

# ANNUAL APPROPRIATIONS FOR FISCAL YEAR 2021



Town of  
WAKEFIELD, MASSACHUSETTS

## FINANCE COMMITTEE MEMBERSHIP

### Period: 2020 - 2021

Name	Term Expires
DANIEL SHERMAN, CHAIR	2022
JAMES SULLIVAN, VICE CHAIR	2022
JOSEPH B. BERTRAND	2022
WILLIAM J. BOODRY, JR.	2021
DOUGLAS BUTLER	2020
STEFAN CHASE	2021
BRIAN CUSACK	2022
JAN DIGIAMBATTISTA	2020
AIMEE FORSYTHE	2020
DENNIS HOGAN	2021
EVAN KENNEY	2021
GERARD LEEMAN	2022
PETER MCMANAMA	2020
DONALD RAVENELLE	2020
JOANNE REILLY	2021

## MUNICIPAL FINANCE TERMINOLOGY

The following terms are frequently used in the Annual Town Report and at Town Meeting. In order to provide everyone with a better understanding of their meaning, the following definitions are provided:

**Excess and Deficiency (usually referred to as Surplus Revenue):**

This fund represents the amount by which the Cash, Accounts Receivable and other assets exceed the liabilities and reserves.

**Available Funds (often referred to as "Free Cash"):**

Available Funds is the amount certified annually by the State Bureau of Accounts by deducting from surplus revenue all uncollected taxes for prior years. This fund may be used by a vote of the Town Meeting.

**Reserve Fund:**

This fund is established by the voters at an Annual Town Meeting only and may be composed of (a) an appropriation (not exceeding 5% of the tax levy for the preceding year), (b) money transferred from the Overlay Reserve, or (c) both. It is used for extraordinary and unforeseen expenditures.

"Extraordinary" covers things which are not in the usual line, or are great or exceptional. "Unforeseen" includes things which

were unforeseen as of the time of the annual meeting when the appropriations were voted. The reserve fund amounts to the omnibus appropriation to be parceled out by the Finance Committee where it feels a requested transfer is one in which a special town meeting, if called, would approve, thereby saving the delay and expense of a special town meeting.

**Cherry Sheet:**

Named for the cherry-colored paper on which the Massachusetts Commission of Corporations and Taxation traditionally has printed it, the cherry sheet carries the figures which must be used by the Assessors in determining the amount to be raised by taxation.

It lists the amounts of county tax and state assessments, as well as the estimated tax distributions from the General Fund, reimbursements, agency funds, and the Sales and Use taxes.

**Overlay:**

The Overlay is the amount raised by the Assessors in excess of appropriations and other charges for the purpose of creating a fund to cover abatements granted and avoiding fractions.

## FOREWARD

In matters of public finance, it is not just the amount of an expenditure or budget but also the timing and governance that must be considered. The budgets and articles presented to Town Meeting for Fiscal Year 2021 and the Finance Committee's recommendations are enabled by the governance successes of prior fiscal periods. They are also enabled by anticipated developments in future periods such as the scheduled retirement of certain building related obligations from our debt service fund over the upcoming years. In normal years I would have then written "We are positioned well to undertake the strategic enhancements these budgets and certain articles include." But these are not normal times.

National and statewide dynamics provide context and contrasts against which to view the Town of Wakefield's FY 2021 budget. At both levels the current condition of and required investment in infrastructure is now a matter of considerable debate and great concern. The amount of revenue available for meeting infrastructure needs will be limited, and may be less than what is available for FYE2020. The Capital Outlay proposal is half what we would normally recommend. The other targeted infrastructure projects demonstrate a responsible attention to required maintenance that enables critical operations that benefit every citizen. Sunday hours at the Beebe Library have been eliminated. Proposed new positions are being delayed and, through attrition, some departments will be smaller.

Both expected aid from the State and revenue from local receipts (Excise taxes, Hotels and Meals taxes, Fees, etc.) are expected to be \$1 million less than what we will receive for FYE2020. There are many building projects occurring across the town. These are expected to increase our property tax revenue base by about \$2.5 million. However, there is a non-zero probability that those projects will be delayed, pushing the expected revenue out to future years. We will continue to monitor state aid projections, local receipts, building projects and assess their potential impact on the Town's budget in the coming years. We hope to be able to enhance services and investment in our infrastructure during the Fall Town Meeting. There is also a risk that additional cuts will be required following this Town Meeting.

We also noted, however, our appreciation that the Superintendent, WPS Business Manager and Town Administrator continue to find ways to offset enhancements with cost savings or new revenue sources. These efforts will need to be continued because the Capital needs for the Town over the coming years is very large. Our current reserves and our high bond rating are cause for optimism for the Town's ability to maintain services and undertake these important projects, while minimizing the impact on taxpayers.

Budgets presented to Town Meeting are the result of many hours of collaborative effort. On behalf of the Finance Committee, I would like to thank Town Administrator Steve Maio, Town Accountant Kevin Gill and Town Treasurer John McCarthy. We offer our thanks to the department heads, the Town Council, the School Committee, Superintendent of Schools Doug Lyons, the Capital Planning Committee, the Library Trustees as well as David DiBarri, Superintendent of the Northeast Metropolitan Regional Vocational School.

The Finance Committee extends its special thanks to those of you attending Town Meeting. It is with your responsibilities to deliberate and conclude on the merits of these appropriations in mind that we conduct our inquiries, analyses and offer our recommendations.

Sincerely,

Daniel Sherman  
Finance Committee Chairman

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To the Citizens of Wakefield:

Your committee has carefully considered the needs of the various departments for the Fiscal Year.

We have also considered all the articles in the warrant for an appropriation of money and herewith submit our recommendations as follows:

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**ARTICLE 1**

To see if the Town will vote to accept the provisions of G.L. c. 44, § 53F1/2 establishing a Cable Television Public Access Enterprise Fund for Fiscal Year 2021, which begins on July 1<sup>st</sup>, 2020, or to see what the Town will do about it.

**TOWN COUNCIL**

**ARTICLE 2**

To determine how much money the Town will raise and appropriate for General Government, Protection of Persons and Property, Human Services, Public Works, Public Service Enterprises, Education, Unclassified, Benefits & Administration and Light Department specifying what appropriation shall be taken from the receipts of a department; or to see what the Town will do about it.

**TOWN COUNCIL**

That the Town accept the provisions of MGL Chapter 44 Section 53F1/2 and establish a Cable Television Public Access Enterprise Fund for Fiscal Year 2021 which begins on July 1<sup>st</sup>, 2020.

That the town vote to raise and appropriate from tax levy or transfer from available funds the sums of money as detailed in the following recommendations for the Fiscal Year July 1<sup>st</sup>, 2020 to June 30<sup>th</sup>, 2021 the grand total amounting to \$104,695,276.00. The motions will provide for the breakdown of this amount and the sources thereof in the various classifications as described in the recommendation book to carry out the purpose of this Article.

## GENERAL GOVERNMENT

	Appropriation 7-1-19 6-30-20	Town Council's Request 7-1-20 6-30-21	Finance Committee's Recommendation 7-1-20 6-30-21
TOWN COUNCIL'S DEPARTMENT:			
Personal Services	\$404,148.00	\$412,155.00	\$317,155.00
Contractual Services	70,731.00	70,731.00	70,731.00
Materials and Supplies	2,150.00	3,150.00	3,150.00
Sundry Charges	3,500.00	3,500.00	3,500.00
TOTAL	\$480,529.00	\$489,536.00	\$394,536.00
ACCOUNTING DEPARTMENT:			
Personal Services	\$296,694.00	\$305,736.00	\$305,736.00
Contractual Services	97,401.00	98,101.00	98,101.00
Materials and Supplies	3,050.00	3,050.00	3,050.00
Sundry Charges	210.00	210.00	210.00
TOTAL	\$397,355.00	\$407,097.00	\$407,097.00
INFORMATION TECHNOLOGY DEPARTMENT:			
Personal Services	\$196,791.00	\$198,763.00	\$198,763.00
Contractual Services	144,963.00	163,229.00	163,229.00
Materials and Supplies	5,500.00	5,650.00	5,650.00
Sundry Charges	3,990.00	4,250.00	4,250.00
TOTAL	\$351,244.00	\$371,892.00	\$371,892.00

	Appropriation 7-1-19 6-30-20	Town Council's Request 7-1-20 6-30-21	Finance Committee's Recommendation 7-1-20 6-30-21
TREASURER'S DEPARTMENT:			
Salary of Treasurer	\$65,296.00	\$67,255.00	\$67,255.00
Personal Services	120,617.00	126,034.00	126,034.00
Contractual Services	4,900.00	4,900.00	4,900.00
Materials and Supplies	1,150.00	1,150.00	1,150.00
Sundry Charges	90.00	90.00	90.00
Tax Titles	13,000.00	13,000.00	13,000.00
Bank Charges	7,500.00	7,500.00	7,500.00
TOTAL	\$212,553.00	\$219,929.00	\$219,929.00
LEGAL DEPARTMENT:			
Personal Services	\$113,512.00	\$116,917.00	\$116,917.00
Contractual Services	60,000.00	60,000.00	60,000.00
Materials and Supplies	6,200.00	6,200.00	6,200.00
Sundry Charges	0.00	0.00	0.00
Legal Damages	4,560.00	4,560.00	4,560.00
TOTAL	\$184,272.00	\$187,677.00	\$187,677.00

	Appropriation 7-1-19 6-30-20	Town Council's Request 7-1-20 6-30-21	Finance Committee's Recommendation 7-1-20 6-30-21
COLLECTOR'S DEPARTMENT:			
Salary of Collector	\$100,970.00	\$103,999.00	\$103,999.00
Personal Services	71,936.00	74,650.00	74,650.00
Contractual Services	44,750.00	44,750.00	44,750.00
Materials and Supplies	2,300.00	2,300.00	2,300.00
Sundry Charges	140.00	140.00	140.00
TOTAL	\$220,096.00	\$225,839.00	\$225,839.00
ASSESSORS' DEPARTMENT:			
Personal Services	\$199,669.00	\$205,596.00	\$205,596.00
Contractual Services	34,375.00	34,375.00	34,375.00
Materials and Supplies	1,950.00	1,950.00	1,950.00
Sundry Charges	750.00	750.00	750.00
TOTAL	\$236,744.00	\$242,671.00	\$242,671.00
TOWN CLERK'S DEPARTMENT:			
Salary of Town Clerk	\$81,417.00	\$83,860.00	\$83,860.00
Personal Services	112,530.00	118,090.00	118,090.00
Contractual Services	19,565.00	22,465.00	22,465.00
Materials and Supplies	1,700.00	2,200.00	2,200.00
Sundry Charges	250.00	290.00	290.00
TOTAL	\$215,462.00	\$226,905.00	\$226,905.00



