

# TOWN COUNCIL AGENDA

## ITEM 1 | Call to Order

## ITEM 2 | Executive Session

There **MAY** be need for Executive Session to discuss Woods Subdivision litigation, because an open meeting may have detrimental effects on the bargaining position of the Town, with the intent of returning to open session immediately after. Motion and roll call vote anticipated. ***If this session is required, Open Session is expected to begin at 7:00 p.m. Otherwise, Open Session will begin at 6:30 p.m.***

## ITEM 3 | Pledge of Allegiance

## ITEM 4 | Attendance

## ITEM 5 | Approval of Minutes

Approval of January 13, 2020 Regular Town Council Meeting Minutes. Vote anticipated.

## ITEM 6 | Public Engagement

Any member of the public who wishes to address the Town Council is asked to arrive by **6:25 p.m.** and sign in with the Clerk. Each person who is signed in will be allotted three (3) minutes to address the Council. The Chair reserves the right to extend that time. Members of the Town Council may ask any clarifying questions or make statements related to the matters presented. 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 7 | Public Hearing – 7:05 p.m.

Wakefield Municipal Gas & Light Department  
Applicant has filed Petition For Pole Locations. Vote anticipated.

## ITEM 8 | Presentation of Fiscal Year 2021 Budgets

Finance Committee Town Hall Subcommittee Chairwoman to present the Finance Committee's recommendation for the proposed Fiscal Year 2021 Budgets along with the Town Accountant as outlined below. Vote anticipated.

Edward F. Dombroski, Jr., Chairman  
Ann McGonigle Santos, Vice-Chair  
Mehreen N. Butt  
Jonathan P. Chines  
Paul R. DiNocco  
Peter J. May  
Julie Smith-Galvin

Stephen P. Maio, Town Administrator  
Sherri A. Dalton, Clerk



# TOWN COUNCIL AGENDA

- A. Budget #4 – Treasurer Department
- B. Budget #7 – Tax Collector Department
- C. Budget #8 – Assessors Department
- D. Budget #9 – Town Clerk Department
- E. Budget #10 – Election & Registration
- F. Budget #14 – Planning Board
- G. Budget #26 – Board of Health
- H. Budget #40 - Medicare

## ITEM 9 | Licenses

### A. Class II Applications

1. Applicant seeks approval for the renewal of Class II license for 2020 for Fahey Auto Sales located at 28 New Salem Street. Vote anticipated.
2. Applicant seeks approval for the renewal of Class II license for 2020 for J&A Auto Body located at 1273 Main Street. Vote anticipated.
3. Applicant seeks approval for a new Class I license for 2020 for Albrecht Buick GMC of Wakefield Inc. located at 614 North Avenue. Vote anticipated.

### B. One Day Liquor License Application

Applicant seeks approval for a One Day Liquor License for a fundraising event at the Lucius Beebe Memorial Library on May 2, 2020 from 7:00 p.m. until 11:00 p.m. Vote anticipated.

## ITEM 10 | Bond

### Wakefield Sewer Bond

Signing of the Wakefield Sewer Bond. Vote anticipated.

## ITEM 11 | Referral to the Planning Board

### Zoning Bylaw Changes

- A. Applicant seeks Zoning Bylaw change affecting 102 New Salem Street. Referral to the Planning Board. Vote anticipated.
- B. Applicant seeks Zoning Bylaw change affecting properties on Main Street, Avon Street and Chestnut Street. Referral to the Planning Board. Vote anticipated.
- C. Applicant seeks Zoning Bylaw change to Sections 190-31 L and M. Referral to the Planning Board. Vote anticipated.

1 Lafayette Street Wakefield, MA 01880 . [www.wakefield.ma.us](http://www.wakefield.ma.us) . 781.246.6390



# TOWN COUNCIL AGENDA

## ITEM 12 | Vision & Values Statement

Councilor Chines to present a proposed framework for possible formulation of a Town Vision & Values Statement and Performance Management Process.

## ITEM 13 | Remote Meeting Participation

Discussion of Councilors to consider possibly exploring further the option for remote participation in meetings of Town Committees, Boards, and Commissions, Commissions.

## ITEM 14 | Annual Town Meeting

A. Set date – May 4, 2020. Vote anticipated.

B. Open Warrant. Vote anticipated.

C. Date to close Warrant – March 26, 2020 at 4:30 p.m. Vote anticipated.

## ITEM 15 | Constituent Issues

Councilors have opportunity to briefly report any issues raised by constituents that are not included on current Agenda. No votes will be taken at this time, but items may be included on a future Town Council Agenda.

## ITEM 16 | Warrants

Councilors to be updated on Warrant #25 dated December 17, 2019 through Warrant #30 dated January 21, 2020.

## ITEM 17 | Chairman's Comments

Chairman Dombroski to offer brief comments on:

A. Preliminary expectations for Chapter 70 state (school aid) funding

B. Update following Massachusetts Municipal Association Annual Meeting

## ITEM 18 | Matters Not Anticipated for Agenda

Any matters not anticipated prior to the 48-hour public notice requirement but necessitating immediate action by the Council.

## ITEM 19 | Announcements & Acknowledgements

Town Councilors, Town Administrator, Town Counsel, and Clerk may offer recognitions and notices to the public.



# TOWN COUNCIL AGENDA

## ITEM 20 | Adjournment

Vote anticipated.

Next Regular Town Council Meeting: February 10, 2020 @ 7:00 p.m., WCAT Studios, 24 Hemlock Road, Wakefield





# WAKEFIELD TOWN COUNCIL

Monday, January 13, 2020

6:30 P.M.

WCAT Studios, 24 Hemlock Road, Wakefield, MA. 01880

**COUNCIL MEMBERS PRESENT:**

Councilor Edward F. Dombroski, Jr., Chair  
 Councilor Ann McGonigle Santos, Vice-Chair  
 Councilor Mehreen N. Butt  
 Councilor Jonathan P. Chines  
 Councilor Paul R. DiNocco  
 Councilor Julie Smith-Galvin

**ADMINISTRATION PRESENT:**

Town Council Clerk Sherri A. Dalton  
 Town Administrator Stephen P. Maio  
 Town Counsel Thomas A. Mullen

**COUNCIL MEMBERS ABSENT:**

Councilor Peter J. May

----- TOPICS OF DISCUSSION -----

**Call to Order** Councilor Dombroski called the meeting to order at 6:30 p.m. and stated that Item 2 Executive Session on the agenda is not needed and that the Council will go right into the open meeting.

**Pledge of Allegiance** Leading the body in the Pledge of Allegiance was Chair of the Human Rights Commission Rich Grief. Mr. Grief has been on the Human Rights Commission since its inception in 2015, he has also served on the Board of Directors for the Wakefield Food Pantry, he is also the communications director for Make-A-Wish and teaches at Boston University.

**Attendance** Councilor Dombroski noted that six (6) out of the seven (7) Councilors were present as well as Madam Clerk, Town Administrator and Town Counsel. Councilor May was absent.

**Approval of Minutes – December 09, 2019** Councilor Santos motioned to approve the December 09, 2019 Executive Session Meeting Minutes as presented. Councilor Smith-Galvin seconded. Motion passed 6-0-0.

Councilor Santos motioned to approve the December 09, 2019 Regular Town Council Meeting Minutes as presented. Councilor Smith-Galvin seconded. Motion passed 6-0-0.

**Public Engagement** Bob McLaughlin of 376 Water Street addressed the Town Council during Public Engagement regarding the Master Plan for the Town of Wakefield and suggested that components of the Plan should be updated. He also questioned the capacity of the MBTA trains since more commuters are taking them.

**Appointments  
– Human  
Rights  
Commission**

Rich Grief, Chairman of the Human Rights Commission started off by addressing the MLK event this coming Monday at the Galvin Middle School at 10:00 a.m. which is the fourth (4th) celebration that Wakefield has had for MLK Day. This year the event is called MLK and Coretta Scott King Celebration. Mr. Grief went on to say the Commission interviewed the three (3) applicants and recommended all three (3) as they were strong candidates. Councilor Santos motioned to appoint Christine Canavan to the Human Rights Commission as a Town Council appointee to fill the remainder of a three-year term ending April 30, 2021. Councilor Chines seconded. Motion passed 6-0-0.

**Election/Town  
Meeting  
Workers**

Councilor Chines motioned to appoint Marilyn Eldridge, Russell Piselli, Maryfrances Piselli, Patrick O’Keefe, E. Marcia Scanlon, Christine DiBiccari, Linda Carr, Mary Ann Sullivan, Michael Delory and Charles Geier as Election/Town Meeting workers with three year terms ending June 30, 2023. Councilor DiNocco seconded. Motion passed 6-0-0.

**Retirement  
Board**

Councilor Santos motioned to appoint Sherri A. Dalton as the Town Council appointee as the Second Member to the Retirement Board. Councilor DiNocco seconded. Motion passed 6-0-0.

**Public Hearing  
– D&M Liquor  
Corp. d/b/a  
S&M Liquors**

D&M Liquor Corp. filed an application for a Stock Transfer & Change of Officer/Director License Amendment for a Package Store License located at 258-262 Water Street. Counsel for D&M Liquor Corp. John M. Mooradian, Esq. of Demakis Law Offices, P.C. and his client Rakesh Patel one of the principal shareholders of D&M Liquor Corp. were in attendance. Seeing that all the paperwork was in order the Town Council had no questions pertaining to the application. Chairman Dombroski inquired regarding an incident occurred that in August of 2019. The establishment was sent a violation from the ABCC for selling to a minor and the ABCC held a Hearing in December 2019 and recently issued a warning for the incident. Attorney Mooradian said he and his client discussed possibly a scanner being installed to scan ID’s. Chairman Dombroski asked for a commitment on the record from Mr. Patel that the scanner be installed and operational no later than February 29, 2020. Mr. Patel so agreed. Mr. Patel also committed, upon request, to provide proof of updated TIPS certifications for all employees by January 31, 2020. Mr. Patel also committed that, going forward the establishment will no longer accept out-of-state ID’s and the clerk involved with the incident is no longer employed by the establishment. Councilor Santos motioned to approve the application for D&M Liquor Corp. d/b/a S&M Liquors for a Stock Transfer & Change of Officer/Director License Amendment for a Package Store License. Councilor Chines seconded. Motion passed 6-0-0.

**Finance  
Committee –  
Presentation  
of Fiscal Year  
2021 Budgets**

Finance Committee Town Hall Subcommittee Chairwoman Jan DiGiambattista presented the Finance Committee’s recommendations along with Town Account Kevin Gill for the Proposed Fiscal Year 2021 Budgets as follows:

Budget #5 Legal: Chairwoman DiGiambattista stated the increase for the Fiscal Year 2021 budget is due to the salary increase. Town Accountant Kevin Gill stated the total Fiscal Year 2021 request is \$187,677.00. Councilor Santos motioned to approve Budget #5 Legal in the amount of \$187,677.00 as presented. Councilor DiNocco seconded. Motion passed 6-0-0.

Budget #11 Election Expense: Chairwoman DiGiambattista stated the increase for the Fiscal Year 2021 budget is due to the additional elections for the coming year. Town Accountant Kevin Gill stated the total Fiscal Year 2021 request is \$36,975.00. Councilor Santos motioned to approve Budget #11 Election Expense in the amount of \$36,975.00. Councilor Chines seconded. Motion passed 6-0-0.

Budget #12 Finance Committee: Chairwoman DiGiambattista stated the budget is level funded and there are not changes to the Finance Committee Budget for Fiscal Year 2021. Town Accountant Kevin Gill stated the total Fiscal Year 2021 request is \$7,060.00. Councilor DiNocco motioned to approve Budget #12 Finance Committee in the amount of \$7,060.00. Councilor Smith-Galvin seconded. Motion passed 6-0-0.

Budget #13 Conservation Commission: Chairwoman DiGiambattista stated the increase for the Fiscal Year 2021 budget is due to the increase in Personal Services. Town Accountant Kevin Gill stated the total Fiscal Year 2021 request is \$46,902.00. Councilor Santos motioned to approve Budget #13 Conservation Commission in the amount of \$46,902.00. Councilor DiNocco seconded. Motion passed 6-0-0.

Budget #15 Board of Appeals: Chairwoman DiGiambattista stated the increase for the Fiscal Year 2021 budget is due to the anticipated appeals for 2021. Town Accountant Kevin Gill stated the total Fiscal Year 2021 request is \$27,800.00. Councilor DiNocco motioned to approve Budget #15 Board of Appeals in the amount of \$27,800.00. Councilor Santos seconded. Motion passed 6-0-0.

Budget #18 Fire Alarm/Traffic Signals: Chairwoman DiGiambattista stated the budget is level funded and there are no changes to the Fire Alarm/Traffic Signals Budget for Fiscal Year 2021. Town Accountant Kevin Gill stated the total Fiscal Year 2021 request is \$63,515.00. Councilor Santos motioned to approve Budget #18 Fire Alarm/Traffic Signals in the amount of \$63,515.00. Councilor DiNocco seconded. Motion passed 6-0-0.

Budget #22 Animal Inspector: Chairwoman DiGiambattista stated the budget has an increase of .63% in Professional Services. Town Accountant Kevin Gill stated the total Fiscal Year 2021 request is \$84,533.00. Councilor Santos motioned to approved Budget #22 Animal Inspector in the amount of \$84,533.00. Councilor Chines seconded. Motion passed 6-0-0.

Budget #24 Parking Clerk: Chairwoman DiGiambattista stated there is a decrease in Contractual Services for printing and binding and professional services. Town Accountant Kevin Gill stated the total Fiscal Year 2021 request is \$9,375.00. Councilor Santos motioned to approve Budget #24 Parking Clerk in the amount of \$9,375.00. Councilor Smith-Galvin seconded. Motion passed 6-0-0.

Budget #25 Council on Aging: Chairwoman DiGiambattista stated the increase for the Fiscal Year 2021 budget is due to the increase in Personal Services. Town Accountant Kevin Gill stated the total Fiscal Year 2021 request is \$250,630.00. Councilor Santos motioned to approve Budget #25 Council on Aging in the amount of \$250,630.00. Councilor Smith-Galvin seconded. Motion passed 6-0-0.

Budget #27 Recreation Department: Chairwoman DiGiambattista stated there is a .74% increase and the entire budget continues to be absorbed by the revenue generated by the Recreation Program fees. Town Accountant Kevin Gill stated the total Fiscal Year 2021 request is \$160,734.00. Councilor DiNocco motioned to approve Budget #27 Recreation Department in the amount of \$160,734.00. Councilor Chines seconded. Motion passed 6-0-0.

Budget #28 Veterans Department: Chairwoman DiGiambattista stated the increase of \$929.00 for Fiscal Year 2021 budget is due to Personal and Contractual Services. Town Accountant Kevin Gill stated the total Fiscal Year 2021 request is \$246,437.00. Councilor Santos motioned to approve Budget #28 Veterans Department in the amount of \$246,437.00. Councilor DiNocco seconded. Motion passed 6-0-0.

Budget #36 Street Lights: Chairwoman DiGiambattista stated the Fiscal Year 2021 budget is level funded. Town Accountant Kevin Gill stated the total Fiscal Year 2021 request is \$188,131.00. Councilor DiNocco motioned to approve Budget #36 Street Lights in the amount of \$188,131.00. Councilor Chines seconded. Motion passed 6-0-0.

Budget #38 Historical Commission: Chairwoman DiGiambattista stated the Fiscal Year 2021 budget is level funded. Town Accountant Kevin Gill stated the total Fiscal Year 2021 request is \$2,000.00. Councilor DiNocco motioned to approve Budget #38 Historical Commission in the amount of \$2,000.00. Councilor Chines seconded. Motion passed 6-0-0.

Budget #41 Unemployment: Chairwoman DiGiambattista stated the Fiscal Year 2021 budget is level funded. Town Accountant Kevin Gill stated the total Fiscal Year 2021 request is \$75,000.00. Councilor Santos motioned to approve Budget #41 Unemployment in the amount of \$75,000.00. Councilor DiNocco seconded. Motion passed 6-0-0.

Budget #42 Reserve Fund: Chairwoman DiGiambattista stated the Fiscal Year 2021 budget is level funded. Town Accountant Kevin Gill stated the total Fiscal Year



2021 request is \$300,000.00. Councilor Santos motioned to approve Budget #42 Reserve Fund in the amount of \$300,000.00. Councilor Chines seconded. Motion passed 6-0-0.

