

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

A. Approval of December 09, 2019 Executive Session Town Council Meeting Minutes. Vote anticipated.

B. Approval of December 09, 2019 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 | Appointments

A. Human Rights Commission – Town Council Appointment

Town Council to appoint one (1) applicant to the Human Rights Commission to fill the remainder of a three-year term ending April 30, 2021. Vote anticipated.

B. Election Workers

Town Council to appoint applicants for Election Workers/Town Meeting Workers with three-year terms ending June 30, 2023. Vote anticipated.

C. Retirement Board – Town Council Appointment

Town Council to appoint one (1) applicant to the Retirement Board as set forth in MGL Ch. 32. Vote anticipated.

Edward F. Dombroski, Jr., Chair
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

ITEM 8 | Public Hearing – 7:05 p.m.

D&M Liquor Corp. d/b/a S&M Liquors

Applicant has filed an application for a Stock Transfer & Change of Officer/Director License Amendment for a Package Store License located at 258-262 Water Street. Vote anticipated.

ITEM 9 | Finance Committee

Finance Committee Subcommittee Chairwoman to present the Finance Committee's recommendation for the proposed Fiscal Year 2021 Budgets as outlined below in Item 10.

ITEM 10 | Fiscal Year 2021 Budgets

Town Accountant to present the following proposed Fiscal Year 2021 Budgets. Vote anticipated.

- A. Budget #5 – Legal
- B. Budget #11 – Election Expense
- C. Budget #12 – Finance Committee
- D. Budget #13 – Conservation Commission
- E. Budget #15 – Board of Appeals
- F. Budget #18 – Fire Alarm/Traffic Signals
- G. Budget #22 – Animal Inspector
- H. Budget #24 – Parking Clerk
- I. Budget #25 – Council on Aging
- J. Budget #27 – Recreation
- K. Budget #28 – Veteran Services
- L. Budget #36 – Street Lights
- M. Budget #38 – Historical Commission
- N. Budget #41 – Unemployment
- O. Budget #42 – Reserve Fund
- P. Budget #44 – Professional Medical



TOWN COUNCIL AGENDA

ITEM 11 | Traffic Advisory Recommendations

Representative of the Traffic Advisory Committee to present recommendations for restricted 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. with the allotment of residential parking permits; allotment of 10 visitor parking permits for The Cedar Gardens Association located at 98 Cedar Street; allotment of 4 merchant parking permits for The Children's Gathering. Vote anticipated.

ITEM 12 | Donations

A. Council on Aging

Council on Aging seeks approval to accept and expend a gift or gifts to the Council on Aging from various donors with thanks. Vote anticipated.

B. Fire Department

Fire Department seeks approval to accept and expend a gift or gifts to the Fire Department from The Savings Bank with thanks. Vote anticipated.

C. Softball Field Scoreboard

The Meghan Burnett Foundation would like to donate a scoreboard and a flagpole for the new softball field at the high school. Vote anticipated.

D. Library

Library seeks approval to accept and expend a gift or gifts to the Library from various donors with thanks. Vote anticipated.

ITEM 13 | Licenses

A. Common Victualler Applications

Applicants seek approval for 2020 Common Victualler licenses. Vote anticipated.

B. Entertainment Applications

Applicants seek approval for 2020 Entertainment licenses. Vote anticipated.

C. Class II Renewal Applications

Applicants seek approval for 2020 Class II licenses. Vote anticipated.

D. One Day Liquor License Applications

1. Applicant seeks approval for a One Day Liquor License for a fundraising event at the Americal Civic Center on March 14, 2020. Vote anticipated.

2. Applicant seeks approval for a One Day Liquor License for a fundraising event at the Americal Civic Center on February 14, 2020. Vote anticipated.



TOWN COUNCIL AGENDA

ITEM 14 | Banner Request

Applicant seeks approval to hang “White Ribbon” banner on Main Street from March 2, 2020 through March 16, 2020. Vote anticipated.

ITEM 15 | Town Owned Land

Buyer of the Town owned land located at 28 Redfield Road is requesting a decrease in the purchase price of \$14,500.00 for the cost of the demolition. Vote anticipated.

ITEM 16 | Public Hearing

Wakefield Municipal Gas & Light Department
Set Public Hearing date of January 27, 2020 at 7:05 p.m. for Petition For Pole Locations. Vote anticipated.

ITEM 17 | 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 18 | Warrants

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

ITEM 19 | Chairman’s Comments

Chairman Dombroski to offer brief comments on:

A. Update on Envision Wakefield Downtown Revitalization project;

B. Update on MassDOT Complete Streets Grant

ITEM 20 | 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 21 | Announcements & Acknowledgements

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



TOWN COUNCIL AGENDA

ITEM 22 | Adjournment

Vote anticipated.

Next Regular Town Council Meeting: January 27, 2020 @ 7:00 p.m., WCAT Studios, 24 Hemlock Road, Wakefield





WAKEFIELD TOWN COUNCIL

Monday, December 09, 2019
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 Peter J. May Councilor Julie Smith-Galvin	ADMINISTRATION PRESENT:	Town Council Clerk Sherri A. Dalton Town Administrator Stephen P. Maio Town Counsel Thomas A. Mullen
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----- TOPICS OF DISCUSSION -----

Call to Order	<p>Councilor Dombroski called the meeting to order at 6:30 p.m. and stated there is a 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. Councilor DiNocco so motioned. Councilor Santos seconded. Motion passed on a roll call vote with all seven councilors voting in the affirmative.</p> <p>The Council returned to open session at 7:08 p.m.</p>
Pledge of Allegiance	<p>Leading the body in the Pledge of Allegiance were members of some of the Wakefield High School fall sports teams. The teams were the Dance Team which placed fourth in the entire Commonwealth of Massachusetts. Members present were Adriana Minassian, Emily Budva, Olivia Featherston and Riley Porter. Members of the Wakefield Cheer Team included Elana Willis, Julia Karina. Captain Brock Johnson was also in attendance representing the Wrestling Team. Chairman Dombroski congratulated all the athletes on behalf of the Town Council for great seasons.</p>
Attendance	<p>Councilor Dombroski noted that all seven (7) Councilors were present as well as Madam Clerk, Town Administrator and Town Counsel.</p>
Approval of Minutes – November 25, 2019	<p>Councilor DiNocco motioned to approve the November 25, 2019 Regular Meeting Minutes as presented. Councilor Santos. Motion passed 7-0-0.</p>
Public Engagement	<p>There was no public engagement.</p>

**Capital
Planning
Committee
Update**

Frank Leone, Chairman of the Capital Planning Committee presented a brief overview of the tasks, projects and undertakings of the Capital Planning Committee. The Committees process usually begins in the month of January for the next Fiscal Year. They compile all capital requests from the Police Department, Fire Department, School Department, Public Works, IT, Senior Center, Library and Recreation into one working spreadsheet and prioritizes funding based on need and the Town Administrators recommended budget. The requests are then submitted to the Town Council to be included in the Annual Town Meeting Warrant. Currently, for Fiscal Year 2020 the DPW is awaiting delivery of three trucks. All other vehicles included in capital have been delivered and are in service. Completed projects include Doyle School and Town Hall boilers, Doyle School fire alarm panel upgrade, Town Hall exterior fascia/trim/paint, 5 Common Street ceiling and window replacement, Yeuell School and Doyle School underground oil tank removals, Greenwood School and Dolbear School second boilers, Americal Civic Center sign replacement and gym floor upgrade. Works in progress include Vets Field tennis and pickle ball courts, Blatz Field softball field, Water Quality Swale on Main at Cordis Street and Greenwood School playground. Councilor DiNocco spoke about renovating the kitchen at the Americal Civic Center so that renters could have their functions catered. The Town Council thanked Mr. Leone for the work of all the Capital Planning Committee members and requested that the Committee follow the process with posting their meeting minutes on the website.

**Joint Board of
Health
Appointment**

Laurel Gourville and Elaine Silva, members of the Board of Health presented the name of Candace Linehan as their recommendation to fill the remainder of a three-year term ending April 2020 on the Board of Health. Councilor Santos motioned to appoint Candace Linehan to the Board of Health to fill the remainder of this three-year term ending April 2020. Councilor Chines seconded. Motion passed 9-0-0 with all seven (7) Councilors and two (2) Board of Health members voting.

**Election/Town
Meeting
Workers**

Councilor DiNocco motioned to authorize Sherri Dalton/Town Administrator's office to advertise for Election/Town Meeting workers. Councilor Santos seconded. Motion passed 7-0-0.

Licenses

Councilor Santos motioned to approve the Change of Manager application for CMRG, LLC d/b/a Tonno Wakefield as presented. Councilor DiNocco seconded. Motion passed 7-0-0.

Councilor Santos motioned to approve the 2020 Common Victualler applications as presented and attached. Councilor DiNocco seconded. Motion passed 7-0-0.

Councilor DiNocco motioned to approve the 2020 Liquor applications as presented and attached. Councilor Butt seconded. Motion passed 7-0-0.

Councilor DiNocco motioned to approve the 2020 Lodging House applications as presented and attached. Councilor Santos seconded. Motion passed 7-0-0.

Councilor DiNocco motioned to approve the 2020 Entertainment applications as presented and attached. Councilor Santos seconded. Motion passed 7-0-0.

Councilor Santos motioned to approve the 2020 Automated Device applications as presented and attached. Councilor Smith-Galvin seconded. Motion passed 7-0-0.

Councilor Santos motioned to approve the 2020 Class II applications as presented and attached. Councilor DiNocco seconded. Motion passed 7-0-0.

Councilor Santos motioned to approve the 2020 Class I applications as presented and attached. Councilor DiNocco seconded. Motion passed 7-0-0.

Constituent Issues

Councilor Butt received a concern regarding the crosswalk at Dolbeare and when it is going to be repainted. Town Administrator Maio stated that it was painted temporarily and if the weather cooperates it is already scheduled to be permanently painted this week.

Chairman's Comments

The Public Safety Building Reassessment Committee met last week and there is a very robust information outreach initiative that is underway and it is anticipated that an Article for the Public Safety Building will come before Town Meeting in the Spring. It is anticipated that a series of public outreach/information initiatives will begin in March.

At a recent WAAV meeting there was discussion about an initiative for all of our students called 2019-2020 PSA and Poster Project "RESPECTfully". This is a project that comes out of the Governor's office in partnership with the Executive Office of Health and Human Services and the Massachusetts State Legislature. The project's goal is to promote healthy relationships and it is an opportunity for students within our district to create a poster project with a submission deadline of January 31, 2020 at wavecared@gmail.com.

There is a meeting at MassDOT on December 19, 2019 regarding the Envision Wakefield Downtown Revitalization project. The expectation is that VHB, the Town's engineering design firm, will have greater guidance from MassDOT in terms of next steps. The answers to some open questions are expected to be answered after that December 19, 2019 meeting. A series of public forums are expected to begin again in early 2020 and hopefully move the Town to the 25% design phase. The Albion Street corridor has the potential of being part of a MassWorks project, enabling the Town to receive state funding even sooner.

Public Hearing

Councilor DiNocco motioned to set a Public Hearing on January 13, 2020 at 7:05 p.m. for the Stock Transfer & Change of Officer/Director License Amendment for

D&M Liquor Corp. d/b/a S&M Liquors located at 258 Water Street. Councilor Santos seconded. Motion passed 7-0-0.

Matters Not Anticipated for Agenda

There were no unanticipated matters.

Announcements & Acknowledgments

Councilor DiNocco – thank you to everyone involved with the Holiday Stroll

Councilor Santos – attended The Annual Christmas Tea at the Hartshorne House on December 8, 2019 and it was a lovely event; Wreaths Across American are laying the wreaths on Saturday at 12:00 p.m. at Forest Glade Cemetery; Holiday Stroll was a nice event

Councilor Smith-Galvin – attended the opening of Glance Networks, a new company in Wakefield located in the Harvard Mills building and what brought them to open in Wakefield was the public transportation; attended a meeting with the Secretary of Energy and she was talking about the transportation climate initiative which is going to be a similar program that is already in place for electricity in the region but essentially it is going to be a cap and trade or a cap and invest that will hopefully bring in a lot of revenue in transportation; WMGLD is having a breakfast on December 17, 2019 at 7:30 a.m. to celebrate 125 years; winter season athletics start this week and the wrestling team is holding a fundraiser at the Dockside tomorrow night

Councilor Chines – congratulations to all of the organizations that had holiday events this weekend in Wakefield – Holiday Stroll, the Hartshorne House Christmas Tea, WCNA's lighting of the lights, Annual Dinner at Harts Hill Heights; Holiday Acapella at the Albion Cultural Exchange is December 19, 2019 from 6:00 p.m. until 8:00 p.m.; Wednesday December 11, 2019 from 5:00 p.m. until 7:00 p.m. at the Library is his monthly office hours

Councilor Butt – just a reminder that the Town received \$50,000 from the State for a Community Garden and there will be an info session on December 17, 2019 at 7:00 p.m.; wished everyone Happy Holidays, Merry Christmas, Happy Hanukkah and have a safe New Year

Councilor Dombroski – it was a great weekend to be in Wakefield with the lighting of the lights, Holiday Stroll, Hartshorne House and the Harts Hill Heights dinner; recognized Wakefield Football as they had a solid season; wished everyone a very Merry Christmas, Happy Hanukkah, Happy Holidays and Happy New Year

Adjournment

At 8:20 p.m. Councilor Santos motioned to adjourn. Councilor DiNocco seconded. Motion passed 7-0-0.

Next Council Meeting

The next regular Town Council meeting is January 13, 2020 at 7:00 p.m. at WCAT Studios, 24 Hemlock Road, Wakefield

Respectfully submitted,



Sherri A. Dalton
Town Council Clerk

DRAFT

Wakefield Human Rights Commission Open Seat Interview Questions

Applicant Name: Christine “Chi Chi” Canavan

Interviewer: Jennifer Boettcher

Date: 01/06/2020

Q. The WHRC is currently made up of community engagers, town historians, police officers, clergy, and civic leaders. How do you see yourself contributing to the committee?

A. Chi Chi sees herself contributing both as an educator and as a parent. Her background is in education, and she brings a lot of experience from that field. She worked for 25 years in the city of Somerville in adult education. She worked with people from all walks of life, all races and backgrounds. Most people she served were under-educated and many were immigrants, and she found the work to be valuable and necessary. She also worked with special needs adults through that program, which was one of the largest programs in the state. She continues to work with special needs adults through a smaller program in Wakefield. She also works as a paraprofessional in the Galvin Middle School with Instructional Support Program. She works 1:1 with children who have special needs in the school.

Chi Chi is a parent to two young adults – both who went/are going through the Wakefield Public Schools. One is 17 and at Wakefield High, and the other is 20. Her family is diverse: she is a lesbian, her oldest child is transgender, and her youngest child is nonbinary. They are great kids who have taught her a lot, and she would bring that perspective to the WHRC.

Q. What are two areas that the WHRC should address in the next year?

A. Racism/Anti-Semitism and gender equality/LGBTQ issues are key areas of focus. These are tricky subjects with a lot to think about and many nuances. She sees the WHRC addressing all of those things already in different ways. She thinks the WHRC is on the right track and wants to be part of the conversation to help.

Chi Chi also enjoys the ecumenical piece of the Wakefield Human Rights Commission’s programming. While she is not really a practicing Catholic anymore, she has felt uplifted by the events done with the Jewish community and Episcopal church and others to come together to stand against hate across religions and backgrounds. She would love to continue that, as well as the fights against racism, anti-Semitism and inequality.

Interviewer comments:

Chi Chi is an avid supporter of the WHRC and seems genuinely engaged and interested in serving the town further in this capacity. I think she would make an excellent commissioner.

Wakefield Human Rights Commission Open Seat Interview Questions

Applicant Name: Sherri L. Oken

Interviewer: Amy Rando

Date: 01/06/2020

Q. The WHRC currently is made up of community engagers, town historians, police officers, clergy and civic leaders. How do you see yourself contributing to the committee?

A: Sherri sees herself as a community engager. When she first came to Wakefield 18 years ago she became involved with the library and came to learn more about Wakefield and the community. She would like to see more of our community get involved with the WHRC and would love the opportunity to advocate for the Commission.

Q: What are two areas that the WHRC should address in the next year?

A: First, Sherri stated she would like to work around raising the level of awareness about diversity. People may look different but they are not different, and notes Wakefield is primarily Caucasian. Sherri mentioned Better Angels, a citizens' organization that brings together "red and blue" Americans (Republicans and Democrats) for full day sessions where people can engage about their different views and support principles that bring everyone together, not divide us. We need more civility. It is so difficult for people with opposing views to talk and bringing this to Wakefield might be beneficial.

Interviewer comments:

Sherri has attended programs the Commission has put on in the past as well as volunteered at events. Sherri would like to continue serving the Commission and furthering our goals. I think Sherri would be a great addition to the Commission.

Wakefield Human Rights Commission Open Seat Interview Questions

Applicant Name: Anthony “Tony” Del Signore

Interviewer: Amy Rando

Date: 01/06/2020

Q: The WHRC currently is made up of community engagers, town historians, police officers, clergy and civic leaders. How do you see yourself contributing to the committee?

A: Tony sees himself as a community engager. More specifically, he has a background in juvenile justice and the criminal justice system. He is sensitive to social justice issues in the classroom and would also bring that perspective to our community and Commission. He is interested in how socioeconomics and race play out in human rights issues.

Q: What are two areas that the WHRC should address in the next year?

A: First, education as Tony believes education is a fundamental human right. Second Tony would like to focus on diversity and issues related to our students.

Tony has a passion for education and our youth and would be an asset to the Commission.



TOWN OF WAKEFIELD

Stephen P. Maio, Town Administrator
smaio@wakefield.ma.us

Sherri A. Dalton, Executive Assistant
sdalton@wakefield.ma.us

Application for Appointment/Re-Appointment to Town Board, Committee or Commission

Please email this form, along with a current resume, to Sherri Dalton sdalton@wakefield.ma.us

Name: Christine "Chi-Chi" Canavan
 Address: 79 Forest St Wakefield, MA 01880
 Email: ChildChis@gmail.com
 Daytime Phone: 617-697-6065 Evening Phone: Same
 How long have you lived in Wakefield? 23 years
 Current occupation: ISP Wakefield Public Schools - Galvin Middle School
 Board or commission in which you are interested: Human Rights Commission
 Why are you interested in serving on this board or commission? _____

In addition to the experience listed in your attached resume, what specific skills or expertise do you believe you can bring to this board or commission? _____

If you are currently serving on any other Town boards, please indicate which one(s): _____

Signature: Christine Canavan

Date: 11/20/19



Christine Canavan
November 21, 2019

Why are you interested in serving on this board or commission?

I would be very proud to serve as a member of the Wakefield Human Rights Commission. I've participated on multiple occasions with my family in WHRC sponsored events (i.e., information sharing at the Farmers Market, fundraising for NaGLY at the Americal Civic Center, solemn remembrances on the Common for lives lost to racial, religious, and homophobic hatred and violence), and those have been some of the most special, memorable, unifying, inspiring and empowering experiences my family has appreciated in recent years as my children have become adults who live in Wakefield. I just want to be an integral part of all that WHRC goodness.

In addition to the experience listed in your attached resume, what specific skills or expertise do you believe you can bring to this board or commission?

At this point in my life and career I'm thrilled to be a part of the wonderful social and academic community at the Galvin Middle School. I've always worked in the field of education with students and colleagues from all parts of the world (brand new as well as long established immigrants), younger and older people of all socio-economic levels, all races, ethnicities, religions, and sexual identities, and all manifestations of (dis)ability. While I pride myself on putting all whom I meet at ease very quickly, I believe that I have an affinity for an ease with, and a special connection with people who may be differently abled or valued in any aspect of their lives. Simply put, I respect, enjoy, and support ALL people as long as they do not espouse hate and violence. And I will represent my town, my family, my friends, and myself with pride and dignity.

CHRISTINE CANAVAN

chi6chi65@gmail.com
79 Forest Street, Wakefield, MA 01880
617-697-6065

Experienced educator with expertise working one-on-one with students requiring academic, social and emotional support and accommodations.

EMPLOYMENT

Wakefield Public Schools
Instructional Support Personnel (1:1)
Galvin Middle School Life Skills Classroom Wakefield, MA
February 2018 – present

GED/HSE Chief Examiner 2010 – present

Somerville Public Schools
SCALE (Somerville Center for Adult Learning Experiences)
GED/HSE Chief Examiner Somerville, MA
Alternate Chief Examiner Sept. 1993 – January 2018
Feb. 1989 - August 1993

- *Coordination of Testing Center which largely serves Students with Disabilities*
- *Supervision of Daily Operations including test security and testing integrity*
- *Counseling students with respect to class placement, HSE testing and Post-Secondary Planning*
- *Managed ADA Compliance and Activities*
- *Liaised with Mass Rehab, Mass Commission for the Blind and other State Agencies*
- *Planned and Presented Professional Development Opportunities for Staff and Wider Community*
- *Scheduled Staff and Programming for Largest and Most Active Test Center in Massachusetts*
- *Collected and Processed Payments for Testing Center*
- *Responsible for record keeping, score reporting and issuance of transcripts*
- *Transitioned Center from Paper-Based to Computer Based Testing*

EDUCATION

Boston College
1987-1988 Completed 30 credits of coursework toward MA in Sociology

Smith College
1983-1987 B.A., Sociology, Minor: Urban Studies

BOARD MEMBERSHIP AND COMMITTEES

- HSE Advisory Committee, Dept. of Elementary and Secondary Education (Sept. 2016- June 2019)
- Program Committee Member, Notre Dame Education Center, South Boston, MA (2015-2018)
- Board Member, Notre Dame Education Center, South Boston, MA (2009-2015)



TOWN OF WAKEFIELD

Stephen P. Maio, Town Administrator
smaio@wakefield.ma.us

Sherri A. Dalton, Executive Assistant
sdalton@wakefield.ma.us

Application for Appointment/Re-Appointment to Town Board, Committee or Commission

Please email this form, along with a current resume, to Sherri Dalton sdalton@wakefield.ma.us

Name: Sherri L. Oken, CAE

Address: 14 Cedar Court

Email: sherri@theassociationadvantage.net OR sherrioken@gmail.com

Phone: most weekdays, 9 - 5, 781-245-6485 Evenings: 781-224-4847

How long have you lived in Wakefield 17 years; Also, I moved my business to Wakefield when we moved here.

Current occupation: owner of an association management company that provides services and non-profit governance expertise to membership based trade and professional societies

Board or commission in which you are interested: Human Rights Commission

Why are you interested in serving on this board or commission? My interest is not new. I am quite familiar with the Commission's important work from attending their programs and from acquaintances who currently serve. I have already assisted them with promotions and at a program as a volunteer.

It is quite impressive that a small town like Wakefield has such a progressive and thoughtful organization to address some of the most pressing issues of civil society. I support their mission and would like to contribute my skills and energy to the Commission, and its work on behalf of my community. I believe the Commission's work can have far reaching effects, especially with our young people as they go out into the world.

In addition to the experience listed in your attached resume, what specific skills or expertise do you believe you can bring to this board or commission?

I have the unique perspective of a professional career dedicated to working with Boards of Directors and volunteers. In my work, I train, manage and serve with people dedicated to fulfilling organizational missions. As the principal of an association management firm, I have extensive experience working with teams; planning and promoting all kinds of programs and events; developing written and graphic marketing materials; creating new initiatives; and setting realistic strategic goals.

I have substantial writing and speaking experience, and have taught these skills to others in my earlier career as an educator, learning specialist and counselor. Throughout my career, I have often been called upon to facilitate constructive conversations and productive group dynamics.

If you are currently serving on any other Town boards, please indicate which one(s):

Signature: Sherri L. Oken, CAE

Date: Nov. 21, 2019



Sherri L. Oken, CAE

14 Cedar Court ~ Wakefield, MA 01880

781-245-6485 ~ 781-224-4847

sherri@theassociationadvantage.net ~ sherrioken@gmail.com

Sherri L. Oken, CAE, principal of The Association Advantage LLC, has over 30 years of experience in all aspects of professional association management. In addition to her association work, she has been an educator and academic counselor, and has developed marketing & public relations programs and materials for individual, for-profit clients. An experienced speaker and trainer, she has provided speech writing and coaching services to individuals. Writing and teaching have been common threads throughout her career.

After earning her BA with concentrations in Speech and English, and her MS in Education, with a specialization in reading and learning, she was a secondary school teacher. In the years before launching her association management career, she was on the faculty of several colleges and universities, most often working with non-traditional students.

In 1992, she founded The Association Advantage LLC, an association management company (AMC), to offer management and consulting services to membership based organizations. Prior to founding The Association Advantage LLC, she was Director of Public Affairs, Membership and Education for a regional trade association.

Sherri earned the prestigious CAE (Certified Association Executive) credential in 1996 and is dedicated to lifelong learning.



TOWN OF WAKEFIELD

TOWN ADMINISTRATOR'S OFFICE

Application for Appointment / Re-Appointment to Town Board, Committee, or Commission

Please submit this application with a current resume to Sherri Dalton at sdalton@wakefield.ma.us.

Name: _____ Email: _____

Address: _____

Daytime phone: _____ Evening phone: _____

How long have you lived in Wakefield: _____ Current occupation: _____

Board or commission in which you are interested: _____

Please state why you are interested in serving on this board or commission:

In addition to the experience listed in your attached resume, what specific skills or expertise do you believe you can bring to this board or commission?

Are you currently serving on any other Town boards? Yes No

If yes, please specify: _____

Signature

12-17-19

Date



ANTHONY DEL SIGNORE

54 Spring Street Wakefield, MA 01880 • 617-816-6343 • tdelsig@gmail.com

PROFESSIONAL LICENSES AND CERTIFICATIONS

Commonwealth of Massachusetts State Bar (admitted November, 2014)

Massachusetts Professional Educator's License, English/Language Arts 9-12 (2013-Present)

Massachusetts Assistant Superintendent's License (2017)

SEI Endorsement

Google Certified Educator-Level 1

EDUCATION

New England Law|Boston, Boston, MA

Juris Doctor, May 2014, *summa cum laude*

Class Rank: 1 of 65

GPA: 3.88

Honors: *New England Journal on Criminal and Civil Confinement*, 2012-2014; Dean Arthur E. MacLean Award for Academic Excellence, 2014; Trustee Academic Scholarship, 2013; CALI Award for Excellence in Criminal Procedure, 2012; CALI Award for Excellence in Criminal Procedure II, 2013; CALI Award for Excellence in Criminal Advocacy, Spring 2014; CALI Award for Excellence in Consumer Protection, 2013; CALI Award for Excellence in Children and the Law, Fall 2014; New England Scholar all four years; Dean's List, all semesters

Publications: *Punishing the Son for the Sins of the Father in Commonwealth v. Porges*, 40 N.E. J. ON CRIM. & CIV. CON. 535 (2014).

Into the Rabbit Hole: Annie Dookhan Confronts Melendez-Diaz, 40 N.E. J. ON CRIM. & CIV. CON. 161 (2014).

Smith College, Northampton, MA

Master of Arts in Teaching, May 2009

GPA: 3.84

Brandeis University, Waltham, MA

Bachelor of Arts in English and American Literature with a minor in Philosophy, May 2004, *cum laude*

GPA: 3.64

LEGAL EXPERIENCE

Anthony Del Signore, Attorney at Law, Stoneham, Massachusetts

Principal Attorney, April 2015-Present

- Collaborate with clients, trial attorneys, experts and colleagues to prepare appeals on behalf of persons convicted of crimes
- Draft, file, and argue appeals and post-conviction motions to advocate zealously for clients' rights
- Advocate for changes to the law where appropriate to protect clients' rights and to promote fairness in the criminal justice system

Law Offices of Attorney Pamela Harris-Daley, Wakefield, Massachusetts

Intern, October 2012-August 2013

- Researched and drafted successful motions on behalf of criminal defendants
- Drafted proposed findings in child support action
- Assisted in trial preparation

PROFESSIONAL TEACHING EXPERIENCE

Hampshire Educational Collaborative, Chelmsford, Middleton, Westborough Massachusetts

Assistant Regional Education Coordinator, 2017-2019

Teaching Coordinator, 2013-2017

English/History/Reading Teacher, September 2009-June 2013

- Oversee Educational Programming for seven DYS programs
- Mentor, Supervise, and Evaluate a team of twenty-two teachers
- Teach English, History, and Reading to children committed to the Massachusetts Department of Youth Services

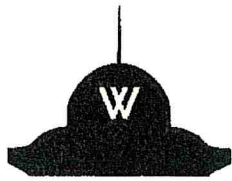
Teaching Awards: *Lighting the Fire 2013 National Teacher Award* "Highest Honors" Center for Educational Excellence in Alternative Settings

CIVIC/VOLUNTEER ACTIVITIES

Last Hope K9 Rescue, Boston, MA

Advocacy Team, January, 2015-Present

Volunteer, Foster "Parent", May 2013-Present



TOWN OF WAKEFIELD

TOWN ADMINISTRATOR'S OFFICE

Application for Appointment / Re-Appointment to Town Board, Committee, or Commission

Please submit this application with a current resume to Sherri Dalton at sdalton@wakefield.ma.us.

