



# TOWN OF WAKEFIELD

TOWN COUNCIL

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

Jonathan P. Chines  
Anne P. Danehy

Edward F. Dombroski, Jr.  
Peter J. May

Ann Santos  
Sherri A. Dalton, Clerk

NOTICE OF MEETING - AMENDED  
September 13<sup>th</sup>, 2021 | 7:00 p.m.  
WCAT Studio – 24 Hemlock Road

Via Zoom: <https://us02web.zoom.us/j/88235975963>

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 <https://us02web.zoom.us/j/88235975963>. 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 882 3597 5963. Please only use dial in or computer and not both, as audio feedback will distort the meeting. This meeting will be audio and video recorded.

## Item 1 | Call to Order

## Item 2 | Pledge of Allegiance

## Item 3 | Attendance

## Item 4 | Public Engagement

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

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

## Item 5 | Approval of Minutes

- A. Approval of August 02<sup>nd</sup>, 2021 Town Council meeting minutes.
- B. Approval of August 02<sup>nd</sup>, 2021 Town Council Executive Session meeting minutes.
- C. Approval of August 30<sup>th</sup>, 2021 Town Council meeting minutes.

## Item 6 | Broadway Street Update

## Item 7 | Liquor License

Request from Idle Hands Craft Ales for a One Day Liquor License on September 25<sup>th</sup>, 2021 at Veterans Field from 1:00 p.m. until 6:00 p.m.



**Item 8 | Town of Wakefield Master Plan**

Master Plan process presentation.

**Item 9 | Housing Forum**

Update on Housing Forum.

**Item 10 | Traffic Advisory Recommendation**

Traffic Calming & Parking Restriction Policy.

**Item 11 | Outdoor Dining**

Discussion regarding outdoor dining.

**Item 12 | Regular Town Meeting**

- A. Set date for Regular Town Meeting – Saturday, November 6<sup>th</sup>, 2021 at 8:00 a.m. in the Field House at the High School.
- B. Open Town Meeting Warrant – September 13<sup>th</sup>, 2021.
- C. Set date to close Warrant – October 8<sup>th</sup>, 2021 at 12:00 p.m.
- D. Refer Zoning Article to Planning Board.

**Item 13 | Intermunicipal Agreement**

Proposed Intermunicipal Agreement between Wakefield and Reading for Animal Control Services.

**Item 14 | Bonds & Notes**

Review and approve the results of the Town’s sales of bonds and notes.

**Item 15 | American Rescue Plan Act**

Update regarding ARPA.

**Item 16 | Ethics Exemption**

Request for approval of ethics exemption by Candace Linehan and School Department to permit Candace Linehan to serve as District Nurse Practitioner.

**Item 17 | Donation**

Request from Library to accept and expend donations in the amount of \$649.35 from various donors with thanks.

**Item 18 | Warrants**

Update on Fiscal Year 2021 Warrant 55 dated June 25<sup>th</sup>, 2021; Fiscal Year 2022: Warrant 2 dated July 13<sup>th</sup>, 2021; Warrant 4 dated July 27<sup>th</sup>, 2021; Warrant 5 dated August 03<sup>rd</sup>, 2021.

**Item 19 | Announcements****Item 20 | 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 21 | Adjournment**

Next Regular Town Council Meeting: Monday, September 27<sup>th</sup>, 2021 at 7:00 p.m.



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

August 31, 2021

Proposal for Beer Garden

Dear Council Members,

I am writing to you today to put forward a proposal that would bring a temporary beer garden to the Veterans Field area of Wakefield on Saturday, September 25, 2021 with service between the hours of 12pm and 6pm. Our goal is to activate this area and provide a source of entertainment for the community in an open-air environment with the idea that patrons will further explore the downtown area and frequent one of the many stores and restaurants before or after visiting the beer garden.

The beer garden would consist of an enclosed area capable of serving a maximum of 80 guests at a time. Beer garden style tables would be setup for patrons to sit and used wine barrels would be utilized for guests to gather and stand around. A section of the area would be designated for entertainment which might include live acoustic music and lawn games such as corn hole. Ideally, the location is within eye-sight of the Spaulding Playground so that parents can bring their children and watch over them while enjoying themselves inside the garden. See attached example layout for an idea of what can be done.

The garden would be staffed by existing Idle Hands Craft Ales employees who are all TIPS certified and are experienced in alcohol service.

I would look to partner with local restaurants to provide food for purchase, either through to-go menus with delivery or having them setup directly in the beer garden. I have yet to reach out to any restaurants in the area to see if they would be interested as we first want to make sure that the idea has the full approval of the council before involving others. If no local restaurants are interested, I would utilize a food truck or other food popup to provide nourishment to our patrons.

In addition, we are committed to donating 5% of our sales for each day to the Wakefield Center Neighborhood Association so that the town's parks can continue to be a source of beauty and recreation for its citizens.

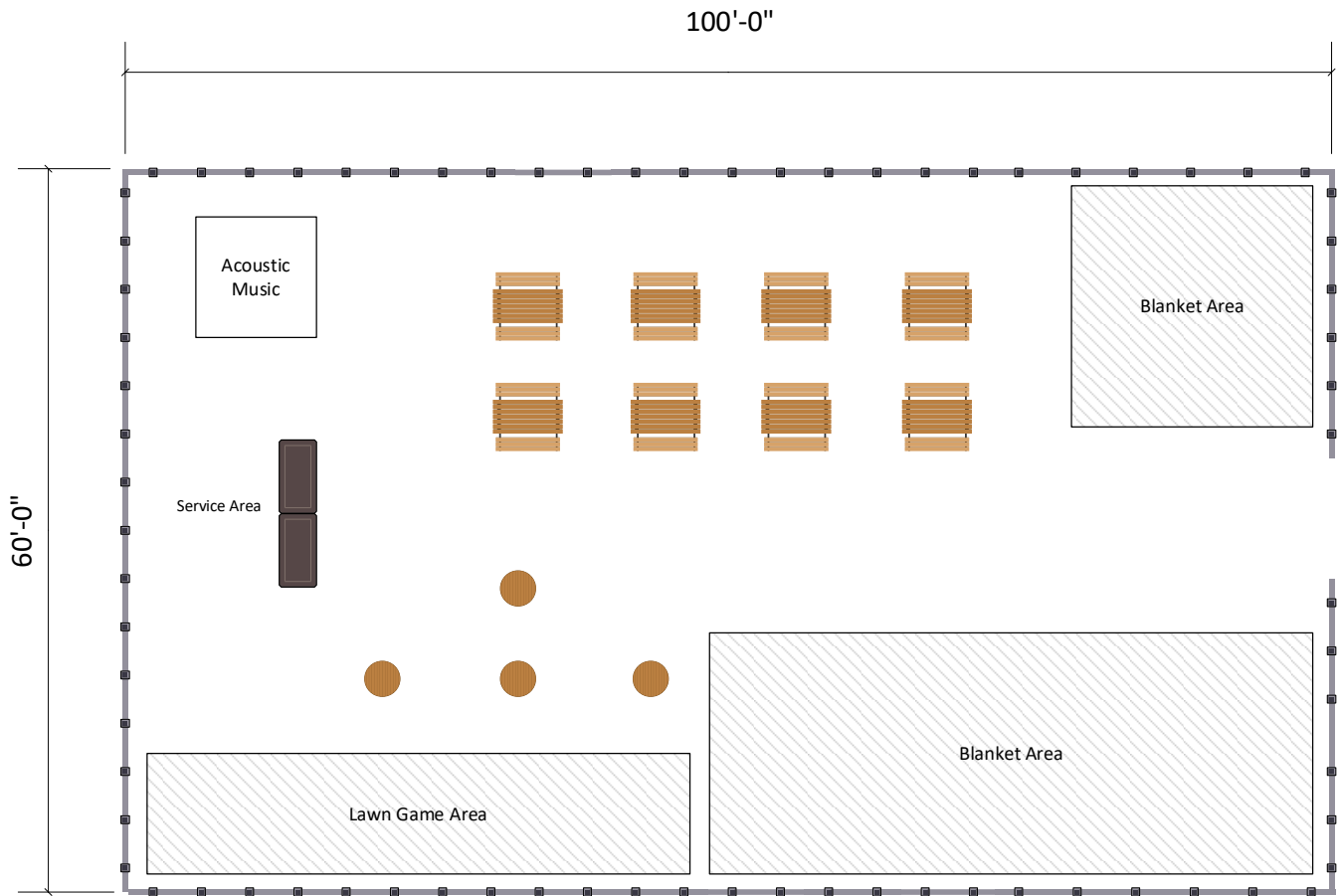
I welcome any questions you may have and would be happy to meet in person to discuss the proposal at your earliest convenience.

