**

Disposal cost per 100 cubic Feet is charged at the current sewer rate

Off hours disposal rate (additional) minimum 3 hours at current W-4 scale X 1.5

On behalf of the Advisory Board I officially submit these recommendations for adoption by the Town Council for FY2022.

Sincerely,

Christopher Tarr

Chairman

Public Works Advisory Board

# Town of Wakefield Water and Sewer Update

The Abrahams Group  
June 2021

# FY 2021 Review – Water

- Approximately 8,500 accounts
- Increased service charge from \$18.00 to \$19.16 per bill for smallest meters
  - Larger increases for larger meters
- Implemented a four-tier rate structure
- Plan for FY 2022 to FY 2025 was to increase rates 7.7% each year
- Consumption billed approximately 82 million cubic feet
  - Does not include municipal consumption of about 2 million cubic feet
  - Up 6.2% from FY 2020
  - Up 8.5% from FY 2019
- Billings up over \$850,000 (or 14%) compared to FY 2020
- Projected surplus of over \$400,000

# FY 2021 Review – Water

- Budget of \$6.2 million
  - Personnel \$1.3 million (22%)
  - MWRA Assessment \$2.9 million (47%)
  - Debt \$500,000 (8%)
  - Capital \$82,500 (1%)
  - Indirect Costs \$705,000 (11%)
  - Other Expenses \$665,000 (11%)
- Projected Revenues \$6.6 million
  - User Charges \$5.7 million (87%)
  - Service Charges \$600,000 (9%)
  - Other Revenues \$248,000 (4%)
- Retained Earnings Certified at \$1,011,232
  - 16.5% of Budget
  - With FY21 surplus, projected retained earnings about \$977,000 (15.9%)
    - Projection assumes spending to budget and estimated user charges collections



# FY 2022 and Future Considerations – Water

- Total expenses increase by average of 4.6% per year FY22 to FY26
- MWRA Assessment
  - Down slightly in FY22 from FY21 after average increase of 9.5% prior five years
  - Town less reliant on MWRA water with treatment plant operating
  - New projection methodology - Town's flow share of projected MWRA costs = lower projections
- Existing debt increases in FY22
  - One-year increase of over \$100,000 and then decreases each year FY23-FY26
- Capital \$250,000 in FY22
  - Renewed capital investment of additional \$125,000 per year to ramp up to \$500,000
- Upcoming capital projects
  - Water tower removal in FY22 for \$3 million
  - Downtown mains project in FY24 for \$2 million

# FY 2021 Review – Sewer

- Approximately 8,200 accounts
- Increased service charge from \$20.00 to \$21.40 per bill for smallest meters
  - Larger increases for larger meters
- Implemented a four-tier rate structure
- Plan for FY 2022 to FY 2025 was to increase rates 4.5% each year
- Flow billed approximately 83 million cubic feet
  - Does not include municipal flow of about 2 million cubic feet
  - Up 5.8% from FY 2020
  - Up 8.4% from FY 2019
- Billings up over \$800,000 (or 8%) compared to FY 2020
- Projected surplus of over \$400,000

# FY 2021 Review – Sewer

- Budget of \$9.2 million
  - Personnel \$920,000 (10%)
  - MWRA Assessment \$6.9 million (75%)
  - Debt \$251,000 (3%)
  - Capital \$112,500 (1%)
  - Indirect Costs \$527,000 (6%)
  - Other Expenses \$492,000 (5%)
- Retained Earnings Certified at \$856,281
  - 10% of Budget
  - With FY21 surplus, projected retained earnings over \$1,000,000 (11.7%)
    - Projection assumes spending to budget and estimated user charges collections
- Projected Revenues \$9.3 million
  - User Charges \$8.4 million (90%)
  - Service Charges \$650,000 (7%)
  - Other Revenues \$291,000 (3%)