	Appropriation 7-1-19 6-30-20	Town Council's Request 7-1-20 6-30-21	Finance Committee's Recommendation 7-1-20 6-30-21
ELECTION AND REGISTRATION:			
Personal Services	\$20,900.00	\$17,100.00	\$17,100.00
Contractual Services	18,600.00	19,100.00	19,100.00
Materials and Supplies	1,500.00	1,500.00	1,500.00
TOTAL	\$41,000.00	\$37,700.00	\$37,700.00
ELECTION EXPENSE:			
Personal Services	\$13,250.00	\$19,575.00	\$19,575.00
Contractual Services	12,200.00	17,400.00	17,400.00
TOTAL	\$25,450.00	\$36,975.00	\$36,975.00
FINANCE COMMITTEE:			
Personal Services	\$0.00	0.00	0.00
Contractual Services	3,000.00	2,960.00	2,960.00
Materials and Supplies	1,000.00	700.00	700.00
Sundry Charges	3,060.00	3,400.00	3,400.00
TOTAL	\$7,060.00	\$7,060.00	\$7,060.00

	Appropriation 7-1-19 6-30-20	Town Council's Request 7-1-20 6-30-21	Finance Committee's Recommendation 7-1-20 6-30-21
CONSERVATION COMMISSION:			
Personal Services	\$42,082.00	\$43,227.00	\$43,227.00
Contractual Services	1,950.00	1,950.00	1,950.00
Materials and Supplies	1,000.00	1,000.00	1,000.00
Sundry Charges	725.00	725.00	725.00
TOTAL	\$45,757.00	\$46,902.00	\$46,902.00
LESS: Wetland Filing Fees	\$3,000.00	\$3,000.00	\$3,000.00
TOTAL	\$42,757.00	\$43,902.00	\$43,902.00
PLANNING BOARD:			
Personal Services	\$4,800.00	\$4,800.00	\$4,800.00
Contractual Services	4,925.00	4,925.00	4,925.00
Materials and Supplies	2,800.00	2,800.00	2,800.00
Sundry Charges	450.00	450.00	450.00
TOTAL	\$12,975.00	\$12,975.00	\$12,975.00
BOARD OF APPEALS:			
Contractual Services	\$25,300.00	\$27,800.00	\$27,800.00
TOTAL	\$25,300.00	\$27,800.00	\$27,800.00
TOTAL FROM TAX LEVY:	\$2,452,797.00	\$2,537,958.00	\$2,442,958.00
TOTAL FROM AVAILABLE FUNDS:	\$3,000.00	\$3,000.00	\$3,000.00
TOTAL FOR GENERAL GOVERNMENT:	\$2,455,797.00	\$2,540,958.00	\$2,445,958.00
	2.84%		2.75%

## PROTECTION OF PERSONS AND PROPERTY

	Appropriation 7-1-19 6-30-20	Town Council's Request 7-1-20 6-30-21	Finance Committee's Recommendation 7-1-20 6-30-21
POLICE DEPARTMENT:			
Personal Services	\$5,566,446.00	\$5,496,035.00	\$5,496,035.00
Contractual Services	206,422.00	243,820.00	243,820.00
Materials and Supplies	164,800.00	169,800.00	169,800.00
Sundry Charges	10,200.00	13,000.00	13,000.00
TOTAL	\$5,947,868.00	\$5,922,655.00	\$5,922,655.00
FIRE DEPARTMENT:			
Personal Services	\$5,344,060.00	\$5,437,506.00	\$5,437,506.00
Contractual Services	114,200.00	117,200.00	117,200.00
Materials and Supplies	151,600.00	148,600.00	148,600.00
Sundry Charges	3,000.00	3,000.00	3,000.00
TOTAL	\$5,612,860.00	\$5,706,306.00	\$5,706,306.00
FIRE ALARM, POLICE SIGNALS AND TRAFFIC LIGHTS:			
Personal Services	\$42,015.00	\$42,015.00	\$42,015.00
Contractual Services	7,500.00	7,500.00	7,500.00
Materials and Supplies	14,000.00	14,000.00	14,000.00
TOTAL	\$63,515.00	\$63,515.00	\$63,515.00

	Appropriation 7-1-19 6-30-20	Town Council's Request 7-1-20 6-30-21	Finance Committee's Recommendation 7-1-20 6-30-21
EMERGENCY MANAGEMENT:			
Personal Services	\$40,000.00	\$41,200.00	\$41,200.00
Contractual Services	30,000.00	30,000.00	30,000.00
Materials and Supplies	3,000.00	3,000.00	3,000.00
TOTAL	\$73,000.00	\$74,200.00	\$74,200.00
BUILDING DEPARTMENT:			
Personal Services	\$291,408.00	\$343,018.00	\$343,108.00
Contractual Services	13,050.00	13,050.00	13,050.00
Materials and Supplies	7,650.00	7,650.00	7,650.00
Sundry Charges	500.00	500.00	500.00
TOTAL	\$312,608.00	\$364,218.00	\$364,218.00
ANIMAL INSPECTOR:			
Personal Services	\$73,546.00	\$74,008.00	\$74,008.00
Contractual Services	2,650.00	2,650.00	2,650.00
Materials and Supplies	3,875.00	3,875.00	3,875.00
Sundry Charges	3,000.00	3,000.00	3,000.00
TOTAL	\$83,071.00	\$83,533.00	\$83,533.00

	Appropriation 7-1-19 6-30-20	Town Council's Request 7-1-20 6-30-21	Finance Committee's Recommendation 7-1-20 6-30-21
PARKING CLERK:			
Personal Services	\$3,250.00	\$3,250.00	\$3,250.00
Contractual Services	8,825.00	5,725.00	5,725.00
Materials and Supplies	300.00	400.00	400.00
TOTAL	\$12,375.00	\$9,375.00	\$9,375.00
TOTAL FROM TAX LEVY:	\$12,105,297.00	\$12,223,802.00	\$12,223,802.00
TOTAL FOR PROTECTION OF PERSONS AND PROPERTY:	\$12,105,297.00 14.01%	\$12,223,802.00	\$12,223,802.00 13.73%

**HUMAN SERVICES**

	Appropriation	Town Council's Request	Finance Committee's Recommendation
	7-1-19 6-30-20	7-1-20 6-30-21	7-1-20 6-30-21
COUNCIL ON AGING:			
Personal Services	\$220,797.00	\$226,155.00	\$226,155.00
Contractual Services	5,600.00	5,600.00	5,600.00
Materials and Supplies	12,600.00	12,600.00	12,600.00
Mystic Valley Elder Services	6,275.00	6,275.00	6,275.00
TOTAL	\$245,272.00	\$250,630.00	\$250,630.00

**HEALTH DEPARTMENT:**

Personal Services	\$60,816.00	\$63,531.00	\$63,531.00
Contractual Services	143,499.00	151,657.00	151,657.00
Materials and Supplies	2,016.00	2,016.00	2,016.00
Sundry Charges	360.00	360.00	360.00
EMARC	16,000.00	16,000.00	16,000.00
Mental Outpatient Clinic	6,400.00	6,400.00	6,400.00
E. Middlesex Mosq.	27,427.00	29,076.00	29,076.00
TOTAL	\$256,518.00	\$269,040.00	\$269,040.00

	Appropriation 7-1-19 6-30-20	Town Council's Request 7-1-20 6-30-21	Finance Committee's Recommendation 7-1-20 6-30-21
RECREATION:			
Personal Services	\$105,946.00	\$106,734.00	\$106,734.00
TOTAL	\$105,946.00	\$106,734.00	\$106,734.00
VETERANS' DEPARTMENT:			
Personal Services	\$18,389.00	\$19,229.00	\$19,229.00
Recipients	170,000.00	170,000.00	170,000.00
Contractual Services	51,519.00	51,608.00	51,608.00
Materials and Supplies	600.00	600.00	600.00
Memorial Day	3,500.00	3,500.00	3,500.00
Veteran's Day	1,500.00	1,500.00	1,500.00
TOTAL	\$245,508.00	\$246,437.00	\$246,437.00
TOTAL FROM TAX LEVY:	\$853,244.00	\$872,841.00	\$872,841.00
TOTAL FOR HUMAN SERVICES:	\$853,244.00 0.99%	\$872,841.00	\$872,841.00 0.98%

## PUBLIC WORKS DEPARTMENT

	Appropriation	Town Council's Request	Finance Committee's Recommendation
	7-1-19 6-30-20	7-1-20 6-30-21	7-1-20 6-30-21
<b>PERSONAL SERVICES:</b>			
Personal Services Breakdown:	\$3,831,167.00	\$3,879,795.00	\$3,879,795.00
Administration	184,906.00	158,767.00	158,767.00
Engineering	295,820.00	269,263.00	269,263.00
Fleet Maintenance	332,839.00	349,123.00	349,123.00
Buildings	728,841.00	753,200.00	753,200.00
Forestry and Parks	865,266.00	913,478.00	913,478.00
Cemetery	290,733.00	307,346.00	307,346.00
Highway	1,132,762.00	1,128,618.00	1,128,618.00
TOTAL	\$3,831,167.00	\$3,879,795.00	\$3,879,795.00
<b>LESS:</b>			
Perpetual Care Income	\$37,066.00	\$44,800.00	\$44,800.00
Park Trust Funds Available	4.00	3.00	3.00
To Be Appropriated From The			
Sale of Lots Funds	34,000.00	39,600.00	39,600.00
TOTAL	\$3,760,097.00	\$3,795,392.00	\$3,795,392.00
<b>CONTRACTUAL SERVICES:</b>			
Contractual Services Breakdown:	\$1,574,185.00	\$1,643,598.00	\$1,643,598.00
Administration	24,100.00	24,100.00	24,100.00
Engineering	133,150.00	162,000.00	162,000.00
Fleet Maintenance	85,200.00	96,700.00	96,700.00
Buildings	790,735.00	816,298.00	816,298.00
Forestry and Parks	188,250.00	193,250.00	193,250.00
Cemetery	17,700.00	17,700.00	17,700.00
Highway	335,050.00	333,550.00	333,550.00
TOTAL	\$1,574,185.00	\$1,643,598.00	\$1,643,598.00
<b>MATERIALS AND SUPPLIES:</b>			
Materials & Supplies Breakdown:	\$700,524.00	\$711,850.00	\$711,850.00
Administration	8,600.00	8,600.00	8,600.00
Engineering	8,800.00	8,800.00	8,800.00
Fleet Maintenance	249,474.00	260,800.00	260,800.00
Buildings	126,100.00	126,100.00	126,100.00
Forestry and Parks	131,850.00	131,850.00	131,850.00
Cemetery	24,500.00	24,500.00	24,500.00
Highway	151,200.00	151,200.00	151,200.00
TOTAL	\$700,524.00	\$711,850.00	\$711,850.00



