



# TOWN OF WAKEFIELD

TOWN COUNCIL

Ann Santos, Chair  
Julie Smith-Galvin, Vice Chair

Mehreen N. Butt  
Jonathan P. Chines

Paul R. DiNocco  
Edward F. Dombroski, Jr.

Peter J. May  
Sherri Dalton, Clerk

## NOTICE OF MEETING

March 08<sup>th</sup>, 2021 | 7:00 p.m.

Via Zoom: <https://us02web.zoom.us/j/85824363442>

Consistent with the Governor's orders suspending certain provisions of the Open Meeting Law and banning gatherings of more than 10 people, this meeting will be conducted by remote participation to the greatest extent possible. The public may not physically attend this meeting, but every effort will be made to allow the public to view and/or listen to the meeting in real time. Persons who wish to do so are invited to click on the following link <https://us02web.zoom.us/j/85824363442>. 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 858 2436 3442. 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 | COVID-19 Update

### Item 6 | Approval of Minutes

A. Approval of February 22<sup>nd</sup>, 2021 Town Council meeting minutes.

### Item 7 | The Scholarship Foundation of Wakefield

Representatives from TSF will announce the 41<sup>st</sup> Annual Phonathon.

### Item 8 | Fourth Round of Fiscal Year 2022 Budgets

A. Budget 29 – Department of Public Works.



B. Budget 42 - Reserve Fund Budget.

C. Budget 45 – Retirement.

### **Item 9 | Annual Town Meeting Articles**

A. Proposal of DPW Warrant Articles for the May 08<sup>th</sup>, 2021 Annual Town Meeting.

B. Stretch Code Warrant Article.

### **Item 10 | Traffic Advisory Recommendation**

First parking space on Princess Street near Main Street be restricted to 15-minute parking.

### **Item 11 | Licenses**

A. Outdoor public space usage.

B. Boston Outdoor Recreation.

### **Item 12 | Gift Acceptance**

Donation from the Human Rights Commission to the Town of Wakefield in the amount of \$1,306.76.

### **Item 13 | Town Owned Land**

Discussion regarding Butler Avenue.

### **Item 14 | Disclosure**

Receipt of Disclosure of Election or Appointment as required by 930 CMR 6.02(3).

### **Item 15 | Announcements**

### **Item 16 | 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 17 | Adjournment**

Next Regular Town Council Meeting: Monday, March 22<sup>nd</sup>, 2021 at 7:00 p.m. via Zoom.



# TOWN OF WAKEFIELD

DEPARTMENT OF PUBLIC WORKS

TO: Stephen Maio, Town Administrator  
Town Council  
Finance Committee

FROM: Joseph Conway, Director of Public Works

SUBJECT: FY2022 Budget Proposal

COPIES: Ann Waitt, Business Manager, Division Manager's and Supervisor's,  
Kevin Gill, Town Accountant

DATE: February 28, 2021

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The Public Works Department consists of eleven divisions and is responsible for maintaining the Town's infrastructure and facilities consisting of Public Ways, Parks, Athletic Fields, Grounds, Town Cemeteries, Water Distribution/Treatment System, Sewer Collection System, Public Shade Trees, Town Buildings, Town Vehicles, and Town Stormwater systems. DPW operations also include: town wide snow & ice services; refuse and recycling services, hazardous waste and yard waste services; Stormwater management (NPDES); school building infrastructure maintenance; school grounds maintenance; and support services for other Town Departments and civic events.

Annually, department staff perform an extensive review of each line item and division staffing needs. Department staff also perform forecasting exercises to address challenges on the horizon, in doing this Public Works can proactively begin the process of preparing for the future. When complete, these reviews are compiled into a Critical Needs Analysis for each section of the proposed budget. The goal of this year's DPW budget is to ensure that: the Town's infrastructure is well maintained and safe, we address the growing age issues associated with our infrastructure, years of underfunding, sustainability, and we are prepared and able to respond to extreme weather conditions and other emergencies as they arise.

This past year, and the level of safety uncertainty that came with it, was certainly a time that tested our resolve. Every part of day to day life was affected by the pandemic. In addition to performing our core services Public Works had also played a large role in the Covid-19 Pandemic response. Many new challenges were faced by the men and women of Public Works. Our dedicated staff met every instance head on and effectively addressed all additional hazards while simultaneously taking care of regular business.

*The entire Department of Public Works is looking forward to a healthy and productive Fiscal Year 2022.*



## **Public Works Tax Supported Highlights**

**Personal Services- Net increase \$195,805-** The Fiscal Year 2022 Budget has two key areas being addressed:

- Contractual increases within the Labor, Clerical and Supervisory Unions
- Partial refunding (+52,371) of the FY2021 personnel budget reductions (-110,500) that occurred as a result of the pandemic.

**Other Personal Services adjustments-**

- Overtime, additional duties rate alignment per classification study
- Temporary help alignment with future projected minimum wage increases

**Purchase of Services (PS) – Net PS increase is \$61,062**

### **Engineering**

***Storm Water \$25,000-*** Out fall testing (required to meet our unfunded mandate)

### **Highway**

***Traffic Lines \$10,000-*** This has been an area of the budget that has been underfunded. With the Albion Street and Envision project getting constructed and adding to the painting scope it is important to start getting this number to a realistic place for the future

### **Buildings**

***Electricity \$21,062-*** Increase in both heating/cooling and electric demand primarily due to the expanded hours and occupancy of the Americal Civic Center during the pandemic.

### **Forestry and Parks**

***Crane Rental- \$5,000***

***All other Tax Levy accounts level funded for FY2022.***

**Snow & Ice Budget** – The snow appropriation for FY2022 has been level funded and remains at a total of \$850,000 for the fiscal year. While the Town has benefitted from the past two seasons being milder than the average, It is important to note that the budget for an typical winter season is estimated to cost \$1,457,280 in Fy22.

**Water & Sewer Enterprise Budgets** – The Water & Sewer budgets are structured to insure that our systems are functioning efficiently and remain well maintained. The major changes are related to contractual obligations and the MWRA Sewer and Water Assessments.

**Sewer Highlights**

- MWRA Sewer Assessment estimated decrease - \$-58,668
- Budget increase with the MWRA Sewer Assessment is 0.2285%
- Budget increase without the MWRA Sewer Assessment is 0.8832%
- MWRA Sewer Assessment Represents 75.63% of the budget
- Personal Services adjustments due to contractual agreements
- Overtime adjustments related to rate changes
- Admin Expense/Insurance- \$4,109
- Sewer Purchase of Services –
  - \$27,000 Farm Street Pumping Station cleaning program
  - \$4,004 Electricity and Natural Gas
  - \$3,000 Emergency Fund
  - \$13,151 Sewer User Charge
- Sewer Materials and Supplies – \$2,000
- Sewer Maturing Debt – Decrease -\$-63,518

**Water Highlights**

- MWRA Water Assessment estimated decrease - \$-35,576
- Budget increase with the MWRA Water Assessment is 3.4637%
- Budget increase without the MWRA Water Assessment is 4.050%
- MWRA Water Assessment Represents 45.36% of the budget
- Personal Services adjustments due to contractual agreements
- Overtime adjustments related to rate changes
- Admin Expense- \$4,109
- Maturing Debt- \$120,933
- Water Purchase of Services – \$ 41,752
  - Water User Charge- \$11,752
  - Prof. Services Contractor- \$15,000
  - Prof. Services Water Production- \$15,000

The purpose of all changes is to allow the department to provide efficient, effective and economical service to the citizens of Wakefield. **Additionally, this budget has been carefully reviewed to ensure that impacts in one area of the budget will not severely impact other core services.** The DPW's goal is to maintain core services, provide for the health and safety of our residents and staff, maintain our existing infrastructure and allow the department to meet our public safety responsibilities.

As the Department works to ensure that we provide the necessary services to the community, we encourage and welcome your input. Thank you in advance for your cooperation.

## **TOWN OF WAKEFIELD DEPARTMENT OF PUBLIC WORKS**

Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2022

### MASTER BUDGET SUMMARY (Budgets 29, 30, 31, 32)

	Actual Expend. FY2019	Actual Expend. FY2020	Approp. FY2020	Approp. FY2021	Director's Needs Based Request FY2022	Town Admin./Dir. Request For FY2022	Increase/ (Decrease) + / -
<b>DPW - #29</b>	5,770,262	5,836,283	6,110,202	6,249,469	6,506,335	6,506,335	256,866 4.1102%
<b>Snow &amp; Ice - #30</b>	799,998	505,848	850,000	850,000	1,457,280	850,000	
<b>DPW Tax Supported</b>	6,570,260	6,342,131	6,960,202	7,099,469	7,963,615	7,356,335	
<b>DPW SEWER - #31</b>	8,078,367	8,297,568	8,663,493	8,961,653	8,982,133	8,982,133	20,480 0.2285% <i>with MWRA</i>
							79,148 0.8832% <i>without MWRA</i>
<b>DPW WATER - #32</b>	4,761,690	5,417,816	5,607,245	6,067,584	6,277,749	6,277,749	210,165 3.4637% <i>with MWRA</i>
							245,741 4.050% <i>without MWRA</i>

DEPARTMENT OF PUBLIC WORKS  
DPW - #29  
Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2022

