

Julie Smith-Galvin, Chair Mehreen N. Butt, Vice Chair Jonathan P. Chines Anne P. Danehy Edward F. Dombroski, Jr. Michael J. McLane Ann Santos Sherri A. Dalton, Clerk

TOWN COUNCIL

NOTICE OF MEETING February 28<sup>th</sup>, 2022 | 6:30 p.m. WCAT Studio – 24 Hemlock Road | Via Zoom: <u>https://us02web.zoom.us/j/87289841939</u>

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. Persons who wish to do so are invited to click on the following link <u>https://us02web.zoom.us/j/87289841939</u>. 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 872 8984 1939. 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 | Possible Executive Session

Possible settlement agreement with Collegium because an open meeting may have detrimental effects on the bargaining position of the Town, with the intent of returning to open session immediately after.

#### Item 5 | Public Engagement

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

In the event further deliberation or action is warranted, any issues raised may be included as an item on a future Town Council Agenda.

#### Item 6 | Approval of Minutes

Approval of the February 14<sup>th</sup>, 2022 Town Council meeting minutes.



#### Item 7 | Public Hearing

7:05 p.m. open Public Hearing Town of Wakefield Verizon New England, Inc. Cable Television License Renewal.

## Item 8 | By-Law Appeal Update

Notice to Cease and Desist Order extension update.

## Item 9 | Fiscal Year 2023 Budgets & Finance Committee Subcommittee Recommendations

- A. Budget 17 Fire Department
- B. Budget 22 Animal Inspector
- C. Budget 24 Parking
- D. Budget 26 Health & Human Services Department
- E. Budget 39 General Insurance
- F. Budget 43 Worker's Comp

#### Item 10 | Committee Updates

- A. Discussion regarding committee selection process.
- B. Volunteer Appreciation Event.

C. Update from Planning Board; Zoning Board of Appeals; Conservation Commission – March 14<sup>th</sup>, 2022 meeting.

## Item 11 | Agreement

Collegium Settlement Agreement.

#### Item 12 | Announcements

#### Item 13 | 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 14 | Adjournment

Next Regular Town Council Meeting: Monday, March 14<sup>th</sup>, 2022 at 7:00 p.m.

## LEGAL NOTICE TOWN OF WAKEFIELD CABLE TELEVISION



#### LICENSE RENEWAL PUBLIC HEARING

The Town of Wakefield, Massachusetts, by its Town Council as the statutory Cable License Issuing Authority, will hold a cable license renewal public hearing on February 28th, 2022 at 7:05 p.m. pertaining to Verizon New England, Inc. ("Verizon") in connection with the possible issuance of a cable television renewal license to Verizon.

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. Persons who wish to do so are invited to click on the following link <u>https://us02web.zoom.us/j/87289841939</u>. 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 872 8984 1939. 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 Cordinator, 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.

This proceeding is held pursuant to federal law, 47 U.S.C. 546, to ascertain the Town's cable-related needs as part of the license renewal process and possible final action to approve the license may be considered and taken by the Issuing Authority. Public comment on local cable needs and past performance of Verizon is invited and shall be allowed. Copies of license renewal documents are available for inspection and copying at the office of the Town Clerk, One Lafayette Street, Wakefield, MA 01880. Any applications, reports, statements and amendments to be considered at the hearing that constitute public records under state law are available for public inspection during regular business hours and for reproduction at a reasonable fee.

Julie Smith-Galvin, Chair Mehreen N. Butt, Vice-Chair Jonathan P. Chines Anne P. Danehy Edward F. Dombroski, Jr. Ann McGonigle Santos TOWN COUNCIL 2-9-2022 WDI BRIAN D. McGRAIL ATTORNEY AT LAW Lakeside Office Park 607 North Avenue, Door 18 Wakefield, Massachusetts 01880

Facsimile (781) 246-1986

Telephone (781) 246-9999

February 23, 2022

Julie Smith-Galvin, Chair Wakefield Town Council Town Hall, One Lafayette Street Wakefield, MA 01880

RE: 383 Water Street, Wakefield, MA Stephen J. Ulwick

Dear Madam Chair:

At the last meeting of the Wakefield Town Council (the "Council") on February 14, 2022, we advised the Council that we would be conducting a site meeting with Joseph Surianello of Heritage Builders ("Surianello") and Joseph Ardagna of Phil Howes Towing ("Howes") at 383 Water Street, Wakefield, MA (the "Property") to devise a reasonable plan for the removal of the remaining unregistered motor vehicles from the Property.

The Council requested a written report of the outcome of that site meeting, which took place on Thursday February 17, 2022, along with a plan for how things would proceed moving forward prior to your next meeting on February 28, 2022.

Our experts, my client, and I were joined at the site meeting by Town Administrator, Stephen Maio; Building Inspector, Benjamin DeChristoforo; Board of Health Director, Anthony Chui; Board of Health Inspector, Coral Hope; Chief of Police, Stephen Skory; and Town Councilor, Edward Dombroski.

Our experts walked the Property, with all the aforementioned town officials, to familiarize themselves with the terrain and the remaining vehicles that need to be removed. Due to the difficult topography in conjunction with the compromised location and size of some of the vehicles it was quite evident that more than a tow truck would be needed, especially as it relates to the vehicles in the rear of the Property, to accomplish a safe removal.