Sincerely,

Christopher Tkach  
President & Founder, Idle Hands Craft Ales  
chris@idlehandscraftales.com



## Example Beer Garden Layout



# Master Plan Initiative

Erin Kokinda

Community and Economic Development Director



# What is a Master Plan?

A strategic framework that guides the Town's future physical and economic development based on the community's vision and goals.

- Vision 2030 will serve as the foundation during the in-depth Master Plan process
  - Project wraps up this fall
- Will provide a roadmap of goals, strategies, and recommendations for the next ten years
- Typically under the purview of the Planning Board



# What is a Master Plan?

- Wakefield's last Master Plan was developed in 2003
- Metropolitan Area Planning Council (MAPC) has been engaged to lead the project
  - Led the Vision 2030 initiative and now has a solid understanding of Wakefield, its history, vision, and values
    - Will allow us to minimize ramp-up time





# Master Plan Topics

- Land use and zoning
- Housing
- Transportation and circulation
- Open space and recreation
- Historic and cultural resources
- Public facilities, town services, and infrastructure
- Sustainability and climate
- Economic development



# The Process

1. Create an Advisory Group of 20-25 members
  - Diversity in perspectives is key
    - Residents of all ages; owners and employees of Wakefield-based businesses; neighborhood and community leaders; faith community members; representatives of local non-profits
  - Four to five advisory group meetings throughout the project
  - Opportunities for a range of skills
    - Strategic analysis, document review and editing, community outreach and engagement, survey creation, presentation feedback, etc



# The Process

2. Engage the community
  - Four public workshops throughout the project
    - We can be flexible about in-person vs virtual, based on public health guidance
  - Topic feedback and input via surveys
  - Potential table-top or other engagement at Town Meetings or events, as determined by the Advisory Group
3. Develop, review, and refine Plan drafts
4. Final presentation to Town Council, likely in January 2023



# Next Steps

- Form Advisory Group, nominate self or others
  - Applications are online at [www.wakefield.ma.us/master-plan](http://www.wakefield.ma.us/master-plan)
  - Paper copies available in Town Hall (front entrance), at the Senior Center, and at the Beebe Library
  - Nomination period to close October 15, 2021
- Planning Board reviews nominations and makes selections at their October 26, 2021 meeting
- Host first Advisory Group meeting in December
- Host first public workshop in January



# Comments and Questions





# 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*

August 11, 2021

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

Dear Town Council,

The Traffic Advisory Committee (TAC) held a meeting on May 21<sup>st</sup> 2021. The TAC voted to recommend that the Town adopt the attached Traffic Calming & Parking Restriction Policy.

In summary, the policy would help the Town establish a structured process through which it can respond to and address residents' concerns regarding traffic and parking issues.

The purpose of the policy is to verify a concern once it is brought to the Town's attention, evaluate it against set criteria, rank it against other known locations in Town, provide recommendations to address the issue and determine the effectiveness of any recommendations that are implemented.

The policy was discussed at several meetings and included public participation. If adopted, the policy would help the Town in the following ways:

- Establish a process to report and identify concerns proactively
  - Demonstrate that a concern has local support
  - Help make data driven decisions
  - Help filter out concerns that lack local support or do not meet the minimum criteria
  - Implement different traffic calming options and evaluate their effectiveness
  - Identify available funding
  - Prioritize proposed improvements
  - Conduct follow-up evaluation
-



# 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*

Attached is a copy of the policy for your review along with a brief PowerPoint presentation to assist with my presentation.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Joseph A. Anderson", is written over the typed name.

Lt. Joseph A. Anderson  
Chairman  
Traffic Advisory Committee

# **TOWN OF WAKEFIELD**

## **TRAFFIC CALMING & PARKING RESTRICTION POLICY**



**May, 2021**



# Traffic Calming & Parking Restriction Policy

## Introduction

### Traffic Calming

Traffic calming is a method of employing specific measures to reduce speeding, aggressive driving, and high levels of vehicular traffic traveling through local neighborhoods.

This policy has been developed in order to establish a structured process through which the Town can respond to and address residents' concerns regarding these types of traffic issues that occur on Town maintained residential streets. For traffic issues that arise on arterials and collectors streets, each concern will be evaluated on a case by case basis.

The purpose of the policy is to verify a concern once it is brought to the Town's attention, evaluate it against set criteria, rank it against other known locations in Town, provide recommendations to address the issue, and determine the effectiveness of recommendations that are implemented.

Other requests for traffic controls such as stop signs, traffic signals etc. may be requested using the same process but each will be evaluated on a case by case basis. These requests must conform with MUTCD and other local, state and federal traffic standards.

A flow chart of the overall process is presented on page (2) while a description of each step is outlined in the following section.

