



WAKEFIELD TOWN COUNCIL

Wednesday, November 13, 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 Julie Smith-Galvin

ADMINISTRATION PRESENT:

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

**COUNCIL
MEMBERS
ABSENT:**

Councilor Peter J. May

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

Call to Order

Councilor Dombroski called the meeting to order at 6:30 p.m. and stated there is a need for Executive Session to discuss Woods Subdivision litigation, Opioid litigation and DPW Laborers contract 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 six councilors voting in the affirmative.

The Council returned to open session at 7:05 p.m.

**Pledge of
Allegiance**

Leading the body in the Pledge of Allegiance was Jay Pinette, a retired US Marine as a master gunnery sergeant and longtime Wakefield resident. Mr. Pinette is currently the Veteran Service Officer for the Town of Saugus and he is the Chairman of the Wakefield Veteran Advisory Board.

Attendance

Councilor Dombroski noted that six (6) Councilors were present as well as Madam Clerk, Town Administrator and Town Counsel. Councilor Peter J. May was absent.

**Approve of
Minutes –
October 28,
2019**

Councilor Santos motioned to approve the October 28, 2019 Executive Session Minutes as presented. Councilor DiNocco seconded. Motion passed 6-o-o.

Councilor DiNocco motioned to approve the October 28, 2019 Regular Meeting Minutes as presented. Councilor Santos. Motion passed 6-o-o.

**Public
Engagement**

There was no public engagement.

**Veteran
Advisory
Board Update**

Jay Pinette, Chairman of the Veteran Advisory Board presented a brief overview of the tasks, projects and undertakings of the Veteran Advisory Board. The Wakefield Veteran Advisory Board was established in 2012 to provide recommendations to the Town Administrator and oversee the operations of the Wakefield Veteran Services Office. The Board brings accountability and provides a strong veteran voice to policies and procedures affecting Wakefield veterans. Mr. Pinette stated that the VAB does not really provide oversight to the VSO. The Wakefield VSO is a part-time 18 hour employee of the City of Melrose and Melrose is the headquarters of a district that is comprised of Melrose, Wakefield and Saugus. The Wakefield VAB is comprised of 7 members in which five (5) are veterans and two (2) are non-veterans. The VAB would like to increase the number of board members in order to provide more coverage for the VSO office. Wakefield does not have most of the fraternal organizations for veterans that other cities and towns have. There are no posts for the VFW, DAV or American Legion and outreach and visibility are important components in the benefit provision process for our veterans. A larger and more engaged VAB could assist the VSO with activities. Wakefield VAB assists the VSO with their monthly food pantry program that veterans and their families can take advantage of; they assist eagle scouts on their projects; participate in Wakefield 101; Festival Italia; Holiday Stroll as well as assisting Wreaths Across America, a program that members of the public or organizations have the opportunity to not only sponsor wreaths monetarily but can also volunteer at Forest Glade Cemetery placing wreaths on graves. Chairman Dombroski stated that there will be links and information on the Town's website for anyone that is interested in taking part or donating wreaths. The Council congratulated Mr. Pinette and the VAB for the Veterans Day ceremony this past weekend and thanked them for all the work they are doing.

Chairman Dombroski called for a moment of silence for Worcester Fire Lieutenant Jason Menard who died in the line of duty today.

**Ambulance
Contract**

Chief Skory, Chief Sullivan, and Emergency Management Director Tom Walsh presented Cataldo Ambulance as their recommendation for the ambulance contract. Mr. Walsh stated a Request for Proposals (RFP) was sent out on September 1, 2019. By the October 16, 2019 deadline, the five companies that submitted proposals were: Action Ambulance, Armstrong Ambulance, Fallon Ambulance Service, Brewster Ambulance Service and Cataldo Ambulance. The primary focus was to determine which company could provide the best emergency medical dispatch. Cataldo Ambulance has dispatch centers in Malden and Peabody with 19 trained dispatchers. They use the latest dispatch software which tracks the history of calls by address so that ambulance personnel can be better prepared on arrival. In terms of response, all of the companies were about equal but a couple of the companies would not quite meet the town's needs in terms of coverage. Cataldo Ambulance had more to offer in the way of resources than the other companies and their ambulances will be stationed in Wakefield at all times. Councilor DiNocco said that he would like to have seen all the proposals ahead of time in order to make a more informed decision and would be either abstaining from the vote or voting no due to the process. Town Administrator

Maio noted that he did send out a memo twice inviting councilors to come to the office and review the proposals. Councilor Chines noted that he reviewed the RFP's and that the process was thorough. Councilor Santos said that she also reviewed the proposals and was comfortable with both the process and the recommendation. Chairman Dombroski said that he too reviewed the proposals and that the town should be seeking RFPs as a standard operating procedure when contracts are set to expire (in this instance, in three years). He also stated that Action Ambulance has served the town well for the last 20 years and thanked them for their service. Councilor Santos motioned to award Cataldo Ambulance for the Town of Wakefield's ambulance service with a three-year contract from 2019-2022. Councilor Chines seconded. Motion passed 5-1-0 with Councilor DiNocco voting against the motion.