Dept/Appropriation	Actual Expend. FY2019	Actual Expend. FY2020	Approp. FY2020	Approp. FY2021	FY2021 Exp. Thru 12/31/20	Directors Request For FY2022	Town Admin. Request For FY2022	
<b>1 Personal Services</b>								
40 Administration	170,100	184,605	184,906	158,767	212,844	195,694	195,694	
41 Engineering	304,380	294,257	293,797	274,566	250,226	309,541	309,541	
42 Fleet Maintenance	342,392	323,680	335,445	350,891	197,408	360,525	360,525	
43 Buildings	710,562	695,352	730,278	753,200	399,944	784,526	784,526	
44 Forestry & Parks	811,955	836,170	866,394	913,478	389,363	942,698	942,698	
45 Cemetery	222,269	275,562	288,938	310,375	107,983	320,655	320,655	
46 Highway	1,096,705	1,194,803	1,131,409	1,128,618	421,555	1,172,061	1,172,061	
Account Total	3,658,363	3,804,429	3,831,167	3,889,895	1,979,323	4,085,700.00	4,085,700.00	195,805
<b>2 Purchase of Services</b>								
40 Administration	26,428	23,736	24,100.00	24,100.00	13,544.38	24,100.00	24,100	
41 Engineering	112,414	135,506	133,150.00	162,000.00	31,852.64	187,000.00	187,000.00	
42 Fleet Maintenance	86,561	54,806	85,200.00	96,700.00	47,675.23	96,700.00	96,700.00	
43 Buildings	734,762	718,042	790,735.00	816,298.00	311,457.65	837,360.00	837,360.00	
44 Forestry & Parks	192,207	188,334	188,250.00	193,250.00	259,572.39	198,250.00	198,250.00	
45 Cemetery	20,418	16,441	17,700.00	17,700.00	423.00	17,700.00	17,700.00	
46 Highway	324,973	284,871	335,050.00	333,550.00	124,036.36	343,550.00	343,550.00	
Account Total	1,497,763	1,421,736	1,574,185.00	1,643,598.00	788,562	1,704,660.00	1,704,660.00	61,062
<b>4 Materials &amp; Supplies</b>								
40 Administration	11,270	7,848	8,600	8,600	1,021	8,600	8,600	
41 Engineering	5,667	3,591	8,800	8,800	335	8,800	8,800	
42 Fleet Maintenance	202,379	222,494	249,474	260,800	96,966	260,800	260,800	
43 Buildings	110,174	110,478	126,100	126,100	56,537	126,100	126,100	
44 Forestry & Parks	105,685	116,365	131,850	131,850	77,961	131,850	131,850	
45 Cemetery	13,755	15,937	24,500	24,500	4,460	24,500	24,500	
46 Highway	162,407	129,443	151,200	151,200	73,554	151,200	151,200	
Account Total	611,338	606,156	700,524.00	711,850.00	310,834	711,850.00	711,850.00	0
<b>7 Other Charges - Dues &amp; Memberships</b>								
40 Administration	620	1,039	1000	1,000	320	1,000	1,000	
41 Engineering	391	1,788	2000	1,800	1,015	1,800	1,800	
42 Fleet Maintenance	356	318	325	325	245	325	325	
43 Buildings	481	243	250	250	245	250	250	
44 Forestry & Parks	468	115	300	300	95	300	300	
45 Cemetery	145	215	200	200	0	200	200	
46 Highway	336	245	250	250	0	250	250	
Account Total	2,797	3,963	4,325.00	4,125.00	1,920	4,125	4,125.00	0
<b>TOTAL</b>	5,770,262	5,836,283	6,110,201	6,249,468	3,080,639	6,506,335	6,506,335	256,867

**Purchase of Services**

Dept/Appropriation	Actual Expend. FY2019	Actual Expend. FY2020	Approp. FY2020	Approp. FY2021	FY2021 Exp. Thru 12/31/20	Directors Request For FY2022	Town Admin. Request For FY2022	
<b>40 ADMINISTRATION</b>								
24400 Equip. Maint. Office / Software Licenses	10,126	11,038	10,000	10,000	8,514.77	10,000	10,000	
27500 Training	3,000	3,500	3,500	3,500	2,958.81	3,500	3,500	
30100 Advertising	2,725	3,565	4,000	4,000	1,782.00	4,000	4,000	
30600 Printing & Binding	5,257	593	1,200	1,200	0.00	1,200	1,200	
31500 Professional Medical - D & A Program	4,411	3,917	4,000	4,000	0.00	4,000	4,000	
34000 Postage	29	0	200	200	288.80	200	200	
35100 Travel in Commonwealth	43	3	200	200	0.00	200	200	
39900 Not Classified	838	1,121	1,000	1,000	0.00	1,000	1,000	
Account Total	26,428	23,736	24,100	24,100	13,544.38	24,100	24,100	
<b>41 ENGINEERING</b>								
24800 Equip. Maint. & Software	7,049	20,702	20,000	25,000	20,774	25,000	25,000	0
27500 Training	1,305	2,570	2,500	2,250	0	2,250	2,250	
27700 Reimb. Clothing / Safety and Weather	3,000	3,600	4,000	3,100	4,200	3,100	3,100	
31600 Professional Serv.	2,828	92,657	3,500	3,500	0	3,500	3,500	
32500 Recording Fees	0	7,490	250	250	108	250	250	
39900 Not Classified	236	537	2,900	2,900	509	2,900	2,900	
31001 Prof. Serv. NPDES - Stormwater Program	97,995	7,950	100,000	125,000	6,262	150,000	150,000	25,000
Account Total	112,414	135,506	133,150	162,000	31,853	187,000	187,000	
<b>42 FLEET MAINTENANCE</b>								
21900 Hazardous Waste Disposal	4,184	2,753	8,000	8,000	4,903	8,000	8,000	
24300 Equip. Maint. Motor	(219)	(1,180)	5,000	5,000	460	5,000	5,000	
24600 Equip. Maint. Radio	2,889	1,753	2,500	2,500	1,280	2,500	2,500	
24700 Equip. Maint. - Computer & Software Licenses	3,100	0	1,500	3,000	0	3,000	3,000	0
24800 Equip. Maint. Equip.	49,201	41,478	45,000	60,000	35,107	60,000	60,000	0
27500 Training	11,537	1,569	2,500	3,500	1,439	3,500	3,500	
27700 Clothing - Safety & Weather	5,996	3,600	8,400	3,600	1,438	3,600	3,600	
31600 Prof. Services Other	4,476	0	4,500	3,500	80	3,500	3,500	
39900 Not Classified	1,182	437	900	900	75	900	900	
48600 Vehicle Inspections	4,216	4,111	4,200	4,200	1,796	4,200	4,200	
54600 Tool Allowance		286		2,500	1,096	2,500	2,500	
Account Total	86,561	54,806	82,500	96,700	47,675	96,700	96,700	



**Purchase of Services**

Dept/Appropriation		Actual Expend. FY2019	Actual Expend. FY2020	Approp. FY2020	Approp. FY2021	FY2021 Exp. Thru 12/31/20	Directors Request For FY2022	Town Admin. Request For FY2022	
<b>43 BUILDINGS</b>									
21000	Electric Maintenance Improvement	14,913	4,820	15,000	15,000	0.00	15,000	15,000	
21100	Electricity/Natural Gas	339,695	335,797	376,885	399,448	160,829.76	420,510	420,510	21,062
24000	HVAC (Civic Center / General)	107,601	104,379	160,850	160,850	7,072.65	160,850	160,850	
24100	Bldg Maint & Improv (includes \$35,000 TW paint)	120,810	94,533	108,000	108,000	59,822.55	108,000	108,000	
25100	Boiler Maint.	4,335	3,762	3,500	3,500	893.53	3,500	3,500	
25200	Air Cond. Maint.	871	1,332	4,000	4,000	510.57	4,000	4,000	
27000	Elevator Maint	17,634	17,685	21,000	21,000	8,401.50	21,000	21,000	
27100	Equip. Rental	11,940	21,202	16,000	16,000	798.00	16,000	16,000	
27300	Vehicle Allowance	4,000	4,000	4,000	4,000	3,000.00	4,000	4,000	
27500	Training	3,843	4,055	4,500	4,500	0.00	4,500	4,500	
31003	Roof Repairs - Town Wide	61,938	50,468	100,000	100,000	34,517.54	100,000	100,000	
34100	Telephone	45,335	50,851	45,000	55,000	33,918.57	55,000	55,000	0
39900	Not Classified & Software Licenses	1,848	5,160	5,000	5,000	1,692.98	5,000	5,000	
40461	Security - Town Wide	0	20,000	35,000	35,000	0.00	35,000	35,000	
53500	General Hardware Minor Tools								
	Civic Center (revolving) / Commn St. Rental			-108,000	-115,000	0.00	-115,000	-115,000	
	Account Total	734,762	718,043	790,735	816,298	311,457.65	837,360	837,360	
<b>44 FORESTRY &amp; PARKS</b>									
24800	Equip. Maint. Equip.	7,627	3,409	7,000	7,000	2,058	7,000	7,000	
25300	Fence Repair	14,692	4,208	9,000	9,000	9,000	9,000	9,000	
25301	Tree Spraying	20,000	19,835	20,000	20,000	770	20,000	20,000	
25303	Tree Removal Equipment Rental	0	26,748	20,000	25,000	182,205	30,000	30,000	5,000
27100	Equipment Rental	1,654	3,070	3,000	3,000	1,100	3,000	3,000	
27500	Training	4,567	3,982	5,000	5,000	614	5,000	5,000	
30900	Goose Mgt	23,220	18,060	27,500	27,500	18,060	27,500	27,500	
31600	Prof. Services Other	115,508	107,308	88,500	88,500	45,766	88,500	88,500	
33200	Painting Flag Poles	0	0	3,500	3,500	0	3,500	3,500	
35100	Travel in Commonwealth	0	0	150	150	0	150	150	
39900	Not Classified	4,938	1,714	4,600	4,600	0	4,600	4,600	
	Account Total	192,207	188,334	188,250	193,250	259,572	198,250	198,250	