It was agreed at the site meeting that Howes could try to access and remove the remaining vehicles in front of the house without any heavy equipment help from

Surianello. It was determined, however, that Surianello would need to bring in a piece of heavy equipment in the form of a significant sized excavator to access and retrieve the remaining vehicles situated toward the rear of the Property.

I am happy to report that just this morning Howes, without any assistance from Surianello, was in fact able to access and remove four (4) vehicles from the front of the Property.

The plan moving forward is that the Surianello excavator will be delivered to the Property next week to commence the process of retrieving the remaining vehicles and bringing them to a staging area for removal from the Property by Howes or a salvage company.

We may be delayed to some extent, however, considering the winter storm predicted for this Friday. Time will tell how that plays out.

As a side note, during the vehicle removal process from the Property, Surianello will also be using the excavator to sort and organize other items on the Property for removal.

I look forward to being at the Council meeting on February 28, 2022 to provide additional information and answer any questions.

Yours truly,

Brian D. McGrail, Esquire

CC: Stephen Ulwick Stephen Maio, Town Administrator Benjamin DeChristoforo, Building Inspector Anthony Chui and Coral Hope, Health Department Stephen Skory, Chief of Police

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FY 2023	+/- \$	+/- %
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0.00	265.644.00	4.59%
0.00	203,044.00	4.0970
0.00	4,500.00	3.84%
0 0.00	0.00	0.00%
0.00	0.00	0.0070
0.00	0.00	0.00%
0.00	270,144.00	4.46%
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Budget No. 17										
Dept 220										
		(E ):		WAKEFIELD						
	SI	ummary of Expenditure		epartment	or the Fiscal Per	10d of 2023				
		Actual	Actual			Act. Expend.	Departmental	Town Admin.		
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For		Recommended	
EOC	Dept/Appropriation	FY 2020	FY 2021	FY 2021	FY 2022	12/28/21	FY 2023	FY 2023	FY 2023	
 1	Personal Services					======			==========	
-										
5111	Regular Salaries	3,997,027.00	4,226,365.00	4,149,825.00	4,294,921.00	2,182,625.00	4,408,494.00	4,408,494.00	0.00	
5114	Clerical	77,651.00	58,594.00	58,594.00	62,608.00	31,304.00	65,156.00	65,156.00	0.00	
5122	Overtime	448,164.00	505,291.00	592,055.00	480,000.00	510,071.00	530,000.00	530,000.00	0.00	
5152	Overume	440,104.00	505,291.00	092,000.00	400,000.00	510,071.00	550,000.00	550,000.00	0.00	
5139	Misc. Overtime	29,779.00	51,005.00	56,380.00	55,000.00	20,796.00	55,000.00	55,000.00	0.00	
5143	Substitution	6,388.00	6,716.00	8,200.00	8,000.00	5,531.00	8,000.00	8,000.00	0.00	
5444	Designated FF	5,313.00	3,259.00	6.150.00	6,000.00	1,680.00	0.00	0.00	0.00	
5144	Designated FF	5,313.00	3,259.00	6,150.00	6,000.00	1,680.00	0.00	0.00	0.00	
5146	Holidays	267,863.00	310,325.00	288,899.00	296,979.00	132,667.00	338,824.00	338,824.00	0.00	
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5101	Commercial License Stipend	0.00	4,141.00	5,598.00	4,805.00	2,033.00	4,893.00	4,893.00	0.00	
5110		04040400	070 745 00			4.40 770 00	004 000 00		0.00	
5148	EMT	246,121.00	270,715.00	269,999.00	318,449.00	149,772.00	384,090.00	384,090.00	0.00	
5149	Perfect Attendence bonus	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0140		0.00		0.00			0.00		0.00	
5192	Educational Incentive	208,179.00	219,283.00	223,478.00	240,981.00	120,491.00	237,576.00	237,576.00	0.00	
5405	Special Courses	4 000 00	200.00	0.000.00	2 000 00	0.40.00	2 000 00	0.000.00	0.00	
5195	Special Courses	1,380.00	300.00	3,000.00	3,000.00	840.00	3,000.00	3,000.00	0.00	
5145	EMS Coordinator stipend	9,998.00	14,751.00	10,328.00	17,645.00	8,656.00	18,999.00	18,999.00	0.00	
0110		0,000.00	11,101.00	10,020.00	11,010.00	0,000.00	10,000.00	10,000.00	0.00	
TOTAL PERSO	ONAL SERICES	5,297,863.00	5,670,745.00	5,672,506.00	5,788,388.00	3,166,466.00	6,054,032.00	6,054,032.00	0.00	
		0.00	400,000,00	100.000.00						
	RFT/SUPPLEMENTAL	0.00	100,000.00	100,000.00						
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Budget No. 17										
Dept 220										 
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	Summ	ary of Expenditure	es of Prior Periods	With Estimates F	or the Fiscal Per	iod of 2023				