MWRA Bond

The Town Council took no action with the proposed MWRA Bond as the proposed Bond is being revised and will be presented at a future Town Council meeting.

DPW Laborers Contract

The Town Council was presented with a three-year DPW Laborers Contract for 2019-2022. The Collins Center was contracted to establish job classifications, a salary study and better job descriptions. There is better language in this contract regarding overtime, people working out of grade, qualifications and designations. This proposed contract splits three percent's for this fiscal year and the next fiscal year and a straight 3 percent on July 1, 2021 which is consistent with all of the unions that are under agreement with the exception of the third year. The total cost in year one is \$125,323.00 with \$102,000.00 from tax levy; \$17,250.00 from water and \$6,073.00 from sewer. Consistent with the policy discussed with the Tri-Board, both DPW subcommittee and the Forecasting subcommittee of the Finance Committee had some great insights as we move all three years forward. This contract is also an Article at the Regular Town Meeting on November 18, 2019 as it needs to be funded by Town Meeting. Councilor DiNocco motioned to approve the DPW Laborers Contract as proposed. Councilor Santos seconded. Motion passed 6-0-0.

Removal of Trees on Town Property

The Town Council was presented with a proposed settlement agreement for the illegal removal of trees by Michael Thater adjacent to Crystal Lake. The proposal includes 15 trees consisting of a combination of White Pines and 1-1.5 inch caliper deciduous trees (scarlet oaks, red oaks and birches) for a cost of between \$103.50 and \$137.50 per tree for a total of \$2,000.00; 15 larger deciduous trees (scarlet oaks, red oaks and birches) for \$300.00 each for a total of \$4,500.00 and the landscaper cost to clean the area and plant the trees \$3,000.00 for a grand total of \$9,500.00. The Town Administrator will work out a payment schedule with Mr. Thater with the understanding that the cost of the 15 smaller trees and landscaping fees be paid now so that the town can replace the affected area with trees prior to the winter. Councilor DiNocco motioned to accept the proposed settlement as presented. Councilor Chines seconded. Motion passed 6-0-0.

**Electric Vehicle
Chargers Pilot
Program**

A PowerPoint presentation was presented by Councilor Smith-Galvin to the Town Council. If adopted the Wakefield Municipal Gas and Light Department will donate three (3) Electric Vehicle (EV) charging infrastructures, two (2) Level 2 chargers and one (1) Level 3 charger with the objective of attracting people to the downtown and encouraging EV adoption and usage. The Level 2 charger is the typical EV plug most commonly installed in homes and garages. Most public charging stations are Level 2 and can accommodate two (2) EV charging at the same time. The EV can be fully charged in 5 to 11 hours. The Level 3 chargers are also known as DCFC or DC Fast Chargers and accommodate one (1) EV. These charging stations are the quickest way, 30 minutes to 1 hour to fully charge a vehicle but not every EV can charge at Level 3 chargers. Chargers and availability are identified on ChargePoint Map/App and drivers will "check in" with a swipe pass backed with a credit card on file. Drivers have the availability of tracking their charge progress on the app while enjoying Wakefield. When the EV is charged drivers can move their car then or when the permitted parking period is up. Cars that overstay permitted parking period will be automatically assessed an overtime parking fee, as they will be subject to the same existing parking enforcement regulations. A cost passthrough rate option was discussed where the charge is as close to real costs as possible which is revenue neutral to the town. One (1) Level 2 charger was proposed with two parking spaces at the Americal Civic Center lot off of Armory Street, and one (1) Level 2 charger with two (2) parking spaces at Veterans Field by Hall Park. The Level 3 charger was proposed with one parking space at the Main & Water Street lot. The proposed parking spaces will not affect any Merchant/4 Hour Parking spaces. The responsibility for maintenance and costs of this operation will fall under the Town Administrators office. Councilor DiNocco motioned to accept the gift, set the rates that will be covered by users, adopt a one (1) year pilot program that would be tracked in conjunction with MGLD to be reviewed by the Town Council in a year's time (December 2020) and approve the three (3) locations as proposed. Councilor Chines seconded. Motion passed 6-o-o.