	Appropriation 7-1-19 6-30-20	Town Council's Request 7-1-20 6-30-21	Finance Committee's Recommendation 7-1-20 6-30-21
SUNDRY CHARGES:			
Sundry Charges Breakdown:	\$4,325.00	\$4,125.00	\$4,125.00
Administration	1,000.00	1,000.00	1,000.00
Engineering	2,000.00	1,800.00	1,800.00
Fleet Maintenance	325.00	325.00	325.00
Buildings	250.00	250.00	250.00
Forestry and Parks	300.00	300.00	300.00
Cemetery	200.00	200.00	200.00
Highway	250.00	250.00	250.00
TOTAL	\$4,325.00	\$4,125.00	\$4,125.00
SNOW AND ICE:	\$850,000.00	\$850,000.00	\$850,000.00
PUBLIC WORKS (Exclusive of Enterprise Funds, Water & Sewer Divisions)			
TOTAL FROM TAX LEVY:	\$6,889,131.00	\$7,004,965.00	\$7,004,965.00
TOTAL FROM AVAILABLE FUNDS:	\$71,070.00	\$84,403.00	\$84,403.00
TOTAL FOR PUBLIC WORKS:	\$6,960,201.00 8.06%	\$7,089,368.00	\$7,089,368.00 7.97%

## PUBLIC WORKS ENTERPRISE DEPARTMENT

	Appropriation	Town Council's Request	Finance Committee's Recommendation
	7-1-19	7-1-20	7-1-20
	6-30-20	6-30-21	6-30-21
WATER DIVISION:			
Personal Services	\$1,179,867.00	\$1,318,148.00	\$1,318,148.00
Contractual Services	415,981.00	416,423.00	416,423.00
Materials and Supplies	245,864.00	247,500.00	247,500.00
Sundry Charges	1,430.00	1,430.00	1,430.00
Professional Medical Services	1,250.00	1,250.00	1,250.00
Contributory Retire. Pensions	192,139.00	196,010.00	196,010.00
Group Insurance	372,525.00	383,701.00	383,701.00
Workers' Compensation Ins.	13,230.00	13,780.00	13,780.00
General Insurance	20,760.00	22,700.00	22,700.00
MWRA Water Assessment	2,591,683.00	2,883,067.00	2,883,067.00
Admin. Expense (P.S.)	63,900.00	67,030.00	67,030.00
Maturing Debt	491,758.00	491,758.00	491,758.00
Medicare	16,858.00	19,145.00	19,145.00
TOTAL	\$5,607,245.00	\$6,061,942.00	\$6,061,942.00
SEWER DIVISION:			
Personal Services	\$813,922.00	\$914,015.00	\$914,015.00
Contractual Services	317,115.00	325,533.00	325,533.00
Materials and Supplies	82,238.00	85,100.00	85,100.00
Sundry Charges	1,200.00	1,200.00	1,200.00
MWRA Sewer Assessment	6,644,649.00	6,851,952.00	6,851,952.00
Workers' Compensation Ins.	8,991.00	7,936.00	7,936.00
General Insurance	12,373.00	13,000.00	13,000.00
Professional Medical Services	1,250.00	1,250.00	1,250.00
Contributory Retire. Pensions	152,581.00	155,175.00	155,175.00
Group Insurance	261,689.00	269,540.00	269,540.00
Admin. Expense (P.S.)	63,900.00	67,030.00	67,030.00
Maturing Debt	261,871.00	250,995.00	250,995.00
Medicare	11,714.00	13,285.00	13,285.00
TOTAL	\$8,663,493.00	\$8,956,011.00	\$8,956,011.00
TOTAL FROM TAX LEVY:	\$0.00	\$0.00	\$0.00
TOTAL FROM AVAILABLE FUNDS:			
(WATER & SEWER REV. RECEIPTS)	\$14,240,738.00	\$15,017,953.00	\$15,017,953.00
TOTAL FOR PUBLIC WORKS			
ENTERPRISE FUNDS:	\$14,240,738.00	\$15,017,953.00	\$15,017,953.00

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**SCHOOL DEPARTMENT**

	Appropriation	Town Council's Request	Finance Committee's Recommendation
	7-1-19	7-1-20	7-1-20
	6-30-20	6-30-21	6-30-21
SCHOOL DEPARTMENT:			
Personal Services	\$34,378,412.00	\$36,160,317.00	\$36,160,317.00
Contractual Services	5,834,332.00	6,059,811.00	6,059,811.00
Materials and Supplies	1,809,004.00	1,833,511.00	1,833,511.00
Sundry Charges	24,300.00	38,020.00	38,020.00
TOTAL	\$42,046,048.00	\$44,091,659.00	\$44,091,659.00
LESS: Available Funds-Offset Receipts Bus Fees	\$115,000.00	\$115,000.00	\$115,000.00
LESS: Budget Reductions SC TBD	\$0.00	400,000.00	400,000.00
TOTAL	\$41,931,048.00	\$43,576,659.00	\$43,576,659.00
TOTAL FROM TAX LEVY:	\$41,931,048.00	\$43,576,659.00	\$43,576,659.00
TOTAL FROM AVAILABLE FUNDS:	\$115,000.00	\$115,000.00	\$115,000.00
TOTAL FOR SCHOOL:	\$42,046,048.00	\$43,691,659.00	\$43,691,659.00
	48.66%		49.09%

**LIBRARY**

	Appropriation 7-1-19 6-30-20	Town Council's Request 7-1-20 6-30-21	Finance Committee's Recommendation 7-1-20 6-30-21
LIBRARY DEPARTMENT:			
Personal Services	\$1,268,026.00	\$1,262,428.00	\$1,262,428.00
Contractual Services	241,446.00	244,628.00	244,628.00
Materials and Supplies	220,319.00	222,000.00	222,000.00
TOTAL	\$1,729,791.00	\$1,729,056.00	\$1,729,056.00
LESS:			
Library Trust Fund Income Available	\$41,956.00	\$45,607.00	\$45,607.00
TOTAL	\$1,687,835.00	\$1,683,449.00	\$1,683,449.00
TOTAL FROM TAX LEVY:	\$1,687,835.00	\$1,683,449.00	\$1,683,449.00
TOTAL FROM AVAILABLE FUNDS:	\$41,956.00	\$45,607.00	\$45,607.00
TOTAL FOR LIBRARY:	\$1,729,791.00 2.00%	\$1,729,056.00	\$1,729,056.00 1.94%

**VOCATIONAL SCHOOL**

	Appropriation	Town Council's	Finance
	7-1-19	Request	Committee's
	6-30-20	6-30-21	Recommendation
		7-1-20	7-1-20
			6-30-21
VOCATIONAL SCHOOL:	\$1,441,735.00	\$1,574,273.00	\$1,574,273.00
TOTAL FROM TAX LEVY:	\$1,441,735.00	\$1,574,273.00	\$1,574,273.00
TOTAL FROM AVAILABLE FUNDS:	\$0.00	\$0.00	\$0.00
TOTAL FOR NORTHEAST MRVS:	\$1,441,735.00	\$1,574,273.00	\$1,574,273.00
	1.67%		1.77%

**UNCLASSIFIED**

	Appropriation 7-1-19 6-30-20	Town Council's Request 7-1-20 6-30-21	Finance Committee's Recommendation 7-1-20 6-30-21
STREET LIGHTS	\$188,131.00	\$188,131.00	\$188,131.00
HISTORICAL COMMISSION	2,000.00	2,000.00	2,000.00
GENERAL INSURANCE	367,325.00	401,525.00	401,525.00
MEDICARE	755,510.00	793,000.00	793,000.00
UNEMPLOYMENT INSURANCE	75,000.00	75,000.00	75,000.00
RESERVE FUND	300,000.00	300,000.00	300,000.00
CABLE TV PUBLIC ACCESS ENTERPRISE:			
Personal Services	\$167,839.00	\$163,420.00	\$163,420.00
Contractual Services	392,723.00	388,700.00	388,700.00
Materials and Supplies	25,000.00	25,000.00	25,000.00
TOTAL FOR CABLE TV PUBLIC ACCESS	\$585,562.00	\$577,120.00	\$577,120.00
UNCLASSIFIED TOTAL	\$2,273,528.00	\$2,336,776.00	\$2,336,776.00
TOTAL FROM TAX LEVY:	\$1,687,966.00	\$1,759,656.00	\$1,759,656.00
TOTAL FROM AVAILABLE FUNDS:	\$585,562.00	\$577,120.00	\$577,120.00
TOTAL FOR UNCLASSIFIED:	\$2,273,528.00 1.95%	\$2,336,776.00	\$2,336,776.00 1.98%

## BENEFITS AND ADMINISTRATION

	Appropriation	Town Council's Request	Finance Committee's Recommendation
	7-1-19	7-1-20	7-1-20
	6-30-20	6-30-21	6-30-21
PERSONAL SERVICES	\$171,943.00	\$177,669.00	\$177,669.00
PROFESSIONAL MEDICAL	8,350.00	8,350.00	8,350.00
WORKERS' COMPENSATION	480,787.00	477,873.00	477,873.00
RETIREMENT SYSTEM:			
Pension Accumulation Fund	4,951,783.00	5,355,055.00	5,355,055.00
Non-Contributory Pension Fund	40,932.00	41,352.00	41,352.00
Assessments, Non-Contributory	0.00	0.00	0.00
Veterans Pension Fund			
TOTAL	\$4,992,715.00	\$5,396,407.00	\$5,396,407.00
CONTRIBUTORY GROUP HEALTH AND LIFE INSURANCE:			
Town Appropriation	\$3,558,188.00	\$3,554,584.00	\$3,554,584.00
School Appropriation	\$7,912,537.00	\$8,003,707.00	\$8,003,707.00
TOTAL	\$11,470,725.00	\$11,558,291.00	\$11,558,291.00
TOTAL FROM TAX LEVY:	\$17,124,520.00	\$17,618,590.00	\$17,618,590.00
TOTAL FROM AVAILABLE FUNDS:	\$0.00	\$0.00	\$0.00
TOTAL BENEFITS & ADMINISTRATION	\$17,124,520.00	\$17,618,590.00	\$17,618,590.00
	19.82%		19.80%
GRAND TOTAL:			
TOTAL FROM TAX LEVY:	\$86,173,573.00	\$88,852,193.00	\$88,757,193.00
TOTAL FROM AVAILABLE FUNDS:	15,057,326.00	15,843,083.00	15,843,083.00
GRAND TOTAL:	\$101,230,899.00	\$104,695,276.00	\$104,600,276.00
	100.00%		100.00%

NOTE: Departmental percentages do not include Enterprise Funds

**LIGHT DEPARTMENT**

That the Town appropriate the sum of \$23,210.00 from the Light Operation Account to the Non-Contributory Veterans' Pension Account; and to appropriate the sum of \$907,696.00 from the Light Operation Account to the Contributory Retirement Pension Accumulation Fund Account; and to appropriate the sum of \$1,256,766.00 from the Light Operation Account to the Employees' Group Insurance Account and to appropriate the sum of \$38,080.00 from the Light Operation Account to the Workers' Compensation Account; and that the balance of the receipts of the Municipal Gas and Light Department from July 1, 2020 to June 30, 2021 be appropriated for the use of the Department for other expenditures, provided, however, that if the income from said Department shall exceed the expenses of the Department for said period of time, the use of the excess, in whole or in part, shall be determined by the Board of Light Commissioners.