**Purchase of Services**

Dept/Appropriation	Actual Expend. FY2019	Actual Expend. FY2020	Approp. FY2020	Approp. FY2021	FY2021 Exp. Thru 12/31/20	Directors Request For FY2022	Town Admin. Request For FY2022	
<b>45 CEMETERY</b>								
27100 Equipment Rental	0	0	500	500	0.00	500	500	
27500 Training	1,000	1,226	1,500	1,500	360.50	1,500	1,500	
31600 Professional Services	18,889	13,684	14,500	14,500	0.00	14,500	14,500	
32500 Recording Fees	269	270	200	200	0.00	200	200	
39900 Not Classified	260	1,261	1,000	1,000	62.50	1,000	1,000	
Account Total	20,418	16,441	17,700	17,700	423.00	17,700	17,700	
<b>46 HIGHWAY</b>								
24800 Equip. Maint. Equip.	762	605	1,000	1,000	649	1,000	1,000	
25300 Fence Repair	1,780	635	4,500	4,500	2,068	4,500	4,500	
25600 Traffic Lines	61,852	37,592	42,000	42,000	64,678	52,000	52,000	10,000
25700 Bit. Conc. (in place)	29,733	23,388	30,000	30,000	13,260	30,000	30,000	
25800 Surface Treatment	27,500	15,000	27,500	27,500	0	27,500	27,500	
27100 Equip. Rental	2,100	0	2,500	2,500	0	2,500	2,500	
27500 Training	3,200	6,458	5,000	3,500	3,474	3,500	3,500	
32600 Veh. Towing	0	0	150	150	0	150	150	
35100 Travel in Commonwealth	3	0	100	100	0	100	100	
39300 Weather Reports	1,695	1,695	1,800	1,800	1,695	1,800	1,800	
39400 Sidewalk Repair	54,562	17,646	55,000	55,000	2,064	55,000	55,000	
39900 Not Classified	2,808	10,442	1,500	1,500	3,648	1,500	1,500	
52700 Drainage Repair & Maintenance	51,879	75,000	75,000	75,000	0	75,000	75,000	
25400 Street Sweeping	57,904	48,100	45,000	45,000	32,500	45,000	45,000	
25500 C.B. Cleaning	29,195	48,309	44,000	44,000	0	44,000	44,000	0
Account Total	324,973	284,871	335,050	333,550	124,036	343,550	343,550	

**Materials & Supplies**

Dept/Appropriation	Actual Expend. FY2019	Actual Expend. FY2020	Approp. FY2020	Approp. FY2021	FY2021 Exp. Thru 12/31/20	Directors Request For FY2022	Town Admin. Request For FY2022	
<b>40 ADMINISTRATION</b>								
42200 Office Supplies	5,422	6,452	7,000	7,000	1,021.44	7,000	7,000	
42300 Reproducing & Computer Supplies	0	1,000	1,000	1,000	0.00	1,000	1,000	
54000 Other Materials & Supplies	5,848	36	100	100	0.00	100	100	
88110 Safety Equipment		360	500	500	0.00	500	500	
Account Total	11,270	7,848	8,600	8,600	1,021.44	8,600	8,600	
<b>41 ENGINEERING</b>								
42500 Paper Stock	1,100	1,581	1,500	1,500	176	1,500	1,500	
46000 Engineering Supplies	4,043	1,048	5,000	5,000	65	5,000	5,000	
54000 Other Materials & Supplies	524	943	1,300	1,300	94	1,300	1,300	
88110 Safety Equipment	0	19	1,000	1,000	0	1,000	1,000	
Account Total	5,667	3,591	8,800	8,800	335	8,800	8,800	
<b>42 FLEET MAINTENANCE</b>								
41200 Fuel Motor - Vehicles	66,970	62,106	90,374	101,700	18,817	101,700	101,700	0
48200 Oil & Additives	13,086	7,408	10,000	10,000	6,518	10,000	10,000	
48300 Tires - Automotive	13,841	19,769	12,000	12,000	11,899	12,000	12,000	
48400 Engine Repair	22,466	33,023	33,000	33,000	15,166	33,000	33,000	
48500 Power Train Repair	27,713	50,898	38,500	38,500	17,813	38,500	38,500	
53500 G. Hdwr. & Software (Minor Tools)	13,854	11,416	16,000	16,000	4,413	16,000	16,000	
53800 Automotive Supplies	41,433	34,878	45,000	45,000	21,576	45,000	45,000	
54000 Other Materials & Supplies	1,715	483	2,100	2,100	132	2,100	2,100	
88100 Safety Equipment	1,302	2,514	2,500	2,500	632	2,500	2,500	
Account Total	202,379	222,494	249,474	260,800	96,966	260,800	260,800	

**Materials & Supplies**

Dept/Appropriation	Actual Expend. FY2019	Actual Expend. FY2020	Approp. FY2020	Approp. FY2021	FY2021 Exp. Thru 12/31/20	Directors Request For FY2022	Town Admin. Request For FY2022
<b>43 BUILDINGS</b>							
41100 Fuel - Heating	80	0	2,000	2,000	0	2,000	2,000
42700 Plumb., Heating., Ventl.	14,380	14,666	14,000	14,000	4,797	14,000	14,000
42800 Lumber	10,324	6,166	10,000	10,000	1,597	10,000	10,000
45200 Janitorial Supplies	29,932	25,404	32,500	32,500	27,215	32,500	32,500
50000 Electrical Supplies	22,927	24,559	25,000	25,000	5,133	25,000	25,000
50300 Painting Supplies	9,157	5,100	6,000	6,000	1,414	6,000	6,000
53500 Gen. Hrdwr. & Tools	4,277	5,561	7,000	7,000	1,420	7,000	7,000
54000 Other Materials & Supplies	2,858	14,151	13,000	13,000	10,477	13,000	13,000
54600 Tools	1,077	3,535	3,000	3,000	2,015	3,000	3,000
59300 Clothing - Safety & Weather	7,200	1,563	3,600	3,600	600	3,600	3,600
88100 Safety Equipment & Services	7,961	9,773	10,000	10,000	1,868	10,000	10,000
Account Total	110,174	110,478	126,100	126,100	56,537	126,100	126,100
<b>44 FORESTRY &amp; PARKS</b>							
46100 Agricultural Supplies	46,178	46,663	50,000	50,000	38,795	50,000	50,000
46300 Rubber Artificial Fields	0	19,840	20,000	20,000	19,750	20,000	20,000
50300 Painting Supplies	4,139	6,890	6,000	6,000	2,520	6,000	6,000
51500 Gravel & Loam	5,544	16,912	11,500	11,500	3,561	11,500	11,500
51601 Trees	15,400	1,187	15,000	15,000	4,109	15,000	15,000
53200 Chemicals	90	220	750	750	245	750	750
53500 Gen. Hdwr. & Supplies	10,916	10,164	10,000	10,000	4,903	10,000	10,000
54000 Other Materials & Supplies	12,374	10,615	12,000	12,000	3,379	12,000	12,000
59300 Clothing - Safety & Weather	7,800	600	3,600	3,600	600	3,600	3,600
88100 Safety Equipment	3,244	3,274	3,000	3,000	100	3,000	3,000
Account Total	105,685	116,365	131,850	131,850	77,961	131,850	131,850

**Materials & Supplies**

Dept/Appropriation	Actual Expend. FY2019	Actual Expend. FY2020	Approp. FY2020	Approp. FY2021	FY2021 Exp. Thru 12/31/20	Directors Request For FY2022	Town Admin. Request For FY2022	
<b>45 CEMETERY</b>								
46100 Agricultural Supplies	1,004	1,007	3,500	3,500	381	3,500	3,500	
51500 Gravel & Loam	3,836	2,402	5,000	5,000	2,201	5,000	5,000	
52800 Foundations / Vaults	1,236	1,967	7,500	7,500	346	7,500	7,500	
53500 Gen. Hdwr. & Supplies	4,326	3,044	4,000	4,000	1,096	4,000	4,000	
54000 Other Materials & Supplies	868	6,768	2,000	2,000	436	2,000	2,000	
59300 Clothing - Safety & Weather	2,400	750	1,000	1,000	0	1,000	1,000	
88100 Safety Equipment	85	0	1,500	1,500	0	1,500	1,500	
Account Total	13,755	15,937	24,500	24,500	4,460	24,500	24,500	0
<b>46 HIGHWAY</b>								
51400 Patching	92,894	70,561	75,000	75,000	20,762	75,000	75,000	
52600 Sidewalk Repair	4,930	4,432	15,000	15,000	8,867	15,000	15,000	
52700 Drainage	13,367	12,317	12,000	12,000	16,177	12,000	12,000	
53500 Gen. Hdwr. & Tools	2,354	837	4,000	4,000	5,837	4,000	4,000	
53700 Misc. Equip	687	860	600	600	557	600	600	
54000 Other Materials & Supplies	6,470	1,824	5,000	5,000	2,684	5,000	5,000	
54100 Street & Traffic Signs	32,879	31,417	30,000	30,000	14,157	30,000	30,000	
59300 Clothing - Safety & Weather	7,800	3,740	5,600	5,600	1,573	5,600	5,600	
88100 Safety Equipment	1,028	3,455	4,000	4,000	2,939	4,000	4,000	
Account Total	162,407	129,443	151,200	151,200	73,554	151,200	151,200	0