Budget #44 Professional Medical: Chairwoman DiGiabattista stated the Fiscal Year 2021 budget is level funded. Town Accountant Kevin Gill stated the total Fiscal Year 2021 request is \$10,850.00. Councilor Santos motioned to approve Budget #44 Professional Medical. Councilor Chines seconded. Motion passed 6-0-0.

**Traffic  
Advisory  
Recommendations**

Traffic Advisory Chairman Joseph Anderson presented the recommendation of the Traffic Advisory Committee to restrict 2-hour parking on Cedar Street from Albion Street to Gould Street Monday-Friday between the hours of 8:00 a.m. and 6:00 p.m. Councilor DiNocco motioned to approve the recommendation. Councilor Santos seconded. Motion passed 6-0-0.

Traffic Advisory Chairman Joseph Anderson presented the recommendation of the Traffic Advisory Committee to allow the purchase of resident parking permits for Cedar Street with the exception of Cedar Gardens Association. Councilor Chines motioned to approve the recommendation. Councilor Santos seconded. Motion passed 6-0-0.

Traffic Advisory Chairman Joseph Anderson presented the recommendation of the Traffic Advisory Committee for the allotment of 10 visitor parking permits for Cedar Gardens Association located 98 Cedar Street. He also committed that the Traffic Advisory Committee will closely monitor the effectiveness and any issues related to this allotment. Councilor Santos motioned to approve the recommendation. Councilor DiNocco seconded. Motion passed 6-0-0.

Traffic Advisory Chairman Joseph Anderson presented the recommendation of the Traffic Advisory Committee for The Children's Gathering to purchase four (4) merchant parking permits. Councilor DiNocco motioned to approve the recommendation. Councilor Santos seconded. Motion passed 6-0-0.

**Donations**

Councilor DiNocco motioned to accept and expend a gift or gifts to the Council on Aging in the amount of \$13,715.00 from various donors with thanks. Councilor Santos seconded. Motion passed 6-0-0.

Councilor Santos motioned to accept and expend a gift or gifts to the Fire Department in the amount of \$150.00 from The Savings Bank with thanks. Councilor Chines seconded. Motion passed 6-0-0.

Councilor Chines motioned to accept the request from The Meghan Burnett Foundation to donate a scoreboard and a flagpole for the new softball field at the high school with thanks. Councilor Smith-Galvin seconded. Motion passed 6-0-0.

Councilor Santos motioned to accept and expend a gift or gifts to the Library in the amount of \$2,313.16 from various donors with thanks. Councilor DiNocco seconded. Motion passed 6-0-0.

**Licenses**

Councilor DiNocco motioned to approve the 2020 Common Victualler applications as presented and attached. Councilor Butt seconded. Motion passed 6-0-0.

Councilor DiNocco motioned to approve the 2020 Entertainment applications as presented and attached. Councilor Chines seconded. Motion passed 6-0-0.

Councilor Santos motioned to approve the 2020 Class II applications as presented and attached. Councilor DiNocco seconded. Motion passed 6-0-0.

Councilor Santos motioned to approve the One Day Liquor License application for a fundraising event at the Americal Civic Center on March 14, 2020 as presented. Councilor Chines seconded. Motion passed 6-0-0.

Councilor Santos motioned to approve the One Day Liquor License application for a fundraising event at the Americal Civic Center on February 14, 202 as presented. Councilor DiNocco seconded. Motion passed 6-0-0.

**Banner Request**

Councilor DiNocco motioned to approve the banner request for WAAV "White Ribbon" on March 2, 2020 through March 16, 2020. Councilor Santos seconded. Motion passed 6-0-0.

**Town Owned Land**

Councilor Santos motioned to approve the request to cap the amount of the reduction in the sale price of 28 Redfield Road in the amount of \$14,500.00 and to do so contingent on the Reading Board of Selectmen's Agreement to accept a proportional reduction. Councilor Smith-Galvin seconded. Motion passed 6-0-0.

**Public Hearing**

Councilor Santos motioned to set the date for the Public Hearing for Wakefield Municipal Gas & Light Department Petition for Pole Locations for January 27, 2020 at 7:05 p.m. Councilor Chines seconded. Motion passed 6-0-0.

**Constituent Issues**

Councilor Chines received concern regarding the lack of snow removal at the bus stop in front of Farmland on Main St. and questioned if there could be a shelter or something else that the Town could do given that that stop is fairly busy.

Councilor Smith-Galvin received concern regarding the removal of the mailbox at the Lincoln and Smith Street parking lot. The Postmaster removed the mailbox because the foundation was crumbling. If people have any questions they can contact the Postmaster or the Town Administrator; received comments regarding the boat dock and things being left there; people are happy that the signs are in at the crosswalk by the High School. Suggested since the paint has faded that something else be done with lighting of some sort and also a parking spot may

need to be blocked off so that people can see the crosswalk. Councilor Dombroski added that he went by the Lincoln and Smith Street parking lot on Saturday and it looks like there are two (2) brand-new mailboxes right by the Bank of America ATM. Town Administrator Maio stated that there are new ones there but the issue with the mailbox was with the drive-up mailbox. The Postmaster did state that if that area were to be refurbished he would consider putting a new one up there again. Councilor Smith-Galvin added that the WMGLD drive-up mailbox is still there and the decision to remove the mailbox was not because of the electric vehicle spot.

Councilor DiNocco had a couple of issues pertaining to the Water Street/Montrose section with the addition of the new set of traffic lights based upon a recommendation by himself in regards to National Grid moving further down Salem Street. All traffic is being diverted down Montrose and now 18 wheelers are being detoured on a very windy road through a heavily residential district and people are complaining. People are also complaining about a pungent odor coming from Saugus and Chairman Dombroski asked that the Board of Health be contacted.

**Warrants**

Councilors were updated on Warrant #19 dated November 5, 2019 through Warrant #24 dated December 10, 2019.

**Chairman's  
Comments**

The Town recently received some updates relative to the Envision Wakefield Downtown Revitalization Program. The initial concepts that the Town proposed to MassDOT were the basic framework or concepts relative to the project; crossings, parking, safety measures that were worked through with VHB. The community approach was to try to preserve as much angled parking as the town could around the library and the area around the island and also addressing issues of additional parking that would be in front of Town Hall along Common Street. MassDOT had their meeting in December and they performed their initial evaluation of our community input concept plans and they have approved the advancement of the project so we are now advancing forward through the process. The framework that has been established – the safety and design standards have now been defined by MassDOT. Going forward there will be more community input to advance and refine the designs. The next forum will take place on February 11, 2020 at 7:00 p.m. at the Americal Civic Center. Following that there will be a 10% design meeting that VHB will be having with MassDOT, followed by additional community input and additional forums. The project funding estimate, per MassDOT, is \$26,382,000.00. The funding source is Federal Highways funds administered by MassDOT, with only the design costs being the Town's responsibility. The Town was also awarded a Complete Streets Grant of \$378,571.00 which funds will be directed to the Albion Street corridor to address a combination of sidewalks, "bump outs", ADA compliance and paving.

**Matters Not Anticipated for Agenda**

There were no unanticipated matters.

**Announcements & Acknowledgments**

Councilor Santos – really excited to see the Winter Newsletter that was emailed today to everyone that signed up to receive “Get Town News” on the website. The Newsletter included information regarding tax rates and the MSBA discussion with the new High School, great program with environmental awareness.

Councilor Chines – echoed comments regarding the Newsletter and mentioned that it also went out to everyone that received their water and sewer bill and congratulation to Jenn McDonald for her work on the Newsletter; the State of Schools is Wednesday night at 6:30 p.m. at the Galvin Middle School; Martin Luther King and Coretta Scott King celebration is Monday and recognized the Resident Award recipient is Elizabeth Freeman, Student Recognition recipient is Jasmine Voigt and the Wakefield Food Pantry for their great work; Wakefield High School Music Department Acapella night is this Saturday at 7:00 p.m.

Councilor Butt – congratulations to Steve and Jenn and the team on the Town Newsletter; Monday is MLK Day; Sweetser Lecture Series has finalized their calendar for this upcoming year; last December was the first info session about the Community Garden and there will be a second meeting planned and people should reach out to Steve or Mehreen if they have any ideas; a few months ago a constituent had a concern regarding a pedestrian light that was seven seconds and Steve and his team looked into it and it was malfunctioning as it was supposed to be 28 seconds and the issue has been rectified as the constituent reached back out to say it is 28 seconds.

Councilor Smith-Galvin – the Environmental Sustainability Committee is having community drop-in on January 23, 2020 from 7:00 p.m. until 9:00 p.m. at the Americal Civic Center; Sunrise is a youth movement that is very big nationwide and some of our youth are independently putting together a Sunrise Wakefield group and they are meeting on January 25, 2020 at the Albion Cultural Center with more information on Facebook.

Councilor Dombroski – echoed the remarks regarding the Newsletter and thanked Jenn McDonald, Mr. Maio’s office and Councilor Smith-Galvin as she was one of the champions for this as it was a goal of the Town Council to get more information out in different forms with the hope that this is quarterly and maybe it will become monthly; Envision Wakefield meeting is Tuesday, February 11, 2020 at 7:00 p.m. at the Americal Civic Center.

Town Administrator – congratulated the Wakefield Independence Day Committee at their event at the Sheraton.

<b>Adjournment</b>	At 9:15 p.m. Councilor Santos motioned to adjourn. Councilor DiNocco seconded. Motion passed 6-0-0.
<b>Next Council Meeting</b>	The next regular Town Council meeting is January 27, 2020 at 7:00 p.m. at WCAT Studios, 24 Hemlock Road, Wakefield

Respectfully submitted,

*Sherri A. Dalton*

Sherri A. Dalton  
Town Council Clerk

DRAFT

WAKEFIELD MUNICIPAL GAS & LIGHT DEPARTMENT  
480 North Ave  
Wakefield, Massachusetts 01880  
781-246-6363

PETITION FOR POLE LOCATIONS

DATE: **January 8, 2020**

To the Town Council

Of WAKEFIELD, Massachusetts

THE TOWN OF WAKEFIELD MUNICIPAL GAS & LIGHT DEPARTMENT requests permission to locate poles, wires, cables and fixtures, including the necessary anchors, guys and other such sustaining and protecting fixtures to be owned and used by your petitioner, along and across the following public way or ways:

**Delcarmine St: Place a wood pole, numbered 3A, across the street from Pole 4 Delcarmine St, approximately 43' East-Southeast of Pole 4 Delcarmine St, at the corner of the grass plot.**

**Delcarmine St: Place a black, steel, self-supporting guy pole, numbered 3A-S, between poles 4 and 5 Delcarmine St, approximately 77' South of Pole 4 and 41' North of Pole 5, in the paved sidewalk just behind the curb.**

Wherefore they pray that after due notice and hearing as provided by law, they be granted locations for and permission to erect and maintain poles, wires and cables, together with anchors, guys and other such sustaining and protection fixtures as they may find necessary, said poles to be erected, substantially in accordance with the plan filed herewith marked, **#010820**, and dated **January 8, 2020**.

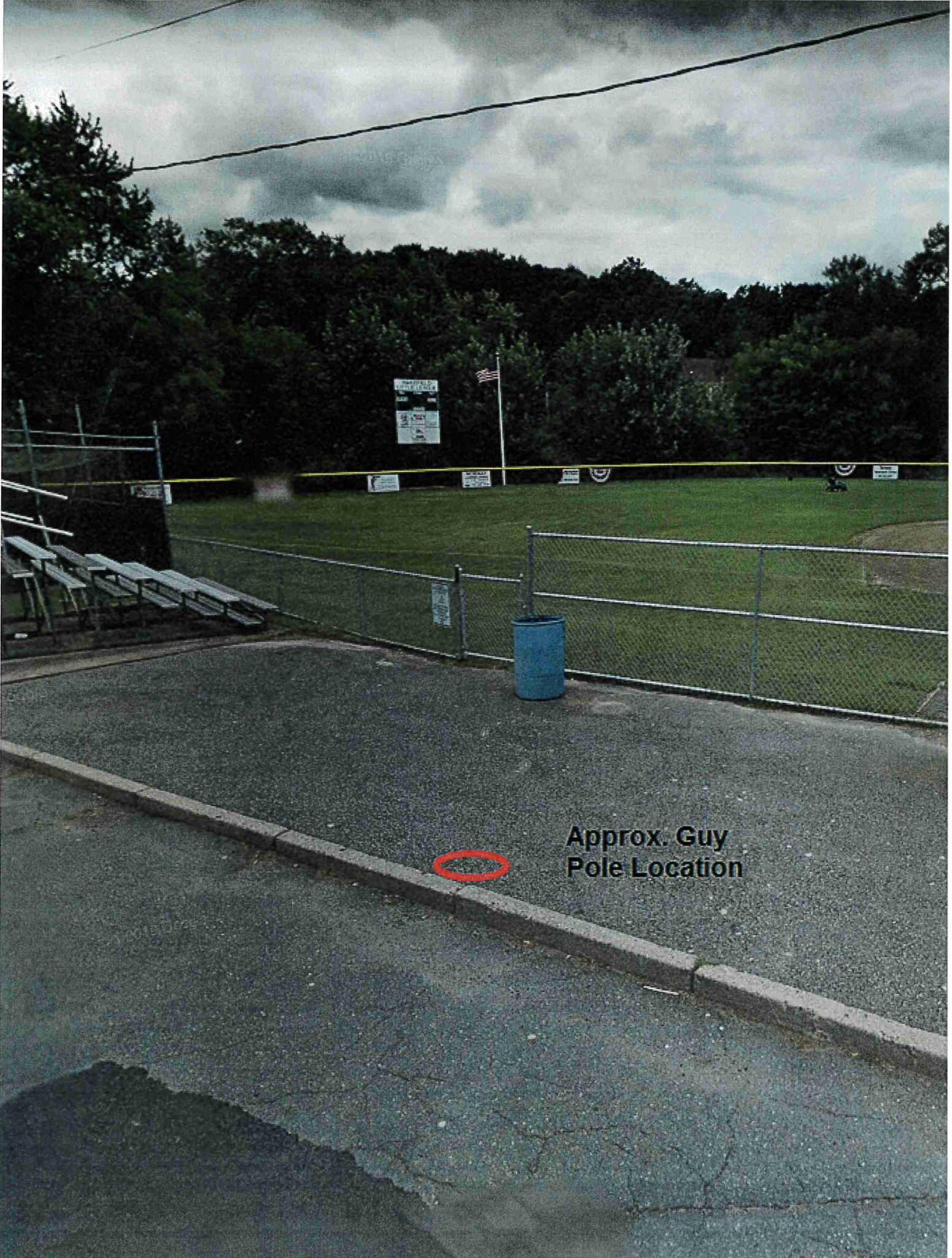
Also for permission to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as said petitioner may desire for distributing purposes.

Your petitioner agrees to reserve space for one crossarm at a suitable point on each of said poles for the fire, police, and telephone wires belonging to the municipality and used by it exclusively for municipal purposes.

