



## WAKEFIELD BOARD OF SELECTMEN

Monday, August 14, 2017

7:00 P.M.

WCAT STUDIOS

24 Hemlock Road, Wakefield, MA. 01880

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**PRESENT:**

Selectman Paul R. DiNocco, Chair  
Selectman Peter J. May, Vice Chair  
Selectwoman Mehreen Butt  
Selectman Edward F. Dombroski, Jr.  
Selectman Anthony Longo  
Selectwoman Ann McGonigle Santos  
Stephen P. Maio, Town Administrator  
Sherri A. Dalton, Executive Secretary  
Thomas A. Mullen, Town Counsel

**NOT PRESENT:**

Selectman Brian E. Falvey

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

<b>Call to Order</b>	Chairman DiNocco called the meeting to order at 7:00 pm.
<b>Public Participation</b>	Rada Frohlichstein of 9 Rochelle Drive appeared before the Board and thanked the entire Board and Town Administrator Stephen P. Maio for the past and future support of the Wakefield business community and requested that the Board reach out to any of the businesses for any additional information that will help speed up the process in the decision making regarding the downtown.
<b>Approval of Minutes</b>	Selectwoman Santos motioned to approve the minutes of July 10, 2017 as presented. Selectman Longo seconded. Motion passed 6-0-0.
<b>Personnel / Appointments</b>	Selectman Longo motioned to appoint Lorelei MacKay of 101 Broadway, Apartment 309 to the Housing Authority Commission with a term through June 20, 2022. Selectwoman Santos seconded. Motion passed 6-0-0. Selectman Dombroski reiterated that when people apply for committees they need to send in a resume since it is a requirement by the Board of Selectmen.
<b>Community Spirit Award</b>	Selectwoman Santos presented Debra Jones with the Community Spirit Award for her work at the Food Pantry since 2009 in which the Food Pantry served 580 family this past year.  Selectman Dombroski presented Brian Fox with the Community Spirit Award for his work as an engaged, active resident with the Wakefield Independence Committee.
<b>Public Hearing – Prachi Corporation</b>	At 7:10 p.m. Selectman Dombroski motioned to open the Public Hearing for Prachi Corporation d/b/a McDonough’s Liquors, 13 Water Street for a Package Store License. Selectman Longo seconded. Motion passed on a roll call vote with all six members voting in the affirmative.

**d/b/a  
McDonough's  
Liquors**

Attorney Gregory DeMakis appeared before the Board along with his clients from Prachi Corporation requesting a Package Store License at 13 Water Street. After a presentation by Attorney DeMakis, Selectwoman Santos motioned to approve the Package Store Liquor License for Prachi Corporation d/b/a McDonough's Liquors with a contingency that the Manager becomes TIPS Certified. Selectman Longo seconded. Motioned passed 6-0-0. No one from the public spoke in favor or against the license.

Selectman Dombroski asked that the licensee be mindful in the fact that Wakefield is trying to improve the appearance of the downtown and asked that they keep that in mind if or when they make changes to their store.

Selectwoman Santos motioned to approve Narendrakumar Patel as Manager of Prachi Corporation d/b/a McDonough's Liquors. Selectman Longo seconded. Motion passed 6-0-0.

Selectwoman Santos motioned to approve the Pledge of License to Rockland Trust Company. Selectman Longo seconded. Motion passed 6-0-0.

At 7:18 p.m. Selectman Longo motioned to close the Public Hearing. Selectman Dombroski seconded. Motion passed on a roll call vote with all six members voting in the affirmative.

**Public  
Hearing – The  
Bread Shop**

At 7:20 p.m. Selectman Longo motioned to open the Public Hearing for The Bread Shop, 411 Main Street for a sidewalk café. Selectman Dombroski seconded. Motion passed on a roll call vote with all six members voting in the affirmative.

Two employees from The Bread Shop appeared before the Board regarding their application for a Sidewalk Café. Town Administrator Stephen P. Maio reminded the Board that they previously approved having a few tables for outdoor dining for The Bread Shop. Since there were no issues received, Town Administrator Stephen P. Maio recommended The Bread Shop be granted the Sidewalk Café. No one from the public spoke in favor or against the license.

Selectwoman Santos motioned to approve the Sidewalk Café for The Bread Shop. Selectman Dombroski seconded. Motion passed 6-0-0.

At 7:21 p.m. Selectman Dombroski motioned to close the Public Hearing. Selectman Longo seconded. Motion passed on a roll call vote with all six members voting in the affirmative.