Department of Public Works  
 Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2022  
**Water Division**

Dept/Appropriation	Expend. FY2019	Expend. FY2020	Approp. FY2020	Approp. FY2021	FY2021 Exp. Thru 12/31/20	Director's Request For FY2022	Town Admin. Request For FY2022	
1 Personal Services	950,331	1,067,080	1,179,867	1,323,790	300,808	1,375,660	1,375,660	51,870
2 Purchase of Services	359,519	377,150	415,981	416,423	151,983	458,175	458,175	41,752
4 Materials & Supplies	253,550	193,486	245,864	247,500	49,579	247,500	247,500	0
6 Intergovernmental	2,139,746	2,586,876	2,591,683	2,883,067	1,437,279	2,847,491	2,847,491	(35,576)
7 Other Charges - Dues & Memberships	1,117	1,294	1,430	1,430	0	1,430	1,430	0
7 Admin. Expense (P.S.)	54,217.00	63,900.00	63,900	67,030	67,030	71,139	71,139	4,109
7 Prof. Medical Serv.	1,000.00	0.00	1,250	1,250	1,250	1,250	1,250	0
7 Worker's Comp Insurance	13,652.00	13,230.00	13,230	13,780	13,780	11,124	11,124	(2,656)
7 Group Insurance	355,707.00	393,285.00	393,285	383,701	383,701	406,723	406,723	23,022
7 General Insurance	20,350.00	20,760.00	0	22,700	22,700	23,800	23,800	1,100
7 Ret / Pension Fund	183,071.00	192,139.00	192,139	196,010	196,010	200,819	200,819	4,809
7 Medicare	16,140.00	16,858.00	16,858	19,145	19,154	19,947	19,947	802
7 Maturing Debt	413,289.94	491,758.00	491,758	491,758	479,152	612,691	612,691	120,933
<b>TOTAL</b>	4,761,690	5,417,816	5,607,245	6,067,584	3,122,426	6,277,749	6,277,749	210,165

**Water Division**

Dept/Appropriation	Expend. FY2019	Expend. FY2020	Approp. FY2020	Approp. FY2021	FY2021 Exp. Thru 12/31/20	Director's Request For FY2022	Town Admin. Request For FY2022	
<b>1 <u>Personal Services</u></b>								
11100 Salaries / Wages Permanent	826,331	766,789	641,472	698,962	230,874	726,837	726,837	27,875
11500 Town Special Detail	38,741	24,445	45,000	45,000	8,745	45,000	45,000	0
12100 Salaries / Wages Temp	23,815	10,448	18,200	29,120	11,029	29,120	29,120	0
13200 Overtime	51,090	57,595	83,155	87,877	46,794	94,788	94,788	6,911
13700 Meal Allowance	980	420	0	0	624			
14400 Additional Assigned Duties	9,373	7,385	16,990	16,990	2,743	16,990	16,990	
<i>Transfer to DPW</i>		200,000	375,050	440,199		462,925	462,925	22,726
<b>Account Total</b>	<b>950,331</b>	<b>1,067,080</b>	<b>1,179,867</b>	<b>1,323,790</b>	<b>300,808</b>	<b>1,375,660</b>	<b>1,375,660</b>	<b>51,870</b>
<b>2 <u>Purchase of Services</u></b>								
21100 Electricity/Natural Gas	65,842	50,082	79,786	80,228	17,291	80,228	80,228	0
21900 Hazardous Waste Disposal	0	0	1,500	1,500	0	1,500	1,500	
23100 Water Use Charge	85,880	93,087	117,520	117,520	59,134	129,272	129,272	11,752
24100 Bldg. Maint. / Impr.	450	5,242	8,000	8,000	2,815	8,000	8,000	0
24300 Eq. Maint. Motor	0	5,096	5,000	5,000	1,309	5,000	5,000	0
24400 Eq. Maint. Office & Software	1,030	40	4,500	4,500	1,473	4,500	4,500	0
24600 Eq. Maint. Radio	165	2,265	1,000	1,000	0	1,000	1,000	
24800 Eq. Maint. Equip.	26,705	21,172	13,000	13,000	7,895	13,000	13,000	
27100 Equip. Rental	2,549	1,820	2,500	2,500	345	2,500	2,500	
27500 Training	6,728	3,064	5,500	5,500	2,878	5,500	5,500	
30100 Advertising	1,422	540	1,500	1,500	0	1,500	1,500	
30600 Printing & Binding	1,164	1,608	2,500	2,500	990	2,500	2,500	0
31100 Prof. Services Contractor	75,111	77,751	60,000	60,000	19,513	75,000	75,000	15,000
31200 Water Production Prof. Services	0	0	0	0	0	15,000	15,000	15,000
31500 Professional Service - D & A Program	718	155	1,500	1,500	613	1,500	1,500	
32700 Leak Survey	2,205	11,870	12,500	12,500	460	12,500	12,500	
32800 Emergency Fund	38,319	9,719	30,000	30,000	550	30,000	30,000	
34000 Postage	17,956	21,443	32,675	32,675	0	32,675	32,675	
34100 Telephone	27,799	29,050	30,000	30,000	33,747	30,000	30,000	
39900 Not Classified	4,892	3,853	5,500	5,500	2,515	5,500	5,500	
48600 Vehicle Inspections	585	702	1,500	1,500	457	1,500	1,500	
<b>Account Total</b>	<b>359,519</b>	<b>338,556</b>	<b>415,981</b>	<b>416,423</b>	<b>151,983</b>	<b>458,175</b>	<b>458,175</b>	<b>41,752</b>

**Water Division**

Dept/Appropriation	Expend. FY2019	Expend. FY2020	Approp. FY2020	Approp. FY2021	FY2021 Exp. Thru 12/31/20	Director's Request For FY2022	Town Admin. Request For FY2022	
<b>4 <u>Materials &amp; Supplies</u></b>								
41200 Fuel Motor - Vehicles	17,885	10,847	18,364	20,000	3,911	20,000	20,000	0
42200 Office Supplies	3,419	5,753	7,000	7,000	1,833	7,000	7,000	
48100 M.V. Parts & Accessories	22,927	16,537	16,500	16,500	5,406	16,500	16,500	
48200 Oil & Additives	1,941	675	3,000	3,000	449	3,000	3,000	
48300 Tires - Automotive	5,404	6,693	5,000	5,000	2,519	5,000	5,000	
50300 Painting Supplies	1,371	999	2,500	2,500	238	2,500	2,500	
51400 Patching	15,867	13,968	30,000	30,000	1,954	30,000	30,000	
51500 Gravel & Loam	41,779	17,915	16,000	16,000	10,056	16,000	16,000	
51800 Pipe & Fittings	66,769	43,245	55,000	55,000	1,402	55,000	55,000	
53100 Bldg. / Const. Mat.	1,413	10,562	4,000	4,000	616	4,000	4,000	
53200 Chemicals / Analysis Supplies	25,917	19,591	35,000	35,000	13,655	35,000	35,000	
53500 Gen. Hardware & Tools	1,629	5,414	5,000	5,000	4,239	5,000	5,000	
53900 Other Equipment	8,258	5,537	7,000	7,000	572	7,000	7,000	
54000 Other Materials/Supplies	6,615	4,175	6,500	6,500	1,231	6,500	6,500	
58700 Meter Parts	20,098	25,772	25,000	25,000	900	25,000	25,000	0
59300 Clothing - Safety & Weather	6,646	1,745	4,000	4,000	600	4,000	4,000	0
88100 Safety Equipment	5,613	4,058	6,000	6,000	0	6,000	6,000	
Account Total	253,550	193,486	245,864	247,500	49,579	247,500	247,500	0
<b>6 <u>Intergovernmental</u></b>								
5692 MWRA Assessment Water Use Charge	2,139,746	2,586,876	2,581,683 10,000	2,873,067 10,000	1,437,279	2,837,491 10,000	2,837,491 10,000	
Account Total	2,139,746	2,586,876	2,591,683	2,883,067	1,437,279	2,847,491	2,847,491	-35576
<b>7 <u>Other Charges</u></b>								
5731 Dues & Memberships	1,117	0	1,430	1,430	0	1,430	1,430	
Account Total	1,117	0	1,430	1,430	0	1,430	1,430	0



Department of Public Works  
 Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2022  
**Sewer Division**

