



**TOWN OF
WAKEFIELD**

WAKEFIELD TOWN COUNCIL

**Monday, January 27, 2020
6:30 P.M.**

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

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

ADMINISTRATION PRESENT:
Town Council Clerk Sherri A. Dalton
Town Administrator Stephen P. Maio

ADMINISTRATION ABSENT:
Town Counsel Thomas A. Mullen

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

Call to Order Councilor Dombroski called the meeting to order at 6:30 p.m.

Pledge of Allegiance Leading the body in the Pledge of Allegiance were Luke Greif, Kevin Degre, Henry Brown, Charles Gagne and Dan McHugh, 7th grade students from the Galvin Middle School and all are part of the Community Service Club that take part in projects in Wakefield and across the region. Charles Gagne spoke about the ongoing towel and blanket drive where all the donations will be donated to the Mission of Deeds. Councilor Dombroski thanked the students on behalf of the Town Council for their service to the community.

Executive Session At 6:37 p.m. Councilor Dombroski 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 immediately after. Councilor DiNocco so motioned. Councilor May seconded. Motion passed on a roll call vote with all 6 councilors voting in the affirmative.

The Council returned to open session at 6:53 p.m.

Attendance Councilor Dombroski noted that all seven (7) of the Councilors were present as well as Madam Clerk Dalton and Town Administrator Maio. Town Counsel Mullen was absent. Councilor Dombroski welcomed back Councilor May and asked him if he would like to say a few words. Councilor May informed the Council that he has been going through medical testing and he has tested positive for Chronic Lyme Disease.

Approval of Minutes – January 13, 2020

Councilor DiNocco motioned to approve the January 13, 2020 Regular Town Council Meeting Minutes as presented. Councilor Santos seconded. Motion passed 7-0-0.

Public Engagement

There was no Public Engagement.

Public Hearing – Wakefield Municipal Gas & Light Department

At 7:05 p.m. Councilor Dombroski opened the Public Hearing regarding the Petition For Pole Locations filed by the Wakefield Municipal Gas & Light Department. Vinny McMahon and David Polson, representatives from the WMGLD, requested to place a new pole and a self-supporting guy pole on DelCarmine Street as the WMGLD is upgrading the area to a modern system. Anthony Arcari, a member of the public and a direct abutter with property located at 259 Water Street spoke against the proposal and requested the lines be put underground. The proposed location brought some concern to the Town Councilors, given its proximity to a baseball field entrance. They asked the representatives to consider other locations and options. Councilor Dombroski asked the WMGLD representatives to return to a future meeting with images of their current proposal. Councilor DiNocco motioned to continue the Public Hearing to February 10, 2020 at 7:05 p.m. Councilor May seconded. Motion passed 7-0-0. Councilor Dombroski closed the Public Hearing at 7:25 p.m.

Finance Committee – Presentation of Fiscal Year 2021 Budgets

Finance Committee Town Hall Subcommittee Chairwoman Jan DiGiambattista presented the Finance Committee's recommendations along with Town Accountant Kevin Gill for the proposed Fiscal Year 2021 Budgets. Chairwoman DiGiambattista stated the town budgets continue to be kept in good order and the main increases are in salary. She noted that for the past three years, some of the budgets have vacant line items and, if appropriate, they may be reviewed for possible removal; she also indicated balancing any funding between items so that they are more appropriate, and combining the election budgets and Town Clerk budget into one.

Budget #4 Treasurer Department: Town Accountant Kevin Gill stated the total Fiscal Year 2021 request is \$219,929.00. Chairwoman DiGiambattista stated the vehicle allowance was one of those line items that has been zeroed out for the past three years and wants to see if that is feasible to be removed and also to discuss the Travel Allowance for the Commonwealth as it has been \$10.00 over the past three years. Councilor DiNocco motioned to approve Budget #4 Treasurer Department in the amount of \$219,929.00 as presented. Councilor May seconded. Motion passed 7-0-0.

Budget #7 Tax Collector Department: Town Accountant Kevin Gill stated the total Fiscal Year 2021 request is \$279,162.00. Chairwoman DiGiambattista stated the Repair for Furniture has been vacant and two line items that were increased and decreased last year are continuing to be monitored. Councilor Santos motioned

to approve Budget #7 Tax Collector Department in the amount of \$279,162.00 as presented. Councilor Chines seconded. Motion passed 7-0-0.

Budget #8 Assessors Department: Town Accountant Kevin Gill stated the total Fiscal Year 2021 request is \$242,671.00. Chairwoman DiGiambattista stated Printing and Stationery and Auto Allowance could decrease to compensate for other line item increases. Councilor DiNocco motioned to approve Budget #8 Assessors Department in the amount of \$242,671.00 as presented. Councilor Santos seconded. Motion passed 7-0-0.