Name: Merilyn Eldridge Email: bob32merry@msn.com

Address: 52 Oak St, Wakefield

Daytime phone: 781-246-1825 Evening phone: same or cell 781-606-1010

How long have you lived in Wakefield: All but 30 mos. Current occupation: Retired

Board or commission in which you are interested: Poll Worker

Please state why you are interested in serving on this board or commission:

Because I was asked and I like to give back.

In addition to the experience listed in your attached resume, what specific skills or expertise do you believe you can bring to this board or commission?

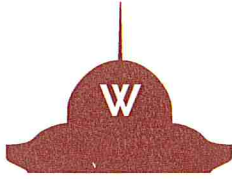
Are you currently serving on any other Town boards? Yes No

If yes, please specify: _____

Merilyn E. Eldridge
Signature

12-11-19
Date





TOWN OF WAKEFIELD

TOWN ADMINISTRATOR'S OFFICE

Application for Appointment / Re-Appointment to Town Board, Committee, or Commission

Please submit this application with a current resume to Sherri Dalton at sdalton@wakefield.ma.us.

Name: RUSSELL J. PISELLI, Jr. Email: rjpwes@rcn.com

Address: 10 BELLEVUE AVENUE

Daytime phone: 781-245-5754 Evening phone: 781-245-5754

How long have you lived in Wakefield: 43 years Current occupation: Retired

Board or commission in which you are interested: Election Poll Worker

Please state why you are interested in serving on this board or commission:

Interested in doing Civic duty.

In addition to the experience listed in your attached resume, what specific skills or expertise do you believe you can bring to this board or commission?

A desire to assist in town efforts , organizational skills and commitment.

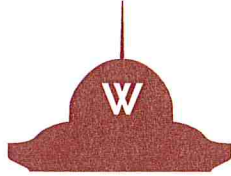
Are you currently serving on any other Town boards? Yes No

If yes, please specify: _____

Signature

Date





TOWN OF WAKEFIELD

TOWN ADMINISTRATOR'S OFFICE

Application for Appointment / Re-Appointment to Town Board, Committee, or Commission

Please submit this application with a current resume to Sherri Dalton at sdalton@wakefield.ma.us.

Name: Maryfrances Piselli Email: rjpwes@rcn.com

Address: 10 BELLEVUE AVENUE

Daytime phone: 781-245-5754 Evening phone: 781-245-5754

How long have you lived in Wakefield: 43 years Current occupation: Retired Wakefield Teacher

Board or commission in which you are interested: Election Poll Worker

Please state why you are interested in serving on this board or commission:

Interested in doing Civic duty.

In addition to the experience listed in your attached resume, what specific skills or expertise do you believe you can bring to this board or commission?

A desire to assist in town efforts , organizational skills and commitment.

Are you currently serving on any other Town boards? Yes No

If yes, please specify: _____

Signature _____

Date _____





TOWN OF WAKEFIELD

TOWN ADMINISTRATOR'S OFFICE

Application for Appointment / Re-Appointment to Town Board, Committee, or Commission

Please submit this application with a current resume to Sherri Dalton at sdalton@wakefield.ma.us.

Name: Patrick OKeefe Email: patokeefe5546@verizon.net

Address: 32 Stedman St

Daytime phone: 781-245-3245 Evening phone: 617-967-4107

How long have you lived in Wakefield: 73 years Current occupation: retired

Board or commission in which you are interested: Election worker

Please state why you are interested in serving on this board or commission:
To help the election process

In addition to the experience listed in your attached resume, what specific skills or expertise do you believe you can bring to this board or commission?
Worked in the accounting profession for 40 years

Are you currently serving on any other Town boards? Yes No

If yes, please specify: _____

Signature

Date

12-17-19

PATRICK J. O'KEEFE
32 Stedman Street
Wakefield, Massachusetts 01880
617-245-3245

OBJECTIVE A position in Financial Management utilizing administrative and hands-on-skills in financial analysis as well as academic training in Accounting and Fiscal Management in a growth environment.

GEORGRAPHIC LOCATION Prefer New England

QUALIFICATIONS As Manager of the investment Accounting Department, developed numerous financial models using state of the art spread sheet and data base softwear for analysis and control of the Medical Center's investment portfolio and endowment funds.

As the Assistant Manager of the Restricted Funds Accounting Department, analyzed and recommended changes in the administration of the Hospital's Endowment Funds, which amount to over 20 million dollars, thereby avoiding potential legal difficulties.

Instituted a Computerized Accural Accounting System to provide more efficient fiscal management for a Boston based public agency.

Administered the accounting function for a Pooled Investment Portfolio in excess of 225 million dollars.

Performed the research and negotiation of a borrowing arrangement for a regional planning district between the state and several Boston banks, thereby averting potentially damaging cash flow deficiencies.

Implemented a Comprehensive Donation Accounting and Pledge Recording System to accommodate the financial reporting requirements for a large Boston Teaching Hospital.

EDUCATION BOSTON UNIVERSITY
GRADUATE SCHOOL OF MANAGEMENT BOSTON, MASS.

Received Master of Business Administration Degree with concentration in financial management. Expenses financed through G. I. Bill education benefits, outside work activities and scholarship aid. 1973 - 1975

UNITED STATES MILITARY ACADEMY WEST POINT, NEW YORK

Received B. S. Degree. Concentration in mathematics and engineering sciences. Member of hockey team for four years.

WORK EXPERIENCE The Children's Hospital Medical Center

1984
to
Present

Manager - Investment and Endowment Accounting Department.

Responsible for the accounting of all of the Medical Center's investments, all philanthropy fund raising, and the administration of all endowment and restriced funds. Responsible for extensive analysis of investment portfolio using a personal computer.

PATRICK J. O'KEEFE

WORK EXPERIENCE (Continued)

1979
to
1984

The Children's Hospital Medical Center
Assistant Manager - Restricted Funds Accounting Department.
Responsible for the administration and accounting all Hospital endowment and other restricted invested funds, the administration of all non-research restricted funds, and the accounting and reporting of all fund raising activities. Supervise an accounting staff of five.

1978
to
1979

Metropolitan Area Planning Council Boston, Massachusetts
. A Regional Planning Agency.

MANAGER - Budget and Accounting Department
Responsible for the overall fiscal stability of the agency. In charge of all aspects of the accounting function such as payroll, accounts receivable and accounts payable. Oversee the expenditure of some 3.6 million annually. Supervise a staff of five.

1977
to
1978

PROGRAM COORDINATOR - Budget and Accounting Department
Prime functions include administration and financial accountability of all grantor programs and their integration into the agency's operating budget. Annual cost of operations 3.6 million.

1975
to
1977

FINANCE MANAGER
Prime functions for this two-year federally-funded environmental study included grant administration, financial accountability, and insuring compliance with grant conditions.

MILITARY SERVICE

1968
to
1970

U. S. ARMY
Upon graduation from the Military Academy, commissioned a Second Lieutenant in the Infantry.

Assigned to Infantry unit in Korea. Principal assignment was combat patrol leader within the Demilitarized Zone. Received commendation for exemplary leadership.

1970
to
1973

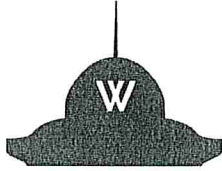
Transferred to Finance Corps in 1970. Commanding officer of an Army Finance Unit for 14 months. ASSISTANT FINANCE OFFICER at Fort Meade, Maryland for 24 months. Received Army Commendation Medal for meritorious service. Resigned with rank of Captain, 1973.

PERSONAL
BACKGROUND

Married with three children. Interested and active with sports.

REFERENCES

Available upon request.



TOWN OF WAKEFIELD

TOWN ADMINISTRATOR'S OFFICE

Application for Appointment / Re-Appointment to Town Board, Committee, or Commission

Please submit this application with a current resume to Sherri Dalton at sdalton@wakefield.ma.us.

Name: E. MARCIA SCANLON Email: emscanlon-2000@yahoo.com

Address: 68 CEDAR ST. WAKEFIELD MA

Daytime phone: 781-246-0277 Evening phone: Same

How long have you lived in Wakefield: 26 yrs Current occupation: retired

Board or commission in which you are interested: Poll worker

Please state why you are interested in serving on this board or commission:

worked as poll worker for numerous years

In addition to the experience listed in your attached resume, what specific skills or expertise do you believe you can bring to this board or commission?

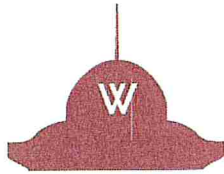
Past poll worker

Are you currently serving on any other Town boards? Yes No

If yes, please specify: _____

Signature E. Marcia Scanlon Date 12/18/19





TOWN OF WAKEFIELD

TOWN ADMINISTRATOR'S OFFICE

Application for Appointment / Re-Appointment to Town Board, Committee, or Commission

Please submit this application with a current resume to Sherri Dalton at sdalton@wakefield.ma.us.

Name: Christine J. DiBiccari Email: cdibiccari@me.com

Address: 25 Robin Road, Wakefield, MA 01880

Daytime phone: 781-245-7798 Evening phone: 781-245-7798

How long have you lived in Wakefield: 43 years Current occupation: retired

Board or commission in which you are interested: Poll Worker

Please state why you are interested in serving on this board or commission:

I have always been interested in working in the community and now that I am retired I have the time.

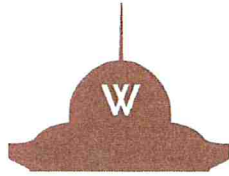
In addition to the experience listed in your attached resume, what specific skills or expertise do you believe you can bring to this board or commission?

Are you currently serving on any other Town boards? Yes No

If yes, please specify: _____

Christine J. DiBiccari Dec. 30, 2019
Signature Date





TOWN OF WAKEFIELD

TOWN ADMINISTRATOR'S OFFICE

Application for Appointment / Re-Appointment to Town Board, Committee, or Commission

Please submit this application with a current resume to Sherri Dalton at sdalton@wakefield.ma.us.

Name: Linda Carr Email: lmcarr1@live.com

Address: 202 Pleasant St. Wakefield, MA

Daytime phone: 781-245-4186 Evening phone: (cell) 781-558-0576

How long have you lived in Wakefield: 37 yrs Current occupation: Retired (Human Resources)

Board or commission in which you are interested: Poll Worker for 2020

Please state why you are interested in serving on this board or commission:

I am very interested in our election process.
Now that I am retired I have time to devote to volunteer opportunities.

In addition to the experience listed in your attached resume, what specific skills or expertise do you believe you can bring to this board or commission?

Communication and organizational skills.

Are you currently serving on any other Town boards? Yes No

If yes, please specify: _____

Linda Carr 12/30/19
Signature Date



L I N D A C A R R

202 PLEASANT STREET, WAKEFIELD, MASSACHUSETTS 01880
H (781) 245-4186 C (781) 558-0576 | lmcarr1@live.com

SUMMARY OF QUALIFICATIONS

Human resources professional with experience in recruitment, performance management, benefits administration, compensation, and employee relations. Proven ability to design, develop, and implement competitive programs, processes, and strategies. Excellent ability to effectively communicate with employees at all levels of the organization.

E X P E R I E N C E

CURRICULUM ASSOCIATES, North Billerica, MA

2/2011-11/2012

Human Resources Generalist

Managed all key aspects of human resources for a rapidly growing publishing company. Administered all benefit programs for an employee population of 230. Ensured company compliance for all state and federal reporting including AAP, EEO, and OSHA. Assisted CEO with a full scale re-organization of workforce. Net headcount grew 70% over a 2 year period.

- Recommended and implemented human resources policies which included development of a new employee handbook.
- Managed the recruitment process to attract and retain the best in the industry. Developed the Associate Management Development Program to meet company goals and objectives.
- Managed the successful on boarding for new hires. Streamlined the new hire process from applicant to new hire acceptance using ADP tracking system.
- Partnered with Senior Management to help resolve employee performance issues.
- Administered all company benefit plans including medical, dental, life, FSA, and 401K. Reduced medical costs by introducing higher deductible plan and HRA accounts Improved open enrollment process and communications thorough informational meetings/presentations.
- Administered STD/LTD and workers compensation claims.
- Administered and maintained the accuracy of HRIS system.
- Managed the roll-out for a new performance evaluation process based on new company strategies and objectives.
- Managed termination process including exit interviews and severance packages as needed.
- Administer Employee Recognition Awards Program.
- Managed monthly employee surveys and provided feedback to CEO and Senior Management.
- Developed templates and internal checklists to improve efficiencies.
- Provided monthly headcount reports for the CEO/CFO.
- Maintained company organization charts and internal systems portal for effective communications.
- Supervised and mentored Recruiting Specialist.

ANALOG DEVICES, Wilmington, MA

1998 – 2009

Human Resources Specialist (2002 – 2009)

Implemented centralization for the company's first College Relations Department in pursuit of high quality engineering students for all of Analog Devices' sites throughout the United States.

- Designed, developed and implemented the company's first formalized program to recruit high caliber co-op/interns, resulting in the program becoming the number one feeder group for full time new college hires.

- Coached, educated and managed the school teams to ensure flawless execution of campus strategy
Delivered training for all new supervisors in how to evaluate candidates based upon behavioral interviewing skills.
- Managed the open requisition process for college recruiting, ensuring the hiring of 70+ students per year. Maintain requisition accuracy in the applicant tracking system.
- Facilitated debrief meeting and handoffs of qualified candidates to the appropriate managers.
- Designed and delivered an intensive twelve-week summer program of continued professional development/social networking for all co-ops/interns.
- Reported and analyzed key hiring metrics used to identify and recommend program enhancements
- Worked closely with HR consultants regarding salary guidelines, offer letters. Monitored on boarding process and orientation.

SR Human Resources Generalist/Manufacturing (1998 – 2002)

Responsible for a full array of administrative support services, including: benefits, compensation, recruitment, and general employee relations issues for an employee population of about 350.

- Served as primary benefit administrator for back-end operations regarding medical, dental, FSA, 401K, COBRA, STD, LTD, and payroll issues.
- Facilitated comprehensive orientation sessions for new hires.
- Interpreted policies and procedures on legal issues such as FMLA, ADA, EEO, FLSA and OSHA requirements.
- Held senior administrative role for both exempt and non-exempt salary planning.
- Conducted all exit interviews and provided feedback to managers as necessary.
- Generated reports from HRIS system and interpreted data for HR site manager.

FRESENIUS MEDICAL CARE, Waltham, MA

1997 – 1998

Benefit Administrator/Acquisition Coordinator

Served as HR operational liaison at newly acquired clinics for provider of dialysis equipment and services. Employees were retained for each acquisition.

- Ensured a smooth transitional process for newly acquired facilities, i.e., employee benefits, policies, procedures, and general employee relation issues.
- Traveled to acquisition sites throughout the United States, delivered benefit presentations to audiences of 75-100 new employees.
- Reviewed due diligence reports for staff-to-patient ratios, salary structure, and benefits. Communicated inadequacies and solutions to key management staff.

E D U C A T I O N

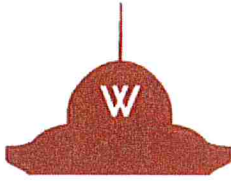
B.A, Psychology, NORTHEASTERN UNIVERSITY, Boston, MA, 1997

Certificate of Human Resources Management, NORTHEASTERN UNIVERSITY, 1994

SHRM Certificate 2009

C O M P U T E R S K I L L S

ADP, SAP, Taleo Recruiting Systems, Visio, MS Word, PowerPoint, Excel



TOWN OF WAKEFIELD

TOWN ADMINISTRATOR'S OFFICE

Application for Appointment / Re-Appointment to Town Board, Committee, or Commission

Please submit this application with a current resume to Sherri Dalton at sdalton@wakefield.ma.us.

Name: Mary Ann Sullivan Email: matiersull@rcn.com

Address: 41 Myrtle Avenue, Wakefield, MA 01880

Daytime phone: 781-246-7553 Evening phone: 781-246-7553

How long have you lived in Wakefield: 21 years Current occupation: Hostess

Board or commission in which you are interested: Election Worker

Please state why you are interested in serving on this board or commission:

I always found it interesting when I would vote and seeing how everything worked and hoped someday to be able to be involved. Now that my daughter is in college I have the opportunity.

In addition to the experience listed in your attached resume, what specific skills or expertise do you believe you can bring to this board or commission?

I'm very detailed oriented and have been asked to proofread many documents over the years. Working in an administrative capacity at State Street Bank for 23 years gave me the skills that have stayed with me over the years. I want to get back into the administrative field and would like that to be in Wakefield.

Are you currently serving on any other Town boards? Yes No

If yes, please specify: _____

Mary Ann Sullivan 12/30/19
Signature Date



Mary Ann Sullivan

41 Myrtle Avenue, Wakefield, MA 01880
781-246-7553
matiersull@rcn.com

Core Qualifications

- Responsible, dependable, conscientious employee, supportive team player

Experience

Turner's Seafood Grill & Market, Inc., Melrose, MA

2017 – Present

Hostess

- Greeting and seating people
- Answering phone
- Taking call aheads
- Processing gift cards for customers
- Busing and setting tables
- Assisting the servers

Tower Day School, Lynnfield, MA

2016-2017

Assistant Teacher

- Helped maintain the ordered arrangement, appearance and learning environment of the classroom.
- Did daily carline at the start of the school day.
- Assisted in the observation and evaluation of the children in the classroom.
- Fulfilled the leadership role during the lead teacher's absence.
- Assisted the lead teacher in implementing the program and curriculum.
- Participated in parent/teacher open house evenings, Halloween parties, family picnics etc.
- Attended monthly staff meetings.
- Substituted in other classrooms.

Reading Montessori School, Reading, MA

2008-2016

Assistant Teacher 2015-2016

- Assisted and supported teacher in planning, preparing, managing and implementing the daily program.
- Supervised lunch, nap and playground.
- Cleaned, prepared and set up classroom at the beginning, during and close of school year.
- Replenished teaching materials and supplies daily to make for a well-organized productive classroom.
- Carried out duties assigned by teacher during class such as guiding children toward self-directed learning and providing one-on-one assistance.
- Fulfilled the leadership role during teacher's absence.
- Participated in school events, open houses and parent conferences.

Assistant Teacher/Administrative Assistant 2008-2015

- Directly assisted the director with a variety of office duties such as answering phone, typing/proofreading correspondence, contracts, emails, coping, faxing, filing.
- Maintained attendance sheets and made sure annual physical reports, Safe Snack Guides were up to date.
- Greeted parents and visitors.
- Set up lunch and nap room.
- Substituted in classroom in the absence of teacher.

Avon Products, Inc.

2004-2008

Independent Sales Representative

- Certified Beauty Advisor
- Avon e-Representative
- Qualified for President's Club each year
- Serviced over 250 customers

State Street Bank & Trust Company, Boston, MA

1980-2001

Administrative Assistant, Office of the Chairman 1993-2001

- Worked directly for the Chairman.
- Responsible for all typing, dictation/transcription and processing of documents.
- Managed the coordination of requests for correspondence to clients/prospects of various business units.
- Responsible for the coordination of corporate monthly activity reports.
- Responsible for the daily opening procedures for the Chairman's office.
- Managed the filing system.

Executive Secretary, Post Retirement Health Care Services, 1992-1993

Executive Secretary, Specialized Lending Division 1987-1992

Senior Commercial Account Coordinator 1985-1987

Account Coordinator I 1983-1985

Senior Secretary 1980-1983

Education

- 2013 Montessori Advanced Assistants Overview Certificate Northeast Montessori Institute Gordon College, Wenham, MA
- 2012 Montessori Assistants Overview Certificate Northeast Montessori Institute Gordon College, Wenham, MA
- 2011 Child Growth and Development Course, NorthShore Community College Danvers, MA
- 1980 Associate in Science Degree Bunker Hill Community College Charlestown, MA

Application for Appointment/Re-Appointment to Town Board, Committee or Commission Please email this form, along with a current resume, to Sherri Dalton sdalton@wakefield.ma.us

Name: michael J
Deloryj_____

Address: 272 Albion Street Unit 7 Wakefield

Email:
_____michaeljdelory@gmail.com_____

Daytime Phone: 6173140071_____6_____ Evening Phone:

How long have you lived in Wakefield? __Lifelong
Resident_____Lfelong _____

Current occupationCaregiver:

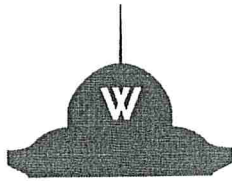
Board or commission in which you are interestedPoll Worker Re appointment Precint 6:

Why are you interested in serving on this board or commission? __Interested in being re
appointed to the position as I feel I have made myself available at all elections and feel I have
served the towns people well. _____

In addition to the experience listed in your attached resume, what specific skills or expertise do you believe you can bring to this board or commission? My resume is already on file from being appointed as a fence viewer_____

If you are currently serving on any other Town boards, please indicate which one(s): _____ Fence Viewr_____

Signature: _Michael J Delory_____ Date:
12/30/19_____



TOWN OF WAKEFIELD

TOWN ADMINISTRATOR'S OFFICE

Application for Appointment / Re-Appointment to Town Board, Committee, or Commission

Please submit this application with a current resume to Sherri Dalton at sdalton@wakefield.ma.us.

Name: Charles Geier Email: chuckucg@live.com

Address: 41 Forrester Road Wakefield MA 01880-1717

Daytime phone: 781-850-5627 Evening phone: 781-850-5627

How long have you lived in Wakefield: 60 years Current occupation: Retired

Board or commission in which you are interested: Election

Please state why you are interested in serving on this board or commission:

To serve my community

In addition to the experience listed in your attached resume, what specific skills or expertise do you believe you can bring to this board or commission?

Are you currently serving on any other Town boards? Yes No

If yes, please specify: Wakefield Housing Authority

Signature

12-27-19
Date





TOWN OF WAKEFIELD

RETIREMENT BOARD

Kevin Gill, Chair
Joseph P. Albert, Jr.
Daniel Sherman

Cathy Cheek, Executive Director, ccheek@wakefield.ma.us
Sherri A. Dalton, Assistant Administrator, sdalton@wakefield.ma.us

January 9, 2020

Edward F. Dombroski, Chairman
1 Lafayette St.
Wakefield, MA 01880

Dear Chairman Dombroski:

I am writing to you to recommend that you appoint Sherri Dalton as your representative to the Wakefield Retirement Board. All retirement systems in Massachusetts fall under a very complex set of laws known as Massachusetts General Laws Chapter 32. There have been so many law changes and reforms in its 82 year history that the Board recommends someone who has up-to-date experience with Chapter 32's rules and regulations.

Sherri has been working in the retirement office as both an assistant administrator and the clerk to the Board for over 10 years making her years of experience working with Chapter 32 an invaluable resource. She attends every board meeting and is a highly regarded co-worker who is professional, competent and highly ethical. She has knowledge of all the day to day operations from employee's membership, retirements and disability procedures to all the mandatory reporting that must be sent to the State each year. She has attended and continues to attend a minimum of four retirement seminars each year, two of which are held for multiple days including weekends. She has received numerous certificates for the retirement training she has completed to ensure she is up-to-date on the ever changing rules and regulations of Chapter 32.

Sherri deals effectively with people of all levels and is respected by the members and retirees of the retirement system. She knows what is expected as a Board member and would be an asset to the retirement board as your representative.

Very truly yours,

Cathy Cheek
Executive Director



Part I ADMINISTRATION OF THE GOVERNMENT

Title IV CIVIL SERVICE, RETIREMENTS AND PENSIONS

Chapter 32 RETIREMENT SYSTEMS AND PENSIONS

Section 20 ADMINISTRATION BY BOARDS

Section 20. (1) *State Employees' Retirement System.* — (a) The contributory retirement system for state employees shall be known as the "state employees' retirement system" and all of its business shall be transacted under such name.

(b) The state employees' retirement system shall be managed by the state board of retirement provided for in section eighteen of chapter ten. Said board shall have the general powers and duties set forth in subdivision (5) of this section.

(2) *Teachers' Retirement System.* — (a) The contributory retirement system for teachers shall be known as the "teachers' retirement system" and all of its business shall be transacted under such name.

(b) The teachers' retirement system shall be managed by the teachers' retirement board provided for in section sixteen of chapter fifteen. Such board shall have the general powers and duties set forth in subdivision (5) of this section.

(c) Whenever, after July first, nineteen hundred and fourteen, any city or town, except the city of Boston, retires a teacher who is not eligible for a pension payable by the teachers' retirement system under the provisions of sections one to twenty-eight, inclusive, or under corresponding provisions of earlier laws, and pays to such teacher a pension in accordance with the provisions of section forty-three, or chapter five hundred and eighty-nine of the acts of nineteen hundred and eight and acts in amendment thereof, or chapter five hundred and twenty-one of the acts of nineteen hundred and twenty-two and acts in amendment thereof, and the chairman or secretary of the school committee of such city or town certifies under oath to the teachers' retirement board the amount of such pension paid during any period prior to the immediately preceding July first for which reimbursement has not been made and furnishes such other information as the latter board may require, such city or town shall be reimbursed therefor by the commonwealth; provided, that no such reimbursement shall be granted unless such retirement has been approved by the latter board; and provided, that the amount of such reimbursement shall in no event be in excess of the amount, as determined by the latter board, to which such teacher would have been entitled as a pension had he been a member of the teachers' retirement system.

In its annual report the teachers' retirement board shall include a statement of the amount expended prior to the immediately preceding July first by each city and town in the payment of pensions under this paragraph, for which such cities and towns have not received and should receive reimbursement. On the basis of such statement, the general court may make an appropriation for the reimbursement of such cities and towns up to such preceding July first.

(3) *Systems for Counties.* — (a) The contributory retirement system established in any county under the provisions of sections one to twenty-eight inclusive, or under corresponding provisions of earlier laws, shall be known and all of its business shall be transacted under a name which shall be designated by the board of such system and which shall include in its designation the name of such county.

(b) Each such county system shall be managed by a retirement board which shall have the general powers and duties set forth in subdivision (5). Said board shall consist of five members as follows: the county treasurer, but if there is no county treasurer the director of finance, who shall be a member ex officio and serve as chairman; a second member appointed by the county commissioners; two members hereinafter referred to as the elected members; and one member of the county retirement board advisory council who shall be elected by a majority of those present and voting at a public meeting of said council, properly

posted, called specifically for such election pursuant to paragraph (g). The election of the elected member shall be conducted in accordance with the provisions of paragraph (h).

The elected member shall be an active or retired member of the county retirement system or one whose retirement is being reimbursed by that system in accordance with the provisions of paragraph (c) of subdivision (8) of section three. Each member of the board shall continue to serve in office until the expiration of his term, and the qualification of his successor. Upon the expiration of the term of office of any elected or appointed member, or in the event of a vacancy in either of said offices, his successor shall be elected as aforesaid for a term of three years, or for the unexpired portion thereof, as the case may be.

(c) The members of the board of any such county system shall serve without compensation, but they shall be reimbursed for any expense or loss of salary or wages which they may incur through service on such board from the expense fund of the system.

Nothing in this paragraph shall prevent any county treasurer from being compensated for services rendered in the active administration of the system, in his capacity as county treasurer but not as a member of the board, provided, that such compensation shall not exceed fifteen hundred dollars per annum.

(d) The retirement board chairman shall employ such clerical and other assistants as may be required to transact the business of the county retirement system. All such clerical and other assistants,

whether permanent or temporary employees, shall be removed from office only upon the two thirds vote of the county retirement board. The county retirement board shall classify and approve its employees in accordance with the general personnel guidelines and pay scales adopted for county personnel. All permanent employees employed pursuant to this paragraph shall be members of the county retirement system, but shall not be eligible to be a member or candidate for election to the county retirement board.

(e) Any such county retirement board may employ an attorney from time to time as required, but such attorney shall not be a member in service of the system or a member of the retirement board.

(f) The board of any such county system and the treasurer of the county in which it is established shall respectively be and act as the board and treasurer-custodian of such system with respect to the employees of any town or district who become members of such system as provided for in paragraph (3) (b), (3) (c) or (4) (b) of section twenty-eight, or who have become members thereof under corresponding provisions of earlier laws. The treasurer or other disbursing officer of any such town or district, as the case may be, shall act as a liaison officer between the employees thereof and the board of such system.

