

ANNUAL APPROPRIATIONS FOR FISCAL YEAR 2024



Town of
WAKEFIELD, MASSACHUSETTS

FINANCE COMMITTEE MEMBERSHIP

Period: 2023 - 2024

Name	Term Expires
JAMES SULLIVAN, CHAIR	2025
DOUGLAS S. BUTLER, VICE CHAIR	2023
EDWARD BEAN	2024
JOSEPH B. BERTRAND	2025
WILLIAM J. BOODRY, JR.	2024
STEFAN CHASE	2024
BRIAN CUSACK	2025
AIMEE FORSYTHE	2023
DENNIS HOGAN	2024
TARAE HOWELL	2023
EVAN KENNEY	2024
DAVID MASTROIANNI	2023
DONALD RAVENELLE	2023
DANIEL W. SHERMAN	2025
ELLIE ZUCCARO	2025

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

As we close out Fiscal Year 2023 and move forward with the Fiscal Year 2024 budget, we all look back on yet another challenging year. The Town has seemed to rebound from the pandemic however, the delay in some private tax revenue generating projects as well as the sunsetting of COVID related Federal and State aid place a strain on our overall financial forecast. This reality was clearly stated at the Tri-Board meeting in October. Our policy has been to utilize Free Cash to balance our budgets. It is our goal to reduce that amount over the coming years. We project that we will replenish Free Cash at the end of FY2023 as local receipts have exceeded expectations and through the hard work of the Town Departments unexpended appropriations will be returned to the general fund. The American Rescue Plan Act (ARPA) also affords an opportunity for the Town to accomplish some great onetime items outside of our local fiscal budgets. However, the Finance Committee is concerned that there is still some application of ARPA funds for recurring expenses. This is not a recipe for long-term success, as the Tax Levy and other receipts may not keep pace, forcing us to utilize and/or deplete our reserves to fund these recurring costs. Concerned with this potential trend, the Finance Committee adopted a resolution to advise against the use of ARPA funds for recurring expenses at our April 20, 2023, meeting. It is important to note that the Fiscal Year 2024 budget represents a 6.4% overall increase over Fiscal Year 2023 or \$7,320,094.00.

The foundation of the budgets and articles presented to Town Meeting for Fiscal Year 2024 and the Finance Committee's recommendations are the result of prudent prior year recommendations and sound fiscal policy adherence. Together we continue to work to meet as many competing priorities as possible, while remaining fiscally responsible. The budgets and articles before you project the use of free cash to once again to balance the Town wide budgets. Although we believe our current reserves are at an acceptable level of approximately 7% of the budget, the financial forecast for the next several years does indicate a need to remain more vigilant in order to maintain our strong financial position. If we are fortunate enough to get additional Federal and State we will be able to fund more priorities of the Town. Regardless, we will continue to budget in a fiscally sound manner.

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 Town Council, department heads, the School Committee, Superintendent of Schools Doug Lyons, the Capital Planning Committee, the Library Trustees and David DiBarri, Superintendent of the Northeast Metropolitan Regional Vocational School.

The Finance Committee extends a special thanks to those attending Town Meeting. On your behalf we review, analyze, and inquire the contents of these budgets and offer our recommendations.

Sincerely,
Jim Sullivan
Finance Committee Chairperson

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CONSENT AGENDA

It is important to note that all of these articles listed below have been approved by the Town Council (except for Article 4 which is approved by the Municipal Gas and Light Commissioners) and all have been recommended by the Finance Committee if appropriate.

Article 3 Debt Service

This annual article funds the payments due on the towns borrowings for capital projects including the Galvin Middle School project.

The motion is \$4,337,400.00 of Tax Levy for the purpose of this article.

Article 4 Payment in Lieu of Taxes by the WMGLD

This annual article allows for the Board of Assessors to use the payment in lieu of taxes from the WMGLD in setting the tax rate. The amount for FY2024 is \$960,015.00

Article 5 Supplemental Appropriations for Town Budgets

This annual article funds department related expenses that exceeded the approved budgets for FY2023 by utilizing free cash. This year it is necessary that we add a total of \$175,000.00 to the Fire Department to fund additional overtime expenses (\$143,000.00) due to injuries and illness as it is necessary that we maintain a minimum number of personnel per every shift as well as \$12,000.00 for fuel costs and \$20,000.00 for unexpected apparatus repairs. On the Police side it is necessary that we add a total of \$100,000.00 (\$80,000.00 for overtime as well as \$20,000.00 for fuel expense) again it is necessary that we maintain a minimum number of officers on each patrol.

The total amount required from this article is \$275,000.00.

The motion is for indefinite postponement as this article was funded with ARPA funds by a vote of the Town Council on April 24, 2023.

Article 6 Indemnification of Injuries

This frequent article provides for the payment of direct medical expenses for injuries suffered on duty by police and fire personnel. The motion is to utilize \$65,000.00 from Free Cash.

Article 7 Eminent Domain

This annual article allows the Town Council to take easements or conveyances for minor projects but only where the consideration is nominal. The motion is to use \$1.00 from Tax Levy for eminent domain takings.

Article 9 Medicaid Consultant

This Article occurs every few years. It funds the Town's Participation in the Medicaid Reimbursement Program at UMASS. Through this program, the Town pursues the payment of costs related to certain eligible students from Medicaid. These costs would otherwise be born by the Town. The program costs between \$7,000.00-\$10,000.00 per year and normally results in reimbursements of over \$100,000.00 per year.

The motion is to utilize \$25,000.00 of Free Cash for this purpose.

Article 10 Coalition of Police Union Contract

The motion is for indefinite postponement as we have not yet reached a settlement.

Article 11 Police Superiors Officer's Union Contract

The motion is for indefinite postponement as we have not yet reached a settlement.

Article 12 Fire Union Contract

The motion is for indefinite postponement as we have not yet reached a settlement.

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:

ARTICLE 1

To determine how much money the Town will vote to raise and appropriate from tax levy or transfer from available funds 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 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 1st, 2023 to June 30th, 2024 the grand total amounting to \$121,491,121.00. 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	Town Council's Request	Finance Committee's Recommendation
	7-1-22	7-1-23	7-1-23
	6-30-23	6-30-24	6-30-24
TOWN COUNCIL'S DEPARTMENT:			
Personal Services	\$444,521.00	\$422,389.00	\$422,389.00
Contractual Services	66,731.00	66,731.00	66,731.00
Materials and Supplies	2,600.00	4,600.00	4,600.00
Sundry Charges	3,500.00	3,600.00	3,600.00
TOTAL	\$517,352.00	\$497,320.00	\$497,320.00
ACCOUNTING DEPARTMENT:			
Personal Services	\$337,034.00	\$349,929.00	\$349,929.00
Contractual Services	101,101.00	100,351.00	100,351.00
Materials and Supplies	3,050.00	2,960.00	2,960.00
Sundry Charges	210.00	210.00	210.00
TOTAL	\$441,395.00	\$453,450.00	\$453,450.00
INFORMATION TECHNOLOGY DEPARTMENT:			
Personal Services	\$205,257.00	\$211,635.00	\$211,635.00
Contractual Services	164,451.00	183,927.00	183,927.00
Materials and Supplies	5,150.00	5,150.00	5,150.00
Sundry Charges	6,848.00	78,443.00	78,443.00
TOTAL	\$381,706.00	\$479,155.00	\$479,155.00

	Appropriation 7-1-22 6-30-23	Town Council's Request 7-1-23 6-30-24	Finance Committee's Recommendation 7-1-23 6-30-24
TREASURER'S DEPARTMENT:			
Salary of Treasurer	\$71,351.00	\$73,491.00	\$73,491.00
Personal Services	135,926.00	139,293.00	139,293.00
Contractual Services	4,550.00	4,450.00	4,450.00
Materials and Supplies	1,500.00	1,500.00	1,500.00
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	\$233,917.00	\$239,324.00	\$239,324.00
LEGAL DEPARTMENT:			
Personal Services	\$124,037.00	\$127,759.00	\$127,759.00
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	\$194,797.00	\$198,519.00	\$198,519.00