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**ARTICLE 3**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for Capital Outlay as follows, or to see what the Town will do about it.

**CAPITAL OUTLAY COMMITTEE**

That the Town vote to raise and appropriate from tax levy the amount of \$1,010,560.00 and transfer the amount of \$112,500.00 from the sewer receipts account to the sewer department capital outlay account and the sum of \$82,500.00 from the water receipts account to the water department capital outlay account to carry out the purposes of Article 3 as stated in the Recommendation Book.



<b>TAX LEVY - CAPITAL OUTLAY</b>			
		<b>Lease -</b>	
<b>Category</b>	<b>Description</b>	<b>Purchase</b>	<b>Amount</b>
Prior	Fire Alarm		41,976.00
Prior	DPW		261,584.00
Fleet	2020 Bobcat Skid Steer Loader		68,000.00
Fleet	2020 International with plow, sander	5 Yr. L/P	55,000.00
Fleet	Mobile Work Trailer		15,000.00
Fleet	Ventrec Sidewalk Machine		30,000.00
Fleet	CRUISERS - One (1)		59,000.00
Facilities	Windows Phase 2		15,000.00
Facilities	Fire Escape Stairs		13,000.00
Facilities	Fire Escape Doors		8,000.00
Facilities	Flooring		10,000.00
Facilities	Boiler		30,000.00
Facilities	Faucet & Flushometer replacement parts		36,000.00
Facilities	Flooring- Plus Abatement		18,000.00
Roads	Patching Program		35,000.00
Misc.	Department Portable Radios		62,000.00
Misc.	GIS Data Application Development		35,000.00
IT Schools	Wireless Access Points		211,000.00
IT Library	Miscellaneous Computer Hardware		7,000.00
	<b>Total Tax Levy Capital Outlay</b>		<b>\$1,010,560.00</b>
<b>SEWER ENTERPRISE FUND - CAPITAL OUTLAY</b>			
		<b>Lease -</b>	
<b>Category</b>	<b>Description</b>	<b>Purchase</b>	<b>Amount</b>
Fleet	2020 Ford Utility Truck		32,500.00
System	System Improvements		50,000.00
Equipment	High Velocity		30,000.00
	<b>Total Sewer Capital Outlay</b>		<b>\$112,500.00</b>
<b>WATER ENTERPRISE FUND - CAPITAL OUTLAY</b>			
		<b>Lease -</b>	
<b>Category</b>	<b>Description</b>	<b>Purchase</b>	<b>Amount</b>
Equipment	2020 Ford Utility Truck		32,500.00
Distribution	System Improvements		50,000.00
	<b>Total Water Capital Outlay</b>		<b>\$82,500.00</b>

**ARTICLE 4**

To see if the Town will vote to authorize the Board of Assessors to use such sum of the balance of the operating fund of the Municipal Gas and Light Department as of June 30, 2020 as the Board of Light Commissioners may vote in computing the tax rate for the fiscal period July 1, 2020 to June 30, 2021, or to see what the Town will do about it.

**MUNICIPAL LIGHT COMMISSIONERS****ARTICLE 5**

To see if the Town will vote to appropriate a sum of money for remodeling, reconstructing or making extraordinary repairs to, and for constructing additions to, the Public Safety Building, 1 Union Street, including the costs of originally equipping, furnishing, landscaping, paving and performing other site improvements incidental or directly related to such remodeling, reconstruction, repair, additions and new construction, and including architectural, surveying and engineering fees and other costs incidental or related thereto, and to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or to see what the Town will do about it.

**TOWN COUNCIL****ARTICLE 6**

To see if the Town will appropriate \$10,000,000 to pay costs of roadway improvements, and for the payment of all other costs incidental and related thereto, and to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or to see what the Town will do about it.

**TOWN COUNCIL**

That the Town vote to authorize the Board of Assessors to use such sum of the balance of the operating fund of the Municipal Gas & Light Department as of June 30, 2020 as the Board of Light Commissioners may vote in computing the tax rate for fiscal period July 1<sup>st</sup>, 2020 to June 30<sup>th</sup>, 2021 to carry out the purpose of this Article.

That the Town appropriate the sum of \$9.6 million for remodeling, reconstructing or making extraordinary repairs to, and for constructing additions to, the public safety building on Union street, including the costs of originally equipping, furnishing, landscaping, paving and performing other site improvements incidental or directly related to such remodeling, reconstruction, repair, additions and new construction, and including architectural, surveying and engineering fees and other costs incidental or related thereto, and to raise this appropriation the treasurer, with the approval of the Town Council, is authorized to borrow the sum of \$9.6 million under and pursuant to Chapter 44, Section 7 of the General laws, or any other enabling authority, and to issue bonds or notes of the town therefor. Any premium received by the town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the general laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

That the Town of Wakefield appropriate the sum of \$10 million for the costs of roadway improvements as well as other costs incidental thereto and to meet said appropriation the Treasurer, with the approval of the Town Council is authorized to borrow said sum under and pursuant to Chapter 44, Section 7 of the General Laws, or any other enabling authority, and to issue bonds for a period not to exceed ten (10) years. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

## **ARTICLE 7**

To see if the Town will vote to establish, with respect to the following revolving funds, the following limits on the total amount that may be expended from each such fund in Fiscal Year 2021: Revolving Fund – Road Repair; Maximum Expenditure - \$75,000.00, or to see what the Town will do about it.

### **TOWN COUNCIL**

That the Town vote to establish a maximum expenditure of \$75,000 for the Road Repair Revolving Fund.

## **ARTICLE 8**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds a sum of money to expend under the direction of the Permanent Building Committee for the purpose of repair and/or renovation including but not limited to potential roof replacement to the Greenwood School building at 1030 Main Street, for which repair and/or renovation including but not limited to potential roof replacement to the Greenwood School building the Town may be eligible for a grant from the Massachusetts School Building Authority. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in connection with the repairs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town, or to see what the Town will do about it.

### **PERMANENT BUILDING COMMITTEE**

Permanent Building Committee to make motion.

## **ARTICLE 9**

To see if the town will vote to make repairs to the Town's drainage system located on or near new Salem Street including the design, renovation, upgrading and reconstruction of the culvert located there, and to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or to see what the Town will do about it.

### **TOWN COUNCIL**

That the Town appropriate the sum of \$500,000 for the completion of repairs to the drainage system on or near new Salem street including the design, renovation, upgrading and reconstruction of the culvert located there, and to raise this appropriation the treasurer, with the approval of the town council, is authorized to borrow the sum of \$500,000 under and pursuant to Chapter 44, Section 7 of the General Laws, or any other enabling authority, and to issue bonds or notes of the town therefor. Any premium received by the town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

## **ARTICLE 10**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to the Capital Projects/Debt Service Fund, also known as the Debt Service Fund, or to see what the Town will do about it.

### **TOWN COUNCIL**

That the Town raise and appropriate from tax levy to the capital projects fund, also known as the debt service fund, the sum of \$4,664,796.00 to carry out the purpose of this Article.

## **ARTICLE 11**

To see if the Town will vote to implement collective bargaining agreements between the Town of Wakefield

That the Town vote to implement a collective bargaining agreement between the town of Wakefield

and the Massachusetts Coalition of Police, Wakefield Division for the period of July 1, 2020 to June 30, 2023 and to provide therefore that the Town raise and appropriate or transfer from available funds a sufficient sum of money to carry out the purposes of this Article, or to see what the Town will do about it.

**TOWN COUNCIL**

**ARTICLE 12**

To see if the Town will vote to implement collective bargaining agreements between the Town of Wakefield and the Wakefield Police Superior Officers Association for the period of July 1, 2020 to June 30, 2023 and to provide therefore that the Town raise and appropriate or transfer from available funds a sufficient sum of money to carry out the purposes of this Article, or to see what the Town will do about it.

**TOWN COUNCIL**

**ARTICLE 13**

To see if the Town will vote to implement collective bargaining agreements between the Town of Wakefield and the Wakefield Firefighter's Union Local 1478 International Association of Firefighters, AFL-CIO for the period of July 1, 2020 to June 30, 2023 and to provide therefore that the Town raise and appropriate or transfer from available funds a sufficient sum of money to carry out the purpose of this Article, or to see what the Town will do about it.

**TOWN COUNCIL**

**ARTICLE 14**

To see if the Town will vote to implement collective bargaining agreements between the Town of Wakefield and the Wakefield Municipal Administrative, Supervisory and Professional Employees' Association for the period of July 1, 2020 to June 30, 2023 and to provide therefore that the Town raise and appropriate or transfer from available funds a sufficient sum of money to carry out the purpose of this Article, or to see what the Town will do about it.

**TOWN COUNCIL**

**ARTICLE 15**

To see if the Town will raise and appropriate or transfer from available funds including the excess and deficiency account a sum of money to supplement the appropriations of all budgets for the period of July 1, 2019 to June 30, 2020, or to see what the town will do about it.

**TOWN COUNCIL**

and the Massachusetts Coalition of Police, Wakefield division for the period of July 1<sup>st</sup>, 2020 to June 30<sup>th</sup>, 2023 and to provide therefor that the Town supplement the Police Personal Services account by the transfer from tax levy the amount of 94,000.00.

That the Town vote to implement a collective bargaining agreement between the Town of Wakefield and the Wakefield Police Superior Officer's Association for the period of July 1<sup>st</sup>, 2020 to June 30<sup>th</sup>, 2023 and to provide therefor that the Town supplement the Police Personal Services account by the transfer from tax levy the amount of 46,000.00.