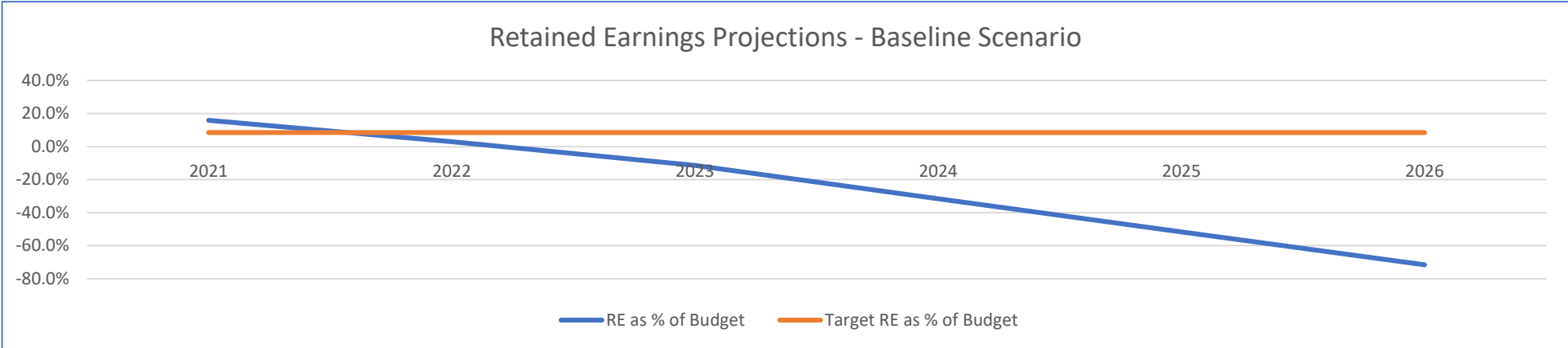
# FY 2022 and Future Considerations – Sewer

- Total expenses increase by average of 4.5% per year FY22 to FY26
- MWRA Assessment down 1% in FY22 from FY21 appropriation
  - MWRA deferred capital investments due to pandemic, causing decrease in FY21
  - Average increase 3.2% last five years
  - Increasing 4.0% in projections to account for MWRA's re-commitment to capital
- Small decrease in existing debt in FY22
  - Debt decreases again FY23 and then is level
- Capital \$170,000 in FY22
  - Renewed capital investment of additional \$125,000 per year to ramp up to \$500,000
- Town has taken advantage of 0% MWRA loan and grant funding
  - Anticipated MWRA loan in FY22

# Baseline – Water

- Baseline represents the “do nothing” scenario
- Contains all projected expenditures FY22 to FY26, no revenue changes

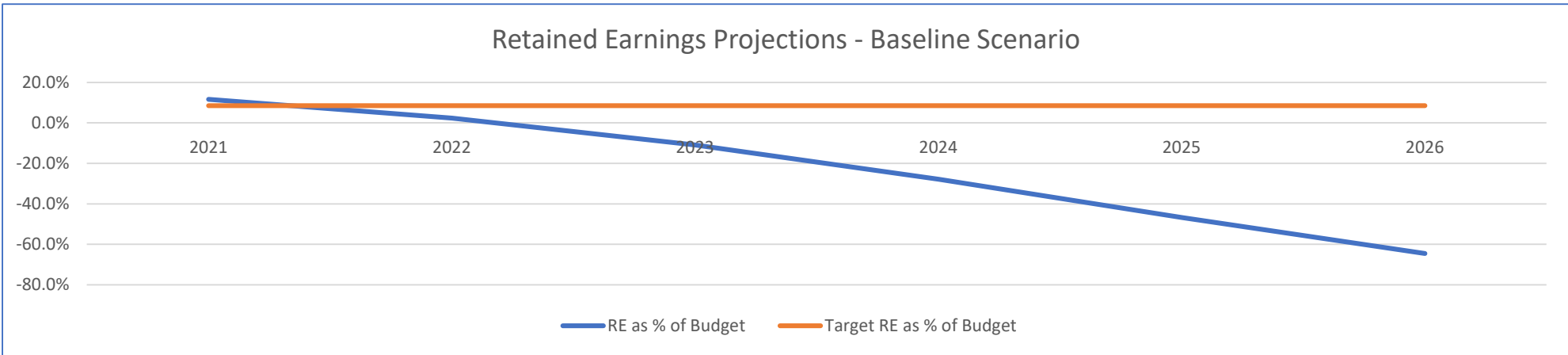
Baseline	2021 PROJECTED	2022 PROJECTED	2023 PROJECTED	2024 PROJECTED	2025 PROJECTED	2026 PROJECTED
Surplus/Deficit	\$ 453,085	\$ (487,783)	\$ (777,962)	\$ (973,518)	\$ (1,439,030)	\$ (1,643,142)
Projected Retained Earnings	\$ 976,534	\$ 198,572	\$ (774,946)	\$ (2,213,976)	\$ (3,857,118)	\$ (5,500,260)
RE as % of Budget	15.9%	3.0%	-11.4%	-31.6%	-51.6%	-71.6%
Target RE as % of Budget	8.5%	8.5%	8.5%	8.5%	8.5%	8.5%