	Appropriation 7-1-22 6-30-23	Town Council's Request 7-1-23 6-30-24	Finance Committee's Recommendation 7-1-23 6-30-24
COLLECTOR'S DEPARTMENT:			
Salary of Collector	\$109,821.00	\$113,116.00	\$113,116.00
Personal Services	79,621.00	78,814.00	78,814.00
Contractual Services	44,750.00	47,750.00	47,750.00
Materials and Supplies	2,300.00	2,300.00	2,300.00
Sundry Charges	140.00	140.00	140.00
TOTAL	\$236,632.00	\$242,120.00	\$242,120.00
ASSESSORS' DEPARTMENT:			
Personal Services	\$221,298.00	\$216,574.00	\$216,574.00
Contractual Services	29,450.00	30,650.00	30,650.00
Materials and Supplies	1,950.00	1,950.00	1,950.00
Sundry Charges	750.00	750.00	750.00
TOTAL	\$253,448.00	\$249,924.00	\$249,924.00
TOWN CLERK'S DEPARTMENT:			
Salary of Town Clerk	\$95,026.00	\$98,851.00	\$98,851.00
Personal Services	127,965.00	126,927.00	126,927.00
Contractual Services	22,465.00	23,965.00	23,965.00
Materials and Supplies	2,200.00	2,200.00	2,200.00
Sundry Charges	290.00	150.00	150.00
TOTAL	\$247,946.00	\$252,093.00	\$252,093.00

	Appropriation 7-1-22 6-30-23	Town Council's Request 7-1-23 6-30-24	Finance Committee's Recommendation 7-1-23 6-30-24
ELECTION AND REGISTRATION:			
Personal Services	\$17,100.00	\$17,100.00	\$17,100.00
Contractual Services	19,100.00	22,100.00	22,100.00
Materials and Supplies	1,500.00	1,500.00	1,500.00
TOTAL	\$37,700.00	\$40,700.00	\$40,700.00
ELECTION EXPENSE:			
Personal Services	\$19,875.00	\$13,250.00	\$13,250.00
Contractual Services	18,900.00	14,100.00	14,100.00
TOTAL	\$38,775.00	\$27,350.00	\$27,350.00
FINANCE COMMITTEE:			
Personal Services	\$0.00	0.00	0.00
Contractual Services	2,960.00	2,960.00	2,960.00
Materials and Supplies	700.00	500.00	500.00
Sundry Charges	3,400.00	3,600.00	3,600.00
TOTAL	\$7,060.00	\$7,060.00	\$7,060.00

	Appropriation 7-1-22 6-30-23	Town Council's Request 7-1-23 6-30-24	Finance Committee's Recommendation 7-1-23 6-30-24
CONSERVATION COMMISSION:			
Personal Services	\$45,710.00	\$55,856.00	\$55,856.00
Contractual Services	1,950.00	1,885.00	1,885.00
Materials and Supplies	1,000.00	1,000.00	1,000.00
Sundry Charges	725.00	790.00	790.00
TOTAL	49,385.00	\$59,531.00	\$59,531.00
LESS: Wetland Filing Fees	\$4,500.00	\$4,500.00	\$4,500.00
TOTAL	\$44,885.00	\$55,031.00	\$55,031.00
PLANNING BOARD:			
Personal Services	\$4,800.00	\$4,800.00	\$4,800.00
Contractual Services	2,625.00	3,725.00	3,725.00
Materials and Supplies	5,100.00	4,000.00	4,000.00
Sundry Charges	450.00	450.00	450.00
TOTAL	\$12,975.00	\$12,975.00	\$12,975.00
BOARD OF APPEALS:			
Contractual Services	\$27,800.00	\$30,300.00	\$30,300.00
TOTAL	\$27,800.00	\$30,300.00	\$30,300.00
TOTAL FROM TAX LEVY:	\$2,676,388.00	\$2,785,321.00	\$2,785,321.00
TOTAL FROM AVAILABLE FUNDS:	\$4,500.00	\$4,500.00	\$4,500.00
TOTAL FOR GENERAL GOVERNMENT:	\$2,680,888.00	\$2,789,821.00	\$2,789,821.00
	2.73%		2.74%

PROTECTION OF PERSONS AND PROPERTY

	Appropriation 7-1-22 6-30-23	Town Council's Request 7-1-23 6-30-24	Finance Committee's Recommendation 7-1-23 6-30-24
POLICE DEPARTMENT:			
Personal Services	\$6,217,186.00	\$6,380,833.00	\$6,380,833.00
Contractual Services	326,507.00	316,507.00	316,507.00
Materials and Supplies	166,800.00	171,800.00	171,800.00
Sundry Charges	13,000.00	13,000.00	13,000.00
TOTAL	\$6,723,493.00	\$6,882,140.00	\$6,882,140.00
FIRE DEPARTMENT:			
Personal Services	\$6,054,032.00	\$6,180,817.00	\$6,180,817.00
Contractual Services	121,700.00	131,100.00	131,100.00
Materials and Supplies	148,600.00	152,600.00	152,600.00
Sundry Charges	3,000.00	3,000.00	3,000.00
TOTAL	\$6,327,332.00	\$6,467,517.00	\$6,467,517.00
FIRE ALARM, POLICE SIGNALS AND TRAFFIC LIGHTS:			
Personal Services	\$43,700.00	\$45,011.00	\$45,011.00
Contractual Services	7,500.00	7,500.00	7,500.00
Materials and Supplies	15,500.00	18,000.00	18,000.00
TOTAL	\$66,700.00	\$70,511.00	\$70,511.00

	Appropriation 7-1-22 6-30-23	Town Council's Request 7-1-23 6-30-24	Finance Committee's Recommendation 7-1-23 6-30-24
EMERGENCY MANAGEMENT:			
Personal Services	\$55,851.00	\$57,527.00	\$57,527.00
Contractual Services	30,000.00	30,000.00	30,000.00
Materials and Supplies	3,000.00	3,000.00	3,000.00
TOTAL	\$88,851.00	\$90,527.00	\$90,527.00
INSPECTIONAL SERVICES DEPARTMENT:			
Personal Services	\$416,578.00	\$442,543.00	\$442,543.00
Contractual Services	14,650.00	14,850.00	14,850.00
Materials and Supplies	7,050.00	9,550.00	9,550.00
Sundry Charges	500.00	500.00	500.00
TOTAL	\$438,778.00	\$467,443.00	\$467,443.00
ANIMAL INSPECTOR:			
Personal Services	\$0.00	\$0.00	\$0.00
Contractual Services	38,700.00	38,700.00	38,700.00
Materials and Supplies	400.00	400.00	400.00
Sundry Charges	1,500.00	1,500.00	1,500.00
TOTAL	\$40,600.00	\$40,600.00	\$40,600.00

	Appropriation 7-1-22 6-30-23	Town Council's Request 7-1-23 6-30-24	Finance Committee's Recommendation 7-1-23 6-30-24
PARKING CLERK:			
Personal Services	\$11,382.00	\$11,723.00	\$11,723.00
Contractual Services	1,000.00	500.00	500.00
Materials and Supplies	400.00	350.00	350.00
TOTAL	\$12,782.00	\$12,573.00	\$12,573.00
 TOTAL FROM TAX LEVY:	 \$13,698,536.00	 \$14,031,311.00	 \$14,031,311.00
 TOTAL FOR PROTECTION OF PERSONS AND PROPERTY:	 \$13,698,536.00 13.95%	 \$14,031,311.00	 \$14,031,311.00 13.79%

HUMAN SERVICES

	Appropriation	Town Council's Request	Finance Committee's Recommendation
	7-1-22	7-1-23	7-1-23
	6-30-23	6-30-24	6-30-24
COUNCIL ON AGING:			
Personal Services	\$222,825.00	\$234,189.00	\$234,189.00
Contractual Services	5,600.00	5,600.00	5,600.00
Materials and Supplies	12,600.00	12,625.00	12,625.00
Mystic Valley Elder Services	6,275.00	6,275.00	6,275.00
TOTAL	\$247,300.00	\$258,689.00	\$258,689.00

HEALTH AND HUMAN SERVICES DEPARTMENT:

Personal Services	\$186,148.00	\$199,132.00	\$199,132.00
Contractual Services	140,829.00	134,235.00	134,235.00
Materials and Supplies	2,516.00	2,375.00	2,375.00
Sundry Charges	1,250.00	1,250.00	1,250.00
Social Services	16,000.00	16,000.00	16,000.00
Mental Outpatient Clinic	6,400.00	6,400.00	6,400.00
E. Middlesex Mosquito	29,933.00	30,500.00	30,500.00
TOTAL	\$383,076.00	\$389,892.00	\$389,892.00

	Appropriation 7-1-22 6-30-23	Town Council's Request 7-1-23 6-30-24	Finance Committee's Recommendation 7-1-23 6-30-24
RECREATION:			
Personal Services	\$119,599.00	\$125,696.00	\$125,696.00
TOTAL	\$119,599.00	\$125,696.00	\$125,696.00
VETERANS' DEPARTMENT:			
Personal Services	\$21,943.00	\$22,829.00	\$22,829.00
Recipients	170,000.00	110,000.00	110,000.00
Contractual Services	56,677.00	57,084.00	57,084.00
Materials and Supplies	600.00	600.00	600.00
Memorial Day	2,500.00	2,500.00	2,500.00
Veteran's Day	1,500.00	1,500.00	1,500.00
TOTAL	\$253,220.00	\$194,513.00	\$194,513.00
TOTAL FROM TAX LEVY:	\$1,003,195.00	\$968,790.00	\$968,790.00
TOTAL FOR HUMAN SERVICES:	\$1,003,195.00 1.02%	\$968,790.00	\$968,790.00 0.95%