That the Town vote to implement a collective bargaining agreement between the Town of Wakefield and the Wakefield Firefighters Union Local 1478 International Association of Firefighters, AFL-CIO for the period of July 1<sup>st</sup>, 2020 to June 30<sup>th</sup>, 2023 and to provide therefor that the Town supplement the Fire Personal Services account from tax levy the amount of \$135,000.00.

That the Town vote to implement a collective bargaining agreement between the Town of Wakefield and the Wakefield Municipal Administrative Supervisory and Professional Employees' Association for the period of July 1<sup>st</sup>, 2020 to June 30<sup>th</sup>, 2023 and to provide therefor that the town supplement the personal service accounts of various departmental budgets by raising and appropriating from tax levy the amount of \$29,640; by the transfer of 5642 from water receipts to the public works water personal services account; and by the transfer of \$5642 from sewer receipts to the public works sewer personal services account to the following personal service accounts: Info tech. \$2660; Assessors \$2225; Building \$4748; Animal insp. \$1878; Council on Aging \$3250; Recreation \$3202; Public works \$10,100; Library \$1577; Water \$5642; Sewer \$5642; for a total of \$40,924.00.

That the Town appropriate from free cash the sum of \$ 250,000 to carry out the purpose of this Article.

**ARTICLE 16**

To see if the Town will vote to raise and appropriate from tax levy or transfer from available funds a sum of money to indemnify certain police officers and/or firefighters of the Town for medical, surgical and hospitalization expenses as a result of injuries received by the officers/firefighters in the performance of their duties, as provided for under Section 100, Chapter 41 of Massachusetts General Laws in such amount and to such extent as may be recommended by the Town Council, or to see what the Town will do about it.

**TOWN COUNCIL**

**ARTICLE 17**

To see if the Town will vote to raise and appropriate from tax levy or transfer from available funds a sufficient sum of money to pay for the services of School Department employees and/or independent contractors to obtain Medicaid reimbursement for certain special education costs and expenses incurred by the Town, or to see what the Town will do about it.

**TOWN COUNCIL**

**ARTICLE 18**

To see if the Town will vote to raise and appropriate from tax levy or transfer from available funds a sufficient sum of money for the collection, disposal, recycling and composting of refuse, or to see what the Town will do about it.

**TOWN COUNCIL**

**ARTICLE 19**

To see if the Town will vote to appropriate a sufficient sum of money to make repairs to a portion of Walton Lane, a private way in the Town, in accordance with the provisions G.L. c. 80, of Chapter 175-10 of the Code of the Town, or otherwise, and to determine whether to fund the appropriation by borrowing or otherwise and over what period of time to assess betterments, or to see what the Town will do about it.

**TOWN COUNCIL**

**ARTICLE 20**

To see if the Town will vote to authorize the Town Council to accept, or take by eminent domain proceedings, conveyances or easement from time to time, giving the Town the right to construct and maintain drains, sewers, water lines, retaining walls and streets and to raise and appropriate a sufficient sum of money to carry out the

That the Town appropriate from free cash the sum of \$20,000.00 to carry out the purpose of this Article.

That the Town appropriate from free cash the sum of \$10,000.00 to carry out the purpose of this Article.

That the Town appropriate from tax levy the sum of \$2,100,000.00 to carry out the purpose of this Article.

That the Town raise and appropriate by borrowing the sum of \$91,000 to make specific repairs to Walton Lane such repairs being required by the public necessity and convenience and that the betterment be assessed to the property owners over a period of twenty (20) years. And to meet said appropriation the treasurer, with the approval of the town council is authorized to borrow said sum under and pursuant to Chapter 44, Section 7 of the General Laws, or any other enabling authority, and to issue bonds for a period not to exceed ten (10) years. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

That the Town appropriate from tax levy the sum of \$1.00 to carry out the purpose of this Article.

purpose of this Article, or to see what the Town will do about it.

#### **TOWN COUNCIL**

##### **ARTICLE 21**

To see if the Town will vote to authorize the Town Council to petition the Legislature to enact special legislation to amend 2004 Mass. Acts Chapter 458 by deleting § 1 thereof and replacing it with the following: "SECTION 1. The Town Administrator of the Town of Wakefield may appoint, as he deems necessary, retired Wakefield police officers as special police officers for the purpose of performing police details or any police duties arising therefrom or during the course of police detail work, whether or not related to the detail work. The retired police officers shall have been regular Wakefield police officers and retired based on superannuation. Special police officers shall not be subject to the same maximum age restrictions as applied to regular Wakefield police officers under chapter 32 of the General Laws, but shall not be eligible to serve as special police officers if they have reached the age of 68. A special police officer shall pass a medical examination by a physician or other certified professional chosen by the town to determine that he/she is capable of performing the essential duties of a special police officer, the costs of which shall be borne by the special police officer, prior to performing police details; and to also amend 2004 Mass. Acts Chapter 458 by deleting § 7 thereof and replacing it with the following: "SECTION 7. Special police officers appointed under this act shall not be subject to sections 100 and 111F of chapter 41 of the General Laws. Special police officers appointed under this act shall not be subject to section 85H of chapter 32 of the General Laws, nor eligible for any benefits pursuant thereto." Such legislation to be effective immediately; provided that the Legislature may reasonably vary the form and substance of the requested legislation within the scope of the general public objectives of this petition, or to see what the Town will do about it.

#### **TOWN COUNCIL**

##### **ARTICLE 22**

To see if the Town will vote to amend the Zoning Bylaw, Town of Wakefield by amending the Wakefield Zoning Map dated May 2, 2016 by changing the zoning district designation of so much of the properties on North Avenue shown on the Wakefield Assessors Maps as Parcel 47B on Map 2A, Parcel 2+ on Map 2A, and Parcel 47L on Map 2A as is currently within the Single Residence District to the General Residence District, as shown on a map on filed with the Town Clerk, or to see what the Town will do about it.

#### **CITIZEN PETITION**

##### **ARTICLE 23**

To see if the Town will vote to amend the Zoning Bylaw, Town of Wakefield by amending the Wakefield Zoning Map dated May 2, 2016 by changing the zoning

That the Town authorize the Town Council to petition the State Legislature to enact Special Legislation as described in this Article.

That the Town Amend the Zoning Bylaws as described in this Article.

That the Town Amend the Zoning Bylaws as described in this Article.

district designation of so much of the property on New Salem Street shown on the Wakefield Assessors Maps as Parcel 012 on Map 29 as is currently within the Industrial District or Single Residence District to the General Residence District, as shown on a map on file with the Town Clerk, or to see what the Town will do about it

#### **CITIZEN PETITION**

#### **ARTICLE 24**

To see if the Town will vote to amend the Zoning Bylaw, Town of Wakefield by amending the Wakefield Zoning Map dated May 2, 2016 by changing the zoning district designation of so much of the properties on Main Street, Avon Street and Chestnut Street shown on the Wakefield Assessors Maps as Parcel 87D on Map 12, Parcel 087 on Map 12, Parcel 076 on Map 12, Parcel 62+ on Map 12 and portions of Avon Street and Chestnut Street as is currently within the General Residence District to the Business District, as shown on a map on file with the Town Clerk, or to see what the Town will do about it.

#### **CITIZEN PETITION**

#### **ARTICLE 25**

To see if the Town will vote to amend the Zoning Bylaw, Town of Wakefield as follows: Amend §190-31. General Regulations of the Zoning Bylaw, Town of Wakefield by adding the following at the end thereof as L.: L. The Board of Appeals may allow reductions and/or increases to the requirements of Table 2 (Table of Dimensional Regulations) of the Zoning Bylaw, Town of Wakefield, for professional and/or business offices and/or financial institutions by special permit. Any such reductions and/or increases shall be supported by evidence of lack of suitable land or design considerations or other similar factors. The Board of Appeals must also find that the granting of said special permit will not adversely affect the health, safety, convenience, character or welfare of the neighborhood or the Town. Amend §190-31. General Regulations of the Zoning Bylaw, Town of Wakefield by adding the following at the end thereof as M.: M. The Board of Appeals may allow reductions and/or alterations to the requirements of §190-31G of the Zoning Bylaw, Town of Wakefield, for professional and/or business offices and/or financial institutions by special permit. Any such reductions and/or alterations shall be supported by evidence of lack of suitable land or design considerations or other similar factors. The Board of Appeals must also find that the granting of said special permit will not adversely affect the health, safety, convenience, character or welfare of the neighborhood or the Town, or to see what the Town will do about it.

#### **CITIZEN PETITION**

#### **ARTICLE 26**

To see if the Town will vote to amend § 154-10 of the Code of the Town, a general bylaw entitled "Plastic Bag reduction," by adding the underlined text below and deleting the text marked with ~~strike-throughs~~, all such changes to be effective as of January 1, 2021: § 154-10.

That the Town Amend the Zoning Bylaws as described in this Article.

That the Town Amend the Zoning Bylaws as described in this Article.

That the Town Amend the General Bylaws as described in this Article.

Plastic bag and drinking straw reduction. **A. Purpose and intent.** The purpose of this bylaw is to limit the amount of greenhouse gas emissions, preserve the oceans, protect wildlife, and reduce the amount of trash that ends up on the streets and in landfills by using recyclable, reusable, or compostable bags instead of ~~thin-film single-use~~ plastic checkout bags, restaurant take-out bags and drinking straws. **B. Definitions.** **CHECKOUT BAG** - A carryout bag provided by a store to a customer at the point of sale. Checkout bags shall not include bags, whether plastic or not, in which loose produce or products are placed by the consumer to deliver such items to the point of sale or checkout area of the store. **GROCERY STORE** - A retail establishment where more than 50% of the gross floor area is devoted to the sale of food products for home preparations and consumption, which typically also offers home care and personal care products. **RESTAURANT TAKE-OUT BAG** - A carryout bag provided by a common victualler to a customer for the purpose of transporting take-out or left-over food. **RETAIL STORE** - An establishment that offers the sale and display of merchandise within a building. **REUSABLE CHECKOUT BAG** - A bag, with handles, that is specifically designed for multiple use and is made of ~~thick plastic~~, cloth, fabric or other durable materials. **THIN-FILM SINGLE-USE PLASTIC BAGS** - Typically with plastic handles, these are bags with a thickness of less than 2.25 mils and are intended for single-use transport of purchased products. **C. Use regulations.** **(1)** ~~Thin-film single-use~~ Plastic bags shall not be distributed, used, or sold for checkout or other purposes at any retail or grocery store within the Town of Wakefield, nor used as restaurant take-out bags by common victuallers within the Town. Retail stores, grocery stores and common victuallers may, when requested by a customer, sell plastic bags of 2.25 mils or more, regardless of size. **(2)** Customers are encouraged to bring their own reusable or biodegradable shopping bags to stores. Retail or grocery stores are strongly encouraged to make reusable, non-plastic checkout bags available for sale to customers at a reasonable price. **(3)** ~~Thin-film~~ Plastic bags used to contain dry cleaning, newspapers, produce, meat, bulk foods, wet items, and other similar merchandise, typically without handles, are ~~still~~ permissible. **(4)** Common victuallers within the Town shall not offer single-use plastic drinking straws to customers but may furnish them if specifically requested by a customer. **D. Enforcement process.** Enforcement of this bylaw shall be the responsibility of the Town Administrator or his/her designee. The Town Administrator shall determine the inspection process to be followed, incorporating the process into other Town duties as appropriate. Any ~~retail or grocery store distributing plastic grocery bags in violation of this bylaw~~ shall be subject to a noncriminal disposition fine, in accordance with § 1-7 of these bylaws. Any fines shall be paid to the Town of Wakefield. **E. Effective date.** ~~This bylaw shall take effect on July 1, 2018 (retail stores occupying a finished space of 2,500 square feet or less: September 1, 2018). Extensions (of up to three months)~~