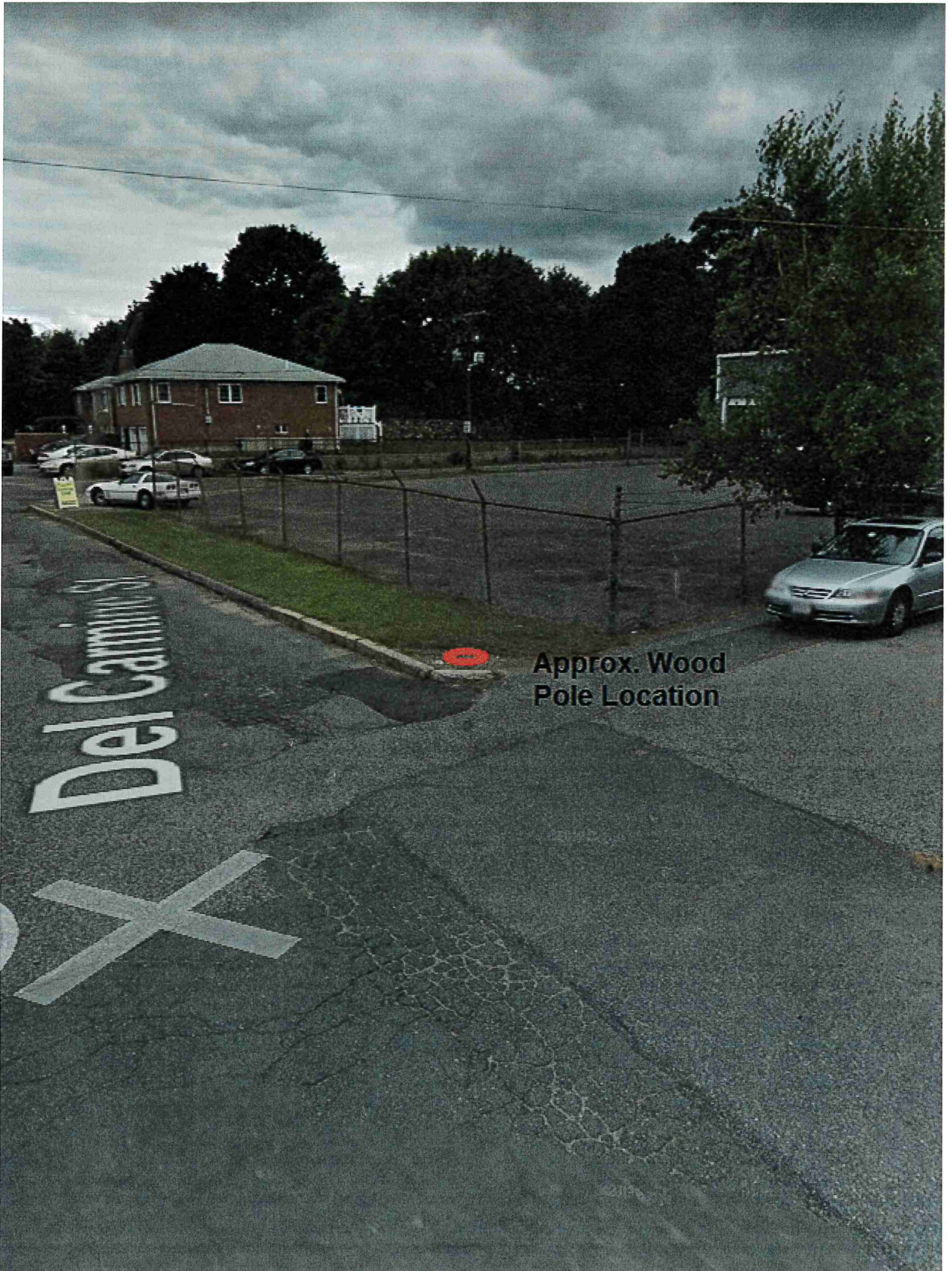
TOWN OF WAKEFIELD MUNICIPAL GAS & LIGHT DEPARTMENT



By: Vinnie McMahon, Senior Engineer



Approx. Guy Pole Location



Approx. Wood Pole Location





Budget No. 4	Page 2										
Dept. No. 145											
TOWN OF WAKEFIELD											
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021											
Treasurer Department											
====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
		Actual	Actual	Approp.	Approp.	Act. Expend.	Departmental	Town Admin.	Recommended		
EOC	Dept/Appropriation	FY 2018	FY 2019	FY 2019	FY 2020	Thru Wk. 26 12/24/19	Request For FY 2021	Request For FY 2021	FY 2021		
====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
SHEET B - 2 CONTRACTUAL SERVICES											
5244	Equip. Maint. - Office	248.00	421.00	500.00	500.00	0.00	500.00	500.00	0.00		
5273	Vehicle Allowance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
5306	Printing & Binding	1,125.00	0.00	2,200.00	2,200.00	0.00	2,200.00	2,200.00	0.00		
5318	Prof. Serv. - Financial	0.00	0.00	200.00	200.00	0.00	200.00	200.00	0.00		
5340	Postage	200.00	123.00	350.00	350.00	0.00	350.00	350.00	0.00		
5341	Telephone	1,390.00	1,393.00	1,500.00	1,500.00	1,035.00	1,500.00	1,500.00	0.00		
5351	Travel Inside Common.	10.00	10.00	150.00	150.00	10.00	150.00	150.00	0.00		
	TOTAL 2	2,973.00	1,947.00	4,900.00	4,900.00	1,045.00	4,900.00	4,900.00	0.00		

Budget No. 4	Page 3									
Dept. No. 145										
TOWN OF WAKEFIELD										
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021										
Treasurer Department										
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
		Actual	Actual	Approp.	Approp.	Act. Expend.	Departmental	Town Admin.	Recommended	
EOC	Dept/Appropriation	FY 2018	FY 2019	FY 2019	FY 2020	Thru Wk. 26 12/24/19	Request For FY 2021	Request For FY 2021	FY 2021	
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
SHEET B - 4 MATERIALS & SUPPLIES										
5422	Office Supplies	811.00	519.00	1,150.00	1,150.00	138.00	1,150.00	1,150.00	0.00	
	TOTAL 4	811.00	519.00	1,150.00	1,150.00	138.00	1,150.00	1,150.00	0.00	





Budget No. 7											
Dept. No. 146											
TOWN OF WAKEFIELD											
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021											
Tax Collector Department											
====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
		Actual	Actual	Approp.	Approp.	Act. Expend.	Departmental	Town Admin.	Recommended		
EOC	Dept/Appropriation	FY 2018	FY 2019	FY 2019	FY 2020	Thru Wk. 26 12/24/19	Request For FY 2021	Request For FY 2021	FY 2021		
====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
SHEET B - 2 CONTRACTUAL SERVICES											
5244	Repair/Maint Furniture	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
5301	Advertising	354.00	271.00	850.00	850.00	0.00	850.00	850.00	0.00		
5306	Printing/Binding	4,291.00	4,520.00	5,200.00	5,200.00	824.00	5,200.00	5,200.00	0.00		
5313	Professional Services	0.00	589.00	5,000.00	3,750.00	744.00	3,750.00	3,750.00	0.00		
5340	Postage	26,527.00	27,298.00	30,380.00	32,500.00	13,348.00	32,500.00	32,500.00	0.00		
5341	Telephone	914.00	915.00	950.00	950.00	914.00	950.00	950.00	0.00		
5351	Travel Inside Comm.	1,006.00	325.00	1,500.00	1,500.00	30.00	1,500.00	1,500.00	0.00		
	TOTAL 2	33,092.00	33,918.00	43,880.00	44,750.00	15,860.00	44,750.00	44,750.00	0.00		

Budget No. 7											
Dept. No 146											
TOWN OF WAKEFIELD											
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021											
Tax Collector Department											
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
	Actual	Actual	Approp.	Approp.	Act. Expend.	Departmental	Town Admin.	Recommended			
EOC	Expend.	Expend.	FY 2019	FY 2020	Thru Wk. 26	Request For	Request For	FY 2021			
	FY 2018	FY 2019	FY 2019	FY 2020	12/24/19	FY 2021	FY 2021	FY 2021			
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
SHEET B - 4 MATERIALS/SUPPLIES											
5422	Office Supplies	1,148.00	1,096.00	1,500.00	1,500.00	231.00	1,500.00	1,500.00	0.00		
5423	Print/Reproc Supplies	240.00	698.00	800.00	800.00	98.00	800.00	800.00	0.00		
	TOTAL 4	1,388.00	1,794.00	2,300.00	2,300.00	329.00	2,300.00	2,300.00	0.00		

Budget No. 7										
Dept. No. 146										
TOWN OF WAKEFIELD										
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021										
Tax Collector Department										
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
	Actual	Actual	Approp.	Approp.	Act. Expend.	Departmental	Town Admin.			
	Expend.	Expend.	FY 2019	FY 2020	Thru Wk. 26	Request For	Request For	Recommended		
EOC	FY 2018	FY 2019	FY 2019	FY 2020	12/24/19	FY 2021	FY 2021	FY 2021		
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
SHEET B - 7 SUNDRY CHARGES										
5731	Dues & Memberships	130.00	130.00	140.00	140.00	130.00	140.00	140.00	0.00	
	TOTAL 7	130.00	130.00	140.00	140.00	130.00	140.00	140.00	0.00	



Budget No. 8	Page 1										
Dept. No. 141											
TOWN OF WAKEFIELD											
Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2021											
Assessors Department											
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
		Actual	Actual			Act. Expend.	Departmental	Town Admin.			
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Request For	Recommended		
EOC	Dept/Appropriation	FY 2018	FY 2019	FY 2019	FY 2020	12/24/19	FY 2021	FY 2021	FY 2021	+/- \$	+/- %
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====		
SHEET A - SUMMARY											
1	Personal Services	179,807.00	190,438.00	190,438.00	199,669.00	99,340.00	205,596.00	205,596.00	0.00	5,927.00	2.97%
2	Contractual Services	31,095.00	25,420.00	34,375.00	34,375.00	5,417.00	34,375.00	34,375.00	0.00	0.00	0.00%
4	Materials/Supplies	1,800.00	1,552.00	1,950.00	1,950.00	242.00	1,950.00	1,950.00	0.00	0.00	0.00%
7	Sundry Charges	705.00	565.00	750.00	750.00	450.00	750.00	750.00	0.00	0.00	0.00%
	TOTAL A	213,407.00	217,975.00	227,513.00	236,744.00	105,449.00	242,671.00	242,671.00	0.00	5,927.00	2.50%

Budget No. 8	Page 2									
Dept. No. 141										
TOWN OF WAKEFIELD										
Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2021										
Assessors Department										
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
		Actual	Actual			Act. Expend.	Departmental	Town Admin.		
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Request For	Recommended	
EOC	Dept/Appropriation	FY 2018	FY 2019	FY 2019	FY 2020	12/24/19	FY 2021	FY 2021	FY 2021	
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
SHEET B - 2 CONTRACTUAL SERVICES										
5244	Repair/Maint. Furniture	2,340.00	1,974.00	1,500.00	1,500.00	987.00	1,500.00	1,500.00	0.00	
5273	Auto Allowances	654.00	675.00	1,800.00	1,800.00	0.00	1,800.00	1,800.00	0.00	
5302	Tuition	405.00	1,741.00	2,500.00	2,500.00	1,144.00	2,500.00	2,500.00	0.00	
5306	Printing/Stationery	1,276.00	1,070.00	750.00	750.00	762.00	750.00	750.00	0.00	
5316	Professional Services	22,000.00	15,644.00	22,000.00	22,000.00	379.00	22,000.00	22,000.00	0.00	
5340	Postage	1,267.00	1,616.00	2,000.00	2,000.00	311.00	2,000.00	2,000.00	0.00	
5341	Telephone Other Comm.	1,221.00	890.00	1,825.00	1,825.00	821.00	1,825.00	1,825.00	0.00	
5351	Travel Inside Comm.	1,932.00	1,810.00	2,000.00	2,000.00	1,013.00	2,000.00	2,000.00	0.00	
	TOTAL 2	31,095.00	25,420.00	34,375.00	34,375.00	5,417.00	34,375.00	34,375.00	0.00	



Budget No.8										
Dept. No. 141										
TOWN OF WAKEFIELD										
Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2021										
Assessors Department										
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
		Actual	Actual			Act. Expend.	Departmental	Town Admin.		
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Request For	Recommended	
EOC	Dept/Appropriation	FY 2018	FY 2019	FY 2019	FY 2020	12/24/19	FY 2021	FY 2021	FY 2021	
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
SHEET B - 7 SUNDRY CHARGES										
5731	Dues & Memberships	705.00	565.00	750.00	750.00	450.00	750.00	750.00	0.00	
	TOTAL 7	705.00	565.00	750.00	750.00	450.00	750.00	750.00	0.00	



Budget No. 9										
Dept. No. 161										
TOWN OF WAKEFIELD										
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021										
Town Clerk										
		Actual	Actual			Act. Expend.	Departmental	Town Admin.		
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Request For	Recommended	
EOC	Dept/Appropriation	FY 2018	FY 2019	FY 2019	FY 2020	12/24/19	FY 2021	FY 2021	FY 2021	
SHEET B - 2 CONTRACTUAL SERVICES										
5244	Repair/Maint Tools/Equip	1,887.00	1,116.00	4,000.00	4,000.00	908.00	2,000.00	2,000.00	0.00	
5306	Printing/Binding	12,904.00	9,865.00	10,000.00	10,000.00	11,797.00	14,000.00	14,000.00	0.00	
5312	Professional Services	170.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	0.00	
5340	Postage	3,638.00	4,461.00	1,500.00	1,500.00	1,120.00	3,000.00	3,000.00	0.00	
5341	Telephone	965.00	965.00	965.00	965.00	965.00	965.00	965.00	0.00	
5351	Travel Inside Comm.	0.00	0.00	600.00	600.00	0.00	0.00	0.00	0.00	
	RFT									
	TOTAL 2	19,564.00	18,907.00	19,565.00	19,565.00	17,290.00	22,465.00	22,465.00	0.00	







Budget No. 10	Page 1										
Dept. No. 164											
TOWN OF WAKEFIELD											
Summary Of Expenditures Of Prior Periods With Estimates For The Fiscal Period of 2021											
Election and Registration											
		Actual	Actual			Act. Expend.	Departmental	Town Admin.			
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Request For	Recommended		
EOC	Dept/Appropriation	FY 2018	FY 2019	FY 2019	FY 2020	12/24/19	FY 2021	FY 2021	FY 2021	+/- \$	+/- %
SHEET A											
1	Personal Services	5,863.00	9,520.00	20,900.00	20,900.00	2,839.00	17,100.00	17,100.00	0.00	(3,800.00)	-18.18%
2	Contractual Services	17,706.00	16,166.00	18,600.00	18,600.00	2,253.00	19,100.00	19,100.00	0.00	500.00	2.69%
4	Materials/Supplies	1,405.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	0.00	0.00	0.00%
	RFT	7,500.00	0.00								
	TOTAL	32,474.00	27,186.00	41,000.00	41,000.00	6,592.00	37,700.00	37,700.00	0.00	(3,300.00)	-8.05%

Budget No. 10										
Dept. No. 164										
TOWN OF WAKEFIELD										
Summary Of Expenditures Of Prior Periods With Estimates For The Fiscal Period of 2021										
Election and Registration										
		Actual	Actual			Act. Expend.	Departmental	Town Admin.		
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Request For	Recommended	
EOC	Dept/Appropriation	FY 2018	FY 2019	FY 2019	FY 2020	12/24/19	FY 2021	FY 2021	FY 2021	
SHEET B - 2 CONTRACTUAL SERVICES										
5312	Professional Services	8,489.00	7,600.00	10,000.00	10,000.00	2,087.00	10,000.00	10,000.00	0.00	
5340	Postage	6,663.00	6,000.00	6,000.00	6,000.00	0.00	6,500.00	6,500.00	0.00	
5341	Telephone	166.00	166.00	200.00	200.00	166.00	200.00	200.00	0.00	
5351	Travel Inside Comm.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5391	Street Lists	2,388.00	2,400.00	2,400.00	2,400.00	0.00	2,400.00	2,400.00	0.00	
	TOTAL 2	17,706.00	16,166.00	18,600.00	18,600.00	2,253.00	19,100.00	19,100.00	0.00	

Budget No. 10											
Dept. No. 164											
TOWN OF WAKEFIELD											
Summary Of Expenditures Of Prior Periods With Estimates For The Fiscal Period of 2021											
Election and Registration											
		Actual	Actual			Act. Expend.	Departmental	Town Admin.			
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Request For	Recommended		
EOC	Dept/Appropriation	FY 2018	FY 2019	FY 2019	FY 2020	12/24/19	FY 2021	FY 2021	FY 2021		
=====											
SHEET B - 4 MATERIALS/SUPPLIES											
5422	Office Supplies	1,405.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	0.00		
	TOTAL 4	1,405.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	0.00		

Budget No. 14	Page 1											
Dep. No. 175												
TOWN OF WAKEFIELD												
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021												
Planning Board												
		Actual	Actual	Approp.	Approp.	Act. Expend.	Departmental	Town Admin.				
EOC	Dept/Appropriation	Expend.	Expend.	FY 2019	FY 2020	Thru Wk. 26	Request For	Request For	Recommended			
		FY 2018	FY 2019	FY 2019	FY 2020	12/24/19	FY 2021	FY 2021	FY 2021	+/- \$	+/- %	
SHEET A - SUMMARY												
1	Personal Services	3,800.00	2,800.00	4,800.00	4,800.00	1,800.00	4,800.00	4,800.00	0.00	0.00	0.00%	
2	Contractual Services	1,456.00	2,993.00	4,925.00	4,925.00	427.00	4,925.00	4,925.00	0.00	0.00	0.00%	
4	Materials & Supplies	1,528.00	2,510.00	2,800.00	2,800.00	216.00	2,800.00	2,800.00	0.00	0.00	0.00%	
7	Sundry Charges	0.00	0.00	450.00	450.00	0.00	450.00	450.00	0.00	0.00	0.00%	
	TOTAL SHEET A	6,784.00	8,303.00	12,975.00	12,975.00	2,443.00	12,975.00	12,975.00	0.00	0.00	0.00%	