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		Actual	Actual			Act. Expend.	Departmental	Town Admin.		
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For		Recommended	
EOC	Dept/Appropriation	FY 2020	FY 2021	FY 2021	FY 2022	12/28/21	FY 2023	FY 2023	FY 2023	
2	CONTRACTUAL SERVICES									
5243	Maintenance Auto	37,000.00	37,621.00	37,000.00	37,000.00	24,016.00	37,000.00	37,000.00	0.00	
5244	Repair Office Equip	3,235.00	3,176.00	4,600.00	4,600.00	757.00	4,600.00	4,600.00	0.00	
5245	Misc. Equipment Repair	16,932.00	18,000.00	18,000.00	18,000.00	5,257.00	18,000.00	18,000.00	0.00	
5040	Maintanana Dadia	7 000 00	0.000.00	0.000.00	0.000.00	5 440 00	0.000.00	0.000.00	0.00	 -
5246	Maintenance Radio	7,863.00	8,000.00	8,000.00	8,000.00	5,116.00	8,000.00	8,000.00	0.00	-
5076	Metrofire	3,565.00	3,870.00	4,000.00	4,000.00	3,750.00	6,500.00	6,500.00	0.00	
5270	Metrollie	3,565.00	3,870.00	4,000.00	4,000.00	3,750.00	0,500.00	6,500.00	0.00	
5201	Advertising	588.00	3,600.00	3,600.00	3,600.00	3,600.00	3,600.00	3,600.00	0.00	
5501	Advertising	500.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	0.00	
5302	EMT Certification / Training	24,817.00	25,900.00	26,000.00	26,000.00	2,833.00	26,000.00	26,000.00	0.00	
5502	Einit Gertification / Training	24,017.00	23,300.00	20,000.00	20,000.00	2,000.00	20,000.00	20,000.00	0.00	
5306	Printing / Stationary	664.00	1,000.00	1,000.00	1,000.00	497.00	1,000.00	1,000.00	0.00	
0000	r mang, etaboliary	001.00	1,000.00	1,000.00	1,000.00	101.00	1,000.00	1,000.00	0.00	-
5340	Postage	500.00	500.00	500.00	500.00	0.00	500.00	500.00	0.00	
5341	Telephone	5,133.00	11,211.00	11,000.00	11,000.00	9,710.00	13,000.00	13,000.00	0.00	
5351	Travel	0.00	3,407.00	0.00	0.00	0.00	0.00	0.00	0.00	
5399	Unclassified	3,397.00	0.00	3,500.00	3,500.00	35.00	3,500.00	3,500.00	0.00	 
	TOTAL CONTRACTUAL	103,694.00	116,285.00	117,200.00	117,200.00	55,571.00	121,700.00	121,700.00	0.00	
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		Actual	Actual			Act. Expend.	Departmental	Town Admin.		
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Request For	Recommended	
EOC	Dept/Appropriation	FY 2020	FY 2021	FY 2021	FY 2022	12/28/21	FY 2023	FY 2023	FY 2023	
4 N	MATERIALS & SUPPLIES									
5422 0	Office Supplies	1,488.00	1,500.00	1,500.00	1,500.00	656.00	1,500.00	1,500.00	0.00	
		004.00		400.00	100.00	0.00	100.00	100.00	0.00	
5423	Reprod/Comp Supplies	394.00	399.00	400.00	400.00	0.00	400.00	400.00	0.00	
5421 [	Building Maintenance	1,998.00	1,800.00	2.000.00	2,000.00	1,988.00	2.000.00	2,000.00	0.00	
J431 L	Bulluing Maintenance	1,990.00	1,000.00	2,000.00	2,000.00	1,900.00	2,000.00	2,000.00	0.00	·
5/81 1	M.V. Parts & Acc	25,004.00	25,018.00	25,000.00	25,000.00	9,378.00	25,000.00	25,000.00	0.00	·
34011		23,004.00	20,010.00	23,000.00	23,000.00	3,570.00	20,000.00	23,000.00	0.00	
5482 (	Gasoline & Oil	21,884.00	23,798.00	26,000.00	26,000.00	10,670.00	26.000.00	26,000.00	0.00	
		21,001.00	20,700.00	20,000.00	20,000.00	10,010.00	20,000.00	20,000.00	0.00	
5483	Tires - Automotive	5,679.00	6,000.00	6,000.00	6,000.00	77.00	6,000.00	6,000.00	0.00	
		.,						.,		
5500 F	Electrical Supplies	70.00	232.00	250.00	250.00	70.00	250.00	250.00	0.00	
5502 N	Medical Supplies	12,000.00	6,215.00	9,000.00	9,000.00	1,717.00	9,000.00	9,000.00	0.00	
5511 E	Books/Publications	24.00	250.00	250.00	250.00	0.00	250.00	250.00	0.00	
5512	Education Supplies	815.00	990.00	1,000.00	1,000.00	0.00	1,000.00	1,000.00	0.00	
5505		4 000 00	1 000 00	4 000 00	4 000 00	101.00	1 000 00	4 000 00	0.00	
5535	Hardware	1,000.00	1,000.00	1,000.00	1,000.00	124.00	1,000.00	1,000.00	0.00	
5527 1	Misc. Equipment	. 2,500.00	. 2,500.00	2,500.00	2,500.00	322.00	2,500.00	2,500.00	0.00	
5537 1	Misc. Equipment	2,500.00	2,500.00	2,500.00	2,500.00	322.00	2,500.00	2,500.00	0.00	
5540 (	Other Mat & Supplies	3,999.00	3,858.00	4,000.00	4,000.00	3,524.00	4,000.00	4,000.00	0.00	·
0040		0,000.00	0,000.00	4,000.00	4,000.00	0,024.00	4,000.00	4,000.00	0.00	·
5591 [	Public Safety Materials	15,965.00	14,978.00	16,000.00	16,000.00	11,195.00	16,000.00	16,000.00	0.00	
		10,000.00	1 1,07 0.00	10,000.00	10,000.00	,	10,000.00	.0,000.00	0.00	
5593 1	Uniforms/Clothing	53,700.00	53,700.00	53,700.00	53,700.00	26,948.00	53,700.00	53,700.00	0.00	
	<u>v</u>	,		,						
7	TOTAL MATERIALS & SUPP	146,520.00	142,238.00	148,600.00	148,600.00	66,669.00	148,600.00	148,600.00	0.00	
F	RFT									