# Baseline – Sewer

- Baseline represents the “do nothing” scenario
- Contains all projected expenditures FY22 to FY26, no revenue changes

Baseline	2021 PROJECTED	2022 PROJECTED	2023 PROJECTED	2024 PROJECTED	2025 PROJECTED	2026 PROJECTED
Surplus/Deficit	\$ 431,600	\$ (249,689)	\$ (814,784)	\$ (1,289,271)	\$ (1,777,242)	\$ (2,154,220)
Projected Retained Earnings	\$ 1,038,192	\$ 223,408	\$ (1,065,863)	\$ (2,843,105)	\$ (4,997,325)	\$ (7,151,545)
RE as % of Budget	11.7%	2.4%	-10.9%	-27.8%	-46.7%	-64.5%
Target RE as % of Budget	8.5%	8.5%	8.5%	8.5%	8.5%	8.5%



# Service Charge

- Current service charges:
  - \$19.16 per bill for water for smallest meters
  - \$21.40 per bill for sewer for smallest meters
    - Larger amounts for larger meters
- AWWA-standard equivalent meters methodology used to determine service charge by meter size to recover fixed, administrative costs incurred whether a drop of water is used or not
  - Town determined total fixed, administrative costs for both water and sewer
  - Phased approach to start with 65% costs recovery in FY21, 5% more per year until 100% recovery; 70% costs recovery in FY22, if implemented

# Service Charge – Water

- Town determined total fixed, administrative costs of about \$1.1 million
- Phased approach to start with 65% costs recovery in FY21, 70% in FY22, if implemented
- The Advisory Board of Public Works recommended no service charge change for FY22, which means the charges remain the same as FY21:

Meter Size (inches)	Number of Meters	Equivalent Meter & Service Ratio	FY21 Charge Per Bill	FY22 Charge Per Bill
5/8	7,858	1.00	\$19.16	\$19.16
3/4	45	1.00	\$19.16	\$19.16
1	386	1.00	\$19.16	\$19.16
1.5	48	3.33	\$63.87	\$63.87
2	77	5.33	\$102.19	\$102.19
3	24	10.00	\$191.61	\$191.61
4	2	16.67	\$319.35	\$319.35



# Service Charge – Sewer

- Town determined total fixed, administrative costs of about \$1.2 million
- Phased approach to start with 65% costs recovery in FY21, 70% in FY22, if implemented
- The Advisory Board of Public Works recommended no service charge change for FY22, which means the charges remain the same as FY21:

Meter Size (inches)	Number of Meters	Equivalent Meter & Service Ratio	FY21 Charge Per Bill	FY22 Charge Per Bill
5/8	7,858	1.00	\$21.40	\$21.40
3/4	45	1.00	\$21.40	\$21.40
1	386	1.00	\$21.40	\$21.40
1.5	48	3.33	\$71.33	\$71.33
2	77	5.33	\$114.14	\$114.14
3	24	10.00	\$214.00	\$214.00
4	2	16.67	\$356.67	\$356.67

# Rate Setting Objectives

- Emphasis on sustainable and more predictable financial future
  - More proactive, less reactive; second year of this model
- Assume users take advantage of on-time payment discount of 10%
- Target retained earnings balance of 8.5% of expenditures
  - Up from 7.5% in last year's study because of strong FY 2021
  - Longer-term goal of 10%, which is consistent with Town policy for reserves
- Rates to cover annual capital improvement needs with limited debt
- Ultimate goal to have rates fully cover expenditures