**Public  
Hearing –  
Meera, LLC  
d/b/a Four  
Points by  
Sheraton  
Wakefield**

Selectman Dombroski motioned to schedule a Public Hearing for the transfer of liquor license to Meera, LLC d/b/a Four Points by Sheraton Wakefield for September 11, 2017 at 7:10 p.m. Selectman Longo seconded. Motion passed 6-0-0.

**Public  
Hearing -**

Selectman Longo motioned to schedule a Public Hearing to place underground conduit from Verizon on Emerson Street and Chestnut Street for September 25,

**Verizon**

2017 at 7:10 p.m. Selectman Dombroski seconded. Motion passed 6-0-0.

**Wakefield  
Main Streets  
Program -  
Signs**

Members of the Wakefield Main Streets program appeared before the Board with a project proposal for an A-Frame Pilot Program, "Experience Wakefield". The program would create a controlled, limited pilot program that would allow for 50 beautifully designed wooden A-Frame chalk board signs to be placed at a lottery based brick and mortar Wakefield business. This project will be financially supported by The Wakefield Co-Op Bank and The Wakefield Savings Bank. The 50 brick and mortar businesses that will be chosen by lottery will have specific guidelines on the placement of the A-Frame sign and a signed agreement from that business owner showing understanding and agreed upon terms set forth by the Wakefield Main Streets and the Board of Selectmen. If given the approval, the Pilot Program will start on Saturday, September 2, 2017 and go every Saturday through November 25, 2017 from 7:00 a.m. until 8:00 p.m. Selectman Dombroski would like the merchants who enter the lottery and don't make it or merchants who want to buy a sign at their own expense be allowed to do so. Members of the Board of Selectmen like the idea and asked that Wakefield Main Streets submit a proposal of the By-Law for the A-Frame signs before the start of the program. The only signs that will be allowed to be displayed in front of all businesses is this specific A-Frame. Businesses that want to display a sign will need to enter the lottery or buy one at their own expense. Town Administrator Stephen P. Maio suggested to the Board that any business illegally displaying a sign will be issued a warning that the Department of Public Works will be removing their sign. A letter regarding the new A-Frames will be sent to every Wakefield business.

Selectman Longo motioned to approve the A-Frame Pilot Program as presented with the option for merchants who enter the lottery and don't make it or merchants who want to buy a sign at their own expense be allowed. Selectman Dombroski seconded. Motion passed 6-0-0.

At 7:58 p.m. Selectwoman Santos left the meeting.

**Business  
Enhancement  
Program**

Chairman DiNocco presented the Business Enhancement Program called 'Wingo'. This is a way to promote the businesses in town. There are 25 different way to get 'Wingo' and you can enter as many times. Town Administrator Maio said that at the end of the 'Wingo' period and you have 5 across, you will be entered into a lottery for a chance to win Wakefield Bucks. Selectwoman Butt recommended that nonprofits also be included on the 'Wingo' card as well as people who want to "Experience Wakefield" by either going to Moving Night or borrowing a book at the library to donating food at the Food Pantry. Selectman May motioned to go forward with the Business Enhancement Program 'Wingo' as presented. Selectman Longo seconded. Motion passed 5-0-0.

**Walkability  
Move**

Chairman DiNocco presented Go the Extra Mile which is a campaign to promote lake walkers to the downtown. Mass in Motion drew up several walking routes and the Department of Public Works added two of the lake routes to the map. The lake is 3.2 miles and one proposed route would add 1.1 miles and the other proposed route would add 1.4 miles. Chairman DiNocco proposed creating t-shirts to promote Go the Extra Mile with a picture of a heart on the front and with the words Go the Extra Mile on the back. He said he would work with the merchants and an organization to develop the promotional piece. Promoting and reconditioning is the biggest part of the proposal. Getting the message out to

people via the website, Facebook and word of mouth as well as visible signage beginning at the head of the lake and continuing south along Main Street and possible an inaugural walk. Town Administrator Stephen P. Maio suggested that if the Board does want to support and promote this to also have the "smaller" groups that have walks around the lake bring the walkers to the downtown area by extending their normal route of 3.2 miles to include the additional 1.1 miles or 1.4 miles. Selectwoman Butt suggested that Mass in Motion may have some grant money to use to promote this. She also suggested that this is not only a great walking route but also a great biking route and to put some more bike racks in. Selectman Dombroski said this is a great idea but hopes that the Board is mindful of traffic and bringing the merchants together in a cohesive way to showcase the town for people to come back to. He also asked if there was going to be temporary signage. Chairman DiNocco replied that signs would be in a specific location with how many more steps it would be if they go the extra mile. Selectman Dombroski reiterated that he wants to make sure there is a cohesive branding for downtown where signage has to be incorporated into the plan. Selectman Longo motioned to approve the implementation of the program, establish the guidelines and to change the approval process of the walks around the lake. Selectman May seconded. Motion passed 5-0-0.