PUBLIC WORKS DEPARTMENT

	Appropriation	Town Council's Request	Finance Committee's Recommendation
	7-1-22	7-1-23	7-1-23
	6-30-23	6-30-24	6-30-24
PERSONAL SERVICES:			
Personal Services Breakdown:	\$4,246,345.00	\$4,432,029.00	\$4,432,029.00
Administration	207,092.00	216,787.00	216,787.00
Engineering	326,600.00	347,032.00	347,032.00
Fleet Maintenance	389,230.00	389,466.00	389,466.00
Buildings	821,296.00	866,792.00	866,792.00
Forestry and Parks	972,141.00	1,006,197.00	1,006,197.00
Cemetery	335,196.00	347,226.00	347,226.00
Highway	1,194,790.00	1,258,529.00	1,258,529.00
TOTAL	\$4,246,345.00	\$4,432,029.00	\$4,432,029.00
LESS:			
Perpetual Care Income	\$43,721.00	\$43,094.00	\$43,094.00
Park Trust Funds Available	1.00	1.00	1.00
To Be Appropriated From The			
Sale of Lots Funds	48,000.00	55,475.00	55,475.00
TOTAL	\$4,154,623.00	\$4,333,459.00	\$4,333,459.00
CONTRACTUAL SERVICES:			
Contractual Services Breakdown:	\$1,762,180.00	\$1,803,765.00	\$1,803,765.00
Administration	26,600.00	31,600.00	31,600.00
Engineering	187,000.00	202,000.00	202,000.00
Fleet Maintenance	96,700.00	96,700.00	96,700.00
Buildings	878,380.00	899,965.00	899,965.00
Forestry and Parks	203,250.00	203,250.00	203,250.00
Cemetery	17,700.00	17,700.00	17,700.00
Highway	352,550.00	352,550.00	352,550.00
TOTAL	\$1,762,180.00	\$1,803,765.00	\$1,803,765.00
MATERIALS AND SUPPLIES:			
Materials & Supplies Breakdown:	\$721,480.00	\$730,650.00	\$730,650.00
Administration	8,600.00	8,600.00	8,600.00
Engineering	8,800.00	8,800.00	8,800.00
Fleet Maintenance	270,430.00	279,600.00	279,600.00
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	\$721,480.00	\$730,650.00	\$730,650.00

	Appropriation 7-1-22 6-30-23	Town Council's Request 7-1-23 6-30-24	Finance Committee's Recommendation 7-1-23 6-30-24
SUNDRY CHARGES:			
Sundry Charges Breakdown:	\$4,125.00	\$4,125.00	\$4,125.00
Administration	1,000.00	1,000.00	1,000.00
Engineering	1,800.00	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	 \$4,125.00	 \$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:	\$7,492,408.00	\$7,721,999.00	\$7,721,999.00
TOTAL FROM AVAILABLE FUNDS:	\$91,722.00	\$98,570.00	\$98,570.00
TOTAL FOR PUBLIC WORKS:	\$7,584,130.00 7.72%	\$7,820,569.00	\$7,820,569.00 7.69%

PUBLIC WORKS ENTERPRISE DEPARTMENT

	Appropriation	Town Council's Request	Finance Committee's Recommendation
	7-1-22	7-1-23	7-1-23
	6-30-23	6-30-24	6-30-24
WATER DIVISION:			
Personal Services	\$1,404,175.00	\$1,479,618.00	\$1,479,618.00
Contractual Services	503,175.00	503,175.00	503,175.00
Materials and Supplies	247,500.00	247,500.00	247,500.00
Sundry Charges	1,430.00	1,430.00	1,430.00
Professional Medical Services	1,250.00	1,650.00	1,650.00
Contributory Retirement Pensions	227,586.00	272,067.00	272,067.00
Group Insurance	450,471.00	495,518.00	495,518.00
Workers' Compensation Insurance	8,259.00	7,400.00	7,400.00
General Insurance	25,245.00	26,400.00	26,400.00
MWRA Water Assessment	2,627,209.00	3,345,982.00	3,345,982.00
Administrative Expense (P.S.)	75,212.00	78,419.00	78,419.00
Maturing Debt	612,691.00	749,101.00	749,101.00
Medicare	20,291.00	21,455.00	21,455.00
TOTAL	\$6,204,494.00	\$7,229,715.00	\$7,229,715.00
SEWER DIVISION:			
Personal Services	\$1,008,135.00	\$1,065,203.00	\$1,065,203.00
Contractual Services	407,582.00	451,611.00	451,611.00
Materials and Supplies	87,100.00	87,100.00	87,100.00
Sundry Charges	1,200.00	1,200.00	1,200.00
MWRA Sewer Assessment	6,900,194.00	6,926,012.00	6,926,012.00
Workers' Compensation Insurance	8,848.00	10,600.00	10,600.00
General Insurance	14,720.00	15,400.00	15,400.00
Professional Medical Services	1,250.00	1,650.00	1,650.00
Contributory Retirement Pensions	184,200.00	182,719.00	182,719.00
Group Insurance	312,013.00	343,214.00	343,214.00
Administrative Expense (P.S.)	75,212.00	78,419.00	78,419.00
Maturing Debt	133,664.00	166,414.00	166,414.00
Medicare	14,581.00	15,446.00	15,446.00
TOTAL	\$9,148,699.00	\$9,344,988.00	\$9,344,988.00
TOTAL FROM TAX LEVY:	\$0.00	\$0.00	\$0.00
TOTAL FROM AVAILABLE FUNDS:			
(WATER & SEWER REV. RECEIPTS)	\$15,353,193.00	\$16,574,703.00	\$16,574,703.00
TOTAL FOR PUBLIC WORKS			
ENTERPRISE FUNDS:	\$15,353,193.00	\$16,574,703.00	\$16,574,703.00

SCHOOL DEPARTMENT

	Appropriation	School Committee's Request	Finance Committee's Recommendation
	7-1-22	7-1-23	7-1-23
	6-30-23	6-30-24	6-30-24
SCHOOL DEPARTMENT:			
Personal Services	\$39,514,244.00	\$42,057,630.00	\$42,057,630.00
Contractual Services	6,223,661.00	6,118,614.00	6,118,614.00
Materials and Supplies	1,959,372.00	1,999,647.00	1,999,647.00
Sundry Charges	24,800.00	29,300.00	29,300.00
TOTAL	\$47,722,077.00	\$50,205,191.00	\$50,205,191.00
LESS: Available Funds-Offset Receipts			
Bus Fees	\$115,000.00	\$115,000.00	\$115,000.00
LESS: Budget Reductions SC TBD	\$0.00	\$500,000.00	\$500,000.00
TOTAL	\$47,607,077.00	\$49,590,191.00	\$49,590,191.00
TOTAL FROM TAX LEVY:	\$47,607,077.00	\$49,590,191.00	\$49,590,191.00
TOTAL FROM AVAILABLE FUNDS:	\$115,000.00	\$115,000.00	\$115,000.00
TOTAL FOR SCHOOL:	\$47,722,077.00	\$49,705,191.00	\$49,705,191.00
	48.59%		48.85%

LIBRARY

	Appropriation	Town Council's Request	Finance Committee's Recommendation
	7-1-22	7-1-23	7-1-23
	6-30-23	6-30-24	6-30-24
LIBRARY DEPARTMENT:			
Personal Services	\$1,385,623.00	\$1,424,695.00	\$1,424,695.00
Contractual Services	267,174.00	279,139.00	279,139.00
Materials and Supplies	224,300.00	229,900.00	229,900.00
TOTAL	\$1,877,097.00	\$1,933,734.00	\$1,933,734.00
LESS:			
Library Trust Fund Income Available	\$61,721.00	\$62,285.00	\$62,285.00
TOTAL	\$1,815,376.00	\$1,871,449.00	\$1,871,449.00
TOTAL FROM TAX LEVY:	\$1,815,376.00	\$1,871,449.00	\$1,871,449.00
TOTAL FROM AVAILABLE FUNDS:	\$61,721.00	\$62,285.00	\$62,285.00
TOTAL FOR LIBRARY:	\$1,877,097.00	\$1,933,734.00	\$1,933,734.00
	1.91%		1.90%