# ABPW-Recommended Option – Water

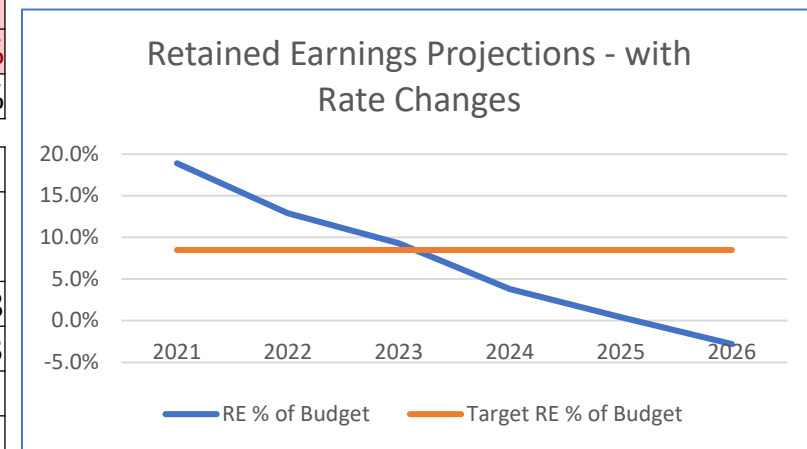
- Objectives: Lower increase in FY22, with higher increases FY23-FY26
- No service charge increase

Rate Changes:	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
		3.50%	5.25%	5.25%	5.25%

Rate Impact	2021	2022	2023	2024	2025	2026
	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
Surplus/Deficit	\$ 453,085	\$ (305,995)	\$ (313,948)	\$ (212,462)	\$ (365,336)	\$ (240,398)
Projected Retained Earnings	\$1,158,322	\$ 844,373	\$ 631,911	\$ 266,575	\$ 26,177	\$ (214,221)
RE % of Budget	18.9%	12.9%	9.3%	3.8%	0.4%	-2.8%
Target RE % of Budget	8.5%	8.5%	8.5%	8.5%	8.5%	8.5%

User Impact (per Bill) - Water Bills Only			New Bills				
User Type	Usage	Current Bill	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Low-End User (5/8" meter)	1,000	\$ 92.16	\$ 94.72	\$ 98.68	\$ 102.86	\$ 107.25	\$ 111.88
Avg. Res. User (5/8" meter)	2,000	\$ 169.36	\$ 174.62	\$ 182.78	\$ 191.37	\$ 200.41	\$ 209.93
High User (1" meter)	10,000	\$ 852.81	\$ 881.99	\$ 927.29	\$ 974.96	\$1,025.14	\$1,077.96
Very High User (2" meter)	30,000	\$2,733.84	\$2,825.95	\$2,968.95	\$3,119.45	\$3,277.86	\$3,444.58

Tiers	Start	End	Water
1	1	1,000	\$7.56
2	1,001	2,500	\$7.99
3	2,501	6,000	\$8.44
4	6,001	+	\$9.30



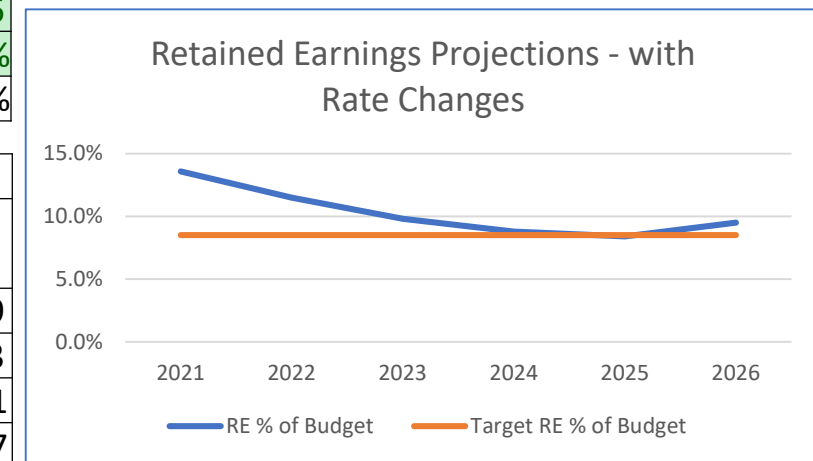
# ABPW-Recommended Option – Sewer

- Objective: Lower increase in FY 2022, with higher increases FY23-FY26
- No service charge increase, rate increase to equal service charge revenue