(g) There shall be a county retirement board advisory council, in this subdivision called the council, consisting of all the treasurers, elected or appointed, of each town, unit or district belonging to the

county retirement system and the county treasurer. A chairman shall be elected from among the members. The council shall meet at the call of the chairman, but in no event less than twice in each year. The council shall supervise and certify the procedures involved in the election of the elected member of the county retirement board, as provided in paragraphs (b) and (h). Upon certification by the county retirement board and the council, the actuary of the division of insurance shall be furnished with an estimate of the expenses and costs of administration of the system for the ensuing year. The actuary shall, on or before December fifteenth in each year, specify by written notice to the council and the board the amounts so required to be paid from the pension fund, the annuity reserve fund, the military service fund, and the administration fund, as provided in subdivision (7) of section twenty-two. The actuary shall also advise and determine the amounts to be allocated to each governmental unit for the aforementioned amounts.

The county retirement board advisory council, at a meeting called specifically for that purpose, shall elect one of its members as a member of the county retirement board at the expiration of the current appointed member's term, as provided in paragraph (b).

(h) The election of the elected member shall be supervised by the county retirement board advisory council, which shall serve as the election board. The council shall make available nomination papers to any member in or retired from service so requesting and shall require that such nomination papers be signed by the

candidate, and returned to the office of the county retirement board for safekeeping until the election board shall meet. The county treasurer or his agent shall give a duplicate receipt for such nomination papers to each candidate. Completed nomination papers shall contain the signatures and addresses of at least five active or retired members of said retirement system. The election board shall determine whether each candidate has filed nomination papers containing the signatures and addresses of at least five active or retired members of said system. If, after investigation, the election board determines that a candidate has filed nomination papers containing less than five signatures as required, the election board shall declare said nomination papers invalid and shall notify said candidate of such determination. If, after investigation, the election board determines that only one candidate has filed the requisite number of signatures, the election board shall declare said candidate to be the elected member of the county retirement board. If, after investigation, the election board determines that more than one candidate has obtained the requisite number of valid signatures, the election board shall notify said candidates of such determination and shall immediately prepare election ballots, and set the date for the election, which shall be held within forty days.

The election board shall mail ballots to all members of the retirement system, whether active or retired. The election board shall instruct each member to place an appropriate marking on the face of the printed ballot next to the name of one candidate, insert

said ballot into a ballot envelope and said ballot envelope into the prestamped envelope, seal said prestamped envelope and mail said envelope to the election board in care of the county retirement board, within twenty days after they were mailed. Any envelope postmarked later than twenty days after such mailing shall not be used to determine the elected member. The election board shall notify each candidate of the time and location of the tabulation of the ballots and shall permit all such candidates to be present at said tabulation. At the specified time for tabulation, the election board shall assemble all envelopes and inspect said envelopes. Any envelope which has been opened prior to said date, or which has not been signed on the rear by the appropriate addressee shall be invalidated and shall not be used to determine the elected member. The election board shall assemble all properly signed, unopened envelopes and shall open each envelope and separate the enclosed ballot from said envelope. The election board shall assemble all ballots and shall tabulate the vote for each candidate. Any ballot which contains a marking for more than the number of vacancies shall be declared invalid.

The election board shall notify each candidate in writing of the results of said election. All envelopes and ballots received by the election board, including those determined to be invalid, shall be preserved by the election board for two years. The costs incurred by the election board in administering the election shall be paid from the county retirement system administration fund.

(4) *Systems for cities and towns.* — (a) The contributory retirement system established in any city or town under the provisions of sections one to twenty-eight, inclusive, or under corresponding provisions of earlier laws, shall be known and all of its business shall be transacted under a name which shall be designated by the board of such system and which shall include in its designation the name of such city or town, as the case may be.

(b) Each such city or town system shall be managed by a retirement board which shall have the general powers and duties set forth in subdivision (5). Such board shall consist of five members and shall be chosen in the following manner, except as provided in paragraph (c), the city auditor or town accountant or other officer having similar powers and duties who shall be a member ex officio, a second member appointed by the board of selectmen in a town, the mayor in a city, the city manager in a city having a Plan D or Plan E form of government, a third and fourth member who shall be elected by the members in or retired from service of such system from among their number in such manner and for such term, not exceeding three years, as the mayor in a city or the board of selectmen in a town shall determine, and a fifth member who shall not be an employee, a retiree, or official of the governmental unit and shall be chosen by the other four for a term of three years. If the fifth member is not chosen by the other four members within thirty days after the expiration of the term of the fifth member, said member shall be appointed in a city by the mayor, subject to confirmation by the city council, or in a town by

the board of selectmen. Future elections of the third and fourth members shall be held under the supervision of such retirement board and the term of the third and fourth member shall be so arranged as not to expire in the year of expiration of the term of the fifth member.

(c) In any city or town exercising the local option contained in this subsection shall upon the recommendation of the city manager with the approval of the city council or the board of aldermen in a Plan D or Plan E city, or the mayor with the approval of the city council or the board of aldermen in any other city, or board of selectmen with the approval of town meeting in a town may adopt the following method for selection of the members of the retirement board. Such board shall consist of five members and shall be chosen as follows:

The city manager in a Plan D or Plan E city, the mayor in any other city, the board of selectmen in a town shall appoint two members for a period of three years, a third and fourth member who shall be elected by the members in or retired from service of such system from among their number in such manner and for such term, not exceeding three years, as mayor in a city, or city manager in a Plan D or Plan E city, or town council or board of selectmen in a town shall determine. The fifth member shall be appointed by the public employee retirement administration commission after being nominated by the other four members provided, however, in the event said four members cannot agree on such nominee to submit to the commission within ten days,

then each member shall within five days submit a list of three names of individuals ready and willing to serve, and the commission shall then appoint the fifth member from such list who shall be a resident of such community and who shall not be a current or former member of the retirement system under this chapter or an official of the governmental unit. Each member of the city or town retirement board provided for in paragraphs (b) and (c) shall continue to hold office until the expiration of his term and until the qualification of his successor. Upon the expiration of the term of office of any elected or appointed member or in case of a vacancy in either of said offices, his successor shall be elected or appointed as aforesaid for a three-year term or for the unexpired portion thereof, as the case may be, except that in no event shall the term of the third and fourth member expire in the same year as the term of the fifth member. The mayor of a city, the board of selectmen of a town under the manager of a municipality having a town council form of government shall notify in writing all heads of departments of such city or town of any such vacancy in said board to be filled by election, and a notice of such vacancy and election shall be posted in a conspicuous place in such city or town.

(d) The members of the board of any such city or town system shall serve without compensation, but they shall be reimbursed from the expense fund of such system for any expense or loss of salary or wages which they may incur through service on such board. Nothing in this paragraph shall prevent any city auditor,

town accountant or other officer having similar powers and duties, or any other person who serves in the active administration of the system in lieu of the city auditor, town accountant or other officer having similar powers and duties, from being compensated for services rendered in the active administration of the system; provided, that the compensation for such services shall be not less than two hundred nor more than fifteen hundred dollars per annum, and shall be payable from the expense fund of the system.

(d1/2) Notwithstanding the provisions of paragraph (d), in any city or town which accepts the provisions of this paragraph, nothing shall prevent the city auditor, town accountant or other officer having similar powers and duties or any other person who serves in the active administration of the system in lieu of the city auditor, town accountant or other officer having similar powers and duties being compensated for services rendered in the active administration of the system; provided, that the compensation for such services shall be not less than two hundred nor more than three thousand dollars per annum, and shall be payable from the expense fund of the system.

(e) Each such board by majority vote shall elect one of its members to serve as chairman until the election of his successor and shall appoint a secretary who may be, but need not be, one of its members. The board shall employ such clerical and other assistants as may be required to transact the business of such system.

(f) The city solicitor or town counsel, or other officer having similar powers and duties, shall be the legal adviser of such board, except in such cases as such board deems necessary, it may employ a private attorney whose fees shall be paid from the expense fund of such board. In case there is no town counsel in a town, such board may employ an attorney from time to time as required.

(g) A city or town treasurer, may be compensated for services rendered as custodian of the funds of the retirement system; provided, that the compensation for such services shall be not more than fifteen hundred dollars per annum, and shall be payable from the expense fund of the system.

(h) Notwithstanding the provisions of paragraph (g), in any city or town which accepts the provisions of this paragraph, nothing shall prevent a city or town treasurer from being compensated for services rendered as custodian of the funds of the retirement system; provided, that the compensation for such services shall not be more than three thousand dollars per annum, and shall be payable from the expense fund of the system.

(41/4) (a) The contributory retirement system established for the Massachusetts Housing Finance Agency under the provisions of sections one to twenty-eight, inclusive, shall be known as, and all of its business shall be transacted under the name of, the "Massachusetts Housing Finance Agency Employees' Retirement System".

(b) Said system shall be managed by an retirement board which shall have the general powers and duties set forth in subdivision (5). Said board shall consist of five members as follows: the treasurer of the agency who shall be a member ex officio, a second member appointed by the appointing authority of the agency, a third and fourth member who shall be elected by the members in or retired from service of such system from among their number in such manner and for such term, not exceeding three years, as the chairman of the agency shall determine, and a fifth member who shall not be an employee, retiree, or official of the governmental unit and shall be appointed by the other four members for a term of three years. Future elections of the third and fourth members shall be held under the supervision of such retirement board and the term of the third and fourth members shall be so arranged so as not to expire in the year of expiration of the term of the fifth member. Each member of such retirement board shall continue to hold office until the expiration of his term and until the qualification of his successor. Upon the expiration of the term of office of any elected or appointed member or in case of a vacancy in either of said offices, his successor shall be elected or appointed as aforesaid for a three year term or for the unexpired portion thereof, as the case may be, except that in no event shall the term of the third and fourth member expire in the same year as the term of the fifth member.

(c) The members of the board shall serve without compensation, but they shall be reimbursed from the expense fund of the system for any expense or loss of salary or wages which they may incur through service on such board. Nothing in this paragraph shall prevent the treasurer, or any other person who serves in the active administration of the system in lieu of the treasurer, from being compensated for services rendered in the active administration of the system; provided, that the compensation for such services shall be not less than two hundred nor more than fifteen hundred dollars per annum, and shall be payable from the expense fund of the system.

(d) The board by majority vote shall elect one of its members to serve as chairman until the election of his successor and shall appoint a secretary who may be, but need not be, one of its members. The board shall employ such clerical and other assistants as may be required to transact the business of the system.

(e) The resident counsel of the agency shall be the legal advisor of the board.

(f) The treasurer may be compensated for services rendered as custodian of the funds of the retirement system, provided that the compensation for such services shall not be more than fifteen hundred dollars per annum and shall be payable from the expense fund of the system.

[There is no subdivision (41/2).]

(43/4) (a) The contributory retirement system established for the Massachusetts Bay Transportation Authority police under the provisions of section one to twenty-eight, inclusive, shall be known as, and all of its business shall be transacted under the name of, the Massachusetts Bay Transportation Authority police retirement system.

(b) Said system shall be managed by an retirement board which shall have the general powers and duties set forth in subdivision (5). Said board shall consist of five members as follows: the treasurer of the authority who shall be a member ex officio, a second member appointed by the appointing authority of the authority, a third and fourth member who shall be elected by the members in or retired from service of such system from among their number in such manner and for such term, not exceeding three years, as the chairman of the authority shall determine, and a fifth member who shall not be an employee, retiree, or official of the governmental unit and who shall be appointed by the other four members for a term of three years. Future elections of the third and fourth members shall be held under the supervision of such retirement board and the term of the third and fourth members shall be so arranged so as not to expire in the year of expiration of the term of the fifth member. Each member of such retirement board shall continue to hold office until the expiration of his term and until the qualification of his successor. Upon the expiration of the term of office of any elected or appointed member or in case of a vacancy in either of said offices, his

successor shall be elected or appointed as aforesaid for a three year term or for the unexpired portion thereof, as the case may be, except that in no event shall the term of the third and fourth member expire in the same year as the term of the fifth member.

(c) The members of the board shall serve without compensation, but they shall be reimbursed from the expense fund of the system for any expense or loss of salary or wages which they may incur through service on such board. Nothing in this paragraph shall prevent the treasurer or any other person who serves in the active administration of the system from receiving compensation; provided, that the compensation for such services shall be not less than two hundred nor more than fifteen hundred dollars per annum, and shall be payable from the expense fund of the system.

(d) The board by majority vote shall elect one of its members to serve as chairman until the election of his successor and shall appoint a secretary who may be, but need not be, one of its members. The board shall employ such clerical and other assistants as may be required to transact the business of the system.

(e) The resident counsel of the authority shall be the legal advisor of the board.

(f) The treasurer may be compensated for services rendered as custodian of the funds of the retirement system provided that the compensation for such services shall be not more than fifteen hundred dollars per annum and shall be payable from the expense fund of the system.

(47/8) (a) The contributory retirement system established for the Massachusetts Port Authority under the provisions of sections one to twenty-eight, inclusive, shall be known as, and all of its business shall be transacted under the name of, the "Massachusetts Port Authority Employees' Retirement System".

(b) Said system shall be managed by an retirement board which shall have the general powers and duties set forth in subdivision (5). Said board shall consist of five members as follows: the secretary-treasurer of the authority who shall be a member ex officio, a second member appointed by the appointing authority of the authority, a third and fourth member who shall be elected by the members in or retired from service of such system from among their number in such manner and for such term, not exceeding three years, as the chairman of the authority shall determine, and a fifth member who shall not be an employee, retiree or official of the governmental unit and who shall be appointed by the other four members for a term of three years. Future elections of the third and fourth members shall be held under the supervision of such retirement board and the term of the third and fourth members shall be so arranged so as not to expire in the year of expiration of the term of the fifth member. If a fifth member is not

chosen by the other four members within thirty days after the expiration of the term of the fifth member, the authority board shall appoint a fifth member for a term of three years. Each member of such retirement board shall continue to hold office until the expiration of his term and until the qualification of his successor. Upon the expiration of the term of office of any elected or appointed member or in case of a vacancy in either of said offices, his successor shall be elected or appointed as aforesaid for a three year term or for the unexpired portion thereof, as the case may be, except that in no event shall the term of the third and fourth member expire in the same year as the term of the fifth member.

(c) The members of the board shall serve without compensation, but they shall be reimbursed from the expense fund of the system for any expense or loss of salary or wages which they may incur through service on said board. Nothing in this paragraph shall prevent the secretary-treasurer, or any other person who serves in the active administration of the system in lieu of the secretary-treasurer, from being compensated for services rendered in the active administration of the system; provided, that the compensation for such services shall not be less than two hundred nor more than fifteen hundred dollars per annum, and shall be payable from the expense fund of the system.

(d) The board by majority vote shall elect one of its members to serve as chairman until the election of his successor and shall appoint a secretary who may be, but need not be, one of its

members. The board shall employ such clerical and other assistants as may be required to transact the business of the system.

(e) The chief legal counsel of the Authority shall be the legal advisor of the board; provided, that in such cases as the board deems necessary it may employ other counsel whose fees shall be paid from the expense fund of the system.

(f) The secretary-treasurer may be compensated for services rendered as custodian of the funds of the retirement system, provided that the compensation for such services shall not be more than fifteen hundred dollars per annum and shall be payable from the expense fund of the system.

(47/8A) (a) The contributory retirement system established for the Greater Lawrence Sanitary District under the provisions of sections one to twenty-eight, inclusive, shall be known as, and all of its business shall be transacted under the name of, the "Greater Lawrence Sanitary District Employees Retirement System".

(b) Said system shall be managed by an retirement board which shall have the general powers and duties set forth in subdivision (5). Said board shall consist of five members as follows: The treasurer of the district who shall be a member ex officio, a second member appointed by the appointing authority of the districts, a third and fourth member who shall be elected by the members in or retired from service of such system from among their number in such manner and for such term, not exceeding three years, as the

director of the district shall determine, and a fifth member who shall not be an employee, retiree, or official of the governmental unit who shall be chosen by the other four for a term of three years. Future elections of the third and fourth members shall be held under the supervision of such retirement board and the term of the third and fourth members shall be so arranged so as not to expire in the year of expiration of the term of the fifth member. If a fifth member is not chosen by the other four members within thirty days after the expiration of the term of the fifth member, the district commission shall appoint a fifth member for a term of three years. Each member of such retirement board shall continue to hold office until the expiration of his term and until the qualification of his successor. Upon the expiration of the term of office of any elected or appointed member or in case of a vacancy in either of said offices, his successor shall be elected or appointed as aforesaid for a three year term or for the unexpired portion thereof, as the case may be, except that in no event shall the term of the third and fourth member expire in the same year as the term of the fifth member.

(c) The members of the board shall serve without compensation, but they shall be reimbursed from the expense fund of the system for any expense or loss of salary or wages which they may incur through service on said board. Nothing in this paragraph shall prevent the secretary-treasurer, or any other person who serves in the active administration of the system in lieu of the secretary-treasurer, from being compensated for services rendered in the

active administration of the system; provided, that the compensation for such services shall not be less than two hundred nor more than fifteen hundred dollars per annum, and shall be payable from the expense fund of the system.

(d) The board by majority vote shall elect one of its members to serve as chairman until the election of his successor and shall appoint a secretary who may be, but need not be, one of its members. The board shall employ such clerical and other assistants as may be required to transact the business of the system.

(e) The legal counsel of the district shall be the legal advisor of the board; provided, that in such cases as the board deems necessary it may employ other counsel whose fees shall be paid from the expense fund of the system.

(f) The treasurer may be compensated for services rendered as custodian of the funds of the retirement system, provided that the compensation for such services shall not be more than fifteen hundred dollars per annum and shall be payable from the expense fund of the system.

(47/8B) (a) The contributory retirement system established for the Blue Hills Regional Vocational School under the provisions of section one to twenty-eight, inclusive, shall be known as, and all of its business shall be transacted under the name of, the "Blue Hills Regional Vocational School retirement system".

(b) Said system shall be managed by an retirement board which shall have the general powers and duties set forth in subdivision (5). Said board shall consist of five members as follows: The treasurer of the school system who shall be a member ex officio, a second member appointed by the appointing authority of the system, a third and fourth member who shall be elected by the members in or retired from service of such system from among their number in such manner and for such term, not exceeding three years, as the superintendent-director of the school system shall determine, and a fifth member who shall not be an employee, retiree, or official of the governmental unit who shall be chosen by the other four for a term of three years. Future elections of the third and fourth members shall be held under the supervision of such retirement board and the term of the third and fourth members shall be so arranged so as not to expire in the year of expiration of the term of the fifth member. If a fifth member is not chosen by the other four members within thirty days after the expiration of the term of the fifth member, the school system board shall appoint a fifth member for a term of three years. Each member of such retirement board shall continue to hold office until the expiration of his term and until the qualification of his successor. Upon the expiration of the term of office of any elected or appointed member or in case of a vacancy in either of said offices, his successor shall be elected or appointed as aforesaid for a three year term or for the unexpired portion thereof, as the case

may be, except that in no event shall the term of the third and fourth member expire in the same year as the term of the fifth member.

(c) The members of the board shall serve without compensation, but they shall be reimbursed from the expense fund of the System for any expense or loss of salary or wages which they may incur through service on such board. Nothing in this paragraph shall prevent the treasurer, or any other person who serves in the active administration of the system in lieu of the treasurer, from being compensated for services rendered in the active administration of the system provided that the compensation for such services shall be not less than two hundred nor more than fifteen hundred dollars per annum, and shall be payable from the expense fund of the system;

(d) The board by majority vote shall elect one of its members to serve as chairman until the election of his successor and shall appoint a secretary who may be, but need not be, one of its members. The board shall employ such clerical and other assistants as may be required to transact the business of the system;

(e) In such cases as the board deems necessary it may employ counsel whose fees shall be paid from the expense fund of the system;

(f) The treasurer may be compensated for services rendered as custodian of the funds of the retirement system, provided that the compensation for such services shall not be more than fifteen hundred dollars per annum and shall be payable from the expense fund of the system.

(47/8C) (a) The contributory retirement system established for the Minuteman Regional Vocational Technical School District under the provisions of sections one to twenty-eight, inclusive, shall be known as, and all of its business shall be transacted under the name of, the "Minuteman Regional Vocational Technical School District Employees' Retirement System".

(b) Said system shall be managed by an retirement board which shall have the general powers and duties set forth in subdivision (5). Said board shall consist of five members as follows: The treasurer of the district who shall be a member ex officio, a second member appointed by the appointing authority of the district, a third and fourth member who shall be elected by the members in or retired from service of such system from among their number in such manner and for such term, not exceeding three years, as the superintendent-director of the district shall determine, and a fifth member who shall not be an employee, retiree, or official of the governmental unit who shall be chosen by the other four for a term of three years. Future elections of the third and fourth members shall be held under the supervision of such retirement board and the term of the third and fourth members shall be so arranged so as not to expire in the year of expiration of the term of

the fifth member. If a fifth member is not chosen by the other four members within thirty days after the expiration of the term of the fifth member, the district school committee shall appoint a fifth member for a term of three years. Each member of such retirement board shall continue to hold office until the expiration of his term and until the qualification of his successor. Upon the expiration of the term of office of any elected or appointed member or in case of a vacancy in either of said offices, his successor shall be elected or appointed as aforesaid for a three year term or for the unexpired portion thereof, as the case may be, except that in no event shall the term of the third and fourth member expire in the same year as the term of the fifth member.

(c) The members of the board shall serve without compensation, but they shall be reimbursed from the expense fund of the system for any expense or loss of salary or wages which they may incur through service on said board. Nothing in this paragraph shall prevent the treasurer, or any other person who serves in the active administration of the system in lieu of the treasurer, from being compensated for services rendered in the active administration of the system; provided, however, that the compensation for such services shall not be less than two hundred nor more than fifteen hundred dollars per annum, and shall be payable from the expense fund of the system.

(d) The board, by majority vote, shall elect one of its members to serve as chairman until the election of his successor and shall appoint a secretary who may be, but need not be, one of its

members. The board shall employ such clerical and other assistants as may be required to transact the business of the system.

(e) The legal counsel of the district shall be the legal advisor of the board; provided, however, that, in such cases as the board deems necessary, it may employ other counsel whose fees shall be paid from the expense fund of the system.

(f) The treasurer may be compensated for services rendered as custodian of the funds of the retirement system, provided that the compensation for such services shall not be more than fifteen hundred dollars per annum and shall be payable from the expense fund of the system.

(47/8D) (a) The contributory retirement system established for employees of the Massachusetts Water Resources Authority under sections 1 to 28, inclusive, shall be known as, and all of its business shall be transacted under the name of the Massachusetts Water Resources Authority Employees' Retirement System.

(b) The system shall be managed by a retirement board which shall have the general powers and duties set forth in subdivision (5). The board shall consist of 5 members as follows: the secretary of the authority who shall be a member ex officio, a second member appointed by the board of directors of the authority for a term of 3 years, a third and fourth member who shall be elected by the members in or retired from service of this system from among their number for a term of 3 years, and a fifth member who shall

not be an employee, retiree or official of the government unit and who shall be appointed by the other 4 members for a term of 3 years. Future elections of the third and fourth members shall be held under the supervision of the retirement board and the term of the third and fourth members shall be so arranged so as not to expire in the year of expiration of the term of the fifth member. If a fifth member is not chosen by the other 4 members within 30 days after the expiration of the term of the fifth member, the public employee retirement administration commission shall appoint a fifth member for a term of 3 years. Each member of the retirement board shall continue to hold office until the expiration of that member's term and until the qualification of the member's successor. Upon the expiration of the term of office of any elected or appointed member or in case of a vacancy in either of those offices, a successor shall be elected or appointed as provided in this paragraph for a 3 year term or for the unexpired portion of the term, but in no event shall the term of the third and fourth member expire in the same year as the term of the fifth member.

(47/8E) No employee, contractor, vendor or person receiving remuneration, financial benefit or consideration of any kind, other than a retirement benefit or the statutory stipend for serving on the retirement board, from a retirement board or from a person doing business with a retirement board shall be eligible to serve on a retirement board; provided, however, that an employee of a retirement board may serve on a retirement board other than the

retirement board by which the person is employed; and provided further, this subdivision shall apply only to individuals who first become members of a retirement board on or after April 2, 2012.

(5) *General Powers and Duties of Boards.* — (a) The board of any system established under the provisions of sections one to twenty-eight inclusive, or under corresponding provisions of earlier laws, shall meet at least once in each month for the transaction of such business as may properly come before it. It shall keep a record of all of its proceedings.

(b) Any such board may adopt by-laws and make rules and regulations consistent with law, which shall be subject to approval as provided for in subdivision (4) of section twenty-one. It shall provide for the payment of retirement allowances and other benefits and for all other necessary expenditures under the applicable provisions of sections one to twenty-eight inclusive, or under corresponding provisions of earlier laws or of any special law, and shall have such other powers and shall perform such other duties and functions as are necessary to comply with such provisions. The head of any department upon request from the board shall promptly furnish it with such information as shall be required to effectuate the provisions of sections one to twenty-eight inclusive. Any such board shall have the power to take evidence, subpoena witnesses, administer oaths and examine such parts of the books and records of the parties to a proceeding as

relate to questions in dispute. Fees for such witnesses shall be the same as for witnesses before the courts in civil actions, and shall be paid from the expense fund of such system.

(c)(1) Whenever any such board shall find it impossible or impracticable to consult an original record to determine the date of birth, length of service, amount of regular compensation or other pertinent fact with regard to any member, it may, subject to the approval of the actuary, use estimates thereof on any basis which in its judgment is fair and just. The board, upon discovery of any error in any record of the system, shall, as far as practicable, correct such record.

(2) When an error exists in the records maintained by the system or an error is made in computing a benefit and, as a result, a member or beneficiary receives from the system more or less than the member or beneficiary would have been entitled to receive had the records been correct or had the error not been made, the records or error shall be corrected and as far as practicable, and future payments shall be adjusted so that the actuarial equivalent of the pension or benefit to which the member or beneficiary was correctly entitled shall be paid. If it is determined that a member has contributed an incorrect amount to the retirement system, the member shall be required to contribute an amount sufficient to correct such error or the board shall pay an amount to the member to correct such error, as the case may be.

(3) At the request of a member or beneficiary who has been determined to have been paid amounts in excess of those to which he is entitled or at the request of a member who has been determined to owe funds to the retirement system, the board may waive repayment or recovery of such amounts provided that:

(i) the error in any benefit payment or amount contributed to the system persisted for a period in excess of one year;

(ii) the error was not the result of erroneous information provided by the member or beneficiary; and

(iii) the member or beneficiary did not have knowledge of the error or did not have reason to believe that the benefit amount or contribution rate was in error.

(4) This paragraph shall apply to any demand made after January 1, 1995 for repayment of excess payment or amounts owed to a retirement system made by a retirement board.

(d) Any such board may designate a neutral medical doctor or doctors with training or experience in the particular field of medicine applicable to the disability to advise the board in the determination of applications for ordinary disability retirement, accidental disability retirement, or in the case of an application for accidental death benefit.

(e) The board of each system shall keep a record of the date of birth of each member of the system, and also shall keep a record of the date of birth of each other employee who entered or re-

entered the service of the governmental unit to which such system pertains after attaining age sixty and after the date when the system became operative therein. It shall be the duty of such board to notify each such member or employee, the head of his department and the treasurer or other disbursing officer responsible for paying his compensation, of the date when such member or employee will attain the maximum age for his group, and such member or employee shall not be employed in any governmental unit after such date except as otherwise provided for in sections one to twenty-eight, inclusive. Such notification shall be made in writing not less than thirty days nor more than four months prior to such date.

(f) The board of each such system shall annually submit to the appropriate authority an estimate of the expense of administration and the cost of operation of the system for the fiscal year for which an appropriation for the system is to be made as provided for in subdivision (7) of section twenty-two.

(g) Each board of each system shall keep in convenient form such data as is required under section fifty of chapter seven and section twenty-one of this chapter, by the public employee retirement administration commission, for the purpose of valuing the assets, determining the liabilities of the system, making actuarial investigation of the experience of the system, and for promulgating rules and regulations governing the administrative procedures for maximizing the assets of such systems. Such data shall be submitted to the office of the public employee retirement

administration commission within such time as he may specify. If the commission determines that there has been unreasonable delay in the filing of any such required data, the commission shall so notify such board in writing. If within thirty days thereafter the commission has not received such required data, he shall so notify the board and the chief executive officer for the governmental unit or units to which the system pertains. The commission may petition the superior court to compel compliance with this paragraph. To ensure the maintenance of accurate and current membership records and payment information, the commission may, for any system which fails to submit the requested information within sixty days of the second board notification, send his agent or agents to examine the records and accounts of the system and to direct such actions by the board or its employees as may be required to comply with acceptable recordkeeping and accounting standards.

(h) Each board shall annually, on or before May first, file in the office of the public employee retirement administration commission the financial statement of the system which is required by the provisions of paragraph (c) of subdivision (1) or paragraph (e) of subdivision (2) of section twenty-three. The state board of retirement and the teachers' retirement board shall each file such report annually, on or before December 31, in the office of the public employee retirement administration commission which shall show the financial condition of their respective retirement system as of June 30 of the prior fiscal year as required

by paragraph (a) of said subdivision (1) of said section 23.