VOCATIONAL SCHOOL

	Appropriation	Town Council's	Finance
	7-1-22	Request	Committee's
	6-30-23	6-30-24	Recommendation
		7-1-23	7-1-23
			6-30-24
VOCATIONAL REGIONAL SCHOOL:	\$2,163,315.00	\$2,251,945.00	\$2,251,945.00
TOTAL FROM TAX LEVY:	\$2,163,315.00	\$2,251,945.00	\$2,251,945.00
TOTAL FROM AVAILABLE FUNDS:	\$0.00	\$0.00	\$0.00
TOTAL FOR VOCATIONAL REGIONAL SCHOOL:	\$2,163,315.00	\$2,251,945.00	\$2,251,945.00
	2.20%		2.21%

UNCLASSIFIED

	Appropriation	Town Council's Request	Finance Committee's Recommendation
	7-1-22	7-1-23	7-1-23
	6-30-23	6-30-24	6-30-24
STREET LIGHTS	\$188,131.00	\$188,131.00	\$188,131.00
HISTORICAL COMMISSION	2,000.00	2,000.00	2,000.00
GENERAL INSURANCE	459,166.00	480,925.00	480,925.00
MEDICARE	874,280.00	961,331.00	961,331.00
UNEMPLOYMENT INSURANCE	75,000.00	75,000.00	75,000.00
RESERVE FUND	400,000.00	400,000.00	400,000.00
CABLE TV PUBLIC ACCESS ENTERPRISE:			
Personal Services	\$152,588.00	\$149,537.00	\$149,537.00
Contractual Services	353,917.00	346,839.00	346,839.00
Materials and Supplies	100,000.00	62,500.00	62,500.00
TOTAL FOR CABLE TV PUBLIC ACCESS	\$606,505.00	\$558,876.00	\$558,876.00
UNCLASSIFIED TOTAL	\$2,605,082.00	\$2,666,263.00	\$2,666,263.00
TOTAL FROM TAX LEVY:	\$1,998,577.00	\$2,107,387.00	\$2,107,387.00
TOTAL FROM AVAILABLE FUNDS:	\$606,505.00	\$558,876.00	\$558,876.00
TOTAL FOR UNCLASSIFIED:	\$2,605,082.00	\$2,666,263.00	\$2,666,263.00
	2.03%		2.07%

BENEFITS AND ADMINISTRATION

	Appropriation	Town Council's Request	Finance Committee's Recommendation
	7-1-22	7-1-23	7-1-23
	6-30-23	6-30-24	6-30-24
PERSONAL SERVICES	\$201,964.00	\$209,357.00	\$209,357.00
PROFESSIONAL MEDICAL	8,350.00	10,000.00	10,000.00
WORKERS' COMPENSATION	436,500.00	434,000.00	434,000.00
RETIREMENT SYSTEM:			
Pension Accumulation Fund	6,050,189.00	6,409,235.00	6,409,235.00
Non-Contributory Pension Fund	37,590.00	0.00	0.00
Assessments, Non-Contributory, Veterans Pension Fund	0.00	0.00	0.00
TOTAL	\$6,087,779.00	\$6,409,235.00	\$6,409,235.00
CONTRIBUTORY GROUP HEALTH AND LIFE INSURANCE:			
Town Appropriation	\$3,960,379.00	\$4,158,785.00	\$4,158,785.00
School Appropriation	\$8,788,542.00	\$8,923,918.00	\$8,923,918.00
TOTAL	\$12,748,921.00	\$13,082,703.00	\$13,082,703.00
TOTAL FROM TAX LEVY:	\$19,483,514.00	\$20,145,295.00	\$20,145,295.00
TOTAL FROM AVAILABLE FUNDS:	\$0.00	\$0.00	\$0.00
TOTAL BENEFITS & ADMINISTRATION	\$19,483,514.00	\$20,145,295.00	\$20,145,295.00
	19.84%		19.80%
GRAND TOTAL:			
TOTAL FROM TAX LEVY:	\$97,938,386.00	\$101,473,688.00	\$101,473,688.00
TOTAL FROM AVAILABLE FUNDS:	16,232,641.00	17,413,934.00	17,413,934.00
GRAND TOTAL:	\$114,171,027.00	\$118,887,622.00	\$118,887,622.00
	100.00%		100.00%

NOTE: Departmental percentages do not include Enterprise Funds

LIGHT DEPARTMENT

That the Town appropriate the sum of \$982,016.00 from the Light Operation Account to the Contributory Retirement Pension Accumulation Fund Account; and to appropriate the sum of \$1,580,483.00 from the Light Operation Account to the Employees' Group Insurance Account and to appropriate the sum of \$41,000.00 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, 2023 to June 30, 2024 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.

ARTICLE 2

To see if the Town will vote to raise and appropriate from tax levy 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 raise and appropriate from tax levy the amount of \$2,239,875.00 and transfer the amount of \$477,000.00 from the sewer retained earnings account to the sewer department capital outlay account and the sum of \$667,000.00 from the water retained earnings account to the water department capital outlay account to carry out the purposes of this Article.

TAX LEVY - CAPITAL OUTLAY			
		Lease -	
Category	Description	Purchase	Amount
Prior Year	DPW	Lease	247,875.00
Fleet	DPW – Equipment #1327 - 2023 Dump/Sand/Plow	5yr L/P	80,000.00
Fleet	DPW – Equipment #1598 – Tractor Drawn Lawn Aerator		50,000.00
Fleet	DPW – Equipment #1148 – 2023 Bombardier SW Plow	5yr L/P	45,000.00
Fleet	DPW – Equipment 125 – Sander/Plow		30,000.00
Fleet	DPW – Equipment #HBX – Bituminous Hot-Box Trailer		65,000.00
Fleet	DPW – Equipment #CEMAUX – Cushman UTV (Cemetery)		45,000.00
Fleet	Police – Cruisers – Three (3) Patrol Cars		212,500.00
Facilities	Town Hall – Windows		25,000.00
Facilities	Town Hall – Rubber Roof (North)		70,000.00
Facilities	5 Common – Windows		10,000.00
Facilities	9 Albion Street – Roof		55,000.00
Facilities	Senior Center – Fascia/Soffit Rot Replacement		20,000.00
Facilities	Civic Center – Brick Repoint		70,000.00
Facilities	Civic Center – Exterior Mezzanine Support		9,500.00
Facilities	DPW North Avenue – Automatic Transfer Switch		10,000.00
Facilities	DPW North Avenue – Office Floors		15,000.00
Facilities	Woodville Elementary School – Chiller Replacement		230,000.00
Facilities	Greenwood Elementary School – Electrical Service Upgrade		15,000.00
Facilities	Galvin Middle School – Pressure Reducing Valve		40,000.00
Facilities	Doyle Elementary School – Electrical Service Upgrade		30,000.00
Facilities	Beebe Memorial Library – Roof Replacement		130,000.00
Forestry/Park	Upper Common – Monument Restoration		300,000.00
Forestry/Park	Town Wide – Water Bubblers		20,000.00
Forestry/Park	Dolbeare Elementary School – Playground & Rubber Surface		240,000.00
Miscellaneous	Buildings – Floor Machine		15,000.00
Miscellaneous	Fleet – 20,000 Pound Lift		35,000.00
Miscellaneous	Fleet – Mobile Post Lift		80,000.00
Miscellaneous	Fleet – AC Machine		8,000.00
Miscellaneous	Fire Department – 55 High Viz Jackets		23,000.00
Miscellaneous	Greenwood Fire Department – 12 Turnout Gear Lockers		14,000.00
	Total Tax Levy Capital Outlay		\$2,239,875.00
SEWER ENTERPRISE FUND - CAPITAL OUTLAY			
		Lease -	
Category	Description	Purchase	Amount
Leases	Prior Year		42,000.00
Fleet	2023 Vac Truck	5Yr L/P	130,000.00
System	Line Jetter		30,000.00
Buildings	Farm Street Pump Rebuild		70,000.00

System	System Improvements		205,000.00
	Total Sewer Capital Outlay		\$477,000.00
WATER ENTERPRISE FUND - CAPITAL OUTLAY			
		Lease -	
Category	Description	Purchase	Amount
Leases	Prior Year		42,000.00
Distribution	System Improvements		100,000.00
Buildings	Treatment Plant – Plant Process Equipment		25,000.00
Distribution	Water Mains		500,000.00
	Total Water Capital Outlay		\$667,000.00

ARTICLE 3

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 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, 2022 as the Board of Light Commissioners may vote in computing the tax rate for the fiscal period July 1, 2023 to June 30, 2024, or to see what the Town will do about it.

MUNICIPAL LIGHT COMMISSIONERS**ARTICLE 5**

To see if the Town will vote to 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, 2022 to June 30, 2023, or to see what the town will do about it.

