



## WAKEFIELD BOARD OF SELECTMEN

Monday, October 16, 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

**NOT PRESENT:**  
Selectman Brian E. Falvey  
Thomas A. Mullen, Town Counsel

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

<b>Call to Order</b>	Chairman DiNocco called the meeting to order at 7:00 pm.
<b>Public Participation</b>	There was no one present for Public Participation.
<b>Approval of Minutes</b>	Selectwoman Santos motioned to approve the minutes of September 25, 2017 as presented. Selectman May seconded. Motion passed 6-0-0.
<b>Financial Update</b>	Town Administrator Stephen P. Maio presented his year-end report Fiscal Year 2017 which ended June 30, 2017. Town Administrator Maio noted that the Town started Fiscal Year 2017 with a state certified Free Cash balance of \$9,087,561.00. In November 2016, Town Meeting voted to use \$2,000,000.00 to balance the budget. Free Cash is defined as excess revenues accumulated from higher than expected revenues and/or lower than anticipated expenditures. Town departments returned \$1,050,445.00 in Fiscal Year 2017. The Town closed Fiscal Year 2017 with a Free Cash balance of \$9,621,013.00.
<b>Public Hearing – 7:20 p.m. Verizon</b>	At 7:20 p.m. Selectman Dombroski motioned to open the Public Hearing for Verizon Emerson Street Chestnut Street matter. Selectman May seconded. Motion passed on a roll call vote with all 6 members voting in the affirmative. Everette Bryan a representative from Verizon appeared before the Board to request permission to lay and maintain underground conduits and manholes with the wires and cables to be placed therein under and upon the surface of the following public way or ways: Emerson Street and Chestnut Street from existing jointly-owned pole #28/9 located on Easterly side of Emerson Street, place approximately 58 feet of underground conduit in a southerly direction to intersection with Chestnut Street and from the intersection, place approximately 184 ft. of underground conduit in an easterly and northerly direction on Chestnut Street to private property at 47 Chestnut Street. The Board had concerns with the double poles and asked Mr. Bryan the status of having those poles removed. Mr. Bryan was not prepared to answer the question. No one from the public spoke in favor or against the petition. Selectwoman Santos motioned to approve

the request from Verizon on the Emerson Street Chestnut Street matter as set forth and to bring in representatives from Verizon regarding the double poles. Selectman May seconded. Motion passed 6-0-0.

**Public  
Hearing –  
7:30 p.m. Tax  
Classification**

At 7:30 p.m. Selectman Dombroski motioned to open the Public Hearing for Tax Classification. Selectman May seconded. Motion passed on a roll call vote with all 6 members voting in the affirmative. Director of Assessments Victor Santaniello appeared before the Board with the Tax Classifications recommendations with an average of a 5 percent increase to residential taxpayers and an average of 5.65 percent increase for commercial/industrial property. Mr. Santaniello presented a comparison of tax rates in towns comparable to Wakefield and noted that with the exception of Saugus, residential properties in Wakefield have the lowest possible share of the local tax burden. Selectman Dombroski said that we need to do better and that he doesn't want to see taxpayers priced out of the community. No one from the public spoke in favor or against tax classification. Selectwoman Santos motioned to set the Minimum Residential Factor to .885088. Selectwoman Butt seconded. Motion passed 6-0-0. Selectwoman Santos motioned to not grant a discount for Open Space. Selectman Dombroski seconded. Motioned passed 6-0-0. Selectman Longo motioned to not grant a residential exemption. Selectman May seconded. Motion passed 6-0-0. Selectwoman Santos motioned to not grant a commercial exemption. Selectman Dombroski seconded. Motioned passed 6-0-0.

**License /  
Permit –  
Change of  
Manager –  
Indian  
Flames, Inc.**

Kannan Kesavalu owner of Indian Flames, Inc. and Shankerganesh Krishnamoorthy proposed new manager of Indian Flames, Inc. appeared before the Board with an Application for a Change of Manager. Selectman Dombroski motioned to approve the Application for Change of Manager. Selectman Longo seconded. Motion passed 6-0-0.

**License /  
Permit –  
Change of  
Manager –  
Knights of  
Columbus**

The Board was in receipt of Applications for a Change of Manager for the Knights of Columbus. The Knights of Columbus are seeking to name Richard Meuse and Joseph Cucurullo as co-managers. Selectwoman Santos motioned to approve the Applications for Change of Manager. Selectman May seconded. Motion passed 6-0-0.