may be granted by the Town Administrator upon written request, and to amend § 1-7 of the Code of the Town, a general bylaw entitled "Noncriminal disposition," by adding the underlined text below in subsection E thereof: **E.** Any alleged violation of the Plastic Bag and Drinking Straw Reduction Bylaw, § 154.10 of these Bylaws, shall be made the subject of noncriminal disposition proceedings by the Town Administrator or his or her designee under G.L. c. 40, § 21D. The penalty for such violation shall be a written warning for the first offense, a fine of \$100 for a second offense and a fine of \$200 for the third, and a fine of \$300 for a fourth and any subsequent offense, or to see what the Town will do about it.

#### CITIZEN PETITION

#### ARTICLE 27

To see if the Town will vote to amend the General Bylaws by adding the following as Chapter 192 of the Code of the Town: **Chapter 192. Sustainable Food Containers and Packaging 192-1. Declaration of findings and purpose:** The Town of Wakefield hereby finds that the prohibition on the use of foam polystyrene food containers and packaging by food service establishments and the sale or use of those products by any business in the Town of Wakefield is a public purpose that protects the public health, welfare and environment, advances solid waste reduction, protects waterways and aids the Town in its fight against climate change. **192-2. Definitions** The following words shall, unless the context clearly requires otherwise, have the following meanings in this bylaw: **a.** "Biodegradable" means entirely made of organic materials such as wood, paper, bagasse or cellulose, or of bioplastics that meet the American Society for Testing and Materials (ASTM) D7081 standard for Biodegradable Plastics in the Marine Environment, or of materials satisfying any other standard that may be developed specifically for an aquatic environment. Any biodegradable products must be clearly labeled with the applicable standard. **b.** "Compostable" means made of bioplastic materials certified to meet the American Society for Testing and Materials International Standards D6400 or D6868, as those standards may be amended. ASTM D6400 is the specification for plastics designed for compostability in municipal or industrial aerobic composting facilities. D6868 is the specification for aerobic compostability of plastics used as coatings on a compostable substrate. Compostable materials shall also include products that conform to ASTM or other third-party standards (such as Vincotte) for home composting. Any compostable products must be clearly labeled with the applicable standard. **c.** "Disposable food container" means all food and beverage containers, bowls, plates, trays, cartons and cups, designed for one-time or non-durable uses, on or in which any food vendor directly places or packages prepared foods on the food provider's premises or which are used to consume foods. This includes, but is not limited to, food service ware for takeout foods and leftover food from partially consumed meals prepared at food establishments. **d.** "Foam

That the Town Amend the General Bylaws as described in this Article.

polystyrene” means a non-biodegradable petrochemical thermoplastic made from aerated forms of polystyrene and includes several methods of manufacture. Expanded polystyrene (EPS) or extruded polystyrene (XPS) are forms of polystyrene. “Styrofoam” is a Dow Chemical Co. trademarked form of extruded polystyrene and is commonly used to refer to foam polystyrene. These are generally used to make insulated cups, bowls, trays, clamshell containers, meat trays, foam packing materials and egg cartons. The products are sometimes recognized by a #6 resin code on the bottom. **e.** “Food establishment” means a business or governmental establishment that stores, prepares, packages, serves, sells, or otherwise provides food for human consumption, including but not limited to any establishment requiring a permit to operate in accordance with the state food code. **f.** “Packing material” means polystyrene foam used to hold, cushion, or protect items packed in a container for shipping, transport, or storage. This includes, without limitation, packing “peanuts”, and shipping boxes, coolers, ice chests, or similar containers made, in whole or in part, from polystyrene foam that is not wholly encapsulated or encased within a more durable material. **g.** “Prepared food” means any food or beverage packaged or prepared for consumption on the food provider’s premises, using any cooking or food preparation technique or provided for further food preparation. **h.** “Recycle” refers to material that can be sorted, cleansed, and reconstituted using Wakefield’s curbside municipal collection programs for the purpose of using the altered form in the manufacture of a new product. “Recycling” does not include burning, incinerating, converting, or otherwise thermally destroying solid waste. **i.** “Retail establishment” means a business establishment engaged in the retail sale of goods directly to consumers. **j.** “Reusable” refers to products that will be used more than once in their same form by a food establishment. Reusable food service ware includes tableware, flatware, food or beverage containers, packages or trays, such as, but not limited to, soft drink bottles and milk containers that are designed to be returned to the distributor. **k.** “Rigid polystyrene” means a non-biodegradable petrochemical thermoplastic made from a non-aerated form of polystyrene. Also known as “oriented polystyrene,” the material is generally clear or solid in appearance and is used to make clear clamshell containers, cups, plates, straws, lids and utensils. The products are sometimes recognized by a #6 resin code on the bottom. **192-3. Prohibited use and distribution of food ware and packaging.** **a.** Food establishments are prohibited from dispensing food or beverages to any person in disposable food containers made from foam or rigid polystyrene. **b.** All food establishments are strongly encouraged to use reusable food service ware in place of using disposable food service ware for all food served on the premises. Food establishments using any disposable food service ware are strongly encouraged to use biodegradable, compostable, reusable or recyclable food service ware. **c.** Retail establishments are prohibited from selling or distributing disposable food containers made

from foam or rigid polystyrene to customers. **d.** Retail establishments are prohibited from selling or distributing polystyrene foam or rigid packing material to customers. **192-4. Effective date.** This section shall take effect on January 1, 2021. **192-5. Enforcement a.** Any food or retail establishment which violates any provision of this section shall be liable for a fine as follows: First offense, warning; second offense, \$100.00; and subsequent offenses, \$100.00. Each day a violation continues shall constitute a separate offense. **b.** This section shall be enforced by the Director of the Health Department, or his or her designee. **c.** Any violation of this section may, in the sole discretion of the Director of the Health Department, or his or her designee, be made the subject of noncriminal disposition proceedings under G.L. c. 40, § 21D and § 1-7 of the Code of the Town. **192-6. Severability** Each separate provision of this section shall be deemed independent of all other provisions herein, and if any provision of this section be declared to be invalid by a court of competent jurisdiction, the remaining provisions of this section shall remain valid and enforceable, or to see what the Town will do about it.

#### **CITIZEN PETITION**

#### **ARTICLE 28**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purpose of settling a claim asserted by The Woods, LLC with respect to environmental contamination allegedly caused by the Town on certain real property abutting Butler Avenue and shown as Block 138, Lot 51CG and Block 143, Lot 51 on Map 30 and as Block 214, Lot 27 on Map 31; or to see what the Town will do about it.

#### **TOWN COUNCIL**

Town Council to make Motion.

## NOTES

## Procedure of Town Meeting ...

The Moderator, an elected town official, presides at Town Meetings. He/she begins by reading the call for the meeting. Usually a motion is made to waive further reading of the warrant\*, with the exception of the constable's return (which the law demands be read), and the motion is carried. Articles in the warrant are taken up in the order as they are printed in the warrant unless otherwise decided by a two-thirds vote.

The recommendations of the Finance Committee are available before voters discuss or act upon an article. For the Annual Town Meeting, these recommendations are available a week to ten days before the meeting in booklet form, called "Annual Appropriations" and may be obtained at the Town Administrator's Office at Town Hall.

The presentation of, and recommendation on, warrant articles at Town Meeting are presented in the following order:

- (1) Presentation by the sponsor of the article, to present his/her case;
- (2) Recommendation (and discussion, if any) of the appropriate Town officer;
- (3) Recommendation of the Finance Committee, if money is involved.

The voters may then debate the question according to rules of parliamentary procedure prescribed by the town by-laws, such as:

- Stand, address the moderator, give name and address clearly, confine remarks to the question under debate and avoid personalities.
- Speak for no more than five minutes at any one time, unless granted permission by the meeting. No voter may speak more than once on any question if other voters desire to be heard, and no voter may speak more than twice on the same question without permission of the meeting.
- Speak not more than two minutes on any one of the following motions:

Motion to adjourn. Motion to lay on the table. Motion to take from the table. Motion to put the previous question. (These motions only are in order when a question is under debate. Total time allowed for debate on each motion is six minutes.)

A two-thirds vote of the assembly is necessary on a motion which requires a bond issue. Reconsideration of a vote may take place only at an adjourned session after written notice to Town Clerk within 24 hours; two-thirds vote required. The Moderator may request a voter to put his/her motion in writing. Should seven voters doubt the accuracy of the Moderator's count of hands on a motion, tellers are appointed to make the count. The Moderator clarifies motions when they are especially complex.

Conduct at town meeting is further governed by the rules of practice, pertinent to town meetings in "Roberts Rule of Order".

While Town Meeting has no role in deciding whether to hold a Proposition 2½ referendum, it may decide to appropriate money for certain purposes contingent upon the voters' approval of an override or bond exclusion under Proposition 2½. These contingent appropriations may be made from the tax levy, available funds or borrowing under the requirements of state law.

\*Town Meeting Warrant – a collection of articles presented by departments, voters, and committees for consideration by voters at an annual or special town meeting.

# WARRANT

## ANNUAL TOWN MEETING, JUNE 20, 2020

MIDDLESEX COUNTY, SS

TO ANY OF THE CONSTABLES OF THE TOWN OF WAKEFIELD IN THE COUNTY OF MIDDLESEX,

*Greetings:*

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the inhabitants of the Town of Wakefield qualified to vote in elections and in Town affairs to meet at the **Wakefield Memorial High School Field House, 60 Farm Street** in said Wakefield on **Saturday, the 20<sup>th</sup> day of June, 2020 at nine o'clock in the morning**, then and there to act on the following articles:

***Subsequent Meetings. If there is business remaining, the Moderator will consider a motion to adjourn to a subsequent session.***

**ARTICLE 1.** To see if the Town will vote to accept the provisions of G.L. c. 44, § 53F1/2 establishing a Cable Television Public Access Enterprise Fund for Fiscal Year 2021, which begins on July 1, 2020, or to see what the Town will do about it.