TOWN COUNCIL**ARTICLE 6**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to indemnify certain police officers and 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 §100, c. 41 of M.G.L. 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 7**

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 8**

To see if the town will vote to raise and appropriate 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 9**

To see if the town will vote to raise and appropriate from tax levy or transfer from available funds a sufficient

That the Town raise and appropriate from tax levy to the Capital Projects Fund, also known as the Debt Service Fund, the sum of \$4,337,400.00 to carry out the purpose of this Article.

That the Town vote to authorize the Board of Assessors to use such sum of \$960,015.00 from the operating fund of the Municipal Gas & Light Department in computing the tax rate for fiscal period July 1st, 2023 to June 30th, 2024 to carry out the purpose of this Article.

Indefinite postponement.

That the Town appropriate by transfer from free cash the sum of \$65,000.00 to carry out the purpose of this Article.

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

That the Town raise and appropriate from tax levy the sum of \$2,370,747.00 to carry out the purpose of this Article.

That the Town appropriate from free cash the sum of \$25,000.00 to carry out the purpose of this Article.

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 10

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, 2023 to June 30, 2026 and to provide therefor 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

Town Council to make motion.

ARTICLE 11

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, 2023 to June 30, 2026 and to provide therefor 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

Town Council to make motion.

ARTICLE 12

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, 2023 to June 30, 2026 and to provide therefor 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; or to see what the Town will do about it

TOWN COUNCIL

Town Council to make motion.

ARTICLE 13

To see if the Town will vote to authorize the Town Council to apply for, receive and expend without further appropriation a grant from the Massachusetts Water Resources Authority for the purpose of funding the Town's infiltration / inflow removal program, and further to appropriate a sufficient sum of money to fund the Town's portion of the costs of the program, and to determine whether to raise this appropriation by borrowing or otherwise; or to see what the Town will do about it.

TOWN COUNCIL

That the Town vote to authorize the Town Council to apply for, receive and expend a grant/loan from the Massachusetts Water Resources Authority in the amount of \$1,310,000.00 of which seventy-five percent or \$982,500.00 represents the grant portion and twenty-five percent or \$327,500.00 represents the loan portion to the Town by the said Massachusetts Water Resources Authority, for use by the Town for the Town's Infiltration/Inflow removal program; and further, that the Town authorize the Town treasurer, with the approval of the Town Council, to issue bonds or notes of the Town to the Massachusetts Water Resources Authority, payable over ten (10) years from the sewer enterprise fund to carry out the purpose of this Article.

ARTICLE 14

To see if the Town will vote to: 1. Accept the provisions of G.L. c. 44, §55C, to establish a trust to be known as the Wakefield Affordable Housing Trust Fund,

That the Town vote to: 1. accept the provisions of G.L. c. 44, §55C, to establish a trust to be known as the Wakefield Affordable Housing Trust Fund, whose

whose purpose shall be to provide for the creation and preservation of housing that is affordable in the Town of Wakefield for the benefit of low- and moderate-income households; and 2. Insert a new chapter in the General Bylaws of the Town, to be numbered as Chapter 70 and entitled "Affordable Housing Trust," as follows: § 70-1. Purpose. Pursuant to the authority of G.L. c. 44, § 55C, there is hereby created a local municipal affordable housing trust to be known as the Wakefield Affordable Housing Trust, hereinafter the "Trust," whose purpose shall be to provide for the creation and preservation of housing that is affordable in the Town of Wakefield for the benefit of low- and moderate-income households. § 70-2. Membership. There shall be a Board of Trustees of the Wakefield Affordable Housing Trust, hereinafter the "Board of Trustees," consisting of nine (9) voting members. The voting members shall be appointed by the Town Council and shall include a member of the Town Council, a member of the Planning Board, a member of the Council on Aging, a member of the Housing Authority, a member of the Finance Committee, a member of the Commission on Disabilities, and three other members, each of whom, to the extent possible, shall have a background or interest in affordable housing, finance, law (including land use and zoning law), real estate, and/or real estate development. § 70-3. Term. The Town Council shall appoint the Trustees for a term of two years, except that three of the initial trustee appointments shall be for a term of one year, provided that said Trustees may be re-appointed at the discretion of the Town Council. Any member of the Board of Trustees who at the time of his or her appointment as such was a member of another public body which is required by § 70-2, above, to be represented on the Board of Trustees (i.e., the Town Council, Planning Board, Council on Aging, Housing Authority, Finance Committee or Commission on Disabilities) shall be deemed to have vacated his or her position on the Board of Trustees upon ceasing to serve as a member of such other public body. Vacancies shall be filled by the Town Council for the remainder of the unexpired term. Any member of the Board of Trustees may be removed by the Town Council for cause after the opportunity of a hearing. § 70-4. Declaration of Trust. The Town Council is hereby authorized to execute a Declaration of Trust and Certificate of Trust for the Wakefield Affordable Housing Trust to be recorded with the Middlesex Registry of Deeds and filed with the Middlesex Registry District of the Land Court. § 70-5. General Duties. The Board of Trustees shall have the following powers, all of which shall be carried on in furtherance of the purposes set forth in G.L. c. 44, §55C, except that any exercise of the powers described in subsections (a), (b), (c), (d) and (k), below, shall require a two-third (2/3) vote of the Board of Trustees and prior approval of the Town Council: a. To accept and receive real property, personal property or money, by gift, grant, contribution, devise or transfer from any person, firm, corporation or other public or private entity, including but not limited to money, grants of funds or other property tendered to the Trust in connection with any by-law or any general or special law or any other source; b. To purchase and retain real or personal property, including

purpose shall be to provide for the creation and preservation of housing that is affordable in the Town of Wakefield for the benefit of low- and moderate-income households; and 2. adopt a new chapter in the General Bylaws of the Town, to be numbered as Chapter 70 and entitled "Affordable Housing Trust," as set forth in this Article.

without restriction investments that yield a high rate of income or no income; c. To sell, lease, exchange, transfer, or convey any personal, mixed, or real property at public auction or by private contract for such consideration and on such terms as to credit or otherwise, and to make such contracts and enter into such undertaking relative to Trust property as the Board of Trustees deems advisable notwithstanding the length of any such lease or contract; d. To execute, acknowledge, and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases, grant agreements, and other instruments sealed or unsealed, necessary, proper, or incident to any transaction in which the Board of Trustees engages for the accomplishment of the purposes of the Trust; e. To employ advisors, consultants, and agents, including, but not limited to accountants, appraisers, and lawyers as the Board of Trustees deems necessary; f. To pay reasonable compensation and expenses to all advisors, consultants, and agents and to apportion such compensation between income and principal as the Board of Trustees deems advisable; g. To apportion receipts and charges between incomes and principal as the Board of Trustees deems advisable, to amortize premiums and establish sinking funds for such purpose, and to create reserves for depreciation, depletion or otherwise; h. To participate in any reorganization, recapitalization, merger, or similar transactions; and to give proxies or powers of attorney with or without power of substitution to vote any securities or certificates of interest; and to consent to any contract, lease, mortgage, purchase or sale of property, by or between any corporation and any other corporation or person; i. To deposit any security with any protective reorganization committee, and to delegate to such committee such powers and authority with relation thereto as the Board of Trustees may deem proper and to pay, out of Trust property, such portion of expenses and compensation of such committee as the Board of Trustees may deem necessary and appropriate; j. To carry property for accounting purposes other than acquisition date values; k. To borrow money on such terms and conditions and from such sources as the Board of Trustees deems advisable, to mortgage and pledge Trust assets as collateral; any debt incurred by the Board of Trustees shall not constitute a pledge of the full faith and credit of the Town of Wakefield and all documents related to any debt shall contain a statement that the holder of any such debt shall have no recourse against the Town of Wakefield with an acknowledgement of said statement by the holder; l. To make distributions or divisions of principal in kind; m. To comprise, attribute, defend, enforce, release, settle, or otherwise adjust claims in favor of or against the Trust, including claims for taxes, and to accept any property, either in total or partial satisfaction of any indebtedness or other obligation, and subject to the provisions of G.L. c. 44, § 55C, to continue to hold the same for such period of time as the Board of Trustees may deem appropriate; n. To manage or improve real property; o. To abandon any property which the Board of Trustees determines not to be worth retaining; p. To hold all or part of the Trust property uninvested for such purposes and

for such time as the Board of Trustees may deem appropriate; q. To make recommendations on proposals to Town Meeting, subject to approval by the Town Council, when such proposals create or support affordable housing for low- and moderate-income households; and r. To extend the time for payment of any obligation to the Trust. § 70-6. Discharges and Releases. Notwithstanding any provision hereof to the contrary, the Chair of the Board of Trustees is hereby authorized to execute and deliver discharges and releases of mortgages held by the Trust without a specific authorizing vote of the Board of Trustees provided that sufficient proof has been made to him or her that all underlying obligations have been paid in full without any amount remaining owed to the Trust, and any person may rely upon the Chair's notarized signature on such a discharge or release. § 70-7. Custodian of funds. The Town of Wakefield Treasurer shall be the custodian of the funds of the Trust. Any income or proceeds received from the investment of funds shall be credited to and become part of the fund. The Board of Trustees shall provide for an annual audit of the books and records of the Trust. Such audit shall be performed by an independent auditor in accordance with accepted accounting practices and may be part of the Town's annual financial audit. Upon receipt of the audit by the Board of Trustees, a copy shall be provided forthwith to the Town Council; or to see what the Town will do about it.