Budget No. 14										
Dept. No. 175										
TOWN OF WAKEFIELD										
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021										
Planning Board										
====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
		Actual	Actual			Act. Expend.	Departmental	Town Admin.		
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Request For	Recommended	
EOC	Dept/Appropriation	FY 2018	FY 2019	FY 2019	FY 2020	12/24/19	FY 2021	FY 2021	FY 2021	
====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
SHEET B - 2 CONTRACTUAL SERVICES										
5301	Advertising	1,439.00	2,944.00	2,500.00	2,500.00	396.00	2,500.00	2,500.00	0.00	
5306	Printing & Binding	0.00	0.00	1,500.00	1,500.00	0.00	1,500.00	1,500.00	0.00	
5340	Postage	17.00	49.00	700.00	700.00	31.00	700.00	700.00	0.00	
5351	Travel inside Common.	0.00	0.00	200.00	200.00	0.00	200.00	200.00	0.00	
5399	Not Classified	0.00	0.00	25.00	25.00	0.00	25.00	25.00	0.00	
	TOTAL 2	1,456.00	2,993.00	4,925.00	4,925.00	427.00	4,925.00	4,925.00	0.00	

Budget No. 14										
Dept. No. 175										
TOWN OF WAKEFIELD										
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021										
Planning Board										
		Actual	Actual			Act. Expend.	Departmental	Town Admin.		
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Request For	Recommended	
EOC	Dept/Appropriation	FY 2018	FY 2019	FY 2019	FY 2020	12/24/19	FY 2021	FY 2021	FY 2021	
SHEET B - 4 MATERIALS & SUPPLIES										
5422	Office Supplies	1,077.00	1,889.00	2,500.00	2,500.00	0.00	2,500.00	2,500.00	0.00	
5511	Books and Publications	451.00	621.00	300.00	300.00	216.00	300.00	300.00	0.00	
	TOTAL 4	1,528.00	2,510.00	2,800.00	2,800.00	216.00	2,800.00	2,800.00	0.00	

Budget No. 14										
Dept. No. 175										
TOWN OF WAKEFIELD										
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021										
Planning Board										
		Actual	Actual			Act. Expend.	Departmental	Town Admin.		
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Request For	Recommended	
EOC	Dept/Appropriation	FY 2018	FY 2019	FY 2019	FY 2020	12/24/19	FY 2021	FY 2021	FY 2021	
SHEET B - 7 SUNDRY CHARGES										
5731	Dues and Subscriptions	0.00	0.00	450.00	450.00	0.00	450.00	450.00	0.00	
	TOTAL 7	0.00	0.00	450.00	450.00	0.00	450.00	450.00	0.00	

Budget No. 26	Page 1										
Acct. No. 510	TOWN OF WAKEFIELD FINANCE COMMITTEE										
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021											
Board of Health											
====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
		Actual	Actual	Approp.	Approp.	Act. Expend.	Departmental	Town Admin.	Recommended		
EOC	Dept/Appropriation	Expend.	Expend.	FY 2019	FY 2020	Thru Wk. 26	Request For	Request For	FY 2021	+/- \$	+/- %
		FY 2018	FY 2019	FY 2019	FY 2020	12/24/19	FY 2021	FY 2021	FY 2021		
====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
SHEET A											
1	Personal Services	54,747.00	57,866.00	57,866.00	60,816.00	29,497.00	63,531.00	63,531.00	0.00	2,715.00	4.46%
2	Contractual Services	114,146.00	129,545.00	131,479.00	143,499.00	72,368.00	151,657.00	151,657.00	0.00	8,158.00	5.69%
4	Materials/Supplies	1,557.00	1,223.00	2,016.00	2,016.00	611.00	2,016.00	2,016.00	0.00	0.00	0.00%
7	Sundry Charges	355.00	360.00	360.00	360.00	360.00	360.00	360.00	0.00	0.00	0.00%
	TOTAL	170,805.00	188,994.00	191,721.00	206,691.00	0.00	217,564.00	217,564.00	0.00	10,873.00	5.26%
	EMARC	16,000.00	16,000.00	16,000.00	16,000.00	8,000.00	16,000.00	16,000.00	0.00	0.00	0.00%
	Mental Outpatient	6,400.00	6,400.00	6,400.00	6,400.00	3,200.00	6,400.00	6,400.00	0.00	0.00	0.00%
	E. Middlesex Mosq.	19,330.00	26,796.00	26,796.00	27,427.00	13,714.00	29,076.00	29,076.00	0.00	1,649.00	6.01%
	TOTAL	212,535.00	238,190.00	240,917.00	256,518.00	24,914.00	269,040.00	269,040.00	0.00	12,522.00	4.88%

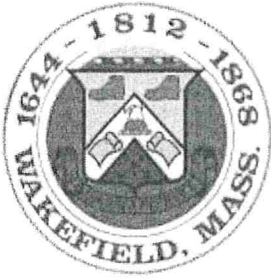




Budget No. 26											
Acct. No. 510											
TOWN OF WAKEFIELD FINANCE COMMITTEE											
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021											
Board of Health											
		Actual	Actual	Approp.	Approp.	Act. Expend.	Departmental	Town Admin.	Recommended		
EOC	Dept/Appropriation	Expend. FY 2018	Expend. FY 2019	FY 2019	FY 2020	Thru Wk. 26 12/24/19	Request For FY 2021	Request For FY 2021	FY 2021		
SHEET B - 4 MATERIALS/SUPPLIES											
5422	Office Supplies	952.00	1,007.00	1,000.00	1,000.00	316.00	1,000.00	1,000.00	0.00		
5423	Reproducing & Computer	389.00	0.00	800.00	800.00	79.00	800.00	800.00	0.00		
5502	Medical Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
5511	Books/Periodicals	216.00	216.00	216.00	216.00	216.00	216.00	216.00	0.00		
	TOTAL 4	1,557.00	1,223.00	2,016.00	2,016.00	611.00	2,016.00	2,016.00	0.00		







# Town of Wakefield

## APPLICATION FOR LICENSE

DATE: 4/2/09

Fee: \$100.00

THE COMMONWEALTH OF MASSACHUSETTS

### APPLICATION FOR A LICENSE TO BUY, SELL, EXCHANGE OR ASSEMBLE SECOND HAND MOTOR VEHICLES OR PARTS THEREOF

I, the undersigned, duly authorized by the concern herein mentioned, hereby apply for a **CLASS II** license, to Buy, Sell, Exchange or Assemble second hand motor vehicles or parts thereof, in accordance with the provisions of Chapter 140 of the General Laws.

1. What is the name of the concern? FAMILY AUTO SALES

Business address of concern? 28 NEW SUMMIT STREET

2. Is the above concern an individual, co-partnership, an association or a corporation?

Co - PARTNERSHIP

3. If an individual, state full name, residential address and phone number and email address: MA

4. If a co-partnership, state full names, addresses and phone numbers and email addresses of the persons composing it:

ROBERT L. FARLEY 161 PROSPECT ST LEADING, MA 01867 781-245-2000 BOB@FARLEYTIRE.COM  
JAMES F. FARLEY JR 18 GEORGETOWN RD BUXTON MA 781-245-2000 JIM@FARLEYTIRE.COM

5. If an association or a corporation, state full names, addresses and phone numbers and email addresses of the principal officers.

President: \_\_\_\_\_

Secretary: \_\_\_\_\_

Treasurer: \_\_\_\_\_

6. Are you engaged principally in the business of buying, selling or exchanging motor vehicles?  Yes  No

If so, is your principal business the sale of new motor vehicles?  Yes  No

Is your principal business the buying and selling of second hand motor vehicles?  Yes  No

Is your principal business that of a motor vehicle junk dealer?  Yes  No

7. Give a complete description of all the premises to be used for the purpose of carrying on the business:

SEVERAL PARKING SPOTS @ 28 NEW SUMMIT ST.  
\_\_\_\_\_  
\_\_\_\_\_

8. Are you a recognized agent of a motor vehicle manufacture?  Yes  No

If so, state name of manufacture: \_\_\_\_\_

9. Have you a signed contract as required by Section 58, Class 1?  Yes  No

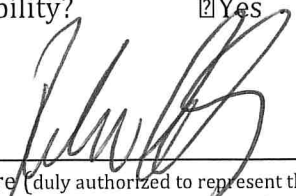
10. Have you ever applied for a license to deal in second hand motor vehicles or parts thereof?  Yes  No

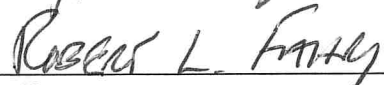
If so, in what city/town: WILMINGTON

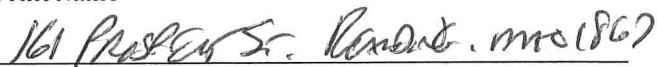
Did you receive a license?  Yes  No For what year? 2019

11. Has any license issued to you in Massachusetts or any other state to deal in motor vehicles or parts thereof ever been suspended or revoked?  Yes  No

12. Has the applicant ever been convicted of or has charges pending that involved force, the threat of force, controlled substances, a sex-related offense, or any other crime that would bear upon his/her suitability?  Yes  No?

  
\_\_\_\_\_  
Signature (duly authorized to represent the concern herein mentioned)

  
\_\_\_\_\_  
Print Name

  
\_\_\_\_\_  
Residence

**RETURN TO:  
SHERRI DALTON  
TOWN ADMINISTRATOR'S OFFICE  
ONE LAFAYETTE STREET, WAKEFIELD, MA 01880  
sdalton@wakefield.ma.us**

**IMPORTANT**

**EVERY QUESTION MUST BE ANSWERED WITH FULL INFORMATION, AND FALSE STATEMENTS HEREIN MAY RESULT IN THE REJECTION OF YOUR APPLICATION OR THE SUBSEQUENT REVOCATION OF YOUR LICENSE IF ISSUED.**

**Note: If the applicant has held a license in the year prior to this application, he/she must file a duplicate of the application with the registrar. (See Sec. 59)**



# Town of Wakefield

## APPLICATION FOR LICENSE

DATE: 11-20-19

Fee: \$100.00

### THE COMMONWEALTH OF MASSACHUSETTS

#### APPLICATION FOR A LICENSE TO BUY, SELL, EXCHANGE OR ASSEMBLE SECOND HAND MOTOR VEHICLES OR PARTS THEREOF

I, the undersigned, duly authorized by the concern herein mentioned, hereby apply for a **CLASS II** license, to Buy, Sell, Exchange or Assemble second hand motor vehicles or parts thereof, in accordance with the provisions of Chapter 140 of the General Laws.

1. What is the name of the concern? J&A Auto Body  
used car dealer license (class #2)

Business address of concern? 1273 Main street, Wakefield, MA 01880

2. Is the above concern an individual, co-partnership, an association or a corporation?

individual

3. If an individual, state full name, residential address and phone number and email

address: Joseph Ciampa III 21 Birch Pd Drive  
Saugus, MA 01906 #781-389-5507, jaautobodywakefield  
@aol.com

4. If a co-partnership, state full names, addresses and phone numbers and email addresses of the persons composing it: NA

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5. If an association or a corporation, state full names, addresses and phone numbers and email addresses of the principal officers.

President: \_\_\_\_\_

Secretary: \_\_\_\_\_

Treasurer: \_\_\_\_\_

6. Are you engaged principally in the business of buying, selling or exchanging motor vehicles?  Yes  No

If so, is your principal business the sale of new motor vehicles?  Yes  No

Is your principal business the buying and selling of second hand motor vehicles?  Yes  No

Is your principal business that of a motor vehicle junk dealer?  Yes  No

7. Give a complete description of all the premises to be used for the purpose of carrying on the business:

I would like to be able to buy and sell used cars during my downtime of business on loss vehicles.

8. Are you a recognized agent of a motor vehicle manufacture?  Yes  No

If so, state name of manufacture: \_\_\_\_\_

9. Have you a signed contract as required by Section 58, Class 1?  Yes  No

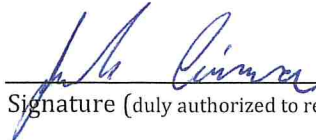
10. Have you ever applied for a license to deal in second hand motor vehicles or parts thereof:  Yes  No

If so, in what city/town: WAKEFIELD

Did you receive a license?  Yes  No For what year? 2019

11. Has any license issued to you in Massachusetts or any other state to deal in motor vehicles or parts thereof ever been suspended or revoked?  Yes  No

12. Has the applicant ever been convicted of or has charges pending that involved force, the threat of force, controlled substances, a sex-related offense, or any other crime that would bear upon his/her suitability?       Yes       No?

  
Signature (duly authorized to represent the concern herein mentioned)

JOSEPH CIAMPA  
Print Name

21 Birch Pond Drive SAUGUS MASS 01906  
Residence

**RETURN TO:  
SHERRI DALTON  
TOWN ADMINISTRATOR'S OFFICE  
ONE LAFAYETTE STREET, WAKEFIELD, MA 01880  
sdalton@wakefield.ma.us**

**IMPORTANT**

**EVERY QUESTION MUST BE ANSWERED WITH FULL INFORMATION, AND FALSE STATEMENTS HEREIN MAY RESULT IN THE REJECTION OF YOUR APPLICATION OR THE SUBSEQUENT REVOCATION OF YOUR LICENSE IF ISSUED.**

**Note: If the applicant has held a license in the year prior to this application, he/she must file a duplicate of the application with the registrar. (See Sec. 59)**

BRIAN D. McGRAIL  
ATTORNEY AT LAW  
LAKESIDE OFFICE PARK  
599 NORTH AVENUE  
SUITE SEVEN, SECOND FLOOR  
WAKEFIELD, MASSACHUSETTS 01880

FAX  
(781) 246-1986

TELEPHONE  
(781) 246-9999

January 22, 2020

Edward F. Dombroski, Jr., Chair  
Wakefield Town Council  
Town Hall  
1 Lafayette Street  
Wakefield, MA 01880

RE: Albrecht Buick GMC of Wakefield Inc. Class 1 Motor Vehicle Retail License  
Application at 614 North Avenue, Wakefield, Massachusetts

Dear Mr. Chair,

This office represents Albrecht Buick GMC of Wakefield Inc. (hereinafter "Albrecht") relating to their application for a Class 1 Motor Vehicle Retail License at the property known and numbered as 614 North Avenue, Wakefield, Massachusetts (hereinafter the "Property").

The application is included with this correspondence.

Albrecht is planning on opening a new GMC-Buick Dealership at the Property and is thus requesting the issuance of a Class 1 Motor Vehicle Retail License.

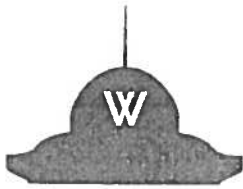
On behalf of my client, Albrecht, I respectfully request that you approve their request for the issuance of a Class 1 Motor Vehicle Retail License allowing for the display and retail sales of motor vehicles at the Property.

We look forward to attending your next meeting to discuss our request and answer any questions that you may have.

Yours truly,



Brian D. McGrail



# TOWN OF WAKEFIELD

TOWN ADMINISTRATOR'S OFFICE

## Application For a License To Buy, Sell, Exchange, or Assemble Second-Hand Motor Vehicles or Parts Thereof (Class I)

Submit with \$100 application fee to Sherri Dalton, Executive Assistant, in the Town Administrator's office.

I, the undersigned, duly authorized by the concern herein mentioned, hereby apply for a **Class I** license to buy, sell, exchange, or assemble second hand motor vehicles or parts thereof, in accordance with the provisions of Chapter 140 of the General Laws.