Rate Changes:	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
		2.15%	6.03%	5.99%	5.99%

Tiers	Start	End	Sewer
1	1	1,000	\$11.44
2	1,001	2,500	\$11.95
3	2,501	6,000	\$12.47
4	6,001	+	\$13.50

Rate Impact	2021	2022	2023	2024	2025	2026
	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
Surplus/Deficit	\$ 431,600	\$ (77,970)	\$ (151,508)	\$ (108,282)	\$ (47,554)	\$ 155,549
Projected Retained Earnings	\$1,209,911	\$1,058,403	\$ 950,121	\$ 902,567	\$ 902,567	\$1,058,116
RE % of Budget	13.6%	11.5%	9.8%	8.8%	8.4%	9.5%
Target RE % of Budget	8.5%	8.5%	8.5%	8.5%	8.5%	8.5%



User Impact (per Bill) - Sewer Bills Only			New Bills				
User Type	Usage	Current Bill	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Low-End User (5/8" meter)	1,000	\$ 133.40	\$ 135.81	\$ 142.70	\$ 149.96	\$ 157.66	\$ 165.79
Avg. Res. User (5/8" meter)	2,000	\$ 250.40	\$ 255.32	\$ 269.42	\$ 284.26	\$ 299.99	\$ 316.63
High User (1" meter)	10,000	\$ 1,265.05	\$ 1,291.79	\$ 1,368.33	\$ 1,448.94	\$ 1,534.38	\$1,624.71
Very High User (2" meter)	30,000	\$ 4,001.79	\$ 4,085.37	\$ 4,324.64	\$ 4,576.64	\$ 4,843.72	\$5,126.07

# ABPW-Recommended Option – Summary

- Objective: Lower increase in FY 2022, with higher increases FY23-FY26
- No service charge increase
- Target 8.5% retained earnings by the end of FY 2026
- Updated Rates (per 100 cubic ft):

Tiers	Start	End	Water			Sewer		
			Rate %	Rate \$	Disc. \$	Rate %	Rate \$	Disc. \$
1	1	1,000	3.50%	\$7.56	\$ 6.80	2.15%	\$11.44	\$ 10.30
2	1,001	2,500	3.50%	\$7.99	\$ 7.19	2.15%	\$11.95	\$ 10.76
3	2,501	6,000	3.50%	\$8.44	\$ 7.60	2.15%	\$12.47	\$ 11.22
4	6,001	+	3.50%	\$9.30	\$ 8.37	2.15%	\$13.50	\$ 12.15

Example Quarterly Bills		Current Combined Bill		FY 2022 Bill				
Estimated Usage	Meter Size	No Discount	w 10% Disc.	Water	Sewer	Combined	w 10% Disc.	% Diff
1,000 cubic feet	5/8"	\$ 225.56	\$ 203.01	\$ 94.72	\$ 135.81	\$ 230.52	\$ 207.47	2.2%
2,000 cubic feet	5/8"	\$ 419.76	\$ 377.79	\$ 174.62	\$ 255.32	\$ 429.94	\$ 386.95	2.4%
10,000 cubic feet	1"	\$ 2,117.86	\$ 1,906.08	\$ 881.99	\$ 1,291.79	\$ 2,173.78	\$ 1,956.40	2.6%
30,000 cubic feet	2"	\$ 6,735.63	\$ 6,062.07	\$ 2,825.95	\$ 4,085.37	\$ 6,911.32	\$ 6,220.19	2.6%
Sewer Flat Rate (3,000 cuft)	5/8"	\$ 369.95	\$ 332.96	\$ -	\$ 377.44	\$ 377.44	\$ 339.70	2.0%

Thank you

Questions and Comments?