### Parking Restrictions

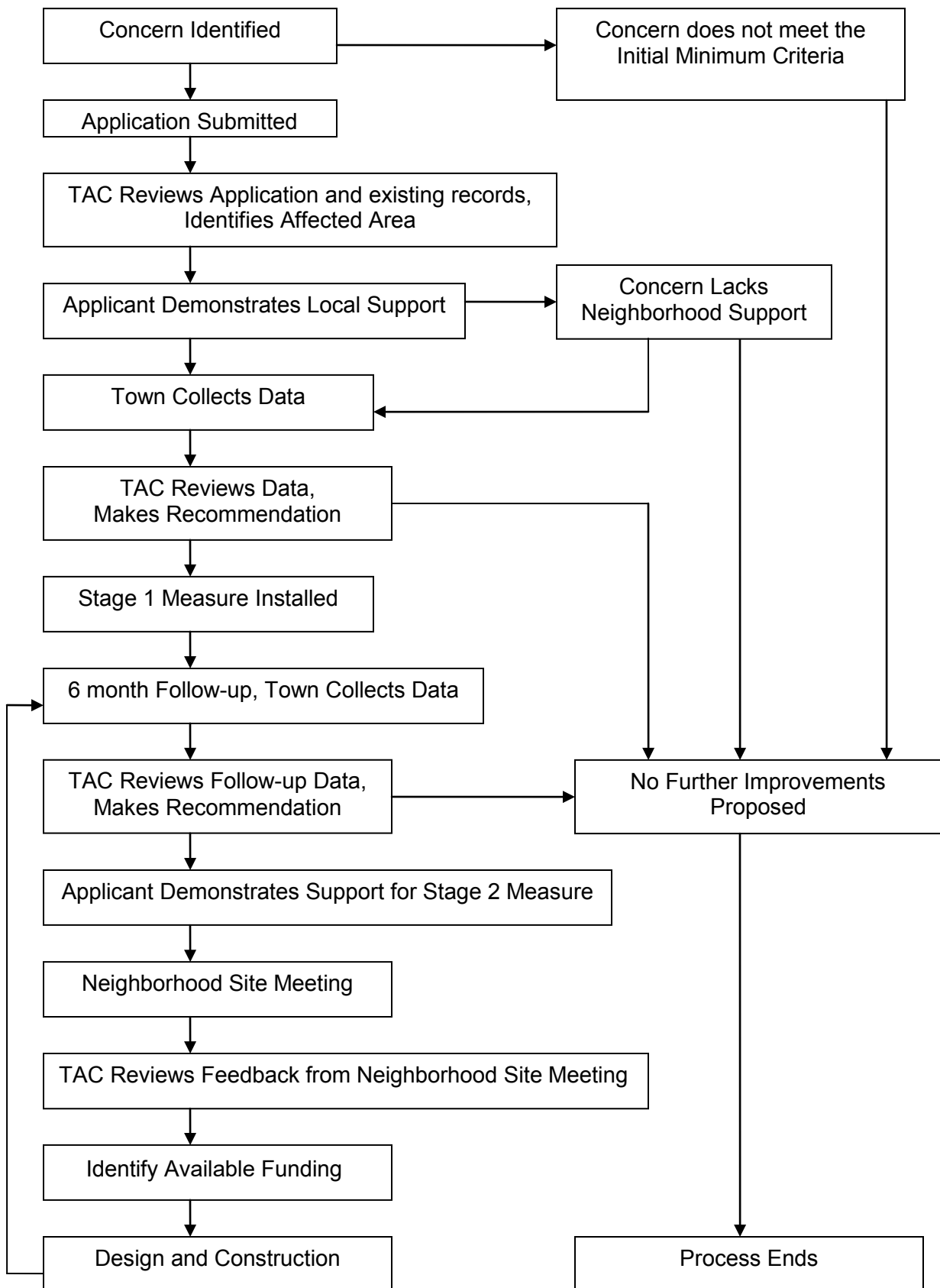
Parking restrictions are specific limitations to available on-street parking. On-street parking can be restricted on a permanent or temporary basis depending on the needs of the Town.

Parking restrictions are implemented for a variety of reasons. Some restrictions help necessitate safe and free flowing travel for motorists and pedestrians. Other restrictions facilitate an equitable distribution of available on-street parking. Specific parking restrictions may help to provide accessible and safe parking in a variety of unique situations.

This policy has been developed in order to establish a process through which the Town can respond to and address residents' concerns regarding specific types of parking issues that occur on Town maintained residential streets. For traffic issues that arise on arterials, collector streets within business districts or other public ways each concern will be evaluated on a case by case basis.

The purpose of the policy is to verify a concern once it is brought to the Town's attention, evaluate it, compare it to other known locations in Town, provide recommendations to address the issue, and determine the effectiveness of the recommendations that are implemented.

## Traffic Calming Policy Process



## **Process and Requirements for Traffic Calming Requests**

### *Step 1 – Report the Problem*

If a resident feels that there is a speeding or traffic problem on their local residential street, they should report the problem to Wakefield Police Traffic Division at (339) 219-4525 or by email to [janderson@wakefieldpd.org](mailto:janderson@wakefieldpd.org)

Staff will review the concern to verify that it meets the following initial minimum criteria:

1. Location of the concern must be a Town maintained residential roadway.
2. The roadway must be at least 600 feet long.
3. The majority of the property adjoining the roadway is residential.
4. The posted speed limit is not greater than 30 mph.

If the initial minimum criteria is met, the resident will be provided with a Traffic Calming Request Form (a copy of the request form is provided in the appendix as Attachment A).

Once this form is completed and submitted to the Wakefield Police Department's Traffic Division, a letter will be sent to the Applicant with notification of the upcoming Traffic Advisory Committee (TAC) meeting date.

### *Step 2 – Traffic Advisory Committee Initial Review*

The TAC will review the application to determine the limits of the affected area and will request a petition from a representative number of residents in this affected area to verify that there is a widespread concern for the speeding or traffic issue (a blank copy of the petition to be signed is provided in the appendix as Attachment B). The neighborhood shall identify and list on the petition a resident who will serve as the primary contact with the Town. A letter will be sent to the applicant with the petition forms and limits of the affected area.

### *Step 3 - Neighborhood support*

Once the applicant submits the petition signed by at least two-thirds (2/3) of the residents within the subject area, it will be reviewed by staff. If a request has met the next minimum criteria it will proceed to Step 4. A letter will be sent to the applicant indicating receipt of petition forms and that data will be collected to evaluate the concern.

Minimum Criteria – Petition must be signed by at least two-thirds (2/3) of residents within the subject area as defined by the Town in order to qualify as “widespread concern”.

In the event that the Applicant is not able to garner two-thirds (2/3) of the required signatures, the TAC may, at its discretion, continue to move the application on to the next step if it is determined that the concern is a problem area.

*Step 4 – Data Collection and Evaluation*

After verifying that the concern meets the minimum criteria set forth above, Town staff or contracted consultants will collect traffic volume and speed data, observe traffic patterns, evaluate existing conditions in the area such as stopping sight distances and accident histories, and present their findings to the TAC.

*Step 5 – TAC Data Review, Evaluation, and Recommendation*

The TAC reviews and evaluates the data. If the data meets the minimum criteria as set forth below, the TAC may recommend Stage 1 traffic calming measures as appropriate. A letter will be sent to the Applicant indicating the TAC’s determination.

Each valid request will be evaluated based on the criteria shown below. If multiple potential projects are being considered, they will be ranked by their score to help prioritize the order in which they are completed in relation to available funds and resources, and anticipated benefits.