Investments of the system shall be carried at values determined by the commissioner in accordance with the requirements of paragraph (b) of subdivision (1) of section twenty-one.

(i) Each board shall prepare annually a report which shows the financial condition of the system as of December thirty-first of the previous year in a manner which can be easily understood by the members of said system. Such report shall contain information showing the financial transactions of the previous year, statistical information with reference to the membership of the system, a summary of the findings of any timely audit reports, a summary of the board's investment policy, a summary of the system's investment portfolio as of December thirty-first of the previous year, and information with regard to the system's most recent actuarial valuation including the unfunded actuarial liability as of the valuation date. Each board shall file a copy of its report with the governmental unit in which the system is established. A copy of the report or a summary thereof shall be made available upon request to each member of the system and to other interested persons. Each board shall annually, on or before July first, furnish to each member of the system an annual statement for the previous calendar year relative to the status of the member's account. Such statement shall show either the total contribution since the member entered the retirement system, the total amount of interest which has accrued, and the combined total in the account as of the end of the previous calendar year, or the regular deductions for the

previous calendar year, additional deductions, if any, for the previous calendar year, regular interest credited for the previous calendar year, and accumulated total deductions as of the close of the previous calendar year. The state retirement board shall file a copy of its report with the governor, and with the state treasurer for publication in his annual report. The teachers' retirement board shall file a copy of its report with the governor and with the state treasurer, and with the commissioner of education for publication in the annual report of the department of education. The retirement board of each county, city or town system shall file a copy of its report with the county commissioners, the mayor or the board of selectmen, for publication in the annual report of the county, city or town, as the case may be. The retirement board of the Massachusetts Department of Transportation employees' retirement system shall file a copy of its report with the authority for publication in the authority's annual report to the governor and to the general court. The retirement board of the Massachusetts Bay Transportation Authority police retirement system shall file a copy of its report with the authority for publication in the authority's annual report to the governor and to the general court. The retirement board of the Massachusetts Housing Finance Agency employees' retirement system shall file a copy of its report with the agency for publication in the agency's annual report to the governor, to the general court and to the comptroller. The retirement board of the Massachusetts Port Authority employees' retirement system shall file a copy of its report with the Authority

for publication in the Authority's annual report to the governor and to the general court. The retirement board of the Greater Lawrence Sanitary District employees' retirement system shall file a copy of its report with the district commission for publication in the district's annual report. The retirement board of the Blue Hills Regional Vocational school system shall file a copy of its report with the school system for publication in the authority's annual report to the governor and to the general court. The retirement board of the Minuteman Regional Vocational Technical School District shall file a copy of its report with the district for publication in the district's annual report. Copies of the reports of the retirement board shall be furnished upon request to members of the system and to other interested persons. Each board shall annually, on or before July first, furnish to each member of the system an annual statement for the previous calendar year relative to the status of the member's account. Such statement shall show either the total contribution since the member entered the retirement system, the total amount of interest which has accrued, and the combined total in the account as of the end of the previous calendar year, or the regular deductions for the previous calendar year, additional deductions, if any, for the previous calendar year, regular interest credited for the previous calendar year, and accumulated total deductions as of the close of the previous calendar year.

(j) Each board shall, at the time of the retirement of any member, or at the time of the determination of the allowance for the beneficiary of a deceased member, give to such member or beneficiary in writing the following notice:— "The pension or retirement allowance hereafter payable under the contributory retirement law shall not be a bar to the receipt of old age assistance or public welfare, except in so far as it shall be treated as an available resource under such laws."

(k) Upon the written request of any member or his authorized representative, each board shall provide such member or representative, within thirty days of receipt of such request, a written notice of the benefits to which such member is or may be entitled under the provisions of this chapter, including the dates on which such member will become eligible to receive such benefits, and the effect of such benefits, if any, on any benefits such member may be eligible to receive pursuant to the federal social security act. Such notice shall be on a form prescribed by the public employee retirement administration commission.

(l) Each board shall file the reports required by section 14 of chapter 119A which shall include the filing of a report on or before March 1 with the IV–D agency providing the name, address, date of birth, status and social security number of all members of the system as of December 31 of the previous year. The IV–D agency shall use such information solely for the purposes outlined in chapter 119A and the use of such information shall be subject to the limitations set forth in said chapter 119A.

(m) For the purposes of paragraphs (h) and (i) of this subdivision and paragraph (a) of subdivision (1) of section 23, the state board of retirement and the teachers' retirement board may write off outstanding pension payments that remain payable or receivable to the respective systems and which the systems have been unable to recover or properly pay for more than 3 calendar years. All write-offs of receivable and payable amounts shall be approved by the state board of retirement or the teachers' retirement board, whichever is appropriate. The state employees' retirement system and the teachers' retirement system shall maintain a record of all amounts written off.

(6) *Retirement Board Members Compensation.* — The elected and appointed members of a city, town, county, regional, district or authority retirement board upon the acceptance of the appropriate legislative body shall receive a stipend; provided, however, that the stipend shall not be less than \$3,000 per year and not more than \$4,500 per year; provided, further, that the stipend shall be paid from funds under the control of the board as shall be determined by the commission; and provided, further, that an ex-officio member of a city, town, county, district or authority retirement board upon the acceptance of the appropriate legislative body shall receive a stipend of not more than \$4,500 per year in the aggregate for services rendered in the active administration of the retirement system.

(7) Retirement Board Member Training. — During each full term of service retirement board members shall undertake 18 hours of training; provided, however, that not less than 3 hours of such training shall take place each year and not more than 9 hours may take place in any single year; provided, however, that nothing in this subdivision shall prohibit such retirement board members from undertaking more than 18 hours of training. A board member may petition the commission for a waiver of the restrictions pertaining to training hours per year due to extenuating circumstances, provided that the member completes the required 18 hours of training during their term.

Such training shall consist of 9 hours sponsored by the commission, which shall include, at a minimum, the topics of fiduciary responsibility, ethical conduct and conflict of interest and 9 hours of training on topics prescribed by the commission provided by the Massachusetts Association of Contributory Retirement Systems or other local, state, regional and national organizations recognized by the commission as having expertise in retirement issues of importance to retirement board members or other entities, as the commission may determine.

The commission shall arrange for at least 18 sessions during each year for members to complete this requirement. In addition, the commission shall schedule additional sessions or otherwise make accommodations to ensure that members are afforded the maximum opportunity to complete this requirement.

The commission shall annually provide retirement boards with a statement of completion of education form on or before December 31. The board shall provide the forms to their members. The form shall set forth the training as required by this subdivision the member has undertaken during that year. Board members shall submit the completed form to the commission by January 31 of the year following. The commission shall annually provide the member with a summary of the member's status regarding the completion of this requirement by March 1.

Failure to successfully complete the requirements of this subdivision shall prohibit a board member from serving beyond the conclusion of the term in which the failure took place. If the non-complying member is an ex-officio member or a second member, of a board the appointing authority for the second member shall appoint a different individual to serve on the board; provided, however, that the replacement of an ex-officio member shall be an individual experienced in the field of finance or auditing; and provided further, that in a regional retirement system non-complying members shall be replaced in the same manner as is set forth for the selection of the members.

Each retirement board shall notify all board members and prospective board members of the requirement to complete education requirements at the time of receiving information about seeking election to a retirement board or prior to being appointed to a retirement board.

The commission shall annually notify board members of the requirement to complete continuing education.

December 12, 2019

Mr. Edward Dombroski, Chairman
Town Council
Town of Wakefield
Wakefield, MA 01880

Re: Town Council Appointment to the Wakefield Retirement Board

Dear Chairman Dombroski,

It is with great pleasure that I submit my resume to be considered for the Town Council appointment to the Wakefield Retirement Board.

Having worked and assisted in the retirement office for the past 10 years has given me the knowledge and understanding of the day to day office procedures. As you can see from my resume, I have Massachusetts General Laws Chapter 32 experience which the Retirement Board is governed by. I am confident the skills I honed in with this position has prepared me to become a Board Member.

I would be honored to be the Town Council appointment to the Retirement Board if granted the opportunity and I look forward to speaking with you and the other members of the Town Council to share more about my experience.

Thank you for your consideration.

Respectfully yours,



Sherri A. Dalton

Experience

Town of Wakefield

October 06, 2008 - **Current**

Executive Assistant to the Town Administrator. My work primarily consists of:

- Providing administrative and tasking support to the Town Administrator.
- Handles all special assignments as directed by the Town Administrator.
- Providing support to the Town Councilors. This includes special requests and administrative items.
- Preparing and providing documents for bi-weekly Town Council meetings and recording of minutes.
- The primary interface between the citizens of Wakefield and the Town Administrator. Thus, filtering and prioritizing pressing problems which need the attention of the Town Administrator.
- Keeping and maintaining records for host of sub-departments of the Town Council, pay bills, process payroll.
- Maintains files for all elections, election workers and town meeting.
- Maintains the following administrative items:
 - License fees and makes deposits to the Treasurers Department.
 - All Civil Service records, requisitions, appointments, promotions, terminations.
 - Control of expiration dates of licenses issued by the Town Council and follow-up procedures.

Town of Wakefield

September, 2009 – **Current**

Assistant Administrator to the Executive Director of the Retirement Board. My administration work consists of:

- Assisting the Executive Director with any and all routine office procedures including meeting with individuals to process pension and new member applications as well as telephone support.
- Assists with document and material preparations for monthly board meetings, annual reports and special studies.
- Attends monthly board meetings.
- Recording of minutes for monthly retirement board meetings.
- Process requests for refunds, rollovers, and transfers of contributions from inception through payment, including preparation of monthly refund warrant.
- Knowledge of Chapter 32, state and federal regulations, and case law, on a continuing basis, as it relates to the work of the unit.

Law Offices of Stephen P. Maio, P.C.

1995 – October 2008

Paralegal to Stephen P. Maio:

- Assists the Attorney with matters focusing on real estate, zoning matters, municipal permitting, commercial, estate planning and administration as well as related litigation.
- Prepared legal paperwork often under time sensitive deadlines for residential closings.
- Worked closely with lender institutions, real estate brokers, buyers, sellers and other legal counsel.
- Maintained all closing files for buyers and sellers.
- Balanced and maintained the client fund accounts which often had millions of dollars channeling through them constantly and on a monthly basis.
- Handled time sensitive customer requests and handled all outgoing in incoming mail items.
- Prepared legal paperwork for clients regarding their Estate Planning process.

Ledoux, Whipple & King, P.C.

1992 - 1995

Paralegal to Associate Attorney Stephen P. Maio

- Assisted managing the active residential real estate department alongside the Associate Attorney with matters involving the managing of a very active.

- Worked closely with lender institutions, real estate brokers, buyers, sellers and other legal counsel.
- Maintained closing files for buyers and sellers.
- Prepared legal paperwork often under time sensitive deadlines for residential closings.
- Maintained and balanced the client fund accounts which often had millions of dollars channeling through on a monthly basis.

Skills

Professional and Technical skills include:

- **Operating Systems:** MacOS and Windows
 - Windows remote file system
- **Productivity Software:** Microsoft Office suite (Word, PowerPoint, Excel, Outlook), Pension Technology Group software
- VPN services
- Strong telecommuting skills

DEMAKIS LAW OFFICES, P. C.

GREGORY C. DEMAKIS
THOMAS C. DEMAKIS
SANDOR RABKIN
JOHN M. MOORADIAN

56 CENTRAL AVENUE
LYNN, MASSACHUSETTS 01901
TEL. (781) 595-3311
FAX (781) 592-4990
www.demakislaw.com

December 3, 2019

Sherri Dalton
Board of Selectmen
Town of Wakefield
1 Lafayette Street
Wakefield, MA 01880

RE: Stock Transfer and Change of Officer/Director Amendment Application for an Annual All Alcoholic Beverages License of D&M Liquor Corp. d/b/a S&M Liquors, 258 Water Street, Wakefield, MA

Dear Ms. Dalton:

Enclosed please find the following documents with regard to the above-referenced application:

- 1) DUA and DOR Certificates for D&M Liquor Corp.
- 2) ABCC Transaction Summary.
- 3) ABCC Online Application Forms, including:
 - a. Monetary Transmittal Form with Proof of ABCC Payment.
 - b. Multiple Amendment Application.
 - c. Applicant's Statement.
 - d. CORI Forms.
- 4) Corporate Resolution authorizing the President, Rakesh Patel, to apply for the above referenced amendments.
- 5) Corporate Documents – copy of Articles of Organization.
- 6) Sales Agreements - Copy of Stock Purchase and Sale Agreement.
- 7) Proof of Citizenship for the directors.
- 8) Flow Chart for financing.
- 9) Loan Documents.

Thank you very much for your time and cooperation. If you have any questions or need additional information, please feel free to call me at extension 105.

Sincerely yours;


John M. Mooradian, Esq.

Enclosure



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT
DEPARTMENT OF UNEMPLOYMENT ASSISTANCE

Charles D. Baker
GOVERNOR

Karyn E. Polito
LT. GOVERNOR



168922115

Rosalin Acosta
SECRETARY

Richard A. Jeffers
DIRECTOR

D&M LIQUOR CORP
258 WATER STREET
WAKEFIELD, MA 01880

EAN: 22033694
December 02, 2019

Certificate Id:32984

The Department of Unemployment Assistance certifies that as of 12/2/2019 ,D&M LIQUOR CORP is current in all its obligations relating to contributions, payments in lieu of contributions, and the employer medical assistance contribution established in G.L.c.149,§189.

This certificate expires in 30 days from the date of issuance.

Richard A. Jeffers, Director

Department of Unemployment Assistance



CERTIFICATE OF GOOD STANDING AND/OR TAX COMPLIANCE



D&M LIQUOR CORP
35 TEA PARTY WAY
MALDEN MA 02148-1979

Why did I receive this notice?

The Commissioner of Revenue certifies that, as of the date of this certificate, D&M LIQUOR CORP is in compliance with its tax obligations under Chapter 62C of the Massachusetts General Laws.

This certificate doesn't certify that the taxpayer is compliant in taxes such as unemployment insurance administered by agencies other than the Department of Revenue, or taxes under any other provisions of law.

This is not a waiver of lien issued under Chapter 62C, section 52 of the Massachusetts General Laws.

What if I have questions?

If you have questions, call us at (617) 887-6400 or toll-free in Massachusetts at (800) 392-6089, Monday through Friday, 8:30 a.m. to 4:30 p.m..

Visit us online!

Visit mass.gov/dor to learn more about Massachusetts tax laws and DOR policies and procedures, including your Taxpayer Bill of Rights, and MassTaxConnect for easy access to your account:

- Review or update your account
- Contact us using e-message
- Sign up for e-billing to save paper
- Make payments or set up autopay

Edward W. Coyle, Jr., Chief
Collections Bureau

SUMMARY OF TRANSACTION
STOCK TRANSFER D&M LIQUOR CORP.


Buyer: Rakesh Patel is purchasing all of the shares of stock owned by Nilesh Patel.

Seller: Nilesh Patel

Purchase
Price: \$120,000

Finance: Rakesh Patel is funding the purchase of the stock via \$30,000 held in personal accounts and a \$90,000 promissory note to Nilesh Patel payable in two years without interest.

The promissory note will be signed at closing after license approval and upon closing of the transaction.



Rakesh Patel



The Commonwealth of Massachusetts
 Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
 www.mass.gov/abcc

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
 MONETARY TRANSMITTAL FORM

APPLICATION FOR MULTIPLE AMENDMENTS

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

Please make \$200.00 payment here: [ABCC PAYMENT WEBSITE](#)

PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE PAYMENT RECEIPT

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

00013-PK-1310

ENTITY/ LICENSEE NAME

D&M Liquor Corp.

ADDRESS

258 Water Street

CITY/TOWN

Wakefield

STATE

MA

ZIP CODE

01880

For the following transactions (Check all that apply):

- New License
- Change of Location
- Change of Class (i.e. Annual / Seasonal)
- Change Corporate Structure (i.e. Corp / LLC)
- Transfer of License
- Alteration of Licensed Premises
- Change of License Type (i.e. club / restaurant)
- Pledge of Collateral (i.e. License/Stock)
- Change of Manager
- Change Corporate Name
- Change of Category (i.e. All Alcohol/Wine, Malt)
- Management/Operating Agreement
- Change of Officers/
Directors/LLC Managers
- Change of Ownership Interest
(LLC Members/ LLP Partners,
Trustees)
- Issuance/Transfer of Stock/New Stockholder
- Change of Hours
- Other
- Change of DBA

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS
 TRANSMITTAL FORM ALONG WITH
 COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:

Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3
 Chelsea, MA 02150-2358

Payment Confirmation

YOUR PAYMENT HAS PROCESSED AND THIS IS YOUR RECEIPT

Your account has been billed for the following transaction. You will receive a receipt via email.



Transaction Processed Successfully.

INVOICE #: aa6f62e5-27c2-44f8-9fec-3e8dcf2262cf

Description	Applicant, License or Registration Number	Amount
FILING FEES-RETAIL	00013-PK-1310	\$200.00
		\$200.00

Total Convenience Fee: \$0.35

Date Paid: 12/2/2019 2:27:07 PM EDT

Total Amount Paid: \$200.35

Payment On Behalf Of

License Number or Business Name:
00013-PK-1310

Fee Type:
FILING FEES-RETAIL

Billing Information

First Name:
John

Last Name:
Mooradian

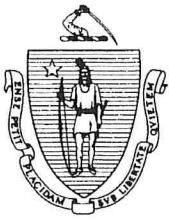
Address:
Demakis Law Offices, P.C.

City:
Lynn

State:
MA

Zip Code:
01901

Email Address:
jmooradian@demakislaw.com



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

APPLICATION FOR MULTIPLE AMENDMENTS

Please select all of the amendments you are applying for:

CHANGE OF CATEGORY

DOR Certificate of Good Standing
DUA Certificate of Compliance
Change of Category Application
Vote of the Corporate Board
Abutter's Notification*
Advertisement*
Monetary Transmittal Form
\$200 fee via [ABCC website](http://www.mass.gov/abcc) and Payment Receipt

CHANGE OF LICENSE TYPE

Change of License Type Application
Vote of the Corporate Board
Advertisement*
Monetary Transmittal Form
\$200 fee via [ABCC website](http://www.mass.gov/abcc) and Payment Receipt

CHANGE OF CORPORATE STRUCTURE

DOR Certificate of Good Standing
DUA Certificate of Compliance
Change of Corporate Structure Application
Business Structure Documents
If Sole Proprietor, Business Certificate
If partnership, Partnership Agreement
If corporation or LLC, Articles of Organization from the Secretary of the Commonwealth
Vote of the Corporate Board
Monetary Transmittal Form
\$200 fee via [ABCC website](http://www.mass.gov/abcc) and Payment Receipt

CHANGE OF CLASSIFICATION

DOR Certificate of Good Standing
DUA Certificate of Compliance
Change of Classification Application
Vote of the Corporate Board
Abutter's Notification*
Advertisement*
Monetary Transmittal Form
\$200 fee via [ABCC website](http://www.mass.gov/abcc) and Payment Receipt



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
 www.mass.gov/abcc

APPLICATION FOR MULTIPLE AMENDMENTS

Please select all of the amendments you are applying for(continued):

CHANGE OF OFFICERS/DIRECTORS/LLC MANAGERS

DOR Certificate of Good Standing

DUA Certificate of Compliance

Change of Officers/Directors Application

CORI Authorization Complete one for the proposed manager of record. This form **must** be *notarized with a stamp or raised seal*.

Business Structure Documents

If Sole Proprietor, Business Certificate

If partnership, Partnership Agreement

If corporation or LLC, Articles of Organization from the Secretary of the Commonwealth

Vote of the Entity Board

Monetary Transmittal Form

\$200 fee via ABCC website and Payment Receipt

CHANGE OF OWNERSHIP INTEREST (e.g. LLC Members, LLP Partners, Trustees etc.)

DOR Certificate of Good Standing

DUA Certificate of Compliance

Change of Officers/Directors Application

Financial Statement

CORI Authorization Complete one for the proposed manager of record. This form **must** be *notarized with a stamp or raised seal*.

Business Structure Documents

If Sole Proprietor, Business Certificate

If partnership, Partnership Agreement

If corporation or LLC, Articles of Organization from the Secretary of the Commonwealth

Vote of the Entity Board

Purchase and Sale Agreement

Supporting Financial Records

Advertisement*

Monetary Transmittal Form

\$200 fee via ABCC website and Payment Receipt

CHANGE OF STOCK INTEREST (e.g. New Stockholders or Transfer or Issuance of Stock)

DOR Certificate of Good Standing

DUA Certificate of Compliance

Change of Officers/Directors Application

Financial Statement

CORI Authorization Complete one for the proposed manager of record. This form **must** be *notarized with a stamp or raised seal*.

Business Structure Documents

If Sole Proprietor, Business Certificate

If partnership, Partnership Agreement

If corporation or LLC, Articles of Organization from the Secretary of the Commonwealth

Vote of the Entity Board

Purchase and Sale Agreement

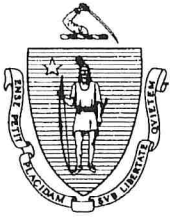
Supporting Financial Records

Advertisement*

Monetary Transmittal Form

\$200 fee via ABCC website and Payment Receipt

*If abutter notification and advertisement are required for transaction, please see the local licensing authority.



*The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc*

APPLICATION FOR MULTIPLE AMENDMENTS

Please select all of the amendments you are applying for(continued):

CHANGE OF CORPORATE NAME OR DBA

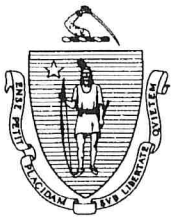
DOR Certificate of Good Standing
DUA Certificate of Compliance
Change of Corporate Name/DBA Application
Business Structure Documents
If Sole Proprietor, **Business Certificate**
If partnership, **Partnership Agreement**
If corporation or LLC, **Articles of Organization** from the Secretary of the Commonwealth
Vote of the Corporate Board
Monetary Transmittal Form
\$200 fee via [ABCC website](http://www.mass.gov/abcc) and Payment Receipt

CHANGE OF PLEDGE OF LICENSE, STOCK OR INVENTORY

DOR Certificate of Good Standing
DUA Certificate of Compliance
Change of Pledge of License, Stock or Inventory Application
Pledge documentation
Promissory note
Vote of the Corporate Board
Monetary Transmittal Form
\$200 fee via [ABCC website](http://www.mass.gov/abcc) and Payment Receipt

CHANGE OF MANAGER

Change of Manager Application
CORI Authorization Complete one for the proposed manager of record. This form **must** be *notarized with a stamp or raised seal*.
Vote of the Entity Board.
Proof of Citizenship. Passport, birth certificate, voter registration, or naturalization papers will be accepted.
Monetary Transmittal Form
\$200 fee via [ABCC website](http://www.mass.gov/abcc) and Payment Receipt



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

APPLICATION FOR MULTIPLE AMENDMENTS

Please select all of the amendments you are applying for(continued):

CHANGE OF LOCATION

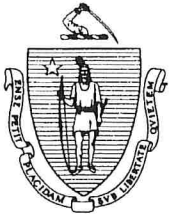
Alteration of Premises/Change of Location Application
Vote of the Corporate Board
Supporting financial records
Legal Right to Occupy This is either a lease or deed.
Floor Plan
Abutter's Notification*
Advertisement*
Monetary Transmittal Form
\$200 fee via ABCC website and Payment Receipt

ALTERATION OF PREMISES

Alteration of Premises/Change of Location Application
Vote of the Corporate Board
Supporting financial records
Legal Right to Occupy This is either a lease or deed.
Floor Plan
Abutter's Notification*
Advertisement*
Monetary Transmittal Form
\$200 fee via ABCC website and Payment Receipt

MANAGEMENT AGREEMENT

DOR Certificate of Good Standing
DUA Certificate of Compliance
Management Agreement
Vote of Corporate Board



*The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc*

APPLICATION FOR MULTIPLE AMENDMENTS

Please select all of the amendments you are applying for(continued):

Non-Profit Club's ONLY

e.g. Veteran's Club

Non-Profit Club CHANGE OF OFFICERS/DIRECTORS

DOR Certificate of Good Standing

DUA Certificate of Compliance

Change of Officers/Directors Application

Business Structure Documents-Articles of Organization from the Secretary of the Commonwealth

Vote of the club signed by an approved officer

Monetary Transmittal Form

\$200 fee via ABCC website and Payment Receipt

Non-Profit Club CHANGE OF MANAGER

Change of Manager Application

CORI Authorization Complete one for the proposed manager of record. This form **must** be *notarized with a stamp or raised seal*.

Vote of the club signed by an approved officer.

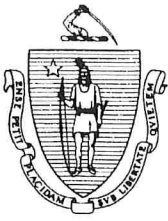
Updated Officers and Directors*

*Please ensure to update your officers and directors *simultaneously* or **PRIOR** to applying for a change of manager. It will be returned with no action taken if the officers and directors do not match ABCC records.

Proof of Citizenship. Passport, birth certificate, voter registration, or naturalization papers will be accepted.

Monetary Transmittal Form

\$200 fee via ABCC website and Payment Receipt



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
 www.mass.gov/abcc

APPLICATION FOR MULTIPLE AMENDMENTS

1. BUSINESS ENTITY INFORMATION

Entity Name	Municipality	ABCC License Number
D&M Liquor Corp.	Wakefield	00013-PK-1310

Please provide a narrative overview of the transaction(s) being applied for. On-premises applicants should also provide a description of the intended theme or concept of the business operation. Attach additional pages, if necessary.

1) Stock Transfer: Rakesh Patel is purchasing all of the shares of stock owned by Nilesh Patel. 2) Change of Officer/Director: Name Rakesh Patel as President, Treasurer, Secretary, and Director. Name Brijesh Patel as Vice President, and Director. Name Tushar Patel as Director.

APPLICATION CONTACT

The application contact is the person who should be contacted with any questions regarding this application.

Name	Title	Email	Phone
John M. Mooradian	Attorney	jmooradian@demakislaw.com	781-595-3311

2. AMENDMENT-Change of License Classification

<input type="checkbox"/> Change of License Category	Last-Approved License Category	<input style="width: 95%;" type="text"/>
All Alcohol, Wine and Malt, Wine Malt and Cordials	Requested New License Category	<input style="width: 95%;" type="text"/>
<input type="checkbox"/> Change of License Class	Last-Approved License Class	<input style="width: 95%;" type="text"/>
Seasonal or Annual	Requested New License Class	<input style="width: 95%;" type="text"/>
<input type="checkbox"/> Change of License Type*	Last-Approved License Type	<input style="width: 95%;" type="text"/>
i.e. Restaurant to Club *Certain License Types CANNOT change once issued*	Requested New License Type	<input style="width: 95%;" type="text"/>

3. AMENDMENT-Change of Business Entity Information

<input type="checkbox"/> Change of Corporate Name	Last-Approved Corporate Name:	<input style="width: 95%;" type="text"/>
	Requested New Corporate Name:	<input style="width: 95%;" type="text"/>
<input type="checkbox"/> Change of DBA	Last-Approved DBA:	<input style="width: 95%;" type="text"/>
	Requested New DBA:	<input style="width: 95%;" type="text"/>
<input type="checkbox"/> Change of Corporate Structure	Last-Approved Corporate Structure	<input style="width: 95%;" type="text"/>
LLC, Corporation, Sole Proprietor, etc	Requested New Corporate Structure	<input style="width: 95%;" type="text"/>

4. AMENDMENT-Pledge Information

<input type="checkbox"/> Pledge of License	To whom is the pledge being made:	<input style="width: 95%;" type="text"/>
<input type="checkbox"/> Pledge of Inventory		
<input type="checkbox"/> Pledge of Stock		

5. AMENDMENT-Change of Manager

Change of License Manager

A. MANAGER INFORMATION

The individual that has been appointed to manage and control the licensed business and premises.

Proposed Manager Name Date of Birth SSN

Residential Address

Email Phone

Please indicate how many hours per week you intend to be on the licensed premises Last-Approved License Manager

B. CITIZENSHIP/BACKGROUND INFORMATION

Are you a U.S. Citizen?* Yes No *Manager must be a U.S. Citizen

If yes, attach one of the following as proof of citizenship US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers.

Have you ever been convicted of a state, federal, or military crime? Yes No

If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

Date	Municipality	Charge	Disposition

C. EMPLOYMENT INFORMATION

Please provide your employment history. Attach additional pages, if necessary, utilizing the format below.