**Common  
Victualler  
License  
Application –  
Honey Dew  
Donuts**

The Board was in receipt of a Common Victualler License for Honey Dew Donuts at 915 Main Street. Selectman Dombroski motioned to table the request until the applicants can come before the Board. Selectman May seconded. Motion passed 6-0-0.

**Personnel /  
Appointments  
– Commission  
on Disabilities**

Selectwoman Santos motioned to advertise for members to the Commission on Disabilities. Selectman May seconded. Motion passed 6-0-0.

**Personnel /  
Appointments  
– Special**

Selectman May motioned that any lawyer who, without remuneration, represents the Board of Selectmen, the Permanent Building Committee and/or any other Town board or committee before the Board of Appeals and/or the Planning Board

**Municipal Employee – Zoning and Land Use**

in connection with an application for relief or approval under any zoning or other land use regulation for any use or improvement of Town property be deemed a 'special municipal employee' for purposes of the State Ethics Law in connection with such engagement. Selectwoman Butt seconded. Motion passed 6-0-0.

**Personnel / Appointments – Special Municipal Employee – Walton School**

Selectwoman Santos motioned to appoint Attorney Brian D. McGrail as such 'special municipal employee' as Zoning Council to represent the Board, in its capacity as the owner of the Walton School property, to seek zoning relief from the Board of Appeals in connection with planned improvements of the Walton School, such representation to be pro bono and to commence upon the filing of a petition with the Board of Appeals. Selectman Longo seconded. Motion passed 6-0-0.

**Presentation/ Action Items – Green Street/Main Street**

Director of the Department of Public Works Richard Stinson appeared before the Board along with Water/Sewer Division Supervisor Steven Fitzpatrick to request the Board of Selectmen to declare the water main break that occurred on Green Street on October 10, 2017 a declaration of emergency repair. Mr. Stinson explained that contractors had to be brought in because his department does not have the equipment needed to fix a break of that size. Mr. Stinson further said that the cause of the break was unknown and that he would have a better idea of the cost in a week or two. Selectman Longo asked how future breaks could be prevented. Mr. Stinson answered that Wakefield does not have a lot of breaks and the town needs to have a replacement program for water mains. Selectman Dombroski stated that people are losing confidence in the town after two major breaks in two years on the same street. Selectman Dombroski asked Mr. Stinson as to the cause of the break. Mr. Stinson replied there is no way to pinpoint what caused it but guessing the blasting in the area played a role but no way to know for certain. Selectwoman Santos applauded Mr. Stinson by stating everything was done within the means that are available at this time. Selectwoman Butt is concerned to hear Mr. Stinson say that the cause is unknown and that she is not convinced that it is not going to happen again. She feels that Green Street needs to move to the head of the line for any replacement program. Selectwoman Santos motioned to declare the Green Street repair work an emergency and authorize the Department of Public Works to assist homeowners with exterior damage. Selectman Longo seconded. Motion passed 6-0-0.

**Dolbeare Boiler**

Director of the Department of Public Works Richard Stinson appeared before the Board to request the Board of Selectmen to declare the boiler at the Dolbeare Elementary School a declaration of emergency repair. The State Inspector was out in July and the boiler did not pass inspection. There is not enough time to go out to bid therefore the declaration of emergency repair needs to be done to expedite a new boiler. The boiler is being install this week and will be up and running by the weekend. Selectwoman Santos motioned to declare the Dolbeare boiler a declaration of emergency repair. Selectman Longo seconded. Selectman Dombroski asked how something is deemed an emergency. Mr. Stinson answered that the new boiler would not be installed and working in time for the heating season for schools. Selectman Dombroski asked how the contractor who will be doing the work was selected. Mr. Stinson answered that the State selected this contractor as part of their bids and this is how the town chose this contractor. The town talked with 2-3 contractors and the town went with the one that could do the work the quickest.

**Boys and Girls Club**

Adam Rodgers, Executive Director of the Boys and Girls Club appeared before the Board. He gave an overview of the Club and programs. The primary program is the Drop In After School Program geared to children ages 7 and older for a fee of \$25.00 a year they can get homework help as well as sports and music and art programs. The new program they are going to publicize is the Babysitting Program for Town Meeting.