<b>Criteria</b>			
<b>Traffic Speeds</b> – amount the 85% speed is above the posted speed limit			
<u>0-7 mph</u>	<u>8-10 mph</u>	<u>&gt;10 mph</u>	
0 points	10 points	15 points	
<b>Traffic Volumes</b> – average daily traffic (ADT) measured in vehicles per day (VPD)			
<u>&lt;400vpd</u>	<u>401-1000vpd</u>	<u>1001-2000vpd</u>	<u>&gt;2000vpd</u>
0 points	5 points	10 points	15 points
<b>Other Considerations</b> –			
School zone or pedestrian generator – 10 points			
No sidewalk on either side of street – 5 points			

Requests must have a point total greater than 0 to be further evaluated for Stage 1 traffic calming measures. However, the TAC may, at its discretion, continue to move the application on to the next step if it is determined that there are other factors involved that indicate the concern is a significant safety hazard.

### *Step 6 – Stage 1 Traffic Calming*

Projects that meet the minimum criteria will be eligible for Stage 1 traffic calming measures. These measures are typically low cost, can be easy to deploy, and can offer a relative easy solution to the problem. These methods may include:

- Use of a speed monitoring radar trailer
- Education / Public Awareness
- Traffic enforcement
- Signage and pavement markings

If recommended, a Stage 1 measure may be installed or employed at this time.

### *Step 7 – Follow-up Data Collection*

If one or more of the Stage 1 traffic calming measures are implemented, the Town will wait approximately six months before collecting additional traffic data to determine the effectiveness of the implemented measures.

### *Step 8 – TAC Data Review, Evaluation, and Recommendation*

The TAC will review the follow-up data. If the measure was successful in addressing the concern, then the traffic calming process will end at this point.

If the TAC deems the measure to be unsuccessful, then further measures will be evaluated and the TAC will discuss concepts, cost estimates, and funding availability for possible Stage 2 traffic calming measures.

Stage 2 measures would typically involve physical modifications to the roadway in order to control traffic. They can be rather expensive and can require extensive construction. Possible Stage 2 measures *may* include:

- Bulb-outs / Curb extensions
- Center island medians
- Chicanes
- Landscape treatments
- Mid-block chokers
- Pedestrian refuge islands
- Raised crosswalks
- Realigned intersections
- Roundabouts
- Sidewalks
- Speed humps
- Speed tables

While these types of measures may address the initial traffic concerns, their implementation can also present a different set of problems such as difficulties in snow removal, impeding emergency response vehicles, adverse impact to traffic in other areas, and creating additional noise as in the case with speed humps or speed tables.

A letter will be sent to applicant indicating the TAC's determination and the next steps, if any, to be taken. If Stage 2 measures are to be recommended, the Town will again require that there be a neighborhood wide consensus *on the proposed improvements*. The Town will require at least two-thirds (2/3) of the residents within the defined area of the improvements sign another petition describing the proposed improvements and their estimated cost. A blank copy of the petition for implementation of Stage 2 measures is provided in the appendix as Attachment C and will be sent to the Applicant as necessary.

#### *Step 9 - Neighborhood Support for Stage 2 Measures*

Once the Applicant submits signatures of at least two-thirds (2/3) of residents within the subject area to show support for recommended concept design, costs, and funding track, Town staff will schedule and notify the Applicant of a neighborhood site meeting.

#### *Step 10 – Neighborhood Site Meeting*

A neighborhood site meeting will be organized by the TAC and held to present proposed Stage 2 measures which will involve physical modifications to the roadway and/ public right-of-way. This informational meeting will provide a public forum to solicit comments regarding a proposed project.

#### *Step 11 – TAC Review of Neighborhood Site Meeting Comments*

The TAC will review feedback presented at the neighborhood site meeting and determine if design and construction of the proposed recommendations should be pursued.

#### *Step 12 – Identify Funding*

Once the TAC determines that the recommended Stage 2 measures are to be implemented, funding for the design and construction of the proposed improvements will need to be identified. *Approval by the TAC does not guarantee funding or final approval by the Town.*

#### *Step 13 – Design and Construction*

Actual implementation of stage 2 measures will be dependent on a project's point ranking as determined in Step 5 compared to other traffic calming projects and available funding.

Once funding for a specific project is in place, design and construction of the proposed improvements can proceed.

#### *Step 14 – Follow-up Evaluation*

After the Stage 2 measures have been in place for approximately six months, additional data may be collected to determine their effectiveness.

Unless the DPW or TAC determines that the installed measures are a hazard, once they are installed, measures shall remain for at least 3 years.

If a neighborhood decides that it no longer wants the measures in place following the first three years, a process similar to that used for implementation of the Stage 2 measures will be followed, including demonstrating public support for their removal as evidenced by a petition signed by two-thirds (2/3) of the residents within the defined area of the improvements, and evaluation by the TAC.

## **Process and Requirements for Parking Restriction Requests**

### *Step 1 – Report the Problem*

If a resident feels that there is a parking issue on their local residential street, they should first report the problem to Wakefield Police Traffic Division at (339) 219-4525 or by email to [janderson@wakefieldpd.org](mailto:janderson@wakefieldpd.org)

Staff will review the concern. In some cases, parking issues can be addressed through education & enforcement of existing restrictions and by-laws.

If the request is for a single sign or restriction, i.e. Handicap space, No Parking here to Corner etc. the request may advance directly to a TAC meeting where the resident can present their request.

If the request has a more widespread impact i.e. No Parking this Side of the Street. Time restricted parking etc. then the resident will be provided with a Parking Restriction Request Form (a copy of the request form is provided in the appendix as Attachment A.

### *Step 2 – Traffic Advisory Committee Initial Review*

The TAC will review the application to determine the limits of the affected area and will request a petition from a representative number of residents in this affected area to verify that there is a widespread concern for the parking issue (a blank copy of the petition to be signed is provided in the appendix as Attachment B.

The neighborhood shall identify and list on the petition a resident who will serve as the primary contact with the Town.

A letter will be sent to the applicant with the petition forms and limits of the affected area.

### *Step 3 - Neighborhood support*

Once the applicant submits the petition signed by at least two-thirds (2/3) of the residents within the subject area, it will be reviewed by staff. It will proceed to Step 4. A letter will be sent to the applicant indicating receipt of petition forms.

### *Step 4 – Site Visit & Evaluation*

After verifying that the concern meets the minimum criteria set forth above, Town staff or its contracted consultants will conduct a site visit and evaluate existing conditions in the area and present their findings to the TAC.

Minimum Criteria – Petition must be signed by at least two-thirds (2/3) of residents within the subject area as defined by the Town in order to qualify as “widespread concern”.



# APPENDIX

## Attachment A – Traffic Calming/Parking Restriction Request Form

This form is used to report a speeding, traffic or parking problem on a residential street. When this form is submitted, Town staff will evaluate the complaint to determine the nature of the problem, and make sure that the location is a town maintained, residential street. After the initial report Town staff will explain how residents may put together a petition to verify that there is a widespread concern for the speeding, traffic or parking issue.