Start Date	End Date	Position	Employer	Supervisor Name

D. PRIOR DISCIPLINARY ACTION

Have you held a beneficial or financial interest in, or been the manager of, a license to sell alcoholic beverages that was subject to disciplinary action? Yes No If yes, please fill out the table. Attach additional pages, if necessary,utilizing the format below.

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Manager's Signature Date

6. AMENDMENT-Change of Officers, Stock or Ownership Interest

- Change of Officers/Directors**
 Change of Ownership Interest (LLC Managers/LLP Partners, Trustees)
 Change of Stock (E.g. New Stockholder/ Transfer or Issuance of Stock)

List all individuals or entities that will have a direct or indirect, beneficial or financial interest in this license (E.g. Stockholders, Officers, Directors, LLC Managers, LLP Partners, Trustees etc.). Attach additional page(s) provided, if necessary, utilizing Addendum A.

- The individuals and titles listed in this section must be identical to those filed with the Massachusetts Secretary of State.
- The individuals identified in this section, as well as the proposed Manager of Record, must complete a CORI Release Form.
- Please note the following statutory requirements for Directors and LLC Managers:
On Premises (E.g. Restaurant/ Club/Hotel) Directors or LLC Managers - At least 50% must be US citizens;
Off Premises(Liquor Store) Directors or LLC Managers - All must be US citizens and a majority must be Massachusetts residents.
- If you are a Multi-Tiered Organization, please attach a flow chart identifying each corporate interest and the individual owners of each entity as well as the Articles of Organization for each corporate entity. Every individual must be identified in Addendum A.

Name of Principal	Residential Address	SSN	DOB
Rakesh Patel	3 Watson Lane, Woburn, MA	XXXXXXXX	10/9/1972

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
President, Secretary, Treasurer, Director	50%	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
Tushar Patel	157 Lowell Street, Lexington, MA	XXXXXXXX	12/18/1965

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Director	25%	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
Brijesh Patel	15 Montrose School Lane, Wakefield, MA	XXXXXXXX	11/2/1974

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Vice President, Director	25%	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
		<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
		<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
		<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

Additional pages attached? Yes No

CRIMINAL HISTORY
 Has any individual listed in question 6, and applicable attachments, ever been convicted of a State, Federal or Military Crime? If yes, attach an affidavit providing the details of any and all convictions. Yes No

MANAGEMENT AGREEMENT
 Are you requesting approval to utilize a management company through a management agreement? Please provide a copy of the management agreement. Yes No

AMENDMENT-Change of Officers, Stock or Ownership Interest

6B. CURRENT OFFICERS, STOCK OR OWNERSHIP INTEREST

List the individuals and entities of the current ownership. Attach additional pages if necessary utilizing the format below.

Name of Principal	Title/Position	Percentage of Ownership
Rakesh Patel	President	25%
Brijesh Patel	Treasurer, Secretary, Director	25%
Nilesh Patel	Shareholder	25%
Tushar Patel	Shareholder	25%

6A. INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Does any individual or entity identified in question 6, and applicable attachments, have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages? Yes No If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality
See Attached Spreadsheet			

6B. PREVIOUSLY HELD INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Has any individual or entity identified identified in question 6, and applicable attachments, ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held? Yes No If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality
Rakesh Patel	Section 15	Prayosha108 Corporation	Andover
Rakesh Patel	Section 15	Gabriella, Inc.	Lawrence

6C. DISCLOSURE OF LICENSE DISCIPLINARY ACTION

Have any of the disclosed licenses listed in question 6A or 6B ever been suspended, revoked or cancelled? Yes No If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Date of Action	Name of License	City	Reason for suspension, revocation or cancellation

7. AMENDMENT-Change of Premises Information

Alteration of Premises: (must fill out attached financial information form)

7A. ALTERATION OF PREMISES

Please summarize the details of the alterations and highlight any specific changes from the last-approved premises.

PROPOSED DESCRIPTION OF PREMISES

Please provide a complete description of the proposed premises, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage. You must also submit a floor plan.

Total Sq. Footage	<input type="text"/>	Seating Capacity	<input type="text"/>	Occupancy Number	<input type="text"/>
Number of Entrances	<input type="text"/>	Number of Exits	<input type="text"/>	Number of Floors	<input type="text"/>

Change of Location: (must fill out attached financial information form)

7B. CHANGE OF LOCATION

Last-Approved Street Address

Proposed Street Address

DESCRIPTION OF PREMISES

Please provide a complete description of the premises to be licensed, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage. You must also submit a floor plan.

Total Sq. Footage	<input type="text"/>	Seating Capacity	<input type="text"/>	Occupancy Number	<input type="text"/>
Number of Entrances	<input type="text"/>	Number of Exits	<input type="text"/>	Number of Floors	<input type="text"/>

OCCUPANCY OF PREMISES

Please complete all fields in this section. Please provide proof of legal occupancy of the premises. (E.g. Deed, lease, letter of intent)

Please indicate by what means the applicant has to occupy the premises

Landlord Name

Landlord Phone

Landlord Email

Landlord Address

Lease Beginning Date

Rent per Month

Lease Ending Date

Rent per Year

Will the Landlord receive revenue based on percentage of alcohol sales?

Yes No

8. FINANCIAL DISCLOSURE

Required for the following transactions:

- Change of Officers, Stock or Ownership Interest (E.g. New Stockholder/Transfer or Issuance of Stock)
- Change of Premises Information
- Pledge of License, Inventory or Stock

Purchase Price(s):

The stock purchase price is \$120,000

SOURCE OF CASH CONTRIBUTION

Please provide documentation of available funds. (E.g. Bank or other Financial institution Statements, Bank Letter, etc.)

Name of Contributor	Amount of Contribution
Rakesh Patel	\$30,000
Total:	\$30,000

SOURCE OF FINANCING

Please provide signed financing documentation.

Name of Lender	Amount	Type of Financing	Is the lender a licensee pursuant to M.G.L. Ch. 138.
Nilesh Patel	\$90,000	Term Note	<input type="radio"/> Yes <input checked="" type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No

FINANCIAL INFORMATION

Provide a detailed explanation of the form(s) and source(s) of funding for the cost identified above.

The stock purchase price is \$120,000. Rakesh Patel is covering the cost of the stock purchase via \$30,000 cash held in personal accounts and a note to the seller, Nilesh Patel, in the amount of \$90,000.

APPLICANT'S STATEMENT

I, Rakesh Patel the: sole proprietor; partner; corporate principal; LLC/LLP manager
Authorized Signatory

of D&M Liquor Corp.
Name of the Entity/Corporation

hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.
- (10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature:



Date:

12/16/19

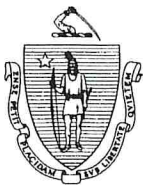
Title:

President

ADDITIONAL INFORMATION

Please utilize this space to provide any additional information that will support your application or to clarify any answers provided above.

Name	License Type	License Name	Municipality
Rakesh Patel	Section 15	D&M Liquor Corp.	Wakfield
Rakesh Patel	Section 15	Yashi, Inc.	Saugus
Rakesh Patel	Section 15	Veid Corp.	Somerville
Rakesh Patel	Section 15	Umiyakrupa Corp.	Lynn
Rakesh Patel	Section 15	Krishiv, Inc.	Salem
Tushar Patel	Section 15	D&M Liquor Corp.	Wakefield
Tushar Patel	Section 15	BBTJ Corporation	Stoneham
Tushar Patel	Section 15	Mystic Liquors, Inc.	Wilmington
Brijesh Patel	Section 15	D&M Liquor Corp.	Wakefield
Brijesh Patel	Section 15	Umiyakrupa Corp.	Lynn
Brijesh Patel	Section 15	Bobby's Liquor, Inc.	Everett



**Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street, First Floor
Boston, MA 02114**

**STEVEN GROSSMAN
TREASURER AND RECEIVER GENERAL**

**KIM S. GAINSBORO, ESQ.
CHAIRMAN**

CORI REQUEST FORM

The Alcoholic Beverages Control Commission has been certified by the Criminal History Systems Board to access conviction and pending Criminal Offender Record Information. For the purpose of approving each shareholder, owner, licensee or applicant for an alcoholic beverages license, I understand that a criminal record check will be conducted on me, pursuant to the above. The information below is correct to the best of my knowledge.

ABCC LICENSE INFORMATION

ABCC NUMBER: <small>(IF EXISTING LICENSEE)</small>	<input type="text"/>	LICENSEE NAME:	D&M Liquor Corp.	CITY/TOWN:	Wakefield
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APPLICANT INFORMATION

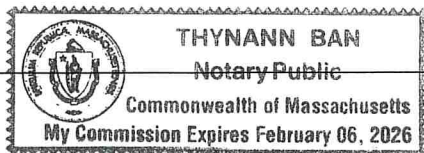
LAST NAME:	Patel	FIRST NAME:	Rakesh	MIDDLE NAME:	<input type="text"/>
MAIDEN NAME OR ALIAS (IF APPLICABLE):	n/a	PLACE OF BIRTH:	India		
DATE OF BIRTH:	10-9-1972	SSN:	XXXXXXXX	ID THEFT INDEX PIN (IF APPLICABLE):	<input type="text"/>
MOTHER'S MAIDEN NAME:	Patel	DRIVER'S LICENSE #:	XXXX	STATE LIC. ISSUED:	Massachusetts
GENDER:	MALE	HEIGHT:	5	3	WEIGHT: 150
EYE COLOR:	Black				
CURRENT ADDRESS:	3 Watson Lane				
CITY/TOWN:	Woburn	STATE:	MA	ZIP:	01801
FORMER ADDRESS:	35 Tea Party Way				
CITY/TOWN:	Malden	STATE:	MA	ZIP:	02148

PRINT AND SIGN

PRINTED NAME:	Rakesh Patel	APPLICANT/EMPLOYEE SIGNATURE:	
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NOTARY INFORMATION

On this December 16th 2019 before me, the undersigned notary public, personally appeared Rakesh Patel
(name of document signer), proved to me through satisfactory evidence of identification, which were MADL
to be the person whose name is signed on the preceding or attached document, and acknowledged to me that (he) (she) signed it voluntarily for its stated purpose.



NOTARY

DIVISION USE ONLY

REQUESTED BY:	<input type="text"/>
<small>SIGNATURE OF CORI-AUTHORIZED EMPLOYEE</small>	

The DCII Identify Theft Index PIN Number is to be completed by those applicants that have been issued an Identity Theft PIN Number by the DCII. Certified agencies are required to provide all applicants the opportunity to include this information to ensure the accuracy of the CORI request process. ALL CORI request forms that include this field are required to be submitted to the DCII via mail or by fax to (617) 660-4614.



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CORI REQUEST FORM

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ABCC LICENSE INFORMATION

ABCC NUMBER: <small>(IF EXISTING LICENSEE)</small>		LICENSEE NAME:	D&M Liquor Corp.	CITY/TOWN:	Wakefield
---	--	----------------	------------------	------------	-----------

APPLICANT INFORMATION

LAST NAME:	Patel	FIRST NAME:	Tushar	MIDDLE NAME:	K.			
MAIDEN NAME OR ALIAS (IF APPLICABLE):	n/a	PLACE OF BIRTH:	India					
DATE OF BIRTH:	12/18/1965	SSN:	XXXXXXXX	ID THEFT INDEX PIN (IF APPLICABLE):				
MOTHER'S MAIDEN NAME:	Patel	DRIVER'S LICENSE #:	XXXXXXXX	STATE LIC. ISSUED:	Massachusetts			
GENDER:	MALE	HEIGHT:	6	2	WEIGHT:		EYE COLOR:	Brown
CURRENT ADDRESS:	157 Lowell Street							
CITY/TOWN:	Lexington	STATE:	MA	ZIP:	02420			
FORMER ADDRESS:								
CITY/TOWN:		STATE:		ZIP:				

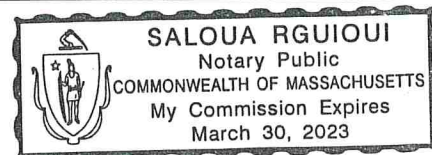
PRINT AND SIGN

PRINTED NAME:	Tushar Patel	APPLICANT/EMPLOYEE SIGNATURE:	<i>Tushar Patel</i>
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NOTARY INFORMATION

On this 12/16/2019 before me, the undersigned notary public, personally appeared Tushar Patel
(name of document signer), proved to me through satisfactory evidence of identification, which were Mass driver's license
to be the person whose name is signed on the preceding or attached document, and acknowledged to me that (he) (she) signed it voluntarily for its stated purpose.

[Signature]
NOTARY



DIVISION USE ONLY

REQUESTED BY:	
	<small>SIGNATURE OF CORI-AUTHORIZED EMPLOYEE</small>

*Identify Theft Index PIN Number is to be completed by those applicants that have been issued an Identity Theft by the DCI. Certified agencies are required to provide all applicants the opportunity to include this *ensure the accuracy of the CORI request process. ALL CORI request forms that include this field are submitted to the DCI via mail or by fax to (617) 660-4614.



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The Alcoholic Beverages Control Commission has been certified by the Criminal History Systems Board to access conviction and pending Criminal Offender Record Information. For the purpose of approving each shareholder, owner, licensee or applicant for an alcoholic beverages license, I understand that a criminal record check will be conducted on me, pursuant to the above. The information below is correct to the best of my knowledge.

ABCC LICENSE INFORMATION

ABCC NUMBER: <small>(IF EXISTING LICENSEE)</small>		LICENSEE NAME:	D&M Liquor Corp.	CITY/TOWN:	Wakefield
---	--	----------------	------------------	------------	-----------

APPLICANT INFORMATION

LAST NAME:	Patel	FIRST NAME:	Brijesh	MIDDLE NAME:	Bhikhabhai			
MAIDEN NAME OR ALIAS (IF APPLICABLE):	n/a	PLACE OF BIRTH:	India					
DATE OF BIRTH:	11-2-1974	SSN:	XXXXXXXX	ID THEFT INDEX PIN (IF APPLICABLE):				
MOTHER'S MAIDEN NAME:	Patel	DRIVER'S LICENSE #:	XXXXXX	STATE LIC. ISSUED:	Massachusetts			
GENDER:	MALE	HEIGHT:	5	9	WEIGHT:	250	EYE COLOR:	brown
CURRENT ADDRESS:	15 Montrose School Lane							
CITY/TOWN:	Wakefield	STATE:	MA	ZIP:	01880			
FORMER ADDRESS:	61 Johnny Road							
CITY/TOWN:	Revere	STATE:	MA	ZIP:	02151			

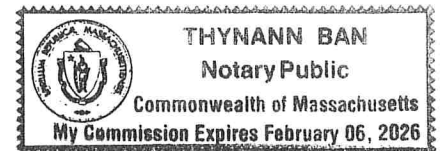
PRINT AND SIGN

PRINTED NAME:	Brijesh Patel	APPLICANT/EMPLOYEE SIGNATURE:	
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NOTARY INFORMATION

On this December 17th 2019 before me, the undersigned notary public, personally appeared Brijesh Patel
(name of document signer), proved to me through satisfactory evidence of identification, which were
to be the person whose name is signed on the preceding or attached document, and acknowledged to me that (he) (she) signed it voluntarily for its stated purpose.

NOTARY



DIVISION USE ONLY

REQUESTED BY:	
	SIGNATURE OF CORI-AUTHORIZED EMPLOYEE

The DCJ Identify Theft Index PIN Number is to be completed by those applicants that have been issued an Identity Theft PIN Number by the DCJ. Certified agencies are required to provide all applicants the opportunity to include this information to ensure the accuracy of the CORI request process. ALL CORI request forms that include this field are required to be submitted to the DCJ via mail or by fax to (617) 660-4614.

CORPORATE VOTE

The Board of Directors or LLC Managers of Entity Name

duly voted to apply to the Licensing Authority of and the
City/Town

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on
Date of Meeting

For the following transactions (Check all that apply):

- | | | | |
|---|---|--|---|
| <input type="checkbox"/> New License | <input type="checkbox"/> Change of Location | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal) | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input type="checkbox"/> Transfer of License | <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Change of License Type (i.e. club / restaurant) | <input type="checkbox"/> Pledge of Collateral (i.e. License/Stock) |
| <input type="checkbox"/> Change of Manager | <input type="checkbox"/> Change Corporate Name | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt) | <input type="checkbox"/> Management/Operating Agreement |
| <input checked="" type="checkbox"/> Change of Officers/
Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest
(LLC Members/ LLP Partners,
Trustees) | <input checked="" type="checkbox"/> Issuance/Transfer of Stock/New Stockholder | <input type="checkbox"/> Change of Hours |
| | | <input type="checkbox"/> Other <input type="text"/> | <input type="checkbox"/> Change of DBA |


“VOTED: To authorize
Name of Person

to sign the application submitted and to execute on the Entity's behalf, any necessary papers and do all things required to have the application granted.”

“VOTED: To appoint
Name of Liquor License Manager

as its manager of record, and hereby grant him or her with full authority and control of the premises described in the license and authority and control of the conduct of all business therein as the licensee itself could in any way have and exercise if it were a natural person residing in the Commonwealth of Massachusetts.”

A true copy attest,




Corporate Officer /LLC Manager Signature
Rakesh Patel

(Print Name)

For Corporations ONLY

A true copy attest,



Corporation Clerk's Signature
Rakesh Patel

(Print Name)



The Commonwealth of Massachusetts
William Francis Galvin

No Fee

Secretary of the Commonwealth, Corporations Division
 One Ashburton Place, 17th floor
 Boston, MA 02108-1512
 Telephone: (617) 727-9640

Statement of Change of Supplemental Information

(General Laws, Chapter 156D, Section 2.02 AND Section 8.45; 950 CMR 113.17)

1. Exact name of the corporation: D&M LIQUOR CORP.

2. Current registered office address:

Name: BRIJESH PATEL
 No. and Street: 15 MONTROSE SCHOOL LANE
 City or Town: WAKEFIELD State: MA Zip: 01880 Country: USA

3. The following supplemental information has changed:

 Names and street addresses of the directors, president, treasurer, secretary

Title	Individual Name First, Middle, Last, Suffix	Address (no PO Box) Address, City or Town, State, Zip Code
PRESIDENT	RAKESH PATEL	3 WATSON LANE WOBURN, MA 01801 USA
TREASURER	RAKESH PATEL	3 WATSON LANE WOBURN, MA 01801 USA
SECRETARY	RAKESH PATEL	3 WATSON LANE WOBURN, MA 01801 USA
VICE PRESIDENT	BRIJESH PATEL	15 MONTROSE SCHOOL LANE WAKEFIELD, MA 01880 USA
DIRECTOR	RAKESH PATEL	3 WATSON LANE WOBURN, MA 01801 USA
DIRECTOR	BRIJESH PATEL	15 MONTROSE SCHOOL LANE WAKEFIELD, MA 01880 USA
DIRECTOR	TUSHAR PATEL	157 LOWELL STREET LEXINGTON, MA 02420 USA

 Fiscal year end:
 December

 Type of business in which the corporation intends to engage:

PACKAGE STORE

 Principal office address:

No. and Street: 15 MONTROSE SCHOOL LANE
City or Town: WAKEFIELD State: MA Zip: 01880 Country: USA

which is

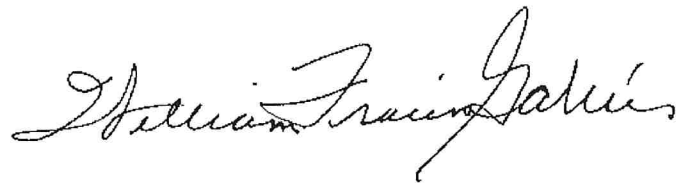
- its principal office an office of its transfer agent
 an office of its secretary/assistant secretary its registered office

**Signed by RAKESH PATEL, its PRESIDENT
on this 2 Day of December, 2019**

THE COMMONWEALTH OF MASSACHUSETTS

I hereby certify that, upon examination of this document, duly submitted to me, it appears that the provisions of the General Laws relative to corporations have been complied with, and I hereby approve said articles; and the filing fee having been paid, said articles are deemed to have been filed with me on:

December 02, 2019 03:00 PM

A handwritten signature in black ink, reading "William Francis Galvin". The signature is written in a cursive style with a large, prominent initial "W".

WILLIAM FRANCIS GALVIN

Secretary of the Commonwealth

STOCK PURCHASE AGREEMENT

D & M Liquor Corp.

This AGREEMENT is entered into by Nilesh Patel, 26 Whipple Road, Lexington, MA, ("Seller") and Rakesh Patel, 3 Watson Lane, Woburn, MA as "Buyer".

WHEREAS, Seller owns 250 of the 1,000 issued and outstanding stock of D & M Liquor Corp., (the "Corporation"), a Massachusetts corporation duly organized by law and having its place of business at 258 – 262 Water Street, Wakefield, MA, known as "S & M Liquors" (the "Business"). The Seller's shares of stock are referred to in this Agreement as the "Shares"; and

WHEREAS, Seller desires to sell 250 of his Shares to Buyer and Buyer desires to buy said Shares for the consideration and on the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the premises and of the mutual covenants, provisions and agreements contained herein, the parties agree as follows:

ARTICLE ONE

SALE AND PURCHASE OF THE CORPORATION SHARES

1. Sale and Purchase of the Corporation Shares. On the terms and subject to the conditions of this Agreement, the Seller agrees to sell, assign, and transfer to Buyer on the Closing Date 250 of the Seller's Shares. The Seller represents that Seller owns 250 Shares of the issued and outstanding Shares of the Corporation.

2. Purchase Price. In full consideration of the sale, assignment and transfer of the Shares, the Buyer agrees, subject to the terms and conditions of this Agreement, to pay to Seller the sum of \$120,000.00 at Closing in the following manner:

a. Buyer shall pay \$30,000 via cash or certified check.

b. Buyer shall execute a promissory note to Seller in the amount of \$90,000 payable in 2 years in 24 consecutive payments without interest.

3. Closing. The closing of the purchase and sale of the Shares of the Corporation contemplated by this Agreement (the "Closing") shall take place at Demakis Law Offices, P.C., 56 Central Avenue, Lynn, MA within 14 days after the transfer of the Shares from the Seller to the Buyer has been approved by the Town of Wakefield and the Alcoholic Beverage Control Commission. At the time of Closing, Seller shall assign 250 shares to Buyer.

ARTICLE TWO

COVENANTS OF BUYER AND SELLER

Buyer and Seller covenant to each other as follows, that he has not:

1. Issued or committed to issue any capital stock or any other ownership interest of the Corporation besides the 1,000 Shares, in total, owned by Brijesh Patel, Tushar Patel, Buyer, and Seller.

2. Changed the Articles of Organization or other governing instruments of the Corporation from those appearing in the Office of the Secretary of State of the Commonwealth of Massachusetts.

3. Executed any promissory note or other debt obligation on behalf of the Corporation other than a guaranty of a promissory note payable to Rockland Trust Company in the original principal amount of \$335,000.

ARTICLE THREE

REPRESENTATIONS, WARRANTIES AND AGREEMENTS OF SELLER

Individual Representations, Warranties and Agreements of the Seller.

Seller represents and warrants:

1. Authority and Capacity. Seller has all requisite power, authority and capacity to enter into this Agreement and to perform the Seller's obligations hereunder and that the execution, and performance of this Agreement by the Seller will be, if required, duly and validly authorized and approved by the Board of Directors of the Corporation.

2. Assets of the Corporation. None of the assets of the Corporation currently is subject to any lien or security interest except the lien of Rockland Trust Company, evidenced by an expired U.C.C. Financing Statement filed with the Commonwealth of Massachusetts Secretary of State as Filing Number 20150894780, if the underlying obligation is still outstanding.

3. Title to the Shares of the Corporation. Seller is the lawful owner of his Shares and the sale will transfer to the Buyer legal and valid title thereto, free and clear of all claims, liens, charges, security interests, pledges, encumbrances of any kind and nature whatsoever except the lien of the Rockland Trust Company referred to above in Article III, paragraph 2.

4. Taxes and Reports. Except as otherwise specifically set forth:

All federal, state and local taxes or assessment returns and reports required to be filed by the Corporation or relating to the Corporation have been filed with all appropriate governmental agencies. All federal, state and local income, sales, and other taxes, or payments (including interest and penalties) due from the Corporation to this date have been fully paid or will be paid or adequately provided for between the parties at Closing. No issues have been raised (or are

currently pending) by the Internal Revenue Service or any other authority in connection with any of the returns and reports referred to above. The Corporation is not a party to any pending action or proceedings by any government agency for assessment or collection of taxes or other payments.

5. Corporation Records. All of the Corporation's records shall remain with the Buyer at Closing including corporate records, minute books, income or corporate excise tax returns or records relating thereto for at least the past four years, bank records, monthly or annual accounting reports or accounts payable vouchers, paid checks, general operating and receivable ledgers, cash receipt books, federal and state employee earnings reports, payroll records, journals, and other similar books and accounts, for any period or periods prior to the Closing Date.

ARTICLE FOUR

REPRESENTATIONS, WARRANTIES, AND AGREEMENTS OF BUYER

1. Each Buyer represents, warrants, and agrees that he is familiar with the business of the Corporation and with all of the assets and the business records of the Corporation. Buyer has not relied on any warranties or representations of Seller with respect to the condition of any of the assets of the Corporation.

ARTICLE FIVE

MISCELLANEOUS

1. Governing Law. This Agreement shall be construed and enforced in accordance with and governed by the laws of the Commonwealth of Massachusetts.

2. Counterpart. This Agreement may be executed in one or more counterparts, all of which shall be considered one and the same agreement and shall become effective when one or more counterparts have been signed by each of the parties hereto.


3. Severability. Any provision hereof which may prove unenforceable under any law shall not affect the validity or enforceability of any other provision hereof.

4. Representations. All representations and warranties set forth in this Agreement shall survive the Closing.

5. Amendments; Waiver of Condition. This Agreement may be amended only by an instrument in writing signed by each of the parties hereto.

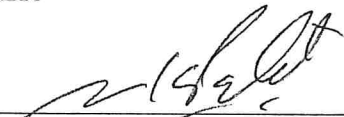
6. Entire Agreement. The provisions contained in this Agreement constitute the entire agreement between the parties hereto.

BUYER



Rakesh Patel

SELLER



Nilesh Patel

Date: November 20, 2019

\$120,000
STOCK
PURCHASE
PRICE

\$90,000

- Promissory Note to Nilesh Patel

\$30,000

- Bank Accounts of Rakesh Patel.

NOTE

\$120,000

_____, 2020

FOR VALUE RECEIVED, Rakesh Patel of 3 Watson Lane, Woburn, Massachusetts, promises to pay to Nilesh Patel of 26 Whipple Road, Lexington, Massachusetts, or order, the principal sum of Ninety Thousand (\$90,000) Dollars, without interest, payable within two years, in 24 consecutive monthly installments of principal and interest, each in the amount of Three Thousand Seven Hundred Fifty Dollars (\$3,750.00), due and payable on the first day of each month commencing on _____, 2020, and a final payment of principal, interest and late charges, if any, on _____, 2022. Said monthly installments shall be first applied to late charges, if any then due, and the remaining balance to principal. In any event, the entire balance of principal and interest shall be paid to the holder two years from the date hereof ("Maturity Date").

The undersigned may prepay this Note in whole or in part at any time without penalty. Payments will be applied in inverse order of maturity. The Note Holder hereof shall be entitled to collect a late charge not to exceed three (3%) percent of any installment unpaid for ten (10) days after due date.

FAILURE TO PAY ANY OF THE SAID INSTALLMENTS WITHIN FIFTEEN (15) DAYS FROM THE DATE WHEN SAME BECOMES DUE SHALL CONSTITUTE A DEFAULT HEREUNDER AND MAKE THE WHOLE OF THE BALANCE OF SAID PRINCIPAL SUM IMMEDIATELY DUE AND PAYABLE AT THE OPTION OF THE NOTE HOLDER.

The filing of any petition in bankruptcy or insolvency by or against the undersigned, or the appointment of any receiver, trustee, trust mortgagee or similar officer or creditors' committee to take charge of any property of the undersigned, or the making of any offer to make a composition of debts with creditors or the commission of any act of bankruptcy or insolvency or the making of an assignment for the benefit of creditors shall constitute a default under this Note.

In the event of any default under this Note or a violation of any term, condition or provision of the Mortgage, the Note Holder hereof may at its option declare the full amount remaining unpaid hereunder to be immediately due and payable, and may thereupon or any time thereafter, demand, sue for and collect the same and proceed against any security.

Upon default, if this Note is referred to an attorney for collection, the undersigned agrees to pay all costs, expenses and reasonable attorney's fees incurred or paid by the Note Holder in demanding payment or in enforcing its rights on this Note.