## 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  
Date: June 14, 2021  
Re: Water Street Tax Title property  
From: Steve Maio Town Administrator



Currently Cataldo Ambulance is housing its Wakefield Operation at 200 Water Street. Their plan is to purchase the property and update the building. Unfortunately, a portion of the access to the property (7500 square feet) is owned by the Town as Tax Title Property. As Tax title property, the property can be sold/disposed of with the sole approval of the Town Council (No Town Meeting is action is necessary).

I would like the Town Council to approve the issuance of a request for proposals with the following caveat.

"Although price will be considered, the primary criterion will be the extent to which the proposed use of the land will further a public purpose, such as improving access for emergency vehicles serving the Town of Wakefield."

I think in this way, we will ensure that we get a good and appropriate Bid.

I have attached some information on the property and am happy to answer any questions.









This map was created from data provided by the Town of Wakefield. The accuracy of the map is not guaranteed. The Town of Wakefield and Hayes & Associates shall not be held responsible for the accuracy or errors of this map or any data.

feet

200

Town  
Owned  
Land

MA 129

RIVER

Saugus River

23



Massachusetts Housing Finance Agency  
One Beacon Street, Boston, MA 02108

TEL: 617.854.1000 |  
FAX: 617.854.1091 | [www.masshousing.com](http://www.masshousing.com)

Videophone: 857.366.4157 or Relay: 711

May 28, 2021

Julia Smith-Galvin, Chair  
Town Council  
Town of Wakefield  
1 Lafayette Street  
Wakefield, MA 01880

**RE: Proposed 40B—Wakefield North Apartments  
Wakefield, MA  
MH ID No. 1120**

Dear Ms. Julia Smith-Galvin:

The Massachusetts Housing Finance Agency (MassHousing) is currently reviewing an application for Site Approval submitted by North Street Wakefield, LLC (the Applicant). The proposed development will consist of 38 units of rental housing on 5.06 acres of land located at 572 & 596 North Street in Wakefield, MA.

The site approval process is offered to project sponsors who intend to apply for a Comprehensive Permit under Chapter 40B. MassHousing's review involves an evaluation of the site, the design concept, the financial feasibility of the proposal, and the appropriateness of the proposal in relation to local housing needs and strategies. As part of our review, we are soliciting comments from the local community and we would appreciate your input. You also may wish to include in your response, issues or concerns raised by other Local Boards, officials, or other interested parties. Pursuant to the new Massachusetts General Laws Chapter 40B regulations (760 CMR 56.00) your comments may include information regarding municipal actions previously taken to meet affordable housing needs such as inclusionary zoning, multifamily districts adopted under G.L. c.40A and overlay districts adopted under G.L. c.40R. Your comments will be considered as part of our review.

We have been informed by the Applicant that the Town has received a copy of the application and site plans for Wakefield North Apartments. Please inform us of any issues that have been raised or are anticipated in the Town's review of this application. We request that you submit your comments to this office by Monday, June 29, 2021, so we may process this application in a timely manner.

During the course of its review, MassHousing will conduct a site visit, which Local Boards, as

defined in 760 CMR 56.02, may attend. The site visit for Wakefield North Apartments has been tentatively scheduled for Thursday, June 10th at 1 p.m. Please notify me promptly if any representatives of your office or if other Local Boards plan to attend the scheduled site visit.

Please note that if and when an application is submitted for a comprehensive permit, assistance is available to the Zoning Board of Appeals (ZBA) to review the permit application. The Massachusetts Housing Partnership's (MHP) Ch. 40B Technical Assistance Program administers grants to municipalities for up to \$15,000 to engage qualified third-party consultants to work with the town's ZBA in reviewing the Chapter 40B proposal. For more information about MHP's technical assistance grant visit MHP's web site, [www.mhp.net/40B](http://www.mhp.net/40B) or e-mail MHP at [kbosse@mhp.net](mailto:kbosse@mhp.net).

If you have any questions, please do not hesitate email me at [mbusby@masshousing.com](mailto:mbusby@masshousing.com).

Thank you for your assistance.