Today's date: JANUARY 21 2020 Name of the concern: ALBRECHT BUICK GME OF WAKEFIELD INC

Business address of the concern: 614 NORTH AVE WAKEFIELD MA 01880

If an individual:

Full name: \_\_\_\_\_ Email: \_\_\_\_\_

Residential address: \_\_\_\_\_ Phone: \_\_\_\_\_

If a co-partnership:

Party A's full name: \_\_\_\_\_ Email: \_\_\_\_\_

Residential address: \_\_\_\_\_ Phone: \_\_\_\_\_

Party B's full name: \_\_\_\_\_ Email: \_\_\_\_\_

Residential address: \_\_\_\_\_ Phone: \_\_\_\_\_

Party C's full name: \_\_\_\_\_ Email: \_\_\_\_\_

Residential address: \_\_\_\_\_ Phone: \_\_\_\_\_

If an association or a corporation:

President's full name: George T Albrecht Jr. Email: george@albrechtautos.com

Residential address: 29 Woodbury St South Hamilton MA 01982 Phone: 978-764-0459

Secretary's full name: SAME AS ABOVE Email: -

Residential address: - Phone: -



Treasurer's full name: George T. Albrecht Jr. Email: George@albrechtauto.com

Residential address: 29 Woodbury St South Hamilton MA Phone: 978-764-0459

Are you engaged principally in the business of buying, selling, or exchanging motor vehicles?  Yes  No

Is your principal business the sale of new motor vehicles?  Yes  No

Is your principal business the buying and selling of second-hand motor vehicles?  Yes  No

Is your principal business that of a motor vehicle junk dealer?  Yes  No

Give a complete description of all the premises to be used for the purpose of carrying on the business:

CURRENTLY OPERATING AS ALBRECHT AUTOLAND WAKEFIELD  
AT PROPOSED LOCATION 614 NORTH AVE. WAKEFIELD

Are you a recognized agent of a motor vehicle manufacturer?  Yes  No

If so, state name of manufacturer: BUICK GMC

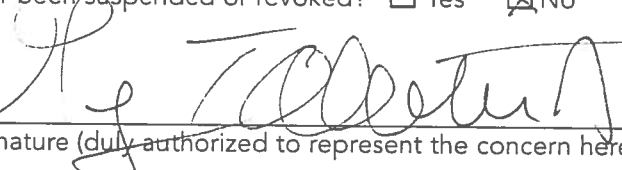
Have you a signed contract as required by Section 58, Class 1?  Yes  No

Have you ever applied for a license to deal in second-hand motor vehicles or parts thereof?  Yes  No

If so, in what city/town: WAKEFIELD

Did you receive a license?  Yes  No If so, for what year? 2019

Has any license issued to you in Massachusetts or any other state to deal in motor vehicles or parts thereof ever been suspended or revoked?  Yes  No

  
Signature (duly authorized to represent the concern herein mentioned)

JANUARY 21 2020  
Date

Print name: GEORGE T. ALBRECHT JR.

Residential address: 29 WOODBURY ST. SOUTH HAMILTON MA 01982

Every question must be answered with full information, and false statements herein may result in the rejection of the application or the subsequent revocation of the license, if issued.

Note: If the applicant has held a license in the year prior to this application, he/she must file a duplicate of the application with the registrar. (See Sec. 59)



General Motors LLC  
Dealer Contractual Group  
Mail Code 482-A16-C66  
100 GM Renaissance Center  
Detroit, MI 48265-1000

**Sent via email to: [george@albrechtauto.com](mailto:george@albrechtauto.com)  
Personal & Confidential**

January 15, 2020

George T. Albrecht, Jr., Proposed Dealer Operator  
Albrecht Buick GMC of Wakefield Inc.  
614 North Avenue  
Wakefield, MA 01880

Dear Mr. Albrecht:

The letter supersedes the letter General Motors LLC ("GM") emailed to you on December 20, 2019. Albrecht Buick GMC of Wakefield Inc. ("Proposed Dealer Company"), George T. Albrecht, Jr. (as "Proposed Dealer Operator") propose that GM enter into a General Motors Dealer Sales and Service Agreement for the establishment of Buick GMC sales and service dealership operations at a site located at 614 North Avenue Wakefield, MA 01880 (the "Location"). Proposed Dealer Company and Proposed Dealer Operator are together referred to as the "Applicants" and the foregoing as the "Proposal."

GM approves the Proposal, subject to and conditioned upon GM's receipt and review of George T. Albrecht, Jr. and George T. Albrecht, Sr.'s Massachusetts State wide background search, and Applicants' acceptance of the terms, conditions and requirements set forth in this letter agreement ("Letter Agreement"). If Applicants do not accept the terms and conditions by signing and returning an unaltered copy to GM, within **30 days** of receipt, then the offer made by this Letter Agreement is revoked and this Letter Agreement will be null and void.

After Applicants fulfill the requirements set forth below and subject to all terms, conditions, and requirements of this Letter Agreement, GM will offer the then current standard form General Motors Dealer Sales and Service Agreement for Buick GMC ("Dealer Agreement") to Proposed Dealer Company for the Buick GMC sales and service dealership operations at the Location. In order to carry out their intention to establish Buick GMC dealership operations and name George T. Albrecht, Jr. as Dealer Operator under the Dealer Agreement, the parties agree as follows:

1. **Documents and Information Required for Execution of the Dealer Agreement:** Applicants will provide GM with the documents and information listed below:
  - Evidence that the investment has been made in accordance with the proposal for the capitalization of the Proposed Dealer Company, to include originating account disbursements as represented on the Source of Funds Statement together with like deposits into the Dealer Company accounts.
  - Prior to activation, the Pro Forma Balance Sheet needs to be filled out accurately in the Dealer Contractual Information and Change Request system ("DCICR"), Change Request # 76389.
  - A copy of the signed lease(s) for the Location.
  - Proposed Dealer Operator will need to complete and return the following forms and documents:
    - The Dealer Authorization Agreement for Automatic Withdrawals/Deposits form (attached) completed and signed on behalf of Proposed Dealer Company. This will be used to establish Proposed Dealer Company's open account with GM; Part I is to be completed by Applicants, and Part II is to be completed by Proposed Dealer Company's financial institution.
    - The Dealer Election Form for Wholesale Floor Plan Program & Holdback Payment Plan (attached), completed and signed on behalf of Proposed Dealer Company.

- Partner Security Coordinator "PSC". After you sign this letter agreement and return it to GM, you will receive a system-generated email with a link to access and electronically sign and submit a PSC form to GM. The PSC is responsible for providing the appropriate Proposed Dealer Company employees with access to GM GlobalConnect. It is critical that you complete this form so that when GM activates the Proposed Dealer Company, the PSC will be able to set up the dealership to communicate with GM.
  - The GM-DI Lease Assignment form (attached). GM must receive an original signed document.
  - The GM-DI Consent and Agreement of Land Owner form (attached). GM must receive an original signed document.
  - The GM-DI Request for Signage Change form (attached) for panel and/or line-make changes.
2. **Line of Credit:** Prior to execution of the Dealer Agreement, Applicants will provide evidence to GM that Proposed Dealer Company has obtained a separate line of credit from a creditworthy financial institution acceptable to GM to enable Proposed Dealer Company to finance the purchase of a sufficient number of new GM vehicles to meet its obligations under the Dealer Agreement. The required documentation is outlined in the Wholesale Payment Procedures, revised May 2016 (attached).
  3. **Licenses:** Applicants will obtain all necessary licenses to conduct Buick GMC dealership operations at the Location. It is Proposed Dealer Company's sole responsibility to take all necessary steps in a timely manner to obtain such licenses under the provisions of any applicable statutes and regulations. GM is not responsible for any costs, expenses, damages or delays incurred as a result of any delay in securing these licenses.
  4. **Capital Stock:** All of the capital stock in Proposed Dealer Company must be personally and directly owned by Proposed Dealer Operator and others on a basis acceptable to GM. Proposed Dealer Operator will own and continue to own, on a personal and direct basis, an unencumbered interest of at least fifteen percent (15%).
  5. **Milestone Commitments:** Applicants will satisfy each and every one of the following conditions in a timely manner.
    - a. **Facility Change Proposal:** Please refer to Paragraph 6 for information regarding the GM Facility Image Program and Paragraph 7 for Facility Space/Premises Requirements. Once the proposed construction documents are finalized consistent with the requirements in paragraphs 6 and 7, Dealer is required to submit a Facility Change Proposal to GM for its review and approval via the DCICR application which is available under the Business Administration workbench in Global Connect. Applicants will not award any construction contracts until GM has approved the facility proposal and agrees not to make any substantial changes to the approved proposal without obtaining GM's prior written approval.
    - b. **Commencement of Operations:** Applicants will complete Facility Image renovation of the Buick GMC dealership premises at the Location no later than **March 1, 2022**, unless this date is extended as provided in Paragraph 15, Terms and Extensions, below.
      - i. **90 days prior to completion** of the newly renovated facility, Dealer will notify Allisia Powell at 313.665.2233 and provide final facility information so that GM can update its records and issue a new Facility Premises Addendum to the Dealer Sales and Service Agreement.

The dates in Paragraph 5 are called the "Milestone Commitments." Time is of the essence in this Letter Agreement. GM has the right to revoke its approval of the Proposal if Applicants fail to satisfy any of the Milestone Commitments by the dates specified.
  6. **Facility Image:** Applicants will provide and maintain facilities at the Location satisfactory to GM in both appearance and layout. The facilities and premises will be adequate in size for a Buick GMC dealer to effectively conduct dealership operations at the Location. The facility will satisfy all of GM's facilities requirements as set forth at [www.gmfacilityimage.com](http://www.gmfacilityimage.com) and will be completed utilizing the GM Facility Image Program, including appropriate product identification signage. Please refer to the GM facility website for image and product identification signage requirements at [www.gmfacilityimage.com](http://www.gmfacilityimage.com).

7. **Facility (Space/Premises) Requirements:** Facility requirements include minimum space standards. Based upon average historical dealership performance/ operations in similar size markets, the New Location must meet the minimum space standards noted on Exhibit A, attached. If Applicants want to propose changes to these minimum space standards based upon their specific dealership operations, Applicants must submit a written request to GM containing a detailed explanation of the circumstances and reason(s) for such changes. The space requirements for the proposed dealership operations at the Location are as set forth above, except for any changes approved in writing by GM.
8. **Non-GM Dual Policy/Excess Facilities Policy:** The construction of an excessively large or expensive facility is strongly discouraged and generally will not be approved by GM. Dealer Company will not be entitled to any special consideration with respect to distribution of vehicles or any other aspect of its relationship with GM by reason of any excessively large or expensive facility. Furthermore, it is GM's policy (refer to GM Dealer Bulletin GM 01-19, Non-GM Dual Policy, dated October 1, 2001) that non-GM products should not be sold or serviced from GM dealerships, and Applicants represent and agree that the dealership premises and facilities for Buick GMC dealership operations at the New Location will not be utilized for any unauthorized non-GM dealership operations.
9. **Net Working Capital:** Applicants will make available and maintain for use in its GM sales and service business an unencumbered amount of net working capital as set forth in the minimum Capital Standard Addendum to the Dealer Agreement.
10. **Technology Infrastructure Standards:** Proposed Dealer Company must comply with GM's information technology infrastructure standards for dealerships as described on this GM website: [www.gmdit.com](http://www.gmdit.com).
11. **Data Sharing Authorization:** The Dealer Agreement requires dealers provide data to General Motors in a manner specified by GM. If Proposed Dealer Company has contracted or plans to contract for services from a Dealer System Provider (DSP), you must provide authorization for GM to exchange files with Proposed Dealer Company's DSP and/or its IT partners/agents. Upon activation of dealer code(s) and access to GM Global Connect, you must submit enrollment forms for both 3rd Party Data Sharing and Dealer Data Share (DDS) which are available on [www.GMGlobalConnect.com](http://www.GMGlobalConnect.com) within the Business Administration Workbench through the "Online Enrollment Forms" link. If Proposed Dealer Company is not contracting with a DSP, GM must be advised it will not need to exchange files on its behalf.
12. **Parts and Accessories Terms of Sale Bulletin:** The Parts and Accessories Terms of Sale Bulletin, No. 2017-1 U.S. is enclosed for your reference. Please refer to this bulletin for questions regarding General Motors parts, specifically under "III. Return Plan, Section I. Buy/Sell Dealer Termination Parts Return Assistance Policy."
13. **Independent Analysis:** Applicants acknowledge, represent and agree that the Proposal is based upon their independent analysis of a business opportunity they wish to pursue. Applicants further represent and agree that in determining to enter into this Letter Agreement and to pursue the underlying business opportunity, they are not relying upon any representation, promise, guarantee or information provided by GM or by any employee, agent or representative of GM, except as expressly set forth in this Letter Agreement.
14. **Premises Liability Disclaimer:** Nothing in this Letter Agreement, including GM's space requirements or GM's approval of facility plans, creates or imposes upon GM any obligations or liabilities with respect to the dealership premises and/or facility beyond those specifically set forth in Article 15 of the Dealer Agreement.
15. **Term and Extensions:** This Letter Agreement will expire automatically on **February 13, 2020**, if not executed by Applicants. In its sole discretion, GM may extend any date set forth in this Letter Agreement if Applicants request an extension of time in writing prior to such date and GM determines that additional time is necessary as a result of circumstances beyond Applicants' reasonable control.
16. **Third Party Protest:** GM's approval of the establishment of the Buick GMC dealership to the Location is subject to and conditioned upon the satisfactory and final resolution of all disputes, protests, or complaints arising out of or related to the establishment. Accordingly, GM is not responsible or liable for the consequences, including any costs, expenses, or damages, resulting from actions taken by any government entity or other third party which result in the delay or prevention of the establishment of a Buick GMC dealership to the Location, including any such costs, expenses or damages resulting from actions or proceedings filed or commenced by existing GM dealers or others in any administrative, judicial or other governmental forums, under the GM Dispute Resolution Process (copy



attached), or as a result of adverse rulings in such proceedings. Applicants agree to cooperate fully and use their best efforts to assist GM in any litigation filed or action taken by GM or others concerning the establishment of a Buick GMC dealership to the Location, including but not limited to actions filed by third parties seeking to prevent or delay the establishment of Buick GMC dealership operations to the Location. GM has the sole right and discretion to determine whether and to what extent it will pursue, defend, or join any litigation, arbitration or other action necessary to relocate dealership operations to the Location, including whether to appeal or challenge any court or government agency order or decision.

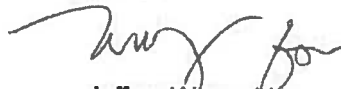
17. **General Liability Disclaimer:** GM is not responsible or liable for any obligations or liabilities incurred by the Applicants which arise out of or are connected with Applicants' compliance with any term, condition or requirement contained in this Letter Agreement.
18. **Selling Dealer's Commitments to GM:** Before GM enters into the Dealer Agreement with Proposed Dealer Company, Selling Dealer will satisfy all of its commitments to GM, including, but not limited to, the satisfaction of any indebtedness of Selling Dealer to GM.
19. **Dispute Resolution:** If there are any disputes between Applicants and GM under this Letter Agreement, then Applicants consent to use the GM Dispute Resolution Process to resolve such disputes.
20. **Attorney Fees:** Applicants recognize that existing Buick GMC dealers may contest the establishment of the Buick GMC dealership to the New Location. If such a contest occurs which cannot be resolved through the GM Dispute Resolution Process, GM may incur substantial expenses, including attorney fees, expert witness fees, and other litigation costs in reliance on Applicants' commitment to fulfill its obligations under this Letter Agreement. Therefore, if such a contest is successfully resolved, but Applicants do not fully comply with their obligations under this Letter Agreement, then Applicants agree to reimburse GM for all GM's expenses incurred in connection with any such contest, including but not limited to attorney fees, expert witness fees and other litigation and dispute resolution costs. If, and only if, Applicants' failure to comply is the result of either (i) labor strikes, material shortages, fires or acts of God, or (ii) a final, unappealable order of decision from a court, governmental agency or other third-party preventing Buick GMC dealership operations at the New Location, this paragraph will not apply.
21. **Accurate Representations/Data:** Applicants represent that all information and written materials submitted in connection with their Proposal and to be submitted under this Letter Agreement are complete, true and accurate. GM's obligation to enter into the Dealer Agreement with Proposed Dealer Company for the Location is contingent upon (i) Applicants' satisfying the terms, conditions and requirements set forth above, and (ii) the accuracy of the representations contained in the Proposal and related materials. Therefore, Applicants agree that should either (a) Proposed Dealer Company or Proposed Dealer Operator fail or refuse to fulfill all of the terms and conditions set forth, or (b) GM determine that the Proposal or any related materials were inaccurate, untrue or incomplete, or (c) GM be prevented in any way from appointing Proposed Dealer Company as a Buick GMC dealer at the Location, then GM may, at its option, revoke this Letter Agreement and terminate all of its commitments described herein, without any obligation or liability whatsoever to Proposed Dealer Company or Proposed Dealer Operator.
22. **Dealer Agreement:** Applicants will fulfill all of the terms and conditions set forth in the Dealer Agreement. We have attached a copy of the Dealer Sales and Service Agreement Standard Provisions and Dispute Resolution Process for your review. Upon execution of the Dealer Agreement by Proposed Dealer Company, all of the obligations set forth in this Letter Agreement are incorporated by reference into the Dealer Agreement.
23. **Dealer Operator/Assignment Limitations:** GM executes this Letter Agreement in reliance upon the personal services, business experience and financial qualifications of George T. Albrecht, Jr. as Proposed Dealer Operator. Accordingly, Applicants may not assign, transfer or convey this Letter Agreement, in whole or in part, without the express written consent of GM. Moreover, GM is not obligated, under any circumstances, to enter into the Dealer Agreement with Proposed Dealer Company, unless Proposed Dealer Operator is named dealer operator thereof in accordance with the terms of this Letter Agreement. Although this Letter Agreement is entered into in reliance upon the personal services, business experience and financial qualifications of the Proposed Dealer Operator, Proposed Dealer Company is the only party to the Dealer Agreement with GM. Upon execution of the Dealer Agreement as contemplated by this Letter Agreement, the provisions of the Dealer Agreement supersede the inconsistent terms, conditions and requirements of this Letter Agreement, except that GM may continue to rely upon the representations and promises of the Applicants contained in this Letter Agreement.