ARTICLE 15

To see if the Town will vote to amend Chapter 1 of the General Bylaws, entitled "Interpretation and Penalties", by revising: a. § 1-4, entitled "Licenses and permits", as follows: "When in a bylaw anything is prohibited from being done without the license or permission of a certain officer, ~~officers or board, or public body~~, such officer, ~~officers or board or public body~~ shall have the power to license or permit such thing to be done."; b. § 1-5, entitled "Word usage", by: i. striking subsections A and C and re-lettering the remaining subsections; ii. revising current subsection D to read as follows: "The word 'person' shall mean and include natural persons and other legal entities, unless the context clearly requires otherwise."; iii. adding to the end of current subsection E: "and vice versa"; and iv. revising current subsection F as follows: "Words importing the masculine ~~any~~ gender may apply to the ~~feminine any and all~~ genders."; c. § 1-8, entitled "Refusal to comply with order", by replacing "board or town officers" with "public body"; and d. § 1-10, entitled "Disposition of fines and penalties", by replacing "board" with "public body"; or to see what the Town will do about it.

BYLAW REVIEW COMMITTEE

ARTICLE 16

To see if the Town will vote to amend Chapter 9 of the General Bylaws, entitled "Boards, Committees and Commissions", by revising: a. § 9-6, entitled "Vacancies", by deleting "; and if any member absents himself from five consecutive meetings, the member may be dropped and the vacancy filled"; b. § 9-11, entitled "Procedures and

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

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

reports", by deleting the words "to include" from the first sentence and replacing them with ", including"; c. § 9-14, entitled "Membership; terms", by deleting from subsection D thereof the words "Board or"; d. § 9-15, entitled "Notice to be posted and published prior to appointment or reappointment", by adding at the end of subsection A.2, "and posted such notice on the Town's website for a period of at least two weeks prior to such appointment"; e. § 9-23, entitled "Location and Posting of Meetings", by adding at the end of the first sentence: ", or shall be conducted remotely, by electronic means, in accordance with applicable law"; and f. § 9-24, entitled "Minutes of Meetings", by i. adding after the first occurrence of the word "Chair" the words "(or his or her designee)" and after the second such occurrence the words "(or designee)"; and ii. striking the final sentence and replacing it with: "If a multiple member body has a website, all minutes and draft minutes required to be sent to the Town Clerk shall also be posted to that website no later than one week after transmittal to the Town Clerk, provided that nothing herein shall require any multiple member body to create a website."; or to see what the Town will do about it.

BYLAW REVIEW COMMITTEE

ARTICLE 17

To see if the Town will vote to amend Chapter 4 of the General Bylaws, entitled "Appropriations", and Chapter 5 of the General Bylaws, entitled "Revolving Funds", by revising: a. § 4-1, entitled "Disposition of appropriations not expended", by replacing the words "financial year" with "fiscal year (i.e., July 1 to June 30)"; b. § 5-1, entitled "Purpose", § 5-2, entitled "Expenditure limitations", § 5-4, entitled "Procedures and reports", and § 5-5, entitled "Authorized revolving funds", by replacing the words "board, committee" wherever they appear with the words "public body"; and c. § 5-5, entitled "Authorized revolving funds", by deleting the column in the table in subsection D thereof entitled "Maximum Expenditure"; or to see what the Town will do about it.

BYLAW REVIEW COMMITTEE

ARTICLE 18

To see if the Town will vote to amend Chapter 21, Article I of the General Bylaws, entitled "Surplus Supplies", by deleting from § 21-1, entitled "Disposition", the word "Councilors" and replacing it with the word "Council"; or to see what the Town will do about it

BYLAW REVIEW COMMITTEE

ARTICLE 19

To see if the Town will vote to adopt a new Article V of Chapter 175 of the General Bylaws, to be entitled "Street Names and Numbers," and to include within it the following: **"§ 175-11. Street Name Changes.** "Any person proposing to change the name of an existing street shall follow the procedures set forth in this Bylaw, which applies to all ways within the Town (whether public or private) that are open to use by the public or approved by the Planning Board through the Subdivision of Land process. This Bylaw shall be construed and applied

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

That the Town amend the General Bylaws as described in the Article.

That the Town vote to amend the General Bylaws by adopting a new Article V of Chapter 175 of the General Bylaws to be entitled "Street Names and Numbers" which shall read as set forth in this Article.

consistently with the applicable Massachusetts statutory procedure for street naming as set forth in G.L. c. 85, §§ 3, 3A & 3B, including the appellate rights set forth in the said §3. **“a. Eligible Streets and Names.** No street shall be renamed if it has been initially named, or if its name has been changed, within the preceding twenty-five (25) years. Proposed names must not be identical, or confusingly similar, to that of any existing way in Town. No proposed street name shall be used to honor any living person or any business entity. **“b. Application Process.** The proponent of a street name change shall file a written application with the Town Clerk, together with a minimum filing fee of \$800. The fee shall be adjusted by the Town Clerk to reflect the anticipated cost of notification of the owners and residents of, and businesses located on, properties affected by the proposed change. The filing fee shall not apply to any change proposed by a public body of the Town. The application need not follow any particular format, but shall at a minimum (i) identify the existing way that is proposed to be renamed; (ii) state the proposed new street name; (iii) explain the rationale of the change; and (iv) be signed by the proponent, whose name and address must be clearly legible. The Town Clerk shall, within ten (10) days after receipt of the application and any applicable fee, forward a copy to the Fire Chief, Police Chief, Town Engineer, and Town Assessor’s Office. The Town Assessor’s Office shall assemble and send to the Town Clerk a list of the names and addresses of all persons known to own or reside at, and all businesses known to be located on, properties abutting the way in question. The Town Clerk shall forward the list together with the application to the Planning Board for a public hearing. **“c. Public Hearing.** The Planning Board shall conduct a public hearing on the application for a street name change within sixty (60) days after receiving the application and the list of abutting owners, residents and businesses from the Town Clerk. The Planning Board shall give notice of such hearing by publication in a newspaper of general circulation published in the Town once in each of two successive weeks, the last publication to be at least two days before the hearing, and by mailing notice to all owners, residents and businesses on the list forwarded by the Town Clerk at least one week before the hearing. Notice of the hearing shall also be posted on multifamily properties and on the Town’s website, and shall be sent to the Fire Department, Police Department, Town Engineer, Zoning Board of Appeals, Municipal Gas and Light Department, Public Works Director, Board of Assessors, Historical Commission and Postmaster. If the actual cost of notice exceeds the fee previously paid, the Town Clerk shall demand payment of the difference in advance before the Planning Board commences any mailing with respect to proposals not made by public bodies of the Town. Prior to the public hearing, the Fire Chief, Police Chief and Town Engineer shall each give his or her written report and recommendation to the Planning Board with respect to the proposed name change. The Planning Board shall vote on whether to recommend the proposed name change to the Town Council within thirty (30) days after the opening of the public hearing and shall forward its recommendation to the Town Council forthwith following

such vote. **“d. Action by Town Council.** The Town Council shall promptly review and act on the recommendation by the Planning Board with respect to the proposed street name change. If the Town Council declines to make the name change, it shall so inform the applicant and the Town Clerk. If the Town Council approves the name change, in addition to notifying the applicant and the Town Clerk, it shall request payment from the applicant to cover the cost of changing and installing all applicable signage, and sending notice of the change by mail to all persons residing on the affected street or owning property thereon, and all businesses located there. No action shall be taken on the name change until such payment is received. Any street name change approved by the Town Council shall become effective on a date to be set by the Town Council, such date to be not less than one hundred twenty (120) days and not more than three hundred sixty-five (365) days after the vote by the Town Council. **“e. Appeal Rights.** Any person aggrieved by a street name change effected hereunder is advised of his appellate rights under G.L. c. 85, § 3, which permits an appeal to the Massachusetts Department of Transportation by petition of at least twenty-five (25) inhabitants of the Town within thirty (30) days following such change.”; or to see what the Town will do about it.