Budget #9 Town Clerk: Town Accountant Kevin Gill stated the total Fiscal Year 2021 request is \$224,462.00. Chairwoman DiGiambattista stated Postage line item may need to be increased as it has been a little bit under budget over the past few years. Councilor May motioned to approve Budget #9 Town Clerk in the amount of \$224,462.00 as presented. Councilor Santos seconded. Motion passed 7-0-0. Councilor Dombroski noted that Town Clerk Sheeran has done a wonderful job with the licensing of dogs and that he had Dublin his puggle licensed today on her 16th birthday. Visitors can also stop by DPW to obtain the 2020 "Scoop the Poop" Pledge Form.

Budget #10 Election & Registration: Town Accountant Kevin Gill stated the total Fiscal Year 2021 request is \$37,700.00. Chairwoman DiGiambattista stated the Election Budget could be combined with the Town Clerks Budget. Councilor Chines motioned to approve Budget #10 Election & Registration in the amount of \$37,700.00 as presented. Councilor May seconded. Motion passed 7-0-0.

Budget #14 Planning Board: Town Accountant Kevin Gill stated the total Fiscal Year 2021 request is \$12,975.00. Chairwoman DiGiambattista did not have anything to add to this budget. Councilor Santos motioned to approve Budget #14 Planning Board in the amount of \$12,975.00 as presented. Councilor May seconded. Motion passed 7-0-0.

Budget #26 Board of Health: Town Accountant Kevin Gill stated the total Fiscal Year 2021 request is \$269,040.00. Chairwoman DiGiambattista stated there are two line items that have been vacant and discussed the possibility of those being taken out of the budget in the future. Councilor May motioned to approved Budget #26 Board of Health in the amount of \$269,040.00 as presented. Councilor DiNocco seconded. Motion passed 7-0-0. Health Director Ruth Clay spoke upon the availability of flu shots and provided an update regarding the coronavirus. She indicated she is in regular communication with health authorities and closely monitoring the situation. A press release about the virus will be going out.

Budget #40 Medicare: Town Accountant Kevin Gill stated the total Fiscal Year 2021 request is \$793,000.00. Chairwoman DiGiambattista stated did not have anything to add to this budget. Councilor May motioned to approve Budget #40

Medicare in the amount of \$793,000.00 as presented. Councilor Santos seconded. Motion passed 7-0-0.

Licenses

Councilor DiNocco motioned to approve the 2020 Class II License Application for Fahey Auto Sales located at 28 New Salem Street. Councilor Santos seconded. Motion passed 7-0-0.

Councilor May motioned to approve the 2020 Class II License Application for J&A Auto Body located at 1273 New Salem Street. Councilor Santos seconded. Motion passed 7-0-0.

Councilor Santos motioned to approve the Class I License Application for Albrecht Buick GMC of Wakefield, Inc. located at 614 North Avenue. Councilor DiNocco seconded. Motion passed 7-0-0.

Councilor Santos motioned to approve the One Day Liquor License for a fundraising event at the Lucius Beebe Memorial Library on May 2, 2020 from 7:00 p.m. until 11:00 p.m. Councilor May seconded. Councilor DiNocco mentioned that the applicant is requesting a 30 day duration license. Councilor DiNocco motioned to amend the motion for a 30-day license from April 5, 2020 through May 5, 2020. Councilor Chines seconded. Motion passed 7-0-0.

MWRA Sewer Bond

Councilor May motioned that the sale of the \$188,397.50 Sewer Bond of the Town dated February 24, 2020, to Massachusetts Water Resources Authority (the "Authority") is hereby approved and the Town Treasurer or other appropriate Town official is authorized to execute on behalf of the Town a Loan Agreement and a Financial Assistance Agreement with the Authority with respect to the bond. The bond shall be payable without interest on February 15 of the years and in the principal amounts as follows:

Year	Installment	Year	Installment
2021	\$18,839.75	2026	\$18,839.75
2022	18,839.75	2027	18,839.75
2023	18,839.75	2028	18,839.75
2024	18,839.75	2029	18,839.75
2025	18,839.75	2030	18,839.75

Further Voted: that each member of the Town Council, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing vote. Councilor DiNocco seconded. Motion passed 7-0-0.

**Referral to
Planning
Board**

Councilor DiNocco motioned to refer the applicant's request for zoning bylaw change affecting 102 New Salem Street to the Planning Board. Councilor Chines seconded. Motion passed 7-0-0.

Councilor DiNocco motioned to refer the applicant's request for zoning bylaw change affecting Main Street, Avon Street and Chestnut Street to the Planning Board. Councilor Chines seconded. Motion passed 6-0-1 with Councilor Smith-Galvin abstaining.