1.     Contact Information

Name(please print): \_\_\_\_\_

Address, City, and Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

2.     Please describe the location of the traffic concern. Attach a map or picture if necessary:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3.     Please describe the nature of the neighborhood traffic problem you are concerned with (attach additional sheets if necessary): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4.     Please list possible solutions to the problem that you would like the Town of Wakefield to consider: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please fill out this form and return to:

Wakefield Police Department  
Traffic Division  
1 Union St.  
Wakefield, MA 01880

**Attachment B- Neighborhood Petition Form (Page 1)**

Please fill out this form and return with attached sheets  
to:

Wakefield Police Department  
Traffic Division  
1 Union St.  
Wakefield, MA 01880

THE UNDERSIGNED AGREE TO THE FOLLOWING:

1. All persons signing this petition do hereby certify that they own property or reside within the following area: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. All persons signing this petition do hereby agree to the following problem in the defined area: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. All persons signing this petition do hereby agree that the following contact person(s) represents the neighborhood in matters pertaining to items 1 and 2 above:

Name of key contact person #1 (please print): \_\_\_\_\_

Address, City, and Zip Code: \_\_\_\_\_

Telephone (day): \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Name of key contact person #2 (optional) (please print): \_\_\_\_\_

Address, City, and Zip Code: \_\_\_\_\_

Telephone (day): \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

*Please attach additional pages if necessary to discuss the request.*

Date Submitted: \_\_\_\_\_



**Attachment C- Neighborhood Petition Form (Page 1)  
for the Construction of Traffic Calming Measures or  
Implementation of Parking Restrictions**

Please fill out this form and return with attached sheets  
to: Wakefield Police Department  
Traffic Division  
1 Union St.  
Wakefield, MA 01880

THE UNDERSIGNED AGREE TO THE FOLLOWING:

1. All persons signing this petition do hereby certify that they own property or reside within the following area: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. All persons signing this petition do hereby agree to the construction of the following proposed traffic calming measures or implementation of parking restrictions - the estimated cost of which is indicated below:

\_\_\_\_\_  
\_\_\_\_\_(to be completed by DPW) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Estimated Construction Cost: \_\_\_\_\_

3. All persons signing this petition do hereby acknowledge that unless DPW or TAC determines that the installed measures are a hazard, once they are installed, measures shall remain for at least 3 years. If a neighborhood decides that it no longer wants the measures in place following the first three years, a process similar to that used for implementation of the Stage 2 measures will be followed, including demonstrating public support for their removal as evidenced by a petition signed by at least two-thirds (2/3) of the residents within the defined area of the improvements, and evaluation by the TAC.

Date Submitted: \_\_\_\_\_



**From:** [Contact form at Wakefield, MA](#)  
**To:** [Sherri Dalton](#)  
**Subject:** [Wakefield, MA] Request to be added to Town Council agenda (Sent by Nghi Luu, nghiluu@gmail.com)  
**Date:** Monday, August 16, 2021 3:57:53 PM

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Hello sdalton,

Nghi Luu ([nghiluu@gmail.com](mailto:nghiluu@gmail.com)) has sent you a message via your contact form (<https://www.wakefield.ma.us/users/sdalton/contact>) at Wakefield, MA.

If you don't want to receive such e-mails, you can change your settings at <https://www.wakefield.ma.us/user/111/edit>.

Message:

Hello Sherry,

I am working with Phil Posner on the following article. He asked that I request this article to be added to the agenda for the first meeting in September if possible. We are hoping to get everything done to be ready for voting by the town in November. We also will be meeting with Planning Board and there is a cutoff date in Oct that we need to have everything done by so we need to get on the agenda for the first meeting if possible. Thank you for your help. Here is the article:

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To have the town vote to repeal the Zoning Bylaw 190-31H which states:

Setback from open stream. In no case shall any building or structure be permitted within 50 feet of the embankment of any open stream, as defined by the Conservation Commission using the applicable Massachusetts Department of Environmental Quality Engineering (now known as Department of Environmental Protection) standards.

A structure is defined in the zoning bylaw as "A combination of materials for permanent or temporary occupancy or use, such as a building, bridge, trestle, tower, framework, retaining wall, tank, tunnel, tent, stadium, reviewing stand, platform, swimming pool, shelter, pier, wharf, bin, fence, sign or the like.

Repeal rationale:

- The stream setback bylaw does not offer additional protection for streams or the land adjacent, beyond what is provided under the State regulated performance standards outlined in the Wetlands Protection Act and Rivers Protection Act.
- The Conservation Commission has jurisdiction over activities within 100' of wetland resources as well as within 200' of perennial streams and rivers.
- Construction of a structure within 50' of a stream is subject to review and permitting by the Conservation Commission as well as review by the Massachusetts Department of Environmental Protection.
- The Conservation Commission has a long-standing policy requiring a 25' no-disturb setback between proposed work and the wetland resource. The approved setback distance is discretionary based on existing site conditions, proposed usage and potential mitigation.
- To date, established setbacks determined by ConCom have been accepted by the Zoning Board of Appeals without issue.
- By requiring citizens to obtain two permits for a single item is unnecessarily burdensome and costly (double fees, applications, costs for engineers, attorneys, consultant presentations, etc). Not to mention possible risk of inconsistency by two different boards

INTER-MUNICIPAL AGREEMENT  
BETWEEN THE TOWN OF READING AND THE TOWN OF WAKEFIELD  
ANIMAL CONTROL SERVICES

THIS AGREEMENT dated as of this \_\_\_\_\_ day of \_\_\_\_\_, 2021 (“Agreement”) by and between the Town of Reading, a Massachusetts municipal corporation having a usual place of business at Town Hall, 16 Lowell Street, Reading MA 01867, acting by and through its Select Board (“Reading”), and the Town of Wakefield, a Massachusetts municipal corporation having a usual place of business at 1 Lafayette Street, Wakefield, Massachusetts 01880, acting by and through its Town Council (“Wakefield”)

WITNESSETH THAT:

WHEREAS, Reading and Wakefield desire to share the services and costs associated with Animal Control Services; and

WHEREAS, each of the parties has obtained authority to enter into this Agreement pursuant to G.L. c. 40, § 4A;

NOW, THEREFORE, in consideration of the premises set forth above and for other good and valuable consideration the receipt and sufficiency of which are hereby acknowledged, the parties hereto, intending to be legally bound, hereby agree under seal as follows:

1. Animal Control Services. During the term of this Agreement, Reading and Wakefield shall assume their respective shares of the costs associated with a shared Animal Control Services (“ACS”). Notwithstanding any other provision of this Agreement to the contrary, Reading and Wakefield shall maintain separate Animal Control Boards (or other public body having the same or similar functions) which shall be vested with the authority for setting policy within their respective communities.

2. Term. The term of this Agreement shall commence on July 1, 2021, and shall expire on June 30, 2024, unless earlier terminated as set forth herein. The parties shall review their contractual relationship every 12 months, the terms of which are set forth herein, to ensure that this Agreement continues to satisfy the needs and objectives of each town.

3. Identity of Animal Control Services. The parties shall share the per diem services and costs of the incumbent ACS of Wakefield, consisting of Beverly Milward and Kevin Nichols, or a successor hired through the standard practice of Wakefield in consultation with Reading.