Dept/Appropriation	Actual Expend. FY2019	Actual Expend. FY2020	Approp. FY2020	Approp. FY2021	FY2021 Exp. Thru 12/31/20	Director's Request For FY2022	Town Admin. Request For FY2022	
1 Personal Services	727,416	558,222	813,922	919,657	237,442	954,253	954,253	34,596
2 Purchase of Services	263,730	322,501	317,115	325,533	131,309	372,693	372,693	47,160
4 Materials & Supplies	62,696	59,209	82,238	85,100	11,690	87,100	87,100	2,000
6 Intergovernmental - MWRA	6,290,285	6,585,727	6,644,649	6,851,952	3,288,650	6,793,284	6,793,284	(58,668)
7 Other Charges - Dues & Memberships	206	1,200	1,200	1,200	1,258	1,200	1,200	0
7 Admin. Expense (P.S.)	54,217	63,900	63,900	67,030	67,030	71,139	71,139	4,109
7 Prof. Medical Serv.	1,000	1,250	1,250	1,250	1,250	1,250	1,250	0
7 Worker's Comp Insurance	8,787	8,991	8,991	7,936	7,936	6,202	6,202	(1,734)
7 Group Insurance	249,440	274,062	274,062	269,540	269,540	285,712	285,712	16,172
7 General Insurance	12,120	0	0	13,000	13,000	13,600	13,600	600
7 Ret / Pension Fund	134,525	152,581	152,581	155,175	155,175	194,387	194,387	39,212
7 Medicare	10,844	11,714	11,714	13,285	13,285	13,837	13,837	552
7 Maturing Debt	263,101	258,212	261,871	250,995	94,496	187,477	187,477	(63,518)
<b>TOTAL</b>	<b>8,078,367</b>	<b>8,297,568</b>	<b>8,663,493</b>	<b>8,961,653</b>	<b>4,292,059.56</b>	<b>8,982,133.47</b>	<b>8,982,133.47</b>	<b>20,480.85</b>

**Sewer Division**

Dept/Appropriation	Actual Expend. FY2019	Actual Expend. FY2020	Approp. FY2020	Approp. FY2021	FY2021 Exp. Thru 12/31/20	Director's Request For FY2022	Town Admin. Request For FY2022	
<b>1 Personal Services</b>								
11100 Salaries / Wages Permanent	319,070	392,840	351,196	370,357	179,719.57	381,599	381,599	11,242
11200 Salaries/Wages Part Time	131	0			0			
11500 Town Special Detail	0	348	3,000	3,000	456.00	3,000	3,000	0
12100 Salaries / Wages Temp	23,585	13,992	18,200	29,120	7,700.00	29,120	29,120	0
13200 Overtime	41,838	50,931	52,336	56,764	43,246.11	63,069	63,069	6,305
513700 meal allowance		468						
14400 Additional Assigned Duties	8,099	11,090	14,540	14,540	6,320.00	14,540	14,540	
Transfer from DPW	334,693	88,552	374,650	440,234		462,925	462,925	22,691
<b>Account Total</b>	<b>727,416</b>	<b>558,221</b>	<b>813,922</b>	<b>919,657</b>	<b>237,441.68</b>	<b>954,253</b>	<b>954,253</b>	
<b>2 Purchase of Services</b>								
21100 Electricity & Natural Gas	75,720	74,958	76,740	85,158	24,960.14	89,167	89,167	4,009
21900 Hazardous Waste Disposal	13,101	13,858	12,000	12,000	8,455.00	12,000	12,000	
24800 Eq. Maint. Equip. & Software	35,986	30,787	27,000	27,000	8,736.42	27,000	27,000	0
27100 Equip. Rental	0	0	2,000	2,000	0	2,000	2,000	
27500 Training	3,750	1,649	5,000	5,000	345	5,000	5,000	0
31200 Prof. Services	30,968	39,253	33,000	33,000	3,317.29	60,000	60,000	27,000
31500 D & A Program	585	171	900	900	0.00	900	900	
32800 Emerg. Fund	6,100	24,950	27,000	27,000	0	30,000	30,000	3,000
32900 Sewer Use Fee	96,110	132,678	131,475	131,475	85,244.96	144,626	144,626	
Postage	0	0	0	0	0	0	0	
39900 Not Classified	1,341	4,072	1,500	1,500	0.00	1,500	1,500	
48600 Vehicle Inspections	70	125	500	500	250	500	500	
<b>Account Total</b>	<b>263,730</b>	<b>322,501</b>	<b>317,115</b>	<b>325,533</b>	<b>131,308.81</b>	<b>372,693</b>	<b>372,693</b>	<b>47,160</b>

**Sewer Division**

Dept/Appropriation	Actual Expend. FY2019	Actual Expend. FY2020	Approp. FY2020	Approp. FY2021	FY2021 Exp. Thru 12/31/20	Director's Request For FY2022	Town Admin. Request For FY2022	
<b>4 <u>Materials &amp; Supplies</u></b>								
41200 Fuel Motor - Vehicles	21,736	13,985	17,138	20,000	6,853.51	22,000	22,000	2,000
48100 M.V. Parts & Accessories	8,069	17,853	15,000	15,000	1,916.18	15,000	15,000	
48200 Oil & Additives	1,415	1,358	3,000	3,000	759.03	3,000	3,000	
50300 Painting Supplies	304	452	1,000	1,000	0.00	1,000	1,000	
51400 Patching	1,815	266	4,000	4,000	498.87	4,000	4,000	
51500 Gravel & Loam	5,231	1,944	5,000	5,000	121	5,000	5,000	
51600 Masonry Supplies	86	679	2,000	2,000	201.91	2,000	2,000	
51700 Iron Castings	2,520	4,765	4,000	4,000	504	4,000	4,000	
51800 Pipe & Fittings	2,396	1,940	4,500	4,500	170	4,500	4,500	
53200 Chemicals	903	232	10,000	10,000	220	10,000	10,000	0
53400 Gen. Equip & Parts	5,749	5,262	5,000	5,000	0.00	5,000	5,000	
53500 Gen. Hardware & Tools	3,551	2,635	2,500	2,500	0.00	2,500	2,500	
54000 Safety Eq./Supplies	5,364	7,151	6,500	6,500	143.99	6,500	6,500	0
59300 Clothing - Safety & Weather	3,556	686	2,600	2,600	301	2,600	2,600	0
Account Total	62,696	59,209	82,238	85,100	11,690.23	87,100	87,100	2,000
<b>6 <u>Intergovernmental</u></b>								
69300 MWRA Assessment	6,290,285.00	6,585,727	6,644,649	6,851,952	3,288,649.50	6,793,284	6,793,284	(58,668)
Account Total	6,290,285.00	6,585,727	6,644,649	6,851,952	3,288,649.50	6,793,284	6,793,284	(58,668)
<b>7 <u>Other Charges</u></b>								
73100 Dues & Memberships	206	206	1,200	1,200	1,258	1,200	1,200	
Account Total	206	206	1,200	1,200	1,258	1,200	1,200	

DEPARTMENT OF PUBLIC WORKS  
 Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2022  
**Snow and Ice - #30**

Dept/Appropriation	Actual Expend. FY2019	Actual Expend. FY2020	Approp. FY2020	Approp. FY2021	FY2021 Exp. Thru 12/31/20	Director's Request For FY2022	Town Admin. Request For FY2022
1 Personal Services	278,875	179,244	290,000	290,000	74,620	459,950	290,000
2 Purchase of Services	332,739	178,832	320,000	320,000	96,444	736,580	320,000
4 Materials & Supplies	188,383	147,772	240,000	240,000	41,967	260,750	240,000
<b>TOTAL</b>	<b>799,998</b>	<b>505,848</b>	<b>850,000</b>	<b>850,000</b>	<b>213,031</b>	<b>1,457,280</b>	<b>850,000</b>

**Snow and Ice - #30**

Dept/Appropriation	Actual Expend. FY2019	Actual Expend. FY2020	Approp. FY2020	Approp. FY2021	FY2021 Exp. Thru 12/31/20	Director's Request For FY2022	Town Admin. Request For FY2022
<b>1 <u>Personal Services</u></b>							
13200 Overtime	266,993	172,451	290,000	290,000	71,992	426,711	290,000
13200 Overtime - Buildings						33,239	
13700 Meal Allowances	11,882	6,793			2,628		
Account Total	278,875	179,244	290,000	290,000	74,620	459,950	290,000
<b>2 <u>Purchase of Services</u></b>							
25900 Snow Removal	0	4,320	10,000	10,000	0	212,580	10,000
27100 Equip. Rental	258,310	138,481	290,000	290,000	90,522	504,000	290,000
39900 Not Classified	74,429	36,031	20,000	20,000	5,922	20,000	20,000
Account Total	332,739	178,832	320,000	320,000	96,444	736,580	320,000
<b>4 <u>Materials &amp; Supplies</u></b>							
M.V. Parts & Accessories							
54200 Winter Sand	3,747	0	10,000	10,000	0	20,000	10,000
54300 Deicing Salt	138,006	122,962	215,000	215,000	31,579	215,750	215,000
54500 Blades & Misc.	46,630	24,810	15,000	15,000	10,388	25,000	15,000
Account Total	188,383	147,772	240,000	240,000	41,967	260,750	240,000