**Branding for Town**

Mark Faverman of Faverman Design appeared before the Board to develop a branding and wayfinding design program for the town. Mr. Faverman presented a comprehensive PowerPoint presentation to give the Board ideas of what could be done in Wakefield by showing examples of what other communities have done. Mr. Faverman talked about a number of possibilities for incorporating Wakefield's industrial history as a rattan furniture manufacturer into branding elements. Mr. Faverman also said that directional and gateway elements are important to make sure visitors know when they have arrived in Wakefield and when they have entered the downtown. Selectman Longo asked Mr. Faverman what a good icon would be to represent Wakefield. Mr. Faverman replied that something like that would emerge from the firm studying and working with the community. Selectman Dombroski asked how long it would take to develop a branding and wayfinding program for Wakefield. Mr. Faverman replied that it could take up to a year but the firm could have some ideas to share with the Board in as soon as a few months. Mr. Faverman said the main idea is to make downtown Wakefield a destination and have Wakefield have its own identity.

At 8:48 p.m. Selectwoman Santos rejoined the meeting.

Town Administrator Stephen P. Maio stated that the town has Community Block Grant money to use for this project so that no taxpayer funds will be expended. He also recommended that the Board vote to approve the hiring of Faverman Design. Selectman Dombroski motioned to authorize the town to go in to an agreement with Faverman Design. Selectman Longo seconded. Motion passed 6-0-0.

**Bench Donation**

Selectwoman Santos motioned to approve the request from Wakefield Community Access Television to donate a bench to be installed in the Dog Park. Selectman May Seconded. Motion passed 6-0-0.

**Banner Request**

Selectman Longo motioned to approve the request from Hallmark Health to hang a banner over Main Street from August 21, 2017 to August 28, 2017 to promote

Hallmark's Stride for Healthy Communities and for the Town to accept the banner as a gift. Selectman May seconded. Motion passed 5-0-1 with Selectwoman Butt abstaining.

**Library  
Request**

Selectman May motioned to approve the request from the Lucius Beebe Memorial Library to accept and expend a gift or gifts to the Library in the amount of \$35,493.78 from various donors with thanks. Selectman Longo seconded. Motion passed 6-0-0.

**Town  
Treasurer  
Request**

Selectman May motioned to approve the request from the Town Treasurer to transfer \$1,050,162.50 from the Town's capital projects account to the Town's general fund so the following bonds can be paid: Galvin feasibility – principal \$25,000.00, interest \$4,443.75; Athletic fields – principal \$300,000.00, interest \$68,543.75; Public Safety – principal \$525,000.00, interest \$60,275.00; Land Acquisition – principal \$60,000.00, interest \$6,900.00. Selectwoman Santos seconded. Motion passed 6-0-0.

**Tarrant Lane**

Town Administrator Stephen P. Maio advised the Board regarding the potential purchase and reuse of Tarrant Lane which consists of 3.74 acres of land located on the Northeasterly side of Route 128 off of Hopkins Street. This land was taken by the US Government in 1954 as part of a 57 acre judgement of land located in Wakefield and Reading. The total paid for the entire 57 acres was \$15,975.00. The property is currently owned by the USA Military and was most recently utilized by the Coast Guard as housing for enlisted personnel. The property is improved by 12 slab style single family 2 bedroom homes all built in 1954 and utilizes Wakefield Sewer and Reading Water. The property abuts Route 128 on one side and the Wakefield Vista Apartments on the other. The General Services Administration is conducting an online auction of the property with the starting bid at \$750,000.00. The bid package requires a deposit of \$75,000.00 before placing an actual bid. All bids are to contain no contingencies and the bids (if accepted) are only transferable with the written consent of the GSA which may be withheld at the sole discretion of the GSA. Many requirements surrounding the bid process and reuse are problematic if the Board wanted to entertain a bid. The Board would have no appropriation available for the \$75,000.00 without going to Town Meeting. The payment (if the bid were accepted) would require Town Meeting approval that being a 2/3rds vote. The bid package expressly states no contingencies. Town Administrator Stephen P. Maio recommends that the Board not bid on the property. This would allow the property to be put on the tax roles so that other priorities can be funded. A higher density project could produce \$250,000.00 a year in revenue and a current density project would produce \$60,000.00 a year or so. Selectman Dombroski feels comfortable with the decision not to place a bid. Selectwoman Santos feels that no bid should be placed as well. Selectwoman Butt asked that the Town Administrator update the Board on the status of the property. No motion was made but all the Selectmen and Selectwomen agreed not to place a bid.