Budget No. 17										
Dept 220										
	,		TOWNOF	WAKEFIELD	1					
	Summ	arv of Expenditur	es of Prior Periods	s With Estimates F	or the Fiscal Per	iod of 2023			1	
				Department						
		Actual	Actual			Act. Expend.	Departmental	Town Admin.		
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For		Recommended	
EOC	Dept/Appropriation	FY 2020	FY 2021	FY 2021	FY 2022	12/28/21	FY 2023	FY 2023	FY 2023	
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7	SUNDRY CHARGES									
5731	Dues/Memberships	2.798.00	2,968.00	3.000.00	3,000.00	985.00	3.000.00	3,000.00	0.00	
									1	
	TOTAL SUNDRY CHARGES	2.798.00	2.968.00	3.000.00	3.000.00	985.00	3.000.00	3.000.00	0.00	
		2,700.00	2,000.00	3,000.00	0,000.00	000.00	3,000.00	3,000.00	0.00	

Budg	et No. 22	Page 1									
Acct.	No. 292										
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		Summon of Ex	manditures of D	iar Dariada With	Fatimatan Fart	ha Fiscal Dariad	ef 2022				
		Summary of Ex	cpenditures of Pr	Animal Insp	n Estimates For t	ne Fiscal Period	1012023				
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		Actual	Actual			Act. Expend.	Departmental	Town Admin.			
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For		Recommended		
EOC	Dept/Appropriation	FY 2020	FY 2021	FY 2021	FY 2022	12/28/21	FY 2023	FY 2023	FY 2023	+/- \$	+/- %
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SHEE											
SHEL											
1	Personal Services	73,095.00	71,614.00	75,886.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
2	Contractual Services	1,443.00	1,595.00	2,650.00	37,200.00	20,296.00	38,700.00	38,700.00	0.00	1,500.00	4.03%
4	Materials/Supplies	2,107.00	945.00	3,875.00	400.00	0.00	400.00	400.00	0.00	0.00	0.00%
7	Sundry Charges	3,000.00	3,000.00	3,000.00	3,000.00	0.00	1,500.00	1,500.00	0.00	(1,500.00)	-50.00%
	RFT	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
		- ,									
	TOTAL SHEET A	82,645.00	77,154.00	85,411.00	40,600.00	20,296.00	40,600.00	40,600.00	0.00	0.00	0.00%

Budge	t No. 22									
Acct. N	No. 292									
			ТОМ	VN OF WA	KEFIELD					
		Summary of E	xpenditures of P	rior Periods With	Estimates For t	he Fiscal Period	l of 2023			
			•	Animal Insp						
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		Actual	Actual			Act. Expend.	Departmental	Town Admin.		
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Request For	Recommended	
EOC	Dept/Appropriation	FY 2020	FY 2021	FY 2021	FY 2022	12/28/21	FY 2023	FY 2023	FY 2023	
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SHEE	T B - 2 CONTRACTUAL SERVIC	CES								
5306	Printing & Binding	0.00	0.00	150.00	0.00	0.00	0.00	0.00	0.00	
5316	Professional Services	0.00	324.00	1,200.00	36,000.00	19,950.00	37,500.00	37,500.00	0.00	
5341	Telephone	1,443.00	986.00	1,200.00	1,200.00	346.00	1,200.00	1,200.00	0.00	
5399	Not Classified	0.00	285.00	100.00	0.00	0.00	0.00	0.00	0.00	
	TOTAL 2	1,443.00	1,595.00	2,650.00	37,200.00	20,296.00	38,700.00	38,700.00	0.00	