There are no other agreements, or understandings, written or verbal, between the parties with regard to the matters covered by this Letter Agreement, aside from the previously-executed Network Agreements (i.e., Summary Agreement, Exclusive Use Agreement, No-Protest Agreement & Recovery Agreement) and the documents referenced and contemplated herein. The parties acknowledge and represent that: 1) this Letter Agreement will be construed according to the laws of the State of Michigan, 2) this Letter Agreement cannot be modified except by a writing executed by an authorized individual of behalf of each of the parties, and 3) no representative of GM is authorized to orally modify this Letter Agreement or any of its terms, conditions or requirements in this Letter Agreement.

If Applicants agree to the terms, conditions and requirements contained in this Letter Agreement, please return a signed copy to GM within the time frame set forth above. Please maintain a copy for your records. A signed copy of this Letter Agreement and any documents and information that Applicants are to provide to GM pursuant to this Letter Agreement should be faxed or emailed to your GM Contractual Manager, Allisia Powell at 313.432.2914. Please call Allisia at 313.665.2233 or me if you have any questions about this matter.

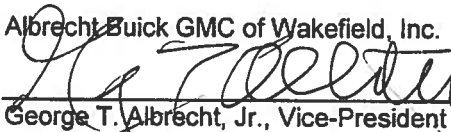
**Please note that in the event GM and Proposed Dealer Company enter into the Dealer Agreement, the Dealer Agreement will become effective on the first business day following the date on which the Dealer Agreement is signed by Proposed Dealer Company and GM, and unless otherwise noted, will reflect an expiration date of October 31, 2020 to coincide with the expiration date of the standard GM Dealer Agreement.**

Sincerely,

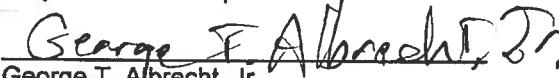


Jeffrey Wormald  
Zone Manager  
General Motors LLC  
617.733.5330

Acknowledged and agreed this 16 day of JANUARY, 2020

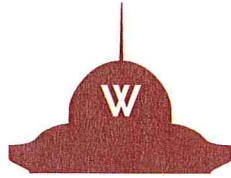
Albrecht Buick GMC of Wakefield, Inc.  
By:   
George T. Albrecht, Jr., Vice-President

Proposed Dealer Operator

  
George T. Albrecht, Jr.

Attachments: Dealer Authorization Agreement for Automatic Withdrawals/Deposits form  
GM Dealer Bulletins: Parts and Accessories Terms of Sale Bulletin, No. 2017-1 U.S.  
GM-DI Lease Assignment form  
GM-DI Consent and Agreement of Land Owner form  
  
GM-DI Request for Signage Change form  
Wholesale Payment Procedures instructions  
GM Dealer Sales and Service Agreement Standard Provisions & Dispute Resolution Process  
Exhibit A, Dealer Minimum Space Standards

cc: Kelly Lodish (Standards for Excellence)  
Kevin Boyne (CRM)  
Charles Winstel (Facility Image)  
Janet Cascadden (CCA - GM Protection Program)



# TOWN OF WAKEFIELD

TOWN ADMINISTRATOR'S OFFICE

## Application For a One-Day Liquor License

Applications must be submitted with \$50 application fee to Sherri Dalton, Executive Assistant, in the Town Administrator's office.

Application is made to the Town of Wakefield Licensing Authority in accordance with their rules and regulations made under authority of applicable statutes.

Applicant name: The Wakefield Lynnfield Chamber of Commerce       Individual     Business

Applicant address: 5 Common Street, Wakefield, MA 01880

Email: cmbarrett@cjbarrett.com      Phone: \_\_\_\_\_

Business name and owner (if applicable): Christopher M. Barrett

Business address: \_\_\_\_\_

Event date: 05/02/2020      Start time: 7:00 p.m.      End time: 11:00 p.m.

Address of event: Lucius Beebe Memorial Library

Purpose of event:

To support Beebe programs including Plaza Jazz and community programs and events promoted, produced or sponsored by the Chamber of Commerce. This request is for a 30 day duration from April 5, 2020 through May 5, 2020.

Signature of applicant

Date

I, the undersigned, certify under the penalties of perjury that I, to my best knowledge and belief, have filed all State tax returns and paid all State taxes required by law.

This license will not be issued unless this certification clause is signed by the applicant. Your social security number or FID number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licensees who fail to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of MGL c. 62C, §49.

Signature of individual or corporate officer

SSN / FID, as applicable

Date





January 21, 2020

Town Council, Edward F. Dombrowski, Jr, Chair  
Town Hall  
1 Lafayette Street  
Wakefield MA 01880

Dear Mr. Dombrowski and Members of the Council,

The Blossoms at the Beebe Committee and The Wakefield Lynnfield Chamber of Commerce is requesting a liquor license for a fundraising event held at the Lucius Beebe Memorial Library on May 2<sup>nd</sup>, 2020 from 7 PM 11 PM. The annual Event, Blossoms at the Beebe, is a Fundraiser sponsored by the Wakefield Lynnfield Chamber of Commerce with endorsement of the Trustees of the Library. The proceeds support Beebe programs including Plaza Jazz and community programs and events promoted, produced or sponsored by the Chamber of Commerce.

The Event will require a full liquor license in order to hold a cash bar. In keeping us in compliance with regulations set by ABCC and because of the necessity of acquiring the alcoholic beverages and returning unused portions to we are requesting that the license be of 30 day duration, from April 5<sup>th</sup> through May 5<sup>th</sup>.

Thank you for your consideration of the request.

  
Christopher M. Barrett,

Sponsorship Chair, Blossoms at Beebe 2020  
Co President, Wakefield Lynnfield Chamber of Commerce

BRIAN D. McGRAIL  
ATTORNEY AT LAW  
LAKESIDE OFFICE PARK  
599 NORTH AVENUE  
SUITE SEVEN, SECOND FLOOR  
WAKEFIELD, MASSACHUSETTS 01880

TELEPHONE  
(781) 246-9999

FAX  
(781) 246-1986

January 22, 2020

Edward F. Dombroski, Jr., Chair  
Wakefield Town Council  
Town Hall  
1 Lafayette Street  
Wakefield, MA 01880

RE: Zoning Bylaw Change Affecting 102 New Salem Street, Wakefield, Massachusetts

Dear Mr. Chair,

This office represents Joseph Tavano regarding a proposed change to the Zoning Bylaw, Town of Wakefield for inclusion as an Article on the May 4, 2020 Town Meeting Warrant affecting land owned by my client and referenced above.

Enclosed please find the proposed change signed and initiated by Mr. Tavano as the owner of land to be affected by said change and also signed and initiated by more than ten (10) registered voters in the Town of Wakefield.

I respectfully request that you place this matter on the agenda for your meeting on Monday January 27, 2020 so that we may present the proposed Article for inclusion on the Town Meeting Warrant and referral to the Planning Board for a public hearing as required by law.

If any questions arise please feel free to contact me and thank you in advance for your anticipated cooperation.

Yours truly,



Brian D. McGrail, Esq.

CC: Joseph Tavano

**Proposed Changes To Chapter 190- Zoning Bylaw, Town of Wakefield**

We (names below), registered voters in the Town of Wakefield Massachusetts, pursuant to the provisions of the Zoning Bylaw, Town of Wakefield and/or the Wakefield Home Rule Charter and/or MGL c. 40A, s.5, hereby submit proposed amendments, additions and/or repeals to the Zoning Bylaw, Town of Wakefield and/or the Wakefield Zoning Map attached hereto as Exhibit "A" and incorporated herein by reference.

Joseph Tavano, of 23 Eaton Street, Wakefield, Massachusetts, pursuant to the provisions of the Zoning Bylaw, Town of Wakefield and/or the Wakefield Home Rule Charter and/or MGL c. 40A, s. 5, is also submitting said proposed amendments, additions and/or repeals to the Zoning Bylaw, Town of Wakefield and/or the Wakefield Zoning Map attached hereto as Exhibit "A" and incorporated herein by reference, as the owner of land to be affected by the same.

**Joseph Tavano**


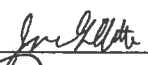
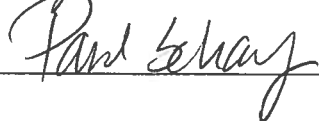
Home Address:

23 Eaton Street  
Wakefield, MA

Land/Property To Be Affected: 102 New Salem Street  
Wakefield, MA.

  
\_\_\_\_\_  
Joseph Tavano

**REGISTERED VOTERS IN THE TOWN OF WAKEFIELD,  
MASSACHUSETTS**

<u>Name (Printed)</u>	<u>Name (Signed)</u>	<u>Address</u>
1. JOSEPH TAVANO		23 EATON
2. Jane Gillette		69 Pleasant
3. PAUL SCHAEFF		69 Pleasant St.

4. ~~KATHLEEN SCHARF~~ Kathleen Scharf 89 Pleasant
5. Sylvia Scharf Sylvia Scharf 69 Pleasant St
6. Patrick Conlon Patrick Conlon 20 Eaton St
7. Lora Barker Lora Barker 38 Salem St
8. ~~Joseph E. TAVANO~~ Joseph E. Tavano 93 Butler Ave.
9. DONALD C. TAVANO Donald C. Tavano 93 BUTLER AVE.
10. ~~John A. Frongillo~~ John A. Frongillo 100 Butler Ave
11. JANET FRONGILLO - Janet Frongillo - 100 BUTLER AVE
12. RICHARD NELSON Richard Nelson 97 BUTLER AVE
13. Amy Nelson Amy Nelson 97 Butler Ave
14. Carole Pearsons <sup>CAROLE PEARSONS</sup> 97 Butler Ave
15. PAUL BUTLER Paul Butler 112 BUTLER AVE.
16. Annette Butler Annette Butler 112 Butler Ave
17. CARLA RINGDAHL Carla Ringdahl 305 Water St
18. LUCA R. DI NANNO Luca R. Di Nanno 6 Benedetto Circle
19. JANET DI NANNO Janet Di Nanno 6 Benedetto Circle
20. STEVEN FITZPATRICK Steven Fitzpatrick 46 EMERSON ST

**EXHIBIT "A"**

**Warrant Article \_\_\_\_\_**: To see if the Town will vote to amend the Zoning Bylaw, Town of Wakefield by amending the Wakefield Zoning Map dated May 2, 2016 by changing the zoning district designation of so much of the property on New Salem Street shown on the Wakefield Assessors Maps as Parcel 012 on Map 29 as is currently within the Industrial District or Single Residence District to the General Residence District, as shown on a map on file with the Town Clerk, or to see what the Town will do about it.

c:\Wakefield\TavanoRezoningArticle



Sketch Plan in  
**WAKEFIELD, MASS.**

Hayes Engineering, Inc.  
Civil Engineers & Land Surveyors  
603 Salem Street  
Wakefield, MA 01880

Telephone: 781.246.2800  
Facsimile: 781.246.7596  
www.hayeseng.com

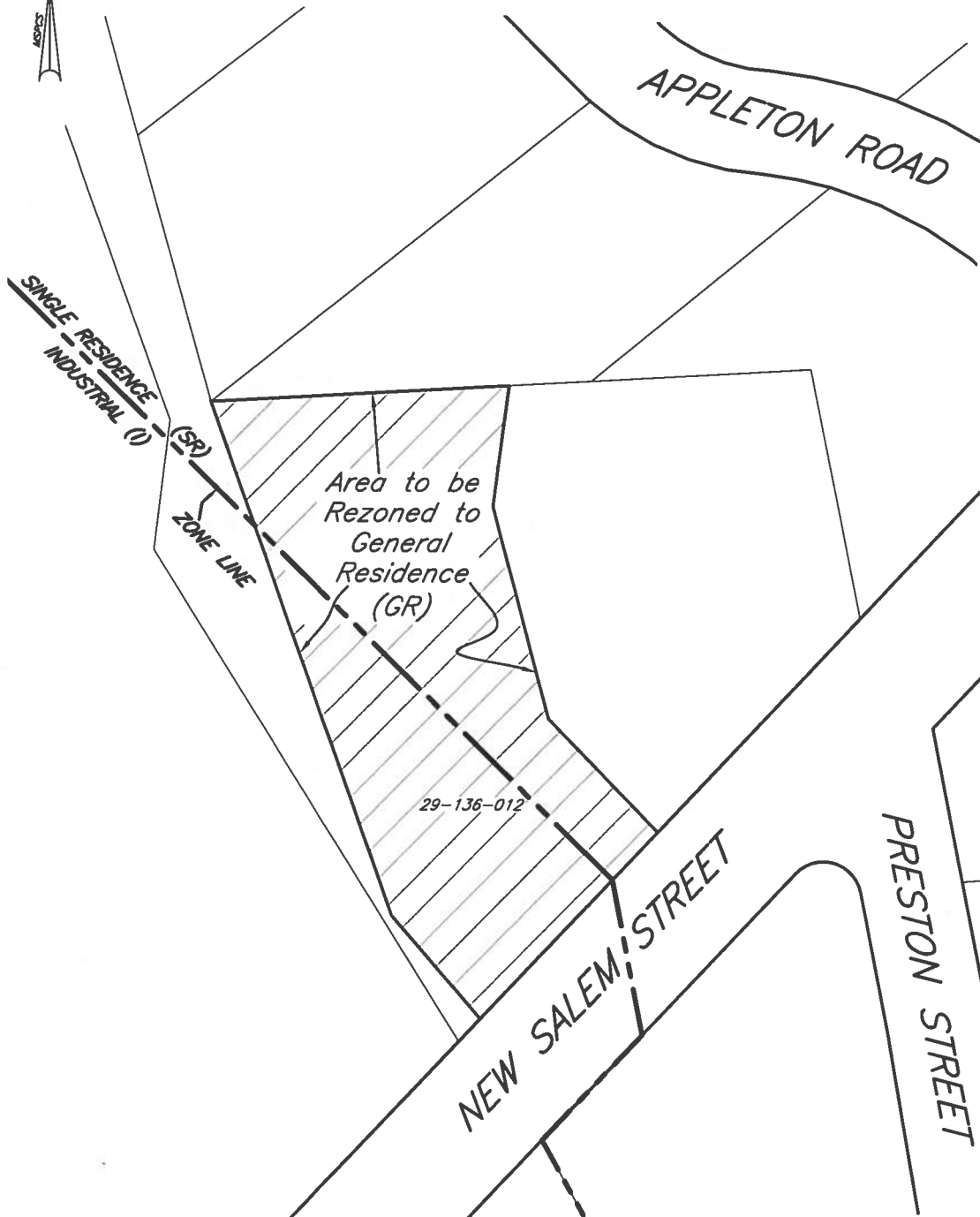
Scale: 1" = 40'



January 21, 2020



Showing Assessors' Parcel  
#29-136-012 (102 New Salem Street)  
to be Rezoned to General Residence



BRIAN D. McGRAIL  
ATTORNEY AT LAW  
LAKESIDE OFFICE PARK  
599 NORTH AVENUE  
SUITE SEVEN, SECOND FLOOR  
WAKEFIELD, MASSACHUSETTS 01880

TELEPHONE  
(781) 246-9999

FAX  
(781) 246-1986

January 22, 2020

Edward F. Dombroski, Jr., Chair  
Wakefield Town Council  
Town Hall  
1 Lafayette Street  
Wakefield, MA 01880

RE: Zoning Bylaw Change, Wakefield, Massachusetts

Dear Mr. Chair,

This office represents The Savings Bank regarding a proposed change to the Zoning Bylaw, Town of Wakefield for inclusion as an Article on the May 4, 2020 Town Meeting Warrant affecting land owned by my client.