Sincerely,

Michael Busby  
Relationship Manager

Mr. Michael Busby  
Relationship Manager  
Massachusetts Housing Finance Agency  
One Beacon Street  
Boston, Massachusetts 02108

Re: Proposed 40B – Wakefield North Apartments  
Wakefield, MA

Dear Mr. Busby:

The developer of the proposed 38 unit rental housing project at 572-596 North Ave provided a presentation to the Wakefield Town Council on May 10, 2021. The presentation by 0 North Ave LLC, included an overview of the project's site plans, initial architectural plans, and the proposed mix of market rate and affordable rate units.

As proposed, this 38 unit project would include 10 affordable housing units and may qualify as a comprehensive permit project under Sections 20-23 of M.G.L. c. 40B; therefore, all 38 units would potentially be added to Wakefield's housing inventory. Wakefield has a strong history of supporting affordable housing including the adoption of an inclusionary zoning district within 2500 feet from the local commuter rail station. While this project provides a welcomed increase in affordable housing, it is important to note that Wakefield's current percentage of approved affordable housing units slightly exceeds 10% of the overall housing stock. Despite the fact that a number of these approved developments have not executed building permits, one could argue that Wakefield has substantially fulfilled the objectives of Wakefield's 2015-2020 Housing Production Plan that was approved by the Massachusetts Department of Housing and Community Development on February 25, 2015.

Conditions that support approval of this site by the Town and Mass Housing include:

- 1) The site is within 2500 feet of the North Ave commuter rail stop,
- 2) The site is within walking distance of MBTA Bus Route, providing access to the Oak Grove MBTA Orange Line Station,

Conditions that do not support the presented development of this site include:

- 1) The development is limited to a small fraction of the property as much of the property is wetlands.
- 2) Project size is out of character as it abuts and is directly across the street from single family residential areas.
- 3) Lack of adequate onsite parking (when guests are considered) may hinder public safety response as the property is contiguous to a major public safety route.
- 4) The financial impact report presented by the developer failed to include the substantial benefit costs attributable to first responders and Department of Public works when calculating service costs to the development.
- 5) Concerns have arisen regarding potential overcrowding of our public schools

The developer, 0 North Ave, LLC, has expressed the intent to build a quality development that would benefit the residents of Wakefield. In the event that Mass Housing issues a letter of approval, Town Council expects that 0 North Ave, LLC will work collaboratively with the Wakefield Zoning Board of Appeals to refine the project's size, design, affect on the wetlands as well as lack of adequate onsite parking in order to create a project that answers those concerns while complimenting the improving character of the area.

Sincerely yours,

Stephen P. Maio  
Town Administrator

## STATE OF EMERGENCY DECLARATION FOR THE TOWN OF WAKEFIELD

WHEREAS, a sudden, generally unexpected occurrence or set of circumstances demanding immediate public action has arisen within the Town of Wakefield which incident it generally describes as follows; and

WHEREAS, a novel strain of coronavirus known as COVID-19 was detected and has continued to spread throughout the world, including to the United States and the Commonwealth of Massachusetts and increasing "community spread" of growing, uncertain magnitude; and

WHEREAS the United States Department of Health and Human Services declared a Public Health Emergency, the World Health Organization has declared COVID-19 a pandemic, and the Governor of the Commonwealth of Massachusetts has declared a State of Emergency for Massachusetts; and

WHEREAS, the Federal, state, and local governments are working together to contain the further spread of the disease, treat existing cases, and mitigate the further impact of COVID-19; and

WHEREAS, the Wakefield Town Council upon advice of the Director of the Town of Wakefield's Office of Emergency Management has determined that the aforesaid incident poses a present and reasonable imminent danger to public health, safety, or general welfare of the people or their property so that it has become necessary for the Director to utilize and coordinate the services, equipment, supplies, and facilities of existing departments, offices and agencies of the Town for the purposes of civil defense/emergency management and emergency functions; and


WHEREAS, the Wakefield Town Council has determined that immediate public action is needed to prevent, minimize, or mitigate damage to the public health, safety, or general welfare of the people of Wakefield or their property which may otherwise result from the above-described incident and that taking the time required to comply with the various state and local procurement laws would endanger the health or safety of the people or their property; and

WHEREAS, the Wakefield Town Council had recommended that state of emergency be declared in the Town of Wakefield; and

WHEREAS, the people of the Town of Wakefield should be able to depend upon guidance from their chief executive officer, Stephen P. Maio.