4. Compensation. Wakefield shall pay the per diem costs associated with ACS and shall bill Reading per fiscal quarter during the term of this Agreement, each payment to be due and payable within fifteen (15) days after the commencement of such fiscal quarter (i.e., after 7/1, 10/1, 1/1 and 4/1). The ACS shall be paid \$50 per call received from Monday at 8 AM through Friday at 3 PM. Each town shall be responsible for calls originating within such town. All billing shall be through Wakefield. During the weekend (meaning between 3 PM on Friday through 8 AM on Monday) the ACS shall be compensated \$250 for being on call plus \$50 per call. The weekend on-call fee of \$250 shall be split evenly between the parties, and each town shall pay for calls within such town.

5. Cost of Care. Each Town shall be solely responsible for the cost of quarantining or caring for any animals retrieved from such town.

6. Cost of Disposal. Each town shall be solely responsible for the cost of the disposal of any deceased animals retrieved from such town.



7. Duties. The ACS shall perform duties as required by the respective local laws and regulations of Wakefield and Reading. Attached as Appendix I is a document entitled “Reading and Wakefield ACS Task List July 2021” to provide guidance as to the expected duties as they pertain to Reading.

8. Car. The ACS will be reimbursed for any mileage incurred in the performance of services hereunder directly by the town in which such services are performed. All mileage reimbursement shall be paid at the rate then governing in the town receiving such services.

9. Indemnification. Reading shall indemnify and hold harmless Wakefield and each and all of its officials, officers, employees, agents, servants and representatives from and against any claim arising from or in connection with the performance by the ACS of duties in or for Reading including, without limitation, any claim of liability, loss, damages, costs and expenses for personal injury or damage to real or personal property by reason of any negligent act or omission or intentional misconduct by the ACS while in or performing services for Reading. Similarly, Wakefield shall indemnify and hold harmless Reading and each and all of its officials, officers, employees, agents, servants and representatives from and against any claim arising from or in connection with the performance by the ACS of duties in or for Wakefield, including without limitation, any claim of liability, loss, damages, costs and expenses for personal injury or damage to real or personal property by reason of any negligent act or omission or intentional misconduct by the ACS while in or performing services for Wakefield. Such indemnification shall include, without limitation, current payment of all costs of defense (including reasonable attorneys’ fees, expert witness fees, court costs and related expenses) as and when such costs become due and the amounts of any judgments, awards and/or settlements, provided that (a) Wakefield and Reading shall each have the right to select counsel to defend against such claims, such counsel to be reasonably acceptable to the other party and its insurer, if any, and to approve or reject any settlement with respect to which indemnification is sought; (b) each party shall cooperate with the other in all reasonable respects in connection with such defense; and (c) neither party shall be responsible to pay any judgment, award or settlement to the extent occasioned by the negligence or intentional misconduct of any employee, agent, official or representative of the other party other than the ACS. By entering into this Agreement, neither of the parties has waived any governmental immunity or limitation of damages which may be extended to it by operation of law including, but not limited to, G.L. c. 258, the Massachusetts Tort Claims Act.

10. Termination. This Agreement may be terminated by either party for any reason or no reason on ninety (90) days’ written notice to the other. No such termination shall affect any obligation of indemnification that may have arisen hereunder prior to such termination. The parties shall equitably adjust any payments made or due relating to the unexpired portion of the term following such termination.

11. Assignment. Neither party shall assign or transfer any of its rights or interests in or to this Agreement, or delegate any of its obligations hereunder, without the prior written consent of the other.

12. Severability. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, illegal or unenforceable, or if any such term is so held when applied to any particular circumstance, such invalidity, illegality or unenforceability shall not affect any other provision of this Agreement, or affect the application of such provision to any other circumstances, and this Agreement shall be construed and enforced as if such invalid, illegal or unenforceable provision were not contained herein.

13. Waiver. The obligations and conditions set forth in this Agreement may be waived only by a writing signed by the party waiving such obligation or condition. Forbearance or indulgence by a party shall not be construed as a waiver, nor limit the remedies that would otherwise be available to that party under this Agreement or applicable law. No waiver of any breach or default shall constitute or be deemed evidence of a waiver of any subsequent or other breach or default.

14. Amendment. This Agreement may be amended only by a writing signed by both parties duly authorized thereunto.

15. Governing Law. This Agreement shall be governed by and construed in accordance with the substantive laws of the Commonwealth of Massachusetts, without regard to the conflicts of laws provisions thereof.

16. Headings. The paragraph headings herein are for convenience only, are no part of this Agreement and shall not affect the interpretation of this Agreement.

17. Notices. Any notice permitted or required hereunder to be given or served on either party by the other shall be in writing signed in the name of or on behalf of the party giving or serving the same. Notice shall be deemed to have been received at the time of actual receipt of any hand delivery or five (5) business days after the date of any properly addressed notice sent by mail as set forth below.

a. To Reading. Any notice to Reading hereunder shall be delivered by hand or sent by registered or certified mail, return receipt requested, postage prepaid, to:

Robert W. LeLacheur, Jr. CFA  
Town Manager  
Town Hall  
16 Lowell Street  
Reading MA 01867

or to such other address(es) as Reading may designate in writing to Wakefield.

b. To Wakefield. Any notice to Wakefield hereunder shall be delivered by hand or sent by registered or certified mail, return receipt requested, postage prepaid, to:

Steve Maio  
Town Administrator  
Wakefield Town Hall  
1 Lafayette Street  
Wakefield, Massachusetts 01880

or to such other address(es) as Wakefield may designate in writing to Reading.

18. Complete Agreement. This Agreement constitutes the entire agreement between the parties concerning the subject matter hereof, superseding all prior agreements and understandings. There are no other agreements or understandings between the parties concerning the subject matter hereof. Each party acknowledges that it has not relied on any representations by the other party or by anyone acting or purporting to act for the other party or for whose actions the other party is responsible, other than the express, written representations set forth herein.

19. Financial Safeguards. Wakefield shall maintain separate, accurate and comprehensive records of all services performed for each of the parties hereto. Wakefield shall maintain accurate and comprehensive records of all costs incurred by or on account of the ACS, and all reimbursements and contributions received from Reading. Periodic financial statements must be issued to each party. On an annual basis, the parties' Financial Officers shall jointly audit the accounts of the ACS for accounting consistency and reliability.

WITNESS OUR HANDS AND SEALS as of the first date written above.