Budge	et No. 22									
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				Animal Insp			1012020			
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		Actual	Actual			Act. Expend.	Departmental	Town Admin.		
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Request For	Recommended	
EOC	Dept/Appropriation	FY 2020	FY 2021	FY 2021	FY 2022	12/28/21	FY 2023	FY 2023	FY 2023	
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SHEE	T B - 4 MATERIALS/SUPPLIES									
5422	Office Supplies	4.00	3.00	100.00	0.00	0.00	0.00	0.00	0.00	
5452	Janitorial Supplies	140.00	38.00	75.00	0.00	0.00	0.00	0.00	0.00	
5481	Motor Vehicle Parts	0.00	86.00	1,200.00	0.00	0.00	0.00	0.00	0.00	1
5400		4 055 00	4.40.00	4 500 00	0.00	0.00	0.00	0.00	0.00	
5482	Oil and Additives	1,255.00	146.00	1,500.00	0.00	0.00	0.00	0.00	0.00	
5483	Tires Automotive	0.00	0.00	300.00	0.00	0.00	0.00	0.00	0.00	
5465	Thes Automotive	0.00	0.00	300.00	0.00	0.00	0.00	0.00	0.00	
5502	Medical Supplies	29.00	72.00	50.00	200.00	0.00	200.00	200.00	0.00	
0002		20.00	72.00	30.00	200.00	0.00	200.00	200.00	0.00	
5535	General Hardware	79.00	0.00	50.00	200.00	0.00	200.00	200.00	0.00	
2000			0.00	22.00	200.00	0.00		200.00	0.00	
5593	Uniforms	600.00	600.00	600.00	0.00	0.00	0.00	0.00	0.00	
	TOTAL 4	2,107.00	945.00	3,875.00	400.00	0.00	400.00	400.00	0.00	

Budge	et No. 22									
	No. 292									
			ТОМ	VN OF WA	KEFIELD					
		Summary of Ex	kpenditures of Pi	ior Periods With	Estimates For t	he Fiscal Period	of 2023			
				Animal Insp	ector					
====	=======================================	=========	=======	=======	======	======	===========	=========	=========	
		Actual	Actual			Act. Expend.	Departmental	Town Admin.		
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Request For	Recommended	
EOC	Dept/Appropriation	FY 2020	FY 2021	FY 2021	FY 2022	12/28/21	FY 2023	FY 2023	FY 2023	
====	=======================================	=======	=======	=========	=======	=======	===========	==========	=========	
SHEE	T B - 7 SUNDRY CHARGES									
5733	Dog Pound Rental Fee	3,000.00	3,000.00	3,000.00	3,000.00	0.00	1,500.00	1,500.00	0.00	
	TOTAL 7	3,000.00	3,000.00	3,000.00	3,000.00	0.00	1,500.00	1,500.00	0.00	

Budge	et No. 24	Page 1									
Dept.	No. 297										
			тои	VN OF WA	KEFIELD						
			un aus dituma a st Du	ion Doniodo Mith	Fatimates Fault	ha Fissal Daviad	-6.0000				
		Summary of Ex		Parking Clerk De	Estimates For t	ne Fiscal Period	012023				
			I		epartment						
====		========	========	========	========	========	=========	=========	=======		
		Actual	Actual			Act. Expend.	Departmental	Town Admin.			
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Request For	Recommended		
EOC	Dept/Appropriation	FY 2020	FY 2021	FY 2021	FY 2022	12/28/21	FY 2023	FY 2023	FY 2023	+/- \$	+/- %
====		=======	======	=======	=======	======	=======	=======	======		
SHEE	-1 A										
1	Personal Services	3,250.00	3,250.00	3,250.00	11,050.00	5,525.00	5,691.00	11,382.00	0.00	332.00	3.00%
2	Contractual Services	6,250.00	603.00	5,725.00	1,500.00	144.00	1,000.00	1,000.00	0.00	(500.00)	-33.33%
-		0,200.00	000.00	0,720.00	1,000.00	111.00	1,000.00	1,000.00	0.00	(000.00)	
4	Materials/Supplies	0.00	169.00	400.00	400.00	27.00	400.00	400.00	0.00	0.00	0.00%
	RFT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	TOTAL SHEET A	9,500.00	4,022.00	9,375.00	12,950.00	5,696.00	7,091.00	12,782.00	0.00	(168.00)	-1.30%

- ·								1	1	
	et No. 24									
Dept.	No. 297									
			том	/N OF WAI	KEFIELD					
		Summary of Ex	penditures of Pr	ior Periods With	Estimates For t	he Fiscal Period	of 2023			
				Parking Clerk De			012020			
				Parking Clerk De	epartment					
====		=========	=======	=======	=======	=======	========	========	======	
		Actual	Actual			Act. Expend.	Departmental	Town Admin.		
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Request For	Recommended	
EOC	Dept/Appropriation	FY 2020	FY 2021	FY 2021	FY 2022	12/28/21	FY 2023	FY 2023	FY 2023	
====	=======================================	=========	========	=========	========	=========	=========	=========	========	
SHEE	T B - 2 CONTRACTUAL SERVIO	CES								
5206	Drinting & Dinding	2 944 00	0.00	2 000 00	1 000 00	0.00	500.00	500.00	0.00	
5306	Printing & Binding	3,844.00	0.00	3,000.00	1,000.00	0.00	500.00	500.00	0.00	
5311	Prof. ServContractor	2,200.00	0.00	2,225.00	0.00	0.00	0.00	0.00	0.00	
5340	Postage	62.00	459.00	250.00	250.00	0.00	250.00	250.00	0.00	
5341	Telephone	144.00	144.00	250.00	250.00	144.00	250.00	250.00	0.00	
	1									
	TOTAL 2	6,250.00	603.00	5,725.00	1,500.00	144.00	1,000.00	1,000.00	0.00	
		0,200.00	003.00	5,725.00	1,300.00	144.00	1,000.00	1,000.00	0.00	