NOW THEREFORE, the Town Council of the Town of Wakefield, Massachusetts, hereby declares that as of Monday, March 16, 2020 a state of emergency exists in the Town of Wakefield. This declaration of emergency shall remain in effect until further notice is given, pursuant to a vote by the Town Council, that the state of emergency no longer exists.

Date: March 18, 2020

  
\_\_\_\_\_  
Edward F. Dombroski, Jr., Chairman  
Wakefield Town Council



Lucius Beebe Memorial Library

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

June 8, 2021

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







The Savings Bank

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June 2, 2021

Dan McGrath  
Wakefield Recreation  
Recreation Director  
Americal Civic Center  
467 Main Street  
Wakefield, MA 01880

Dear Dan,

The Savings Bank is delighted to support your summer recreation program. Activities such as sports and arts and crafts will be wonderful for the children!

Please find a check enclosed for \$500 to help with your program costs.

We wish you great success with your summer 2021 program!

Sincerely,

Karen Benedetti  
Vice President of Marketing  
kbenedetti@tsbawake24.com  
781-486-5230

Town of Wakefield				0		
Dept #	Department	Warrant#	20-Apr-21	04-May-21	05-May-21	18-May-21
			42	44	45	46
	Payroll W/H		31,965.30	31,390.30		454,276.46
122	Town Council		12,754.77	76,748.27		155,925.41
131	Finance					
135	Accounting		990.85			590.00
141	Assessors					
145	Treasurer		871,632.57	708,966.04	11,143.80	1,665,817.85
146	Tax Collector		7,193.06	5,780.70		33,807.36
151	Legal		2,840.00	9,955.26	15,169.27	
155	Data Processing		11,546.49	6,760.99		5,037.57
161	Town Clerk		2,462.00	1,087.85		2,654.34
162	Polls					
164	Election/Registrar					
171	Conservation					
175	Planing Board					
176	Board of Appeals			1,860.00		2,064.00
193	General Insurance					
198	Professional Med		513.00	279.00		313.50
210	Police			45,711.44		10,157.18
220	Fire		29,421.39	5,409.68		14,644.93
293	Fire Alarm			1,283.28		1,287.08
240	Building Insp			904.60		1,115.98
291	Emergency Mgmt		97,922.27	137,094.28		23,308.98
292	Animal Inspector					
297	Parking Clerk					226.00
300	School		648,404.68	251,397.93		571,212.37
422	Public Works		1,453,653.12	689,450.60		1,344,636.73
424	Street Lighting					
460	Light Dept		2,061,841.60	889,110.85		1,806,159.17
510	Board of Health		1,536.50	2,110.33		644.00
541	Council on Aging		119.06			345.57
543	Veterans			6,755.23		5,638.24
610	Library		17,518.16	9,527.02		25,601.70
630	Recreation		1,072.06	2,982.75		1,857.09
XXX	Misc Depts		368,564.55	248,499.96		162.00
910/911	Retirement			3,062.48		
912	Workers Comp					133,866.00
913	Unemployment		855.00			
914	Group Insurance		1,264,255.33	33,433.38		1,283,055.79
	Adjustments					
	<b>Total</b>		<b>6,887,061.76</b>	<b>3,169,562.22</b>	<b>26,313.07</b>	<b>7,544,405.30</b>
1			3,360,605.59	1,562,650.76	18,380.95	3,367,453.12
12			10,850.15	9,586.46		17,778.97
13						18,023.40
20			33,636.15	115,060.03		26,822.31
21			188,863.81	52,437.45		220,834.64
30				505,226.76	7,932.12	1,073,731.91
35			167,034.38			11,700.00
50						
60			718,144.75	26,841.75		668,294.01
61			341,507.02	5,586.47		309,300.65
62			2,062,008.60	889,110.85		1,806,159.17
63			2,101.31			778.75
82						
84						
85			300.00	2,056.69		1,603.23
89			2,010.00	1,005.00		21,925.14
			<b>6,887,061.76</b>	<b>3,169,562.22</b>	<b>26,313.07</b>	<b>7,544,405.30</b>
			0.00	0.00	0.00	0.00