Councilor Santos motioned to refer the applicant's request for zoning bylaw change to Sections 190-31 L and M to the Planning Board. Councilor May seconded. Motion passed 6-0-1 with Councilor Smith-Galvin abstaining.

**Vision &
Values
Statement**

Councilor Chines presented a proposed framework for possible formulation of a Town Vision and Values Statement for Wakefield. He proposed a four (4) part process for Establishing a Vision and Values Statement with the first being brainstorming ideas from the public, employees and other stakeholders via surveys with an opportunity to offer feedback at a public brainstorming session. The second part would be draft alternatives by forming a committee to collect ideas generated through survey and brainstorming session and draft 1-2 alternative statements. The third part is to solicit public comment for the initial presentation of alternative statements to Town Council for discussion, followed by one month public comment period. He indicated an initial goal to complete the development process and secure Town Council approval by April/May. The Councilors thanked Councilor Chines for the presentation. Councilor Butt suggested that the survey includes choices for people to choose rather than having people answer with a lot of text and she offered to help with the survey. Councilor DiNocco thought that the April/May completion would be rushing it. Councilor Dombroski cautioned regarding the size of a potential committee, indicating that all interests could be represented, but with a more manageable number of committee members. Councilor Santos suggested in addition to getting comments to look at best practices of certain communities. All seven Councilors were in agreement to advance forward with what Councilor Chines has presented for the drafting of a Vision & Values Statement.

**Remote
Meeting
Participation**

The Councilors discussed the possibility of exploring further the option for remote participation in meetings of Town Committees, Boards and Commission by members of those Committees, Boards and Commissions. Councilor Dombroski stated that he asked Mr. Maio to contact other communities to see if they have adopted this type of participation and determine their experiences to date. Massachusetts law guides communities on remote participation as well as audio/video participation that would require technology infrastructure considerations and concerns. Councilor Dombroski suggested that the Council consider going forward with surveying first the chairs/members of the committees, commissions, and boards to get a sense of how their attendance has been and solicit any input they can offer. He also suggested surveying the public

at large to determine interest of possible applicants, were remote participation an option. Councilor Smith-Galvin stated her reading of the guidelines is that it is up to the chairperson of each committee to make the determination as to whether it is appropriate and she feels that there should be more options for the committees, boards, and commissions for flexibility but stated there are only five permitted reasons for remote participation: personal illness; personal disability; emergency; military service and geographic distance. Councilor Chines said that he feels it is up to the discretion of the chair of each committee and also feels that it is not appropriate for the Town Council to have remote participation for every committee. Councilor Dombroski added that the body of any committee, board, or commission requires a live quorum to vote, per MA law. Councilor Santos said that we would be remiss to not explore the possibilities of having some remote participation and we could institute some rules in such a way that the same person doesn't participate remotely at every meeting. Town Administrator Maio stated that he did work on a draft policy because the Town Council will have to adopt a policy that follows at least a minimum of the code of Massachusetts Regulations, including, for example, needing to notify the chair in writing 24 hours ahead of time. One question that arose is whether participation would be audio only or audio and video, the latter being more complex. If you have video under the code as Town Administrator Maio reads it, the remote participant needs to be visible to everybody else at the meeting, which could cause some logistical issues. At Chairman Dombroski's request, Town Administrator Maio did speak with Town Counsel Mullen regarding the issue of remote participation. Mr. Maio conveyed that none of the other communities Mr. Mullen represents are doing this right now. Councilor Smith-Galvin stated the Lynnfield does have a policy. Mr. Maio questioned whether it was being utilized. Following a "straw poll" by Chairman Dombroski all seven Councilors were interested in moving forward to explore remote meeting participation further.

Annual Town Meeting

Councilor DiNocco motioned to set the Annual Town Meeting date of May 4, 2020. Councilor May seconded. Motion passed 7-0-0.

Councilor Santos motioned to open the Annual Town Meeting Warrant. Councilor DiNocco seconded. Motion passed 7-0-0.

Councilor Santos motioned to set the close date of the Annual Town Meeting Warrant as March 26, 2020 at 4:30 p.m. Councilor Chines seconded. Motion passed 7-0-0.

Constituent Issues

Councilor Chines received concern regarding the lack of a stop sign at the end of Armory Street when you go to turn on to North Avenue; suggested having the owners of the American Mutual building attend a Town Council meeting for information purposes.

Councilor Smith-Galvin has received continued concern regarding some vehicles observed going the wrong way on Common Street and suggested putting a

flashing sign; asked to have the Town Meeting book be a little more descriptive and more background on items.

Councilor DiNocco spoke regarding vehicles parking on sidewalks forcing people to walk in the street and stated something has to be done about this, enforcing the existing bylaw.