**License/  
Permits**

Selectman Dombroski motioned to approve the new application for a Common Victualler License for Laurie's 909 at 93 New Salem Street. Selectman Longo seconded. Motion passed 6-0-0.

Selectman Dombroski motioned to approve the renewal application for a Second Hand Dealer License for Wakefield Antiques at 306 Main Street. Selectman May

seconded. Motion passed 6-0-0.

Selectman May motioned to approve the renewal application for a Bowling Alley License for Wakefield Bowladrome at 92 Water Street. Selectman Dombroski seconded. Motion passed 6-0-0.

**Warrant  
Review and  
Signing**

Selectman Longo signed Warrant #53 dated June 28, 2017; Warrant #54 dated June 29, 2017; Warrant #1 dated July 5, 2017; Warrant #2 dated July 11, 2017; Warrant #3 dated July 18, 2017

**Matters Not  
Anticipated  
By The  
Chairman  
Within 48  
Hours of  
Meeting**

Selectwoman Butt – two great Community Service Awards were given out and if people in town have any other great recommendations please let the Board know so they can continue this great tradition; asked Town Administrator Stephen P. Maio for an update on the WiFi MBTA poles. Town Administrator Stephen P. Maio replied that the State Delegates reached out and the MBTA has pulled the project for now

Selectwoman Santos – commented on the tragedy in Virginia and in 2002 a Nazi group spoke in Wakefield at the Library. Protestors showed up outside and Wakefield residents very thoughtfully held a peace vigil elsewhere. The Clergy and Police did a great job and the same plan is in existence today if something were to happen like that again; thank you to the WMGLD for taking care of the exposed light poles on Albion Street

Selectman Dombroski – this weekend is Festival Italia and encourages everyone to attend as Selectman Longo and himself will be in the Dunk Tank; there is more momentum for the downtown and would like the community to get in touch if they would like to be involved

Selectman Longo – we are a downtown centric Board and by this time next year people will see a very different vibrant downtown

Selectman May – Festival Italia is from 2:00 p.m. – 8:00 p.m. on Saturday and volunteers are still needed; tickets are still available for the Samplings & Satire event on August 17, 2017 from 6:00 p.m. until 11:00 p.m. at the Sheraton; more information on the Grand Opening of the Dog Park will follow

Chairman DiNocco – asked to follow up on the group home issue, follow up on Market Street, would like to have the PAWS Proclamation on the next agenda, follow up on the Plastic Bags Committee, arrange to set up the Sign By-law Committee meeting, update on Parking Committee

Town Counsel – currently Wakefield does not have a Parade Permit By-law so he will be polling a couple of communities to see what they have and he will hope to have a draft of one to present at the Fall Town Meeting

Town Administrator – in regards to the group homes, he is compiling information that the group asked for and he will give them that information as soon as he talks to Town Counsel and maybe the Chairman would like to have another forum; regarding parking the Board asked for a committee to be set up with a very short time frame coming back to the Board in September to give their findings and the committee has met and it has a couple of initiative that we

would like to discuss with the Traffic Advisory Committee and then bring them back to the Board; MassDot has been looking at the Water Street crossing where the Rail to Trail will cross Water Street. The project is going forward and we should be in front of MassDot probably in September or October of this year. Also meeting with NStar as part of the underground line that will go down the rail trail. The Market Street group has reached out to him and he feels that they realize the Wakefield offer is a good one and he expects Lynnfield to agree

**Next Board Meeting**

September 11, 2017 at 7:00 p.m.

**Adjournment**

Selectman Longo motioned to adjourn at 9:19 p.m. Selectwoman Santos seconded. Motion passed 6-0-0.

Respectfully submitted,



Sherri A. Dalton  
Executive Secretary