**Constituent
Issues**

Councilor DiNocco stated that he has been contacted a few times regarding water & sewer bills and thought a forum would be helpful; there is some concern regarding activity of children in various locations and questioned policing; asked if the Council of Churches has ever been approached to help the number of individuals in the downtown by offering them a place to be instead of on the streets. Chairman Dombroski asked Councilor DiNocco to follow-up with Chief Skory regarding the second and third issue as Councilor DiNocco is the liaison to the Police Department. As for the water and sewer issue, very often it is usage or there is a leak that impacts higher bill amounts. Chairman Dombroski asked the Town Administrator to follow-up on this and report any findings at the next Town Council meeting. Councilor Chines asked for helpful tips to be added to the DPW page on the website.

Councilor Smith-Galvin asked for an update at the next Town Council meeting on the timeframe for videotaping public meetings.

**Chairman's
Comments**

With respect to the budget process, we are beginning to approach things differently, in a more proactive manner, with budgeting and negotiations. Going forward, the plan is to bring in the Forecasting Subcommittee of the Finance Committee and respective Town Council and Finance Committee Subcommittee liaisons to meet with department managers and/or the Town Administrator to discuss and review various budgets earlier on in their development. The plan also includes an invitation to the respective Finance Committee Subcommittee members to attend and participate at the Town Council meeting where a particular budget is presented.

Recognition for the work of the Content and Communications Manager for working with the Subcommittee of the Public Safety Building Re-Assessment Committee in formulating information and messaging to the community so that there is clear and complete information relative to this potential project.

On November 22, 2019 from 8:00 a.m. until 9:00 a.m. constituents will have the opportunity to meet with the Town Councilors at Brothers Deli and Restaurant on Main Street.

**Banner
Request**

Councilor Santos motioned to approve the request of the Wakefield Community Partnership to hang a banner on Main Street from November 26, 2019 through December 09, 2019. Councilor Chines seconded. Motion passed 6-o-o.

**Gift
Acceptance**

Councilor Santos motioned to accept and expend a gift or gifts to the library in the amount of \$548.00 from various donors with thanks. Councilor DiNocco seconded. Motion passed 6-o-o.

Councilor Santos motioned to accept and expend a gift or gifts to the Council on Aging in the amount of \$2,680.00 from various donors with thanks. Councilor DiNocco seconded. Motion passed 6-o-o.

**Surplus
Equipment**

Councilor DiNocco motioned to authorize the Department of Public Works to auction surplus equipment as proposed. Councilor Santos seconded. Motion passed 6-o-o.

Appointment

Councilor Santos motioned to authorize Sherri Dalton/Town Administrators' office to advertise for a new member to the Finance Committee to fill the remainder of a three-year term ending June 30, 2020. Councilor DiNocco seconded. Motion passed 6-o-o.

Warrants

Councilor Chines signed Warrant #14 dated October 01, 2019 through Warrant #18 dated October 29, 2019.

**Matters Not
Anticipated for
Agenda**

Councilor Butt raised a question regarding personal information being included in the meeting materials. It was confirmed that Social Security Numbers and Tax Identification Numbers are already not included in the meeting materials but other information is considered public information. Town Counsel Mullen stated

that every document made or received in your official capacity is a public document.

Announcements & Acknowledgements

Councilor Chines – on November 16, 2019 from 9:00 a.m. until 11:00 a.m. he will have office hours at the Library in the Trustees Room; Student Opportunity Act continues to work its way through the legislature; congratulations to the FOLQ for a successful breakfast on Saturday

Councilor Dombroski – congratulated the Boys and Girls Club of Wakefield and Stoneham for a tremendously successful Gala on Friday evening; recognized and thanked Representative Brodeur for his service and on becoming Mayor in Melrose

Councilor Butt – Wakefield 101 is Thursday November 21, 2019 from 6:30 p.m. until 8:00 p.m.; Town Meeting is Monday November 18, 2019 at 7:00 p.m.; on November 16, 2019 from 11:00 a.m. until 1:00 p.m. she will have office hours at the Library in the Trustees Room; the Interfaith Thanksgiving is Tuesday November 26, 2019 at 7:00 p.m. at the First Parish Congregational Church

Councilor Smith-Galvin – there will be a showing of the film The First Day on November 20, 2019 at 7:00 p.m. at the Galvin Middle School; on Sunday November 17, 2019 she will have her office hours from 3:00 p.m. until 5:00 p.m. at the Library in the Trustees Room

Adjournment

At 9:29 p.m. Councilor DiNocco motioned to adjourn. Councilor Santos seconded. Motion passed 6-0-0.

Next Council Meeting

The next regular Town Council meeting is November 25, 2019 at 7:00 p.m. at WCAT Studios, 24 Hemlock Road, Wakefield

Respectfully submitted,



Sherri A. Dalton, Executive Assistant