Each maker, endorser and guarantor of this Note waives presentment, demand, notice, protest and all other demands and notices in connection with the delivery, acceptance or default of this Note, and the exercise of and enforcement of any rights hereunder by the Note Holder, and assents without notice to any extension or postponement of the time of payment or any indulgence, to any substitution, exchange or release of collateral, if any, and/or to the addition or release of any party or person primarily or secondarily liable hereunder, which may from time to time be agreed to by the holder hereof. The liability of each maker, endorser and guarantor hereof shall be absolute and unconditional without regard to the liability of any other, regardless of the time, order or place of signing.

No delay or omission on the part of the Note Holder in exercising any right hereunder shall operate as a waiver of such right or of any other right hereunder, and no single or partial exercise of any right hereunder shall preclude other or further exercise thereof; a waiver of any right or remedy on any one occasion shall not be construed as a bar to or waiver of any such right or remedy on any future occasion.

SIGNED AS A SEALED INSTRUMENT THIS _____ DAY OF _____ 2020.

Witness:

By: _____
Rakesh Patel

Budget No. 22										
Acct. No. 292										
TOWN OF WAKEFIELD										
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021										
Animal Inspector										
		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										
5306	Printing & Binding	0.00	0.00	150.00	150.00	0.00	150.00	150.00	0.00	
5316	Professional Services	765.00	791.00	1,200.00	1,200.00	0.00	1,200.00	1,200.00	0.00	
5341	Telephone	963.00	1,047.00	1,200.00	1,200.00	803.00	1,200.00	1,200.00	0.00	
5399	Not Classified	0.00	0.00	100.00	100.00	0.00	100.00	100.00	0.00	
	TOTAL 2	1,728.00	1,838.00	2,650.00	2,650.00	803.00	2,650.00	2,650.00	0.00	

Budget No. 15	Page 2										
Account No. 176											
TOWN OF WAKEFIELD											
Summary Of Expenditures Of Prior Period With Estimates For The Fiscal Period Of 2021											
Board of Appeals											
Cost Per Hearing:											
Advertising		\$	150.00								
Clerk's Salary			300.00	\$300.00 per week x 52 wks = \$15,600							
Chairman			20.00								
Board Member - 4 @ 10.00			40.00								
Postage & Reproduction			40.00								
TOTAL COST PER HEARING		\$	550.00								

Estimated number of Hearings:											
50 Hearings Per Year											
Total Cost of Hearings:	50 X \$550.00	\$	27,500.00								
Miscellaneous:											
Office Supplies, Stationary Forms, Envelopes				300.00							
TOTAL TO APPROPRIATE FOR FISCAL 2020		\$	27,800.00								
\$225	-	Appealing the decision of an administrative decision									
\$250	-	Commercial Special Permit - Class II Licenses									
\$200	-	Residential Special Permit									
\$150	-	Variance									
FY 19 (7/1/18 to 6/30/19) there were 75 hearings, the town received \$48,612 in receipts											
From 7/1/19 to 12/31/19 there were 26 hearings, the town received \$7,768 in receipts											

Budget No. 13		Page 1									
Dept. No. 171											
TOWN OF WAKEFIELD											
Summary of Expenditures of Prior Periods With Estimates For The Fiscal Period of 2021											
Conservation Department											
====	====	====	====	====	====	====	====	====	====	====	====
	Actual	Actual	Approp.	Approp.	Act. Expend.	Departmental	Town Admin.	Recommended			
EOC	Expend.	Expend.	Approp.	Approp.	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	38,492.00	40,834.00	40,971.00	42,082.00	20,580.00	43,227.00	43,227.00	0.00	1,145.00	2.72%
2	Contractual Services	186.00	1,021.00	1,950.00	1,950.00	788.00	1,950.00	1,950.00	0.00	0.00	0.00%
4	Materials/Supplies	560.00	711.00	1,000.00	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00%
7	Sundry Charges	656.00	669.00	725.00	725.00	0.00	725.00	725.00	0.00	0.00	0.00%
	TOTAL	39,894.00	43,235.00	44,646.00	45,757.00	21,368.00	46,902.00	46,902.00	0.00	1,145.00	2.50%
	LESS:										
	Wetland Filing Fees	3,000.00	3,000.00	3,000.00	3,000.00	1,500.00	3,000.00	3,000.00	0.00	0.00	0.00%
	TOTAL	36,894.00	40,235.00	41,646.00	42,757.00	19,868.00	43,902.00	43,902.00	0.00	1,145.00	2.68%

Budget No. 13	Page 2										
Dept. No. 171											
TOWN OF WAKEFIELD											
Summary of Expenditures of Prior Periods With Estimates For The Fiscal Period of 2021											
Conservation Department											
====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
		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 B - 2 CONTRACTUAL SERVICES											
5301	Advertising	0.00	220.00	150.00	150.00	0.00	150.00	150.00	0.00		
5306	Printing & Binding	0.00	418.00	400.00	400.00	0.00	400.00	400.00	0.00		
5340	Postage	186.00	203.00	400.00	400.00	106.00	400.00	400.00	0.00		
5351	Travel Inside Comm (Seminars & Training)	0.00	180.00	1,000.00	1,000.00	682.00	1,000.00	1,000.00	0.00		
	TOTAL 2	186.00	1,021.00	1,950.00	1,950.00	788.00	1,950.00	1,950.00	0.00		

Budget No. 25										
Dept. No. 541										
TOWN OF WAKEFIELD										
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021										
Council On Aging										
		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										
5241	Building Maint	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5243	Equip. Maint. - Motor	1,700.00	130.00	2,000.00	2,000.00	0.00	2,000.00	2,000.00	0.00	
5244	Equip. Maint.- Office	490.00	359.00	400.00	400.00	159.00	400.00	400.00	0.00	
5306	Printing & Binding	162.00	182.00	250.00	250.00	15.00	250.00	250.00	0.00	
5316	Professional Services	365.00	268.00	850.00	850.00	382.00	850.00	850.00	0.00	
5340	Postage	57.00	150.00	150.00	150.00	150.00	150.00	150.00	0.00	
5341	Telephone Other Comm.	2,018.00	2,140.00	1,700.00	1,700.00	1,435.00	1,700.00	1,700.00	0.00	
5351	Travel Inside Commonwealth	155.00	0.00	250.00	250.00	0.00	250.00	250.00	0.00	
	TOTAL 2	4,947.00	3,229.00	5,600.00	5,600.00	2,141.00	5,600.00	5,600.00	0.00	
	RFT									
	TOTAL WITH RFT	4,947.00	3,229.00	5,600.00	5,600.00	2,141.00	5,600.00	5,600.00	0.00	

Budget No. 25										
Dept. No. 541										
TOWN OF WAKEFIELD										
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021										
Council On Aging										
		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	1,299.00	1,904.00	3,600.00	3,600.00	609.00	3,600.00	3,600.00	0.00	
5481	Motor Vehicle Parts	3,308.00	1,922.00	500.00	500.00	0.00	500.00	500.00	0.00	
5482	Oil and Additives	3,648.00	3,651.00	7,800.00	7,800.00	1,353.00	7,800.00	7,800.00	0.00	
5483	Tires - Automotive	843.00	767.00	350.00	350.00	0.00	350.00	350.00	0.00	
5492	Food - Other	478.00	419.00	350.00	350.00	350.00	350.00	350.00	0.00	
	TOTAL 4	9,576.00	8,663.00	12,600.00	12,600.00	2,312.00	12,600.00	12,600.00	0.00	
	RFT									
	TOTAL WITH RFT	9,576.00	8,663.00	12,600.00	12,600.00	2,312.00	12,600.00	12,600.00	0.00	

Budget No. 11										
Dept. No. 162										
TOWN OF WAKEFIELD										
Summary Of Expenditures Of Prior Periods With Estimates For The Fiscal Period Of 2021										
Election Expense										
		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										
5300	Rental Facilities	300.00	0.00	1,800.00	600.00	0.00	0.00	0.00	0.00	
5301	Advertising	2,081.00	5,396.00	7,500.00	5,000.00	0.00	7,500.00	7,500.00	0.00	
5383	Meals	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5384	Care of Booths	3,522.00	7,164.00	9,900.00	6,600.00	0.00	9,900.00	9,900.00	0.00	
	RFT	3,750.00	0.00							
	TOTAL 2	9,653.00	12,560.00	19,200.00	12,200.00	0.00	17,400.00	17,400.00	0.00	

Budget No. 12	Page 1										
Dept. No. 131											
TOWN OF WAKEFIELD											
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021											
Finance Committee											
		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 A											
1	Personal Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
2	Contractual Services	0.00	0.00	2,960.00	2,960.00	0.00	2,960.00	2,960.00	0.00	0.00	0.00%
4	Materials/Supplies	12.00	294.00	700.00	700.00	688.00	700.00	700.00	0.00	0.00	0.00%
7	Sundry Charges	3,200.00	3,293.00	3,400.00	3,400.00	3,400.00	3,400.00	3,400.00	0.00	0.00	0.00%
	RFT										
	TOTAL	3,212.00	3,587.00	7,060.00	7,060.00	4,088.00	7,060.00	7,060.00	0.00	0.00	0.00%

Budget No. 12										
Dept. No. 131										
TOWN OF WAKEFIELD										
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021										
Finance Committee										
=====										
		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 B - 2 CONTRACTUAL SERVICES										
5203	Recommendation Book	0.00	0.00	2,800.00	2,800.00	0.00	2,800.00	2,800.00	0.00	
5340	Postage	0.00	0.00	60.00	60.00	0.00	60.00	60.00	0.00	
5399	Unclassified	0.00	0.00	100.00	100.00	0.00	100.00	100.00	0.00	
	TOTAL 2	0.00	0.00	2,960.00	2,960.00	0.00	2,960.00	2,960.00	0.00	

Budget No. 18											
Dept No. 293											
TOWN OF WAKEFIELD											
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021											
Fire Alarm											
		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	+/- \$	+/- %
1	Personal Services	36,737.00	40,790.00	40,790.00	42,015.00	23,592.00	42,015.00	42,015.00	0.00	0.00	0.00%
2	Contractual Services	7,500.00	11,718.00	7,500.00	7,500.00	2,612.00	7,500.00	7,500.00	0.00	0.00	0.00%
4	Materials/Supplies	10,000.00	12,778.00	10,000.00	14,000.00	4,802.00	14,000.00	14,000.00	0.00	0.00	0.00%
	RFT	0.00	0.00	7,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	TOTAL	54,237.00	65,286.00	58,290.00	63,515.00	31,006.00	63,515.00	63,515.00	0.00	0.00	0.00%

Budget No. 38		Page 1									
Acct. No. 691											
TOWN OF WAKEFIELD											
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021											
Historical Commission											
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	
		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	+/- \$	+/- %
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====		
Summary											
2	Contractual Services	1,101.00	1,091.00	1,120.00	1,120.00	0.00	1,120.00	1,120.00	0.00	0.00	0.00%
4	Materials / Supplies	618.00	903.00	750.00	750.00	0.00	750.00	750.00	0.00	0.00	0.00%
7	Sundry Charges	0.00	0.00	130.00	130.00	0.00	130.00	130.00	0.00	0.00	0.00%
	TOTAL	1,719.00	1,994.00	2,000.00	2,000.00	0.00	2,000.00	2,000.00	0.00	0.00	0.00%

Budget No. 38	Page 4	Page 4									
Acct. No. 691											
TOWN OF WAKEFIELD											
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021											
Historical Commission											
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
		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		
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
SUNDRY CHARGES - 7											
5731	Memberships and Dues	0.00	0.00	130.00	130.00	0.00	130.00	130.00	0.00		
	TOTAL 7	0.00	0.00	130.00	130.00	0.00	130.00	130.00	0.00		

Budget No. 24										
Dept. No. 297										
TOWN OF WAKEFIELD										
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021										
Parking Clerk 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 - 2 CONTRACTUAL SERVICES										
5306	Printing & Binding	2,276.00	0.00	4,000.00	4,000.00	2,379.00	3,000.00	3,000.00	0.00	
5311	Prof. Serv.-Contractor	3,317.00	3,256.00	4,500.00	4,500.00	2,010.00	2,225.00	2,225.00	0.00	
5340	Postage	215.00	212.00	175.00	175.00	38.00	250.00	250.00	0.00	
5341	Telephone	144.00	144.00	150.00	150.00	144.00	250.00	250.00	0.00	
	TOTAL 2	5,952.00	3,612.00	8,825.00	8,825.00	4,571.00	5,725.00	5,725.00	0.00	

Budget No. 44	Page 1										
Acct. No. 198											
TOWN OF WAKEFIELD											
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021											
Professional Medical Department											
		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	+/- \$	+/- %
	2 - CONTRACTUAL SERVICES										
	Medical Exams	6,513.00	11,369.00	7,000.00	7,500.00	851.00	7,500.00	7,500.00	0.00	0.00	0.00%
	Examworks	62.00	194.00	850.00	850.00	342.00	850.00	850.00	0.00	0.00	0.00%
	TOTAL 2	6,575.00	11,563.00	7,850.00	8,350.00	1,193.00	8,350.00	8,350.00	0.00	0.00	0.00%
	RFT	4,500.00		5,000.00							
	TRANSFERS										
	Water	750.00	1,000.00	1,000.00	1,250.00	625.00	1,250.00	1,250.00	0.00	0.00	0.00%
	Sewer	750.00	1,000.00	1,000.00	1,250.00	625.00	1,250.00	1,250.00	0.00	0.00	0.00%
	TOTAL	12,575.00	13,563.00	14,850.00	10,850.00	2,443.00	10,850.00	10,850.00	0.00	0.00	0.00%

Budget No. 27											
Dept. No. 630											
TOWN OF WAKEFIELD FINANCE COMMITTEE											
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021											
Recreation 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	+/- \$	+/- %
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====		
SUMMARY											
1	Personal Services	92,270.00	100,309.00	100,588.00	105,946.00	52,578.00	106,734.00	106,734.00	0.00	788.00	0.74%
2	Contractual Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
4	Materials / Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
TOTAL SHEET A											
		92,270.00	100,309.00	100,588.00	105,946.00	52,578.00	106,734.00	106,734.00	0.00	788.00	0.74%

Budget No. 42								Page 1		
Acct No. 132										
TOWN OF WAKEFIELD										
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021 For Department Reserve Fund										
		Actual	Actual			Act. Expend.	Town Admin.			
		Expend.	Expend.	Approp.	Approp.	Thru Wk. 26	Request For	Recommended		
EOC	Dept/Appropriation	FY 2018	FY 2019	FY 2019	FY 2020	12/24/19	FY 2021	FY 2021	+/- \$	+/- %
	Reserve Fund	283,103.00	369,700.00	300,000.00	300,000.00	0.00	300,000.00	0.00	0.00	0.00%
	TOTAL	283,103.00	369,700.00	300,000.00	300,000.00	0.00	300,000.00	0.00	0.00	0.00%

Budget No. 36						Page 1					
Acct No. 424											
TOWN OF WAKEFIELD											
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021											
Street Lights											
=====											
		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	+/- \$	+/- %
=====											
	Street Lights	188,131.00	188,131.00	188,131.00	188,131.00	188,131.00	188,131.00	188,131.00	0.00	0.00	0.00%
	TOTAL	188,131.00	188,131.00	188,131.00	188,131.00	188,131.00	188,131.00	188,131.00	0.00	0.00	0.00%

Budget No. 41	Page 1										
Account No. 913											
TOWN OF WAKEFIELD											
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021											
Unemployment											
====	====	====	====	====	====	====	====	====	====	====	====
		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	+/- \$	+/- %
====	====	====	====	====	====	====	====	====	====		
	Unemployment - Town	1,157.00	50,384.00	25,000.00	25,000.00	15,670.00	25,000.00	25,000.00	0.00	0.00	0.00%
	Unemployment - School	56,538.00	50,000.00	50,000.00	50,000.00	19,997.00	50,000.00	50,000.00	0.00	0.00	0.00%
	RFT			25,400.00							
	TOTAL	57,695.00	100,384.00	100,400.00	75,000.00	35,667.00	75,000.00	75,000.00	0.00	0.00	0.00%

Budget No. 28	Page 1										
Dept. No. 543											
TOWN OF WAKEFIELD											
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021											
Veterans 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 A											
1	Personal Services	16,870.00	17,567.00	17,963.00	18,389.00	9,126.00	19,229.00	19,229.00	0.00	840.00	4.57%
2	Contractual Services	49,934.00	50,369.00	50,912.00	51,519.00	26,531.00	51,608.00	51,608.00	0.00	89.00	0.17%
4	Materials/Supplies	375.00	449.00	600.00	600.00	40.00	600.00	600.00	0.00	0.00	0.00%
5771	Recipients	150,590.00	133,607.00	170,000.00	170,000.00	73,915.00	170,000.00	170,000.00	0.00	0.00	0.00%
	Memorial Day	6,566.00	3,132.00	3,500.00	3,500.00	0.00	3,500.00	3,500.00	0.00	0.00	0.00%
	Veteran's Day	190.00	993.00	1,500.00	1,500.00	114.00	1,500.00	1,500.00	0.00	0.00	0.00%
	TOTAL	224,525.00	206,117.00	244,475.00	245,508.00	109,726.00	246,437.00	246,437.00	0.00	929.00	0.38%
	RFT										
	TOTAL WITH RFT	224,525.00	206,117.00	244,475.00	245,508.00	109,726.00	246,437.00	246,437.00	0.00	929.00	0.38%

Budget No. 28										
Dept. No. 543										
TOWN OF WAKEFIELD										
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021										
Veterans 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	Equip. Maint- Office	0.00	0.00	50.00	50.00	0.00	50.00	50.00	0.00	
5273	Vehicle Allowance	196.00	373.00	500.00	500.00	59.00	500.00	500.00	0.00	
5316	Professional Services	49,082.00	49,302.00	49,302.00	49,909.00	26,292.00	49,998.00	49,998.00	0.00	
5306	Printing and Binding	79.00	65.00	200.00	200.00	0.00	200.00	200.00	0.00	
5340	Postage	397.00	449.00	500.00	500.00	0.00	500.00	500.00	0.00	
5341	Telephone	180.00	180.00	360.00	360.00	180.00	360.00	360.00	0.00	
	TOTAL 2	49,934.00	50,369.00	50,912.00	51,519.00	26,531.00	51,608.00	51,608.00	0.00	

Budget No. 28											
Dept. No. 543											
TOWN OF WAKEFIELD											
Summary of Expenditures of Prior Periods With Estimates For the Fiscal Period of 2021											
Veterans 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 - 4 MATERIALS/SUPPLIES											
5422	Office Supplies	375.00	449.00	400.00	400.00	40.00	400.00	400.00	0.00		
5423	Repro. & Comp. Supplies	0.00	0.00	200.00	200.00	0.00	200.00	200.00	0.00		
	TOTAL 4	375.00	449.00	600.00	600.00	40.00	600.00	600.00	0.00		



December 26, 2019

The Traffic Advisory Committee (TAC) held a meeting on Friday, December 13th 2019. A number of issues were discussed and we request your approval for the following recommendations:

The TAC discussed the continued efforts to improve parking in town. Based on that discussion and a great deal of public participation at our last TAC meeting we recommend that parking be restricted to 2 hours on Cedar St. from Albion St. to Gould St. Monday-Friday between the hours of 8:00 AM and 6:00 PM.

If approved, residents of Cedar St. should be allowed to purchase resident parking permits.

The Cedar Gardens Association, 98 Cedar St. should be allowed to purchase up to 10 visitor parking permits to be distributed by the association based on the needs of the association. Currently their residents are using all available spaces including visitor spaces. This development is unique as it was built in a residential neighborhood in the 1960's when the off-street parking bylaw was calculated based on square footage not per bedroom as it is currently.

The Children's Gathering daycare should be allowed to purchase 4 merchant passes so that they may continue their safety procedure of using their driveway as a safe, off-street drop off location.

Town Council asked the TAC to look at other streets in town for possible restricted parking and resident parking permits. Due to a lack of public participation from residents of other streets more information is needed. The TAC has tabled that discussion to a future meeting as to not make changes without adequate neighborhood input.

Respectfully Submitted,

Lt. Joseph A. Anderson
Chairman
Traffic Advisory Committee



Council on Aging

Wakefield, Massachusetts



December 31, 2019

Town Council
Edward Dombroski, Chair
1 Lafayette Street
Wakefield MA 01880

In accordance with Massachusetts General Laws Chapter 44 section 53A the Council on Aging submits the following gifts in the amount of \$13,715.00 were received from October 2019 thru December 2019 for acceptance and expenditure.

Laurie & John Pasquale	\$50.00	Doris Gagnon	\$25.00
Rose Rowton	\$25.00	Sarah Clark	\$95.00
Karen & David Brewin	\$25.00	Anne & James Hackett	\$500.00
George & Karen Gilfeather	\$50.00	Bridge Group	\$10.00
Fred & Rosemarie Gilfeather	\$50.00	Dotty Tecce	\$25.00
Daniel Dwyer	\$20.00	Linda Mahoney & Ryan Paplow	\$20.00
Marie Dwyer	\$25.00	Claire Kelley	\$50.00
Esther White	\$50.00	Irene Chandler	\$50.00
Patricia Hecht	\$300.00	Ileana Leon	\$30.00
Noreen & John Prendergast	\$100.00	Mary Tierney	\$100.00
Marcia Tyler	\$50.00	Peg McGregor	\$50.00
Elvira Mudugno	\$15.00	Wilcox Trust	\$12,000.00*

Respectfully submitted

Judy Luciano
Director

*This gift is specifically for creation/development of Age Friendly Wakefield website.



TOWN OF WAKEFIELD
MASSACHUSETTS
FIRE DEPARTMENT HEADQUARTERS
ONE UNION STREET
WAKEFIELD, MA 01880

MICHAEL J. SULLIVAN

FIRE CHIEF

(781) 246-6435

FAX: (781) 246-6433
E-MAIL msullivan@wakefield.ma.us

FIRE PREVENTION

(781) 246-6435

December 21, 2019

Mr. Stephen P. Maio
Town Administrator
William J. Lee Memorial Town Hall
One Lafayette Street
Wakefield, MA. 01880

Dear Mr. Maio:

I am writing to request that the Town Council vote to accept a gift of \$150 from The Savings Bank. This donation would be deposited into the fire department gift account and applied towards the cost of the replacing worn out fire equipment.

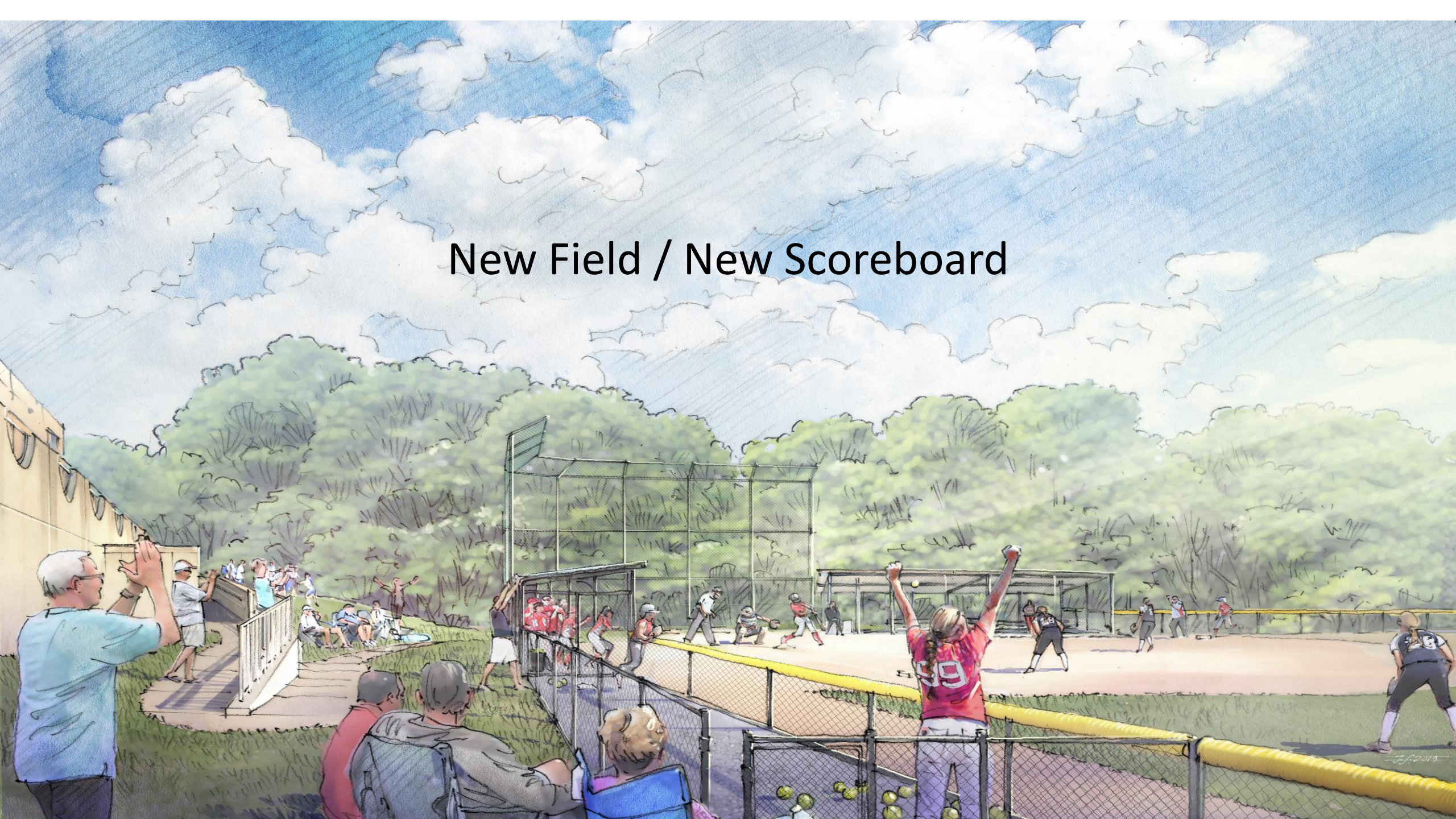
This donation is both needed and appropriate and I respectfully request that the Town accept it.

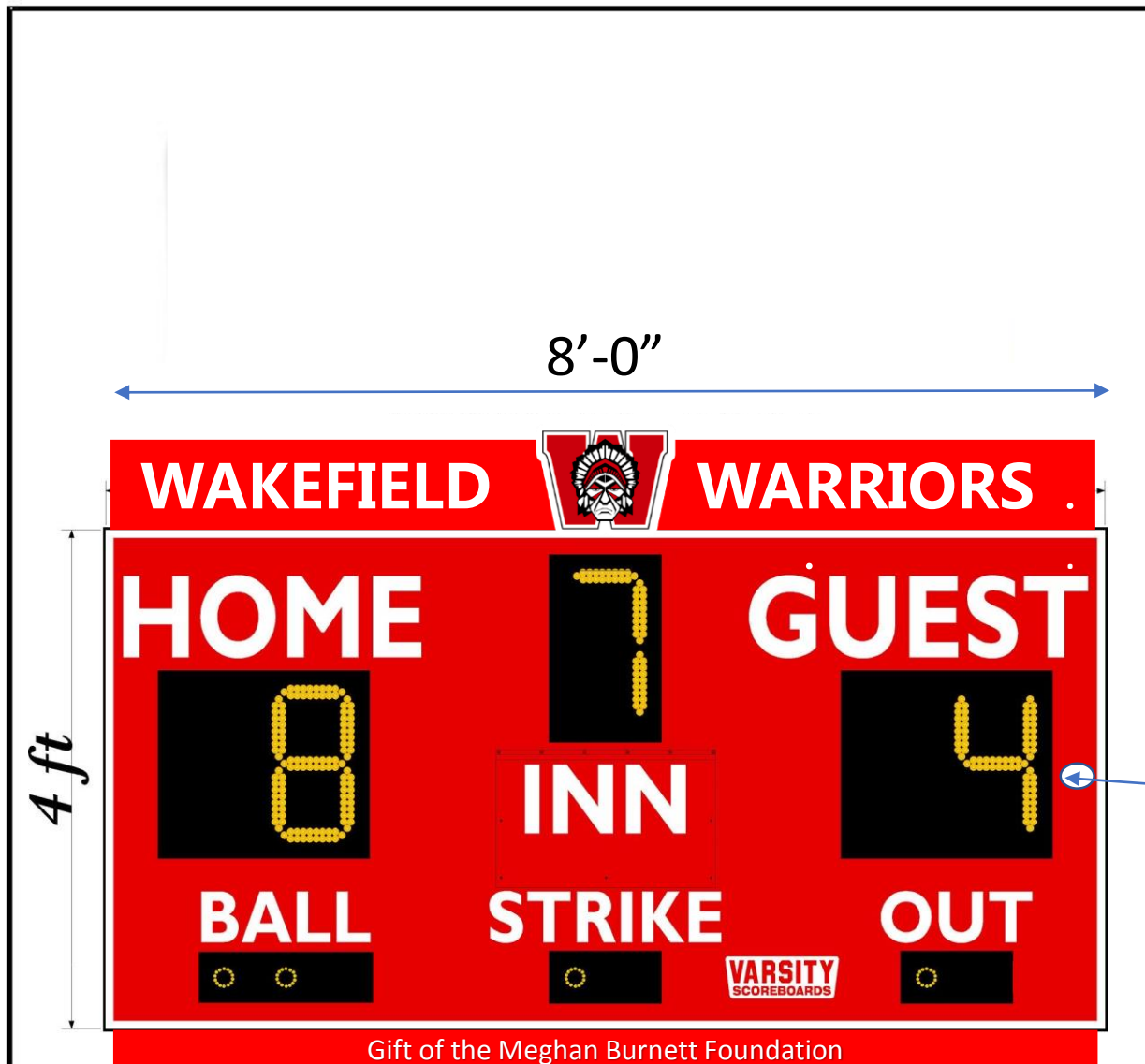
The action of the Town Council is required in accordance with MGL Chapter 44, Section 53A. Your assistance in this matter would be greatly appreciated.