Budget	t No. 24									
	No. 297									
Dept. I	10. 297									
			100	VN OF WA	KEFIELD					
		Summary of E	xpenditures of Pr	ior Periods With	Estimates For t	he Fiscal Period	of 2023			
				Parking Clerk De	epartment					
==== =		=========	=========	=========	==========	==========	==========	=========	========	
		Actual	Actual			Act. Expend.	Departmental	Town Admin.		
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Request For	Recommended	
EOC	Dept/Appropriation	FY 2020	FY 2021	FY 2021	FY 2022	12/28/21	FY 2023	FY 2023	FY 2023	
==== =		===========	==========	==========	==========	==========	==========	==========	=========	
SHEFT	T B - 4 MATERIALS AND SUPP	LIFS								
5422	Office Supplies	0.00	169.00	400.00	400.00	27.00	400.00	400.00	0.00	
5722	Office Supplies	0.00	100.00	400.00	400.00	21.00	400.00	400.00	0.00	
	TOTAL 4	0.00	400.00	400.00	400.00	07.00	400.00	400.00	0.00	
	TOTAL 4	0.00	169.00	400.00	400.00	27.00	400.00	400.00	0.00	

Budge	et No. 26	Page 1									
Acct.	No. 510										
		TOW	N OF WAK	EFIELD FI	NANCE CO	OMMITTEE					
		Summary of Ex	penditures of Pri			he Fiscal Period	of 2023				
			Wake	field Health & Hu	uman Services		r				
====		=======		=======	======	=======	=======	========	=======		
		Actual	Actual			Act. Expend.	Departmental	Town Admin.			
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Request For	Recommended		
EOC	Dept/Appropriation	FY 2020	FY 2021	FY 2021	FY 2022	12/28/21	FY 2023	FY 2023	FY 2023	+/- \$	+/- %
		=======	=======		=======	=======	=======	=======	======		
SHEE	T A										
1	Personal Services	60,586.00	63,531.00	63,531.00	69,576.00	34,959.00	186,148.00	186,148.00	0.00	116,572.00	167.55%
					150 000 00					(10.007.00)	0.000/
2	Contractual Services	140,370.00	147,842.00	151,657.00	153,226.00	80,742.00	140,829.00	140,829.00	0.00	(12,397.00)	-8.09%
							0 5 4 0 0 0	0.510.00			<u> </u>
4	Materials/Supplies	1,641.00	1,366.00	2,016.00	2,016.00	556.00	2,516.00	2,516.00	0.00	500.00	24.80%
-		000.00	000.00			050.00	1 050 00	1 050 00	0.00	000.00	0.47.000/
1	Sundry Charges	360.00	360.00	360.00	360.00	250.00	1,250.00	1,250.00	0.00	890.00	247.22%
	TOTAL	000 057 00	040.000.00	017 504 00	005 470 00	440 507 00	000 740 00	000 740 00	0.00	405 505 00	40.000/
	TOTAL	202,957.00	213,099.00	217,564.00	225,178.00	116,507.00	330,743.00	330,743.00	0.00	105,565.00	46.88%
-											
	Social Services	16,000.00	16,000.00	16,000.00	16,000.00	8,000.00	16,000.00	16,000.00	0.00	0.00	0.00%
	Social Services	16,000.00	16,000.00	16,000.00	16,000.00	6,000.00	10,000.00	10,000.00	0.00	0.00	0.00%
	Mental Health Outpatient	6.400.00	6,400.00	6,400.00	6,400.00	0.00	6,400.00	6,400.00	0.00	0.00	0.00%
-		0,400.00	0,400.00	0,400.00	0,400.00	0.00	0,400.00	0,400.00	0.00	0.00	0.00%
	E. Middlesex Mosg.	27,427.00	29,076.00	29,076.00	29,445.00	14,723.00	29,933.00	29,933.00	0.00	488.00	1.66%
	L. MIGUIESEX MOSY.	21,421.00	29,070.00	29,070.00	29,443.00	14,725.00	29,933.00	29,900.00	0.00	400.00	1.00%
	TOTAL	252,784.00	264,575.00	269,040.00	277,023.00	139,230.00	383,076.00	383,076.00	0.00	106,053.00	38.28%
	IVIAL	202,104.00	204,575.00	203,040.00	211,025.00	100,200.00	505,070.00	505,070.00	0.00	100,000.00	50.2070