PLANNING BOARD

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 ELECTION, APRIL 25TH, 2023

ANNUAL TOWN MEETING, MAY 15TH, 2023

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 Precincts 1, 2, 3, 4, 5, 6 & 7 at the **Galvin Middle School, 525 Main Street** in said Wakefield on **Tuesday, the 25th day of April, 2023 when the polls will be open between the hours of 7:00 AM and 8:00 PM**, then and there to act on the following:

To give their votes to the election of officers on one ballot for the following Town Officers: two (2) Town Council members for three (3) years; two (2) School Committee members for three (3) years; one (1) Town Clerk for three (3) years; three (3) Library Trustees for three (3) years; one (1) Planning Board member for five (5) years; one (1) Board of Health member for three (3) years; one (1) Board of Assessor member for three (3) years; one (1) Municipal Gas & Light Commissioner for three (3) years; one (1) Constable for three (3) years; one (1) Town Moderator for three (3) years

ANNUAL TOWN MEETING MAY 15TH, 2023

All business of said meeting, except the election of such officers and the determination of such matters as by law are required to be elected or determined by ballot, shall be considered at 7:00 PM, on Monday, the 15th day of May, 2023 at the Galvin Middle School Auditorium, 525 Main Street, in said Town, then and there to act on the following articles:

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

ARTICLE 1. To determine how much money the Town will vote to raise and appropriate or transfer from available funds 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 2. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for Capital Outlay; or to see what the Town will do about it.

Capital Outlay Committee

ARTICLE 3. 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 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, 2022 as the Board of Light Commissioners may vote in computing the tax rate for the fiscal period July 1, 2023 to June 30, 2024; or to see what the Town will do about it.

Municipal Light Commissioners

ARTICLE 5. To see if the Town will vote to 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, 2022 to June 30, 2023; or to see what the town will do about it.

Town Council

ARTICLE 6. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to indemnify certain police officers and 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 7. To see if the Town will vote to authorize the Town Council to accept, or take by eminent domain proceedings, conveyances or easements 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 8. To see if the Town will vote to raise and appropriate or transfer from available funds a 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 9. 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 10. 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, 2023 to June 30, 2026 and to provide therefor 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 11. 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, 2023 to June 30, 2026 and to provide therefor 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 Firefighter's Union Local 1478 International Association of Firefighters, AFL-CIO for the period of July 1, 2023 to June 30, 2026 and to provide therefor 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 authorize the Town Council to apply for, receive and expend without further appropriation a grant from the Massachusetts Water Resources Authority for the purpose of funding the Town's infiltration / inflow removal program, and further to appropriate a sufficient sum of money to fund the Town's portion of the costs of the program, and to determine whether to raise this appropriation by borrowing or otherwise; or to see what the Town will do about it.

Town Council

ARTICLE 14. To see if the Town will vote to: 1. Accept the provisions of G.L. c. 44, §55C, to establish a trust to be known as the Wakefield Affordable Housing Trust Fund, whose purpose shall be to provide for the creation and preservation of housing that is affordable in the Town of Wakefield for the benefit of low- and moderate-income households; and 2. Insert a new chapter in the General Bylaws of the Town, to be numbered as Chapter 70 and entitled "Affordable Housing Trust," as follows: § 70-1. Purpose. Pursuant to the authority of G.L. c. 44, § 55C, there is hereby created a local municipal affordable housing trust to be known as the Wakefield Affordable Housing Trust, hereinafter the "Trust," whose purpose shall be to provide for the creation and preservation of housing that is affordable in the Town of Wakefield for the benefit of low- and moderate-income households. § 70-2. Membership. There shall be a Board of Trustees of the Wakefield Affordable Housing Trust, hereinafter the "Board of Trustees," consisting of nine (9) voting members. The voting members shall be appointed by the Town Council and shall include a member of the Town Council, a member of the Planning Board, a member of the Council on Aging, a member of the Housing Authority, a member of the Finance Committee, a member of the Commission on Disabilities, and three other members, each of whom, to the extent possible, shall have a background or interest in affordable housing, finance, law (including land use and zoning law), real estate, and/or real estate development. § 70-3. Term. The Town Council shall appoint the Trustees for a term of two years, except that three of the initial trustee appointments shall be for a term of one year, provided that said Trustees may be re-appointed at the discretion of the Town Council. Any member of the Board of Trustees who at the time of his or her appointment as such was a member of another public body which is required by § 70-2, above, to be represented on the Board of Trustees (i.e., the Town Council, Planning Board, Council on Aging, Housing Authority, Finance Committee or Commission on Disabilities) shall be deemed to have vacated his or her position on the Board of Trustees upon ceasing to serve as a member of such other public body. Vacancies shall be filled by the Town Council for the remainder of the unexpired term. Any member of the Board of Trustees may be removed by the Town Council for cause after the opportunity of a hearing. § 70-4. Declaration of Trust. The Town Council is hereby authorized to execute a Declaration of Trust and Certificate of Trust for the Wakefield Affordable Housing Trust to be recorded with the Middlesex Registry of Deeds and filed with the Middlesex Registry District of

the Land Court. § 70-5. General Duties. The Board of Trustees shall have the following powers, all of which shall be carried on in furtherance of the purposes set forth in G.L. c. 44, §55C, except that any exercise of the powers described in subsections (a), (b), (c), (d) and (k), below, shall require a two-third (2/3) vote of the Board of Trustees and prior approval of the Town Council: a. To accept and receive real property, personal property or money, by gift, grant, contribution, devise or transfer from any person, firm, corporation or other public or private entity, including but not limited to money, grants of funds or other property tendered to the Trust in connection with any by-law or any general or special law or any other source; b. To purchase and retain real or personal property, including without restriction investments that yield a high rate of income or no income; c. To sell, lease, exchange, transfer, or convey any personal, mixed, or real property at public auction or by private contract for such consideration and on such terms as to credit or otherwise, and to make such contracts and enter into such undertaking relative to Trust property as the Board of Trustees deems advisable notwithstanding the length of any such lease or contract; d. To execute, acknowledge, and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases, grant agreements, and other instruments sealed or unsealed, necessary, proper, or incident to any transaction in which the Board of Trustees engages for the accomplishment of the purposes of the Trust; e. To employ advisors, consultants, and agents, including, but not limited to accountants, appraisers, and lawyers as the Board of Trustees deems necessary; f. To pay reasonable compensation and expenses to all advisors, consultants, and agents and to apportion such compensation between income and principal as the Board of Trustees deems advisable; g. To apportion receipts and charges between incomes and principal as the Board of Trustees deems advisable, to amortize premiums and establish sinking funds for such purpose, and to create reserves for depreciation, depletion or otherwise; h. To participate in any reorganization, recapitalization, merger, or similar transactions; and to give proxies or powers of attorney with or without power of substitution to vote any securities or certificates of interest; and to consent to any contract, lease, mortgage, purchase or sale of property, by or between any corporation and any other corporation or person; i. To deposit any security with any protective reorganization committee, and to delegate to such committee such powers and authority with relation thereto as the Board of Trustees may deem proper and to pay, out of Trust property, such portion of expenses and compensation of such committee as the Board of Trustees may deem necessary and appropriate; j. To carry property for accounting purposes other than acquisition date values; k. To borrow money on such terms and conditions and from such sources as the Board of Trustees deems advisable, to mortgage and pledge Trust assets as collateral; any debt incurred by the Board of Trustees shall not constitute a pledge of the full faith and credit of the Town of Wakefield and all documents related to any debt shall contain a statement that the holder of any such debt shall have no recourse against the Town of Wakefield with an acknowledgement of said statement by the holder; l. To make distributions or divisions of principal in kind; m. To comprise, attribute, defend, enforce, release, settle, or otherwise adjust claims in favor of or against the Trust, including claims for taxes, and to accept any property, either in total or partial satisfaction of any indebtedness or other obligation, and subject to the provisions of G.L. c. 44, § 55C, to continue to hold the same for such period of time as the Board of Trustees may deem appropriate; n. To manage or improve real property; o. To abandon any property which the Board of Trustees determines not to be worth retaining; p. To hold all or part of the Trust property uninvested for such purposes and for such time as the Board of Trustees may deem appropriate; q. To make recommendations on proposals to Town Meeting, subject to approval by the Town Council, when such proposals create or support affordable housing for low- and moderate-income households; and r. To extend the time for payment of any obligation to the Trust. § 70-6. Discharges and Releases. Notwithstanding any provision hereof to the contrary, the Chair of the Board of Trustees is hereby authorized to execute and deliver discharges and releases of mortgages held by the Trust without a specific authorizing vote of the Board of Trustees provided that sufficient proof has been made to him or her that all underlying obligations have been paid in full without any amount remaining owed to the Trust, and any person may rely upon the Chair's notarized signature on such a discharge or release. § 70-7. Custodian of funds. The Town of Wakefield Treasurer shall be the custodian of the funds of the Trust. Any income or proceeds received from the investment of funds shall be credited to and become part of the fund. The Board of Trustees shall provide for an annual audit of the books and records of the Trust. Such audit shall be performed by an independent auditor in accordance with accepted accounting practices and may be part of the Town's annual financial audit. Upon receipt of the audit by the Board of Trustees, a copy shall be provided forthwith to the Town Council; or to see what the Town will do about it.