**Public Safety Building**

Joe Bertrand and Charles Tarbell, members of the Permanent Building Committee along with Janet Slemenda of HKT Architects, Police Chief Richard Smith and Fire Chief Michael Sullivan appeared before the Board to present the proposed upgrades to the 13 year old Public Safety Building. Mr. Bertrand said that the existing Public Safety Building was completed in 1998 and added that after that reconstruction the Police Department had less space than they had before. In September of 2016, HKT Architects was selected by the town to conduct a feasibility study for the Public Safety Building which included a review of the existing facility, an assessment of safety and operational aspects of the building and an evaluation of current and future space needs for both the Police Department and Fire Department but the primary focus was on the police side. Janet Slemenda of HKT Architects presented a PowerPoint outlining the plan that includes reconfiguring and renovating the first floor entry and lobby and to place police dispatch back on the first floor so that there will always be a police officer visible when someone enters the lobby, adding a three story addition in front of the police building, renovations within the existing police administration offices and a new addition onto the sally port in the rear. Selectwoman Santos stated that she was shocked by how inadequate the building was for present day law enforcement needs. Selectman Dombroski stated he has some hesitation about the structural assessment since the building is 13 years old. He went on to say that there are present issues with the windows and other system issues that have come up and wants to know what can be done to make sure that in 13 years this will not happen again. Ms. Slemenda stated that the existing building is very safe but acknowledged that issues that were found with the physical building could be related to the low-bid process or oversight with the construction. Selectman Dombroski further asked for acknowledgment that the work was sub-par. Mr. Bertrand objected and said that this building is in no sub-par shape and that the issues that are being discussed are space and operational. Selectman Dombroski stated that there are serious issue with the holding cells. Town Administrator Stephen P. Maio agreed with Selectman Dombroski and said that it was not the best built building in the world. Selectman Dombroski stated that he just wanted it acknowledged that there were serious flaws the last time and wanted to make sure that it didn't happen again. Police Chief Richard Smith said that he agreed with Selectman Dombroski and Town Administrator Stephen P. Maio and went on to say that there are issues in that building as he has been in that building for 13 years and that he has seen the deficiencies that got them to this point. The building will not get them to another 10-15 years as he pointed to bad sheetrock, leaks in the roof, electrical equipment and radio equipment that get damaged with the leaks in the roof, issues with cameras in the holding cells, boiler problems where at one point last year they were down from three boilers to one boiler, problems with the generator and sprinkler issues. Police Chief Richard Smith applauded the work that had been done up to this point to try and find a solution but noted that if something bad happened as a result of the police being unable to provide service due to the building's inadequacy, the town could be sued. Town Administrator Maio said the he next step would be to set up tours of

the building for both town officials and the public as they want to get the public on board before the spring 2018 Annual Town Meeting.

**Regular Town Meeting Warrant**

Selectman Longo motioned to approve the November 6, 2017 Regular Town Meeting Warrant as presented. Selectman Dombroski seconded. Motion passed 6-0-0.

**Americal Civic Center**

Daniel McGrath, Recreation Director appeared before the Board with proposed rental rates for the Americal Civic Center. On March 1, 2017 the town took over the Americal Civic Center and a lot has changed since the town took it over. The rental rates were not consistent and there were no leases for the tenants of the building. The first thing the town did was reach out to other communities that had buildings similar to the Americal Civic Center to compare rental rates. Leases and Contract are also being drawn up for the tenants and renters. Selectwoman Butt asked how many years would a lease be for. Mr. McGrath anticipates at least a 3 year lease possibly longer. Selectwoman Butt said smaller groups are interested in shared short term space and she feels this is something that should be looked at. Selectman Dombroski motioned to approve the proposed rental rates as set forth. Selectman May seconded. Motion passed 5-0-0 with Selectman Longo abstaining.

**American Legion / Buddy Poppies**

Selectwoman Santos motioned to approve the request from the American Legion to sell Buddy Poppies from October 20, 2017 to November 11, 2017. Selectman Longo seconded. Motion passed 6-0-0.