Very truly yours,

Chief Michael J. Sullivan
Wakefield Fire Department

New Field / New Scoreboard






4 ft

15" LED Numbers





MODEL 3314
www.varsityscoreboards.com

WAKEFIELD  **WARRIORS**

HOME **7** **GUEST**

8 **INN** **4**

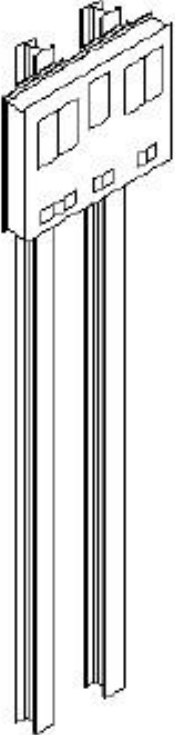
BALL **STRIKE** **OUT**

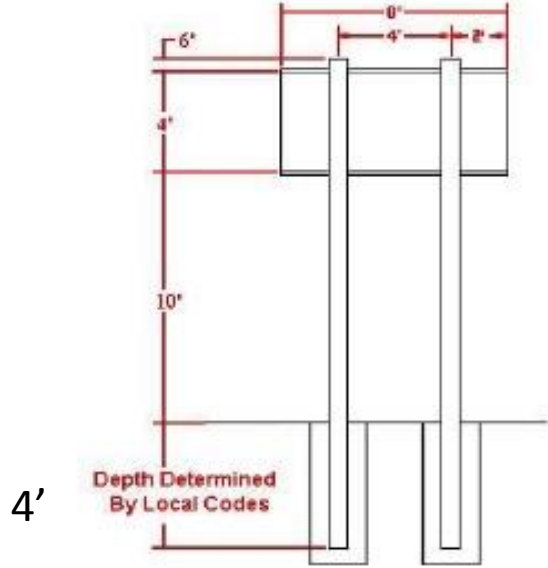
Gift of the Meghan Burnett Foundation

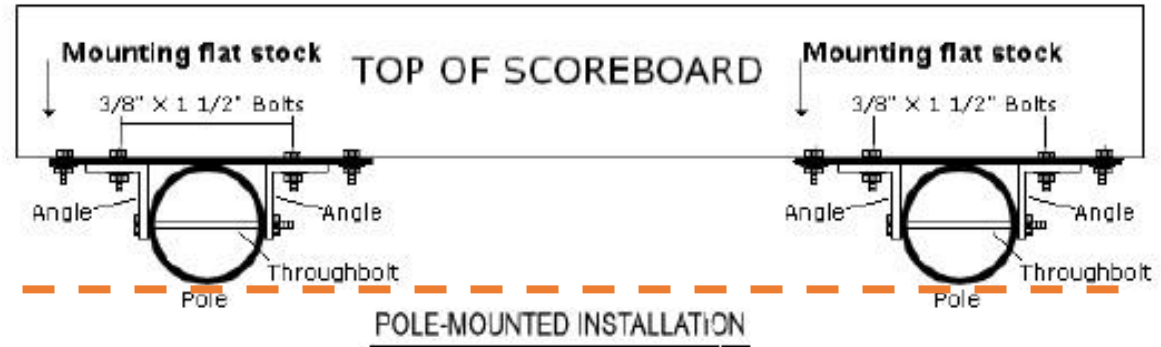
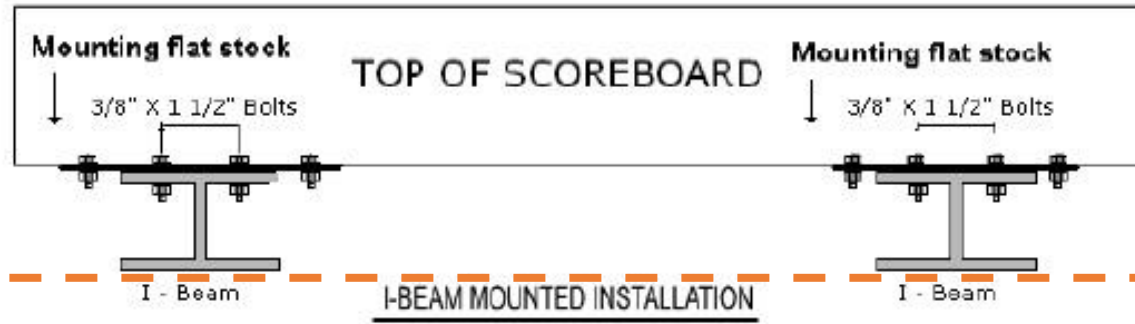
4 ft

Front View: Mounted



Rear View: Mounted



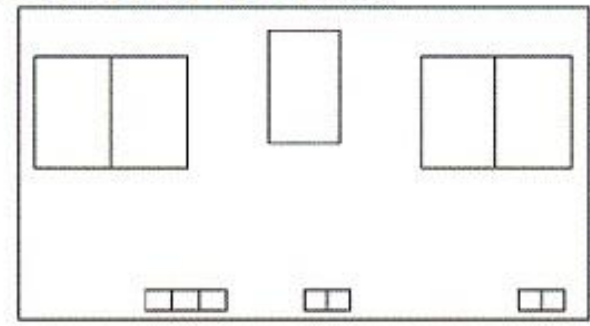


Decorative "Home of the Warriors" (or similar) sign
 On backside of scoreboard, to be added.

Mounting flat stock

NOTE: MOUNTING HARDWARE SUPPLIED BY CUSTOMER

Scoreboard Dimensions:
 4' tall x 8' wide x 8.0" depth





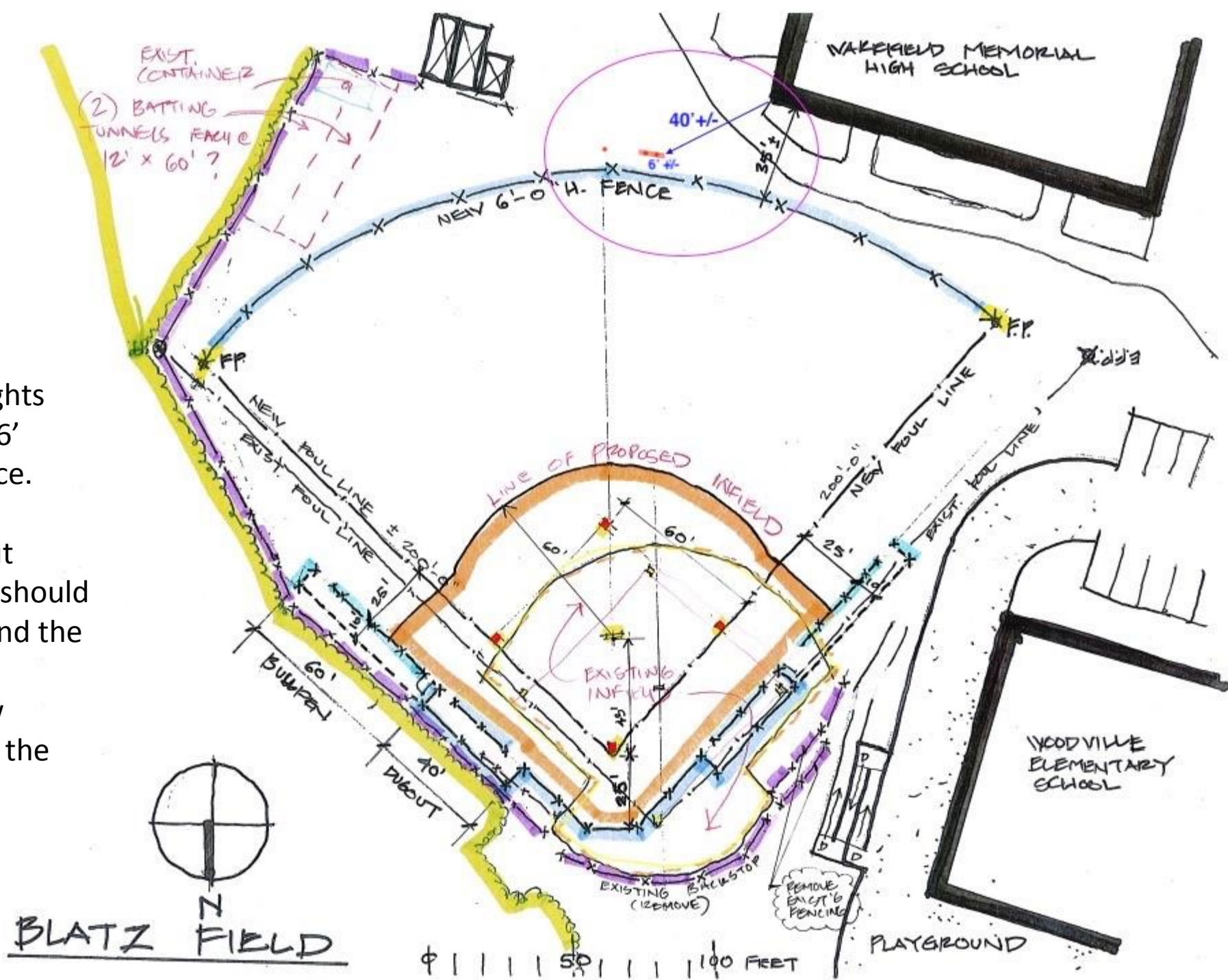
Overall Field shot - Scoreboard would be in the shaded area in right-center field.



This shot aligns Home, P, 2B and CF where we propose that the flagpole be located. Just to the right of that would be the scoreboard.



Basically the same shot without the sun but with the Flagpole and Scoreboard located.



Flagpole and scoreboard uprights would be about 6' from the OF Fence.

Could be less but whatever we do should leave room around the permanently set columns to allow maintenance for the scoreboard.

BLATZ FIELD



Stoneham High School Varsity Field has a similar, slightly larger scoreboard. Nice field and a nice scoreboard but theirs is facing due south which leaves it vulnerable to visual interference from sunshine / glare.

Their scoreboard (without the advertising) is about 6'-0" tall x 16'-0" L. with posts 9'-0" apart.

Ours would be 4' x 8' . With posts 4'-0" apart.

Score and inning numbers are about the same size.



They have allowed about 6'-0" clear between the fence and the supporting columns.



Weatherproof exterior 120v , 20A outlets are a very useful feature.

Our proposed scoreboard is facing generally north, almost exactly the same angle as the scoreboard at the Beasley Oval.





The view from the WMHS end of the upper level wall behind Woodville. This is about as far south as spectators would get at that level.



The existing access road around WMHS. The new field's RF Fence is on the left. The cones in the distance locate the ends of the scoreboard 10' above.



View slightly shifted looking straight down the road with the scoreboard added



This is the view as you approach the field from the Locker room / Field House parking lot. The plan is to have a full-sized (Removeable) sign made up for this side of the scoreboard with the Warrior Logo and “Home of the Warriors” or something like that. This is how the players would enter the field every day.

MODEL - 3314

WAKEFIELD W WARRIORS

HOME **7** **GUEST**

8 **INN** **4**

BALL **STRIKE** **OUT**

GIFT OF THE MEGHAN BURNETT FOUNDATION

SPONSOR AREA

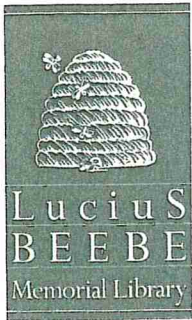
4 ft

19.5" X 8'

MODEL - 3314

8 ft





345 Main Street
Wakefield
Massachusetts
01880-5093

voice (781) 246-6335
fax (781) 246-6385
e-mail email@wakefieldlibrary.org

Date: 1/6/2020

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

Dear Councilors:

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

Thank you for your consideration.

Very truly yours,

Catherine McDonald
Library Director

cc: Accounting

LUCIUS BEEBE MEMORIAL LIBRARY
LIBRARY GIFTS RECEIVED FOR DEPOSIT
ACCOUNTING DEPARTMENT USE

1/6/2020				
SOURCE	DONOR INTENT	DETAIL	AMOUNT	ACCOUNT TOTAL
VARIOUS GIFTS - ORG 20610290, OBJECT 483000				2,313.16
Various Patrons	Public Printer Donations	Public printer supplies, paper, toner	1023.16	
Various Patrons	Public Fax Donations	Fax supplies	90.00	
Justin & Marianne Townshend	Donation	Donation	100.00	
Ellen & David Klee	Donation	Donation	100.00	
Systems Viewpoint, Inc.	Donation	Donation	1000.00	
MAGAZINE GIFTS - ORG 20610295, OBJECT 483000				0.00
FRIENDS OF BEEBE LIBRARY GIFTS - ORG 20610291, OBJECT 483000				0.00
GIFT BOOKS - ORG 20610296, OBJECT 483000				0.00
AMERICAN CREED GRANT - ORG 20610902, OBJECT 483000				0.00
TOTAL DONATIONS			2,313.16	2,313.16



Town of Wakefield APPLICATION FOR LICENSE

RETURN FORM TO:

Town Administrator's Office
Attn: Sherri Dalton
One Lafayette Street
Wakefield, MA 01880
sdalton@wakefield.ma.us

Common Victualler, Entertainment, Automatic Amusement

New License Renewal
Alfredo's ~~Italian Kitchen~~ of Wakefield, 117 Main St Wakefield, MA 01880
(name and street address of business)

Business & Owner Omario Masood 438 Broadway, Lynnfield
(name and mailing address) MA 01940
781-888 1464 (phone number) Alfredoskitchen@icloud.com (email address)

<u>License(s) Requested (check each one that applies)</u>		<u>Fee:</u>	<u>Total</u>
Common Victualler	<input checked="" type="checkbox"/> Number of Seats <u>24</u>	\$25.00	\$ <u>25.00</u>
Entertainment	<input type="checkbox"/> Number of Devices _____ (List Devices for which license is requested)	\$50.00 per device	\$ _____
Automatic Amusement (Video Machines)	<input type="checkbox"/> Number of Devices _____ (List Devices for which license is requested)	\$100.00 per device	\$ _____
Total Due			\$ _____

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

X [Signature]
Signature of Applicant

12/9th/19
Date



TOWN OF WAKEFIELD

TOWN ADMINISTRATOR'S OFFICE

Application For a Common Victualler, Entertainment, or Automatic Amusement License

Applications must be submitted 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.

New licence Renewal

Business name: Honey Dew Donuts

Business address: 386 Main Street Wakefield, MA 01880

Business owner's name: John Kennedy

Phone: 781.245.5655 Email: kndoc5@verizon.net

License(s) requested (check all that apply):

Type	Devices	Fee	Total
<input checked="" type="checkbox"/> Common Victualler		\$25	\$ <u>25.00</u>
<input checked="" type="checkbox"/> Entertainment	Number of devices: <u>1</u> Devices include televisions, projections, sound systems, etc.	\$50 per device	\$ <u>50.00</u>
<input type="checkbox"/> Automatic Amusements (Video Machines)	Number of devices: _____	\$100 per device	\$ _____

John Kennedy Digitally signed by John Kennedy
 DN: cn=John Kennedy, o, ou=12.13.19,
 email=sdalton@wakefield.ma.us, c=US
 Date: 2019.12.24 10:25:05 -05'00'

Total due: \$ 75.00

Signature of applicant

Date





Town of Wakefield APPLICATION FOR LICENSE

RETURN FORM TO:

Town Administrator's Office
Attn: Sherri Dalton
One Lafayette Street
Wakefield, MA 01880
sdalton@wakefield.ma.us

Common Victualler, Entertainment, Automatic Amusement

New License

Renewal

403 Lowell ST.

Wakefield, MA 01880

(name and street address of business)

Business & Owner

Jade Gourmet

Raymond Kwong

(name and mailing address)

781-245-1500


hck9394@yahoo.com

(phone number)

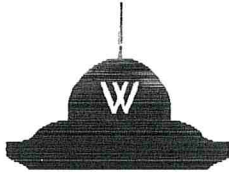
(email address)

<u>License(s) Requested (check each one that applies)</u>		<u>Fee:</u>	<u>Total</u>
Common Victualler	<input checked="" type="checkbox"/> Number of Seats <u>8</u>	\$25.00	\$ <u>25</u>
Entertainment	<input type="checkbox"/> Number of Devices _____	\$50.00 per device	\$ _____
(List Devices for which license is requested)			
Automatic Amusement (Video Machines)	<input type="checkbox"/> Number of Devices _____	\$100.00 per device	\$ _____
(List Devices for which license is requested)			
Total Due			\$ <u>25</u>

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

X 
Signature of Applicant

12/2/19
Date



TOWN OF WAKEFIELD

TOWN ADMINISTRATOR'S OFFICE

APPLICATION FOR LICENSE

Common Victualler, Entertainment, Automatic Amusement

New License

Renewal

Kilos Roast Beef 117 water st Wakefield Wakefield, MA 01880
(name and street address of business)

Business & Owner Charles Kotsiopoulos
(name and mailing address)

617-686-9396 (phone number) _____ (email address)

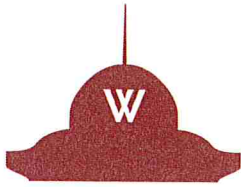
License(s) Requested (check each one that applies)		Fee:	Total
Common Victualler	<input checked="" type="checkbox"/>	\$25.00	\$ <u>25.00</u>
Entertainment	<input type="checkbox"/> Number of Devices _____	\$50.00 per device	\$ _____
Devices are: Televisions, Projections, Sound Systems, etc.			
Automatic Amusement (Video Machines)	<input type="checkbox"/> Number of Devices _____	\$100.00 per device	\$ _____
(List Devices for which license is requested)			Total Due \$ <u>25</u>

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

Charles Kotsiopoulos
Signature of Applicant

1-8-20
Date





TOWN OF WAKEFIELD

TOWN ADMINISTRATOR'S OFFICE

APPLICATION FOR LICENSE

Common Victualler, Entertainment, Automatic Amusement

New License

Renewal

Mayara's Restaurant, 61 New Salem Street, Wakefield, MA 01880
(name and street address of business)

Business & Owner Monica Conde, 100R Main Street, #4, Peabody MA 01965
(name and mailing address)

978.681.6703
(phone number)

monmmwisdom9904@yahoo.com
(email address)

License(s) Requested (check each one that applies)	Fee:	Total
Common Victualler <input checked="" type="checkbox"/>	\$25.00	\$ <u>25.00</u>
Entertainment <input checked="" type="checkbox"/> Number of Devices <u>1</u>	\$50.00 per device	\$ <u>50.00</u>
Devices are: Televisions, Projections, Sound Systems, etc.		
Automatic Amusement (Video Machines) <input type="checkbox"/> Number of Devices _____	\$100.00 per device	\$ _____
(List Devices for which license is requested)		
Total Due		\$ <u>75.00</u>

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

x Monica Conde
Signature of Applicant

12/6/19
Date





Town of Wakefield APPLICATION FOR LICENSE

RETURN FORM TO:

Town Administrator's Office
Attn: Sherri Dalton
One Lafayette Street
Wakefield, MA 01880
sdalton@wakefield.ma.us

Common Victualler, Entertainment, Automatic Amusement

New License Renewal

Nicks pizza Roast Beef & Subs 602 Main St
Wakefield, MA 01880
(name and street address of business)

Business & Owner Nicks pizza Kulla Qiyazov
(name and mailing address)

781-245-8748
(phone number)

kqiyazov@gmail.com
(email address)

<u>License(s) Requested (check each one that applies)</u>	<u>Fee:</u>	<u>Total</u>
Common Victualler <input checked="" type="checkbox"/> Number of Seats <u>20</u>	\$25.00	\$ <u>25.00</u>
Entertainment <input type="checkbox"/> Number of Devices _____ _____ (List Devices for which license is requested)	\$50.00 per device	\$ _____
Automatic Amusement (Video Machines) <input type="checkbox"/> Number of Devices _____ _____ (List Devices for which license is requested)	\$100.00 per device	\$ _____
Total Due		\$ <u>25.00</u>

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

X Kulla Q
Signature of Applicant

12/08/19
Date



Town of Wakefield APPLICATION FOR LICENSE

RETURN FORM TO:

Town Administrator's Office
Attn: Sherri Dalton
One Lafayette Street
Wakefield, MA 01880
sdalton@wakefield.ma.us

Common Victualler, Entertainment, Automatic Amusement

New License Renewal

Slice Pizza & More Inc. 319 Salem Street Wakefield, MA 01880
(name and street address of business)

Business & Owner John Cucinatti / Paul Cucinatti
(name and mailing address)

(781) 213-9998 info@slicepizzaandmore.com
(phone number) (email address)

License(s) Requested (check each one that applies)		Fee:	Total
Common Victualler	<input checked="" type="checkbox"/> Number of Seats <u>20</u>	\$25.00	<u>\$25</u>
Entertainment	<input checked="" type="checkbox"/> Number of Devices <u>3</u> <u>2 TV's & 1 Radio</u> (List Devices for which license is requested)	\$50.00 per device	<u>\$150</u>
Automatic Amusement (Video Machines)	<input type="checkbox"/> Number of Devices _____ (List Devices for which license is requested)	\$100.00 per device	\$
Total Due			<u>\$175</u>

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

X Paul A. Cucinatti, President
Signature of Applicant

12/11/19
Date



TOWN OF WAKEFIELD

TOWN ADMINISTRATOR'S OFFICE

Application For a Common Victualler, Entertainment, or Automatic Amusement License

Applications must be submitted 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.

New licence Renewal

Business name: Honey Dew Donuts

Business address: 386 Main Street Wakefield, MA 01880

Business owner's name: John Kennedy

Phone: 781.245.5655 Email: kndoc5@verizon.net

License(s) requested (check all that apply):

Type	Devices	Fee	Total
<input checked="" type="checkbox"/> Common Victualler		\$25	\$ <u>25.00</u>
<input checked="" type="checkbox"/> Entertainment	Number of devices: <u>1</u> Devices include televisions, projections, sound systems, etc.	\$50 per device	\$ <u>50.00</u>
<input type="checkbox"/> Automatic Amusements (Video Machines)	Number of devices: _____	\$100 per device	\$ _____

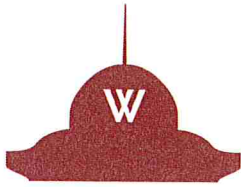
John Kennedy Digitally signed by John Kennedy
 DN: cn=John Kennedy, o, ou=12.13.19,
 email=sdalton@wakefield.ma.us, c=US
 Date: 2019.12.24 10:25:05 -05'00'

Total due: \$ 75.00

Signature of applicant

Date





TOWN OF WAKEFIELD

TOWN ADMINISTRATOR'S OFFICE

APPLICATION FOR LICENSE

Common Victualler, Entertainment, Automatic Amusement

New License

Renewal

Mayara's Restaurant, 61 New Salem Street, Wakefield, MA 01880
(name and street address of business)

Business & Owner Monica Conde, 100R Main Street, #4, Peabody MA 01960
(name and mailing address)

978.681.6703
(phone number)

monmmwisdom9904@yahoo.com
(email address)

License(s) Requested (check each one that applies)	Fee:	Total
Common Victualler <input checked="" type="checkbox"/>	\$25.00	\$ <u>25.00</u>
Entertainment <input checked="" type="checkbox"/> Number of Devices <u>1</u>	\$50.00 per device	\$ <u>50.00</u>
Devices are: Televisions, Projections, Sound Systems, etc.		
Automatic Amusement (Video Machines) <input type="checkbox"/> Number of Devices _____	\$100.00 per device	\$ _____
(List Devices for which license is requested)		
Total Due		\$ <u>75.00</u>

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

x Monica Conde
Signature of Applicant

12/6/19
Date





Town of Wakefield APPLICATION FOR LICENSE

RETURN FORM TO:

Town Administrator's Office
Attn: Sherri Dalton
One Lafayette Street
Wakefield, MA 01880
sdalton@wakefield.ma.us

Common Victualler, Entertainment, Automatic Amusement

New License Renewal

Slice Pizza & More Inc. 319 Salem Street Wakefield, MA 01880
(name and street address of business)

Business & Owner John Cucinatti / Paul Cucinatti
(name and mailing address)

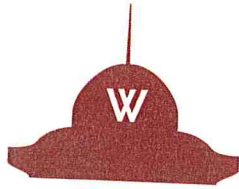
(781) 213-9998 info@slicepizzaandmore.com
(phone number) (email address)

License(s) Requested (check each one that applies)		Fee:	Total
Common Victualler	<input checked="" type="checkbox"/> Number of Seats <u>20</u>	\$25.00	\$ <u>25</u>
Entertainment	<input checked="" type="checkbox"/> Number of Devices <u>3</u> <u>2 TV's & 1 Radio</u> (List Devices for which license is requested)	\$50.00 per device	\$ <u>150</u>
Automatic Amusement (Video Machines)	<input type="checkbox"/> Number of Devices _____ (List Devices for which license is requested)	\$100.00 per device	\$ 150
Total Due			\$<u>175</u>

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

X Paul A. Cucinatti, President
Signature of Applicant

12/11/19
Date



TOWN OF WAKEFIELD

Stephen P. Maio, Town Administrator
smaio@wakefield.ma.us

Sherri A. Dalton, Executive Assistant
sdalton@wakefield.ma.us

THE COMMONWEALTH OF MASSACHUSETTS TOWN OF WAKEFIELD APPLICATION FOR A LICENSE TO BUY, SELL, EXCHANGE OR ASSEMBLE SECOND HAND MOTOR VEHICLES OR PARTS THEREOF

Date: 12-11-19

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? AUTO ANNEX

Business address of concern? 68 C NORTH AVE WAKEFIELD MA 01880

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

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

address: MARC SCARPACI 10 DIAVES VIEW MALDEN, MA 02148
781-727-1663 BOBBY SEUP 43rd HOTMAIL.COM

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

na



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

President: na

Secretary: na

Treasurer: na

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:

OFFICE; BUILDING A LOT 25 CARS

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 MA 01880

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

Man Saper
Signature (duly authorized to represent the concern herein mentioned)

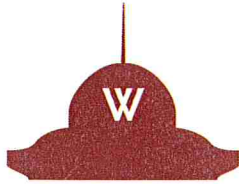
Print Name

10 DIANE VIEW MALDEN MA 02148
Residence

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

Stephen P. Maio, Town Administrator
smaio@wakefield.ma.us

Sherri A. Dalton, Executive Assistant
sdalton@wakefield.ma.us

THE COMMONWEALTH OF MASSACHUSETTS TOWN OF WAKEFIELD APPLICATION FOR A LICENSE TO BUY, SELL, EXCHANGE OR ASSEMBLE SECOND HAND MOTOR VEHICLES OR PARTS THEREOF

Date: 11-14-19

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? DICK'S FOREIGN CAR SERVICE

Business address of concern? 8 DEL CARMINE ST. 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: RICHARD RAINVILLE, 81 BUTLER AVE,

WAKEFIELD, MA. 01880 (781-245-3799)
DICKFORCAR@901.COM (REGULAR MAIL - ADD. ABOVE)

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

composing it: _____

na



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:

APPROX 2870 SQ FT BUILDING SQ FT FOR THE SALE OF USED CARS. A SEPERATE ENTRANCE FOR THE USED CAR SALES. A SEPERATE ENTRANCE FOR SERVICE ON A 15815 SQ FT.

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: WAREFIELD MA.

Did you receive a license? Yes No

For what year? APPROX 19 TO PRESENT.

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

Richard Rainville
Signature (duly authorized to represent the concern herein mentioned)

RICHARD RAINVILLE
Print Name

81 BUTLER AVE.
WAKEFIELD, MA. 01880 Residence

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: 11-19-2019

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? Highline Motor inc

Business address of concern? 349 Water St

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

Corporation

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

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

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

President: Leidy Burgos

Secretary: Juan Almonte

Treasurer: Juan Almonte

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:

Sales use cars

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

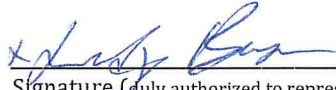
10. Have you ever applied for a license to deal in second hand motor vehicles or parts thereof: Yes No

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)

Leidy Burgas

Print Name

130 eastgate Rd Tewksbury MA 01876

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: 11.11.19

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? John's Foreign Car Service, Inc.