Enclosed please find the proposed change signed and initiated by The Savings Bank and Four Avon Realty Trust as the owners of land to be affected by said change and also signed and initiated by more than ten (10) registered voters in the Town of Wakefield.

I respectfully request that you place this matter on the agenda for your meeting on Monday January 27, 2020 so that we may present the proposed Article for inclusion on the Town Meeting Warrant and referral to the Planning Board for a public hearing as required by law.

If any questions arise please feel free to contact me and thank you in advance for your anticipated cooperation.

Yours truly,



Brian D. McGrail, Esq.

CC: The Savings Bank  
Robert J. DiBella, President

**Proposed Changes To Chapter 190- Zoning Bylaw, Town of Wakefield**

We (names below), registered voters in the Town of Wakefield Massachusetts, pursuant to the provisions of the Zoning Bylaw, Town of Wakefield and/or the Wakefield Home Rule Charter and/or MGL c. 40A, s.5, hereby submit proposed amendments, additions and/or repeals to the Zoning Bylaw, Town of Wakefield and/or the Wakefield Zoning Map attached hereto as Exhibit "A" and incorporated herein by reference.

The Savings Bank, with a principal place of business at 357 Main Street, Wakefield, Massachusetts, pursuant to the provisions of the Zoning Bylaw, Town of Wakefield and/or the Wakefield Home Rule Charter and/or MGL c. 40A, s. 5, is also submitting said proposed amendments, additions and/or repeals to the Zoning Bylaw, Town of Wakefield and/or the Wakefield Zoning Map attached hereto as Exhibit "A" and incorporated herein by reference, as the owner of land to be affected by the same.

Mark J. Simeola and Patrick W. Skulley as Trustees of the Four Avon Realty Trust with an address of 4 Avon Street, Wakefield, Massachusetts pursuant to the provisions of the Zoning Bylaw, Town of Wakefield and/or the Wakefield Home Rule Charter and/or MGL c. 40A, s. 5, is also submitting said proposed amendments, additions and/or repeals to the Zoning Bylaw, Town of Wakefield and/or the Wakefield Zoning Map attached hereto as Exhibit "A" and incorporated herein by reference, as the owner of land to be affected by the same.

---

**The Savings Bank**


Principal Address:

357 Main Street  
Wakefield, MA

Additional Property Owned:

347 Main Street  
3 Chestnut Street  
Wakefield, MA.  
907 Main Street  
Wakefield, MA.

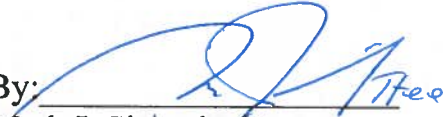
By:   
Robert J. DiBella, President

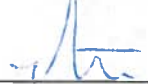
By:   
Denise Carbone, Treasurer

**Four Avon Realty Trust**

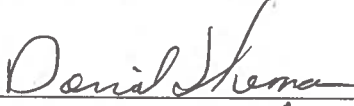
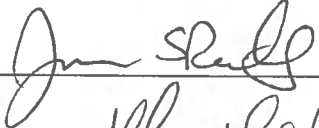
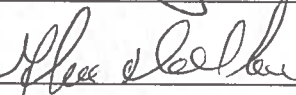
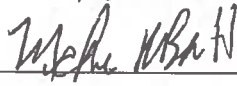
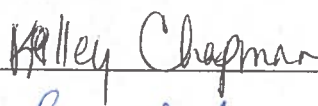
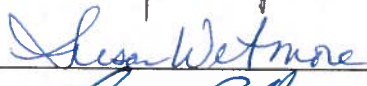

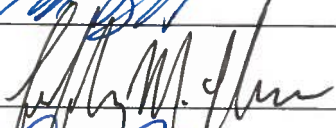
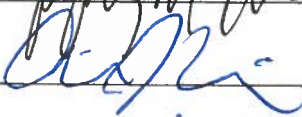
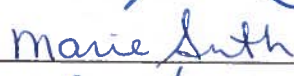

Principal Address &  
Property Owned:

4 Avon Street  
Wakefield, MA

By:   
Mark J. Simeola, Trustee

By:   
Patrick W. Skulley, Trustee

REGISTERED VOTERS IN THE TOWN OF WAKEFIELD,  
MASSACHUSETTS

<u>Name (Printed)</u>	<u>Name (Signed)</u>	<u>Address</u>
1. Daniel Sherman		16 High St.
2. JOANNE REILLY		131 PROSPECT ST.
3. Glenn Dolbear		44 Elm St
4. Michael Boutt		5 Mc Donnell Farm Rd
5. Kelley Chapman		194 Main St.
6. Susan Wetmore		12 Sunset Dr
7. CHRIS Barrett		31 Pinehill Cir
8. JEFFREY KLARK S		10 EATON STREET
9. Aimee Lominac		8 Stark Ave
10. Marie Smith		7 Newell Rd
11. Chris Hickney		9 Linda Rd

12. Edward Longi E Longi 129 Chestnut St
13. RICHARD SMITH Richard Smith 10 Walnut St
14. Joseph Penta J Penta 25 Fairmount Ave
15. Shawn Murphy Sh Murphy 9 Sheffield
16. Allyson Gael Houghton Allyson Gael Houghton 20 Morgan Ave
17. Bruce Donovan Bruce Don 32 Gould St
18. Anthony Guerdie A Guerdie 27 Davey Cox
19. Megan Thelen M Thelen 96 Cedar St
20. Janet LeBlanc J LeBlanc 5 Nelly St.

## **EXHIBIT "A"**

**Warrant Article \_\_\_\_\_** : To see if the Town will vote to amend the Zoning Bylaw, Town of Wakefield by amending the Wakefield Zoning Map dated May 2, 2016 by changing the zoning district designation of so much of the properties on Main Street, Avon Street and Chestnut Street shown on the Wakefield Assessors Maps as Parcel 87D on Map 12, Parcel 087 on Map 12, Parcel 076 on Map 12, Parcel 62+ on Map 12 and portions of Avon Street and Chestnut Street as is currently within the General Residence District to the Business District, as shown on a map on file with the Town Clerk, or to see what the Town will do about it.

c:\Wakefield\TSBRezoningArticle

# Sketch Plan in WAKEFIELD, MASS.

Hayes Engineering, Inc.  
Civil Engineers & Land Surveyors  
603 Salem Street  
Wakefield, MA 01880

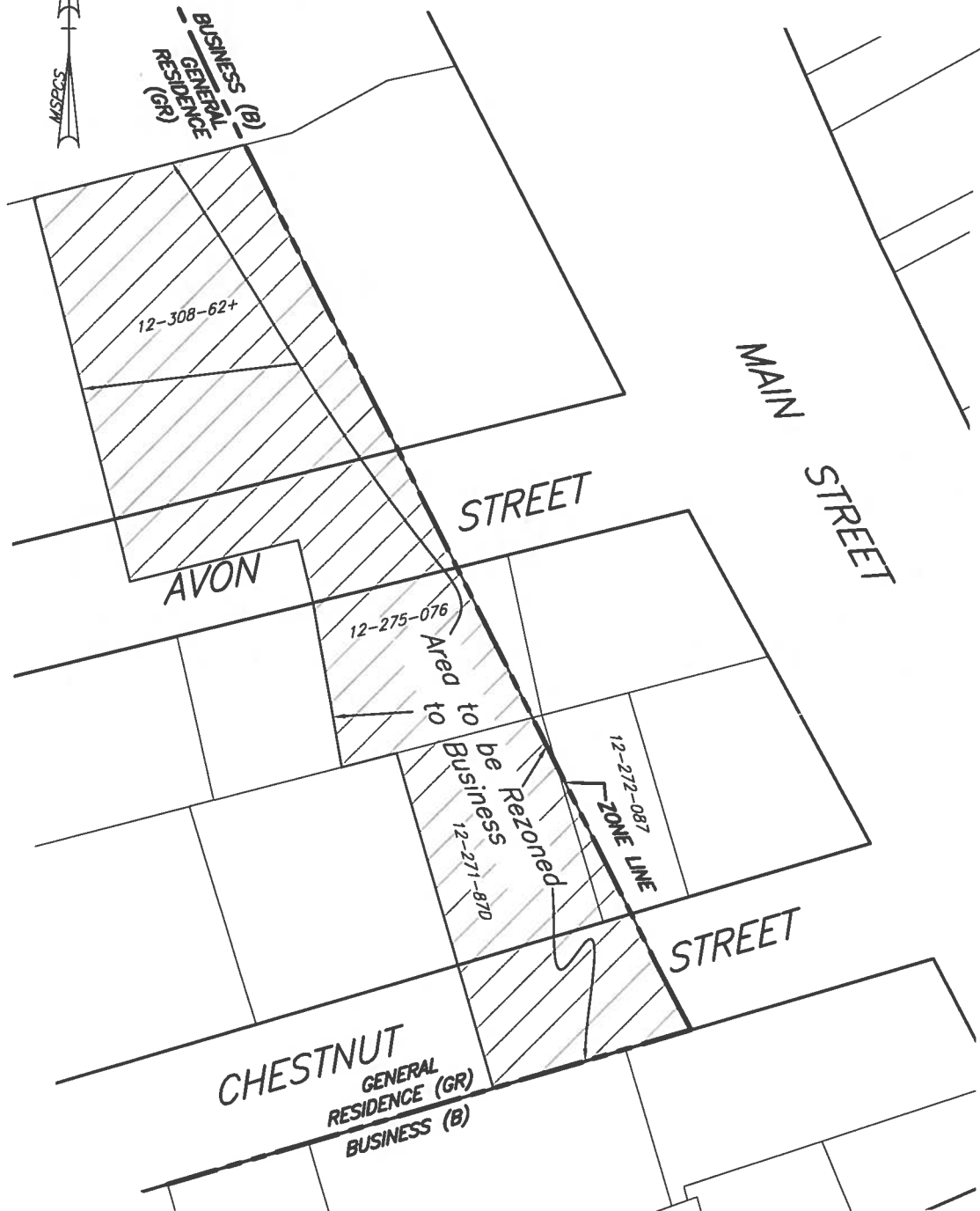
Telephone: 781.246.2800  
Facsimile: 781.246.7596  
www.hayeseng.com

Scale: 1" = 40'



January 15, 2020

Showing Portions of Assessors' Parcels  
#12-271-87D, #12-272-087, #12-275-076,  
#12-308-62+, Avon Street and  
Chestnut Street to be Rezoned to Business



BRIAN D. McGRAIL  
ATTORNEY AT LAW  
LAKESIDE OFFICE PARK  
599 NORTH AVENUE  
SUITE SEVEN, SECOND FLOOR  
WAKEFIELD, MASSACHUSETTS 01880

TELEPHONE  
(781) 246-9999

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January 22, 2020

Edward F. Dombroski, Jr., Chair  
Wakefield Town Council  
Town Hall  
1 Lafayette Street  
Wakefield, MA 01880

RE: Zoning Bylaw Change, Wakefield, Massachusetts

Dear Mr. Chair,

This office represents The Savings Bank regarding a proposed change to the Zoning Bylaw, Town of Wakefield for inclusion as an Article on the May 4, 2020 Town Meeting Warrant affecting land owned by my client.

Enclosed please find the proposed change signed and initiated by The Savings Bank as the owners of land to be affected by said change and also signed and initiated by more than ten (10) registered voters in the Town of Wakefield.

I respectfully request that you place this matter on the agenda for your meeting on Monday January 27, 2020 so that we may present the proposed Article for inclusion on the Town Meeting Warrant and referral to the Planning Board for a public hearing as required by law.

If any questions arise please feel free to contact me and thank you in advance for your anticipated cooperation.

Yours truly,



Brian D. McGrail, Esq.

CC: The Savings Bank  
Robert J. DiBella, President



**Proposed Changes To Chapter 190- Zoning Bylaw, Town of Wakefield**

We (names below), registered voters in the Town of Wakefield Massachusetts, pursuant to the provisions of the Zoning Bylaw, Town of Wakefield and/or the Wakefield Home Rule Charter and/or MGL c. 40A, s. 5, hereby submit proposed amendments, additions and/or repeals to the Zoning Bylaw, Town of Wakefield attached hereto as Exhibit "A" and incorporated herein by reference.

The Savings Bank, with a principal place of business at 357 Main Street, Wakefield, Massachusetts, pursuant to the provisions of the Zoning Bylaw, Town of Wakefield and/or the Wakefield Home Rule Charter and/or MGL c. 40A, s. 5, is also submitting said proposed amendments, additions and/or repeals to the Zoning Bylaw, Town of Wakefield attached hereto as Exhibit "A" and incorporated herein by reference, as the owner of land to be affected by the same.

**The Savings Bank**

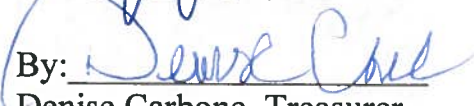
Principal Address:

357 Main Street  
Wakefield, MA

Additional Property Owned:

347 Main Street  
3 Chestnut Street  
Wakefield, MA.  
907 Main Street  
Wakefield, MA

By:   
Robert J. DiBella, President

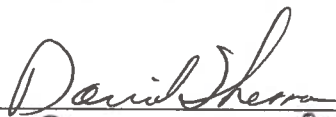
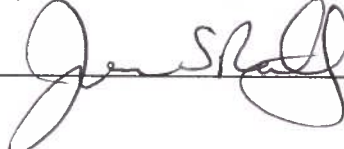
By:   
Denise Carbone, Treasurer

**REGISTERED VOTERS IN THE TOWN OF WAKEFIELD,  
MASSACHUSETTS**

Name (Printed)

Name (Signed)

Address

1. Daniel Sherman  16 High St.
2. JOANNA REILLY  131 Prospect St

3. Glenn Dolbeare ~~Glenn Dolbeare~~ 214 Elm St.
4. Michael Barrett ~~Michael Barrett~~ 5 McDonald Farm Rd
5. Kelley Chapman ~~Kelley Chapman~~ 194 Main St.
6. Susan Wetmore ~~Susan Wetmore~~ 12 Sunset Dr.
7. Christopher M. Barrett ~~Chris Barrett~~ 31 Pinchill Cir
8. ~~JEFFREY KAPES~~ ~~Jeffrey Kapes~~ 10 EATON STREET
9. Aimee Lominec ~~Aimee Lominec~~ 8 Stark Ave.
10. Marie Smith ~~Marie Smith~~ 7 Newel Rd
11. Chris Hickey ~~Chris Hickey~~ 9 Linda Rd
12. Edward Long ~~Ed Long~~ 129 Chestnut St
13. Richard Smith ~~Richard Smith~~ 10 Walnut St
14. Joseph Pinta ~~Joe Pinta~~ 29 Fairmont N.
15. Shawn Murphy ~~Shawn Murphy~~ 9 Sheffield
16. Allyson Gael Houghton ~~Allyson Gael Houghton~~ 20 Morgan Ave
17. Bruce Donovan ~~Bruce Donovan~~ 32 Gould St.
18. Anthony Guardia ~~Anthony Guardia~~ 27 Nancy Lane
19. Megan Theler ~~Megan Theler~~ 96 Cedar St
20. Janet LeBlanc ~~Janet LeBlanc~~ 5 Nelly St.