TOWN OF WAKEFIELD  
By its Town Council

Certificate of available  
appropriation

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Town Accountant

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Approval as to legal form

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Town Counsel

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TOWN OF READING  
By its Select Board

Certificate of available  
appropriation

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Town Accountant

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Approval as to legal form

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Town Counsel

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# TOWN OF WAKEFIELD

TOWN COUNCIL

## VOTE OF THE TOWN COUNCIL

I, Sherri A. Dalton, Clerk of the Town Council of the Town of Wakefield, Massachusetts, certify that at a meeting of the council held September 13, 2021, of which meeting all members of the council were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the council in my custody:

Voted: that the sale of the \$3,435,000 General Obligation Municipal Purpose Loan of 2021 Bonds of the Town dated September 22, 2021 (the "Bonds") to Piper Sandler & Co., at the price of \$3,880,814.13 and accrued interest, if any, is hereby approved and confirmed. The Bonds shall be payable on September 15 of the years and in the principal amounts and bear interest at the respective rates, as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2022	\$290,000	5.00%	2028	\$285,000	2.00%
2023	290,000	5.00	2029	285,000	2.00
2024	290,000	5.00	2030	285,000	5.00
2025	285,000	5.00	2031	285,000	2.00
2026	285,000	5.00	2036	320,000	2.00
2027	285,000	5.00	2041	250,000	2.00

Further Voted: that the Bonds maturing on September 15, 2036 and September 15, 2041 (each a "Term Bond") shall be subject to mandatory redemption or mature as follows:

### Term Bond due September 15, 2036

<u>Year</u>	<u>Amount</u>
2032	\$65,000
2033	65,000
2034	65,000
2035	65,000
2036*	60,000

\*Final Maturity



Term Bond due September 15, 2041

<u>Year</u>	<u>Amount</u>
2037	\$50,000
2038	50,000
2039	50,000
2040	50,000
2041*	50,000

\*Final Maturity

Further Voted: to approve the sale of a \$2,065,000 0.50 percent General Obligation Bond Anticipation Note, Series A (Subject to Federal and Massachusetts Income Taxation) (the "Series A Note") of the Town dated September 23, 2021, and payable September 22, 2022 to Oppenheimer & Co. at par and accrued interest plus a premium of \$3,076.00.

Further Voted: to approve the sale of a \$139,620 1.00 percent General Obligation Bond Anticipation Note, Series B (the "Series B Note" and together with the Series A Note, the "Notes") of the Town dated September 23, 2021, and payable September 22, 2022 to Roosevelt & Cross, Inc. at par and accrued interest plus a premium of \$107.00.

Further Voted: that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated September 1, 2021, and a final Official Statement dated September 8, 2021 (the "Official Statement"), each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated September 1, 2021 and a final Official Statement dated September 8, 2021, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Bonds shall be subject to redemption, at the option of the Town, upon such terms and conditions as are set forth in the Official Statement.

Further Voted: that the Town Treasurer and the Town Council be, and hereby are, authorized to execute and deliver continuing and significant events disclosure undertakings in compliance with SEC Rule 15c2-12 in such forms as may be approved by bond counsel to the Town, which undertakings shall be incorporated by reference in the Bonds and Notes, as applicable, for the benefit of the holders of the Bonds and the Notes from time to time.

Further Voted: that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures and continuing disclosure procedures in such forms as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to

review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds and the Notes and to comply with relevant securities laws.

Further Voted: that any certificates or documents relating to the Bonds and the Notes (collectively, the “Documents”), may be executed in several counterparts, each of which shall be regarded as an original and all of which shall constitute one and the same document; delivery of an executed counterpart of a signature page to a Document by electronic mail in a “.pdf” file or by other electronic transmission shall be as effective as delivery of a manually executed counterpart signature page to such Document; and electronic signatures on any of the Documents shall be deemed original signatures for the purposes of the Documents and all matters relating thereto, having the same legal effect as original signatures.

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

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

Dated: September 13, 2021



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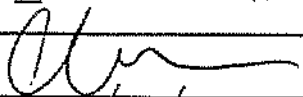
Sherri A. Dalton  
Clerk of the Town Council

**DISCLOSURE BY MUNICIPAL EMPLOYEE  
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT  
AS REQUIRED BY G. L. c. 268A, § 20(b)**

<b>MUNICIPAL EMPLOYEE INFORMATION</b>	
Name of municipal employee:	Candace Linehan
Title/ Position	Member, Wakefield Board of Health
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	Wakefield Board of Health
Agency Address	One Lafayette Street, Wakefield, MA 01880
Office phone:	(781) 246-6375
Office e-mail:	clinehan@wakefield.ma.us
	Check one: <input checked="" type="checkbox"/> Elected            or <input type="checkbox"/> Non-elected
Starting date as a municipal employee.	12/2019
<b>BOX # 1</b>  Select either <b>STATEMENT #1</b> or <b>STATEMENT #2</b> .  Write an X beside your financial interest.	<b>ELECTED MUNICIPAL EMPLOYEE</b>  I am an elected municipal employee.  <input type="checkbox"/> <b>STATEMENT #1:</b> I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. OR  <input checked="" type="checkbox"/> <b>STATEMENT #2:</b> I will have a new financial interest in a contract made by a municipal agency.  <b>My financial interest in a municipal contract is:</b>  <input type="checkbox"/> I have a non-elected, compensated municipal employee position. <input checked="" type="checkbox"/> A municipal agency has a contract with me.  <input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.  <input type="checkbox"/> I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
<b>BOX # 2</b>  Select either <b>STATEMENT #1</b> or <b>STATEMENT #2</b> .	<b>NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE</b>  I am a non-elected municipal employee.  <input type="checkbox"/> <b>STATEMENT #1:</b> I had one of the following financial interests in a contract made by a municipal agency before I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.  <b>My financial interest in a municipal contract is:</b>

<p>Write an X beside your financial interest.</p>	<p><input type="checkbox"/> A municipal agency has a contract with me, but not an employment contract.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p>-- OR --</p> <p><input type="checkbox"/> <b>STATEMENT # 2:</b> I will have a new financial interest in a contract made by a municipal agency.</p> <p><b>My financial interest in a municipal contract is:</b></p> <p><input type="checkbox"/> I have a non-elected, compensated municipal employee position.</p> <p><input type="checkbox"/> A municipal agency has a contract with me.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p><input type="checkbox"/> I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.</p>
<p><b>FINANCIAL INTEREST IN A MUNICIPAL CONTRACT</b></p>	
<p>Name and address of municipal agency that made the contract</p>	<p>I am a municipal employee because I am an unpaid, elected member of the Wakefield Board of Health. I propose to enter into a contract with the Wakefield School Department, 60 Farm Street, Wakefield, MA 01880.</p>
<p>Please put in an X to confirm these facts.</p>	<p>"My Municipal Agency" is the municipal agency that I serve as a municipal employee.</p> <p>The "contracting agency" is the municipal agency that made the contract.</p> <p><input checked="" type="checkbox"/> My Municipal Agency is not the contracting agency.</p> <p><input checked="" type="checkbox"/> My Municipal Agency does not regulate the activities of the contracting agency.</p> <p><input checked="" type="checkbox"/> In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency.</p> <p><input checked="" type="checkbox"/> The contract was made after public notice or through competitive bidding.</p>
<p>FILL IN THIS BOX OR THE BOX BELOW</p>	<p><b>ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.</b></p> <p>- Please explain what the contract is for.</p> <p>The contract will be between the Wakefield School Department and myself for the provision by me of services as the District Nurse Practitioner.</p>
<p>FILL IN THIS BOX OR THE BOX ABOVE</p>	<p><b>ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.</b></p> <p>- Please identify the person or entity that has the contract with the municipal agency.</p> <p>- What is your relationship to the person or entity?</p> <p>- What is the contract for?</p> <p>N/A</p>



What is your financial interest in the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it. Under the contract I will receive a stipend of \$4,400 per year.
Date when you acquired a financial interest	September 7, 2021
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it. N/A
Date when your immediate family acquired a financial interest	N/A
Write an X to confirm each statement.	<p><b>FOR A CONTRACT FOR PERSONAL SERVICES –</b></p> <p>Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).</p> <p>I will have a contract with a municipal agency to provide personal services.</p> <p><input checked="" type="checkbox"/> The services will be provided outside my normal working hours as a municipal employee.</p> <p><input checked="" type="checkbox"/> The services are not required as part of my regular duties as a municipal employee.</p> <p><input checked="" type="checkbox"/> For these services, I will be compensated for not more than 500 hours during a calendar year.</p>
Employee signature:	
Date:	9/7/2021

Attach additional pages if necessary.