Town Council

ARTICLE 15. To see if the Town will vote to amend Chapter 1 of the General Bylaws, entitled "Interpretation and Penalties", by revising: a. § 1-4, entitled "Licenses and permits", as follows: "When in a bylaw anything is prohibited from being done without the license or permission of a certain officer, ~~officers or board, or public body~~, such officer, ~~officers or board or public body~~ shall have the power to license or permit such thing to be done."; b. § 1-5, entitled "Word usage", by: i. striking subsections A and C and re-lettering the remaining subsections; ii. revising current subsection D to read as follows: "The word 'person' shall mean and include natural persons and other legal entities, unless the context clearly requires otherwise."; iii. adding to the end of current subsection E: "and vice versa"; and iv. revising current subsection F as follows: "Words importing ~~the masculine~~ any gender may apply to ~~the feminine~~ any and all genders."; c. § 1-8, entitled "Refusal to comply with order", by replacing "board or town officers" with "public

body”; and d. § 1-10, entitled “Disposition of fines and penalties”, by replacing “board” with “public body”; or to see what the Town will do about it.

Bylaw Review Committee

ARTICLE 16. To see if the Town will vote to amend Chapter 9 of the General Bylaws, entitled “Boards, Committees and Commissions”, by revising: a. § 9-6, entitled “Vacancies”, by deleting “; and if any member absents himself from five consecutive meetings, the member may be dropped and the vacancy filled”; b. § 9-11, entitled “Procedures and reports”, by deleting the words “to include” from the first sentence and replacing them with “, including”; c. § 9-14, entitled “Membership; terms”, by deleting from subsection D thereof the words “Board or”; d. § 9-15, entitled “Notice to be posted and published prior to appointment or reappointment”, by adding at the end of subsection A.2, “and posted such notice on the Town’s website for a period of at least two weeks prior to such appointment”; e. § 9-23, entitled “Location and Posting of Meetings”, by adding at the end of the first sentence: “, or shall be conducted remotely, by electronic means, in accordance with applicable law”; and f. § 9-24, entitled “Minutes of Meetings”, by i. adding after the first occurrence of the word “Chair” the words “(or his or her designee)” and after the second such occurrence the words “(or designee)”; and ii. striking the final sentence and replacing it with: “If a multiple member body has a website, all minutes and draft minutes required to be sent to the Town Clerk shall also be posted to that website no later than one week after transmittal to the Town Clerk, provided that nothing herein shall require any multiple member body to create a website.”; or to see what the Town will do about it.

Bylaw Review Committee

ARTICLE 17. To see if the Town will vote to amend Chapter 4 of the General Bylaws, entitled “Appropriations”, and Chapter 5 of the General Bylaws, entitled “Revolving Funds”, by revising: a. § 4-1, entitled “Disposition of appropriations not expended”, by replacing the words “financial year” with “fiscal year (i.e., July 1 to June 30)”; b. § 5-1, entitled “Purpose”, § 5-2, entitled “Expenditure limitations”, § 5-4, entitled “Procedures and reports”, and § 5-5, entitled “Authorized revolving funds”, by replacing the words “board, committee” wherever they appear with the words “public body”; and c. § 5-5, entitled “Authorized revolving funds”, by deleting the column in the table in subsection D thereof entitled “Maximum Expenditure”; or to see what the Town will do about it.

Bylaw Review Committee

ARTICLE 18. To see if the Town will vote to amend Chapter 21, Article I of the General Bylaws, entitled “Surplus Supplies”, by deleting from § 21-1, entitled “Disposition”, the word “Councilors” and replacing it with the word “Council”; or to see what the Town will do about it.

Bylaw Review Committee

ARTICLE 19. To see if the Town will vote to adopt a new Article V of Chapter 175 of the General Bylaws, to be entitled “Street Names and Numbers,” and to include within it the following: “**§ 175-11. Street Name Changes.** “Any person proposing to change the name of an existing street shall follow the procedures set forth in this Bylaw, which applies to all ways within the Town (whether public or private) that are open to use by the public or approved by the Planning Board through the Subdivision of Land process. This Bylaw shall be construed and applied consistently with the applicable Massachusetts statutory procedure for street naming as set forth in G.L. c. 85, §§ 3, 3A & 3B, including the appellate rights set forth in the said §3. “**a. Eligible Streets and Names.** No street shall be renamed if it has been initially named, or if its name has been changed, within the preceding twenty-five (25) years. Proposed names must not be identical, or confusingly similar, to that of any existing way in Town. No proposed street name shall be used to honor any living person or any business entity. “**b. Application Process.** The proponent of a street name change shall file a written application with the Town Clerk, together with a minimum filing fee of \$800. The fee shall be adjusted by the Town Clerk to reflect the anticipated cost of notification of the owners and residents of, and businesses located on, properties affected by the proposed change. The filing fee shall not apply to any change proposed by a public body of the Town. The application need not follow any particular format, but shall at a minimum (i) identify the existing way that is proposed to be renamed; (ii) state the proposed new street name; (iii) explain the rationale of the change; and (iv) be signed by the proponent, whose name and address must be clearly legible. The Town Clerk shall, within ten (10) days after receipt of the application and any applicable fee, forward a copy to the Fire Chief, Police Chief, Town Engineer, and Town Assessor’s Office. The Town Assessor’s Office shall assemble and send to the Town Clerk a list of the names and addresses of all persons known to own or reside at, and all businesses known to be located on, properties abutting the way in question. The Town Clerk shall forward the list together with the application to the Planning Board for a public hearing. “**c. Public Hearing.** The Planning Board shall conduct a public hearing on the application for a street name change within sixty (60) days after receiving the application and the list of abutting owners, residents and businesses from the Town Clerk. The Planning Board shall give notice of such hearing by publication in a newspaper of general circulation published in the Town once in each of two successive weeks, the last publication to be at least two days before the hearing, and by mailing notice to all owners, residents and businesses on the list forwarded by the Town Clerk at least one week before the hearing. Notice of the hearing shall also be posted on multifamily properties and on the Town’s website, and shall be sent to the Fire Department, Police Department, Town Engineer, Zoning Board of Appeals, Municipal Gas and Light Department, Public Works Director, Board of Assessors, Historical Commission and Postmaster. If the actual cost of notice exceeds the fee previously paid, the

Town Clerk shall demand payment of the difference in advance before the Planning Board commences any mailing with respect to proposals not made by public bodies of the Town. Prior to the public hearing, the Fire Chief, Police Chief and Town Engineer shall each give his or her written report and recommendation to the Planning Board with respect to the proposed name change. The Planning Board shall vote on whether to recommend the proposed name change to the Town Council within thirty (30) days after the opening of the public hearing and shall forward its recommendation to the Town Council forthwith following such vote. **“d. Action by Town Council.** The Town Council shall promptly review and act on the recommendation by the Planning Board with respect to the proposed street name change. If the Town Council declines to make the name change, it shall so inform the applicant and the Town Clerk. If the Town Council approves the name change, in addition to notifying the applicant and the Town Clerk, it shall request payment from the applicant to cover the cost of changing and installing all applicable signage, and sending notice of the change by mail to all persons residing on the affected street or owning property thereon, and all businesses located there. No action shall be taken on the name change until such payment is received. Any street name change approved by the Town Council shall become effective on a date to be set by the Town Council, such date to be not less than one hundred twenty (120) days and not more than three hundred sixty-five (365) days after the vote by the Town Council. **“e. Appeal Rights.** Any person aggrieved by a street name change effected hereunder is advised of his appellate rights under G.L. c. 85, § 3, which permits an appeal to the Massachusetts Department of Transportation by petition of at least twenty-five (25) inhabitants of the Town within thirty (30) days following such change.”; or to see what the Town will do about it.

Planning Board

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 tenth day of April, two thousand and twenty-three.

Mehreen N. Butt, Chair
Jonathan P. Chines. Vice-Chair
Anne P. Danehy
Edward F. Dombroski, Jr.
Michael J. McLane
Julie Smith-Galvin
Robert E. Vincent II
WAKEFIELD TOWN COUNCIL

<p>A true copy attest: Kevin Lopes Constable</p>