**EXHIBIT "A"**

**Warrant Article \_\_\_\_\_**: To see if the Town will vote to amend the Zoning Bylaw, Town of Wakefield as follows:

*Amend §190-31.General Regulations of the Zoning Bylaw, Town of Wakefield by adding the following at the end thereof as L.:*

L. The Board of Appeals may allow reductions and/or increases to the requirements of Table 2 (Table of Dimensional Regulations) of the Zoning Bylaw, Town of Wakefield, for professional and/or business offices and/or financial institutions by special permit. Any such reductions and/or increases shall be supported by evidence of lack of suitable land or design considerations or other similar factors. The Board of Appeals must also find that the granting of said special permit will not adversely affect the health, safety, convenience, character or welfare of the neighborhood or the Town.

*Amend §190-31.General Regulations of the Zoning Bylaw, Town of Wakefield by adding the following at the end thereof as M.:*

M. The Board of Appeals may allow reductions and/or alterations to the requirements of §190-31G of the Zoning Bylaw, Town of Wakefield, for professional and/or business offices and/or financial institutions by special permit. Any such reductions and/or alterations shall be supported by evidence of lack of suitable land or design considerations or other similar factors. The Board of Appeals must also find that the granting of said special permit will not adversely affect the health, safety, convenience, character or welfare of the neighborhood or the Town.

Or to see what the Town will do about it.

# DEVELOPING A VISION AND VALUES STATEMENT FOR WAKEFIELD

Wakefield Town Council  
January 27, 2020



TOWN OF  
**WAKEFIELD**  
MASSACHUSETTS

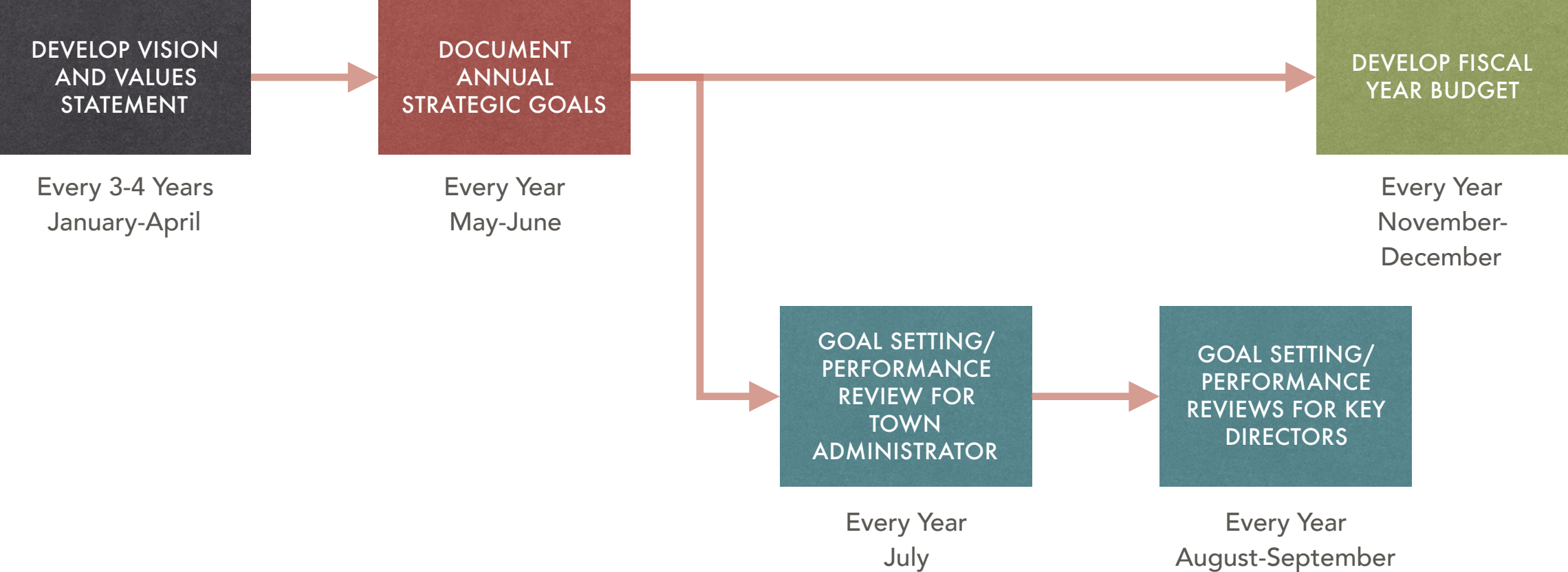


# Purpose and Rationale

- Foundation from which the Town can develop more clearly articulated strategic goals and budget priorities
- Provides a framework for evaluating competing priorities and making appropriate trade-offs



# Moving Towards a Comprehensive Performance Management Process



# Example – Ashland, Massachusetts

## COMMUNITY VALUE STATEMENTS

**Smart** – We are a progressive, thoughtful and engaged citizenry that will make informed decisions taking into account both short and long-term impacts.

**Safe** – We have genuine concern for and actively foster the physical, mental and emotional well-being of all members of our community.

**Sustainable** – We act responsibly to preserve and expand our assets, including our financial and natural resources.



## COMMUNITY VISION STATEMENT

Ashland is a town known for its quality of life. The town is characterized by residents and visitors as welcoming, inclusive, caring, and authentic which is evidenced by its diverse population, community organizations, multicultural programs, and volunteerism. The Town's school system is recognized as a leader in the state, producing not only well-educated but well-rounded students. Children have ample space to play, explore and be creative and parents feel safe letting them do so. Its businesses are rooted



in a history of innovation and are focused in but not exclusive to designated commercial corridors. Its unique system of trails and pathways serve as healthy transportation options and connect places and spaces that foster a sense of belonging. Its genuine physical and aesthetic beauty is witnessed through several prominent and beautiful vistas that reflect its heritage.



# Example – Wakefield Public Schools

## VISION

WPS graduates are confident, lifelong learners who are respectful and caring members of their community.

## MISSION

To prepare students for college, career, and community by providing **rich and challenging curriculum, high quality instruction**, and educational experiences that meet their **individual needs and interests**.

## CORE VALUES

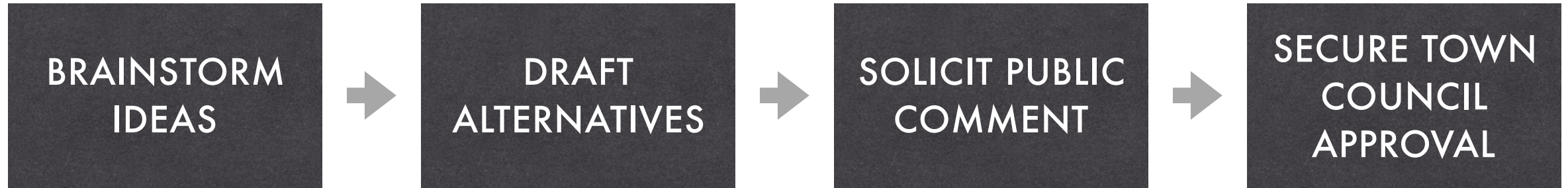
*Our Clarity of Purpose: Inspire the Love of Learning*

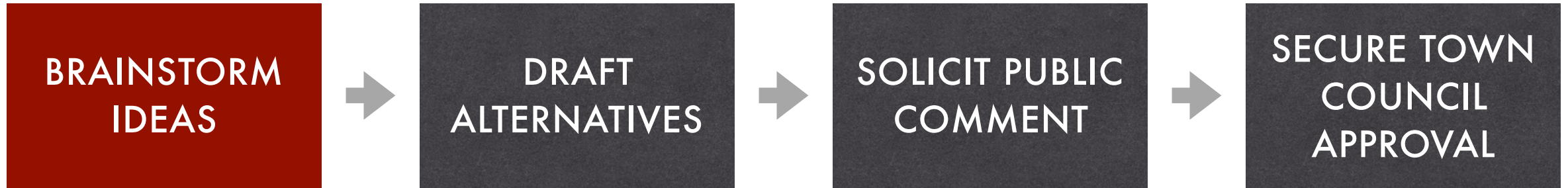
*Our Culture of Practice: Respectful and Caring*





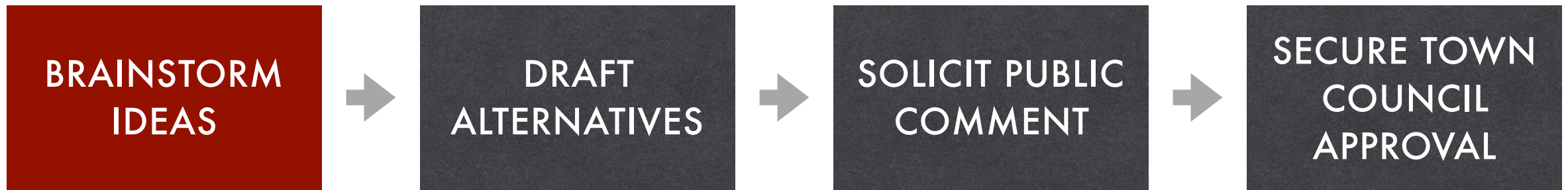
# Establishing a Vision and Values Statement





- Solicit feedback from public, employees, and other stakeholders via web and paper surveys
  - Similar to transit survey conducted this summer
  - Promotion via social media, website, kiosk messages, *Wakefield Daily Item*, etc.
- Provide an opportunity to offer feedback at a public brainstorming session
  - Introduction to purpose of the session, and review of focus questions
  - “Sticky note” exercise to prompt discussion among attendees and collect ideas in writing
  - Public review and discussion of written comments provided

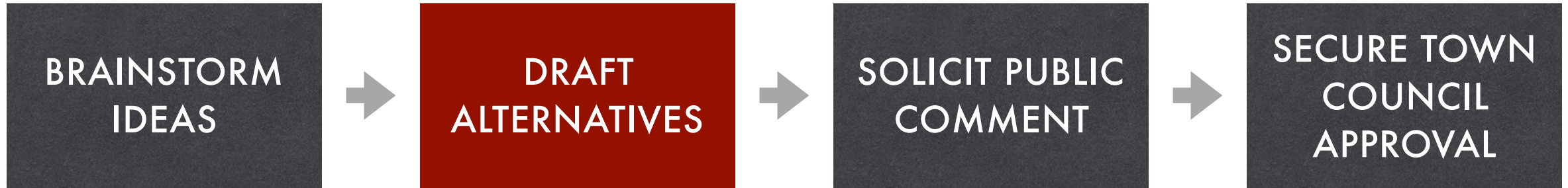




- Potential focus questions for survey and brainstorming session

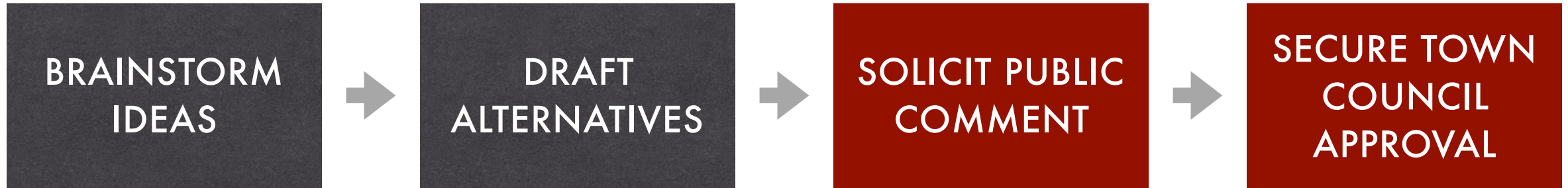
- Why did you choose to live or work in Wakefield? Why would you recommend Wakefield to others?
- What makes Wakefield special? What are we known for outside of our community?
- What do you want Wakefield to be known for in 20 years? What do you want Wakefield to look like in 20 years?
- What do you see as the most significant challenges facing Wakefield, now or in the future? How would you like to see Wakefield address those challenges?
- What are the key values you would like to see reflected in Wakefield's town government?





- Form committee to collect ideas generated through survey and brainstorming session, and draft 1-2 alternative statements
- 14 committee members:
  - 2 representatives from the Town Council
  - 1 representative each from the School Committee, Planning Board, Board of Health, Finance Committee, Cultural Council, Human Rights Commission, Council on Aging, and Historical Commission
  - 1 representative each from the Chamber of Commerce and Council of Churches
  - Town Administrator, Communications Manager, and other Town staff as needed





- Initial presentation of alternative statements to Town Council for discussion, followed by one month public comment period
  - Alternatives available for review at Town website, Beebe Library, Town Hall, Senior Center, etc.
  - Promotion via social media, website, kiosk messages, *Wakefield Daily Item*, etc.
- Final vote by Town Council for approval and publication after public comment period
- Review and potentially revise vision and values statement every 3-4 years



# Next Steps

- Develop online and paper-based surveys within the next 2-3 weeks
- Schedule public brainstorming session
- Identify representatives for committee that will draft alternatives
- Goal is to complete the development process and secure Town Council approval by April/May



Town of Wakefield		Warrant#	17-Dec-19	24-Dec-19	31-Dec-19	07-Jan-20	14-Jan-20	21-Jan-20
Dept #	Department		25	26	27	28	29	30
	Payroll W/H		32,943.72		30,038.72		326,608.49	
122	Town Council		234.36	83.76	21,959.79	114,003.66		11,310.95
129	Town Council - Misc		99.72	216.00	35.66			418.25
131	Finance							
135	Accounting		4,685.67				870.55	4,102.67
141	Assessors							
145	Treasurer		735,157.59		650,871.97		1,027,233.52	30.00
146	Tax Collector		14,560.45	1,833.25		114.99	1,662.91	394.02
151	Legal							135.33
155	Data Processing			14,092.06				18,651.69
161	Town Clerk					124.53	4,147.07	
164	Election/Registrar						300.00	
171	Conservation							
175	Planing Board							
176	Board of Appeals			595.00			313.50	
193	General Insurance							
198	Professional Med		312.00			1,107.50		3,027.50
210	Police		2,807.04	7,111.96		5,649.99	8,937.05	2,993.34
220	Fire		4,298.65	1,552.47	25,469.76	1,716.63	1,306.48	13,686.60
293	Fire Alarm		1,409.00				105.89	
240	Building Insp			1,060.50			894.17	
244	Sealer							
	Taillings							
291	Emergency Mgmt					682.44	9,824.00	
292	Animal Inspector							91.48
297	Parking Clerk							
298	Traffic Supervisors							
300	School		363,315.07	263,989.48	31,728.75	106,431.40	298,650.17	263,811.43
422	Public Works		355,246.84	536,480.04	894,603.77	62,854.06	274,689.11	1,161,832.66
424	Street Lighting							
460	Light Dept		133,825.29	296,554.70	203,886.72	1,622,731.65	378,337.21	467,044.81
510	Board of Health		254.10	409.79	8,259.24		275.67	7,375.59
541	Council on Aging		8,413.94	215.90	1,522.13		119.81	
543	Veterans			336.82			8,538.77	25.63
610	Library			14,078.87	6,340.19	2,280.66	13,280.37	9,243.15
630	Recreation			2,135.00			2,829.50	
XXX	Misc Depts		71.71	3,825.00	5,310.12		225.00	2,925.00
911	Retirement							
912	Workers Comp		142,673.74					33,693.00
913	Unemployment							8,627.96
914	Group Insurance		1,197,787.47	5,126.00	26,561.39	2,768.58	65,964.96	1,155,453.76
	Adjustments							
	<b>Total</b>		2,998,096.36	1,149,696.60	1,906,588.21	1,920,466.09	2,425,114.20	3,164,874.82
1			2,575,758.73	604,708.60	1,479,171.12	135,438.54	1,789,941.06	1,615,293.33
12			15,463.14	11,490.30			13,516.55	15,965.68
13								
20			4,104.16	8,377.23	33,424.18	117,909.69	12,458.44	8,251.96
21			133,317.66	39,897.11	16,705.55	10,785.90	124,391.76	28,154.67
30								
35							76,087.50	
50								
60			66,917.75	619.70	34,951.55	4,000.00	11,218.76	714,869.49
61			68,637.92	186,922.96	138,449.09	13,468.18	12,013.22	314,159.88
62			133,825.29	296,554.70	203,886.72	1,622,731.65	378,337.21	467,044.81
82								
84			71.71				225.00	
85				1,126.00		2,350.00		1,135.00
89						13,782.13	6,924.70	
			2,998,096.36	1,149,696.60	1,906,588.21	1,920,466.09	2,425,114.20	3,164,874.82