Warrants

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

**Chairman's
Comments**

Chairman Dombroski reported that the Town recently received preliminary expectations for Chapter 70 state (school aid) funding for Fiscal Year 2021 in the amount of \$6,849,798.00 for a per-student aid of \$1,965.00 which is only a 1.90% increase from Fiscal Year 2020's amount of \$6,729,549.00. Compared against Reading, Saugus, Melrose, and Stoneham, which are demographically similar communities to Wakefield, the Wakefield per-student aid number is significantly lower than those communities and Wakefield has more students than some of those communities. Chairman Dombroski presented several slides reflecting the funding amounts history and comparison to other communities. Chairman Dombroski indicated that to maintain that in the absence of a fair share of funding, the burden would inappropriately fall onto the Wakefield taxpayers to make up any shortfall and maintain an excellent education for our students. He was not encouraged by a response received from a member of our state delegation. Town Administrator Maio has voiced his concern with our state delegation and concurred that the response that was received was not promising relative to where we will land, funding-wise. The less state aid we have, the more taxpayer dollars are paid in order to achieve the same objectives. Town Administrator Maio commented that he will be looking at this over the next few months. Councilor Chines asked that we look at how we are reporting data to the state and suggested that Mr. Maio collaborate with the school department so that we understand the formula and understand the data submission requirements and that we are actually doing everything that we can. He also encouraged residents to contact all of our legislative delegation to express concern. Councilor Butt asked that the state delegation be asked to attend a future Town Council meeting. Mr. Maio had indicated that plan had been on hold until we had a full delegation (following the upcoming special election).

This past weekend was the Annual Conference and Trade Show of the Massachusetts Municipal Association. Town Councilors and the Town Administrator attended a lot of different programs. Councilor Dombroski provided a brief overview and highlighted the benefits to the Town of Councilors participating and taking away useful information. Councilor Chines stated there were a lot of good tips and ideas around economic development, affordable housing and promotion of public spaces. He also attended the session on Community Engagement where Councilor Butt was a panelist on and wanted to recognize her work. Councilor Butt stated that she talked about some of the stuff

we have done over the last couple of years from Wakefield 101 and how we have as a town increased local election turnout over the past three years. Her favorite story from that session is from a Councilor from a town that has 100 vacancies on their boards and they are trying to recruit from their town of 356 people. Councilor DiNocco mentioned that going to these types of conferences you get to sit down and talk with representatives from the other communities.

Matters Not Anticipated for Agenda

There were no unanticipated matters.

Announcements & Acknowledgements

Councilor DiNocco stated that the Police Union raised \$1,050.00 from their November and December activities and the money was split between the Wakefield Alliance Against Violence and the Wakefield Food Pantry; with the help of our State Representative Donald Wong, the Police Department was able to secure a \$15,000.00 grant to train officers in critical incident stress management.

Councilor Butt congratulated the Human Rights Commission on an amazing MLK and Coretta Scott King Day event last week; Community Garden info session is Wednesday, February 05, 2020 from 7:00 p.m. to 8:00 p.m. at the Civic Center; a reminder for everyone in precinct 4, 5, 6 the election is Tuesday February 04, 2020 at the Galvin Middle School and the precincts are open from 7:00 a.m. to 8:00 p.m. Councilor Chines is delighted to have Councilor May back; election is next week and recognized Betsy Sheeran, Rose Morgan, and Denise Oats for their great work as well as the Wakefield Police Department, DPW and School Department; Wakefield Police Department is working with Respond to host a teen dating violence awareness workshop at the Police Department on February 18, 2020 at 6:00 p.m.; highlighted the Wakefield Educational Foundation adult teams spelling bee is on February 28, 2020 at 7:00 p.m. at the Elk's.

Councilor Smith-Galvin mentioned that the library every year picks a theme and this year it is Just For The Fun of It Imagine Create and Play and it is all about leaving your stress behind and the next one is Uncommon Instruments; if you are in precincts 4, 5 and 6 vote on February 04, 2020.

Councilor Dombroski reminded everyone that the RESPECTfully poster campaign submissions are due by this Friday, January 31, 2020 and WAAV is giving out a \$50.00 Amazon gift card to every winner from every grade 1 through 12; there is also a Public Service Announcement project and information is available through WAAV Facebook page; February 4, 2020 is the primary for the special election.

Adjournment

At 9:29 p.m. Councilor Smith-Galvin motioned to adjourn. Councilor May seconded. Motion passed 7-0-0.

Next Council Meeting

The next regular Town Council meeting is February 10, 2020 at 7:00 p.m. at WCAT Studios, 24 Hemlock Road, Wakefield.

Respectfully submitted,

Sherri A. Dalton

Sherri A. Dalton
Town Council Clerk