Budget No. 42								Page 1		
Acct No. 132										
TOWN OF WAKEFIELD										
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2022										
For Department Reserve Fund										
		Actual	Actual			Act. Expend.	Town Admin.			
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Recommended		
EOC	Dept/Appropriation	FY 2019	FY 2020	FY 2020	FY 2021	12/29/20	FY 2022	FY 2022	+/- \$	+/- %
	Reserve Fund	269,700.00	174,100.00	300,000.00	300,000.00	0.00	300,000.00	0.00	0.00	0.00%
	TOTAL	269,700.00	174,100.00	300,000.00	300,000.00	0.00	300,000.00	0.00	0.00	0.00%



FIVE YEAR SUMMARY OF PENSION ACCUMULATION FUND

	APPROPRIATION FISCAL YEAR 2022 Funding Schedule	APPROPRIATION FISCAL YEAR 2021 Funding Schedule	APPROPRIATION FISCAL YEAR 2020 Funding Schedule	APPROPRIATION FISCAL YEAR 2019 Funding Schedule	APPROPRIATION FISCAL YEAR 2018 Funding Schedule
Town	\$5,592,202.00	\$5,376,673.00	\$4,951,783.00	\$4,598,953.00	\$4,308,541.00
Housing Authority	\$182,541.00	\$176,567.00	\$151,664.00	\$160,638.00	\$148,900.00
Light Dept (Including ERI)	\$982,772.00	\$907,696.00	\$907,688.00	\$852,773.00	\$787,400.00
Water Department	\$200,819.00	\$196,010.00	\$192,139.00	\$183,071.00	\$174,452.00
Sewer Department	\$194,387.00	\$155,175.00	\$152,581.00	\$134,525.00	\$113,394.00
Total Necessary to Fund - Pension Fund	\$7,152,721.00	\$6,812,121.00	\$6,355,855.00	\$5,929,960.00	\$5,532,687.00
Military Service Credit	\$0.00	\$8,005.00	\$0.00	\$7,706.00	\$0.00
Workers Comp Credit Water Sewer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Light Dept. F-19 ERI	\$0.00	\$0.00	\$7,274.00	\$0.00	\$0.00
Transfer from Lynnfield	(\$29,945.00)	(\$29,623.00)	\$0.00	\$0.00	\$0.00
Grand Total	\$7,122,776.00	\$6,790,503.00	\$6,363,129.00	\$5,937,666.00	\$5,532,687.00

# PERAC

COMMONWEALTH OF MASSACHUSETTS | PUBLIC EMPLOYEE RETIREMENT ADMINISTRATION COMMISSION

PHILIP Y. BROWN, ESQ., *Chairman*

JOHN W. PARSONS, ESQ., *Executive Director*

Auditor SUZANNE M. BUMP | KATHLEEN M. FALLON | KATE FITZPATRICK | JAMES M. MACHADO | ROBERT B. McCARTHY | JENNIFER F. SULLIVAN

## MEMORANDUM

TO: Wakefield Retirement Board  
FROM: John W. Parsons, Esq., Executive Director  
RE: Appropriation for Fiscal Year 2022  
DATE: December 8, 2020

Required Fiscal Year 2022 Appropriation: **\$7,153,847**

This Commission is hereby furnishing you with the amount to be appropriated for your retirement system for Fiscal Year 2022 which commences July 1, 2021.

Attached please find summary information based on the present funding schedule for your system and the portion of the Fiscal Year 2022 appropriation to be paid by each of the governmental units within your system.

The amounts shown in this letter reflect an assumed payment date of August 1. The Housing Authority makes its payment on July 1. The payment for the Housing Authority as of July 1 is \$182,541.

The current schedule is due to be updated by Fiscal Year 2023.

If you have any questions, please contact PERAC's Actuary, John Boorack, at (617) 666-4446 Extension 935.

JWP/jfb  
Attachments

cc: Board of Selectmen  
Town Meeting  
c/o Town Clerk

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## Wakefield Retirement Board

## Projected Appropriations

Fiscal Year 2022 - July 1, 2021 to June 30, 2022

Aggregate amount of appropriation: \$7,153,847

Fiscal Year	Estimated Cost of Benefits	Funding Schedule (Excluding ERI)	ERI	Total Appropriation	Pension Fund Allocation	Pension Reserve Fund Allocation	Transfer From PRF to PF
FY 2022	\$10,391,479	\$7,146,584	\$7,263	\$7,153,847	\$7,153,847	\$0	\$3,237,632
FY 2023	\$10,743,873	\$7,611,584	\$7,263	\$7,618,847	\$7,618,847	\$0	\$3,125,026
FY 2024	\$11,108,789	\$8,228,355	\$0	\$8,228,355	\$8,228,355	\$0	\$2,880,434
FY 2025	\$11,486,671	\$8,886,624	\$0	\$8,886,624	\$8,886,624	\$0	\$2,600,047
FY 2026	\$11,877,982	\$9,597,554	\$0	\$9,597,554	\$9,597,554	\$0	\$2,280,428

The Total Appropriation column shown above is in accordance with your current funding schedule and the scheduled payment date(s) in that schedule. Whenever payments are made after the scheduled date(s), the total appropriation should be revised to reflect interest at the rate assumed in the most recent actuarial valuation. Payments should be made before the end of the fiscal year.

For illustration, we have shown the amount to be transferred from the Pension Reserve Fund to the Pension Fund to meet the estimated Cost of Benefits for each year. If there are sufficient assets in the Pension Fund to meet the Cost of Benefits, this transfer is optional.

**Wakefield Retirement Board**  
**Appropriation by Governmental Unit**

Fiscal Year 2022 - July 1, 2021 to June 30, 2022

Aggregate amount of appropriation: **\$7,153,847**

UNIT	Percent of Aggregate Amount	Funding Schedule (excluding ERI)	ERI	Total Appropriation
Town of Wakefield	97.43%	\$6,962,917	\$7,263	\$6,970,180
Wakefield Housing Authority	2.57%	\$183,667	\$0	\$183,667
<b>UNIT TOTAL</b>	<b>100%</b>	<b>\$7,146,584</b>	<b>\$7,263</b>	<b>\$7,153,847</b>

The Total Appropriation column shown above is in accordance with your current funding schedule and the scheduled payment date(s) in that schedule. Whenever payments are made after the scheduled date(s), the total appropriation should be revised to reflect interest at the rate assumed in the most recent actuarial valuation. Payments should be made before the end of the fiscal year.

DETAIL OF NON-CONTRIBUTORY PENSION FUND

DEPARTMENT	# EMPLOYEES	APPROPRIATION FISCAL YEAR 2022	
Accounting/Selectmen	1	\$37,170.00	
NON-CONTRIBUTORY TOTAL FOR ALL NON-REVENUE PRODUCING DEPTS.			\$37,170.00

DETAIL OF NUMBER OF EMPLOYEES COVERED BY THE WAKEFIELD RETIREMENT SYSTEM

	December 2020	December 2019	December 2018	December 2017	December 2016
Active Employees	454	457	463	449	444
Non-Contributory Retirees	1	2	2	2	2
Contributory Retirees	367	365	364	365	362
CONTRIBUTORY BREAKDOWN:					
Superannuations	272	271	269	271	268
Survivor Benefits	53	50	49	46	45
Accidental Disabilities	29	30	32	35	35
Ordinary Disabilities	5	6	6	5	6
Accidental Death Benefits	8	8	8	8	8
ACCIDENTAL DISABILITIES BY DEPT:					
School	5	6	6	7	7
Light	2	2	2	3	3
Public Works	8	7	6	8	8
Fire	6	6	6	6	6
Police	8	9	10	11	11
Housing Authority	0	0	2	0	0

	Number of Retirees and Pensions Paid Calendar 2020		Number of Retirees and Pensions Paid Calendar 2019		Number of Retirees and Pensions Paid Calendar 2018		Number of Retirees and Pensions Paid Calendar 2017		Number of Retirees and Pensions Paid Calendar 2016	
CONTRIBUTING DEPARTMENTS:										
Light	56	\$1,884,927.92	56	\$1,858,146.19	54	\$1,681,950.21	51	\$1,602,855.33	53	\$1,563,296.59
Water	5.38	\$120,145.11	5.88	\$123,266.09	5.630	\$109,058.58	5.130	\$95,758.02	3.950	\$80,840.77
Sewer	3.38	\$81,248.68	3.88	\$71,639.39	3.630	\$58,449.78	3.130	\$46,084.14	2.950	\$42,962.92
Housing Authority	12	\$188,305.43	11	\$157,218.40	11	\$155,388.49	12	\$149,272.47	11	\$144,837.34
NON-CONTRIBUTING DEPARTMENTS:										
Public Works	44.24	\$968,633.16	44.24	\$859,888.17	42.74	\$788,749.10	42.74	\$758,969.89	46.10	\$760,211.85
Fire	55	\$2,016,203.63	56	\$1,981,266.87	57	\$1,999,925.13	58	\$1,977,053.85	57	\$1,945,723.19
Library	10	\$245,100.13	9	\$217,073.17	9	\$201,719.07	9	\$162,889.59	8	\$126,856.68
School	121	\$1,295,703.77	118	\$1,249,870.22	117	\$1,263,801.74	111	\$1,204,127.77	114	\$1,165,861.58
Police	58	\$2,222,177.21	64	\$2,177,718.70	60	\$2,130,494.85	59	\$2,110,433.35	61	\$2,071,229.00
Various Town Hall Departments	29	\$602,562.35	27	\$535,148.51	28	\$541,326.06	28	\$501,130.74	30	\$518,262.49
		\$9,625,007.39		\$9,231,235.71		\$8,930,863.01		\$8,608,575.15		\$8,420,082.41