**Town Council**

**ARTICLE 2.** To determine how much money the Town will raise and appropriate for General Government, Protection of Persons and Property, Human Services, Public Works, Public Service Enterprises, Education, Unclassified, Benefits & Administration and Light Department specifying what appropriation shall be taken from the receipts of a department, or to see what the Town will do about it.

**Town Council**

**ARTICLE 3.** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for Capital Outlay as follows, or to see what the Town will do about it.

**Capital Outlay Committee**

**ARTICLE 4.** To see if the Town will vote to authorize the Board of Assessors to use such sum of the balance of the operating fund of the Municipal Gas and Light Department as of June 30, 2020 as the Board of Light Commissioners may vote in computing the tax rate for the fiscal period July 1, 2020 to June 30, 2021, or to see what the Town will do about it.

**Municipal Light Commissioners**

**ARTICLE 5.** To see if the Town will vote to appropriate a sum of money for remodeling, reconstructing or making extraordinary repairs to, and for constructing additions to, the Public Safety Building, 1 Union Street, including the costs of originally equipping, furnishing, landscaping, paving and performing other site improvements incidental or directly related to such remodeling, reconstruction, repair, additions and new construction, and including architectural, surveying and engineering fees and other costs incidental or related thereto, and to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or to see what the Town will do about it.

**Town Council**

**ARTICLE 6.** To see if the Town will appropriate \$10,000,000 to pay costs of roadway improvements, and for the payment of all other costs incidental and related thereto, and to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or to see what the Town will do about it.

**Town Council**

**ARTICLE 7.** To see if the Town will vote to establish, with respect to the following revolving funds, the following limits on the total amount that may be expended from each such fund in Fiscal Year 2021: Revolving Fund – Road Repair; Maximum Expenditure - \$75,000.00, or to see what the Town will do about it.

**Town Council**

**ARTICLE 8.** To see if the Town will vote to raise and appropriate, borrow or transfer from available funds a sum of money to expend under the direction of the Permanent Building Committee for the purpose of repair and/or renovation including but not limited to potential roof replacement to the Greenwood School building at 1030 Main Street, for which repair and/or renovation including but not limited to potential roof replacement to the Greenwood School building the Town may be eligible for a grant from the Massachusetts School Building Authority. The MSBA's grant program is a non-entitlement, discretionary program

based on need, as determined by the MSBA, and any costs the Town incurs in connection with the repairs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town, or to see what the Town will do about it.

**Permanent Building Committee**

**ARTICLE 9.** To see if the Town will vote to make repairs to the Town's drainage system located on or near New Salem Street including the design, renovation, upgrading and reconstruction of the culvert located there, and to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or to see what the Town will do about it.

**Town Council**

**ARTICLE 10.** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to the Capital Projects/Debt Service Fund, also known as the Debt Service Fund, or to see what the Town will do about it.

**Town Council**

**ARTICLE 11.** To see if the Town will vote to implement collective bargaining agreements between the Town of Wakefield and the Massachusetts Coalition of Police, Wakefield Division for the period of July 1, 2020 to June 30, 2023 and to provide therefore that the Town raise and appropriate or transfer from available funds a sufficient sum of money to carry out the purposes of this Article, or to see what the Town will do about it.

**Town Council**

**ARTICLE 12.** To see if the Town will vote to implement collective bargaining agreements between the Town of Wakefield and the Wakefield Police Superior Officers Association for the period of July 1, 2020 to June 30, 2023 and to provide therefore that the Town raise and appropriate or transfer from available funds a sufficient sum of money to carry out the purposes of this Article, or to see what the Town will do about it.

**Town Council**

**ARTICLE 13.** To see if the Town will vote to implement collective bargaining agreements between the Town of Wakefield and the Wakefield Firefighter's Union Local 1478 International Association of Firefighters, AFL-CIO for the period of July 1, 2020 to June 30, 2023 and to provide therefore that the Town raise and appropriate or transfer from available funds a sufficient sum of money to carry out the purpose of this Article, or to see what the Town will do about it.

**Town Council**

**ARTICLE 14.** To see if the Town will vote to implement collective bargaining agreements between the Town of Wakefield and the Wakefield Municipal Administrative, Supervisory and Professional Employees' Association for the period of July 1, 2020 to June 30, 2023 and to provide therefore that the Town raise and appropriate or transfer from available funds a sufficient sum of money to carry out the purpose of this Article, or to see what the Town will do about it.

**Town Council**

**ARTICLE 15.** To see if the Town will raise and appropriate or transfer from available funds including the excess and deficiency account a sum of money to supplement the appropriations of all budgets for the period of July 1, 2019 to June 30, 2020, or to see what the town will do about it.

**Town Council**

**ARTICLE 16.** To see if the Town will vote to raise and appropriate from tax levy or transfer from available funds a sum of money to indemnify certain police officers and/or firefighters of the Town for medical, surgical and hospitalization expenses as a result of injuries received by the officers/firefighters in the performance of their duties, as provided for under Section 100, Chapter 41 of Massachusetts General Laws in such amount and to such extent as may be recommended by the Town Council, or to see what the Town will do about it.

**Town Council**

**ARTICLE 17.** To see if the Town will vote to raise and appropriate from tax levy or transfer from available funds a sufficient sum of money to pay for the services of School Department employees and/or independent contractors to obtain Medicaid reimbursement for certain special education costs and expenses incurred by the Town, or to see what the Town will do about it.

**Town Council**

**ARTICLE 18.** To see if the Town will vote to raise and appropriate from tax levy or transfer from available funds a sufficient sum of money for the collection, disposal, recycling and composting of refuse, or to see what the Town will do about it.

**Town Council**

**ARTICLE 19.** To see if the Town will vote to appropriate a sufficient sum of money to make repairs to a portion of Walton Lane, a private way in the Town, in accordance with the provisions G.L. c. 80, of Chapter 175-10 of the Code of the Town, or otherwise,

and to determine whether to fund the appropriation by borrowing or otherwise and over what period of time to assess betterments, or to see what the Town will do about it.

**Town Council**

**ARTICLE 20.** To see if the Town will vote to authorize the Town Council to accept, or take by eminent domain proceedings, conveyances or easement from time to time, giving the Town the right to construct and maintain drains, sewers, water lines, retaining walls and streets and to raise and appropriate a sufficient sum of money to carry out the purpose of this Article, or to see what the Town will do about it.

**Town Council**

**ARTICLE 21.** To see if the Town will vote to authorize the Town Council to petition the Legislature to enact special legislation to amend 2004 Mass. Acts Chapter 458 by deleting § 1 thereof and replacing it with the following: "SECTION 1. The Town Administrator of the Town of Wakefield may appoint, as he deems necessary, retired Wakefield police officers as special police officers for the purpose of performing police details or any police duties arising therefrom or during the course of police detail work, whether or not related to the detail work. The retired police officers shall have been regular Wakefield police officers and retired based on superannuation. Special police officers shall not be subject to the same maximum age restrictions as applied to regular Wakefield police officers under chapter 32 of the General Laws, but shall not be eligible to serve as special police officers if they have reached the age of 68. A special police officer shall pass a medical examination by a physician or other certified professional chosen by the town to determine that he/she is capable of performing the essential duties of a special police officer, the costs of which shall be borne by the special police officer, prior to performing police details; and to also amend 2004 Mass. Acts Chapter 458 by deleting § 7 thereof and replacing it with the following: "SECTION 7. Special police officers appointed under this act shall not be subject to sections 100 and 111F of chapter 41 of the General Laws. Special police officers appointed under this act shall not be subject to section 85H of chapter 32 of the General Laws, nor eligible for any benefits pursuant thereto." Such legislation to be effective immediately; provided that the Legislature may reasonably vary the form and substance of the requested legislation within the scope of the general public objectives of this petition, or to see what the Town will do about it.

**Town Council**

**ARTICLE 22.** To see if the Town will vote to amend the Zoning Bylaw, Town of Wakefield by amending the Wakefield Zoning Map dated May 2, 2016 by changing the zoning district designation of so much of the properties on North Avenue shown on the Wakefield Assessors Maps as Parcel 47B on Map 2A, Parcel 2+ on Map 2A, and Parcel 47L on Map 2A as is currently within the Single Residence District to the General Residence District, as shown on a map on file with the Town Clerk, or to see what the Town will do about it.

**Citizen Petition**

**ARTICLE 23.** To see if the Town will vote to amend the Zoning Bylaw, Town of Wakefield by amending the Wakefield Zoning Map dated May 2, 2016 by changing the zoning district designation of so much of the property on New Salem Street shown on the Wakefield Assessors Maps as Parcel 012 on Map 29 as is currently within the Industrial District or Single Residence District to the General Residence District, as shown on a map on file with the Town Clerk, or to see what the Town will do about it.

**Citizen Petition**

**ARTICLE 24.** To see if the Town will vote to amend the Zoning Bylaw, Town of Wakefield by amending the Wakefield Zoning Map dated May 2, 2016 by changing the zoning district designation of so much of the properties on Main Street, Avon Street and Chestnut Street shown on the Wakefield Assessors Maps as Parcel 87D on Map 12, Parcel 087 on Map 12, Parcel 076 on Map 12, Parcel 62+ on Map 12 and portions of Avon Street and Chestnut Street as is currently within the General Residence District to the Business District, as shown on a map on file with the Town Clerk, or to see what the Town will do about it.

**Citizen Petition**

**ARTICLE 25.** To see if the Town will vote to amend the Zoning Bylaw, Town of Wakefield as follows: Amend §190-31. General Regulations of the Zoning Bylaw, Town of Wakefield by adding the following at the end thereof as L.: L. The Board of Appeals may allow reductions and/or increases to the requirements of Table 2 (Table of Dimensional Regulations) of the Zoning Bylaw, Town of Wakefield, for professional and/or business offices and/or financial institutions by special permit. Any such reductions and/or increases shall be supported by evidence of lack of suitable land or design considerations or other similar factors. The Board of Appeals must also find that the granting of said special permit will not adversely affect the health, safety, convenience, character or welfare of the neighborhood or the Town. Amend §190-31. General Regulations of the Zoning Bylaw, Town of Wakefield by adding the following at the end thereof as M.: M. The Board of Appeals may allow reductions and/or alterations to the requirements of §190-31G of the Zoning Bylaw, Town of Wakefield, for professional and/or business offices and/or financial institutions by special permit. Any such reductions and/or alterations shall be supported by evidence of lack of suitable land or design considerations or other similar factors. The Board of Appeals must also find that the granting of said special



permit will not adversely affect the health, safety, convenience, character or welfare of the neighborhood or the Town, or to see what the Town will do about it.