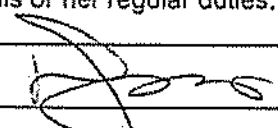
NOT A PERSONAL SERVICES CONTRACT – File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

**FOR CONTRACTS FOR PERSONAL SERVICES ONLY:**

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

**CERTIFICATION BY HEAD OF CONTRACTING AGENCY**

	<b>INFORMATION ABOUT HEAD OF CONTRACTING AGENCY</b>
Name:	Douglas Lyons
Title/ Position	Superintendent, Wakefield School Department
Municipal Agency:	Wakefield School Department
Agency Address:	60 Farm Street, Wakefield, MA 01880
Office Phone:	781.246.6400 ext. 6935
	<b>CERTIFICATION</b>
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	
Date:	09.07.2021

**APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN,  
BOARD OF SELECTMEN OR TOWN COUNCIL**

	<b>INFORMATION ABOUT APPROVING BODY</b>
Name:	Julie Smith-Galvin
Title/ Position	Chair, Wakefield Town Council
Agency Address:	One Lafayette Street, Wakefield, MA 01880
Office Phone:	(781) 246-6300
	<b>APPROVAL</b>
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

Attach additional pages if necessary.  
File disclosure, Certification and Approval with the city or town clerk.



Lucius Beebe Memorial Library

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

September 7, 2021

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

Dear Councilors,

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

Very truly yours,

Catherine McDonald  
Library Director

9/7/2020				
SOURCE	DONOR INTENT	DETAIL	AMOUNT	ACCOUNT TOTAL
<b>VARIOUS GIFTS - ORG 20610290, OBJECT 483000</b>				<b>649.35</b>
Various Patrons	Public Printer Donations	Public printer supplies, paper, toner	499.35	
Kathleen Maque	Donation	Birthday Donation for Jennifer Harding	150.00	
<b>MAGAZINE GIFTS - ORG 20610295, OBJECT 483000</b>				<b>0.00</b>
<b>FRIENDS OF BEEBE LIBRARY GIFTS - ORG 20610291, OBJECT 483000</b>				<b>0.00</b>
<b>GIFT BOOKS - ORG 20610296, OBJECT 483000</b>				<b>0.00</b>
<b>TOTAL DONATIONS</b>			<b>649.35</b>	<b>649.35</b>

Town Of Wakefield Accounts Payable  
FY 2021

Warrant #	55	06.25.21	FY21
Dept #			No Print Checks
	misc batch		
	dues		
	telephone		
122	Town Council	6,000.00	
131	Finance Committee		
135	Accounting	3,960.40	
141	Assessors		
145	Treasurer	47.94	
146	Tax Collector		
151	Legal		
155	Data Processing	11,957.26	
161	Town Clerk		
162	Election Expenses - Polls		
164	Election/Registrar		
171	Conservation		
175	Planning Board		
176	Bd of Appeals		
193	General Insurance		
198	Professional Med	429.00	
210	Police	942.18	
220	Fire	540.95	
293	Fire Alarm		
230	Public Safety Bldg		
231	Ambulance		
240	Building Insp		
244	Sealer		
291	Emergency Mgmt	7,922.65	
292	Animal Inspector		
297	Parking Clerk		
298	Traffic Suprs		
300	School	235,230.55	
422	Public Works	444,870.25	
424	Street Lighting		
460	Light Dept	100,248.88	54,336.71
510	Bd of Health	140.00	
541	Council of Aging	159.10	
543	Veterans		
610	Library	25,757.66	
615	Out of District		
630	Recreation Dept		
691	Historical		
693	Cultural Council Arts		
800	Sweetser		
910	Non-Contrib.		
911	Retirement		
912	Workers Comp		
913	Unemployment	41,304.09	
914	Group Insurance	2,777.08	
	<b>Total Warrant</b>	<b>882,287.99</b>	
	Total Wire Transfers		<b>\$54,336.71</b>
	Total Printed Checks	<b>827,951.28</b>	
		827,951.28	

Town of Wakefield					
Dept #	Department	Warrant#	13-Jul-21 2	27-Jul-21 4	03-Aug-21 5
	Payroll W/H		3,585.00	3,585.00	
122	Town Council			58,140.00	
131	Finance		280.00	3,120.00	
135	Accounting		17,000.00	3,920.40	
141	Assessors			4,065.00	
145	Treasurer		472,112.47	2,038,125.95	
146	Tax Collector		766.00	10,685.72	
151	Legal			82,511.00	
155	Data Processing			87,524.54	
161	Town Clerk			2,290.98	
164	Election/Registrar				
171	Conservation			726.00	
176	Board of Appeals				
193	General Insurance				
198	Professional Med			168.00	
210	Police		39,064.04	17,335.21	
220	Fire		1,863.54	16,803.52	
293	Fire Alarm				
240	Building Insp		2,179.00		
291	Emergency Mgmt			15,511.55	
292	Animal Inspector				
297	Parking Clerk				
300	School		26,628.62	30,204.90	12,809.97
422	Public Works		450,110.05	1,115,783.84	
424	Street Lighting				
460	Light Dept			1,168,657.93	
510	Board of Health			782.10	
541	Council on Aging				
543	Veterans		5,250.53		
610	Library			18,077.09	
630	Recreation		4,482.50	35,537.70	
XXX	Misc Depts				
910/911	Retirement				
912	Workers Comp				
913	Unemployment		855.00		
914	Group Insurance Adjustments		1,301,985.47	21,373.32	
	<b>Total</b>		<b>2,326,162.22</b>	<b>4,734,929.75</b>	<b>12,809.97</b>
1			2,014,275.16	1,360,306.99	12,679.97
12				1,632.55	130.00
13					
20			10,213.18	50,944.03	
21			6,705.00	4,964.26	
30				54,960.00	
35				1,015,262.50	
60			126,837.93	675,330.72	
61			162,221.33	399,613.74	
62				1,168,657.93	
63					
84					
85			5,909.62	3,257.03	
89					
			<b>2,326,162.22</b>	<b>4,734,929.75</b>	<b>12,809.97</b>
			0.00	0.00	0.00