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0	et No. 26										
Acct.	No. 510										
		TOW	N OF WAK	EFIELD FI	NANCE CO	OMMITTEE					
		Summary of Ex	menditures of Pr	ior Periods With	Estimates For t	he Fiscal Period	of 2023				
			Wake	field Health & Hu	Iman Services		01 2020				
			Wallo								
			A stual					Taura Aduatia			
		Actual	Actual		•	Act. Expend.	Departmental	Town Admin.			
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Request For	Recommended		
EOC	Dept/Appropriation	FY 2020	FY 2021	FY 2021	FY 2022	12/28/21	FY 2023	FY 2023	FY 2023		
====		========	=======	======	======	======	=========	======	========		
SHEE	T B - 2 CONTRACTUAL SERVIO	CES									
5273	Vehicle Allowance	656.00	284.00	2,800.00	2,800.00	78.00	2,800.00	2,800.00	0.00		
				,	,						
5301	Advertising	105.00	0.00	416.00	416.00	0.00	416.00	416.00	0.00		
	,		0.00			0.00			0.00		
5306	Printing & Binding	290.00	29.00	500.00	500.00	171.00	500.00	500.00	0.00		
5500	Finding & Dinding	290.00	29.00	500.00	500.00	171.00	500.00	500.00	0.00		
5040	Duefe e sien el Comise e	407.040.00	445 004 00	444 740 00	452 045 00	70 400 00	400 750 00	400 750 00	0.00		
5316	Professional Services	137,019.00	145,061.00	144,718.00	153,945.00	79,129.00	132,750.00	132,750.00	0.00		
5340	Postage	386.00	353.00	700.00	700.00	134.00	700.00	700.00	0.00		
5341	Telephone	1,649.00	1,653.00	1,663.00	1,663.00	1,080.00	1,663.00	1,663.00	0.00		
5351	Travel Inside Comm.	265.00	462.00	860.00	860.00	150.00	2,000.00	2,000.00	0.00		
	Less FEMA / CARES Reimburse	ment			(7,658.00)		0.00	0.00			
					,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,						
	TOTAL 2	140,370.00	147,842.00	151,657.00	153,226.00	80,742.00	140,829.00	140,829.00	0.00		
		140,370.00	147,042.00	131,037.00	100,220.00	00,742.00	140,023.00	140,023.00	0.00		

Budge	t No. 26													
Acct. N	No. 510													
		том	N OF WAR	EFIELD F	INANCE C	OMMITTEE								
	Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2023													
-	Wakefield Health & Human Services													
==== =		=========		======	=======	=========	=========		=======					
		Actual	Actual			Act. Expend.	Departmental	Town Admin.						
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Request For	Recommended					
EOC	Dept/Appropriation	FY 2020	FY 2021	FY 2021	FY 2022	12/28/21	FY 2023	FY 2023	FY 2023					
=====		=========	==========	==========	========	=============	==========	========	========					
SHEE	T B - 4 MATERIALS/SUPPLIES													
5422	Office Supplies	1,024.00	1,022.00	1,000.00	1,000.00	340.00	1,500.00	1,500.00	0.00					
		.,	.,	.,	.,		.,	.,						
5423	Reproducing & Computer	401.00	128.00	800.00	800.00	0.00	800.00	800.00	0.00		-			
0420	Reproducing & Computer	401.00	120.00	000.00	000.00	0.00	000.00	000.00	0.00					
5511	Books/Periodicals	216.00	216.00	216.00	216.00	216.00	216.00	216.00	0.00					
5511	BOOKS/FEIIOUICAIS	210.00	210.00	210.00	210.00	210.00	210.00	210.00	0.00					
											<u> </u>			
	TOTAL 4	1,641.00	1,366.00	2,016.00	2,016.00	556.00	2,516.00	2,516.00	0.00		L			

Budg	et No. 26														
Acct.	No. 510														
	TOWN OF WAKEFIELD FINANCE COMMITTEE														
	Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2023														
	Wakefield Health & Human Services														
====	=======================================	========	======	======	=======	=======	=======	======	=======						
		Actual	Actual			Act. Expend.	Departmental	Town Admin.							
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Request For	Recommended						
EOC	Dept/Appropriation	FY 2020	FY 2021	FY 2021	FY 2022	12/28/21	FY 2023	FY 2023	FY 2023						
====	=======================================	========	======	======	======	=======	=======	======	=======						
SHEE	T B - 7 SUNDRY CHARGES														
5731	Dues & Memberships	360.00	360.00	360.00	360.00	250.00	1,250.00	1,250.00	0.00						
	TOTAL 7	360.00	360.00	360.00	360.00	250.00	1,250.00	1,250.00	0.00						