ACCT #	ACCOUNT NAME	ASSETS DECEMBER 2020	ASSETS DECEMBER 2019	ASSETS DECEMBER 2018	ASSETS DECEMBER 2017	ASSETS DECEMBER 2016
1041	Cash - Checking Account	\$1,072,718.24	\$479,456.31	\$588,470.29	\$635,656.14	\$1,026,420.99
1042	Cash - Payroll Account	\$2,851.64	\$3,914.32	\$0.00	\$0.00	\$0.00
1198	PRIT Cash Fund	\$60,029.89	\$60,483.36	\$60,626.99	\$60,416.33	\$60,220.31
1199	PRIT Capital Fund	\$147,226,168.87	\$133,613,617.64	\$117,672,087.58	\$122,652,910.22	\$106,886,055.14
1398	Accounts Receivable	\$28,498.96	\$15,343.56	\$40,337.25	\$76,117.52	\$17,831.55
2020	Accounts Payable	(\$5,170.21)	(\$772.96)	(\$467.65)	(\$11,693.09)	(\$402.91)
	Total Assets	\$148,385,097.39	\$134,172,042.23	\$118,361,054.46	\$123,413,407.12	\$107,990,125.08

PRIT FUND RETURNS

Calendar Year	Net Rate of Return Wakefield PRIT Fund	Annualized Rate of Return Since Inception 7/1/85
1986	21.67%	
1987	4.48%	
1988	13.70%	
1989	16.79%	
1990	-2.57%	
1991	13.59%	
1992	4.16%	
1993	15.34%	
1994	00.09%	9.79%
1995	23.54%	11.03%
1996	16.10%	11.46%
1997	18.53%	12.64%
1998	14.59%	12.19%
1999	22.89%	12.90%
2000	-1.68%	11.90%
2001	-5.64%	10.75%
2002	-9.40%	9.48%
2003	25.95%	10.31%
2004	14.02%	10.49%
2005	12.19%	10.57%
2006	16.21%	10.82%
2007	11.48%	10.88%
2008	-29.84%	8.71%
2009	17.05%	9.04%
2010	13.22%	9.20%
2011	-0.19%	8.83%
2012	13.33%	8.99%
2013	14.81%	9.19%
2014	7.62%	9.14%
2015	0.78%	8.85%
2016	7.56%	8.81%
2017	17.20%	9.06%
2018	-2.33%	8.70%
2019	16.19%	8.91%
2020	12.00%	9.00%

The Department Of Public Works is presenting two options for the FY2022 Refuse and Recycling Budget/Warrant Article. **Option A.** represents a request of \$2,284,011 dollars be approved for the FY2022 Refuse Recycling and Yardwaste Budget. **Option B.** Should the Town Council choose to install a bulk item fee for curbside pick up, the recommendation would be \$2,199,441 dollars, this number represents a budget offset based on a \$20 bulk item fee similar to the current white good and crt tv pickup fee.

**Fiscal Year 2022 Refuse Collection and Disposal Budget**

	<b>FY2021</b>	<b>FY2022</b>	<b>CHANGE</b>
1 Refuse/ Yard Waste Curbside Collection	\$ 834,300	\$ 853,073	2%
2 Recycling Collection- <i>Bi Weekly</i>	\$ 417,695	\$ 417,695	0%
3 Disposal of Refuse- <i>7500ton @ 92.70ton</i>	\$ 675,000	\$ 695,250	3%
subtotal	\$ 1,926,995	\$ 1,966,018	2%
<b>4 Yard Waste Processing</b>			
Gravel Processing	\$ -	\$ 50,000	100%
Leaf and Brush Processing	\$ -	\$ 50,000	100%
Disposal of CB/ Sweeing debris	\$ -	\$ 50,000	100%
	\$ -	\$ 150,000	100%
<b>5 Labor/Overtime Costs</b>			
Yardwaste Site Openings/ Collections	\$ 52,984	\$ 53,264	0.5%
Saturdays/ Sunday Square Collection	\$ 7,925	\$ 8,455	7%
Holidays/Snow Days (14)	\$ 4,471	\$ 4,924	10%
Permit Distribution	\$ 1,500	\$ -	<i>(-100%)</i>
Seasonal (Weds-33)	\$ 5,198	\$ 5,321	2%
Xmas Tree Collection	\$ 9,168	\$ 6,504	<i>(-29%)</i>
	\$ 81,246	\$ 78,468	<i>(-3.5%)</i>
<b>6 Education Program</b>			
3rd Grade Program	\$ 8,259	\$ -	<i>(-100%)</i>
Household Hazardous Waste Day	\$ 16,000	\$ 20,000	25%
Contingency ( <i>10% of Item 3</i> )	\$ 67,500	\$ 69,525	3%
	\$ 91,759	\$ 89,525	<i>(-2%)</i>
<b>Sub Total</b>	\$ 2,100,000	\$ 2,284,011	<b>Option A</b>
<b>W/implementation of \$20.00 Bulk Charge</b>	-	\$ 2,199,441	<b>Option B</b>



## Bulk Item Collection Stops

BULK COLLECTION STOPS	
2016	5837
2017	6712
2018	8352
2019	10672
2020	10711

5 Year Average= 8457

### Notes :

- \*Current policy on bulk collection allows for two (2) items per household per week, 110 items annually
- \* 5 Year Average is 8457 stops per fiscal year
- \* Offset table below assumes that participation in bulk collection drops to 50% of the 5 year average

## POTENTIAL BULK FEE OFFSET

\*AVG 8457 Stops  
1 item per stop

	Participation Rate	
	100%	50%
\$ 5.00	\$ 42,285	\$ 21,143
\$ 10.00	\$ 84,570	\$ 42,285
\$ 15.00	\$ 126,855	\$ 63,428
\$ 20.00	\$ 169,140	\$ 84,570
\$ 25.00	\$ 211,425	\$ 105,713

### Notes :

- \* Table uses 5 Year, 8457 bulk stop average and assumes 1 item per stop
- \*A reduction in participation is likely, participation may vary %'s shown for comparison

FY2022	Fee @ 50%	Prorated Budget Total	Potential Reduction
\$ 2,284,011.45	\$ 5.00	\$ 2,262,868.95	1%
\$ 2,284,011.45	\$ 10.00	\$ 2,241,726.45	2%
\$ 2,284,011.45	\$ 15.00	\$ 2,220,583.95	3%
\$ 2,284,011.45	\$ 20.00	\$ 2,199,441.45	4%
\$ 2,284,011.45	\$ 25.00	\$ 2,178,298.95	5%

## Bulk Fees- Per DEP

	Cost	Notes
Boxford	\$ 30.00	
Chelsea	-	
Danvers	\$ 10.00	
Essex	\$ 10.00	
Everett	\$ 15.00	
Framingham	\$ 12.00	> 40lb
Gloucester	\$ 10.00	
Groveland	\$ 30.00	
Hamilton	\$ 15.00	
Ipswich	\$ 10.00	
Lynn	\$ 24.00	
Malden	-	
Manchester	\$ 27.00	
Melrose	-	
Middleton	\$ 25.00	
Needham	\$ 20.00	
Newburyport	\$ 5.00	
Peabody	-	
Reading	-	
Revere	\$ 15.00	
Rockport	\$ 10.00	
Saugus	\$ 2.00	
Swampscott	\$ 20.00	
Topsfield	\$ 6.00	
Winthrop	\$ 5.00	

### Notes :

- \* The information in the table was compiled by MADEP 2021
- \* Average cost per bulk item is \$15.05 per item
- \*\* Wakefield White Goods & CRT Fee = \$20.00

\$ 15.05 Average Bulk Fee Per Community



# WAKEFIELD POLICE DEPARTMENT

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One Union Street, Wakefield, Massachusetts, 01880

Emergency: 911

Office: (339) 219-4525

Fax (781) 245-1299

*Lt. Joseph Anderson*

March 1, 2021

Town Council  
Town of Wakefield  
1 Lafayette Street  
Wakefield, MA 01880

Dear Town Council,

The Traffic Advisory Committee (TAC) held a meeting on Friday, February 19<sup>th</sup> 2021. A number of issues were discussed and we request your approval for the following recommendation.

The TAC recommends that the first parking space on Princess St. near Main St. be restricted to 15-minute parking. The current restriction is 2 hours. The request came from a Main St. business owner looking for additional available parking for customers to pick up online orders or to-go orders. The square currently has three (3) available 15-minute parking spaces on the west-side of Main St. from the Post Office to Farmland. The east side has two (2) available spaces.