Business address of concern? 31 New Salem St. Wakefield MA 01880

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

Corporation

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

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

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

President: Michael P. Melto 34 Southpoint Lane Ipswich, MA. 01938 jfc01everizon.net.
Secretary: Thomas J. Melto 22 Evergreen Lane Topsfield, MA
Treasurer: Thomas J. Melto 22 Evergreen Lane Topsfield, MA. 01983

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:

Building is aprox 6000 SQ FT
Parking in Front + Rear of Building.

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? 1991 - current

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?

Michael P. Melto

Signature (duly authorized to represent the concern herein mentioned)

Michael P. Melto

Print Name

*34 Southpoint Lane Ipswich, MA
01938*

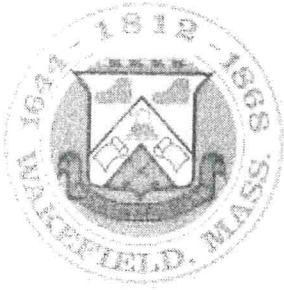
Residence

**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: 11/1/19

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? King's Auto Wholesale

Business address of concern? 968 MAIN ST 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: JOHN KALANTZIS 34 WHITING ST LYNN, MA 01902
978 265 5795 SUPER395@aol.com

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

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:

_____ NO CARS ARE TO BE DISPLAYED FOR SALE
_____ NO CARS TO BE SOLD ON PREMISES AT RETAIL
_____ TRANSACTIONS LIMITED TO WHOLESALE ONLY

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

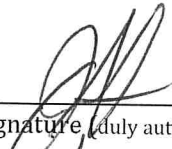
10. Have you ever applied for a license to deal in second hand motor vehicles or parts thereof: Yes No

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)

JOAN KALANTZIS

Print Name

34 Whitwng St Lyow, MA 01902

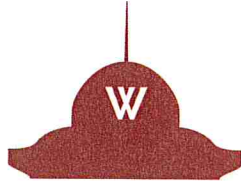
Residence

**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

Stephen P. Maio, Town Administrator
smaio@wakefield.ma.us

Sherri A. Dalton, Executive Assistant
sdalton@wakefield.ma.us

THE COMMONWEALTH OF MASSACHUSETTS TOWN OF WAKEFIELD APPLICATION FOR A LICENSE TO BUY, SELL, EXCHANGE OR ASSEMBLE SECOND HAND MOTOR VEHICLES OR PARTS THEREOF

Date: 12-11-19

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? Modern Collision Center
Business address of concern? 57 New Salem St. Wakefield MA 01880

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

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

4. If a co-partnership, state full names, addresses and phone numbers and email addresses of the persons composing it: Modern Collision Center 57 New Salem St
Wakefield MA 01880 781 224 0088
4122mcc@gmail.com



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

President: Alex GRANOVSKY 10 CASTANO ct
Needham MA 02494 617 8422944 AMGRAN55@GMAIL.COM.

Secretary: na

Treasurer: na

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:

Auto Body Repair Shop / Modern Collision Center /
57 New Salem St Wakefield 45,000 sq. foot, AND 3 (three)
PARKING SPACES OUT OF 16 (SIXTEEN) DESIGNATED.

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 MA

Did you receive a license? Yes No For what year? 2002-2019

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

Alex Granovsky

Signature (duly authorized to represent the concern herein mentioned)

Alex GRANOVSKY

Print Name

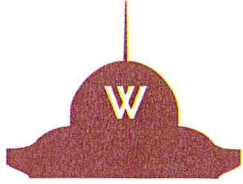
10 Castano Ct Needham MA 02494

Residence

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

Stephen P. Maio, Town Administrator
smaio@wakefield.ma.us

Sherri A. Dalton, Executive Assistant
sdalton@wakefield.ma.us

THE COMMONWEALTH OF MASSACHUSETTS TOWN OF WAKEFIELD APPLICATION FOR A LICENSE TO BUY, SELL, EXCHANGE OR ASSEMBLE SECOND HAND MOTOR VEHICLES OR PARTS THEREOF

Date: 01/02/2020

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? Quality Auto Service INC

Business address of concern? 51 New Salem ST. Wakefield MA. 01880

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

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

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



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

President: Paul Andrew Czarnota
cell 781-443-2178 Home 781 587 1588

Secretary: ll ll

Treasurer: ll ll

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

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:

60 X 40 single story metal building with paved parking area.

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

No

Paul A. Czarnota

Signature (duly authorized to represent the concern herein mentioned)

Paul A. Czarnota

Print Name

21 Alyssa Dr. Warefield MA 0188

Residence

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: 12-2-2019

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? Reynolds Auto Sales

Business address of concern? 110 Albion St Wakefield, MA 01830

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: Jesseey D. Reynolds 781-389-8380

12 Dogwood Drive Nashua, NH 03067 Reynolds.auto@verizon.net

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

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:

10-15 vehicles are parked along guard rail that separates our property & the other business (Albion / North Ave) 5 vehicles are parked in front of our property 15-20' from street (Albion). There are two front bays used for indoor storage.

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?

Jeff Reynolds
Signature (duly authorized to represent the concern herein mentioned)

Jeff Reynolds
Print Name

12 Devereux Dr. Nashua, NH 03062
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? RSC Global Holdings, LLC DBA: Rayco Motors

Business address of concern? 35 Avon Street, Wakefield, MA 01880

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

LLC

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

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

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

President: Harold Mateo - 35 Avon St. Wakefield, MA 01880

Secretary: Harold Mateo - " " "

Treasurer: Harold Mateo " "

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:

Wholesale license to purchase and sale vehicles

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

If so, state name of manufacture: N/A

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, MA ; Fitchburg, MA

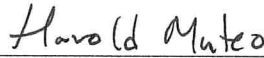
Did you receive a license? Yes No For what year? 2016, 2017, 2018

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

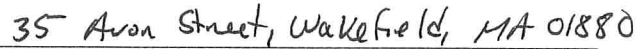
12. Has the applicant ever been convicted of or has charges pending that involved force, the threat of force, controlled substances, a sex-related offense, or any other crime that would bear upon his/her suitability? Yes No?



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: 11/1/2019

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? Tecco's Collision & Frame Corporation

Business address of concern? 1 Railroad Avenue, Wakefield, MA 01880

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

Corporation

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

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

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

President: Laurence S. Teece, Jr.

Secretary: na

Treasurer: na

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:

Automobile - Auto body repair / used car sales

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

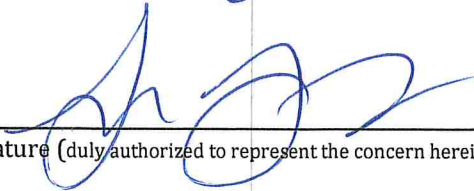
10. Have you ever applied for a license to deal in second hand motor vehicles or parts thereof? Yes No

If so, in what city/town: Wakefield, MA

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)

Lawrence Stepp Jr
Print Name

7 Dorothy E Lucy Dr
Residence Newberg MA 01950

**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: 10/22/19

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? New England Detroit Diesel-Allison, Inc.
DBA- VintAge Automotive
Business address of concern? 90 BAY STATE RD, Wakefield, MA 01880

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

Corporation

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

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

N/A

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

President: Jeffrey P. Manning, 9 Cobblestone Circle, N. Andover, MA 01845
Secretary: Same as Above (781-287-7211)
Treasurer: Same as Above

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:

A portion of the front of the Building

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

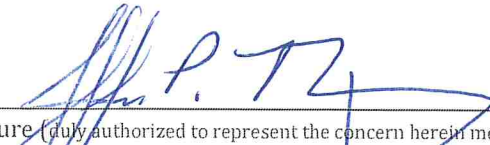
10. Have you ever applied for a license to deal in second hand motor vehicles or parts thereof: Yes No

If so, in what city/town: Wakefield, MA

Did you receive a license? Yes No For what year? 2019
Expires 1/1/20

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)

Jeffrey P. Manning
Print Name

9 Cobblestone Circle
Residence North Andover, MA 01845

**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)

Rental Reservation Form and Agreement

Note: No reservation is complete until a completed, signed ORIGINAL of this form, required documents and deposit have been received. **Failure to comply with any of the requirements may jeopardize the requested rental date.**

➤ **Room Requested:** Gym/Hall Heritage Room

➤ **Date(s) and Time(s) of Rental - Hours of operation 8:00am to 10:00pm unless approved by Recreation Director.**

Note: Please provide date, start time, finish time and approximate number of attendees. If set up or break down time is required, please note minimum time necessary for each. For recurring rentals, please note all requested dates and times (add additional sheets if necessary). **Dates and times may only be reserved 1 year in advance and must be renewed for the following year.**

<u>Date(s)</u>	<u>Start Time</u>	<u>Finish Time</u>	<u>No. of Attendees</u>
March 14, 2020	5:30pm	11pm	40
_____	_____	_____	_____
_____	_____	_____	_____

➤ **Name of Organization and/or Contact Person* Desiring to Rent Space:**

Dolye Preschool PTO

➤ **Address:**

11 Paul Ave Wakefield MA 01880

➤ **Contact Information - Phone number and e-mail:**

DolyeSchoolPTO@gmail.com Alex Makarewicz - 7105

781-558-

➤ **Type of Event - e.g. basketball game/practice, birthday party, meeting, public event**

Fundraiser

* Contact person is responsible for coordination with Wakefield Recreation Director as well as contact and notification to all group members or individuals of any cancellation or other changes relative to the rental. The Wakefield Recreation Department takes no responsibility for notification.

Wakefield Recreation

467 Main Street, Wakefield, MA 01880

Tel. 781-246-6389 E-mail: dmcgrath@wakefield.ma.us

➤ **Type of Group (please check all that apply):**

Wakefield Non-Wakefield Non-Profit For Profit Individual

➤ **Will food and/or drinks be served?** (Yes) No

➤ **Rental Fees:**

Heritage Room

Americal Civic Center Tenant:	Free
Wakefield Non-Profit / Youth Organization:	\$25.00 per hour
Wakefield Resident Rental:	\$40.00 per hour
Non Resident Rentals / Trade Shows:	\$60.00 per hour
School and Town Governmental Rentals	Free during regular business hours. Non-Profit/Tenant Fee at the discretion of Recreation Director during peak rental hours.

Gym/Hall

Americal Civic Center Tenant:	\$35.00 per hour
Wakefield Non-Profit, Youth Organization	\$35.00 per hour
Wakefield Resident Rental:	\$50.00 per hour
Non Resident Rentals / Trade Shows:	\$100.00 per hour
School and Town Governmental Rentals	Free during regular business hours. Non-Profit/Tenant Fee at the discretion of Recreation Director during peak rental hours.

Custodial Charge: \$15.00 per hour for groups of 50+ people or at the discretion of the Recreation Director.

\$250 Security Deposit for groups of 50 or more.

➤ **Indemnification:**

The undersigned organization and/or individual hereby agrees to hold the Wakefield Recreation Department, Town of Wakefield, and all Wakefield Recreation Department staff, harmless from and to indemnify them against all cost, damages, losses, claims, and expenses incurred, directly or indirectly, as a result of such organization's and/or individual's use of the facilities and grounds of the Americal Civic Center. Such costs, damages, losses, claims, and expenses shall include, without limitation, any damage to the room rented or any other part of the Americal Civic Center building, tenant spaces or grounds; the cost of employee overtime, if occasioned by the use of the facility, the cost of police details (which shall in all events be borne by the renter) if deemed necessary by the facilities manager or his designee; and any claim asserted by any third party against the Wakefield Recreation Department, Town of Wakefield, and/or any Wakefield Recreation Department staff on account of any alleged injury causally related to the use of the facility and grounds, together with defense costs including reasonable attorney's fees.

Wakefield Recreation

467 Main Street, Wakefield, MA 01880

Tel. 781-246-6389 E-mail: dmcgrath@wakefield.ma.us

➤ **Release:**

In consideration of the use of the facility, the undersigned organization and/or individual, for itself and each and all of its members and attendees, hereby releases, remises and waives any and all claims which they, or any of them, has, ever will have or may have against the the Wakefield Recreation Department, Town of Wakefield and/or The Wakefield Recreation Department staff for any injury to persons or damage to property suffered by such group, individuals, members or attendees during or as a result of the use of the facilities, except insofar as such injury or damage is directly and solely caused by the negligence or intentional misconduct of any person belonging to or acting on behalf of the Wakefield Recreation Department, Town of Wakefield and/or Wakefield Recreation Department staff.

➤ **Civic Center Rental Policy:**

The undersigned, acknowledge(s) receipt of a copy of the Wakefield Recreation Rental Policy and agree(s) to abide thereby.

➤ **Required Documents**

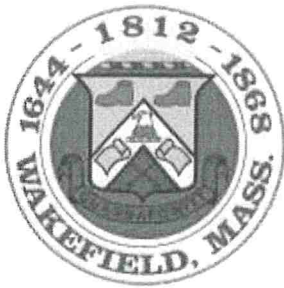
Signed original agreement and deposit

Print name: Alexandra Makarewicz Title, (optional) PTO Chair
Signature: *Alexandra Makarewicz* Date: 1-2-2020

Additional Notes:

To be completed by ACC staff:

Date Rcvd:	Deposit Amount:	Cash / Check #:	Balance Due:	Received by:
Date Rcvd:	Balance Amount:	Cash / Check #:	Received by:	



Town of Wakefield APPLICATION FOR LICENSE

Return Form To:

Town Administrator's Office
Attn: Sherri Dalton
One Lafayette Street
Wakefield, MA 01880

Polye School PTO, 11 Paul Ave Wakefield MA
(name and street address of Business or applicant)

Business Owner Alexandra Makarewicz⁵³, 53 Evans Ave Wakefield MA
(name and mailing address)

781-558-7105 (phone number) polyeschoolPTO@gmail.com (email address)

Date, Time (starting and ending) and Place of Event:

March 14th 2020 5:30pm - 11pm American Civic Center

Purpose of Event: School Fundraiser

<u>License Requested</u>		<u>Fee:</u>	<u>Total</u>
One Day Liquor License	<input checked="" type="checkbox"/>	\$50.00	\$50.00
		Total	\$50.00

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

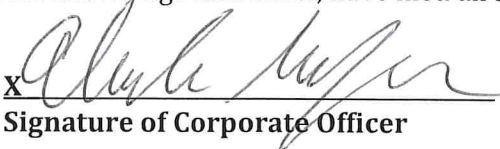
Alexandra Makarewicz
Signature of Applicant

1-2-2020
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.

Signature of individual

OR


Signature of Corporate Officer

Social Security # or Federal Identification Number (whichever is applicable)

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 Mass. G.L. c. 62C, s. 49

Rental Reservation Form and Agreement

Note: No reservation is complete until a completed, signed ORIGINAL of this form, required documents and deposit have been received. Failure to comply with any of the requirements may jeopardize the requested rental date.

➤ **Room Requested:** Gym/Hall Heritage Room

➤ **Date(s) and Time(s) of Rental – Hours of operation 8:00am to 10:00pm unless approved by Recreation Director.**

Note: Please provide date, start time, finish time and approximate number of attendees. If set up or break down time is required, please note minimum time necessary for each. For recurring rentals, please note all requested dates and times (add additional sheets if necessary). **Dates and times may only be reserved 1 year in advance and must be renewed for the following year.**

<u>Date(s)</u>	<u>Start Time</u>	<u>Finish Time</u>	<u>No. of Attendees</u>
<u>2/14/20</u>	<u>7:30</u>	<u>11:30</u>	<u>100</u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>

➤ **Name of Organization and/or Contact Person* Desiring to Rent Space:**

Friends of Wakefield High School Hockey

➤ **Address:**

PO Box 1518

➤ **Contact Information – Phone number and e-mail:**

➤ **Type of Event – e.g. basketball game/practice, birthday party, meeting, public event**

Fundraiser for Hockey Team

* Contact person is responsible for coordination with Wakefield Recreation Director as well as contact and notification to all group members or individuals of any cancellation or other changes relative to the rental. The Wakefield Recreation Department takes no responsibility for notification.

Wakefield Recreation

467 Main Street, Wakefield, MA 01880

Tel. 781-246-6389 E-mail: dmcgrath@wakefield.ma.us

➤ **Type of Group (please check all that apply):**

Wakefield Non-Wakefield Non-Profit For Profit Individual

➤ **Will food and/or drinks be served?** Yes No

➤ **Rental Fees:**

Heritage Room

Americal Civic Center Tenant:	Free
Wakefield Non-Profit / Youth Organization:	\$25.00 per hour
Wakefield Resident Rental:	\$40.00 per hour
Non Resident Rentals / Trade Shows:	\$60.00 per hour
School and Town Governmental Rentals	Free during regular business hours. Non-Profit/Tenant Fee at the discretion of Recreation Director during peak rental hours.

Gym/Hall

Americal Civic Center Tenant:	\$35.00 per hour
Wakefield Non-Profit, Youth Organization	\$35.00 per hour
Wakefield Resident Rental:	\$50.00 per hour
Non Resident Rentals / Trade Shows:	\$100.00 per hour
School and Town Governmental Rentals	Free during regular business hours. Non-Profit/Tenant Fee at the discretion of Recreation Director during peak rental hours.

Custodial Charge: \$15.00 per hour for groups of 50+ people or at the discretion of the Recreation Director.

\$250 Security Deposit for groups of 50 or more.

➤ **Indemnification:**

The undersigned organization and/or individual hereby agrees to hold the Wakefield Recreation Department, Town of Wakefield, and all Wakefield Recreation Department staff, harmless from and to indemnify them against all cost, damages, losses, claims, and expenses incurred, directly or indirectly, as a result of such organization's and/or individual's use of the facilities and grounds of the Americal Civic Center. Such costs, damages, losses, claims, and expenses shall include, without limitation, any damage to the room rented or any other part of the Americal Civic Center building, tenant spaces or grounds; the cost of employee overtime, if occasioned by the use of the facility, the cost of police details (which shall in all events be borne by the renter) if deemed necessary by the facilities manager or his designee; and any claim asserted by any third party against the Wakefield Recreation Department, Town of Wakefield, and/or any Wakefield Recreation Department staff on account of any alleged injury causally related to the use of the facility and grounds, together with defense costs including reasonable attorney's fees.

Wakefield Recreation

467 Main Street, Wakefield, MA 01880

Tel. 781-246-6389 E-mail: dmcgrath@wakefield.ma.us

➤ **Release:**

In consideration of the use of the facility, the undersigned organization and/or individual, for itself and each and all of its members and attendees, hereby releases, remises and waives any and all claims which they, or any of them, has, ever will have or may have against the the Wakefield Recreation Department, Town of Wakefield and/or The Wakefield Recreation Department staff for any injury to persons or damage to property suffered by such group, individuals, members or attendees during or as a result of the use of the facilities, except insofar as such injury or damage is directly and solely caused by the negligence or intentional misconduct of any person belonging to or acting on behalf of the Wakefield Recreation Department, Town of Wakefield and/or Wakefield Recreation Department staff.

➤ **Civic Center Rental Policy:**

The undersigned, acknowledge(s) receipt of a copy of the Wakefield Recreation Rental Policy and agree(s) to abide thereby.

➤ **Required Documents**

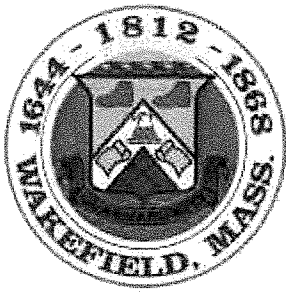
Signed original agreement and deposit

Print name: Bryan Regan Title, (optional) Volunteer
Signature: *Bryan Regan* Date: 1-7-20

Additional Notes:

To be completed by ACC staff:

Date Rcvd:	Deposit Amount:	Cash / Check #:	Balance Due:	Received by:
Date Rcvd:	Balance Amount:	Cash / Check #:	Received by:	



Town of Wakefield APPLICATION FOR LICENSE

Return Form To:
Town Administrator's Office
Attn: Sherri Dalton
One Lafayette Street
Wakefield, MA 01880

(name and street address of Business or applicant)

Business Owner Friends of Wakefield Hockey Team
(name and mailing address)

781-915-9175 WHSBOYSHOCKEY@GMAIL.COM
(phone number) (email address)

Date, Time (starting and ending) and Place of Event:

2-14-20

Purpose of Event: Fundraiser for Wakefield High School Hockey Team

<u>License Requested</u>	<u>Fee:</u>	<u>Total</u>
One Day Liquor License <input checked="" type="checkbox"/>	\$50.00	\$50.00
	Total	\$50.00

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

X [Signature] Volunteer
Signature of Applicant

1-7-20
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.

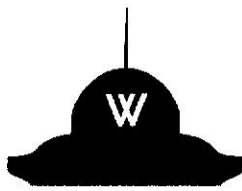
Signature of individual

OR

Signature of Corporate Officer

Social Security # or Federal Identification Number (whichever is applicable)

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 Mass. G.L. c. 62C, s. 49



TOWN OF WAKEFIELD

TOWN ADMINISTRATOR'S OFFICE

Banner Application

With Town Council approval, banners can be hung across Main Street, just outside the Americal Civic Center. Applications must be submitted to Sherri Dalton in the Town Administrator's office at sdalton@wakefield.ma.us at least 30 days prior to the date the banner is to be featured.

	1st Choice	3/2 thru	3/16
	2nd "	2/24 "	3/9
	3rd "	3/2 "	3/9

Today's date: 1-7-20

Requested display dates: 3rd " 3/2 " 3/9

Organization name: Wakefield Alliance Against Violence - WAAV

Applicant name: Merilyn Eldridge Email: bob32merry@msn.com

Address: 52 Oak St, Wakefield Phone: 781-246-1825

Message / name featured on banner and purpose of display:

MARCH IS WHITE RIBBON MONTH

MEN take the PLEDGE to END GENDER BASED VIOLENCE

Merilyn Eldridge
Signature of applicant

1-7-20
Date

For Internal Use Only:

Town Council: Approved Denied

Date: _____ By: _____

Municipal Gas and Light Dept: Approved Denied

Date: _____ By: _____

Conditions and comments: _____





Mullen, Thomas <tmullen@thomasamullenpc.com>

28 REDFIELD ROAD, WAKEFIELD, MA

4 messages

mike@mikedwyerlaw.com <mike@mikedwyerlaw.com>
To: "Mullen, Thomas" <tmullen@thomasamullenpc.com>

Tue, Dec 17, 2019 at 10:58 AM

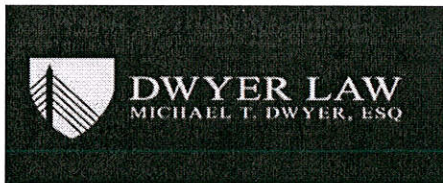
Good Morning Tom:

I finally received the estimate to demolish the house from my client. Attached hereto is a copy of the estimate from her contractor. On behalf of my client, we would request a reduction in the purchase price of 28 Redfield Road, Wakefield, MA in the amount of \$14,500.00. Obviously, the demolition and removal of the existing house was not known to either party at the start of this process and at the time of her offer. We are not requesting money to rebuild the foundation, just removal and demolition of the existing house. I would ask that you present this request to the Board of Selectman. If you need, we can appear at any hearing.

Secondly, we should tie down a new target closing date. I recognize that you will have to get new Pro Forma Tax bill from Reading and from Wakefield. Let me know what your schedule looks like.

Regards,

Mike Dwyer



MICHAEL T. DWYER
ATTORNEY AT LAW
SCHRAFFT'S CENTER- POWER HOUSE
529 MAIN STREET, STE 200
CHARLESTOWN, MA 02129
TEL: 617-625-5200
FAX: 617-393-5595
EMAIL: mike@mikedwyerlaw.com

The documents included with this electronic mail transmission contain information from the Law Office of Michael T. Dwyer which is confidential and/or privileged. This information is intended to be for the use of the addressee only. Note that any disclosure, printing, photocopying, distribution or use of the contents of this e-mailed information by persons other than the addressee or an agent of the addressee, is unauthorized and prohibited. If you have received this electronic mail in error, please notify us via electronic mail reply to sender or by telephone (617) 625-5200 immediately.

B & E Services Inc.
11A Wilson rd
Stoneham, MA 02180
(781) 307-6804
bneservicesinc@gmail.com



Estimate

ADDRESS

Kara Meade
28 Redfield Rd
Wakefield, Ma

ESTIMATE # 1059

DATE 12/14/2019

ACTIVITY	QTY	RATE
Cut and cap water and sewer services on the property prior to demolition of existing house (additional costs if required to cut and cap in the street)	1	2,500.00
Demo existing house Remove and dispose of all demo debris Remove and dispose of existing concrete foundation and slab	1	12,000.00
***permit fees, police and fire details not included ***	TOTAL	\$14,500.00

Accepted By

Accepted Date

Please note B&E Services Inc. not held responsible for removal and disposal of and ledge, rock greater than 2', removal and disposal of contaminated or unsuitable materials ,permit fees, police/fire details. The following listed are subject to additional price at the contractor or homeowners expense)

Town of Wakefield		Warrant#	05-Nov-19	12-Nov-19	19-Nov-19	26-Nov-19	03-Dec-19	10-Dec-19
Dept #	Department		19	20	21	22	23	24
	Payroll W/H		29,447.30	7,573.50	29,880.72		28,730.72	449,301.28
122	Town Council		209.00	1,000.00		2,407.00	1,427.50	
129	Town Council - Misc			250.00		8,122.00		
131	Finance		26.78	142.65		400.00		
135	Accounting			613.27	4,270.57			
141	Assessors			515.99				397.99
145	Treasurer		642,589.67	1,826.74	661,633.00	11,914.90	659,374.88	417,464.41
146	Tax Collector			1,463.34		6,078.96		2,486.01
151	Legal					30,569.30		
155	Data Processing			725.00		44,958.81		
161	Town Clerk		960.97		761.33			
164	Election/Registrar							
171	Conservation							
175	Planing Board							
176	Board of Appeals		1,606.50			795.00		
193	General Insurance							
198	Professional Med		30.00	80.00	21.00	110.00	128.00	
210	Police			11,072.40		2,440.17		2,639.80
220	Fire		1,520.27	2,497.49	16,281.63	4,278.63	1,788.31	4,518.31
293	Fire Alarm		1,950.63			1,919.52		
240	Building Insp					977.22		
244	Sealer							
	Taillings							
291	Emergency Mgmt							
292	Animal Inspector				109.09			116.66
297	Parking Clerk				794.34			
298	Traffic Supervisors							
300	School		131,816.91	336,760.53	325,168.43	224,669.88	115,669.55	18,426.87
422	Public Works		314,913.17	101,935.94	341,167.83	1,080,436.39	27,494.26	149,965.49
424	Street Lighting							
460	Light Dept		540,978.73	1,488,352.04	333,613.26	166,544.35	79,741.51	1,311,676.65
510	Board of Health		5,393.77	469.42		1,289.32		56,905.26
541	Council on Aging		2,906.10	51.49	132.38	1,941.89	2,355.00	
543	Veterans			9,853.49	464.42	942.64		22,253.02
610	Library		6,678.85	5,192.65	9,637.13	5,076.00	9,040.29	11,766.85
630	Recreation		21,586.50		9,492.65		742.85	1,092.50
XXX	Misc Depts		5,310.12	122.00		62,648.00	5,310.12	21,548.00
911	Retirement							
912	Workers Comp							
913	Unemployment							
914	Group Insurance Adjustments		29,217.72	48,275.24	1,187,517.91	7,514.91	27,373.26	57,506.41
	Total		1,737,142.99	2,018,773.18	2,920,945.69	1,666,034.89	959,176.25	2,528,065.51
1			956,903.53	338,650.55	2,523,390.04	453,443.10	815,559.31	739,886.74
12			15,885.07	21,848.23	15,569.50	13,881.34	9,704.13	7,937.74
13								
20			41,190.46	3,901.04	15,358.22	4,538.81	2,947.85	35,711.56
21			24,996.30	156,845.34	29,661.04	38,405.89	15,440.54	3,931.87
30								
35								417,275.00
50								
60			108.50	4,923.87	50.60	676,147.57	42.99	5,673.55
61			131,501.52	3,212.61	3,303.03	296,299.87	773.93	3,914.03
62			540,978.73	1,488,352.04	333,613.26	166,679.74	79,741.51	1,311,676.65
82								
84				122.00				
85				917.50		3,266.53		2,058.37
89			25,578.88			13,372.04	34,965.99	
			1,737,142.99	2,018,773.18	2,920,945.69	1,666,034.89	959,176.25	2,528,065.51