Budget	t No. 39										
Acct. N	lo. 193										
		TOW	N OF WA	KEFIELD							
		Summary of Ex		Prior Periods With	n Estimates For	the Fiscal Period	d of 2023	1			
			For Gei	neral Insurance							
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		Actual	Actual			Act. Expend.	Departmental	Town Admin.			
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Request For	Recommended		
EOC	Dept/Appropriation	FY 2020	FY 2021	FY 2021	FY 2022	12/28/21	FY 2023	FY 2023	FY 2023	+/- \$	+/- %
=====	=======================================	========================		=======	=======	========	========	============	=======	·	
	Property & Liabiltiy	278,400.00	301,500.00	301,500.00	317,000.00	320,558.00	339,866.00	339,866.00	0.00	22,866.00	7.21%
	Motor Vehicle	101,471.00	100,800.00	98,000.00	104,000.00	112,320.00	117,375.00	117,375.00	0.00	13,375.00	12.86%
	Dende	4 005 00	4 005 00	0.005.00	0.005.00	0.00	4 005 00	1.005.00	0.00	(400.00)	4.0.40/
	Bonds	1,925.00	1,925.00	2,025.00	2,025.00	0.00	1,925.00	1,925.00	0.00	(100.00)	-4.94%
	RFT			2,800.00							
				2,000.00							
	TOTAL TAX LEVY	381,796.00	404,225.00	404,325.00	423,025.00	432,878.00	459,166.00	459,166.00	0.00	36,141.00	8.54%
								-		-	
	TRANSFERS:										
	Water	20,760.00	22,700.00	22,700.00	23,800.00	24,157.00	25,245.00	25,245.00	0.00	1,445.00	6.07%
	Sewer	12,373.00	13,000.00	13,000.00	13,600.00	14,084.00	14,720.00	14,720.00	0.00	1,120.00	8.24%
	Sewel	12,373.00	13,000.00	13,000.00	13,000.00	14,004.00	14,720.00	14,720.00	0.00	1,120.00	0.24%
<b>├</b> ───┤	SUBTOTAL	33,133.00	35,700.00	35,700.00	37,400.00	38,241.00	39,965.00	39,965.00	0.00	2,565.00	6.86%
					0.,.00.00			22,223.00	0.00	2,000.00	0.0070
İ											
	TOTAL	414,929.00	439,925.00	440,025.00	460,425.00	471,119.00	499,131.00	499,131.00	0.00	38,706.00	8.41%

Budge	t No. 43										1
	No. 912										
71001.1	0.012	TOWN	I OF WAKE	FIFID							
	S	ummary of Exp	enditures of Prio	r Periods With E	Estimates For the	e Fiscal Period c	f 2023				
		, ,		Compensation							
				·							
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		Actual	Actual			Act. Expend.	Departmental	Town Admin.			
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Request For	Recommended		
EOC	Dept/Appropriation	FY 2020	FY 2021	FY 2021	FY 2022	12/28/21	FY 2023	FY 2023	FY 2023	+/- \$	+/- %
=====	=======================================		=================	=========	==========	=========	==========	===========	==========		
	TAX LEVY	480,705.00	477,498.00	477,873.00	420,990.00	219,946.00	436,500.00	436,500.00	0.00	15,510.00	3.68%
			10.000.00								
	RFT / SUPPLEMENTAL	36,800.00	43,000.00	43,000.00							
-	TRANSFERS:										
	Water	13,230.00	13,780.00	13,780.00	11,124.00	5,562.00	8,259.00	8,259.00	0.00	(2,865.00)	-25.76%
	Water	13,230.00	13,760.00	13,760.00	11,124.00	5,562.00	0,259.00	6,259.00	0.00	(2,005.00)	-25.70%
-	Sewer	8,991.00	7,936.00	7,936.00	6,202.00	3.101.00	8.848.00	8.848.00	0.00	2,646.00	42.66%
	Sewei	0,331.00	7,350.00	7,350.00	0,202.00	3,101.00	0,040.00	0,040.00	0.00	2,040.00	42.00 /0
	Light	45,980.00	38,030.00	38,030.00	34,224.00	17,112.00	34,173.00	34,173.00	0.00	(51.00)	-0.15%
	Light	40,000.00	00,000.00	00,000.00	04,224.00	17,112.00	04,170.00	04,170.00	0.00	(01.00)	0.1070
	TOTAL TRANSFER	68,201.00	59,746.00	59,746.00	51,550.00	25,775.00	51,280.00	51,280.00	0.00	(270.00)	-0.52%
								,		, , , , , , , , , , , , , , , , , , , ,	
	TOTAL	585,706.00	580,244.00	580,619.00	472,540.00	245,721.00	487,780.00	487,780.00	0.00	15,240.00	3.23%

# Zoning Board of Appeals (ZBA) Candidate Interview Special Committee

# **Purpose:**

Members of the Zoning Board of Appeals ("ZBA") serve a significant role in making decisions that have a far-reaching, long-lasting impact on our Wakefield community. The ZBA is a uniquely positioned entity, in that members operate in a quasi-adjudicatory capacity, mostly independent of input from the Town Council on any pending projects presented for active review and vote, with limited exception. The Town Council recognizes the special importance in ensuring a robust vetting process for all ZBA applicants, to make certain that appointments are thoughtful and aligned with the priorities and values of our community. To effectuate a more complete applicant review process, a Special Committee ("Committee") shall convene to interview all applicants and submit written input and recommendations to the Town Council, to assist in its appointment deliberations.

# **Committee Composition:**

The Committee to interview ZBA applicants shall include:

- Town Council Chair (or his/her designee from the Town Council)
- The ZBA Chair (or his/her designee ZBA member the ZBA Chair or designee shall not be an applicant at the time of interviews)
- Wakefield's Community and Economic Development Director

## **Procedure and Process:**

Applicant interviews may be conducted in-person or via Zoom (provided Zoom remains a legal means of convening such meetings) and will be posted in accordance with the open meeting law. At the conclusion of its work the Committee shall provide written submissions (ie. input and recommendations) to the Town Council in advance of member appointments, in supplement to an applicant's previously-provided materials. The recommendations of the Committee are expected to be given due consideration but are not to be determinative. The ZBA Chair (or his/her designee) may continue to offer separate written feedback and/or recommendations following a review of applicant submissions.