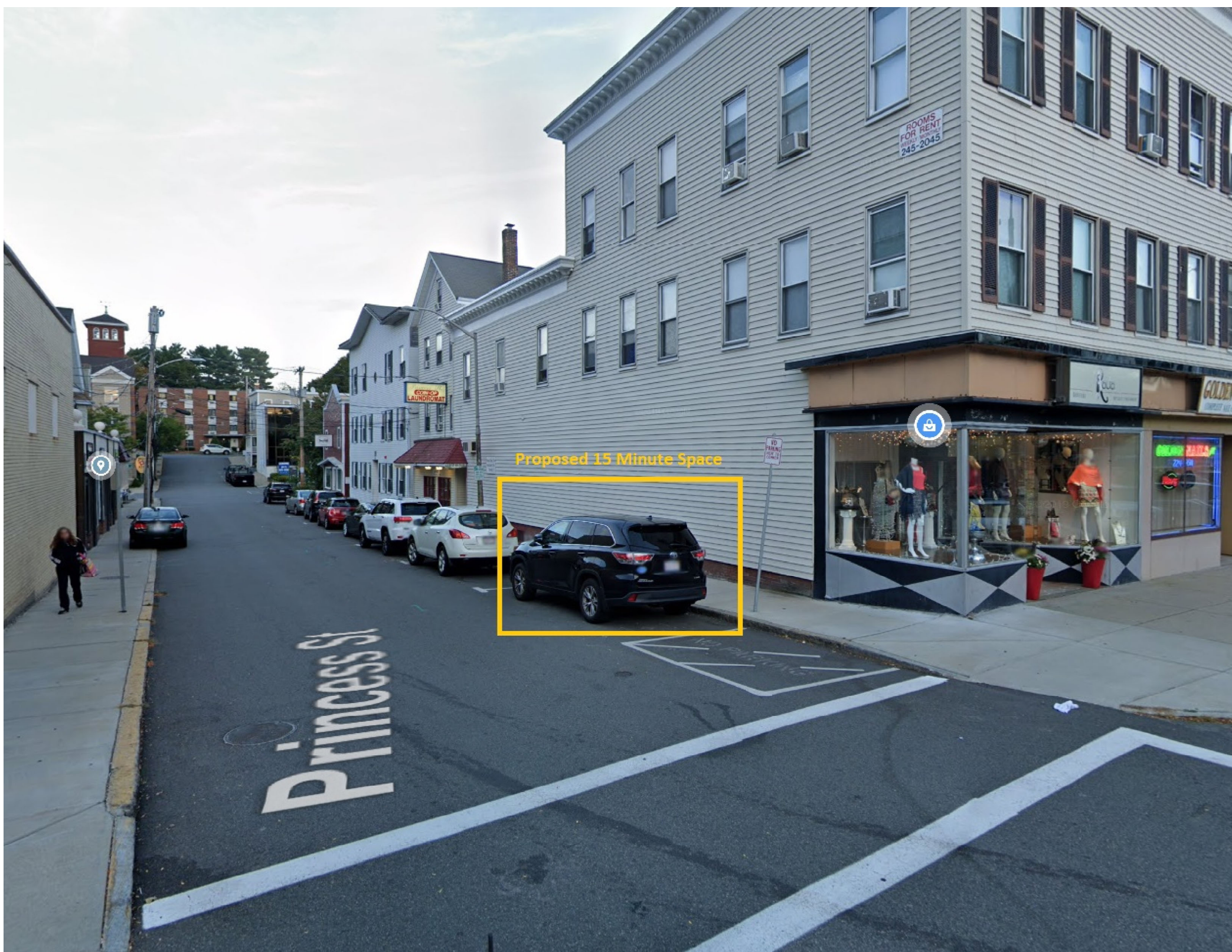
If approved, this would even out the amount of 15-minute spaces on the east side of Main St. and provide accessible parking on a short-term basis for a number of quick service businesses in the area.

Attached is an image showing the proposed parking spot location for your review

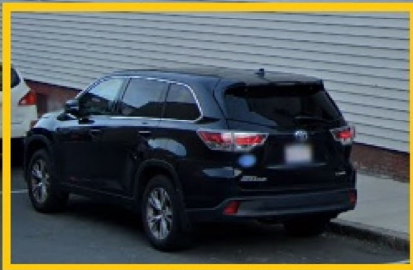
Respectfully Submitted,

Lt. Joseph A. Anderson  
Chairman  
Traffic Advisory Committee

---



Proposed 15 Minute Space



ROOMS FOR RENT  
AVAILABLE WEEKENDS  
245-2045

CO-OP  
LAUNDROMAT

POLO  
SPORTSWEAR

GOLDEN  
CLOTHING



NO PARKING  
24 HOURS

Princess St



Wakefield Human Rights Commission  
1 Lafayette Street  
Wakefield, MA 01880

February 26, 2021

Wakefield Town Council  
1 Lafayette Street  
Wakefield, MA 01880

Dear Town Council,

Please accept the enclosed donation of \$1,306.76 to the Wakefield Human Rights Commission. This donation represents the balance that remained in a checking account (including last summer's donation from Greenwood Wine and Spirits for \$1000) that had been opened in December 2018, prior to the Commission receiving a line-item budget. Upon the advice of the Town Accountant, that account is now closed.

Sincerely yours,



Maria P. Muti  
Chair, Wakefield Human Rights Commission

**DISCLOSURE OF ELECTION OR APPOINTMENT  
TO AN UNCOMPENSATED POSITION  
AS REQUIRED BY 930 CMR 6.02(3)**

<b>IDENTIFYING INFORMATION</b>	
Name:	Amy Wall
Your phone:	781-389-6137
Your e-mail:	amiwall@ymail.com
Write an X beside one statement.	<p><input type="checkbox"/> STATE: I already have a job with a state agency or another direct or indirect financial interest in a contract made by a state agency, and I will begin serving in an <b>uncompensated position with the same state agency or another state agency.</b></p> <p><input type="checkbox"/> COUNTY: I already have a job with a county agency or another direct or indirect financial interest in a contract made by a county agency, and I will begin serving in an <b>uncompensated position with the same county agency or another agency of the same county.</b></p> <p><input checked="" type="checkbox"/> MUNICIPAL: I already have a job with a municipal agency or another direct or indirect financial interest in a contract made by a municipal agency, and I will begin serving in an <b>uncompensated position with the same municipal agency or another agency of the same city or town.</b></p>
Check one.	<p>The <b>uncompensated position</b> will be:</p> <p><input checked="" type="checkbox"/> Elected      or      <input type="checkbox"/> Non-elected</p>
<b>FINANCIAL INTEREST I ALREADY HAVE IN A PUBLIC AGENCY CONTRACT</b>	
Do you already have the contract with a public agency, or does another person or entity have the contract?  Write an X beside the appropriate statement.	<p><b>I HAVE THE CONTRACT.</b></p> <p><input checked="" type="checkbox"/> I work for a public agency for compensation.</p> <p><input type="checkbox"/> A contract that I have with a state public agency (e.g., a grant) funds my work;</p> <p><input type="checkbox"/> I have a contract for goods, supplies or equipment, etc., with a public agency.</p> <p><input type="checkbox"/> I have another type of contract with a public agency.</p> <p><b>OR</b></p> <p><b>ANOTHER PERSON OR ENTITY HAS THE CONTRACT.</b></p> <p><input type="checkbox"/> I work for a person or entity (e.g., a business, non-profit or organization), and my work is funded by a contract between the person or entity and a public agency.</p> <p><input type="checkbox"/> I have an ownership interest in a private entity (e.g, a business or non-profit), and the entity receives funds because of a contract with a public agency.</p> <p><input type="checkbox"/> I have an ownership interest in a private entity (e.g., a business or non-profit), and the entity has a contract for goods, supplies or equipment, etc. with a public agency.</p> <p><input type="checkbox"/> A public agency has a contract or transaction with a private person or entity, and I have a financial stake in the contract or transaction.</p>
<b>CONTRACT BETWEEN A PUBLIC AGENCY AND YOU</b> Fill out this part of the form if the public contract is with you.	
Name and address of the state, county or municipal agency that made the contract.	Town of Wakefield - ZBA 1 Lafayette St. Wakefield, MA 01880

What is the contract for? E.g., Is it a contract for your services or for goods, supplies or equipment or something else?  
I am a voting member on the Zoning Board of Appeals.

What is your financial interest in the public agency contract? Please include a dollar amount, if possible.  
I receive \$10 per vote that I take part in.  
Please include both financial advantages and obligations.

**CONTRACT BETWEEN A PUBLIC AGENCY AND ANOTHER PERSON OR ENTITY**  
Fill out this part of the form if the contract is with another person or an entity.

Name and address of the state, county or municipal agency that made the contract.

Please provide the name and address of the person or entity that has the contract.

What relationship do you have with the person or entity that has the public contract? E.g., are you an owner, partner or employee of a company that signed the contract? Or of a subcontractor to such a company?

What is the contract for? E.g., Is it a contract for services or for goods, supplies or equipment or something else?

What is your financial interest in the public agency contract? Please explain the financial interest and include a dollar amount if you know it.  
Please include both financial advantages and obligations.

**UNCOMPENSATED PUBLIC POSITION**

Name and address of the public agency where you will have an uncompensated position.  
Town of Wakefield - School Committee  
1 Lafayette St.  
Wakefield MA 01880

What is the uncompensated position?  
School Committee member

Who elected or appointed you to the position?  
Town Vote

Employee signature:  
J Hall

Date:

3-2-21

Attach additional pages if necessary.

**IF you already had a compensated public position,  
file this disclosure with your appointing authority for that position.**

**OTHERWISE,**

**IF you are reporting an uncompensated position with the state or a county,  
file this disclosure with the State Ethics Commission.**

**If you are reporting an uncompensated position with a city or town,  
file this disclosure with the city or town clerk.**