**Fire Union Contract**

Town Administrator Stephen P. Maio presented a 3 year contract with the Fire Department through June 30, 2020. The Cost of Living increases are consistent with all the other contracts meaning 1.50% every 6 months beginning on July 1, 2017, January 1, 2018 1.50%, July 1, 2018 1.50%, January 1, 2019 1.50% and July 1, 2019 1.50% and January 1, 2020 1.50%. The Fire Department contract will mirror the Police contract in regards to the step increases and the removal of the uniform stipend. For the step increases, Town Administrator Maio is proposing additional steps that will not occur until 15 years of service at 2.0%, 20 years of service at 2.0% and 25 years of service at 2.0%. Wakefield has a younger fire department, 5 members will have the 15 years of service step, 8 members will have the 20 years of service step and 3 members will have the 25 years of service step. For the uniform stipend, Town Administrator Maio is proposing to add \$850.00 to the base which will be a savings of about \$40,000.00 to remove the uniform stipend. One thing that was added to the contract which took the place of removing the perfect attendance is adding \$500.00 to the base. The average payout of perfect attendance was \$860.00 a year. The Town will be saving \$17,000.00. One percent on First Responder rates which will take effect July 1, 2018 as this is consistent with the Police. They can increase the sick time that they added to their bank but not the amount they can receive at retirement as this is consistent with the Police. One of the biggest items to the union is a Deputy Chief position. Town Administrator Maio advised the union that this position will not happen this year. As part of the contract, Town Administrator Maio would like to establish a committee of January 1, 2018 to study the Deputy Chief and make a recommendation back to this Board by July 1, 2019. The committee will consist of one member of the Board of Selectmen, the Fire Chief, the Town Administrator and three union members. This is very

important to the union and Town Administrator Maio understands that he thinks this is something they need to look at. He has told the union that this position will not be a union position. \$140,000.00 for the contract for year one which is out of Free Cash because the year is already settled. Selectwoman Santos motioned to approve the Fire Union Contract as presented. Selectman Longo seconded. Motion passed 6-0-0.

**Open Meeting Law**

Selectman May motioned to adopt the municipal website 940 CMR 29.03(2)(b)(1) as the official method of posting for the Open Meeting Law. Selectman Longo seconded. Selectman Dombroski asked if postings were going to be in the newspaper or if there would be paper copies anywhere. Town Administrator Stephen P. Maio answered no, just on the website. Motion passed 6-0-0.

**Library Request**

Selectwoman Santos 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 \$1,768.44 from various donors with thanks. Selectman Longo seconded. Motion passed 6-0-0.

**Council on Aging Request**

Selectman May motioned to approve the request from the Council on Aging to accept and expend a gift or gifts to the Council on Aging in the amount of \$6,117.00 from various donors with thanks. Selectwoman Santos seconded. Motion passed 6-0-0.

**Agreement of Lease / SEEM Collaborative**

Selectman Dombroski noted that within the lease it should better outline when the payments are due. Selectman May motioned to approve SEEM Collaborative lease as set forth. Selectman Longo seconded. Motion passed 6-0-0.

**Warrant Review and Signing**

Selectman Longo signed Warrant #10 dated September 5, 2017 through Warrant #11 dated September 12, 2017.

**Correspondence**

Chairman DiNocco acknowledged the letter from Massachusetts Municipal Association.

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

Selectman Dombroski – congratulations to the Wakefield Police Department on the recent Accreditation; congratulations to Officer Amy Rando and WAAV for the 5k to bring awareness to domestic violence

Selectman Longo – thanked both the Police Chief and Fire Chief for being at the meeting; acknowledged the death of a Wakefield residents and was pleased how the town came together to show support

Selectman May – FOLQ breakfast is Sunday November 12, 2017 from 8:00 am to 11:00 a.m. at the Bare Hill Country Club

Selectwoman Butt – thank you to the FOLQ for the lake cleanup they did this past weekend

Town Administrator – Human Rights Commission is hosting Understanding Black Lives Matter on Wednesday October 18, 2017 at 7:00 p.m. at The Savings Bank Theater; the town has received the \$525,000.00 from National Development. \$425,000.00 is for water and \$100,000.00 to be determined on what to do with it

Chairman DiNocco – the next agenda will include trash receptacles in the downtown and request for the December 2, 2017 Holiday Stroll; would also like to have an Executive Session on November 27, 2017 regarding the Town Administrator Contract

**Next Board Meeting**

The next regular Board of Selectmen meeting is scheduled for October 30, 2017 at 7:00 p.m.

**Adjournment**

At 10:07 p.m. Selectman May motioned to adjourn. Selectwoman Santos seconded. Motion passed 6-0-0

Respectfully submitted,



Sherri A. Dalton  
Executive Secretary