#### Citizen Petition

**ARTICLE 26.** To see if the Town will vote to amend § 154-10 of the Code of the Town, a general bylaw entitled "Plastic Bag reduction," by adding the underlined text below and deleting the text marked with ~~strike-throughs~~, all such changes to be effective as of January 1, 2021: § 154-10. Plastic bag and drinking straw reduction. **A. Purpose and intent.** The purpose of this bylaw is to limit the amount of greenhouse gas emissions, preserve the oceans, protect wildlife, and reduce the amount of trash that ends up on the streets and in landfills by using recyclable, reusable, or compostable bags instead of ~~thin film single use~~ plastic checkout bags, restaurant take-out bags and drinking straws. **B. Definitions.** **CHECKOUT BAG** - A carryout bag provided by a store to a customer at the point of sale. Checkout bags shall not include bags, whether plastic or not, in which loose produce or products are placed by the consumer to deliver such items to the point of sale or checkout area of the store. **GROCERY STORE** - A retail establishment where more than 50% of the gross floor area is devoted to the sale of food products for home preparations and consumption, which typically also offers home care and personal care products. **RESTAURANT TAKE-OUT BAG** - A carryout bag provided by a common victualler to a customer for the purpose of transporting take-out or left-over food. **RETAIL STORE** - An establishment that offers the sale and display of merchandise within a building. **REUSABLE CHECKOUT BAG** - A bag, with handles, that is specifically designed for multiple use and is made of ~~thick plastic~~, cloth, fabric or other durable materials. **THIN-FILM SINGLE-USE PLASTIC BAGS** - Typically with plastic handles, these are bags with a thickness of less than 2.25 mils and are intended for single-use transport of purchased products. **C. Use regulations.** **(1)** ~~Thin film single use~~ Plastic bags shall not be distributed, used, or sold for checkout or other purposes at any retail or grocery store within the Town of Wakefield, nor used as restaurant take-out bags by common victuallers within the Town. Retail stores, grocery stores and common victuallers may, when requested by a customer, sell plastic bags of 2.25 mils or more, regardless of size. **(2)** Customers are encouraged to bring their own reusable or biodegradable shopping bags to stores. Retail or grocery stores are strongly encouraged to make reusable, non-plastic checkout bags available for sale to customers at a reasonable price. **(3)** ~~Thin film~~ Plastic bags used to contain dry cleaning, newspapers, produce, meat, bulk foods, wet items, and other similar merchandise, typically without handles, are ~~still~~ permissible. **(4)** Common victuallers within the Town shall not offer single-use plastic drinking straws to customers but may furnish them if specifically requested by a customer. **D. Enforcement process.** Enforcement of this bylaw shall be the responsibility of the Town Administrator or his/her designee. The Town Administrator shall determine the inspection process to be followed, incorporating the process into other Town duties as appropriate. Any ~~retail or grocery store distributing plastic grocery bags in violation of this bylaw~~ shall be subject to a noncriminal disposition fine, in accordance with § 1-7 of these bylaws. Any fines shall be paid to the Town of Wakefield. ~~E. Effective date. This bylaw shall take effect on July 1, 2018 (retail stores occupying a finished space of 2,500 square feet or less: September 1, 2018). Extensions (of up to three months) may be granted by the Town Administrator upon written request. and to amend § 1-7 of the Code of the Town, a general bylaw entitled "Noncriminal disposition," by adding the underlined text below in subsection E thereof:~~ **E.** Any alleged violation of the Plastic Bag and Drinking Straw Reduction Bylaw, § 154.10 of these Bylaws, shall be made the subject of noncriminal disposition proceedings by the Town Administrator or his or her designee under G.L. c. 40, § 21D. The penalty for such violation shall be a written warning for the first offense, a fine of \$100 for a second offense and a fine of \$200 for the third, and a fine of \$300 for a fourth and any subsequent offense, or to see what the Town will do about it.

#### Citizen Petition

**ARTICLE 27.** To see if the Town will vote to amend the General Bylaws by adding the following as Chapter 192 of the Code of the Town: **Chapter 192. Sustainable Food Containers and Packaging 192-1. Declaration of findings and purpose:** The Town of Wakefield hereby finds that the prohibition on the use of foam polystyrene food containers and packaging by food service establishments and the sale or use of those products by any business in the Town of Wakefield is a public purpose that protects the public health, welfare and environment, advances solid waste reduction, protects waterways and aids the Town in its fight against climate change. **192-2. Definitions** The following words shall, unless the context clearly requires otherwise, have the following meanings in this bylaw: **a.** "Biodegradable" means entirely made of organic materials such as wood, paper, bagasse or cellulose, or of bioplastics that meet the American Society for Testing and Materials (ASTM) D7081 standard for Biodegradable Plastics in the Marine Environment, or of materials satisfying any other standard that may be developed specifically for an aquatic environment. Any biodegradable products must be clearly labeled with the applicable standard. **b.** "Compostable" means made of bioplastic materials certified to meet the American Society for Testing and Materials International Standards D6400 or D6868, as those standards may be amended. ASTM D6400 is the specification for plastics designed for compostability in municipal or industrial aerobic composting facilities. D6868 is the specification for aerobic compostability of plastics used as coatings on a compostable substrate. Compostable materials shall also include products that conform to ASTM or other third-party standards (such as Vincotte) for home composting. Any compostable products must be clearly labeled with the applicable standard. **c.** "Disposable food container" means all food and beverage containers, bowls, plates, trays, cartons and cups, designed for one-time or non-durable uses, on or in which any food vendor directly places or

packages prepared foods on the food provider's premises or which are used to consume foods. This includes, but is not limited to, food service ware for takeout foods and leftover food from partially consumed meals prepared at food establishments. **d.** "Foam polystyrene" means a non-biodegradable petrochemical thermoplastic made from aerated forms of polystyrene and includes several methods of manufacture. Expanded polystyrene (EPS) or extruded polystyrene (XPS) are forms of polystyrene. "Styrofoam" is a Dow Chemical Co. trademarked form of extruded polystyrene and is commonly used to refer to foam polystyrene. These are generally used to make insulated cups, bowls, trays, clamshell containers, meat trays, foam packing materials and egg cartons. The products are sometimes recognized by a #6 resin code on the bottom. **e.** "Food establishment" means a business or governmental establishment that stores, prepares, packages, serves, sells, or otherwise provides food for human consumption, including but not limited to any establishment requiring a permit to operate in accordance with the state food code. **f.** "Packing material" means polystyrene foam used to hold, cushion, or protect items packed in a container for shipping, transport, or storage. This includes, without limitation, packing "peanuts", and shipping boxes, coolers, ice chests, or similar containers made, in whole or in part, from polystyrene foam that is not wholly encapsulated or encased within a more durable material. **g.** "Prepared food" means any food or beverage packaged or prepared for consumption on the food provider's premises, using any cooking or food preparation technique or provided for further food preparation. **h.** "Recycle" refers to material that can be sorted, cleansed, and reconstituted using Wakefield's curbside municipal collection programs for the purpose of using the altered form in the manufacture of a new product. "Recycling" does not include burning, incinerating, converting, or otherwise thermally destroying solid waste. **i.** "Retail establishment" means a business establishment engaged in the retail sale of goods directly to consumers. **j.** "Reusable" refers to products that will be used more than once in their same form by a food establishment. Reusable food service ware includes tableware, flatware, food or beverage containers, packages or trays, such as, but not limited to, soft drink bottles and milk containers that are designed to be returned to the distributor. **k.** "Rigid polystyrene" means a non-biodegradable petrochemical thermoplastic made from a non-aerated form of polystyrene. Also known as "oriented polystyrene," the material is generally clear or solid in appearance and is used to make clear clamshell containers, cups, plates, straws, lids and utensils. The products are sometimes recognized by a #6 resin code on the bottom.

**192-3. Prohibited use and distribution of food ware and packaging.** **a.** Food establishments are prohibited from dispensing food or beverages to any person in disposable food containers made from foam or rigid polystyrene. **b.** All food establishments are strongly encouraged to use reusable food service ware in place of using disposable food service ware for all food served on the premises. Food establishments using any disposable food service ware are strongly encouraged to use biodegradable, compostable, reusable or recyclable food service ware. **c.** Retail establishments are prohibited from selling or distributing disposable food containers made from foam or rigid polystyrene to customers. **d.** Retail establishments are prohibited from selling or distributing polystyrene foam or rigid packing material to customers.

**192-4. Effective date.** This section shall take effect on January 1, 2021.

**192-5. Enforcement.** **a.** Any food or retail establishment which violates any provision of this section shall be liable for a fine as follows: First offense, warning; second offense, \$100.00; and subsequent offenses, \$100.00. Each day a violation continues shall constitute a separate offense. **b.** This section shall be enforced by the Director of the Health Department, or his or her designee. **c.** Any violation of this section may, in the sole discretion of the Director of the Health Department, or his or her designee, be made the subject of noncriminal disposition proceedings under G.L. c. 40, § 21D and § 1-7 of the Code of the Town.

**192-6. Severability.** Each separate provision of this section shall be deemed independent of all other provisions herein, and if any provision of this section be declared to be invalid by a court of competent jurisdiction, the remaining provisions of this section shall remain valid and enforceable, or to see what the Town will do about it.

#### Citizen Petition

**ARTICLE 28.** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purpose of settling a claim asserted by The Woods, LLC with respect to environmental contamination allegedly caused by the Town on certain real property abutting Butler Avenue and shown as Block 138, Lot 51CG and Block 143, Lot 51 on Map 30 and as Block 214, Lot 27 on Map 31; or to see what the Town will do about it.

#### Town Council

And to transact such other business as may properly come before this meeting,

And you are directed to serve this warrant by causing the same to be published in two issues of the Wakefield Daily Item, and by posting attested copies thereof at the official polling places and at the Police and Fire Stations in said Town, two consecutive Sabbaths, at least, the first time being not less than seven days at least before the time of holding said meeting.

Hereof fail not, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, as aforesaid. Given under our hands this twenty-eighth day of May, two thousand and twenty.

Ann McGonigle Santos, Chair

Julie Smith-Galvin, Vice-Chair  
Mehreen N. Butt  
Jonathan P. Chines  
Edward F. Dombroski, Jr.  
Paul R. DiNocco  
Peter J. May

**WAKEFIELD TOWN COUNCIL**

**A true copy attest:**

Kevin Lopes  
Constable